Weekly Management Report
June 6, 2014

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CITY OF BURBANK

Burbank Water & Power

DATE: June 4, 2014

TO: Mark Scott, City Manager

FROM: Ron Davis, General Manager, Burbank Water & Power

SUBJECT: Burbank Water & Power Rates History

BWP staff prepared the following summary of electric and water rates as approved and published in the City-Wide Fee Schedule and/or Utility Rate Resolution for the most-recent 20 years. Rates are grouped by Residential and Commercial customer classes for the electric utility. Rates are grouped by Single Family Residential, Commercial, and Recycled customer classes for the water utility.

The following table presents the electric rates for Residential customers for the most-recent 20 years. The table also includes the monthly amount that would be billed to a customer with a monthly usage of 350 kWh, excluding surcharges. Note that the electric utility added a third tier to its tiered energy charge rate structure in FY 2001-02.

	Residential Electric Rates				
Fiscal Year	Service Charge ($/Month)	First 250 kWh ($/kWh)	Next 500 kWh ($/kWh)	Over 750 kWh ($/kWh)	Monthly Bill @350 kWh
FY 1994-95	$ 3.78	$ 0.08055	$ 0.10427	$ -	$ 34.34
FY 1995-96	3.78	0.08225	0.10597	-	34.94
FY 1996-97	3.59	0.07824	0.10077	-	33.23
FY 1997-98	3.59	0.07889	0.10037	-	33.35
FY 1998-99	3.81	0.08332	0.10722	-	35.36
FY 1999-00	3.94	0.08623	0.11096	-	36.59
FY 2000-01	3.94	0.08623	0.11096	-	36.59
FY 2001-02*	4.33	0.09055	0.12206	0.13593	39.17
FY 2002-03	4.33	0.10215	0.13427	0.14950	43.29
FY 2003-04	4.33	0.10215	0.13427	0.14950	43.29
FY 2004-05	4.33	0.10215	0.13427	0.14950	43.29
FY 2005-06	4.33	0.10215	0.13427	0.14950	43.29
FY 2006-07	4.31	0.10177	0.13377	0.14895	43.13
FY 2007-08	4.31	0.10304	0.13712	0.15640	43.78
FY 2008-09	4.31	0.10304	0.13712	0.15640	43.78
FY 2009-10	4.56	0.10896	0.14500	0.16539	46.30
FY 2010-11	4.79	0.11240	0.15020	0.17130	47.91
FY 2011-12	4.79	0.11240	0.15020	0.17130	47.91
FY 2012-13	4.87	0.11440	0.15280	0.17430	48.75
FY 2013-14	4.96	0.11640	0.15540	0.17730	49.60

**Third tier added*

The following table presents the electric rates for Commercial customers with a monthly demand below 20 kilowatts (kW) for the most-recent 20 years. Note that tiered rates were eliminated for Commercial customers with demands less than 20 kW in FY 2007-08.

	Commercial Electric Rates (Under 20 kW)		
Fiscal Year	**Single Phase Service Charge ($/Month)**	**First 5,000 kWh ($/kWh)**	**Over 5,000 kWh ($/kWh)**
FY 1994-95	$ 6.61	$ 0.08846	$ 0.07984
FY 1995-96	6.61	0.09016	0.08154
FY 1996-97	6.61	0.09026	0.08164
FY 1997-98	6.61	0.09056	0.08194
FY 1998-99	7.02	0.09607	0.08693
FY 1999-00	7.26	0.09942	0.08997
FY 2000-01	7.26	0.09942	0.08997
FY 2001-02	7.99	0.10936	0.09897
FY 2002-03	7.99	0.12157	0.11118
FY 2003-04	7.99	0.12157	0.11118
FY 2004-05	7.99	0.12157	0.11118
FY 2005-06	7.99	0.12157	0.11118
FY 2006-07	7.96	0.12117	0.11081
FY 2007-08*	7.96	0.12640	-
FY 2008-09	7.96	0.12640	-
FY 2009-10	7.96	0.13369	-
FY 2010-11	9.03	0.13900	-
FY 2011-12	9.03	0.13900	-
FY 2012-13	9.19	0.14140	-
FY 2013-14	9.35	0.14390	-

**Tiered rates eliminated*

The following table presents water rates for Single Family Residential customers for the most-recent 20 years. The table also presents the amount that would be billed to a customer with a monthly usage of 9 HCF, and prior year demand (maximum usage from July to October) of 12 HCF. Note that in FY 2010-11, the demand charge was eliminated and a tiered water quantity charge rate structure was introduced with 3 tiers for Single Family Residential customers.

	Single Family Residential Water Rates					
Fiscal Year	Service Charge ($/Month)	Demand Charge ($/HCF)*	First 15 HCF ($/HCF)	Next 15 HCF ($/HCF)	Over 30 HCF ($/HCF)	Monthly Bill @9 HCF, 12 HCF Demand
FY 1994-95	$ 3.54	$ 0.1350	$ 1.2213	$ -	$ -	$ 16.15
FY 1995-96	3.42	0.1307	1.1641	-	-	15.47
FY 1996-97	3.50	0.1336	1.1106	-	-	15.10
FY 1997-98	3.85	0.1470	1.0058	-	-	14.67
FY 1998-99	4.42	0.1687	0.9563	-	-	15.05
FY 1999-00	4.75	0.1814	1.0470	-	-	16.35
FY 2000-01	4.75	0.1814	1.0470	-	-	16.35
FY 2001-02	4.75	0.1814	1.0470	-	-	16.35
FY 2002-03	5.50	0.1814	1.0915	-	-	17.50
FY 2003-04	5.85	0.1900	1.1450	-	-	18.44
FY 2004-05	6.40	0.1975	1.1930	-	-	19.51
FY 2005-06	6.80	0.2070	1.2502	-	-	20.54
FY 2006-07	7.30	0.2169	1.3102	-	-	21.69
FY 2007-08	7.80	0.2273	1.3730	-	-	22.88
FY 2008-09	7.80	0.2273	1.3730	-	-	22.88
FY 2009-10	8.82	0.2600	1.4600	-	-	25.08
FY 2010-11*	9.66	-	2.4190	2.6180	2.8460	31.43
FY 2011-12	10.32	-	2.5020	2.7490	3.0890	32.84
FY 2012-13	10.78	-	2.6140	2.8720	3.2270	34.31
FY 2013-14	10.78	-	2.7560	3.0140	3.3690	35.58

**The Demand charge is based on the customer's previous year's maximum usage from July to October*

***Demand charge eliminated, tiering added*

The following table presents the water rates for Commercial customers for the most-recent 20 years. Note that in FY 2010-11, the demand charge was eliminated and seasonal water quantity rates were introduced for Commercial customers. The summer season is from June 1 to October 31.

	Commercial Water Rates				
	Service Charge ($/Month)	Demand Charge ($/HCF)*	Quantity Charge ($/HCF)	Summer ($/HCF)	Non-Summer ($/HCF)
FY 1994-95	$ 3.54	$ 0.1350	$ 1.2213	$ -	$ -
FY 1995-96	3.42	0.1307	1.1641	-	-
FY 1996-97	3.50	0.1336	1.1106	-	-
FY 1997-98	3.85	0.1470	1.0058	-	-
FY 1998-99	4.42	0.1687	0.9563	-	-
FY 1999-00	4.75	0.1814	1.0470	-	-
FY 2000-01	4.75	0.1814	1.0470	-	-
FY 2001-02	4.75	0.1814	1.0470	-	-
FY 2002-03	5.50	0.1814	1.0915	-	-
FY 2003-04	5.85	0.1900	1.1450	-	-
FY 2004-05	6.40	0.1975	1.1930	-	-
FY 2005-06	6.80	0.2070	1.2502	-	-
FY 2006-07	7.30	0.2169	1.3102	-	-
FY 2007-08	7.80	0.2273	1.3730	-	-
FY 2008-09	7.80	0.2273	1.3730	-	-
FY 2009-10	8.82	0.2600	1.4600	-	-
FY 2010-11**	9.66	-	-	2.774	2.041
FY 2011-12	10.32	-	-	2.903	2.121
FY 2012-13	10.78	-	-	3.033	2.215
FY 2013-14	10.78	-	-	3.175	2.357

**The Demand charge is based on the customer's previous year's maximum usage from July to October*

***Demand charge eliminated, seasonal rates added*

The following table presents the recycled water rates for the most-recent 20 years.

Service Charge ($/Month)	Reclaimed Water Rates: Service Charge ($/Month)	Reclaimed Water Rates: Quantity Charge ($/HCF)
FY 1994-95	$ 3.81	$ 0.97570
FY 1995-96	3.81	0.97570
FY 1996-97	3.81	0.97570
FY 1997-98	4.00	1.25827
FY 1998-99	7.00	1.25827
FY 1999-00	7.00	1.25827
FY 2000-01	7.00	1.25827
FY 2001-02	7.00	1.25827
FY 2002-03	7.00	1.25827
FY 2003-04	7.50	1.29440
FY 2004-05	7.50	1.35000
FY 2005-06	7.85	1.41500
FY 2006-07	8.25	1.48250
FY 2007-08	8.65	1.55400
FY 2008-09	8.65	1.55400
FY 2009-10	9.30	1.69000
FY 2010-11	9.66	2.14000
FY 2011-12	10.32	2.23000
FY 2012-13	10.78	2.33000
FY 2013-14	10.78	2.46000

CITY OF BURBANK
OFFICE OF THE CITY MANAGER
MEMO

DATE: June 6, 2014

TO: Honorable Mayor and City Council

FROM: Mark Scott, City Manager MS

SUBJECT: **Third Burbank Water & Power Facility Platinum LEED Recognition**

More good news from Burbank Water & Power. The United States Green Building Council (USGBC) just announced that the Electrical Services Building located at BWP's EcoCampus has achieved Leadership in Energy and Environmental Design (LEED) Platinum certification. Platinum is the highest level attainable and is no easy feat to accomplish. Along with the Administration Building and the Service Center Building, there are now an unprecedented three facilities on one site to achieve the highest certification possible from the USGBC, the only site to our knowledge in the world to attain this achievement.

I am sure we will have an opportunity to make a more formal recognition of this accomplishment, but we wanted you to be aware of this right away. Congratulations to Ron Davis, his BWP team, to other staff involved in the project, and to the City Council for your ongoing support.

CITY OF BURBANK

CITY MANAGER'S OFFICE

MEMO

DATE: June 6, 2014

TO: Honorable Mayor and City Council Members

FROM: Mark Scott, City Manager

SUBJECT: CLARIFICATION ON VALLEY ECONOMIC ALLIANCE ASSOCIATION

As part of the Proposed Fiscal Year 2014-2015 Annual Budget Public Hearing at the June 3, 2014 City Council meeting, Mayor Gordon requested clarification on the City's past experience with Valley Economic Alliance (Alliance) and their association with other organizations.

The City was a founding partner of the Alliance along with cities of Calabasas, Glendale, Los Angeles, San Fernando and parts of Los Angeles County in 1994 following the Northridge Earthquake. Since then the City paid the annual contribution of $25,000 which was funded through the Redevelopment Agency. The final annual membership contribution was made on August 2, 2010. The dissolution of redevelopment and budget constraints resulted in the City not renewing its membership with the Alliance.

However, since that time the City continued to maintain its relationship with the Alliance utilizing them as consultants for the Team Business Program from 2011 to present. The City was a Silver Gala Sponsor in the amount of $3,750 for the 2012 Annual Gala event in March 2012. The City provided a $10,000 investment to the Alliance in May 2012. While the City has not paid a membership fee for the past year and a half, the Alliance has maintained the City's name on its website since it was a founding member.

The Alliance has had four CEO's between August 2010 and present, which has resulted in significant turnover. Greg Krikorian, President and CEO was hired in July 2013 and has committed to furthering the goals of the Alliance and the initial partner cities. The City of Glendale recently agreed to a comparable $15,000 investment with the Alliance.

The $15,000 annual membership includes support for business attraction and retention, workforce development, training, business and education partnerships, career technology programs, supporting veteran hiring and training programs, marketing of the region and supporting livable community initiatives within the five founding partner cities.

Excluding Burbank, all of the founding partners (Calabasas, Glendale, Los Angeles, San Fernando and Los Angeles County) are currently paying members. San Fernando and City of Los Angeles both agreed to multiyear contracts through 2020. Additionally, there are numerous other investors (i.e. Wells Fargo, Disney, NBCUniversal and Providence Health & Services) that contribute to the organization through memberships, donations, special projects, events and foundation grants.

