

# MEMORANDUM



## COMMUNITY DEVELOPMENT



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**DATE:** November 29, 2021

**TO:** Patrick Prescott, Community Development Director *DUC FOR PP*

**FROM:** David Kriske, Assistant Community Development Director *DUC*  
BY: Beverly Ibarra, Senior Administrative Analyst *BI*

**SUBJECT:** Review of Development Impact Fee Funds

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The City collects development impact fees (DIF) under the California Mitigation Fee Act (AB 1600). These funds are used for transportation facilities and community facilities (including Parks and Recreation, Police, Library, and Fire) necessary to accommodate growth. Under AB 1600, Government Code Section 66006 requires the City to produce an annual report on the status of each development impact fee account or fund, listing the following information:

1. A brief description of the type of fee in the account/fund.
2. The amount of the fee.
3. Beginning and ending balance of the account/fund.
4. Amount of fees collected and interest earned.
5. Identification of each public improvement for which fees were spent, the total public expenditures for each improvement, and the percentage of the expenditures that were paid for with development impact fees.
6. An approximate date by which construction of public improvements will commence if the City has determined that sufficient funds have been collected to complete the financing on an incomplete public improvement.
7. Amount of refunds or re-allocations of development impact fees made pursuant to Government Code 66001.

As part of the annual DIF review, the City Council does not update or add new DIFs to the City's existing adopted Citywide Fee Schedule. DIFs established under the City's existing program are increased annually by the construction

inflation rate index during each City budget adoption. In addition to this annual review, updates to the complete DIF program and nexus study are in process.

State law and the City’s Municipal Code also requires the information be made publicly available at least 15 days prior to the regular City Council meeting at which the item will be reviewed. Please find the required information pursuant to Government Code Section 66006 contained in each of the following exhibits:

<b>Attachment</b>	<b>Document</b>	<b>Information</b>
Attachment 1	Fee Descriptions	<ul style="list-style-type: none"> <li>○ Brief description of each type of fee</li> </ul>
Attachment 2	FY 20-21 DIF Fee Schedule	<ul style="list-style-type: none"> <li>○ Amount of the FY 20-21 fees</li> </ul>
Attachment 3	FY 20-21 Development Impact Fee Funds Summary by Subfund	<ul style="list-style-type: none"> <li>○ Beginning and ending balances of each DIF account</li> <li>○ Amount of the fees collected and the interest earned</li> <li>○ Identification of each FY 20-21 public improvement for which DIF was spent</li> </ul>
Attachment 4	FY 20-21 Development Impact Fee CIP Projects	<ul style="list-style-type: none"> <li>○ Public improvements in process and funded with DIF in FY 20-21</li> <li>○ Total expenditures for each public improvement and percentage funded with DIF</li> <li>○ Approximate construction start dates for incomplete projects</li> </ul>

During FY 20-21, no interfund transfers or loans were made from the DIF accounts and no DIF refunds or re-allocations were made pursuant to Government Code 66001. At this time, all fees being collected pursuant to the DIF Program have been earmarked for current or future capital projects necessary to maintain the current levels of service to serve new development.

This information will be posted by November 29, 2021 and reviewed by City Council at the public meeting on Tuesday, December 14, 2021.

**ATTACHMENTS**

- Attachment 1 – Fee Descriptions
- Attachment 2 – FY 20-21 DIF Fee Schedule
- Attachment 3 – FY 20-21 Development Impact Fee Funds Summary by Subfund
- Attachment 4 – Development Impact Fee CIP Projects

## Attachment 1: Fee Descriptions

## DESCRIPTION OF DEVELOPMENT IMPACT FEES

### **Police Development Impact Fee**

To provide for the Police Station Expansion as specified in the City's 1992 Community Facilities Study and the City's Development Impact Fee Program.

### **Fire Development Impact Fee**

To provide for the Station 11/Headquarters Expansion as specified in the City's 1992 Community Facilities Study and the City's Development Impact Fee Program.

### **Library Development Impact Fee**

To maintain current ratio of library space and books per resident/employee as specified in the City's 1992 Community Facilities Study and the City's Development Impact Fee Program.

### **Parks and Recreation Development Impact Fee**

To provide for neighborhood parks, community parks, and open space acquisition as specified in the City's 1992 Community Facilities Study and the City's Development Impact Fee Program.

### **Transportation Development Impact Fee**

To provide for traffic improvements necessary to accommodate the increase in traffic generated by new development as specified in the 1993 Infrastructure Blueprint for the Twenty-first Century (Infrastructure Blueprint) list and the City's Development Impact Fee Program.

### **Community Development Department Administration Development Impact Fee**

To administer the City's Development Impact Fee program and the City's Development Impact Fee Program.

## Attachment 2: FY 20-21 DIF Fee Schedule

**SECTION 3. DEVELOPMENT IMPACT FEES**

(Added 5/15/84, Resolution 20,973)

(Last Update 5/14/19, Resolution 19-29,088)

Description	Amount	Unit/Time
(A) Development Impact Fees Updated each calendar year		
(1) Development Administration Surcharge	5% of Fees Collected	% of Development Impact Fee
(2) Transportation Fees - Residential (Citywide)	Not Applicable	

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Description	Amount	Unit/Time
(3) Transportation Fees - Non-Residential (Citywide)		
(a) Office Transportation Fee		
(i) 0 to 40,000 GFA	\$6.85	Sq. Ft.
(ii) 40,000 to 100,000 GFA	\$6.85	Sq. Ft.
(iii) 100,000 to 500,000 GFA	\$6.85	Sq. Ft.
(iv) over 500,000 GFA	\$5.60	Sq. Ft.
(b) Medical Office Transportation Fee	\$6.85	Sq. Ft.
(c) Retail Transportation Fee		
(i) 0 to 26,000 GFA	\$6.85	Sq. Ft.
(ii) 26,000 to 40,000 GFA	\$6.85	Sq. Ft.
(iii) 40,000 to 250,000 GFA	\$6.85	Sq. Ft.
(iv) over 250,000 GFA	\$6.85	Sq. Ft.
(d) Manufacturing Transportation Fee	\$3.75	Sq. Ft.
(e) Warehouse Transportation Fee	\$3.75	Sq. Ft.
(f) Institutional Transportation Fee	\$6.85	Sq. Ft.
(g) Studio Uses		
(i) Office Transportation Fee	\$5.85	Sq. Ft.
(ii) Technical Transportation Fee	\$3.90	Sq. Ft.
(iii) Stage Transportation Fee	\$1.95	Sq. Ft.
Note: (GFA) Gross Floor Area		
(4) Community Facilities Fees - Non-Residential (Citywide)		
(a) Office	\$1.80	Sq. Ft.
(b) Retail	\$0.95	Sq. Ft.
(c) Industrial	\$0.85	Sq. Ft.
(d) Institutional	\$0.45	Sq. Ft.
(5) Community Facilities Fees - Residential (Citywide)		
(a) Single Family	\$2,854.05	Per Dwelling Unit
(b) Multi-Family	\$2,111.65	Per Dwelling Unit

