Weekly Management Report
February 3, 2017

1.	**Minutes**	Burbank Water and Power Board Meeting of December 15, 2016 **Burbank Water and Power Department**
2.	**Staff Report**	December 2016 Operating Results **Burbank Water and Power Department**
3.	**Minutes**	Civil Service Board Meeting of January 4, 2017 **Management Services Department**
4.	**Synopsis**	Civil Service Board Meeting of February 1, 2017 **Management Services Department**
5.	**Synopsis**	Traffic Commission Meeting of January 26, 2017 **Public Works Department**
6.	**Synopsis**	Sustainable Burbank Commission Meeting of January 30, 2017 **Public Works Department**
7.	**Agenda**	Burbank-Glendale-Pasadena Airport Authority Regular Meeting of February 6, 2017 **Burbank-Glendale-Pasadena Airport Authority**

6A.

UNAPPROVED

BURBANK WATER AND POWER BOARD
MINUTES OF MEETING
December 15, 2016

Mr. Herman called the regular meeting of the Burbank Water and Power Board to order at 5:02 p.m. in the third floor Boardroom of the BWP Administration Building, 164 West Magnolia Boulevard, Burbank, California.

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

ROLL CALL

Board Present: Mr. Herman, Mr. Eskandar, Mr. Ford, Ms. Obal, Mr. Olson, Mr. Smith

Board Absent: Ms. Springer

Staff Present: Mr. Somoano, General Manager, BWP; Mr. Liu, Chief Financial Officer; Mr. Mace, Assistant General Manager, Water; Mr. Compton, Assistant General Manager - Chief Technology Officer; Mr. Joffee, Acting Assistant General Manager, Power; Mr. Ancheta, Acting Assistant General Manager, Electrical; Ms. Fletcher, Assistant General Manager, Customer Service and Marketing; Mr. Chwang, Sr. Asst. City Attorney; Mr. Bleveans, Power Resource Manager, Mr. Thompson, Principal Civil Engineer/BWP, Mr. Aquino, Administrative Officer, Mr. Hernandez, Customer Service Supervisor; Mr. Kulkarni, Marketing Associate; Ms. Titus, Legislative Analyst; Mr. Lippert, Manager, Telecommunications; Mr. Pandey, Principal Electrical Engineer/BWP; Mr. Sleiman, Senior Electrical Engineer/BWP; Ms. Famuyibo, Electrical Engineering Assistant, Ms. Kramer, Recording Secretary; Ms. Teaford, Public Works Director; Mr. Rynn, Chief Assistant Public Works Director – City Engineer, Mr. Sanchez, Principal Civil Engineer/PW.

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 5-0 to approve the minutes of the regular meeting of November 3, 2016. Mr. Olson abstained from voting on this item as he was not present for the November 3, 2016 Board Meeting.

PUBLIC WORKS STREET IMPROVEMENT PROGRAM

Ms. Teaford, Public Works Director, presented a PowerPoint presentation which outlined Burbank's "flat infrastructure" inventory, the street and alley program, and utility coordination.

Ms. Teaford responded to Board Member questions. Ms. Teaford asked Mr. Rynn to give a brief update on the Beachwood Sparks Force Main project in response to Board Member questions.

Mr. Ancheta also responded to a Board Members question.

REPORTS TO THE BOARD

BWP OPERATIONS AND FINANCIAL REPORTS

Mr. Liu presented BWP's financial update and operating report for the month of October 2016.

Mr. Somoano, Mr. Liu, Mr. Mace, Mr. Bleveans and Mr. Ancheta responded to Board Member questions.

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

NEW COMMUNITY SUBSTATION

Mr. Ancheta gave a presentation on the proposed new community substation. He provided a background of the Electric Distribution Master Plan, a 20-year plan which assesses Burbank's system and identifies substation improvements and upgrades in order to replace aging infrastructure.

Mr. Ancheta reported that the Airport Authority sold the B6 Property to Overton Moore Properties. The developer's plans for this site triggered a need for the developer to build a customer station based on Burbank's specifications.

The new community substation is proposed to be a strategic site which would mutually benefit both the City and Overton Moore Properties.

Mr. Ancheta sought the Board's approval and recommendation to request approval from the City Council for (i) budgetary authorization to construct the new community substation, (ii) to use the Engineering, Procurement, and Construction contract method to select a contractor, and (iii) to approve and authorize the BWP General Manager to execute a substation agreement with the developer.

Mr. Ancheta and Mr. Somoano responded to Board Member questions and comments.

It was moved by Mr. Smith, seconded by Mr. Eskandar and carried 6-0 to approve the recommendation for this item.

FIBER TO THE HOME OVERVIEW

Mr. Lippert gave a presentation regarding Burbank's Fiber Optic infrastructure. He discussed the possibility of BWP delivering fiber to the home, possible business models, and possible risks to the utility. In 2013 this item was presented to the City Council with the decision not to move forward. Staff's recommendation stays the same now.

Mr. Lippert, Mr. Compton, and Mr. Somoano responded to Board Member questions and comments.

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

At this time, Mr. Somoano requested to the Chair to present an item out of order for the convenience of staff. Staff proceeded to present an informational report on the drought.

INFORMATION FROM STAFF

DROUGHT UPDATE

Mr. Mace provided an update on the drought. He advised that we would need several storms to get out of the drought in Southern California. He discussed proposed revisions to an executive order released by the State for comments, regarding additional regulations/requirements for conservation. Burbank will submit its comments on this. Mr. Mace will provide further updates in the next couple of months.

Mr. Mace responded to Board Member questions and comments.

REPORTS TO THE BOARD CONTINUED

ELECTRIC VEHICLE CHARGING PLAN

Mr. Kulkarni gave a presentation on BWP's Electric Vehicle Charging Plan. He discussed BWP's daily electric load profile, department goals, the various levels and sectors of EV charging, current BWP rebates and incentives in place, marketing goals, and next steps.

Mr. Kulkarni and Mr. Somoano responded to Board Member questions and comments.

This item shall come back to the Board on an ongoing basis. No action was taken.

SUSTAINABLE BURBANK COMMISSION REPORT

Mr. Herman deferred this item to the next meeting since Ms. Springer was not present.

COMMENTS AND REQUESTS FROM BOARD MEMBERS

Ms. Obal inquired if further information will come back to the Board regarding the new community substation. Ms. Obal requested to be notified when this item is taken to Council. Mr. Somoano responded.

Mr. Olson asked questions about the Pacific DC Intertie in regards to an article he read. Mr. Bleveans and Mr. Somoano responded. Mr. Olson also thanked former Recording Secretary, Pat Hickman for all she did for the Board, and thanked her for her service.

Mr. Smith commented on the BWP October Currents issue and complimented staff on the outage map feature available online. He also commented on the IOU's ordered to establish and make available distribution circuit capacity for distributed generation, and asked if that's anything the City is working on. Mr. Somoano responded. Mr. Smith also commented on the compressed air storage potential project. Mr. Somoano responded.

Mr. Eskandar commented on a conference he recently attended where he ran into a former BWP employee, Erika De Leon. She was an outstanding representation of the department, and the City.

Mr. Herman thanked staff for broadening the agenda, and thanked his fellow Board Members for their spirited discussion. Mr. Herman also welcomed the new Recording Secretary, Ms. Kramer to the department, and wished everyone Happy Holidays and a Happy New Year.

INFORMATION FROM STAFF

LEGISLATIVE UPDATE

Ms. Titus gave a post-election update for both the state and federal level, and a lame duck session update. She reviewed the parties in control at both the state and federal levels, and introduced some new representatives and incumbents.

Ms. Titus reported that President-elect Trump is to take office on January 20, 2017. BWP will watch his priorities that could possibly affect the utility.

Ms. Titus responded to Board Member comments.

ALISO CANYON UPDATE

California agencies expect to complete a required safety review of the Aliso Canyon gas storage facility in early 2017. A duly noticed public meeting is also required before state regulators can consider returning the facility to full operation, including once again injecting natural gas into the facility. Currently there is no projected return to service date for the facility.

Mr. Joffee and Mr. Somoano responded to Board Member questions and comments.

Mr. Somoano announced that Mr. Joffee will be retiring at the end of the month and thanked him for his years of service.

ADJOURNMENT

The meeting was adjourned at 9:05 p.m. The next scheduled Board Meeting is January 5, 2017 and will be held in the third floor Boardroom at Burbank Water and Power. This meeting date is subject to change.

Lyndsey Kramer
Recording Secretary

Jorge Somoano
Secretary to the Board

Paul Herman, Chair, BWP Board

7A

CITY OF BURBANK
BURBANK WATER AND POWER
STAFF REPORT

DATE: February 2, 2017
TO: BWP Board
FROM: Jorge Somoano, General Manager, BWP
SUBJECT: December 2016 Operating Results

SAFETY

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

Water Results of Operations

For the month of December, water usage was 3% (9 million gallons) higher than budgeted; and December Potable Water Revenues were correspondingly $7,000 higher than budgeted. Recycled Water Revenues were $86,000 lower than budgeted, primarily related to lower demand for landscape irrigation, due to a larger than normal amount of rain fall in the month of December. December Water Supply Expenses were $7,000 lower than budgeted. December's Gross Margin was $107,000 worse than budgeted. Operating Expenses were $56,000 better than budgeted. Net Income was -$263,000, which was $46,000 worse than budgeted.

December fiscal-year-to-date (FYTD) water usage was 0.2% (6 million gallons) lower than budgeted. FYTD December Potable Water Revenues were correspondingly $28,000 lower than budgeted and Recycled Water Revenues were $20,000 better than budgeted. FYTD Water Supply Expenses were $25,000 lower than budgeted. The FYTD Gross Margin was $253,000 lower than budgeted. Operating Expenses were $1,214,000 better than budgeted. Net Income was $2,159,000, which was $1,010,000 better than budgeted.

Electric Results of Operations

For the month of December, electric loads were 5.6% lower than budgeted due to conservation; and Retail Sales were correspondingly $855,000 lower than budgeted. December Power Supply Expenses were $1,168,000 better than budgeted primarily due to prior period true up credits, lower delivery of biomethane gas than planned and savings from biomethane restructuring, receiving less Copper Mountain energy than planned, and lower retail load. Operating expenses were $237,000 worse than budgeted primarily due to 3 payroll periods in December. December's Gross Margin was $152,000 better than budgeted. Net Income was $154,000 which was $51,000 better than budgeted.

