Weekly Management Report
April 1, 2016

1. **Minutes** - Burbank Water and Power Board Minutes of March 3, 2016 - Burbank Water and Power Department

2. **Staff Report** - February 2016 Operating Results - Burbank Water and Power Department

3. **Synopsis** - Burbank Cultural Arts Commission Meeting of March 10, 2016 - Parks and Recreation Department

4. **Synopsis** - Art in Public Places Meeting of March 23, 2016 - Parks and Recreation Department

5. **Notes** - City Notes, April 1, 2016 - City Manager

6A.

UNAPPROVED

BURBANK WATER AND POWER BOARD
MINUTES OF MEETING
MARCH 3, 2016

Mr. Olson called the regular meeting of the Burbank Water and Power Board to order at 5:10 p.m. in the third floor Boardroom of the BWP Administration Building, 164 West Magnolia Boulevard, Burbank, California.

Mr. Smith called for the Pledge of Allegiance to the Flag.

ROLL CALL

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

Staff Present: Mr. Somoano, Acting General Manager, BWP; Mr. Davis, Interim City Manager; Mr. Liu, Chief Financial Officer; Mr. Compton, Assistant General Manager – Chief Technology Officer; Mr. Mace, Assistant General Manager, Water; Mr. Fletcher, Assistant General Manager, Power; Mr. Chwang, Sr. Asst. City Attorney; Mr. O. Hernandez, Acting Legislative Analyst; Ms. Fletcher, Assistant General Manager, Customer Service and Marketing; Mr. Swe, Utility Rates and Program Analyst; Ms. O'Brien, Customer Service Supervisor; Mr. Ancheta, Acting Assistant General Manager, Electrical; Kelley, Acting Administrative Officer; Mr. Kelley, Manager Electrical Equipment; Ms. Waloejo, Financial Planning & Risk Manager; Mr. Adkins, Financial Accounting Manager/BWP; Mr. Bleavans, Power Resources Manager; Ms. Riley, Sr. Assistant City Attorney; Mr. D. Hernandez, Principal Electrical Engineer; Ms. Hickman, Recording Secretary.

INTRODUCTION OF ADDITIONAL AGENDA ITEMS
None requested.

ORAL COMMUNICATIONS
Mr. Olson called for oral communications at this time. No one asked to speak.

CONSENT AGENDA

MINUTES
With one correction noted it was moved by Mr. Leclair, seconded by Mr. Smith and carried 7-0 to approve the minutes of the regular meeting of February 4, 2016.

REPORTS TO THE BOARD

BWP OPERATIONS AND FINANCIAL REPORTS
Mr. Liu presented BWP's financial update for the month of January, 2016.

Mr. Liu, Mr. Bleveans, Mr. Ancheta and Ms. Fletcher responded to Board member questions pertaining to the operating report.

This was an information only item. No action was taken.

FISCAL YEAR 2016/17 BUDGET

Mr. Somoano provided a power point presentation on updates made to BWP's Draft Fiscal Year 2016/17 Budget since the February 4, 2016 meeting.

The impacts of contracted renewable energy, lower energy demand due to conservation, and lack of load growth are driving the proposed 2.10% electric rate increase.

The impacts of the drought, lower water demand, and the rising cost of purchased water from the Metropolitan Water District (MWD) are driving the proposed 3.40% water rate increase.

The utility's proposed budget includes the MPP Fund, Tieton Fund, Street Lighting Fund and Communications Fund.

Staff's aim is to maintain a low sustained rate increase, maintain reliability and maintain the 3.40% water increase without a possible surcharge.

Mr. Adkins handed out a Drought Surcharge & Rate Plan Scenarios – Stage II report for Fiscal Year 2016/17. Mr. Somoano explained the report with Board discussion following.

Mr. Swe presented an update on the water rate design for the next fiscal year. The presentation included discussion on the following:

- Current water rates
- Proposed monthly meter charges
- Customer bill impact
- Multi-family and commercial customer meters
- Average bill (summer)
- Average bill (other months)
- Average commercial & multifamily impact by meter size
- Meter charge comparison
- Residential electric rates
- Customer service charge timeline

Small commercial electric rates:

- Commercial conversion to TOU rates
- Small commercial TOU rates
- Time of use (TOU) schedule
- TOU hours in year
- Sample customer bill impacts

The possibility of a water surcharge was discussed.

The BWP Board stated that they will approve staff's recommendation as proposed, but is aware that discussion to revisit the water surcharge and rate increase will occur when staff believes it is necessary.

Mr. Davis, Mr. Somoano and Mr. Swe responded to Board member questions and comments.

This was an information only item. No action was taken.

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The impacts of the drought, lower water demand, and the rising cost of purchased water from the Metropolitan Water District (MWD) are driving the proposed 3.40% water rate increase.

The utility's proposed budget includes the MPP Fund, Tieton Fund, Street Lighting Fund and Communications Fund.

Staff's aim is to maintain its current low sustained electric rate increase plan, maintain reliability and maintain the water rate increase plan of 3.4%, which includes a possible future drought surcharge or a revised rate plan to manage water cash reserve.

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Mr. Davis, Mr. Somoano and Mr. Swe responded to Board member questions and comments.

MOTION
It was moved by Mr. Leclair, seconded by Mr. Eskandar and carried 6-1 (Mr. Herman voted no) to endorse and recommend approval of the Proposed Fiscal Year 2016-17 Budget to the City Council for Funds 496, 497, 483, 129, 133 and 535, including an electric rate increase of 2.10% and a water rate increase of 3.40%, effective July 1, 2016.

SUSTAINABLE BURBANK COMMISSION REPORT
Ms. Springer reported that the Sustainable Burbank Commission did not meet.

COMMENTS AND REQUESTS FROM BOARD MEMBERS
Mr. Eskandar thanked the Interim City Manager for attending the Board meeting.

Ms. Springer asked if staff could revisit the green energy program previously offered to customers.

Mr. Olson reminded board members to complete the Form 700. He also reminded them about the upcoming Boards and Commissions dinner.

INFORMATION FROM STAFF
Legislative Update. Mr. Hernandez discussed the following:

Federal:
- Clean Power Plant

State:
- February 19 was the last date to enter new legislation
- Aliso Canyon
- SB 380, SB 814, AB 2339, AB 2699, AB 173

Drought Update. Mr. Mace reported that since his last update the State Water Project allocation increased to 30%. Water levels at selected lakes have come up some. The state is still in a wait and see mode. Mr. Mace responded to Board member questions.

ADJOURNMENT

The meeting was adjourned at 8:14 p.m. The next meeting will be held on Thursday, April 7, 2016 at 5:00 p.m. in the third floor Boardroom at Burbank Water and Power.

Pat Hickman
Recording Secretary

Jorge Somoano
Secretary to the Board

Bob Olson, Chair, BWP Board

7A.

CITY OF BURBANK
BURBANK WATER AND POWER
STAFF REPORT

DATE: April 7, 2016
TO: BWP Board
FROM: Jorge Somoano, Acting General Manager, BWP
SUBJECT: February 2016 Operating Results

SAFETY

Burbank Water and Power had no new reportable lost time injuries during February 2016.

Water Results of Operations

For the month of February, water usage was 11% (37 million gallons) lower than budgeted due to conservation; and usage was 17% (target 24%) below the February 2013 standard. February Potable Water Revenues were $42,000 lower than budgeted and Recycled Water Revenues were $48,000 better than budgeted. February Water Supply Expenses were $42,000 better than budgeted. February's Gross Margin was $27,000 worse than budgeted. Net Income was a loss of $448,000, which was $27,000 worse than budgeted.

February fiscal-year-to-date (FYTD) water usage was 21% (780 million gallons) lower than budgeted due to conservation efforts by customers; and since June 1st, Burbank has been meeting the overall volumetric reduction required to be in compliance with state mandated conservation by being below 24% of the 2013 standard. FYTD February Potable Water Revenues were $2,996,000 worse than budgeted and Recycled Water Revenues were $372,000 worse than budgeted. FYTD Water Supply Expenses were $1,843,000 better than budgeted, corresponding to lower demand. The FYTD Gross Margin was $1,822,000 worse than budgeted. Operating Expenses were $672,000 better than budgeted. Net Income was a loss of $399,000, which was $1,068,000 worse than budgeted.

Electric Results of Operations

For the month of February, electric loads were 2% lower than budgeted and Retail Sales were $722,000 lower than budgeted, primarily due to conservation and warmer than normal temperatures. February Power Supply Expenses were $1,549,000 better than budgeted due to prior period true-up credits, biogas under deliveries and lower fuel prices. February's Gross Margin was $824,000 better than budgeted. Net Income was a loss of $495,000 which was $889,000 better than budgeted.

FYTD February electric loads were 1% lower than budgeted and reflect conservation efforts offset by warmer than normal months of September and October. Retail Sales were $426,000 lower than budgeted. FYTD Power Supply Expenses were $8,489,000 better than budgeted due to higher than planned true-up credits, lower energy prices, and renewable energy underperformance. FYTD Gross Margin was $7,574,000 better than budgeted. February FYTD Operating Expenses were $1,331,000 better than budgeted. Net Income was $11,512,000 which was $9,250,000 better than budgeted.

