Weekly Management Report
October 28, 2016

1. Memo	Showcasing City Service Vehicles at Community Events **Public Works Department**
2. Staff Report	September 2016 Operating Results **Burbank Water and Power Department**
3. Minutes	Civil Service Board Meeting of September 7, 2016 **Management Services Department**
4. Minutes	Civil Service Board Meeting of October 5, 2016 **Management Services Department**
5. Minutes	Burbank Water and Power Board Meeting of October 6, 2016 **Burbank Water and Power Department**
6. Synopsis	Parks and Recreation Board Meeting of October 13, 2016 **Parks and Recreation Department**
7. Synopsis	Cultural Arts Commission Meeting of October 13, 2016 **Parks and Recreation Department**
8. Notes	City Notes, October 28, 2016 **City Manager**

CITY OF BURBANK
PUBLIC WORKS DEPARTMENT
MEMORANDUM

DATE: September 13, 2016

TO: Ron Davis, City Manager

FROM: Bonnie Teaford, Public Works Director

SUBJECT: City Manager Tracking List No. 1906 – Showcasing City Service Vehicles at Community Events

---

Staff was asked to consider showcasing City service vehicles at community events to provide the public an opportunity to view the City's equipment and learn about its operation. Various City departments provide these opportunities through their community outreach efforts. Some examples are:

- The Fire Department hosts its annual Fire Services Day each May where various apparatus and equipment are on display for the public to examine. The event offers station tours, equipment demonstrations, and popular photo opportunities. In addition, the Fire Department conducts station tours on request at all six fire stations throughout the year. During these tours, engines and trucks are displayed and the public is allowed full access to sit and touch. Finally, the Fire Department also conducts school visits throughout the year upon request where the students sit, ride, squirt water, and of course touch the equipment.

- The Police Department sponsors the City's annual National Night Out event, which has been held in several different locations over the years. Police cars, equestrian units, motorcycles, and the Department's mobile command unit are made available for the public to explore and photograph. In addition, the Police Department will be participating in the Burbank Police Foundation's Family Fun Day at Johnny Carson Park on October 29, 2016, which will provide another opportunity for the community.

- The Public Works Department sponsors an annual tour of its maintenance yard each spring for school children and their chaperones to learn about refuse collection vehicles, Police cars and motorcycles, street sweepers, traffic stripers, sewer cleaning and video inspection equipment and street repair equipment. The children are allowed to sit in the vehicles, sound horns and sirens, and pose for photo opportunities. The Recycle Center hosts numerous public events where refuse collection and processing equipment is on display. In addition, Public Works has also participated in various school events by bringing large equipment for career day discussions.

- Burbank Water & Power has, in the past, hosted open house events that showcase its large equipment such as bucket trucks used by the Line Mechanics. These displays have been part of much larger events that consumed significant staffing and financial resources. BWP has determined that promoting its services and programs at other planned events in the community, is a more effective outreach mechanism and has the benefit of touching more customers. Therefore, BWP will join with other City departments when they display their vehicles and showcase their operations.

cc. Tom Lenahan, Fire Chief
Scott LaChasse, Police Chief
Jorge Somoano, Acting General Manager Burbank Water & Power

7A.

CITY OF BURBANK
BURBANK WATER AND POWER
STAFF REPORT

DATE: November 3, 2016
TO: BWP Board
FROM: Jorge Somoano, General Manager, BWP
SUBJECT: September 2016 Operating Results

SAFETY

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

Water Results of Operations

For the month of September, water usage was 9% (43 million gallons) lower than budgeted. September Potable Water Revenues were $228,000 lower than budgeted and Recycled Water Revenues were $32,000 lower than budgeted. September Water Supply Expenses were $78,000 lower than budgeted. September's Gross Margin was $233,000 lower than budgeted. Net Income was $265,000, which was $233,000 lower than budgeted.

September fiscal-year-to-date (FYTD) water usage was lower than budgeted by 3% (39 million gallons); and since September 1, 2015, Burbank has been meeting the overall volumetric reduction required to be in compliance with state mandated conservation. FYTD September Potable Water Revenues were $92,000 lower than budgeted and Recycled Water Revenues were $105,000 better than budgeted. FYTD Water Supply Expenses were $69,000 better than budgeted. The FYTD Gross Margin was $115,000 lower than budgeted. Operating Expenses were $503,000 better than budgeted. Net Income was $1,434,000, which was $398,000 better than budgeted.

Electric Results of Operations

For the month of September, electric loads were 5.4% lower than budgeted; and Retail Sales were correspondingly $715,000 lower than budgeted. September Power Supply Expenses were $915,000 better than budgeted primarily due to using less biomethane gas than planned. September's Gross Margin was $145,000 better than budgeted. Net Income was $1,599,000 which was $192,000 better than budgeted.

FYTD September electric loads were 1.7% lower than budgeted. Retail Sales were $466,000 (1%) lower than budgeted. FYTD Power Supply Expenses were $3,185,000 better than budgeted primarily due to using less biomethane gas than planned and lower than planned O&M expenses. FYTD Gross Margin was $2,674,000 better than budgeted. September FYTD Operating Expenses were $2,081,000 better than budgeted. Net Income was $9,528,000 which was $4,713,000 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 and the final EIR/S is anticipated to be released in late 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 State Water Resources Control Board is holding hearings on the Petition to add points of diversion in the Sacramento River to put water in the proposed under delta tunnels. The Bureau of Reclamation (Central Valley Project) and the Department of Water Resourced (State Water Project) are the petitioners. Resolution, up or down, of the proposed California Water Fix will culminate in late 2016. A study session with Council on the California Water Fix by Marsha Ramos, the Metropolitan Water District (MWD) Director, took place on October 18th.

Governor Brown issued an Executive Order on March 2, 2015 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. Burbank was required to meet a 24% reduction in water use against water use in the same period of 2013.

Burbank implemented Stage II of the Sustainable Water Use Ordinance (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 table below shows the gallons per capita day (GPCD) goals before and after the Governor's orders. The actual result at the end of February was 124 GPCD.

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%

The measurement period dictated by the Governor's Executive order began June 1, 2015. **In the months of June through February of 2016, potable water use just met**

the 24% state mandated overall volumetric reduction for the nine month period. 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 July through October. Outdoor watering was limited to one day a week November through March. Because watering limitations were not in effect in 2013, significant reduction in water use compared to 2013 enabled Burbank to meet the mandated reduction goal.

The SWP allocation for 2016 was set at 15% on January 26, 2016. It was increased to 30% on February 24, 2016 and then to 45% on March 18, 2016. The SWRCB decided in January to extend the Governor's Executive Order thru October of 2016 but would reconsider this decision. Burbank's Conservation Standard was revised to 22% at that time, giving some buffer but the extension from March thru October was still a billion gallon reduction compared to water use in the same period in 2013. Subsequent events overtook these actions. The SWP allocation for 2016 was increased to 60% on April 21. The Governor issued a new Executive Order on May 9 discussing making water conservation a California way of life while stating that the State Water Resource Control Board (SWRCB) would adjust emergency water conservation regulations as soon as practicable. The Executive Order made the prohibition of a number of water wasting practices permanent but these practices were already prohibited at all times in the Burbank Sustainable Water Use Ordinance. The SWRCB then issued new regulations on May 18, 2016 allowing water agencies to set their conservation targets based on local water supply conditions. These regulations became effective June 1, 2016. MWD as Burbank's water wholesaler has been able to certify no water supply shortage for the next three years, thus enabling Burbank to self-certify no supply shortage for the next three years and then setting Burbank's mandatory conservation standard at 0% on June 22, 2016. This will be effective until January 2017. The Governor's order also directed SWRCB to weigh additional conservation practices and develop new conservation regulations that go well beyond the 20% by 2020 requirement for consideration and possible implementation in January, 2017. It appears that the SWRCB is developing water budget criteria for both inside and outside water use. Council implemented Stage II of the Sustainable Water Use Ordinance on June 21, 2016 which allows for landscape watering 3 days a week, while approving modification of the ordinance to change watering to 3 days a week in Stage I. Stage 1 is the new normal. BWP will continue to report water usage to the SWRCB.

March, April, May, June, July, August and September, 2016 show a continued trend in lower water usage, 29.8%, 29.6%, 28.6%, 27.8%, 22.5%, 21.2% and 24.7% respectively compared to March, April, May, June, July, August and September of 2013. Water volumes of 142, 149, 159, 161, 136, 132 and 147million gallons, respectively, were conserved for a total volume of 1,027 million gallons for the seven months. Results for each month are still reported to SWRCB but the level of conservation achieved will be voluntary in respect to the reporting. BWP will continue to complete remaining recycled water (RW) conversions, inform the public of the relaxed three day a week watering limit and continue to educate and remind the public of the need to use water wisely and conserve.

It is not expected that one year of more than average precipitation will break the drought. MWD is planning to add 400,000 acre-feet of water to storage in 2016 to prepare for future demands in the coming years.

The BOU was 95.83% available for service in September 2016. One Liquid Phase Granulated Activated Carbon Filter was offline for 9 days through the end of the month due to carbon change out. BOU well V-01 came back into service on September 14 and all wells were available for service through the end of the month. The effects of the landscape watering restrictions have a significant impact on demand, although use has increased somewhat with the relaxed three day a week watering limit and summer weather. BWP is maximizing BOU production by optimizing the blend with MWD treated water.

Availability	Production	Average Flow Rate (gallons per minute)
95.83%	78.69%	7,082

Southern California Public Water Authority

On September 20, 2016, the Burbank City Council approved the formation of a joint powers authority (JPA) between BWP and the Los Angeles Department of Water and Power. The new JPA will be known as Southern California Public Water Authority (SCPWA). SCPWA was modeled after the Southern California Public Power Authority with the intent of developing water projects and also providing low cost financings options if needed. A special feature of SCPWA will be its ability to issue high credit Rate Reduction Bonds. Although BWP will not immediately participate in a SCPWA project, creating SCPWA will build a solid foundation for future projects. The full JPA staff report is available on the Burbank City website in the archived City Council meetings (http://burbank.granicus.com/MetaViewer.php?view_id=6&clip_id=7541&meta_id=303593).