**Attachment 3: FY 20-21 Development Impact Fee Funds Summary by Subfund**

**Public Improvement Fund (F127) - Developmental Impact Fees  
FY20-21 Spendable Balance**

	Transportation	CDD Admin	Fire	Police	Library	Parks	Total
<b>Beginning Balance 7/1/20</b>	13,845,921.63 80.73%	128,920.78 0.75%	67,407.82 0.39%	498,609.02 2.91%	991,248.83 5.78%	1,619,595.37 9.44%	17,151,703.45
<b>Resources:</b>							
Development Impact Fees	1,784,138.30	28,065.58	19,536.41	94,905.21	58,142.16	305,631.26	2,290,418.92
Interest	161,253.62	1,830.39	1,081.18	7,475.11	13,136.60	22,087.74	206,864.64
Interest-Market Value Adjustment	(200,765.19)	-	-	-	-	-	(200,765.19)
Grant Revenues-MTA	64,113.70	-	-	-	-	-	64,113.70
Grant Revenues-DOT	-	-	-	-	-	-	-
Grant Revenues-Bikeway	6,026,846.38	-	-	-	-	-	6,026,846.38
Grant Revenues-LACMTA Measure R MOU's	103,779.50	-	-	-	-	-	103,779.50
Grant Revenues-Caltrans	4,975.00	-	-	-	-	-	4,975.00
Grant Revenues - STPLH5200-037	-	-	-	-	-	-	-
Intergovernmental Revenues - High Speed Rail	-	-	-	-	-	-	-
Miscellaneous-Litigation Settlement	1,156.02	-	-	-	-	-	1,156.02
<b>Total Resources</b>	<b>7,945,497.33</b>	<b>29,895.97</b>	<b>20,617.59</b>	<b>102,380.32</b>	<b>71,278.76</b>	<b>327,719.00</b>	<b>8,497,388.97</b>
<b>Uses (includes Carryovers):</b>							
Salaries-payroll	288,058.81	-	-	-	-	-	288,058.81
<b>MS &amp; S (Discretionary)</b>							
62050-22489 Planning, survey & design	254,797.20	-	-	-	-	-	254,797.20
62050-23217 Planning, survey & design-TOD	-	-	-	-	-	-	-
62085-21709 Other Professional Services	-	-	-	-	-	-	-
62085-21710 Other Professional Services	-	-	-	-	-	-	-
62085-22780 Other Professional Services	52,006.00	-	-	-	-	-	52,006.00
62170-Private Contractual Services	-	-	-	-	-	-	-
62185-Transportation Element EIR	7,315.00	-	-	-	-	-	7,315.00
<b>MS &amp; S (Non-Discretionary)</b>							
62235-Services of Other Depts(Cost Allocation)	244,856.00	-	-	-	-	-	244,856.00
62240-Services of Other Depts(Direct Charge)	-	-	-	-	-	-	-
62496-Fund 537 Computer System Rental	8,117.04	-	-	-	-	-	8,117.04
<b>Capital</b>							
13608 - SF Connector/Empire Interchange	204,549.34	-	-	-	-	-	204,549.34
14273 - Alameda/Oak NPP	-	-	-	-	-	-	-
19056 - San Fernando Bikeway	112,794.37	-	-	-	-	-	112,794.37
20101 - Empire Interchange Electric	-	-	-	-	-	-	-
20102 - Empire Interchange - Water	-	-	-	-	-	-	-
20946 - Burbank Channel Bikeway	2,729,288.76	-	-	-	-	-	2,729,288.76
21314 - Traffic Response Signal System	140,025.78	-	-	-	-	-	140,025.78
21707 - I5 Mitigation Empire/Buena Vista	633,131.21	-	-	-	-	-	633,131.21
21710 - I5 Mitigation Traffic/Transit	-	-	-	-	-	-	-
21711 - I5 Mitigation Leland Way	490,437.88	-	-	-	-	-	490,437.88
21712 - I5 Mitigation Empire Interchange	263,482.16	-	-	-	-	-	263,482.16
21728 - Dog Park	-	-	-	-	-	-	-
21759 - Midtown Community Corridor Ped Proj	327,628.00	-	-	-	-	-	327,628.00
21802 - NBC Universal Mitigation	-	-	-	-	-	-	-
22386 - Midtown Community Corridor Signal	1,032,530.00	-	-	-	-	-	1,032,530.00
22701 - Buena Vista/Vanowen Quiet Zone	-	-	-	-	-	-	-
22446 - Central Library Improvement	-	-	-	-	18,181.90	-	18,181.90
70011 - Operating Equipment - Library	-	-	-	-	32,565.30	-	32,565.30
23032 - McCambridge Rec Ctr Network -P&R	-	-	-	-	-	-	-
23033 - Joint Use Field Improvements	-	-	-	-	-	96,602.52	96,602.52
23430 - Traffic Signal Service Upgrade	85,412.00	-	-	-	-	-	85,412.00
<b>Total Uses</b>	<b>6,874,429.55</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>50,747.20</b>	<b>96,602.52</b>	<b>7,021,779.27</b>
<b>Total Resources Less Use</b>	<b>1,071,067.78</b>	<b>29,895.97</b>	<b>20,617.59</b>	<b>102,380.32</b>	<b>20,531.56</b>	<b>231,116.48</b>	<b>1,475,609.70</b>
<b>Ending Available Cash, June 2021</b>	<b>14,916,989.41</b>	<b>158,816.75</b>	<b>88,025.41</b>	<b>600,989.34</b>	<b>1,011,780.39</b>	<b>1,850,711.85</b>	<b>18,627,313.15</b>
Change in AP Balance-not yet reflected in Cash	(1,199,836.64)	-	15,000.00	75,000.00	-	-	(1,109,836.64)
Change in AR Balance-not yet reflected in Cash	(1,853,966.88)	-	-	-	-	-	(1,853,966.88)
Change in Prepays	(2,103.60)	-	-	-	-	-	(2,103.60)
Change in Market Value Adjustment-Non Cash	200,765.19	-	-	-	-	-	200,765.19
<b>Oracle Cash Balance, June 2021</b>	<b>12,061,847.48</b>	<b>158,816.75</b>	<b>103,025.41</b>	<b>675,989.34</b>	<b>1,011,780.39</b>	<b>1,850,711.85</b>	<b>15,862,171.22</b>
Budgeted Expenditures	(13,518,074.56)	-	(15,000.00)	(75,000.00)	(283,330.49)	(1,173,574.00)	(15,064,979.05)
Holding Accounts	(150,000.00)	-	-	-	-	-	(150,000.00)
Actual Expenditures	6,874,429.55	-	-	-	50,747.20	96,602.52	7,021,779.27
Return Fund Balance@June 30(Fund Avail-Manual CO)	563,806.27	-	-	-	-	-	563,806.27
Estimated Revenues (Revenue Ledger #1)	12,221,170.59	15,815.00	522.00	20,832.00	71,042.00	145,041.00	12,474,422.59
Actual Revenues	(7,945,497.33)	(29,895.97)	(20,617.59)	(102,380.32)	(71,278.76)	(327,719.00)	(8,497,388.97)
Accrued Revenues	64,113.70	-	-	-	-	-	64,113.70
Revenues Adj/True up (Estimated > Actual)	(4,275,673.26)	14,080.97	20,095.59	81,548.32	236.76	182,678.00	(3,977,033.62)
Revenue Offset-Manual Carryovers	4,318,261.21	-	-	-	-	-	4,318,261.21
Accounts Payable/Advance Payable	(569,365.15)	-	(20,000.00)	-	-	-	(589,365.15)
<b>Spendable Cash Balance JUNE 2021</b>	<b>9,645,018.50</b>	<b>158,816.75</b>	<b>68,025.41</b>	<b>600,989.34</b>	<b>779,197.10</b>	<b>773,740.37</b>	<b>12,025,787.47</b>



