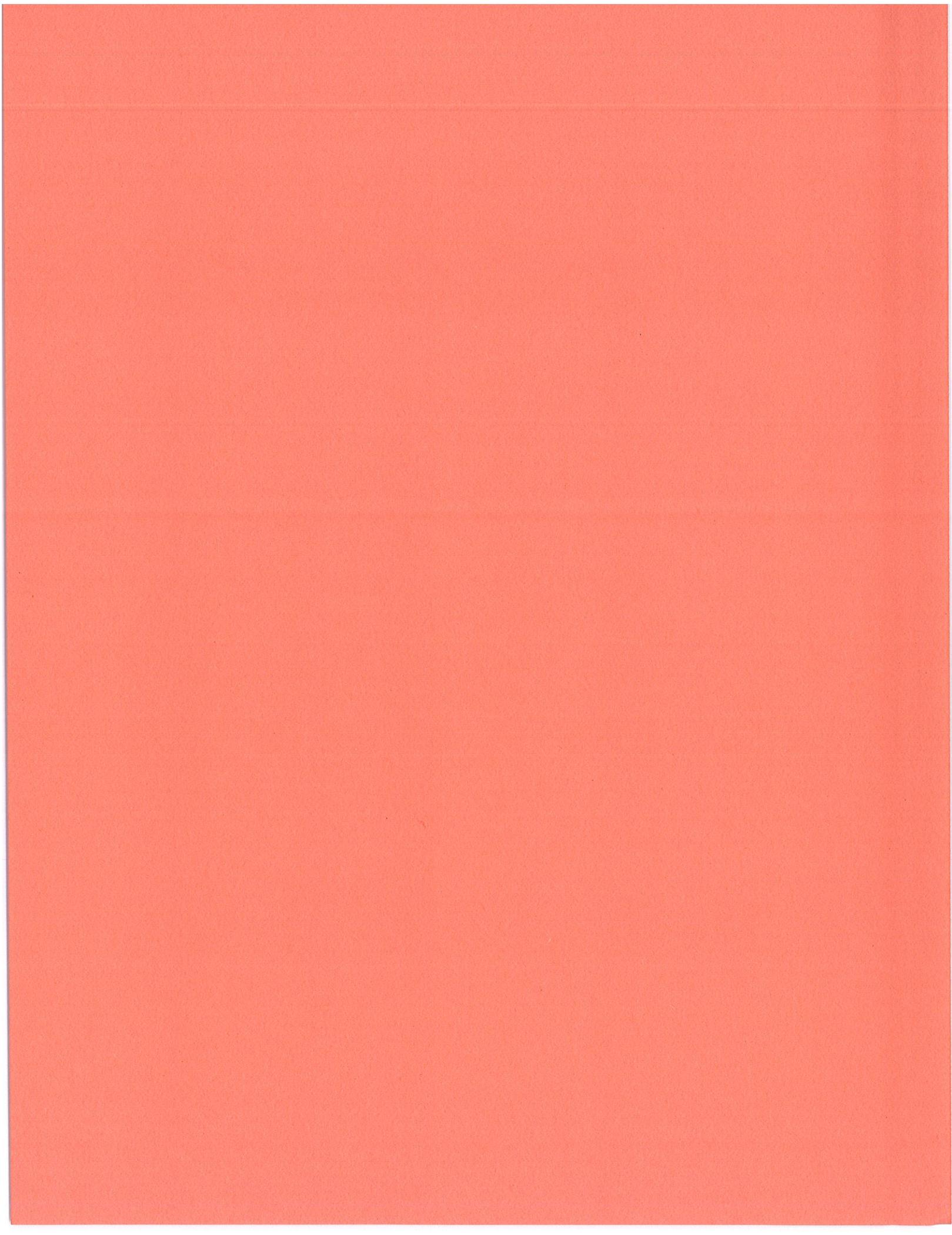


Weekly Management Report August 7, 2015

1. **Memo** – June 2015 Operating Results – Burbank Water and Power Department
2. **Minutes** – Burbank Water and Power Board Meeting of June 4, 2015 – Burbank Water and Power Department
3. **Synopsis** – Civil Service Board Meeting of August 5, 2015 – Management Services Department
4. **Notes** – City Notes, August 7, 2015 – City Manager





7A.

CITY OF BURBANK BURBANK WATER AND POWER STAFF REPORT

DATE: August 6, 2015
TO: BWP Board
FROM: Ron Davis, General Manager, BWP
SUBJECT: June 2015 Operating Results

SAFETY

Burbank Water and Power had one new reportable lost time injury during June 2015.

Water Estimated Results of Operations

For the month of June, water usage was 24% lower than budgeted due to conservation. June Potable Water Revenues were \$555,000 worse than budgeted and Recycled Water Revenues were \$75,000 worse than budgeted. June Water Supply Expenses were \$385,000 better than budgeted, corresponding to lower demand. June's Gross Margin was \$215,000 worse than budgeted. Income before Aid in Construction was a loss of \$250,000, which was \$139,000 worse than budgeted.

June fiscal-year-to-date (FYTD) water usage was 11% lower than budgeted. With a hotter than average summer, all of the 11% (690 million gallons) variance can be attributed to conservation efforts by our customers. Potable water usage would be even less if customers did not have delays in connecting to the recycled water system as planned. FYTD June Potable Water Revenues were \$3,206,000 worse than budgeted and Recycled Water Revenues were \$541,000 worse than budgeted. FYTD Water Supply Expenses were \$1,192,000 better than budgeted, corresponding to lower demand, and partially offset by purchasing more MWD treated water than planned in December and January when some prime mover pumps were down. The FYTD Gross Margin was \$2,385,000 worse than budgeted. Operating Expenses were \$888,000 better than budgeted; and Income before Aid in Construction was \$413,000, which was \$193,000 better than budgeted.

Electric Estimated Results of Operations

For the month of June, electric loads were 4% lower than budgeted primarily due to conservation. Retail Sales were \$1,172,000 worse than budgeted. June Power Supply Expenses were \$152,000 better than budgeted due to lower retail load, lower prices, and biogas and wind underperformance, offset by higher renewable costs related to receiving more energy from Copper Mountain than planned. June's Gross Margin was \$961,000 worse than budgeted. Income before Aid in Construction was a loss of \$954,000, which was \$805,000 worse than budgeted.

FYTD June electric loads were 6% lower than budgeted primarily due to conservation, which was partially offset by warmer than normal September and October temperatures. Retail Sales were \$7,213,000 worse than budgeted. FYTD Power Supply Expenses

were \$9,959,000 better than budgeted due to lower retail loads and larger than planned power supply true-up credits, partially offset by higher renewable costs. FYTD Gross Margin was \$3,061,000 better than budgeted. June FYTD Operating Expenses were \$5,196,000 better than budgeted. Income before Aid in Construction was \$9,810,000 which was \$8,815,000 better than budgeted.

WATER DIVISION

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

The State Natural Resources Agency completed the release of preliminary draft chapters of the Bay Delta Conservation Plan (BDCP). This 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, 2013 and all final environmental documents were made available in spring 2014. A significant public outreach effort supporting the BDCP is ongoing. A Study Session with the City Council on the BDCP was held January 28, 2014. Public comments on the draft were originally due on April 14, 2014 but that date was revised twice and the final date to submit comments was July 29, 2014. The State Agencies have received public comments and will recirculate the revised documents for further public comment during 2015. Recirculation of the documents will strengthen the proposed project to ensure it meets the objectives and reduces environmental impacts. The final documents will then be ready for adoption and any decisions about proposed actions.

The Governor revised the habitat restoration proposal in April 2015 to reduce the acreage for restoration from 100,000 acres to 30,000 acres. The 100,000 acre proposal was based on the water contractors paying for the restoration over 50 years, matching the duration of the proposed operating permit submitted to the Federal and State agencies. Subsequently, the wildlife agencies stated that they could not agree to a 50 year permit. Since a 50 year operating permit won't be forthcoming, the commitment by the users to a 50 year restoration plan is not viable. The State will fund the 30,000 acres of restoration from bond funds. The balance of the proposed project remains the same with the users paying for construction and operation.

The State Department of Water Resources released the Environmental Impact Statement (EIS) for the revised/recirculated BDCP on July 10. Written comments are due August 31. The release of the EIS has not changed anyone's mind as responses align with political and economic interests in the Delta and water users outside of the Delta. The process will continue with governmental agency environmental reviews, possible opposition lawsuits and discussions among the potential users about project costs.

The initial State Water Project (SWP) Allocation for 2015 was released on December 1, 2014 at 10%. This initial allocation for 2015 was revised to 15% on January 15, 2015 and then to 20% on March 2, 2015. Most precipitation has come as rain with very little

contributing to the Sierra snowpack. Fortunately, the reservoirs had the capacity to capture the storm flows. The final snow pack measurement for the year was done on April 1 and found the snowpack to be 5% of normal. Concurrently, Governor Brown issued an Executive Order mandating a 25% reduction in urban water use statewide. The State Water Resources Control Board (SWRCB) has finalized and adopted the regulations on May 5, 2015. The regulations were approved by the State Office of Administrative Law on May 18, 2015. These cover mandatory restrictions and reductions, reporting requirements and possible fines (\$10,000/day) for non-compliance. This is the follow on of emergency drought/water use regulations issued on July 15, 2014 that were effective on August 1, 2014 which were voluntary regarding specific reductions. The regulations prohibit specific water use/waste practices and provide for issuing citations and subsequent fines for individuals and water retail agencies that violate the prohibitions.

Burbank's Sustainable Water Use Ordinance, currently then in force (July 2014) at Stage I, prohibits the specified water wasting practices. The emergency regulation also required Water Agencies to limit outdoor watering to two days per week unless the water Agency has a Water Shortage Contingency Plan. In that instance the agency must activate the Plan to a level that begins to limit outdoor watering. On July 22, 2014 Council voted unanimously to enact Stage II of the Sustainable Water Use Ordinance, effective August 1, 2014. Stage II limits outdoor watering to three days a week April through October. Watering is limited to one day a week, Saturday, November through March. Residents and Council have expressed concern that one day a week may not be enough for irrigation. This was discussed at length at Council on November 4, 2014 with Council voting to retain the one day a week limit in the existing water use ordinance. Status of the Drought and Water supply was also the subject of a Study Session with Council on January 6, 2015.

In the final Executive Order regulations issued May 18, 2015, Burbank was in Tier 7 requiring a 28% reduction in overall water use from June 1, 2015 through the end of February 2016 (as measured in 2013-14 and 2015-16). Review and calculation of residential per capita per day, use which is used to set the tier (conservation standard) for a given agency, was still under review and Burbank staff pursued it. The final Conservation Standard released and in effect as of June 1 had Burbank at Tier 6, or a 24% reduction standard. Data at the end of June through February for 2014-15 showed a 7% reduction. This requires another 17% reduction and requires going to Stage III of the ordinance. Stage III, limits outdoor watering to two days a week, April thru October, and one day a week November thru March. Pools are also required to be covered and hand watering is limited to early morning and evening. A public hearing before Council was held May 14, 2015 and Stage III was implemented effective June 1. Meeting the mandated 24% overall reduction will be difficult. Strictly adhering to the watering restrictions and conservation practices, rapidly completing remaining recycled water (RW) conversions and continuing to educate and remind the public will be required. Enforcement through fines is being conducted with any funds received set aside to assist conservation efforts for low income customers during the drought.