FYTD December electric loads were 2.9% lower than budgeted. Retail Sales were $2,170,000 (2%) lower than budgeted. FYTD Power Supply Expenses were $8,102,000 better than budgeted primarily due to lower delivery of renewables, true up credits, refinancings, economic dispatch and lower O&M. FYTD Gross Margin was $5,964,000

better than budgeted. December FYTD Operating Expenses were $3,219,000 better than budgeted. Net Income was $16,080,000 which was $9,556,000 better than budgeted.

WATER DIVISION

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

The State Department of Water Resources released the Environmental Impact Statement (EIS) for the revised/recirculated Bay Delta Conservation Plan (CA Water Fix) on July 10, 2015. Public meetings were held and the final EIR/S was released in late December 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 2017. 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. Burbank was required to meet a 24% reduction in water use against water use in the same period of 2013.

Burbank had implemented Stage II of the Sustainable Water Use Ordinance and then later went to Stage III to meet the requirements of the Executive Order. 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, 2016 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 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, 2016. 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. 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.

The initial State Water Project allocation for 2017 was issued on November 28, 2016 at 20%. The allocation was increased to 45% on December 23, 2016 due to a wet fall. The continued wet weather, through December, portends a further increase in the SWP allocation. The State's position is that the emergency has passed but it is reserving judgment on whether the drought is over.

SWRCB released a draft proposal in November for "Making Water Conservation a California Way of Life" for review and comment. The proposals address budgets for residential indoor and outdoor watering, Commercial/Industrial/Institutional (CII) water use and water loss standards. How RW use is treated so that Utilities that have implemented RW use do not have their existing investments discounted is of prime concern to BWP. Comments will be submitted to SWRCB although these requirements may not begin to be phased in until 2020. SWRCB may also need to acquire additional legislative authority to implement them.

March, April, May, June, July, August, September, October, November and December, 2016 show a continued trend in lower water usage, 29.8%, 29.6%, 28.6%, 27.8%, 22.5%, 21.2%, 24.7%, 21%, 19.4% and 21.3%, respectively compared to March, April, May, June, July, August, September, October, November and December of 2013. Water volumes of 142, 149, 159, 161, 136, 132, 147, 118, 94 and 97 million gallons, respectively, were conserved for a total volume of 1,337 million gallons for the ten months. Results for each month are still reported to SWRCB but the level of conservation achieved is voluntary in respect to the reporting. BWP continues 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. December shows approximately the same level of conservation as previous months although watering is allowed three days a week, not one, as it was last December. Water use per month has decreased because local rain is lower than the same month in 2013 by about 21%. The effect of the three day a week watering limitation will continue to be monitored.

It is not expected that one year of more than average precipitation will break the drought. MWD added 300,000 acre-feet of water to storage in 2016 to prepare for future demands in the coming years.

The BOU was 74.3% available for service in December 2016. One Liquid Phase Granulated Activated Carbon Filter was offline for 6 days for carbon change through the beginning of the month and 4 others went offline interspersed thru the month. Well V-08 went offline on the 7th and remained out of 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. BWP is maximizing BOU production by optimizing the blend with MWD treated water. Lower ground water levels are impacting the operational efficiency of the BOU wells; testing of drawing water from lower in the aquifer, by deflating the "packers' in the lower portion of the well casings, including discussions with the EPA, are being planned.

Availability	Production	Average Flow Rate (gallons per minute)
74.33%	63.42%	5,708

Project Updates:

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 have been refined. The work to isolate the transmission valve at 3rd Street and East Avenue was completed in December. The transmission valve was replaced in January. The valve at Walnut Avenue and 6th Street has been postponed to March.

Work started on installing 1,325 l.f. of 8-inch ductile iron water main in Frederic Street from Clark Avenue to Magnolia Blvd and was complete at the end of December. Service tie-overs and existing old main cut out was complete in January.

Work began in November installing 400 l.f. of 8-inch ductile iron ware main in Whitnall Highway from California Street to Oak Street. The main is complete and the service tie-overs are anticipated to be complete in February.

Work began on installing 1,335 l.f. of ductile iron water main in Myers Street from Verdugo Avenue to Clark Avenue. This project is anticipated to be complete in April.

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

Seismic valve actuators are being installed at Reservoirs #1 and #4. This is estimated to be complete by mid-January. Control software will be complete in April.

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 was complete in November.

Replacement of Chlorination and Ammonia feed equipment at the Valley Pumping Plant was completed in mid-December.

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 2016 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. BWP has received a copy of the executed amendment documents and is issuing a change order to the contractor for the rest of the scope. Phase 3 is anticipated to be complete in September.

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.

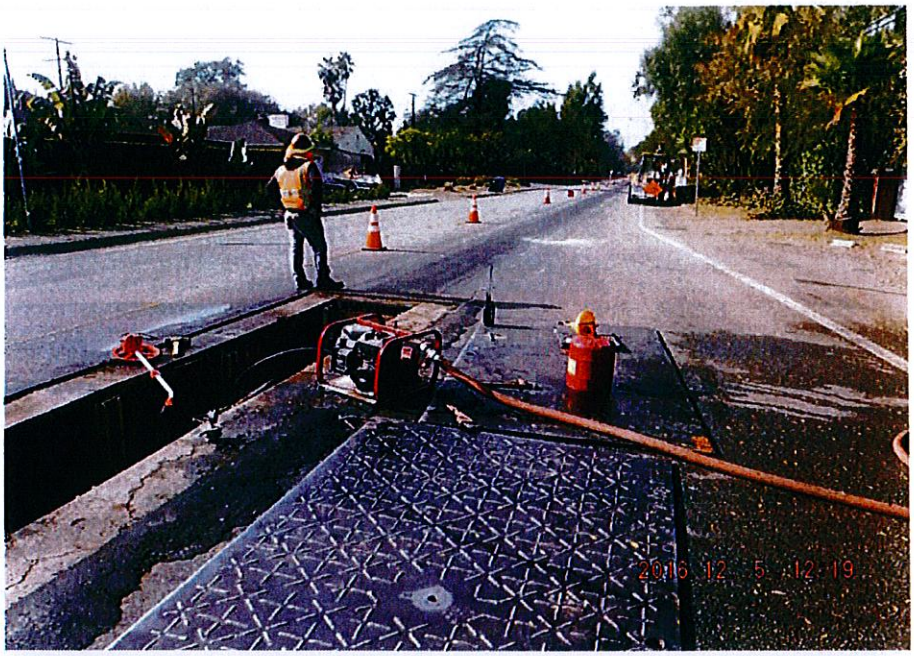
The new Ikea site went live in January with RW in preparation of their planned February 8 opening.

3300/3400 Olive, The Pinnacle CT, 3400 Olive Irrigation and the Warner Bros. Data Center (Bldg. 58) are awaiting customer application to the Los Angeles County Department of Public Health. 1100 Olive, Cusumano Elder Residence is awaiting plumbing research.

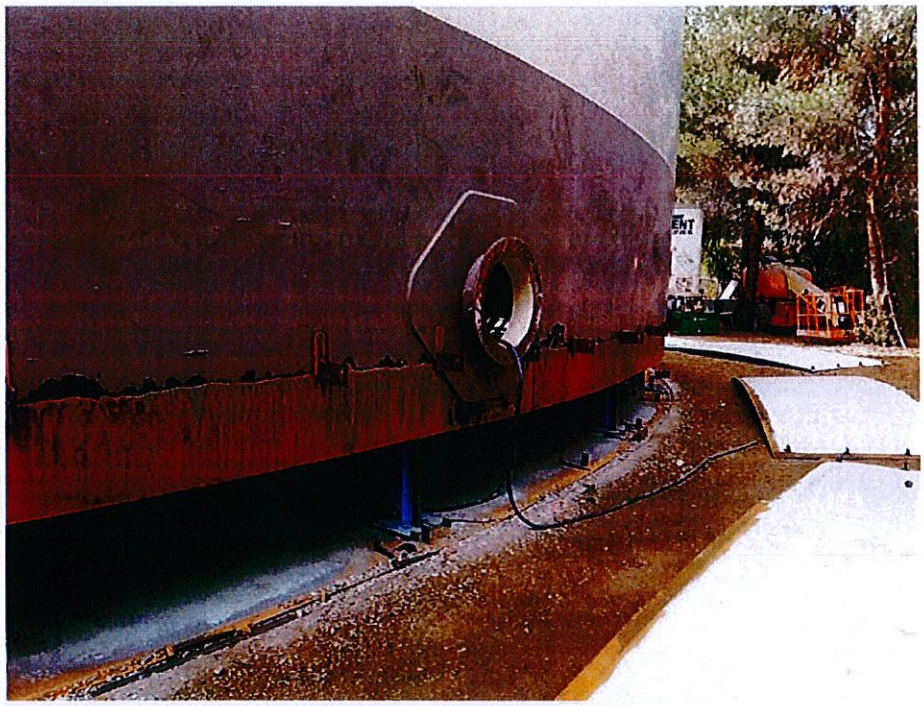
Conversions pending in 2017 include Nickelodeon, Talaria, and Disney ABC 7 cooling tower.