Exhibit: Proposal from Valley Economic Alliance

A. $15,000 * Investment – Benefits to the City of Burbank

- "Featured Investor Ad" on TheVally.net for 6 months
- Access to Business Assistance Workshops
- Access to Economic Alliance Staff
- Access to Access to Valley-wide Economic Development Programs
- Access to City and business and community assistance services in the San Fernando Valley
- Advertising on all investor related marketing materials and E-Newsletter
- Advertising and links on www.TheValley.net website
- Appointment to The Valley Economic Alliance Board of Directors
- Coverage and releases on Company's services and programs through mass Email blasts, media partners and social media platforms
- Personalized Seminar/Workshop to Businesses or a **Brokers Breakfast Fall 2014**
- Provide access and introductions to our board members and investors
- Expo Exhibitor The Valley Business Expo February 2014
- Silver Sponsorship at one of our Signature Economic Alliance Events (2013-14) Gala table of ten
- Hire Veteran Job & Resource Fair October 2013 **(BURBANK CITY WAS PRESENT)**

Per approval by the President and CEO of the Valley Economic Alliance and packages can be adjusted to match individual Investor's needs.

CITY OF BURBANK

Park, Recreation and Community Services Department

MEMO

DATE: June 4, 2014

TO: Mark Scott, City Manager

FROM: Judie Wilke, Park, Recreation and Community Services Director Judie Wilke

SUBJECT: **CLARIFICATION OF PARK, RECREATION AND COMMUNITY SERVICES FEES**

As part of the Proposed Fiscal Year 2014-2015 Annual Budget Public Hearing at the June 3, 2014 City Council meeting, Councilmember Talamantes requested clarification on proposed changes to the Park, Recreation and Community Services (PRCS) Department's park rental fees.

Permit Fee

The Permit Fee is also referred to as the application fee. As noted in Section 2.B in Table 1, PRCS will continue to charge a Permit Fee of $15 for all non-commercial group applications, and a $195 Permit Fee for all commercial applications. The proposed changes to the existing Permit Fees are in the Unit/Time column, as noted. The purpose for this proposed minor change is to accurately define the fee. As currently defined, should an applicant request to use a facility for two days, the Department should collect $30. Staff does not believe it is in the community's best interest to charge a permit fee for multiple days under the same application. This is also reflective of the Department's current operations.

Staff is proposing to add a $20 Permit Renewal Fee to the Fee Schedule only for commercial groups wishing to extend an existing permit, provided there are no issues or problems requiring additional staff time. The Department's commercial permits are issued for a period not to exceed three months. This fee was initially established in 2004 when the City Council approved an ordinance establishing a commercial use of facility process. Although this renewal fee was not included in the fee schedule, staff has been charging this fee, as it is a fair and equitable way to handle a commercial renewal use that requires little staff time.

Table 1

SECTION 2. ~~FEES FOR GROUP ACTIVITIES~~ PARK RENTAL FEES (Last Update 6/11/13, Resolution 28,619)					Fee schedule language changes to reflect actual Department operations.
Description	FY 2013-14 Adopted	FY 2014-15 Proposed	$ Change	% Change	Unit/Time	Justification
(A) During regular park hours, the Park, Recreation and Community Services Department may provide the approved parks [illegible] a minimum of four hours, unless otherwise stated, for the fees specified. For the use of a park area beyond the four-hour pe[illegible]urning regular park hours, fees will be pro-rated on an hourly basis.					
(B) ~~(A)~~ Permit Fee					
(1) Resident and Non-Resident Group (Non-Refundable)	$15.00				~~Day~~ Application	Fees are based on per application
(2) Commercial Group (Non-Refundable)	$195.00				~~Day~~ Application	
Permit Renewal		$20.00			Application	

Additional Fee for Lifeguards

There are some permitted activities or facilities that require the permittee to incur additional costs, typically for staffing to monitor or supervise the activity. As an example, for safety and liability reasons the Department must provide the appropriate number of Aquatics staff (ie lifeguards) for private rentals of the pools. The number of lifeguard personnel is driven by the number of people attending the activity. Therefore, the PRCS Department is proposing to add Section 2.G (Table 2), which comprehensively states the potential of additional costs above and beyond the park facility fee and deposit.

Table 1

(G)	Additional Fees In addition to the park facility fee and deposit, the permittee shall also pay the costs required to staff, monitor, purchase supplies, and/or prepare the facility as determined by the Director or his/her designee, on a case by case basis.	NEW	Fee schedule language changes to accurately reflect fee.

Staff understands that the City's Fee Schedule may not be the easiest document for the public to understand. As a customer service driven department, PRCS has tried to simplify the fees for most of its frequently permitted facilities. To that end, staff created a two-page document that is used to explain fees to anyone wishing to use a PRCS facility. A snapshot of that document is below. (Table 3)

Table 3

RESIDENT FEE *Documentation Required				
Group Size	*Fee	Additional Hours	Cleaning Deposit	Insurance
1 -- 25	$ 40.00	$ 8.00	$ 50.00	Depends on type of event
26 -- 50	$ 70.00	$ 14.00	$ 50.00	Depends on type of event
51 -- 100	$ 100.00	$ 20.00	$ 50.00	Depends on type of event
101 -- 150	$ 110.00	$ 22.00	$ 100.00	Required
151 -- **200	$ 125.00	$ 25.00	$ 100.00	Required
**201 -- 250	$ 145.00	$ 29.00	$ 200.00	Required
**251 -- 300	$ 160.00	$ 32.00	$ 200.00	Required
RESIDENT BMX BIKE/SKATE PARK RENTAL FEE 35 PEOPLE MAX				
Time	*Fee	Additional Hours	Cleaning Deposit	Availability
2 Hours Min	$ 150.00	$ 50.00	$ 50.00	Sat 9:00am-11:30am Sun 9:00am-11:30am & 5:30pm-8:30pm
3 Hours Max	$ 200.00	Not Available	$ 50.00	

NON-RESIDENT FEE				
Group Size	*Fee	Additional Hours	Cleaning Deposit	Insurance
1 -- 25	$ 80.00	$ 16.00	$ 100.00	Depends on type of event
26 -- 50	$ 115.00	$ 23.00	$ 100.00	Depends on type of event
51 -- 100	$ 175.00	$ 35.00	$ 100.00	Depends on type of event
101 -- 150	$ 295.00	$ 59.00	$ 150.00	Required
151 -- **200	$ 325.00	$ 65.00	$ 150.00	Required
**201 -- 250	$ 415.00	$ 83.00	$ 250.00	Required
**251 -- 300	$ 445.00	$ 89.00	$ 250.00	Required
NON-RESIDENT BMX BIKE/SKATE PARK RENTAL FEE 35 PEOPLE MAX				
Time	*Fee	Additional Hours	Cleaning Deposit	Availability
Min	$ 200.00	$ 60.00	$ 100.00	Sat 9:00am-11:30am Sun 9:00am-11:30am & 5:30pm-8:30pm
3 Hours Max	$ 260.00	Not Available	$ 100.00	

CITY OF BURBANK

PUBLIC WORKS DEPARTMENT

DATE: May 29, 2014

TO: Mark Scott, City Manager

FROM: Bonnie Teaford, Public Works Director
By: Ari Omessi, Assistant Public Works Director – Fleet & Building

SUBJECT: CITY MANAGER TRACKING LIST NO. 1590 - MCCAMBRIDGE PARK POOL UPDATE

Purpose

At the May 22, 2014, City Council meeting, staff was asked to provide a status report on the physical condition of the McCambridge Park Pool. It had undergone significant repairs in 2008-09, and the Council wanted to know how those repairs are holding up.

Discussion

Following a moderate earthquake in summer 2008, staff noticed a leak in an underwater viewing window between the McCambridge Park Pool and the main mechanical/electrical room. For safety reasons, the pool was shut down and emptied earlier than usual that summer so that emergency repairs could be completed. The emergency work included sandblasting the pool shell, sealing all cracks, and repainting the entire pool. The viewing window in the deep portion of the pool was removed and deck repairs were made to address structural concerns. In addition, the pump was replaced and the pool's four filters were rebuilt. At the time, staff's preliminary estimate was that those repairs should last for at least 5 years.

In 2010, the McCambridge Recreation Center was seismically retrofitted. As part of that project, the bathhouse and lockers that serve the pool were remodeled to include water saving showerheads and upgraded lighting and windows.

The current state of the pool, deck, and bathhouse are good with no known issues. The pool is watertight and the mechanical systems work properly and are well within their useful lifecycles. Public Works now anticipates another 10 years of service life with regular maintenance and routine replacement of some items. The two heaters, which were replaced in 2007, meet current South Coast Air Quality Management District requirements and have several years of life left. The solar water heating system is in

good shape and is expected to last another 10 years with minor yearly maintenance. The filters will need to be replaced in 5 years, and the pump in 2 years. However, staff salvaged the pump from Verdugo Pool when it was replaced as part of the new aquatics center project. This pump will be used when McCambridge Pool's pump needs replacement. The pool deck is in very good shape and will undergo a full repaint by the Public Works Paint Shop within the next 5 years.

The cost of these general maintenance and replacement items is very low compared to the estimated $11.8 million that would be needed for a complete replacement of the McCambridge Park Pool. Public Works staff will continue to monitor the pool's physical condition and update Council should there be a change in the anticipated remaining service life of 10 years.

c: Judie Wilke – Park, Recreation and Community Services Director

CITY OF BURBANK
PUBLIC WORKS DEPARTMENT
MEMORANDUM

DATE: June 2, 2014

TO: Mark Scott, City Manager

FROM: Bonnie Teaford, Public Works Director BTeaford
By: Ken Johnson, Traffic Engineer

SUBJECT: City Manager Tracking List No. 1584 – Traffic Controls at the Intersection of Victory Place and Lincoln Street

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The Caltrans contractor, Security Paving, closed San Fernando Boulevard in mid-May 2014 and subsequently reduced the street width of Victory Place between Lincoln Street and the southern Empire Center driveway to begin needed utility relocation work. Pavement edge lines and K-rail barricades are in place on portions of Victory Place to control traffic. Traffic signals at Victory Place and Empire Avenue, and Victory Place and Empire Center Driveway are operating normally.

As of the morning of June 3, 2014, the traffic signal at Victory Place and Lincoln Street is operating in red flashing mode. Security Paving has installed permanent stop signs on Lincoln Street and has been requested to bag the traffic signal heads so that the traffic signal can be de-energized. The traffic signal poles will ultimately be removed and salvaged as soon as the contractor mobilizes its forces to do so. Currently, due to the narrowed street width northbound left turns from Victory Place are prohibited and only right turns are permitted from Lincoln Street to Victory Place.

In about two months, Security Paving plans to construct a new traffic signal at the intersection of Victory Place and Lincoln Street. A northbound left turn lane will be installed on Victory Place to enable northbound left turns from Victory Place to Lincoln Street. Left and right turns will be allowed from Lincoln Street to Victory Place. This new traffic signal will be a permanent installation.

c: Joy Forbes
David Kriske
Jonathan Yee
Steve Domenico
Brad Taylor
Jackson Hite

city of burbank
community development department

memorandum

DATE: June 3, 2014

TO: Mark Scott, City Manager

FROM: Joy R. Forbes, Community Development Director
By: Carol D. Barrett, Assistant Community Development Director

SUBJECT: The Regulation of Murals in the City of Burbank

At the December 17, 2013, City Council meeting, it was requested that staff provide the City Manager with a memo describing the regulations that govern the painting of murals on buildings.

Definition of a Mural
The term "mural" is not defined in the Burbank Municipal Code (BMC). When an adopted zoning definition is not present in a City code, planners often consult The Planners' Dictionary published by the American Planning Association.

The Planners' Dictionary offers several compatible definitions of the term mural as adopted in other cities:

1. Mural is a graphic displayed on the exterior of a building, generally for the purposes of decoration or artistic expression, including but not limited to painting, fresco, or mosaic. (Columbus, Ohio) [This definition included a picture and is an extremely broad definition.]

2. Mural is any picture, scene, or diagram painted on any exterior wall or fence not interpreted by the zoning administrator to be advertising. Murals determined to be advertising shall be considered a sign and shall be included in the calculations of allowable sign area. (Clarksdale, Arizona) [This definition jumps in to resolve the issue of when a mural becomes a sign and assigns that task to staff. Like the famous Justice Potter quote on obscenity, the zoning administrator is trusted to recognize advertising when he/she sees it.]

3. Mural is any mosaic, painting, or graphic art or combination thereof which is professionally applied to a building that does not contain any brand name, product name, letters of the alphabet spelling or abbreviating the name of any product, company, profession, or business, or any logo, trademark, trade name, or other commercial message. (Jordan, Minnesota) [This definition tries to create clear standards for regulating the content of a mural to differentiate it from a sign.]