**Attachment 4: FY 20-21 Development Impact Fee CIP Projects**

Project No.	Project	Expenditures to date as of June 2021	% Expenditures Paid with DIF Funding	Approximate Construction Start Date
13608	Interstate-5 HOV/Empire Interchange <sup>1</sup>	\$ 5,848,930.66	81%	FY 2014-2015
19056	San Fernando Bikeway <sup>2</sup>	\$ 550,862.67	89%	FY 2022-2023
20946	Burbank Channel Bikeway Regional Gap Closure Project <sup>2</sup>	\$ 8,754,459.97	84%	FY 2019-2020
21314	Burbank Traffic Responsive Signal System <sup>2</sup>	\$ 1,555,331.33	28%	FY 2020-2021
21707	Interstate-5 Mitigation Empire/Buena Vista <sup>2</sup>	\$ 3,655,828.94	100%	FY 2014-2015
21711	Interstate-5 Mitigation Leland Way <sup>2</sup>	\$ 731,238.47	85%	FY 2019-2020
21712	Interstate-5 Mitigation Empire Interchange <sup>2</sup>	\$ 370,406.75	100%	FY 2014-2015
21759	Midtown Commercial Corridors - Pedestrian Project <sup>2</sup>	\$ 1,308,757.14	31%	FY 2020-2021
22386	Midtown Commercial Corridors - Signal Project <sup>2</sup>	\$ 2,566,912.19	41%	FY 2020-2021
22402	LA River Bridge <sup>2</sup>	\$ -	N/A	FY 2022-2023
22446	Burbank Central Library Design Concepts	\$ 171,468.68	100%	Not Applicable
22701	Buena Vista/Vanowen Quiet Zone <sup>2</sup>	\$ 525,447.08	34%	FY 2018-2019
22702	Chandler Bikeway Extension <sup>2</sup>	\$ -	N/A	FY 2022-2023
23016	First Street Bike Lane	\$ 58,629.35	0%	FY 2020-2021
23033	Joint Use Field Improvements	\$ 205,784.75	79%	FY 2020-2021
23036	Buena Vista/Riverside Improvement	\$ -	N/A	Not Applicable
23430	Traffic Signal Service Upgrade - Phase 1	\$ 88,652.57	100%	FY 2020-2021
23441	Brace Canyon Park Ballfield Improvements	\$ -	N/A	FY 2020-2021
23468	Olive Recreation Center Re-Design	\$ -	N/A	Not Applicable
23810	First Street Village Sound Wall <sup>3</sup>	\$ -	N/A	FY 2022-2023
23820	Downtown Burbank Metrolink Access Study <sup>3</sup>	\$ -	N/A	Not Applicable
70011	Operating Equipment - Library	\$ 407,606.83	100%	Not Applicable

<sup>1</sup> This project is the local contribution to the \$355 million I-5 North/Empire Interchange Project. A portion of the DIF funding is reimbursed by Caltrans.

<sup>2</sup> This project is partially or fully grant-funded and fronted with DIF funds. The DIF-Funded % will be fully reimbursed by the grant less local match, if applicable.

<sup>3</sup> This project is partially funded with private funding.

**City of Burbank Project Information Sheet  
FY2020-21  
Traffic, Transportation and Pedestrian Access**

<b>Project Name</b>	San Fernando Connector/Empire	<b>FY2020-21 Appropriation</b>	\$350,000
<b>Department</b>	Community Development	<b>Project Status</b>	Continued
<b>Account Number</b>	127 CD33A 70002_0000 P13608	<b>Project Priority</b>	2

**PROJECT DESCRIPTION AND JUSTIFICATION**

This project supports costs associated with ensuring the construction of the Empire Interchange and Buena Vista/San Fernando railroad grade separation included in the Interstate-5 High Occupancy Vehicle (HOV) project. Project funds have been used for planning studies, as well as to design and construct required City utility relocations necessary for the improvement. This project is identified in the City's Infrastructure Blueprint as critical to improving freeway access to the Golden State area. Caltrans is the lead agency for this project and has received State transportation and Metro transportation sales tax funds to implement and construct the project. Funding and costs shown below represent local project participation, including project management and coordination.

	Prior Years	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future Years	TOTALS
<b>Funding Sources</b>								
Development Impact Fees	4,023,263	350,000	150,000					4,523,263
<b>Totals</b>	<b>\$4,023,263</b>	<b>\$350,000</b>	<b>\$150,000</b>					<b>\$4,523,263</b>
<b>Expenditures</b>								
Consultant Services	675,718							675,718
Design	149,582							149,582
Professional Services	3,197,963	350,000	150,000					3,697,963
<b>Totals</b>	<b>\$4,023,263</b>	<b>\$350,000</b>	<b>\$150,000</b>					<b>\$4,523,263</b>

**PROJECT STATUS UPDATE**

The Empire Interchange was opened to traffic in September 2019. Caltrans is completing final "punch list" items to complete work at Empire Avenue and Buena Vista Street. Caltrans has begun the Burbank Boulevard reconstruction phase of the project, which is expected to be complete in 2022. The City continues to provide local project support for the project.

<b>Forecasted Project Completion Date:</b>	December 2022
<b>On-going Operating &amp; Maintenance Impact:</b>	Increase in general street and bridge maintenance of facilities built for the Empire Interchange.

**Project Manager:** David Kriske, Assistant Community Development Director- Transportation & Planning

**City of Burbank Project Information Sheet  
FY2020-21  
Traffic, Transportation and Pedestrian Access**

<b>Project Name</b>	San Fernando Bikeway	<b>FY2020-21 Appropriation</b>	\$0
<b>Department</b>	Community Development	<b>Project Status</b>	Continued
<b>Account Number</b>	127 CD33A 70002_0000 P19056	<b>Project Priority</b>	3
	127 CD33A 70002_0000 P19056		
	370 CD33A 70002_0000 P19056		

**PROJECT DESCRIPTION AND JUSTIFICATION**

The San Fernando Bikeway is a Class I bike path that will be constructed along San Fernando Boulevard, Victory Place, and the Burbank Western Channel between Cohasset Street and the Downtown Metrolink Station. This project completes the final three miles in a 12-mile regional bike path. Most of this project's costs are funded by a Metro Call for Projects grant. The San Fernando Bikeway expands the City of Burbank's developing bicycle network and provides a key link in the region's bike path system. The project provides access to the City's Downtown Metrolink Station and also completes a portion of the Chandler Bikeway Extension. This project is a top priority project on the Bicycle Master Plan.

**PROJECT FUNDING AND EXPENDITURE DETAIL**

	Prior Years	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future Years	TOTALS
<b>Funding Sources</b>								
Development Impact Fees	410,564		1,170,870					1,581,434
Metro Grant	748,000		5,847,000					6,595,000
Transportation Development Act (TDA) Funds	62,566							62,566
<b>Totals</b>	<b>\$1,221,130</b>		<b>\$7,017,870</b>					<b>\$8,239,000</b>
<b>Expenditures</b>								
Acquisition				270,000				270,000
Construction				3,470,328	3,470,328			6,940,656
Engineering and Design	83,065		592,315					675,380
Environmental Review	352,964							352,964
<b>Totals</b>	<b>\$436,029</b>		<b>\$592,315</b>	<b>\$3,740,328</b>	<b>\$3,470,328</b>			<b>\$8,239,000</b>

**PROJECT STATUS UPDATE**

This project is currently on hold due to construction impacts caused by Empire Interchange/I-5 HOV and Buena Vista Grade Crossing Projects. Staff is working with Metro and Caltrans to preserve grant funding until I-5 construction issues along the Metro railroad right of way are resolved, which will allow project design to continue.

**Forecasted Project Completion Date:** December 2023  
**On-going Operating & Maintenance Impact:** Routine pavement, landscaping and other maintenance costs. The exact dollar amount will be determined as part of the design process.

