BURBANK CITY COUNCIL
JOINT MEETING WITH THE HOUSING AUTHORITY
TUESDAY, SEPTEMBER 30, 2025
4:00 p.m. – Closed Session
6:00 p.m. – Open Session
Council Chamber
275 E. Olive Avenue, Second Floor

NOTICE TO THE PUBLIC

NOTICE IS HEREBY GIVEN that a Joint City Council Meeting will be held in the Council Chamber – 275 East Olive Avenue, Second Floor, on Tuesday, September 30, 2025, at 4:00 p.m., to discuss matters on the attached agenda.

Members of the public have the option to participate in the meeting via in-person and/or telephonically for Closed Session, General Public Comment, Public Hearings, and Study Sessions. They may also submit their written comments regarding City business using the eComment feature on the City website, or by emailing the City Council directly at citycouncil@burbankca.gov.

Auxiliary aids and services are available for individuals with speech, vision, or hearing impairments (48-hour notice is required). For more information, please contact the ADA Coordinator at (818) 238-5051.

Interpretation Requests:
If you would like to participate in Public Comments and require an interpreter, please telephone the City Clerk's Office at (818) 238-5851 at least 48 hours in advance of the meeting.

Si desea participar en los comentarios públicos y necesita un intérprete, por favor llame a la Oficina de la Secretaria Municipal al (818) 238-5851 al menos 48 horas antes de la reunión.

Եթե ցանկանում եք մասնակցել հանրային մեկնաբանություններին և թարգմանիչ եք պահանջում, խնդրում ենք զանգահարել քաղաքապետարանի գրասենյակ՝ (818) 238-5851 հեռախոսահամարով հանդիպումից 48 ժամ առաջ:

How to View the Meeting:
Local Cable: Spectrum Channel 6 or AT&T Uverse Channel 99.
YouTube Live Streaming Channel: Click here.
City Website Live Streaming: Click here.

Public Comment Options:
1. To speak during Closed Session Public Comment, General Public Comment, Public Hearing Public Comment, and Study Session Public Comment periods during the meeting, members of the public may speak in-person in the Council Chamber or call (818) 238-3335. Speaker time limits will be determined by the Presiding Officer, depending on how many public comment cards are received and how many callers are in the queue at the commencement of each public comment period (as shown below). Additional public comment cards and calls will not be accepted once the public comment period commences.
    - 1 – 20 Total Speakers – 3 minutes each
    - 21 – 39 Total Speakers – 2 minutes each
    - 40+ Total Speakers – 1 minute each

2. The Reports to Council Public Comment periods are only accepted in person – public comment cards must be submitted before the public comment period begins for each report to Council. Speaker time limits will be determined by the Presiding Officer depending on how many public

comment cards have been received at the commencement of each public comment period (as shown below). Additional public comment cards will not be accepted once the public comment period commences.

- 1 – 20 Total Speakers – 3 minutes each
- 21 – 39 Total Speakers – 2 minutes each
- 40+ Total Speakers – 1 minute each

3. eComment will remain open until 3:00 p.m. the day of the meeting.

4. Email the City Council directly citycouncil@burbankca.gov
   Emails received on or before 3:00 p.m. on City Council Meeting Day will be distributed to the City Council in advance of the meeting. Any correspondence received after this time will be distributed the following business day.

5. The Presiding Officer has the discretion to reduce speaking time for each speaker in order to ensure that City business can be completed at a reasonable hour.

Public Disclosure:
Please be advised that any communication submitted to the City of Burbank, its officials, staff or City consultants, may be considered a public record under the Brown Act and California Public Records Act. This means that any information contained in the communication, including personal information, may be subject to public disclosure. The City reserves the right to disclose such information in accordance with the law.

This agenda contains a summary of each item of business which the City Council and Housing Authority may discuss or act on at this meeting. The agenda packet consisting of the staff reports and all other documentation relating to each item on this agenda will be posted on the City's website at www.burbankca.gov. Any writings or documents provided to the City Council regarding any item on this agenda subsequent to distribution of the agenda packet will be posted on the City's website at www.burbankca.gov. If you have a question about any matter on the agenda, please call the Office of the City Clerk at (818) 238-5851. The Council Chamber is disabled accessible. Auxiliary aids and services are available for individuals with speech, vision, or hearing impairments (48-hour notice is required). Please contact the ADA Coordinator at (818) 238-5051 with questions or concerns.

A. **Public Comment**: (On Closed Session items only) To Comment, please telephone into the meeting at (818) 238-3335, or to speak in person a **PINK** Public Comment Card must be completed and presented to the City Clerk prior to the comment period.

B. **Closed Session in City Hall First Floor Conference Room:**

1. Conference with Legal Counsel - Existing Litigation
   a. Pursuant to Govt. Code §54956.9(d)(1)
   b. Name of Case: Iuliia Skrypka v. Andrew Ohanian, et al.
   c. Case No.: 25NNCV02215
   d. Brief description and nature of case: Personal Injury - Auto accident

2. Conference with Real Property Negotiator
   a. Pursuant to Govt. Code §54956.8
   b. Property: 2244 N. Buena Vista St., Burbank, CA 91504
   c. Parties Whom Agency or City is Negotiating with: Home Again LA (HALA)
   d. City Negotiator: Simone McFarland, Assistant Community Development Director – Business & Economic Development
   e. Terms Under Negotiation: Insurance requirements and monthly rent

3. Conference with Real Property Negotiator
   a. Pursuant to Govt. Code §54956.8
   b. Property: Burbank Town Center - Burbank Center Stage Home of The Colony Theatre - 555 North Third Street, Burbank, CA 91502
   c. Parties Whom Agency or City is Negotiating with: Onni Burbank Town Center LLC, 1031 S. Broadway, Suite 400, Los Angeles, CA - Peter Park; The Colony Theatre Company, 555 North Third Street, Burbank, CA - Heather Provost
   d. City Negotiator: Marisa Garcia, Parks and Recreation Director
   e. Terms Under Negotiation: Terms for the Sublease and Master Lease Modification

C. **Call to Order: 6:00 p.m.**

D. **Moment of Reflection:**

E. **Flag Salute:**

F. **Roll Call:**

G. **Announcements:** (The Mayor will make announcements on various topics in addition to any listed)

H. **Council Presentations/Recognitions**: (The Mayor will make presentations to various groups/persons)

1. Presentation of a Certificate of Recognition to the Burbank Boys U10 All-Stars for Earning the Title of the AYSO National Champions – City Council

2. Presentation of a Proclamation Declaring October 5-11, 2025, as “Fire Prevention Week” in the City of Burbank – City Council

I. **City Manager Report:** (Updates on Notable Events, if any)

J. **Reporting on Closed Session:** (The City Attorney will report the Closed Session items and report out actions taken)

K. **Joint General Public Comment:** (On any matter concerning City business and/or any agenda items.) To Comment, please telephone into the meeting at (818) 238-3335 or to speak in person, a **YELLOW** Public Comment Card must be completed and presented to the City Clerk prior to the comment period.)

L. **Council, City Manager, and/or City Attorney Comment:** (Responses to General Public Comment, if any, shall be brief and in accordance with the Ralph M. Brown Act)

M. **Consent Calendar:** (Items on the Consent Calendar are generally routine matters and should be adopted by one motion without an oral report)

1. City Council Minutes – City Clerk's Office

   Recommendation:
   Approve the City Council Minutes of the Joint Meeting of September 9, 2025, and the Dark Meetings of September 16 and September 23, 2025.

   Attachments:
   Council Minutes
   Dark Meeting Minutes 9-16
   Dark Meeting Minutes 9-23

2. Housing Authority Minutes – City Clerk's Office

Recommendation:
Approve the Housing Authority Minutes of the Joint Meeting of September 9, 2025.

Attachments:
Housing Authority Minutes

3. Adoption of a Resolution Approving the Fiscal Year 2025-2026 Homeless Incentive Program Interagency Agreement between the Los Angeles County Development Authority and the Housing Authority of the City of Burbank (BHA), Awarding the BHA $99,888 for Fiscal Year 2025-26; and Authorize the City Manager or His Designee to Execute the Agreement and Any Future Amendments – Community Development Department (with Housing Authority)

Recommendation:
Adopt A RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF BURBANK APPROVING THE FISCAL YEAR 2025-26 HOMELESS INCENTIVE PROGRAM (HIP) INTERAGENCY AGREEMENT BETWEEN THE LOS ANGELES COUNTY DEVELOPMENT AUTHORITY (LACDA) AND THE HOUSING AUTHORITY OF THE CITY OF BURBANK (BHA), AWARDING THE BHA $99,888 FOR FISCAL YEAR 2025-26; AND AUTHORIZE THE CITY MANAGER OR HIS DESIGNEE TO EXECUTE THE AGREEMENT AND ANY FUTURE AMENDMENTS.

Attachments:
SR - Homeless Incentive Program
Att1 - Resolution
Att2 - Interagency Agreement

4. Adoption of a Resolution Authorizing the City Manager to Execute a Design-Build Contract with Musco Sports Lighting, LLC. and Delegating Authority to the Parks and Recreation Director to Approve Plans and Specifications for Equipment to Upgrade the Existing 1500-Watt Metal-Halide Lighting at Robert E. Gross Park Ballfields to Light-Emitting Diode Technology – Parks and Recreation Department

Recommendation:
Adopt A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK AUTHORIZING THE CITY MANAGER TO EXECUTE A DESIGN-BUILD CONTRACT WITH MUSCO SPORTS LIGHTING, LLC. AND DELEGATING AUTHORITY TO THE PARKS AND RECREATION DIRECTOR TO APPROVE PLANS AND SPECIFICATIONS FOR EQUIPMENT TO UPGRADE THE EXISTING 1500-WATT METAL-HALIDE LIGHTING AT ROBERT E. GROSS PARK BALLFIELDS TO LIGHT-EMITTING DIODE TECHNOLOGY.

Attachments:
SR - Gross Park Ballfield Lighting Upgrades
Att1- Resolution
Att2 - Sourcewell Proposal Evaluation

5. Adoption of a Resolution Authorizing the Execution of a Grant Agreement with LA84 Foundation 26 Champions to Support the City of Burbank's Adaptive Soccer Program and to Promote Inclusive Soccer Opportunities in the Amount of $26,000, Authorizing the City Manager, or Designee to Execute the Agreement, and Amending the Adopted Fiscal Year 2025-2026 Budget by Appropriating Funds – Parks and Recreation Department

   Recommendation:
   Adopt A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK AUTHORIZING THE EXECUTION OF A GRANT AGREEMENT WITH THE LA84 FOUNDATION 26 CHAMPIONS TO SUPPORT THE CITY OF BURBANK'S ADAPTIVE SOCCER PROGRAM AND TO PROMOTE INCLUSIVE SOCCER OPPORTUNITIES, AUTHORIZING THE CITY MANAGER, OR DESIGNEE TO EXECUTE THE AGREEMENT, ACCEPTANCE OF GRANT FUNDS IN THE AMOUNT OF $26,000, AND AMEND THE ADOPTED FISCAL YEAR 2025-2026 BUDGET BY APPROPRIATING FUNDS.

   Attachments:
   SR - LA84 Foundation Grant
   Att1 - Resolution
   Att2 - LA84 Foundation Grant Agreement

6. Adoption of a Resolution Authorizing the Execution of a Grant Agreement with the National Recreation and Park Association in the Amount of $2,500 to Support Youth Sports Coach Training, Authorizing the City Manager, or Designee to Execute the Agreement, Acceptance of Grant Funds, and Amending the Adopted Fiscal Year 2025-2026 Adopted Budget – Parks and Recreation Department

   Recommendation:
   Adopt A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK AUTHORIZING THE EXECUTION OF A GRANT AGREEMENT WITH NATIONAL RECREATION AND PARK ASSOCIATION IN THE AMOUNT OF $2,500 AND IN-KIND TRAINING FROM POSITIVE COACHING ALLIANCE TO SUPPORT YOUTH SPORTS COACH TRAINING, AUTHORIZING THE CITY MANAGER, OR DESIGNEE TO EXECUTE THE AGREEMENT, ACCEPTANCE OF GRANT FUNDS, AND AMEND THE ADOPTED FISCAL YEAR 2025-2026 BUDGET BY APPROPRIATING FUNDS.

   Attachments:
   SR - NRPA Grant
   Att1 - Resolution
   Att2 - NRPA Grant Agreement

7. Adoption of a Resolution Acknowledging Receipt of the Fiscal Year 2024-25 Fire Inspection Performance Report – Fire Department

   Recommendation:
   Adopt A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK ACKNOWLEDGING RECEIPT OF THE FISCAL YEAR 2024-25 FIRE INSPECTION PERFORMANCE REPORT REGARDING REQUIRED ANNUAL INSPECTIONS IN OCCUPANCIES PURSUANT TO SECTIONS 13146.2, 13146.3, AND 13146.4 OF THE CALIFORNIA HEALTH AND SAFETY CODE.

   Attachments:
   SR - Fire Inspection Performance Report
   Att1 - Resolution
   Att2 - Fire Inspection Performance Report

8. Adoption of Resolutions Approving the Establishment of the Salary and Conflict of Interest Code Designation for the Classifications of Network Engineer, Lead Network Engineer, and Principal Network Engineer; Adoption of a Resolution Approving the Revision of the Title and Specification for the Classifications of Park, Recreation, and Community Services Director, Assistant Park, Recreation, and Community Services Director, and Secretary to the City Manager; and Adoption of a Resolution Approving the Citywide Salary Schedule – Management Services Department

Recommendation:

1. Adopt A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK APPROVING THE ESTABLISHMENT OF THE SALARY AND CONFLICT OF INTEREST CODE DESIGNATION FOR THE CLASSIFICATION OF NETWORK ENGINEER;
2. Adopt A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK APPROVING THE ESTABLISHMENT OF THE SALARY AND CONFLICT OF INTEREST CODE DESIGNATION FOR THE CLASSIFICATION OF LEAD NETWORK ENGINEER;
3. Adopt A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK APPROVING THE ESTABLISHMENT OF THE SALARY AND CONFLICT OF INTEREST CODE DESIGNATION FOR THE CLASSIFICATION OF PRINCIPAL NETWORK ENGINEER;
4. Adopt A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK APPROVING THE REVISION OF THE TITLE AND SPECIFICATION FOR THE CLASSIFICATION OF PARK, RECREATION, AND COMMUNITY SERVICES DIRECTOR TO PARKS AND RECREATION DIRECTOR;
5. Adopt A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK APPROVING THE REVISION OF THE TITLE AND SPECIFICATION FOR THE CLASSIFICATION OF ASSISTANT PARK, RECREATION, AND COMMUNITY SERVICES DIRECTOR TO ASSISTANT PARKS AND RECREATION DIRECTOR;
6. Adopt A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK APPROVING THE REVISION OF THE TITLE AND SPECIFICATION FOR THE CLASSIFICATION OF SECRETARY TO THE CITY MANAGER TO SENIOR EXECUTIVE ASSISTANT TO THE CITY MANAGER;
7. Adopt A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK APPROVING THE CITYWIDE SALARY SCHEDULE.

Attachments:
SR - Classification of Various Positions
Att1 - Resolution - Network Engineer
Att2 - Resolution - Lead Network Engineer
Att3 - Resolution - Principal Network Engineer
Att4 - Resolution - Parks and Recreation Director
Att5 - Parks and Recreation Director Specification
Att6 - Resolution - Assistant Parks and Recreation Director
Att7 - Assistant Parks and Recreation Director Specification
Att8 - Resolution - Secretary to the City Manager
Att9 - Senior Executive Assistant to the City Manager Specification
Att10 - Resolution - Citywide Salary Schedule

9. Authorize the General Manager of Burbank Water and Power to Enter into an Electrical Services Agreement with the Burbank-Glendale-Pasadena Airport Authority – Burbank Water and Power Department

Recommendation:
Approve and authorize the General Manager of Burbank Water and Power to:

1. Execute an Electrical Services Agreement with the Burbank-Glendale-Pasadena Airport Authority, subject to review and approval by the City Attorney's Office;
2. Execute any other ancillary documents, including amendments, in form and substance satisfactory to the City Attorney's Office and up to an amount available within the City Council-approved Fiscal Year 2025-26 Budget; and
3. Accept all Aid-in-Construction payments needed to provide electric service to the Hollywood Burbank Airport.

Attachments:
SR - Electrical Services Agreement
Att1 - Electrical Services Agreement

10. Authorize the Approval of a License Agreement with the Burbank-Glendale-Pasadena Airport Authority for Access to the Hollywood Burbank Airport for the Installation, Operation, and Maintenance of an 8-inch Potable Water Service – Burbank Water and Power Department

Recommendation:
Authorize the General Manager of Burbank Water and Power (BWP), or designee, to execute a License Agreement with the Burbank-Glendale-Pasadena Airport Authority that grants BWP access to the Hollywood Burbank Airport for the installation, operation, and maintenance of an 8-inch potable water service connection, and find the item exempt from the California Environmental Quality Act (CEQA).

Attachments:
SR - License Agreement with Airport Authority
Att1 - License Agreement

11. Adoption of Burbank Water and Power's Cross-Connection Control Plan – Burbank Water and Power Department

Recommendation:
Adopt Burbank Water and Power's Cross-Connection Control Plan, and find the item exempt from the California Environmental Quality Act (CEQA).

Attachments:
SR - Cross Connection Control Plan
Att1 - Cross Connection Control Plan

N. **Reports to Council:** (Items listed under this section will have an oral report provided)

1. Appointment to Fill a Vacancy on the Burbank Water and Power Board for an Unexpired Term – City Clerk's Office

   Recommendation:
   Appoint one member to the Burbank Water and Power Board to fill an unexpired term ending July 31, 2028.

   Public Comment: To speak in person, a **YELLOW** Public Comment Card must be completed and presented to the City Clerk prior to the comment period.

   Council Action:

   Attachments:
   SR - BWP Board Vacancy
   Att1 - Applications
   Att2 - BMC Section 2-1-418

2. Consideration of Board, Commission, and Committee Member Absences for Reporting Period 2024-2025 – City Clerk's Office

   Recommendation:
   Consider whether to excuse or not excuse the absences of the following Board, Commission and Committee Members:
   - Philippe Eskandar (Burbank Water and Power Board)
   - Earle LeMasters (Burbank Water and Power Board)
   - Iveta Ovsepyan (Civil Service Board)
   - Arthur Solis (Heritage Commission)
   - Maria Coronado (Infrastructure Oversight Board)
   - Myeisha Peguero Gamiño (Park, Recreation and Community Services Board)
   - Limor Zimskind (Sustainable Burbank Commission)

   After consideration, the Council may excuse the absences, remove the Member, or take any other appropriate action deemed necessary by Council.

   Public Comment: To speak in person, a **YELLOW** Public Comment Card must be completed and presented to the City Clerk prior to the comment period.

   Council Action:

   Attachments:
   SR - BCC Absences
   Att1 - BWP Board Eskandar
   Att2 - BWP Board LeMasters
   Att3 - Civil Service Board
   Att4 - Heritage Commission
   Att5 - Infrastructure Oversight Board
   Att6 - Parks and Recreation Board
   Att7 - Sustainable Burbank Commission

O. **Council Comments:** (Including reporting on Council committee assignments, attendance at conferences, regional meetings, and community events)

P. **Introduction of Additional Agenda Items:** (Council Members may request future agenda items)

Q. **Adjournment**: To Tuesday, October 14, 2025, for a Joint Meeting in the Council Chamber – 275 East Olive Avenue, Second Floor.

CITY OF BURBANK
CITY COUNCIL JOINT MEETING WITH THE SUCCESSOR AGENCY,
HOUSING AUTHORITY, PARKING AUTHORITY, PUBLIC FINANCING AUTHORITY,
AND YOUTH ENDOWMENT SERVICES FUND BOARD
TUESDAY, SEPTEMBER 9, 2025

CALL TO ORDER:
A Closed Session Meeting of the City Council of the City of Burbank was held in the Council Chamber, 275 East Olive Avenue, on the above date. The meeting was called to order at 5:04 p.m. by Mayor Perez.

Present: Council Members Anthony, Mullins, and Rizzotti, Vice Mayor Takahashi, and Mayor Perez.
Absent: None.
Also Present: City Manager Hess, City Attorney McDougall, and City Clerk Clark.

CLOSED SESSION AND STUDY SESSION PUBLIC COMMENT:
There being no response to the Mayor's invitation for Public Comment on Closed Session matters, the City Council recessed at this time to the City Hall First Floor Conference Room to hold a Closed Session on the following:

1. Conference with Legal Counsel – Existing Litigation
   a. Pursuant to Govt. Code §54956.9(d)(1)
   b. Name of Case: Jeannine Villasenor-Edwards v. City of Burbank
   c. Case No.: 25STCV07091
   d. Brief description and nature of case: Employment

The meeting reconvened at 6:05 p.m. with all Council Members present.

CALL TO ORDER:
A Joint Meeting of the City Council and the Successor Agency, Housing Authority, Parking Authority, Public Financing Authority, and the Youth Endowment Services Fund Board of the City of Burbank was held in the Council Chamber, 275 East Olive Avenue, on the above date. The meeting was called to order at 6:05 p.m. by Mayor Perez.

MOMENT OF REFLECTION:
Mayor Perez held a Moment of Reflection to begin the meeting with positive and collective support for our beloved community.

FLAG SALUTE:
The Pledge of Allegiance was led by Mayor Perez.

ROLL CALL:
Present: Council Members Anthony, Mullins, and Rizzotti, Vice Mayor Takahashi, and Mayor Perez.
Absent: None.
Also Present: City Manager Hess, City Attorney McDougall, and City Clerk Clark.

Mayor Perez indicated there would be five (5) periods of Public Comment at this evening's meeting and those who wish to participate in the Joint General Public Comment and Public Hearing periods may call in at (818) 238-3335. The Reports to Council Public Comment periods will only be taken in person.

ANNOUNCEMENTS:

Mayor Perez displayed a PowerPoint presentation announcing the following: (1) E-Bike & E-Scooter Community Meetings; (2) Urban Forest Master Plan Community Workshops; (3) Burbank Water and Power Board Vacancy; (4) Conditional Use Permit/Administrative Use Permit Process; and (5) Burbank Housing Corporation Board of Directors Vacancy; and (6) Military Service Recognition Program.

COUNCIL PRESENTATIONS/RECOGNITIONS:

Mayor Perez presented a Proclamation Declaring September 9, 2025, as the 175th Anniversary of California's Statehood.

Mayor Perez presented a Proclamation Declaring September 14-20, 2025, as "National Forensic Science Week" in the City of Burbank and introduced Raissa Ortega and Diana Cerda, Forensics Specialists with the Burbank Police Department.

Mayor Perez presented a Proclamation Declaring September 20, 2025, as "National Crime and Intelligence Analyst Appreciation Day" in the City of Burbank and introduced Alexis Gobble and Ken Panu, Crime Analysts with the Burbank Police Department.

CITY MANAGER REPORT:

City Manager Hess introduced Rafael Quintero, Burbank Chief of Police, and Joseph Rangel, Administrative Analyst I, who provided an update on the Community Connect program.

REPORTING ON CLOSED SESSION:

City Attorney McDougall reported that the City Council met in Closed Session regarding the agendized Closed Session item and City Council took no reportable action.

JOINT GENERAL PUBLIC COMMENT:

Appearing to comment were: David Donahue, Angela Towne, Ron Bax, Mark Scroggs, Mike Derian, Jamie Keyser, Stephanie Cyphers, Jim Lane, Diana Pulver, Mary O'Hare, Jackie Waltman, Steve Starleaf, Paul Darrigo, Elizabeth Bax, and Edward Parker.

Calling in to comment were: Allison Thomas, Gevik Sherverdian, Dimple Chirumamilla, Jo Pimienta, Liliana Martirosyan, Michelle Papazyan, and Hovik Keshishian.

COUNCIL, CITY MANAGER AND/OR CITY ATTORNEY COMMENT:

Council Members and Staff responded to Public Comment.

CONSENT CALENDAR:

It was moved by Council Member Mullins, seconded by Vice Mayor Takahashi, to approve the Consent Calendar. For Item Nos. 1-6 and 8, the motion carried 5-0 with the following roll call vote: AYES: Anthony, Mullins, Rizzotti, Takahashi, and Perez. NOES: None. For Item No. 7, the motion carried 4-0-1 with the following roll call vote: AYES: Mullins, Rizzotti, Takahashi, and Perez. NOES: None. ABSTAIN: Anthony.

1. City Council Minutes
   Approve the City Council Minutes of the Joint Meeting of August 26, 2025, and the Dark Meeting of September 2, 2025.

2. Successor Agency Minutes
   Approve the Successor Agency Minutes of the Joint Meeting of June 3, 2025.

3. Housing Authority Minutes

Approve the Housing Authority Minutes of the Joint Meeting of August 26, 2025.

4. Parking Authority Minutes
   Approve the Parking Authority Minutes of the Joint Meeting of August 26, 2025.

5. Public Financing Authority Minutes
   Approve the Public Financing Authority Minutes of the Joint Meeting of February 25, 2025.

6. Youth Endowment Services Fund Board Minutes
   Approve the Youth Endowment Services Fund Board Minutes of the Joint Meeting of February 25, 2025.

7. Adoption of an Ordinance to Amend and Restate Title 2, Chapter 1, Article 3, Divisions 309 and 310 of the Burbank Municipal Code to Establish the Authority of the Chief of Police and the Fire Chief to Execute Operational Mutual Aid and Cooperative Agreements with Other Governmental Agencies

   ORDINANCE NO. 25-4,033
   Adopt AN ORDINANCE OF THE COUNCIL OF THE CITY OF BURBANK AMENDING AND RESTATING TITLE 2 (ADMINISTRATION) CHAPTER 1, ARTICLE 3, DIVISIONS 309 AND 310 OF THE BURBANK MUNICIPAL CODE ESTABLISHING THE AUTHORITY OF THE CHIEF OF POLICE AND THE FIRE CHIEF TO EXECUTE OPERATIONAL MUTUAL AID AND COOPERATIVE AGREEMENTS WITH OTHER GOVERNMENTAL AGENCIES.

8. Adoption of a Resolution of Intention to Renew the Burbank Tourism Business Improvement District and Set a Public Meeting and Hearing

   RESOLUTION NO. 25-29,642
   Adopt A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK DECLARING ITS INTENTION TO RENEW THE BURBANK TOURISM BUSINESS IMPROVEMENT DISTRICT (TBID) AND FIXING THE TIME AND PLACE OF A PUBLIC MEETING AND A PUBLIC HEARING FOR THE TBID RENEWAL AND THE LEVY OF ASSESSMENTS ON LODGING BUSINESSES.

PUBLIC HEARING:

1. Adoption of a Resolution Designating the House at 808 North Ford Street as a Historic Resource

   The Public Hearing was opened at 7:31 p.m. There were no Conflict-of-Interest disclosures. City Clerk Clark affirmed receipt of Proof of Publication; confirmed that there was a complete file of exhibits, correspondence including emails and other documents, and that no written correspondence was received.

   Ryan Allen-Esquivel, Assistant Planner, presented the PowerPoint presentation and responded to City Council inquiries. Amanda Landry, Principal Planner, also responded to City Council inquiries.

   Tony Anselmo, Applicant, made remarks and responded to City Council inquiries.

   Public Hearing Public Comment:
   Appearing to comment was: None.

Calling in to comment was: None.

The Public Hearing was closed at 7:47 p.m.

Council Action:
It was moved by Mayor Perez, seconded by Council Member Rizzotti, to:

RESOLUTION NO. 25-29,643
Adopt A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK TO DESIGNATE THE HOUSE, INTERIOR FIREPLACE, AND DETACHED GARAGE AT 808 NORTH FORD STREET AS A HISTORIC RESOURCE, PURSUANT TO BURBANK MUNICIPAL CODE SECTION 10-1-927(D).

The motion carried 5-0 with the following roll call vote: AYES: Anthony, Mullins, Rizzotti, Takahashi, and Perez. NOES: None.

REPORTS TO COUNCIL:

1. Approval of the 2025 City of Burbank Investment Policy (with All Agencies)

Krystle Ang Palmer, City Treasurer, presented the PowerPoint presentation and responded to City Council inquiries.

Mayor Perez left the dais at 8:05 p.m.

Joint Public Comment:
Appearing to comment was: None.

Council Action:
It was moved by Council Member Rizzotti, seconded by Council Member Anthony, to approve the 2025 Investment Policy as proposed. The motion carried 4-0 with the following roll call vote: AYES: Anthony, Mullins, Rizzotti, Takahashi. NOES: None. ABSENT: Perez.

2. Review of City Treasurer's Investment Portfolio Report for June 30, 2025 (with All Agencies)

Krystle Ang Palmer, City Treasurer, presented the PowerPoint presentation and responded to City Council inquiries.

Council Member Anthony left the dais at 8:25 p.m.

Joint Public Comment:
Appearing to comment was: None.

Council Action:
It was approved by Council Consensus to note and file.

3. Annual Update on the City's Five-Year (2022-2027) Homelessness Plan - Reporting Year Fiscal Year 2024-25

Kasey Lee, Housing Development Manager, presented the PowerPoint presentation and responded to City Council inquiries. Robert Newman, Administrative Analyst II, and Maribel Leyland, Assistant Community Development Director – Business & Economic Development, also responded to City Council inquiries.

Mayor Perez returned to the dais at 8:30 p.m.

Council Member Anthony returned to the dais at 8:37 p.m.

Public Comment:
Appearing to comment was: None.

Council Action:
It was approved by Council Consensus to note and file.

COUNCIL COMMENTS:
Council Members reported out on Council committee assignments and attendance at conferences, regional meetings, and community events.

INTRODUCTION OF ADDITIONAL AGENDA ITEMS:
Vice Mayor Takahashi requested an informational memo regarding the electricity capacity charges for the Elmwood Villas condominium.

Mayor Perez requested an update regarding the Burbank Animal Shelter becoming a no-kill shelter.

ADJOURNMENT:
There being no further business to come before the City Council, the meeting was adjourned at 9:07 p.m. to Tuesday, September 30, 2025, for a Joint Meeting in the Council Chamber – 275 East Olive Avenue, Second Floor.

_____
Kimberley Clark
City Clerk

_____
Nikki Perez
Mayor

APPROVED DATE:

CITY COUNCIL REGULAR MEETING MINUTES
DARK MEETING
TUESDAY, SEPTEMBER 16, 2025

A Regular Meeting of the Council of the City of Burbank was not held on the above date.

Kimberley Clark City Clerk	Nikki Perez Mayor

APPROVED DATE:

CITY COUNCIL REGULAR MEETING MINUTES
DARK MEETING
TUESDAY, SEPTEMBER 23, 2025

A Regular Meeting of the Council of the City of Burbank was not held on the above date.

Kimberley Clark City Clerk	Nikki Perez Mayor

APPROVED DATE:

HOUSING AUTHORITY MINUTES
A JOINT MEETING WITH THE CITY COUNCIL
TUESDAY, SEPTEMBER 9, 2025

CALL TO ORDER:
A Joint Meeting of the Housing Authority and the City Council of the City of Burbank was held in the Council Chamber, 275 East Olive Avenue, on the above date. The meeting was called to order at 6:05 p.m. by Chair Perez.

MOMENT OF REFLECTION:
Chair Perez held a Moment of Reflection to begin the meeting with positive and collective support for our beloved community.

FLAG SALUTE:
The Pledge of Allegiance was led by Chair Perez.

ROLL CALL:
Present: Commissioners Anthony, Mullins, and Rizzotti, Vice Chair Takahashi, and Chair Perez.
Absent: None.
Also Present: Executive Director Hess, City Attorney McDougall, and Clerk Clark.

Closed Session, Announcements, Council Presentations/Recognitions, City Manager Report, Reporting on Closed Session, Public Hearing, Council Comments, and Introduction of Additional Agenda Items were City Council items only and can be found in the City Council Meeting Minutes.

JOINT GENERAL PUBLIC COMMENT:
Appearing to comment were: David Donahue, Angela Towne, Ron Bax, Mark Scroggs, Mike Derian, Jamie Keyser, Stephanie Cyphers, Jim Lane, Diana Pulver, Mary O'Hare, Jackie Waltman, Steve Starleaf, Paul Darrigo, Elizabeth Bax, and Edward Parker (Bridging Community Resources).

Calling in to comment were: Allison Thomas, Gevik Sherverdian, Dimple Chirumamilla, Jo Pimienta, Liliana Martirosyan, Michelle Papazyan, and Hovik Keshishian.

COUNCIL, CITY MANAGER AND/OR CITY ATTORNEY COMMENT:
Commissioners and Staff responded to Public Comment.

CONSENT CALENDAR:
It was moved by Commissioner Mullins, seconded by Vice Chair Takahashi, to approve the Consent Calendar. For Item Nos. 1-6 and 8, the motion carried 5-0 with the following roll call vote: AYES: Anthony, Mullins, Rizzotti, Takahashi, and Perez. NOES: None. For Item No. 7, the motion carried 4-0-1 with the following roll call vote: AYES: Mullins, Rizzotti, Takahashi, and Perez. NOES: None. ABSTAIN: Anthony.

Consent Calendar Item Nos. 1-2 and 4-8 were City Council items only and can be found in the City Council minutes.

3. Housing Authority Minutes
   Approve the Housing Authority Minutes of the Joint Meeting of August 26, 2025.

REPORTS TO COUNCIL:
Reports to Council Item No. 3 was a City Council item only and can be found in the City Council minutes.

1. Approval of the 2025 City of Burbank Investment Policy (with All Agencies)

   Krystle Ang Palmer, City Treasurer, presented the PowerPoint presentation and responded to Housing Authority inquiries.

   Chair Perez left the dais at 8:05 p.m.

   Joint Public Comment:
   Appearing to comment was: None.

   Council Action:
   It was moved by Commissioner Rizzotti, seconded by Commissioner Anthony, to approve the 2025 Investment Policy as proposed. The motion carried 4-0 with the following roll call vote: AYES: Anthony, Mullins, Rizzotti, Takahashi. NOES: None. ABSENT: Perez.

2. Review of City Treasurer's Investment Portfolio Report for June 30, 2025 (with All Agencies)

   Krystle Ang Palmer, City Treasurer, presented the PowerPoint presentation and responded to Housing Authority inquiries.

   Commissioner Anthony left the dais at 8:25 p.m.

   Joint Public Comment:
   Appearing to comment was: None.

   Council Action:
   It was approved by Authority Consensus to note and file.

   Chair Perez returned to the dais at 8:30 p.m.

   Commissioner Anthony returned to the dais at 8:37 p.m.

ADJOURNMENT:
There being no further business to come before the Housing Authority, the meeting was adjourned at 9:07 p.m. to Tuesday, September 30, 2025, for a Joint Meeting in the Council Chamber – 275 East Olive Avenue, Second Floor.

_____
Kimberley Clark
Clerk

_____
Nikki Perez
Chair

APPROVED DATE:

DATE: September 30, 2025

TO: Justin Hess, Executive Director

FROM: Patrick Prescott, Assistant Executive Director/Community Development Director
VIA: Maribel Leyland, Assistant Community Development Director
Kasey Lee, Housing Development Manager
BY: Alejandro Mendoza, Housing Assistant

SUBJECT: Adoption of a Resolution Approving the Fiscal Year 2025-2026 Homeless Incentive Program Interagency Agreement between the Los Angeles County Development Authority and the Housing Authority of the City of Burbank (BHA), Awarding the BHA $99,888 for Fiscal Year 2025-26; and Authorize the City Manager or His Designee to Execute the Agreement and Any Future Amendments

RECOMMENDATION

Adopt A RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF BURBANK APPROVING THE FISCAL YEAR 2025-26 HOMELESS INCENTIVE PROGRAM (HIP) INTERAGENCY AGREEMENT BETWEEN THE LOS ANGELES COUNTY DEVELOPMENT AUTHORITY (LACDA) AND THE HOUSING AUTHORITY OF THE CITY OF BURBANK (BHA), AWARDING THE BHA $99,888 FOR FISCAL YEAR 2025-26; AND AUTHORIZE THE CITY MANAGER OR HIS DESIGNEE TO EXECUTE THE AGREEMENT AND ANY FUTURE AMENDMENTS.

BACKGROUND

In 2017, Los Angeles County voters approved Measure H, which established a quarter-cent sales tax to fund homeless services and programs. A portion of the Measure H revenue was provided to cities to operate the HIP, administered by the LACDA. HIP offers monetary incentives to encourage landlords to rent their available units to first-time voucher holders experiencing homelessness. HIP funds are used to support programs and services that align with the Council approved Five-Year Homelessness Plan[1] such as supporting pathways to Permanent Supportive Housing and decreasing the number of

[1] https://www.burbankca.gov/burbanks-response/homelessness-plan

voucher holders experiencing homelessness. HIP funds are used to support programs and services that align with the Council approved Five-Year Homelessness Plan[1] such as supporting pathways to Permanent Supportive Housing and decreasing the number of Burbank's unsheltered homeless population.

In November 2024, Los Angeles County voters voted to repeal and replace Measure H with Measure A, which imposes a half cent sales tax instead of a quarter cent sales tax. With the implementation of Measure A, Measure H concluded on June 30, 2025, and Measure A began July 1, 2025. Therefore, the City is required to enter into a new agreement with LACDA beginning July 1, 2025 to continue receiving HIP Funds. The agreement term is from July 1, 2025, to June 30, 2026 (Fiscal Year (FY) 2025-26). Contract amendments will be issued for each subsequent year.

DISCUSSION

The HIP agreement is an Interagency Agreement between LACDA and the Housing Authority of the City of Burbank (BHA), and the total agreement amount is $99,888. Funds will continue to be used for the same purposes as previous years which include financial assistance for housing voucher holders and supportive services for various voucher program participants (i.e. Section 8, Permanent Supportive Housing, and Emergency Housing Vouchers). For FY 2025-26, funds will also be used for Transitional Age Youth (TAY) vouchers holders.

Eligible uses under the HIP include:

- Holding Fees – Landlords are offered one month's rent to hold their unit while eligibility is determined.
- Sign-on Bonus – If landlords do not receive a holding fee, landlords are offered one month's rent when they lease their unit to an eligible household.
- Assistance with credit checks and rental application fees – Eligible households may receive financial assistance to cover the costs of credit checks and rental application fees.
- Move-In Assistance – Eligible households are provided with financial assistance to cover the security deposit, utilities, and other move-in costs, such as essential furniture.
- Damage Claims – If a household previously assisted with HIP funds vacates a unit and the owner identifies damages that are beyond normal wear and tear, the owner may be eligible to receive funds for damages.

As previously noted, a new contract with LACDA is required to continue HIP with Measure A funds for FY 2025-26 and in the future. Future revenues have not been determined at this time. Annual funding allocations will be provided to Council during the budget process to accept and appropriate future funding in the applicable fiscal year they are received;

along with contract amendments as required.

ENVIRONMENTAL REVIEW

Approving the contract to receive the funds for the provision of homeless services does not have the potential to cause a significant effect on the environment and does not qualify as a “project” under the California Environmental Quality Act (CEQA) 14 Cal. Code Regs § 15378.

FISCAL IMPACT

There is no fiscal impact to the General Fund. Funds were appropriated in the FY 2025-26 Adopted Budget in the amount of $100,000 prior to the City receiving the total actual award of $99,888 from LACDA. Annual funding allocations will be provided to Council during the budget process to accept and appropriate future funding in the applicable fiscal year they are received.

CONCLUSION

Homeless Incentive Program funds will continue to assist and achieve goals outlined in the current Council approved Five-Year Homelessness Plan though financial assistance for special voucher programs including new Transitional Age Youth (TAY) vouchers holders. Staff recommends Council approval of the FY 2025-26 funding agreement between LACDA and BHA to accept $99,888 in HIP funding, and authorize the City Manager, or his designee, to execute this agreement and future amendments.

ATTACHMENTS

Attachment 1 – Resolution
Attachment 2 – Interagency Agreement for the Homeless Incentive Program

HOUSING AUTHORITY
OF THE
CITY OF BURBANK, CALIFORNIA

RESOLUTION NO. H-_____

A RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF BURBANK APPROVING THE FISCAL YEAR 2025-26 HOMELESS INCENTIVE PROGRAM (HIP) INTERAGENCY AGREEMENT BETWEEN THE LOS ANGELES COUNTY DEVELOPMENT AUTHORITY (LACDA) AND THE HOUSING AUTHORITY OF THE CITY OF BURBANK (BHA), AWARDING THE BHA $99,888 FOR FISCAL YEAR 2025-26; AND AUTHORIZE THE CITY MANAGER OR HIS DESIGNEE TO EXECUTE THE AGREEMENT AND ANY FUTURE AMENDMENTS

THE HOUSING AUTHORITY OF THE CITY OF BURBANK FINDS:

A. Since August 2017, the Los Angeles County Development Authority (LACDA) opened a solicitation for Request for Funding Proposals (RFP) for Public Housing Authorities to receive HIP funding. Since that time, the Housing Authority of the City of Burbank (BHA) has received approximately $1 million in HIP funding to assist participants of its voucher programs.

B. On November 4, 2024, voters approved Measure A, which repeals and replaces Measure H.

C. Housing Authority of the City of Burbank has been a recipient of funding through the Interagency Agreement, Homeless Incentive Program, with the Los Angeles County Development Authority since 2017 and has continued to offer monetary incentives to encourage landlords to rent their available units to first-time voucher holders experiencing homelessness. Final award of the grant is subject to execution of agreement between the Housing Authority of the City of Burbank and Los Angeles County Development Authority.

THE HOUSING AUTHORITY OF THE CITY OF BURBANK RESOLVES:

1. The Agreement between the Housing Authority of the City of Burbank and Los Angeles County Development Authority providing funding pursuant to Measure A, Homeless Incentive Program, to assist the City in implementing Homelessness Plan strategies is approved. The City Manager, or his designee is authorized to execute the Agreement and or any future amendments, subject to review and approval by the City Attorney’s Office, on behalf of the City.

2. The City Manager, or his designee, is hereby authorized to sign any future amendments or documentation to receive grant funds pursuant to the Interagency Agreement for the Homeless Incentive Program in any future award year, subject to grant conditions remaining substantially unchanged, the funds are appropriated pursuant to the fiscal year budget, and upon approval as to form by City Attorney's Office.

3. The City Manager, or his designee is authorized to accept the grant funds in the amount of $98,888. The Director or the Director's designee is authorized to take any necessary action to effectuate the receiving and appropriating of these grant funds.

4. Funds have been appropriated in the FY 2025-26 Adopted budget in the amount of $98,888. Funds received via future amendments will be deposited and appropriated in the applicable FY they are received.

5. The Financial Services Director, or their designee is authorized to make any revisions, changes in summaries, fund totals, grand totals, and other portions of the budget document as necessary to reflect and implement the appropriations specified in this resolution.

PASSED and ADOPTED this ____ day of September 2025.

_____
Nikki Perez
Chairperson of the Housing
Authority of the City of Burbank

Approved as to Form:
Office of the City Attorney

Attest:

_____
Kimberley Clark, Clerk

By: _____
Ray Johal
Senior Assistant City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF BURBANK)

I, Kimberley Clark, Clerk of the Housing Authority of the City of Burbank, do hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the Council of the City of Burbank at its regular meeting held on September___, 2025, by the following vote:

AYES:

NOES:

ABSENT:

_____
Kimberley Clark, Clerk

ATTACHMENT 2 – 1

INTERAGENCY AGREEMENT FOR THE HOMELESS INCENTIVE PROGRAM

This Interagency Agreement is made and entered into this 1st day of July, 2025 by and between the Los Angeles County Development Authority, hereinafter referred to as "LACDA" and the Housing Authority of the City of Burbank, hereinafter referred to as the "BHA".

RECITALS

WHEREAS, LACDA received Homeless Initiative, Measure A Comprehensive Homelessness Services funds (the "Funding") for Fiscal Year 2025-2026 from the County of Los Angeles ("County") to assist a total of 2,295 homeless families; and

WHEREAS, on March 25, 2025, the Board of Supervisors ("Board") approved funding allocations for each of the Measure A eligible Homeless Initiative strategies that included an allocation to LACDA for the Housing Acquisition: Homeless Incentive Program.

WHEREAS, on March 25, 2025, the Board acting as the Board of Commissioners of LACDA authorized the Executive Director, or his designee, to execute agreements and subsequent amendments with the County required to implement Homeless Initiative strategies; and

WHEREAS, representatives of LACDA and the BHA believe that it would be mutually beneficial, and, indeed, a public service, to accommodate such homeless families; and

NOW, THEREFORE, in consideration of the mutual covenants herein set forth and the mutual benefits to be derived therefrom, the parties agree as follows:

1. PARTIES

The parties to this Agreement are:

A. LACDA:
The Los Angeles County Development Authority, a public body, corporate and politic under the laws of the State of California, having its principal office at 700 West Main Street, Alhambra, CA 91801.

B. BHA:
The Housing Authority of the City of Burbank, a public body, corporate and politic under the laws of the State of California, having its principal office at 150 North Third Street, Burbank, CA 91502

2. FUNDING

The amount of funding under this Agreement shall not exceed $99,888 for Fiscal Year 2025-2026, which shall include all related expenses including 10 % of the total yearly funding allocated towards administrative fees. For subsequent fiscal years, the yearly funding shall not exceed

approved amounts for each respective fiscal year. On a quarterly basis, or upon request, the BHA shall provide LACDA with a list of its expenditures related to the funding.

The BHA shall be funded in accordance with the Housing Authority's standard accounts payable system.

3. TERM

This Agreement shall commence on as of the day and year first above written and shall remain in full force unless terminated as provided herein.

4. LACDA RESPONSIBILITIES

LACDA, as the program administrator for the Homeless Incentive Program ("HIP") on the County's behalf, will oversee the expanded HIP and will:

- Request funding advances on a quarterly basis based on the anticipated activity of the BHA and will pass funds along to the BHA.
- Conduct annual monitoring of the BHA 's performance metrics and the compliance of expenditures incurred in meeting the program requirements.
- Provide the BHA with technical assistance, including assistance with policies, procedures, systems, etc.
- Provide the BHA with the forms and marketing materials needed to recruit landlords and convene landlord outreach events on behalf of the BHA.
- Provide some access to LACDA's housing advisor unit as needed to assist with housing navigation and client transportation

5. PHA RESPONSIBILITIES

5.1 MEASURE A PURPOSE

To support services and programs aimed at preventing and reducing homelessness and making housing more affordable in Los Angeles County. Measure A funds are intended to support proven and innovative programs and housing solutions that address the root causes of homelessness and to ensure a significant reduction in individuals and families living on the streets or in other public places through outreach, supportive services, and housing.