The City of Burbank has concluded that a mural cannot include the content of a sign, and sign is defined as:

> Any structure, device, writing, name, number, figure, pictorial representation, illustration, emblem, etching, mural, symbol, display, billboard, signboard, flag, banner, pennant, bunting, clock or appliance which is used or designed to announce, declare, demonstrate, display or otherwise identify or advertise, or attract the attention of the public, and shall include all parts, portions, units, and materials composing the same, together with the frame, background, and support or anchorage thereof, *identifying a business, service, or product sold, rented, distributed or manufactured on the premises. (emphasis added)* (Section 10-1-203).

<u>BMC provisions as they relate to murals</u>
Absent a definition of mural, the BMC does make reference to murals as follows:

10-1-21-31 (L) Media District Building Appearance

> L. WALL MURALS.
> Wall murals should be used to enhance the environment and/or streetscape. Wall murals should be maintained in good visual condition throughout the life of the mural. [Added by Ord. No. 3224, eff. 2/16/91.]

10-1-1012: Signs in Commercial and Industrial Zones

> All signs in commercial and industrial zones must comply with all applicable provisions of this Article. Signs in commercial and industrial zones must also comply with the requirements of this Section. In the event of a conflict between other requirements of this Article and the requirements of this Section, the requirements of this Section rule in commercial and industrial zones.
>
> A. The maximum combined total area of all signs on a commercial or industrial parcel is set forth in the following table, and is determined by the zone in which the parcel is located. When a parcel is used by more than one (1) occupancy or business the allowable face area of such signs shall be divided among occupancies or businesses by the property owner. Within the Media District zones, the area of Media District displays as defined in Section <u>10-1-203</u> is not counted toward the total square footage. *Within Magnolia Park zones, the area of wall murals is not counted toward the total square footage (emphasis added).* [This language would allow murals with sign content.]

Section 10-1-1114 Art in Public Places makes mention of murals.

D. GUIDELINES FOR WORKS OF ART.
The Art in Public Places Committee shall apply the following Guidelines to determine compliance with this Section:

1. Examples. The following art projects are examples of acceptable projects:

    a. Sculpture - free standing, wall supported or suspended, kinetic, electronic or mechanical in any material or combination of materials;

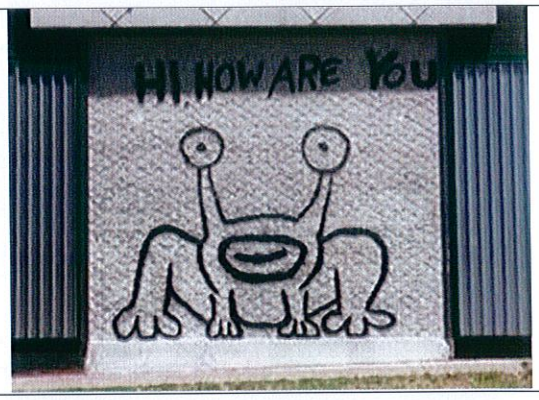
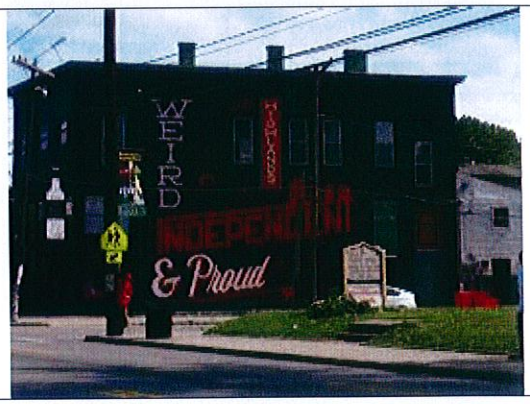
    b. Murals or paintings permanently affixed to a building -- in any material or variety of materials, with or without collage or the addition of non-traditional materials and means.

Conclusion
The BMC is relatively silent on the regulation of murals. Samples of murals and issues which can sometimes arise in the regulation of murals can be found on the next page. The following common sense guidelines would apply to a volunteer seeking to paint murals:

1. The property owner must approve the mural and be responsible for its on-going maintenance.

2. The mural art should not be a sign in terms of content – advertising a product or service for sale. If it does, it is a sign, not a mural.

Cc: Judie Wilke, Park, Recreation & Community Services Director

	Mural at Milt and Edie's in Burbank. Staff determination that this is art, not a sign.
	Mural in Texas for grocery store. Issue raised was whether the food was a sign. Determination was made that food and dancers are a mural.
	Mural in Texas. Art is in the eye of the beholder. Some see this as graffiti, others as art. Because it was installed with the permission of the property owner it is a mural and not graffiti.
	Mural that is text, but not advertising. Located on the side of an apartment building in Texas.

8A.

CITY OF BURBANK
BURBANK WATER AND POWER
STAFF REPORT

DATE: June 5, 2014
TO: BWP Board
FROM: Ron Davis, General Manager, BWP
SUBJECT: April 2014 Operating Results

Water Results of Operations

For the month of April, Potable Water Revenues were $556,000 better than budgeted and Recycled Water Revenues were $10,000 better than budgeted. April Water Revenues were impacted by higher landscaping demand related to dry weather. The April Gross Margin was $250,000 better than budgeted and April operating expenses, other than depreciation, were very close to budget. Depreciation expense included a one-time adjustment of $1,336,000 that had a corresponding aid-in-construction revenue adjustment; these adjustments are related to the recognition of donated assets at the Bob Hope Airport and Empire Center. Income before Aid in Construction was a loss of $1,087,000, which was $1,087,000 lower than budgeted, driven by the aforementioned depreciation adjustment.

Fiscal-year-to-date (FYTD) April Potable Water Revenues were $1,233,000 better than budgeted and Recycled Water Revenues were $480,000 lower than budgeted. FYTD Recycled Water Revenues were impacted by delays hooking-up new customers to the Recycled System. The FYTD Gross Margin was $441,000 better than budgeted. Operating Expenses, excluding depreciation, were $463,000 better than budgeted; and estimated Income before Aid in Construction was a loss of $481,000, which was $502,000 lower than budgeted and driven by the aforementioned depreciation adjustment.

Electric Results of Operations

For the month of April, estimated electric loads were 4% lower than budgeted primarily due to conservation and slightly warmer than average weather; and Retail Sales were $336,000 lower than budgeted. April Power Supply expenses were $821,000 worse than budgeted due to the refunding of $1 million of high interest rate bonds with cash for the Hoover Visitor Center and higher than planned energy prices, which in part are offset by lower loads. The April Gross Margin was $1,096,000 lower than budgeted. Operating expenses are $95,000 better than budgeted and Income before Aid in Construction was a loss of $2,235,000 which was $938,000 lower than budgeted.

FYTD April electric loads were 7% lower than budgeted primarily due to conservation and a cooler than normal summer; and Retail Sales were $11,326,000 lower than budgeted. FYTD Power Supply Expenses were $6,453,000 better than budgeted due to lower loads and larger than planned power supply true-up credits, partially offset by higher than planned energy prices and the aforementioned one-time Hoover Visitor Center payment. The FYTD Gross Margin was $4,467,000 lower than budgeted and FYTD Operating Expenses were $4,177,000 lower than budgeted. Other Income

includes a Public Benefits adjustment of $3,620,000 for City qualifying Public Benefits expenditures and $3,100,000 from the release of project funds by SCPPA. Income before Aid in Construction was $11,168,000, which was $7,913,000 better than budgeted.

SAFETY

Burbank Water and Power had one reportable lost time injury during April 2014.

WATER DIVISION

State Water Projects and Burbank Operating Unit (BOU) Water Production

The State Natural Resources Agency has completed the release of preliminary draft chapters of the Bay Delta Conservation Plan (BDCP). This has caused an increased volume of conversation and proposals of alternate plans that tend to transfer impacts to others or, not so subtly, create conditions that would stop the proposed BDCP solution. The State Natural Resources Agency released a revised plan/tunnel alignment for the BDCP that would reduce the impact of the project to private property both during and after construction. The BDCP is very much in the news with supporters and detractors active on a daily basis. Governor Brown supports the approval of the BDCP. The Public Draft of the plan was released December 13 with the final documents available in spring 2014. A significant public outreach effort supporting the BDCP is underway. A Study Session with the City Council on the BDCP was held January 28. Public comments on the draft were originally due on April 14, but are now due on June 13 as the result of a 60 day extension of the comment period.

The Legislature is busy working on the deferred water bond from 2010 and 2012. There are multiple proposals in both the Assembly and Senate. A lot of the earmarked items from the original bond proposal have been removed but other items are being added re-inflating the total. Acceptance by both houses will be necessary to amend the proposed bond. The Governor has not weighed in seemingly letting the Legislature narrow down the options. The negotiations regarding the bond package will likely go to the deadline in July for putting an amended measure on the ballot. It is highly probable that an amended bond proposal will be on the 2014 ballot because of the severity and impact of the drought.

The initial State Water Project (SWP) Allocation for 2014 was released on December 1 at 5%. The Governor issued a Drought State of Emergency Proclamation on January 17. The proclamation calls on all Californians to conserve water in every way possible. The voluntary actions called for could forestall future mandatory restrictions. The proclamation also gives state water officials more flexibility to manage supply throughout California under drought conditions. The 2014 SWP allocation was subsequently reduced to 0% on January 31. Due to late winter storms, the allocation was revised to 5% on April 18. Discussions are ongoing about committing any available water to health and safety priorities. Any final allocation will surely be historically low. A

Study Session on Drought Management/Response was held April 22 with City Council. Council requested an update in about a 3 months (July) timeframe.

BWP and The Metropolitan Water District (MWD) are calling on all residents and member agencies to conserve water and MWD has pledged to assist other areas of the state where possible. Investments by MWD, ($5B) since 1992, have built storage facilities and programs which now provide relief from immediate mandatory rationing as occurred in the past. MWD began a media ad campaign on March 28 amplifying its message urging voluntary water conservation. BWP started a similar campaign in late February. MWD raised the incentive for turf removal to $2 sq. /ft., and extended rebates for rain barrels and high efficiency toilets on May 14. Water supply and supplemental draws on storage will be reviewed again at the beginning of June.

MWD has been reconfiguring system operations to maximize use of Colorado River water to serve those agencies to which Colorado River water can be delivered and conserve the stored SWP water to serve the Member Agencies (Las Virgenes, Calleguas, and Eastern MWD) that can only be served by SWP water. Burbank is receiving treated Colorado River water as of the beginning of April. Notice to customers as to the increase of water hardness due to the change of supply source was posted on the BWP web site and went out in the last issue of Currents.

A recent article in the Burbank Leader pulled a not generally understood piece of data, Public Health Goal (PHG), from a broad environmental report (22 categories) meant to help State Legislators prioritize funding in future state budgets. In the summary version of the report, all 22 categories are compiled to prioritize funding statewide for specific local action. The PHG data was factually correct but inappropriately applied and highlighted to grab attention and it did not inform the public about safe drinking water.

PHGs for drinking water are idealized targets that are often technically as well as financially unobtainable for water systems. They do not describe safe drinking water. This is done with the implementation of a Maximum Contaminant Limit (MCL). The public health impact of achieving an MCL vs. a PHG is not measurable or statistically meaningful as to a health benefit to the public. The MCL is the true measure of safe drinking water.

As of the end of January, 7,000 acre feet of water were spread as budgeted for this fiscal year. During the meetings with MWD regarding serving Burbank with treated Colorado River water, MWD staff was made aware that next winter BWP would need 7,500 acre feet of SWP water for spreading at Pacoima and that this should be figured into the supply plan.

The BOU was 83.62% available for service in April. Four GAC filters were offline for carbon change out and three of those came back on line during April. All wells were available for service. BOU production was limited by low system seasonal demand.

Availability	Production	Average Flow Rate (gallons per minute)
83.62%	64.3%	5,787

California Department of Health Issues Draft Chromium 6 MCL

The California Department of Public Health (CDPH) issued a draft MCL of 10 parts per billion (ppb) for Chromium 6 on August 22. BWP currently blends Chromium 6 to 5 ppb. BWP submitted comments in support of the draft MCL. The majority of the comments submitted at the Los Angeles site of the public hearing (MWD Offices) were in support of a higher limit and were submitted by Public Water Agencies and Water Industry Associations. The MCL will be finalized within a year of the release of the draft MCL. The BWP Board was briefed on the history of the development of the draft MCL and what it means to Burbank in relation to Chromium 6 in our raw water and the policy of blending to 5 ppb. A study session with City Council was conducted on December 10. A letter, signed by Council, was sent to the Governor requesting full consideration of the best and latest research in setting a final MCL, on January 14. The final MCL was released on April 15 by CDPH. This date is tied to a Court Order and may be subject to other judicial action. Reasonable timelines for compliance and impacts on water supply in view of the drought are current elements of discussion regarding the MCL. The CDPH released the final 10 ppb MCL for Chromium 6 on April 14. The MCL is now with the Office of Administration for a 30 day review of compliance with rule making process. It will likely become official on July 1. Burbank will be in compliance with this new MCL.