**Project Manager:** David Kriske, Assistant Community Development Director- Transportation & Planning

**City of Burbank Project Information Sheet**  
**FY2020-21**  
**Traffic, Transportation and Pedestrian Access**

<b>Project Name</b>	Burbank Channel Bikeway Regional Gap Closure Project	<b>FY2020-21 Appropriation</b>	\$0
<b>Department</b>	Community Development	<b>Project Status</b>	Continued
<b>Account Number</b>	127 CD33A 70002_0000 P20946	<b>Project Priority</b>	2
	107 CD33A 70002_0000 P20946		

**PROJECT DESCRIPTION AND JUSTIFICATION**

The Burbank Channel Bikeway Regional Gap Closure Project consists of the design and construction of a 0.79-mile, Class I bike and pedestrian path located along the Burbank Western Channel. The channel is a concrete-lined tributary of the Los Angeles River, owned and operated by the Los Angeles County Flood Control District. The 0.79-mile path will run between the Downtown Burbank Metrolink Station and Alameda Avenue.

**PROJECT FUNDING AND EXPENDITURE DETAIL**

	Prior Years	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future Years	TOTALS
<b>Funding Sources</b>								
Development Impact Fees	680,378							680,378
Grant Funding	982,109							982,109
Measure M Subregional Grant	3,000,000							3,000,000
Measure R Local Return Metro	1,366,083							1,366,083
Grant	2,721,513							2,721,513
<b>Totals</b>	<b>\$8,750,083</b>							<b>\$8,750,083</b>
<b>Expenditures</b>								
Acquisition	85,000							85,000
Construction	6,345,083	1,000,000						7,345,083
Engineering and Design	1,320,000							1,320,000
<b>Totals</b>	<b>\$7,750,083</b>	<b>\$1,000,000</b>						<b>\$8,750,083</b>

**PROJECT STATUS UPDATE**

In 2010, the City of Burbank received a \$2,721,513 grant for the Burbank Channel Regional Gap Closure Project from the Los Angeles County Metropolitan Transportation Authority (Metro). The grant requires a local match of 20 percent, or \$680,378. In 2012, the City of Burbank received a second grant in the amount of \$982,109 from the State of California Natural Resources Agency Urban Greening Grant. In February and July 2019, additional appropriations of Measure M and Measure R Local Return funding were approved to cover a budget shortfall. Design for the project has been completed and permitted. Construction began in October 2019 and is scheduled to be completed in August 2020.

**Forecasted Project Completion Date:** August 2020  
**On-going Operating & Maintenance Impact:** To be determined

**Project Manager:** Beverly A W Ibarra, Senior Administrative Analyst

**City of Burbank Project Information Sheet  
FY2020-21  
Traffic, Transportation and Pedestrian Access**

<b>Project Name</b>	Traffic Responsive Signal System	<b>FY2020-21 Appropriation</b>	\$0
<b>Department</b>	Public Works	<b>Project Status</b>	Continued
<b>Account Number</b>	127 CD33A 70002_0000 P21314	<b>Project Priority</b>	1
	370 PW22A 70002_0000 P21314		
	370 PW22A 70002_0000 P21314		

**PROJECT DESCRIPTION AND JUSTIFICATION**

In March 2017, Council adopted Resolution 17-28,911 to approve the Metro LAF5306, Burbank Traffic Responsive project. This project will install fiber optics and upgrade three traffic signals: Vanowen/Metrolink crossing, Vanowen/Hollywood Way, and Hollywood Way/Valhalla to achieve Council Goal #5, Traffic and Parking, General Plan Policy 1.3: maintain and enhance streets, Policy 3.2: complete streets, and Policy 5.1: maximize pedestrian and bicycle safety. The project is 32 percent funded by Metro Proposition C, 27 percent funded by Development Impact Fees, and 41 percent funded by the General Fund.

**PROJECT FUNDING AND EXPENDITURE DETAIL**

	Prior Years	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future Years	TOTALS
<b>Funding Sources</b>								
Development Impact Fees	450,000							450,000
Infrastructure Reserve	696,945							696,945
Metro Grant	543,571							543,571
<b>Totals</b>	<b>\$1,690,516</b>							<b>\$1,690,516</b>
<b>Expenditures</b>								
Construction	926,785	500,000						1,426,785
Design	263,731							263,731
<b>Totals</b>	<b>\$1,190,516</b>	<b>\$500,000</b>						<b>\$1,690,516</b>

**PROJECT STATUS UPDATE**

Construction is anticipated to start in 2020.

**Forecasted Project Completion Date:** September 2020  
**On-going Operating & Maintenance Impact:** No operating and maintenance impact

**Project Manager:** Jonathan M Yee, Assistant Public Works Director- Traffic

**City of Burbank Project Information Sheet  
FY2020-21  
Traffic, Transportation and Pedestrian Access**

<b>Project Name</b>	I-5 Mitigation Empire/Buena Vista	<b>FY2020-21 Appropriation</b>	\$0
<b>Department</b>	Community Development	<b>Project Status</b>	Continued
<b>Account Number</b>	127 CD33A 70002_0000 P21707	<b>Project Priority</b>	2

**PROJECT DESCRIPTION AND JUSTIFICATION**

In October 2014, the Metro Board of Directors approved Measure R funding to help mitigate construction impacts caused by the Interstate 5 High Occupancy Vehicle / Empire Interchange Project. Several mitigation projects identified in this funding allocation will be provided by the City of Burbank including construction management and coordination for the City portions of the Empire Avenue Interchange and Buena Vista Street and Empire Avenue railroad grade separation. Local funds identified in this project are reimbursed by Metro.

**PROJECT FUNDING AND EXPENDITURE DETAIL**

	Prior Years	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future Years	TOTALS
<b>Funding Sources</b>								
Metro Grant	4,000,000							4,000,000
<b>Totals</b>	<b>\$4,000,000</b>							<b>\$4,000,000</b>
<b>Expenditures</b>								
Development Costs	3,333,334	666,666						4,000,000
<b>Totals</b>	<b>\$3,333,334</b>	<b>\$666,666</b>						<b>\$4,000,000</b>

**PROJECT STATUS UPDATE**

The Empire Interchange was opened to traffic in September 2019. Caltrans is completing final "punch list" items to complete work at Empire Avenue and Buena Vista Street. Caltrans has begun the Burbank Boulevard reconstruction phase of the project, which is expected to be completed in 2022. Caltrans continues to provide local project support for the project at Empire Avenue and Buena Vista Street.

**Forecasted Project Completion Date:** December 2022  
**On-going Operating & Maintenance Impact:** None

**Project Manager:** David Kriske, Assistant Community Development Director- Transportation and Planning

**City of Burbank Project Information Sheet**  
**FY2020-21**  
**Traffic, Transportation and Pedestrian Access**

<b>Project Name</b>	I-5 Mitigation Leland Way	<b>FY2020-21 Appropriation</b>	\$0
<b>Department</b>	Community Development	<b>Project Status</b>	Continued
<b>Account Number</b>	127 CD33A 70002_0000 P21711	<b>Project Priority</b>	2

**PROJECT DESCRIPTION AND JUSTIFICATION**

In October 2014, the Metro Board of Directors approved Measure R funding to help mitigate construction impacts caused by the Interstate 5 High Occupancy Vehicle / Empire Interchange Project. Several mitigation projects identified in this funding allocation will be provided by the City of Burbank including landscaping to mitigate noise and graffiti along City-owned right-of-way at Leland Way between Broadway (north) and Broadway (south) adjacent to the Burbank Channel cap. This project will improve Leland Way right-of-way with landscaping to help mitigate intrusion of the freeway wall into the neighborhood and to minimize impacts from graffiti. Local funds identified in this project are reimbursed by Metro.