WATER DIVISION

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

The State Natural Resources Agency released the preliminary draft chapters of the Bay Delta Conservation Plan (BDCP) in 2013. The State Natural Resources Agency later 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. Governor Brown supports the approval of the BDCP. The State Agencies have received public comment and have recirculated the revised documents for further public comment. The final documents will then be ready for adoption and any proposed actions.

The State Department of Water Resources released the Environmental Impact Statement (EIS) for the revised/recirculated BDCP (CA Water Fix) on July 10, 2015. Public meetings were held on July 28 and 29. Public comments were due October 30, 2015. The final EIR/S is anticipated to be released in early 2016. The release of the EIS has not changed anyone's mind as responses align with political and economic interests in the Delta and the 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 final State Water Project (SWP) Allocation for 2015 was released on March 2, 2015 at 20%. 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) finalized the regulations. 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. 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 against the same periods in 2013-14 and 2015-16). Residential per capita per day use was used to set the tier (conservation standard). Burbank staff challenged it, resulting in a Tier 6 or a 24% reduction standard on June 1. Data from June through February for 2014-15 showed a 7% reduction, requiring Burbank to find ways to reduce use by another 17%.

Burbank implemented Stage II of the Sustainable Water Use Ordinance on August 1, 2014; and Stage III was implemented effective June 1, 2015. 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.

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, 2015. This is a 15% reduction on water deliveries based on a 15% reduction of retail sales. BWP was expecting this and is positioned to handle the reduced deliveries and avoid having 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.

Year	20% by 2020 (Baseline)	20% by 2020 (Goal)	2012 (Actual)	2014 (Actual)	2015 (Actual)	2016 (Gov.'s goal)
GPCD	193	155	149	162	139	125
Reduction of Baseline %	0%	20%	29%	16%	28%	35%

Year-end data for last fiscal year (FY 14/15) showed water use by the City was reduced by 10.65% from budget for the fiscal year. Given that temperatures were generally higher than normal last fiscal year, the 10.65% reduction in use can reasonably be attributed to conservation efforts by our customers. This totals to 680 million gallons of potable water saved last fiscal year. **More specifically, the encouraging trend for reduced use by month in 2015 compared to 2013 for the months January through May were 3.95%, 6.32%, 14.65%, 14.22% and 22.62%, respectively.**

The actual measurement period dictated by the Governor's Executive order began June 1st, 2015. **In the months of June, July, August, September, October, November, December of 2015 and January, February of 2016, potable water use was 26%, 28%, 27%, 30%, 26%, 24%,20%, 20% and 17% respectively, below the 2013 benchmark and just meeting the 24% state mandated overall volumetric reduction for the nine month period.** GPCD usage for February was 96 GPCD. The two day a week watering restriction played a large part in water use reduction in the warmer months. The heaviest water use months are through October. Outdoor watering is limited to one day a week November through March. Because watering limitations were not in effect in 2013, significant reduction in water use from 2013 is expected to continue and enable Burbank to continue to meet the extended reduction goal. Rainfall in February helped to further lower the GPCD for the month. Heavy rains in Southern California due to a strong El Nino have yet to materialize but may yet occur in March and April.

The SWP allocation for 2016 was set at 15% on January 26, 2016. It was increased to 30% on February 24, 2016. It will likely increase later in the season once the full extent of this years' precipitation is realized and measured. MWD is predicting that it will be finalized at 50%. The SWRCB decided in January to extend the Governor's Executive Order thru October of 2016 but will reconsider this decision in May in light of subsequent precipitation that has and still may occur in March and April. Burbank's Conservation Standard was revised to 22%, giving some buffer but the extension from March thru October is still a billion gallon reduction compared to water use in the same period in 2013.

It is not expected that one year of more than average precipitation will break the drought. Winter weather aided by a strong El Nino through April will determine whether the executive order will be amended and continue to be extended to October 31.

February 2016 data shows a continued trend in lower water usage, a 17% decline in usage compared to February 2014. Through February, our community has saved 1.181 billion gallons against our nine-month one billion gallon reduction goal.

The goal was achieved by strictly adhering to the watering restrictions of Stage III and conservation practices, rapidly completing remaining recycled water (RW) conversions and continuing to educate and remind the public will be necessary to meet the Conservation Standard. Enforcement through fines has been conducted, with any funds received set aside to assist conservation efforts for low income customers during the drought.

The BOU was 87.21% available for service in February. Three Liquid Phase Granulated Activated Carbon Filters went off-line for carbon change out at mid-month. One bed came back on-line before the end of the month. Well V-07 went off-line at the end of October and was off through February. A well pump service company is scheduled to reinstall the pumping equipment at the beginning of March. The necessary replacement parts are on hand. The effects of the 2/1 (Summer/Winter) day a week landscape watering restrictions as well as the February rain had an impact on demand. BWP is maximizing BOU production by optimizing the blend with MWD treated water.

Availability	Production	Average Flow Rate (gallons per minute)
95.56%	50.35%	4,531

Project Updates:

Work began at the beginning of November to extend the 12-inch potable main in Ontario St. from Monterey Ave. to Pacific Ave. This project allowed the conversion of the training areas at the Fire Training Center to RW. Transfer of services and abandonment/removal of old pipe was completed in January. The project is complete and the Fire Department started training with RW in February.

Work started at the beginning of January on installing a new 12-inch ductile iron potable water main in Lima St. between Olive Ave. and Alameda Ave. This is part of the Talaria project and was completed mid February.

Work started at the end of January on an 8-inch ductile iron RW main extension in Alameda Ave from Lima St. to Avon St. and then across Alameda Ave. and up Avon St. to Oak Ave. to support the Talaria project. Completion is expected in May.

The Joint Service Agreement (JSA) between BWP and the Los Angeles Department of Water and Power (LADWP) was 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 2015 Board meeting. Construction on these two extensions began in October 2015 and will be complete by mid April 2016. Total construction time to complete all three extensions is 18-24 months. The Notice to Proceed for the first two phases was issued at the beginning of September 2015. Actual construction started in mid-October 2015. The first two phases along the Chandler Bikeway and the Whitnall Hwy. at Burbank Blvd. were completed in March. Phase three, along Verdugo Ave (17,000 l.f. of pipe) is anticipated to begin in late April. LADWP is acquiring approval from their Board to increase the contract cost on phase three because of additional cost due to reduced work hours and street repairs required by the City of L.A.

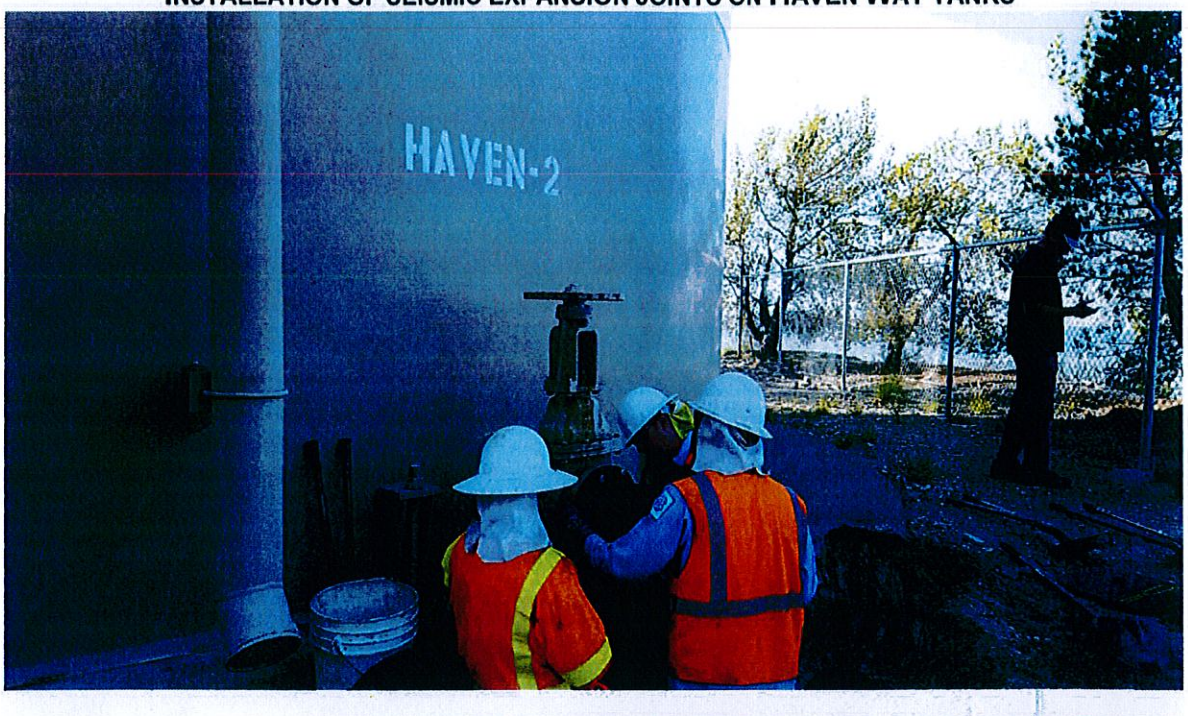
Painting of the Recycled Water Pump Station #1 at the Water Reclamation Plant by an outside contractor began the last week of January and was complete in February.