5.2 MEASURE A SCOPE

The PHA shall use Measure A funds to provide comprehensive homelessness services and programs, including but not limited to: preventing homelessness; mental health; outpatient and residential substance use treatment; case management and outreach services; employment services; expedited placements in

permanent housing; enhanced emergency housing and interim housing; enhanced services for transition-age youth and children; and affordable housing for people experiencing, or at risk of homelessness.

5.3 USE OF MEASURE A FUNDS

The PHA agrees to use Measure A funds exclusively for Measure A eligible programs and services and as further described in this Contract. In furtherance of this understanding, it is agreed that should the County determine that any funds paid to PHA hereunder have been used for purposes other than those authorized by this Contract, the PHA is required to immediately refund any such improperly used funds to the LACDA. All Parties agree to be bound by all applicable federal, state, and local laws, ordinances, regulations, and directives as they pertain to the performance of this Contract.

5.4 PROHIBITED USE OF MEASURE A FUNDS

Measure A funds are intended to support best practices, policies, and programs implemented by departments, agencies, or organizations that are primarily formed to provide services to and support people who are experiencing homelessness, at risk of homelessness, or are low-income. Measure A funds may not be used to fund investigations or prosecutions to pursue criminal, civil, or administrative penalties against people experiencing homelessness or other low-income people.

5.5 MEASURE A GOALS

The Parties agree to work collaboratively to achieve the following goals for all programs and services funded by Measure A funds: (1) Increase the number of people moving from encampments into permanent housing to reduce unsheltered homelessness; (2) Reduce the number of people with mental illness and/or substance use disorders who experience homelessness; (3) Increase the number of people permanently leaving homelessness; (4) Prevent people from falling into homelessness; and (5) Increase the number of affordable housing units in Los Angeles County.

5.6 MEASURE A BASELINE METRICS AND TARGET METRICS

5.6.1 The PHA shall demonstrate measurable progress from the baseline metrics toward the target metrics as set forth in Paragraph 5.8 of this Contract. All programs and services must contribute to achieving the five goals outlined in Paragraph 5.5 of this Contract.

5.6.2 The PHA shall incorporate the metrics set forth in Exhibit F (Measure A Goals and Recommended Targets), and the five goals outlined in Paragraph 5.5 of this Contract into all contracts with its sub-Contractor, ensuring their compliance with the performance and reporting requirements.

5.6.3 No later than July 30th of each year, the PHA shall submit its proposed scope of work or statement of work to the LACDA for written approval. The LACDA reserves the right to request modifications before approval.

5.6.4 The LACDA reserves the right to evaluate progress toward the target metrics established under Measure A and/or this Contract. For each goal outlined in Paragraph 5.5 of this Contract for which the target metric has not been achieved as of December 31, 2030, the LACDA reserves the right, in its sole discretion, to redirect funds to or away from the PHA's program and services hereunder.

5.7 KEY SYSTEM PERFORMANCE METRICS

For programs and services funded by Measure A, the LACDA will evaluate the PHA's progress toward achieving the goals outlined in Paragraph 5.5 of this Contract using key system performance metrics. These metrics will consider, but are not limited to:

5.7.1 Creating a standardization of basic services to bring people inside and ensure that people have access to social services, medical care, and behavioral/mental health care;

5.7.2 Establishing a homeless-service-delivery system more accessible to all communities;

5.7.3 Meeting regional housing needs for "Lower Income Households," which has the same meaning as defined in California Health and Safety Code section 50079.5;

5.7.4 Using an equity lens and reducing racial disparities and disproportionate impact of homelessness and housing insecurity for critical populations, including but not limited to veterans, seniors, transition-age youth, families with children, people with disabilities, people with animal companions, women, members of LGBTQIA+ communities, survivors of domestic violence, overrepresented racial groups, and others at risk of homelessness; and

5.7.5 Increasing accountability and transparency in the use of public funds.

5.7.6 Parties will amend this Contract to incorporate any additional or revised metrics approved by the LACDA.

5.8 DATA COLLECTING AND REPORTING

The PHA agrees to collect and report data as required by this Contract to assess the effectiveness of the funded programs and services, facilitate reporting, monitoring, and outcome analysis. This includes providing data on outcomes related to homelessness prevention, housing stability, mental health treatment, substance use disorder treatment, and other relevant indicators. To the extent feasible, the County will require the PHA to report expenditures and other key metrics in a uniform manner.

The PHA will submit quarterly reports to the County on program performance metrics/outcomes and budget spend down reports.

5.8.1 Number of landlord/community engagement events attended

5.8.2 Number of landlord requests to participate in HIP

5.8.3 Number and amount of incentives provided to landlords (by bedroom size)

5.8.4 Number of units currently being held (by bedroom size)

5.8.5 Number of expired unit holds (by bedroom size)

5.8.6 Number of units leased with HIP incentives (by bedroom size)

5.8.7 Number and amount of damage mitigation requests

5.8.8 Number and amount of damage mitigation claims paid

5.8.9 Number and amount of security deposits paid

5.8.10 Number and amounts of application fees paid

5.8.11 Number of tenants provided with utility assistance and amount paid

5.8.12 Number of tenants provided with furniture assistance and amount paid

5.9 ALIGNMENT WITH REGIONAL PLAN

The PHA shall ensure that all Measure A funded programs and services align with the County's adopted regional plan and contribute to the achievement of its stated goals and objectives. The PHA shall coordinate with County's efforts to combat homelessness, including collection of data to build a more comprehensive and inclusive version of the Regional Plan and provide continual updates to create a "living" Regional Plan. The County's Regional Plan is attached as Exhibit A (Measure A Regional Plan) and incorporated herein by reference.

5.10 BEST PRACTICES FOR STANDARDIZATION OF CARE

The PHA shall implement best practices for the standardization of care, including but not limited to connections to behavioral and mental health, medical care, and other programs and services. Measure A funded programs and services should aim to create connections to mainstream safety net programs supported by other funds from the County, state, and federal governments, including connections to medical and mental health care supported by state and federal programs as well as other entitlement programs. Measure A funds shall be allocated according to need and equity, considering factors such as the point-in-time count or other similar measures of the population experiencing homelessness or housing instability. The PHA shall also comply with any additional best practices for standardization of care, including guidance and key performance indicators approved by the LACDA. The Parties will amend this Contract as needed to incorporate such County-approved standards of care as an exhibit.

5.11 CONSTRUCTION AND REHABILITATION WORK

5.11.1 Prevailing Wages: Any construction or rehabilitation project receiving Measure A funds or financed under Measure A funds, including but not limited to a project of fewer than 40 units, shall constitute a public work for which prevailing wages shall be paid for purposes of Chapter 1 (commencing with Section 1720) of Part 7 of Division 2 of the California Labor Code.

5.11.2 Project Labor Agreement for Projects with 40 or More Units: A project of 40 or more units is eligible to receive Measure A funds or financed under Measure A funds only if all construction and rehabilitation is subject to the City of Los Angeles Department of Public Works Project Labor Agreement 2020-2030 if the project is within the City of Los Angeles, or the Countywide Community Workforce Agreement, executed by the Chief Executive Officer on June 7, 2023, if the project is elsewhere or any successor to either agreement. For purposes of this Paragraph, the number of units

means the maximum number of units authorized in an entitlement granted by the land use permitting authority for a development project, regardless of whether construction or rehabilitation proceeds in phases or project ownership is divided.

5.11.3 Alternative Project Labor Agreement: Notwithstanding Paragraph 5.11.2, above, if a project labor agreement is agreed between the PHA or its project developer, the Los Angeles/Orange Counties Building and Construction Trades Council, and the Western States Regional Council of Carpenters, then a project with 40 or more units is eligible to receive funding or financing from Measure A if all construction and rehabilitation is subject to that project labor agreement.

5.11.4 Designated Enforcement Agency ("DEA"): The PHA acknowledges that the DEA has the authority to enforce Labor Code Sections 1720-1815, as amended from time to time, for projects funded by Measure A.

5.11.5 Compliance and Cooperation: The PHA, including the PHA's developers and sub-Contractors, shall comply with the prevailing wage requirements, project labor agreement requirements, and any other labor standards set forth in this Paragraph. Failure to comply may result in enforcement actions, including but not limited to withholding of funds, or termination of this Contract, in accordance with the termination provisions set forth herein.

5.12 RECRUITMENT AND RETENTION OF HOMELESS SERVICE AND PREVENTION WORKERS

All of the PHA's subcontracts that use Measure A funds to pay for social services positions, including but not limited to homelessness services and eviction prevention workers, must:

5.12.1 Set sufficient payment rates to enable PHAs to pay wages aligned with public and private market conditions;

5.12.2 Allow amendments, as needed, to provide that incentives and wage increases for cost of living similar to those offered to County staff and/or the LAHSA staff are also available to service provider and prevention worker staff;

5.12.3 Allow annual adjustments to reflect cost-of-living adjustments, increases in administrative allowances, and operational cost changes due to inflation or other factors (such as supply shortages, insurance market changes, etc.);

5.12.4 Be paid in a timely manner to prevent unnecessary cost increases borne by service providers; and

5.12.5 Not result in displacement of public employees.

5.12.6 The requirements under Paragraph 5.12 shall be fully implemented and enforced by July 1, 2026, to allow for necessary administrative, budgetary, and contractual adjustments while ensuring compliance with Measure A. Any developer, PHA, or sub-Contractor as to such projects shall be required to cooperate fully in any investigation the DEA initiates. For projects located in the City of Los Angeles, the DEA shall be the Department of Public Works, Bureau of Contract Administration. For projects located elsewhere, the PHA shall act as or designate the DEA. The DEA shall be authorized to work with joint labor management committees established pursuant to the federal Labor Management Cooperation act of 1978 (29 U.S.C. section 175a) in order to carry out the

enforcement/investigation duties under Measure A. A joint labor management committee may bring an action in any court of competent jurisdiction against an employer that fails to comply with the labor standards required by this Contract and Measure A.
During the transition period, PHA shall coordinate with the County to align all Measure A-funded social services positions with the requirements set forth in this Paragraph to the maximum extent feasible.

5.13 HIP FUND USAGE

HIP funds may be used on program components that involve an initial lease with a homeless family/individual with a voucher who is receiving permanent supportive housing assistance for the first time since their documented homelessness. A formerly homeless family/individual that changes units after their initial permanent supportive housing lease is not eligible for HIP funded activities.

Below are the descriptions of the program components allowable under the HIP:

5.13.1 Holding Fees - Landlords are offered one month's free rent to hold their unit and consider accepting a family/individual with a voucher who needs permanent supportive housing.

- The BHA actively recruits landlords to participate in HIP by hosting landlord outreach events, and other targeted marketing efforts
- When an owner expresses interest, the BHA will inspect the unit to determine if it meets minimum housing quality standards. Once the unit passes inspection, the owner enters into an agreement with the BHA to take their unit off the open market. The owner also agrees to accept consideration, homeless individuals/families with a permanent housing subsidy. In exchange for this commitment, the owner receives the equivalent of one-month's rent. The holding fee can be extended to a second month if needed to complete the leasing process.
- Units secured with holding fees are compiled in a list of available units that is shared with homeless clients in need of permanent supporting housing.

5.13.2 Sign-on Bonus - If landlords did not receive a Holding Fee, the LACDA may offered the landlords one month's free rent when they lease their unit with a first-time homeless family/individual with a voucher who needs permanent supportive housing. Sign-on Bonuses may not be combined with any Holding Fees for the same unit.

5.13.3 Assistance with credit checks and rental application fees - Once a client identifies a unit, they are eligible to receive financial assistance to cover the costs of credit checks and rental application fees. This funding is provided directly to the property owner.

5.13.4 Move-In Assistance - Homeless families and individuals are provided with a listing of available units, preparation for the rental process, transportation to visit units, and financial assistance to cover the security deposit, utilities, and other move-in costs.

- Clients are provided with available unit listings and are eligible to receive transportation to view prospective units.
- If the client and owner agree to enter into a lease for the unit, the family/individual is eligible to receive funding to facilitate the move-in process.

- Clients can receive funding for the security deposit, up to the limit allowed under California law for security deposits.
- Clients can receive funding to cover costs to establish utilities, including payment of outstanding bills, and utility deposits.
- Other move-in costs can include household supplies, furniture, and other miscellaneous items.

5.13.5 Damage Claims – Landlords may receive assistance to fix damages caused by a tenant with a voucher.

- If a homeless individual/family vacates a unit and the owner identifies damages that are beyond normal wear and tear, the owner is eligible to submit a damage claim.
- The owner must identify the damages and notify the BHA who will conduct an inspection to confirm the damages.
- The owner completes the repairs and provides proof of the repairs to the BHA to request payment.
- The BHA verifies the repairs and processes the damage claim.
- The owner must first deduct the security deposit from the damages, and the BHA will pay for damages beyond the security deposit up to $2,000. This is the most the BHA will pay under any circumstances.
- LACDA previously received funds for damage mitigation. LACDA will make the fund available for the BHA's owners until the funds are expended.

5.13.6 Refund Unused Funding – The PHA agrees to refund any unused portion of the County funds to LACDA upon completion or termination of this agreement.

5.14 FINANCIAL RECORDS

A. The BHA agrees to maintain satisfactory financial accounts, documents, and records of expenditures and to make them available to the County or its authorized representative for auditing upon completion of each of the programs described in this Agreement. The BHA also agrees to retain such financial accounts, documents, and records for five (5) years following the expiration or prior termination of this Agreement.

B. The BHA shall maintain accurate and complete financial records of its activities and operations relating to this contract in accordance with generally accepted accounting principles ("GAAP"). The BHA agrees to use an accounting system consistent with GAAP. The BHA also agrees to maintain, and make available for County or its authorized representative's inspection, accurate records of all of its costs, disbursements and receipts with respect to its activities under this Agreement.

C. At any time during the term of this Agreement or at any time within five (5) years of the expiration or prior termination of this Agreement, the County or its authorized representative may conduct an audit of program records for the purpose of verifying the appropriateness and validity of expenditures under the terms of this Agreement.

D. The BHA, within thirty (30) days of notification from the County or its authorized representative of its audit findings, may dispute the audit findings in writing to the County or its authorized representative and provide the County or its authorized representative with records and/or documentation to support the expenditure claims. The County or its authorized representative shall review this documentation and make a final determination as to the validity of the expenditures.

E. The BHA will provide LACDA within sixty (60) days after the end of LACDA's fiscal year, a report itemizing actual expenditures funded by monies received pursuant to this Agreement.

F. It is understood and agreed that the County funds paid to the BHA hereunder may only be used for the purposes specified in this Agreement. In furtherance of this understanding, it is agreed that should the County determine that any funds paid to the BHA hereunder have been used for purposes other than those authorized by this Agreement, the BHA is required to immediately refund any such improperly used County Funds to LACDA.

G. The BHA shall require any agreements that subcontract any portion of its obligations under this Agreement to contain language substantially identical to the provision set forth in subsection A-F, above.

6. TERMINATION

A. This Agreement may be terminated by either party for the convenience of that party. This Agreement may also be terminated by either party as a result of default by the other party of its obligations under this Agreement.

B. Notice of termination shall be given, in writing, at least sixty (60) days in advance and shall be complete when delivered to either party (the "Notice of Termination"). The Executive Director or designee of each party is hereby authorized to give said Notice of Termination. The Notice of Termination shall specify the date upon which such termination becomes effective.

C. In the event of termination, the BHA will provide a detail report of expenditures and the balance of the unexpended amount will be refunded to LACDA within 30 days of the termination.

7. SUBCONTRACTING

Neither party shall subcontract any of its responsibilities under this Agreement or permit subcontracted responsibilities to be further subcontracted without the prior written approval of the other party.

- The Subcontractor of the BHA agrees to maintain satisfactory financial accounts documents and records of expenditures and to make them available to the County, LACDA, or their authorized representatives for auditing upon completion of each of the programs described in this Agreement. The Subcontractor also agrees to retain such

financial accounts, documents and records for five (5) years following the expiration or prior termination of this Agreement.

- The Subcontractor shall maintain accurate and complete financial records of its activities and operations relating to this contract in accordance with generally accepted accounting principles ("GAAP"). Subcontractor agrees to use an accounting system consistent with GAAP. Subcontractor also agrees to maintain, and make available for the County, LACDA, or their authorized representatives' inspection, accurate records of all of its costs, disbursements and receipts with respect to its activities that use County Funds pursuant to Subcontractor's agreement with the BHA.

- At any time during the term of the Subcontractor's agreement with the BHA or at any time within five (5) years of the expiration or prior termination of Subcontractor's agreement with the BHA, the County, LACDA, or their authorized representatives may conduct an audit of program records for the purpose of verifying the appropriateness and validity of expenditures under the terms of Subcontractor's agreement with the BHA.

- The Subcontractor, within thirty (30) days of notification from the County, LACDA, or their authorized representatives (the "auditing entity") of their audit findings, may dispute the audit findings in writing to the auditing entity and provide the auditing entity with records and/or documentation to support the expenditure claims. The auditing entity shall review this documentation and make a final determination as to the validity of the expenditures.

- The Subcontractor will provide LACDA within sixty (60) days after the end of the LACDA's fiscal year, a report itemizing actual expenditures funded by monies received pursuant to this Agreement.

- It is understood and agreed that the County Funds paid to LACDA, and further paid to Subcontractor hereunder, may only be used for the purposes specified in Subcontractor's agreement with the BHA. In furtherance of this understanding, it is agreed that should the County determine that any funds paid to the Subcontractor hereunder have been used for purposes other than those authorized by Subcontractor's agreement with the BHA, Subcontractor is required to immediately refund any such improperly used County Funds to the County.

8. ASSIGNMENT

This Agreement or any provision thereof or any right or obligation arising hereunder is not assignable by LACDA nor the BHA in whole or in part without the prior written consent of the other party to this Agreement.

9. INDEMNIFICATION

9.1 City. The BHA shall defend, indemnify and hold LACDA and LACDA's officers, directors, agents, servants, attorneys, employees and contractors harmless from and against all liability, loss, damage, costs, or expenses (including reasonable attorneys' fees and court costs) (all of the foregoing collectively, "**Liabilities**") arising from or as a result of the death of any person or any accident, injury, loss or damage whatsoever caused to any person or to the property of any person and which shall be, or alleged to be, directly or indirectly, caused by any acts done thereon or any errors or omissions of the BHA or its officers, directors, agents, servants, attorneys, employees or contractors. The BHA shall not be responsible for (and such indemnity shall not apply to) any acts, errors or omissions directly or indirectly caused by LACDA, or LACDA's respective officers, directors, agents, servants, attorneys, employees or contractors. LACDA shall not be responsible for any acts, errors or omissions of any person or entity except LACDA and LACDA's respective officers, agents, servants, employees or contractors.

The BHA's obligations under this Subsection 9.1 shall survive the expiration or termination of this Agreement.

9.2 LACDA. LACDA shall defend, indemnify and hold the BHA and its officers, directors, agents, servants, attorneys, employees and contractors harmless from and against all Liabilities arising from or as a result of the death of any person or any accident injury, loss or damage whatsoever caused to any person or to the property of any person and which shall be, or alleged to be, directly or indirectly, caused by any acts done thereon or any errors or omissions of LACDA or its officers, directors, agents, servants, attorneys, employees or contractors. LACDA shall not be responsible for (and such indemnity shall not apply to) any acts, errors or omissions directly or indirectly caused by the BHA, or its respective officers, directors, agents, servants, attorneys, employees or contractors. The BHA shall not be responsible for any acts, errors or omissions of any person or entity except the BHA and its respective officers, agents, servants, employees or contractors.

LACDA's obligations under this Subsection 9.2 shall survive the expiration or termination of this Agreement.

10. INDEPENDENT CONTRACTOR STATUS

LACDA and the BHA shall perform the services as contained herein as independent contractors, not as an employee of the other party or under the other party's supervision or control. This Agreement is by and between LACDA and the BHA, and not intended, and shall not be construed, to create the relationship of agent, servant, employee, partnership, joint venture, or association, between the BHA and LACDA.

11. SEVERABILITY

In the event that any provision herein contained is held to be invalid, void, or illegal by any court of competent jurisdiction, the same shall be deemed severable from the remainder of this Agreement and shall in no way affect, impair or invalidate any other provision contained herein. If any such provision shall be deemed invalid due to its scope or breadth, such provisions shall be deemed valid to the extent of the scope or breadth permitted by law.

12. INTERPRETATION

No provisions of this Agreement is to be interpreted for or against either party because that party or that party's legal representative drafted such provision, but this Agreement is to be construed as if drafted by both parties hereto.

13. WAIVER

No breach of any provision hereof can be waived unless in writing. Waiver of any one breach of any provision shall not be deemed to be a waiver of any breach of the same or any other provision hereof.

14. ENTIRE AGREEMENT

This Agreement supersedes any and all other agreements between parties, constitutes the entire understanding and agreement of the parties.

/
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/
/

SIGNATURES

IN WITNESS WHEREOF, LACDA and the BHA have executed this Agreement through their duly authorized officers on the date first above written.

LOS ANGELES COUNTY DEVELOPMENT AUTHORITY

By: _____ _____
Emilio Salas, Executive Director Date

HOUSING AUTHORITY OF THE CITY OF _____

By: _____ _____
_____, Executive Director Date

APPROVED AS TO PROGRAM

LOS ANGELES COUNTY DEVELOPMENT AUTHORITY
HOUSING ASSISTANCE DIVISION

By_____ _____
Medina D. Johson-Jennings Date
Director

APPROVED AS TO FORM:

Dawyn R. Harrison
County Counsel

By_____ _____
Michael Buennagel Date
Senior Deputy County Counsel

City Attorney
By_____ _____
Date

City Attorney
City of _____

EXHIBIT A

Measure A Responsive Regional Plan

Overview

As outlined in the Affordable Housing, Homelessness Solutions, and Prevention Now Transactions and Use Tax Ordinance (Measure A or Ordinance), the County Board of Supervisors (Board) is charged with adopting a regional plan consistent with the goals and objectives established by the Ordinance.

The recommended regional plan outlined here, the Responsive Regional Plan, seeks to coordinate countywide efforts to combat homelessness. With participation from all local jurisdictions, the plan will provide an opportunity for alignment across countywide programmatic efforts, including but not limited to those funded by Measure A. As a living plan, it will continuously evolve, incorporating course corrections as the region adapts and continuously improves its efforts.

This attachment provides a summary of the Responsive Regional Plan and the steps to enable its implementation:

1) Adoption of the proposed framework for the Responsive Regional Plan (included in this Attachment);
2) Collection of additional data from jurisdictional partners to build a more comprehensive and inclusive version of the Responsive Regional Plan; and

3) Development of a process for continual updates from jurisdictional partners, creating a "living" Responsive Regional Plan.

Together, these components will provide a publicly available tool that will enhance regional coordination by providing visibility into both local jurisdiction and countywide efforts and improve tracking drivers of progress toward the Measure A goals and objectives.

Development of a Responsive Regional Plan Framework

Per Measure A, Section 6, A5, the Board is charged with adopting a regional plan that aims to reduce homelessness and increase the supply of affordable housing in the County by April 1, 2025. The Ordinance included the option to satisfy the regional plan requirement by adopting the regionally coordinated plan developed for the most recent Homeless Housing, Assistance and Prevention (HHAP) grant application to the California Department of Housing and Community Development (DHCD). The County's HHAP application was a joint effort by the County, City of Los Angeles, and four Continuum of Care partners (Los Angeles Homeless Services Authority or LAHSA, Long Beach, Pasadena, and Glendale). It included a regionally coordinated action plan, developed through strategic partnerships and emphasizing data-driven, cross-system planning to strengthen the County's response to homelessness. The plan was formally adopted by all six participating jurisdictions through a memorandum of understanding. While the extensive application process for the HHAP grant demonstrated deep countywide alignment, it was limited to the six partners and therefore required further expansion to include all local jurisdictional partners and unincorporated areas in Los Angeles County.

Acknowledging that the County HHAP application does not encompass the efforts of all jurisdictional partners - such as the other 84 cities, Councils of Government, and unincorporated areas - the Responsive Regional Plan builds upon the HHAP application as a framework. The Responsive Regional Plan framework serves as a starting point to collect and organize data from all jurisdictions and unincorporated areas across the County.

Responsive Regional Plan Components and Data Collection

The Responsive Regional Plan has four components:

1) Goals - As outlined by Measure A;
2) Metrics - Adopted by the Board to measure progress toward goals;
    a. Should the Board adopt revised metrics, the same changes will be reflected in the Responsive Regional Plan;
3) Impact Categories - Groups of similar or like action items aimed at achieving the goals of Measure A; and
4) Action Items - Unique or collaborative initiatives, efforts, and programs implemented within or across jurisdictions.

The impact categories and action items included in the Responsive Regional Plan framework in this Attachment are drawn from the HHAP application; the data collection processes described in the next section are intended to expand the Responsive Regional Plan to reflect additional jurisdictional efforts countywide.

To facilitate the collection of this critical information, an online platform will be developed, along with a formal process for jurisdictions to submit information on the strategies and programs they currently

implement to address housing and homelessness. Each submission will be reviewed and finalized in partnership with the submitting jurisdiction. This publicly accessible platform will organize submitted information by Goals, Metrics, Impact Category, and Action Item, with filtering options by jurisdiction.

Each year, as collective efforts evolve, adjust, and course correct to achieve the Goals of Measure A, the Responsive Regional Plan must also adapt to reflect these changes. To that end, updates to the plan will include a process through the online platform for jurisdictions to submit new Impact Categories and Action Items, as well as amend prior submissions as changes occur over time.

Intended Uses and Benefits of the Regional Plan

Once implemented, the Responsive Regional Plan will serve as a tool to inform and strengthen the region's ability to align policy and program design across jurisdictions, inform best practices for standardizations of care, collaborate and remove roadblocks, scale effective programs, identify opportunities for system and cost efficiencies and drive investments toward greatest impact to achieve the Measure A goals.

Responsive Regional Plan Framework

Responsive Regional Plan Framework - A Living Document

Each page in this document takes the following structure:

Goal as outlined by Measure A							
Metrics as adopted by the Board of Supervisors to measure progress towards goals							
Impact Category	**Action Items**	**County of Los Angeles**	**City of Los Angeles**	**LA CoC (LAHSA)**	**Glendale CoC**	**City of Long Beach & Long Beach CoC**	**Pasadena CoC**
Groupings of similar/like Action Items aimed at achieving the goals of Measure A	Unique or collaborative initiatives, efforts and programs within or across jurisdictions	X's indicates the partner jurisdiction					

Action Items used to develop this framework were identified using the Los Angeles County collaborative Homeless Housing, Assistance and Prevention (HHAP) Grant application which was submitted to the State of California in March of 2024 on behalf of the County of Los Angeles, the City of Los Angeles and region's four Continuums of Care. This initial framework serves as a foundation for the Responsive Regional Plan to which additional efforts can be added and amendments can be made to best reflect the work of jurisdictional partners across the County.

Note

This framework will be used to build an interactive online platform, allowing users to search by metric, goal, impact category, action item, and jurisdiction. The platform will also enable jurisdictions to contribute new impact categories and action items or amend existing ones through a submission process. The content here is subject to change to best reflect our collective jurisdictional efforts

Glossary

Most program names included in the inventory are spelled out. Definitions for some major agencies and county departments that are referred to by acronym are below:

Acronym	**Organization**
CoC	Continuum of Care
LAHSA	Los Angeles Homeless Services Authority
HACLA	Housing Authority of the City of Los Angeles

LACDA	Los Angeles County Development Authority
DHS	Department of Health Services
DMH	Department of Mental Health
DPH	Department of Public Health
DCBA	Department of Consumer and Business Affairs

Acronym	**Organization**
DCFS	Department of Children and Family Services
DPSS	Department of Public Social Services
DYD	Department of Youth Development
A&D	Aging and Disabilities Department
JCOD	Justice Care and Opportunities Department
CalWORKS	California Work Opportunity and Responsibility to Kids (CalWORKS) in the California Department of Social Services
LASD	Los Angeles County Sheriff's Department
DPW	Department of Public Works

Responsive Regional Plan Framework - A Living Document

Action Items used to develop this framework were identified using the Los Angeles County HHAP Grant application. This initial framework serves as a foundation to which additional efforts can be added and amendments can be made to best reflect the work of jurisdictional partners across the County.

Goal 1: Increase the number of people moving from encampments into permanent housing to reduce unsheltered homelessness								
Metric: Increase by xx% the number of people moving into interim and permanent housing from unsheltered settings, as measured through the PIT count, the encampment data tool and reporting groups experiencing unsheltered homelessness.								
Impact Category		**Action Items**	**County of Los Angeles**	**City of Los Angeles**	**LA CoC (LAHSA)**	**Glendale CoC**	**City of Long Beach & Long Beach CoC**	**Pasadena CoC**
Coordinated Entry System (CES)		CES Regional Coordination	X		X			
Coordinated Outreach	**Outreach Coordination**	Emergency Centralized Response Center (ECRC)	X					
		Outreach Regional Coordination	X	X	X	X	X	X
	Outreach Teams	DHS Multidisciplinary Outreach Teams (MDT's)	X	X	X	X	X	X
		DMH Homeless Outreach Mobile Engagement (HOME) Teams	X					
		LASD Homeless Outreach Services Teams (HOST)	X					
		LAHSA Homeless Engagement Team (HET)	X	X	X			
		CoC Outreach Teams		X		X	X	X
	Mobile Health Teams	DPH Mobile Vaccine and Testing Team (MVT)	X					
		DHS Mobile Health Clinics	X					
Encampment Resolutions		Pathway Home	X		X			
		Inside Safe	X	X	X			
		Every Woman Housed (Skid Row)	X	X	X			

		Los Angeles River Encampment Resolution (CD 4)		X	X			
		Skid Row Action Plan (SRAP)	X	X	X			
		The Grand Corridor Encampment Resolution			X			
		CoC Specific Encampment Resolution Projects					X	X
Housing Navigation		Housing Navigation Program	X	X	X	X	X	X
Interim Housing	**Individuals**	Interim/Bridge Housing (A Bridge to Home, Roadmap, Tiny Homes, etc.)	X	X	X	X	X	X
		Behavioral Health Bridge Housing (BHBH)	X					
	Families	Interim/Bridge Housing	X	X	X	X	X	X
	TAY	Transitional Housing (TAY)	X	X	X	X	X	X
		Interim/Bridge Housing	X	X	X	X	X	X
	Special Populations	Interim/Bridge Housing (Individuals Exiting Institutions, Enhanced Bridge Housing for Women, Enhanced Bridge Housing for Older Adults, etc.)	X	X	X	X	X	X
		Stabilization Housing	X					
		Recuperative Care	X					
	Emergency Shelter	Emergency Housing Programs (Winter Shelters, Crisis Housing, Emergency Response Shelters)	X	X	X	X	X	X
Permanent Housing		Enriched Residential Care	X					
		Permanent Supportive Housing	X	X	X	X	X	X
Housing Subsidies	**Locally Funded Housing Subsidies**	Time Limited Subsidies (TLS)	X	X	X	X	X	X
		Shallow Subsidies	X	X	X			
		Flexible Housing Subsidy Pool (FHSP)	X					
	Federally Funded	Tenant Based Vouchers (Housing Authorities)	X	X		X	X	X

	Housing Subsidies	Project Based Vouchers (Housing Authorities)	X	X		X	X	X
Supportive Services		Veteran & Military Family Services (VMFS)	X					
		Housing Supportive Services Program (HSSP)	X					
		Time Limited Subsidies Support Services	X	X	X	X	X	X
		Full Service Partnership (FSP)	X					
		Intensive Case Management Services (ICMS)	X			X	X	
Unit Acquisition		Resident and Property Support Services (RPSS)	X		X			
		Master Rental Subsidy Agreement (MRSA)	X					
		LACDA Housing and Homeless Incentive Program (HHIP)	X					
		Master Leasing Program	X		X			

Responsive Regional Plan Framework - A Living Document

Action Items used to develop this framework were identified using the Los Angeles County HHAP Grant application. This initial framework serves as a foundation to which additional efforts can be added and amendments can be made to best reflect the work of jurisdictional partners across the County.

Goal 2: Reduce the number of people with mental illness and/or substance use disorders who experience homelessness								
Metric: Reduce by xx% the number and proportion of the population experiencing homelessness with serious mental illness and/or substance use disorder.								
Impact Category		**Action Items**	**County of Los Angeles**	**City of Los Angeles**	**LA CoC (LAHSA)**	**Glendale CoC**	**City of Long Beach & Long Beach CoC**	**Pasadena CoC**
Coordinated Outreach	**Outreach Coordination**	Emergency Centralized Response Center (ECRC)	X					
		Outreach Regional Coordination	X	X	X	X	X	X
	Outreach Teams	DHS Multidisciplinary Outreach Teams (MDT's)	X	X	X	X	X	X
		DMH Homeless Outreach Mobile Engagement (HOME) Teams	X					
		LASD Homeless Outreach Services Teams (HOST)	X					
		LAHSA Homeless Engagement Team (HET)	X	X	X			
		CoC Outreach Teams		X		X	X	X
	Mobile Health Teams	DPH Mobile Vaccine and Testing Team (MVT)	X					
		DHS Mobile Health Clinics	X					
Housing Navigation		Housing Navigation Program	X	X	X	X	X	X
Services and Benefits		Substance Use Prevention and Control (SAPC)	X					
		Safe Landing	X					

		DPSS Benefit Enrollments	X					
		Countywide Benefits Entitlement Services Team (CBEST)	X					
		Client Engagement & Navigation Services (CENS) (DPH - SAPC)	X					
Interim Housing	**Individuals**	Interim/Bridge Housing (A Bridge to Home, Roadmap, Tiny Homes, etc.)	X	X	X	X	X	X
		Behavioral Health Bridge Housing (BHBH)	X					
	Families	Interim/Bridge Housing	X	X	X	X	X	X
	TAY	Transitional Housing (TAY)	X	X	X	X	X	X
		Interim/Bridge Housing	X	X	X	X	X	X
	Special Populations	Interim/Bridge Housing (Individuals Exiting Institutions, Enhanced Bridge Housing for Women, Enhanced Bridge Housing for Older Adults, etc.)	X	X	X	X	X	X
		Stabilization Housing	X					
		Recuperative Care	X					
	Emergency Shelter	Emergency Housing Programs (Winter Shelters, Crisis Housing, Emergency Response Shelters)	X	X	X	X	X	X
Permanent Housing		Enriched Residential Care	X					
		Permanent Supportive Housing	X	X	X	X	X	X
Housing Subsidies	**Locally Funded Housing Subsidies**	Time Limited Subsidies (TLS)	X	X	X	X	X	X
		Shallow Subsidies	X	X	X			
		Flexible Housing Subsidy Pool (FHSP)	X					
	Federally Funded Housing Subsidies	Tenant Based Vouchers (Housing Authorities)	X	X		X	X	X
		Project Based Vouchers (Housing Authorities)	X	X		X	X	X
		Veteran & Military Family Services (VMFS)	X					

Supportive Services	Housing Supportive Services Program (HSSP)	X					
	Time Limited Subsidies Support Services	X	X	X	X	X	X
	Full Service Partnership	X					
	Intensive Case Management Services (ICMS)	X			X	X	

Responsive Regional Plan Framework - A Living Document

Action Items used to develop this framework were identified using the Los Angeles County HHAP Grant application. This initial framework serves as a foundation to which additional efforts can be added and amendments can be made to best reflect the work of jurisdictional partners across the County.

Goal 3: Increase the number of people permanently leaving homelessness								
Metric: Increase by xx% the number of persons who have exited homelessness to a permanent destination and have not returned after two years.								
Impact Category		**Action Items**	**County of Los Angeles**	**City of Los Angeles**	**LA CoC (LAHSA)**	**Glendale CoC**	**City of Long Beach & Long Beach CoC**	**Pasadena CoC**
Coordinated Outreach	**Outreach Coordination**	Emergency Centralized Response Center (ECRC)	X					
		Outreach Regional Coordination	X	X	X	X	X	X
	Outreach Teams	DHS Multidisciplinary Outreach Teams (MDT's)	X	X	X	X	X	X
		DMH Homeless Outreach Mobile Engagement (HOME) Teams	X					
		LASD Homeless Outreach Services Teams (HOST)	X					
		LAHSA Homeless Engagement Team (HET)	X	X	X			
		CoC Outreach Teams		X		X	X	X
	Mobile Health Teams	DPH Mobile Vaccine and Testing Team (MVT)	X					
		DHS Mobile Health Clinics	X					
Encampment Resolutions		Pathway Home	X		X			
		Inside Safe	X	X	X			
		Every Woman Housed (Skid Row)	X	X	X			
		Los Angeles River Encampment Resolution (CD 4)		X	X			
		Skid Row Action Plan (SRAP)	X	X	X			

		The Grand Corridor Encampment Resolution			X			
		CoC Specific Encampment Resolution Projects					X	X
Housing Navigation		Housing Navigation Program	X	X	X	X	X	X
Interim Housing	**Individuals**	Interim/Bridge Housing (A Bridge to Home, Roadmap, Tiny Homes)	X	X	X	X	X	X
		Behavioral Health Bridge Housing (BHBH)	X					
	Families	Interim/Bridge Housing	X	X	X	X	X	X
	TAY	Transitional Housing (TAY)	X	X	X	X	X	X
		Interim/Bridge Housing	X	X	X	X	X	X
	Special Populations	Interim/Bridge Housing (Individuals Exiting Institutions, Enhanced Bridge Housing for Women, Enhanced Bridge Housing for Older Adults, etc.)	X	X	X	X	X	X
		Stabilization Housing	X					
		Recuperative Care	X					
	Emergency Shelter	Emergency Housing Programs (Winter Shelters, Crisis Housing, Emergency Response Shelters)	X	X	X	X	X	X
Permanent Housing		Enriched Residential Care	X					
		Permanent Supportive Housing	X	X	X	X	X	X
Housing Subsidies	**Locally Funded Housing Subsidies**	Time Limited Subsidies (TLS)	X	X	X	X	X	X
		Shallow Subsidies	X	X	X			
		Flexible Housing Subsidy Pool (FHSP)	X					
	Federally Funded Housing Subsidies	Tenant Based Vouchers (Housing Authorities)	X	X		X	X	X
		Project Based Vouchers (Housing Authorities)	X	X		X	X	X
Supportive Services		Veteran & Military Family Services (VMFS)	X					
		Housing Supportive Services Program (HSSP)	X					

	Time Limited Subsidies Support Services	X	X	X	X	X	X
	Full Service Partnership (FSP)	X					
	Intensive Case Management Services (ICMS)	X			X	X	
Unit Acquisition	Resident and Property Support Services (RPSS)	X		X			
	Master Rental Subsidy Agreement (MRSA)	X					
	LACDA Housing and Homeless Incentive Program (HHIP)	X					
	Master Leasing Program	X		X			

Responsive Regional Plan Framework - A Living Document

Action Items used to develop this framework were identified using the Los Angeles County HHAP Grant application. This initial framework serves as a foundation to which additional efforts can be added and amendments can be made to best reflect the work of jurisdictional partners across the County.

Goal 4: Prevent people from falling into homelessness							
Metric : Reduce the number of people who become newly homeless, as measured by administrative data, by XX%							
Impact Category	**Action Items**	**County of Los Angeles**	**City of Los Angeles**	**LA CoC (LAHSA)**	**Glendale CoC**	**City of Long Beach & Long Beach CoC**	**Pasadena CoC**
Targeted Prevention	Problem Solving	X	X	X		X	
	Homeless Prevention Programs	X	X	X	X	X	X
	Home Safe	X		X			
	Homeless Prevention Unit	X					
Eviction Defense	Stay Housed LA	X					
	Legal Services	X	X	X			
	DCBA Foreclosure and Real Estate Fraud Program	X					
	DCBA Mediation/Dispute Resolution Program	X					
	Criminal Records Clearing Project	X	X				
Housing Stability	Housing Stability Services for Latino Youth				X		
	DCBA Rent Stabilization Program	X					
Financial/Rental Assistance	DCBA LA County Rent Relief Program	X					
	LACDA Open Doors	X					
	LACDA Housing and Homelessness Incentive Program (HHIP)	X					
	DPSS Cash Assistance	X					
	Breathe: Guaranteed Basic Income	X					

	DCFS Supervised Independent Living Program	X					

Responsive Regional Plan Framework - A Living Document

Action Items used to develop this framework were identified using the Los Angeles County HHAP Grant application. This initial framework serves as a foundation to which additional efforts can be added and amendments can be made to best reflect the work of jurisdictional partners across the County.

Goal 5: Increase the number of affordable housing units in Los Angeles County							
Metric: Reduce by xx% the baseline of unmet need (500,000-550,000 unit shortage for people with very low-incomes and below), with additional submetrics for production, preservation, and access.							
Impact Category	**Action Items**	**County of Los Angeles**	**City of Los Angeles**	**LA CoC (LAHSA)**	**Glendale CoC**	**City of Long Beach & Long Beach CoC**	**Pasadena CoC**
Production	Land Banking Pilot	X					
	Affordable Housing and Sustainable Communities Program (AHSC)	X	X				
	Affordable Housing Trust Fund	X					
	Homekey	X	X			X	
	LACDA Annual NOFA	X	X		X	X	X
Unit Acquisition	Resident and Property Support Services (RPSS)	X		X			
	Master Rental Subsidy Agreement (MRSA)	X					
	LACDA Housing and Homeless Incentive Program (HHIP)	X					
	Master Leasing Program	X		X			

DRAFT COPY

STAFF REPORT

PARKS AND RECREATION

DATE: September 30, 2025

TO: Justin Hess, City Manager

FROM: Marisa Garcia, Parks and Recreation Director
BY: Diego Cevallos, Assistant Parks and Recreation Director

SUBJECT: Adoption of a Resolution Authorizing the City Manager to Execute a Design-Build Contract with Musco Sports Lighting, LLC. and Delegating Authority to the Parks and Recreation Director to Approve Plans and Specifications for Equipment to Upgrade the Existing 1500-Watt Metal-Halide Lighting at Robert E. Gross Park Ballfields to Light-Emitting Diode Technology

RECOMMENDATION

Adopt A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK AUTHORIZING THE CITY MANAGER TO EXECUTE A DESIGN-BUILD CONTRACT WITH MUSCO SPORTS LIGHTING, LLC. AND DELEGATING AUTHORITY TO THE PARKS AND RECREATION DIRECTOR TO APPROVE PLANS AND SPECIFICATIONS FOR EQUIPMENT TO UPGRADE THE EXISTING 1500-WATT METAL-HALIDE LIGHTING AT ROBERT E. GROSS PARK BALLFIELDS TO LIGHT-EMITTING DIODE TECHNOLOGY.

BACKGROUND

Following a comprehensive sports field lighting assessment of the City of Burbank's (City) sports fields from 2008 through 2011, the Parks and Recreation Department (Department) upgraded all ballfields lights with Musco Sports Lighting, LLC (Musco) lights, fixtures, and Control-Link controllers. These upgrades ensured proper light levels, aiming angles, uniformity of light readings in the infields and outfields, and compliance with guidelines for sports and recreational lighting standards as recommended by the Illuminating Engineering Society of North America (IESNA). These improvements increased the scope and capabilities of the existing centralized lighting controller system,

allowing staff to monitor and regulate ballfield lighting from remote locations. Moreover, the new lighting system included energy-efficient fixtures and required 40% fewer fixtures, resulting in substantial energy and cost savings to the City.

Over the last 15 years, ballfield lighting technology has advanced significantly. As a result, the Department further prioritized replacing and retrofitting Musco metal-halide lamps with light-emitting diode (LED) light fixtures throughout all City park ballfields, resulting in additional energy efficient lighting and tangible cost savings.

Metal-halide lamps use a mixture of gases and metal-halide materials (bromine or sodium iodide) to produce an intense white light. These lamps require a warm-up period and use a tremendous amount of electricity to operate. The average life span for a Musco metal-halide lamp ranges from 6,000 to 10,000 operating hours. Conversely, Musco LED lighting fixtures have an average life span of 100,000 operating hours, require no warm-up period, and are more energy efficient than metal-halide lamps. This equates to a 40% to 80% reduction in energy usage and significantly reduces maintenance over the life span of the fixture.

The Department completed LED retrofit projects at Larry L. Maxam Park (2021), George Izay ballfields (2022), Valley Park ballfield (2022), Valley Skate Park (2022), McCambridge Park ballfields (2024), and Schafer Park ballfield (2025).

DISCUSSION

On July 22, 2025, staff received a light study and proposal from Musco for the LED retrofit of the Robert E. Gross Park (Gross Park) Ballfields. The existing lights at Gross Park Ballfields were installed in 2011. The scope of work includes replacing all existing metal-halide lamps with LED light fixtures, and installing new hardware, mounting brackets, electrical component enclosures, and electrical conduit. A key feature of LED fixtures is reduced light spill, which can impact surrounding residential neighborhoods. This upgrade provides complete light control to increase sports field lighting with pinpoint precision. BallTracker technology, which illuminates the underside of the ball in play, will be included in the LED lighting package, nearly eliminating glare in the players' typical line of sight.

Musco offers a 25-year warranty for all materials, parts, and labor, thus nearly eliminating maintenance costs for the initial 25 years. They guarantee the lighting levels of 50 foot-candles on the infield and 30 foot-candles on the outfield during this period. This modernization project standardizes the scheduling, monitoring, and maintenance of the Musco lights. Furthermore, Musco provides 24/7 support to ensure lights are used only when needed.

Musco submitted the proposal under the City's existing Sourcewell cooperative agreement: Master Project 199030, Contract Number 041123-MSL, Expiration June 16,

2027. Sourcewell is a Minnesota local government agency that offers cooperative procurement opportunities to participating public entities. Sourcewell selected Musco as a vendor through a national competitive bidding process. Burbank Municipal Code (BMC) § 2-2-111 allows the City to secure contractors through such cooperative purchases when the Purchasing Manager determines it is advantageous to do so. Using cooperative purchase arrangements can save time and money by streamlining the competitive bidding process on a national level.

The design-build project delivery method is beneficial for designing, demolition, and installing equipment. This process allows one contractor to be responsible for overseeing design and build of the project. Staff anticipates that the project will be completed on time and within budget, similar to the improvements made to other Burbank ballfields. Additionally, Musco has the versatility necessary to complete the proposed project in a turnkey manner. They also have a proven track record of coordinating project deliveries more efficiently, thus not impacting the construction timeline.