**PROJECT FUNDING AND EXPENDITURE DETAIL**

	Prior Years	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future Years	TOTALS
<b>Funding Sources</b>								
Metro Grant	750,000							750,000
<b>Totals</b>	<b>\$750,000</b>							<b>\$750,000</b>
<b>Expenditures</b>								
Construction	543,214	75,000						618,214
Engineering and Design	131,786							131,786
<b>Totals</b>	<b>\$675,000</b>	<b>\$75,000</b>						<b>\$750,000</b>

**PROJECT STATUS UPDATE**

Project will be complete in summer 2020.

<b>Forecasted Project Completion Date:</b>	September 2020
<b>On-going Operating &amp; Maintenance Impact:</b>	Landscaping maintenance costs will be determined through the design process.

**Project Manager:** David Kriske, Assistant Community Development Director- Transportation and Planning



**City of Burbank Project Information Sheet  
FY2020-21  
Traffic, Transportation and Pedestrian Access**

<b>Project Name</b>	I-5 Mitigation Empire Interchange	<b>FY2020-21 Appropriation</b>	\$0
<b>Department</b>	Community Development	<b>Project Status</b>	Continued
<b>Account Number</b>	127 CD33A 70002_0000 P21712	<b>Project Priority</b>	3

**PROJECT DESCRIPTION AND JUSTIFICATION**

In October 2014, the Metro Board of Directors approved Measure R funding to help mitigate construction impacts caused by the Interstate-5 HOV/Empire Interchange project. Several mitigation projects identified in this funding allocation will be provided by the City of Burbank, including graffiti abatement along City-owned right-of-way within the City portions of the Empire Avenue Interchange. This project will construct landscaping and aesthetic treatments to the Empire Interchange to discourage graffiti and improve aesthetics. Local funds identified in this project are reimbursed by Metro.

**PROJECT FUNDING AND EXPENDITURE DETAIL**

	Prior Years	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future Years	TOTALS
<b>Funding Sources</b>								
Metro Grant	668,000							668,000
<b>Totals</b>	<b>\$668,000</b>							<b>\$668,000</b>
<b>Expenditures</b>								
Construction	90,000	578,000						668,000
<b>Totals</b>	<b>\$90,000</b>	<b>\$578,000</b>						<b>\$668,000</b>

**PROJECT STATUS UPDATE**

Landscaping in the Empire Avenue roadway is complete, as well as landscaping on the north side of Empire adjacent to Old Empire Avenue. Final design for landscape needed on the south side of Empire Avenue adjacent to Empire Center will be completed once Caltrans completes final grading work between Empire Avenue and Empire Center adjacent to the new Empire Interchange retaining wall.

<b>Forecasted Project Completion Date:</b>	December 2021
<b>On-going Operating &amp; Maintenance Impact:</b>	On-going maintenance costs will be estimated as part of the final design process.

**Project Manager:** David Kriske, Assistant Community Development Director- Transportation and Planning

**City of Burbank Project Information Sheet  
FY2020-21  
Traffic, Transportation and Pedestrian Access**

<b>Project Name</b>	Midtown Commercial Corridors - Pedestrian Project	<b>FY2020-21 Appropriation</b>	\$0
<b>Department</b>	Public Works	<b>Project Status</b>	Continued
<b>Account Number</b>	127 CD33A 70002_0000 P21759	<b>Project Priority</b>	2
	107 CD33A 70002_0000 P21759		
	370 PW22A 70002_0000 P21759		

**PROJECT DESCRIPTION AND JUSTIFICATION**

In December 2017, Council adopted Resolution 17-28,981 to approve the Midtown Commercial Pedestrian project. The project will install 112 LED safety lights and construct 4 traffic signals: Magnolia/Lima, Burbank/Wyoming, Burbank/Ontario, and Hollywood Way/S.Crosswalk to achieve Council Goal #5: Traffic and Parking, General Plan Policy Policy 3.2, complete streets, and Policy 5.1: maximize pedestrian and bicycle safety. The project is 62 percent funded by Metro Proposition C, 30 percent funded by Development Impact Fees, and 8 percent funded by Measure R Local Return funds.

**PROJECT FUNDING AND EXPENDITURE DETAIL**

	Prior Years	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future Years	TOTALS
<b>Funding Sources</b>								
Development Impact Fees	403,293							403,293
Measure R Local Return	100,000							100,000
Metro Grant	813,169							813,169
<b>Totals</b>	<b>\$1,316,462</b>							<b>\$1,316,462</b>
<b>Expenditures</b>								
Construction		1,253,024						1,253,024
Design	63,438							63,438
<b>Totals</b>	<b>\$63,438</b>	<b>\$1,253,024</b>						<b>\$1,316,462</b>

**PROJECT STATUS UPDATE**

Construction is anticipated to begin in 2020.

**Forecasted Project Completion Date:** December 2020  
**On-going Operating & Maintenance Impact:** Additional \$10,000 annually for new traffic signals

**Project Manager:** Jonathan M Yee, Assistant Public Works Director- Traffic

**City of Burbank Project Information Sheet  
FY2020-21  
Traffic, Transportation and Pedestrian Access**

<b>Project Name</b>	Midtown Commercial Corridors - Signal Project	<b>FY2020-21 Appropriation</b>	\$0
<b>Department</b>	Public Works	<b>Project Status</b>	Continued
<b>Account Number</b>	127 CD33A 70002_0000 P22386	<b>Project Priority</b>	1
	370 PW22A 70002_0000 P22386		

**PROJECT DESCRIPTION AND JUSTIFICATION**

In December 2017, Council adopted Resolution 17-28,981 to approve the Metro LAF9315, Midtown Commercial Signal. The project will upgrade 26 traffic signals on Burbank Boulevard, Magnolia Boulevard, and Victory Boulevard to achieve Council Goal #5: Traffic and Parking, General Plan Policy 1.3: maintain and enhance streets, and Policy 5.1: maximize pedestrian and bicycle safety. The project is 61 percent funded by Metro Proposition C and 39 percent funded by Development Impact Fees.

**PROJECT FUNDING AND EXPENDITURE DETAIL**

	Prior Years	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future Years	TOTALS
<b>Funding Sources</b>								
Development Impact Fees	1,062,959							1,062,959
Metro Grant	1,652,337							1,652,337
<b>Totals</b>	<b>\$2,715,296</b>							<b>\$2,715,296</b>
<b>Expenditures</b>								
Construction		2,583,626						2,583,626
Design	131,670							131,670
<b>Totals</b>	<b>\$131,670</b>	<b>\$2,583,626</b>						<b>\$2,715,296</b>

**PROJECT STATUS UPDATE**

Construction is anticipated to begin in summer of 2020.

**Forecasted Project Completion Date:** December 2020  
**On-going Operating & Maintenance Impact:** No operating and maintenance impact

**Project Manager:** Jonathan M Yee, Assistant Public Works Director- Traffic

**City of Burbank Project Information Sheet  
FY2020-21  
Traffic, Transportation and Pedestrian Access**

<b>Project Name</b>	LA River Bridge	<b>FY2020-21 Appropriation</b>	\$0
<b>Department</b>	Community Development	<b>Project Status</b>	Continued
<b>Account Number</b>	127 CD33A 70005_0000 P22402	<b>Project Priority</b>	2

**PROJECT DESCRIPTION AND JUSTIFICATION**

The Los Angeles River Bridge Project includes designing and constructing a bicycle and pedestrian bridge across the Los Angeles River in Burbank and Los Angeles. The project will include approximately 340 feet of Class III bike lanes on a portion of Bob Hope Drive, a new bridge structure spanning the Los Angeles River, and a short Class I bike path connecting the bridge to Forest Lawn Drive. This project is identified in the City's 2009 Bicycle Master Plan as a Top Priority Project critical to improving bicycle/pedestrian access between Burbank and Los Angeles.