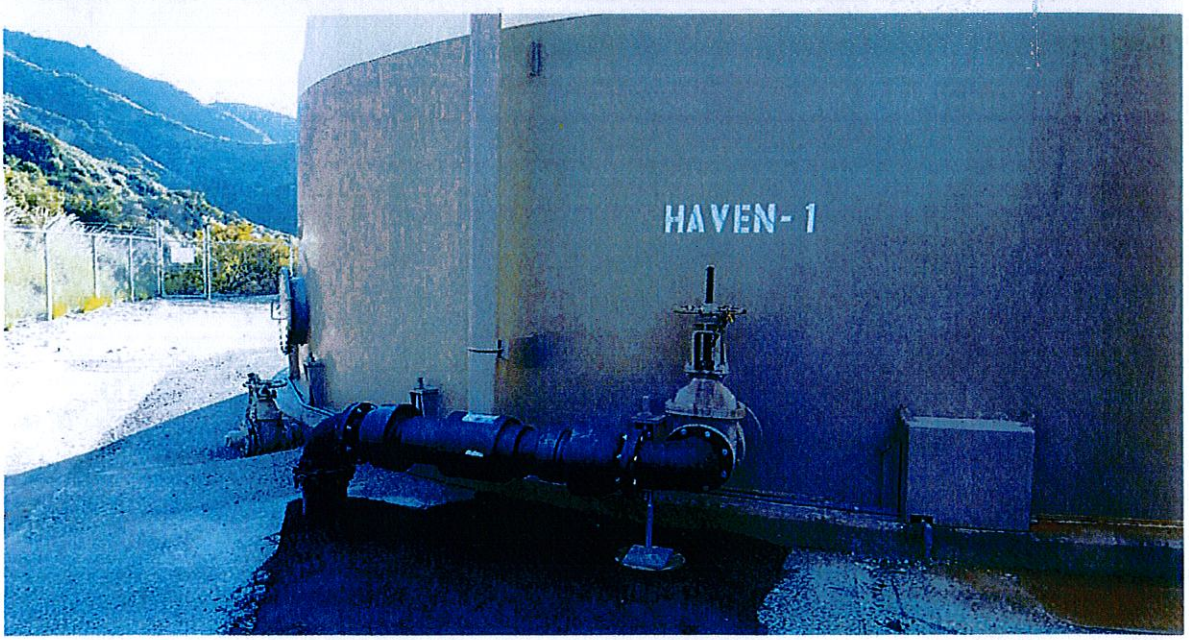
Valhalla Memorial Park was converted to RW in February. A Memorandum of Understanding (MOU) in final draft was presented to the BWP Board at the January meeting and the City Council approved it at the February 23rd Council meeting. The irrigation system went live February 26th.
Upcoming sites for conversion: 1101 Verdugo (Burbank Housing Corp.), 333 Screenland (Toluca Terrace Apartments), Edison/Alameda Median, Claim Jumper Cooling Tower.

Disney made a specific commitment to BWP management to convert the Main lot cooling towers, and facilities at the Animation and ABC 7 properties by the end of November. The Main lot cooling towers and the ABC 7 irrigation were converted. A contractor is working on the cooling towers and irrigation for the Animation Bldg. which is expected to be converted in early April. Work on the cooling towers at ABC 7 will remain to be tracked until converted. A satellite Disney Building at Alameda Ave. and California St. is scheduled for conversion in early April.

The Burbank Avalon Media Center (Oak & Pass) is in process for conversion to RW. FotoKem is preparing to convert some film processing to RW.

INSTALLATION OF SEISMIC EXPANSION JOINTS ON HAVEN WAY TANKS





INSTALLATION OF TWO 2-INCH SERVICES FOR IRRIGATION AND COOLING TOWER FOR THE NEW NICKELODEON OFFICE BUILDING ON OLIVE & LAKE

DISTRIBUTION

ELECTRIC RELIABILITY

OUTAGES

In February 2016, BWP experienced one sustained feeder outage. In the past twelve months, automatic reclosing has reduced customer outage time by approximately 1,249,443 customer minutes.

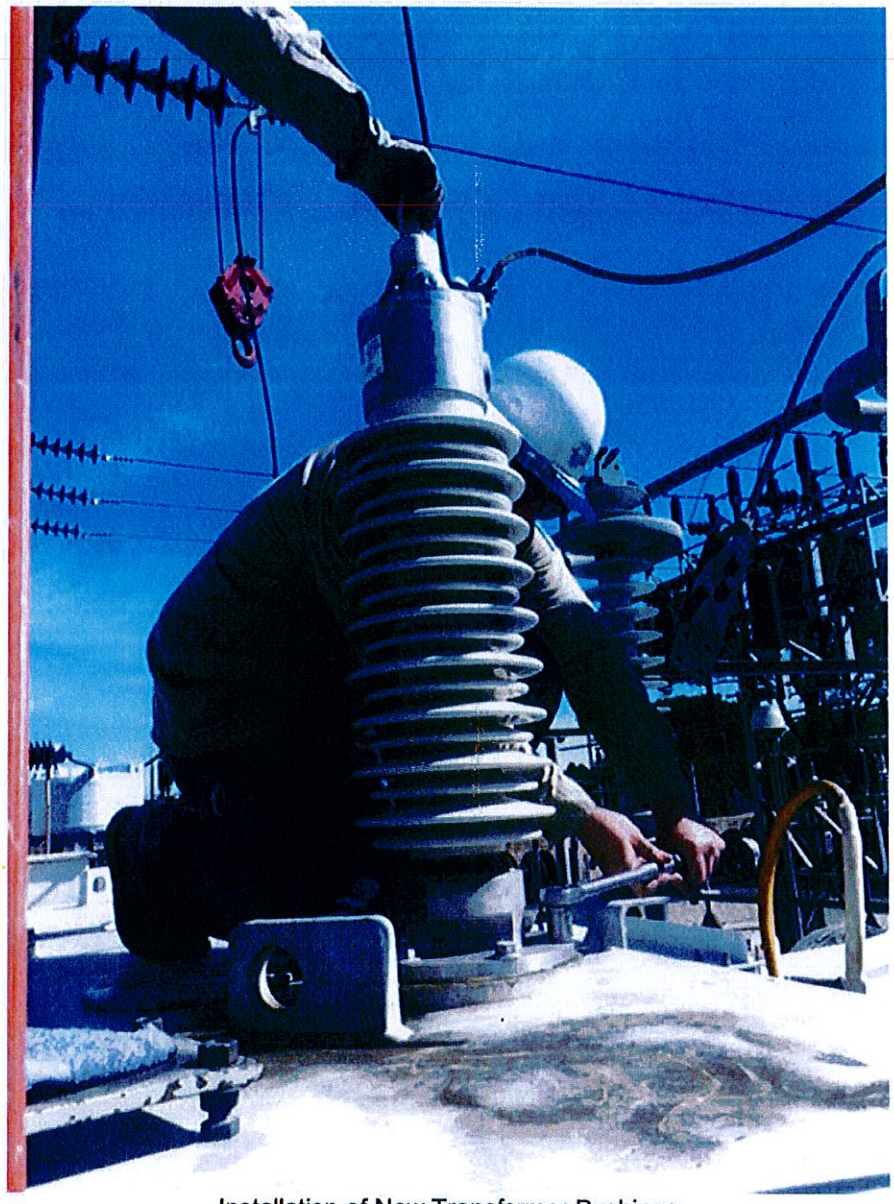
Reliability Measurement	Mar 2014-Feb 2015	Mar 2015-Feb 2016
Average Outages Per Year (SAIFI)	0.2801	0.3672
Average Outage Duration (CAIDI)	27.43 minutes	52.16 minutes
Average Service Availability	99.999%	99.996%
Average Momentary Outages Per Year (MAIFI)	0.3794	0.2984
No. of Sustained Feeder Outages	11	14
No. of Sustained Outages by Mylar Balloons	1	0
No. of Sustained Outages by Animals	1	1
No. of Sustained Outages by Palm Fronds	2	2

PROJECT UPDATES:

SUBSTATIONS

69 kV Transformer Bushing Replacement at Valley Substation

The Valley A2 transformer bank bushings were identified during preventive maintenance testing to be in poor condition back in April 2015. Replacement parts were ordered soon after and, due to the fact that 69kV transformer parts are typically special order and have long lead times, the parts just recently arrived in January. BWP's substation maintenance crews replaced the bushings in February with new 69kV fully rated porcelain bushings. This type of proactive testing and maintenance prevented a potential in-service catastrophic failure of the transformer bank and possibly even a prolonged outage.



Installation of New Transformer Bushings

WOOD POLE INSPECTION PROGRAM

BWP recently completed the pilot stage of its Wood Pole Inspection Program on BWP power poles within the City of Burbank. BWP has retained Osmose Utilities Services (Osmose) to perform its wood pole inspections.

The goal of the pilot was to complete 140 pole inspections prior to executing the next, larger phase of the project this month. In four days, Osmose inspected 123 out of 140 poles. The remaining 17 poles were only visually inspected due to limited access. These poles will be revisited at a later date, during the next phase of the project.