The Metropolitan Water District (MWD) Board adopted a Water Supply Allocation Plan (WSAP) at a level 3 (15%) reduction at their monthly Board meeting on April 14. This is a 15% reduction on water deliveries based on a 15% reduction of retail sales. BWP was expecting this and was positioned to handle the reduced deliveries and not have to pay penalties for excess water deliveries. The Governor's order restricts much more

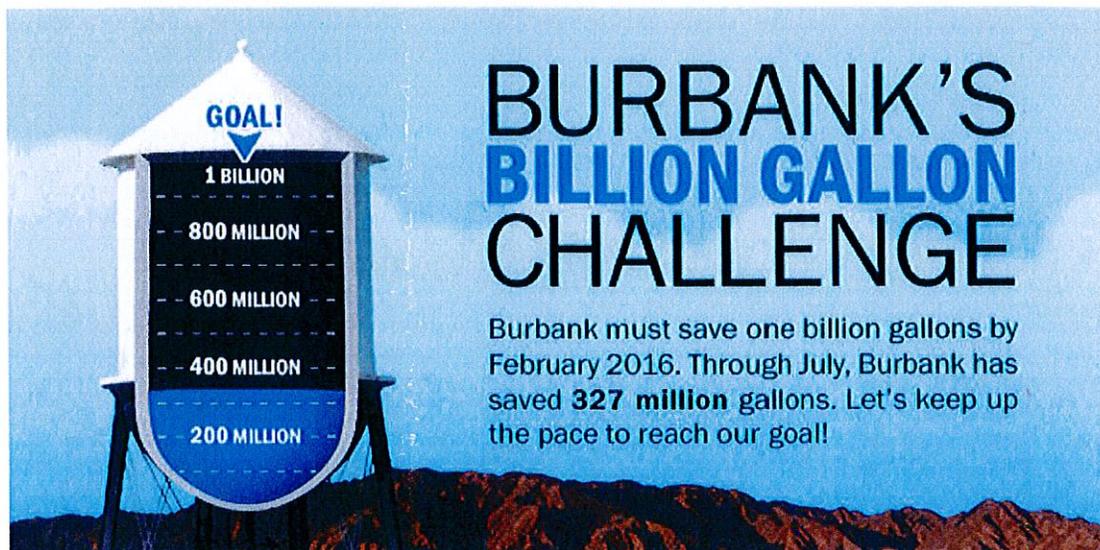
deeply than this. The table below shows the gallons per capita day (GPCD) goals before and after the Governor's orders. The MWD Board also voted on May 28 to extend funding for Conservation rebates, particularly turf removal, for residences. MWD funds allocated to residential turf removal were fully committed by early July.

	20% by 2020 (Baseline)	20% by 2020 (Goal)	2012 (Actual)	2014 (Actual)	2015 (Actual)	2016 (Gov.'s goal)
GPCD	193	155	149	162	141	125
Reduction of Baseline %	0%	20%	29%	16%	27%	35%

Year end data indicates water use by the City has been reduced by 10.65% from budget for the fiscal year. Given that temperatures this year have been generally higher than normal, the 10.65% reduction in use YTD can reasonably be attributed to conservation efforts by our customers. This totals to 680 million gallons of potable water saved this year. **More specifically, the trend for reduced use by month in 2015 compared to 2013 for the months January through May are 3.95%, 6.32%, 14.65%, 14.22% and 22.62%, respectively was encouraging.**

The actual measurement period dictated by the Governor's Executive order began June 1. **In the month of June, potable water use was 26% below the 2013 benchmark meeting the state mandated conservation standard for the month. GPCD usage for June was 133 GPCD.** The two day a week watering restrictions started June 1 and are playing a part in water use reduction. The heaviest water use months are just ahead through October but continued effort will enable Burbank to meet the reduction goal.

July 2015 data shows a continued downward trend in water usage, about a 30% decline in usage compared to July 2013. As the water tower graphic shows, through July, our community has saved 327 million gallons against our nine-month one billion gallon reduction goal.



The BOU was 90.84% available for service in June. One Liquid Phase Granulated Activated Carbon (LPGAC) Filter was off line at the beginning of the month for carbon change out and came back on-line on the June 17. Well V-05 was put back online but was put back offline after two days due to electrical problems. The effects of the 2/1 (Summer/Winter) day a week landscape watering restriction is having an impact on demand but we are maximizing BOU production by optimizing the blend with MWD treated water. Water into the system is about 25% less than the same month last year.

Availability	Production	Average Flow Rate (gallons per minute)
95.14%	81.03%	7,293

Project Updates:

Work began the second week of April installing 1,100 l.f. of 12-inch ductile iron potable water main in Winona Avenue from Naomi St. to Ontario St. When this main is live, the services will be tied over and the existing main will be converted to RW and serve businesses on Winona Avenue saving 7,000,000 gallons of potable water annually. This work is anticipated to be completed by mid- August.

Work on installing 1,100 l.f. of 8-inch ductile iron recycled water main in Naomi St. from Thornton Ave. to Winona Ave. started in mid-July and is anticipated to be complete by the end of August. This will supply recycled water to the converted main in Winona Avenue mentioned above.

Work started on installing 500 l.f. of 8-inch ductile iron water main in Cedar Avenue the last week of June and was complete at the end of July.

The Joint Service Agreement (JSA) between BWP and the Los Angeles Department of Water and Power (LADWP) has finally been executed by LADWP, (1/28/15). This agreement covers the construction of RW mains in the City of Los Angeles by Williams Brothers Contractors under contract to BWP with all costs for the work to be reimbursed to BWP from LADWP. The work under the agreement is three extensions into Los Angeles from points of metered connection to the BWP RW system for delivery of RW to end use customers in Los Angeles. Once active, BWP will receive an equal volume of ground water pumping credits for the water delivered to Los Angeles. The estimated current value of this exchange is \$180,000, annually. Contract discussions are complete with Williams Brothers and the project cost has been accepted by LADWP. The BWP Board awarded the contract for the first two extensions at the June Board meeting. Construction on these two extensions is anticipated to begin in August and be complete by February 2016. Total construction time to complete all three extensions is 18-24 months.

Three of the four large booster pumps ("D", "A" and "C") from the Valley Pumping plant have been overhauled and are back in operation. Pump "B" went out for work in February and was back in service at the end of July.

The Wedgewood Reservoir was out of service for inspection and possible repair of cracks and joints. Although not significant, repairs to cracks and joints were more work than staff could perform at the time. Therefore, the reservoir was put back into service and a bid package for the repair work went out in mid-June. Bids were opened June 30. Work started the end of July and is anticipated to be finished at the end of August.

Painting of the exterior of the Starlight tank was completed at the end of April. The interior painting of the Via Montana tank began in June and was complete at the end of July. The tank will be disinfected and should be back in service at mid- August.

Replacement of the electrical control panels in the RW pump stations began in February. Pump Stations 4, 6, 2, and 3 and 5 are complete. Testing of the software was complete at the end of July.

The Governor's emergency order to reduce potable water use by 25% motivated the Burbank School District and others to take action. The Luther, Stevenson, Bret Harte, Providencia, Jordan, Edison and John Burroughs (Phase III) schools converted their irrigation systems to RW in May. Jefferson is unconverted but is not irrigating because of excavation work on the property; it will be converted before irrigation resumes. The Jungle portion of the Warner Brothers Ranch was converted in July. The Caltrans I-5 Construction water meter was converted to RW in May through an interconnection with the Empire Center irrigation system. The contractor for the Nickelodeon project has been limited to using RW for construction purposes whether the water is trucked in or a line is run across Lake St. from BWP to serve the site.

Cooling towers remain an issue. Warner Brothers has stepped up and is converting their use. Warner Brothers has converted 4 and has 1 more pending conversion. St. Josephs converted their cooling tower in July. Stiff letters went out to Disney about their need to convert their cooling towers (RW has been available at their site for more than two years). Cooling towers at the Pointe and the Media Studios North (M. David Paul) are also subject to conversion. FotoKem is preparing to convert some processing to RW. The education of property owners about the use of RW in cooling towers is an ongoing effort and a major factor in getting the conversions done. An ordinance is being prepared for City Council that would allow fining customers that do not convert appropriate use to RW per city policy. Achieving these recycled conversions is essential to meeting the mandated potable water use reductions in the Governor's order.

Irrigation of the Mary Alice O'Connor Child Care Center was converted to RW in mid-July. The Burbank Avalon Media Center (Oak & Pass) is in process for conversion to RW.

The Disney Studios (main lot) irrigation meters were converted in April and May. The Buena Vista meter was converted at the end of April and the Alameda meter was converted in May. The Disney cooling towers remain to be converted. A Burbank Studios cooling tower was converted in May.

BWP continues to work with Valhalla Memorial Park to coordinate their conversion of the larger portion to RW for irrigation. Valhalla will likely exceed their physical solution right to pump 300 acre feet per Water Year, by the end of July. The Upper Los Angeles River Area Watermaster is in communication with Valhalla about ceasing to pump at that time until their pumping right resets on October 1. It is hoped that having to cease irrigating for August and September will let them see the wisdom of converting to RW for irrigation.



Installing 12" potable water main on Winona, north of San Fernando



San Fernando & Winona – Installing an extra valve to get by 3 unmarked gas lines

DISTRIBUTION

ELECTRIC RELIABILITY

Outages

BWP experienced one sustained feeder outage in June 2015. In the past twelve months, automatic reclosing has reduced customer outage time by approximately 1,659,984 customer minutes.

Reliability Measurement	Jul 2013-Jun 2014	Jul 2014-Jun 2015
Average Outages Per Year (SAIFI)	0.2352	0.1728
Average Outage Duration (CAIDI)	40.59 minutes	27.72 minutes
Average Service Availability	99.9982%	99.9991%
Average Momentary Outages Per Year (MAIFI)	0.1860	0.3966
No. of Sustained Feeder Outages	16	8
No. of Sustained Outages by Mylar Balloons	4	1
No. of Sustained Outages by Animals	2	0
No. of Sustained Outages by Palm Fronds	0	2

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.

Burbank-3 12kV conversion

Engineering work has started on the pole line rebuild and conversion of the Burbank-3 circuit. Construction is scheduled for FY 15-16.

Naomi-15 12kV Conversion

The first portion of the Naomi-15 12kV conversion to Burbank-13 is complete. It is anticipated that the next segment will be converted by October.

CALTRANS I-5 Widening

The Caltrans' contractor is 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. The Empire section of the project is anticipated to be complete late 2016.

Caltrans plans to reconstruct the Burbank Bridge in 2017 from Front Street to San Fernando Boulevard, impacting all utilities within the bridge cell. Staff is currently in the design phase to reroute BWP's existing electric infrastructure to facilitate Caltrans' construction.

Voltage Support

In June, electric load was transferred between circuits from McCambridge Station to reduce overloading on McCambridge circuit 1. This corrected 19 meters with below nominal voltage. Similarly, load from Town Station circuit 4 was transferred to a newly reconducted Town circuit 3, providing a fix for 20 meters with below nominal voltage. Work has been issued to reconductor portions of Town circuit 17 in July which will provide better voltage to up to 62 additional customers.

STREET LIGHTING

LED Replacement Program

In accordance with the 2014 Street lighting Master Plan, BWP began replacing 100W and 250W HPS streetlight luminaires with LED luminaires. Replacement is carried out on a maintenance basis and LEDs are installed daily as the HPS luminaires burn out. Currently, the CREE XSPR 42W has been selected to replace the 100W HPS luminaire and the CREE XSP2 102W replaces the 250W HPS luminaire. To date, 12.84% of the total streetlight luminaires have been converted to LEDs and Table 1 below details the breakdown of the light in the City's street lighting system as a percentage of the total.