**PROJECT FUNDING AND EXPENDITURE DETAIL**

	Prior Years	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future Years	TOTALS
<b>Funding Sources</b>								
Metro Grant	300,000			1,700,000				2,000,000
<b>Totals</b>	<b>\$300,000</b>			<b>\$1,700,000</b>				<b>\$2,000,000</b>
<b>Expenditures</b>								
Construction				1,700,000				1,700,000
Engineering and Design		170,000	50,000	50,000				270,000
Environmental Review		30,000						30,000
<b>Totals</b>		<b>\$200,000</b>	<b>\$50,000</b>	<b>\$1,750,000</b>				<b>\$2,000,000</b>

**PROJECT STATUS UPDATE**

In 2016, the City entered into a Letter of Agreement with Metro to design and build the project. The total approved budget was \$849,522. During the procurement process for Preliminary Engineering services, staff learned that the project was underfunded. In November 2019, the City Council adopted a resolution to add this project to the Measure R Highway Operations subregional equity funds project list and allocated \$2 million. Environmental review and design work is anticipated to begin in FY 2020-21.

**Forecasted Project Completion Date:** May 2023  
**On-going Operating & Maintenance Impact:** Routine pavement, landscaping and other maintenance costs. The exact dollar amount will be determined as part of the design process.

**Project Manager:** Roy Choi, Senior Planner

**City of Burbank Project Information Sheet  
FY2020-21  
Municipal Facilities**

<b>Project Name</b>	Burbank Central Library Design	<b>FY2020-21 Appropriation</b>	\$0
<b>Department</b>	Library	<b>Project Status</b>	Continued
<b>Account Number</b>	127 CD33D 70019_0000 P22446	<b>Project Priority</b>	2

**PROJECT DESCRIPTION AND JUSTIFICATION**

This project will explore options for renovation and upgrade of the Burbank Central Library. The Library that was built in 1963 has been failing to meet community demand and operational requirements for many years. Renovations are at this time unfunded. This project will allow the Library Services Department to hire expert architects and space planners to identify ways to make sure a renovation meets current and future service needs as identified in the Library's strategic plan. The selected architects will outline three options at different service levels utilizing strategies ranging from reuse of the existing building to a minor expansion to an entirely new building.

**PROJECT FUNDING AND EXPENDITURE DETAIL**

	Prior Years	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future Years	TOTALS
<b>Funding Sources</b>								
Development Impact Fees	275,000							275,000
<b>Totals</b>	<b>\$275,000</b>							<b>\$275,000</b>
<b>Expenditures</b>								
Design	150,000	125,000						275,000
<b>Totals</b>	<b>\$150,000</b>	<b>\$125,000</b>						<b>\$275,000</b>

**PROJECT STATUS UPDATE**

In FY 2017-18, Library Services, with assistance from Public Works and Finance, completed a Request for Proposal (RFP) process and entered into a contract with consultants to perform this work. The community input portion of this project was completed in March 2020, with the final report expected in summer 2020.

**Forecasted Project Completion Date:** December 2020  
**On-going Operating & Maintenance Impact:** No significant maintenance.

**Project Manager:** Elizabeth Goldman, Library Services Director

**City of Burbank Project Information Sheet  
FY2020-21  
Traffic, Transportation and Pedestrian Access**

<b>Project Name</b>	Buena Vista/Vanowen Quiet Zone	<b>FY2020-21 Appropriation</b>	\$0
<b>Department</b>	Community Development	<b>Project Status</b>	Continued
<b>Account Number</b>	127 CD33A 70002_0000 P22701 370 PW22A 70002_0000 P22701	<b>Project Priority</b>	1

**PROJECT DESCRIPTION AND JUSTIFICATION**

In December 2017, Council approved the Metro E1709 Buena Vista/Vanowen Quiet Zone project. The project will install additional railroad and traffic signals improvements to apply for a Quiet Zone to achieve Council Goal #5: Traffic and Parking, and General Plan Policy 1.3: maintain and enhance streets. The project is 66 percent funded by Metro Earmark Repurposing Grant funds.

**PROJECT FUNDING AND EXPENDITURE DETAIL**

	Prior Years	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future Years	TOTALS
<b>Funding Sources</b>								
Development Impact Fees	180,252							180,252
Metro Grant	349,123							349,123
<b>Totals</b>	<b>\$529,375</b>							<b>\$529,375</b>
<b>Expenditures</b>								
Design and Construction	525,448	3,927						529,375
<b>Totals</b>	<b>\$525,448</b>	<b>\$3,927</b>						<b>\$529,375</b>

**PROJECT STATUS UPDATE**

In April 2019, construction was completed. Staff is working with railroad agencies to complete the Quiet Zone process.

**Forecasted Project Completion Date:** April 2021  
**On-going Operating & Maintenance Impact:** Additional \$80,000 per year

**Project Manager:** David Kriske, Assistant Community Development Director- Transportation and Planning

**City of Burbank Project Information Sheet  
FY2020-21  
Traffic, Transportation and Pedestrian Access**

<b>Project Name</b>	Chandler Bikeway Extension	<b>FY2020-21 Appropriation</b>	\$0
<b>Department</b>	Community Development	<b>Project Status</b>	Continued
<b>Account Number</b>	127 CD33A 70002_0000 P22702	<b>Project Priority</b>	2
	127 CD33A 70002_0000 P22702		

**PROJECT DESCRIPTION AND JUSTIFICATION**

The Chandler Bikeway Extension Project will extend the Chandler Bikeway from its current eastern terminus at Chandler Boulevard and Mariposa Street to the future San Fernando Bikeway along the Western Burbank Channel. The completion of this project will help to close the gap between two regionally significant class-I bikeways and will provide pedestrian and bicycle connectivity to the City's Downtown Burbank Metrolink Station.

**PROJECT FUNDING AND EXPENDITURE DETAIL**

	Prior Years	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future Years	TOTALS
<b>Funding Sources</b>								
Measure R Highway Operations	196,989		462,832					659,821
Metro Grant	788,079		1,851,205					2,639,284
<b>Totals</b>	<b>\$985,068</b>		<b>\$2,314,037</b>					<b>\$3,299,105</b>
<b>Expenditures</b>								
Acquisition				583,815				583,815
Construction				257,025	1,028,102	1,028,102		2,313,229
Engineering and Design		335,969						335,969
Environmental Review		66,092						66,092
<b>Totals</b>		<b>\$402,061</b>		<b>\$840,840</b>	<b>\$1,028,102</b>	<b>\$1,028,102</b>		<b>\$3,299,105</b>

**PROJECT STATUS UPDATE**

The project is currently in the design and environmental review phase. Staff is procuring consultant services to prepare design documents and conduct environmental review.

**Forecasted Project Completion Date:** December 2024  
**On-going Operating & Maintenance Impact:** Routine pavement, landscaping and other maintenance costs. The exact dollar amount will be determined as part of the design process.