These inspections are used to analyze the condition of the wood pole and determine if remedial action of any type is warranted. The condition of a pole plays a direct role in ensuring the safety of residents and their property, and BWP's ability to provide reliable electric service.

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 LED 42W has been selected to replace the 100W HPS luminaire and the CREE XSP2 LED 102W replaces the 250W HPS luminaire. To date, 20.75% 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	2,529	-1,135	26.64
150W	17	17	0	0.18
200W	3	3	0	0.03
250W	2,979	2,344	-635	24.69
360W	14	14	0	0.15
400W	2,157	2,048	-109	21.57
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	1,156	1,155	12.18
102W	1	735	734	7.74
120W	63	63	0	0.66
150W	18	16	-2	0.17
TOTAL # OF LAMPS	9,486	9,494	8	100
ENERGY				
Annualized Mwh	9,267	8,232	-1036.72	
Average Mwh/lamp	0.98	0.87	-0.11	

Table 1: Breakdown of streetlight luminaires in City of Burbank's Street Lighting System, February 2016.

CUSTOMER SERVICE

Plug-In Electric Vehicle (PEV) Charging Program.

27 PEV charging stations are in service, including 16 new curbside stations. 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 Ave location recorded the most sessions (317) with 446 total charging hours of usage. The 301 E. Olive location recorded the fewest sessions (78) with 110 total charging hours of usage.

Month of usage	KWh	GHG savings in kilograms (kg)	Charging time (hours)*
February 2016	13,595	5,710	3,371
January 2016	13,011	5,465	3,028
December 2015	12,378	5,199	2,959
November 2015	12,853	5,398	3,076
October 2015	13,058	5,485	3,509
September 2015	12,514	5,256	3,155
August 2015 **	11,045	4,639	2,715
July 2015	8,771	3,684	2,095
June 2015	8,500	3,570	2,022
May 2015	7,462	3,134	1,786
April 2015	7,136	2,997	1,587
March 2015	6,440	2,705	1,545
February 2015	4,411	1,852	1,115
January 2015	6,434	2,702	1,526

* With the new curbside chargers, and given the City's new ordinance regarding electric vehicle parking, we are now reporting total charging hours instead of occupied time.

** In August 2015, the number of public chargers increased from 11 to 27.

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
February 2016	20	131	424	4,053
January 2016	27	111	404	3,962
December 2015	16	84	377	3,829
November 2015	18	68	361	3,741
October 2015	14	50	343	3,667
September 2015	15	36	329	3,598
August 2015	11	21	314	3,525
July 2015	10	10	303	3,467
June 2015	11	91	293	3,431
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

Billion Gallon Challenge Met...But Ongoing Water Conservation Likely Required

Ahead of schedule, the citizens and businesses of Burbank achieved our city's share of state-mandated water savings: one billion gallons of water. While we are still waiting on both the anticipated El Nino rains and the State Water Board to issue its ruling related to continuing water conservation mandates, BWP is pausing to thank the community for the yeoman's job it has done in meeting the Billion Gallon Challenge. Gratitude to the community has already been expressed in BWP's January 2016 Currents newsletter, the City's February 2016 BurbankUSA newsletter, on the BWP website, and in a Twitter notification. Additional upcoming avenues to showcase our gratitude to all sectors of the community include:

- Personally delivering a Mayor Frutos signed letter to businesses who have converted irrigation and cooling tower use from potable to recycled water.
- Placing a letter of thanks from Mayor Frutos in the Burbank Leader.
- Distribution of a gratitude letter to commercial customers participating in BWP's direct install efficiency program.
- Thank you email to be sent to over 20,000 residential customers.
- Recording a message of thanks to play as part of Burbank's on-hold system.
- Thank you message in The Wire, BWP's e-newsletter for businesses.
- Requesting that the Chamber of Commerce distribute the gratitude letter through its member distribution list.
- Ongoing messages of gratitude and need for continuing conservation efforts in BWP and City newsletters and websites.

TECHNOLOGY

Broadband Services (ONE Burbank)

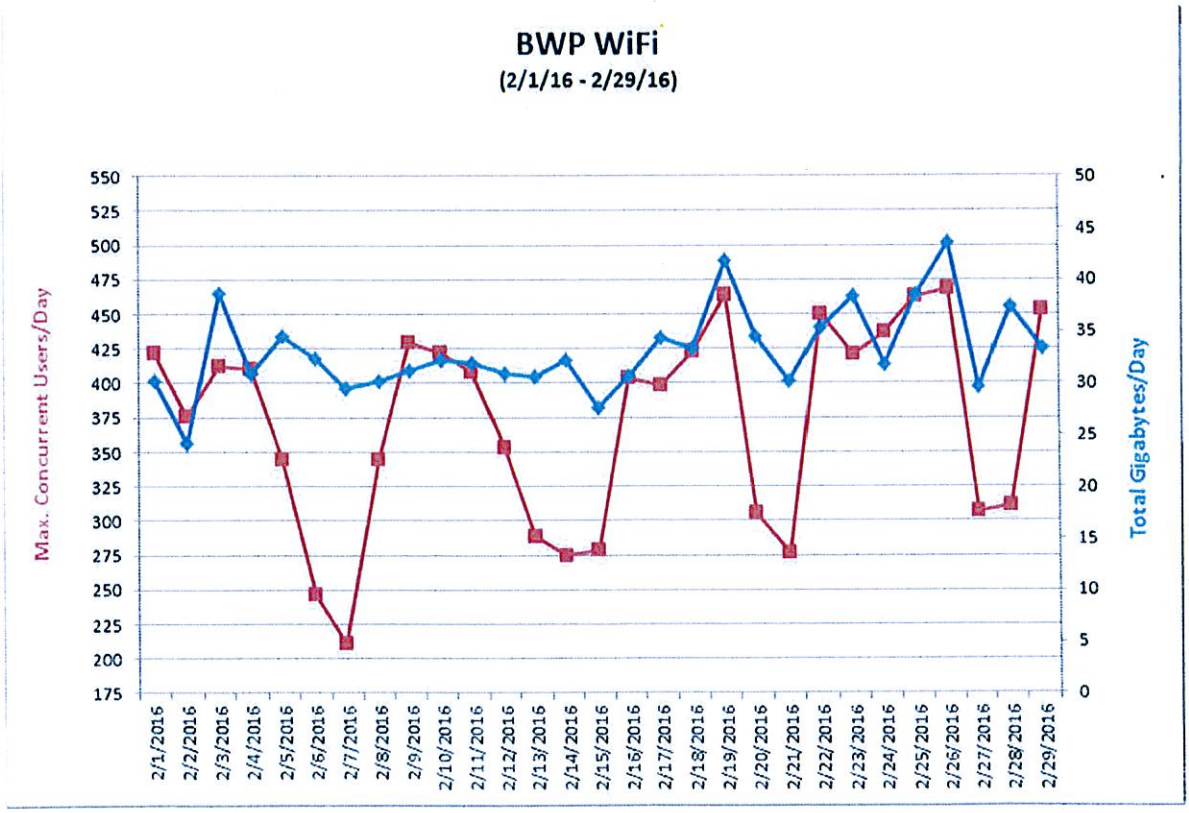
	February New Orders	Revenues for February 2016	FYTD 2015-16 Revenues	FYTD Budget
Lit	0	$118,271	$837,861	$566,666
Dark	4	$177,856	$1,419,198	$1,700,000
Total	4	$296,127	$2,257,059	$2,266,666

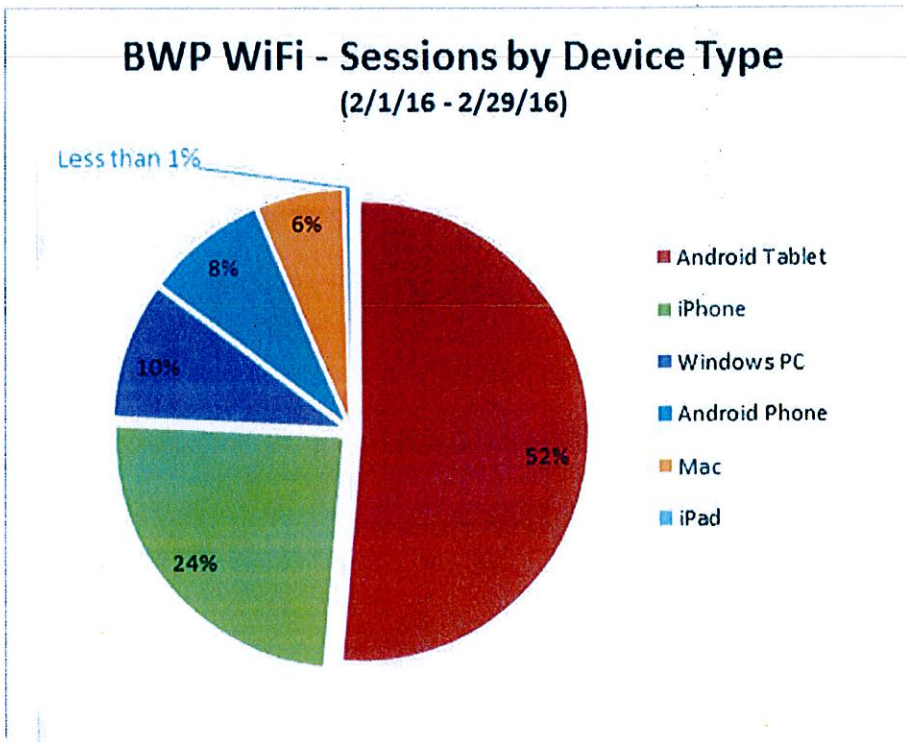
BWP WiFi

On August 17, 2015, BWP WiFi launched throughout the City of Burbank as a free citywide wireless community broadband service.