TYPE OF LAMP	# OF LIGHTS MAY 2014	# OF LIGHTS TO DATE	UNIT CHANGE	% OF TOTAL # OF LIGHTS
HIGH PS SODIUM				
70W	19	19	0	0.20
100W	3,664	2,958	-706	31.12
150W	17	17	0	0.18
200W	3	3	0	0.03
250W	2,979	2,589	-390	27.24
360W	14	14	0	0.15
400W	2,157	2,134	-23	22.45
LOW PS SODIUM				
55W	137	137	0	1.44
FLUORESCENT				
85W	128	128	0	1.35
INCANDESCENT				
2500 LUMEN	10	10	0	0.11
4000 LUMEN	1	1	0	0.01
100W INC.	74	74	0	0.78
METAL HALIDE				
250W	190	190	0	2.00
400W	10	10	0	0.11
LED				
42W	1	721	720	7.59
102W	1	418	417	4.40
120W	63	63	0	0.66
150W	18	18	0	0.19
TOTAL # OF LAMPS	9,486	9,504	18	100
ENERGY				
Annualized Mwh	9,267	8,622	-645.98	
Average Mwh/lamp	0.98	0.91	-0.07	

Table 1: Breakdown of streetlight luminaires in City of Burbank's Street Lighting System, June 2015.

CUSTOMER SERVICE

Additional Curbside EV Chargers Being Installed

In our efforts to jolt the transportation sector and reduce greenhouse gas emissions, BWP has been planning to more than double the number of public electric vehicle (EV) chargers located throughout the City after the successful placement of 11 chargers in 2011. In 2014, BWP was awarded a grant from the California Energy Commission to develop and install a curbside charging program with 16 chargers at 8 sites. While there are some curbside chargers in the U.S., this could be the largest curbside project yet and will cement Burbank's status as an EV policy leader!

Below are pictures of one of the first curbside chargers being installed by our own electrical crews at 1113 West Alameda Ave, in front of the Auto Club of Southern California (AAA). The remaining chargers are scheduled to be installed by the end of July 2015, after which BWP plans to hold a dedication ceremony on August 25 with CEC staff, City Council and Board members, community members, and EV stakeholders.



Rooftop Solar

Not so many years ago, residential rooftop solar was priced beyond the reach of most households. Falling prices, rebates and tax incentives, and no-money-down leasing arrangements have created a new solar reality for many Californians. In a November 2014 survey, just under a third of Burbank homeowners said they plan to install solar energy at their home in the next two years. The following table will be updated monthly to report on Burbank's rooftop solar impact.

Month	Number of Solar Systems Installed This Month	Number of Solar Systems Installed FYTD	Total Solar Systems in Burbank	Total Solar Kilowatts
June 2015	11	91	293	3431
May 2015	5	80	282	3,368
April 2015	14	75	277	3,341
March 2015	8	61	263	3,257
February 2015	14	53	255	3,215
January 2015	7	39	241	3,155

Plug-In Electric Vehicle (PEV) Charging Program.

Eleven PEV charging stations are in service. On July 1, 2015, new Time of Use (TOU) pricing for public EV charging commenced with a rate of 17.44 cents per kilowatt hour (kWh) for Level 1 and Level 2 charging during off-peak hours. Between the hours of 4pm and 7pm during the summer, pricing has increased to 30.53 cents per kWh. Staff is monitoring usage. The 133 E. Orange Grove location recorded the most sessions (286) with 667 total hours of usage. The 301 E. Olive location recorded the fewest sessions due to maintenance issues, which staff is investigating.

Month of usage	KWh	GHG savings in kilograms (kg)	Occupied time (hours)
January 2014	2,524	1,060	681
February	2,323	976	632
March	2,725	1,145	746
April	3,276	1,376	888
May	3,144	1,320	856
June	3,009	1,264	876
July	3,858	1,621	1,050
August	4,154	1,745	1,219
September	5,364	2,253	1,744
October	6,401	2,688	1,957
November	5,820	2,444	1,877
December	6,778	2,847	2,054
January 2015	6,434	2,702	1,960
February 2015	4,411	1,852	1,474
March 2015	6,440	2,705	1,916
April 2015	7,136	2,997	2,170
May 2015	7,462	3,134	2,493
June 2015	8,500	3,570	2,755

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

TECHNOLOGY

Broadband Services (ONE Burbank)

	June New Orders	Revenues for June 2015	FYTD 2014-15 Revenues	FYTD Budget
Lit	2	\$94,441	\$1,021,472	\$850,000
Dark	2	\$185,031	\$2,499,501	\$2,550,000
Total	4	\$279,472	\$3,520,973	\$3,400,000

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 (2) 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.

A two cell tower was procured and delivered at the end of January 2015. BWP completed the piping modifications to integrate the new tower. The new system was fully commissioned in June 2015, with final punch list items and project closure occurring at the end of July 2015.

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 (FGC) 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.

The VFD equipment was delivered to the MPP site on April 9, 2015. BWP mechanics moved the VFD equipment to its final location inside the MPP Steam Turbine Generator building. Black & Veatch (B&V) engineers will be onsite the week of August 10, 2015 to

develop installation details that will include control and power wiring interfaces to existing systems. BWP electricians will run the cabling to complete the VFD installation after the B&V details are finalized. Commissioning of this equipment will occur in April 2016 (coinciding with the planned 5.5 week outage for hot gas path inspection of MPP starting March 4, 2016).

Materials Handling Area and Central Laboratory Project

The Material Handling Area (MHA) will be comprised of segregated areas for material storage and waste handling. Four discrete storage compartments will be constructed 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 area 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.

The Central Laboratory effort will be to design, bid, and build a 760 gross square foot water quality testing laboratory within the MPP boundaries to support operational requirements to verify proper water chemistry. This new facility provides space for determining water quality, storage for operator's safety gear, as well as an operator work station and any necessary 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 Zero Liquid Discharge (ZLD) water quality laboratory as needed. The construction contract for the Central Laboratory was combined with the Material Handling Area effort to promote contractor interest and reduce overall projected construction costs through economy of scale.

The construction contract was issued to Courts Construction Company, Inc. (CCCI) on June 11, 2015. The site coordination meeting with BWP Stakeholders was held on June 16 to discuss site preparation in anticipation for beginning construction. CCCI initiated procurement of long-lead items including the overhead bridge crane and structural steel. CCCI mobilized onsite July 6, and excavation activities are in progress. Construction is scheduled to be completed by the end of December 2015.

Power Resources

Intermountain Power Project (Delta, UT) Renewal Progress

The Intermountain Power Project (IPP) participants, including BWP, have reached agreement on post-coal repowering (called "renewal") for IPP. At its June 4, 2015 meeting, the BWP Board recommended the renewal contracts for approval by the Burbank City Council. The renewal contracts were approved by the Burbank City Council at its June 30, 2015 meeting.

In the meantime, the other California participants in IPP – Anaheim, Glendale, Los Angeles, and Riverside – are in the midst of their respective approval processes. In this

connection, the Los Angeles Department of Water and Power (LADWP) Board of Commissioners approved the renewal contracts on May 28, 2015.

On a related note, BWP staff continues to work with Pathfinder (developer of the CAES project) to explore a possible compressed air energy storage (CAES) project at the IPP site. While due diligence is ongoing, such a project has the potential to enable BWP to significantly increase its use of renewable energy while maintaining reliable electric service and affordable rates for BWP's customers. In particular, CAES at the IPP site may be able to firm and shape cost-effective renewable energy, brought to IPP by a new transmission project and transmitted to Southern California by the existing Southern Transmission System, the transmission line that brings IPP's output to our area. Such a project might also absorb excess California solar generation during peak solar hours, helping to mitigate the anticipated "Duck Curve" of over-generation and fast-ramping requirements in California resulting from increased solar penetration.

BWP is also assessing other energy storage opportunities and technologies to best serve its customers with reliable, affordable, and sustainable power. 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.

Balancing Authority Services

In 2011, LADWP has cancelled the Southern California Utility Power Pool (SCUPP) agreement, which governed the participation of LADWP, BWP, and Glendale Water and Power (GWP) in LADWP's balancing authority. Operations do not appear to have been affected by the cancellation of the SCUPP agreement.

In the meantime, 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 this public process, the issuing utility defends those assumptions and the proposed OATT. The Los Angeles City Council approved this OATT in July 2014.

LADWP, BWP, and GWP are currently negotiating a balancing authority agreement on the basis of an LADWP OATT. However, BWP staff and a team of outside specialists, in conjunction with GWP, remain very concerned about the new OATT's consistency with current rate-making public policy. Assessing this consistency requires a detailed understanding of the assumptions underlying the OATT, and then comparing that understanding with the policies and practices established by the Federal Regulatory Energy Commission (FERC). Neither the substance of the new OATT nor the now completed stakeholder process is consistent with current rate-making public policy. BWP and GWP continue to discuss these matters with LADWP. In this regard, staff from BWP and GWP, together with legal counsel, formally expressed these concerns at open meetings during the OATT approval process that culminated at the Los Angeles City Council. Despite these concerns, the proposed OATT was approved by the Los Angeles City Council and is now effective. To protect ratepayer interests, BWP and GWP jointly filed a complaint at FERC challenging LADWP's OATT on April 3, 2015.

In the meantime, BWP and GWP are also exploring alternatives to LADWP's balancing authority in order to determine the optimal result for our respective ratepayers. These options include joining another balancing authority or forming a new balancing authority.

Power Resources

Integrated Resource Planning (IRP) Process

BWP is in the midst of 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. Following preliminary public outreach in Spring 2014, focused on helping the public understand BWP's business and the issues it faces, and to seek public feedback, BWP engaged Liedos (formerly SAIC and R.W. Beck), a major power industry engineering and consulting firm, to assist in detailed scenario modeling.

This modeling is now complete and staff reported its preliminary conclusions to the Board and Council in December 2014 and January 2015 respectively. In the meantime, BWP staff is working to integrate public feedback, modeling results, and other considerations into detailed planning observations and conclusions. These observations and conclusions, along with the IRP process and public feedback, will be reflected in a comprehensive IRP document. This document is expected in the third quarter of 2015.

Attachment:

Electrical Distribution Asset Inspection Report-2014

2014

ELECTRICAL DISTRIBUTION ASSET INSPECTION REPORT

OVERVIEW

BWP conducts routine inspections of distribution assets to assess condition and repair/replacement needs. Some of the asset analysis inspections are currently computer-based, while others are still paper-based. It is a goal of BWP to have all distribution asset inspections become computer-based which will enable effective data management and report generation. The expected completion date for this goal is FY 15/16. Inspection types, points, and methods are in line with industry practices.

Assets determined upon inspection to require repair or replacement are prioritized according to need and based on safety concern, reliability impact, and crew efficiency and availability factors. Assets are assigned a condition level based on several factors, including the previously mentioned elements, and are further evaluated accordingly. The assigned condition levels for distribution assets are:

Condition Level 1: Immediate repair or replacement required. Asset condition presents a current safety hazard or reliability problem. Corrective action shall be scheduled and performed within 90 days. Inspector shall immediately notify inspection crew supervisor of condition. Crew supervisor will coordinate repair/replacement with the Electrical Distribution Manager and Electrical Engineering. If needed, temporary repairs will be made immediately to mitigate safety and reliability risks.

Condition Level 2: Repair or replacement needed. Asset condition presents an impending safety or reliability concern. Inspector shall notify inspection crew supervisor of condition. Crew supervisor will coordinate repair/replacement with the Electrical Distribution Manager and Electrical Engineering. Repair/replacement shall be scheduled and performed after consultation with Engineering concerning criticality and priority.

Condition Level 3: Operationally effective repair or replacement needed. Asset condition presents no current or impending safety or reliability concern. Corrective efforts may be deferred and shall be scheduled when effective manpower and equipment scheduling allows.

Condition Level 4: Pass. Asset condition presents no discovered safety or reliability concerns. Asset is fully functional and serviceable. Okay until next scheduled inspection.

Calendar year 2014:

14 assets were assigned a Condition Level 1; 12 have been repaired or replaced. The 2 remaining assets were a padmounted transformer and a padmounted switch. They were replaced on 1/5/15 and 1/13/15 respectively.

38 assets were assigned a Condition Level 2; 27 have been corrected.