Project Updates:

Work started on 800 l.f. of 8-inch ductile iron potable water main in Valley Street from Chandler Blvd. to Clybourn Ave. in August. Work was complete in September.

Work on replacing transmission valves at Walnut Avenue and 6th Street and 3rd Street and East Avenue began in August. A broader shut down than anticipated was necessary with insertion of line stop valves required. Plans are being refined and the work is projected to finish in November.

Work started on installing 1,325 l.f. of 8-inch ductile iron water main in Frederic Street from Clark Avenue to Magnolia Blvd. The work is projected to be complete in December.

Council awarded the Seismic retrofit of the McClure Tank to Crosno Construction April 26, 2016. Design work started in May and construction is projected to be complete by April 2017.

Seismic valve actuators are being installed at Reservoirs #1 and #4. This is estimated to be complete by mid- November.

Work began in late September installing 350 l.f. of ductile iron recycled water main in Empire Avenue from Valpreda Street to the connection with the new CalTrans crossing of the I-5. This will be complete in mid- November.

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. Total construction time to complete all three extensions is 18-24 months. The first two phases along the Chandler Bikeway and the Whitnall Hwy. at Burbank Blvd. were completed in March and final reimbursement from LADWP has been received. Phase three, along Verdugo Ave (17,000 l.f. of pipe) began in June when the permits from L.A. were finally forthcoming. The BWP Board awarded the first portion of the Phase Three contract to Williams Brothers at the April Board meeting. LADWP acquired approval from their Board on October 4 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. This will fully fund Phase Three.

A new Waste Discharge Requirements and Water Recycling Requirements Permit was granted to the City of Burbank on April 14, 2016. This brought the City into full compliance by recognizing the use of RW in cooling towers. A Waste Water Change Petition was submitted to amend Burbank's water rights to our RW account for our recent expansion of use and for our plans of additional use 10 years into the future. Work on the water rights petition is underway at the State Water Resources Control Board.

A 4-inch RW main was relocated in the sidewalk on Magnolia Blvd. near San Fernando Road to accommodate the installation of an escalator for the Towne Center Mall. This work started and was completed in September.

3500 Olive (Central Park cooling tower), 3300 Olive (The Pinnacle cooling tower), 3400 Olive (The Pinnacle cooling tower), 2509 Naomi (Condos), and 1100 Olive Ave. (Senior Living) were scheduled for conversion to RW in September but are awaiting actions on the part of the customer and LACDPH to move forward with the conversion. Conversion will take place once the County regulatory inspections are complete. Conversion is now expected later in November.

Existing 4-inch RW main needed to be re-routed to make room for a new escalator at the main mall entrance (Magnolia & San Fernando). The mall owner required that the relocation be completed by mid-October at the latest. To accommodate the tight timeline, our Water Engineering and Construction staff mobilized all efforts to expedite the design, permitting and construction. The work was completed ahead of schedule on September 20.

8-inch RW main is being installed through the Empire Center at Empire & Valpreda. This extension will connect the newly installed (by Caltrans contractor) RW crossing at the new Empire Interchange. Currently, the RW system has only one mainline crossing the I-5 from the west side to the east side of the City.

Existing 8-inch RW main behind the Burbank Water Reclamation Plant needed to be removed & reconstructed to make room for a new 24-inch sewer force main being constructed by Public Works' Contractor. Both existing 8-inch RW main and 24-inch sewer main were removed because of the tight location next to the Burbank Storm Drain Channel.

DISTRIBUTION

ELECTRIC RELIABILITY

OUTAGES

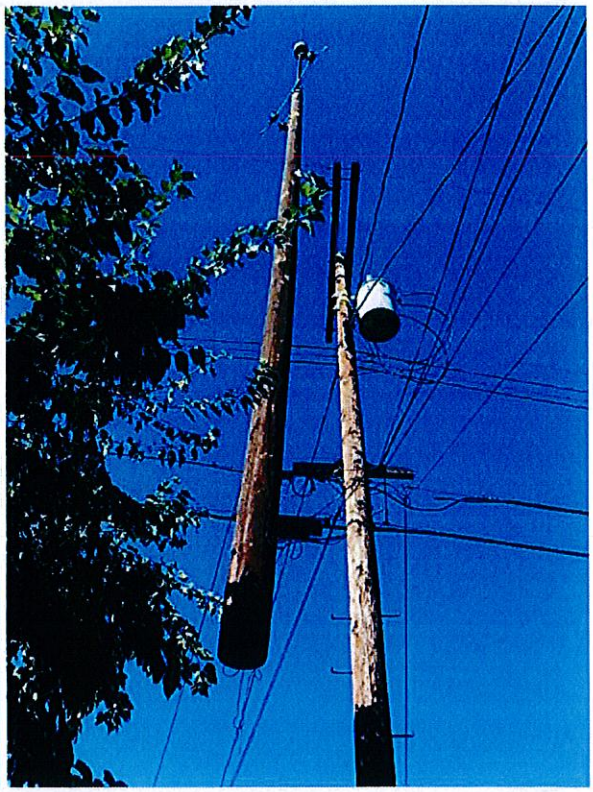
In September 2016, BWP experienced no sustained feeder outages. In the past twelve months, automatic reclosing has reduced customer outage time by approximately 681,623 customer minutes.

Reliability Measurement	October 2014-September 2015	October 2015-September 2016
Average Outages Per Year (SAIFI)	0.1878	0.3478
Average Outage Duration (CAIDI)	36.48 minutes	47.25 minutes
Average Service Availability	99.999%	99.997%
Average Momentary Outages Per Year (MAIFI)	0.4514	0.1628
No. of Sustained Feeder Outages	11	8
No. of Sustained Outages by Mylar Balloons	1	0
No. of Sustained Outages by Animals	0	1
No. of Sustained Outages by Palm Fronds	1	3

PROJECT UPDATES

4kV to 12kV CONVERSION OF BB-3

The second phase of pole line rebuilds and the conversion of the Burbank-3 4kV feeder from Reese Place to Buena Vista Street is in progress. A total of 83 poles have been set by crane on back property lines of the affected neighborhoods. Work to rebuild the remaining overhead facilities will continue and is anticipated to be complete by the end of 2016.



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 101W replaces the 250W HPS luminaire. To date, 27.36% 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	2,227	-1,437	23.43
150W	17	16	-1	0.17
200W	3	2	-1	0.02
250W	2,979	2,161	-818	22.74
360W	14	14	0	0.15
400W	2,157	1,920	-237	20.20
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	4	-6	0.04
LED				
42W	1	1,462	1,461	15.38
101W	1	1,051	1,050	11.06
120W	63	67	4	0.71
150W	18	20	2	0.21
TOTAL # OF LAMPS	9,486	9,503	17	100.00
ENERGY				
Annualized Mwh	9,268	8,476	-791.55	
Average Mwh/lamp	0.98	0.89	-0.09	

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

CUSTOMER SERVICE

Website Customer Outage Notifications

With 99.997% electric reliability in Burbank, customers typically do not experience outages. But, just in case they do, we were looking for a secure and discrete method for them to determine whether their property is affected.

For some time we have had a polygon-based map at BurbankWaterandPower.com showing where outages are occurring. The polygons are colorized depending on the number of customers affected; yellow = 1-100, orange = 101-500, and red = 501+. On August 31, we implemented a new website feature whereby a customer, living within the colored polygon, can log into their account and a screen will pop up that will let them know what property of theirs (if they have more than one) is affected and when the power is estimated to be restored. An orange "Outage Detected" button will also appear in the top right corner if the property is affected. Customers can click this button,

updated every five minutes, on any webpage to see the latest restoration time. Once power has been restored, the orange button will disappear.

To ensure ease of use, we designed a pop-up tutorial that will display at the customer's initial login. We hope the new feature will encourage even more customers to enroll in our website, thus taking advantage of the many other great options we offer; managing accounts, paying their bill, viewing consumption, etc. We are marketing the feature through a wide array of resources such as BurbankUSA, Currents, on-hold messaging and Twitter.

Burbank Moves to 3 Day/Week Irrigation

On June 21, the City Council voted 5-0 to make changes to the City's Sustainable Water Use Ordinance:

Effective June 22:

- Move from Stage III of the Ordinance to Stage II. Stage II allows irrigation on Tuesdays, Thursdays and Saturdays during April through October, and on Saturdays during November through March. (Under Stage III, irrigation was limited to 2 days/week during the warmer months.)
- Pools and spas are no longer required to be covered when not in use.
- Use of outdoor evaporative cooling devices, like misters, are allowed.
- Hand watering is now allowed any day of the week and during daylight hours.

Effective August 12:

- Burbank moves from Stage II to Stage I of the Ordinance.
- Stage I of the Ordinance will include a limit of 3 days/week irrigation, year-round. Short of any future Council action, no more than 3 days/week is Burbank's "new normal" for irrigation.

Free Recycled H2O to Go Pilot Starts

In the summer of 2015, BWP offered the community a pilot Recycled Water – H2O to Go Program. Given the on-going drought in California, the recycled water give-away was designed to help customers understand the value and use of recycled water and provide some relief for those who wanted to irrigate more than allowed during the summer months. Overall, the program was not well utilized but those that did were quite enthusiastic and grateful. In deciding to continue the program this summer, staff took a few things into consideration:

1. Ensure a visible, easy to access location.
2. Minimize program costs to ensure the cost to provide the water didn't exceed the benefit.