For the month of February 2016, staff reports the following metric highlights:

Maximum Concurrent Users: 468 users on 2/26/16
Maximum Bandwidth Consumed: 43.61 GB on 2/26/16
Maximum Sessions by Device Type: Android Tablets with 52% of all sessions





BWP Communications

On February 22nd, BWP's Communications team successfully completed the conversion of Police and Fire's Motorola Smart Zone 4.1 radio system to the new Motorola P25 radio system. The 4.1 system was designed for a life span of 8 years. However, with careful planning and meticulous maintenance the City enjoyed just over 14 years of service from this asset. The system required replacement due to end of life and the end of available support for that platform. The total cost of conversion was estimated at $1,827,000 and came in slightly under budget at $1,826,186, of which $1,021,307 came from Homeland Security's Urban Area Security Initiative (UASI) 2010-2011 grant funding. Conversion to the new P25 system went smoothly with zero interruptions and will continue to maintain the highest level of interoperability for the region.

POWER SUPPLY

Project Updates:

Power Supply Engineering

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 in April 2015 and moved into place July 2015. BWP mechanics leveled and anchored the VFD equipment with the incorporation of a housekeeping pad in its final location inside the MPP Steam Turbine Generator (STG) building. Black and Veatch (B&V) engineers are developing the electrical drawings with some input from GE Industrial on the motor contactor modification requirements specific to the VFD system. BWP Electricians are installing conduits and cable trays to accommodate the pending electrical wiring and cables, and BWP Mechanics are constructing a cover over the equipment to protect it from potential deluge associated with the in-building sprinkler system. In the first week of March 2016 Rockwell performed preventative maintenance on the VFD equipment to ensure a successful commissioning, currently scheduled for February 2017. The date for commissioning of this equipment is dictated by coordination with the updated planned outage schedule adopted by the MPP participants, and coincides with the 5.5-week outage for a hot gas path inspection of MPP.

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 Burbank City Council approved the contracts at its June 30, 2015 meeting.

At the same time, the other California participants in IPP – Anaheim, Glendale, Los Angeles, and Riverside – and IPP's Utah participants have completed their respective approval processes.

In light of these approvals, the IPP participants have begun to hold the organizational meetings of the committee charged with recommending the definition of and implementation plan for the renewal (including potential upgrades to the Southern Transmission System), called the Renewal Generation & Transmission Sub-Committee. The Committee meets monthly.

Compressed Air Energy Storage Initiative

BWP staff continues to work with project development firm Pathfinder 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.

In this connection, in March 2015, BWP, Pathfinder, and CAES equipment manufacturer Dresser-Rand submitted a non-binding, preliminary "Part One" loan guarantee application to the US Department of Energy for the financing of a 317 MW (gross) CAES pilot project at Delta. On August 19, 2015, that Part One application was approved, allowing the project proponents to submit a much more detailed "Part Two" application as soon as April 13, 2016. BWP, Pathfinder, and Dresser-Rand are working to further develop the project in anticipation of that Part Two submission. That work includes front-end engineering and design, further defining the commercial structure for the project, siting issues, and further stakeholder development.

In the meantime, major western utility Pacificorp has begun working with us to develop the project. BWP and Pathfinder are also discussing the project with the California Independent System Operator (the "CAISO") so that CAISO participants (such as fellow SCPPA members Riverside and Pasadena) could also participate in the project. On a parallel path, BWP and Pathfinder are actively working to bring LADWP, Intermountain Power Agency (the State of Utah instrumentality that owns IPP), and IPP participants into the effort, perhaps as a component of IPP renewal.

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; this process is expected to be completed in early 2016. The IRP will assist BWP in determining the appropriate solution for BWP at IPP.

Balancing Authority Services

In 2011, LADWP had 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 July 2014, LADWP revised its OATT. LADWP intended to use the rates in this new OATT to charge BWP and GWP under a balancing authority (BA) agreement. BWP and GWP determined that the OATT was improperly developed and would result in $4.5 million to $20 million in additional costs to each of BWP and GWP under such a BA agreement. To protect ratepayer interests, in April 2015 BWP and GWP jointly filed a complaint before the Federal Energy Regulatory Commission (FERC) challenging LADWP's OATT.

In response, LADWP asked for an opportunity to revise its OATT. BWP and GWP agreed to settle the complaint, giving LADWP two years to develop a new OATT in exchange for (1) restoration of BWP's and GWP's respective rights at the Sylmar Substation and (2) negotiation of a BA agreement reflecting current industry policy and practice and cost-based services.

Months of intensive negotiations resulted in agreements that achieve these objectives. The LADWP Board and the Los Angeles City Council approved the agreements in late October 2015. The BWP Board and the Burbank City Council approved these agreements in November 2015 and the Glendale City Council approved the agreements on November 17, 2015. The staff of all three utilities are now working to implement these agreements.

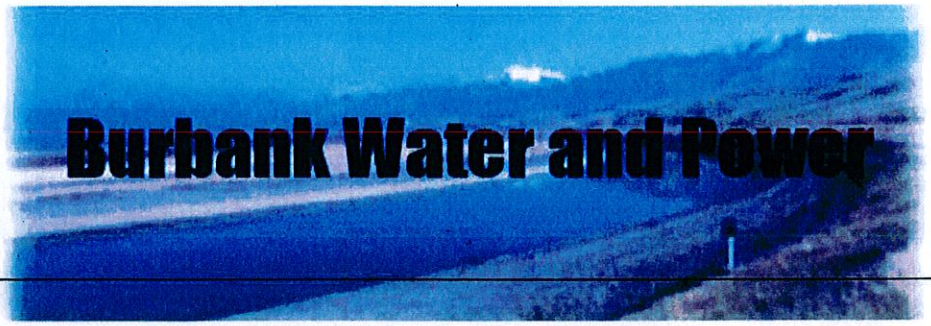
Power Resources

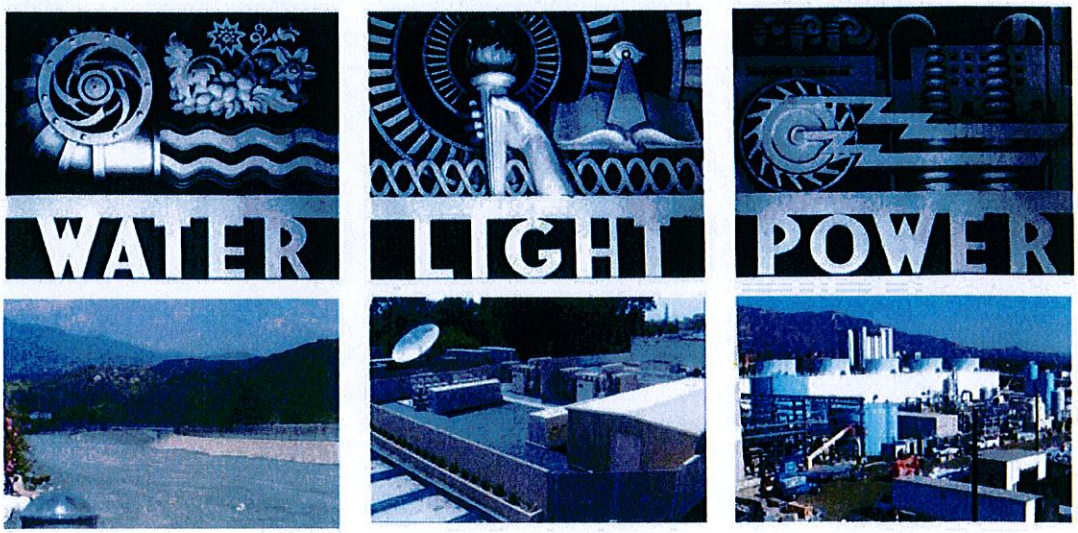
Integrated Resource Planning (IRP) Process

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. 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 early 2016.