Granting additional signing authority to the Parks and Recreation Director will provide greater efficiency in the execution of approved plans, agreements, and project documents. This authority will allow the Department to move forward on time-sensitive matters without unnecessary delays, particularly in cases where routine documents require execution to meet project deadlines. Expanding the Director's authority ensures smoother implementation of Council-approved initiatives while maintaining accountability and oversight, ultimately supporting the timely delivery of services and projects that benefit the community.

If the proposed resolution is approved, the replacement of LED lights at Gross Park Ballfields will commence in December 2025 and be completed by May 2026.

Design Immunity

To invoke design immunity protection under California Government Code § 830.6, the City Council (Council) or an employee exercising discretionary authority must approve the final plans and specifications for a project prior to construction. BMC § 2-2-104 grants certain employees such discretionary authority over technical specifications, plans, and drawings.

In a traditional design-bid-build project, design or plan approval often occurs when Council awards the construction project after bidding. However, in a design-build project, final plans and specifications are not completed until after Council's approval. Therefore, staff requests that the Council delegate the authority to approve the final plans and specifications to the Parks and Recreation Director.

ENVIRONMENTAL REVIEW

This project has been determined to be Categorically Exempt from environmental review

under the California Environmental Quality Act (CEQA) pursuant to § 15302 of the State CEQA Guidelines pertaining to replacement or reconstruction of existing structures and facilities, where the new structures and facilities will be located on the same site and will have substantially the same purpose and capacity as the structures and facilities being replaced.

FISCAL IMPACT

There is no fiscal impact resulting from the recommended action as the Ballfields Lighting Modernization at Gross Park Ballfields Project was approved in the Fiscal Year 2025-26 Adopted Budget. The total contract price is $772,300.

CONCLUSION

Upgrading to LED technology has significant benefits, including reduced energy consumption, lower maintenance costs, and improved lighting performance, which will enhance safety and visibility for players and spectators. This project supports Council's commitment to reducing the City's carbon footprint. Furthermore, this project supports the Department's goal of improving the quality and efficiency of the City's sports facilities, while also addressing sustainability and cost-effectiveness. With the modernization of the lighting system, the City is meeting current recreational lighting standards while also setting a precedent for future upgrades in the City's parks.

ATTACHMENTS

Attachment 1 – Resolution
Attachment 2 – Sourcewell Proposal Evaluation

RESOLUTION NO. _____

A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK AUTHORIZING THE CITY MANAGER TO EXECUTE A DESIGN-BUILD CONTRACT WITH MUSCO SPORTS LIGHTING, LLC. AND DELEGATING AUTHORITY TO THE PARKS AND RECREATION DIRECTOR TO APPROVE PLANS AND SPECIFICATIONS FOR EQUIPMENT TO UPGRADE THE EXISTING 1500-WATT METAL-HALIDE LIGHTING AT ROBERT E. GROSS PARK BALLFIELDS TO LIGHT-EMITTING DIODE TECHNOLOGY

THE COUNCIL OF THE CITY OF BURBANK FINDS:

A. Section 1205 of the Burbank City Charter and Burbank Municipal Code section 2-2-111 provide that the City Council may waive formal competitive bidding by resolution and approve alternate project delivery methods such as a “cooperative agreement” to award public works construction projects when it is in the best interests of the City.

B. The cooperative agreement delivery method allows the City to utilize another public agency’s bid, which includes language that the public agency is bidding on behalf of the member of the Cooperative, nationwide. This streamlines the project timeline as it reduces the cost of goods and services by aggregating the purchasing power of public agencies nationwide, and eliminates the extra time needed for a bid solicitation process.

C. The cooperative agreement delivery method is an acceptable and preferable method of procurement for ballfield lighting equipment and installation, as each manufacturer provides proprietary equipment. Musco has the only monitoring service of its kind. Musco’s Control-Link® delivers a sports lighting system that is managed with 24/7 support from a fully staffed Musco team. Control-Link makes scheduling, controlling, and monitoring from a mobile phone or desktop computer accessible.

D. The Robert E. Gross Park Ballfield (Gross Park) lighting systems needs replacement to enhance lighting features and improve energy efficiency. As a result, the City’s Parks and Recreation Department (“Department”), solicited a proposal under a cooperative purchase agreement to select a firm to perform the replacement of the existing ballfield lighting systems at the Gross Park Ballfield (“Project”).

E. The design-build project method has gained favor in the construction industry because it facilitates the coordination of civil, structural, and electrical engineering in all phases of project design and construction, minimizes change orders through early collaboration between design and construction disciplines, and reallocates design liability, project management, and other risks from the City to the selected contractor.

F. The Department desires to utilize the design-build project delivery method to complete the Project. The design-build method is both appropriate for this Project and in the best interests of the City due to the benefits outlined above. In furtherance of the Project, the Department, in conjunction with the Purchasing Manager, solicited a proposal from a design-build firm under an existing cooperative purchase agreement to complete the Project. A proposal was received by Musco Sports Lighting, LLC, and independently evaluated by City staff pursuant to the City's normal competitive purchasing procedures.

THE COUNCIL OF THE CITY OF BURBANK RESOLVES:

1. Pursuant to Burbank Municipal Code section 2-2-211, the use of a cooperative purchase agreement for a ballfield lighting equipment is to the City's advantage.

2. Pursuant to Burbank Municipal Code section 2-2-116(I) and (J), the City Council hereby waives the traditional competitive bidding process as outlined in Burbank Municipal Code § 2-2-116 and determines that the cooperative agreement delivery method accompanied by a competitive proposal solicitation process is in the best interest of the City.

3. The design-build contract between the City and Musco Sports Lighting, LLC ("Contract"), for the design and construction of replacement Gross Park Ballfield Lighting, on file at the City Clerk's Office and the Purchasing Division, are approved with such modifications as may be deemed appropriate by the City Manager or his designee.

4. This Project is categorically exempt from the California Environmental Quality Act (CEQA), pursuant to Section 15302 of the State CEQA Guidelines pertaining to replacement or reconstruction of existing structures and facilities, because the new ballfield lighting systems will be located on the same sites as existing ballfield lighting systems and will have substantially the same recreational purpose and capacity as the existing equipment.

5. The current total construction budget of the Project is estimated to be $772,300 but may be adjusted by the City Manager or his designee up to the total budgeted amount for the Project.

6. The City Manager or his designee is authorized to execute an agreement with MUSCO Sports Lighting, LLC, and any other documents or amendments, for the replacement of the existing ballfield lighting systems at the Gross Park Ballfield, and the City Clerk is authorized to attest.

7. The Parks and Recreation Director is hereby delegated with the authority to approve any and all plans and specifications submitted by Musco pursuant to the design-build contract, subject to approval by the City Attorney's Office.

8. The Cooperative Agreement shall be retained as a permanent record.

PASSED and ADOPTED this _____ day of September, 2025.

_____
Nikki Perez
Mayor

Approved as to Form:
Office of the City Attorney

Attest:

_____
Kimberley Clark, City Clerk

By: _____
Ray Johal
Senior Assistant City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF BURBANK)

I, Kimberley Clark, City Clerk of the City of Burbank, do hereby certify that the foregoing Resolution was duly and regularly passed and adopted by a vote of the Council of the City of Burbank at its regular meeting held on the ____ day of September, 2025, by the following vote:

AYES

NOES:

ABSENT:

_____
Kimberley Clark, City Clerk

Quote

Date: September 5, 2025

Project: Robert E. Gross Park Retrofit
Burbank, CA

To: Diego Cevallos

Musco Project Number: 222872

Sourcewell
Master Project: 199030, **Contract Number:** 041123-MSL, **Expiration:** 06/16/2027
Category: Sports lighting with related supplies and services

All purchase orders should note the following:
Sourcewell Purchase – Contract Number: 041123-MSL

Quotation Price – Materials Delivered to Job Site and Installation

Lighting

Baseball Fields 1&2 – (60' -200'x220'x220') ***$360,000.00***
Stamped Electrical Drawings - ***$17,000.00***
Estimated Bonding - ***$12,500.00***
Estimated Taxes (10.5%) - ***$37,800.00***
Installation Cost - ***$345,000.00***
Total ***$772,300.00***

Sales tax, bonding, labor, installation, and unloading of the equipment are not included.
Quote is confidential. Pricing and lead times are effective for 30 days only. Prices are subject to change if the order is not released within 60 days from the date of the purchase.

Light-Structure System™ with Total Light Control – TLC for LED™ technology

Guaranteed Lighting Performance

- BallTracker® technology – targeted light, optimizing visibility of the ball in play with no glare in the players typical line-of-sight

System Description

- (59) Factory aimed and assembled luminaries, including BallTracker® luminaires
- (8) Galvanized steel poles
- (8) Pre-cast concrete bases with integrated lightning grounding
- Pole length factory assembled wire harnesses
- Factory wired and tested remote electrical component enclosures
- (9) Auxiliary mounting brackets with 1 position crossarm with BallTracker® attachment
- UL-listed assemblies
- (8) Auxiliary mounting brackets with 2 position crossarm with BallTracker® Attachment
- UL listed assemblies
- Corrosion protection

Operation and Warranty Services

- Product assurance and warranty program that covers materials and onsite labor, eliminating 100% of your maintenance costs for 25 years
- Support from Musco's Lighting Services Team – over 170 Team members dedicated to operating and maintaining your lighting system – plus a network of 1800+ contractors
- Warranty starts the date of shipment

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Musco Scope

- Provide design and layout for lighting system
- Test and final aim equipment

Installation Services Provided

- Musco System installation per the provided Musco Lighting summary sheets. Existing sports light poles are to be demolished and removed from the jobsite. The existing underground system feeding these old light poles is to be abandoned in place. Electro to safe-off and remove old wiring. Preliminary values also include the installation of a new underground electrical system to the (8) new Musco poles; inclusive of conduit, conductors, and Musco wire guardian system. New system power is to be tied into the existing 480v subpanel located near Softball Field 1. Pricing also includes the like for like replacement of the Musco Control Link Cabinet in the existing controls location.
- Utility Line Locating for Fields #1 & #2
- Proposal includes (1) mobilization with anticipated continuous work until Electro's scope is complete. Additional mobilizations will incur additional fees. Electro is not liable for existing systems' defects and or functionality. Geotech services, soils report for new Musco poles, structural engineering calculations and plans to be provided by others.

Responsibilities of Buyer

- Confirm pole or luminaire locations, supply voltage and phase required for lighting system prior to production
- Provide electrical design and materials for electrical distribution system
- Provide labor and equipment for installation of electrical distribution system
- Buyer is responsible for getting electrical power to the site, coordination with the utility, and any power company fees
- The unloading and storage of the material on site is the responsibility of the buyer

Payment Terms

Final payment terms are subject to approval by Musco credit department. Final payment shall not be withheld by Buyer on account of delays beyond the control of Musco.

Email or fax a copy of the Purchase Order to Musco Sports Lighting, LLC:

Musco Sports Lighting, LLC
Attn: Musco Contracts
Fax: 800-734-6402
Email: musco.contracts@musco.com

All Purchase orders should note the following:
Sourcewell Purchase – Contract Number: 041123-MSL

Delivery Timing

8 - 10 weeks for delivery of materials to the job site from the time of order, submittal approval, and confirmation of order details including voltage, phase, and pole/luminaire locations.

Notes

Quote is based on following conditions:

- Shipment of entire project together to one location.
- Voltage and phase system requirements to be confirmed.
- Structural code and wind speed = 2022 CBC, 95 mi/h, Exposure C, Importance Factor 1.0.

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- Due to the built-in custom light control per luminaire, pole or luminaire locations need to be confirmed prior to production. Changes to pole or luminaire locations after the product is sent to production could result in additional charges.

Thank you for considering Musco for your lighting needs. Please contact me with any questions or if you need additional details.

Nicholas Cobb
Sales Representative
Musco Sports Lighting, LLC
Phone: 213-440-5784
E-mail: Nicholas.cobb@musco.com

Project#222872, Scan F

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STAFF REPORT

PARKS AND RECREATION

DATE: September 30, 2025

TO: Justin Hess, City Manager

FROM: Marisa Garcia, Parks and Recreation Director
BY: Diego Cevallos, Assistant Parks and Recreation Director

SUBJECT: Adoption of a Resolution Authorizing the Execution of a Grant Agreement with LA84 Foundation 26 Champions to Support the City of Burbank's Adaptive Soccer Program and to Promote Inclusive Soccer Opportunities in the amount of $26,000, Authorizing the City Manager, or Designee to Execute the Agreement, and Amending the Adopted Fiscal Year 2025-2026 Budget by Appropriating Funds

RECOMMENDATION

Adopt A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK AUTHORIZING THE EXECUTION OF A GRANT AGREEMENT WITH THE LA84 FOUNDATION 26 CHAMPIONS TO SUPPORT THE CITY OF BURBANK'S ADAPTIVE SOCCER PROGRAM AND TO PROMOTE INCLUSIVE SOCCER OPPORTUNITIES, AUTHORIZING THE CITY MANAGER, OR DESIGNEE TO EXECUTE THE AGREEMENT, ACCEPTANCE OF GRANT FUNDS IN THE AMOUNT OF $26,000, AND AMEND THE ADOPTED FISCAL YEAR 2025-2026 BUDGET BY APPROPRIATING FUNDS. (Attachment 1)

BACKGROUND

The LA84 Foundation of Los Angeles (LA84) is a California nonprofit public benefit corporation organized for the purpose of aiding and assisting amateur sports programs, primarily for youth in the Southern California area. In 2025, the City was awarded the 26 Champions Grant in the amount of $26,000 from the Play Equity Fund, administered by LA84, to support adaptive and inclusive soccer programs.

The 26 Champions Grant Program celebrates local nonprofit and municipal organizations that use soccer to promote unity, equity, and opportunity in communities across Los

Angeles County. Each awardee will receive a $26,000 grant, a professionally produced spotlight video, and public recognition in the lead-up to the FIFA World Cup 2026™, set to take place in Los Angeles and across North America. This funding directly aligns with the City of Burbank's (City) efforts to expand inclusive recreation opportunities and adaptive sports programming, ensuring that youth and adults with disabilities have equitable access to high-quality recreational experiences.

DISCUSSION

On July 23, 2023, the City's Parks and Recreation Department, in partnership with Powerchair Soccer Coach Armando Ornelas, launched a new Powerchair Soccer program, a drop-in sports opportunity held every Sunday at McCambridge Park Recreation Center. This inclusive sport, designed for power wheelchair users, offers an exciting, fast-paced team experience and promotes accessibility and recreational opportunities for athletes across the Greater San Fernando, Santa Clarita, and San Gabriel Valleys. With the approval of this agreement, the City will receive $26,000 in grant funds to help expand access to soccer in Burbank. The funds will support the purchase of specialized powerchairs, adaptive equipment, and program operations that will allow the City to continue to serve athletes of all abilities.

Grant funding will help build on the City's commitment to inclusive recreation and will provide meaningful opportunities for participation in a highly structured team sport. The grant strengthens partnerships with community organizations, promotes health and wellness, and increases access to competitive and recreational opportunities for individuals with disabilities.

ENVIRONMENTAL REVIEW

This activity has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, and as such, is not a "project" subject to the requirements of the California Environmental Quality Act (CEQA) 14 Cal. Code Regs § 15378.

FISCAL IMPACT

Staff is requesting City Council authority to amend the Fiscal Year (FY) 2025-26 Adopted Budget by accepting a grant from LA84 Foundation's 26 Champions Grant and by appropriating $26,000 from revenue account number 001.PR000.48010.1999.000000.00000 (General Fund, Parks and Recreation General, Other Intergovernmental Revenue, Miscellaneous) to expenditure account no. 001.PR32B.62300.0000.00000 (General Fund, Organized Sports, Special Department Supplies).

CONCLUSION

The approval of the LA84 Foundation's 26 Champions Grant will provide the City with $26,000 in outside funds to expand adaptive sports opportunities through the Adaptive Soccer Program, ensuring access and inclusion for athletes of all abilities. Staff recommends that the City Council approve the grant agreement and adopt the resolution authorizing acceptance of these funds.

ATTACHMENTS

Attachment 1 – Resolution
Attachment 2 – LA84 Foundation Grant Agreement

RESOLUTION NO. _____

A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK AUTHORIZING THE EXECUTION OF A GRANT AGREEMENT WITH THE LA84 FOUNDATION 26 CHAMPIONS TO SUPPORT THE CITY OF BURBANK'S ADAPTIVE SOCCER PROGRAM AND TO PROMOTE INCLUSIVE SOCCER OPPORTUNITIES, AUTHORIZING THE CITY MANAGER, OR DESIGNEE TO EXECUTE THE AGREEMENT, ACCEPTANCE OF GRANT FUNDS IN THE AMOUNT OF $26,000, AND AMEND THE ADOPTED FISCAL YEAR 2025-2026 BUDGET BY APPROPRIATING FUNDS.

THE COUNCIL OF THE CITY OF BURBANK FINDS:

A. The LA84 Foundation of Los Angeles is a California nonprofit public benefit corporation organized for the purpose of aiding and assisting, through financial contributions and otherwise, amateur sports programs primarily for you in the Southern California area.

B. The LA84 Foundation of Los Angeles desires to provide a financial grant of $26,000.00 to the City of Burbank to support the Adaptive Sports Soccer Program and promote inclusive soccer opportunities in Burbank.

C. The applicant will enter into a contract with the LA84 Foundation to complete project(s).

THE COUNCIL OF THE CITY OF BURBANK RESOLVES:

1. The foregoing recitals are true and correct and incorporated as if restated herein in their entirety.

2. Approves the filing of project application(s) for specified grant project(s).

3. Certifies that said applicant has or will have available, prior to commencement of project work utilizing specified grant funds, sufficient funds, including those provided by this grant, to complete the project.

4. Certifies that the applicant has reviewed, understands, and agrees to the General Provisions contained in the contract shown in this Procedural Guide.

5. Delegates the authority to the Director of Parks, Recreation and Community Services, or designee to conduct all negotiations, sign and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests, which may be necessary for the completion of the project scope(s).

6. The Director of Parks and Recreation, Marisa Garcia, or her designee, is authorized to accept the Grant Funding on behalf of the City.

7. Agrees to comply with all applicable federal, state and local laws, ordinances, rules, regulations and guidelines.

8. The City's Fiscal Year 2025-2026 Adopted Budget is amended by appropriating $26,000 from revenue account no. 001.PR000.48010.1999.000000 (General Fund, Parks and Recreation General, Other Intergovernmental Revenue, Miscellaneous) to expenditure account no. 001.PR32B.62300.0000.00000 (General Fund, Organized Sports, Special Department Supplies).

APPROVED and ADOPTED the _____day of _____, 20_____.

_____
Nikki Perez
Mayor

Attest:

Approved as to Form:
Office of the City Attorney

_____
Kimberley Clark, City Clerk

By:_____
Ray Johal
Senior Assistant City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF BURBANK)

I, Kimberley Clark, City Clerk of the City of Burbank, do hereby certify that the foregoing Resolution was duly and regularly passed and adopted by a vote of the Council of the City of Burbank at its regular meeting held on the ____ day of September 2025, by the following vote:

AYES:

NOES:

ABSENT:

_____
Kimberley Clark, City Clerk

Docusign Envelope ID: 89247731-30AC-488D-9493-F04C63AE5BBC

The Play Equity Fund
2141 West Adams Boulevard
Los Angeles, CA 90018-2040

Project Name: WC 2025 - Burbank City Powerchair Soccer

In Process

GRANT AGREEMENT

THIS GRANT AGREEMENT is made and entered into by and between the **PLAY EQUITY FUND** (the "Fund") and **City of Burbank Parks & Recreation - Sports Office** (the "Grantee").

RECITALS

A. The Fund, a California nonprofit public benefit corporation, is organized for the purpose of aiding and assisting, through contributions and otherwise, the development and understanding of sport and promoting the role of sport in the human experience, and desires to make a grant to the Grantee in furtherance of that purpose.

B. The Grantee is willing to accept such grant on the terms and conditions of this Agreement.

TERMS & CONDITIONS

In consideration of the facts recited above and the mutual covenants, conditions and representations set forth herein, the parties agree, and covenant as follows:

1. Grant. Subject to the provisions of this Agreement, the Fund hereby agrees to grant the sum of not more than **$26,000** (the "Grant") to the Grantee for the purposes set forth on Schedule A attached hereto. Operational implementation of the Grant is the sole responsibility of the Grantee. The Grantee shall use the Grant solely for the purposes, and for organizing, implementing and conducting the program (the "Program"), set forth on Schedule A attached hereto. Notwithstanding any other provision of this Agreement, the Grant shall be used only for charitable and educational purposes qualifying under Section 170(c)(2)(B) of the Internal Revenue Code of 1986, as amended (the "Code"), and neither the Grant nor the income therefrom may be used for purposes other than those so described. Subject to the provisions of Paragraphs 3 and 8 herein, the Grant shall be payable as set forth on Schedule B attached hereto. The Grantee covenants that it will hold all unexpended amounts of the Grant in interest-bearing bank accounts with the bank or banks set forth on Exhibit B attached hereto. **The Grant will commence on May 27, 2025 and conclude on May 27, 2027**

2. Program. As an inducement to the Fund to make the Grant, the Grantee was nominated through the World Cup Host Committee 26 Champions Program selection process (the "Nomination"), which Nomination includes a description of the Program. The Grantee acknowledges that the Grant is expressly made in reliance on the Nomination and a review of publicly available organizational and financial information. Accordingly, the Grantee shall notify the Fund immediately, in writing, of any material change in organizational status or purpose. Without the advance written consent of the Fund, the Grantee shall not expend any part of the Grant or interest thereon whether for any purpose or item outside of the recognized purpose of the organization at the time of grant approval.

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3. Conditions to Grant. Except as such conditions may be waived in writing by the Fund, the Fund's obligations to make the Grant and, if the Grant is payable in installments, to pay each installment thereof shall be subject to each of the following conditions:

(a) All necessary approvals and consents to the payment of the Grant shall, to the satisfaction of the Fund, have been obtained and not revoked.

(b) No legal, administrative or other proceeding shall be pending that questions the legality of the Grant.

(c) The conditions set forth on Schedule C attached hereto shall have been fully satisfied.

4. Covenants of Grantee. The Grantee covenants with the Fund as follows:

(a) To repay any portion of the Grant which is not used for the purposes of the Grant.

(b) To submit to the Fund full and complete at least periodic reports, not less frequently than annual, on the manner in which the Grant is spent and the progress made in accomplishing the purposes of the Grant.

(c) To maintain records of receipts and expenditures and to make its books and records relating to the Grant available to the Fund at reasonable times.

(d) Not to use any of the Grant (i) to carry on propaganda, or otherwise to attempt, to influence legislation (within the meaning of Section 4945(d)(1) of the Code), (ii) to influence the outcome of any specific public election, or to carry on, directly or indirectly, any voter registration drive (within the meaning of Section 4945(d)(2) of the Code), (iii) to make any grant which does not comply with the requirements of Section 4945(d)(3) or (4) of the Code or (iv) to undertake any activity for any purpose other than one specified in Section 170(c)(2)(B) of the Code.

(e) In the performance of this Agreement, the expenditure of the Grant and the organization, implementation and conduct of the Program (i) to comply with all applicable laws, regulations and union agreements to which it is bound and (ii) not to discriminate on the basis of race, color, national origin, age, sex, sexual orientation, marital status, creed, religion, citizenship, ancestry or political affiliation.

(f) Without the prior written approval of the Fund, and except for salaries specifically identified in the Proposal, not to transfer or pay, whether or not for value, any portion of the Grant to (i) any person or entity who directly or indirectly controls, is controlled by or is under common control with the Grantee, (ii) any person or entity who is an officer, employee, partner or trustee of, or serves in a similar capacity with respect to, the Grantee or (iii) any person or entity of which the Grantee or any of its officers, employees, partners or trustees is the beneficial owner of 5% or more of the equity interests therein.

(g) If the Grantee discovers that any of the Representations made by it in Section 5 below were not correct or should any facts change such that any of the representations made are no longer accurate, to provide the Fund immediate written notice of the same.

(h) If any losses, injuries or damages are sustained by or to any person or property, relating to the program being funded under this Agreement, to immediately notify the Fund in writing regarding the same.

5. Representations of Grantee. The Grantee represents and warrants to the Fund that:

In Process

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(a) The Grantee is exempt from federal income tax under IRS Section 501(c)(3) and it is not a private Fund as defined in IRS Section 509(a). The Grantee further represents and warrants that (a) the facts supporting the Grantee's tax-exempt and public charity status under IRS Sections 501(c)(3) and 509(a) have not changed since the issuance of its IRS determination letter, (b) it is not aware of any facts which could result in a change in its tax-exempt and public charity status under IRS Sections 501(c)(3) or 509(a) or relevant state law, or the imposition of excise taxes under IRS Section 4958 dealing with "intermediate sanctions," (c) the receipt of the grant funds will not change the Grantee's public charity status under IRS Section 509(a) and (d) that the Grantee does not support or conduct, directly or indirectly, violence or terrorist activities of any kind. Such representations and warranties shall continue through the completion date of this Grant.

(b) This Agreement has been duly authorized, executed and delivered by the Grantee, and constitutes a legal, valid and binding obligation of the Grantee for the benefit of the Fund.

(c) All proceedings legally required to be taken by the Grantee in connection with the authorization of this Agreement and of the transactions related thereto, and all approvals, authorizations, consents and other orders of public boards or bodies as may be legally required to be obtained by the Grantee prior to the date hereof with respect to all or any of such matters, have been taken or obtained.

(d) The execution and delivery of this Agreement by the Grantee, and the performance by the Grantee of its obligations hereunder, do not (i) violate any provisions of the Articles of Incorporation, Bylaws or other governing instrument of the Grantee, (ii) violate any law, rule or regulation having applicability to the Grantee or any order, writ, judgment, decree, determination or award to which the Grantee is a party or (iii) result in the breach of or constitute a default under any agreement, lease or instrument to which the Grantee is a party or by which the Grantee is bound.

(e) No audit, investigation, proceeding or other inquiry is pending by the Internal Revenue Service, the Franchise Tax Board or the Attorney General of any state with respect to the Grantee or any affiliated organization, and no legal, administrative or other proceeding is pending that questions the legality of the Grant, except as is disclosed on Schedule C attached hereto.

(f) Grantee acknowledges that it has a written policy that addresses its commitment to keep all individuals safe from harassment and abuse by preventing, recognizing and responding to situations that in any way compromises their safety.

6. Publicity. Grantee agrees to use its best efforts to: 1) promote its grantee/grantor relationship with the Fund and 2) to promote the Los Angeles World Cup Host Committee 26 Champions Grant Program. Promotion may occur through social media platforms including, but not limited to, Facebook, Twitter and YouTube. Grantee agrees to provide name and email of organization's board members and key staff. The Fund will only use this information to communicate about its activities and will not share this information with others. All promotional and advertising materials, including announcements, brochures, publications, films, videotapes, exhibitions and visual materials, produced or authorized by the Grantee relating to the Program shall, to the extent directed by the Fund, give credit to the Los Angeles world Cup Host Committee 26 Champions Grant Program Champions Live Here legacy program at least as prominent as that given any other person, organization or entity which makes a grant or contribution of funds to the Grantee. The Fund shall have the right, but not the obligation, to review in advance and approve the contents of all press announcements issued by the Grantee, the planning of all press events, and the contents of all promotional and advertising materials relating to the Grant and the Program. The Fund may, in its discretion, also publish and distribute promotional materials relating to the Program and the Grant. The publication of such materials may include, but not be limited to, the Fund's website and social media (e.g. Facebook and Twitter). The Grantee shall have no right to use any symbol, logo, trade name or trademark of the Fund or the World Cup Host Committee 26 Champions Program without the Fund's advance written consent. All additional publicity requirements incorporated on Schedule E.

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7. Reports and Records. The Grantee agrees to submit such reports, in addition to the reports required under Paragraph 4(b) hereof, as may be requested by the Fund, in such form as the Fund may prescribe at reasonable intervals, relating to the Grantee's performance of or ability to fulfill its obligations under this Agreement. Notwithstanding the foregoing, the Grantee shall timely submit such reports as are described on Schedule D attached hereto. The Grantee shall maintain complete, accurate and current records of all income and expenses relating to the Program and the Grant. During the term of this Agreement and at any time within five (5) years thereafter, the Grantee shall maintain and make such records available upon request to the Fund for review, copying and audit. In addition, the Grantee agrees to cooperate fully with the Fund, and to allow the Fund and any person designated by it full and complete access to the facilities, activities and operations of the Grantee, for the purpose of auditing, monitoring and evaluating the Program, the Grant and the compliance of the Grantee with the terms and conditions of this Agreement.

8. Termination. The Fund shall have the right to terminate this Agreement and the Grant at its sole and absolute discretion, with or without cause. Upon termination of this Agreement by the Fund, the Fund shall be relieved from making any further payments to the Grantee in regard to the Grant. In the event the termination is pursuant to a determination by the Fund that the Grantee (a) has misrepresented any material fact or supplied false or misleading material information to the Fund in the Proposal or otherwise in regard to this Agreement or the Grant, (b) has diverted any payments made under this Agreement to a purpose other than that permitted hereunder, (c) has failed to maintain or provide any material records or reports required to be maintained or provided hereunder or (d) has terminated, abandoned, cancelled or substantially altered, or is likely to terminate, abandon, cancel or substantially alter, the Program, the Fund may require the Grantee to refund any or all payments of the Grant heretofore made. The foregoing remedies of the Fund are in addition to any other remedies provided by law, and all such remedies shall be cumulative and not exclusive.

9. No Liability. The Grantee shall, to the fullest extent permitted by law, indemnify, defend and hold the Fund (along with its officers, directors, employees and agents) harmless from and against any and all claims, liabilities, losses, and expenses (including reasonable attorneys' fees) directly, indirectly, wholly, or partially arising from or in connection with any act or omission of the Grantee, its employees, or agents, in any manner arising out of or incident to the performance of this Agreement or the planning, arranging, implementing, sponsoring or conducting of the Program or any other program or activity by the Grantee. IN NO CASE SHALL THE FUND BE LIABLE TO THE GRANTEE OR ANY THIRD PARTY FOR CONSEQUENTIAL DAMAGES. The Fund shall have no liability for any debts, liabilities, deficits or cost overruns of the Grantee. It is expressly understood by the parties that no director, member, officer, employee or other representative of the Fund shall incur any financial responsibility or liability of any kind or nature whatsoever in connection with this Agreement or any subsequent agreement between the parties regarding the subject matter hereof. The parties agree that the liability of the Fund hereunder shall be limited to the payment of the Grant pursuant to the terms and conditions of this Agreement. Any contracts entered into or other obligations or liabilities incurred by the Grantee in connection with the Program or otherwise relating to this Agreement shall be the sole responsibility of the Grantee, and the Fund shall have no obligation or liability whatsoever thereunder or with respect thereto. The Grantee covenants that all contracts to which it shall become a party in regard to the Program and/or the Grant shall include the following clause:

> "It is expressly agreed and understood that neither the PLAY EQUITY Fund (the "Fund") nor any director, member, officer, employee or other representative of the Fund shall incur any financial responsibility or liability of any kind or nature whatsoever in connection with this Agreement, and that the foregoing provisions concerning financial responsibility or liability shall be expressly included in and made a part of any and all agreements between the parties subsequent to this Agreement."

10. Insurance. The Grantee represents and warrants that (a) it is, and will continue to be, adequately insured against all risks, including such risks as would be covered by fire and property damage, worker's compensation, automobile and comprehensive general liability insurance, with respect to the conduct of the Program and all other programs and activities of the Grantee and (b) the premises and facilities of third parties where the Grantee conducts and will conduct its programs and activities also are and will be so adequately insured, except as expressly set forth on Schedule C attached hereto. Upon demand of the Fund, the Grantee shall furnish the Fund the policy or policies of insurance or a certificate of insurance or either written

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evidence satisfactory to the Fund, evidencing the insurance carried by or otherwise benefiting the Grantee. The Grantee covenants that it will cause the Fund to be added as an additional insured on all policies of insurance carried by the Grantee.

11. Other Provisions. This Agreement and the Nomination together constitute the entire agreement of the parties with respect to the subject matter hereof, and the provisions hereof and thereof have superseded any and all prior and contemporaneous agreements or understandings relating to the matters specifically addressed herein or therein. Failure or inability of either party to enforce any right hereunder shall not waive any right with respect to any other or future rights or occurrences, nor shall waiver of any condition or right in any instance be deemed a waiver of any condition or right in any other instance. If any legal action or other proceeding is brought for the enforcement of this Agreement, or because of an alleged or actual dispute, breach, default or misrepresentation in connection with any of the provisions of this Agreement, the successful or prevailing party shall be entitled to recover reasonable attorney's fees and other costs incurred in such action or proceeding in addition to any other relief to which it may be entitled. This Agreement and the Grantee's rights, duties and obligations hereunder may not be assigned by the Grantee without the prior written consent of the Fund. Any attempt at assignment shall be void and a material breach of this Agreement by the Grantee. This Agreement has been negotiated, executed and delivered and will be performed in the State of California and shall be governed by and construed in accordance with its laws. The Schedules attached hereto are incorporated herein by reference and made a part of this Agreement as if fully set forth herein.

12. Amendments and Modifications. This Agreement may be amended or modified only by a written instrument executed by the Fund and by the Grantee. Notwithstanding the foregoing, modifications to the scope of the Program, alterations in the funding schedule, revisions to the Proposal and other changes to the terms and conditions of this Agreement set forth on the Schedules attached hereto may be effectuated by the substitution of replacement Schedule(s), provided that such replacement Schedule(s) are executed by both the Fund and the Grantee.

13. Survival. The obligations set forth in Sections 7, 9, 10, 11, 14, 15 and 16 shall survive the termination of this Agreement.

14. Notice. All notices, requests or consents required or permitted under this Agreement shall be in writing and shall be given to the other party by personal delivery, overnight delivery, e-mail delivery, or regular certified mail, sent to such party's address as is set forth below such party's signature hereto or to any other address as any party to whom notice is to be given may have previously furnished to the other as set forth in this provision. Each such notice, request or consent shall be deemed effective upon receipt.

15. Confidentiality. The parties acknowledge that the Grantee, in connection with this Agreement, may acquire certain Confidential Information (as defined below) related to the Fund and the World Cup Host Committee 26 Champions Program. Grantee shall not divulge or disclose, without the Fund's prior written approval, nor use for the benefit of any person or entity other than the Fund, any Confidential Information that may become known to the Grantee by reason of this Agreement or otherwise. Grantee further agrees to prevent its agents and employees from divulging or disclosing any such Confidential Information or from using such Confidential Information for the benefit of any person or entity other than the Fund. "Confidential Information" of the Fund shall include, but not be limited to, the existing or future services, products, operations, management, business, financial information, goals, profits, billings, referral, research services, strategies, technology, trademarks, know-how, member lists and objectives of the Fund, except to the extent that such release of such information was authorized by the Fund or such information is generally available or known to the public or becomes known to the public through means other than a breach of this Agreement or by any person or entity having an obligation to keep such information confidential. All information which the Grantee acquires or becomes acquainted with during the term of this Agreement, whether developed by Grantee or by others, which the Grantee has a reasonable basis to believe to be Confidential Information, or which is treated by the Fund as being Confidential Information, shall be presumed to be Confidential Information.

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16. Independent Contractor. The Grantee is an independent contractor, and nothing herein shall be construed to create an employment, joint employment, partnership, joint venture, agency, or any other kind of relationship between Grantee and the Fund. In no event shall the Grantee or its employees, independent contractors, or agents, if any, be considered employees of the Fund. The Grantee shall not have, nor shall the Grantee claim or imply that the Grantee has, any authority to enter into any obligation on behalf of, or binding upon, the Fund. The Grantee is an independent contractor and is solely responsible for all taxes, withholdings, and other statutory or contractual obligations of any sort, including, but not limited to, workers' compensation insurance. The Grantee and tis employees are not eligible for, and shall not participate in, any employee pension, health, welfare, or other fringe benefit plan, of the Fund.

17. Signatures. This Agreement may be executed in counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same agreement. In the event that any signature is delivered by e-mail delivery of a ".pdf" format data file, such signature shall create a valid and binding obligation of the party executing (or on whose behalf such signature is executed) with the same force and effect as if such ".pdf" signature page were an original thereof.

18. Dispute Resolution. Any controversy or claim arising out of or relating to this Agreement, or the breach thereof, shall be settled by arbitration before an experienced arbitrator licensed to practice law in California in accordance with the Commercial Arbitration Rules of the American Arbitration Association (the "Association") in Los Angeles, California. The arbitration decision shall be final and binding upon the parties and may be entered as a judgement in any court of competent jurisdiction. In addition to the aware of any other remedy or relief, the prevailing party in any such arbitration proceeding shall be entitled to his or its reasonable attorneys' fees and costs (including, without limitation, arbitrators' fees, Association fees and related fees) incurred in connection with such proceeding.

IN WITNESS WHEREOF, the parties have executed this Grant Agreement on _____, 2025.

GRANTEE:
City of Burbank Parks & Recreation - Sports Office
1111 W. Olive Ave
Burbank,CA 91506

BY: _____
Diego Cevallos
Asst. Parks & Rec Director

FUNDER:
PLAY EQUITY FUND
2141 West Adams Blvd.
Los Angeles, CA 90018

BY:_____
Renata Simril
President & CEO

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SCHEDULE A

DESCRIPTION OF PROGRAM AND PURPOSES:

The purpose of this grant is to provide support for the program outlined in the application for the World Cup Champions Project.

PROJECT NAME: WC 2025 - Burbank City Powerchair Soccer
NAME OF ORGANIZATION: City of Burbank Parks & Recreation - Sports Office
AMOUNT AWARDED: $26,000

ORGANIZATION DESCRIPTION:

The Burbank Parks and Recreation Department, in partnership with Burbank City Powerchair Soccer, operates a free, inclusive adaptive soccer program designed for individuals with mobility and cognitive challenges. Held weekly at a local recreation center, the program offers participants the opportunity to play soccer using specialized powerchairs, fostering physical activity, social connection, and emotional well-being.

Funding will be used to purchase two new power soccer chairs and essential equipment, increasing capacity and allowing more participants to join each week. These chairs will also be made available for drop-in public use, broadening access even further. In the short term, the program will increase participation by 30% in the first year and 50% by year two, expand outreach through schools and local organizations, and enhance physical and social outcomes for participants. In the long term, Burbank aims to develop both recreational and competitive leagues, supported by trained volunteer coaches and referees, to create a sustainable structure for organized adaptive sports in the region.

The adaptive powerchair soccer program serves individuals of all ages with diverse physical and cognitive abilities. Open to participants from a wide range of backgrounds, the program fosters inclusivity and diversity in every session. They serve children, adults, and seniors, with the goal of creating a welcoming and supportive space for anyone interested in adaptive sports. Participants come from the greater Burbank area and surrounding communities all over Los Angeles County—regions with significant populations of individuals with disabilities who often have limited access to inclusive recreational opportunities. We prioritize serving those who may face financial constraints or lack access to specialized equipment. We take great pride in being a regional adaptive sports resource.

BUDGET SUMMARY

Equipment:	$26,000
Total:	**$26,000**

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SCHEDULE B

The funding schedule set forth below constitutes an estimate of the Grantee's need for funds based upon the Nomination. The amounts and timing of the payment of installments of the Grant as set forth in such funding schedule are subject to change, in the discretion of the Fund, in the following circumstances:

1. Reports required by Paragraph 7 of the Grant Agreement and/or by Schedule D attached thereto are not submitted in a timely manner or with all required information.

2. The Program is modified, enhanced, reduced or otherwise altered in any substantive manner without the prior written approval of the Fund.

3. The Fund determines that cost savings may be achieved through utilization of other resources or the Fund's purchase requisition procedures for equipment and other items required by the Program.

4. The Grant is terminated pursuant to Paragraph 8 of the Grant Agreement.

FUNDING SCHEDULE:

AMOUNT	DUE DATE
$26,000	Upon Grant Execution

BANK(s) IN WHICH GRANT FUNDS ARE TO BE HELD:

ACCOUNT #: (insert information here)

BANK NAME AND ADDRESS:

(insert information here)

MAIL CHECK TO:
City of Burbank Parks & Recreation - Sports Office
c/o: Diego Cevallos, Asst. Parks & Rec Director
1111 W. Olive Ave
Burbank, CA 91506

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SCHEDULE C

ADDITIONAL CONDITIONS PRECEDENT TO GRANT:

The Fund shall be named as an additional insured on the Grantee's policy and provide Fund with a certificate of insurance with an additional endorsement.

Keep all information about the award and program experiences confidential until the public announcement is made, which is currently scheduled for June 11, 2025. You may not disclose, publish, or otherwise communicate any such information in any form to any third party prior to the public announcement. This confidentiality obligation applies to all forms of verbal, written, and electronic disclosures.

PENDING LITIGATION AND OTHER PROCEEDINGS:

Grantee warrants that there is no pending litigation or other proceedings.

UNINSURED RISKS:

Grantee further represents and warrants that there are no uninsured risks the occurrence of which would have a material adverse effect on the program.

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SCHEDULE D

REPORTS TO BE FURNISHED:

Progress Report*	June 30, 2026
Final Report*	June 30, 2027

* Progress and Final Report forms are available on the Fund grantee portal (https://www.grantinterface.com/Home/Logon?urlkey=LA84).

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SCHEDULE E

OTHER TERMS AND CONDITIONS:

The PLAY EQUITY Fund shall have the right to approve all publicity in advance of publication and Grantee shall submit to the Fund any proposed materials for approval prior to their release.

Grantee agrees to participate in:

1) the process to complete a professionally produced marketing video spotlighting their organization, making your organization available to film a vignette video at an agreed upon time/location and participate in media and community events leading up to FIFA World Cup 26, which will take place June – July 2026 and obtain a Media Release and Waiver of Liability from all persons filmed for the video; and

2) activities in the Los Angeles World Cup Host Committee 26 Champions Grant Program as requested. Grantee shall not be responsible for any payments or costs associated with the production of marketing video and public activities

The Fund may, in its discretion, also publish and distribute promotional materials relating to the Program and the Grant. The publication of such materials may include, but not be limited to, the Fund's website and social media tools (e.g., Facebook and Twitter).

RELEASE AND WAIVER

Grantee hereby releases, waives, discharges, and covenants not to sue the Fund, LA84 Foundation Los Angeles World Cup 2026 Host Committee, and the Los Angeles Sports & Entertainment Commission, City of Los Angeles, City of Inglewood, Los Angeles County, or any subdivision thereof, and each of the aforementioned entities' respective owners, shareholders, members, managers, presenters, sponsors, affiliates, associates, officers, directors, ambassadors, employees, representatives, agents, successors and assigns (collectively, the "Releasees"), from and for any liability resulting from any personal injury, accident or illness (including death), and/or property loss, however caused, arising from, or in any way related to, Grantee's participation in the Events, except to the extent caused by the willful misconduct, gross negligence or intentional torts of the Releasees.

Grantee agrees not to sue or proceed in any manner, in agency or other proceedings, whether at law, in equity, by way of administrative hearing, or otherwise, to solicit others to institute any such actions or proceeding, or consent to be a complainant in any action or proceeding, against any Releasees arising out of Grantee's participation in World Cup Host Committee 26 Champions Program ("Champions"). Grantee agrees that he/she will not be a plaintiff or class member in any purported class, collective, representative, multiple plaintiff, or similar proceeding arising out of Grantee's participation in Champions.

PERMISSION TO USE LIKENESS AND NAME

Grantee hereby grants the Releasees and their designees an irrevocable, perpetual, royalty-free, worldwide license to use Grantee's picture, voice, likeness and/or name, each as may be captured in connection with Champions, in any manner or media, with or without modification, for any lawful purpose whatsoever (including but not limited to promoting **World Cup Host Committee 26 Champions Program** and/or its, events, and activities, including those of its representatives and licensees), without compensation or any right of approval**.**

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CONDUCT AND NON-DISPARAGEMENT

Grantee shall always during his/her participation in Champions conduct himself/herself in a professional and courteous manner in order to appropriately reflect the values and integrity of the Releasees. The Participant hereby agrees that, during the term of his/her participation in Champions, he/she shall take no action that is intended, or would reasonably be expected, to harm the Releasees or their reputation, or that would reasonably be expected to lead to unwanted or unfavorable publicity to the Releasees.

MEDICAL TREATMENT

Grantee does hereby and forever release and hold harmless the Releasees from any and all claims which arise or may hereafter arise as result of any first aid or medical treatment rendered in connection with the Grantee's activities with Releasees. In case of serious injury, the Grantee gives his/her permission for Releasees personnel to seek medical treatment for Grantee should it become necessary.

INDEMNIFICATION AND HOLD HARMLESS

Grantee also hereby agrees to indemnify, defend and hold the Releasees harmless from any and all claims, demands, actions, suits, procedures, costs, expenses, damages and liabilities including, but not limited to, attorney's fees, arising from or in any way related to Grantee's participation in Champions, except to the extent arising out of the willful misconduct, gross negligence, or intentional torts of the Releasees.

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Certificate Of Completion

Envelope Id: 89247731-30AC-488D-9493-F04C63AE5BBC
Status: Sent
Subject: Complete with Docusign: WC 2025 - City of Burbank Grant Agreement.docx
Source Envelope:
Document Pages: 12
Signatures: 0
Certificate Pages: 5
Initials: 0
AutoNav: Enabled
EnvelopeId Stamping: Enabled
Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Envelope Originator:
LA84 Foundation Admin
2141 West Adams Boulevard
Los Angeles, CA 90018
msuzuki@la84.org
IP Address: 3.132.16.71

Record Tracking

Status: Original
6/13/2025 8:57:30 AM
Holder: LA84 Foundation Admin
msuzuki@la84.org
Location: DocuSign

Signer Events	Signature	Timestamp
Diego Cevallos dcevallos@burbankca.gov Recreation Services Manager Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Accepted: 7/2/2025 11:25:56 AM ID: e4227f97-e13a-43be-8fa4-6ce8b721316b		Sent: 6/13/2025 9:00:30 AM Resent: 7/1/2025 7:12:55 PM Viewed: 7/2/2025 11:25:56 AM
Renata Simril renata@la84.org Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Accepted: 6/27/2025 4:33:12 PM ID: ad7bf2e9-f6e8-4272-8408-7a2513e7bfd3		

In Person Signer Events	Signature	Timestamp

Editor Delivery Events	Status	Timestamp

Agent Delivery Events	Status	Timestamp

Intermediary Delivery Events	Status	Timestamp

Certified Delivery Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp
Ana Rico arico@la84.org Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Accepted: 1/13/2023 3:20:03 PM ID: d472c011-1b0a-4450-8e6f-94bc2ca90101		
Samantha Vergara samantha@la84.org Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		

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Witness Events	Signature	Timestamp

Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	6/13/2025 9:00:30 AM

Payment Events	Status	Timestamps

Electronic Record and Signature Disclosure

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ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, LA84 Foundation (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign, Inc. (DocuSign) electronic signing system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after signing session and, if you elect to create a DocuSign signer account, you may access them for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a $0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of a DocuSign envelope instead of signing it. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures

electronically from us.

