

**SUSTAINABLE BURBANK COMMISSION  
MEETING  
May 18, 2020 MINUTES**

**I. CALL TO ORDER:**

The meeting of the Sustainable Burbank Commission was held online via WebEx on the above date. Chair Limor Zimskind called the meeting to order at 5:12 p.m.

**II. ROLL CALL:**

**Members Present:**

Robin Gemmill  
Victoria Kirschenbaum  
Kevin O'Brien  
Heather Robb (Vice Chair)  
Jean Schanberger  
Laura Tenenbaum  
Chris Weber  
Limor Zimskind (Chair)

**Members Absent:**

Garen Yegparian  
Darin Chase  
Larry Cross  
Maggie Martinez  
Chris Rizzotti

**Council Members and Staff Present:**

Bob Frutos - Councilmember  
Ken Berkman - Public Works Director  
John Molinar – Asst. Public Works Director - Street & Sanitation  
Julie Carreon – Executive Assistant, Public Works  
Mary Doyle – Senior Clerk, Public Works  
Amber Olmeda – Clerical Worker, Public Works  
Karina Rosales – Senior Clerk, Public Works

**III. GREEN SPOTLIGHT AWARD:**

This agenda item has been tabled until the “Safer at Home” order has been lifted.

**IV. INTRODUCTION OF NEW PUBLIC WORKS DIRECTOR, KEN BERKMAN**

Ms. Zimskind introduced Ken Berkman, Public Works Director. Mr. Berkman gave a brief summary of his experience and background.

**V. ORAL COMMUNICATIONS:**

(Limited to items on the printed agenda or items regarding the business of the Sustainable Burbank Commission. The Commission has adopted rules to limit oral communications to 2 minutes; however, the Commission reserves the right to extend this time period.)

**A. Public Communication:**

None.

**B. Commission Member Communication:**

Ms. Robb asked about screening a film on plastics. John Molinar, Assistant Public Works Director – Street & Sanitation, suggested she address this topic during the ad hoc Community Engagement Phase 2 Subcommittee agenda item.

Mr. Weber stated that he spoke with Burbank Water and Power (BWP) staff regarding the Green Choice Program.

Ms. Gemmill gave an update about two community garden projects in the City.

Later in the meeting, Ms. Schanberger asked when the Recycle Center will reopen. Mr. Molinar responded that he will let the group know once a date is set.

C. Staff Communication:

John Molinar welcomed the Commissioners back to the monthly Sustainable Burbank Commission meetings.

**VI. APPROVAL OF MINUTES:**

Minutes from the February 3, 2020 meeting were approved by Ms. Gemmill, Ms. Kirschenbaum, Ms. Schanberger, Ms. Tenenbaum, Mr. Weber, and Ms. Zimskind. Mr. O'Brien and Ms. Robb abstained.

**VII. COMPLETE STREETS PRESENTATION BY CDD**

Hannah Woo, Senior Planner, Community Development Department (CDD), gave a presentation on the Complete Streets project and asked the Commission to support the project at the June 16, 2020 Council Meeting. The group agreed that Ms. Robb and Ms. Tenenbaum will draft a letter of support on behalf of the Commission and present it for approval during the June 15, 2020 Sustainable Burbank Commission meeting.

**VIII. AD HOC COMMUNITY ENGAGEMENT PHASE 2 SUBCOMMITTEE REPORT:**

Ms. Robb stated that she will discuss the plastics film with the ad hoc Community Engagement Phase 2 Subcommittee. She added that due to the State's "Safer at Home" orders, the film may be presented online.

**IX. AD HOC SUSTAINABILITY- RELATED ACTION PLANS UPDATE SUBCOMMITTEE REPORT:**

Ms. Robb stated that the Subcommittee has questions ready to pose to CDD staff when they meet with them next.

**X. AD HOC HOLLYWOOD BURBANK AIRPORT REDEVELOPMENT SUBCOMMITTEE REPORT:**

Ms. Robb attended a Pasadena Environmental Commission meeting. The Commission agreed to agendize the creation of a letter in support of a sustainable airport. Ms. Robb will follow up with the Chair of the Pasadena Environmental Commission.

Mr. Webb met with Leadership Burbank to discuss green initiatives at the airport.

**XI. AD HOC EQUITY AND ECONOMIC SUSTAINABILITY SUBCOMMITTEE REPORT:**

This agenda item was tabled until the June 15, 2020 meeting.

**XII. DISCUSS UPCOMING SUSTAINABILITY RELATED COUNCIL AGENDA ITEMS:**

Commissioners briefly discussed upcoming sustainability related Council items.

**XIII. INTRODUCTION OF ADDITIONAL AGENDA ITEMS:**

The group agreed to add the Complete Streets project to the June 15, 2020 meeting agenda.

**XIV. BURBANK GREEN SPOTLIGHT AWARD FOR JUNE 2020:**

The agenda item has been tabled until the "Safer at Home" order has been lifted.

**XV. ADJOURNMENT:**

The meeting was adjourned at 6:32 p.m. The next meeting will be held on Monday, June 15, 2020 at 5:00 p.m. Location will be determined at a future time.

Respectfully submitted,

John Molinar, Assistant Public Works Director, Street & Sanitation  
JM: md