To deliver the program, Water Division and Customer Service Division Staff partnered with the City's Residents Inspiring Service and Empowerment (RISE) program. Volunteers from the program agreed to staff the recycled water station, now relocated to the visitor parking lot of the BWP Administration Building at 164 W. Magnolia Blvd., assist customers, and ensure the appropriate forms are signed. The volunteers have received training from BWP staff about their duties, and learned about the BWP potable and recycled water systems, and customer service-oriented culture.

As before, the recycled water will be free to customers who arrive with appropriate containers and who sign a form indicating their understanding of the uses, limitations, and restrictions of recycled water.

This year's edition of the H2O to Go program will run every Saturday between July 30 and October 29 (with the exception of the weekend prior to Labor Day). The table below shows activity from 2015 compared to 2016.

As September 2016 activity was about half of October 2015, Staff will continue to monitor activity as well as staff and volunteer resources dedicated to program delivery.

Month	Gallons Distributed	HCF Equivalent	Unique Customers
September 2016	1,820	2	6
August 2016	2,745	4	11
October 2015	5,434	7	14
September 2015	4,382	6	13

Electric Vehicle (EV) Charging Program

28 public EV charging stations are in service, including a DC Fast Charger and 16 curbside stations. As of July 1, 2016, Time of Use (TOU) pricing for public EV charging is 17.81 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 increases to 31.17 cents per kWh. For the DC Fast Charger, the charging rate is 28.90 cents per kWh, increasing to 50.58 cents per kWh during peak hours. Staff continues to monitor usage and maintenance issues. The 327 N. Pass Ave location recorded the most sessions (326) with 737 total charging hours of usage.

Month of usage	KWh	GHG savings in kilograms (kg)	Charging time (hours)
September 2016	17,810	7,480	3,905
August 2016	19,702	8,275	4,144
July 2016	17,235	7,239	4,131
June 2016	17,278	7,257	3,861
May 2016 *	17,839	7,492	3,962
April 2016	15,212	6,389	3,617
March 2016	15,717	6,601	3,747
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

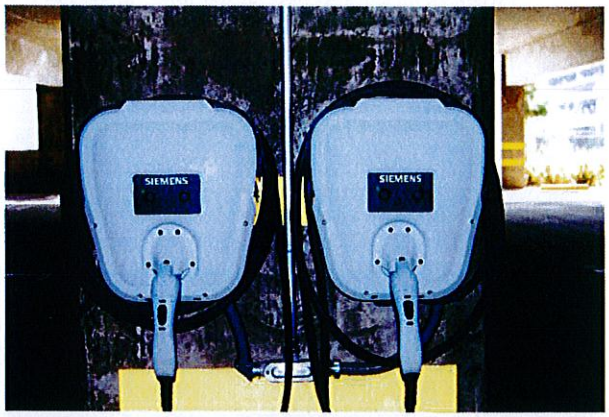
* In May 2016, the number of public chargers increased from 27 to 28.
** In August 2015, the number of public chargers increased from 11 to 27.

New EV Chargers at the Airport

As a result of a unique agreement with the Hollywood Burbank Airport, BWP completed installation of six Level 2 EV chargers at the valet parking area in September. The Airport inaugurated the chargers on October 3, and visitors can use the chargers by paying a flat $5 fee on top of the valet parking fees.

Based on historical EV activity, we expect these chargers to be among the most used in Burbank. Staff will monitor usage, with the expectation of adding a DC Fast Charger and possibly, additional Level 2 chargers, within the next year.

Below are pictures of the chargers. These wall mounted chargers did not require any trenching and may serve as a cost-effective model for public-private partnership for EV charger installations.



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
September 2016	18	39	505	5,137
August 2016	10	21	487	4,828
July 2016*	11	11	477	4,643
June 2016	7	173	466	4,436
May 2016	16	166	459	4,321
April 2016	5	150	443	4,178
March 2016	14	145	438	4,151
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

* Start of new fiscal year.

TECHNOLOGY

Broadband Services (ONE Burbank)

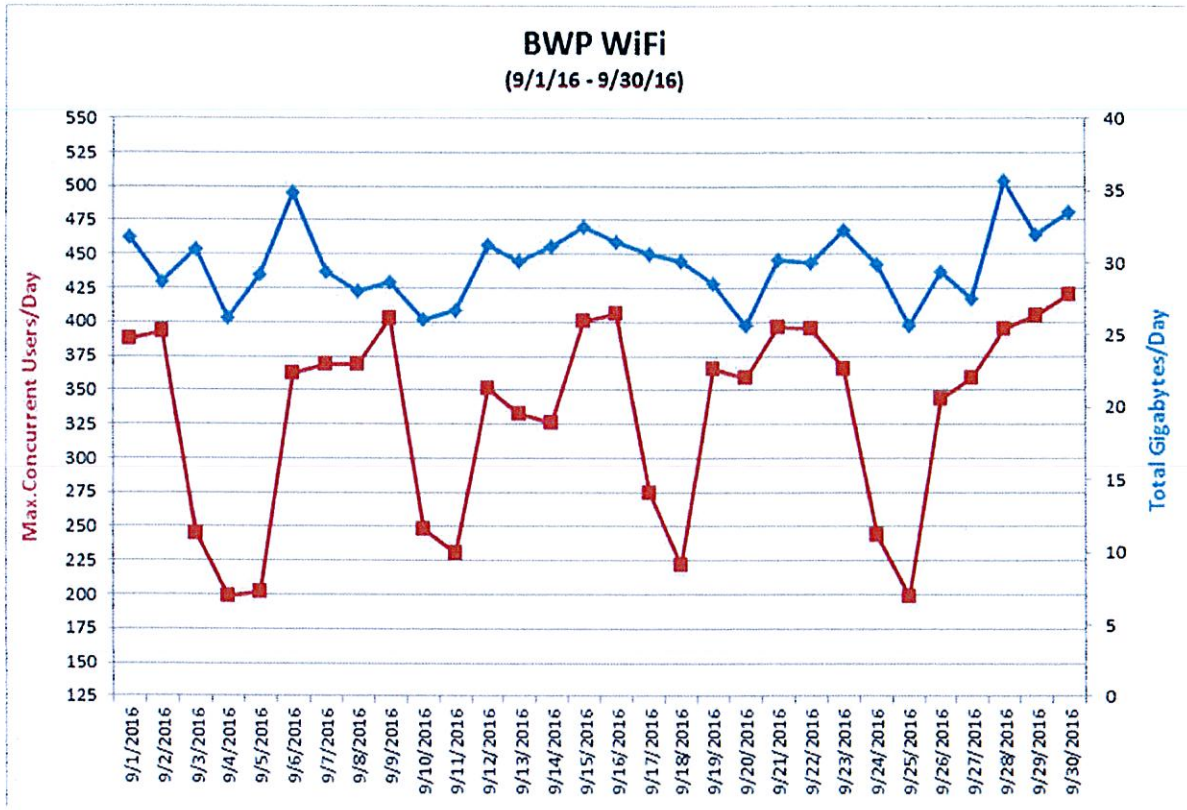
	September 2016 New Orders	Revenues for September 2016	FYTD 2016-17 Revenues	FYTD Budget
Lit	4	$122,521	$351,943	$231,250
Dark	1	$178,315	$535,395	$693,750
Total	5	$300,836	$887,338	$925,000

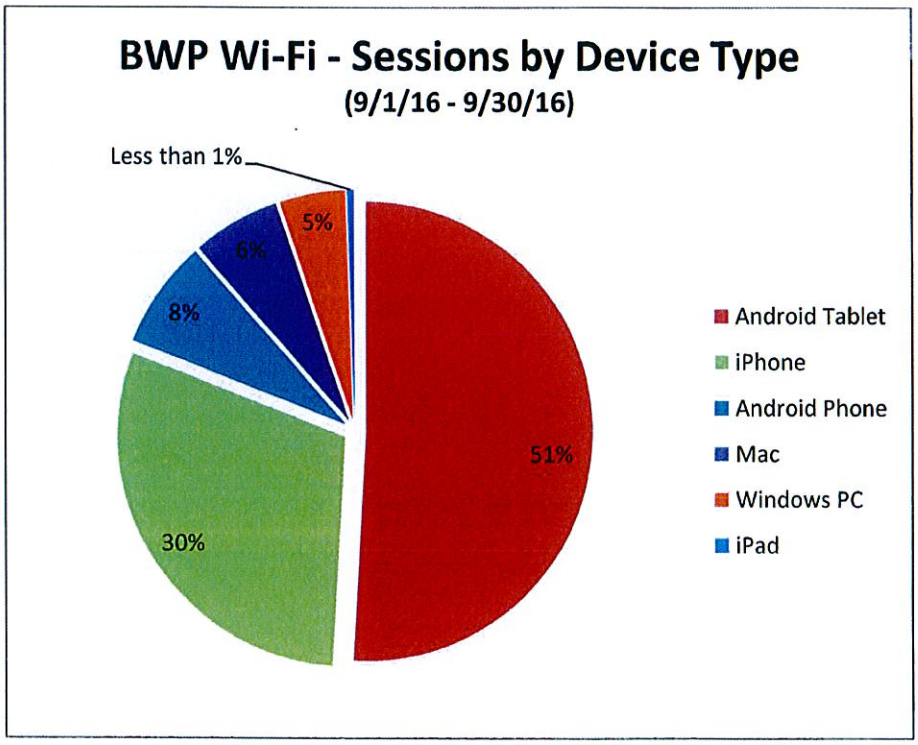
BWP WiFi

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

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

Maximum Concurrent Users: **421** users on 9/30/16
Maximum Bandwidth Consumed: **35.72** GB on 9/28/16
Maximum Sessions by Device Type: Android Tablets with 51% of all sessions


BWP WiFi
(9/1/16 - 9/30/16)
Max.Concurrent Users/Day
Total Gigabytes/Day
550
525
500
475
450
425
400
375
350
325
300
275
250
225
200
175
150
125
40
35
30
25
20
15
10
5
0
9/1/2016
9/2/2016
9/3/2016
9/4/2016
9/5/2016
9/6/2016
9/7/2016
9/8/2016
9/9/2016
9/10/2016
9/11/2016
9/12/2016
9/13/2016
9/14/2016
9/15/2016
9/16/2016
9/17/2016
9/18/2016
9/19/2016
9/20/2016
9/21/2016
9/22/2016
9/23/2016
9/24/2016
9/25/2016
9/26/2016
9/27/2016
9/28/2016
9/29/2016
9/30/2016


BWP Wi-Fi - Sessions by Device Type
(9/1/16 - 9/30/16)
Less than 1%
5%
6%
8%
51%
30%
Android Tablet
iPhone
Android Phone
Mac
Windows PC
iPad

POWER SUPPLY

Project Updates:

Aliso Canyon

Southern California Gas Company (SoCal Gas) owns and operates the natural gas infrastructure in most of Southern California, including supply to natural gas-fired power plants operated by BWP, GWP, LADWP, and others in the LA Basin. For many years, SoCal Gas has used its Aliso Canyon natural gas storage facility, located near Porter Ranch, CA, to ensure reliable natural gas supply in the Basin, including to these generators. Aliso Canyon is the largest such facility in the Western US. On October 23, 2015, one of Aliso Canyon's 115 wells began to leak and the facility was shut down and mostly emptied. The leak was plugged on February 18, 2016 after significant leakage of natural gas into the atmosphere.