Estimated Financial Report
February-16

Electric Fund (496)
Estimated Statement of Changes in Net Assets
MTD and FYTD February 2016

($ in 000's except MWh Sales)

MTD FY 15-16	MTD Feb-16 Budget	$ Variance	% Variance		FYTD FY 15-16	FYTD Feb-16 Budget	$ Variance	% Variance
81,349	82,656	(1,307)	(1.6%) [a]	NEL MWh	789,535	800,684	(11,149)	(1.4%) [A]
				Retail				
$ 11,544	$ 12,266	$ (722)	(5.9%) [b]	Retail Sales	$ 121,981	$ 122,407	$ (426)	(0.3%)
511	511	-	0.0%	Other Revenues	3,415	4,088	(674)	(16.5%) [B]
7,258	8,807	1,549	17.6% [c]	Retail Power Supply & Transmission	70,422	78,912	8,489	10.8% [C]
4,797	3,970	827	20.8%	**Retail Margin**	54,973	47,584	7,390	15.5%
				Wholesale				
850	4,826	(3,976)	(82.4%)	Wholesale Sales	16,013	51,028	(35,015)	(68.6%)
773	4,746	3,973	83.7%	Wholesale Power Supply	14,979	50,178	35,199	70.1%
77	80	(3)	(4.3%)	**Wholesale Margin**	1,034	850	184	21.6%
4,874	4,050	824	20.3%	**Gross Margin**	56,008	48,434	7,574	15.6%
				Operating Expenses				
969	969	-	0.0%	Distribution	8,177	8,252	75	0.9%
111	111	-	0.0%	Administration/Safety	1,063	1,039	(24)	(2.3%)
241	241	-	0.0%	Finance, Fleet, & Warehouse	1,585	1,860	275	14.8% [D]
444	444	-	0.0%	Transfer to General Fund for Cost Allocation	3,464	3,556	92	2.6%
332	332	-	0.0%	Customer Service, Marketing & Conservation	2,512	3,198	687	21.5% [E]
316	334	18	5.5%	Public Benefits	3,165	3,123	(42)	(1.4%)
164	164	-	0.0%	Security/Oper Technology	1,280	1,315	36	2.7%
126	126	-	0.0%	Telecom	749	810	61	7.5%
190	190	-	0.0%	Construction & Maintenance	1,209	1,332	123	9.2%
1,545	1,545	-	0.0%	Depreciation	12,312	12,361	50	0.4%
4,438	4,456	18	0.4% [d]	Total Operating Expenses	35,517	36,847	1,331	3.6%
$ 436	$ (406)	$ 842	207.5%	**Operating Income/(Loss)**	$ 20,491	$ 11,587	$ 8,904	76.9%

Burbank Water and Power
Electric Fund (496)
Estimated Statement of Changes in Net Assets
MTD and FYTD February 2016

($ in 000's)

MTD FY 15-16	MTD Feb-16 Budget	$ Variance	% Variance		FYTD FY 15-16	FYTD Feb-16 Budget	$ Variance	% Variance	
$ 436	$ (406)	$ 842	207.5%	**Operating Income/(Loss)**	$ 20,491	$ 11,587	$ 8,904	76.9%	
				Other Income/(Expenses)					
96	96	-	0.0%	Interest Income	718	765	(47)	(6.1%)	
122	122	-	0.0%	Other Income/(Expense)	1,404	1,044	360	34.5%	(F)
(406)	(406)	-	0.0%	Bond Interest Expense	(3,251)	(3,250)	1	(0.0%)	
(188)	(188)	-	0.0%	Total Other Income/(Expenses)	(1,129)	(1,442)	313	21.7%	
248	(594)	842	141.7%	**Income before Contributions & Transfers**	19,362	10,145	9,217	90.9%	
577	613	36	5.9%	In Lieu	6,098	6,120	22	0.4%	
166	177	11	6.0%	Street Lighting	1,752	1,763	10	0.6%	
743	790	47	5.9%	Total Contributions & Transfers	7,850	7,883	33	0.4%	
(495)	(1,384)	889	64.2%	**Net Income**	11,512	2,262	9,250	408.9%	
1,120	355	765	215.7% (e)	Capital Contributions (AIC)	1,510	2,837	(1,326)	(46.8%)	(G)
$ 624	$ (1,029)	$ 1,654	160.6%	**Net Change in Net Assets**	$ 13,022	$ 5,099	$ 7,924	155.4%	

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

Burbank Water and Power
Electric Fund (496)
Estimated Statement of Changes in Net Assets - Footnotes
FYTD February 2016
($ in 000's)

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
A.	Electric Usage in MWh	789,535	800,684	(11,149)	- FYTD NEL is 1.4% below budget due to conservation offset in part by a warmer than normal September and October. FYTD CDD were 1,373 versus the 30 year average of 1,071.
B.	Other Revenues	3,415	4,088	(674)	- Other revenues include items such as damaged property recovery, connection fees, late fees, and tampering fees which tend to fluctuate and are well under budget. Also included in other revenues are transmission, telecom, and internet revenues, which are near or on budget.
C.	Retail Power Supply & Transmission	70,422	78,912	8,489	- The favorable variance is primarily attributable to prior period true up credits, biogas under deliveries, lower fuel prices, lower load, lower energy prices, economic dispatch by managing and optimizing resources to meet system load, lower transmission expenses, receiving less renewable energy than planned, and lower O&M expenses than planned.
D.	Finance, Fleet, & Warehouse	1,585	1,860	275	- The favorable variance is partially attributable to the timing of payments for insurance, software and hardware. Also included in the variance, Finance estimates it will not spend at least $105k of its budgeted PSAs for consulting on regulatory accounting, rate making, and audit.
E.	Customer Service, Marketing & Conservation	2,512	3,198	687	- The favorable variance is partially attributable to the timing of payments for professional services and maintenance agreements. Also included in the variance, Customer Service estimates it will not spend at least $150k of its budgeted PSAs for maintenance agreements.
F.	Other Income/(Expense)	1,404	1,044	360	- The favorable variance is attributable to un-budgeted miscellaneous revenue, such as, property disposition. Also included are the BABS subsidy and MPP Site Lease Fees, which are near or on budget.
G.	Capital Contributions (AIC)	1,510	2,837	(1,326)	- The unfavorable variance is due to lower than projected AIC from IKEA as a result of changes in project design / fulfillment.

Burbank Water and Power
Electric Fund (496)
Estimated Statement of Changes in Net Assets - Footnotes
MTD February 2016
($ in 000's)

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget		Explanation
a.	Electric Usage in MWh	81,349	82,656	(1,307)	-	NEL is 1.6% below budget due to conservation and warmer than normal temperatures. MTD HDD were 101 versus the 30 year average of 234.
b.	Retail Sales	11,544	12,266	(722)	-	Retail revenues are lower primarily due to conservation and warmer than normal temperatures.
c.	Retail Power Supply & Transmission	7,258	8,807	1,549	-	The favorable variance is primarily attributable to prior period true up credits, biogas under deliveries, lower load and economic dispatch by managing and optimizing resources to meet system load, lower fuel prices, lower transmission expenses, and is partially offset by receiving more renewable energy than planned.
d.	Total Operating Expenses	4,438	4,456	18	-	Expenses, other than retail power supply and transmission, wholesale power supply, in-lieu, street lighting and public benefits, have not closed for February 2016 and are estimated at budgeted values.
e.	Capital Contributions (AIC)	1,120	355	765	-	The favorable variance is due to revenue recognition of the IKEA project to date.

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

	Feb-16	Jan-16	Dec-15	Jun-15	Dec-14	Recommended Reserves	Minimum Reserves
Cash and Investments							
General Operating Reserve	$ 59,968	$ 62,081	$ 60,093	$ 51,426	$ 53,109	$ 54,060	$ 36,340
Capital & Debt Reduction Fund	10,000	10,000	10,000	10,000	10,000	15,000	3,000
BWP Projects Reserve Deposits at SCPPA	15,848	15,837	15,837	15,778	15,703		
Sub-Total Cash and Investments	85,816	87,918	85,929	77,204	78,811	69,060	39,340
Capital Commitments	(17,000)	(17,000)	(17,000)	(17,000)	(17,000)		
Public Benefits Obligation	(5,101)	(4,864)	(4,514)	(4,144)	(4,922)		
Biogas Commitment	(7,723)	(7,678)	(7,528)				
Cash and Investments (less Commitments)	55,992	58,376	56,888	56,060	56,889	69,060	39,340
Total Cash	$ 85,816	$ 87,918	$ 85,929	$ 77,204	$ 78,811	$ 69,060	$ 39,340

- 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.