Project Updates:

Work began in February on installing 1,300 l.f. of 8-inch ductile iron potable water main in Naomi Street from Empire Avenue to Thornton Avenue. The existing 6-inch water main is being converted to recycled water use to serve Lundigan Park and the Fire Station. The main was disinfected and put into service the first week of April. Services have been tied over to the new main. The existing main has been converted to recycled water service. Work was complete in early May.

Work began in April on installing 700 l.f. of 12-inch ductile iron water main in Hollywood Way from Pacific Avenue to Valhalla Drive. This work is scheduled to be complete by the end of June.

The Restland portion of Valhalla Cemetery went live with recycled water in late March as well as Burbank Village Walk and parts of Izay Park. The remainder of Izay Park (ball fields) went live in May. The Airport RITC and Disney Elementary are expected to be converted in June. The Burbank Avalon Media Center (Oak & Pass) is in process for conversion to recycled water.

BWP continues to work with Valhalla Memorial Park to coordinate their conversion of the larger portion to recycled water for irrigation and with the School District to move them forward in converting additional schools to recycled water.

DISTRIBUTION

ELECTRIC RELIABILITY

Outages

BWP experienced no sustained feeder outages in April 2014. In the past twelve months, automatic reclosing has reduced customer outage time by approximately 1,320,256 customer minutes.

Reliability Measurement	May 2012-Apr 2013	May 2013-Apr 2014
Average Outages Per Year (SAIFI)	0.1806	0.2581
Average Outage Duration (CAIDI)	78.19 minutes	49.94 minutes
Average Service Availability	99.9973%	99.9975%
Average Momentary Outages Per Year (MAIFI)	0.2388	0.3157
No. of Sustained Feeder Outages	15	14
No. of Sustained Outages by Mylar Balloons	3	3
No. of Sustained Outages by Animals	0	1
No. of Sustained Outages by Palm Fronds	1	1

BWP has completed replacing its older generation substation relays and meters with modern relays that have automatic reclosing and metering features. These relays have enabled BWP to further reduce customer outage duration caused by temporary faults such as balloons, wind, and animals. The feeder automatic reclosing project began in May 2010, impacted 109 circuits, and was completed within budget.

The implementation of reclosing relays has resulted in reducing a substantial amount of outage minutes. As noted above, the project over the past 12 months alone has resulted in saving over one million three hundred thousand (1,300,000) minutes.

Victory Substation

Project Updates:

Alameda/Hollywood Way Substation Restoration
Staff has placed on hold further design development of the landscape restoration and graphic branding project at the outmoded Alameda/Hollywood Way Substation until public improvements surrounding the neighboring Talaria project are determined.

Naomi-18 12kV Conversion
The conversion to 12kV is anticipated by June. The 4kV to 12kV conversion provides benefits to our customers given that the 12kV system requires fewer substations, develops less line losses, and improves reliability as compared to in-kind replacement.

Naomi-1 12kV Conversion
Construction started on March 25 and poles were set by crane the week of May 5. Construction will continue until the expected completion in mid-August. The conversion to 12kV is anticipated to take place in late August.

Naomi-15 12kV Conversion
Engineering is complete and the work order will be issued by June. The circuit is anticipated to be converted to 12kV in July of 2015.

CALTRANS I-5 Widening
Electrical engineering for the underground relocation of electrical facilities impacted by the widening is complete. The construction near the San Fernando Blvd. undercrossing is done, with the overhead facilities crossing over the freeway removed. Caltrans' contractor will begin the next phase of constructing the utility infrastructure from the intersection of Victory Place and Empire Avenue to the east side of the I-5 Freeway, just west of Grismer Avenue.

CUSTOMER SERVICE

Plug-In Electric Vehicle (PEV) Charging Program.

Eleven PEV charging stations are in service. Burbank citizens and visitors enjoyed the Burbank City Council approved rate holiday until July 2012. PEV charging is $2 per hour. Staff is monitoring usage. The 327 N. Pass location recorded the most sessions (190) and 203 hours of usage. The 301 E. Olive location recorded the fewest sessions (37) with 78- total hours of usage.

Month of usage	KWh	GHG savings in kilograms (kg)	Occupied time (hours)
December 2012	1,341	1,906	441
January 2013	1,173	1,667	396
February	1,136	1,615	366
March	1,158	487	367
April	1,443	2,050	420
May	1,780	2,503	486
June	2,217	935	612
July	2,576	1,080	706
August	2,788	1,171	781
September	2,594	1,090	719
October	2,983	1,253	823
November	2,627	1,103	741
December	2,395	1,006	712
January 2014	2,524	1,060	681
February	2,323	976	632
March	2,725	1,145	746
April	3,276	1,376	888

* GHG has been adjusted based on revised US EPA data.

TECHNOLOGY

Broadband Services (ONE Burbank)

	April New Orders	Revenues for April 2014	FYTD 2013-14 Revenues	FYTD Budget
Lit	5	66,181	653,049	625,000
Dark	8	224,545	2,051,673	1,875,000
Total	13	290,726	2,704,722	2,500,000

POWER SUPPLY

Project Updates:

Power Supply Engineering

Lake Cooling Tower Project

This project has an approved budget to procure and install a forced circulation counter-flow cooling tower, two circulating water pumps that will draw water from the Reclaimed Water Tank, and a chemical addition system for circulating water treatment for the Lake Power Plant. This new cooling tower system will be located at the oily water containment area adjacent to the Fuel Gas Compressor Building. Activities include process and structural engineering of the system and support structures. When the Olive Plants were placed in dry-layup, a cooling tower was rented to address cooling requirements for the Lake Power Plant. The new cooling tower system will cool the Lake Power Plant turbine lube oil, generator lube oil, and fuel gas compressor, eliminate current ongoing cooling tower rental costs, and provide the power plant with a dedicated cooling tower to promote power system reliability.

The cooling tower was delivered on March 21 and it is being stored until the tower's support structure is completed. Staff continues to coordinate its in-house and external resources to fabricate, furnish, and install underground electrical and piping infrastructure, the chemical injection system, and the cooling tower support structure. Purchasing permitted BWP to obtain informal bids from qualified steel fabrication shops and four bids were obtained on April 4. A purchase order (PO) was issued the week of April 21 to the low bidder, and the structures are expected to be delivered within seven weeks of PO issuance. Commissioning acceptance is expected prior to the start of the 2014 peak power generation season.

Variable Frequency Drive Project

This project has an approved budget to engineer, procure, and install a Variable Frequency Drive (VFD) system on the Fuel Gas Compressors (FGCs) at the Magnolia Power Plant (MPP) to save energy and improve the system's reliability. The existing FGC equipment consists of two fully redundant reciprocating gas compressor skids that operate at a fixed motor speed and are configured with a gas recirculation control valve to accommodate fluctuations in service demand. This recirculation loop normally transfers about one-third of the compressed fuel volume flow, which represents a

significant amount of wasted energy that can effectively be mitigated through implementation of the proposed VFD system.

Legal review of the procurement contract with Royal/Rockwell was completed, and final documents were circulated for signatures during the week of May 12. Issuance of the PO is scheduled for May 28, and detailed fabrication drawings from Rockwell will be submitted for BWP review and approval by June 25. The VFD system is expected to be ready for delivery by the end of the calendar year, and the schedule for installation by BWP's electricians will be coordinated with a planned outage at MPP during early 2015.

Fire Protection System Upgrades

This project upgrades the fire protection systems within portions of the Magnolia Service Building (MSB) and at the Steam Turbine Generator (STG). A new clean agent (inert gas) fire suppression system, interlocked with a new dry-pipe sprinkler (pre-action) system, will replace the existing wet fire sprinkler pipes inside the Cable Termination (Co-Locate) Room and the Telecommunications Room on the first floor of the MSB. This new system will be the first response to a fire followed by activation of the sprinkler system, if required after a pre-determined delay, to mitigate the risk of damaging expensive electrical equipment in these rooms. Six new heat detectors will be installed around the steam turbine generator bearings at MPP to augment and improve the existing fire prevention system's activation response time by immediately triggering the deluge water spray system; this will satisfy a recommendation from the insurance engineer.

A purchase order for Cosco Fire Protection, in the amount of $81,500, was issued on March 24 for the MSB fire protection system upgrades. Cosco Fire Protection was also the only proposal received for the heat detector scope for the STG bearings. This proposal was evaluated and deemed responsive and equitable. A purchase order in the amount of $13,200 for this effort was also issued during the week of March 24.

Cosco secured BWP and Burbank Fire Department (BFD) approvals for the STG heat detection and MSB Clean Agent System projects. Efforts to smoke seal the Co-Locate and Telecommunication Rooms were completed on May 8, and the initial fan test on both rooms was successful. Construction efforts for the Clean Agent System are underway and are scheduled to be completed by June 11. The STG heat detector installation work is pending coordination for facility access with plant operations, and is anticipated to take approximately five working days to complete.

Materials Handling Area Project

The Material Handling Area (MHA) project is comprised of segregated areas for material storage and waste handling. One portion of this facility has four discrete storage compartments to meet BWP's need for temporary handling and storage of dirt, asphalt, gravel, and rubbish. This covered storage area will eliminate the current use and cost of off-site storage containers, improve logistical control and efficiencies in deploying and removing temporary materials, prevent material migration and storm water contamination due to weather conditions, and generally improve site cleanliness and organization.

An adjacent portion of this facility is dedicated for temporary covered storage of oil-filled electrical equipment that contains waste by-products. This area will include two

separate recessed concrete containment pits with sumps to control any potential waste material releases. The covered areas with secondary containment will mitigate potential soil and storm water contamination, as this semi-enclosed space will provide a higher level of protection from adverse weather conditions to meet regulatory requirements and best practices.

BWP terminated the architect per its April 17 letter to JMA. Staff met with TGA (the same architect previously used for the Electrical Services Building) to complete the requisite professional design services. BWP requested that Design West, the mechanical, electrical, and plumbing engineers be retained, but a new structural engineer will be required as part of the design team. A TGA proposal was submitted on May 8 for BWP's consideration, acceptance, and subsequent PSA approval efforts. TGA's scope is relegated to completing the Construction Documents phase, securing plan check approval, bid support, construction administration, and close-out requirements. Completion of the design effort and subsequent plan check approval is expected eleven weeks after PO issuance to TGA.

Central Laboratory Project

This project has an approved budget to design, bid, and build a 760 gross square foot water quality testing laboratory within the MPP boundaries to support operations required to verify proper water chemistry. This new facility provides space for determining water quality control, storage for operator's safety gear, separate restrooms for use by staff and outside service providers, an operator work station, and all furniture, fixtures and equipment (FF&E) to support stand-alone operations. The new Central Laboratory will improve operator safety and productivity and can be used to augment the ZLD water quality laboratory as needed. A PEMB approach will be implemented as a cost-effective alternative to traditional building construction. The bidding for this project is being combined with the Material Handling Area Project to promote contractor interest and reduce overall projected construction costs through economy of scale.

As stated above, BWP terminated the architect on April 17. Staff met with TGA (the same architect previously used for the Electrical Services Building) to complete the requisite professional design services. BWP requested that Design West, the mechanical, electrical, and plumbing engineers be retained, but a new structural engineer will be required as part of the design team. A TGA proposal will be submitted the week of May 5th for BWP's consideration, acceptance, and subsequent PSA approval efforts. TGA's scope is relegated to completing the Construction Documents Phase, securing plan check approval, bid support, construction administration, and close-out requirements.

Power Resources

Intermountain Power Project (Delta, UT) Renewal Progress

The Intermountain Power Project (IPP) participants, including BWP, continue to discuss post-coal repowering (called "renewal") for IPP. The current contracts expire in 2027. BWP staff believes the renewal proposal fails to address renewable energy issues. The proposal is under consideration in Burbank's Integrated Resource Planning (IRP) process. The IRP process is important, given that conservation continues to be the least cost resource and the increasing penetration of intermittent renewable energy on the grid and an accompanying need for: 1) fast-ramping, gas-fired generation to integrate

that energy and 2) available transmission to transmit it to load, in each case in a way that ensures reliable operations, balanced with concerns of over-reliance on natural gas.