SoCal Gas, the California Governor's Office, the California legislature, numerous federal and state agencies, electric utilities (including BWP), and other stakeholders have been working since the leak was discovered to understand the leak's potential impact on electric reliability and develop mitigation plans. In this connection, an Action Plan was jointly developed by the California Public Utilities Commission, the California Energy Commission, the California Independent System Operator, SoCal Gas, and LADWP (Aliso Working Group). The Action Plan proposes 18 steps that utilities can take to mitigate the risk of outages. The Action Plan anticipates, as a base case, 14 days of Aliso-related electric outages in this summer and an unknown number this winter (when natural gas demand is greater). On a parallel path, Governor Brown signed SB380 (Pavley) into law. SB380 dictates, among other things, the testing and certification required at Aliso Canyon before it may resume operations. At the same time, SoCal Gas is working with its generator-customers, including BWP. Finally, BWP is in detailed discussions with its balancing authority, LADWP, regarding BA-wide operations planning for Aliso Canyon-related risks.

Unfortunately, the full impact of the Aliso Canyon shut-down is not yet known and thus, while these steps are helpful, they fall short of a fully formed plan to maintain electric reliability in the LA Basin. In this connection, in August the Aliso Working Group issued a preliminary assessment for winter 2016-17, but this assessment is too preliminary to provide either planning assumptions or an actionable risk assessment for this coming winter.

In light of these developments, a new BWP staff committee, the Electric Reliability Committee, is working to prudently and responsibly plan for and address the Aliso Canyon situation and any related issues as BWP seeks to maintain reliable electric service to its customers.

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.

This Project is 82% complete. The VFD equipment has been delivered and set in place. BWP Electricians have pulled all the power and control cabling through newly installed conduits and cable trays, and the cables have been terminated where possible. GE representatives modified the spare motor contactor cubical for connection with the new VFD. Black & Veatch Engineers gathered information needed for their pending issuance of final documents on the detailed design (including relay settings for the motor contactors). Final work on installation, testing, and commissioning of the VFD will occur during the next planned outage scheduled for February 3 thru March 13, 2017.

Power Resources

Integrated Resource Planning

BWP is planning for its next Integrated Resource Plan (IRP) which, pursuant to new requirements embedded in AB350, is due January 1, 2019. This timeline is relatively tight for comprehensive integrated resource planning, and staff is exploring strategies to best meet this deadline. In this connection, BWP staff is providing input to the California Energy Commission as it prepares the AB350 implementing regulations relative to IRPs.

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.

The Renewal Generation & Transmission Sub-Committee, the IPP participant group charged with recommending the definition of and implementation plan for the renewal (including potential upgrades to the Southern Transmission System) meets monthly.

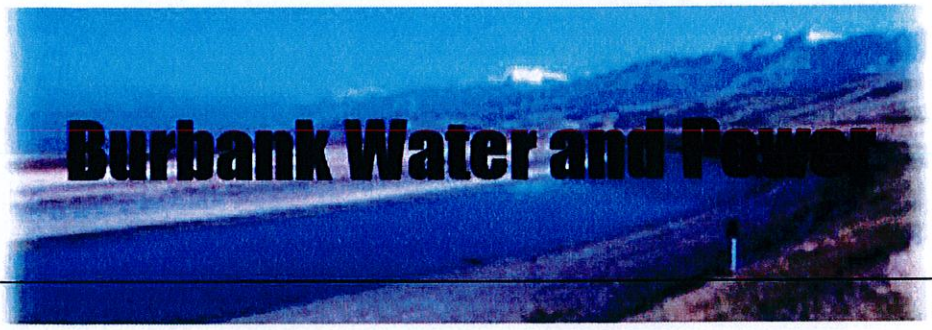
Compressed Air Energy Storage Initiative

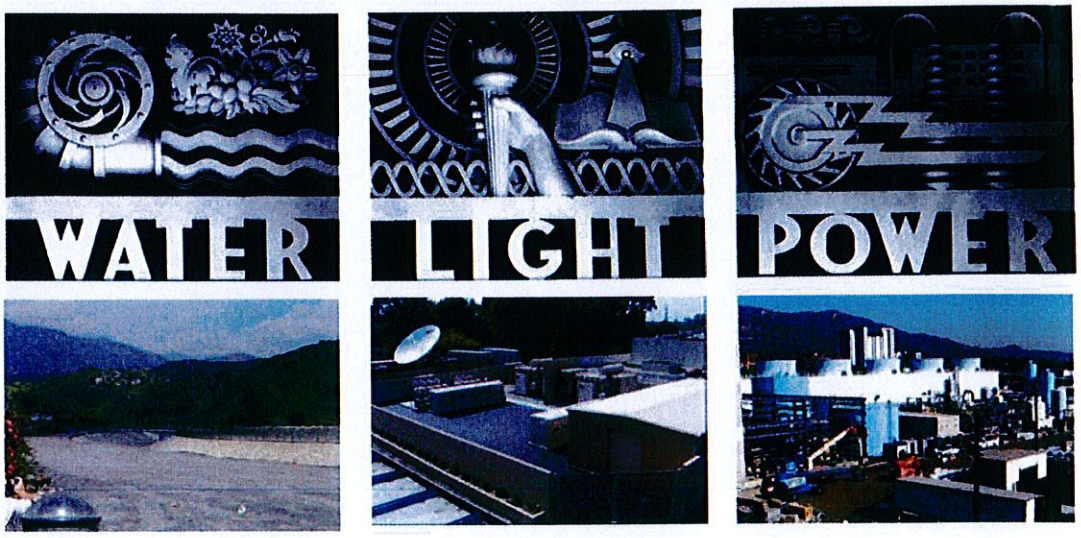
Over the last few years, BWP staff has worked with project development firm Pathfinder to explore possible compressed air energy storage (CAES) project at the IPP site. While due diligence is ongoing, such a project has the potential to enable BWP to significantly increase its use of renewable energy 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. In August 2015, that Part One application was approved, allowing the project proponents to submit a much more detailed "Part Two" application later in the project development process. Pathfinder continues to 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. For its part, BWP continues its due diligence on the project.

In furtherance of this development activity, BWP understands that both Pathfinder and Magnum (another developer active at the IPP site) intend to submit commercial proposals for CAES to the Southern California Public Power Authority's *Request For Proposals for Renewable Energy Resources* (SCPPA RFP). Such proposals, expected in September, should for the first time define the costs and benefits of CAES at the IPP site, allowing BWP and other SCPPA members (including LADWP) to determine whether CAES at IPP is a possible future component of each utility's resource portfolio. As a key component of its long-term planning, BWP is also assessing other energy storage opportunities and technologies to best serve its customers with reliable, affordable, and sustainable power.





Estimated Financial Report
September-16

UNAUDITED

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

($ in 000's except MWh Sales)

MTD FY 16-17	MTD Sep-16 Budget	$ Variance	% Variance		FYTD FY 16-17	FYTD Sep-16 Budget	$ Variance	% Variance
102,948	108,873	(5,925)	(5.4%) [a]	NEL MWh	334,652	340,568	(5,916)	(1.7%) [A]
				Retail				
$ 16,734	17,449	$ (715)	(4%)	Retail Sales	$ 53,635	54,102	$ (466)	(1%)
536	536	-	0%	Other Revenues	1,478	1,608	(130)	(8%)
9,819	10,734	915	9% [b]	Retail Power Supply & Transmission	29,496	32,681	3,185	10% [B]
7,451	7,251	200	3%	**Retail Margin**	25,618	23,029	2,589	11%
				Wholesale				
733	6,608	(5,875)	(89%)	Wholesale Sales	5,910	24,627	(18,717)	(76%)
678	6,498	5,820	90%	Wholesale Power Supply	5,415	24,217	18,802	78%
55	110	(55)	(50%)	**Wholesale Margin**	495	410	85	21%
7,506	7,361	145	2%	**Gross Margin**	26,113	23,439	2,674	11%
				Operating Expenses				
1,001	1,001	-	0%	Distribution	2,691	3,469	778	22% [C]
140	140	-	0%	Administration/Safety	368	457	89	19% [D]
247	247	-	0%	Finance, Fleet, & Warehouse	651	775	124	16% [E]
471	471	-	0%	Transfer to General Fund for Cost Allocation	1,400	1,412	12	1%
386	386	-	0%	Customer Service, Marketing & Conservation	836	1,233	397	32% [F]
417	417	-	0%	Public Benefits	1,170	1,254	83	7%
163	163	-	0%	Security/Oper Technology	430	504	74	15% [G]
98	98	-	0%	Telecom	245	312	68	22% [H]
173	173	-	0%	Construction & Maintenance	402	524	123	23% [I]
1,537	1,537	-	0%	Depreciation	4,276	4,612	335	7%
4,634	4,634	-	0% [c]	Total Operating Expenses	12,470	14,552	2,081	14%
$ 2,872	$ 2,727	$ 145	5%	**Operating Income/(Loss)**	$ 13,642	$ 8,888	$ 4,755	53%