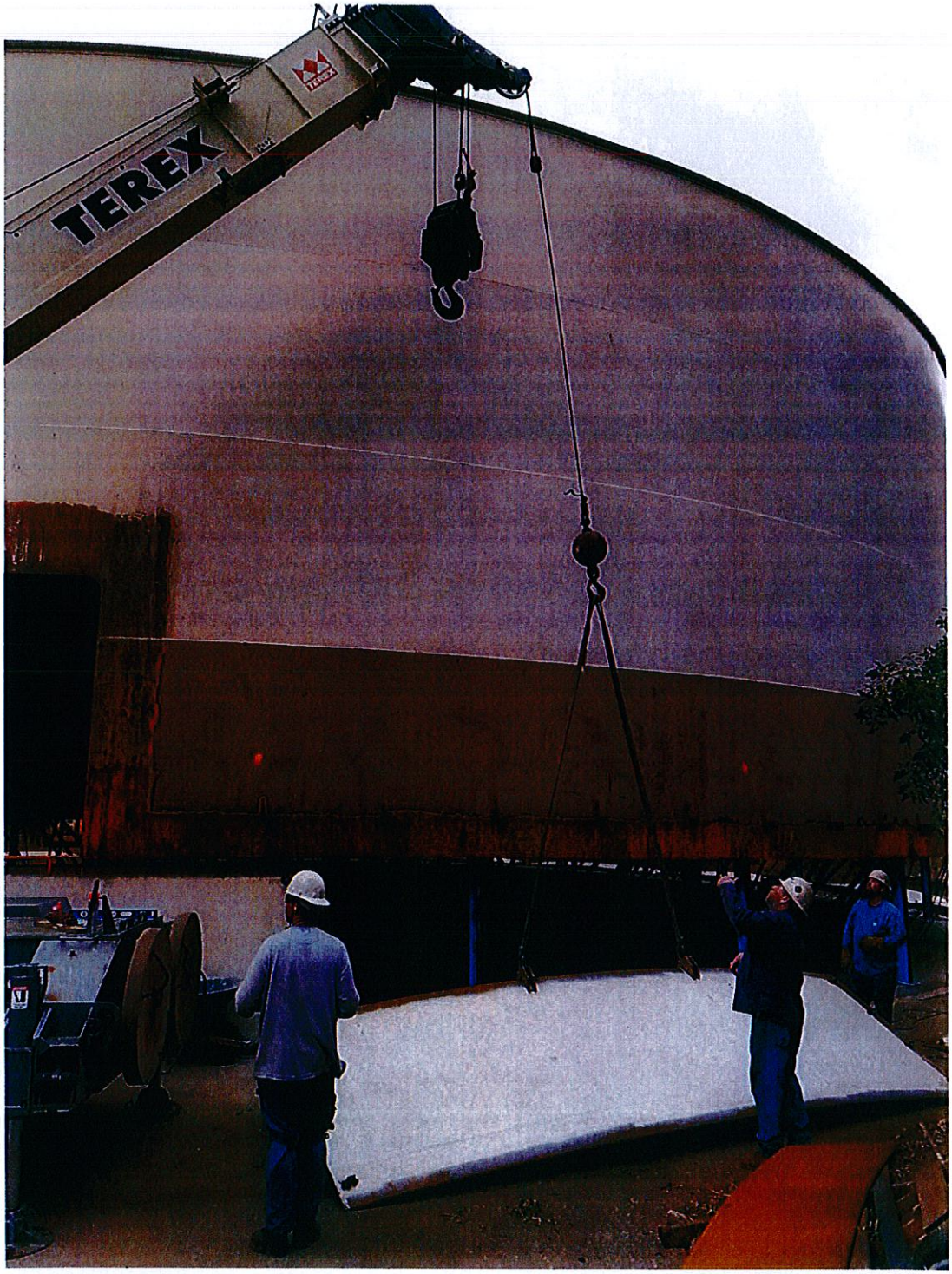
A line stop is being installed to stop the water flow without shutting down the 24-inch main. Stopping the flow allowed BWP water crew to replace an old and inoperable transmission main valve on Glenoaks & East Ave without any service outage to our customers.

16-inch recycled water main is being installed in North Hollywood by Williams Pipeline under a contract with BWP. The project is funded by LADWP with a scheduled completion date of September 2017. When construction is complete, it is estimated that 300 acre feet per year of Burbank's recycled water will ultimately be utilized and an equivalent amount of groundwater will be credited to Burbank.



Seismic retrofit of MacClure tank is underway. The 2 million gallon steel water storage tank is being raised off its floor to install a new lower ring that is thicker and stronger. The photo below shows the tank interior during the jacking operation. The blue pieces are the jacks that raise the outer steel shell and the columns in unison. This phase of tank jacking raised the tank 5 ½ feet.




TEREX

DISTRIBUTION

ELECTRIC RELIABILITY

OUTAGES

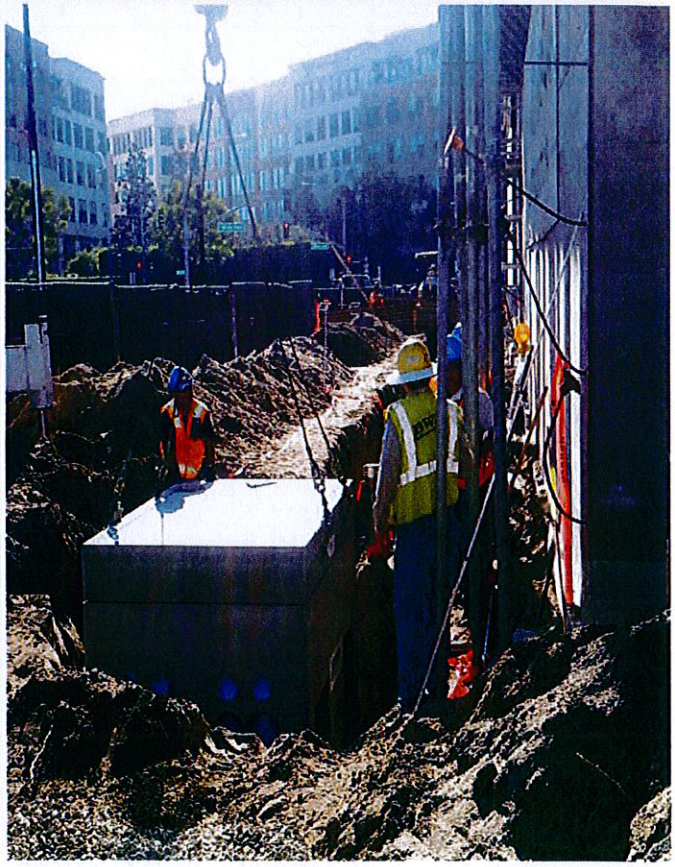
In December 2016, BWP experienced no sustained feeder outages. In the past twelve months, automatic reclosing has reduced customer outage time by approximately 300,578 customer minutes.

Reliability Measurement	January 2015-December 2015	January 2016-December 2016
Average Outages Per Year (SAIFI)	0.1940	0.3386
Average Outage Duration (CAIDI)	33.95 minutes	40.40 minutes
Average Service Availability	99.999%	99.997%
Average Momentary Outages Per Year (MAIFI)	0.4002	0.0718
No. of Sustained Feeder Outages	11	5
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

Talaria at Burbank – 3401 W. Olive Avenue

The contractor has started work on substructure installation for the Talaria Project. BWP inspections of the substructure installation are ongoing, with expected completion at the end of February 2017. Upon completion, BWP Line Crews will begin installation of underground cables, padmount transformers, and associated equipment to establish permanent service for the project.



IKEA – 805 S. San Fernando Blvd.

Permanent electric service at the new IKEA store has been established. BWP crews are working to install new LED streetlights on the newly established IKEA Way. Street lighting work is expected to be completed at the end of January 2017. The new store is scheduled to open on February 8, 2017.

Manhole Rehabilitation – Pilot Project with New Basis

As part of our ongoing effort to address deteriorating substructures, BWP has partnered with the company New Basis to pilot a new manhole rehabilitation system. The New Basis system employs the use of composite materials and fiberglass that is applied in a thin layer within the existing structure. Once cured, New Basis claims that the structure is stronger than the original concrete and the life is completely renewed. All of the work is done completely within the existing manhole, so there is no need for costly excavation and minimal disruption to traffic and the community. The work was done by our BWP crews in less than 3 days. The initial results from the test manhole look promising. Engineering will determine the viability of the product once the results are validated after the final test in January. If successful, the product will likely become another effective least-cost method of repairing manholes.

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, 30.10% 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 Pressure Sodium				
70W	19	19	0	0.2%
100W	3,664	2,090	-1,574	22.0%
150W	17	16	-1	0.2%
200W	3	2	-1	0.0%
250W	2,979	2,098	-881	22.1%
360W	14	14	0	0.1%
400W	2,157	1,860	-297*	19.6%
Low Pressure Sodium				
55W	137	137	0	1.4%
Fluorescent				
85W	128	128	0	1.3%
Incandescent				
2500 LUMEN	10	10	0	0.1%
4000 LUMEN	1	1	0	0.01%
100W INC.	74	74	0	0.8%
Metal Halide				
250W	190	190	0	2.0%
400W	10	4	-6	0.04%
LED				
42W	1	1,609	1,608	16.9%
101W	1	1,140	1,139	12.0%
120W	63	67	4	0.7%
150W	18	14	-4	0.1%
163W**	0	30	30	0.3%
Total # of Lamps	9,486	9,503	17	100%
Energy				
	Consumption in Mwh			% Mwh Change
Annualized	9,268	7,692	-1,576	-17.00%
Average per Lamp	0.977	0.809	-0.168	-17.15%

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

* Not part of LED O&M replacement program. Only includes installation of new lights and replacement of traffic safety lights. (According to current lighting standards for intersections, effective April 2014.)

**Pilot program for LED replacement of 400W HPS luminaires.

CUSTOMER SERVICE

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 (309) with 669 total charging hours of usage.

Month of usage	KWh	kWh/Station/ Day	% Peak Sessions	Charging time (hours)
December 2016	17,472	20	19%	4,105
November 2016	17,230	21	18%	4,033
October 2016	17,976	21	18%	4,014
September 2016	17,810	21	20%	3,905
August 2016	19,702	23	19%	4,144
July 2016	17,235	20	19%	4,131
June 2016	17,278	21	19%	3,861
May 2016 *	17,839	21	N/A	3,962
April 2016	15,212	19	N/A	3,617
March 2016	15,717	19	N/A	3,747
February 2016	13,595	17	N/A	3,371
January 2016	13,011	16	N/A	3,028
December 2015	12,378	15	N/A	2,959
November 2015	12,853	16	N/A	3,076
October 2015	13,058	16	N/A	3,509
September 2015	12,514	15	N/A	3,155
August 2015 **	11,045	13	N/A	2,715
July 2015	8,771	26	N/A	2,095

* 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.