BWP staff has seen an increasing agreement of its view by many of the other IPP participants, from both California and Utah, and a resulting desire to thoughtfully assess and consider developing alternatives at IPP. These alternatives might include a combination of different generation (and perhaps energy storage) technologies and the facilitation of renewable technologies at the site, as well as a better optimized allocation of transmission rights. This increasing agreement was confirmed, in BWP's view, by the results of a participant survey by LADWP; this view of the survey results was not shared by LADWP.

In the meantime, IPP's owner, the Intermountain Power Agency (IPA), has, in concert with LADWP, issued a formal request for renewal, including proposed renewal contracts for approval by each participant. BWP staff, along with legal counsel from the City Attorney's office, is carefully reviewing these proposed renewal contracts and assessing BWP's strategic options. BWP has held preliminary discussions with LADWP to discuss these proposed renewal contracts. In addition, LADWP has also proposed a separate agreement with the other Southern California participants, which BWP is also reviewing.

On a related note, the Western Electricity Coordinating Council (WECC), which oversees the Western U.S. electrical grid, has approved BWP's proposal to study the development of large-scale compressed air energy storage (CAES) at the IPP site. A number of other market participants joined BWP in this proposal, including Wyoming wind project developer Pathfinder Wind, transmission developer Duke American Transmission Company (DATC), salt cavern developer Magnum Resources, and technology provider ABB.

This study will focus on the use of CAES at the IPP site to firm and shape cost-effective Wyoming wind energy, brought to IPP by DATC's Zephyr transmission project and transmitted to Southern California by the existing Southern Transmission System; the transmission line that brings IPP's output to our area. BWP and its partners are currently working to support the implementation of this study by WECC, BWP and its partners are organizing the planning models and assumptions necessary for the study.

As noted above, BWP is also pursuing a comprehensive IRP process. The IRP will assist BWP in determining the appropriate solution for BWP at IPP.

Power Resources

Balancing Authority Services

LADWP has cancelled the Southern California Utility Power Pool (SCUPP) agreement, which governs the participation of LADWP, BWP, and Glendale Water and Power (GWP) in LADWP's balancing authority, and proposed, in its stead, a new agreement. It is not clear what effect this cancellation has had. Operations do not appear to have been affected by the cancellation of the SCUPP agreement.

What BWP and Glendale have seen of LADWP's proposed new agreement does not meet BWP's (or GWP's) needs, either from a structural or a pricing standpoint. In addition, the contract structure proposed by LADWP did not yet conform to modern standards for balancing authority agreements.

In August 2013, LADWP issued a proposed Open Access Transmission Tariff (OATT). An OATT is issued by a utility, such as LADWP, to set the terms and conditions, under which any electric market participant may purchase access to that utility's transmission system and associated resources. Under industry practice, a utility issues a proposed OATT for stakeholder review and comment; an OATT is then finalized and implemented only after stakeholders have had an opportunity to gain a detailed understanding of the technical, commercial, and financial assumptions underlying the proposed OATT and to challenge those assumptions through a public process, during which the issuing utility defends those assumptions and the proposed OATT.

LADWP, BWP, and GWP have agreed in principle to consider negotiating a balancing authority agreement on the basis of an LADWP OATT. BWP staff and a team of outside specialists, in conjunction with GWP, are working to understand the proposed OATT and assure it is consistent with current rate-making public policy. This requires a detailed understanding of the assumptions underlying the OATT, as well as participation in LADWP's OATT stakeholder process, and then comparing that understanding with the policies and practices established by the Federal Regulatory Energy Commission. To-date, neither the substance of the proposed OATT, nor the stakeholder process has been consistent with current rate-making public policy. In addition, the relationship between the proposed OATT and a balancing authority agreement has not been clarified. BWP and GWP continue to discuss these matters with LADWP.

In the meantime, BWP has reopened discussions with LADWP, proposing a modern, equitable balancing authority framework for LADWP's consideration. These discussions are at an early stage, but BWP is hopeful that LADWP will seriously consider BWP's proposal. BWP has also brought GWP into these discussions. In this connection, BWP is also beginning discussions with the California Independent System Operator, which operates the electrical grid and acts as the balancing authority for most of California, to understand the full range of balancing authority options for BWP and its fellow Southern California municipal utilities (potentially including LADWP).

In the end, the need for such a balancing authority agreement must be clearly demonstrated to be based on a rational basis, and be consistent with current rate-making practices and policy.

Power Resources

Integrated Resource Planning (IRP) Process

BWP has embarked on a comprehensive IRP process. An IRP is a comprehensive planning process by which a utility communicates with its stakeholders about the opportunities and challenges associated with the community's projected energy

demands and the alternative power supply and conservation demand management resources, as well as the environmental issues related to reliably meeting the demand for energy.

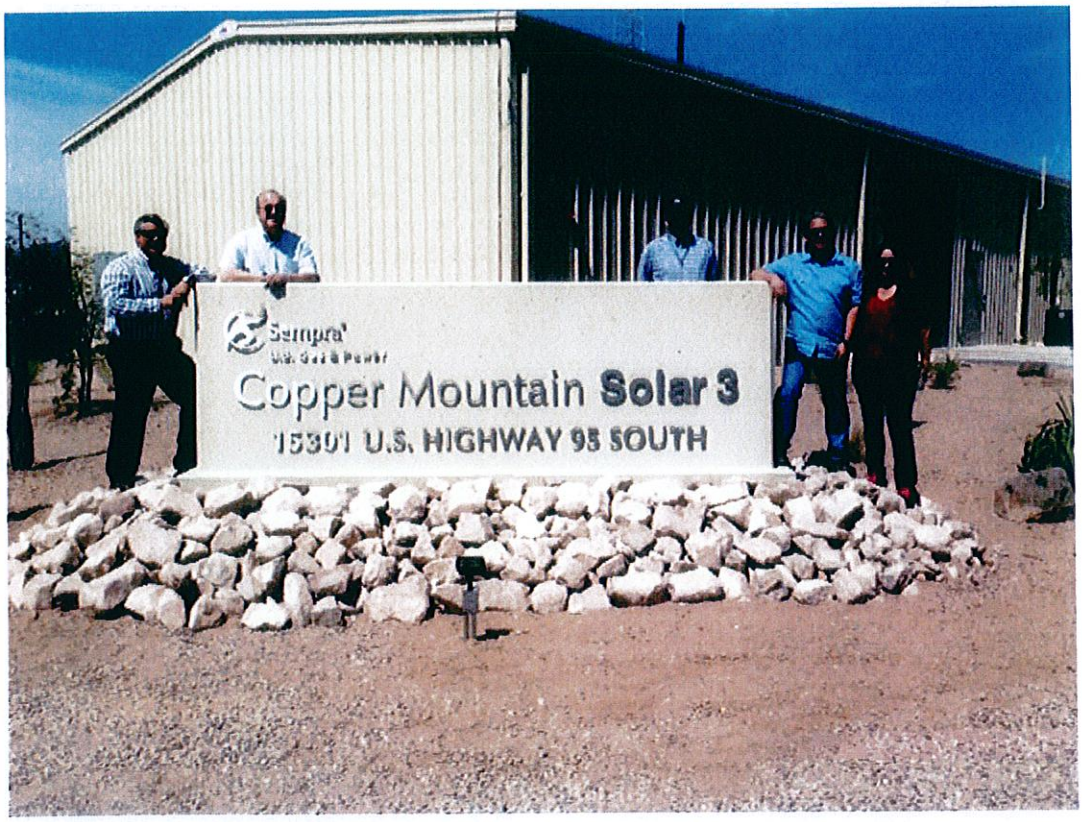
BWP's IRP team shaped an IRP process to meet Burbank's needs, with a significant emphasis on public outreach. In this regard, BWP's IRP process consists of three phases: 1) preliminary public outreach, focused on helping the public understand BWP's business and the issues it faces, and to seek public feedback (Phase One); 2) intensive scenario modeling around those issues, followed by additional results to communicate observations and conclusions and seek public feedback (Phase Two); and 3) documentation of the IRP process, observations, conclusions and public feedback.

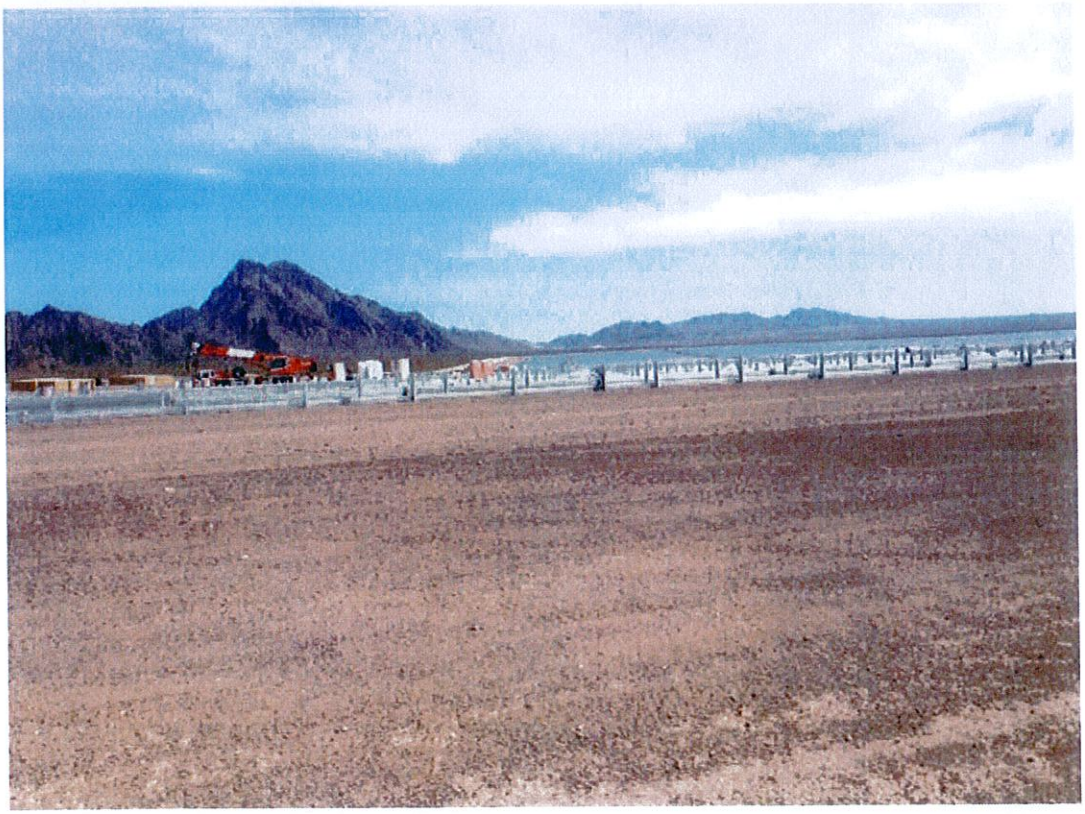
Phase One is now complete and Phase Two is underway. In particular, BWP is working closely with its consultant Liedos on detailed scenario modeling.

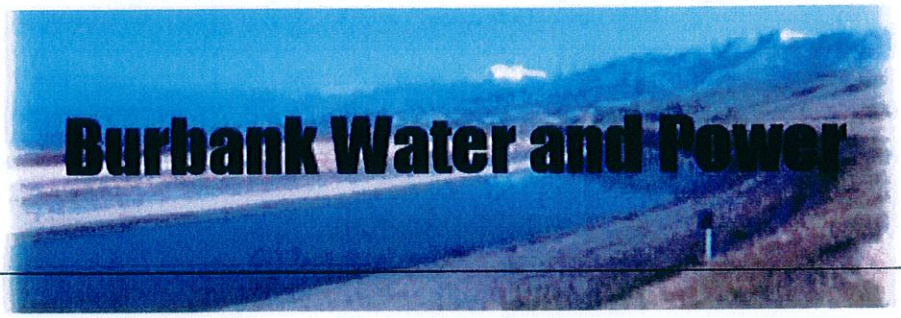
Power Resources
Copper Mountain 3 Solar Project

In late 2012, BWP signed a 20-year, 40 MW power purchase agreement with Sempra's Copper Mountain 3 Solar Project, a 250 MW solar project currently under construction in Boulder City, Nevada. The project, which will come online in ten phases of roughly 25 MW each, produced its first test energy from its first phase on May 12. BWP is receiving its 16% share of test energy as it is produced. Sempra expects to bring additional phases online through the end of 2015, when the entire 250 MW (and BWP's 40 MW share) will be operational.