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

($ in 000's)

MTD FY 16-17	MTD Sep-16 Budget	$ Variance	% Variance		FYTD FY 16-17	FYTD Sep-16 Budget	$ Variance	% Variance	
$ 2,872	$ 2,727	$ 145	5%	**Operating Income/(Loss)**	$ 13,642	$ 8,888	$ 4,755	53%	
				Other Income/(Expenses)					
105	105	-	0%	Interest Income	291	316	(25)	(8%)	
90	90	-	0%	Other Income/(Expense)	221	269	(47)	(18%)	
(391)	(391)	-	0%	Bond Interest/ (Expense)	(1,175)	(1,174)	-	0%	
(197)	(197)	-	0%	Total Other Income/(Expenses)	(662)	(590)	(72)	(12%)	
2,675	2,531	145	6%	**Income before Contributions & Transfers**	12,981	8,298	4,683	56%	
837	872	36	4%	In Lieu	2,681	2,705	24	1%	
240	251	11	4%	Street Lighting	771	778	6	1%	
1,076	1,123	47	4%	Total Contributions & Transfers	3,453	3,483	30	1%	
1,599	1,407	192	14%	**Net Income**	9,528	4,815	4,713	98%	
164	164	-	0%	Capital Contributions (AIC)	172	492	(320)	(65%)	(J)
$ 1,763	$ 1,571	$ 192	12%	**Net Change in Net Assets (Net Income)**	$ 9,700	$ 5,307	$ 4,393	83%	

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

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

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
A.	Electric Usage in MWh	334,652	340,568	(5,916)	- NEL is 1.7% below budget due to conservation. YTD CDD were 938 versus the 30 year average of 909.
B.	Retail Power Supply & Transmission	29,496	32,681	3,185	- The favorable variance is primarily attributable to lower usage of biomethane gas than planned and savings from biomethane restructuring, lower than planned O&M expenses, and an IPP STS refinancing and refunding settlement from LADWP.
C.	Distribution	2,691	3,469	778	- The favorable variance is primarily attributable to salary savings due to vacancies and under-fills, and less than planned spending on private contractual services and special departmental supplies.
D.	Administration / Safety	368	457	89	- The favorable variance is primarily attributable to lower than planned spending on professional services.
E.	Finance, Fleet, & Warehouse	651	775	124	- The favorable variance is driven by lower than planned spending on auto equipment maintenance and repair, insurance, and lower than planned computer system rental fees.
F.	Customer Service, Marketing & Conservation	836	1,233	397	- The favorable variance is primarily attributable to the timing of expenditures for other professional services, office supplies, and office equipment maintenance and repair.
G.	Security / Operations Technology	430	504	74	- The favorable variance is primarily attributable to the timing of expenditures for software, hardware, and professional services.
H.	Telecom	245	312	68	- The favorable variance is primarily attributable to performing more capital labor relating to network infrastructure expansion than planned, as well as the timing of expenditures for software and hardware.
I.	Construction & Maintenance	402	524	123	- The favorable variance is primarily attributable to the timing of payments for custodial services, private contractual services, and building grounds maintenance and repair.
J.	Capital Contributions (AIC)	172	492	(320)	- The unfavorable variance is primarily attributable to the timing of AIC projects.

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

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget		Explanation
a.	Electric Usage in MWh	102,948	108,873	(5,925)	-	NEL is 5.4% below budget due to conservation. MTD CDD were 260 versus the 30 year average of 277.
b.	Retail Power Supply & Transmission	9,819	10,734	915	-	The favorable variance is primarily attributable to lower delivery of biomethane gas than planned and savings from biomethane restructuring, an IPP STS refinancing and refunding settlement from LADWP, economic dispatch, the managing and optimizing of resources by taking advantage of lower fuel and energy prices to meet lower system load, and receiving less renewable energy than planned.
c.	Total Operating Expenses	4,634	4,634	-	-	Expenses have not closed for September 2016 and are estimated at budgeted values.

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

	Sep-16	Aug-16	Jul-16	Jun-16	Mar-16	Dec-15	Sep-15	Recommended Reserves	Minimum Reserves
Cash and Investments									
General Operating Reserve	$ 66,641	$ 64,865	$ 60,024	$ 58,277	$ 59,092	$ 60,093	$ 54,913	$ 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	15,488	15,483	15,482	15,482	15,872	15,837	15,814		
Sub-Total Cash and Investments	92,130	90,348	85,506	83,759	84,964	85,929	80,727	69,060	39,340
Capital Commitments	(16,845)	(16,889)	(17,000)	(17,000)	(17,000)	(17,000)	(17,000)		
Public Benefits Obligation	(4,519)	(4,885)	(4,381)	(4,721)	(4,553)	(4,514)	(4,943)		
Biogas Commitment	(7,751)	(7,751)	(7,751)	(7,751)	(7,751)	(7,528)	(7,089)		
Cash and Investments (less Commitments)	**63,016**	**60,822**	**56,375**	**54,287**	**55,661**	**56,888**	**51,695**	**69,060**	**39,340**

- The Statement of Cash Balances may not add up due to rounding.
- The September 2016 Cash Balance is as of 10.24.16. It is subject to change through approximately 10.26.16, at which time the City anticipates closing the books for September.

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

(in 000's)

MTD EXPENSE AND OTHER VARIANCES

	Variance Month-to-Date		
	Favorable Items	Unfavorable Items	Budget to Actual Variance
MTD NET INCOME - $1,599	$ 192		$ 192
MTD GROSS MARGIN VARIANCE			
Retail Sales		(715)	(715)
Power Supply and Transmission			
- Lower usage of biomethane gas than planned	480		480
- IPP STS refinancing and refunding settlement from LADWP	195		195
- Economic dispatch	150		150
- Received less renewable energy than planned	90		90
Wholesale Margin		(55)	(55)
Total	915	(770)	145
MTD EXPENSE AND OTHER VARIANCES			
In-lieu and Street lighting	47		47
Total	47	-	47

Estimated September 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 - $9,528	4,713		4,713
FYTD GROSS MARGIN VARIANCE			
Retail Sales		(466)	(466)
Power Supply and Transmission			-
- Lower usage of biomethane gas than planned	1,400		1,400
- Lower O&M expenses than planned	1,200		1,200
- IPP STS refinancing and refunding settlement from LADWP	585		585
Wholesale Margin	85		85
Other Revenues		(130)	(130)
Total	3,270	(596)	2,674
FYTD EXPENSE AND OTHER VARIANCES			
Customer Service - timing of expenses for other professional services, office supplies, and office equipment maintenance and repair	397		397
Distribution - salary savings due to vacancies and under-fills, and less than planned spending on private contractual services and special departmental supplies	778		778
Finance, Fleet, and Warehouse - lower than planned spending on auto equipment maintenance and repair, insurance, computer system rental fees, and salary savings due to two vacanies for Storekeepers	124		124
Construction & Maintenance (Facilities) - timing of payments for custodial services, private contractual services, and building grounds maintenance and repair.	123		123
In-lieu and street lighting	30		30
Lower than budgeted depreciation expense	335		335
All other	252		252
Total	2,039	-	2,039

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

MTD FY 16-17	MTD Sep-16 Budget	$ Variance	% Variance		FYTD FY 16-17	FYTD Sep-16 Budget	$ Variance	% Variance
450	493	(43)	(9%) [a]	Water put into the system in Millions of Gallons	1,411	1,451	(39)	(3%) [A]
102	113	(11)	(10%)	Metered Recycled Water in Millions of Gallons	336	315	20	6% [B]
				Operating Revenues				
$ 2,270	$ 2,498	$ (228)	(9%)	Potable Water	$ 7,152	$ 7,245	$ (92)	(1%) [C]
364	397	(32)	(8%) [b]	Recycled Water	1,210	1,105	105	10% [D]
64	114	(50)	(44%) [c]	Other Revenue	144	341	(197)	(58%) [E]
2,698	3,009	(311)	(10%)	Total Operating Revenues	8,507	8,690	(184)	(2%)
959	1,037	78	8% [d]	Water Supply Expense	2,988	3,057	69	2%
1,739	1,972	(233)	(12%)	**Gross Margin**	5,519	5,633	(115)	(2%)
				Operating Expenses				
541	541	-	0%	Operations & Maintenance - Potable	1,550	1,724	175	10% [F]
163	163	-	0%	Operations & Maintenance - Recycled	436	510	74	14% [G]
206	206	-	0%	Allocated O&M	475	672	197	29% [H]
137	137	-	0%	Transfer to General Fund for Cost Allocation	411	411	-	0%
319	319	-	0%	Depreciation	900	958	58	6%
1,367	1,367	-	0% [e]	Total Operating Expenses	3,773	4,276	503	12%
372	605	(233)	(38%)	**Operating Income/(Loss)**	1,746	1,357	388	29%
				Other Income/(Expenses)				
14	14	-	0%	Interest Income	42	43	(2)	(4%)
44	44	-	0%	Other Income/(Expense)	112	133	(21)	(16%) [I]
(166)	(166)	-	0%	Bond Interest/(Expense)	(466)	(499)	33	7%
-	-	-	0%	Transfers In/(Out) - (In Lieu)	-	-	-	0%
(107)	(107)	-	0%	Total Other Income/(Expenses)	(312)	(322)	10	3%
265	498	(233)	(47%)	**Net Income**	1,434	1,035	398	38%
27	27	-	0%	Aid in Construction	52	80	(27)	(34%) [J]
$ 292	$ 524	$ (233)	(44%)	**Net Change in Net Assets (Net Income)**	$ 1,486	$ 1,115	$ 371	33%