8 of the remaining Condition Level 2 assets are manholes or underground vaults which are extensive projects requiring significant planning and coordination. Where needed, reinforcement methods have been utilized to prevent performance issues.

The balance, 3 Condition Level 2 assets, consists of deteriorated poles, padmounted transformers, and padmounted switches which require replacement. These assets have been prioritized for replacement by a field crew.

In June of 2014, BWP crews completed a pilot project of an underground structure wall insertion technology that is engineered to enhance the structural integrity of the manhole and extend the life for an estimated 30 years or more. Costs were significantly less than a conventional rebuild or relocation of a manhole. Additionally, the procedure required considerably less time to complete and only minimally impacted traffic flow in the area. Continued future use of this repair method has been approved and will be utilized whenever it is determined to be the most effective solution.

INSPECTION RESULTS

Underground

BWP performs detailed manhole inspections on an 8-year cycle. From 2010 through 2014, 679 detailed manhole inspections were completed. This represents 91% of the utility's 746 manholes.

BWP has initiated the inclusion of detailed inspections on primary pullboxes into the asset inspection program. There are 699 primary pullboxes within the system and inspections are scheduled to be completed within an 8-year cycle. In 2014, seven detailed primary pullbox inspections were completed.

BWP performs detailed inspections of vaults (manholes containing transformers) and underground switches within a 5-year cycle. All 31 of the vaults in the BWP system were inspected within the 5-cycle term of 2010 through 2014. All 8 of the underground switches currently remaining in the BWP system were inspected within the 5-year cycle term of 2010 through 2014.

With the results noted above, BWP went further in its inspection criteria by utilizing a structural engineering consultant, specializing in the assessment of underground manholes and vaults to further inspect 33 high priority structures and determine the best means to repair or replace these structures. The outcome of this additional inspection resulted in the replacement of one manhole in 2014, the immediate roof replacement of another, and a repair, as described above, with the wall insertion technology.

Due to observed condition or system needs, BWP proactively replaced 30,133 feet of high voltage cable in 2014. Additionally, 5700 feet of high voltage cable was replaced due to failure of the existing cable or components.

Padmounted Equipment

BWP performs annual patrol inspections of all of its 903 padmounted equipment assets, and detailed inspections within a 5-year cycle.

In 2014, patrol inspections of all padmounted equipment were completed.

In 2014, detailed inspections were performed on 150 padmounted equipment assets. During the 5-year cycle term of 2010 through 2014, inspections were performed on all 903 of the padmounted assets.

Overhead Facilities

The BWP overhead electrical distribution system consists of 10,605 poles, approx. 360 miles of conductor, 3686 transformers, 381 switches, and 48 capacitor banks. In 2014, BWP completed patrol inspections of all of its overhead facilities.

A computer-based Detailed Overhead Inspection is in the development process and should be released to inspection crews for trial use and review by summer of 2015.

Wood Poles

As deteriorated poles are discovered, BWP prioritizes and schedules replacement on a regular basis. As part of an ongoing 4kV to 12kV rebuild and conversion effort, many older poles are replaced each year. In 2014, 24 deteriorated poles were replaced and 214 poles were replaced as part of Capital Projects or customer-related projects.

Street Lighting

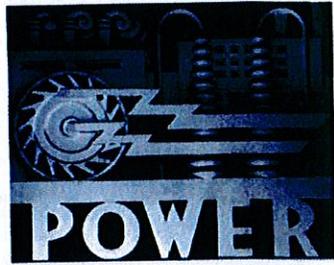
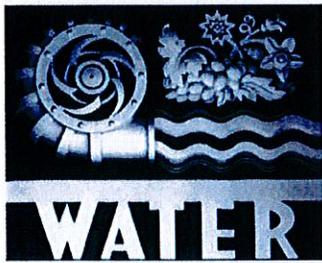
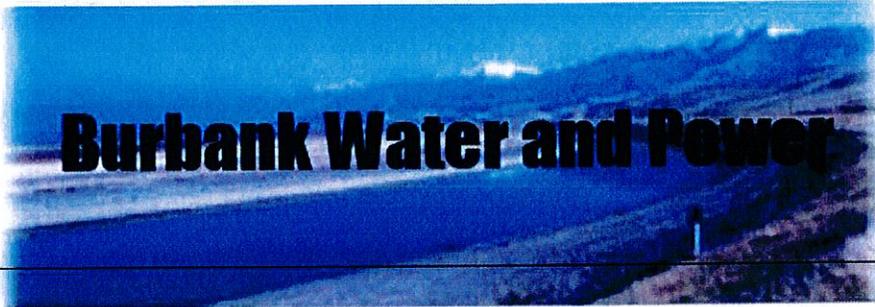
There are 6226 streetlight standards in BWP's street lighting system. In 2014, patrol inspections were performed on all streetlight standards within 17 of BWP's 19 inspection zones. Patrol

inspections of all streetlight standards within the remaining two inspection zones were completed by January 9, 2015.

BWP has a stated goal of addressing all streetlight complaints within one working day of notification received by Electrical Distribution staff. In 2014, BWP Electrical Distribution staff received 446 streetlight complaints and all were addressed in compliance with the stated goal. There are 9499 streetlight luminaires in the BWP street lighting system, 1484 streetlight operation problems were reported or discovered during patrols and all were corrected.

Vegetation Management

BWP executes an aggressive line clearance tree trimming program. A line clearance tree trimming contractor, currently overseen by an Electrical Distribution Supervisor, performs trimming through the 19 zones on a cyclical basis. Re-occurring "problem" trees are removed when practical. To support emergency situations, capital construction projects, or found conditions, the contracted crews may be called upon to perform trimming or tree removals at specific locations that may be out of the current zone they are working on. Effective use of resources is consistently coordinated. The desired goal is to complete trimming in all 19 zones within a 2- to 3-year cycle rate. As of December 31, 2014, the crews had completed trimming in each of the 19 zones within the last 32 months. Additionally in 2014, 46 "problem" trees were removed to eliminate future growth and repeated interference with power lines.



**Estimated Financial Report
June-15**

UNAUDITED

Electric Fund (496)
Estimated Statement of Changes in Net Assets
MTD and FYTD June 2015
(\$ in 000's except MWh Sales)

MTD FY 14-15	MTD Jun-15		%	FYTD FY 14-15	FYTD Jun-15		%
	Budget	\$ Variance			Budget	\$ Variance	
100,522	104,621	(4,099)	(3.9%) ^(a)	1,150,696	1,221,760	(71,064)	(5.8%) ^(A)
\$ 14,164	\$ 15,336	\$ (1,172)	(7.6%) ^(b)	\$ 172,342	\$ 179,555	\$ (7,213)	(4.0%)
511	511	-	0.0%	5,726	6,133	(407)	(6.6%)
10,394	10,546	152	1.4% ^(c)	108,308	118,267	9,959	8.4% ^(B)
4,281	5,301	(1,020)	(19.2%)	69,760	67,420	2,340	3.5%
3,251	6,225	(2,974)	(47.8%)	26,903	75,000	(48,097)	(64.1%)
3,089	6,121	3,033	49.5%	24,931	73,750	48,819	66.2%
163	104	59	56.7%	1,972	1,250	722	57.7%
4,443	5,405	(961)	(17.8%)	71,732	68,670	3,061	4.5%
935	935	-	0.0%	10,174	11,739	1,565	13.3% ^(C)
134	134	-	0.0%	1,527	1,670	143	8.6%
218	218	-	0.0%	1,993	2,744	751	27.4% ^(D)
426	426	-	0.0%	5,259	5,108	(151)	(2.9%) ^(E)
296	296	-	0.0%	3,303	4,320	1,017	23.5% ^(E)
416	416	-	0.0%	4,191	4,868	677	13.9%
147	147	-	0.0%	1,643	1,760	117	6.7%
75	75	-	0.0%	705	856	151	17.7%
153	153	-	0.0%	1,582	1,838	256	13.9%
1,595	1,595	-	0.0%	18,476	19,146	670	3.5%
4,394	4,394	-	0.0% ^(d)	48,853	54,049	5,196	9.6% ^(F)
\$ 49	\$ 1,011	\$ (961)	(95.1%)	\$ 22,878	\$ 14,621	\$ 8,257	56.5%

* Other revenues are primarily ONE Burbank, dark and lit fiber.

**Burbank Water and Power
Electric Fund (496)
Estimated Statement of Changes in Net Assets - Footnotes
FYTD June 2015
(\$ in 000's)**

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
A.	Electric Usage in MWh	1,150,696	1,221,760	(71,064)	- FYTD NEL is 5.8% below budget due to conservation and is partially offset by warmer September and October temperatures. FYTD CDD were 1,713 versus the 30 year average of 1,356.
B.	Retail Power Supply & Transmission	108,308	118,267	9,959	- The favorable variance is primarily attributable to lower retail load - \$2.0M, a one-time MPP outage true-up credit - \$1.5M, operational savings - \$2.8M, higher than planned annual true up credits - IPP \$1.5M and MPP \$1.7M, lower energy prices \$1.0M, lower transmission expenses - \$676K, and biogas and wind under deliveries - \$5.8M. These savings were partially offset by higher renewable costs attributable to receiving energy from Copper Mountain Solar Facility sooner than planned - \$6.2M, receiving more renewable resources from Don A. Campbell Geothermal Power Plant - \$531K, and the cost of winter gas storage - \$180K.
C.	Distribution	10,174	11,739	1,565	- The favorable variance is attributable to unfilled and underfilled positions and related benefits, and unused budget items for PSA's and contractual services.
D.	Finance, Fleet, & Warehouse	1,993	2,744	751	- The favorable variance is attributable to lower than planned insurance costs and professional services, and vacant positions.
E.	Customer Service, Marketing & Conservation	3,303	4,320	1,017	- The favorable variance is attributable to unused professional services and equipment maintenance.
F.	Total Operating Expenses	48,853	54,049	5,196	- Potentially material adjustments to FY 2014-15 financial results for pensions and benefits may occur after actuarial analysis is completed early in September.
G.	Other Income/Expense	2,211	2,070	141	- The favorable variance is primarily attributable to higher than planned scrap/obsolete inventory sales of \$141K, and the proceeds from the Lehman Bros litigation settlement of \$85K.
H.	Capital Contributions (AIC)	723	2,300	(1,577)	- The unfavorable variance is attributable to the timing of Aid in Construction projects.

Burbank Water and Power
Electric Fund (496)
Estimated Statement of Changes in Net Assets - Footnotes
MTD June 2015
(\$ in 000's)

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
a.	Electric Usage in MWh	100,522	104,621	(4,099)	MTD NEL is 3.9% below budget primarily due to conservation. MTD CDD were 237 versus the 30 year average of 158.
b.	Retail Sales	14,164	15,336	(1,172)	Retail sales correspond to lower NEL (demand).
c.	Retail Power Supply & Transmission	10,394	10,546	152	The favorable variance is primarily attributable to lower retail load, lower energy prices, and biogas and wind under deliveries. These savings were largely offset by higher renewable costs attributable to receiving energy from Copper Mountain Solar Facility sooner than planned.
d.	Total Operating Expenses	4,394	4,394	-	Expenses, other than retail power supply and transmission, wholesale power supply, in-lieu, and street lighting, have not closed for June 2015 and are estimated at budgeted values.