How to contact LA84 Foundation:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: msuzuki@la84.org

To advise LA84 Foundation of your new e-mail address

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at msuzuki@la84.org and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc. to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in the DocuSign system.

To request paper copies from LA84 Foundation

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to msuzuki@la84.org and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with LA84 Foundation

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

i. decline to sign a document from within your DocuSign session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an e-mail to msuzuki@la84.org and in the body of such request you must state your e-mail, full name, US Postal Address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

Operating Systems:	Windows® 2000, Windows® XP, Windows Vista®; Mac OS® X
Browsers:	Final release versions of Internet Explorer® 6.0 or above (Windows only); Mozilla Firefox 2.0 or above (Windows and Mac); Safari™ 3.0 or above (Mac only)
PDF Reader:	Acrobat® or similar software may be required to view and print PDF files
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	Allow per session cookies

** These minimum requirements are subject to change. If these requirements change, you will be asked to re-accept the disclosure. Pre-release (e.g. beta) versions of operating systems and browsers are not supported.

Acknowledging your access and consent to receive materials electronically

To confirm to us that you can access this information electronically, which will be similar to

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other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.
By checking the 'I agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC RECORD AND SIGNATURE DISCLOSURES document; and

- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and

- Until or unless I notify LA84 Foundation as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by LA84 Foundation during the course of my relationship with you.

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STAFF REPORT

PARKS AND RECREATION

DATE: September 30, 2025

TO: Justin Hess, City Manager

FROM: Marisa Garcia, Parks and Recreation Director
BY: Diego Cevallos, Assistant Parks and Recreation Director

SUBJECT: Adoption of a Resolution Authorizing the Execution of a Grant Agreement With the National Recreation and Park Association in the Amount of $2,500 to Support Youth Sports Coach Training, Authorizing the City Manager, or Designee to execute the Agreement, Acceptance of Grant Funds, and Amending the Adopted Fiscal Year 2025-2026 Adopted Budget

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RECOMMENDATION

Adopt A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK AUTHORIZING THE EXECUTION OF A GRANT AGREEMENT WITH NATIONAL RECREATION AND PARK ASSOCIATION IN THE AMOUNT OF $2,500 AND IN-KIND TRAINING FROM POSITIVE COACHING ALLIANCE TO SUPPORT YOUTH SPORTS COACH TRAINING, AUTHORIZING THE CITY MANAGER, OR DESIGNEE TO EXECUTE THE AGREEMENT, ACCEPTANCE OF GRANT FUNDS, AND AMEND THE ADOPTED FISCAL YEAR 2025-2026 BUDGET BY APPROPRIATING FUNDS (Attachment 1).

BACKGROUND

The National Recreation and Park Association (NRPA) is the nation's leading nonprofit organization dedicated to advancing parks, recreation, and community well-being. Established in 1965, NRPA represents more than 60,000 professionals and advocates nationwide and focuses on promoting health and wellness, equity, and conservation through parks and recreation. The organization provides training, research, advocacy, and grant opportunities, while also administering national initiatives and certification programs that strengthen local agencies. NRPA serves as a national thought leader and partner, helping cities like Burbank leverage parks and recreation as essential infrastructure that supports healthy, resilient, and inclusive communities.

On behalf of NRPA, the City of Burbank (City) has been awarded a grant in the amount of $2,500, along with in-kind training from the Positive Coaching Alliance (PCA). This funding and training are intended to support the implementation of youth sports coach development programs as part of NRPA's Million Coaches initiative.

The NRPA Million Coaches Grant is designed to expand youth sports participation, improve the quality of coaching, and promote equity, inclusion, and positive sports experiences for all participants (Attachment 2).

DISCUSSION

In preparation for the LA28 Olympic and Paralympic Games and the FIFA World Cup 26™, the City has the opportunity to expand support for youth athletes and their families through this grant-funded program. These efforts align with the City's ongoing commitment to promoting community health, youth development, and recreation.

Grant funds will be used to host regional workshops designed to equip athletes, coaches, and parents with tools to support young athletes' mental health and resilience, essential elements for long-term athletic and personal success. Open to residents across the San Fernando and San Gabriel Valleys, the workshops will inspire and guide families as Olympic and World Cup aspirations emerge and athletic goals continue to grow.

Through this initiative, Burbank Parks and Recreation Department staff, volunteer coaches, and regional community partners will participate in specialized training sessions led by nationally recognized organizations. Confirmed training partners include:

- Positive Coaching Alliance (PCA)
- U.S. Soccer Foundation
- Center for Healing and Justice Through Sport
- Nike, in partnership with the U.S. Olympic and Paralympic Committee

ENVIRONMENTAL REVIEW

This activity has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, and as such, is not a "project" subject to the requirements of the California Environmental Quality Act (CEQA) 14 Cal. Code Regs § 15378.

FISCAL IMPACT

Staff is requesting City Council authority to amend the Fiscal Year (FY) 2025-26 Adopted Budget by accepting a grant from the NRPA Million Coaches Grant program and appropriating $2,500 from revenue account number 001.PR000.48010.1999.000000.00000 (General Fund, Parks and Recreation General,

Other Intergovernmental Revenue, Miscellaneous) to expenditure account no. 001.PR32B.62300 (General Fund, Organized Sports, Special Department Supplies).

CONCLUSION

Approval of the NRPA Million Coaches Grant and in-kind Positive Coaching Alliance training will provide resources to enhance youth sports programs, support coach development, and promote inclusive recreation opportunities. The proposed workshops and training sessions will enhance the capacity of Burbank's recreation programs and community partners to support the holistic development of youth athletes. By leveraging this grant funding, the City will expand its role in engaging young people and their families in community programs that connect to the excitement of LA28 and the FIFA World Cup 26™.

ATTACHMENTS

Attachment 1 – Resolution
Attachment 2 – NRPA Grant Agreement and Positive Coaching Training Materials

RESOLUTION NO: _____

A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK AUTHORIZING THE EXECUTION OF A GRANT AGREEMENT WITH NATIONAL RECREATION AND PARK ASSOCIATION IN THE AMOUNT OF $2,500 AND IN-KIND TRAINING FROM POSITIVE COACHING ALLIANCE TO SUPPORT YOUTH SPORTS COACH TRAINING, AUTHORIZING THE CITY MANAGER, OR DESIGNEE TO EXECUTE THE AGREEMENT, ACCEPTANCE OF GRANT FUNDS, AND AMEND THE ADOPTED FISCAL YEAR 2025-2026 BUDGET BY APPROPRIATING FUNDS

THE COUNCIL OF THE CITY OF BURBANK FINDS:

A. The National Recreation and Park Association (NRPA), founded in 1965, is the leading nonprofit advancing parks, recreation, and community well-being. Representing over 60,000 professionals and advocates, NRPA promotes health, equity, and conservation through training, research, advocacy, grants, national initiatives, and certification programs. As a national thought leader, NRPA helps communities like Burbank use parks and recreation as vital infrastructure for healthier, more resilient, and inclusive communities.

B. The NRPA desires to provide a financial grant of $2,500.00, along with in-kind training from the Positive Coaching Alliance (“PCA”) to the City of Burbank, Parks and Recreation Department. This funding and training are intended to support the implementation of youth sports coach development programs as part of NRPA’s Million Coaches initiative.

C. The City will be required to enter into subsequent contracts with NRPA to complete training programs and projects.

THE COUNCIL OF THE CITY OF BURBANK RESOLVES:

1. The foregoing recitals are true and correct and incorporated as if restated herein in their entirety.

2. Certifies that the City has reviewed, understands, and agrees to the General Provisions contained in the Grant Agreement with NRPA.

3. The City Manager, or his designee, including the Director of Parks and Recreation, is hereby authorized to execute the Grant Agreement with NRPA and to conduct all negotiations, sign and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests, which may be necessary to effectuate the Grant Agreement and receipt of Grant funds.

4. The City Manager, or his designee, is authorized to accept the Grant Funding from NRPA in an amount of $2,500, and in-kind training, on behalf of the City.

5. The City's Fiscal Year 2025-2026 Adopted Budget is hereby amended by appropriating $2,500 from revenue account no. 001.PR000.48010.1999.000000 (General Fund, Parks and Recreation General, Other Intergovernmental Revenue, Miscellaneous) to 001.PR32B.62300 (General Fund, Organized Sports, Special Department Supplies).

APPROVED and ADOPTED the _____day of _____, 20_____.

_____
Nikki Perez
Mayor

Approved as to Form:
Office of the City Attorney

Attest:

_____
Kimberley Clark, City Clerk

By:_____
Ray Johal
Senior Assistant City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF BURBANK)

I, Kimberley Clark, City Clerk of the City of Burbank, do hereby certify that the foregoing Resolution was duly and regularly passed and adopted by a vote of the Council of the City of Burbank at its regular meeting held on the ____ day of September 2025, by the following vote:

AYES:

NOES:

ABSENT:

_____
Kimberley Clark, City Clerk

[TO BE COUNTER-SIGNED AND RETURNED PRIOR TO ISSUING GRANT PAYMENT]

DATE
February 21, 2025

Dear Edgar Manoukian:

On behalf of the National Recreation and Park Association, Incorporated ("NRPA"), I am pleased to inform you of our desire to extend in-kind training from Positive Coaching and a grant in the amount of two thousand five hundred dollars ($2,500) made available to support training implementation as described below (the "Grant"):

Grantee:	Burbank Parks and Recreation Dept - Burbank, CA
Purpose:	Made possible, in part, through the support of Disney Worldwide Inc. NRPA is managing the administration of the grant program ("Program"). Grants made through this Program are intended to ensure park and recreation staff and volunteers working with young people have the skills, knowledge and confidence to support positive youth development.

In order to process the payment of your Grant, Grantee is required to carefully read, and then – to indicate acceptance of the terms of the Grant – to sign, date, and return to the NRPA this letter (the "Grant Agreement").

In consideration for receipt of the Grant, by signing the letter, Grantee acknowledges and agrees to the following:

1. Grantee will receive a total of two thousand five hundred dollars ($2,500) over the full grant period. Grant funds will be distributed by NRPA, no matching funds are required, and it is expressly understood that NRPA has no obligation to provide additional support or funds to the Grantee for this Project or any other project of purposes.

2. Within thirty (30) days of execution of this MOU and delivery of this MOU and Grantee's completed IRS Form W-9 (attached) to NRPA, NRPA will send Grantee a check or wire transfer in the amount of two thousand five hundred dollars ($2,500).

3. Grantee understands the purpose and requirements of the Grant Agreement, including the guidelines below:

    a. Based on the number proposed in the Grantee's original application, the Grantee will strive to train 400 staff, coaches and volunteers working with youth in partnership with Positive Coaching Alliance.

        i. The Grantee will receive In-Person training from Positive Coaching Alliance.

        ii. Grantee will receive up to 4 trainings.

            1. At each training session, the Grantee must engage 50% of the number of staff, coaches, and volunteers they strive to train (see Section 3a) less the number of staff, coaches, and volunteers trained in previous sessions.

            2. If the Grantee fails to meet the 50% threshold, the Grantee will not receive additional complimentary trainings. The Grantee may, however, offer additional training sessions at their own expense. Funds disbursed

to the Grantee through this grant may be used to provide additional training sessions.

iii. Grantee will receive up to 20 complimentary seats per workshop for Positive Coaching Alliance's online, self-paced modules.

iv. NRPA will collaborate with the Grantee to encourage participation in training.

v. The Grantee will commit to providing regular updates on progress toward the target reach number.

b. Grantee will partner with NRPA and Positive Coaching Alliance to coordinate training sessions.

i. Grantee and Positive Coaching Alliance will agree on the number of training sessions.

ii. To secure the workshop date, the workshop(s) must be scheduled 14 days in advance.

1. A workshop-rescheduling fee of $200 dollars per workshop may be incurred for workshops postponed or rescheduled after being scheduled when the notification to PCA of the postponement is less than 10 days from the scheduled date. Workshop(s) that are postponed on the day of the workshop may incur a fee of $300 dollars per workshop.

2. Unused workshops and unused online seats expire at the end of the contract period.

iii. No video and/or audio recording of PCA workshops may be made, unless you have express written consent from PCA.

c. Grantee will cooperate with NRPA's evaluation efforts to track the reach and impact of the Grant.

i. These efforts may include but are not limited to supporting the collection of complete and accurate information from training participants, assisting with the organization/completion of interviews/focus groups, responding to surveys gauging training impact on participants, and submitting final reports.

d. Grantee will participate in an NRPA-led virtual learning community.

e. Grantee will complete training by July 31, 2025.

4. None of the funds issued by NRPA will be utilized in a manner contrary to the charitable and educational purposes of NRPA.

5. Grantee will comply with all applicable laws, regulations, and rules and will not infringe, misappropriate, or violate the intellectual property, privacy, or publicity rights of any third party.

6. The Grant will be used solely for the purpose(s) outlined in this Grant Agreement. Grant funds may not be expended for any other purpose without NRPA's prior written approval. Grantee will repay any portion of the Grant that is not used for the purpose stated in this Grant Agreement.

7. NRPA designates Teresa Morrissey to serve as NRPA's liaison and to assist the NRPA in supervising, monitoring and evaluating the expenditure of grant funds and the progress made in accomplishing the grant project. NRPA may appoint one or more additional liaisons as NRPA deems appropriate, and NRPA in its sole discretion may change the designation of any or all of its liaisons from time to time. Grantee will fully cooperate with such liaisons and will provide them with such information as they may request from time to time on NRPA's behalf regarding the Grant.

8. Grantee will maintain records of receipts and expenditures with respect to all Grant funds and will make Grantee's books and records with respect to the Grant available to NRPA and its representatives at reasonable times. Grantee will submit a full and complete annual written report to Grantor by August 29, 2025 and such interim reports as the NRPA or its representatives may require from time to time. Such reports will include: (a) a detailed accounting of the use or expenditure of all Grant funds; (b) a description of Grantee's compliance with the terms of this Agreement; (c) the progress made in accomplishing the objectives of the Grant as set forth in the Grant Application, if applicable; (d) an attestation that Grant funds were used solely for expenditures permitted under this Agreement; and (e) such other information as NRPA or its representatives may reasonably request. Grantee will provide any other documents, materials and information reasonably requested by NRPA or its representatives. Grantee will keep the financial records with respect to the Grant, along with copies of any reports submitted to NRPA, for at least four years following expenditure of the Grant funds.

9. Grantee will permit NRPA and its representatives, at NRPA's request, to have reasonable access during regular business hours to Grantee's files, records, accounts, personnel and clients or other beneficiaries for the purpose of making such financial audits, verifications or program evaluations as NRPA and its representatives deem necessary or appropriate concerning the Grant.

10. Grantee agrees, to the fullest extent allowed by applicable law, not to make any public statement regarding the Grant without the prior written approval of NRPA. Grantee will allow NRPA to review and approve the text of any proposed publicity concerning the Grant prior to its release. NRPA and Disney Worldwide Inc. may include information regarding the Grant, including the amount and purpose thereof, any photographs Grantee may have provided to NRPA, Grantee's logo or trademark, or other information or materials about Grantee, in NRPA's periodic public reports and press releases and on NRPA's website and public media channels.

    NRPA will provide Grantee with a marketing toolkit with pre-approved messaging, press release template, and logos. Any statement, message, announcement or use of the Disney Worldwide Inc logo related to this grant or Project used by the Grantee that is not included in the marketing toolkit must be provided to NRPA and approved by NRPA in advance of its release to the public.

11. Grantee agrees to indemnify NRPA against any loss or expense (including reasonable attorneys' fees) NRPA incurs as a consequence of breach by Grantee of any of its undertakings hereunder. In addition, by accepting the Grant, Grantee irrevocably and unconditionally agrees, to the extent allowed by applicable law, to defend, indemnify and hold harmless NRPA and each of its officers, directors, employees and agents, from and against any and all claims, liabilities, losses and expenses (including reasonable attorneys' fees) directly or indirectly, wholly or partially, arising from or in connection with any act or omission of Grantee or its employees or agents, in applying for or accepting the Grant, in expending or applying the Grant funds, or in carrying out the program to be funded by the Grant, except to the extent that such claims, liabilities, losses or expenses arise from or in connection with any wrongful act or omission of Grantor or its employees or agents.

12. In addition to NRPA's rights with respect to disbursement of Grant funds under any other provision of this Grant Agreement, NRPA reserves the right to discontinue, modify or withhold any disbursement of Grant funds or to require a total or partial refund of any Grant funds if, in NRPA's sole discretion, such action is necessary: (a) because Grantee has not fully complied with the

terms and conditions of the Grant or this Grant Agreement; (b) to protect the purpose and objectives of the Grant or any other charitable interest of NRPA; or (c) to comply with the requirements of any law or regulation applicable to Grantee, NRPA, or the Grant.

13. The individual signing this Grant Agreement on behalf of Grantee hereby certifies that: (a) they are a duly elected and authorized officer of Grantee; and (b) they are authorized to accept the Grant on behalf of Grantee and to obligate Grantee to observe all of the terms and conditions placed on the Grant, and in connection with the Grant, to make, execute and deliver on behalf of the Grantee this Grant Agreement and all representations, receipts, reports and other instruments of every kind.

14. Before commencing any litigation arising out of or relating to the relationship of the parties, this MOU, or the breach hereof, the parties agree to negotiate in good faith to resolve such dispute within fifteen (15) business days of notice by the other party of such dispute.

Please contact me with any questions concerning the requirements of this letter.

Sincerely,

Accepted and Acknowledged by:

Catherine Kim

Print Name and Title:

Assistant City Attorney

Date:

5/15/25

Accepted and Acknowledged by:

_____

Print Name and Title:

Kellie May, Chief Partnerships Officer

Date:

_____

Accepted and Acknowledged by:

_____

Ripper Hatch, VP of Partner Development at Positive Coach Alliance

Date:

_____

Approved as to Form
Office of the City Attorney
By: Catherine Kim
Title: Assistant City Attorney
Date: 5/15/25

STAFF REPORT

FIRE DEPARTMENT

DATE: September 30, 2025

TO: Justin Hess, City Manager

FROM: Danny Alvarez, Fire Chief
VIA: James Moye, Fire Marshal/Battalion Chief
BY: Channing Reyes, Administrative Analyst I

SUBJECT: Adoption of a Resolution Acknowledging Receipt of the Fiscal Year 2024-25 Fire Inspection Performance Report

RECOMMENDATION

Adopt A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK ACKNOWLEDGING RECEIPT OF THE FISCAL YEAR 2024-25 FIRE INSPECTION PERFORMANCE REPORT REGARDING REQUIRED ANNUAL INSPECTIONS IN OCCUPANCIES PURSUANT TO SECTIONS 13146.2, 13146.3, AND 13146.4 OF THE CALIFORNIA HEALTH AND SAFETY CODE (Attachment 1).

BACKGROUND

California Health and Safety Code §§ 13146.2 and 13146.3 require local fire departments to complete annual inspections of certain occupancies, including public and private schools, hotels, motels, lodging houses, apartments, and certain residential care facilities for compliance with building standards. In response to the deadly Ghost Ship Fire in Oakland, California in 2016[1], the State Legislature passed Senate Bill 1205 (SB 1205) which added § 13146.4 to the California Health and Safety Code. Effective January 1, 2019, the law requires fire departments to annually report their performance of state-mandated fire inspections to their administering authority, which then acknowledges receipt of the report in a resolution.

[1] A warehouse was unlawfully converted into living spaces and hosted a concert the night of the incident. The building was zoned only for industrial purposes; residential and entertainment uses were prohibited.

DISCUSSION

The Burbank Fire Department (BFD) is dedicated to protecting lives, property, and the environment through vital community risk reduction initiatives. Initiatives include life safety inspections for commercial and residential structures, permitting and inspection of production facilities, hazardous materials management, and brush clearance inspections, all of which are conducted or overseen by the Fire and Life Safety Division.

Since August 2019, BFD has annually provided City Council with a Fire Inspection Performance Report (Attachment 2) summarizing inspection activities in the preceding fiscal year for the following categories of occupancies:

- **Educational Group E Occupancies** are generally defined as public and private schools, used by more than six persons at any one time for educational purposes through the 12th grade. During Fiscal Year (FY) 2024-25, BFD completed the annual inspection of all 52 Group E occupancies in the City, resulting in a 100% compliance rate.

- **Residential Group R Occupancies** are generally defined as structures containing sleeping units. This includes hotels, motels, apartments (three units or more), and certain residential care facilities. These residential care facilities have different sub-classifications and may house residents with needs relating to custodial care, mobility impairments, and cognitive disabilities. During FY 2024-25, BFD completed the annual inspection of all 2,086 Group R occupancies (including sub-categories of residential care facilities) in the City, resulting in a 100% compliance rate.

During FY 2024-25, BFD also performed various other inspections in compliance with state and local code for properties classified as sites of assembly, hazardous materials storage sites, business/mercantile structures, and properties subject to fire hazard reduction/brush clearance requirements. California Health and Safety Code §13146.4 does not require compliance reporting for these inspections, but they are listed in the FY 2024-25 Fire Inspection Performance Report to provide a more complete picture of the 5,642 inspections completed by BFD to further its fire prevention mission.

ENVIRONMENTAL REVIEW

This report has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, and as such, is not a “project” subject to the requirements of the California Environmental Quality Act (CEQA) 14 Cal. Code Regs § 15378.

FISCAL IMPACT

There is no fiscal impact for this report.

CONCLUSION

BFD will continue to evaluate the performance, staffing, and workflow of the Fire and Life Safety Division to ensure continued compliance with state and local inspection and reporting requirements. Staff recommends that Council adopt a resolution acknowledging receipt of the FY 2024-25 Fire Inspection Performance Report regarding required annual inspections in occupancies pursuant to §§ 13146.2 and 13146.3 of the California Health and Safety Code.

ATTACHMENTS

Attachment 1 – Resolution
Attachment 2 – FY 2024-25 Fire Inspection Performance Report

RESOLUTION NO. _____

A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK ACKNOWLEDGING RECEIPT OF THE FISCAL YEAR 2024-25 FIRE INSPECTION PERFORMANCE REPORT REGARDING REQUIRED ANNUAL INSPECTIONS IN OCCUPANCIES PURSUANT TO SECTIONS 13146.2, 13146.3, AND 13146.4 OF THE CALIFORNIA HEALTH AND SAFETY CODE

THE COUNCIL OF THE CITY OF BURBANK FINDS:

A. California Health and Safety Code Section 13146.4 became effective on January 1, 2019, and requires all fire departments that provide fire protection services, including the Burbank Fire Department, report annually to its administering authority on compliance with Health and Safety Code Sections 13146.2 and 13146.3.

B. California Health and Safety Code Sections 13146.2 and 13146.3 require all fire departments that provide fire protection services, including the Burbank Fire Department, to perform annual inspections in every building used as a public or private school, hotel, motel, lodging house, apartment house, and certain residential care facilities for compliance with building standards, as provided.

THE COUNCIL OF THE CITY OF BURBANK RESOLVES:

1. The City's Fiscal Year 2024-25 Fire Inspection Performance Report regarding required annual inspections in occupancies pursuant to California Health and Safety Code Sections 13146.2 and 13146.3 is received.

PASSED and ADOPTED this ___ day of September, 2025.

_____
Nikki Perez
Mayor

Approved as to Form:
Office of the City Attorney

Attest:

_____
Kimberley Clark, City Clerk

By:_____
Ray Johal
Senior Assistant City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF BURBANK)

I, Kimberley Clark, City Clerk of the City of Burbank, do hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the Council of the City of Burbank, at its regular meeting held on the ___ day of September 2025, by the following vote:

AYES:

NOES:

ABSENT:

_____
Kimberley Clark, City Clerk

Burbank Fire Department

FY 2024-25 Fire Inspection Performance Report

Type	# of Occupancies	# of Annual Inspections for FY 2024-25	# of Inspections Completed	% of Inspections Completed	Description
Educational* (Annual State Mandate)	52	52	52	100.00%	Public and private schools, used by more than 6 persons at any one time for educational purposes *(California Senate Bill 1205 (SB 1205); HSC §13146.2, Group E)*
Residential* (Annual State Mandate)	2,086	2,086	2,086	100.00%	Hotels, motels, apartments (3 units or more), and certain residential care facilities *(California Senate Bill 1205 (SB 1205); HSC §13146.3, Group R-1/R-2)*
Assembly (Annual)	170	170	170	100.00%	Including but not limited to churches and large restaurants *(HSC§13109)*
Hazardous Materials (Triennial)	414	129	129	100.00%	Businesses with chemical inventories meeting California Code of Regulations - Title 27 threshold quantities *(CRC Title 27, §15200 - Inspection and Enforcement: UST Program (HSC 25288(a)); HMRRP and Inventories Program (HSC §25511(b)); CalARP Program (HSC §25537))*
Business/Mercantile (Annual)	374	374	374	100.00%	Including but not limited to Hollywood Burbank Airport, Providence Saint Joseph Medical Center, high-rises, mid-rises, and Approved Production Facilities *(California Senate Bill 1205 (SB 1205) Hospital; HSC §13217 Annual Highrise Inspections)*
Fire Hazard Reduction Program/Brush Clearance	2,831	2,831	2,831	100.00%	Properties in the Very High Fire Hazard Severity Zone *(BMC 9-1-9-304.1.2.2; CFC 304.1.2)*
Total	**5,927**	**5,642**	**5,642**	**100.00%**	

*Senate Bill 1205 requires that inspections of this occupancy type must be annually reported to the administering authority.

STAFF REPORT

MANAGEMENT SERVICES

DATE: September 30, 2025

TO: Justin Hess, City Manager

FROM: Betsy McClinton, Management Services Director
BY: April Rios, Human Resources Manager

SUBJECT: Adoption of Resolutions Approving the Establishment of the Salary and Conflict of Interest Code Designation for the Classifications of Network Engineer, Lead Network Engineer, and Principal Network Engineer; Adoption of a Resolution Approving the Revision of the Title and Specification for the Classifications of Park, Recreation, and Community Services Director, Assistant Park, Recreation, and Community Services Director, and Secretary to the City Manager; and Adoption of a Resolution Approving the Citywide Salary Schedule

RECOMMENDATION

1. Adopt A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK APPROVING THE ESTABLISHMENT OF THE SALARY AND CONFLICT OF INTEREST CODE DESIGNATION FOR THE CLASSIFICATION OF NETWORK ENGINEER (Attachment 1);

2. Adopt A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK APPROVING THE ESTABLISHMENT OF THE SALARY AND CONFLICT OF INTEREST CODE DESIGNATION FOR THE CLASSIFICATION OF LEAD NETWORK ENGINEER (Attachment 2);

3. Adopt A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK APPROVING THE ESTABLISHMENT OF THE SALARY AND CONFLICT OF INTEREST CODE DESIGNATION FOR THE CLASSIFICATION OF PRINCIPAL

NETWORK ENGINEER (Attachment 3);

4. Adopt A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK APPROVING THE REVISION OF THE TITLE AND SPECIFICATION FOR THE CLASSIFICATION OF PARK, RECREATION, AND COMMUNITY SERVICES DIRECTOR TO PARKS AND RECREATION DIRECTOR (Attachment 4);

5. Adopt A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK APPROVING THE REVISION OF THE TITLE AND SPECIFICATION FOR THE CLASSIFICATION OF ASSISTANT PARK, RECREATION, AND COMMUNITY SERVICES DIRECTOR TO ASSISTANT PARKS AND RECREATION DIRECTOR (Attachment 6);

6. Adopt A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK APPROVING THE REVISION OF THE TITLE AND SPECIFICATION FOR THE CLASSIFICATION OF SECRETARY TO THE CITY MANAGER TO SENIOR EXECUTIVE ASSISTANT TO THE CITY MANAGER (Attachment 8);

7. Adopt A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK APPROVING THE CITYWIDE SALARY SCHEDULE (Attachment 10).

BACKGROUND

The Management Services Department (MSD) manages the City's Classification and Pay Plan, which includes all classifications utilized by the City. MSD periodically requests amendments to assist the departments in ensuring that titles and job specifications for the City's classifications remain relevant and include the necessary essential functions and employment standards to meet the needs of the departments and the City. Maintaining updated job specifications and having competitive salaries also assists with recruitment and retention efforts.

Pursuant to Civil Service Rule I, § 4, the Civil Service Board (CSB) approved the establishment of the title and specification for the Civil Service classifications of Network Engineer, Lead Network Engineer, and Principal Network Engineer on March 5, 2025. Therefore, MSD is seeking Council approval of the salary and approval of the Conflict-of-Interest Code Designation for those classifications.

The Parks and Recreation Department (PR) is also proposing to revise the classifications of Parks, Recreation, and Community Services Director, and Assistant Parks, Recreation, and Community Services Director. The City Manager's Office is proposing to revise the classification of Secretary to the City Manager. The proposed revisions are exempt from Civil Service; therefore, MSD is requesting City Council approval of the proposed revisions.

Additionally, per California Public Employees' Retirement System (CalPERS) regulations, MSD requests Council adopt a resolution approving the updated Citywide Salary Schedule which includes the proposed salaries of these classifications.

DISCUSSION

Information Technology Department

The Information Technology Department (IT) is proposing to establish a Network Engineer series to modernize and better align roles within the Network Support function, which is responsible for installing, troubleshooting, and supporting network hardware and related software throughout the City. Proposed positions include:

1) **Network Engineer** – this position involves configuring, maintaining, troubleshooting, and securing network and audio-visual systems, while ensuring optimal network performance and infrastructure delivery. The Network Engineer will plan, design, and implement complex network solutions, collaborate with IT teams, and provide technical support for seamless service integration.

2) **Lead Network Engineer** – this position involves developing and implementing network solutions tailored to organizational needs, ensuring network stability, security, and performance. The Lead Network Engineer will oversee the design, implementation, and coordination of complex network infrastructure projects, collaborate with IT teams, and serve as a technical lead to deliver optimal solutions. This position also focuses on troubleshooting, monitoring, documenting, and automating network systems.

3) **Principal Network Engineer** – this position involves developing and implementing network solutions to ensure stability, security, and performance of the network infrastructure. The Principal Network Engineer will design and lead complex network projects; manage integration, automation, and monitor systems; and ensure compliance with industry standards. This position also involves collaborating with IT teams, external vendors, and stakeholders, overseeing network operations, managing projects, and mentoring staff, while driving continuous improvement in network service delivery.

The proposed salary ranges were determined based on the salaries of comparable classifications identified among the City's survey cities as well as maintaining internal equity. Specifically, the salary for Network Engineer will be equivalent to the monthly and biweekly average salary of the survey cities, the Lead Network Engineer will be 15% above the Network Engineer, and the Principal Network Engineer will be 15% above the Lead Network Engineer. Therefore, staff is proposing the following salary ranges:

Classification	Monthly Salary Range	Biweekly Salary Range
Network Engineer	$8,603.18 – $11,313.19	$3,970.70 – $5,221.47
Lead Network Engineer	$9,893.65 – $13,010.16	$4,566.30 – $6,004.69
Principal Network Engineer	$11,377.71 – $14,961.68	$5,251.25 – $6,905.39

The proposed positions will be Civil Service classifications represented by the Burbank Management Association (BMA), exempt from the Fair Labor Standards Act (FLSA) under the computer employee exemption, and included in the City's Conflict of Interest Code. The BMA has been advised of these establishments.

Parks and Recreation Department

PR is proposing to revise the classifications of Park, Recreation, and Community Services Director and Assistant Park, Recreation, and Community Services Director to Parks and Recreation Director and Assistant Parks and Recreation Director. The proposed revisions are due to a recent action taken by the Parks and Recreation Department to amend the Burbank Municipal Code (BMC), § 2-1-315, adopted by City Council on June 24, 2025, effective July 25, 2025. The updated BMC formally renames the Department from the Park, Recreation, and Community Services Department to Parks and Recreation Department.

The proposed revisions to the titles and minor revisions to the essential functions ensure these classifications properly reflect the updates to the BMC. These classifications will continue to be unrepresented management (Z group) positions, exempt from Civil Service, exempt from the FLSA under the administrative employee exemption, and included in the City's Conflict of Interest Code.

Secretary to the City Manager

The City Manager's Office is proposing to revise the classification of Secretary to the City Manager to Senior Executive Assistant to the City Manager. The proposed revisions modernize the title and specification, accurately reflecting the current job duties, and align the position with comparable classifications identified among the City's survey cities.

The proposed Senior Executive Assistant to the City Manager will handle a wide variety of departmental matters and coordinate administrative support functions, directly supporting the City Manager. In addition, this role acts as a liaison in coordinating matters between the City Manager's Office and department executives, processes sensitive and confidential documents, including personnel related items and assists the public.

The proposed Senior Executive Assistant to the City Manager will continue to be an unrepresented management (Z group) position, exempt from Civil Service, exempt from

the FLSA under the administrative employee exemption, and included in the City's Conflict of Interest Code.

Citywide Salary Schedule

In accordance with Government Code § 20636 and California Code of Regulations § 570.5, the CalPERS requires public agencies to post a publicly available salary schedule that is approved by Council at a public meeting for CalPERS to determine earnable income. Therefore, staff is requesting Council adopt an updated salary schedule that includes the proposed salary for Network Engineer, Lead Network Engineer, and Principal Network Engineer.

ENVIRONMENTAL REVIEW

These activities have no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, and as such, is not a "project" subject to the requirements of the California Environmental Quality Act (CEQA) 14 Cal. Code Regs § 15378.

FISCAL IMPACT

There will be no fiscal impact to the City's General Fund with the approval of the resolutions for the proposed positions of Network Engineer, Lead Network Engineer, and Principal Network Engineer. The salary is remaining the same for the proposed revisions to Park, Recreation, and Community Services Director, Assistant Park, Recreation, and Community Services Director, and Secretary to the City Manager specifications; therefore, there is no fiscal impact to the General Fund for the approval for these resolutions.

CONCLUSION

The proposed establishment of the salary and Conflict of Interest Code Designation for the classifications of Network Engineer, Lead Network Engineer, Principal Network Engineer, and the proposed revisions for the Park, Recreation, and Community Services Director, Assistant Park, Recreation, and Community Services Director, and Secretary to the City Manager meet the current and ongoing needs of the City.

ATTACHMENTS

Attachment 1 – Resolution for the Classification of Network Engineer
Attachment 2 – Resolution for the Classification of Lead Network Engineer
Attachment 3 – Resolution for the Classification of Principal Network Engineer
Attachment 4 – Resolution for the Classification of Park, Recreation, and Community Services Director to Parks and Recreation Director
Attachment 5 – Proposed Parks and Recreation Director specification, redlined
Attachment 6 – Resolution for the Classification of Assistant Parks and Recreation Director

Attachment 7 – Proposed Assistant Parks and Recreation Director specification, redlined
Attachment 8 – Resolution for the Classification of Senior Executive Assistant to the City Manager
Attachment 9 – Proposed Senior Executive Assistant to the City Manager specification, redlined
Attachment 10 – Resolution Approving the Citywide Salary Schedule

RESOLUTION NO. _____

A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK APPROVING THE ESTABLISHMENT OF THE SALARY AND CONFLICT OF INTEREST CODE DESIGNATION FOR THE CLASSIFICATION OF NETWORK ENGINEER

THE COUNCIL OF THE CITY OF BURBANK RESOLVES:

1. The Position Classification, adopted by Resolution No. 9240 on the 16th day of June, 1953, as amended, is further amended by the addition thereto of the classification of Network Engineer. This classification is added with a title and specification as set forth in Exhibit A, and a biweekly salary as follows:

CTC	Barg. Code	Job Series	Grade	Step 1	Step 14
0551	M	Info Sys	M.1034	$3,970.70	$5,221.47

2. After review and consultation by the Management Services Department, City Clerk's Office and the Office of the City Attorney, it has been determined that this classification is a Designated Position as defined in the City's Conflict of Interest Code and shall be required to file a form 700 Statement of Economic Interests as required by Government Code § 81000 et seq. and shall be required to report in disclosure categories 1, 3, 5, and 6.

3. The Financial Services Director is authorized to make such revisions, changes in summaries, fund totals, grand totals, and other portions of the budget document as necessary to reflect and implement the terms and provisions of this resolution.

PASSED and ADOPTED this ___ day of September, 2025.

_____
Nikki Perez
Mayor

Approved as to Form:
Office of the City Attorney

Attest:

_____
Kimberley Clark, City Clerk

By: _____
Joseph H. McDougall
City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF BURBANK)

I, Kimberley Clark, City Clerk of the City of Burbank, do hereby certify that the foregoing Resolution was duly and regularly passed and adopted by a vote of the Council of the City of Burbank at its regular meeting held on the ___ day of September, 2025 by the following vote:

AYES:

NOES:

ABSENT:

_____
Kimberley Clark, City Clerk

Exhibit A

Resolution for the Classification of Network Engineer

CITY OF BURBANK

NETWORK ENGINEER

DEFINITION

Under general supervision, to perform highly complex duties in the planning, installation, configuration, deployment, and administration of the City's local, wide area, fiberoptic, and cloud-based networks infrastructure and audio-visual communication systems; and perform related work as required.

ESSENTIAL FUNCTIONS

Configures, maintains, troubleshoots, monitors, documents, implements, secures, and supports network technology, audio-visual conferencing technology, network and audio-visual systems, and infrastructure; designs, plans, develops, implements, integrates, and delivers initiatives utilizing relevant technology tools and solutions for complex network infrastructure services, programs, and projects, including systems, procedures, standards, and policies for network services; serves as a subject matter expert to plan and deliver optimal network technology solutions for the organization; develops the network infrastructure technology including efficient, effective, and secure infrastructure delivery, automation, performance, capacity, and continuity; performs design integration for complex, cross-functional systems; ensures the coordination of all network operational systems, integrating and managing network infrastructure, and collaborating with Information Technology (IT) teams to maintain seamless and efficient network performance; develops network configuration version repositories and build/release automation; develops and writes technical documentation to facilitate the success and supportability of solutions; implements monitoring solutions and automated self-healing; diagnoses and resolves network issues, providing technical support; continuously monitors network performance and security; ensures that network operations comply with industry standards and regulations; recommends appropriate technological designs and solutions that align with business requirements and the City's technical strategy, as well as provide the most efficient and cost-effective solutions; participates in the development of Requests for Information (RFI) and Request for Proposals (RFP) for selection of systems and solutions; participates in technical design reviews of infrastructure projects; participates in various project teams and agile teams, collaborating with other IT professionals to advise on, deliver, and seamlessly integrate network technology services; acts as a project manager and product owner for network technology infrastructure programs and products; maintains an up-to-date knowledge of contemporary network technology and service delivery platforms, techniques, and practices; identifies opportunities for operational and procedural efficiencies and effectiveness within the department and City to improve network service delivery; employs continuous process and quality improvement to ensure stakeholder satisfaction;

works collaboratively with other business units within the department and other City departments; meets with and fosters relationships with contractors, vendors, service providers, and outside agencies regarding project requirements, cost-effectiveness, and quality assurance; prepares and maintains records and reports, both manually and electronically; prepares project specifications; drives on City business.

MINIMUM QUALIFICATIONS

Employment Standards:

- Knowledge of – networking fundamentals including basic networking concepts and subnetting at an advanced level; contemporary IT standards and operational and IT infrastructure management at an intermediate level; network security protocols, physical and cyber security standards, procedures; hardware and software platforms and network system administration at an intermediate level; routers, switches, firewalls, and other network management devices at an intermediate level; key network protocols and services such as Domain Name System (DNS), Dynamic Host Configuration Protocol (DHCP), Windows Internet Name Service (WINS), Simple Network Management Protocol (SNPM), Simple Mail Transfer Protocol (SMTP); network topologies and protocols including Open Systems Interconnection (OSI) model, Ethernet, Transmission Control Protocol (TCP), Internet Protocol (TCP/IP), Open Shortest Path First (OSPF), Border Gateway Protocol (BGP), Multiprotocol Label Switching (MPLS), Hypertext Transfer Protocol HTTP, Hypertext Transfer Protocol Secure HTTPS, File Transfer Protocol (FTP) and Fiber-Channel communications at an expert level; projectors, cameras, sound systems, microphones, video conferencing control systems, and streaming technologies; network security principles, firewalls, Virtual Private Networks (VPNs), network virtualization, intrusion detection/prevention systems, wireless networking technologies and configurations, network monitoring and analysis tools such as Wireshark, SolarWinds, and Nagios at an intermediate level; networking for Microsoft, Windows Server, UNIX, and Linux computer operating systems, contemporary operating platforms, cloud delivery platforms and technologies, hyper-converged infrastructure (HCI), virtualization concepts and technologies, infrastructure services and software at an intermediate level; networking services for Azure and Amazon Web Services (AWS) cloud services delivery platforms; cloud delivery services, storage systems networking including storage area network (SAN), network-attached storage (NAS), and cloud storage and data services at an expert level; Active Directory (AD), Azure Active Directory (AAD), AD group policies, domain controllers; directory Sync and Active Directory Federation Services (ADFS); common service delivery principles and frameworks like IT Infrastructure Library (ITIL) and IT Service Management (ITSM) at an intermediate level; principles and frameworks of Agile and Waterfall project management; principles and practices of Lean Six Sigma; principles and practices of customer-centric design thinking; spelling, grammar, and punctuation; effective customer service techniques.

- Skill in – configuring, administering, installing, integrating, maintaining, developing, automating, building, transforming, securing, and troubleshooting network

infrastructure, audio-visual systems, and services; fostering teamwork and business customer relationships; project management and agile delivery; operating modern computers and related computer software; learning agility and adapting to changing environments; prioritizing tasks to meet deadlines and time management; exercising independent judgement and making decisions based on standard policy and procedures.

- Ability to – configure and troubleshoot network devices; achieve specific objectives; effectively plan, organize, and prioritize tasks; plan, create, and follow complex and detail-oriented project plans and/or documentation; set up, configure, maintain, troubleshoot, and document audio-visual and hybrid conference room systems; analyze complex technical problems and develop effective solutions; troubleshoot, repair, and recover from hardware and software issues; identify root cause of faults in systems and implement appropriate corrective and preventative measures; research and recommend innovative and automated approaches for network system administration tasks; develop and maintain installation and configuration procedures; develop and maintain system standards and best practices; perform systems administration tasks on network technology; implement new network solutions and services; demonstrate strong organizational, analytical, and problem-solving skills; analyze, comprehend, and apply administrative, departmental, and City policies, procedures, and regulations; communicate effectively, both orally and in writing; prepare clearly written reports and other documents, diagrams, and presentations; provide effective customer service; establish and maintain effective working relationships with technical and non-technical professionals at all levels including City officials, supervisors, fellow employees, contractors, vendors, service providers, and the public.

Education/Training: Any combination of education and/or experience that has provided the knowledge, skills, and abilities necessary for acceptable job performance as determined by the City. Example combination includes but is not limited to graduation from an accredited college or university with a bachelor's degree in computer science, business information systems, electrical engineering, or a closely related field and three years of professional experience in IT.

Special Conditions & Requirements: The physical ability to lift computer equipment up to 40 pounds; physically perform sedentary to medium work involving moving from one area to another; sufficient hand/eye coordination to perform repetitive movements such as typing and extensive exposure to video display terminals/computers; intermittently twist to reach equipment surrounding desk; perform simple and power grasping, pushing, pulling and fine manipulation; see and hear with sufficient acuity to successfully perform all aspects of the job; differentiate various colors of wires and diagrams; bend, kneel, squat, and twist to adjust equipment; stand, walk, bend, stoop, twist, kneel, and lift.

License & Certificates: A valid California Class "C" driver's license or equivalent at time of appointment; a current industry-recognized certification(s) (to be determined at the time

of recruitment) may be required at the time of appointment. All required licenses and certificates must be maintained throughout employment in this classification.

SUPPLEMENTAL INFORMATION

Desirable Qualifications: One or more of the following certifications or equivalent experience: CompTIA Network+, CISCO Certified Network Associate (CCNA), CISCO Certified Network Professional (CCNP), VMware Certified Professional – Network Virtualization (VCP-NV); Microsoft Certified: Azure Network Engineer Associate; AWS Certified Advanced Networking – Specialty, Certified Information Systems Security Professional (CISSP), Certified Ethical Hacker (CEH), Project Management Professional (PMP), Lean Six Sigma Green Belt, and Agile project/program management methodologies.

RESOLUTION NO. _____

A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK APPROVING THE ESTABLISHMENT OF THE SALARY AND CONFLICT OF INTEREST CODE DESIGNATION FOR THE CLASSIFICATION OF LEAD NETWORK ENGINEER

THE COUNCIL OF THE CITY OF BURBANK RESOLVES:

1. The Position Classification, adopted by Resolution No. 9240 on the 16th day of June, 1953, as amended, is further amended by the addition thereto of the classification of Lead Network Engineer. This classification is added with a title and specification as set forth in Exhibit A, and a biweekly salary as follows:

CTC	Barg. Code	Job Series	Grade	Step 1	Step 14
0552	M	Info Sys	M.1035	$4,566.30	$6,004.69

2. After review and consultation by the Management Services Department, City Clerk's Office and the Office of the City Attorney, it has been determined that this classification is a Designated Position as defined in the City's Conflict of Interest Code and shall be required to file a form 700 Statement of Economic Interests as required by Government Code § 81000 et seq. and shall be required to report in disclosure categories 1, 3, 5, and 6.

3. The Financial Services Director is authorized to make such revisions, changes in summaries, fund totals, grand totals, and other portions of the budget document as necessary to reflect and implement the terms and provisions of this resolution.

PASSED and ADOPTED this ___ day of September, 2025.

_____
Nikki Perez
Mayor

Approved as to Form:
Office of the City Attorney

Attest:

_____
Kimberley Clark, City Clerk

By: _____
Joseph H. McDougall
City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF BURBANK)

I, Kimberley Clark, City Clerk of the City of Burbank, do hereby certify that the foregoing Resolution was duly and regularly passed and adopted by a vote of the Council of the City of Burbank at its regular meeting held on the ___ day of September, 2025 by the following vote:

AYES:

NOES:

ABSENT:

_____
Kimberley Clark, City Clerk

Exhibit A

Resolution for the Classification of Lead Network Engineer

CITY OF BURBANK

LEAD NETWORK ENGINEER

DEFINITION

Under direction, to act as a hands-on technical lead on network infrastructure delivery for the City's local, wide area, fiberoptic, and cloud-based network infrastructure initiatives; analyze, plan, design, create, deploy, install, and manage the organization's network infrastructure and audio-visual communication systems; establish systems automation strategy and the development of related technology and services; and perform related work as required.