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

Burbank Water and Power
Water Fund (497)
Statement of Changes in Net Assets - Footnotes
FYTD September 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	1,411	1,451	(39)	- YTD Potable water demand was very close to budget. On June 21, 2016, City Council agreed to allow three days of irrigation per week. YTD CDD were 938 versus the 30 year average of 909.
B.	Recycled Water Usage in Millions of Gallons	336	315	20	- Recycled water sales are higher than planned due to increased demand, which was primarily driven by Studio District and Valhalla's updated irrigation system, resulting in increases in the amount of recycled water taken in July, August and September.
C.	Potable Water Revenue	7,152	7,245	(92)	- The WCAC impact decreased potable water revenues by $82k YTD.
					WCAC Revenue — FYTD Actual: 3,070
					WCAC Expenses — 2,988
					WCAC revenue deferral (decreased revenues) — **$ 82**
D.	Recycled Water Revenue	1,210	1,105	105	- The recycled water revenues correspond to higher water put into the system.
E.	Other Revenue	144	341	(197)	- Other revenues include items such as damaged property recovery, connection fees, late fees, and tampering fees, which tend to fluctuate.
F.	Operations & Maintenance - Potable	1,550	1,724	175	- The favorable variance is attributable to lower than planned spending on special departmental supplies, utilities, and other professional services.
G.	Operations & Maintenance - Recycled	436	510	74	- The favorable variance is primarily attributable to lower than planned allocations from Electric and lower than planned spending on electricity for water pumping.
H.	Allocated O&M	475	672	197	- The favorable variance is attributable to favorable variances in allocated expenses (primarily Finance, Customer Service, and Marketing) from the Electric Fund.
I.	Other Income/Expense	112	133	(21)	- The unfavorable variance is attributable to the timing of miscellaneous revenue.
J.	Aid in Construction	52	80	(27)	- The unfavorable variance is primarily attributable to the timing of AIC projects.

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

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
a.	Potable Water Usage in Millions of Gallons	450	493	(43)	- MTD Potable water demand is close to budget. On June 21, 2016, City Council agreed to allow three days of irrigation per week. MTD CDD were 260 versus the 30 year average of 277.
b.	Recycled Water Revenue	364	397	(32)	- Recycled water sales correspond with demand.
c.	Other Revenue	64	114	(50)	- Other revenues include items such as damaged property recovery, connection fees, late fees, and tampering fees, which tend to fluctuate.
d.	Water Supply Expense	959	1,037	78	- Water supply expense corresponds with demand.
e.	Total Operating Expenses	1,367	1,367	-	- Expenses, other than water supply expense, have not closed for September 2016 and are estimated at budgeted values.

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

	Sep-16	Aug-16	Jul-16	Jun-16	Mar-16	Dec-15	Jun-15	Recommended Reserves	Minimum Reserves
Cash and Investments									
General Operating Reserves	$ 10,778	$ 10,083	$ 8,871	$ 8,674	$ 8,334	$ 8,271	$ 10,021	$ 9,760	$ 5,240
WCAC	948	858	846	873	974	1,183	890	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	13,947	13,161	11,937	11,767	11,528	11,674	13,131	15,760	7,240
Capital Commitments	(543)	(553)	(553)	(553)	(553)	(1,069)	(2,101)		
Cash and Investments (less commitments)	13,404	12,608	11,384	11,213	10,974	10,605	11,030	15,760	7,240

- The Statement of Cash Balances may not add up due to rounding.
- The September 2016 Cash Balance is as of 10.24.16. It is subject to change through approximately 10.26.16, at which time the City anticipates closing the books for September.

Estimated September 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 - $265		(233)	(233)
MTD GROSS MARGIN VARIANCE			
Potable Revenues		(228)	(228)
Recycled Revenues		(32)	(32)
Other revenue		(50)	(50)
Water Supply Expense	78		78
Total	78	(311)	(233)

Estimated September 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 - $1,434	398		398
FYTD GROSS MARGIN VARIANCE			
Potable Revenues - lower than planned		(92)	(92)
Recycled Revenues - higher than planned	105		105
Water Supply	69		69
Other		(197)	(197)
Total	174	(289)	(115)
FYTD O&M AND OTHER VARIANCES			
Direct O&M - Salary savings, lower than planned spending in special departmental supplies, utilities, and other professional services	175		175
Lower than budgeted depreciation expense	58		58
All Other	83		83
Lower than planned allocations from Electric Fund	197		197
Total	513	-	513

September 7, 2016
4:30 p.m.

The regular meeting of the Civil Service Board was held in the City Council Chambers of City Hall.

Roll Call

Members present:	David Nos, Chairperson Miguel Porras, Vice-Chairperson Jacqueline Waltman, Secretary Matthew Doyle Susan Widman
Also present:	Sean Aquino, Administrative Officer – BWP Betsy Dolan, Management Services Director Garen Essakhanian, Network Support Analyst III Brady Griffin, Human Resources Manager Charmaine Jackson, Senior Assistant City Attorney Jason Miller, Acting Asst. IT Director – Operations April Moreno, Human Resources Manager Sherry Richardson, Administrative Officer Jessica Sandoval, Executive Assistant Julianne Venturo, Asst. Management Services Director

Additional Agenda Items

None

Open Public Comment Period of Oral Communications

None

Approval of Minutes

MOTION CARRIED: It was moved by Ms. Widman, seconded by Mr. Porras (with Mr. Doyle and Ms. Waltman abstaining) and carried 3-0 to approve the minutes of the regular meeting of August 3, 2016.

Proposed Amendments to Classification Plan

None

Recruitment and Selection Report – August 2016

RECOMMENDATION: Note and file.

Appointments and Assignments – September 2016

For the month of September 2016, there was one temporary appointment and three temporary assignment extensions needed. The extensions were sought on behalf of the Burbank Water and Power Department, the Information Technology Department, and the Public Works Department.

MOTION CARRIED: It was moved by Mr. Doyle, seconded by Ms. Widman and carried 5-0 to approve the Appointments and Assignments for the month of September 2016.

Adjournment

The regular meeting of the Civil Service Board was adjourned at 4:45 p.m.

Julianne Venturo
Assistant Management Services Director

APPROVED:

_____DATE_____
David Nos, Chairperson

_____DATE_____
Jacqueline Waltman, Secretary

October 5, 2016
4:30 p.m.

The regular meeting of the Civil Service Board was held in the City Council Chambers of City Hall.

Roll Call

Members present:	David Nos, Chairperson Susan Widman
Members not present:	Matthew Doyle Miguel Porras, Vice-Chairperson Jacqueline Waltman, Secretary
Also present:	Betsy Dolan, Management Services Director Jessica Sandoval, Executive Assistant

Adjournment

The regular meeting of the Civil Service Board was adjourned at 4:32 p.m. due to lack of a quorum.

Julianne Venturo
Assistant Management Services Director

APPROVED:

_____DATE_____
David Nos, Chairperson

_____DATE_____
Jacqueline Waltman, Secretary

6A.

UNAPPROVED

BURBANK WATER AND POWER BOARD
MINUTES OF MEETING
October 6, 2016

Mr. Herman called the regular meeting of the Burbank Water and Power Board to order at 5:11 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. Smith, Mr. Eskandar, Mr. Herman, Mr. Ford, and Ms. Springer, Mr. Olson, Ms. Obal

Staff Present: Mr. Somoano, Acting General Manager, BWP; Mr. Liu, Chief Financial Officer; Mr. Mace, Assistant General Manager, Water; Mr. Joffee, Acting Assistant General Manager, Power; Mr. Ancheta, Acting Assistant General Manager, Electrical; Mr. Chwang, Sr. Asst. City Attorney; Mr. O. Hernandez, Customer Service Supervisor; Ms. Fletcher, Assistant General Manager, Customer Service and Marketing; Mr. Bleveans, Power Resources Manager; Mr. Thompson, Principal Civil Engineer/BWP; Mr. Sleiman, Sr. Electrical Engineer; Mr. Aquino, Administrative Officer; Ms. Meyer, Marketing Manager; Ms. O'Brien, Customer Service Supervisor; Ms. Titus, Legislative Analyst; Mr. Hernandez, Principal Electrical Engineer; Mr. Clark, Electrical Engineering Assistant; Mr. Lippert, Manager Telecommunications; Ms. Hickman, Recording Secretary.

INTRODUCTION OF ADDITIONAL AGENDA ITEMS

None requested.

ORAL COMMUNICATIONS

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

CONSENT AGENDA

MINUTES

It was moved by Mr. Eskandar, seconded by Mr. Smith and carried 6-1 to approve the minutes of the regular meeting of August 4, 2016 (Mr. Olson abstained).

1ST AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH TEARANEAR PMC, LLC FOR OPERATIONS OF THE BURBANK OPERABLE UNIT

It was moved by Mr. Eskandar, seconded by Mr. Smith and carried 7-0 to approve Amendment No. 1 to the PSA with TerranearPMC, LLC for operation and maintenance of the BOU for an amount not to exceed $6,100,000 for labor, insurance and the contractor's authorized reimbursable indirect costs to operate the facility.

REPORTS TO THE BOARD

BWP OPERATIONS AND FINANCIAL REPORTS
Mr. Liu presented BWP's financial update for the month of August 2016. He reported that Fitch Ratings has affirmed BWP's AAA water rating.

Mr. Somoano, Mr. Liu, Mr. Bleveans and Ms. Fletcher responded to Board member questions.

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

UNDERGROUND SUBSTRUCTURE REHABILITATION PROGRAM
Mr. Clark provided the Board with a presentation on managing Burbank's aging substructures which include manholes, pull boxes and vaults. Staff has created a strategic program to perform routine assessments of substructures and to repair or replace any substructures that are found to be deteriorated. In Fiscal Year 2015/16, crews repaired five manholes, completely replaced two manholes, and abandoned and removed four manholes. Twenty-four deteriorating pull box lids were replaced and twenty-eight residential vaults were identified as severely deteriorated and will be replaced with an above ground transformer configuration.