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

	Jun-15	May-15	Apr-15	Mar-15	Dec-14	Sep-14	Jun-14	Recommended Reserves	Minimum Reserves
Cash and Investments									
General Operating Reserve	\$ 52,655 (c)	\$ 52,234	\$ 52,868	\$ 53,399	\$ 53,109	\$ 48,449	\$ 41,945	\$ 54,060	\$ 36,340
Capital & Debt Reduction Fund	10,000	10,000	10,000	10,000	10,000	10,000	10,000	15,000	3,000
BWP Projects Reserve Deposits at SCPPA	15,772	15,754	15,754	15,749	15,703	15,682	15,637		
Sub-Total Cash and Investments	<u>78,427</u>	<u>77,988</u>	<u>78,622</u>	<u>79,148</u>	<u>78,811</u>	<u>74,131</u>	<u>67,582</u>	<u>69,060</u>	<u>39,340</u>
Capital Commitments	(17,000)	(17,000)	(17,000)	(17,000)	(17,000)	(17,000)	(17,000)		
Public Benefits Obligation	(4,144)	(4,582)	(5,070)	(4,704)	(4,922)	(4,842)	(4,380)		
Cash and Investments (less Commitments)	<u>57,283</u>	<u>56,406</u>	<u>56,552</u>	<u>57,444</u>	<u>56,889</u>	<u>52,289</u>	<u>46,202</u>	<u>59,060</u>	<u>39,340</u>
Restricted Cash									
Debt Service Fund & Other Restricted Cash (a)	6,104	5,570	4,940	3,471	4,404	2,488	622	6,104	6,104
Parity Reserve Fund (b)	4,362	4,268	4,268	4,268	4,268	4,268	4,268	4,362	4,362
Sub-Total Restricted Cash	<u>10,466</u>	<u>9,838</u>	<u>9,209</u>	<u>7,739</u>	<u>8,672</u>	<u>6,757</u>	<u>4,890</u>	<u>10,466</u>	<u>10,466</u>
Total Cash	<u>\$ 68,833</u>	<u>\$ 67,826</u>	<u>\$ 67,831</u>	<u>\$ 65,183</u>	<u>\$ 65,561</u>	<u>\$ 59,046</u>	<u>\$ 51,092</u>	<u>\$ 69,526</u>	<u>\$ 49,806</u>

• 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 defaults in case revenues are insufficient to satisfy debt service requirements.

(c) June '15 operating reserve cash is estimated, since three key accounting modules (projects, accounts receivable and fixed assets) that impact cash have not been closed for June 2015.

Estimated June 2015 Budget to Actual P&L Variance Highlights - Electric Fund
(in 000's)

	Month-to-Date		Budget to Actual Variance
	Favorable Items	Unfavorable Items	
<u>MTD INCOME BEFORE AIC IN CONSTRUCTION - \$(954)</u>		(805)	(805)
<u>MTD GROSS MARGIN VARIANCE</u>			
Retail Sales - conservation and cooler than average weather		(1,172)	
Power Supply Expenses - lower load and energy prices, and biogas and wind deliveries; offset in part by renewables	152		
Wholesale Margin	59		
Other			
Total	<u>211</u>	<u>(1,172)</u>	<u>(961)</u>
<u>MTD EXPENSE AND OTHER VARIANCES</u>			
In-lieu and street lighting	156		
Total	<u>156</u>	<u>-</u>	<u>156</u>

Estimated June 2015 Budget to Actual P&L Variance Highlights - Electric Fund

(in 000's)

	Fiscal Year-to-Date		Budget to Actual Variance
	Favorable Items	Unfavorable Items	
<u>FYTD INCOME BEFORE AIC IN CONSTRUCTION - \$9,810</u>	8,815		8,815
<u>FYTD GROSS MARGIN VARIANCE</u>			
Retail Sales - conservation and offset in part by a hot summer		(7,213)	
Power Supply Expenses - see detail below	9,959		
Wholesale Margin	722		
Other		(407)	
Total	<u>10,681</u>	<u>(7,619)</u>	<u>3,061</u>
<u>FYTD EXPENSE AND OTHER VARIANCES</u>			
Distribution - vacant positions and PSA/contractual services' savings	1,565		
Finance - vacant positions and PSA savings	751		
Customer Service - postponement of PSAs and reduced collection expense	1,017		
Public Benefits, Depreciation, and In-lieu	1,795		
All Other	626		
Total	<u>5,754</u>	<u>-</u>	<u>5,754</u>

	Fiscal Year-to-Date		Budget to Actual Variance
	Favorable Items	Unfavorable Items	
<u>FYTD POWER SUPPLY VARIANCES</u>			
Copper Mountain solar received earlier than expected **		(6,210)	
Don Campbell geothermal received earlier than expected **		(531)	
Cost of winter gas storage		(180)	
Biogas and wind under deliveries **	5,800		
Local operational savings - (PSA's, and Software & Hardware)	2,800		
MPP annual true-up credit (FY 2013-14)	1,700		
One-time MPP outage true-up (FY 12-13) ***	1,500		
IPP annual true-up credit (FY 2013-14)	1,500		
Lower retail load (FY 2014-15) **	2,000		
Lower energy prices	1,000		
Transmission annual true-up (FY 2013-14)	676		
All Other		(96)	
Total	<u>\$ 16,976</u>	<u>\$ (7,017)</u>	<u>\$ 9,959</u>

** Reoccurring, but accounted for in the FY 2015-16 Budget.

*** Non-reoccurring.

Burbank Water and Power
Water Fund (487)
Estimated Statement of Changes in Net Assets - Footnotes
FYTD June 2015
(\$ in 000's except Gallons)

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
A.	Water put into the system in Millions of Gallons	5,489	6,179	(690)	- Potable demand FYTD June was lower than planned due to conservation. On August 1, 2014 the Stage II Burbank Sustainable Water Use Ordinance went into effect, limiting landscape watering to three days per week and for no more than 15 minutes each day for each irrigation station during April through October, and no more than one day per week during November through April. The City is currently under a directive to reduce water usage 24% following Governor Jerry Brown's Executive Order. On June 1, 2015 the Stage III Burbank Sustainable Water Use Ordinance went into effect. The ordinance limits landscape watering in Burbank to two days per week and limits hand watering to outside the hours of 9:00 a.m. - 6:00 p.m. daily. Due to a hotter than normal summer, all of the 11.2% (690 million gallons) variance can be attributed to conservation. The variance would be larger, except that customers have delayed conversions from potable water to recycled water. FYTD CDD were 1,713 versus the 30 year average of 1,356.
B.	Potable Water Revenue	24,524	27,730	(3,206)	- The WCAC impact decreased potable water revenues by \$498K FYTD. Without this adjustment, potable water revenues would still closely correspond to lower water put into the system and be unfavorable by 9.8%.
	WCAC revenue				WCAC revenue
	WCAC Expenses:				WCAC Expenses:
	Purchased water, chemicals, and electricity				Purchased water, chemicals, and electricity
	Total WCAC Expenses				Total WCAC Expenses
	WCAC revenue deferral (increased revenues)				WCAC revenue deferral (increased revenues)
C.	Recycled Water Revenue	2,535	3,076	(541)	- 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.
D.	Water Supply Expense	11,979	13,171	1,192	- Water supply expenses correspond to lower water usage due to conservation, partially offset by using more MWD water than planned due to 2 prime mover pumps being down most of December and January. BWP also adjusted its average cost of groundwater from \$382/AF to \$401/AF as a result of groundwater purchases made in February 2015 of 7,350 AF at a cost of \$4,358M (\$593 per AF).
E.	Allocated O&M	1,756	2,361	605	- The favorable variance is attributable to favorable variances in allocated expenses (Administration, Safety, Finance, Customer Service, Marketing, Construction and Maintenance) from the Electric Fund.
F.	Transfer to General Fund for Cost Allocation	1,339	790	(549)	- The unfavorable variance is attributable to an accrual for estimated services provided by the City in conjunction with the settlement terms of the in-lieu transfer agreement.
G.	Total Operating Expenses	14,445	15,333	888	- Potentially material adjustments to FY 2014-15 financial results for pensions and benefits may occur after actuarial analysis is completed early in September.
H.	Transfers In/(Out) - (In Lieu)	-	(1,389)	1,389	- The monthly transfers of 5% of the City's gross sales of water from the Water Enterprise Fund to the General Fund in lieu of taxes was ceased as of July 1, 2014 as a result of a settlement agreement.

FYTD Actual	12,477
	11,979
	11,979
	\$ 498

**Burbank Water and Power
Water Fund (497)
Estimated Statement of Changes in Net Assets - Footnotes
MTD June 2015
(\$ in 000's except Gallons)**

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
a.	Potable Water Usage in Millions of Gallons	430	562	(132)	Potable demand in June was lower than planned due to conservation, dryer than normal weather, and enactment of Governor Brown's Water Restriction Legislation effective June 1st. The City is under the Stage III Burbank Sustainable Water Use Ordinance which limits the irrigation to no more than two days (down from three days in Stage II) per week. MTD CDD were 237 versus the 30 year average of 158.
b.	Potable Water Revenue	1,960	2,515	(555)	The WCAC impact decreased potable water revenues by \$122k MTD. Without this adjustment, potable water revenues would be unfavorable by 17.2%.
					WCAC Revenue
					WCAC Expenses:
					Purchased water, chemicals, and electricity
					Total WCAC Expenses
					WCAC revenue deferral (increased revenues)
c.	Recycled Water Revenue	265	340	(75)	Recycled water sales are lower than planned primarily due to lower hookups than expected.
d.	Water Supply Expense	852	1,237	385	The favorable variance is attributable to lower demand and staff maximizing BOU production by optimizing the blend with MWD treated water.
e.	Total Operating Expenses	1,596	1,545	(51)	Expenses, other than water supply expense and estimated City services allocation, have not closed for June 2015 and are estimated at budgeted values.
f.	Transfers In/(Out) - (In Lieu)	-	(127)	127	The monthly transfers of 5% of the City's gross sales of water from the Water Enterprise Fund to the General Fund in lieu of taxes ceased as of July 1, 2014 as a result of a settlement agreement.
					MTD Actual
					\$ 973
					852
					852
					<u>\$ 122</u>

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

	Jun-15	May-15	Apr-15	Mar-15	Dec-14	Sep-14	Jun-14	Recommended Reserves	Minimum Reserves
Cash and Investments									
General Operating Reserves	\$ 10,021 (c)	\$ 10,847	\$ 10,641	\$ 10,415 (a)	\$ 15,464	\$ 13,285	\$ 10,767	\$ 9,760	\$ 5,240
WCAC	890	768	668	565	267	257	392	2,000	1,000
Capital Reserve Fund	2,220	2,220	2,220	2,220	2,220	2,220	2,220	4,000	1,000
Sub-Total Cash and Investments	<u>13,131</u>	<u>13,835</u>	<u>13,529</u>	<u>13,200</u>	<u>17,952</u>	<u>15,762</u>	<u>13,379</u>	<u>15,760</u>	<u>7,240</u>
Capital Commitments	(2,101)	(2,273)	(2,445)	(2,617)	(3,133)	(3,486)	(3,480)		
Public Benefits Obligation	0	(38)	(255)	(220)	(415)	(479)	(485)		
Cash and Investments (less commitments)	<u>11,030</u>	<u>11,524</u>	<u>10,828</u>	<u>10,363</u>	<u>14,403</u>	<u>11,797</u>	<u>9,414</u>	<u>15,760</u>	<u>7,240</u>
Restricted Cash									
Debt Service Funds (b)	1,838	1,410	1,236	1,063	1,216	682	171	1,838	1,838
Sub-Total Restricted Cash	<u>1,838</u>	<u>1,410</u>	<u>1,236</u>	<u>1,063</u>	<u>1,216</u>	<u>682</u>	<u>171</u>	<u>1,838</u>	<u>1,838</u>
Total Cash	<u>\$ 14,969</u>	<u>\$ 15,245</u>	<u>\$ 14,765</u>	<u>\$ 14,263</u>	<u>\$ 19,168</u>	<u>\$ 16,444</u>	<u>\$ 13,550</u>	<u>\$ 17,598</u>	<u>\$ 9,078</u>

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

(a) Payment of \$4.358M to Metropolitan Water District (MWD) for the purchase of untreated water for Los Angeles Department of Water and Power in exchange for groundwater credits.