ESSENTIAL FUNCTIONS

Develops and implements network solutions based on organizational needs; ensures the stability and security of the network infrastructure; diagnoses and resolves complex network issues, providing technical support; configures, maintains, troubleshoots, monitors, documents, implements, secures, and supports network technology, audio-visual conferencing technology, network and audio-visual systems, and infrastructure; designs, plans, develops, implements, integrates, and leads initiatives employing subject matter expertise and relevant technology tools and solutions for complex network infrastructure services, programs, and projects, including systems, procedures, standards, and policies for network services; serves as a technical lead for key business stakeholders, Information Technology (IT) experts, and subject matter experts to plan and deliver optimal network technology solutions for the organization; develops the network delivery service including efficient, effective, and secure infrastructure delivery, automation, performance, capacity, and continuity; performs design integration for complex, cross-functional systems; ensures the coordination of all network operational systems, integrating and managing network infrastructure, and collaborating with IT teams to maintain seamless and efficient network performance; develops network configuration version repositories and build/release automation; develops and writes technical documentation to facilitate the success and supportability of solutions; implements monitoring solutions and automated self-healing; continuously monitors network performance and security; ensures that network operations comply with industry standards and regulations; recommends appropriate technological designs and solutions that align with business requirements and the City's technical strategy, as well as provide the most efficient and cost-effective solutions; participates in the development of Requests for Information (RFI) and Request for Proposals (RFP) for selection of systems and solutions; leads technical design reviews of infrastructure projects; participates in various project teams and agile teams, collaborating with other IT professionals to advise on, deliver, and seamlessly integrate network technology services; acts as a project manager and product owner for network technology infrastructure programs and products

managing network-related projects from planning through execution; maintains an up-to-date knowledge of contemporary network technology and service delivery platforms, techniques, and practices; identifies opportunities for operational and procedural efficiencies and effectiveness within the department and City to improve network service delivery; employs continuous process and quality improvement to ensure stakeholder satisfaction; works collaboratively with other business units within the department and other City departments; meets with and fosters relationships with contractors, vendors, service providers, and outside agencies regarding project requirements, cost-effectiveness, and quality assurance; prepares and maintains records and reports, both manually and electronically; prepares project specifications; directs, leads, mentors, and supervises staff activities and operations; drives on City business.

MINIMUM QUALIFICATIONS

Employment Standards:

- Knowledge of – principles and practices of networking design, infrastructure design and delivery, contemporary IT standards, operational and IT infrastructure management, network security protocols and best practices, physical and cyber security policies, standards, procedures at an advanced level; hardware and software platforms and network system administration at an advanced level; projectors, cameras, sound systems, microphones, video conferencing control systems, and streaming technologies at an advanced level; routers, switches, firewalls, and other network management devices at an advanced level; key network protocols and services such as Domain Name System (DNS), Dynamic Host Configuration Protocol (DHCP), Windows Internet Name Service (WINS), Simple Network Management Protocol (SNPM), Simple Mail Transfer Protocol (SMTP); network topologies and protocols including Open Systems Interconnection (OSI) model, Ethernet, Transmission Control Protocol (TCP), Internet Protocol (TCP/IP), Open Shortest Path First (OSPF), Border Gateway Protocol (BGP), Multiprotocol Label Switching (MPLS), Hypertext Transfer Protocol HTTP, Hypertext Transfer Protocol Secure HTTPS, File Transfer Protocol (FTP) and Fiber-Channel communications at an expert level; network security principles, firewalls, Virtual Private Networks (VPNs), network virtualization, intrusion detection/prevention systems, wireless networking technologies and configurations, network monitoring and analysis tools such as Wireshark, SolarWinds, and Nagios at an advanced level; networking for Microsoft, Windows Server, UNIX, and Linux computer operating systems, contemporary operating platforms, cloud delivery platforms and technologies, hyper-converged infrastructure (HCI), virtualization concepts and technologies, infrastructure services and software at an advanced level; networking services for Azure and Amazon Web Services (AWS) cloud services delivery platforms; cloud delivery services, storage systems networking including storage area network (SAN), network-attached storage (NAS), and cloud storage and data services at an expert level; Active Directory (AD), Azure Active Directory (AAD), AD group policies, domain controllers; directory Sync and Active Directory Federation Services (ADFS); common service delivery principles and frameworks like IT Infrastructure Library (ITIL) and IT Service Management (ITSM) at an advanced level; principles and frameworks of Agile and Waterfall project

management; principles and practices of Lean Six Sigma; principles and practices of customer-centric design thinking; principles and practices of sound personnel management and supervision; spelling, grammar, and punctuation; effective customer service techniques.

- Skill in – configuring, administering, designing, installing, integrating, maintaining, developing, automating, building, transforming, securing, and troubleshooting network infrastructure, audio-visual systems and services; standardizing and automating network infrastructure delivery and performance; infrastructure programming and scripting languages; automation languages including but not limited to Ansible, Python, Ruby, Perl, C/C++, JavaScript, Hypertext Preprocessor (PHP); web server and web hosting services; Application Programming Interfaces (APIs), Representational State Transfer (REST), and Remote Procedure Call (RPC); fostering teamwork and business customer relationships; project management and agile delivery; operating modern computers and related computer software; learning agility and adapting to changing environments, prioritizing tasks to meet deadlines and time management, exercising independent judgement and making decisions based on standard policy and procedures.

- Ability to – identify and implement network technologies and solutions to improve network performance and security; lead, initiate, evaluate, supervise, and govern projects aligning the network service delivery capabilities to achieve specific objectives; configure and troubleshoot network devices; effectively plan, organize, and prioritize tasks; plan, create, and follow complex and detail-oriented project plans, and/or documentation; design, configure, implement, maintain, troubleshoot, and document audio-visual and hybrid conference room systems; analyze complex technical problems and develop effective solutions; troubleshoot, repair, and recover from hardware and software issues; identify root cause of faults in systems and implement appropriate corrective and preventative measures; research and recommend innovative and automated approaches for network system administration tasks; develop and maintain installation and configuration procedures; develop and maintain system standards and best practices; perform systems administration tasks on network technology; implement new network solutions and services; demonstrate strong organizational, analytical, and problem-solving skills; analyze, comprehend, and apply administrative, departmental, and City policies, procedures, and regulations; communicate effectively, both orally and in writing; prepare clearly written reports and other documents, diagrams, and presentations; provide effective customer service; establish and maintain effective working relationships with technical and non-technical professionals at all levels including City officials, supervisors, fellow employees, contractors, vendors, service providers, and the public.

Education/Training: Any combination of education and/or experience that has provided the knowledge, skills, and abilities necessary for acceptable job performance as determined by the City. Example combination includes but is not limited to graduation from an accredited college or university with a bachelor's degree in computer science,

business information systems, electrical engineering, or a closely related field and five years of professional experience in network engineering and related fields.

Special Conditions & Requirements: The physical ability to lift computer equipment up to 40 pounds; physically perform sedentary to medium work involving moving from one area to another; sufficient hand/eye coordination to perform repetitive movements such as typing and extensive exposure to video display terminals/computers; intermittently twist to reach equipment surrounding desk; perform simple and power grasping, pushing, pulling and fine manipulation; see and hear with sufficient acuity to successfully perform all aspects of the job; differentiate various colors of wires and diagrams; bend, kneel, squat, and twist to adjust equipment; stand, walk, bend, stoop, twist, kneel and lift.

License & Certificates: A valid California Class "C" driver's license or equivalent at time of appointment; a current industry-recognized certification(s) (to be determined at the time of recruitment) may be required at the time of appointment. All required licenses and certificates must be maintained throughout employment in this classification.

SUPPLEMENTAL INFORMATION

Desirable Qualifications: One or more of the following certifications or equivalent experience: CompTIA Network+, CISCO Certified Network Professional (CCNP), CISCO Certified Internetwork Expert (CCIE), VMware Certified Professional – Network Virtualization (VCP-NV); Microsoft Certified: Azure Network Engineer Associate; AWS Certified Advanced Networking – Specialty, Certified Information Systems Security Professional (CISSP), Certified Ethical Hacker (CEH), Project Management Professional (PMP), Lean Six Sigma Green Belt, and Agile project/program management methodologies.

RESOLUTION NO. _____

A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK APPROVING THE ESTABLISHMENT OF THE SALARY AND CONFLICT OF INTEREST CODE DESIGNATION FOR THE CLASSIFICATION OF PRINCIPAL NETWORK ENGINEER

THE COUNCIL OF THE CITY OF BURBANK RESOLVES:

1. The Position Classification, adopted by Resolution No. 9240 on the 16th day of June, 1953, as amended, is further amended by the addition thereto of the classification of Principal Network Engineer. This classification is added with a title and specification as set forth in Exhibit A, and a biweekly salary as follows:

CTC	Barg. Code	Job Series	Grade	Step 1	Step 14
0553	M	Info Sys	M.1036	$5,251.25	$6,905.39

2. After review and consultation by the Management Services Department, City Clerk's Office and the Office of the City Attorney, it has been determined that this classification is a Designated Position as defined in the City's Conflict of Interest Code and shall be required to file a form 700 Statement of Economic Interests as required by Government Code § 81000 et seq. and shall be required to report in disclosure categories 1, 3, 5, and 6.

3. The Financial Services Director is authorized to make such revisions, changes in summaries, fund totals, grand totals, and other portions of the budget document as necessary to reflect and implement the terms and provisions of this resolution.

PASSED and ADOPTED this ___ day of September, 2025.

_____
Nikki Perez
Mayor

Approved as to Form:
Office of the City Attorney

Attest:

_____
Kimberley Clark, City Clerk

By: _____
Joseph H. McDougall
City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF BURBANK)

I, Kimberley Clark, City Clerk of the City of Burbank, do hereby certify that the foregoing Resolution was duly and regularly passed and adopted by a vote of the Council of the City of Burbank at its regular meeting held on the ___ day of September, 2025 by the following vote:

AYES:

NOES:

ABSENT:

_____
Kimberley Clark, City Clerk

Exhibit A

Resolution for the Classification of Principal Network Engineer

CITY OF BURBANK

PRINCIPAL NETWORK ENGINEER

DEFINITION

Under general direction, to act as a subject matter expert in a self-directed position; lead the delivery of network infrastructure for the City's local, wide area, fiberoptic, and cloud-based network infrastructure initiatives supporting the City's digital business mission; architect, plan, design, create, deploy, install, and manage the organization's network infrastructure and audio-visual communication systems; establish systems automation strategy and the development of related technology and services; and perform related work as required.

ESSENTIAL FUNCTIONS

Architects, develops, and implements network solutions based on organizational needs; ensures the stability and security of the network infrastructure; diagnoses and resolves complex network issues, providing technical support; configures, maintains, troubleshoots, monitors, documents, implements, secures, and supports network technology, audio-visual conferencing technology, network and audio-visual systems, and infrastructure; architects, designs, plans, develops, implements, integrates, and leads initiatives employing subject matter expertise and relevant technology tools and solutions for complex network infrastructure services, programs, and projects, including systems, procedures, standards, and policies for network services; designs all aspects of the network delivery service including efficient, effective, and secure infrastructure delivery, automation, performance, capacity, and continuity; performs design integration for complex, cross-functional systems; ensures the coordination of all network operational systems, integrating and managing network infrastructure, and collaborating with Information Technology (IT) teams to maintain seamless and efficient network performance; designs network configuration version repositories and build/release automation; ensures the creation of technical documentation to facilitate the success and supportability of solutions; implements monitoring solutions and automated self-healing;; designs network monitoring, performance, and security services; ensures that network operations comply with industry standards and regulations; recommends appropriate technological designs and solutions that align with business requirements and the City's technical strategy, as well as provide the most efficient and cost-effective solutions; develops Requests for Information (RFI) and Request for Proposals (RFP) for selection of systems and solutions; leads technical design reviews of infrastructure projects; participates in various project teams and agile teams, collaborating with other IT professionals to oversee, deliver, and seamlessly integrate network technology services; acts as a project manager and product owner for network technology infrastructure programs and products managing network-related projects from planning through

execution; maintains an up-to-date knowledge of contemporary network technology and service delivery platforms, techniques, and practices; identifies opportunities for operational and procedural efficiencies and effectiveness within the department and City to improve network service delivery; drives continuous process and quality improvement to ensure stakeholder satisfaction; works collaboratively with other business units within the department and other City departments; meets with and fosters relationships with contractors, vendors, service providers, and outside agencies regarding project requirements, cost-effectiveness, and quality assurance; prepares and maintains records and reports, both manually and electronically; prepares project specifications; leads, mentors, trains, supervises, and evaluates network engineers; drives on City business.

MINIMUM QUALIFICATIONS

Employment Standards:

- Knowledge of – principles and practices of networking architecture, infrastructure design and delivery, contemporary IT standards, operational and IT infrastructure management, network security protocols and best practices, physical and cyber security policies, standards, procedures at an expert level; hardware and software platforms and network system administration, principles and practices of team leadership at an expert level; routers, switches, firewalls, and other network management devices, key network protocols and services such as Domain Name System (DNS), Dynamic Host Configuration Protocol (DHCP), Windows Internet Name Service (WINS), Simple Network Management Protocol (SNPM), Simple Mail Transfer Protocol (SMTP); expert level understanding of network topologies and protocols including, Open Systems Interconnection (OSI) model, Ethernet, Transmission Control Protocol (TCP), Internet Protocol (TCP/IP), Open Shortest Path First (OSPF), Border Gateway Protocol (BGP), Multiprotocol Label Switching (MPLS), Hypertext Transfer Protocol HTTP, Hypertext Transfer Protocol Secure HTTPS, File Transfer Protocol (FTP) and Fiber-Channel communications; Expert level understanding of network security principles, firewalls, Virtual Private Networks (VPNs), network virtualization, intrusion detection/prevention systems, wireless networking technologies and configurations, network monitoring and analysis tools such as Wireshark, SolarWinds, and Nagios; Expert level of understanding of projectors, cameras, sound systems, microphones, video conferencing control systems, and streaming technologies; Expert level understanding of networking for Microsoft, Windows Server, UNIX, and Linux computer operating systems, contemporary operating platforms, cloud delivery platforms and technologies, hyper-converged infrastructure (HCI), virtualization concepts and technologies, infrastructure services and software; networking services for Azure and Amazon Web Services (AWS) cloud services delivery platforms; expert level understanding of cloud delivery services, storage systems networking including storage area network (SAN), network-attached storage (NAS), and cloud storage and data services; Active Directory (AD), Azure Active Directory (AAD), AD group policies, domain controllers; directory Sync and Active Directory Federation Services (ADFS), expert level understanding of common service delivery principles and frameworks like IT Infrastructure Library (ITIL), IT Service Management (ITSM); principles and

frameworks of Agile and Waterfall project management; principles and practices of Lean Six Sigma; principles and practices of customer-centric design thinking; spelling, grammar, and punctuation; effective customer service techniques.

- Skill in – advanced network design; architecting, designing, configuring, administering, designing, installing, integrating, maintaining, developing, automating, building, transforming, securing, and troubleshooting network infrastructure and audio-visual systems and services; standardizing and automating network infrastructure delivery and performance; infrastructure programming and scripting languages; automation languages including but not limited to Ansible, Python, Ruby, Perl, C/C++, JavaScript, Hypertext Preprocessor (PHP); web server and web hosting services; Application Programming Interfaces (APIs), Representational State Transfer (REST), and Remote Procedure Call (RPC); fostering teamwork and business customer relationships; project management and agile delivery; operating modern computers and related computer software; learning agility and adapting to changing environments, prioritizing tasks to meet deadlines and time management, exercising independent judgement and making decisions based on standard policy and procedures.

- Ability to – align network infrastructure strategy with long-term business goals and develop and manage paths to accomplish those goals; identify and implement new technologies and solutions to improve network performance and security; effectively plan, organize, and prioritize tasks; plan, create, and follow complex and detail-oriented project plans, and/or documentation; analyze complex technical problems and develop effective solutions; troubleshoot, repair, and recover from hardware and software issues; identify root cause of faults in systems and implement appropriate corrective and preventative measures; research and recommend innovative and automated approaches for network system administration tasks; design, develop, configure, implement, maintain, troubleshoot, and document audio-visual and hybrid conference room systems; develop and maintain installation and configuration procedures; develop and maintain system standards and best practices; perform systems administration tasks on network technology; implement new network solutions and services; demonstrate strong organizational, analytical, and problem-solving skills; analyze, comprehend, and apply administrative, departmental, and City policies, procedures, and regulations; communicate effectively, both orally and in writing; prepare clearly written reports and other documents, diagrams, and presentations; provide effective customer service; establish and maintain effective working relationships with technical and non-technical professionals at all levels including City officials, supervisors, fellow employees, contractors, vendors, service providers, and the public.

Education/Training: Any combination of education and/or experience that has provided the knowledge, skills, and abilities necessary for acceptable job performance as determined by the City. Example combination includes but is not limited to graduation from an accredited college or university with a bachelor's degree in computer science,

business information systems, electrical engineering, or a closely related field and ten years of professional experience in network engineering and related fields.

Special Conditions & Requirements: The physical ability to lift computer equipment up to 40 pounds; physically perform sedentary to medium work involving moving from one area to another; sufficient hand/eye coordination to perform repetitive movements such as typing and extensive exposure to video display terminals/computers; to intermittently twist to reach equipment surrounding desk; perform simple and power grasping, pushing, pulling and fine manipulation; see and hear with sufficient acuity to successfully perform all aspects of the job; differentiate various colors of wires and diagrams; bend, kneel, squat, and twist to adjust equipment; stand, walk, bend, stoop, twist, kneel and lift.

License & Certificates: A valid California Class "C" driver's license or equivalent at time of appointment; a current industry-recognized certification(s) (to be determined at the time of recruitment) may be required at the time of appointment. All required licenses and certificates must be maintained throughout employment in this classification.

SUPPLEMENTAL INFORMATION

Desirable Qualifications: One or more of the following certifications or equivalent experience: CompTIA Network+, CISCO Certified Network Professional (CCNP), CISCO Certified Internetwork Expert (CCIE), VMware Certified Professional – Network Virtualization (VCP-NV); Microsoft Certified: Azure Network Engineer Associate; AWS Certified Advanced Networking – Specialty, Certified Information Systems Security Professional (CISSP), Certified Ethical Hacker (CEH), Project Management Professional (PMP), Scrum Master, Lean Six Sigma Green Belt, and Agile project/program management methodologies.

RESOLUTION NO. _____

A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK APPROVING THE REVISION OF THE TITLE AND SPECIFICATION FOR THE CLASSIFICATION OF PARK, RECREATION, AND COMMUNITY SERVICES DIRECTOR TO PARKS AND RECREATION DIRECTOR

THE COUNCIL OF THE CITY OF BURBANK RESOLVES:

1. The Position Classification, adopted by Resolution No. 9240 on the 16th day of June, 1953, as amended, is further amended by the addition thereto of the classification of Park, Recreation, and Community Services Director. This classification is added with a title and specification as set forth in Exhibit A, and a biweekly salary as follows:

CTC	Barg. Code	Job Series	Grade	Step 1	Step 14
0598	E	Recreation	E.0080	$7,705.87	$10,133.22

2. Pursuant to Burbank Municipal Code Section 2-1-502(e), this classification is exempt from the Civil Service System.

3. After review and consultation by the Management Services Department, City Clerk's Office and the Office of the City Attorney, it has been determined that this classification is a Designated Position as defined in the City's Conflict of Interest Code and shall be required to file a form 700 Statement of Economic Interests as required by Government Code § 81000 et seq. and shall be required to report in disclosure categories 1, 2, 3, 4, 5, 6, and 7.

4. The Financial Services Director is authorized to make such revisions, changes in summaries, fund totals, grand totals, and other portions of the budget document as necessary to reflect and implement the terms and provisions of this resolution.

PASSED and ADOPTED this ___ day of September, 2025.

_____
Nikki Perez
Mayor

Approved as to Form:
Office of the City Attorney

Attest:

_____
Kimberley Clark, City Clerk

By: _____
Joseph H. McDougall
City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF BURBANK)

I, Kimberley Clark, City Clerk of the City of Burbank, do hereby certify that the foregoing Resolution was duly and regularly passed and adopted by a vote of the Council of the City of Burbank at its regular meeting held on the ___ day of September, 2025 by the following vote:

AYES:

NOES:

ABSENT:

_____
Kimberley Clark, City Clerk

Exhibit A

Resolution for the Classification of Parks and Recreation Director

CITY OF BURBANK

PARKS AND RECREATION DIRECTOR

DEFINITION

Subject to administrative determination of policy, to administer and direct the park, cultural, recreation, and human services of the City; and to do related work as required.

ESSENTIAL FUNCTIONS

Plans, organizes, and coordinates the park, recreation, human and cultural service programs of the City; manages the Parks and Recreation Department of the City; recommends and establishes program objectives; coordinates the planning and development of public park and recreational facilities; interfaces with community groups and performs public relations activities; supervises selection, training, and evaluation of staff; administers budget preparation and monitors expenditures; coordinates activities with other City departments and acts as liaison between departments, administration, and City Council; evaluates achievements with established goals.

MINIMUM QUALIFICATIONS

Employment Standards:

- Knowledge of - the principles of management; the philosophy of public park, cultural, recreation and community services activities; the principles involved in the planning, development, and maintenance of public park and golf course facilities.

- Ability to - establish a creative working environment; analyze administrative problems and develop effective solutions; relate to community groups and relate human and leisure time services to needs of citizens; communicate effectively and prepare reports; establish and maintain effective working relationships with City officials, fellow employees, and the public.

Education/Training: Any combination of education and/or experience that has provided the knowledge, skills, and abilities necessary for acceptable job performance as determined by the City. Example combination includes, but is not limited to graduation from an accredited college with major work in park, recreation, and/or public administration, or related discipline and five years of progressively responsible administrative and supervisory management duties.

License & Certificates: A valid California Class “C” Driver’s License or equivalent.

SUPPLEMENTAL INFORMATION

None.

CITY OF BURBANK

PARKS~~,~~ AND RECREATION ~~COMMUNITY SERVICES~~ DIRECTOR

DEFINITION

Subject to administrative determination of policy, to administer and direct the park, cultural, recreation, and human services of the City; and to do related work as required.

ESSENTIAL FUNCTIONS

Plans, organizes, and coordinates the park, recreation, human and cultural service programs of the City; manages the Parks~~,~~ and Recreation ~~Community Services~~ Department of the City; recommends and establishes program objectives; coordinates the planning and development of public park and recreational facilities; interfaces with community groups and performs public relations activities; supervises selection, training, and evaluation of staff; administers budget preparation and monitors expenditures; coordinates activities with other City departments and acts as liaison between departments, administration, and City Council; evaluates achievements with established goals.

MINIMUM QUALIFICATIONS

Employment Standards:

- Knowledge of - the principles of management; the philosophy of public park, cultural, recreation and community services activities; the principles involved in the planning, development, and maintenance of public park and golf course facilities.

- Ability to - establish a creative working environment; analyze administrative problems and develop effective solutions; relate to community groups and relate human and leisure time services to needs of citizens; communicate effectively and prepare reports; establish and maintain effective working relationships with City officials, fellow employees, and the public.

Education/Training: Any combination of education and/or experience that has provided the knowledge, skills, and abilities necessary for acceptable job performance as determined by the City. Example combination includes, but is not limited to graduation from an accredited college with major work in park, recreation, and/or public administration, or related discipline and five years of progressively responsible administrative and supervisory management duties.

License & Certificates: A valid California Class “C” Driver’s License or equivalent.

SUPPLEMENTAL INFORMATION

None.

RESOLUTION NO. _____

A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK APPROVING THE REVISION OF THE TITLE AND SPECIFICATION FOR THE CLASSIFICATION OF ASSISTANT PARK, RECREATION, AND COMMUNITY SERVICES DIRECTOR TO ASSISTANT PARKS AND RECREATION DIRECTOR.

THE COUNCIL OF THE CITY OF BURBANK RESOLVES:

1. The Position Classification, adopted by Resolution No. 9240 on the 16th day of June, 1953, as amended, is further amended by the addition thereto of the classification of Assistant Park, Recreation, and Community Services Director. This classification is added with a title and specification as set forth in Exhibit A, and a biweekly salary as follows:

CTC	Barg. Code	Job Series	Grade	Step 1	Step 14
0076	Z	Recreation	Z.2311	$6,142.63	$8,077.56

2. Pursuant to Burbank Municipal Code Section 2-1-502(e), this classification is exempt from the Civil Service System.

3. After review and consultation by the Management Services Department, City Clerk's Office and the Office of the City Attorney, it has been determined that this classification is a Designated Position as defined in the City's Conflict of Interest Code and shall be required to file a form 700 Statement of Economic Interests as required by Government Code § 81000 et seq. and shall be required to report in disclosure categories 1, 2, 3, 4, 5, 6, and 7.

4. The Financial Services Director is authorized to make such revisions, changes in summaries, fund totals, grand totals, and other portions of the budget document as necessary to reflect and implement the terms and provisions of this resolution.

PASSED and ADOPTED this ___ day of September, 2025.

_____
Nikki Perez
Mayor

Approved as to Form:
Office of the City Attorney

Attest:

_____
Kimberley Clark, City Clerk

By: _____
Joseph H. McDougall
City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF BURBANK)

I, Kimberley Clark, City Clerk of the City of Burbank, do hereby certify that the foregoing Resolution was duly and regularly passed and adopted by a vote of the Council of the City of Burbank at its regular meeting held on the ___ day of September, 2025 by the following vote:

AYES:

NOES:

ABSENT:

_____
Kimberley Clark, City Clerk

Exhibit A

Resolution for the Classification of Assistant Parks and Recreation Director

CITY OF BURBANK

ASSISTANT PARKS AND RECREATION DIRECTOR

DEFINITION

Subject to administrative determination of policy, to oversee, plan, direct, and manage the Park Services, Recreation Services, and Senior & Human Services divisions of the Parks and Recreation Department; and perform related work as required.

ESSENTIAL FUNCTIONS

Assists the Parks and Recreation Director in overseeing, planning, organizing, and directing the operations of the Parks and Recreation Department; serves as the department manager in the absence of the Parks and Recreation Director; develops plans, programs, and operations for effective personnel management; implements departmental goals, objectives, policies, and procedures; oversees programs covering recreational, physical, cultural, social, and educational activities and services for all citizens; supervises and participates in the preparation of a variety of comprehensive research studies, statistics, and reports for written and oral presentation to various City groups and officials; supervises a variety of administrative management duties including all financial services such as, budgeting, cost control, and grant research and application; administrative support to City or departmental management, committees, or other personnel as assigned; oversees and manages projects; evaluates the relationship between needs and resources, and adjusts programs and personnel accordingly; supervises, trains, evaluates, and develops employees; makes effective recommendations regarding hiring, promotions, and transfers; effectively recommends disciplinary action as needed, up to and including termination; meets with and makes presentations to professional and community groups; drives on City business.

MINIMUM QUALIFICATIONS

Employment Standards:

- Knowledge of - the principles, concepts, methods, practices, and techniques of public recreation and administration philosophies; principles and practices of budgeting and cost control; present day concepts of park and recreation functions; senior and human services programs; the principles and practices of sound personnel management and supervision; the field of management and grantsmanship.

- Skill in – gaining cooperation through discussion and persuasion; fostering a teamwork environment; interacting and communicating tactfully and effectively with a

culturally diverse population.

- Ability to - analyze, comprehend, and apply administrative, departmental, and City policies, rules, and regulations; analyze problems and develop effective solutions; coordinate the planning and administration of the programs within the department, other City departments, and other public agencies, groups, or organizations; analyze and implement the needs and demands of the community for recreational, cultural, and social facilities and programs; supervise and develop employees; communicate effectively, both orally and in writing; establish and maintain effective working relationships with supervisors, fellow employees, and the public.

Education/Training: Any combination of education and/or experience that has provided the knowledge, skills, and abilities necessary for acceptable job performance as determined by the City. Example combination includes, but is not limited to graduation from an accredited college or university with a major in recreation or related field. Five years of recent, full-time management and/or supervisory experience, of which at least three years must have included the responsibility of planning, developing, and administering a recreational, cultural or community services program.

License & Certificates: A valid California Class “C” driver’s license or equivalent at time of appointment.

SUPPLEMENTAL INFORMATION

None.

CITY OF BURBANK

ASSISTANT PARKS, AND RECREATION, ~~COMMUNITY SERVICES~~ DIRECTOR

DEFINITION

Subject to administrative determination of policy, to oversee, plan, direct, and manage the Park Services, Recreation Services, and Senior & Human Services divisions of the Parks, and Recreation, ~~Community Services~~ Department; and perform related work as required.

ESSENTIAL FUNCTIONS

Assists the Parks, and Recreation, ~~Community Services~~ Director in overseeing, planning, organizing, and directing the operations of the Parks, and Recreation, ~~Community Services~~ Department; serves as the department manager in the absence of the Parks, and Recreation, ~~Community Services~~ Director; develops plans, programs, and operations for effective personnel management; implements departmental goals, objectives, policies, and procedures; oversees programs covering recreational, physical, cultural, social, and educational activities and services for all citizens; supervises and participates in the preparation of a variety of comprehensive research studies, statistics, and reports for written and oral presentation to various City groups and officials; supervises a variety of administrative management duties including all financial services such as, budgeting, cost control, and grant research and application; administrative support to City or departmental management, committees, or other personnel as assigned; oversees and manages projects; evaluates the relationship between needs and resources, and adjusts programs and personnel accordingly; supervises, trains, evaluates, and develops employees; makes effective recommendations regarding hiring, promotions, and transfers; effectively recommends disciplinary action as needed, up to and including termination; meets with and makes presentations to professional and community groups; drives on City business.

MINIMUM QUALIFICATIONS

Employment Standards:

- Knowledge of - the principles, concepts, methods, practices, and techniques of public recreation and administration philosophies; principles and practices of budgeting and cost control; present day concepts of park and recreation functions; senior and human services programs; the principles and practices of sound personnel management and supervision; the field of management and grantsmanship.

- Skill in – gaining cooperation through discussion and persuasion; fostering a teamwork environment; interacting and communicating tactfully and effectively with a culturally diverse population.

- Ability to - analyze, comprehend, and apply administrative, departmental, and City policies, rules, and regulations; analyze problems and develop effective solutions; coordinate the planning and administration of the programs within the department, other City departments, and other public agencies, groups, or organizations; analyze and implement the needs and demands of the community for recreational, cultural, and social facilities and programs; supervise and develop employees; communicate effectively, both orally and in writing; establish and maintain effective working relationships with supervisors, fellow employees, and the public.

Education/Training: Any combination of education and/or experience that has provided the knowledge, skills, and abilities necessary for acceptable job performance as determined by the City. Example combination includes, but is not limited to graduation from an accredited college or university with a major in recreation or related field. Five years of recent, full-time management and/or supervisory experience, of which at least three years must have included the responsibility of planning, developing, and administering a recreational, cultural or community services program. ~~NOTE: A Master's degree in recreational or public administration may be substituted for one year of the required experience.~~

License & Certificates: A valid California Class "C" driver's license or equivalent at time of appointment.

SUPPLEMENTAL INFORMATION

None.

RESOLUTION NO. _____

A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK APPROVING THE REVISION OF THE TITLE AND SPECIFICATION FOR THE CLASSIFICATION OF SECRETARY TO THE CITY MANAGER TO SENIOR EXECUTIVE ASSISTANT TO THE CITY MANAGER

THE COUNCIL OF THE CITY OF BURBANK RESOLVES:

1. The Position Classification, adopted by Resolution No. 9240 on the 16th day of June, 1953, as amended, is further amended by the addition thereto of the classification of Secretary to the City Manager. This classification is added with a title and specification as set forth in Exhibit A, and a biweekly salary as follows:

CTC	Barg. Code	Job Series	Grade	Step 1	Step 14
0745	Z	Rec/Gen Admin	Z.1635	$3,197.68	$4,204.95

2. Pursuant to Burbank Municipal Code Section 2-1-502(e), this classification is exempt from the Civil Service System.

3. After review and consultation by the Management Services Department, City Clerk's Office and the Office of the City Attorney, it has been determined that this classification is a Designated Position as defined in the City's Conflict of Interest Code and shall be required to file a form 700 Statement of Economic Interests as required by Government Code § 81000 et seq. and shall be required to report in disclosure categories 5 and 6.

4. The Financial Services Director is authorized to make such revisions, changes in summaries, fund totals, grand totals, and other portions of the budget document as necessary to reflect and implement the terms and provisions of this resolution.

PASSED and ADOPTED this ___ day of September, 2025.

_____
Nikki Perez
Mayor

Approved as to Form:
Office of the City Attorney

Attest:

_____
Kimberley Clark, City Clerk

By: _____
Joseph H. McDougall
City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF BURBANK)

I, Kimberley Clark, City Clerk of the City of Burbank, do hereby certify that the foregoing Resolution was duly and regularly passed and adopted by a vote of the Council of the City of Burbank at its regular meeting held on the ___ day of September, 2025 by the following vote:

AYES:

NOES:

ABSENT:

_____
Kimberley Clark, City Clerk

Exhibit A

Resolution for the Classification of Senior Executive Assistant to the City Manager

CITY OF BURBANK

SENIOR EXECUTIVE ASSISTANT TO THE CITY MANAGER

DEFINITION

Under direction, to perform confidential, complex, responsible and specialized administrative and office management support services for the City Manager and other managerial staff in the City Manager's Office as needed; and perform related work as required.

ESSENTIAL FUNCTIONS

Coordinates the administrative support function within the City Manager's Office; prepares and maintains a variety of records and reports; oversees and participates in providing administrative support to the City Manager; follows processes and procedures to achieve established goals and objectives; composes, prepares, and/or assigns memoranda, letters, correspondence, agenda items, reports, agreements, contracts, presentations, spreadsheets, forms and other documents often of a highly sensitive and confidential nature; proofreads and reviews the work product of typed and other materials for accuracy, completeness, and compliance with City standards, policies, and procedures; ensures materials, reports, and documents for signature are accurate and complete; responds independently to correspondence and email inquiries regarding a variety of City matters; relieves the City Manager of routine administrative matters; acts as liaison in coordinating matters between the City Manager's office and department executives and staff, other managers, representatives of outside agencies, appointed and elected officials, and the media; assists the public on the phone and in person by furnishing information or by referring them to proper departments; registers all communications received and routes and maintains controls on matters referred to departments for investigation or action; screens requests for and makes appointments, coordinates, schedules, arranges and confirms meetings, appointments, conferences, hearings, and special City/community events/functions; maintains the City Manager's calendar; develops, organizes, maintains, and updates confidential, specialized, and technical files, documents, and records including personnel records such as but not limited to: personnel actions, requisitions, recruitment actions; prepares travel requests and makes travel arrangements; ; makes purchases and other expenditures; prepares and processes requisitions and purchase orders; processes invoices and performs duties related to Accounts Payable and Accounts Receivable; maintains petty cash fund; may supervise, train, or evaluate employees; other related duties as assigned.

MINIMUM QUALIFICATIONS

Employment Standards:

- Knowledge of - modern office methods, procedures and equipment; spelling, grammar, and punctuation; basic arithmetic and accounting methods; municipal organizations; principles and practices of customer service.

- Skill in – relationship building and relationship management; operating modern computers and

related software; developing leadership and fostering a teamwork environment; exercising independent judgement and making decisions based on standard policy and procedures.

- Ability to - be proactive and take initiative; prepare written reports and related documents; communicate effectively, both verbally and in writing; establish and maintain effective working relationships with supervisors, fellow employees, outside agencies, and the public.

Education/Training: Any combination of education and/or experience that has provided the knowledge, skills, and abilities necessary for acceptable job performance as determined by the City. Example combination includes, but is not limited to high school graduation or equivalent and five years of recent increasingly responsible office and administrative support experience, including or supplemented by courses in business office practices.

License & Certificates: Ability to type 40 net words per minute. All required licenses and certificates must be maintained throughout employment in this classification.

SUPPLEMENTAL INFORMATION

None.

CITY OF BURBANK

SENIOR EXECUTIVE ASSISTANT ~~SECRETARY~~ TO THE CITY MANAGER

DEFINITION

Under direction, to perform confidential, complex, responsible and specialized administrative and office management support services ~~secretarial work~~ for the City Manager and other managerial staff in the City Manager's Office as needed; and perform~~to do~~ related work as required.

ESSENTIAL FUNCTIONS

Coordinates the administrative support ~~clerical~~ function within the City Manager's Office; prepares and maintains a variety of records and reports; oversees and participates in providing administrative support to the City Manager; follows processes and procedures to achieve established goals and objectives; composes, prepares, and/or assigns memoranda, letters, correspondence, agenda items, reports, agreements, contracts, presentations, spreadsheets, forms and other documents often of a highly sensitive and confidential nature; proofreads and reviews the work product of typed and other materials for accuracy, completeness, and compliance with City standards, policies, and procedures; ensures materials, reports, and documents for signature are accurate and complete; responds independently to correspondence and email inquiries regarding a variety of City matters ~~supervises employees~~; relieves the City Manager of routine administrative matters; acts as liaison in coordinating matters between the City Manager's office and, department executives and staff, other managers, representatives of outside agencies, appointed and elected officials, and the media ~~takes and transcribes dictation from the City Manager~~; ~~screens telephone callers~~ assists the public on the phone and in person by furnishing information or by referring them to proper departments; registers all communications received and routes and maintains controls on matters referred to departments for investigation or action; screens requests for and makes appointments, coordinates, schedules, arranges and confirms meetings, appointments, conferences, hearings, and special City/community events/ functions; ~~, and~~ maintains ~~the~~ City Manager's ~~business~~ calendar; develops, organizes, ~~and~~ maintains, and updates confidential, specialized, and technical ~~office~~ files, documents, and records including personnel records such as but not limited to:- personnel actions, requisitions, recruitment actions; prepares travel requests and makes travel arrangements; ~~handles for the City Manager~~; makes purchases and other expenditures; prepares and processes requisitions and purchase orders; processes invoices and performs duties related to Accounts Payable and Accounts Receivable; maintains petty cash fund; ~~operates calculator, word processor, and other office equipment; may operate computer terminal to enter, modify or retrieve data;~~ may supervise, train, or evaluate employees; other related duties as assigned.

MINIMUM QUALIFICATIONS

Employment Standards:

- Knowledge of - modern office methods, procedures and equipment; ~~basic English usage,~~ spelling, grammar, and punctuation; basic arithmetic and accounting methods; municipal organizations; principles and practices of ~~sound supervision.~~customer service.

- Skill in – relationship building, and relationship management; operating modern computers and related software; developing leadership and fostering a teamwork environment; exercising independent judgement and making decisions based on standard policy and procedures.

- Ability to - be proactive and take initiative; prepare written reports and related documents; ~~plan and direct the work of others; operate a variety of office equipment, including word processor and computer terminal; work independently and exercise judgment and initiative in performing assigned duties;~~ communicate effectively, both verbally and in writing; establish and maintain effective working relationships with supervisors, ~~officials,~~ fellow employees, outside agencies, and the public.

Education/Training: Any combination of education and/or experience that has provided the knowledge, skills, and abilities necessary for acceptable job performance as determined by the City. Example combination includes, but is not limited to high school graduation or equivalent and five years of recent increasingly responsible office and administrative support ~~secretarial~~ experience, including or supplemented by courses in ~~secretarial or~~ business office practices. ~~Ability to take shorthand or stenotype dictation at a speed of 90 words per minute and transcribe it accurately within 30 minutes; ability to type accurately from clear copy at a speed of 55 net words per minute. NOTE: Additional qualifying experience may be substituted for the required education on a year-for year basis.~~

License & Certificates: Ability to type 40 net words per minute. All required licenses and certificates must be maintained throughout employment in this classification. ~~May require proof of a typing certificate up to net 55 words per minute at time of recruitment.~~

SUPPLEMENTAL INFORMATION

None. ~~A valid California Class "C" driver's license or equivalent may be required at time of appointment.~~

RESOLUTION NO. _____

A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK APPROVING THE CITYWIDE SALARY SCHEDULE

THE COUNCIL OF THE CITY OF BURBANK RESOLVES:

In accordance with Government Code Section 20636 and Title 2 of California Code of Regulations Section 570.5 and as required by the California Public Employees' Retirement System ("CalPERS"), the citywide salary schedule, attached as Exhibit A, is hereby approved.

PASSED and ADOPTED this ____ day of September, 2025.