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
December 2016	12	69	535	5,276
November 2016	8	57	523	5,219
October 2016	10	49	515	5,188
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)

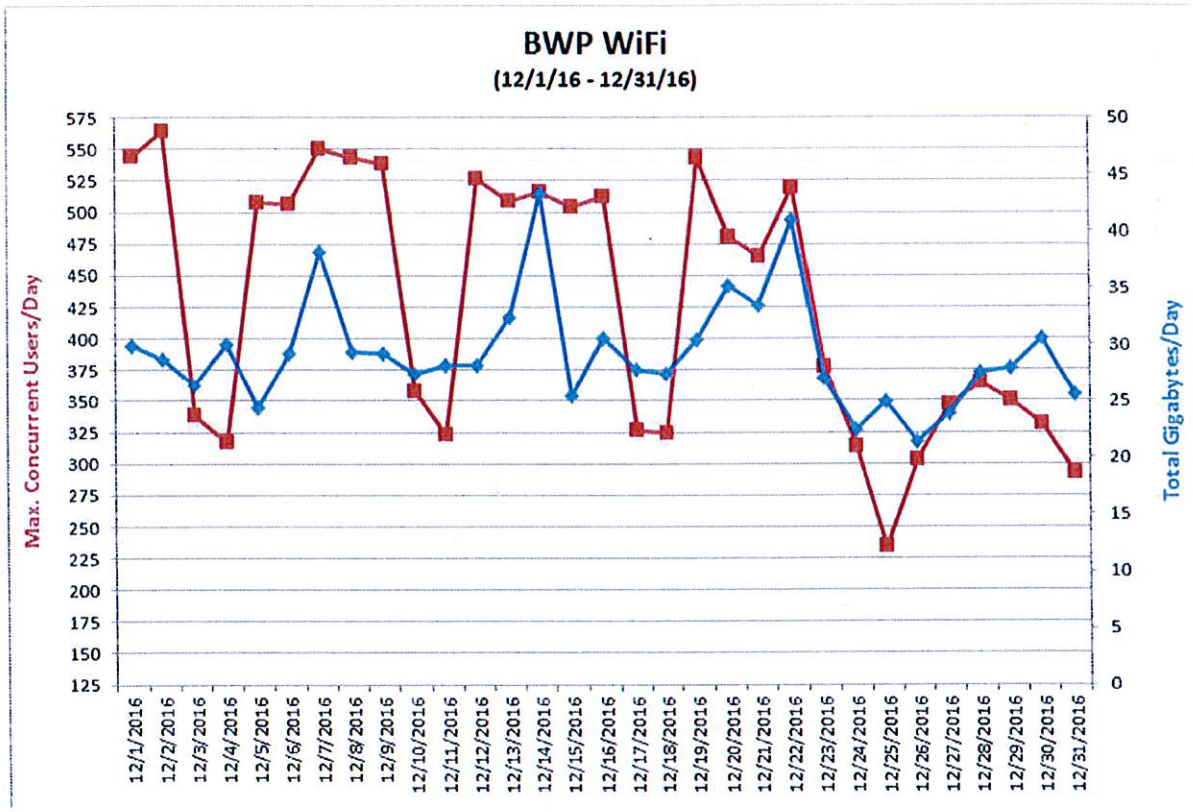
	December 2016 New Orders	Revenues for November 2016	FYTD 2016-17 Revenues	FYTD Budget
Lit	2	$119,761	$712,416	$462,500
Dark	2	$179,665	$1,071,690	$1,387,500
Total	4	$299,426	$1,784,106	$1,850,000

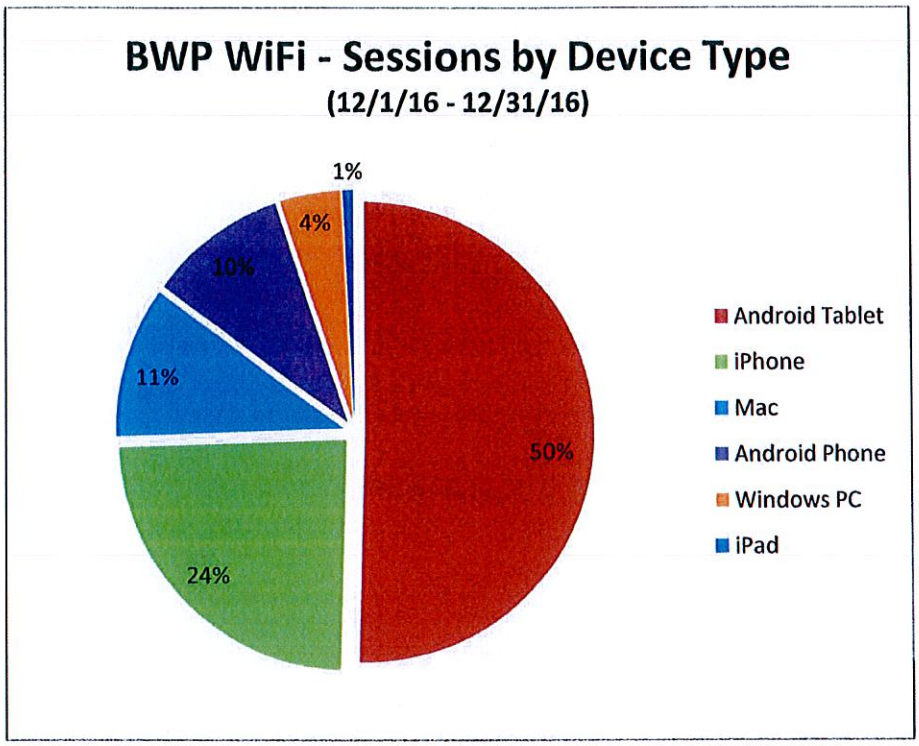
BWP WiFi

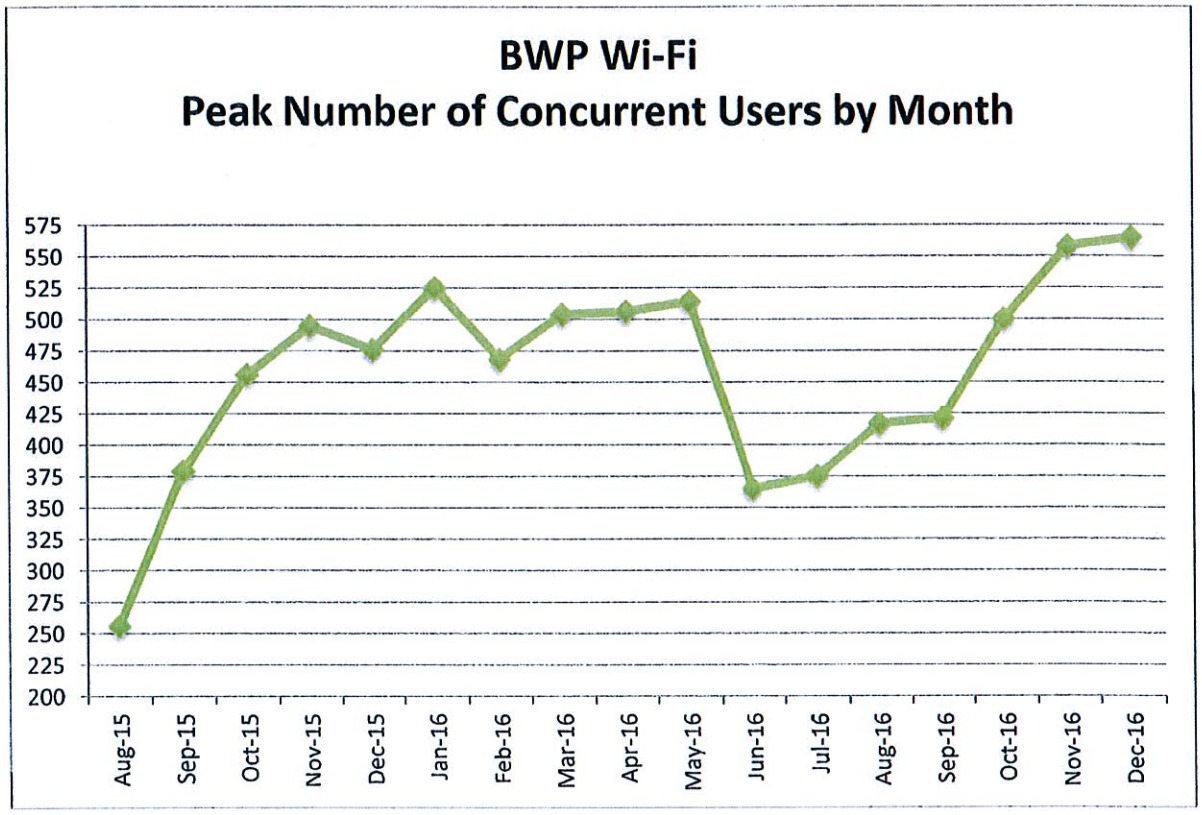
On August 17, 2015, BWP WiFi launched throughout the City of Burbank as a free citywide wireless community broadband service.

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

Maximum Concurrent Users: 565 users on 12/2/16
Maximum Bandwidth Consumed: 43.28 GB on 12/14/16
Maximum Sessions by Device Type: Android Tablets with 50% of all sessions




BWP WiFi - Sessions by Device Type
(12/1/16 - 12/31/16)
1%
4%
10%
11%
50%
24%
Android Tablet
iPhone
Mac
Android Phone
Windows PC
iPad


BWP Wi-Fi
Peak Number of Concurrent Users by Month
575
550
525
500
475
450
425
400
375
350
325
300
275
250
225
200
Aug-15
Sep-15
Oct-15
Nov-15
Dec-15
Jan-16
Feb-16
Mar-16
Apr-16
May-16
Jun-16
Jul-16
Aug-16
Sep-16
Oct-16
Nov-16
Dec-16

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 anticipated, as a base case, 14 days of Aliso-related electric outages in this past summer (none actually occurred) 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 winter.

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 83% complete. Final work on installation, testing, and commissioning of the VFD will occur coincident with the pending 5.5 week planned outage for MPP scheduled to occur on February 3 thru March 13, 2017. Field measurements for torsional modeling were taken on October 8, 2016 from the gas compressor coast down during the recent planned outage at MPP; this analysis was conducted to determine if any modifications would be needed for an acceptable torsional response (angular deflection, torque, and stress on the motor shaft) over the load steps that are applicable to the future compressor operation with the VFD upgrade. The consulting firm (Peerless Dynamics) found that it will be acceptable to expand the operating speed range from the current fixed speed of 1185 rpm to the full range of variable speed between 600-1200 rpm. They also recommended repeating the analysis after the VFD upgrade is completed to measure the normal running torsional response over the extended speed range. The (Draft) Plan for Inspection, Testing, and Commissioning for the VFD Project was circulated to relevant stakeholders for review.