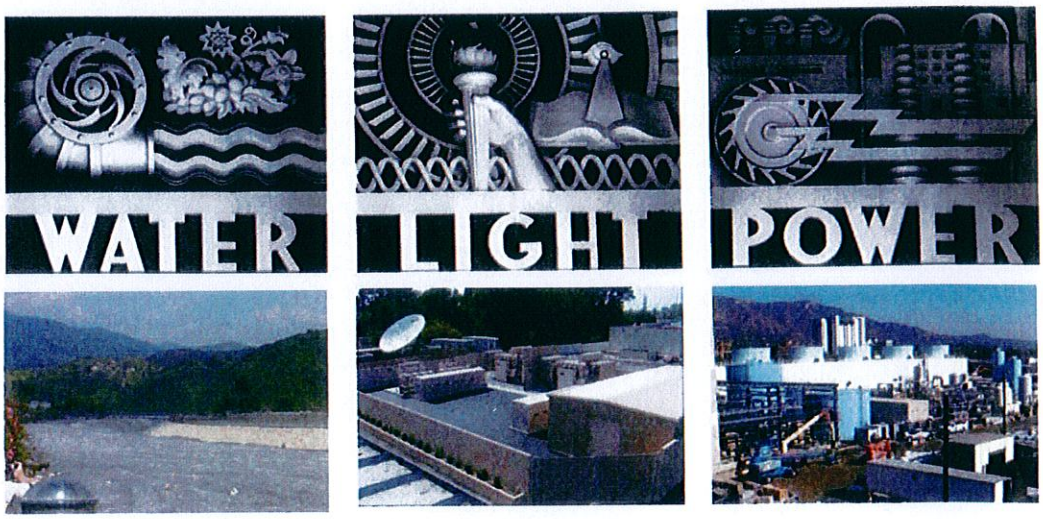
A team from Burbank, comprised of General Manager Ron Davis, Vice Mayor Bob Frutos, City Councilmember Jess Talamontes, Legislative Analyst Lianne McGinley, and Power Resources Manager Lincoln Bleveans, visited the project site and the adjacent Marketplace Substation on May 9. (photo credits: Ron Davis)


Sempra
Copper Mountain Solar 3
15301 U.S. HIGHWAY 95 SOUTH





Burbank Water and Power



Financial Report

April-14

Burbank Water and Power
Electric Fund (496)
Statement of Changes in Net Assets
MTD and FYTD April 2014
($ in 000's except MWh Sales)

MTD Actual FY 13-14	MTD Budget FY 13-14	$ Variance	% Variance		YTD Actual FY 13-14	YTD Budget FY 13-14	$ Variance	% Variance
88,550	92,320	(3,770)	(4.1%) [a]	NEL MWh	955,472	1,030,650	(75,178)	(7.3%) [A]
86,121	89,153	(3,032)	(3.4%)	Retail Sales MWh	936,984	995,299	(58,315)	(5.9%)
				Retail				
$ 12,725	$ 13,061	$ (336)	(2.6%) [b]	Retail Sales	$ 137,768	$ 149,093	$ (11,326)	(7.6%) [B]
376	478	(101)	(21.2%)	Other Revenues	3,807	4,777	(970)	(20.3%)
10,658	9,837	(821)	(8.3%) [c]	Retail Power Supply & Transmission	91,994	98,447	6,453	6.6% [C]
2,443	3,702	(1,259)	(34.0%)	**Retail Margin**	49,581	55,424	(5,843)	(10.5%)
				Wholesale				
3,498	4,725	(1,227)	(26.0%)	Wholesale Sales	31,767	62,475	(30,708)	(49.2%)
3,257	4,646	1,390	29.9%	Wholesale Power Supply	29,350	61,434	32,084	52.2%
242	79	163	206.8%	**Wholesale Margin**	2,417	1,041	1,376	132.2%
2,685	3,781	(1,096)	(29.0%)	**Gross Margin**	51,998	56,465	(4,467)	(7.9%)
				Operating Expenses				
824	772	(52)	(6.8%)	Distribution	7,757	9,473	1,716	18.1% [D]
158	119	(39)	(33.0%)	Administration/Safety	1,342	1,357	15	1.1%
179	247	67	27.3% [d]	Finance, Fleet, & Warehouse	1,807	2,527	720	28.5% [E]
385	379	(6)	(1.7%)	Transfer to General Fund for Cost Allocation	3,852	3,788	(64)	(1.7%)
287	176	(111)	(62.8%)	Customer Service, Marketing & Conservation	2,274	2,271	(3)	(0.1%)
242	416	174	41.9% [e]	Public Benefits	3,236	4,056	819	20.2% [F]
168	117	(51)	(43.8%)	Security/Oper Technology	1,192	1,078	(114)	(10.6%)
88	72	(15)	(21.2%)	Telecom	647	672	26	3.9%
144	116	(28)	(24.3%)	Construction & Maintenance	1,223	1,157	(67)	(5.8%)
1,384	1,540	156	10.1%	Depreciation	13,843	14,971	1,128	7.5% [G]
3,858	3,953	95	2.4%	Total Operating Expenses	37,174	41,351	4,177	10.1%
$ (1,173)	$ (172)	$ (1,001)	581.2%	**Operating Income/(Loss)**	$ 14,824	$ 15,114	$ (290)	(1.9%)

Burbank Water and Power
Electric Fund (496)
Statement of Changes in Net Assets
MTD and FYTD April 2014

($ in 000's)

MTD Actual FY 13-14	MTD Budget FY 13-14	$ Variance	% Variance		YTD Actual FY 13-14	YTD Budget FY 13-14	$ Variance	% Variance	
$ (1,173)	$ (172)	$ (1,001)	581.2%	**Operating Income/(Loss)**	$ 14,824	$ 15,114	$ (290)	(1.9%)	
				Other Income/(Expenses)					
53	63	(10)	(16.4%)	Interest Income	827	630	196	31.2%	(H)
199	83	116	138.8%	Other Income/(Expense)	8,849	1,410	7,439	527.6%	(I)
(431)	(431)	-	0.0%	Bond Interest/ (Expense)	(4,307)	(4,306)	1	(0.0%)	
(179)	(284)	105	37.1%	Total Other Income/(Expenses)	5,369	(2,266)	7,635	336.9%	
(1,352)	(456)	(896)	196.2%	**Income before Contributions & Transfers**	20,193	12,848	7,345	57.2%	
679	653	(26)	(4.0%)	In Lieu	7,024	7,455	431	5.8%	
204	187	(16)	(8.7%)	Street Lighting	2,001	2,139	138	6.4%	
883	840	(42)	(5.0%)	Total Contributions & Transfers	9,025	9,594	569	5.9%	
(2,235)	(1,297)	(938)	(72.3%)	**Income Before AIC**	11,168	3,254	7,913	243.2%	
48	564	(516)	(91.5%)	Capital Contributions (AIC)	405	5,637	(5,232)	(92.8%)	(J)
$ (2,187)	$ (733)	$ (1,454)	(198.2%)	**Net Change in Net Assets (Net Income)**	$ 11,572	$ 8,891	$ 2,681	30.2%	

- ( ) = Unfavorable
- This report may not foot due to rounding.

Burbank Water and Power
Electric Fund (496)
Statement of Changes in Net Assets - Footnotes
FYTD March 2014
($ in 000's)

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
A.	NEL MWh	955,472	1,030,650	(75,178)	- FYTD NEL is 7.3% below budget primarily due to conservation and a cooler than normal summer. Summer months July to October CDD were 998 versus the 30 year average of 1,023.
B.	Retail Sales	137,768	149,093	(11,326)	- Retail sales correspond to lower NEL (demand).
C.	Retail Power Supply & Transmission	91,994	98,447	6,453	- The favorable variance is attributable to lower retail load, higher than planned true-up credits primarily from IPP, MPP, STS, and prepaid gas, and is partially offset by higher energy prices and a one-time charge of $1M to refund high interest rate bonds for the Hoover Visitor Center to reduce future power supply costs.
D.	Distribution	7,757	9,473	1,716	- The favorable variance is attributable to unfilled and underfilled positions, and related benefits, and to higher than planned labor credits for capital and work for others.
E.	Finance, Fleet & Warehouse	1,807	2,527	720	- The favorable variance is attributable to a change in the amortization method for bond premiums which decreased bond expense by $349k FYTD, and to lower than planned professional services and insurance expense.
F.	Public Benefits	3,236	4,056	819	- Lifeline discounts of $503k YTD are recorded as a reduction to retail sales but are budgeted as an expense. The balance of the variance is attributable to lower than planned electric retail sales.
G.	Depreciation	13,843	14,971	1,128	- The favorable variance is attributable primarily to lower than planned capital spending and to the timing of capitalizing assets.
H.	Interest Income	827	630	196	- The favorable variance is attributable primarily to higher cash on hand than planned due to lower than planned capital spending, the deferral of the Utility Solar Demonstration Project and the ECC Renovation Rebuild, and the release by SCPPA of $3.1m in restricted bond cash from the Mead Phoenix and Mead Adelanto transmission projects.
I.	Other Income/Expense	8,849	1,410	7,439	- The favorable variance is attributable to the release by SCPPA of $3.1m in restricted bond cash from the Mead Phoenix and Mead Adelanto transmission projects and a true-up of the City's outstanding Public Benefits obligation balance ($3.6m), for qualifying City expenditures expended prior to this fiscal year.
J.	Capital Contributions (AIC)	405	5,637	(5,232)	- The unfavorable variance is attributable to delays to aid-in-construction activity for the I-5 improvement project and on new customer stations.

Burbank Water and Power
Electric Fund (496)
Statement of Changes in Net Assets - Footnotes
MTD April 2014 ($ in 000's)

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
a.	NEL MWh	88,550	92,320	(3,770)	- MTD NEL is 4.1% below budget primarily due to conservation and warmer than average weather. MTD HDD were 62 versus the 30 year average of 124. Weather normalized NEL was 88,007.
b.	Retail Sales	12,725	13,061	(336)	- Retail sales correspond to lower NEL (demand).
c.	Retail Power Supply & Transmission	10,658	9,837	(821)	- The unfavorable variance is attributable to a one-time charge of $1M to refund high interest rate bonds with cash for the Hoover Visitor Center to reduce future power supply costs, higher spot fuel and power prices, and an unplanned outage at IPP, and is partially offset by lower retail load.
d.	Finance, Fleet, & Warehouse	179	247	67	- The favorable variance is attributable primarily to a change in the amortization method for bond premiums which decreased bond expense by $47k MTD.
e.	Public Benefits	242	416	174	- Lifeline discounts estimated at $43k for the month are recorded as a reduction to retail sales but are budgeted as an expense. The balance of the variance is attributable to lower than planned electric retail sales.

Burbank Water and Power
Electric Fund (496)
Statement of Cash Balances
($ in 000's)

	Apr-14	Mar-14	Dec-13	Sep-13	Jun-13	Mar-13	Recommended Reserves	Minimum Reserves
Cash and Investments								
General Operating Reserve	$ 41,054	$ 45,580	$ 47,736	$ 43,534	$ 41,664	$ 49,769	$ 54,060	$ 36,340
Capital & Debt Reduction Fund	10,000	10,000	10,000	10,000	10,000	10,000	15,000	3,000
BWP Projects Reserve Deposits at SCPPA	15,659	16,657	16,601	16,657	13,507	13,485		
Sub-Total Cash and Investments	66,713	72,237	74,337	70,191	65,171	73,255	69,060	39,340
Remaining Capital Commitments	(13,160)	(14,436)	(19,655)	(23,462)	(21,045)	(27,771)		
Public Benefits Obligation	(2,564)	(2,777)	(3,137)	(2,873)	(2,726)	(3,161)		
Cash and Investments (less Commitments)	**50,989**	**55,025**	**51,544**	**43,857**	**41,401**	**42,322**	**69,060**	**39,340**
Restricted Cash								
Debt Service Fund & Other Restricted Cash (a)	4,835	4,213	4,931	2,488	622	4,149	4,835	4,835
Parity Reserve Fund (b)	4,175	4,175	4,175	4,081	4,081	3,989	4,175	4,175
Sub-Total Restricted Cash	9,010	8,388	9,105	6,569	4,703	8,138	9,010	9,010
Total Cash	$ 75,723	$ 80,625	$ 83,442	$ 76,760	$ 69,874	$ 81,393	$ 78,070	$ 48,350

- Statement of Cash Balances may not foot due to rounding.

(a) Debt Service Funds are funds used to pay principal and interest on Fund 496 Bonds. This balance increases monthly to cover the semi-annual bond interest payments, which are paid in December and June of each year, and the annual bond principal payments, which are paid in June of each year.

(b) Parity Reserve Funds are funds restricted for debt service payments in case revenues are insufficient to satisfy debt service requirements. The reserve requirement was lowered with the 2012 Electric bond refunding.