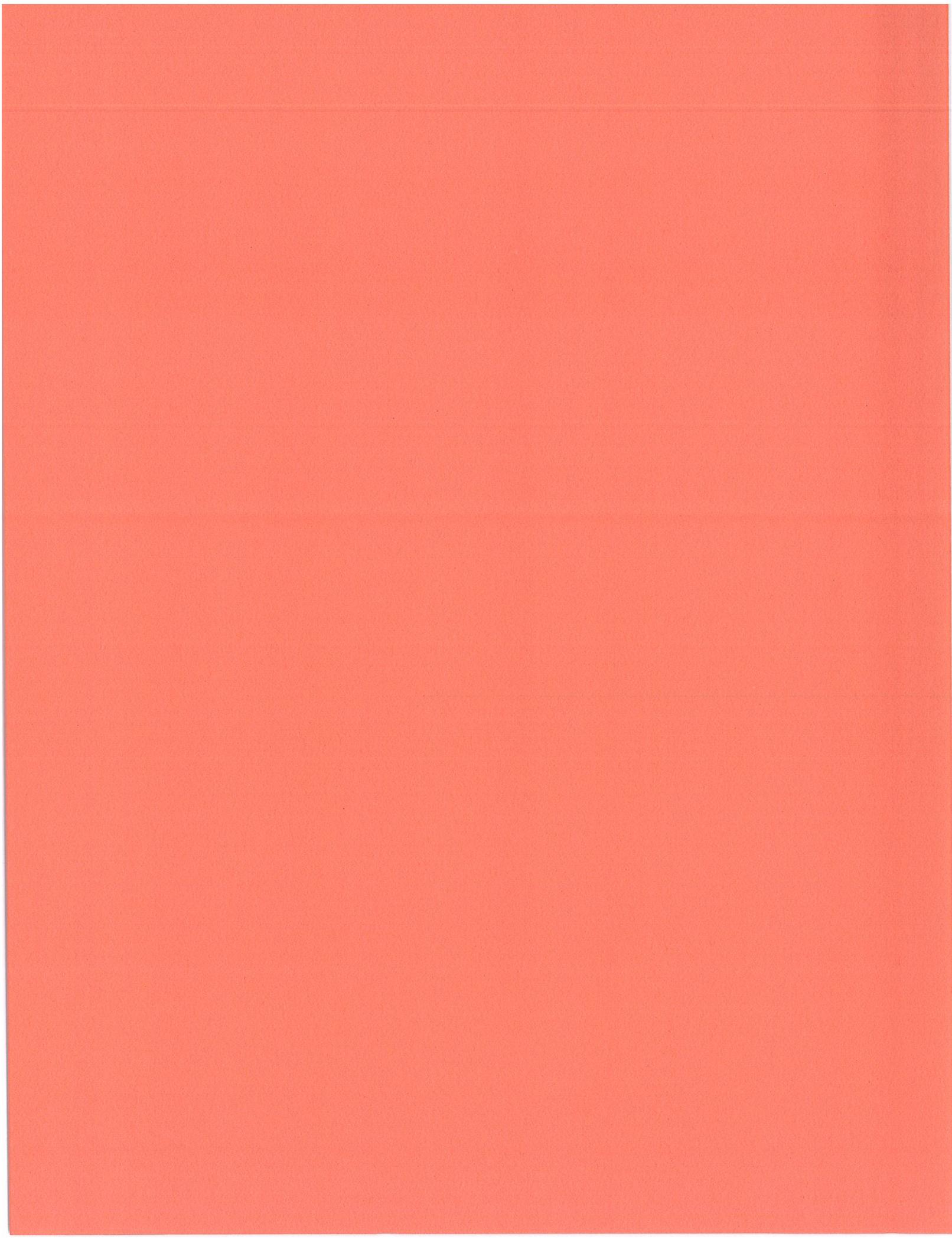
(b) Debt Service Funds are funds used to pay principal and interest on Fund 497 Bonds. This balance increases monthly to cover the semi-annual bond interest payments, which are paid in December and June of each year, and the annual bond principal payments, which are paid in June of each year.

(c) June '15 operating reserve cash is estimated, since three key accounting modules (projects, accounts receivable and fixed assets) that impact cash have not been closed for June 2015.

Estimated June 2015 Budget to Actual P&L Variance Highlights - Water Fund
(in 000's)

	Month-to-Date		Budget to Actual Variance
	Favorable Items	Unfavorable Items	
<u>MTD INCOME BEFORE AID IN CONSTRUCTION - (\$250)</u>		(139)	(139)
<u>MTD GROSS MARGIN VARIANCE</u>			
Potable Revenues driven by conservation		(433)	
Potable Revenues WCAC adjustment		(122)	
Recycled Revenues - delays on customer connections		(75)	
Water Supply expenses driven by lower demand	385		
Other	30		
Total	<u>415</u>	<u>(630)</u>	<u>(215)</u>
<u>MTD O&M AND OTHER VARIANCES</u>			
Ended In-lieu net of City Allocations	127		
Additional cost allocations from City for ended in-lieu		(51)	
Total	<u>127</u>	<u>(51)</u>	<u>76</u>

	Fiscal Year-to-Date		Budget to Actual Variance
	Favorable Items	Unfavorable Items	
<u>FYTD INCOME BEFORE AID IN CONSTRUCTION - \$413</u>	193		193
<u>FYTD GROSS MARGIN VARIANCE</u>			
Potable Revenues - due to Conservation		(2,708)	
Potable Revenues WCAC adjustment		(498)	
Recycled Revenues - delays on customer connections		(541)	
Water Supply (volume savings net of using more MWD than planned)	1,192		
Other	171		
Total	<u>1,363</u>	<u>(3,747)</u>	<u>(2,384)</u>
<u>FYTD O&M AND OTHER VARIANCES</u>			
O&M (PSA's, Supplies, Maintenance and Utilities)	521		
Lower overhead costs	605		
Ended In-lieu net of City Allocations	1,389		
Additional cost allocations from City for ended in-lieu		(549)	
All other (Deprec., Bond Int., Misc.)	611		
Total	<u>3,126</u>	<u>(549)</u>	<u>2,577</u>



W.A.

UNAPPROVED

**BURBANK WATER AND POWER BOARD
MINUTES OF MEETING
JUNE 4, 2015**

At 3:30 p.m. the Board met at the Burbank Water Reclamation Treatment Plant at 740 North Lake Street to tour the facility. The first roll call was taken at that time with Mr. Ford and Mr. Leclair absent for the tour. At the conclusion of the tour Mr. Smith continued the regular meeting of the Burbank Water and Power Board at 5:00 p.m. in the third floor Board room of the BWP Administration Building, 164 West Magnolia Boulevard, Burbank, California.

Mr. Smith led the Pledge of Allegiance to the Flag.

ROLL CALL

Board Present: Mr. Olson, Mr. Smith, Mr. Eskandar, Mr. Leclair, Ms. Springer, Mr. Ford and Mr. Herman

Staff Present: Mr. Davis, General Manager; Mr. Liu, Chief Financial Officer; Mr. Compton, Assistant General Manager – Chief Technology Officer; Mr. Mace, Assistant General Manager, Water; Mr. Somoano, Assistant General Manager, Electric; Mr. Fletcher, Assistant General Manager, Power; Ms. Riley, Sr. Assistant City Attorney; Ms. McGinley, Legislative Analyst; Ms. Meyer, Marketing Manager; Mr. Elsner, Principal Civil Engineer; Mr. Chwang, Sr. Assistant City Attorney; Mr. Maxwell, Power Production Engineer; Mr. Hernandez, Customer Service Supervisor; Ms. Kaczmarek, Manager, Customer Service Operations; Ms. Hickman, Recording Secretary.

INTRODUCTION OF ADDITIONAL AGENDA ITEMS

None requested.

ORAL COMMUNICATIONS

Mr. Smith called for oral communications at this time. No one asked to speak.

SELECTION OF BWP BOARD CHAIR AND VICE CHAIR

According to the City of Burbank Municipal Code, members of each Board and Commission shall annually elect a Chair and Vice Chair at the first meeting after June 1 following the appointment of successors to fill expired terms of office.

MOTION

Mr. Eskandar nominated Mr. Olson as BWP Board Chair and Mr. Leclair as Vice Chair. Mr. Ford seconded the nomination. The vote carried 7-0, to nominate and elect Mr. Robert Olson as BWP Board Chair and Mr. Phillip Leclair as Vice Chair.

CONSENT AGENDA

MINUTES

It was moved by Mr. Olson, seconded by Mr. Eskandar and carried 7-0 to approve the minutes of the regular meeting of May 7, 2015.

AWARD OF CONTRACT TO PAVECO CONSTRUCTION, INC. TO PERFORM ON-CALL PAVING REPAIRS UNDER BID SCHEDULE NO. 1416

It was moved by Mr. Olson, seconded by Mr. Eskandar and carried 7-0 to adopt a resolution awarding an annual pavement repair contract to Paveco Construction, Inc. to perform asphaltic concrete and Portland cement concrete repairs for water, electric, and fiber optic construction and maintenance projects for Burbank Water and Power in the amount not to exceed \$700,000 (Bid Specification 1416).

AWARD OF CONTRACT TO WILLIAMS PIPELINE CONTRACTORS, INC. TO CONSTRUCT PHASES 1 AND 2 OF THE NORTH HOLLYWOOD PIPELINES FOR THE LOS ANGELES DEPARTMENT OF WATER AND POWER UNDER BID SCHEDULE NO. 1313A

It was moved by Mr. Olson, seconded by Mr. Eskandar and carried 7-0 to adopt a resolution awarding a contract to Williams Pipeline Contractors, Inc. with an amount of \$1,724,041.93 for the construction of Phases 1 and 2 of the North Hollywood Pipelines for the Los Angeles Department of Water and Power under Bid Schedule No. 1313A.

POOL COVER REBATE

It was moved by Mr. Olson, seconded by Mr. Eskandar and carried 7-0 to approve a \$50 pool cover rebate for Burbank residents.

REPORTS TO THE BOARD

BWP OPERATIONS AND FINANCIAL REPORTS

Mr. Liu presented BWP's financial update for the month of April and discussed the year-to-date summary provided to the Board members. He reported that the month of April was slightly warmer and dryer than normal.

Mr. Davis, Mr. Mace and Mr. Elsner responded to Board member questions.

No action was taken.

CUSTOMER INFORMATION SYSTEM (CIS) IMPLEMENTATION

Ms. Kaczmarek presented an update on the CIS implementation. The following was discussed:

- Updated meter technology for wireless communication
- Seamless implementation
- BWP won an award for implementation
- New system efficiencies
- Single screen navigation
- Real time payments
- Cashiering functionality
- Automated turn on for electrical services
- Automated collections & severance process
- Automated water leak detection

The CIS implementation was on schedule and under budget. It will effectively position BWP to handle the challenges of the utility for decades to come.

Mr. Davis and Ms. Kaczmarek responded to Board member questions.

RECOMMENDATION FOR BWP TO REQUEST THAT THE CITY COUNCIL AUTHORIZE THE GENERAL MANAGER OF BURBANK WATER AND POWER TO EXECUTE ENABLING AGREEMENTS WITH THE INTERMOUNTAIN POWER AUTHORITY FOR A SHARE OF THE OUTPUT OF REPOWERED INTERMOUNTAIN POWER PROJECT

Mr. Fletcher provided a review of the Intermountain Power Project (IPP), a 1,900 MW coal-fired power plant and associated transmission project. IPP's contracts, under which Burbank and 35 other utilities purchase power and utilize transmission, expire in 2027. IPP provides 31% of BWP's power needs.

IPP is owned by the Intermountain Power Agency (IPA) which along with the Los Angeles Department of Water and Power proposed that IPP be replaced with a 1,200 MW combined-cycle, natural gas-fired power plant. Under this proposal, the gas plant will replace the coal plant in 2025.