Actual February 2016 Budget to Actual P&L Variance Highlights - Electric Fund

(in 000's)

	Variance Month-to-Date		
	Favorable Items	Unfavorable Items	Budget to Actual Variance
MTD NET INCOME - $(495)	$ 889		$ 889
MTD GROSS MARGIN VARIANCE			
Retail Sales		(722)	(722)
Power Supply and Transmission			-
- Prior period true-up credits	665		665
- Biogas under deliveries	380		380
- Lower load and economic dispatch	328		328
- Lower fuel prices	284		284
- Lower transmission expenses	53		53
- More renewables than planned		(161)	(161)
Wholesale Margin		(3)	(3)
Other Revenues			-
Total	1,710	(886)	824
MTD EXPENSE AND OTHER VARIANCES			
Public Benefits	18		18
In-lieu and Street lighting	47		47
Total	65	-	65

UNAUDITED

Actual February 2016 Budget to Actual P&L Variance Highlights - Electric Fund

(in 000's)

	Variance Fiscal Year-to-Date		
	Favorable Items	Unfavorable Items	Budget to Actual Variance
FYTD NET INCOME - $11,512	9,250		9,250
FYTD GROSS MARGIN VARIANCE			
Retail Sales		(426)	(426)
Power Supply and Transmission			
- Prior period true-up credits	3,094		3,094
- Biogas under deliveries	1,815		1,815
- Lower fuel prices	1,612		1,612
- Lower load, energy prices, and economic dispatch	761		761
- Lower transmission expenses	483		483
- Renewable under delivery	446		446
- Lower O&M expenses than planned	278		278
Wholesale Margin	184		184
Other Revenues		(674)	(674)
Total	8,673	(1,100)	7,573
FYTD EXPENSE AND OTHER VARIANCES			
Operating expenses	1,331		1,331
In-lieu and street lighting	32		32
Other	314		314
Total	1,677	-	1,677

UNAUDITED

Burbank Water and Power
Water Fund (497)
Estimated Statement of Changes in Net Assets
MTD and FYTD February 2016
($ in 000's except Gallons)

MTD FY 15-16	MTD Feb-16 Budget	$ Variance	% Variance		FYTD FY 15-16	FYTD Feb-16 Budget	$ Variance	% Variance
313	350	(37)	(10.7%) [a]	Water put into the system in Millions of Gallons	3,009	3,789	(780)	(20.6%) [A]
58	44	14	30.9%	Metered Recycled Water in Millions of Gallons	569	667	(99)	(14.8%)
				Operating Revenues				
$ 1,525	$ 1,567	$ (42)	(2.6%) [b]	Potable Water	$ 14,863	$ 17,859	$ (2,996)	(16.8%) [B]
207	159	48	30.6%	Recycled Water	2,015	2,387	(372)	(15.6%) [C]
38	114	(76)	(66.4%)	Other Revenue	614	910	(297)	(32.6%)
1,771	1,839	(69)	(3.7%)	Total Operating Revenues	17,491	21,156	(3,665)	(17.3%)
752	794	42	5.3% [c]	Water Supply Expense	6,699	8,542	1,843	21.6% [D]
1,019	1,046	(27)	(2.5%)	**Gross Margin**	10,792	12,614	(1,822)	(14.4%)
				Operating Expenses				
549	549	-	0.0%	Operations & Maintenance - Potable	4,233	4,390	157	3.6% [E]
134	134	-	0.0%	Operations & Maintenance - Recycled	986	1,155	168	14.6% [F]
197	197	-	0.0%	Allocated O&M	1,713	1,698	(15)	(0.9%)
123	123	-	0.0%	Transfer to General Fund for Cost Allocation	984	980	(4)	(0.4%)
351	351	-	0.0%	Depreciation	2,444	2,810	366	13.0%
1,353	1,353	-	0.0% [d]	Total Operating Expenses	10,360	11,033	672	6.1%
(334)	(308)	(27)	(8.6%)	**Operating Income/(Loss)**	431	1,581	(1,150)	(72.7%)
				Other Income/(Expenses)				
13	13	-	0.0%	Interest Income	114	106	8	7.6%
42	42	-	0.0%	Other Income/(Expense)	413	339	74	21.8% [G]
(170)	(170)	-	0.0%	Interest Expense	(1,358)	(1,358)	0	0.0%
-	-	-	0.0%	Transfers In/(Out) - (In Lieu)	-	-	-	100.0%
(114)	(114)	-	0.0%	Total Other Income/(Expenses)	(830)	(912)	82	9.0%
(448)	(422)	(27)	(6.3%)	**Net Income**	(399)	669	(1,068)	(159.6%)
31	31	-	0.0%	Aid in Construction	1,600	246	1,354	550.8%
$ (418)	$ (391)	$ (27)	(6.8%)	**Net Change in Net Assets**	$ 1,201	$ 915	$ 287	31.3%

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

Burbank Water and Power
Water Fund (497)
Estimated Statement of Changes in Net Assets - Footnotes
FYTD February 2016
($ 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	3,009	3,789	(780)	- YTD Potable water demand was lower than planned due to conservation and enactment of Governor Brown's Water Restriction Legislation effective June 1st. The City is under the Stage III Burbank Sustainable Water Use Ordinance that limited irrigation to two days per week through October and one day per week from November to January. FYTD CDD were 1,373 versus the 30 year average of 1,071.
B.	Potable Water Revenue	14,863	17,859	(2,996)	- The WCAC impact decreased potable water revenues by $130k FYTD. Without this adjustment, potable water revenues would be unfavorable by 16.1%.
					FYTD Actual
					WCAC Revenue 6,829
					WCAC Expenses 6,699
					WCAC revenue deferral (increased revenues) $ 130
C.	Recycled Water Revenue	2,015	2,387	(372)	- Recycled water sales are lower than planned and likely impacted by conservation.
D.	Water Supply Expense	6,699	8,542	1,843	- The favorable variance is attributable to lower demand and staff maximizing BOU production by optimizing the blend with MWD treated water.
E.	Operations Maintenance - Potable	4,233	4,390	157	- The favorable variance is attributable to lower than planned expenses for uncollectible receivables, utilities, and departmental supplies.
F.	Operations Maintenance - Recycled	986	1,155	168	- The favorable variance is attributable primarily to lower than planned electricity costs for water pumping. Other costs contributing to the favorability against budget include lower costs related to Private Contractual Services, software,
G.	Other Income/(Expense)	413	339	74	- The favorable variance is attributable primarily to proceeds from the sale of obsolete equipment at auctions.

Burbank Water and Power
Water Fund (497)
Estimated Statement of Changes in Net Assets - Footnotes
MTD February 2016
($ in 000's except Gallons)

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
a.	Potable Water Usage in Millions of Gallons	313	350	(37)	- Potable water demand in January was lower than planned due to conservation, 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 limited irrigation to one day per week. MTD HDD were 101 versus the 30 year average of 234.
b.	Potable Water Revenue	1,525	1,567	(42)	- The WCAC impact increased potable water revenues by $44k MTD. Without this adjustment, potable water revenues would be unfavorable by 5.4%.
c.	Water Supply Expense	752	794	42	- The favorable variance is attributable to lower demand and staff maximizing the use of BOU produced water to blend with MWD treated water.
d.	Total Operating Expenses	1,353	1,353	-	- Expenses have not closed for February 2016 and are at budgeted values other than Water Supply expense.

	MTD Actual
WCAC Revenue	$ 708
WCAC Expenses	752
WCAC revenue deferral (increased revenues)	**$ (44)**

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

	Feb-16	Jan-16	Dec-15	Jun-15	Dec-14	Recommended Reserves	Minimum Reserves
Cash and Investments							
General Operating Reserves	$ 7,933	$ 8,089	$ 8,271	$ 10,021	$ 15,464	$ 9,760	$ 5,240
WCAC	1,018	1,062	1,183	890	267	2,000	1,000
Capital Reserve Fund	2,220	2,220	2,220	2,220	2,220	4,000	1,000
Sub-Total Cash and Investments	11,171	11,371	11,674	13,131	17,952	15,760	7,240
Capital Commitments	(725)	(897)	(1,069)	(2,101)	(3,133)		
Public Benefits Obligation	0	0	0	0	(415)		
Cash and Investments (less commitments)	**10,446**	**10,474**	**10,605**	**11,030**	**14,403**	**15,760**	**7,240**
Total Cash	$ 11,171	$ 11,371	$ 11,674	$ 13,131	$ 17,952	$ 15,760	$ 7,240

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

Actual February 2016 Budget to Actual P&L Variance Highlights - Water Fund

(in 000's)

	Variance Month-to-Date		
	Favorable Items	Unfavorable Items	Budget to Actual Variance
MTD NET INCOME - $(448)		(27)	(27)
MTD GROSS MARGIN VARIANCE			
Potable Revenues driven by conservation	2		2
Potable Revenues WCAC adjustment		(44)	(44)
Recycled Revenues lower than planned due to conservation	48		48
Other revenue		(75)	(75)
Water Supply expenses driven by lower demand	42		42
Total	92	(119)	(27)

Actual February 2016 Budget to Actual P&L Variance Highlights - Water Fund

(in 000's)

	Variance Fiscal Year-to-Date		
	Favorable Items	Unfavorable Items	Budget to Actual Variance
FYTD NET INCOME - $-399		(1,068)	(1,068)
FYTD GROSS MARGIN VARIANCE			
Potable Revenues lower than planned due to conservation		(2,866)	(2,866)
Potable Revenues WCAC adjustment		(130)	(130)
Recycled Revenues lower than planned due to conservation		(372)	(372)
Water Supply (lower demand and optimizing BOU blending)	1,843		1,843
Other		(420)	(420)
Total	1,843	(3,788)	(1,945)
FYTD O&M AND OTHER VARIANCES			
Total	892	(15)	877

CITY OF BURBANK

PARKS AND RECREATION

ANNOTATED AGENDA/MEETING SUMMARY

Meeting: Burbank Cultural Arts Commission **Date: March 10, 2016**

Members Present: **Peggy Flynn, Edward Arno, Lynda Willner, Barbara Beckley, Cynthia Pease , Mary-Elizabeth Michaels , Jeff Rector, Brian Miller, Diana Means**

Members Absent:

Staff Present: **Judie Wilke, Kris Smith, Kristin Buhagiar, Vickie Cusumano, Caroline Arrechea**