Burbank Water and Power
Water Fund (497)
Statement of Changes in Net Assets
MTD and FYTD April 2014
($ in 000's except CCF's)

MTD Actual FY 13-14	MTD Budget FY 13-14	$ Variance	% Variance		YTD Actual FY 13-14	YTD Budget FY 13-14	$ Variance	% Variance
661,851	587,189	74,662	12.7% (a)	Water put into the system in CCF's	6,892,194	6,577,996	314,198	4.8% (A)
625,494	571,112	54,382	9.5%	Domestic Sales in CCF's	6,777,682	6,398,786	378,896	5.9%
76,091	72,920	3,171	4.3% (b)	Metered Recycled Water in CCF's	814,393	1,005,849	(191,456)	(19.0%) (B)
				Operating Revenues				
$ 2,315	$ 1,760	$ 556	31.6% (c)	Potable Water	$ 22,498	$ 21,265	$ 1,233	5.8% (C)
188	178	10	5.6% (d)	Recycled Water	1,975	2,455	(480)	(19.6%) (D)
42	50	(8)	(16.6%)	Other Revenue	754	500	254	50.7%
2,545	1,988	557	28.0%	Total Operating Revenues	25,227	24,220	1,007	4.2%
1,217	910	(307)	(33.7%)	Water Supply Expense	10,757	10,192	(565)	(5.5%)
1,328	1,078	250	23.2%	**Gross Margin**	14,469	14,028	441	3.1%
				Operating Expenses				
450	546	96	17.6%	Operations & Maintenance - Potable	4,971	5,334	363	6.8%
122	88	(34)	(38.3%)	Operations & Maintenance - Recycled	1,078	947	(131)	(13.9%) (E)
239	176	(64)	(36.2%)	Allocated O&M	1,587	1,818	231	12.7%
69	69	-	0.0%	Transfer to General Fund for Cost Allocation	691	691	-	0.0%
1,674	309	(1,365)	(441.5%) (e)	Depreciation	4,704	3,084	(1,620)	(52.6%) (F)
2,555	1,188	1,366	115.0%	Total Operating Expenses	13,031	11,874	(1,157)	(9.7%)
(1,227)	(111)	(1,116)	(1009.2%)	**Operating Income/(Loss)**	1,438	2,154	(716)	(33.2%)
				Other Income/(Expenses)				
11	10	0	4.1%	Interest Income	145	103	42	40.8% (G)
86	46	41	89.0%	Other Income/(Expense)	632	458	175	38.2% (H)
(156)	(164)	8	4.9%	Bond Interest/(Expense)	(1,583)	(1,644)	(61)	(3.7%)
(112)	(92)	20	22.0%	Transfers In/(Out) - (In Lieu)	(1,113)	(1,050)	64	6.1%
(171)	(200)	29	14.5%	Total Other Income/(Expenses)	(1,919)	(2,133)	214	10.0%
(1,398)	(310)	(1,087)	(350.2%)	**Income Before AIC**	(481)	21	(502)	(2397.1%)
1,346	0	1,346	0.0% (f)	Aid in Construction	1,613	243	1,370	565.0% (I)
$ (52)	$ (310)	$ 259	83.3%	**Net Change in Net Assets**	$ 1,132	$ 263	$ 868	329.6%

- ( ) = Unfavorable
- This report may not foot due to rounding.

Burbank Water and Power
Water Fund (497)
Statement of Changes in Net Assets-Footnotes
FYTD April 2014
($ in 000's)

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
A.	Water put into the system in CCF's	6,892,194	6,577,996	314,198	- Dry weather has increased demand for landscaping and irrigation use. FYTD total precipitation has been 2.42 inches versus the FYTD normal precipitation of 17.0 inches.
B.	Metered Recycled Water in CCF's	814,393	1,005,849	(191,456)	- Recycled water sales are lower than planned primarily related to lower than planned demand for landscaping irrigation due to delays in hooking up new customers.
C.	Potable Water Revenue	22,498	21,265	1,233	- The WCAC impact increased potable water revenues by 429k FYTD. Without this adjustment, potable water revenues would be favorable by 3.8%.
					FYTD Actual
					WCAC revenue 10,873
					WCAC Expenses:
					Purchased water, chemicals, and electricity 10,757
					WCAC In-lieu 544
					Total WCAC Expenses 11,301
					WCAC revenue deferral (increased revenues) $ (429)
D.	Recycled Water Revenue	1,975	2,455	(480)	- Recycled water sales are lower than planned primarily related to lower than planned demand for landscaping irrigation due to delays in hooking up new customers.
E.	Operations & Maintenance - Recycled	1,078	947	(131)	- The unfavorable variance is attributable primarily to performing more maintenance work than budgeted on the Recycled Water System, and to the painting of steel tanks originally budgeted as capital.
F.	Depreciation	4,704	3,084	(1,620)	- The unfavorable variance is attributable to catch-up depreciation ($1,336k) associated with booking assets at the Burbank Empire Center and Bob Hope Airport donated in prior fiscal years, which is offset by recognizing associated Aid in Construction income.
G.	Interest Income	145	103	42	- The favorable variance is attributable primarily to higher cash on hand than planned due to lower than planned capital spending and due to funds received from the State Water Resource Board for construction of the Valhalla Recycled Water Project.
H.	Other Income/Expense	632	458	175	- The favorable variance is attributable primarily to revenues from the sale of obsolete equipment at auctions.
I.	Aid in Construction	1,613	243	1,370	- The favorable variance is attributable to recognizing Aid in Construction income ($1,336k) associated with booking assets at the Burbank Empire Center and Bob Hope Airport donated in prior fiscal years, which is offset by Depreciation expense.

Burbank Water and Power
Water Fund (497)
Statement of Changes in Net Assets-Footnotes
MTD April 2014
($ in 000's)

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
a.	Water put into the system in CCF's	661,851	587,189	74,662	- A dry April increased demand for landscaping and irrigation use. MTD total precipitation has been 0.04 inches versus the MTD normal precipitation of 1.02 inches.
b.	Metered Recycled Water in CCF's	76,091	72,920	3,171	- Recycled water sales are higher than planned primarily related to higher than planned demand for landscaping irrigation due to dryer weather than normal.
c.	Potable Water Revenue	2,315	1,760	556	- The WCAC impact increased potable water revenues by 239k MTD. Without this adjustment, potable water revenues would be favorable by 18.0%.
					MTD Actual
					WCAC Revenue $ 1,029
					WCAC Expenses:
					Purchased water, chemicals, and electricity 1,217
					WCAC In-lieu 51
					Total WCAC Expenses 1,268
					WCAC revenue deferral (increased revenues) $ (239)
d.	Recycled Water Revenue	188	178	10	- Recycled water sales are higher than planned primarily related to higher than planned demand for landscaping irrigation due to dryer weather than normal.
e.	Depreciation	1,674	309	(1,365)	- The unfavorable variance is attributable to catch-up depreciation ($1,336k) associated with booking assets at the Burbank Empire Center and Bob Hope Airport donated in prior fiscal years, which is offset by recognizing associated Aid in Construction income.
f.	Aid in Construction	1,346	-	1,346	- The favorable variance is attributable to recognizing Aid in Construction income ($1,336k) associated with booking assets at the Burbank Empire Center and Bob Hope Airport donated in prior fiscal years, which is offset by Depreciation expense.

Burbank Water and Power
Water Fund (497)
Statement of Cash Balances
($ in 000's)

	Apr-14	Mar-14	Dec-13	Sep-13	Jun-13	Mar-13	Recommended Reserves	Minimum Reserves
Cash and Investments								
General Operating Reserves	$ 11,050	$ 9,077	$ 12,085	$ 12,356	$ 12,086	$ 7,146	$ 9,760	$ 5,240
WCAC	681	884	1,055	990	1,110	1,157	2,000	1,000
Capital Reserve Fund	2,220	2,220	2,220	2,220	2,220	2,220	4,000	1,000
Sub-Total Cash and Investments	13,951	12,181	15,360	15,567	15,416	10,523	15,760	7,240
Remaining Capital Commitments	(857)	(1,077)	(1,747)	(3,553)	(1,231)	(2,588)		
Public Benefits Obligation	(552)	(518)	(608)	(614)	(577)	(553)		
Cash and Investments (less commitments)	**12,541**	**10,587**	**13,005**	**11,400**	**13,608**	**7,382**	**15,760**	**7,240**
Restricted Cash								
Debt Service Funds (a)	985	834	1,173	599	150	542	985	985
Sub-Total Restricted Cash	985	834	1,173	599	150	542	985	985
Total Cash	$ 14,935	$ 13,015	$ 16,533	$ 16,166	$ 15,566	$ 11,065	$ 16,745	$ 8,225

- Statement of Cash Balances may not foot due to rounding.

(a) Debt Service Funds are funds used to pay principal and interest on Fund 497 Bonds. This balance increases monthly to cover the semi-annual bond interest payments, which are paid in December and June of each year, and the annual bond principal payments, which are paid in June of each year.

DOWNTOWN BURBANK
P-BID BOARD MEETING
MINUTES FOR MEETING OF May 8, 2014
9:00 A.M. – 10:00 A.M.
COMMUNITY SERVICES BUILDING
150 N. Third Street, First Floor, Room 104

Members Present:
Michael Cusumano, Cusumano Real Estate Group, **Chair**
J.C. Holt, Burbank YMCA, **Vice-Chair**
Ted Slaught, The Village Walk **Secretary**
Michael Wilford, **Treasurer**
Norris Agajanian, Village Property Owner
Joy Forbes, Community Development Director
Frank Gangi, Gangi Development
Justin Hess, Assistant City Manager
Barbara Holliday, Flappers Comedy Club
James O'Neill, Crown Realty & Development
Jonathan Rubinfeld, Union Adjustment Company, Inc

Department Key Staff:
Mary Hamzoian, Community Development Dept.
Marissa Minor, Community Development Dept.
Ruth Davidson-Guerra, Community Development Dept.

The Board meeting was called to order at 9:04 a.m., Thursday, May 8, 2014.

Roll Call

Announcements
Mike Cusumano presented the Board with the Burbank Arts For All Patron of the Arts Award received at the May 2nd Party on the Plaza. Justin Hess offered to take the trophy to the City Manager's office for display.

Mary Hamzoian will be attending the International Council of Shopping Centers (ICSC) annual conference in Las Vegas this May. A special brochure promoting the City and listing available leasing opportunities in Downtown Burbank will be distributed at the event.

Staff announced that Tender Greens, Asian Box, and Portucal Peri Peri Chicken will be opening in the summer of 2014. Staff is currently working with Tender Greens and Asian Box to coordinate ribbon-cutting ceremonies.

Staff reminded the Board to rsvp for the joint meeting with the TBID that will be held at The Hotel Amarano on May 21st.

Public Comment
There were no members of the public present at the meeting that wished to speak at this time.

Approval of Minutes
The minutes for the meeting of March 5, 2014 were approved as written. Frank Gangi made a motion for approval, seconded by JC Holt; motion carried 11-0.

Treasurer's Report
The treasurer's report for April 2014 was presented by Mike Wilford. Michael Cusumano asked that staff bring back a semi-annual budget report to make sure that the Partnership was on-track with expenditures and income. Staff will bring a report to the July 2014 meeting. JC Holt made a motion for approval of the April 2014 financial report, seconded by Ted Slaught; motion carried 11-0.

Agenda Items
I. Downtown Burbank Annual Report
Staff presented draft copies of the 2013 Downtown Burbank Annual report to the Board and announced that the report was approved by City Council at the May 6, 2014 Council meeting. The report has gone to print, and will be distributed to Downtown Burbank merchants and property owners at the end of May.

II. Downtown Burbank Arts Festival Update
Staff provided an update on the Downtown Burbank Arts Festival which took place April 19th-20th. The Partnership worked in collaboration with the Recycle Center and BWP to host "Earth Day" on April 19th. The Creative Talent Network (CTN) also participated in the event, showcasing 34 booths on a special 'Animation Road Trip' block. Sponsorships for The Arts Festival amounted to $6,250 for the Partnership which helped offset event expenses. Overall, the event went well with only slightly lower attendance on Sunday April 20th due to the Holiday.