Power Resources

Integrated Resource Planning

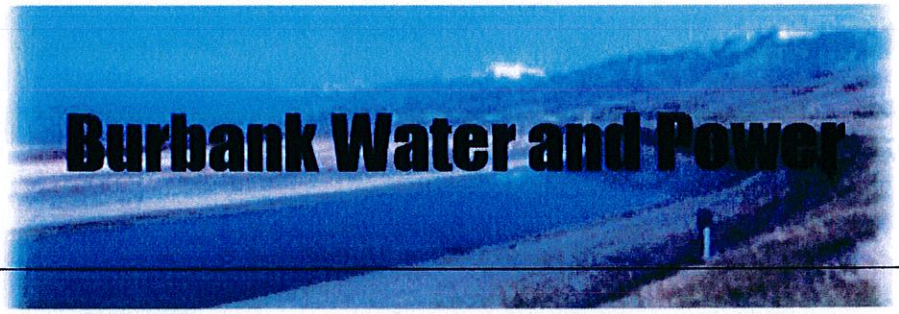
BWP is planning for its next Integrated Resource Plan (IRP) which, pursuant to new requirements embedded in SB350, is due January 1, 2019. This timeline is relatively tight for comprehensive integrated resource planning, and staff is exploring strategies to best meet this deadline. In this connection, BWP staff is providing input to the California Energy Commission as it prepares the SB350 implementing regulations relative to IRPs.

In the meantime, the Burbank City Council approved the 2015 IRP on January 10, 2017, consistent with the Board's recommendation at its October 2015 meeting.

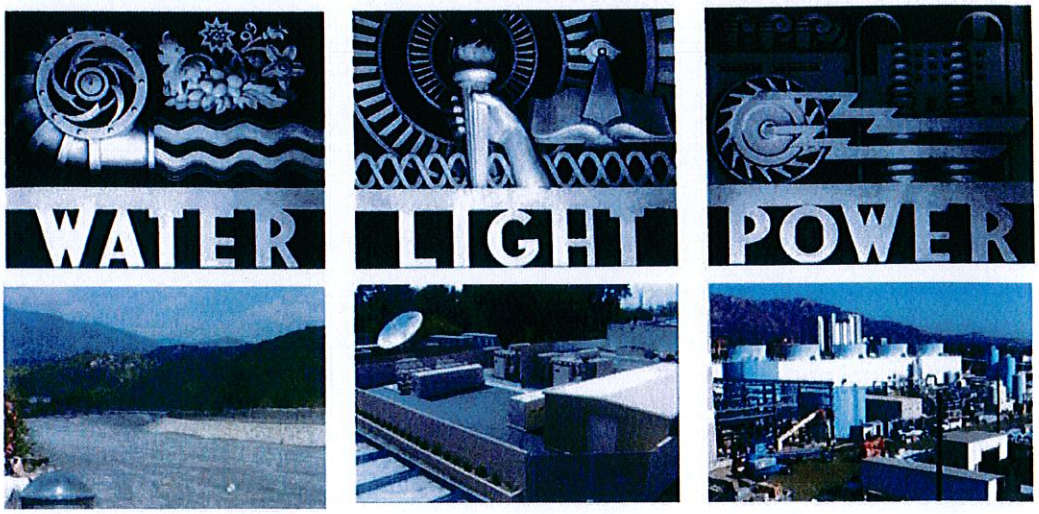
Intermountain Power Project (Delta, UT) Renewal Progress

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.



Burbank Water and Power



Financial Report
December-16

UNAUDITED

Electric Fund (496)
Statement of Changes in Net Assets [1]
MTD and FYTD December 2016
($ in 000's except MWh Sales)

MTD FY 16-17	MTD Dec-16 Budget	$ Variance [2]	% Variance		FYTD FY 16-17	FYTD Dec-16 Budget	$ Variance [2]	% Variance
86,083	91,179	(5,096)	(5.6%) [a]	NEL MWh	600,428	618,099	(17,671)	(2.9%) [A]
				Retail				
$ 13,344	14,199	$ (855)	(6%) [b]	Retail Sales	$ 96,257	98,426	$ (2,170)	(2%) [B]
393	536	(143)	(27%) [c]	Other Revenues [3]	3,057	3,216	(160)	(5%) [C]
7,827	8,994	1,168	13% [d]	Retail Power Supply & Transmission	51,637	59,739	8,102	14% [D]
5,910	5,741	169	3%	**Retail Margin**	47,676	41,904	5,772	14%
				Wholesale				
1,500	5,861	(4,361)	(74%)	Wholesale Sales	9,919	39,704	(29,784)	(75%)
1,419	5,763	4,344	75%	Wholesale Power Supply	9,065	39,042	29,977	77%
81	98	(17)	(17%)	**Wholesale Margin**	854	662	192	29%
5,991	5,839	152	3%	**Gross Margin**	48,530	42,566	5,964	14%
				Operating Expenses				
1,242	1,007	(236)	(23%) [e]	Distribution	5,676	6,497	820	13%
146	133	(13)	(10%)	Administration/Safety	861	907	46	5%
278	242	(37)	(15%)	Finance, Fleet, & Warehouse	1,407	1,516	109	7%
465	471	6	1%	Transfer to General Fund for Cost Allocation	2,816	2,824	8	0%
564	385	(179)	(47%) [f]	Customer Service, Marketing & Conservation	1,969	2,390	421	18% [E]
325	417	92	22%	Public Benefits	2,378	2,506	128	5%
231	163	(68)	(42%) [g]	Security/Oper Technology	960	1,003	44	4%
125	98	(27)	(28%) [h]	Telecom	475	615	141	23% [F]
128	173	45	26% [i]	Construction & Maintenance	596	1,044	448	43% [G]
1,357	1,537	180	12%	Depreciation	8,170	9,223	1,054	11%
4,861	4,625	(237)	(5%)	Total Operating Expenses	25,307	28,527	3,219	11%
$ 1,130	$ 1,214	$ (84)	(7%)	**Operating Income/(Loss)**	$ 23,223	$ 14,039	$ 9,184	65%

Burbank Water and Power
Electric Fund (496)
Statement of Changes in Net Assets [1]
MTD and FYTD December 2016

($ in 000's)

MTD FY 16-17	MTD Dec-16 Budget	$ Variance [2]	% Variance		FYTD FY 16-17	FYTD Dec-16 Budget	$ Variance [2]	% Variance
$ 1,130	$ 1,214	$ (84)	(7%)	**Operating Income/(Loss)**	$ 23,223	$ 14,039	$ 9,184	65%
				Other Income/(Expenses)				
113	105	8	8%	Interest Income	632	632	0	0%
162	90	72	80% [j]	Other Income/(Expense) [4]	769	537	232	43% [H]
(392)	(391)	-	0%	Bond Interest/ (Expense)	(2,350)	(2,349)	1	0%
(117)	(197)	80	41%	Total Other Income/(Expenses)	(948)	(1,179)	231	20%
1,013	1,018	(5)	(0%)	**Income before Contributions & Transfers**	22,274	12,860	9,415	73%
667	710	43	6%	In Lieu	4,812	4,921	109	2%
192	204	12	6%	Street Lighting	1,383	1,415	32	2%
859	914	55	6%	Total Contributions & Transfers	6,195	6,336	142	2%
154	104	51	49%	**Net Income**	16,080	6,524	9,556	146%
(34)	164	(197)	(120%) [k]	Capital Contributions (AIC)	161	984	(823)	(84%) [I]
$ 121	$ 268	$ (147)	(55%)	**Net Change in Net Assets (Net Income)**	$ 16,240	$ 7,507	$ 8,733	116%

1. This report may not foot due to rounding.
2. ( ) = Unfavorable
3. Other Revenues include transmission, telecom and internet revenues as well as other items such as damaged property recovery, connection fees, late fees, and tampering fees.
4. Other Income/(Expense) includes miscellaneous revenue from the sale of scrap materials, inventory, and assets, as well as BABS subsidy.

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

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget		Explanation
a.	Electric Usage in MWh	86,083	91,179	(5,096)	-	NEL is 5.6% below budget due to conservation. MTD HDD were 282 versus the 30 year average of 313.
b.	Retail Sales	13,344	14,199	(855)	-	Retail sales correspond to lower NEL (demand).
c.	Other Revenues	393	536	(143)	-	Other revenues include items such as damaged property recovery, connection fees, late fees, and tampering fees which tend to fluctuate.
d.	Retail Power Supply & Transmission	7,827	8,994	1,168	-	The favorable variance is primarily attributable to prior period true up credits, lower delivery of biomethane gas than planned and savings from biomethane restructuring, receiving less Copper Mountain energy than planned, and lower retail load.
e.	Distribution	1,242	1,007	(236)	-	The unfavorable variance is primarily attributable to the timing of expenditures for software & hardware and salaries.
f.	Customer Service, Marketing & Conservation	564	385	(179)	-	The unfavorable variance is primarily attributable to adjusting the quarterly accrual for potential write-offs of uncollectible receivables to 90 days and greater.
g.	Security / Operations Technology	231	163	(68)	-	The unfavorable variance is primarily attributable to the timing of expenditures for software & hardware and salaries.
h.	Telecom	125	98	(27)	-	The unfavorable variance is attributable to the timing of expenditures for private contractual services.
i.	Construction & Maintenance	128	173	45	-	The favorable variance is primarily attributable to the timing of expenditures for private contractual services and building grounds maintenance & repair.
j.	Other Income/Expense	162	90	72	-	The favorable variance is primarily attributable to un-budgeted miscellaneous revenue from the sale of scrap materials, inventory, and assets.
k.	Capital Contributions (AIC)	(34)	164	(197)	-	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
FYTD December 2016
($ in 000's)

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
A.	Electric Usage in MWh	600,428	618,099	(17,671)	- NEL is 2.9% below budget due to conservation and is partially offset by warmer temperatures. YTD CDD were 1,127 versus the 30 year average of 1,030.
B.	Retail Sales	96,257	98,426	(2,170)	- Retail sales correspond to lower NEL (demand).
C.	Other Revenues	3,057	3,216	(160)	- Other revenues include items such as damaged property recovery, connection fees, late fees, and tampering fees which tend to fluctuate.
D.	Retail Power Supply & Transmission	51,637	59,739	8,102	- 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, prior period true up credits, an IPP/STS refinancing and refunding settlement from LADWP, receiving less renewable energy than planned, economic dispatch, the managing and optimizing of resources by taking advantage of lower fuel and energy prices to meet lower system load, and higher than planned IPP true up credits.
E.	Customer Service, Marketing & Conservation	1,969	2,390	421	- The favorable variance is primarily attributable to the timing of expenditures for professional services and private contractual services.
F.	Telecom	475	615	141	- The favorable variance is primarily attributable to performing un-budgeted capital labor on ONE Burbank Network Infrastructure expansion and Fiber Optics projects, more than budgeted work for other departments as well as the timing of expenditures for software and hardware and private contractual services.
G.	Construction & Maintenance	596	1,044	448	- The favorable variance is primarily attributable to the timing of expenditures for professional services, custodial services and private contractual services.
H.	Other Income / (Expense)	769	537	232	- The favorable variance is primarily attributable to un-budgeted miscellaneous revenue from the sale of scrap materials, inventory, and assets.
I.	Capital Contributions (AIC)	161	984	(823)	- The unfavorable variance is primarily attributable to the timing of AIC projects.