**Project Manager:** Roy Choi, Senior Planner

**City of Burbank Project Information Sheet**  
**FY2020-21**  
**Traffic, Transportation and Pedestrian Access**

<b>Project Name</b>	First Street Bike Lane	<b>FY2020-21 Appropriation</b>	\$0
<b>Department</b>	Public Works	<b>Project Status</b>	Continued
<b>Account Number</b>	127 CD33A 70002_0000 P23016	<b>Project Priority</b>	3
	107 CD33A 70002_0000 P23016		

**PROJECT DESCRIPTION AND JUSTIFICATION**

This project will design and construct an approximately half-mile protected Class IV bikeway on North First Street from East Magnolia Boulevard to East Verdugo Avenue. This facility is identified as a top priority connection in the City's Bicycle Master Plan and will provide safety benefits for bicyclists in the Downtown Burbank area to connect the Downtown Burbank Metrolink Station, commercial corridors, residential areas, and employment centers. As a result of Council's direction, this project will implement a protected bicycle facility to support housing development in the Downtown area and will integrate with contributions from future developments.

**PROJECT FUNDING AND EXPENDITURE DETAIL**

	Prior Years	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future Years	TOTALS
<b>Funding Sources</b>								
Development Impact Fees	150,000							150,000
Measure R Local Return	200,000							200,000
<b>Totals</b>	<b>\$350,000</b>							<b>\$350,000</b>
<b>Expenditures</b>								
Construction		241,365						241,365
Design and Outreach	58,635	50,000						108,635
<b>Totals</b>	<b>\$58,635</b>	<b>\$291,365</b>						<b>\$350,000</b>

**PROJECT STATUS UPDATE**

Design is anticipated to begin in 2020.

**Forecasted Project Completion Date:** December 2021  
**On-going Operating & Maintenance Impact:** Additional \$10,000 annually for hand sweeping and device maintenance

**Project Manager:** Hannah Woo, Senior Planner



**City of Burbank Project Information Sheet  
FY2020-21  
Parks and Recreation**

<b>Project Name</b>	Joint Use Field Improvements	<b>FY2020-21 Appropriation</b>	\$0
<b>Department</b>	Parks & Recreation	<b>Project Status</b>	Continued
<b>Account Number</b>	127 CD33E 70003_0000 P23033	<b>Project Priority</b>	1
	370 CD33E 70003_0000 P23033		

**PROJECT DESCRIPTION AND JUSTIFICATION**

The City is redirecting funds previously appropriated for lighting improvements at Burbank High School to assist with field improvements at Izay and McCambridge Parks. Improvements include field/turf upgrades, a batting cage, and fencing improvements. As part of the Joint Use Agreement (JUA) with the Burbank Unified School District (BUSD), the fields at Izay and McCambridge Parks are used by school teams. The City and BUSD have agreed to fund the improvements at both parks through the JUA's Capital Improvement Fund.

**PROJECT FUNDING AND EXPENDITURE DETAIL**

	Prior Years	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future Years	TOTALS
<b>Funding Sources</b>								
Development Impact Fees	150,865							150,865
<b>Totals</b>	<b>\$150,865</b>							<b>\$150,865</b>
<b>Expenditures</b>								
Design and Construction	8,376	142,489						150,865
<b>Totals</b>	<b>\$8,376</b>	<b>\$142,489</b>						<b>\$150,865</b>

**PROJECT STATUS UPDATE**

Ballfield enhancements include the installation of new base anchors, infield mix, edge amendment, permanent foul lines, and renovations to pitcher mounds and home plates. Laser leveling for the project was completed on October 14, 2019. Additionally, a batting cage has been submitted for plan check. Construction will begin in the summer of 2020 at Izay and McCambridge. A portion of this project will be reimbursed through the BUSD Joint Use Agreement.

**Forecasted Project Completion Date:** October 2020  
**On-going Operating & Maintenance Impact:** Operating and Maintenance impact unknown, pending design and construction

**Project Manager:** Marisa P Garcia, Parks and Recreation Services Director

**City of Burbank Project Information Sheet**  
**FY2020-21**  
**Traffic, Transportation and Pedestrian Access**

<b>Project Name</b>	Buena Vista/Riverside Improvement	<b>FY2020-21 Appropriation</b>	\$0
<b>Department</b>	Public Works	<b>Project Status</b>	Continued
<b>Account Number</b>	127 CD33A 70002_0000 P23036	<b>Project Priority</b>	1

**PROJECT DESCRIPTION AND JUSTIFICATION**

The Buena Vista Street/Riverside Drive Improvement project will enhance safety of bicycles, pedestrians, and vehicles, and improve traffic signal operations. The project will modify the traffic signal phasing, signalize one crosswalk, modify the intersection striping, and add overhead freeway guide signs. In addition, the project will stripe bicycle lanes on westbound Riverside Drive between Buena Vista Street and Keystone Street.

**PROJECT FUNDING AND EXPENDITURE DETAIL**

	Prior Years	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future Years	TOTALS
<b>Funding Sources</b>								
Development Impact Fees	200,000							200,000
<b>Totals</b>	<b>\$200,000</b>							<b>\$200,000</b>
<b>Expenditures</b>								
Design		25,000						25,000
Permits and Reporting		175,000						175,000
<b>Totals</b>		<b>\$200,000</b>						<b>\$200,000</b>

**PROJECT STATUS UPDATE**

Construction is scheduled to be completed in FY 2020-21.

**Forecasted Project Completion Date:** June 2021  
**On-going Operating & Maintenance Impact:** Additional \$10,000 annually for sign structure maintenance

**Project Manager:** Jonathan M Yee, Assistant Public Works Director- Traffic

**City of Burbank Project Information Sheet  
FY2020-21  
Traffic, Transportation and Pedestrian Access**

<b>Project Name</b>	Traffic Signal Service Upgrade	<b>FY2020-21 Appropriation</b>	\$125,000
<b>Department</b>	Public Works	<b>Project Status</b>	New
<b>Account Number</b>	127 CD33A 70002_0000 P23430	<b>Project Priority</b>	1
	107 CD33A 70002_0000 P23430		

**PROJECT DESCRIPTION AND JUSTIFICATION**

This project will upgrade traffic signal electrical systems and cover BWP staff costs for electrical engineering, inspection, and crew time for covering wiring, pulling conductors, energizing service and spotting meters. In FY 2020-21, electrical systems will be upgraded for Bid Schedule (BS) 1454 - Glenoaks Boulevard Arterial and First Street Signal Improvements, BS 1461 - Traffic Responsive Signal System Project, and BS 1462 - Front Street Cycle Track. The project will achieve Council Goal #5: Traffic and Parking, General Plan Policy 1.3: maintain and enhance streets, Policy 3.2: complete streets, and Policy 5.1: maximize pedestrian and bicycle safety.

**PROJECT FUNDING AND EXPENDITURE DETAIL**

	Prior Years	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future Years	TOTALS
<b>Funding Sources</b>								
Development Impact Fees	125,000							125,000
Measure R Local Return		125,000	125,000	50,000	125,000	50,000		475,000
<b>Totals</b>	<b>\$125,000</b>	<b>\$125,000</b>	<b>\$125,000</b>	<b>\$50,000</b>	<b>\$125,000</b>	<b>\$50,000</b>		<b>\$600,000</b>
<b>Expenditures</b>								
Construction		140,000	140,000	140,000	70,000	70,000	40,000	600,000
<b>Totals</b>		<b>\$140,000</b>	<b>\$140,000</b>	<b>\$140,000</b>	<b>\$70,000</b>	<b>\$70,000</b>	<b>\$40,000</b>	<b>\$600,000</b>

**PROJECT STATUS UPDATE**

In FY 2020-21, electrical systems will be upgraded for BS 1426 - Media District Signal Project, BS 1427 - I-5 Arterial Improvement Project Phase 2, and BS 1428 - SR-134 Arterial Improvement Project Phase 2.