BWP will continue to manage its aging substructures by enacting focused, strategic maintenance and capital improvement programs. This component allows the utility to keep its rates low and maintain a safe, reliable electric system that is built to last.

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

2015 INTEGRATED RESOURCE PLAN
Mr. Bleveans described to the Board that the 2015 Integrated Resource Plan (IRP) is a policy document that the Utility uses to plan for the future

Mr. Bleveans discussed the following pertaining to the making of the document:
- How the IRP was created
- Why the utility creates an IRP
- Planning environment
- Major challenges
- Policy questions asked of the community
- Analysis
- Evolving supply portfolio
- Themes (policy directions)
- Policy guidelines

Staff is already planning for the next IRP due in 2018.

Mr. Somoano and Mr. Bleveans responded to Board member questions.

MOTION
It was moved by Mr. Olson, seconded by Mr. Ford and carried 7-0 to recommend that BWP request that the City Council adopt BWP's 2015 Integrated Resource Plan.

SUSTAINABLE BURBANK COMMISSION REPORT

Ms. Springer reported that she attended the Sustainable Burbank Commission meeting on September 19.

The following was discussed:

- Proposition 67 (plastic bag ban) (Committee voted yes to take to Council)
- Proposition 65 (directs the funds for Proposition 67 for money collected from the sale of brown paper bags) (Committee voted no)

COMMENTS AND REQUESTS FROM BOARD MEMBERS

Ms. Springer asked staff about the H^20 to go program. Ms. Meyer responded.

Mr. Ford asked if other departments have access to customer electric and water usage. Ms. Fletcher responded.

Mr. Eskandar asked if staff could report on the costs surrounding providing broadband service to customer homes. Mr. Somoano and Mr. Lippert responded.

Mr. Smith would like staff to report on cyber security. Mr. Somoano responded.

Mr. Olson asked that staff develop an outreach program to go back out to the community on the Integrated Resource Plan after Council approves it.

Mr. Herman welcomed Ms. Obal to the Board. Ms. Obal spoke a little of her background.

Mr. Herman commented that he was impressed by Mr. Liu's Council presentation on the Water JPA and with the level of detail that was discussed at the Risk Oversight Committee meeting that he attended.

INFORMATION FROM STAFF

Legislative Update. Ms. Titus introduced herself as BWP's new Legislative Analyst and gave a brief summary of her background to the Board.

She reported that the legislative session closed on August 31. Signed bills will become effective on January 1, 2017 unless it's an urgency bill, which becomes effective immediately.

The following items were discussed:

- SB-32 – California emissions goals
- AB-197 – Companion bill to SB32
- AB-1110 – Greenhouse gas emissions administrative bill
- SB 814 – Excessive water use bill
- SB 7 – New construction housing to encourage water conservation

Ms. Titus responded to Board member questions.

Hollywood/Burbank Airport Terminal Replacement. Mr. Ancheta reported on the proposed new airport terminal. There will be no major water or electrical impact to the utility as the new building will

be highly efficient. New landscape will use recycled water. Ballot Measure B will be voted on during the general election. Mr. Somoano and Mr. Ancheta responded to Board member questions.

Alameda Substation & Restoration. Mr. Hernandez presented an update on the site restoration project. The last Board update included discussion with a developer for a temporary parking lot. That project didn't transpire. Staff is still working on a scope of work for the site and has met with the Community Development Department and Park, Recreation & Community Services. One idea the three departments discussed could be a passive park. Mr. Hernandez reported that it will take approximately two years to complete the project. Mr. Somoano and Mr. Hernandez responded to Board member questions.

Aliso Canyon Update. Mr. Joffee gave a short update on the Aliso Canyon situation. Twenty-six wells have passed inspection. Sixty-six wells are out of service and twenty-two are pending test completions. At this time, there is no projected return to service date. The Aliso Canyon Gas and Electric Reliability Winter Action Plan issued on September 1, 2016 concluded that without Aliso Canyon, risks to energy infrastructure still exist due to the uncertainty of weather and system conditions. As with the summer analysis, the sooner the Aliso Canyon natural gas storage facility can be safely brought on line, the lower the risk to gas and electric reliability. The actions identified in the Winter Action Plan will reduce the risk, but will not eliminate it and even if gas injections were to begin in October, the risk of curtailments remains. Through conservation and other mitigation measures So Cal Gas expects to meet the energy needs of Southern California this winter.

Intermountain Power Project (IPP) Renewal Update. Mr. Bleveans presented an update on the IPP Renewal project. The restructure is scheduled for 2025. He reported that staff is in the midst of negotiations with thirty-five utilities in two states. The first step was getting approval from Council. They are now working on the CEC approval process.

Mr. Bleveans responded to Board member questions

Drought Update. Mr. Mace reported that October 1, 2016 was the first day of the new water year. To date water storage is better than last year. Three day a week watering went to Stage 1. The utility saw a 27% and 21% reduction in water use in the months of July and August respectively.

Mr. Mace responded to Board member questions.

ADJOURNMENT

The meeting was adjourned at 9:00 p.m. The next meeting will be held on Thursday, November 3, 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

Paul Herman, Chair, BWP Board

CITY OF BURBANK

PARKS AND RECREATION

ANNOTATED AGENDA/MEETING SUMMARY

Meeting: Parks and Recreation Board

Date: Thursday, October 13, 2016

Staff Present: Judie Wilke, Parks and Recreation Director; Marisa Garcia, Assistant Parks and Recreation Director; Kris Smith, Deputy Director; Krista Dietrich, Administrative Officer; Kristen Buhagiar, Recreation Services Manager; Vickie Cusumano, Recreation Supervisor; Paul Paolone, Recreation Coordinator; David Kriske, Assistant Community Development Director; Ross Young, Real Estate and Project Manager; and Patricia Molinar, Recording Secretary.

Board Members Present: Dr. Barta, Ms. Jackson, Ms. Lowers, Mr. DePalo, and Mr. Gussow

Council Members Present: None

	Item Discussed	Summary	Direction or Action, if any
1	Recognitions	None	N/A
2	Oral Communications	None	N/A
3	Response To Oral Communications	None	N/A
4	Written Communications Follow-Up to Park Board Member Gussow's September 8, 2016 comments regarding Verdugo Aquatic Facility	Ms. Wilke provided details of the Verdugo Aquatic Facility's (VAF) pool policy regarding the distribution of wristbands for the activity pool. Per Los Angeles County regulations the activity pool has a capacity of 144 patrons. To accommodate more patrons, staff offers two daily sessions during the week and three daily sessions on the weekend. Due to the high popularity of VAF and limited capacity of the activity pool, most Day Camps are scheduled at McCambridge Pool. Staff ensures Day Camps scheduled at VAF do not conflict with any Go! Party celebration. Day Camps and Go! Party rentals are limited in the amount of wristbands they purchase for each session in order to offer the majority of activity pool wristbands to the public.	N/A
5	Park Board Comments	Mr. DePalo thanked Joan and Fred Ortega for organizing the Gary Smestad Memorial Golf Tournament and raising funds for the Veterans Memorial at Mc Cambridge Park. Mr. DePalo also invited the public to attend and donate items for the Thank A Soldier packing event sponsored by Hands Across the Battlefield and Keller Williams on Saturday, October 22 from 11:00 a.m. – 2:00 p.m. at 2 locations, the UMe Credit Union and the Burbank City Federal Credit Union. Ms. Jackson informed that the Arts in Public Places Committee will be	N/A

		interviewing the artists who submitted proposals for Lincoln Park's Public Art Garden on Friday, October 14. Mr. Gussow, Dr. Barta, Mr. DePalo expressed their gratitude for the excellence provided to our community by the inductees of this year's Walk of Fame. Ms. Lowers attended the Music and Art in the Park event at Johnny Carson Park. She also stated that the park is a wonderful facility with endless potential. Ms. Lowers stated that the Advisory Council on Disabilities is diligently contacting building owners and City departments to bring forward change.	
6	Burbank Tennis Center Annual Operations Report	Ms. Garcia provided the Board with an annual update of the Burbank Tennis Center. She stated that BTC is in substantial compliance with the 2015-16 goals and objectives established in the Agreement. Mr. Starleaf, operator of the Burbank Tennis Center, provided the Board with an annual update on programming and operations and thanked the Board and various City departments for the opportunity to promote the sport of tennis.	Note and File.
7	Burbank Channel Bikeway Project	Mr. Ross Young, of the Community Development Department, provided the Board with information on Phase II of the Burbank Channel Bikeway Project. The intent of the bike and pedestrian path project is to expand the City's bike and pedestrian network while also enhancing area around the channel and providing a new recreational facility for the City. The project has a completion date of Summer 2018.	Note and File
8	Starlight Bowl Report	Ms. Buhagiar provided the Board with season highlights and changes of the 2016 Starlight Bowl season. This Summer Season saw six summer concerts scheduled from July 4th through August 7th, along with expanded programming through a partnership with LA Concert Group featuring three additional special engagement concerts. Ms. Buhagiar introduced Ms. Cusumano who presented the Board with an overview of the related marketing efforts; operations and support; attendance; revenue; sponsorships; and survey results. Mr. Paolone described the efforts being explored to alleviate the parking situation at the Bowl. Board members discussed and raised questions.	It was moved by Mr. Gussow seconded by Ms. Jackson and carried 5-0 "that staff work on a comprehensive initial plan to help increase the attendance and sponsorship in the Starlight Bowl so the Board can make a request to the City Council for one time funds."
9	Study Session Direction for Naming of Public Facilities	Ms. Dietrich asked the Board to discuss the feasibility of scheduling one study session to discuss two items, or two study sessions, one session for each item.	It was moved by Ms. Jackson seconded by Mr. Gussow and carried 5-0 "to hold 2 separate study

	Ordinance and Bond or Ballot Measure		sessions to consider the naming of the ordinance relative to Naming of Public Facilities and a separate session to discuss a bond or ballot measure to fund some of Parks and Recreation's infrastructure needs." The Board decided to discuss the Naming of Facilities Ordinance at the first study session, and the bond or ballot measure feasibility at the second session.
10	Consent Calendar	Art in Public Places Update: Deferral project status update for the Art in Public Places Program. Approval of Minutes Minutes of the September 8, 2016 Meeting were approved. City Council Agenda Items Update Noted and Filed. Contract Compliance Noted and Filed. Park Patrol Reports Noted and Filed. Departmental Operations Update Noted and Filed.	It was moved by Ms. Jackson seconded by Mr. Gussow and carried 5-0 "to approve the Consent Calendar." Ms. Wilke announced that Captain Cremins will be present at the November board meeting to speak about the Park Patrol Report.
11	Tabled Items	None	N/A
12	Second Period of Oral Communications	None	N/A
13	Response to Second Period of Oral Communications	None	
14	Additional Comments from the Board	Mr. Gussow requested an update on the Roller Hockey Rink. Ms. Wilke reported that an agreement has been reached with Mr. Dalessandro. Mr. Dalessandro has found and purchased sufficient replacement boards to last through the end of his contract in June.	