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

	Dec-16	Nov-16	Oct-16	Sep-16	Aug-16	Jul-16	Jun-16	Recommended Reserves	Minimum Reserves
Cash and Investments									
General Operating Reserve	$ 77,121	$ 74,512	$ 71,685	$ 66,712	$ 64,888	$ 60,047	$ 58,277	$ 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	15,703	15,688	15,494	15,488	15,483	15,482	15,482		
Sub-Total Cash and Investments	102,823	100,200	97,178	92,200	90,371	85,529	83,759	69,060	39,340
Capital Commitments	(16,792) [b]	(16,808)	(16,833)	(16,845)	(16,889)	(17,000)	(17,000)		
Public Benefits Obligation	(4,775)	(4,775)	(4,664)	(4,519)	(4,244)	(4,381)	(4,721)		
Biogas Commitment	(7,751)	(7,751)	(7,751)	(7,751)	(7,751)	(7,751)	(7,751)		
Pacific Northwest DC Intertie	(9,885)	(9,885)	(9,885)	-	-	-	-		
Cash and Investments (less Commitments)	63,621	60,980	58,044	63,085	61,487	56,397	54,287	69,060	39,340

[a] The Statement of Cash Balances may not add up due to rounding.

[b] Denotes capital commitment for multiple projects for Station Capacitor Bank Upgrade at Victory, San Jose Station Capacity Upgrade, Valley Distribution Station and 4kV to 12kV conversion of circuit. The amount is reduced by actual expenditures-to-date in the amount of $208.28k.

December 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 - $154	$ 51		$ 51
MTD GROSS MARGIN VARIANCE			
Retail Sales		(855)	(855)
Power Supply and Transmission			
- Prior period true-up credits	435		435
- Received less Copper Mountain energy than planned	408		408
- Lower delivery of biomethane gas than planned and savings from biomethane restructuring	324		324
Wholesale Margin		(17)	(17)
Other Revenues		(143)	(143)
Total	1,167	(1,015)	152
MTD EXPENSE AND OTHER VARIANCES			
Distribution - higher than planned spending on salaries and benefits and on software & hardware		(236)	(236)
Finance, Fleet & Warehouse - timing of expenditures for professional services and higher than planned spending on utilities		(37)	(37)
Customer Service, Marketing & Conservation - higher than planned costs for write-offs of uncollectible receivables		(179)	(179)
Public Benefits - timing of expenditures for professional services and private contractual services	92		92
Security/Oper Technology - timing of expenditures for software and hardware as well as higher than planned spending on salaries		(68)	(68)
Telecom - timing of expenditures for private contractual services		(27)	(27)
Construction & Maintenance (Facilities) - timing of expenditures for private contractual services and Building grounds maintenance & repair	45		45
In-lieu and Street lighting	55		55
Lower than budgeted depreciation expense	180		180
All Other	74		74
Total	446	(547)	(101)

December 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 - $16,080	9,556		9,556
FYTD GROSS MARGIN VARIANCE			
Retail Sales		(2,170)	(2,170)
Power Supply and Transmission			-
- Lower usage of biomethane gas than planned and savings from biomethane restructuring	2,701		2,701
- Lower O&M expenses than planned	1,588		1,588
- Prior period true-up credits	1,625		1,625
- IPP/STS refinancing and refunding settlement from LADWP	975		975
- Received less renewable energy than planned	910		910
- Economic dispatch and the managing and optimizing of resources by taking advantage of lower fuel and energy prices to meet lower system load	169		169
- Higher than planned IPP true-up credits	134		134
Wholesale Margin	192		192
Other Revenues		(160)	(160)
Total	8,294	(2,330)	5,964
FYTD EXPENSE AND OTHER VARIANCES			
Customer Service - timing of expenses for professional services, and private contractual services	421		421
Telecom - performing un-budgeted capital labor, performing more than budgeted work for other departments as well as the timing of expenditures for software and hardware and private contractual services	141		141
Construction & Maintenance (Facilities) - timing of expenses for professional services, custodial services and private contractual services	448		448
In-lieu and street lighting	142		142
Lower than budgeted depreciation expense	1,054		1,054
All other	1,386		1,386
Total	3,592	-	3,592

Burbank Water and Power
Water Fund (497)
Statement of Changes in Net Assets [1]
MTD and FYTD December 2016
($ in 000's except Gallons)

MTD FY 16-17	MTD Dec-16 Budget	$ Variance [2]	% Variance		FYTD FY 16-17	FYTD Dec-16 Budget	$ Variance [2]	% Variance
361	352	9	3%	Water put into the system in Millions of Gallons	2,612	2,617	(6)	(0%) [A]
53	75	(22)	(29%) [a]	Metered Recycled Water in Millions of Gallons	558	562	(4)	(1%)
				Operating Revenues				
$ 1,628	$ 1,621	$ 7	0%	Potable Water	$ 13,010	$ 13,038	$ (28)	(0%)
180	266	(86)	(32%) [b]	Recycled Water	2,001	1,981	20	1%
79	114	(35)	(31%) [c]	Other Revenue [3]	412	683	(270)	(40%) [B]
1,887	2,001	(114)	(6%)	Total Operating Revenues	15,423	15,702	(278)	(2%)
770	777	7	1% [d]	Water Supply Expense	5,557	5,583	25	0% [C]
1,116	1,224	(107)	(9%)	**Gross Margin**	9,866	10,119	(253)	(3%)
				Operating Expenses				
532	536	4	1%	Operations & Maintenance - Potable	2,929	3,333	404	12% [D]
102	138	36	26% [e]	Operations & Maintenance - Recycled	672	958	286	30% [E]
207	203	(4)	(2%)	Allocated O&M	932	1,296	364	28% [F]
137	137	-	0%	Transfer to General Fund for Cost Allocation	823	823	-	0%
299	319	20	6%	Depreciation	1,756	1,916	160	8%
1,278	1,333	56	4%	Total Operating Expenses	7,112	8,325	1,214	15%
				Other Income/(Expenses)				
18	14	4	26%	Interest Income	84	87	(3)	(4%)
46	44	2	4%	Other Income/(Expense) [4]	318	267	52	19% [G]
(166)	(166)	1	0%	Bond Interest/(Expense)	(997)	(998)	1	0%
-	-	-	0%	Transfers In/(Out) - (In Lieu)	-	-	-	0%
(102)	(107)	6	5%	Total Other Income/(Expenses)	(595)	(644)	49	8%
(263)	(217)	(46)	(21%)	**Net Income**	2,159	1,149	1,010	88%
10	27	(17)	(63%) [f]	Aid in Construction	360	159	201	126% [H]
$ (253)	$ (190)	$ (63)	(33%)	**Net Change in Net Assets (Net Income)**	$ 2,519	$ 1,309	$ 1,211	93%

1. This report may not foot due to rounding.
2. ( ) = Unfavorable
3. Other Revenue includes items such as damaged property recovery, connection fees, late fees, and tampering fees.
4. Other Income/(Expense) includes miscellaneous revenue from the sale of scrap materials, inventory, and assets.

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

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
a.	Recycled Water Usage In Millions of Gallons	53	75	(22)	- Recycled water sales are lower than planned primarily because of lower than planned demand for landscaping irrigation, due to the increased rain in the month of December.
b.	Recycled Water Revenue	180	266	(86)	- MTD Recycled Revenue corresponds with the demand.
c.	Other Revenue	79	114	(35)	- Other revenues include items such as damaged property recovery, connection fees, late fees, and tampering fees, which tend to fluctuate.
d.	Water Supply Expense	770	777	7	- Water supply expense corresponds with demand and is partially offset with savings that result by the staff maximizing BOU production by optimizing the blend with MWD treated water.
e.	Operations & Maintenance - Recycled	102	138	36	- The favorable variance is primarily attributable to lower than planned maintenance expense on the recycled water system.
f.	Aid in Construction	10	27	(17)	- 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
FYTD December 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	2,612	2,617	(5)	- FYTD potable water demand has been slightly lower than planned despite City Council's decision in June 2016 to ease landscape irrigation restrictions from two days of irrigation per week in the summer, and one day of irrigation per week in the winter, to three days of irrigation per week year round. Budgeted potable water demand was based on the aforementioned stricter restrictions. It appears that, at least for the first four months of Fiscal Year 2016-17, the lower than planned demand is attributable to Burbank customers' continuing efforts to conserve water and implement more sustainable water use practices. YTD CDD were 1,127 versus the 30 year average of 1,030.
B.	Other Revenue	412	683	(270)	- Other revenues include items such as damaged property recovery, connection fees, late fees, and tampering fees, which tend to fluctuate.
C.	Water Supply Expense	5,557	5,583	25	- Water supply expense corresponds with demand.
D.	Operations & Maintenance - Potable	2,929	3,333	404	- The favorable variance is attributable to lower than planned spending on special departmental supplies, utilities, professional services and street and pavement repair, as well as salary savings due to vacancies and under-fills.
E.	Operations & Maintenance - Recycled	672	958	286	- The favorable variance is primarily attributable to lower than planned maintenance expense on the recycled water system.
F.	Allocated O&M	932	1,296	364	- The favorable variance is attributable to favorable variances in allocated expenses (primarily Finance and Customer Service) from the Electric Fund.
G.	Other Income/(Expense)	318	267	52	- The favorable variance is attributable primarily to the timing of miscellaneous income.
H.	Aid in Construction	360	159	201	- The favorable variance is primarily attributable to the timing of AIC projects.