_____
Nikki Perez
Mayor

Approved as to Form:
Office of the City Attorney

Attest:

_____
Kimberley Clark, City Clerk

By: _____
Joseph H. McDougall
City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF BURBANK)

I, Kimberley Clark, City Clerk of the City of Burbank, do hereby certify that the foregoing Resolution was duly and regularly passed and adopted by a vote of the Council of the City of Burbank at its regular meeting held on the ____ day of September, 2025, by the following vote:

AYES:

NOES:

ABSENT:

_____
Kimberley Clark, City Clerk

CITY OF BURBANK
Salary Listing by Title As of September 30, 2025

Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Account Clerk	B.1205	06/22/25	Financial	Monthly	4116.52	4219.43	4324.91	4433.04	4543.87	4657.47	4773.90	4893.24	5015.57	5140.96	5269.49	5401.22	5536.25	5674.65
	BCEA		Non Exempt	Bi-Weekly	1899.93	1947.43	1996.11	2046.02	2097.17	2149.60	2203.34	2258.42	2314.88	2372.75	2432.07	2492.87	2555.19	2619.07
	0009		8810	40 HRLY	23.75	24.34	24.95	25.58	26.21	26.87	27.54	28.23	28.94	29.66	30.40	31.16	31.94	32.74
				40 O.T.	35.63	36.51	37.43	38.37	39.32	40.31	41.31	42.35	43.41	44.49	45.60	46.74	47.91	49.11
Accountant	B.1620	06/22/25	Financial	Monthly	6494.95	6657.34	6823.77	6994.37	7169.22	7348.45	7532.16	7720.46	7913.47	8111.31	8314.11	8521.96	8735.00	8953.38
	BCEA		Non Exempt	Bi-Weekly	2997.67	3072.62	3149.43	3228.17	3308.87	3391.59	3476.38	3563.29	3652.37	3743.68	3837.28	3933.21	4031.54	4132.33
	0011		9410	40 HRLY	37.47	38.41	39.37	40.35	41.36	42.39	43.45	44.54	45.65	46.80	47.97	49.17	50.39	51.65
				40 O.T.	56.21	57.62	59.06	60.53	62.04	63.59	65.18	66.81	68.48	70.20	71.96	73.76	75.59	77.48
Accounting and Audit Manager	M.1992	06/22/25	Financial	Monthly	11754.58	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15457.26
	BMA		Non Exempt	Bi-Weekly	5425.19	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7134.12
	0012		9410	40 HRLY	67.81	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	89.18
				40 O.T.	101.72	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	133.77
Administrative Analyst I (M)	M.1417	06/22/25	Rec/Gen Admin	Monthly	6005.11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7896.72
	BMA		Non Exempt	Bi-Weekly	2771.59	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3644.64
	0017		9410	40 HRLY	34.64	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	45.56
				40 O.T.	51.96	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	68.34
Administrative Analyst I (Z)	Z.1442	06/22/25	Rec/Gen Admin	Monthly	6005.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7896.89
	Z-Group		Exempt	Bi-Weekly	2771.65	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3644.72
	5017		9410	40 HRLY	34.65	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	45.56
				40 O.T.	51.98	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	68.34
Administrative Analyst II (M)	M.1666	06/22/25	Rec/Gen Admin	Monthly	7165.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9422.12
	BMA		Non Exempt	Bi-Weekly	3306.97	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4348.67
	0014		9410	40 HRLY	41.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	54.36
				40 O.T.	62.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	81.54
Administrative Analyst II (Z)	Z.1715	06/22/25	Rec/Gen Admin	Monthly	7165.28	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9422.34
	Z-Group		Exempt	Bi-Weekly	3307.05	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4348.77
	5014		9410	40 HRLY	41.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	54.36
				40 O.T.	62.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	81.54

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Administrative Officer	Z.1932	06/22/25	Rec/Gen Admin	Monthly	9928.66	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13056.20
	Z-Group		Exempt	Bi-Weekly	4582.46	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6025.94
	0020		9410	40 HRLY	57.28	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	75.32
				40 O.T.	85.92	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	112.98
Administrative Officer-BWP	Z.2023	06/22/25	Rec/Gen Admin	Monthly	11048.94	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	14529.36
	Z-Group		Exempt	Bi-Weekly	5099.51	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6705.86
	0018		9410	40 HRLY	63.74	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	83.82
				40 O.T.	95.61	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	125.73
Administrative Technician	M.1563	06/22/25	Rec/Gen Admin	Monthly	6444.45	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8474.46
	BMA		Non Exempt	Bi-Weekly	2974.36	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3911.29
	0022		8810	40 HRLY	37.18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	48.89
				40 O.T.	55.77	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	73.34
Animal Control Officer	B.1382	06/22/25	Safety/Inspection	Monthly	5221.84	5352.38	5486.20	5623.35	5763.94	5908.02	6055.73	6207.13	6362.31	6521.36	6684.41	6851.50	7022.80	7198.36
	BCEA		Non Exempt	Bi-Weekly	2410.08	2470.33	2532.09	2595.39	2660.28	2726.78	2794.95	2864.83	2936.45	3009.86	3085.11	3162.23	3241.29	3322.32
	0026		7720	40 HRLY	30.13	30.88	31.65	32.44	33.25	34.08	34.94	35.81	36.71	37.62	38.56	39.53	40.52	41.53
				40 O.T.	45.20	46.32	47.48	48.66	49.88	51.12	52.41	53.72	55.07	56.43	57.84	59.30	60.78	62.30
Animal Shelter Superintendent	M.1990	06/22/25	Safety/Inspection	Monthly	9749.89	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12821.12
	BMA		Non Exempt	Bi-Weekly	4499.95	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5917.44
	0027		8810	40 HRLY	56.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	73.97
				40 O.T.	84.38	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	110.96
Applications Development Analyst I	B.1466	06/22/25	Info Sys	Monthly	5540.45	5678.96	5820.95	5966.46	6115.63	6268.51	6425.23	6585.87	6750.51	6919.27	7092.26	7269.56	7451.30	7637.59
	BCEA		Non Exempt	Bi-Weekly	2557.13	2621.06	2686.59	2753.75	2822.60	2893.16	2965.49	3039.63	3115.62	3193.51	3273.35	3355.18	3439.06	3525.04
	0031		9410	40 HRLY	31.96	32.76	33.58	34.42	35.28	36.16	37.07	38.00	38.95	39.92	40.92	41.94	42.99	44.06
				40 O.T.	47.94	49.14	50.37	51.63	52.92	54.24	55.61	57.00	58.43	59.88	61.38	62.91	64.49	66.09
Applications Development Analyst II	M.1633	06/22/25	Info Sys	Monthly	7102.53	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9339.81
	BMA		Non Exempt	Bi-Weekly	3278.09	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4310.68
	0032		9410	40 HRLY	40.98	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	53.88
				40 O.T.	61.47	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	80.82

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Applications Development Analyst III (M)	M.1855 BMA 0033	06/22/25	Info Sys Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	8864.92 4091.50 51.14 76.71	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	11657.38 5380.33 67.25 100.88
Applications Development Analyst III (Z)	Z.1856 Z-Group 5033	06/22/25	Info Sys Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	8864.57 4091.34 51.14 76.71	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	11656.91 5380.11 67.25 100.88
Applications Development Analyst IV	M.2044 BMA 0034	06/22/25	Info Sys Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	10506.25 4849.04 60.61 90.92	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	13815.73 6376.49 79.71 119.57
Aquatics Supervisor	B.1300 BCEA 0028	06/22/25	Recreation Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	7065.46 3260.98 40.76 61.14	7242.08 3342.50 41.78 62.67	7423.15 3426.07 42.83 64.25	7608.73 3511.72 43.90 65.85	7798.94 3599.51 44.99 67.49	7993.92 3689.50 46.12 69.18	8193.77 3781.74 47.27 70.91	8398.61 3876.28 48.45 72.68	8608.58 3973.19 49.66 74.49	8823.79 4072.52 50.91 76.37	9044.38 4174.33 52.18 78.27	9270.50 4278.69 53.48 80.22	9502.24 4385.65 54.82 82.23	9739.82 4495.30 56.19 84.29
Assistant Chief Information Officer	Z.1446 Z-Group 0035	06/22/25	Info Sys Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	14908.86 6881.01 86.01 129.02	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	19605.15 9048.53 113.11 169.67
Assistant City Attorney	Z.2364 Z-Group 0041	06/22/25	Legal Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	13191.58 6088.42 76.11 114.17	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	17346.94 8006.28 100.08 150.12
Assistant City Clerk	Z.1936 Z-Group 0264	06/22/25	Rec/Gen Admin Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	9609.73 4435.26 55.44 83.16	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	12636.80 5832.37 72.90 109.35

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Assistant City Engineer	Z.1430 Z-Group 0043	06/22/25	Engineering Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	13040.24 6018.57 75.23 112.85	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	17147.91 7914.42 98.93 148.40
Assistant City Manager	E.0096 Exec 0051	06/22/25	Rec/Gen Admin Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	19439.40 8972.03 112.15 168.23	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	25562.81 11798.22 147.48 221.22
Assistant City Treasurer	Z.1931 Z-Group 0054	06/22/25	Financial Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	9845.96 4544.29 56.80 85.20	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	12947.44 5975.74 74.70 112.05
Assistant Community Development Director - Business & Economic Development	Z.2398 Z-Group 0058	06/22/25	Comm Dev Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	13975.22 6450.10 80.63 120.95	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	18377.43 8481.89 106.02 159.03
Assistant Community Development Director-Building Official	Z.2319 Z-Group 0057	06/22/25	Engineering Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	13756.90 6349.34 79.37 119.06	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	18090.32 8349.38 104.37 156.56
Assistant Community Development Director-Transportation & Planning	Z.2397 Z-Group 0063	06/22/25	Comm Dev Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	13975.22 6450.10 80.63 120.95	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	18377.43 8481.89 106.02 159.03
Assistant Financial Services Director	Z.2363 Z-Group 0065	06/22/25	Financial Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	14108.66 6511.69 81.40 122.10	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	18552.89 8562.87 107.04 160.56

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Assistant Fire Marshal	M.1917	06/22/25	Safety/Inspection	Monthly	9866.76	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12974.78
	BMA		Non Exempt	Bi-Weekly	4553.89	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5988.36
	0391		9410	40 HRLY	56.92	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	74.85
				40 O.T.	85.38	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	112.28
Assistant General Manager-BWP	Z.2517	06/22/25	Engineering	Monthly	18414.91	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	24215.62
	Z-Group		Exempt	Bi-Weekly	8499.19	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11176.44
	0067		9410	40 HRLY	106.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	139.71
				40 O.T.	159.36	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	209.57
Assistant General Manager- Customer Service & Marketing	Z.2379	06/22/25	Financial	Monthly	16573.59	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	21794.26
	Z-Group		Exempt	Bi-Weekly	7649.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10058.89
	0068		9410	40 HRLY	95.62	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	125.74
				40 O.T.	143.43	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	188.61
Assistant General Manager- Utility Administrative Services	Z.2076	06/22/25	Rec/Gen Admin	Monthly	13258.85	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	17435.38
	Z-Group		Exempt	Bi-Weekly	6119.47	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8047.10
	0013		9410	40 HRLY	76.49	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.59
				40 O.T.	114.74	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	150.89
Assistant Information Technology Director- Application Services	Z.2283	06/22/25	Info Sys	Monthly	11819.73	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15542.93
	Z-Group		Exempt	Bi-Weekly	5455.26	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7173.66
	0573		9410	40 HRLY	68.19	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	89.67
				40 O.T.	102.29	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	134.51
Assistant Information Technology Director- Operations	Z.2284	06/22/25	Info Sys	Monthly	11819.73	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15542.93
	Z-Group		Exempt	Bi-Weekly	5455.26	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7173.66
	0563		9410	40 HRLY	68.19	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	89.67
				40 O.T.	102.29	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	134.51
Assistant Library Services Director	Z.2147	06/22/25	Library	Monthly	11611.97	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15269.74
	Z-Group		Exempt	Bi-Weekly	5359.37	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7047.57
	0070		9410	40 HRLY	66.99	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	88.09
				40 O.T.	100.49	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	132.14

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Assistant Management Services Director	Z.2212 Z-Group 0069	06/22/25	Rec/Gen Admin Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	12838.04 5925.25 74.07 111.11	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	16882.04 7791.71 97.40 146.10
Assistant Management Services Director-Labor & Human Resources	Z.2233 Z-Group 0072	06/22/25	Rec/Gen Admin Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	12838.04 5925.25 74.07 111.11	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	16882.04 7791.71 97.40 146.10
Assistant Management Services Director-Risk Management & Safety	Z.2075 Z-Group 0073	06/22/25	Safety/Inspection Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	12573.25 5803.04 72.54 108.81	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	16533.83 7631.00 95.39 143.09
Assistant Manager Customer Service Operations	M.1966 BMA 0071	06/22/25	Financial Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	9781.44 4514.51 56.43 84.65	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	12862.57 5936.57 74.21 111.32
Assistant Park, Recreation, and Community Services Director	Z.2311 Z-Group 0076	06/22/25	Recreation Exempt 9420	Monthly Bi-Weekly 40 HRLY 40 O.T.	13309.03 6142.63 76.78 115.17	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	17501.38 8077.56 100.97 151.46
Assistant Planner	B.1646 BCEA 0074	06/22/25	Comm Dev Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	6734.67 3108.31 38.85 58.28	6903.04 3186.02 39.83 59.75	7075.62 3265.67 40.82 61.23	7252.51 3347.31 41.84 62.76	7433.81 3430.99 42.89 64.34	7619.67 3516.77 43.96 65.94	7810.16 3604.69 45.06 67.59	8005.42 3694.81 46.19 69.29	8205.56 3787.18 47.34 71.01	8410.70 3881.86 48.52 72.78	8620.95 3978.90 49.74 74.61	8836.47 4078.37 50.98 76.47	9057.38 4180.33 52.25 78.38	9283.82 4284.84 53.56 80.34
Assistant Power Production Superintendent	M.2184 BMA 0075	06/22/25	Utilities Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	14749.58 6807.50 85.09 127.64	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	19395.70 8951.86 111.90 167.85

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Assistant Public Works Director-Fleet & Buildings	Z.2237 Z-Group 0077	06/22/25	Fac/Grounds Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	13617.70 6285.09 78.56 117.84	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	17907.26 8264.89 103.31 154.97
Assistant Public Works Director-Streets & Waste Management	Z.2236 Z-Group 0078	06/22/25	Streets/Refuse Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	13617.70 6285.09 78.56 117.84	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	17907.26 8264.89 103.31 154.97
Assistant Public Works Director-Traffic	Z.2339 Z-Group 0079	06/22/25	Engineering Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	14058.27 6488.43 81.11 121.67	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	18486.63 8532.29 106.65 159.98
Assistant Public Works Director-Wastewater Systems	Z.2338 Z-Group 0080	06/22/25	Engineering Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	14058.27 6488.43 81.11 121.67	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	18486.63 8532.29 106.65 159.98
Assistant Traffic Signal Technician	B.1491 BCEA 0087	06/22/25	Utilities Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	5092.45 2350.36 29.38 44.07	5219.76 2409.12 30.11 45.17	5350.26 2469.35 30.87 46.31	5484.01 2531.08 31.64 47.46	5621.11 2594.36 32.43 48.65	5761.62 2659.21 33.24 49.86	5905.68 2725.70 34.07 51.11	6053.32 2793.84 34.92 52.38	6204.64 2863.68 35.80 53.70	6359.77 2935.28 36.69 55.04	6518.76 3008.66 37.61 56.42	6681.72 3083.87 38.55 57.83	6848.77 3160.97 39.51 59.27	7020.00 3240.00 40.50 60.75
Assistant Transportation Planner	B.1647 BCEA 0086	06/22/25	Comm Dev Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	6734.67 3108.31 38.85 58.28	6903.04 3186.02 39.83 59.75	7075.62 3265.67 40.82 61.23	7252.51 3347.31 41.84 62.76	7433.81 3430.99 42.89 64.34	7619.67 3516.77 43.96 65.94	7810.16 3604.69 45.06 67.59	8005.42 3694.81 46.19 69.29	8205.56 3787.18 47.34 71.01	8410.70 3881.86 48.52 72.78	8620.95 3978.90 49.74 74.61	8836.47 4078.37 50.98 76.47	9057.38 4180.33 52.25 78.38	9283.82 4284.84 53.56 80.34
Assistant to the City Manager	Z.2032 Z-Group 0085	06/22/25	Rec/Gen Admin Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	10788.98 4979.53 62.24 93.36	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	14187.51 6548.08 81.85 122.78

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Associate Planner	B.1745 BCEA 0089	06/22/25	Comm Dev Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	7426.68 3427.70 42.85 64.28	7612.35 3513.39 43.92 65.88	7802.67 3601.23 45.02 67.53	7997.73 3691.26 46.14 69.21	8197.67 3783.54 47.29 70.94	8402.62 3878.13 48.48 72.72	8612.67 3975.08 49.69 74.54	8828.00 4074.46 50.93 76.40	9048.69 4176.32 52.20 78.30	9274.92 4280.73 53.51 80.27	9506.79 4387.75 54.85 82.28	9744.45 4497.44 56.22 84.33	9988.07 4609.88 57.62 86.43	10237.78 4725.13 59.06 88.59
Associate Transportation Planner	B.1650 BCEA 0021	06/22/25	Comm Dev Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	7426.68 3427.70 42.85 64.28	7612.35 3513.39 43.92 65.88	7802.67 3601.23 45.02 67.53	7997.73 3691.26 46.14 69.21	8197.67 3783.54 47.29 70.94	8402.62 3878.13 48.48 72.72	8612.67 3975.08 49.69 74.54	8828.00 4074.46 50.93 76.40	9048.69 4176.32 52.20 78.30	9274.92 4280.73 53.51 80.27	9506.79 4387.75 54.85 82.28	9744.45 4497.44 56.22 84.33	9988.07 4609.88 57.62 86.43	10237.78 4725.13 59.06 88.59
Benefits Coordinator	B.1584 BCEA 0099	06/22/25	Rec/Gen Admin Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	6263.57 2890.88 36.14 54.21	6420.16 2963.15 37.04 55.56	6580.67 3037.23 37.97 56.96	6745.18 3113.16 38.91 58.37	6913.81 3190.99 39.89 59.84	7086.67 3270.77 40.88 61.32	7263.84 3352.54 41.91 62.87	7445.43 3436.35 42.95 64.43	7631.56 3522.26 44.03 66.05	7822.36 3610.32 45.13 67.70	8017.90 3700.57 46.26 69.39	8218.36 3793.09 47.41 71.12	8423.83 3887.92 48.60 72.90	8634.41 3985.11 49.81 74.72
Budget Manager	Z.2077 Z-Group 0111	06/22/25	Financial Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	11296.94 5213.97 65.17 97.76	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	14855.47 6856.37 85.70 128.55
Building Administration Manager	M.1020 BMA 0113	06/22/25	Safety/Inspection Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	10117.62 4669.67 58.37 87.56	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	13304.68 6140.62 76.76 115.14
Building Inspection Manager	M.1902 BMA 0115	06/22/25	Safety/Inspection Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	9092.40 4196.49 52.46 78.69	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	11956.49 5518.38 68.98 103.47
Building Inspector I	B.1552 BCEA 0117	06/22/25	Safety/Inspection Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	6154.44 2840.51 35.51 53.27	6308.29 2911.52 36.39 54.59	6466.01 2984.31 37.30 55.95	6627.66 3058.92 38.24 57.36	6793.35 3135.39 39.19 58.79	6963.19 3213.78 40.17 60.26	7137.26 3294.12 41.18 61.77	7315.69 3376.47 42.21 63.32	7498.57 3460.88 43.26 64.89	7686.06 3547.41 44.34 66.51	7878.20 3636.09 45.45 68.18	8075.15 3726.99 46.59 69.89	8277.04 3820.17 47.75 71.63	8483.95 3915.67 48.95 73.43

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Building Inspector II	M.1636	06/22/25	Safety/Inspection	Monthly	6921.83	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9102.19
	BMA		Non Exempt	Bi-Weekly	3194.69	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4201.01
	0116		9410	40 HRLY	39.93	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	52.51
				40 O.T.	59.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	78.77
Building Inspector III	M.1739	06/22/25	Safety/Inspection	Monthly	7676.37	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10094.41
	BMA		Non Exempt	Bi-Weekly	3542.94	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4658.96
	0760		9410	40 HRLY	44.29	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	58.24
				40 O.T.	66.44	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	87.36
Buyer I	B.1558	06/22/25	Financial	Monthly	6120.83	6273.84	6430.69	6591.46	6756.25	6925.17	7098.28	7275.73	7457.65	7644.07	7835.19	8031.05	8231.84	8437.63
	BCEA		Non Exempt	Bi-Weekly	2825.00	2895.62	2968.01	3042.21	3118.27	3196.23	3276.13	3358.03	3441.99	3528.03	3616.24	3706.64	3799.31	3894.29
	0123		9410	40 HRLY	35.31	36.20	37.10	38.03	38.98	39.95	40.95	41.98	43.02	44.10	45.20	46.33	47.49	48.68
				40 O.T.	52.97	54.30	55.65	57.05	58.47	59.93	61.43	62.97	64.53	66.15	67.80	69.50	71.24	73.02
Buyer II	B.1698	06/22/25	Financial	Monthly	7039.13	7215.11	7395.51	7580.39	7769.88	7964.15	8163.24	8367.32	8576.51	8790.93	9010.69	9235.96	9466.86	9703.53
	BCEA		Non Exempt	Bi-Weekly	3248.83	3330.05	3413.31	3498.64	3586.10	3675.76	3767.65	3861.84	3958.39	4057.35	4158.78	4262.75	4369.32	4478.55
	0124		9410	40 HRLY	40.61	41.63	42.67	43.73	44.83	45.95	47.10	48.27	49.48	50.72	51.98	53.28	54.62	55.98
				40 O.T.	60.92	62.45	64.01	65.60	67.25	68.93	70.65	72.41	74.22	76.08	77.97	79.92	81.93	83.97
Capital Projects Program Manager	Z.1443	06/22/25	Engineering	Monthly	12619.69	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	16594.87
	Z-Group		Exempt	Bi-Weekly	5824.47	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7659.17
	0128		9410	40 HRLY	72.81	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	95.74
				40 O.T.	109.22	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	143.61
Carpenter	B.1464	06/22/25	Fac/Grounds	Monthly	5328.66	5461.89	5598.43	5738.40	5881.85	6028.90	6179.62	6334.10	6492.46	6654.77	6821.14	6991.66	7166.47	7345.63
	BCEA		Non Exempt	Bi-Weekly	2459.38	2520.87	2583.89	2648.49	2714.70	2782.57	2852.13	2923.43	2996.52	3071.43	3148.22	3226.92	3307.60	3390.29
	0130		9420	40 HRLY	30.74	31.51	32.30	33.11	33.93	34.78	35.65	36.54	37.46	38.39	39.35	40.34	41.35	42.38
				40 O.T.	46.11	47.27	48.45	49.67	50.90	52.17	53.48	54.81	56.19	57.59	59.03	60.51	62.03	63.57
Carpenter Leadworker	B.1512	06/22/25	Fac/Grounds	Monthly	5764.59	5908.70	6056.42	6207.83	6363.02	6522.10	6685.14	6852.28	7023.58	7199.16	7379.15	7563.64	7752.72	7946.53
	BCEA		Non Exempt	Bi-Weekly	2660.58	2727.09	2795.27	2865.15	2936.78	3010.20	3085.45	3162.59	3241.65	3322.69	3405.76	3490.91	3578.18	3667.63
	0133		9420	40 HRLY	33.26	34.09	34.94	35.81	36.71	37.63	38.57	39.53	40.52	41.53	42.57	43.64	44.73	45.85
				40 O.T.	49.89	51.14	52.41	53.72	55.07	56.45	57.86	59.30	60.78	62.30	63.86	65.46	67.10	68.78

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Cement Finisher	B.1478 BCEA 0141	06/22/25	Streets/Refuse Non Exempt 9420	Monthly Bi-Weekly 40 HRLY 40 O.T.	5645.32 2605.53 32.57 48.86	5786.45 2670.67 33.38 50.07	5931.12 2737.44 34.22 51.33	6079.39 2805.87 35.07 52.61	6231.38 2876.02 35.95 53.93	6387.16 2947.92 36.85 55.28	6546.84 3021.62 37.77 56.66	6710.51 3097.16 38.71 58.07	6878.28 3174.59 39.68 59.52	7050.23 3253.95 40.67 61.01	7226.48 3335.30 41.69 62.54	7407.14 3418.68 42.73 64.10	7592.33 3504.15 43.80 65.70	7782.13 3591.75 44.90 67.35
Chief Assistant City Attorney	Z.1445 Z-Group 0148	06/22/25	Legal Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	17512.28 8082.59 101.03 151.55	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	23028.63 10628.60 132.86 199.29
Chief Assistant Community Development Director	Z.2467 Z-Group 0150	06/22/25	Comm Dev Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	14848.71 6853.25 85.67 128.51	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	19526.04 9012.02 112.65 168.98
Chief Assistant General Manager-BWP	Z.1316 Z-Group 0152	06/22/25	Utilities Exempt 8810	Monthly Bi-Weekly 40 HRLY 40 O.T.	23065.88 10645.79 133.07 199.61	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	30331.62 13999.21 174.99 262.49
Chief Assistant Public Works Director-City Engineer	Z.2417 Z-Group 0151	06/22/25	Engineering Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	14798.18 6829.93 85.37 128.06	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	19459.61 8981.36 112.27 168.41
Chief Financial Officer	Z.2465 Z-Group 0149	06/22/25	Engineering Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	17494.14 8074.22 100.93 151.40	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	23004.80 10617.60 132.72 199.08
Chief Information Officer	E.0076 Exec 0422	06/22/25	Info Sys Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	15814.02 7298.78 91.23 136.85	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	20795.45 9597.90 119.97 179.96

CITY OF BURBANK
Salary Listing by Title As of September 30, 2025

Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
City Attorney	E.0094	03/16/25	Legal	Monthly	21890.09	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	28785.47
	Exec		Exempt	Bi-Weekly	10103.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13285.60
	0155		9410	40 HRLY	126.29	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	166.07
				40 O.T.	189.44	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	249.11
City Clerk	E.0070	06/22/25	Rec/Gen Admin	Monthly	16788.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	16788.24
	Exec		Exempt	Bi-Weekly	7748.42	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7748.42
	0159		9410	40 HRLY	96.86	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	96.86
				40 O.T.	145.29	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	145.29
City Council	C.0000	08/17/25	Equipment	Monthly	1995.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1995.00
	Council		Non Exempt	Bi-Weekly	920.77	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	920.77
	0161		9410	40 HRLY	11.51	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11.51
				40 O.T.	17.27	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	17.27
City Manager	E.0099	06/22/25	Rec/Gen Admin	Monthly	26077.33	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	34291.68
	Exec		Exempt	Bi-Weekly	12035.69	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15826.93
	0171		9410	40 HRLY	150.45	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	197.84
				40 O.T.	225.68	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	296.76
City Treasurer	E.0072	06/22/25	Financial	Monthly	17038.26	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	17038.26
	Exec		Exempt	Bi-Weekly	7863.81	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7863.81
	0179		9410	40 HRLY	98.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	98.30
				40 O.T.	147.45	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	147.45
Civil Engineer-BWP	M.1788	06/22/25	Utilities	Monthly	9841.26	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12941.24
	BMA		Non Exempt	Bi-Weekly	4542.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5972.88
	0190		9410	40 HRLY	56.78	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	74.66
				40 O.T.	85.17	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	111.99
Civil Engineering Assistant	B.1756	06/22/25	Engineering	Monthly	7395.79	7580.69	7770.21	7964.47	8163.57	8367.67	8576.86	8791.27	9011.06	9236.33	9467.25	9703.92	9946.52	10195.19
	BCEA		Non Exempt	Bi-Weekly	3413.44	3498.78	3586.25	3675.91	3767.80	3862.00	3958.55	4057.51	4158.95	4262.92	4369.50	4478.73	4590.70	4705.47
	0188		9410	40 HRLY	42.67	43.73	44.83	45.95	47.10	48.28	49.48	50.72	51.99	53.29	54.62	55.98	57.38	58.82
				40 O.T.	64.01	65.60	67.25	68.93	70.65	72.42	74.22	76.08	77.99	79.94	81.93	83.97	86.07	88.23

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Civil Engineering Assistant-BWP	B.1759 BCEA 0189	06/22/25	Engineering Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	7395.79 3413.44 42.67 64.01	7580.69 3498.78 43.73 65.60	7770.21 3586.25 44.83 67.25	7964.47 3675.91 45.95 68.93	8163.57 3767.80 47.10 70.65	8367.67 3862.00 48.28 72.42	8576.86 3958.55 49.48 74.22	8791.27 4057.51 50.72 76.08	9011.06 4158.95 51.99 77.99	9236.33 4262.92 53.29 79.94	9467.25 4369.50 54.62 81.93	9703.92 4478.73 55.98 83.97	9946.52 4590.70 57.38 86.07	10195.19 4705.47 58.82 88.23
Civil Engineering Associate	B.1910 BCEA 0191	06/22/25	Engineering Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	8599.78 3969.13 49.61 74.42	8814.78 4068.36 50.85 76.28	9035.15 4170.07 52.13 78.20	9261.03 4274.32 53.43 80.15	9492.56 4381.18 54.76 82.14	9729.87 4490.71 56.13 84.20	9973.12 4602.98 57.54 86.31	10222.44 4718.05 58.98 88.47	10478.00 4836.00 60.45 90.68	10739.95 4956.90 61.96 92.94	11008.44 5080.82 63.51 95.27	11283.65 5207.84 65.10 97.65	11565.75 5338.04 66.73 100.10	11854.90 5471.49 68.39 102.59
Civil Engineering Associate-BWP	B.1912 BCEA 0192	06/22/25	Engineering Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	8599.78 3969.13 49.61 74.42	8814.78 4068.36 50.85 76.28	9035.15 4170.07 52.13 78.20	9261.03 4274.32 53.43 80.15	9492.56 4381.18 54.76 82.14	9729.87 4490.71 56.13 84.20	9973.12 4602.98 57.54 86.31	10222.44 4718.05 58.98 88.47	10478.00 4836.00 60.45 90.68	10739.95 4956.90 61.96 92.94	11008.44 5080.82 63.51 95.27	11283.65 5207.84 65.10 97.65	11565.75 5338.04 66.73 100.10	11854.90 5471.49 68.39 102.59
Clerical Worker	B.1016 BCEA 0196	06/22/25	Rec/Gen Admin Exempt 8810	Monthly Bi-Weekly 40 HRLY 40 O.T.	3716.42 1715.27 21.44 32.16	3809.33 1758.15 21.98 32.97	3904.55 1802.10 22.53 33.80	4002.16 1847.15 23.09 34.64	4102.22 1893.33 23.67 35.51	4204.79 1940.67 24.26 36.39	4309.89 1989.18 24.86 37.29	4417.64 2038.91 25.49 38.24	4528.07 2089.88 26.12 39.18	4641.28 2142.13 26.78 40.17	4757.33 2195.69 27.45 41.18	4876.26 2250.58 28.13 42.20	4998.15 2306.84 28.84 43.26	5123.11 2364.51 29.56 44.34
Client Technology Specialist	B.0621 BCEA 0195	06/22/25	Info Sys Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	5542.94 2558.28 31.98 47.97	5681.52 2622.24 32.78 49.17	5823.55 2687.79 33.60 50.40	5969.15 2754.99 34.44 51.66	6118.36 2823.86 35.30 52.95	6271.33 2894.46 36.18 54.27	6428.11 2966.82 37.09 55.64	6588.81 3040.99 38.01 57.02	6753.54 3117.02 38.96 58.44	6922.37 3194.94 39.94 59.91	7095.44 3274.82 40.94 61.41	7272.83 3356.69 41.96 62.94	7454.63 3440.60 43.01 64.52	7641.01 3526.62 44.08 66.12
Client Technology Supervisor	M.1017 BMA 0197	06/22/25	Info Sys Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	10869.91 5016.88 62.71 94.07	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	14293.93 6597.20 82.47 123.71
Code Compliance Inspector I	B.1459 BCEA 0495	06/22/25	Safety/Inspection Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	5761.32 2659.07 33.24 49.86	5905.34 2725.54 34.07 51.11	6052.97 2793.68 34.92 52.38	6204.29 2863.52 35.79 53.69	6359.41 2935.11 36.69 55.04	6518.40 3008.49 37.61 56.42	6681.35 3083.70 38.55 57.83	6848.38 3160.79 39.51 59.27	7019.59 3239.81 40.50 60.75	7195.09 3320.81 41.51 62.27	7374.97 3403.83 42.55 63.83	7559.35 3488.93 43.61 65.42	7748.33 3576.15 44.70 67.05	7942.03 3665.55 45.82 68.73

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Code Compliance Inspector II	B.1525	06/22/25	Safety/Inspection	Monthly	6154.44	6308.29	6466.01	6627.66	6793.35	6963.19	7137.26	7315.69	7498.57	7686.06	7878.20	8075.15	8277.04	8483.95
	BCEA		Non Exempt	Bi-Weekly	2840.51	2911.52	2984.31	3058.92	3135.39	3213.78	3294.12	3376.47	3460.88	3547.41	3636.09	3726.99	3820.17	3915.67
	0496		9410	40 HRLY	35.51	36.39	37.30	38.24	39.19	40.17	41.18	42.21	43.26	44.34	45.45	46.59	47.75	48.95
				40 O.T.	53.27	54.59	55.95	57.36	58.79	60.26	61.77	63.32	64.89	66.51	68.18	69.89	71.63	73.43
Code Compliance Manager	M.1026	06/22/25	Safety/Inspection	Monthly	10151.68	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13349.46
	BMA		Non Exempt	Bi-Weekly	4685.39	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6161.29
	0492		9410	40 HRLY	58.57	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	77.02
				40 O.T.	87.86	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	115.53
Collection Systems Journeyman	B.1469	06/22/25	Equipment	Monthly	5606.32	5746.48	5890.13	6037.40	6188.33	6343.03	6501.60	6664.15	6830.76	7001.52	7176.56	7355.96	7539.87	7728.37
	BCEA		Non Exempt	Bi-Weekly	2587.53	2652.22	2718.52	2786.49	2856.15	2927.55	3000.74	3075.76	3152.66	3231.47	3312.26	3395.06	3479.94	3566.94
	0200		9420	40 HRLY	32.34	33.15	33.98	34.83	35.70	36.59	37.51	38.45	39.41	40.39	41.40	42.44	43.50	44.59
				40 O.T.	48.51	49.73	50.97	52.25	53.55	54.89	56.27	57.68	59.12	60.59	62.10	63.66	65.25	66.89
Collection Systems Leadworker	B.1668	06/22/25	Streets/Refuse	Monthly	6878.28	7050.23	7226.48	7407.14	7592.33	7782.15	7976.69	8176.11	8380.52	8590.03	8804.77	9024.90	9250.52	9481.79
	BCEA		Non Exempt	Bi-Weekly	3174.59	3253.95	3335.30	3418.68	3504.15	3591.76	3681.55	3773.59	3867.93	3964.63	4063.74	4165.34	4269.47	4376.21
	0202		9420	40 HRLY	39.68	40.67	41.69	42.73	43.80	44.90	46.02	47.17	48.35	49.56	50.80	52.07	53.37	54.70
				40 O.T.	59.52	61.01	62.54	64.10	65.70	67.35	69.03	70.76	72.53	74.34	76.20	78.11	80.06	82.05
Collection Systems Supervisor	M.1465	06/22/25	Streets/Refuse	Monthly	8135.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10697.55
	BMA		Non Exempt	Bi-Weekly	3754.62	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4937.33
	0205		9420	40 HRLY	46.93	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	61.72
				40 O.T.	70.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	92.58
Collection Systems Worker	B.1337	06/22/25	Streets/Refuse	Monthly	4941.00	5064.52	5191.14	5320.92	5453.93	5590.28	5730.03	5873.29	6020.13	6170.62	6324.89	6483.01	6645.10	6811.22
	BCEA		Non Exempt	Bi-Weekly	2280.46	2337.47	2395.91	2455.81	2517.20	2580.13	2644.63	2710.75	2778.52	2847.98	2919.18	2992.16	3066.97	3143.64
	0203		9420	40 HRLY	28.51	29.22	29.95	30.70	31.47	32.25	33.06	33.88	34.73	35.60	36.49	37.40	38.34	39.30
				40 O.T.	42.77	43.83	44.93	46.05	47.21	48.38	49.59	50.82	52.10	53.40	54.74	56.10	57.51	58.95
Collections Specialist	B.1438	06/22/25	Financial	Monthly	5546.52	5685.18	5827.32	5973.00	6122.33	6275.38	6432.27	6593.08	6757.90	6926.86	7100.02	7277.51	7459.47	7645.95
	BCEA		Non Exempt	Bi-Weekly	2559.93	2623.93	2689.53	2756.77	2825.69	2896.33	2968.74	3042.96	3119.03	3197.01	3276.93	3358.85	3442.83	3528.90
	0201		9410	40 HRLY	32.00	32.80	33.62	34.46	35.32	36.20	37.11	38.04	38.99	39.96	40.96	41.99	43.04	44.11
				40 O.T.	48.00	49.20	50.43	51.69	52.98	54.30	55.67	57.06	58.49	59.94	61.44	62.99	64.56	66.17

CITY OF BURBANK
Salary Listing by Title As of September 30, 2025

Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Communications Manager	Z.1952 Z-Group 0694	06/22/25	Rec/Gen Admin Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	11162.49 5151.92 64.40 96.60	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	14678.67 6774.77 84.68 127.02
Communications Network Engineer	M.2462 BMA 0206	06/22/25	Utilities Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	11019.32 5085.84 63.57 95.36	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	14490.41 6687.88 83.60 125.40
Communications Operator	B.1420 BCEA 0209	06/22/25	Rec/Gen Admin Non Exempt 8810	Monthly Bi-Weekly 40 HRLY 40 O.T.	5611.69 2590.01 32.38 48.57	5751.98 2654.76 33.18 49.77	5895.78 2721.13 34.01 51.02	6043.18 2789.16 34.86 52.29	6194.26 2858.89 35.74 53.61	6349.11 2930.36 36.63 54.95	6507.84 3003.62 37.55 56.33	6670.54 3078.71 38.48 57.72	6837.31 3155.68 39.45 59.18	7008.24 3234.57 40.43 60.65	7183.45 3315.44 41.44 62.16	7363.03 3398.32 42.48 63.72	7547.11 3483.28 43.54 65.31	7735.78 3570.36 44.63 66.95
Communications Supervisor	B.1619 BCEA 0210	06/22/25	Rec/Gen Admin Non Exempt 8810	Monthly Bi-Weekly 40 HRLY 40 O.T.	6846.47 3159.91 39.50 59.25	7017.64 3238.91 40.49 60.74	7193.07 3319.88 41.50 62.25	7372.89 3402.87 42.54 63.81	7557.23 3487.95 43.60 65.40	7746.16 3575.15 44.69 67.04	7939.79 3664.52 45.81 68.72	8138.30 3756.14 46.95 70.43	8341.75 3850.04 48.13 72.20	8550.30 3946.29 49.33 74.00	8764.06 4044.95 50.56 75.84	8983.15 4146.07 51.83 77.75	9207.73 4249.72 53.12 79.68	9437.94 4355.97 54.45 81.68
Communications Technician	I.6001 IBEW 0211	06/22/25	Utilities Non Exempt 7539	Monthly Bi-Weekly 40 HRLY 40 O.T.	8808.00 4065.23 50.82 76.23	0.00 0.00 0.00 0.00	9248.40 4268.49 53.36 80.04	0.00 0.00 0.00 0.00	9710.83 4481.92 56.02 84.03	0.00 0.00 0.00 0.00	10196.36 4706.01 58.83 88.25	0.00 0.00 0.00 0.00	10706.19 4941.32 61.77 92.66	0.00 0.00 0.00 0.00	11241.49 5188.38 64.85 97.28	0.00 0.00 0.00 0.00	11803.57 5447.80 68.10 102.15	0.00 0.00 0.00 0.00
Communications Technician Supervisor	I.1961 IBEW 0208	06/22/25	Utilities Non Exempt 7539	Monthly Bi-Weekly 40 HRLY 40 O.T.	10833.29 4999.98 62.50 93.75	0.00 0.00 0.00 0.00	11374.96 5249.98 65.62 98.43	0.00 0.00 0.00 0.00	11943.71 5512.48 68.91 103.37	0.00 0.00 0.00 0.00	12540.88 5788.10 72.35 108.53	0.00 0.00 0.00 0.00	13167.92 6077.50 75.97 113.96	0.00 0.00 0.00 0.00	13826.32 6381.38 79.77 119.66	0.00 0.00 0.00 0.00	14517.64 6700.45 83.76 125.64	0.00 0.00 0.00 0.00
Communications Technician Trainee	I.1571 IBEW 0207	06/22/25	Utilities Exempt 7539	Monthly Bi-Weekly 40 HRLY 40 O.T.	7318.22 3377.64 42.22 63.33	7672.32 3541.07 44.26 66.39	8026.42 3704.50 46.31 69.47	8380.54 3867.94 48.35 72.53	8852.68 4085.85 51.07 76.61	9324.81 4303.76 53.80 80.70	9796.95 4521.67 56.52 84.78	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00

CITY OF BURBANK
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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Community Assistance Coordinator	Z.1701 Z-Group 0217	06/22/25	Rec/Gen Admin Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	7028.00 3243.69 40.55 60.83	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	9241.81 4265.45 53.32 79.98
Community Development Director	E.0090 Exec 0204	06/22/25	Comm Dev Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	16623.90 7672.57 95.91 143.87	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	21860.43 10089.43 126.12 189.18
Community Service Officer	B.1021 BCEA 0025	06/22/25	Safety/Inspection Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	4742.10 2188.66 27.36 41.04	4860.66 2243.38 28.04 42.06	4982.16 2299.46 28.74 43.11	5106.73 2356.95 29.46 44.19	5234.39 2415.87 30.20 45.30	5365.25 2476.27 30.95 46.43	5499.37 2538.17 31.73 47.60	5636.87 2601.63 32.52 48.78	5777.79 2666.67 33.33 50.00	5922.24 2733.34 34.17 51.26	6070.29 2801.67 35.02 52.53	6222.04 2871.71 35.90 53.85	6377.58 2943.50 36.79 55.19	6537.03 3017.09 37.71 56.57
Conduit Mechanic	I.6002 IBEW 0219	06/22/25	Utilities Non Exempt 7539	Monthly Bi-Weekly 40 HRLY 40 O.T.	8863.21 4090.71 51.13 76.70	0.00 0.00 0.00 0.00	9306.38 4295.25 53.69 80.54	0.00 0.00 0.00 0.00	9771.69 4510.01 56.38 84.57	0.00 0.00 0.00 0.00	10260.27 4735.51 59.19 88.79	0.00 0.00 0.00 0.00	10773.27 4972.28 62.15 93.23	0.00 0.00 0.00 0.00	11311.95 5220.90 65.26 97.89	0.00 0.00 0.00 0.00	11877.54 5481.94 68.52 102.78	0.00 0.00 0.00 0.00
Conduit Mechanic-G	I.6102 IBEW 0220	06/22/25	Utilities Non Exempt 7539	Monthly Bi-Weekly 40 HRLY 40 O.T.	9396.14 4336.68 54.21 81.32	0.00 0.00 0.00 0.00	9865.96 4553.52 56.92 85.38	0.00 0.00 0.00 0.00	10359.25 4781.19 59.76 89.64	0.00 0.00 0.00 0.00	10877.21 5020.25 62.75 94.13	0.00 0.00 0.00 0.00	11421.09 5271.27 65.89 98.84	0.00 0.00 0.00 0.00	11992.13 5534.83 69.19 103.79	0.00 0.00 0.00 0.00	12591.74 5811.57 72.64 108.96	0.00 0.00 0.00 0.00
Construction & Maintenance Leadworker	B.1535 BCEA 0222	06/22/25	Fac/Grounds Non Exempt 9420	Monthly Bi-Weekly 40 HRLY 40 O.T.	5898.64 2722.45 34.03 51.05	6046.13 2790.52 34.88 52.32	6197.27 2860.28 35.75 53.63	6352.21 2931.79 36.65 54.98	6511.01 3005.08 37.56 56.34	6673.79 3080.21 38.50 57.75	6840.62 3157.21 39.47 59.21	7011.64 3236.14 40.45 60.68	7186.94 3317.05 41.46 62.19	7366.60 3399.97 42.50 63.75	7550.77 3484.97 43.56 65.34	7739.55 3572.10 44.65 66.98	7933.03 3661.40 45.77 68.66	8131.35 3752.93 46.91 70.37
Construction Inspector I	B.1635 BCEA 0213	06/22/25	Safety/Inspection Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	6304.85 2909.93 36.37 54.56	6462.47 2982.68 37.28 55.92	6624.04 3057.25 38.22 57.33	6789.64 3133.68 39.17 58.76	6959.38 3212.02 40.15 60.23	7133.36 3292.32 41.15 61.73	7311.70 3374.63 42.18 63.27	7494.48 3458.99 43.24 64.86	7681.85 3545.47 44.32 66.48	7873.91 3634.11 45.43 68.15	8070.75 3724.96 46.56 69.84	8272.51 3818.08 47.73 71.60	8479.34 3913.54 48.92 73.38	8691.30 4011.37 50.14 75.21

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Construction Inspector II	B.1310 BCEA 0048	06/22/25	Safety/Inspection Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	6705.23 3094.72 38.68 58.02	6872.86 3172.09 39.65 59.48	7044.68 3251.39 40.64 60.96	7220.81 3332.68 41.66 62.49	7401.33 3416.00 42.70 64.05	7586.37 3501.40 43.77 65.66	7776.02 3588.93 44.86 67.29	7970.41 3678.65 45.98 68.97	8169.68 3770.62 47.13 70.70	8373.93 3864.89 48.31 72.47	8583.27 3961.51 49.52 74.28	8797.86 4060.55 50.76 76.14	9017.80 4162.06 52.03 78.05	9243.24 4266.11 53.33 80.00
Construction Inspector Manager	M.1832 BMA 0932	06/22/25	Safety/Inspection Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	8777.04 4050.94 50.64 75.96	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	11541.81 5326.99 66.59 99.89
Construction Superintendent	M.1941 BMA 0225	06/22/25	Fac/Grounds Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	8837.62 4078.90 50.99 76.49	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	11621.46 5363.75 67.05 100.58
Construction and Maintenance Worker	B.1414 BCEA 0226	06/22/25	Fac/Grounds Non Exempt 9420	Monthly Bi-Weekly 40 HRLY 40 O.T.	5069.03 2339.55 29.24 43.86	5195.75 2398.04 29.98 44.97	5325.65 2457.99 30.72 46.08	5458.79 2519.44 31.49 47.24	5595.24 2582.42 32.28 48.42	5735.12 2646.98 33.09 49.64	5878.51 2713.16 33.91 50.87	6025.48 2780.99 34.76 52.14	6176.11 2850.51 35.63 53.45	6330.50 2921.77 36.52 54.78	6488.78 2994.82 37.44 56.16	6651.00 3069.69 38.37 57.56	6817.27 3146.43 39.33 59.00	6987.70 3225.09 40.31 60.47
Contracts Administrator	M.1467 BMA 0223	06/22/25	Financial Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	10177.79 4697.44 58.72 88.08	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	13383.78 6177.13 77.21 115.82
Crime Analyst	M.1605 BMA 0231	06/22/25	Police/Fire Non Exempt 8810	Monthly Bi-Weekly 40 HRLY 40 O.T.	6835.42 3154.81 39.44 59.16	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	8988.59 4148.58 51.86 77.79
Cross Connection Control Specialist	B.1649 BCEA 0233	06/22/25	Utilities Non Exempt 7520	Monthly Bi-Weekly 40 HRLY 40 O.T.	8471.23 3909.80 48.87 73.31	8683.03 4007.55 50.09 75.14	8900.10 4107.74 51.35 77.03	9122.60 4210.43 52.63 78.95	9350.66 4315.69 53.95 80.93	9584.42 4423.58 55.29 82.94	9824.04 4534.17 56.68 85.02	10069.65 4647.53 58.09 87.14	10321.39 4763.72 59.55 89.33	10579.42 4882.81 61.04 91.56	10843.91 5004.88 62.56 93.84	11115.00 5130.00 64.13 96.20	11392.88 5258.25 65.73 98.60	11677.71 5389.71 67.37 101.06
Crossing Guard	B.0633 BCEA 0234	06/22/25	Safety/Inspection Non Exempt 9410	40 HRLY 40 O.T.	19.42 29.13	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	19.42 29.13

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Custodial Leadworker	B.1107 BCEA 0244	06/22/25	Fac/Grounds Non Exempt 9420	Monthly Bi-Weekly 40 HRLY 40 O.T.	3825.94 1765.82 22.07 33.11	3921.60 1809.97 22.62 33.93	4019.64 1855.22 23.19 34.79	4120.13 1901.60 23.77 35.66	4223.14 1949.14 24.36 36.54	4328.70 1997.86 24.97 37.46	4436.92 2047.81 25.60 38.40	4547.86 2099.01 26.24 39.36	4661.54 2151.48 26.89 40.34	4778.09 2205.27 27.57 41.36	4897.53 2260.40 28.26 42.39	5019.97 2316.91 28.96 43.44	5145.47 2374.83 29.69 44.54	5274.10 2434.20 30.43 45.65
Custodial Supervisor	M.1576 BMA 0243	06/22/25	Fac/Grounds Non Exempt 9420	Monthly Bi-Weekly 40 HRLY 40 O.T.	6082.74 2807.42 35.09 52.64	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	7998.81 3691.76 46.15 69.23
Custodian	B.1019 BCEA 0250	06/22/25	Fac/Grounds Non Exempt 9420	Monthly Bi-Weekly 40 HRLY 40 O.T.	3504.00 1617.23 20.22 30.33	3591.62 1657.67 20.72 31.08	3681.41 1699.11 21.24 31.86	3773.42 1741.58 21.77 32.66	3867.76 1785.12 22.31 33.47	3964.46 1829.75 22.87 34.31	4063.58 1875.50 23.44 35.16	4165.16 1922.38 24.03 36.05	4269.29 1970.44 24.63 36.95	4376.02 2019.70 25.25 37.88	4485.43 2070.20 25.88 38.82	4597.56 2121.95 26.52 39.78	4712.50 2175.00 27.19 40.79	4830.32 2229.38 27.87 41.81
Customer Service Representative I	B.1125 BCEA 0246	06/22/25	Rec/Gen Admin Non Exempt 8810	Monthly Bi-Weekly 40 HRLY 40 O.T.	4139.09 1910.35 23.88 35.82	4242.57 1958.11 24.48 36.72	4348.63 2007.06 25.09 37.64	4457.35 2057.24 25.72 38.58	4568.79 2108.67 26.36 39.54	4682.99 2161.38 27.02 40.53	4800.08 2215.42 27.69 41.54	4920.07 2270.80 28.39 42.59	5043.07 2327.57 29.09 43.64	5169.15 2385.76 29.82 44.73	5298.39 2445.41 30.57 45.86	5430.84 2506.54 31.33 47.00	5566.62 2569.21 32.12 48.18	5705.79 2633.44 32.92 49.38
Customer Service Representative II	B.1249 BCEA 0247	06/22/25	Rec/Gen Admin Non Exempt 8810	Monthly Bi-Weekly 40 HRLY 40 O.T.	4637.92 2140.58 26.76 40.14	4753.86 2194.09 27.43 41.15	4872.73 2248.95 28.11 42.17	4994.54 2305.17 28.81 43.22	5119.40 2362.80 29.54 44.31	5247.39 2421.87 30.27 45.41	5378.58 2482.42 31.03 46.55	5513.04 2544.48 31.81 47.72	5650.86 2608.09 32.60 48.90	5792.13 2673.29 33.42 50.13	5936.93 2740.12 34.25 51.38	6085.37 2808.63 35.11 52.67	6237.49 2878.84 35.99 53.99	6393.42 2950.81 36.89 55.34
Customer Service Representative III	B.1362 BCEA 0248	06/22/25	Rec/Gen Admin Non Exempt 8810	Monthly Bi-Weekly 40 HRLY 40 O.T.	5326.06 2458.18 30.73 46.10	5459.20 2519.63 31.50 47.25	5595.68 2582.62 32.28 48.42	5735.58 2647.19 33.09 49.64	5878.97 2713.37 33.92 50.88	6025.93 2781.20 34.77 52.16	6176.58 2850.73 35.63 53.45	6331.00 2922.00 36.53 54.80	6489.28 2995.05 37.44 56.16	6651.49 3069.92 38.37 57.56	6817.79 3146.67 39.33 59.00	6988.24 3225.34 40.32 60.48	7162.94 3305.97 41.32 61.98	7342.01 3388.62 42.36 63.54
Customer Service Supervisor	B.1685 BCEA 0254	06/22/25	Rec/Gen Admin Non Exempt 8810	Monthly Bi-Weekly 40 HRLY 40 O.T.	7313.76 3375.58 42.19 63.29	7496.60 3459.97 43.25 64.88	7684.02 3546.47 44.33 66.50	7876.12 3635.13 45.44 68.16	8073.02 3726.01 46.58 69.87	8274.85 3819.16 47.74 71.61	8481.72 3914.64 48.93 73.40	8693.75 4012.50 50.16 75.24	8911.09 4112.81 51.41 77.12	9133.87 4215.63 52.70 79.05	9362.23 4321.03 54.01 81.02	9596.28 4429.05 55.36 83.04	9836.19 4539.78 56.75 85.13	10082.09 4653.27 58.17 87.26