		Currently, Parks and Recreation is preparing a Request for Proposal for the early part of the year with the aim of securing a vendor who will operate the rink as soon as the existing agreement lapses in June. The chosen vendor will have to address the necessity of a new rink. Also, The report for the audit performed in July should be received very soon.	
15	Introductions of New Agenda Items		N/A
16	Adjournment	The meeting was adjourned at 8:37 p.m.	It was moved by Mr. Gussow seconded by Mr. DePalo and carried 5-0 to adjourn the meeting.

CITY OF BURBANK

PARKS AND RECREATION
ANNOTATED AGENDA/MEETING SUMMARY

Meeting: Burbank Cultural Arts Commission **Date: October 13, 2016**

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

Members Absent:

Staff Present: Judie Wilke, Kris Smith, Kristin Buhagiar, Vickie Cusumano, Noah Altman

Liaisons Present **Jess Talamantes**

Item Discussed		Summary	Direction or Action, if any
1	Logo Re-design	The Commission members reviewed the three style scapes submitted by Brian Miller but they decided that none of the designs were fitting for their needs. They agreed to keep their current logo and seek out other individuals to work on a potential new design which they would later bring to the Commission for review and discussion.	
2.	Art in Public Places Update	Ms. Willner indicated she would be participating in the Lincoln Park Public Art Garden final presentations tomorrow. In addition to the standard questions, they would have the ability to ask individual questions during the half hour interviews with the artists. She noted that she was in favor of keeping the continuity of Lincoln focused art which she felt would speak more to the theme of the space.	
3.	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 their efforts to market the new website. An informational letter has been drafted to local organizations. They briefly discussed incentives to get people to sign up on the site, such as a raffle for Starlight Bowl tickets. Staff will inquire about doing a press release through PIO. Goal 2: The Committee will begin reaching out to sponsors in addition to those contacted by staff (BWP, Disney, Keller Williams, and the Fine Arts Federation). They briefly discussed partnering/collaborating with non-profit organizations, but would possibly wait until the next round of the project to work on this idea. The Commissioners would reach out to their individual contacts to seek sponsorships for the Beautification Project. Goal 3: The Committee continues to work with Healing for the Arts and will attend a meeting on October 19. The Committee asked the members to think about whether or not they would want to participate in Burbank on Parade on April 29, 2017. The theme would be Aloha Burbank. There were only 5 responses received for the survey given at the September 24th arts event at Johnny Carson Park, although those were all positive. Ms. Willner would be participating in the Lincoln Park Public Art garden final presentations tomorrow. Goal 4: The committee gave update on event on the September 24 event at Johnny Carson Park. They received a

			great response from the artists and the public. Ms. Pease provided her feedback regarding the event: some participants left early which left the band playing to a small audience; she felt the heat discouraged people from congregating in front of the stage and thought a large tent in front of stage may have helped (possible sponsor supported); she received feedback saying that there was difficulty in obtaining approval from the City Attorney's office regarding insurance and contract requirements for donations and participants; the free County Grant also caused legal issues; she felt the entire Commission's help would be need in the future to promote the event as well as the help of local establishments; she suggested there was a need for dedicated staff to aid the commission; there was a need for more lighting at the event; the absence of Police and Fire could have been an issue; she thanked Mr. Rector and Mayor Talamantes for their participation in the event. Mayor Talamantes indicated he would schedule a meeting with the City Attorney's office and Parks and Recreation staff to discuss the legal issues and difficulties that the Committee referred to regarding this event. Goal 5: There was no update.

CITY MANAGER'S OFFICE

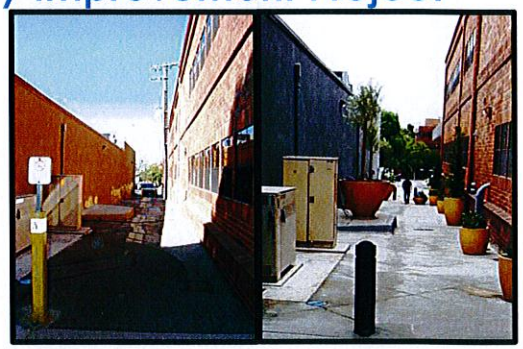
CITY NOTES

Important Updates for the Burbank City Council **October 28, 2016**

Walk of Fame

The City of Burbank Parks and Recreation Department and Burbank Athletic Federation held its 13th Walk of Fame Induction Ceremony at George Izay Park on Saturday, October 1. This year, four new inductees were recognized at the ceremony: Bill Dunaway, Bob Lizarraga, Tiffany Nelson, and Jose Sandoval. The Walk of Fame honors dedicated volunteers, coaches, managers, team parents, participants, scorekeepers, game officials and sponsors who have made significant contributions towards the development, growth, and quality of Burbank sports and athletic programs.

MUD Paseo Beautification and Safety Improvement Project



The MUD Paseo project was identified as an important access point in the Downtown Burbank area that needed beautification and safety improvements. The Paseo provides public access from rear parking lots to businesses on San Fernando Boulevard. The City of Burbank and Downtown Burbank Partnership, Inc. worked with landscape architectural firm JMD Landscape Design to develop an updated streetscape plan for the project. The goal was to enliven the visitor experience in Downtown by creating an inviting environment for patrons and employees to utilize during their lunch breaks or when visiting Downtown. Completed over a two-month period, the Paseo improvements include new scored pavement, new decorative bollards, and the addition of 12 irrigated potted planters. Two benches and two trash receptacles will be added in late November 2016. Overhead lighting is proposed to be installed at a future date. The total construction cost was just under $81,000 and was completely funded by the Downtown Burbank P-BID.

Local Authors' Showcase

More than 300 library users stopped by Buena Vista Branch to visit the Local Authors' Showcase on Saturday, October 15. Fifty authors of children's books, romance novels, science fiction, mystery, local history, and much more had a chance to meet readers face to face and sell their books. Thanks to the Friends of the Library, patrons got to discover new authors, while four lucky winners won door prizes, two of which were Kindle Fires.

Landfill Welcomes a Big Yellow CAT

Staff at the Burbank Landfill were thrilled to welcome its newest piece of earthmoving equipment when a big yellow CAT 627K scraper was delivered in early October. The new $890,000 CAT replaces a 29-year-old machine that had more than exceeded its planned useful life through careful use and diligent preventative maintenance by the Public Works Fleet Division. The new scraper is more than 45 feet long, weighs over 45 tons when empty, and meets the new – and cleanest – Tier 4 air quality requirements for diesel engines. After receiving the manufacturer's equipment-specific training, landfill staff is using the new scraper to load, haul, and deposit soil that is used for intermediate and final cover over buried garbage.

Opportunity to Help Preserve Neighborhood Character

For more than two years, residents of Burbank have attended meetings, walking workshops, and community events. They have filled out surveys and addressed public meetings on the subject of preserving the character of Burbank neighborhoods. Now the work is drawing to a close. The City's Community Development Department has scheduled a meeting for the public to review the potential framework for decision-making for neighborhood compatibility. In addition to seeing the proposed changes to the Municipal Code and the Draft Design Guidelines, attendees will be able to share their opinions and ask questions. The meeting is set for Monday, November 7, at 6:30 p.m., in Room 104 of the Community Services Building.

Titanic STEM Program

The RMS Titanic landed in Burbank when kids in Grades 3 – 6 came to Burbank Public Library's Titanic STEM program on Friday, October 7. They learned about life on the historic ocean liner and tried building their own "unsinkable" ships. Kids and parents talked about the physics of floating, ship design, and what went wrong with Titanic's fateful maiden voyage. The participants tested their ideas and experimented with design improvements over again.

Halloween with Parks and Rec

This year the Parks and Recreation Department celebrated its 20th Annual Haunted Adventure. More than 1,300 people walked through the self-led haunted maze through *The Unknown*, a theme that incorporated scenes from the previous Haunted Adventures, American Horror Story, and Psycho. The adventure began at Stough Park with carnival games, a Thriller Flash Mob, food trucks, a psychic reader, and snacks. This year, the Haunted Adventure added an additional night to accommodate the record-breaking attendance. Moreover, the Verdugo Aquatic Facility welcomed more than 300 people to its 3rd Annual Floating Pumpkin Patch on Sunday, October 23. The event was free to the public and included recreational swim, games, and crafts. The Aquatics staff set the festive mood with ghoulishly fun music while attendees were invited to pick a free pumpkin from the activity pool and decorate it.

Haunted Adventure

Floating Pumpkin Patch