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

	Dec-16	Nov-16	Oct-16	Sep-16	Aug-16	Jul-16	Jun-16	Recommended Reserves	Minimum Reserves
Cash and Investments									
General Operating Reserves	$ 11,294	$ 12,456	$ 11,401	$ 10,762	$ 10,060	$ 8,848	$ 8,674	$ 9,760	$ 5,240
WCAC	1,112	1,063	959	948	858	846	873	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	14,625	15,740	14,580	13,931	13,138	11,914	11,767	15,760	7,240
Capital Commitments	(485) [b]	(495)	(509)	(543)	(553)	(553)	(553)		
Water Purchase Commitments	(3,094) [c]	(4,277)	-	-	-	-	-	-	-
Cash and Investments (less commitments)	11,047	10,968	14,071	13,387	12,585	11,361	11,213	15,760	7,240

[a] The Statement of Cash Balances may not add up due to rounding.

[b] Denotes capital commitment for the "Second tie crossing Recycled water project"; The amount is reduced by actual expenditures-to-date in the amount of $68.3k.

[c] 7200 Acre Feet of Untreated Water Purchases from the Metropolitan Water District with anticipated payments over the next three months, reduced by payments made to-date for $1.18 Million.

December 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 (LOSS) - ($263)		(46)	(46)
MTD GROSS MARGIN VARIANCE			
Potable Revenues - higher than planned	7		7
Recycled Revenues - lower than planned		(86)	(86)
Other revenue		(35)	(35)
Water Supply Expense	7		7
Total	14	(121)	(107)
MTD O&M AND OTHER VARIANCES			
Operating expenses	40		40
Lower than budgeted depreciation expense	20		20
All Other	1		1
Total	61	-	61

December 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 - $2,159	1,010		1,010
FYTD GROSS MARGIN VARIANCE			
Potable Revenues - lower than planned		(28)	(28)
Recycled Revenues - higher than planned	20		20
Water Supply	25		25
Other Revenue		(270)	(270)
Total	45	(298)	(253)
FYTD O&M AND OTHER VARIANCES			
Direct O&M - Lower than planned spending in special departmental supplies, utilities, professional services, street pavement and repair as well as salary savings	404		404
Recycled Water O&M - Lower than planned allocations from the Electric Fund	286		286
Lower than budgeted depreciation expense	160		160
All Other	49		49
Lower than planned allocations from Electric Fund	364		364
Total	1,263	-	1,263

January 4, 2017
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
Brady Griffin, Human Resources Manager
Charmaine Jackson, Senior Assistant City Attorney
David Lasher, Administrative Analyst II
Tom Lenahan, Fire Chief
Betsy McClinton, Management Services Director
Omar Moheize, BMA President
April Moreno, Human Resources Manager
Karen Pan, 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. Waltman, seconded by Mr. Porras and carried 4-0 to approve the minutes of the regular meeting of November 2, 2016.

MOTION CARRIED: It was moved by Ms. Widman, seconded by Ms. Waltman (with Mr. Nos abstaining) and carried 3-0 to approve the minutes of the regular meeting of December 7, 2016.

Proposed Amendments to Classification Plan

- **REVISION OF THE SPECIFICATION FOR THE CLASSIFICATION OF EMS NURSE SPECIALIST**

MOTION CARRIED: It was moved by Ms. Widman, seconded by Ms. Waltman and carried 5-0 to approve the revision of the specification for the classification of EMS Nurse Specialist.

Recruitment and Selection Report – December 2016

RECOMMENDATION: Note and file.

Expedited Recruitment Quarterly Report

RECOMMENDATION: Note and file.

Appointments and Assignments – January 2017

For the month of January 2017, there were no extensions needed.

RECOMMENDATION: Note and file.

Additional Leave Quarterly Report

RECOMMENDATION: Note and file.

Adjournment

The regular meeting of the Civil Service Board was adjourned at 4:50 p.m.

Julianne Venturo
Assistant Management Services Director

APPROVED:

_____DATE_____
David Nos, Chairperson

_____DATE_____
Jacqueline Waltman, Secretary

CITY OF BURBANK
CIVIL SERVICE BOARD

NOTICE

The regular meeting of the Civil Service Board will be held on **February 1, 2017** at **4:30 p.m.** in the **City Hall Council Chambers – 275 East Olive Avenue.** Support documents of items on this Agenda may be obtained from the Management Services Department or by visiting the City's website at www.burbankca.gov. The agenda shall include information regarding how, to whom, and when a request for disability-related modification or accommodation, including auxiliary aids or services may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting.

AGENDA

1. **Roll Call**

2. **Additional Agenda Items** — **None**

3. **Open Public Comment Period of Oral Communications** — **None**

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

4. **Approval of Minutes** — **Approved 4-0**

   OVERVIEW: Regular meeting of January 4, 2017

   RECOMMENDATION: Approve as submitted.

5. **Proposed Amendments to Classification and Pay Plan** — **Approved 4-0**

   THE ESTABLISHMENT OF TITLES AND SPECIFICATIONS AND REVISIONS OF SPECIFICATIONS FOR CLASSIFICATIONS IN BURBANK WATER AND POWER ELECTRICAL SERVICES, POWER SUPPLY, AND WATER ENGINEERING DIVISIONS.

   OVERVIEW: To support the continued success of Burbank Water and Power and maintain reliable production of electricity and water at the utility, staff is requesting the Civil Service Board

Agenda Posted: January 27, 2017

approve the establishment of titles and specifications for four classifications and the revision of seven existing classifications in the Electrical Services, Power Supply and Water Engineering Divisions. These establishments and revisions are proposed with a focus on retention, employee growth, and succession planning. This will have a positive impact on the community of businesses and residences that Burbank Water and Power serves, improve environmental and safety compliance citywide, and otherwise improve Burbank Water and Power's overall operations.

RECOMMENDATION: Discuss and approve.

6. Recruitment and Selection Report – January 2017

Note and File

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

RECOMMENDATION: Note and file.

7. Appointments and Assignments

Approved 4-0

OVERVIEW: Due to a clerical error there are retroactive extensions needed for the month of January 2017. There is one provisional appointment extension and two temporary appointment extensions needed. These extensions are being sought on behalf of the Public Works Department, City Manager's Office, and the Management Services Department.

For the month of February 2017, there is one temporary appointment and two temporary assignment extensions needed. The extensions are being sought on behalf of Burbank Water and Power and the Police Department.

RECOMMENDATION: Discuss and approve

8. Adjournment

Agenda Posted: January 27, 2017

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

Agenda Posted: January 27, 2017

TRAFFIC COMMISSION
January 26, 2017

SYNOPSIS OF ITEMS ARE IN BOXES BELOW

Members Present:
Kevin Harrop, Rebecca Granite-Johnson, Michael Kiaman, Andre Krikorian, Brian Malone, Vanessa Rachal, and Joe Terranova.

Members Absent:
Linda Barnes and Paul McKenna.

III. ORAL COMMUNICATIONS

A. Public Communication

N/A

B. Commission Comments

Michael Kiaman discussed the intersection of Olive and Kenneth. He stated an accident occurred recently after the new crosswalks were installed. He also stated an accident occurred at Angeleno & Kenneth where a car flipped over.

Kevin Harrop reported that he went to a community meeting regarding the Olive, Verdugo, and Sparks project. Several alternatives are being considered and several people were in attendance thought the bike lanes on Verdugo were a bad idea. He suggested that this should be agendized for a future Commission meeting.

C. Staff Communication

Staff provided the following updates: a) Assembly Bill 650 (proposed State regulation of taxicabs) – Vetoed by Governor Brown because it would be a massive change in regulation, therefore the City shall continue to regulate taxicabs; b) Caltrans Empire Interchange project update – Victory Place traffic will shift 20 feet to the west in mid-February to continue construction of the Victory Place bridge, trains will switch from the temporary track to the permanent track over Buena Vista in March, the Empire Center will construct a new signal at the Krispy Kreme driveway starting in early March; c) IKEA update – New location opening February 8th, City crews will replace "First St" signs with "IKEA Way" signs, Caltrans will not change the signs on the Interstate 5 for IKEA Way, but staff is following up to determine the next steps.

Daniel Rynn is now the Acting Public Works Director; Staff restriped Victory Place between Lake and Burbank Blvd to reduce traffic that backed up to Walmart and adjusted signal timing at Lake to maintain capacity for left turns into Costco.

IV. APPROVAL OF MINUTES:

Joe Terranova moved to approve the minutes from the December meeting. Rebecca Granite-Johnson seconded; motion passed unanimously with an abstention from Brian Malone.

V. PUBLIC HEARINGS:

A. Amend Existing Permit Parking Zone on 900 Block of North Avon Street to a Permit-Only Zone

Jeanne Keeler, Parking Analyst, presented a summary of the Public Hearing item for the Traffic Commission. The purpose of the hearing is to consider approval of a recommendation to the Public Works Director to amend the existing 2-hour, Monday-Friday permit parking zone on Avon Street (south of Magnolia Boulevard) to a seven day a week, permit-only parking zone. A valid petition was received on September 20th, 2016. A parking study was conducted from October 6th to November 13th, 2016. The data showed that on average, 75 percent of all vehicles parked in the existing 2-hour permit zone were non-resident vehicles. This meets the BMC criteria for installation of permit-only parking.

Fourteen members of the public spoke during the hearing. Eight speakers supported the proposal to amend the 2-hour zone; two speakers were against the proposal. Four speakers felt that there should be an effort to develop an alternate solution that would meet the needs of both the residents and businesses.

The Commission members had questions about the potential impact to the adjacent residential streets and businesses if the 2-hour, Monday-Friday zone became a permit-only zone, seven days a week. Ms. Keeler stated that the Code allows adjacent blocks (such as Cordova and Lima) up to 1 year to petition for the same parking restrictions without a parking study. A Public Hearing is required if petitions from adjacent blocks are received. She also stated that another Code section addresses the parking impact to nearby businesses. If requested, up to 25% of the available parking on a permit-only street can be made available to businesses after a separate Public Hearing.