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Data Engineer	M.1312	06/22/25	Info Sys	Monthly	9583.99	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12602.94
	BMA		Non Exempt	Bi-Weekly	4423.38	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5816.74
	0042		9410	40 HRLY	55.29	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	72.71
				40 O.T.	82.94	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	109.07
Database Administrator I	M.1882	06/22/25	Info Sys	Monthly	9116.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11987.78
	BMA		Non Exempt	Bi-Weekly	4207.46	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5532.82
	0277		9410	40 HRLY	52.59	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	69.16
				40 O.T.	78.89	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	103.74
Database Administrator II	M.2013	06/22/25	Info Sys	Monthly	10393.74	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13667.77
	BMA		Non Exempt	Bi-Weekly	4797.11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6308.20
	0278		9410	40 HRLY	59.96	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	78.85
				40 O.T.	89.94	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	118.28
Database Administrator Ill	M.2161	06/22/25	Info Sys	Monthly	11819.51	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15542.65
	BMA		Non Exempt	Bi-Weekly	5455.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7173.53
	0279		9410	40 HRLY	68.19	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	89.67
				40 O.T.	102.29	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	134.51
Deputy Building Official	M.2189	06/22/25	Engineering	Monthly	12572.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	16533.23
	BMA		Non Exempt	Bi-Weekly	5802.83	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7630.72
	0256		9410	40 HRLY	72.54	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	95.38
				40 O.T.	108.81	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	143.07
Deputy City Attorney	Z.2117	06/22/25	Legal	Monthly	10323.84	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13575.84
	Z-Group		Exempt	Bi-Weekly	4764.85	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6265.77
	0258		9410	40 HRLY	59.56	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	78.32
				40 O.T.	89.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	117.48
Deputy City Manager (E)	E.0098	06/22/25	Rec/Gen Admin	Monthly	16683.55	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	21938.87
	Exec		Exempt	Bi-Weekly	7700.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10125.63
	5266		9410	40 HRLY	96.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	126.57
				40 O.T.	144.38	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	189.86

CITY OF BURBANK
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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Deputy City Manager (Z)	Z.2343 Z-Group 0266	06/22/25	Rec/Gen Admin Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	13484.64 6223.68 77.80 116.70	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	17732.33 8184.15 102.30 153.45
Deputy City Manager-Public Works & Capital Projects	E.0086 Exec 0268	06/22/25	Engineering Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	17466.09 8061.27 100.77 151.16	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	22967.88 10600.56 132.51 198.77
Deputy Director-Park, Recreation, and Community Services	Z.2130 Z-Group 0285	06/22/25	Recreation Exempt 9420	Monthly Bi-Weekly 40 HRLY 40 O.T.	11743.27 5419.97 67.75 101.63	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	15442.40 7127.26 89.09 133.64
Deputy Financial Services Director	Z.2276 Z-Group 0269	06/22/25	Financial Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	13278.74 6128.65 76.61 114.92	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	17461.54 8059.17 100.74 151.11
Deputy Fire Chief	Y.2457 BFFCOU 0363	06/22/25	Police/Fire Non Exempt 7706	Monthly Bi-Weekly 40 HRLY 40 O.T. 56 HRLY 56 O.T.	17462.06 8059.41 100.74 151.11 71.96 107.94	0.00 0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00 0.00	22962.59 10598.12 132.48 198.72 94.63 141.95
Deputy Fire Marshal	F.2045 BFF 0257	06/22/25	Police/Fire Non Exempt 7706	Monthly Bi-Weekly 40 HRLY 40 O.T. 56 HRLY 56 O.T.	8970.65 4140.30 51.75 77.63 36.97 55.46	9194.92 4243.81 53.05 79.58 37.89 56.84	9424.78 4349.90 54.37 81.56 38.84 58.26	9660.41 4458.65 55.73 83.60 39.81 59.72	9901.93 4570.12 57.13 85.70 40.80 61.20	10149.47 4684.37 58.55 87.83 41.82 62.73	10403.21 4801.48 60.02 90.03 42.87 64.31	10663.27 4921.51 61.52 92.28 43.94 65.91	10929.86 5044.55 63.06 94.59 45.04 67.56	11203.12 5170.67 64.63 96.95 46.17 69.26	11483.18 5299.93 66.25 99.38 47.32 70.98	11770.27 5432.43 67.91 101.87 48.50 72.75	12064.52 5568.24 69.60 104.40 49.72 74.58	0.00 0.00 0.00 0.00 0.00 0.00
Diversity, Equity, and Inclusion Manager	Z.2024 Z-Group 0263	06/22/25	Rec/Gen Admin Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	9948.14 4591.45 57.39 86.09	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	13081.81 6037.76 75.47 113.21

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Duplicating Machine Operator	B.1145	06/22/25	Rec/Gen Admin	Monthly	3926.00	4024.15	4124.75	4227.88	4333.57	4441.91	4552.95	4666.78	4783.46	4903.04	5025.61	5151.25	5280.04	5412.03
	BCEA		Non Exempt	Bi-Weekly	1812.00	1857.30	1903.73	1951.33	2000.11	2050.11	2101.36	2153.90	2207.75	2262.94	2319.51	2377.50	2436.94	2497.86
	0267		9420	40 HRLY	22.65	23.22	23.80	24.39	25.00	25.63	26.27	26.92	27.60	28.29	28.99	29.72	30.46	31.22
				40 O.T.	33.98	34.83	35.70	36.59	37.50	38.45	39.41	40.38	41.40	42.44	43.49	44.58	45.69	46.83
EMS Nurse Specialist	M.1989	06/22/25	Rec/Gen Admin	Monthly	9415.58	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12381.46
	BMA		Non Exempt	Bi-Weekly	4345.65	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5714.52
	0318		8810	40 HRLY	54.32	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	71.43
				40 O.T.	81.48	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	107.15
Economic Development Manager	M.2465	06/22/25	Comm Dev	Monthly	11451.92	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15059.27
	BMA		Non Exempt	Bi-Weekly	5285.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6950.43
	0286		9410	40 HRLY	66.07	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	86.88
				40 O.T.	99.11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	130.32
Electrical Engineer	M.1789	06/22/25	Utilities	Monthly	10008.64	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13161.33
	BMA		Non Exempt	Bi-Weekly	4619.37	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6074.46
	0288		9410	40 HRLY	57.74	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	75.93
				40 O.T.	86.61	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	113.90
Electrical Engineering Associate I	B.1757	06/22/25	Engineering	Monthly	7934.92	8133.30	8336.62	8545.05	8758.66	8977.63	9202.07	9432.13	9667.93	9909.64	10157.38	10411.31	10671.59	10938.37
	BCEA		Non Exempt	Bi-Weekly	3662.27	3753.83	3847.67	3943.87	4042.46	4143.52	4247.11	4353.29	4462.12	4573.68	4688.02	4805.22	4925.35	5048.48
	0287		9410	40 HRLY	45.78	46.92	48.10	49.30	50.53	51.79	53.09	54.42	55.78	57.17	58.60	60.07	61.57	63.11
				40 O.T.	68.67	70.38	72.15	73.95	75.80	77.69	79.64	81.63	83.67	85.76	87.90	90.11	92.36	94.67
Electrical Engineering Associate II	B.1909	06/22/25	Engineering	Monthly	9226.69	9457.35	9693.78	9936.12	10184.53	10439.13	10700.11	10967.62	11241.82	11522.85	11810.93	12106.21	12408.85	12719.07
	BCEA		Non Exempt	Bi-Weekly	4258.47	4364.93	4474.05	4585.90	4700.55	4818.06	4938.51	5061.98	5188.53	5318.24	5451.20	5587.48	5727.16	5870.34
	0290		9410	40 HRLY	53.23	54.56	55.93	57.32	58.76	60.23	61.73	63.27	64.86	66.48	68.14	69.84	71.59	73.38
				40 O.T.	79.85	81.84	83.90	85.98	88.14	90.35	92.60	94.91	97.29	99.72	102.21	104.76	107.39	110.07
Electrical Service Planner	B.1806	06/22/25	Engineering	Monthly	7945.38	8144.02	8347.63	8556.32	8770.21	8989.48	9214.21	9444.57	9680.69	9922.71	10170.77	10425.03	10685.65	10952.80
	BCEA		Non Exempt	Bi-Weekly	3667.10	3758.78	3852.75	3949.07	4047.79	4148.99	4252.71	4359.03	4468.01	4579.71	4694.20	4811.55	4931.84	5055.14
	0271		9410	40 HRLY	45.84	46.98	48.16	49.36	50.60	51.86	53.16	54.49	55.85	57.25	58.68	60.14	61.65	63.19
				40 O.T.	68.76	70.47	72.24	74.04	75.90	77.79	79.74	81.74	83.78	85.88	88.02	90.21	92.48	94.79

CITY OF BURBANK
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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Electrical Supervisor	I.6003	06/22/25	Utilities	Monthly	11113.05	0.00	11668.71	0.00	12252.13	0.00	12864.76	0.00	13507.98	0.00	14183.39	0.00	14892.56	0.00
	IBEW		Non Exempt	Bi-Weekly	5129.10	0.00	5385.56	0.00	5654.83	0.00	5937.58	0.00	6234.45	0.00	6546.18	0.00	6873.49	0.00
	0298		7539	40 HRLY	64.11	0.00	67.32	0.00	70.69	0.00	74.22	0.00	77.93	0.00	81.83	0.00	85.92	0.00
				40 O.T.	96.17	0.00	100.98	0.00	106.04	0.00	111.33	0.00	116.90	0.00	122.75	0.00	128.88	0.00
Electrician	I.6004	06/22/25	Utilities	Monthly	9033.59	0.00	9485.28	0.00	9959.54	0.00	10457.50	0.00	10980.39	0.00	11529.42	0.00	12105.88	0.00
	IBEW		Non Exempt	Bi-Weekly	4169.35	0.00	4377.82	0.00	4596.71	0.00	4826.54	0.00	5067.87	0.00	5321.27	0.00	5587.33	0.00
	0312		7539	40 HRLY	52.12	0.00	54.72	0.00	57.46	0.00	60.33	0.00	63.35	0.00	66.52	0.00	69.84	0.00
				40 O.T.	78.18	0.00	82.08	0.00	86.19	0.00	90.50	0.00	95.03	0.00	99.78	0.00	104.76	0.00
Electrician Apprentice	I.8980	06/22/25	Utilities	Monthly	6779.28	7384.59	7989.89	8595.17	9200.47	9805.77	10411.05	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	IBEW		Exempt	Bi-Weekly	3128.90	3408.27	3687.64	3967.00	4246.37	4525.74	4805.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0314		7539	40 HRLY	39.11	42.60	46.10	49.59	53.08	56.57	60.06	0.00	0.00	0.00	0.00	0.00	0.00	0.00
				40 O.T.	58.67	63.90	69.15	74.39	79.62	84.86	90.09	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Electrician Apprentice	I.9980	06/22/25	Utilities	Monthly	7505.64	7989.89	8474.12	8958.34	9442.59	9926.82	10411.05	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	IBEW		Exempt	Bi-Weekly	3464.14	3687.64	3911.13	4134.62	4358.12	4581.61	4805.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0314		7539	40 HRLY	43.30	46.10	48.89	51.68	54.48	57.27	60.06	0.00	0.00	0.00	0.00	0.00	0.00	0.00
				40 O.T.	64.95	69.15	73.34	77.52	81.72	85.91	90.09	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Emergency Management Administrator	Z.2689	06/22/25	Police/Fire	Monthly	10641.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13993.37
	Z-Group		Exempt	Bi-Weekly	4911.39	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6458.48
	0315		9410	40 HRLY	61.39	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	80.73
				40 O.T.	92.09	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	121.10
Energy Services and Utility Rates Manager	M.1025	06/22/25	Utilities	Monthly	12268.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	16132.76
	BMA		Non Exempt	Bi-Weekly	5662.27	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7445.89
	0978		9410	40 HRLY	70.78	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	93.07
				40 O.T.	106.17	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	139.61
Energy Trader-Scheduler	M.2418	06/22/25	Utilities	Monthly	13377.46	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	17591.36
	BMA		Non Exempt	Bi-Weekly	6174.21	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8119.09
	0675		9410	40 HRLY	77.18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	101.49
				40 O.T.	115.77	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	152.24

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Engineering Aide	B.1606	06/22/25	Engineering	Monthly	6353.06	6511.90	6674.68	6841.55	7012.59	7187.90	7367.60	7551.79	7740.59	7934.10	8132.45	8335.75	8544.16	8757.75
	BCEA		Non Exempt	Bi-Weekly	2932.18	3005.49	3080.62	3157.64	3236.58	3317.49	3400.43	3485.44	3572.58	3661.89	3753.44	3847.27	3943.46	4042.04
	0323		9410	40 HRLY	36.65	37.57	38.51	39.47	40.46	41.47	42.51	43.57	44.66	45.77	46.92	48.09	49.29	50.53
				40 O.T.	54.98	56.36	57.77	59.21	60.69	62.21	63.77	65.36	66.99	68.66	70.38	72.14	73.94	75.80
Engineering Assistant-Traffic	B.1569	06/22/25	Engineering	Monthly	7395.79	7580.69	7770.21	7964.47	8163.57	8367.67	8576.86	8791.27	9011.06	9236.33	9467.25	9703.92	9946.52	10195.19
	BCEA		Non Exempt	Bi-Weekly	3413.44	3498.78	3586.25	3675.91	3767.80	3862.00	3958.55	4057.51	4158.95	4262.92	4369.50	4478.73	4590.70	4705.47
	0326		9410	40 HRLY	42.67	43.73	44.83	45.95	47.10	48.28	49.48	50.72	51.99	53.29	54.62	55.98	57.38	58.82
				40 O.T.	64.01	65.60	67.25	68.93	70.65	72.42	74.22	76.08	77.99	79.94	81.93	83.97	86.07	88.23
Engineering Associate-Traffic	B.1904	06/22/25	Engineering	Monthly	8599.78	8814.78	9035.15	9261.03	9492.56	9729.87	9973.12	10222.44	10478.00	10739.95	11008.44	11283.65	11565.75	11854.90
	BCEA		Non Exempt	Bi-Weekly	3969.13	4068.36	4170.07	4274.32	4381.18	4490.71	4602.98	4718.05	4836.00	4956.90	5080.82	5207.84	5338.04	5471.49
	0328		9410	40 HRLY	49.61	50.85	52.13	53.43	54.76	56.13	57.54	58.98	60.45	61.96	63.51	65.10	66.73	68.39
				40 O.T.	74.42	76.28	78.20	80.15	82.14	84.20	86.31	88.47	90.68	92.94	95.27	97.65	100.10	102.59
Engineering Technician	B.1758	06/22/25	Engineering	Monthly	7395.79	7580.69	7770.21	7964.47	8163.57	8367.67	8576.86	8791.27	9011.06	9236.33	9467.25	9703.92	9946.52	10195.19
	BCEA		Non Exempt	Bi-Weekly	3413.44	3498.78	3586.25	3675.91	3767.80	3862.00	3958.55	4057.51	4158.95	4262.92	4369.50	4478.73	4590.70	4705.47
	0324		9410	40 HRLY	42.67	43.73	44.83	45.95	47.10	48.28	49.48	50.72	51.99	53.29	54.62	55.98	57.38	58.82
				40 O.T.	64.01	65.60	67.25	68.93	70.65	72.42	74.22	76.08	77.99	79.94	81.93	83.97	86.07	88.23
Environmental & Safety Manager	M.2201	06/22/25	Safety/Inspection	Monthly	11548.38	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15186.12
	BMA		Non Exempt	Bi-Weekly	5330.02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7008.98
	0327		9410	40 HRLY	66.63	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	87.61
				40 O.T.	99.95	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	131.42
Environmental Engineer	M.2004	06/22/25	Safety/Inspection	Monthly	11171.49	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	14690.50
	BMA		Non Exempt	Bi-Weekly	5156.07	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6780.23
	0325		9410	40 HRLY	64.45	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	84.75
				40 O.T.	96.68	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	127.13
Environmental, Health, and Safety Coordinator	M.1786	06/22/25	Safety/Inspection	Monthly	8011.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10534.64
	BMA		Non Exempt	Bi-Weekly	3697.44	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4862.14
	0730		9410	40 HRLY	46.22	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	60.78
				40 O.T.	69.33	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	91.17

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Environmental, Health, and Safety Officer	M.1957 BMA 0735	06/22/25	Safety/Inspection Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	9504.93 4386.89 54.84 82.26	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	12498.98 5768.76 72.11 108.17
Executive Assistant	Z.1485 Z-Group 0275	06/22/25	Rec/Gen Admin Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	5983.47 2761.60 34.52 51.78	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	7868.25 3631.50 45.39 68.09
Facilities Maintenance Manager	M.1940 BMA 0337	06/22/25	Fac/Grounds Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	8927.95 4120.59 51.51 77.27	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	11740.26 5418.58 67.73 101.60
Facility Attendant I	B.0435 BCEA 0338	06/22/25	Fac/Grounds Exempt 9410	40 HRLY 40 O.T.	17.99 26.99	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	17.99 26.99
Facility Attendant II	B.0685 BCEA 0339	06/22/25	Fac/Grounds Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	3250.35 1500.16 18.75 28.13	3331.60 1537.66 19.22 28.83	3414.88 1576.10 19.70 29.55	3500.27 1615.51 20.19 30.29	3587.76 1655.89 20.70 31.05	3677.46 1697.29 21.22 31.83	3769.39 1739.72 21.75 32.63	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00
Facility Technology Coordinator	B.1938 BCEA 0340	06/22/25	Engineering Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	9504.26 4386.58 54.83 82.25	9741.88 4496.25 56.20 84.30	9985.43 4608.66 57.61 86.42	10235.05 4723.87 59.05 88.58	10490.94 4841.97 60.52 90.78	10753.21 4963.02 62.04 93.06	11022.03 5087.09 63.59 95.39	11297.59 5214.27 65.18 97.77	11580.03 5344.63 66.81 100.22	11869.52 5478.24 68.48 102.72	12166.27 5615.20 70.19 105.29	12470.42 5755.58 71.94 107.91	12782.19 5899.47 73.74 110.61	13101.75 6046.96 75.59 113.39
Fiber Services Supervisor	B.1889 BCEA 0322	06/22/25	Engineering Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	9018.79 4162.52 52.03 78.05	9244.26 4266.58 53.33 80.00	9475.35 4373.24 54.67 82.01	9712.26 4482.58 56.03 84.05	9955.05 4594.64 57.43 86.15	10203.94 4709.51 58.87 88.31	10459.02 4827.24 60.34 90.51	10720.49 4947.92 61.85 92.78	10988.51 5071.62 63.40 95.10	11263.22 5198.41 64.98 97.47	11544.80 5328.37 66.60 99.90	11833.42 5461.58 68.27 102.41	12129.26 5598.12 69.98 104.97	12432.51 5738.08 71.73 107.60
Field Service Representative	B.1343 BCEA 0282	06/22/25	Rec/Gen Admin Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	5658.81 2611.76 32.65 48.98	5800.28 2677.05 33.46 50.19	5945.29 2743.98 34.30 51.45	6093.92 2812.58 35.16 52.74	6246.26 2882.89 36.04 54.06	6402.41 2954.96 36.94 55.41	6562.49 3028.84 37.86 56.79	6726.55 3104.56 38.81 58.22	6894.70 3182.17 39.78 59.67	7067.08 3261.73 40.77 61.16	7243.75 3343.27 41.79 62.69	7424.84 3426.85 42.84 64.26	7610.46 3512.52 43.91 65.87	7800.72 3600.33 45.00 67.50

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Field Service Representative II	B.1230 BCEA 0281	06/22/25	Rec/Gen Admin Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	4750.76 2192.66 27.41 41.12	4869.52 2247.47 28.09 42.14	4991.26 2303.66 28.80 43.20	5116.04 2361.25 29.52 44.28	5243.94 2420.28 30.25 45.38	5375.05 2480.79 31.01 46.52	5509.42 2542.81 31.79 47.69	5647.16 2606.38 32.58 48.87	5788.34 2671.54 33.39 50.09	5933.05 2738.33 34.23 51.35	6081.38 2806.79 35.08 52.62	6233.41 2876.96 35.96 53.94	6389.24 2948.88 36.86 55.29	6548.97 3022.60 37.78 56.67
Financial Accounting Manager-BWP	M.2110 BMA 0345	06/22/25	Financial Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	12268.25 5662.27 70.78 106.17	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	16132.76 7445.89 93.07 139.61
Financial Analyst (M)	M.1971 BMA 0343	06/22/25	Financial Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	9116.06 4207.41 52.59 78.89	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	11987.60 5532.74 69.16 103.74
Financial Analyst (Z)	Z.1444 Z-Group 0341	06/22/25	Financial Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	9263.09 4275.27 53.44 80.16	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	12180.96 5621.98 70.27 105.41
Financial Planning & Risk Manager	M.2245 BMA 0347	06/22/25	Rec/Gen Admin Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	13617.80 6285.14 78.56 117.84	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	17907.41 8264.96 103.31 154.97
Financial Services Director	E.0082 Exec 0344	06/22/25	Financial Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	16324.14 7534.22 94.18 141.27	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	21466.23 9907.49 123.84 185.76
Financial Systems Manager	M.2080 BMA 0348	06/22/25	Financial Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	11754.58 5425.19 67.81 101.72	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	15457.26 7134.12 89.18 133.77

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS													
					1	2	3	4	5	6	7	8	9	10	11	12	13	14
Fire Administrator	Z.2688	06/22/25	Police/Fire	Monthly	11971.64	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15742.72
	Z-Group		Exempt	Bi-Weekly	5525.37	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7265.87
	0358		9410	40 HRLY	69.07	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	90.82
				40 O.T.	103.61	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	136.23
Fire Battalion Chief	Y.2356	06/22/25	Police/Fire	Monthly	13301.56	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	17491.57
	BFFCOU		Non Exempt	Bi-Weekly	6139.18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8073.03
	0346		7706	40 HRLY	76.74	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.91
				40 O.T.	115.11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	151.37
				56 HRLY	54.81	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	72.08
				56 O.T.	82.22	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	108.12
Fire Captain	F.2164	06/22/25	Police/Fire	Monthly	9945.22	10193.84	10448.69	10709.90	10977.66	11252.09	11533.41	11821.72	12117.28	12420.20	12730.71	13048.99	13375.20	0.00
	BFF		Non Exempt	Bi-Weekly	4590.10	4704.85	4822.47	4943.03	5066.61	5193.27	5323.11	5456.18	5592.59	5732.40	5875.71	6022.61	6173.17	0.00
	0349		7706	40 HRLY	57.38	58.81	60.28	61.79	63.33	64.92	66.54	68.20	69.91	71.66	73.45	75.28	77.16	0.00
				40 O.T.	86.07	88.22	90.42	92.69	95.00	97.38	99.81	102.30	104.87	107.49	110.18	112.92	115.74	0.00
				56 HRLY	40.98	42.01	43.06	44.13	45.24	46.37	47.53	48.72	49.93	51.18	52.46	53.77	55.12	0.00
				56 O.T.	61.47	63.02	64.59	66.20	67.86	69.56	71.30	73.08	74.90	76.77	78.69	80.66	82.68	0.00
Fire Chief	E.0088	06/22/25	Police/Fire	Monthly	20170.04	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	26523.60
	Exec		Exempt	Bi-Weekly	9309.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12241.66
	0352		7706	40 HRLY	116.37	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	153.02
				40 O.T.	174.56	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	229.53
Fire Engineer	F.2003	06/22/25	Police/Fire	Monthly	8467.46	8679.15	8896.12	9118.53	9346.50	9580.16	9819.66	10065.14	10316.78	10574.70	10839.08	11110.04	11387.78	0.00
	BFF		Non Exempt	Bi-Weekly	3908.06	4005.76	4105.90	4208.55	4313.77	4421.61	4532.15	4645.45	4761.59	4880.63	5002.65	5127.71	5255.90	0.00
	0356		7706	40 HRLY	48.85	50.07	51.32	52.61	53.92	55.27	56.65	58.07	59.52	61.01	62.53	64.10	65.70	0.00
				40 O.T.	73.28	75.11	76.98	78.92	80.88	82.91	84.98	87.11	89.28	91.52	93.80	96.15	98.55	0.00
				56 HRLY	34.89	35.77	36.66	37.58	38.52	39.48	40.47	41.48	42.51	43.58	44.67	45.78	46.93	0.00
				56 O.T.	52.34	53.66	54.99	56.37	57.78	59.22	60.71	62.22	63.77	65.37	67.01	68.67	70.40	0.00
Fire Equipment Mechanic	B.1422	06/22/25	Equipment	Monthly	5589.81	5729.56	5872.79	6019.61	6170.10	6324.35	6482.47	6644.52	6810.64	6980.91	7155.42	7334.32	7517.66	7705.62
	BCEA		Non Exempt	Bi-Weekly	2579.91	2644.41	2710.52	2778.28	2847.74	2918.93	2991.91	3066.70	3143.37	3221.96	3302.50	3385.07	3469.69	3556.44
	0350		7706	40 HRLY	32.25	33.06	33.88	34.73	35.60	36.49	37.40	38.33	39.29	40.27	41.28	42.31	43.37	44.46
				40 O.T.	48.38	49.59	50.82	52.10	53.40	54.74	56.10	57.50	58.94	60.41	61.92	63.47	65.06	66.69
Fire Equipment Specialist	B.1572	06/22/25	Equipment	Monthly	6522.71	6685.77	6852.91	7024.23	7199.83	7379.84	7564.33	7753.44	7947.27	8145.95	8349.60	8558.36	8772.31	8991.60
	BCEA		Non Exempt	Bi-Weekly	3010.48	3085.74	3162.88	3241.95	3323.00	3406.08	3491.23	3578.51	3667.97	3759.67	3853.66	3950.01	4048.76	4149.97
	0351		7706	40 HRLY	37.63	38.57	39.54	40.52	41.54	42.58	43.64	44.73	45.85	47.00	48.17	49.38	50.61	51.87
				40 O.T.	56.45	57.86	59.31	60.78	62.31	63.87	65.46	67.10	68.78	70.50	72.26	74.07	75.92	77.81

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Fire Fighter	F.1840	06/22/25	Police/Fire	Monthly	7194.18	7374.03	7558.37	7747.35	7941.03	8139.56	8343.03	8551.62	8765.40	8984.54	9209.16	9439.39	9675.36	0.00
	BFF		Non Exempt	Bi-Weekly	3320.39	3403.40	3488.48	3575.70	3665.09	3756.72	3850.63	3946.90	4045.57	4146.71	4250.38	4356.64	4465.55	0.00
	0359		7706	40 HRLY	41.50	42.54	43.61	44.70	45.81	46.96	48.13	49.34	50.57	51.83	53.13	54.46	55.82	0.00
				40 O.T.	62.25	63.81	65.42	67.05	68.72	70.44	72.20	74.01	75.86	77.75	79.70	81.69	83.73	0.00
				56 HRLY	29.65	30.39	31.15	31.93	32.72	33.54	34.38	35.24	36.12	37.02	37.95	38.90	39.87	0.00
				56 O.T.	44.48	45.59	46.73	47.90	49.08	50.31	51.57	52.86	54.18	55.53	56.93	58.35	59.81	0.00
Fire Fighter Recruit	U.1600	06/22/25	Police/Fire	Monthly	6474.76	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6474.76
	Unrep		Exempt	Bi-Weekly	2988.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2988.35
	0353		7706	40 HRLY	37.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	37.35
				40 O.T.	56.03	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	56.03
Fire Inspector I	B.1671	06/22/25	Safety/Inspection	Monthly	6113.14	6265.98	6422.63	6583.18	6747.76	6916.46	7089.38	7266.61	7448.26	7634.49	7825.35	8020.98	8221.50	8427.03
	BCEA		Non Exempt	Bi-Weekly	2821.45	2891.99	2964.29	3038.39	3114.35	3192.21	3272.02	3353.82	3437.66	3523.61	3611.70	3701.99	3794.54	3889.40
	0371		9410	40 HRLY	35.27	36.15	37.05	37.98	38.93	39.90	40.90	41.92	42.97	44.05	45.15	46.27	47.43	48.62
				40 O.T.	52.91	54.23	55.58	56.97	58.40	59.85	61.35	62.88	64.46	66.08	67.73	69.41	71.15	72.93
Fire Inspector II	B.1675	06/22/25	Safety/Inspection	Monthly	7182.50	7362.05	7546.11	7734.76	7928.14	8126.32	8329.49	8537.73	8751.17	8969.96	9194.21	9424.05	9659.65	9901.15
	BCEA		Non Exempt	Bi-Weekly	3315.00	3397.87	3482.82	3569.89	3659.14	3750.61	3844.38	3940.49	4039.00	4139.98	4243.48	4349.56	4458.30	4569.76
	0357		9410	40 HRLY	41.44	42.47	43.54	44.62	45.74	46.88	48.05	49.26	50.49	51.75	53.04	54.37	55.73	57.12
				40 O.T.	62.16	63.71	65.31	66.93	68.61	70.32	72.08	73.89	75.74	77.63	79.56	81.56	83.60	85.68
Fire Marshal	Y.2456	06/22/25	Police/Fire	Monthly	13361.99	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	17571.00
	BFFCOU		Non Exempt	Bi-Weekly	6167.07	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8109.69
	0354		7706	40 HRLY	77.09	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	101.37
				40 O.T.	115.64	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	152.06
				56 HRLY	55.06	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	72.41
				56 O.T.	82.59	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	108.62
Fleet Maintenance Apprentice	B.1247	06/22/25	Equipment	Monthly	4697.59	4815.03	4935.41	5058.78	5185.27	5314.90	5447.76	5583.96	5723.55	5866.64	6013.30	6163.65	6317.74	6475.67
	BCEA		Exempt	Bi-Weekly	2168.12	2222.32	2277.88	2334.82	2393.20	2453.03	2514.35	2577.21	2641.64	2707.68	2775.37	2844.76	2915.88	2988.77
	0369		9420	40 HRLY	27.10	27.78	28.47	29.19	29.92	30.66	31.43	32.22	33.02	33.85	34.69	35.56	36.45	37.36
				40 O.T.	40.65	41.67	42.71	43.79	44.88	45.99	47.15	48.33	49.53	50.78	52.04	53.34	54.68	56.04
Fleet Maintenance Technician	B.1421	06/22/25	Equipment	Monthly	5589.81	5729.56	5872.79	6019.61	6170.10	6324.35	6482.47	6644.52	6810.64	6980.91	7155.42	7334.32	7517.66	7705.62
	BCEA		Non Exempt	Bi-Weekly	2579.91	2644.41	2710.52	2778.28	2847.74	2918.93	2991.91	3066.70	3143.37	3221.96	3302.50	3385.07	3469.69	3556.44
	0370		9420	40 HRLY	32.25	33.06	33.88	34.73	35.60	36.49	37.40	38.33	39.29	40.27	41.28	42.31	43.37	44.46
				40 O.T.	48.38	49.59	50.82	52.10	53.40	54.74	56.10	57.50	58.94	60.41	61.92	63.47	65.06	66.69

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Fleet Manager-BWP	M.2001	06/22/25	Equipment	Monthly	10212.65	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13429.63
	BMA		Non Exempt	Bi-Weekly	4713.53	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6198.29
	0365		9410	40 HRLY	58.92	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	77.48
				40 O.T.	88.38	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	116.22
Fleet Services Supervisor	M.1900	06/22/25	Equipment	Monthly	8701.03	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11441.86
	BMA		Non Exempt	Bi-Weekly	4015.86	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5280.86
	0361		9410	40 HRLY	50.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	66.01
				40 O.T.	75.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	99.02
Fleet Superintendent	M.1983	06/22/25	Fac/Grounds	Monthly	10212.65	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13429.63
	BMA		Non Exempt	Bi-Weekly	4713.53	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6198.29
	0355		9410	40 HRLY	58.92	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	77.48
				40 O.T.	88.38	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	116.22
Fleet Utility Worker	B.1082	06/22/25	Equipment	Monthly	3979.34	4078.84	4180.80	4285.32	4392.46	4502.27	4614.83	4730.20	4848.46	4969.66	5093.90	5221.26	5351.80	5485.59
	BCEA		Non Exempt	Bi-Weekly	1836.62	1882.54	1929.60	1977.84	2027.29	2077.97	2129.92	2183.17	2237.75	2293.69	2351.03	2409.81	2470.06	2531.81
	0368		9420	40 HRLY	22.96	23.53	24.12	24.72	25.34	25.97	26.62	27.29	27.97	28.67	29.39	30.12	30.88	31.65
				40 O.T.	34.44	35.30	36.18	37.08	38.01	38.96	39.93	40.94	41.96	43.01	44.09	45.18	46.32	47.48
Food Services Aide	B.0853	06/22/25	Recreation	Monthly	3118.09	3196.05	3275.94	3357.84	3441.79	3527.83	3616.04	3706.43	3799.10	3894.06	3991.41	4091.21	4193.50	4298.32
	BCEA		Non Exempt	Bi-Weekly	1439.12	1475.10	1511.97	1549.77	1588.52	1628.23	1668.94	1710.66	1753.43	1797.26	1842.19	1888.25	1935.46	1983.84
	0360		9420	40 HRLY	17.99	18.44	18.90	19.37	19.86	20.35	20.86	21.38	21.92	22.47	23.03	23.60	24.19	24.80
				40 O.T.	26.99	27.66	28.35	29.06	29.79	30.53	31.29	32.07	32.88	33.71	34.55	35.40	36.29	37.20
Food Services Supervisor	B.1333	06/22/25	Recreation	Monthly	4818.47	4938.94	5062.40	5188.95	5318.69	5451.66	5587.94	5727.65	5870.84	6017.61	6168.05	6322.25	6480.31	6642.31
	BCEA		Non Exempt	Bi-Weekly	2223.91	2279.51	2336.49	2394.90	2454.78	2516.15	2579.05	2643.53	2709.62	2777.36	2846.79	2917.96	2990.91	3065.68
	0362		9420	40 HRLY	27.80	28.49	29.21	29.94	30.68	31.45	32.24	33.04	33.87	34.72	35.58	36.47	37.39	38.32
				40 O.T.	41.70	42.74	43.82	44.91	46.02	47.18	48.36	49.56	50.81	52.08	53.37	54.71	56.09	57.48
Forensic Specialist	B.1537	06/22/25	Police/Fire	Monthly	6170.23	6324.50	6482.60	6644.67	6810.79	6981.07	7155.59	7334.47	7517.84	7705.79	7898.43	8095.90	8298.29	8505.75
	BCEA		Non Exempt	Bi-Weekly	2847.80	2919.00	2991.97	3066.77	3143.44	3222.03	3302.58	3385.14	3469.77	3556.52	3645.43	3736.57	3829.98	3925.73
	0366		9410	40 HRLY	35.60	36.49	37.40	38.33	39.29	40.28	41.28	42.31	43.37	44.46	45.57	46.71	47.87	49.07
				40 O.T.	53.40	54.74	56.10	57.50	58.94	60.42	61.92	63.47	65.06	66.69	68.36	70.07	71.81	73.61

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Forensic Specialist Supervisor	B.1766 BCEA 0367	06/22/25	Police/Fire Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	7758.01 3580.62 44.76 67.14	7951.95 3670.13 45.88 68.82	8150.76 3761.89 47.02 70.53	8354.54 3855.94 48.20 72.30	8563.38 3952.33 49.40 74.10	8777.47 4051.14 50.64 75.96	8996.91 4152.42 51.91 77.87	9221.83 4256.23 53.20 79.80	9452.39 4362.64 54.53 81.80	9688.68 4471.70 55.90 83.85	9930.92 4583.50 57.29 85.94	10179.17 4698.08 58.73 88.10	10433.65 4815.53 60.19 90.29	10694.49 4935.92 61.70 92.55
Forestry Services Supervisor	B.1579 BCEA 0967	06/22/25	Fac/Grounds Non Exempt 9420	Monthly Bi-Weekly 40 HRLY 40 O.T.	6858.93 3165.66 39.57 59.36	7030.40 3244.80 40.56 60.84	7206.16 3325.92 41.57 62.36	7386.32 3409.07 42.61 63.92	7570.96 3494.29 43.68 65.52	7760.24 3581.65 44.77 67.16	7954.25 3671.19 45.89 68.84	8153.10 3762.97 47.04 70.56	8356.92 3857.04 48.21 72.32	8565.85 3953.47 49.42 74.13	8780.01 4052.31 50.65 75.98	8999.51 4153.62 51.92 77.88	9224.50 4257.46 53.22 79.83	9455.10 4363.89 54.55 81.83
GIS Specialist	B.0384 BCEA 0029	06/22/25	Utilities Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	7726.92 3566.27 44.58 66.87	7920.10 3655.43 45.69 68.54	8118.11 3746.82 46.84 70.26	8321.06 3840.49 48.01 72.02	8529.08 3936.50 49.21 73.82	8742.31 4034.91 50.44 75.66	8960.86 4135.78 51.70 77.55	9184.89 4239.18 52.99 79.49	9414.51 4345.16 54.31 81.47	9649.88 4453.79 55.67 83.51	9891.12 4565.13 57.06 85.59	10138.40 4679.26 58.49 87.74	10391.85 4796.24 59.95 89.93	10651.66 4916.15 61.45 92.18
General Manager-Burbank Water & Power	E.0097 Exec 0372	06/22/25	Engineering Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	25628.74 11828.65 147.86 221.79	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	33701.79 15554.67 194.43 291.65
Grants Coordinator	M.1907 BMA 0389	06/22/25	Financial Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	9049.47 4176.68 52.21 78.32	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	11900.05 5492.33 68.65 102.98
Graphics Media Designer	B.1570 BCEA 0392	06/22/25	Rec/Gen Admin Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	7448.96 3437.98 42.97 64.46	7635.18 3523.93 44.05 66.08	7826.07 3612.03 45.15 67.73	8021.72 3702.33 46.28 69.42	8222.24 3794.88 47.44 71.16	8427.81 3889.76 48.62 72.93	8638.50 3987.00 49.84 74.76	8854.47 4086.68 51.08 76.62	9075.82 4188.84 52.36 78.54	9302.71 4293.56 53.67 80.51	9535.28 4400.90 55.01 82.52	9773.66 4510.92 56.39 84.59	10018.02 4623.70 57.80 86.70	10268.46 4739.29 59.24 88.86
Groundskeeper	B.1303 BCEA 0396	06/22/25	Fac/Grounds Non Exempt 9420	Monthly Bi-Weekly 40 HRLY 40 O.T.	4802.18 2216.39 27.70 41.55	4922.23 2271.80 28.40 42.60	5045.28 2328.59 29.11 43.67	5171.40 2386.80 29.84 44.76	5300.69 2446.47 30.58 45.87	5433.22 2507.64 31.35 47.03	5569.05 2570.33 32.13 48.20	5708.28 2634.59 32.93 49.40	5850.98 2700.45 33.76 50.64	5997.25 2767.96 34.60 51.90	6147.18 2837.16 35.46 53.19	6300.86 2908.09 36.35 54.53	6458.38 2980.79 37.26 55.89	6619.84 3055.31 38.19 57.29

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Groundskeeper Helper	B.0918	06/22/25	Fac/Grounds	Monthly	3822.93	3918.50	4016.48	4116.88	4219.80	4325.30	4433.43	4544.28	4657.88	4774.32	4893.68	5016.03	5141.44	5269.96
	BCEA		Non Exempt	Bi-Weekly	1764.43	1808.54	1853.76	1900.10	1947.60	1996.29	2046.20	2097.36	2149.79	2203.53	2258.62	2315.09	2372.97	2432.29
	0397		9420	40 HRLY	22.06	22.61	23.17	23.75	24.35	24.95	25.58	26.22	26.87	27.54	28.23	28.94	29.66	30.40
				40 O.T.	33.09	33.92	34.76	35.63	36.53	37.43	38.37	39.33	40.31	41.31	42.35	43.41	44.49	45.60
Heavy Equipment Operator	B.1506	06/22/25	Streets/Refuse	Monthly	5332.43	5465.74	5602.37	5742.43	5885.99	6033.15	6183.97	6338.58	6497.03	6659.47	6825.95	6996.60	7171.52	7350.81
	BCEA		Non Exempt	Bi-Weekly	2461.12	2522.65	2585.71	2650.35	2716.61	2784.53	2854.14	2925.50	2998.63	3073.60	3150.44	3229.20	3309.93	3392.68
	0401		9420	40 HRLY	30.76	31.53	32.32	33.13	33.96	34.81	35.68	36.57	37.48	38.42	39.38	40.37	41.37	42.41
				40 O.T.	46.14	47.30	48.48	49.70	50.94	52.22	53.52	54.86	56.22	57.63	59.07	60.56	62.06	63.62
Heavy Truck Driver	B.1279	06/22/25	Streets/Refuse	Monthly	4437.14	4548.07	4661.78	4778.32	4897.77	5020.21	5145.73	5274.36	5406.22	5541.38	5679.92	5821.92	5967.46	6116.65
	BCEA		Non Exempt	Bi-Weekly	2047.91	2099.11	2151.59	2205.38	2260.51	2317.02	2374.95	2434.32	2495.18	2557.56	2621.50	2687.04	2754.21	2823.07
	0406		9420	40 HRLY	25.60	26.24	26.89	27.57	28.26	28.96	29.69	30.43	31.19	31.97	32.77	33.59	34.43	35.29
				40 O.T.	38.40	39.36	40.34	41.36	42.39	43.44	44.54	45.65	46.79	47.96	49.16	50.39	51.65	52.94
Helicopter Mechanic	B.1626	06/22/25	Equipment	Monthly	6854.75	7026.13	7201.78	7381.81	7566.37	7755.52	7949.41	8148.14	8351.85	8560.65	8774.65	8994.03	9218.89	9449.35
	BCEA		Non Exempt	Bi-Weekly	3163.73	3242.83	3323.90	3406.99	3492.17	3579.47	3668.96	3760.68	3854.70	3951.07	4049.84	4151.09	4254.87	4361.24
	0402		9420	40 HRLY	39.55	40.54	41.55	42.59	43.65	44.74	45.86	47.01	48.18	49.39	50.62	51.89	53.19	54.52
				40 O.T.	59.33	60.81	62.33	63.89	65.48	67.11	68.79	70.52	72.27	74.09	75.93	77.84	79.79	81.78
Household Hazardous Waste Leadworker	B.0617	06/22/25	Streets/Refuse	Monthly	6855.38	7026.76	7202.43	7382.48	7567.06	7756.23	7950.13	8148.88	8352.61	8561.43	8775.46	8994.85	9219.71	9450.22
	BCEA		Non Exempt	Bi-Weekly	3164.02	3243.12	3324.20	3407.30	3492.49	3579.80	3669.29	3761.02	3855.05	3951.43	4050.21	4151.47	4255.25	4361.64
	0413		9420	40 HRLY	39.55	40.54	41.55	42.59	43.66	44.75	45.87	47.01	48.19	49.39	50.63	51.89	53.19	54.52
				40 O.T.	59.33	60.81	62.33	63.89	65.49	67.13	68.81	70.52	72.29	74.09	75.95	77.84	79.79	81.78
Household Hazardous Waste Technician	B.0614	06/22/25	Streets/Refuse	Monthly	4706.28	4823.93	4944.53	5068.16	5194.87	5324.74	5457.86	5594.29	5734.15	5877.50	6024.44	6175.04	6329.42	6487.67
	BCEA		Non Exempt	Bi-Weekly	2172.13	2226.43	2282.09	2339.15	2397.63	2457.57	2519.01	2581.98	2646.53	2712.69	2780.51	2850.02	2921.27	2994.31
	0407		9420	40 HRLY	27.15	27.83	28.53	29.24	29.97	30.72	31.49	32.27	33.08	33.91	34.76	35.63	36.52	37.43
				40 O.T.	40.73	41.75	42.80	43.86	44.96	46.08	47.24	48.41	49.62	50.87	52.14	53.45	54.78	56.15
Housing Assistant	B.1665	06/22/25	Safety/Inspection	Monthly	6637.54	6803.46	6973.55	7147.90	7326.58	7509.75	7697.50	7889.94	8087.19	8289.36	8496.61	8709.00	8926.73	9149.90
	BCEA		Non Exempt	Bi-Weekly	3063.48	3140.06	3218.56	3299.03	3381.50	3466.04	3552.69	3641.51	3732.55	3825.86	3921.51	4019.54	4120.03	4223.03
	0409		9410	40 HRLY	38.29	39.25	40.23	41.24	42.27	43.33	44.41	45.52	46.66	47.82	49.02	50.24	51.50	52.79
				40 O.T.	57.44	58.88	60.35	61.86	63.41	65.00	66.62	68.28	69.99	71.73	73.53	75.36	77.25	79.19