**Forecasted Project Completion Date:** On-going  
**On-going Operating & Maintenance Impact:** None

**Project Manager:** Jonathan M Yee, Assistant Public Works Director- Traffic

**City of Burbank Project Information Sheet  
FY2020-21  
Parks and Recreation**

<b>Project Name</b>	Brace Canyon Park Ballfield	<b>FY2020-21 Appropriation</b>	\$1,419,622
<b>Department</b>	Parks & Recreation	<b>Project Status</b>	Continued
<b>Account Number</b>	127 CD33E 70003_0000 P23441	<b>Project Priority</b>	2
	370 PR21A 70003_0000 P23441		
	534 PR21A 70003_0000 P23441		

**PROJECT DESCRIPTION AND JUSTIFICATION**

The state of California and Burbank Water and Power (BWP) have restricted the use of fertilizers on top of any potable water aquifer. The living turf grass currently being maintained by Landscape Services will not be able to sustain or thrive, and will die off within the next couple of years without the use of fertilizers. Parks and Recreation staff want to replace the living turf grass with artificial turf in order to continue to program and utilize this recreation area. This artificial turf would be able to support multiple sports, such as Soccer, Football, Lacrosse, Softball, and Baseball. There is also a proposed rubberized running track around the perimeter of the ballfields.

**PROJECT FUNDING AND EXPENDITURE DETAIL**

	Prior Years	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future Years	TOTALS
<b>Funding Sources</b>								
Development Impact Fees	225,000	600,000						825,000
Measure A		725,000						725,000
Municipal Infrastructure Fund			1,200,000					1,200,000
Park Development Fees		94,622						94,622
<b>Totals</b>	<b>\$225,000</b>	<b>\$1,419,622</b>	<b>\$1,200,000</b>					<b>\$2,844,622</b>
<b>Expenditures</b>								
Construction		1,419,622	1,200,000					2,619,622
Design	225,000							225,000
<b>Totals</b>	<b>\$225,000</b>	<b>\$1,419,622</b>	<b>\$1,200,000</b>					<b>\$2,844,622</b>

**PROJECT STATUS UPDATE**

Project design is complete. Construction is anticipated to begin in September of 2020.

**Forecasted Project Completion Date:** June 2021  
**On-going Operating & Maintenance Impact:** Minimal maintenance

**Project Manager:** Michael M Del Campo, Landscape and Forestry Services Superintendent

**City of Burbank Project Information Sheet  
FY2020-21  
Parks and Recreation**

<b>Project Name</b>	Olive Recreation Center Re-Design	<b>FY2020-21 Appropriation</b>	\$0
<b>Department</b>	Parks & Recreation	<b>Project Status</b>	New
<b>Account Number</b>	127 CD33E 70003_0000 P23468	<b>Project Priority</b>	2
	370 PR28A 70003_0000 P23468		
	534 PR28A 70003_0000 P23468		

**PROJECT DESCRIPTION AND JUSTIFICATION**

This is a multi-phased project. The first phase is for the completion of draft schematic designs for the re-design of the Olive Recreation Center which was constructed in the 1940's. The key amenities within the Recreation Center include offices, recreation classrooms, storage rooms, gymnasium, restrooms, a kitchen, and stage. The facility needs to be redesigned to meet the City's current and future needs.

**PROJECT FUNDING AND EXPENDITURE DETAIL**

	Prior Years	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future Years	TOTALS
<b>Funding Sources</b>								
Development Impact Fees	250,000							250,000
Measure A			369,000					369,000
Municipal Infrastructure Fund			353,500					353,500
Unfunded				2,000,000	3,000,000	3,202,500		8,202,500
<b>Totals</b>	<b>\$250,000</b>		<b>\$722,500</b>	<b>\$2,000,000</b>	<b>\$3,000,000</b>	<b>\$3,202,500</b>		<b>\$9,175,000</b>
<b>Expenditures</b>								
Design		250,000	722,500	2,000,000	3,000,000	3,202,500		9,175,000
<b>Totals</b>		<b>\$250,000</b>	<b>\$722,500</b>	<b>\$2,000,000</b>	<b>\$3,000,000</b>	<b>\$3,202,500</b>		<b>\$9,175,000</b>

**PROJECT STATUS UPDATE**

Staff is drafting a Request for Proposal (RFP) to hire a consultant to conduct a feasibility study for the redesign of the Olive Recreation Center. Design was previously put on hold due to COVID-19.

**Forecasted Project Completion Date:** June 2025  
**On-going Operating & Maintenance Impact:** None

**Project Manager:** Marisa P Garcia, Parks and Recreation Services Director

**City of Burbank Project Information Sheet  
FY2020-21  
Traffic, Transportation and Pedestrian Access**

<b>Project Name</b>	First Street Village Sound Wall	<b>FY2020-21 Appropriation</b>	\$300,000
<b>Department</b>	Community Development	<b>Project Status</b>	New
<b>Account Number</b>	127 CD33A 70007_0000 P23810	<b>Project Priority</b>	1
	127 CD33A 70007_0000 P23810		

**PROJECT DESCRIPTION AND JUSTIFICATION**

Construct a soundwall on northbound Interstate 5 between Orange Grove and Magnolia.

**PROJECT FUNDING AND EXPENDITURE DETAIL**

	Prior Years	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future Years	TOTALS
<b>Funding Sources</b>								
Measure R Highway Operations		200,000		800,000				1,000,000
Private Funding		100,000		400,000				500,000
<b>Totals</b>		<b>\$300,000</b>		<b>\$1,200,000</b>				<b>\$1,500,000</b>
<b>Expenditures</b>								
Construction				1,200,000				1,200,000
Engineering and Design		300,000						300,000
<b>Totals</b>		<b>\$300,000</b>		<b>\$1,200,000</b>				<b>\$1,500,000</b>

**PROJECT STATUS UPDATE**

In FY 2020-21, staff will start project initiation for a sound wall along the northbound Interstate 5 between Orange Grove and Magnolia.

**Forecasted Project Completion Date:** 2023  
**On-going Operating & Maintenance Impact:** None - Wall to be maintained by Caltrans

**Project Manager:** David Kriske, Assistant Community Development Director- Transportation and Planning

**City of Burbank Project Information Sheet  
FY2020-21  
Traffic, Transportation and Pedestrian Access**

<b>Project Name</b>	Downtown Burbank Metrolink Access	<b>FY2020-21 Appropriation</b>	\$300,000
<b>Department</b>	Community Development	<b>Project Status</b>	New
<b>Account Number</b>	127 CD33A 70007_0000 P23820	<b>Project Priority</b>	3

**PROJECT DESCRIPTION AND JUSTIFICATION**

This project will improve bicycle, pedestrian, and ADA access between Downtown Burbank, Front Street, and the Downtown Burbank Metrolink Station. The project will better integrate Downtown Burbank with transit and housing destinations west of Interstate 5 by improving non-motorized connections. Development projects will contribute to this effort.

**PROJECT FUNDING AND EXPENDITURE DETAIL**

	Prior Years	FY2020-21	FY2021-22	FY2022-23	FY2023-24	FY2024-25	Future Years	TOTALS
<b>Funding Sources</b>								
Private Funding		300,000						300,000
<b>Totals</b>		<b>\$300,000</b>						<b>\$300,000</b>
<b>Expenditures</b>								
Professional Services			300,000					300,000
<b>Totals</b>			<b>\$300,000</b>					<b>\$300,000</b>

**PROJECT STATUS UPDATE**

In FY 2021-22, staff will initiate an access study to evaluate options to improve bicycle, pedestrian, and ADA access between Downtown Burbank, Front Street, and the Downtown Burbank Metrolink Station.

**Forecasted Project Completion Date:** December 2026  
**On-going Operating & Maintenance Impact:** None

**Project Manager:** David Kriske, Assistant Community Development Director- Transportation and Planning