Concern about parents not being able to park when they pick up their children after school was raised. Jonathan Yee said that he would immediately contact the principal of Roosevelt Elementary to discuss any necessary signage or curb painting changes that the school might need.

Brian Malone made a motion to support staff's recommendation; Andre Krikorian seconded. The Commission voted in favor 4-3, of recommending to the Public Works Director that permit-only parking be installed on the 900 block of N Avon Street, with ayes from Michael Kiaman, Andre Krikorian, Brian Malone, and Kevin Harrop and nays from Joe Terranova, Vanessa Rachal, and Rebecca Granite-Johnson.

VI. REPORTS:

A. Alameda North Neighborhood Protection Plan Update

Brian Malone moved to table this item to the next meeting, Rebecca Granite-Johnson seconded. Motion passed unanimously.

B. Establishment of Speed Hump Procedures (Continued)

Brian Malone moved to table this item to the next meeting, Rebecca Granite-Johnson seconded. Motion passed unanimously.

VII. DISCUSS COMMISSION GOALS AND FUTURE COUNCIL PRESENTATION:

Postponed until the February meeting.

VIII. FUTURE AGENDA ITEMS:

1) Alameda North Protection Plan Update (Report) – February
2) Establishment of Speed Hump Procedures (Continued) – February
3) Commission Goals and Future Council Presentation (Report) – February
4) Update on intersection at Olive, Verdugo, and Sparks (Report) – Future date
5) Parking issues in Magnolia Park (Report) – Future date
6) Looking at options for the Residential Parking Permit Program – Future date
7) Olive and Kenneth Safety – Future date

IX. ADJOURNMENT: 6:24 pm

SUSTAINABLE BURBANK COMMISSION
January 30, 2017

SYNOPSES OF ITEMS ARE IN BOXES BELOW

I. BURBANK GREEN SPOTLIGHT AWARD PRESENTATION:

Mr. Smith provided a brief presentation on the January Green Spotlight Award recipient, Handy Market, and introduced owner, Alan Arzoian. The Commissioners presented Mr. Arzoian with the Green Spotlight Award and congratulated him on his outstanding efforts.

II. ORAL COMMUNICATIONS:

A. Public Communication: None

B. Commission Member Communication:

Ms. Springer provided the group with informational handouts for Measure M and reported that she and Mr. Smith met with Community Development Department staff to discuss the Olive/Verdugo/Sparks intersection project.

Mr. Smith reported that he attended the UCLA Extension Land Use Law & Planning Conference.

Ms. Gamiño reported that she visited Los Angeles Cleantech Incubator (LACI). LACI is based on the cleantech economy and helps businesses in the Los Angeles area.

C. Staff Communication:

Kreigh Hampel, Recycling Coordinator, reported that he attended a bio-cycle composting and organics conference and an eco-farming conference. Mr. Hampel stated that the Master Recycler program will conduct its third class on Saturday, February 4, 2017. Staff will provide the group with a calendar of upcoming Master Recycler classes.

Mr. Hampel stated that the Recycle Center does not accept electronic waste, batteries, or fluorescents on Saturdays. S.A.F.E. Collection Centers are located in Glendale and Sun Valley and accept hazardous materials on Saturday and Sunday from 9:00 a.m. to 3:00 p.m.

III. APPROVAL OF MINUTES:

Mr. Roesner moved and Mr. Yegparian seconded, to approve the December 19, 2016, minutes. The minutes were unanimously approved by all present with two abstentions. Mr. Dunigan and Ms. Gamiño abstained.

IV. AD HOC MOBILITY AND URBAN DESIGN SUBCOMMITTEE REPORT

At its July 20, 2015, meeting, the Commission agreed to form the ad hoc Mobility and Urban Design Subcommittee to discuss the bicycle plan, the network of bikeways, public transportation, and pedestrian corridors as they relate to sustainability in the community. The Subcommittee may give an update on its activities. The Commission may ask questions, engage in discussion, and provide feedback.

Ms. Hadian, on behalf of the Subcommittee, reported that the Subcommittee is drafting a development checklist with categories and subcategories that will assist with higher quality commercial and residential project planning. The Subcommittee will present the draft to the group at the March meeting.

V. CONTINUE DISCUSSING COMMISSION GOALS AND FUTURE COUNCIL PRESENTATION:

The City Council has requested that each Commission Chair and/or Vice Chair make a brief presentation to introduce himself or herself and provide the Council with a brief summary of the Commission's mission and goals. A copy of the Commission's goals and priorities that were discussed at the February 1, 2016, meeting is attached. At its October 17, 2016, meeting the group reviewed its continuing efforts and agreed to continue discussing its 2016 considerations and its goals for 2017. The Commission may discuss securing a Council date for their presentation and may entertain a motion and vote regarding items to include in the presentation.

The group briefly reviewed their continuing efforts and considerations from 2016 and engaged in discussion on how to focus their efforts in 2017.

Council Member Frutos encouraged the Commissioners to focus on upcoming development projects, form individual project subcommittees, and provide feedback during the environmental review process.

The Commissioners agreed to have each member of the group draft a bullet point list of ideas for consideration as 2017 goals. The Commissioners will reconvene on March 20, 2017, to share their ideas and further discuss this item.

VI. AD HOC BURBANK GREEN SPOTLIGHT AWARD SUBCOMMITTEE REPORT:

At its June 6, 2016, meeting, the Commissioners agreed to form the ad hoc Burbank Green Spotlight Award Subcommittee to investigate sponsorship and format of the Burbank Green Spotlight Award. The ad hoc subcommittee will provide the Commission with an update on the group's progress and proposed future direction for discussion and Commission direction.

There were no items to report.

VII. INTRODUCTION OF ADDITIONAL AGENDA ITEMS:

At the May 14, 2009, Sustainable Burbank Task Force (now the Sustainable Burbank Commission) meeting, those present voted unanimously that members can suggest agenda items and obtain consensus from the group to have the items added to a future agenda.

- 2017 Earth Day event participation
- Commission participation in the Master Recyclers program
- Review and discuss email protocol with City Attorney staff

VIII. BURBANK GREEN SPOTLIGHT AWARD FOR MARCH 2017:

The Commission will select one if its members to identify a Burbank Green Spotlight Award winner for March 2017.

This item was tabled for a future meeting.

IX. ADJOURNMENT

The meeting was adjourned at 6:55 p.m.

February 3, 2017

CALL AND NOTICE OF REGULAR MEETING
OF THE
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

NOTICE is hereby given that a regular meeting of the Burbank-Glendale-Pasadena Airport Authority will be held at 9:00 a.m., Monday, February 6, 2017, in the Airport Skyroom of the Hollywood Burbank Airport, 2627 Hollywood Way, Burbank, California 91505.

Terri Williams, Board Secretary
Burbank-Glendale-Pasadena Airport Authority

2627 Hollywood Way • Burbank, California 91505 • (818) 840-8840 • Fax: (818) 848-1173

REGULAR COMMISSION MEETING

AGENDA

FEBRUARY 6, 2017

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

Regular Meeting of Monday, February 6, 2017

9:00 A.M.

NOTE TO THE PUBLIC: Prior to consideration of business items, the Authority invites comment on airport-related matters during the Public Comment period. Members of the public are requested to observe the following decorum when attending or participating in meetings of the Commission:

- *Turn off cellular telephones and pagers.*
- *Refrain from disorderly or boisterous conduct, including loud, threatening, profane, or abusive language, clapping, whistling, stamping, or other acts that disrupt or otherwise render unfeasible the orderly conduct of the meeting.*
- *If you desire to address the Commission during the Public Comment period, fill out a speaker request card and present it to the Commission's secretary.*
- *Limit public comments to five minutes, or such other period of time as may be specified by the presiding officer, and confine remarks to matters that are on the Commission's agenda for consideration or are otherwise within the subject matter jurisdiction of the Commission.*

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Authority to the Commission less than 72 hours prior to that meeting are available for public inspection at Hollywood Burbank Airport (2627 Hollywood Way, Burbank) in the administrative office during normal business hours.

▼▼▼

In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification or accommodation to attend or participate in this meeting, including auxiliary aids or services, please call the Board Secretary at (818) 840-8840 at least 48 hours prior to the meeting.

1. PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. APPROVAL OF AGENDA
4. PUBLIC COMMENT
5. CONSENT CALENDAR
   a. Committee Reports
      (For Note and File)

1) Operations and Development Committee

(i) December 12, 2016 *[See page 1]*

2) Finance and Administration Committee

(i) December 12, 2016 *[See page 4]*

3) Legal, Government and Environmental Affairs Committee

(i) October 17, 2016 *[See page 7]*

b. Commission Minutes
(For Approval)

1) January 17, 2017 *[See page 9]*

c. Treasurer's Reports

1) November 2016 Treasurer's Report *[See page 15]*

d. Resolution No. 474 Approving the 2017 Authority Investment Policy *[See page 38]*

6. ITEMS FOR COMMISSION APPROVAL

a. Award of Contract – Soil and Soil Vapor Sampling Services (RFP No. E16-21-REV); Authorization For Human Health Risk Assessment *[See page 46]*

b. Award of Contract – Geotechnical Investigation - RFP No. E16-23 *[See page 54]*

c. Award of Professional Services Agreement to Mr. Fausto Fernandez for Public Art at the Regional Intermodal Transportation Center *[See page 58]*

d. Presentation of FY 2016 Financial Statements and Analysis of Financial Results *[See page 61]*

7. ITEMS FOR COMMISSION DISCUSSION

a. 2016 Holiday Charity Drive

b. 2016 Burbank Airport Firefighters Charity Fundraisers

c. FAA Part 139 Airport Certification Inspection Results *[See page 68]*

8. ITEMS FOR COMMISSION INFORMATION

   a. Airline Schedule Analysis and Air Service Update ***[See page 77]***

9. CLOSED SESSION

   a. Conference WITH LABOR NEGOTIATOR
      (California Government Code Section 54957.6)

      Authority Representative: Frank R. Miller, Executive Director
      Unrepresented Employee: Director of Public Safety/Chief of Police

10. ADJOURNMENT