III. Rebranding Presentation **Action Item**
Staff presented a new rebranding and marketing campaign for Downtown Burbank for Board approval. The campaign includes a new logo, website design, and ad campaign. The logo features Downtown Burbank as a destination and plays off of the Burbank Bob Hope Airport code BUR. The new look and feel of the logo promotes Downtown as a contemporary tourist destination with an eclectic offering of amenities and an urbanized lifestyle. The new website will be more 'user-friendly' and provides a section for "on the spot" updates from social media. After some discussion Mike Wilford made a motion to approve the new marketing and rebranding campaign, seconded by Jim O'Neil; motion carried 11-0

IV. MUD Paseo Upgrade **Action Item**
Ruth Davidson-Guerra presented preliminary site renderings and a draft budget for the proposed MUD Paseo upgrades. The planned renderings include string lights, several potted plants, and repaving of the concrete in the alley to provide a more pedestrian friendly and aesthetically pleasing environment. The Board was pleased with the proposed improvements as well as the budget and suggested looking into the cost and possibility of 'pavers' that could easily be updated and maintained in the high-traffic alley. Jim O'Neil made a motion to approve the MUD Paseo upgrades and accept signature of a contract for services with a not to exceed amount of $30,000, seconded by Ted Slaught; motion carried 11-0

V. Trash Enclosure Update
Staff presented an update on the displaced trash bins in the paseo adjacent to Zamba. Three recycle bins were removed from the paseo and two trash bins temporarily remain. It has been determined that expanding a trash enclosure on AMC Property to include the two displaced bins from the Melt and Noah's bagels is currently the most viable option. Staff continues to wait for a cost estimate from the AMC property owners for the expansion of the trash enclosure and will provide an update at the next meeting.

VI. Collection Palm Paseo Improvements
Staff provided the Board with a brief update showcasing proposed renderings of the upgrades and enhancements that GPI is considering for the Palm Paseo. Upgrades currently include pop-up container stores, string lighting, and amphitheater seating. Staff noted that the City was currently in the review process for the project and that nothing had been formally approved. Staff will provide ongoing updates to the Board as the project progresses.

VII. On-going Operational Issues **Action Item**
Marissa Minor then asked the Board to consider transferring $25,000 from the City's holding account to the P-BID checking account, Frank Gangi made a motion for approval, seconded by Jim O' Neil; motion carried 8-0.

VIII. New Items
Barbara Holliday made an announcement about the First Annual Flappers Comedy Club Festival set to take place this fall in Downtown Burbank. Flapper's Comedy Club staff will come to the June Board meeting with an update and opportunities for involvement.

IX. Next scheduled meeting: June 5, 2014 9:00 - 10:00 a.m.

city of burbank
community development department

memorandum

DATE: June 3, 2014

TO: Mark Scott, City Manager

FROM: Joy R. Forbes, Community Development Director

SUBJECT: Planning Board Actions of June 2, 2014

At the regular meeting of June 2, 2014, the Planning Board discussed the following items:

1. **Project No. 14-0002411 | Zone Text Amendment | Amending Definitions Related to Residential Uses**

The Board voted 5-0 to adopt a resolution for the proposed Zone Text Amendment (ZTA) that would amend the definitions contained in the Burbank Municipal Code for "Boarding House", "Family", "Hotel/Motel", "Supportive Housing", and "Transitional Housing." The proposed ZTA would also specify that "Boarding House" and "Hotel/Motel" uses are not permitted in residential zones.

The Board also briefly discussed the concept of an Interim Development Control Ordinance and informally noted their uniform opposition.

The Board's decision on this item is a recommendation to the City Council. The Council will consider this item on June 24, 2014.

city of burbank
community development department

memorandum

DATE: June 3, 2014

TO: Mark Scott, City Manager

FROM: Joy R. Forbes, Community Development Director

SUBJECT: BURBANK LANDLORD-TENANT COMMISSION – JUNE 2, 2014

- Two tenants from the AVA Burbank property (part of Avalon Communities) on Sarah Street, attended to ask questions and provide an update to the Commission on their case. Staff provided an update on the AVA Burbank property submitted by the corporate office and reported that all the tenants that submitted a questionnaire had been contacted and each individual case had been handled. The Commissioners answered the tenants' questions, and thanked them for coming to the meeting for the additional feedback and case update.

- The Commission approved the Meeting Minutes for April 7, 2014 and May 5, 2014.

- The Commissioners did not receive any Landlord or Tenant Questionnaires for the month of May; however, they took the opportunity to discuss the process and protocol for questionnaires. The Commission decided that if a landlord or tenant has only questions to ask, a questionnaire is not necessary; however, if there are disputes, issues and/or possible mediation is required, landlords and tenants will be asked to fill out a questionnaire for Commissioners to review while discussing the case.

- The next Commission meeting is scheduled for July 6, 2014.

city of burbank
community development department

memorandum

DATE: June 5, 2014

TO: Mark Scott, City Manager

FROM: Joy R. Forbes, Community Development Director FOR JOY R. FORBES

SUBJECT: **The Downtown Burbank Partnership (PBID) Meeting Synopsis June 5, 2014**

- Staff announced that the PBID was the recipient of the YMCA's 2014 Partner of the Year award; Michael Cusumano accepted the award on behalf of the Board. Staff announced that Tender Greens and Asian Box were now open for business. Staff presented the May issue of the Los Angeles Business Journal featuring the Downtown Burbank Partnership's Annual Report.

- Staff updated the Board on the upcoming Car Classic set to take place Saturday, July 26, 2014 from 3:00 to 9:00 p.m. Sponsorship opportunities for the event are now available, and RM Auctions and Southern California Ford Dealers have already signed on as sponsors. The event website went live June 1st and several applications were already submitted (www.downtownburbankcarclassic.com).

- Staff discussed holiday décor opportunities with the Board to gauge interest in upgrades and enhancements to the current holiday décor program. The Board directed staff to come back with three proposals for review and approval at the July 2014 meeting.

- Staff presented a proposal from CBRE Property Management to enlarge an existing trash enclosure in the AMC parking structure to potentially accommodate the displaced trash bins in the paseo adjacent to Zamba. The proposal was over $30,000 and prompted Board members volunteer to contact the CBRE property management team to discuss alternate trash enclosure locations in an effort to by-step the $30,000+ bid currently on the table. An update on this issue will be given at the July 2014 meeting.

- The Board voted to sponsor the new Burbank Flappers Comedy Festival at a $5,000 level with the hopes that the TBID would sponsor at the same level. The two BIDs would then be joint sponsors at the highest level. The sponsorship opportunity will be presented to the TBID Board at their upcoming meeting. Some of the sponsorship benefits include: on-line marketing, recognition on all print and on-line ads, full page ad in program book, mentions in all celebrity podcasts and showcases, and logo displayed on t-shirts. The Burbank Flappers Comedy Festival will take place August 17-23, 2014 in Downtown Burbank.

- The next regularly scheduled meeting of July 3rd will be reschedule to accommodate various Board Members' holiday week vacations.

city of burbank
community development department

memorandum

DATE: June 5, 2014

TO: Mark Scott, City Manager

FROM: Joy R. Forbes, Community Development Director

SUBJECT: **Heritage Commission Meeting Synopsis – June 5, 2014**

Staff reminded the Heritage Commission members of two upcoming Council items related to historic preservation:

1. Mills Act Contract for 834 East Magnolia Boulevard on June 17th
2. Historic Designation for 837 East Olive Avenue on June 24th.

The Commission discussed the status of the Historic Sign Survey. Staff informed the Commission that their comments were presented to the consultant at a meeting. Staff will continue to update the Commission on any future drafts of the Historic Sign Survey. The Commission asked staff to review the draft survey section related to historic movie-related signs (specifically, the Western Studios sign at the former Menasco site) and to investigate the car wash sign at the corner of N. San Fernando Blvd and Scott Rd.

The Commission voted to have a special meeting on July 10th in lieu of their regularly scheduled meeting of July 3rd, as several of the members would not be available. The Commission will appoint a new chair at the July 10th meeting.

All members of the Heritage Commission were present except for Arthur Solis. No members of the public attended the meeting. The meeting adjourned at approximately 6:30 PM.

CITY MANAGER'S OFFICE

CITY NOTES

Important Updates for the Burbank City Council **June 6, 2014**

Be a Hero, Save a Life, Adopt!

The Burbank Animal Shelter held its ASPCA Rachel Ray $100K Challenge kickoff event on Sunday, June 1, 2014. In celebration of the Challenge, all adoption fees were waived for the day leading to the adoption of 44 dogs and cats.

Firefighters, Police Explorers and the Burbank Civic Pride Committee were on hand to help celebrate the day. The Challenge will be on-going all summer long. The Animal Shelter will hold several adoption specials to reach the goal of adopting 824 animals this summer. If successful, the Shelter has the opportunity to receive several grants from the ASPCA. Please contact Animal Shelter Superintendent Brenda Castaneda at bcastaneda@burbankca.gov if you would like to support the Shelter's goal.

Burbank Neighborhood Leadership Program

On Saturday, May 31, 2014, friends, family, and community leaders filled the City Council Chambers for the graduation of the Burbank Neighborhood Leadership Program, Class of 2014. The 15 men and women from the Burbank community were honored for their completion of the five-month program which strengthened their leadership skills; exposed them to resources in Burbank; and empowered them to pay it forward and become active members in their community. On behalf of the Burbank City Council, Vice Mayor Bob Frutos and Council Member Jess Talamantes presented the class with certificates of recognition. Former City of Burbank employee and active community member, Sue Georgino addressed the audience and class with a powerful keynote speech. Sue's speech concluded with a surprise visit from the Burbank Public Library's new mascot, and Class of 2014 community project, Dewey the Dragon.

Memorial Day

On Monday, May 26, 2014, the Park, Recreation and Community Services Department along with the Burbank Veterans Commemorative Committee, hosted the annual City of Burbank Memorial Day Ceremony. Approximately 800 members of the Burbank community attended to honor America's fallen heroes at the Burbank War Memorial located within McCambridge Park. The ceremony began with a flyover from the Condor Air Squadron and was later highlighted by the Ceremony of the Rose which consisted of local Boy Scouts laying a rose in remembrance of each Burbank resident who gave their life in battle. The United States Army supported the event by presenting the colors, and having Captain James Yun on hand to give a very moving speech on the significance of Memorial Day. The event concluded with powerful remarks on the importance of remembering those who gave their lives from Mayor David Gordon, Congressman Adam Schiff, and Assemblyman Mike Gatto.

Teen Pool Party

On Saturday, May 17, 2014 the Park, Recreation and Community Services Department held its first end of the school year Teen Pool Party for Burbank middle and high school students at the Verdugo Aquatic Facility. Teens played in the pool, enjoyed the music beats played by the DJ, participated in splash and dance contests, and rode the fun water slides.

Bicycle Registration Event

On Saturday, May 17, 2014, the Burbank Police Department conducted its second Bicycle Registration event on the Chandler Bike Path from 8:00 a.m. to 2:00 p.m., where approximately 100 bicycles were registered by community members of all ages. Nationwide, thousands of stolen or lost bicycles are recovered, but many are never returned to the victims. In an effort to return bicycles back to their owners, the Burbank Police Department has established a database to help with the return of the bicycles. Over 400 bicycles have been registered in the city due to these events and public outreach.

Senior Games

The Park, Recreation and Community Services (PRCS) Department celebrated the 20th Anniversary of the Burbank Senior Games from May 12 through May 23. The celebration consisted of 200 participants partaking in events including cribbage, golf, horseshoes, bridge, poker, pool, tennis and Wii bowling. Volunteer coordinators ran individual events as well as awarded certificates and gift cards to winners of each game. As part of the Senior Games, on May 17, the PRCS Senior Nutrition Program was pleased to serve approximately 100 meals at the Joslyn Adult Center. The Burbank Nutrition program serves more than 6,400 meals monthly through the congregate and Home Delivered Meals program.

BWP Competes in 2014 Local 18 LADWP Lineman's Rodeo

BWP fielded three Journeyman teams and three individual Apprentices at the annual competition. The BWP crew did great, including the Journeyman team, pictured here, of Marco Jimenez, Edison Rosas, retired BWP trainer Mark Gleason and Jason Edwards who placed 2nd overall out of 28 teams. The Rodeo provides an open exchange of efficiency and safety techniques used by lineman to keep the power flowing that we all depend on daily.

Homayoun Bozorgmehri Retires from BWP after 28 Years

Homayoun Bozorgmehri started his career at BWP in 1986 as an Electrical Engineering Assistant. He was promoted to Electrical Engineering Associate in 1994 and then to Senior Electrical Engineer. Homayoun played a major role in the installation of BWP's first modern system that gathers real time data to efficiently manage power plants and other vital electrical equipment. In recent years he was instrumental in new technologies that turn power back on automatically after an outage caused by a minor event, which has enhanced Burbank's renowned electric reliability even further. Homayoun plans on enjoying his retirement by travelling around the world with his wife and enjoying family and friends.

Honoring a Fallen Brother

On May 14, 2014, four officers from the Burbank Police Department attended the memorial service for LAPD Officer Roberto Sanchez. Officer Sanchez was tragically killed in the line of duty on May 3, 2014. This was the third line-of-duty death involving a Los Angeles Police Officer over the last three months. The service was attended by over 3,000 officers, elected officials, and family members.