There are two principal enabling agreements involved in replacing the coal plant with a gas plant. Mr. Chwang spoke on the renewal contracts. Purchaser's (including BWP) must enter into these enabling agreements for the renewal now in order to participate in the renewal process. Staff believes that the proposed agreements will provide the planning flexibility necessary to serve Burbank with reliable, affordable, and sustainable electric service for years to come.

Mr. Davis and Mr. Fletcher responded to Board member questions.

MOTION

It was moved by Mr. Eskandar, seconded by Mr. Leclair and carried 7-0 to request that the City Council authorize the General Manager of Burbank Water and Power (BWP), at the appropriate time, to execute and implement the IPP Renewal Documents.

RECOMMENDATION FOR BWP TO REQUEST THAT THE CITY COUNCIL APPROVE AND AUTHORIZE THE GENERAL MANAGER OF BWP TO EXECUTE A LETTER OF INTENT FOR A JOINT SPONSORING OF PATHFINDER CAES I, LLC'S PART 1 APPLICATION FOR A U.S. DEPARTMENT OF ENERGY LOAN GUARANTEE FOR A 317 MW (GROSS) COMPRESSED AIR ENERGY STORAGE PILOT PROJECT AT THE INTERMOUNTAIN POWER PROJECT SITE IN DELTA, UTAH

Mr. Fletcher reported on the proposed compressed air energy storage pilot project at the Intermountain Power Project site in Delta, Utah. He explained that eight years ago Burbank established a goal of 33% renewable energy by 2020. BWP has added renewables to meet its 33% goal but load growth is low to declining. That is why the utility needs storage.

Mr. Fletcher introduced Parag Soni, representing Pathfinder. Mr. Soni described Pathfinder, the proposed CAES project, and the next steps in its development. In this connection, Mr. Soni discussed Pathfinder and BWP's preliminary, non-binding application to the U.S. Department of Energy for a loan guarantee for a 317 MW (gross) CAES demonstration project at Delta. To further this development BWP and Pathfinder have negotiated a Letter of Intent to memorialize their business relationship in general, non-binding terms and provide for binding exclusivity for the next 12-month period.

Certain modifications to the Letter of Intent were requested by the Board.

Mr. Davis, Mr. Chwang and Mr. Fletcher responded to Board member questions.

MOTION

It was moved by Mr. Eskandar, seconded by Mr. Ford and carried 6-1 (Mr. Eskandar, yes; Mr. Ford, yes; Mr. Leclair, yes; Mr. Smith, yes; Mr. Herman, yes; Ms. Springer, yes; Mr. Olson, no) to request that the City Council approve and authorize the General Manager of BWP to execute a Letter of Intent with modifications as recommended by the BWP Board, for joint sponsoring of Pathfinder CAES I, LLC's Part 1 Application for a U.S. Department of Energy Loan Guarantee for a 317 MW (gross) compressed air energy storage pilot project at the Intermountain Power Project site in Delta, Utah.

CONTRACT AWARD TO COURTS CONSTRUCTION COMPANY, INC. FOR THE CONSTRUCTION OF THE NEW CENTRAL LABORATORY AT THE MAGNOLIA POWER PLANT AND THE MATERIALS HANDLING AREA PROJECT – BID SCHEDULE 1421

Mr. Maxwell presented plans for the new Central Laboratory at the Magnolia Power Plant and the Materials Handling area project. The Central Laboratory project consists of a new water quality testing lab at the Magnolia Power Plant which will provide space for determining water quality control, storage for operator's safety gear, restrooms, and a work station. The new lab will improve operator safety and productivity.

The Materials Handling project will provide segregated areas for material storage and waste handling.

Staff is requesting the contract for construction be awarded to Courts Construction Company, Inc., the lowest responsive bidder. Construction will begin on July 6, 2015 with an anticipated completion date of December 15, 2015.

Mr. Davis, Mr. Fletcher, Mr. Maxwell and Ms. Riley responded to Board member questions.

MOTION

It was moved by Mr. Olson, seconded by Mr. Ford and carried 7-0 to adopt a resolution awarding a contract to Courts Construction Company, Inc. to construct the new Central Laboratory at the Magnolia Power Plant and the separate Materials Handling area facility in the BWP Yard and authorize the General Manager to execute the contract as amended after evaluating potential union comments, if any are provided, in the amount of \$1,791,880.

SUSTAINABLE BURBANK COMMISSION REPORT

Mr. Eskandar resigned as the BWP Board Liaison to the Sustainable Burbank Commission. Ms. Springer volunteered to replace Mr. Eskandar as liaison and the Board unanimously accepted her offer.

COMMENTS AND REQUESTS FROM BOARD MEMBERS

Mr. Smith welcomed new Board members Mr. Paul Herman and Ms. Sharon Springer.

Ms. Springer commented that she had just completed her 6th year on the Sustainable Burbank Commission. She appreciates being a part of the BWP Board.

Mr. Olson asked if letters were sent to former Board members Lynn Kronzek and Annie Hovanessian thanking them for their contributions and service to the BWP Board. Mr. Davis responded that the Mayor's office coordinates those letters.

Mr. Ford remarked on the Green Home House Call program. He inquired about adding rebates for drought items such as pool covers in the Green Home House Call program.

Mr. Eskandar commented on the turf removal program and asked if staff knew what the percentage of rebates are going to companies that provide free drought resistant landscape.

Mr. Leclair asked about updates from MWD Board meetings and if there were any updates on the water citations.

Mr. Herman introduced himself.

Mr. Smith thanked staff for the tour of the Water Reclamation Treatment Plant. He also commented on his experience as Board Chair. He commended Mr. Davis and staff on the great job they did on the budget.

Mr. Smith had prepared a speech to present to Council before BWP's budget presentation but was unable to give it. He read the speech to the Board and staff.

INFORMATION FROM STAFF

Legislative Update. Ms. McGinley thanked the Board for joining the tour of the Water Reclamation Treatment Plant. She handed out a list of legislative updates for discussion.

- SB 180 – Electricity – emissions of greenhouse gases
- SB 550 – Net energy metering
Both bills were stalled

- SB 350 – Clean Energy and Pollution Reduction Act of 2015
Moved to Assembly – passed Senate

- SB 32 – California Global Warming Solutions Act of 2006 – emissions limit
Moved to Assembly – passed Senate

Drought Update. Mr. Mace provided an update on California's drought. He commented that the current snowpack is at zero and discussed resources. Nothing has changed.

Ms. Meyer spoke on the Billion Gallon Challenge and Burbank's watering schedule which began June 1, 2015. Ms. Meyer commented that water usage in 2015 versus 2013 went from a 3.95% to 14.25% reduction.

The following methods are being used to get the water conservation word out:

- Websites
- Newsletters
- BWP lobby monitor
- Burbank Leader
- Street banners
- Buck slips
- Door hangers
- Press Release
- Monitors at Burbank City Federal Credit Union
- Twitter posts

- Daily News and MyBurbank.com ads
- Letter to Editor – Burbank Leader
- Google Adwords
- Postcards

ADJOURNMENT

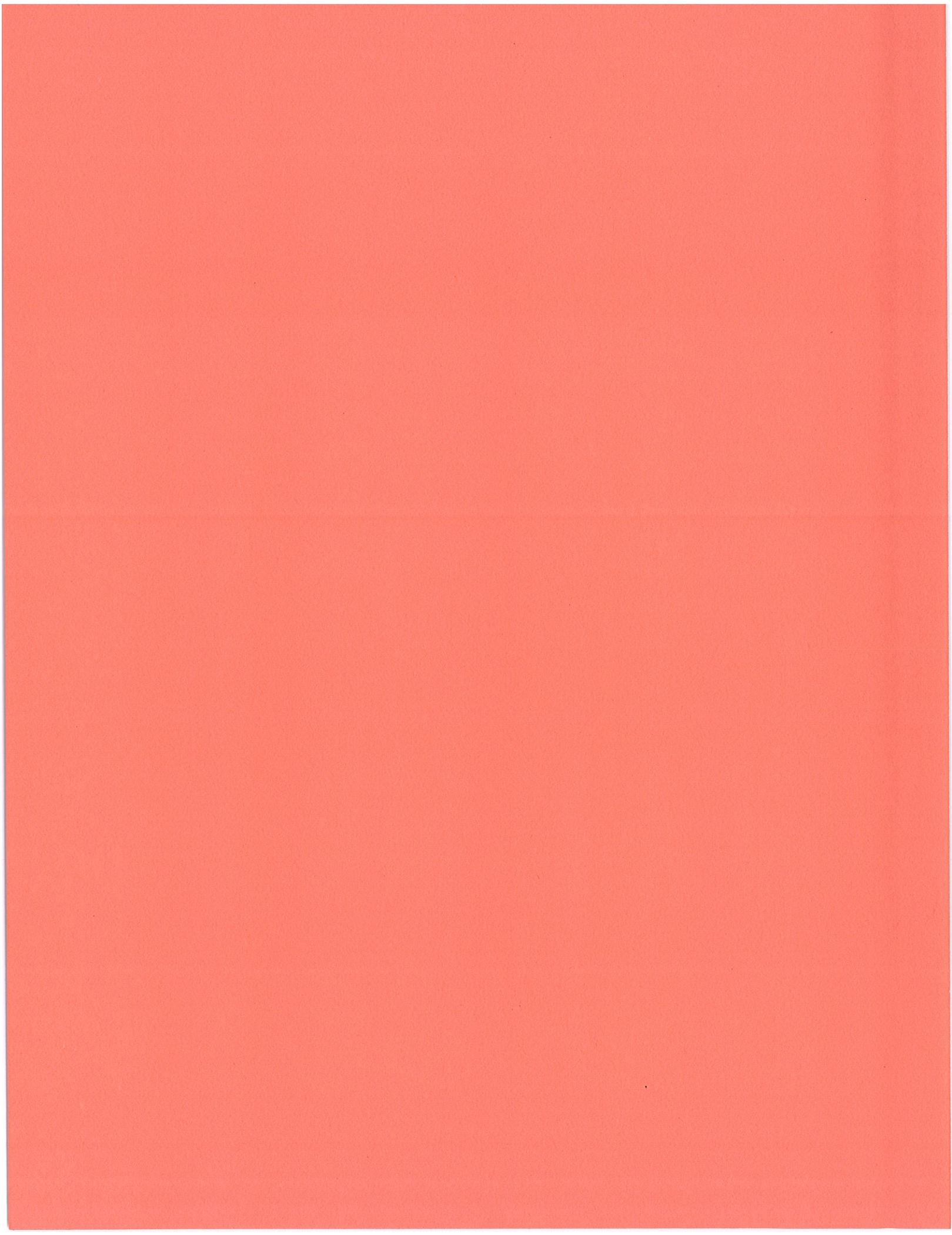
The meeting was adjourned at 10:31 p.m. The next meeting will be held on Thursday, August 6, 2015, at 5:00 p.m. in the third floor Board room at Burbank Water and Power.

Pat Hickman
Recording Secretary

Ron Davis
Secretary to the Board

Jordan Smith, Chair, BWP Board

:





**CITY OF BURBANK
CIVIL SERVICE BOARD**

NOTICE

The regular meeting of the Civil Service Board will be held on **August 5, 2015 at 4:30 p.m.** in the **City Hall Council Chambers – 275 East Olive Avenue.** Support documents of items on this Agenda may be obtained from the Management Services Department or by visiting the City's website at www.burbankca.gov. The agenda shall include information regarding how, to whom, and when a request for disability-related modification or accommodation, including auxiliary aids or services may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting.

AGENDA

1. Roll Call

2. Additional Agenda Items

None

3. Open Public Comment Period of Oral Communications

None

OVERVIEW: During this period of Oral Communications, the public may comment on any matter concerning Civil Service business, and/or any items on the agenda.