Liaisons Present

Item Discussed		Summary	Direction or Action, if any
1	City of West Hollywood Presentation by Andrew Campbell, Arts Administrator	Andrew Campbell, Arts Administrator for the City of West Hollywood, made a presentation to the Commission about the City's Arts and Cultural Affairs Commission. The mission of the Commission is to promote and nurture the arts and cultural life of the City of West Hollywood. They provide accessible arts and cultural programming for all residents; support quality arts and cultural organizations in the City; promote arts and cultural activities; advise their City Council on policies affecting the arts and cultural life of the City, its residents and the organizations that provide such services to the City. He discussed the structure of the organization, projects, events, maintenance issues, partnerships, and contributions to the City's economy.	None
2.	Burbank Cultural Arts Commission Logo Discussion	The Commission considered the two logo options presented to them and agreed to adopt one design for use on their marketing materials, letterhead, etc. They would be looking at a possible re-design of the other logo in the future.	None
3.	Art in Public Places Update	Staff reported that City Council had approved an additional $50,000 (for a total of $100,000) to be used for the Central Library Art project, a site selection Committee is being established for the Lincoln Park Art Garden project to include a member of the Cultural Arts Commission, the next Art in Public Places Committee meeting is scheduled for March 23, 2016.	
4. .	2016 Burbank Cultural Arts Commission Goals Taskforces	The Cultural Arts Commission has established 5 goals to be accomplished over the next year: Goal 1: Public Relations/Marketing Goal 2: Burbank Arts Beautification Goal 3: Community Outreach Goal 4: Support Artists and Arts Organizations Goal 5: Commission Administration/Development	Goal 1: The Committee continues to look into vendor options for creating a phone app and will be coordinating vendor presentations at the next meeting. Goal 2: The Committee is working with BWP to obtain a list of available electrical boxes for Phase 2 of the Burbank Arts Beautification Project. They will be reviewing details from the first project in order to streamline and improve the process. Goal 3: The Committee discussed wanting to participate in Burbank on Parade at the banner level. They have designed a banner which would

			cost $100. Ms. Flynn offered to donate the cost of the banner. They are also working on a project with Healing for the Arts to find a volunteer to assist this organization with cataloging and tagging the art pieces at St. Joseph's Hospital. Goal 4: The Committee has submitted a grant application proposal for free concerts at Johnny Carson Park on September 24, 2016. They continue to work on ideas for future convenings. Goal 5: The Committee reported that Ms. Flynn had made her presentation to City Council on February 23, 2016.

CITY OF BURBANK

PARKS AND RECREATION

ANNOTATED AGENDA/MEETING SUMMARY

Meeting: *Art in Public Places* **Date:** *3-23-16*

Members Present: Karen Bradfield, Gordon Haines, Carolyn Jackson, Kimberly Jo, and Carole Kubasak

Members Absent: Robert Brody and Dink O'Neal

Staff Present: Judie Wilke, Marisa Garcia, Krista Dietrich, and Paula Ohan

Council/Board Liaisons Present: *Kimberly Jo – Planning Liaison*
Carolyn Jackson – Park Board Liaison

Item Discussed		Summary	Direction or Action, if any
1	LINCOLN PARK PUBLIC ART GARDEN SITE SPECIFIC COMMITTEE	STAFF AND MEMBERS DISCUSSED THE COMPOSITION, TASKS, AND THE PROCESS OF THE SITE-SPECIFIC COMMITTEE FOR THE LINCOLN PARK PUBLIC ART GARDEN PROJECT.	None
2	ART IN PUBLIC PLACES ORDINANCE	MEMBERS CONTINUED TO REVIEW THE EXISTING ART IN PUBLIC PLACES ORDINANCE (10-1-1114) AND PROVIDED INPUT AND RECOMMENDED CHANGES.	AFTER ALL UPDATES ARE MADE TO THE EXISTING ORDINANCE , STAFF WILL BRING BACK THIS ITEM TO A FUTURE COUNCIL MEETING REQUESTING APPROVAL OF THE RECOMMENDED UPDATES.

CITY MANAGER'S OFFICE

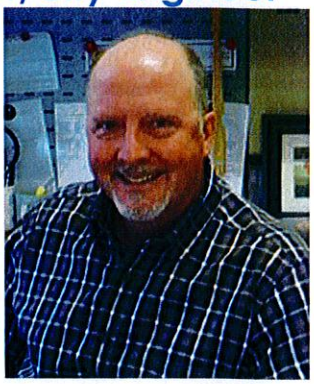
CITY NOTES

Important Updates for the Burbank City Council **April 1, 2016**

2016 Firefighter of the Year

Congratulations to Captain Daryl Isozaki who has been selected as the Burbank Fire Department 2016 Firefighter of the Year! Captain Isozaki has proven his dedication to the Department, its employees, and the citizens of Burbank for over 29 years. He has served the Department and the community with loyalty, integrity, and care while holding the positions of Firefighter, Firefighter/Paramedic, Paramedic Captain, Paramedic Coordinator and Disaster Preparedness Coordinator.

Burbank Appoints Chief Asst. Public Works Director/City Engineer



The Public Works Department is pleased to announce that Daniel Rynn has been selected to replace Sean Corrigan as the Chief Assistant Public Works Director/City Engineer (Mr. Corrigan was recently promoted to Public Works Director/City Engineer for the City of Moorpark). Daniel joined the City of Burbank in 2006 as a Senior Civil Engineer in the Wastewater Systems Division after more than 17 years working in various engineering capacities for the County of Los Angeles. He promoted to Assistant Public Works Director/Wastewater Systems in 2010, responsible for a $25 million per year Enterprise Fund with its complex operational, capital, and regulatory programs. Daniel lives in Burbank with his wife and two sons and is actively involved with many churches and youth sports activities.

Egg-Stravaganza

More than 1,200 people gathered at McCambridge Park for the annual Egg-Stravaganza on Saturday, March 26. The Parks and Recreation event featured four egg hunts for children ages 10 and under, bounce houses, games, a DJ, flash mob, and photo opportunities with "The Bunny". The Department collaborated with multiple City Departments and community organizations, including the Burbank Library, Public Works Recycle Center, Police Department Animal Shelter, Burbank Water and Power, and DeBell Golf Club. These groups provided animal petting areas, games, planting activities, crafts, bike valet and additional photo opportunities with City mascots. In addition to these partnerships, the event was supported by more than 60 volunteers from Disney VoluntEARS, the Burbank Volunteer Program, Youth Leadership Program, Youth Board, and RISE Burbank.

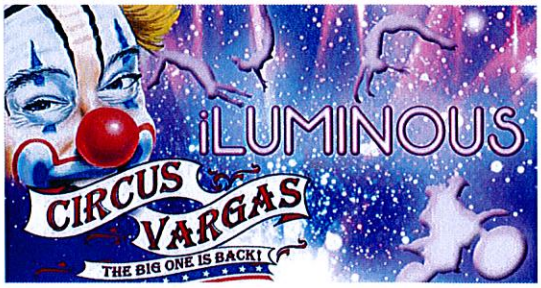
YLP Participants Learn Environmental and Social Responsibility

The Public Works Department hosted fifteen Burbank high school students enrolled in the City's Youth Leadership Program on Saturday, March 19. The day included a tour of the Burbank Recycle Center, the Burbank Landfill, and Burbank Water and Power's EcoCampus. Under the heading "environmental and social responsibility," students went behind the scenes to learn how the two City departments meet current needs and plan for the future. Students gained both historic and contemporary perspectives on landfills. They also learned how waste reduction and composting multiply benefits and preserve landfill space. While visiting BWP, students learned how conservation and renewables shape our energy future, and how the character and competence of employees shapes organizations. The Youth Leadership Program is coordinated through the Parks and Recreation Department.

Tree City USA Ceremony

The City of Burbank celebrated Plant-a-Tree Month and National Arbor Day with the annual Tree City USA Ceremony at McCambridge Park on Tuesday, March 22. The event was co-hosted by the Parks and Recreation Department, Public Information Office, and Burbank Civic Pride Committee. This year marked the 40th anniversary of Tree City USA, with Burbank holding the Tree City USA title for 39 years. Burbank is currently tied with one other city in California for most years holding this title. Approximately 200 people participated in this year's celebration. The event included a Plant-a-Tree donor recognition ceremony, scavenger hunt, sapling giveaways, "flash mob" performance, and various activities for the 80 Spring Daze campers in attendance.

Circus Vargas to Appear in Downtown Burbank



Circus Vargas presents its newest production "iLUMINOUS", which it calls an all-new, high-energy extravaganza that illuminates the wonders of modern life and the imagination of every child at heart. The show features death-defying stunts, flying aerialists, acrobats, and clowns under a music filled, blue and yellow big top. iLUMINOUS will appear in Downtown Burbank from May 12 through May 23, 2016. The traveling act will occupy the Galpin Ford property located at 777 North Front Street for the approximate two week event. City owned property adjacent to the Galpin Ford site will not be used for this event. Event schedule and ticket information is available on circusvargas.com as well as on the Downtown Burbank website DTNBUR.com.

Rhythm & Reading

Rhythm and Reading, the popular program at the Burbank Public Library, was featured on the front page of the Burbank Leader. It is offered twice each month at the Buena Vista Branch, and a similar program for pre-school age, Music & Movement, is scheduled one Saturday a month at the Central Library.