4. Approval of Minutes

Approved 3-0 Ms.
Waltman abstained

OVERVIEW: Regular meeting of July 1, 2015.

RECOMMENDATION: Approve as submitted.

5. Proposed Amendments to Classification and Pay Plan

ESTABLISHMENT OF THE TITLE AND SPECIFICATION FOR THE CLASSIFICATION OF INFORMATION SECURITY ANALYST

Approved 3-1

OVERVIEW: The Information Technology Department is requesting the Civil Service Board approve the establishment of the title and specification for the classification of Information Security Analyst. The proposed establishment will oversee and manage the City's information security.

RECOMMENDATION: Discuss and approve

ESTABLISHMENT OF THE TITLE AND SPECIFICATION FOR THE CLASSIFICATION OF LAND SURVEYOR

Approved 4-0

OVERVIEW: The Burbank Water and Power Department is requesting the Civil Service Board approve the establishment of the title and specification for the classification of Land Surveyor. The proposed establishment will meet the current and ongoing needs of the Department by overseeing all land survey related functions.

RECOMMENDATION: Discuss and approve

ESTABLISHMENT OF THE TITLE AND SPECIFICATION FOR THE CLASSIFICATION OF INTELLIGENT TRANSPORTATION SYSTEMS SPECIALIST

Approved 4-0

OVERVIEW: The Public Works Department is requesting the Civil Service Board approve the title and specification for the classification of Intelligent Transportation Systems Specialist. The proposed establishment will be responsible for coordinating and maintaining the Intelligent Transportation Systems in the Traffic Management Center.

RECOMMENDATION: Discuss and approve

ESTABLISHMENT OF THE TITLE AND SPECIFICATION FOR THE CLASSIFICATION OF PUBLIC WORKS ADMINISTRATOR

Note and file

OVERVIEW: The Information Technology Department is requesting the Civil Service Board approve the establishment of the title and specification for the classification of Information Security Analyst. The proposed establishment will oversee and manage the City's information security.

RECOMMENDATION: Note and file

6. Recruitment and Selection Report – July 2015

Note and file

OVERVIEW: The Recruitment and Selection Report is submitted to the Board to reflect the activity occurring during a specified month in the Recruitment and Selection section of the Management Services Department–Human Resources Division.

RECOMMENDATION: Note and file.

7. Appointments and Assignments

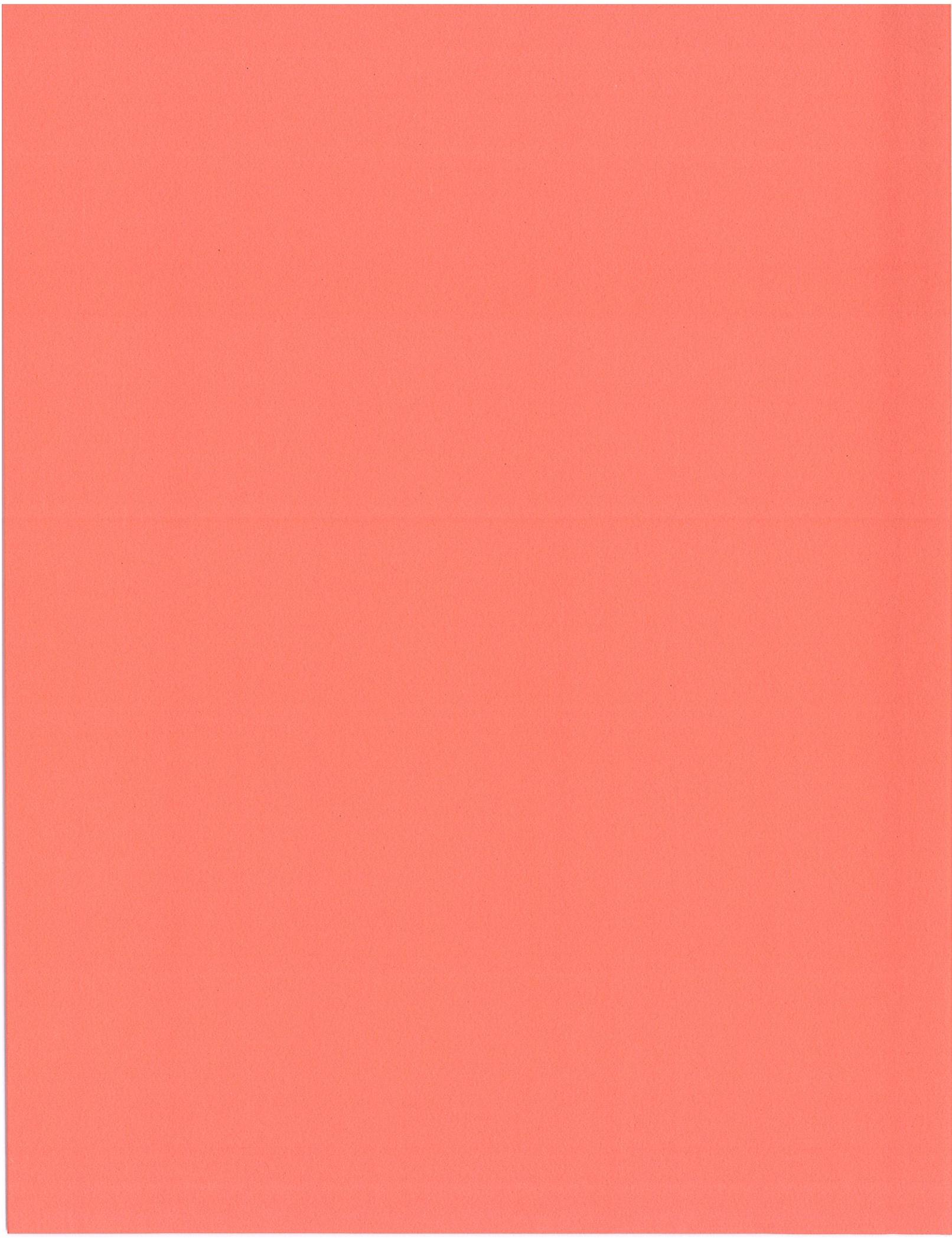
Note and file

OVERVIEW: For the month of August 2015, there are no extensions needed.

RECOMMENDATION: Note and file.

8. Adjournment

If you have any questions about any matter on the agenda, please call the Management Services Department at (818) 238-5026. This facility is disabled accessible. Auxiliary aids and services are available for individuals with speech, vision or hearing impairments (advanced notice is required). Please contact the ADA Coordinator at (818) 238-5424 voice or (818) 238-5035 TDD with questions or concerns.



Important Updates for the Burbank City Council

August 7, 2015

Burbank Hosts Botswana and Zimbabwe Delegations



After more than a year of planning the Burbank community played host to Special Olympics athletes from Botswana and Zimbabwe prior to their competing in the World Games in Los Angeles in late July. More than 80 people comprised delegations from both countries during their three night stay at Woodbury University from July 21-24. Generous donations from businesses and citizens ensured that the athletes were well cared for. Activities included three large public events; the Torch Run Ceremony on City Hall Steps, a community concert at the Starlight Bowl sponsored by

Worthe Real Estate Group and a farewell ceremony at Woodbury University. The Public Information Office is currently working on two video projects that will recount the emotional week. Stay tuned.

Special Olympics Welcome Breakfast

Burbank Firefighters Local 778 hosted a Special Olympics Welcome Breakfast at Fire Station 11 on Wednesday, July 22. The athletes and delegates from Zimbabwe and Botswana were thrilled with the reception, a nourishing meal, and interaction with friendly Fire Department personnel. The Burbank Special Olympics Committee members were very impressed with the firefighters' participation in serving and hosting the event. Command Performance Catering generously donated the breakfast.



BPD Participates in Special Olympics World Games Torch Run



That same morning, BPD sworn and civilian personnel greeted the Special Olympics World Games Final Leg Torch Runners on at Johnny Carson Park. Personnel then accompanied the torch to a kick-off ceremony on the steps of City Hall to welcome the athletes from Botswana and Zimbabwe and celebrate law enforcement's participation in Special Olympics.

Area C Strike Team Deployment

The California Department of Forestry and Fire Protection (CAL Fire) requested two immediate need Type I Strike Teams to respond to the Rocky Incident in Lower Lakes, CA on Thursday, July 30. Two strike teams consisting of five engines, one strike team leader, and one strike team leader trainee were deployed. The Burbank Fire Department assisted with a total of nine personnel (two engines and one Battalion Chief). Both Strike Teams have been assigned to structure defense in the Morgan Valley and Rocky Creek areas of the incident and have been involved in saving several structures. The fire has currently burned 22,500 acres with 5% containment. The incident is under the command of CAL FIRE with a total of 1,591 personnel assigned.



Library Material Management System Upgrade

The Burbank Public Library is in the process of upgrading its material management system by implementing RFID (Radio Frequency Identification) technology. The new system offers the following advantages; improved security on all library materials, self-checkout capability, eventual credit card payment capability and improved collection inventory and development. The implementation of the new system was divided into three phases: Phase 1: Material tagging; Phase 2: Self-checkout installation; and Phase 3: Installation of automated handling system. The library is currently in Phase 1 and each branch will be closed for a week, one at a time, in order to prepare materials for the transition to self-checkout. Northwest is the first to re-open; patrons are curious and excited about the self-check machines that they will soon be able to use. Nearly all of the collection was tagged during the closure and staff is learning the new process so they can assist the public effectively.

Take Your Child to Work Day 2015

City employees had the opportunity to bring their children ages 7-17 to Take Your Child to Work Day on Thursday, July 30. More than fifty City employees' children experienced all the exciting things the City of Burbank has to offer. The festivities began with a special welcome from City Manager Mark Scott. The children then participated in a tour of the Civic Center where they were greeted by Mayor Bob Frutos. They continued with a tour of the Animal Shelter and Police and Fire Headquarters. The Burbank Recycle Center and Library also participated with presentations. The children then enjoyed lunch with their parents and were invited to spend the rest of the day with them at their work sites. Thank you to all of the City Departments that participated.

BPD Participates in NOBLE's Annual Training Conference

Members of the Burbank Police Department participated in the 39th annual training conference of the National Organization of Black Law Enforcement Executives (NOBLE) in Indianapolis, Indiana from July 10 to 16. This year's theme was "At the Forefront of Achieving Diversity in Law Enforcement." Attorney General Loretta Lynch addressed delegates on the significance of restoring police-community relations and diversity, specifically in recruitment. One of the conference highlights was the "Memorial March" during which law enforcement executives together with the young people marched through the streets of Indianapolis to honor this year's fallen law enforcement officers.



MVP Basketball Camp

More than 35 young people between grades 4-9 joined Parks and Recreation staff and "Coach" Mike Graceffo for this year's MVP Basketball Camp at McCambridge Recreation Center from July 31 to August 1. The two day camp helped students develop fundamental basketball skills through instruction, team practices, contests and drills.

Summer Reading Club

The 2015 Summer Reading Club for children, 6th grade and younger, was a big success this year. Thousands enjoyed 54 entertaining programs over the six weeks. The Teen Summer Reading Club was also popular with 582 attending the unique and innovative programs. Summer Reading Club for Grown-ups continues until August 13th. All Summer Reading Club programs are free to the community, thanks to the Friends of the Burbank Public Library.

New Restaurant Openings in Burbank

Five Guys Burgers and Fries The popular hamburger restaurant is set to open Tuesday, August 18 at the former My Big Fat Greek Restaurant space at 201 East Magnolia Blvd. in the Burbank Town Center. The fast casual restaurant chain has more than 1,000 locations in the US, UK and Canada. There are approximately thirty Five Guys in the greater Los Angeles area including Mid-Wilshire, West Hollywood, and Studio City.