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Housing Authority Manager	M.2463	06/22/25	Comm Dev	Monthly	11842.61	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15573.05
	BMA		Non Exempt	Bi-Weekly	5465.82	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7187.56
	0412		9410	40 HRLY	68.32	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	89.84
				40 O.T.	102.48	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	134.76
Housing Development Manager	M.2087	06/22/25	Comm Dev	Monthly	10243.83	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13470.62
	BMA		Non Exempt	Bi-Weekly	4727.92	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6217.21
	0411		9410	40 HRLY	59.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	77.72
				40 O.T.	88.65	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	116.58
Housing Services Assistant	B.1427	06/22/25	Safety/Inspection	Monthly	5232.24	5363.04	5497.12	5634.55	5775.40	5919.79	6067.79	6219.48	6374.96	6534.34	6697.71	6865.15	7036.77	7212.70
	BCEA		Non Exempt	Bi-Weekly	2414.88	2475.25	2537.13	2600.56	2665.57	2732.21	2800.52	2870.53	2942.29	3015.85	3091.25	3168.53	3247.74	3328.94
	0408		9410	40 HRLY	30.19	30.94	31.71	32.51	33.32	34.15	35.01	35.88	36.78	37.70	38.64	39.61	40.60	41.61
				40 O.T.	45.29	46.41	47.57	48.77	49.98	51.23	52.52	53.82	55.17	56.55	57.96	59.42	60.90	62.42
Housing Specialist	B.1888	06/22/25	Safety/Inspection	Monthly	8286.70	8493.88	8706.23	8923.87	9146.97	9375.64	9610.03	9850.30	10096.56	10348.95	10607.70	10872.88	11144.71	11423.32
	BCEA		Non Exempt	Bi-Weekly	3824.63	3920.25	4018.26	4118.71	4221.68	4327.22	4435.40	4546.29	4659.95	4776.44	4895.86	5018.25	5143.71	5272.30
	0410		9410	40 HRLY	47.81	49.00	50.23	51.48	52.77	54.09	55.44	56.83	58.25	59.71	61.20	62.73	64.30	65.90
				40 O.T.	71.72	73.50	75.35	77.22	79.16	81.14	83.16	85.25	87.38	89.57	91.80	94.10	96.45	98.85
Human Resources Manager	Z.1933	06/22/25	Rec/Gen Admin	Monthly	10270.78	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13506.07
	Z-Group		Exempt	Bi-Weekly	4740.36	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6233.57
	0403		8810	40 HRLY	59.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	77.92
				40 O.T.	88.88	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	116.88
Human Resources Specialist	B.1367	06/22/25	Recreation	Monthly	5042.66	5168.71	5297.93	5430.38	5566.15	5705.31	5847.94	5994.13	6143.97	6297.59	6455.02	6616.39	6781.82	6951.36
	BCEA		Non Exempt	Bi-Weekly	2327.38	2385.56	2445.20	2506.33	2568.99	2633.22	2699.05	2766.52	2835.68	2906.58	2979.24	3053.72	3130.07	3208.32
	0521		8810	40 HRLY	29.09	29.82	30.57	31.33	32.11	32.92	33.74	34.58	35.45	36.33	37.24	38.17	39.13	40.10
				40 O.T.	43.64	44.73	45.86	47.00	48.17	49.38	50.61	51.87	53.18	54.50	55.86	57.26	58.70	60.15
Human Resources Technician I	B.1309	06/22/25	Rec/Gen Admin	Monthly	4753.69	4872.53	4994.34	5119.21	5247.19	5378.36	5512.82	5650.65	5791.91	5936.71	6085.13	6237.25	6393.18	6553.02
	BCEA		Non Exempt	Bi-Weekly	2194.01	2248.86	2305.08	2362.71	2421.78	2482.32	2544.38	2607.99	2673.19	2740.02	2808.52	2878.73	2950.70	3024.47
	0404		8810	40 HRLY	27.43	28.11	28.81	29.53	30.27	31.03	31.80	32.60	33.41	34.25	35.11	35.98	36.88	37.81
				40 O.T.	41.15	42.17	43.22	44.30	45.41	46.55	47.70	48.90	50.12	51.38	52.67	53.97	55.32	56.72

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Human Resources Technician II	B.1385 BCEA 0405	06/22/25	Rec/Gen Admin Non Exempt 8810	Monthly Bi-Weekly 40 HRLY 40 O.T.	5134.33 2369.69 29.62 44.43	5262.68 2428.93 30.36 45.54	5394.24 2489.65 31.12 46.68	5529.10 2551.89 31.90 47.85	5667.33 2615.69 32.70 49.05	5809.01 2681.08 33.51 50.27	5954.24 2748.11 34.35 51.53	6103.09 2816.81 35.21 52.82	6255.67 2887.23 36.09 54.14	6412.06 2959.41 36.99 55.49	6572.37 3033.40 37.92 56.88	6736.67 3109.23 38.87 58.31	6905.10 3186.97 39.84 59.76	7077.72 3266.64 40.83 61.25
Information Security Analyst	M.2045 BMA 0421	06/22/25	Info Sys Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	10506.25 4849.04 60.61 90.92	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	13815.73 6376.49 79.71 119.57
Information Systems Analyst I	B.1465 BCEA 0426	06/22/25	Info Sys Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	5540.45 2557.13 31.96 47.94	5678.96 2621.06 32.76 49.14	5820.95 2686.59 33.58 50.37	5966.46 2753.75 34.42 51.63	6115.63 2822.60 35.28 52.92	6268.51 2893.16 36.16 54.24	6425.23 2965.49 37.07 55.61	6585.87 3039.63 38.00 57.00	6750.51 3115.62 38.95 58.43	6919.27 3193.51 39.92 59.88	7092.26 3273.35 40.92 61.38	7269.56 3355.18 41.94 62.91	7451.30 3439.06 42.99 64.49	7637.59 3525.04 44.06 66.09
Information Systems Analyst II	M.1632 BMA 0427	06/22/25	Info Sys Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	7102.53 3278.09 40.98 61.47	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	9339.81 4310.68 53.88 80.82
Information Systems Analyst III	M.1854 BMA 0428	06/22/25	Info Sys Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	8864.92 4091.50 51.14 76.71	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	11657.38 5380.33 67.25 100.88
Information Systems Analyst IV	M.2043 BMA 0429	06/22/25	Info Sys Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	10506.25 4849.04 60.61 90.92	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	13815.73 6376.49 79.71 119.57
Information Technology Security Manager	M.1301 BMA 0431	06/22/25	Info Sys Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	14291.64 6596.14 82.45 123.68	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	18793.52 8673.93 108.42 162.63

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Instrument Controls Supervisor	I.6029 IBEW 0425	06/22/25	Utilities Non Exempt 7539	Monthly Bi-Weekly 40 HRLY 40 O.T.	11833.75 5461.73 68.27 102.41	0.00 0.00 0.00 0.00	12425.44 5734.82 71.69 107.54	0.00 0.00 0.00 0.00	13046.71 6021.56 75.27 112.91	0.00 0.00 0.00 0.00	13699.05 6322.64 79.03 118.55	0.00 0.00 0.00 0.00	14384.00 6638.77 82.98 124.47	0.00 0.00 0.00 0.00	15103.21 6970.71 87.13 130.70	0.00 0.00 0.00 0.00	15858.35 7319.24 91.49 137.24	0.00 0.00 0.00 0.00
Instrument Controls Technician	I.6005 IBEW 0424	06/22/25	Utilities Non Exempt 7539	Monthly Bi-Weekly 40 HRLY 40 O.T.	9620.98 4440.45 55.51 83.27	0.00 0.00 0.00 0.00	10102.02 4662.47 58.28 87.42	0.00 0.00 0.00 0.00	10607.11 4895.59 61.19 91.79	0.00 0.00 0.00 0.00	11137.47 5140.37 64.25 96.38	0.00 0.00 0.00 0.00	11694.35 5397.39 67.47 101.21	0.00 0.00 0.00 0.00	12279.06 5667.26 70.84 106.26	0.00 0.00 0.00 0.00	12893.01 5950.62 74.38 111.57	0.00 0.00 0.00 0.00
Intelligent Transportation Systems Specialist	B.1810 BCEA 0430	06/22/25	Streets/Refuse Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	7427.68 3428.16 42.85 64.28	7613.39 3513.87 43.92 65.88	7803.71 3601.71 45.02 67.53	7998.81 3691.76 46.15 69.23	8198.78 3784.05 47.30 70.95	8403.74 3878.65 48.48 72.72	8613.84 3975.62 49.70 74.55	8829.19 4075.01 50.94 76.41	9049.91 4176.88 52.21 78.32	9276.17 4281.31 53.52 80.28	9508.07 4388.34 54.85 82.28	9745.78 4498.05 56.23 84.35	9989.42 4610.50 57.63 86.45	10239.15 4725.76 59.07 88.61
Intermediate Clerk	B.1026 BCEA 0423	06/22/25	Rec/Gen Admin Non Exempt 8810	Monthly Bi-Weekly 40 HRLY 40 O.T.	3754.53 1732.86 21.66 32.49	3848.39 1776.18 22.20 33.30	3944.61 1820.59 22.76 34.14	4043.22 1866.10 23.33 35.00	4144.29 1912.75 23.91 35.87	4247.90 1960.57 24.51 36.77	4354.11 2009.59 25.12 37.68	4462.97 2059.83 25.75 38.63	4574.53 2111.32 26.39 39.59	4688.88 2164.10 27.05 40.58	4806.12 2218.21 27.73 41.60	4926.26 2273.66 28.42 42.63	5049.42 2330.50 29.13 43.70	5175.67 2388.77 29.86 44.79
Irrigation Specialist	B.1028 BCEA 0415	06/22/25	Fac/Grounds Non Exempt 9420	Monthly Bi-Weekly 40 HRLY 40 O.T.	4867.42 2246.50 28.08 42.12	4989.12 2302.67 28.78 43.17	5113.83 2360.23 29.50 44.25	5241.69 2419.24 30.24 45.36	5372.73 2479.72 31.00 46.50	5507.04 2541.71 31.77 47.66	5644.71 2605.25 32.57 48.86	5785.85 2670.39 33.38 50.07	5930.49 2737.15 34.21 51.32	6078.74 2805.57 35.07 52.61	6230.71 2875.71 35.95 53.93	6386.49 2947.61 36.85 55.28	6546.15 3021.30 37.77 56.66	6709.80 3096.83 38.71 58.07
Jail Manager	M.1962 BMA 0453	06/22/25	Police/Fire Non Exempt 7720	Monthly Bi-Weekly 40 HRLY 40 O.T.	10003.80 4617.14 57.71 86.57	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	13155.00 6071.54 75.89 113.84
Jailer	B.1304 BCEA 0433	06/22/25	Police/Fire Non Exempt 7720	Monthly Bi-Weekly 40 HRLY 40 O.T.	5095.24 2351.65 29.40 44.10	5222.62 2410.44 30.13 45.20	5353.18 2470.70 30.88 46.32	5487.02 2532.47 31.66 47.49	5624.19 2595.78 32.45 48.68	5764.79 2660.67 33.26 49.89	5908.91 2727.19 34.09 51.14	6056.64 2795.37 34.94 52.41	6208.06 2865.26 35.82 53.73	6363.26 2936.89 36.71 55.07	6522.34 3010.31 37.63 56.45	6685.40 3085.57 38.57 57.86	6852.54 3162.71 39.53 59.30	7023.84 3241.77 40.52 60.78

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Junior Engineering Aide-BWP	B.1371	06/22/25	Utilities	Monthly	5159.85	5288.86	5421.07	5556.59	5695.52	5837.91	5983.86	6133.44	6286.78	6443.95	6605.04	6770.18	6939.42	7112.91
	BCEA		Non Exempt	Bi-Weekly	2381.47	2441.01	2502.03	2564.58	2628.70	2694.42	2761.78	2830.82	2901.59	2974.13	3048.48	3124.70	3202.81	3282.88
	0434		9410	40 HRLY	29.77	30.51	31.28	32.06	32.86	33.68	34.52	35.39	36.27	37.18	38.11	39.06	40.04	41.04
				40 O.T.	44.66	45.77	46.92	48.09	49.29	50.52	51.78	53.09	54.41	55.77	57.17	58.59	60.06	61.56
Kennel Attendant	B.1149	06/22/25	Fac/Grounds	Monthly	4133.63	4236.96	4342.89	4451.46	4562.76	4676.82	4793.75	4913.59	5036.42	5162.34	5291.39	5423.69	5559.28	5698.25
	BCEA		Non Exempt	Bi-Weekly	1907.83	1955.52	2004.41	2054.52	2105.89	2158.53	2212.50	2267.81	2324.50	2382.62	2442.18	2503.24	2565.82	2629.96
	0460		9410	40 HRLY	23.85	24.44	25.06	25.68	26.32	26.98	27.66	28.35	29.06	29.78	30.53	31.29	32.07	32.87
				40 O.T.	35.78	36.66	37.59	38.52	39.48	40.47	41.49	42.53	43.59	44.67	45.80	46.94	48.11	49.31
Laborer	B.1051	06/22/25	Streets/Refuse	Monthly	3717.37	3810.30	3905.57	4003.20	4103.28	4205.87	4311.02	4418.79	4529.27	4642.50	4758.54	4877.51	4999.45	5124.45
	BCEA		Non Exempt	Bi-Weekly	1715.71	1758.60	1802.57	1847.63	1893.82	1941.17	1989.70	2039.44	2090.43	2142.69	2196.25	2251.16	2307.44	2365.13
	0468		9420	40 HRLY	21.45	21.98	22.53	23.10	23.67	24.26	24.87	25.49	26.13	26.78	27.45	28.14	28.84	29.56
				40 O.T.	32.18	32.97	33.80	34.65	35.51	36.39	37.31	38.24	39.20	40.17	41.18	42.21	43.26	44.34
Land Surveyor	M.2274	06/22/25	Engineering	Monthly	9349.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12294.25
	BMA		Non Exempt	Bi-Weekly	4315.04	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5674.27
	0469		9410	40 HRLY	53.94	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	70.93
				40 O.T.	80.91	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	106.40
Landfill Leadworker	B.1617	06/22/25	Streets/Refuse	Monthly	6855.38	7026.76	7202.43	7382.48	7567.06	7756.23	7950.13	8148.88	8352.61	8561.43	8775.46	8994.85	9219.71	9450.22
	BCEA		Non Exempt	Bi-Weekly	3164.02	3243.12	3324.20	3407.30	3492.49	3579.80	3669.29	3761.02	3855.05	3951.43	4050.21	4151.47	4255.25	4361.64
	0473		9420	40 HRLY	39.55	40.54	41.55	42.59	43.66	44.75	45.87	47.01	48.19	49.39	50.63	51.89	53.19	54.52
				40 O.T.	59.33	60.81	62.33	63.89	65.49	67.13	68.81	70.52	72.29	74.09	75.95	77.84	79.79	81.78
Landfill Supervisor	M.1904	06/22/25	Streets/Refuse	Monthly	8701.03	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11441.86
	BMA		Non Exempt	Bi-Weekly	4015.86	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5280.86
	0474		9410	40 HRLY	50.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	66.01
				40 O.T.	75.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	99.02
Landscape Services Supervisor	B.1580	06/22/25	Fac/Grounds	Monthly	6858.93	7030.40	7206.16	7386.32	7570.96	7760.24	7954.25	8153.10	8356.92	8565.85	8780.01	8999.51	9224.50	9455.10
	BCEA		Non Exempt	Bi-Weekly	3165.66	3244.80	3325.92	3409.07	3494.29	3581.65	3671.19	3762.97	3857.04	3953.47	4052.31	4153.62	4257.46	4363.89
	0478		9420	40 HRLY	39.57	40.56	41.57	42.61	43.68	44.77	45.89	47.04	48.21	49.42	50.65	51.92	53.22	54.55
				40 O.T.	59.36	60.84	62.36	63.92	65.52	67.16	68.84	70.56	72.32	74.13	75.98	77.88	79.83	81.83

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Landscape and Forestry Services Superintendent	Z.2132 Z-Group 0259	06/22/25	Fac/Grounds Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	11743.27 5419.97 67.75 101.63	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	15442.40 7127.26 89.09 133.64
Law Office Administrator	Z.1572 Z-Group 0479	06/22/25	Rec/Gen Admin Exempt 8810	Monthly Bi-Weekly 40 HRLY 40 O.T.	6178.94 2851.82 35.65 53.48	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	8125.33 3750.15 46.88 70.32
Lead Client Technology Specialist	M.1033 BMA 0450	06/22/25	Info Sys Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	7456.65 3441.53 43.02 64.53	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	9805.51 4525.62 56.57 84.86
Lead Data Engineer	M.1313 BMA 0043	06/22/25	Info Sys Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	10927.13 5043.29 63.04 94.56	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	14369.18 6631.93 82.90 124.35
Lead Jailer	B.1017 BCEA 0037	06/22/25	Police/Fire Non Exempt 8810	Monthly Bi-Weekly 40 HRLY 40 O.T.	5441.54 2511.48 31.39 47.09	5577.56 2574.26 32.18 48.27	5717.01 2638.62 32.98 49.47	5859.95 2704.59 33.81 50.72	6006.43 2772.20 34.65 51.98	6156.58 2841.50 35.52 53.28	6310.50 2912.54 36.41 54.62	6468.28 2985.36 37.32 55.98	6629.98 3059.99 38.25 57.38	6795.73 3136.49 39.21 58.82	6965.62 3214.90 40.19 60.29	7139.75 3295.27 41.19 61.79	7318.26 3377.66 42.22 63.33	7501.22 3462.10 43.28 64.92
Lead Network Engineer	M.1035 BMA 0552	09/30/25	Info Sys Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	9893.65 4566.30 57.08 85.62	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	13010.16 6004.69 75.06 112.59
Lead Systems Engineer	M.1082 BMA 0082	06/22/25	Info Sys Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	10034.48 4631.30 57.89 86.84	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	13195.35 6090.16 76.13 114.20

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Lead Technology Product Manager	M.1318 BMA 0046	06/22/25	Info Sys Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	9863.21 4552.25 56.90 85.35	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	12970.12 5986.21 74.83 112.25
Legal Assistant	B.1031 BCEA 0024	06/22/25	Legal Non Exempt 8810	Monthly Bi-Weekly 40 HRLY 40 O.T.	5705.90 2633.49 32.92 49.38	5848.55 2699.33 33.74 50.61	5994.76 2766.81 34.59 51.89	6144.62 2835.98 35.45 53.18	6298.24 2906.88 36.34 54.51	6455.69 2979.55 37.24 55.86	6617.09 3054.04 38.18 57.27	6782.51 3130.39 39.13 58.70	6952.08 3208.65 40.11 60.17	7125.89 3288.87 41.11 61.67	7304.03 3371.09 42.14 63.21	7486.64 3455.37 43.19 64.79	7673.79 3541.75 44.27 66.41	7865.65 3630.30 45.38 68.07
Legal Secretarial Clerk	B.1266 BCEA 0481	06/22/25	Rec/Gen Admin Non Exempt 8810	Monthly Bi-Weekly 40 HRLY 40 O.T.	4511.76 2082.35 26.03 39.05	4624.56 2134.41 26.68 40.02	4740.17 2187.77 27.35 41.03	4858.69 2242.47 28.03 42.05	4980.15 2298.53 28.73 43.10	5104.65 2355.99 29.45 44.18	5232.26 2414.89 30.19 45.29	5363.06 2475.26 30.94 46.41	5497.14 2537.14 31.71 47.57	5634.57 2600.57 32.51 48.77	5775.45 2665.59 33.32 49.98	5919.83 2732.23 34.15 51.23	6067.82 2800.53 35.01 52.52	6219.53 2870.55 35.88 53.82
Legal Secretary	B.1365 BCEA 0480	06/22/25	Rec/Gen Admin Non Exempt 8810	Monthly Bi-Weekly 40 HRLY 40 O.T.	4980.43 2298.66 28.73 43.10	5104.93 2356.12 29.45 44.18	5232.57 2415.03 30.19 45.29	5363.37 2475.40 30.94 46.41	5497.46 2537.29 31.72 47.58	5634.89 2600.72 32.51 48.77	5775.77 2665.74 33.32 49.98	5920.16 2732.38 34.15 51.23	6068.16 2800.69 35.01 52.52	6219.87 2870.71 35.88 53.82	6375.37 2942.48 36.78 55.17	6534.75 3016.04 37.70 56.55	6698.12 3091.44 38.64 57.96	6865.56 3168.72 39.61 59.42
Legislative Analyst	M.1938 BMA 0483	06/22/25	Rec/Gen Admin Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	8883.66 4100.15 51.25 76.88	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	11682.02 5391.70 67.40 101.10
Liability Claims Coordinator	M.1629 BMA 0485	06/22/25	Rec/Gen Admin Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	6799.78 3138.36 39.23 58.85	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	8941.70 4126.94 51.59 77.39
Librarian	B.1490 BCEA 0486	06/22/25	Library Non Exempt 8838	Monthly Bi-Weekly 40 HRLY 40 O.T.	5811.30 2682.14 33.53 50.30	5956.60 2749.20 34.37 51.56	6105.52 2817.93 35.22 52.83	6258.16 2888.38 36.10 54.15	6414.61 2960.59 37.01 55.52	6574.97 3034.60 37.93 56.90	6739.35 3110.47 38.88 58.32	6907.83 3188.23 39.85 59.78	7080.52 3267.93 40.85 61.28	7257.53 3349.63 41.87 62.81	7438.97 3433.37 42.92 64.38	7624.96 3519.21 43.99 65.99	7815.58 3607.19 45.09 67.64	8010.97 3697.37 46.22 69.33

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Library Assistant	B.1290	06/22/25	Library	Monthly	4758.61	4877.58	4999.52	5124.49	5252.61	5383.93	5518.52	5656.50	5797.89	5942.84	6091.41	6243.71	6399.79	6559.80
	BCEA		Non Exempt	Bi-Weekly	2196.28	2251.19	2307.47	2365.15	2424.28	2484.89	2547.01	2610.69	2675.95	2742.85	2811.42	2881.71	2953.75	3027.60
	0488		8838	40 HRLY	27.45	28.14	28.84	29.56	30.30	31.06	31.84	32.63	33.45	34.29	35.14	36.02	36.92	37.85
				40 O.T.	41.18	42.21	43.26	44.34	45.45	46.59	47.76	48.95	50.18	51.44	52.71	54.03	55.38	56.78
Library Associate	B.1029	06/22/25	Rec/Gen Admin	Monthly	3965.78	4064.91	4166.54	4270.70	4377.47	4486.91	4599.08	4714.06	4831.91	4952.70	5076.52	5203.42	5333.51	5466.85
	BCEA		Non Exempt	Bi-Weekly	1830.36	1876.11	1923.02	1971.09	2020.37	2070.88	2122.65	2175.72	2230.11	2285.86	2343.01	2401.58	2461.62	2523.16
	0489		8838	40 HRLY	22.88	23.45	24.04	24.64	25.25	25.89	26.53	27.20	27.88	28.57	29.29	30.02	30.77	31.54
				40 O.T.	34.32	35.18	36.06	36.96	37.88	38.84	39.80	40.80	41.82	42.86	43.94	45.03	46.16	47.31
Library Division Manager	M.1691	06/22/25	Library	Monthly	8488.31	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11162.15
	BMA		Non Exempt	Bi-Weekly	3917.68	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5151.76
	0929		8838	40 HRLY	48.97	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	64.40
				40 O.T.	73.46	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	96.60
Library Monitor	B.0875	06/22/25	Safety/Inspection	Monthly	3401.34	3486.36	3573.53	3662.86	3754.44	3848.30	3944.50	4043.13	4144.21	4247.82	4354.00	4462.86	4574.42	4688.78
	BCEA		Exempt	Bi-Weekly	1569.85	1609.09	1649.32	1690.55	1732.82	1776.14	1820.54	1866.06	1912.71	1960.53	2009.54	2059.78	2111.27	2164.05
	0490		8838	40 HRLY	19.62	20.11	20.62	21.13	21.66	22.20	22.76	23.33	23.91	24.51	25.12	25.75	26.39	27.05
				40 O.T.	29.43	30.17	30.93	31.70	32.49	33.30	34.14	35.00	35.87	36.77	37.68	38.63	39.59	40.58
Library Operations Supervisor	B.0682	06/22/25	Library	Monthly	5284.96	5417.08	5552.50	5691.31	5833.60	5979.44	6128.92	6282.14	6439.20	6600.19	6765.18	6934.31	7107.66	7285.37
	BCEA		Non Exempt	Bi-Weekly	2439.21	2500.19	2562.69	2626.76	2692.43	2759.74	2828.73	2899.45	2971.94	3046.24	3122.39	3200.45	3280.46	3362.48
	0494		8838	40 HRLY	30.49	31.25	32.03	32.83	33.66	34.50	35.36	36.24	37.15	38.08	39.03	40.01	41.01	42.03
				40 O.T.	45.74	46.88	48.05	49.25	50.49	51.75	53.04	54.36	55.73	57.12	58.55	60.02	61.52	63.05
Library Page/PT	B.0681	06/22/25	Rec/Gen Admin	Monthly	3282.50	3364.57	3448.68	3534.90	3623.27	3713.84	3806.70	3901.86	3999.41	4099.40	4201.88	4306.92	4414.61	4524.95
	BCEA		Non Exempt	Bi-Weekly	1515.00	1552.88	1591.70	1631.49	1672.28	1714.08	1756.94	1800.86	1845.88	1892.03	1939.33	1987.81	2037.51	2088.44
	0493		8838	40 HRLY	18.94	19.41	19.90	20.39	20.90	21.43	21.96	22.51	23.07	23.65	24.24	24.85	25.47	26.11
				40 O.T.	28.41	29.12	29.85	30.59	31.35	32.15	32.94	33.77	34.61	35.48	36.36	37.28	38.21	39.17
Library Services Director	E.0074	06/22/25	Library	Monthly	14974.07	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19690.93
	Exec		Exempt	Bi-Weekly	6911.11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9088.12
	0491		8838	40 HRLY	86.39	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	113.60
				40 O.T.	129.59	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	170.40

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Lifeguard	B.0704	06/22/25	Recreation	Monthly	3618.92	3709.38	3802.13	3897.18	3994.60	4094.46	4196.83	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	BCEA		Exempt	Bi-Weekly	1670.27	1712.02	1754.83	1798.70	1843.66	1889.75	1937.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0507		9410	40 HRLY	20.88	21.40	21.94	22.48	23.05	23.62	24.21	0.00	0.00	0.00	0.00	0.00	0.00	0.00
				40 O.T.	31.32	32.10	32.91	33.72	34.58	35.43	36.32	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Lifeguard-Instructor	B.0753	06/22/25	Recreation	Monthly	3980.97	4080.48	4182.51	4287.08	4394.24	4504.11	4616.71	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	BCEA		Exempt	Bi-Weekly	1837.37	1883.30	1930.39	1978.65	2028.11	2078.82	2130.79	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0508		9410	40 HRLY	22.97	23.54	24.13	24.73	25.35	25.99	26.63	0.00	0.00	0.00	0.00	0.00	0.00	0.00
				40 O.T.	34.46	35.31	36.20	37.10	38.03	38.99	39.95	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Line Mechanic	I.6006	06/22/25	Utilities	Monthly	10306.60	0.00	10821.92	0.00	11363.02	0.00	11931.16	0.00	12527.71	0.00	13154.12	0.00	13811.81	0.00
	IBEW		Non Exempt	Bi-Weekly	4756.89	0.00	4994.73	0.00	5244.47	0.00	5506.69	0.00	5782.02	0.00	6071.13	0.00	6374.68	0.00
	0515		7539	40 HRLY	59.46	0.00	62.43	0.00	65.56	0.00	68.83	0.00	72.28	0.00	75.89	0.00	79.68	0.00
				40 O.T.	89.19	0.00	93.65	0.00	98.34	0.00	103.25	0.00	108.42	0.00	113.84	0.00	119.52	0.00
Line Mechanic Apprentice	I.8990	06/22/25	Utilities	Monthly	7734.61	8425.21	9115.80	9806.38	10496.98	11187.56	11878.17	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	IBEW		Exempt	Bi-Weekly	3569.82	3888.56	4207.29	4526.02	4844.76	5163.49	5482.23	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0516		7539	40 HRLY	44.62	48.61	52.59	56.58	60.56	64.54	68.53	0.00	0.00	0.00	0.00	0.00	0.00	0.00
				40 O.T.	66.93	72.92	78.89	84.87	90.84	96.81	102.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Line Mechanic Apprentice	I.9990	06/22/25	Utilities	Monthly	9115.80	9668.27	10220.73	10773.21	11325.69	11878.17	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	IBEW		Exempt	Bi-Weekly	4207.29	4462.28	4717.26	4972.25	5227.24	5482.23	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0516		7539	40 HRLY	52.59	55.78	58.97	62.15	65.34	68.53	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
				40 O.T.	78.89	83.67	88.46	93.23	98.01	102.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Line Mechanic Apprentice-G	I.8994	06/22/25	Utilities	Monthly	8198.65	8930.68	9662.68	10394.71	11126.72	11858.75	12590.78	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	IBEW		Exempt	Bi-Weekly	3783.99	4121.85	4459.70	4797.56	5135.41	5473.27	5811.13	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0518		7539	40 HRLY	47.30	51.52	55.75	59.97	64.19	68.42	72.64	0.00	0.00	0.00	0.00	0.00	0.00	0.00
				40 O.T.	70.95	77.28	83.63	89.96	96.29	102.63	108.96	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Line Mechanic Apprentice-G	I.9994	06/22/25	Utilities	Monthly	9662.68	10248.31	10833.92	11419.55	12005.15	12590.78	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	IBEW		Exempt	Bi-Weekly	4459.70	4729.99	5000.27	5270.56	5540.84	5811.13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0518		7539	40 HRLY	55.75	59.12	62.50	65.88	69.26	72.64	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
				40 O.T.	83.63	88.68	93.75	98.82	103.89	108.96	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

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Line Mechanic Supervisor	I.6007 IBEW 0517	06/22/25	Utilities Non Exempt 7539	Monthly Bi-Weekly 40 HRLY 40 O.T.	12677.41 5851.11 73.14 109.71	0.00 0.00 0.00 0.00	13311.26 6143.66 76.80 115.20	0.00 0.00 0.00 0.00	13976.82 6450.84 80.64 120.96	0.00 0.00 0.00 0.00	14675.68 6773.39 84.67 127.01	0.00 0.00 0.00 0.00	15409.46 7112.06 88.90 133.35	0.00 0.00 0.00 0.00	16179.93 7467.66 93.35 140.03	0.00 0.00 0.00 0.00	16988.92 7841.04 98.01 147.02	0.00 0.00 0.00 0.00
Line Mechanic Supervisor-G	I.6107 IBEW 0519	06/22/25	Utilities Non Exempt 7539	Monthly Bi-Weekly 40 HRLY 40 O.T.	13438.01 6202.16 77.53 116.30	0.00 0.00 0.00 0.00	14109.92 6512.27 81.40 122.10	0.00 0.00 0.00 0.00	14815.41 6837.88 85.47 128.21	0.00 0.00 0.00 0.00	15556.17 7179.77 89.75 134.63	0.00 0.00 0.00 0.00	16333.98 7538.76 94.23 141.35	0.00 0.00 0.00 0.00	17150.68 7915.70 98.95 148.43	0.00 0.00 0.00 0.00	18008.23 8311.49 103.89 155.84	0.00 0.00 0.00 0.00
Line Mechanic-G	I.6106 IBEW 0513	06/22/25	Utilities Non Exempt 7539	Monthly Bi-Weekly 40 HRLY 40 O.T.	10924.92 5042.27 63.03 94.55	0.00 0.00 0.00 0.00	11471.16 5294.38 66.18 99.27	0.00 0.00 0.00 0.00	12044.72 5559.10 69.49 104.24	0.00 0.00 0.00 0.00	12646.96 5837.06 72.96 109.44	0.00 0.00 0.00 0.00	13279.31 6128.91 76.61 114.92	0.00 0.00 0.00 0.00	13943.28 6435.36 80.44 120.66	0.00 0.00 0.00 0.00	14640.43 6757.12 84.46 126.69	0.00 0.00 0.00 0.00
Litigation Paralegal	Z.1912 Z-Group 0520	06/22/25	Legal Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	8412.02 3882.47 48.53 72.80	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	11061.81 5105.45 63.82 95.73
Locker Room Attendant	B.0434 BCEA 0523	06/22/25	Recreation Exempt 9410	40 HRLY 40 O.T.	20.44 30.66	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	20.44 30.66
Mail Room Assistant	B.0383 BCEA 0524	06/22/25	Rec/Gen Admin Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	3326.96 1535.52 19.19 28.79	3410.14 1573.91 19.67 29.51	3495.38 1613.25 20.17 30.26	3582.76 1653.58 20.67 31.01	3672.33 1694.92 21.19 31.79	3764.15 1737.30 21.72 32.58	3858.25 1780.73 22.26 33.39	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00
Management Intern (M)	M.1022 BMA 0527	06/22/25	Rec/Gen Admin Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	3763.78 1737.13 21.71 32.57	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	4949.36 2284.32 28.55 42.83
Management Secretary	Z.1432 Z-Group 0528	06/22/25	Rec/Gen Admin Exempt 8810	Monthly Bi-Weekly 40 HRLY 40 O.T.	5657.97 2611.37 32.64 48.96	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	7440.25 3433.96 42.92 64.38

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Management Services Director	E.0078 Exec 0529	06/22/25	Rec/Gen Admin Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	15733.92 7261.81 90.77 136.16	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	20690.11 9549.28 119.37 179.06
Manager Communication Systems	M.2120 BMA 0537	06/22/25	Utilities Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	13866.88 6400.10 80.00 120.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	18234.95 8416.13 105.20 157.80
Manager Customer Service Operations	M.2027 BMA 0540	06/22/25	Financial Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	11082.35 5114.93 63.94 95.91	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	14573.28 6726.13 84.08 126.12
Manager Electrical Distribution	M.2347 BMA 0541	06/22/25	Utilities Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	16389.62 7564.44 94.56 141.84	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	21552.33 9947.23 124.34 186.51
Manager Electrical Distribution-G	M.2400 BMA 0530	06/22/25	Utilities Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	17372.49 8018.07 100.23 150.35	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	22844.81 10543.76 131.80 197.70
Manager Electrical Equipment	M.2219 BMA 0538	06/22/25	Utilities Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	14611.59 6743.81 84.30 126.45	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	19214.24 8868.11 110.85 166.28
Manager Energy Control Center	M.2225 BMA 0542	06/22/25	Utilities Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	17531.78 8091.59 101.14 151.71	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	23054.29 10640.44 133.01 199.52

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Manager Security Systems	M.1023	06/22/25	Info Sys	Monthly	14291.94	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18793.91
	BMA		Non Exempt	Bi-Weekly	6596.28	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8674.11
	0545		9410	40 HRLY	82.45	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	108.43
				40 O.T.	123.68	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	162.65
Manager Technology	M.1024	06/22/25	Utilities	Monthly	14291.64	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18793.52
	BMA		Non Exempt	Bi-Weekly	6596.14	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8673.93
	0546		9410	40 HRLY	82.45	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	108.42
				40 O.T.	123.68	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	162.63
Manager Telecommunications	M.2268	06/22/25	Engineering	Monthly	12963.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	17047.53
	BMA		Non Exempt	Bi-Weekly	5983.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7868.09
	0532		9410	40 HRLY	74.79	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	98.35
				40 O.T.	112.19	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	147.53
Manager Transmission & Distribution Engineering	M.2461	06/22/25	Engineering	Monthly	15397.92	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20248.24
	BMA		Non Exempt	Bi-Weekly	7106.73	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9345.34
	0531		9410	40 HRLY	88.83	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	116.82
				40 O.T.	133.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	175.23
Manager Water Engineering-Planning	M.2372	06/22/25	Engineering	Monthly	14622.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19229.10
	BMA		Non Exempt	Bi-Weekly	6749.03	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8874.97
	0533		9410	40 HRLY	84.36	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	110.94
				40 O.T.	126.54	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	166.41
Manager Water Production-Operations	M.2203	06/22/25	Utilities	Monthly	14228.39	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18710.34
	BMA		Non Exempt	Bi-Weekly	6566.95	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8635.54
	0536		9410	40 HRLY	82.09	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	107.94
				40 O.T.	123.14	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	161.91
Marketing Associate	M.2155	06/22/25	Engineering	Monthly	10169.97	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13373.51
	BMA		Non Exempt	Bi-Weekly	4693.83	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6172.39
	0543		9410	40 HRLY	58.67	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	77.15
				40 O.T.	88.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	115.73

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Marketing Manager	M.2226	06/22/25	Engineering	Monthly	11466.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15078.25
	BMA		Non Exempt	Bi-Weekly	5292.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6959.19
	0245		9410	40 HRLY	66.15	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	86.99
				40 O.T.	99.23	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	130.49
Metal Worker	B.1714	06/22/25	Fac/Grounds	Monthly	6824.46	6995.06	7169.93	7349.18	7532.92	7721.24	7914.27	8112.13	8314.93	8522.80	8735.87	8954.27	9178.13	9407.58
	BCEA		Non Exempt	Bi-Weekly	3149.75	3228.49	3309.20	3391.93	3476.73	3563.65	3652.74	3744.06	3837.66	3933.60	4031.94	4132.74	4236.06	4341.96
	0544		9420	40 HRLY	39.37	40.36	41.37	42.40	43.46	44.55	45.66	46.80	47.97	49.17	50.40	51.66	52.95	54.27
				40 O.T.	59.06	60.54	62.06	63.60	65.19	66.83	68.49	70.20	71.96	73.76	75.60	77.49	79.43	81.41
Motor Sweeper Operator	B.1425	06/22/25	Streets/Refuse	Monthly	5209.36	5339.58	5473.07	5609.91	5750.14	5893.90	6041.25	6192.29	6347.10	6505.76	6668.42	6835.12	7006.00	7181.16
	BCEA		Non Exempt	Bi-Weekly	2404.32	2464.42	2526.03	2589.19	2653.91	2720.26	2788.27	2857.98	2929.43	3002.66	3077.73	3154.67	3233.54	3314.38
	0560		9420	40 HRLY	30.05	30.81	31.58	32.36	33.17	34.00	34.85	35.72	36.62	37.53	38.47	39.43	40.42	41.43
				40 O.T.	45.08	46.22	47.37	48.54	49.76	51.00	52.28	53.58	54.93	56.30	57.71	59.15	60.63	62.15
Municipal Records Clerk	B.1360	06/22/25	Rec/Gen Admin	Monthly	5127.42	5255.60	5386.98	5521.66	5659.70	5801.19	5946.22	6094.88	6247.26	6403.43	6563.51	6727.61	6895.79	7068.19
	BCEA		Non Exempt	Bi-Weekly	2366.50	2425.66	2486.30	2548.46	2612.17	2677.47	2744.41	2813.02	2883.35	2955.43	3029.31	3105.05	3182.67	3262.24
	0561		8810	40 HRLY	29.58	30.32	31.08	31.86	32.65	33.47	34.31	35.16	36.04	36.94	37.87	38.81	39.78	40.78
				40 O.T.	44.37	45.48	46.62	47.79	48.98	50.21	51.47	52.74	54.06	55.41	56.81	58.22	59.67	61.17
Network Engineer	M.1034	09/30/25	Info Sys	Monthly	8603.18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11313.19
	BMA		Non Exempt	Bi-Weekly	3970.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5221.47
	0551		9410	40 HRLY	49.63	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	65.27
				40 O.T.	74.45	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	97.91
Network Support Analyst I	B.1416	06/22/25	Info Sys	Monthly	5532.48	5670.80	5812.56	5957.88	6106.82	6259.50	6415.98	6576.38	6740.78	6909.31	7082.05	7259.09	7440.57	7626.58
	BCEA		Non Exempt	Bi-Weekly	2553.45	2617.29	2682.72	2749.79	2818.53	2889.00	2961.22	3035.25	3111.13	3188.91	3268.64	3350.35	3434.11	3519.96
	0554		9410	40 HRLY	31.92	32.72	33.53	34.37	35.23	36.11	37.02	37.94	38.89	39.86	40.86	41.88	42.93	44.00
				40 O.T.	47.88	49.08	50.30	51.56	52.85	54.17	55.53	56.91	58.34	59.79	61.29	62.82	64.40	66.00
Network Support Analyst II	M.1579	06/22/25	Info Sys	Monthly	7102.51	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9339.79
	BMA		Non Exempt	Bi-Weekly	3278.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4310.67
	0555		9410	40 HRLY	40.98	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	53.88
				40 O.T.	61.47	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	80.82

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Network Support Analyst III	M.1799	06/22/25	Info Sys	Monthly	8864.92	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11657.38
	BMA		Non Exempt	Bi-Weekly	4091.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5380.33
	0556		9410	40 HRLY	51.14	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	67.25
				40 O.T.	76.71	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.88
Network Support Analyst IV	M.1923	06/22/25	Info Sys	Monthly	10506.23	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13815.71
	BMA		Non Exempt	Bi-Weekly	4849.03	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6376.48
	0557		9410	40 HRLY	60.61	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	79.71
				40 O.T.	90.92	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	119.57
Offset Press Operator	B.1220	06/22/25	Rec/Gen Admin	Monthly	4231.76	4337.56	4446.00	4557.15	4671.07	4787.86	4907.57	5030.24	5156.00	5284.91	5417.01	5552.45	5691.27	5833.53
	BCEA		Non Exempt	Bi-Weekly	1953.12	2001.95	2052.00	2103.30	2155.88	2209.78	2265.03	2321.65	2379.69	2439.19	2500.16	2562.67	2626.74	2692.40
	0571		9420	40 HRLY	24.41	25.02	25.65	26.29	26.95	27.62	28.31	29.02	29.75	30.49	31.25	32.03	32.83	33.66
				40 O.T.	36.62	37.53	38.48	39.44	40.43	41.43	42.47	43.53	44.63	45.74	46.88	48.05	49.25	50.49
Operating Systems Analyst I	M.1614	06/22/25	Info Sys	Monthly	6709.86	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8823.47
	BMA		Non Exempt	Bi-Weekly	3096.86	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4072.37
	0576		9410	40 HRLY	38.71	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.90
				40 O.T.	58.07	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	76.35
Operating Systems Analyst II	M.1745	06/22/25	Info Sys	Monthly	7647.62	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10056.63
	BMA		Non Exempt	Bi-Weekly	3529.67	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4641.52
	0577		9410	40 HRLY	44.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	58.02
				40 O.T.	66.18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	87.03
Operating Systems Analyst III	M.1881	06/22/25	Info Sys	Monthly	8590.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11296.05
	BMA		Non Exempt	Bi-Weekly	3964.69	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5213.56
	0578		9410	40 HRLY	49.56	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	65.17
				40 O.T.	74.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	97.76
Painter	B.1460	06/22/25	Fac/Grounds	Monthly	5289.03	5421.24	5556.79	5695.69	5838.08	5984.05	6133.64	6287.00	6444.17	6605.26	6770.40	6939.66	7113.15	7290.99
	BCEA		Non Exempt	Bi-Weekly	2441.09	2502.11	2564.67	2628.78	2694.50	2761.87	2830.91	2901.69	2974.23	3048.58	3124.80	3202.92	3282.99	3365.07
	0575		9420	40 HRLY	30.51	31.28	32.06	32.86	33.68	34.52	35.39	36.27	37.18	38.11	39.06	40.04	41.04	42.06
				40 O.T.	45.77	46.92	48.09	49.29	50.52	51.78	53.09	54.41	55.77	57.17	58.59	60.06	61.56	63.09

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Painter Leadworker	B.1539	06/22/25	Fac/Grounds	Monthly	5901.72	6049.27	6200.50	6355.51	6514.41	6677.26	6844.20	7015.30	7190.67	7370.44	7554.71	7743.58	7937.17	8135.60
	BCEA		Non Exempt	Bi-Weekly	2723.87	2791.97	2861.77	2933.31	3006.65	3081.81	3158.86	3237.83	3318.77	3401.74	3486.79	3573.96	3663.31	3754.89
	0580		9420	40 HRLY	34.05	34.90	35.77	36.67	37.58	38.52	39.49	40.47	41.48	42.52	43.58	44.67	45.79	46.94
				40 O.T.	51.08	52.35	53.66	55.01	56.37	57.78	59.24	60.71	62.22	63.78	65.37	67.01	68.69	70.41
Park, Recreation & Community Services Director	E.0080	06/22/25	Recreation	Monthly	16696.05	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	21955.31
	Exec		Exempt	Bi-Weekly	7705.87	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10133.22
	0598		9410	40 HRLY	96.32	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	126.67
				40 O.T.	144.48	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	190.01
Parking Analyst	M.1714	06/22/25	Engineering	Monthly	7416.39	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9752.56
	BMA		Non Exempt	Bi-Weekly	3422.95	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4501.18
	0588		9410	40 HRLY	42.79	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	56.26
				40 O.T.	64.19	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	84.39
Parking Control Officer	B.1231	06/22/25	Safety/Inspection	Monthly	4436.38	4547.29	4660.98	4777.50	4896.93	5019.34	5144.84	5273.45	5405.29	5540.43	5678.94	5820.90	5966.44	6115.59
	BCEA		Non Exempt	Bi-Weekly	2047.56	2098.75	2151.22	2205.00	2260.12	2316.62	2374.54	2433.90	2494.75	2557.12	2621.05	2686.57	2753.74	2822.58
	0591		9410	40 HRLY	25.59	26.23	26.89	27.56	28.25	28.96	29.68	30.42	31.18	31.96	32.76	33.58	34.42	35.28
				40 O.T.	38.39	39.35	40.34	41.34	42.38	43.44	44.52	45.63	46.77	47.94	49.14	50.37	51.63	52.92
Parking Control Supervisor	B.1380	06/22/25	Safety/Inspection	Monthly	5289.22	5421.46	5556.98	5695.91	5838.30	5984.27	6133.88	6287.21	6444.40	6605.52	6770.64	6939.92	7113.41	7291.25
	BCEA		Non Exempt	Bi-Weekly	2441.18	2502.21	2564.76	2628.88	2694.60	2761.97	2831.02	2901.79	2974.34	3048.70	3124.91	3203.04	3283.11	3365.19
	0590		9410	40 HRLY	30.51	31.28	32.06	32.86	33.68	34.52	35.39	36.27	37.18	38.11	39.06	40.04	41.04	42.06
				40 O.T.	45.77	46.92	48.09	49.29	50.52	51.78	53.09	54.41	55.77	57.17	58.59	60.06	61.56	63.09
Parking Permit Technician	B.0618	06/22/25	Comm Dev	Monthly	4837.78	4958.74	5082.70	5209.77	5340.01	5473.52	5610.35	5750.62	5894.37	6041.73	6192.77	6347.60	6506.28	6668.94
	BCEA		Non Exempt	Bi-Weekly	2232.82	2288.65	2345.86	2404.51	2464.62	2526.24	2589.39	2654.13	2720.48	2788.49	2858.20	2929.66	3002.90	3077.97
	0592		9410	40 HRLY	27.91	28.61	29.32	30.06	30.81	31.58	32.37	33.18	34.01	34.86	35.73	36.62	37.54	38.47
				40 O.T.	41.87	42.92	43.98	45.09	46.22	47.37	48.56	49.77	51.02	52.29	53.60	54.93	56.31	57.71
Parking Services Manager	M.1715	06/22/25	Comm Dev	Monthly	10449.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13740.55
	BMA		Non Exempt	Bi-Weekly	4822.66	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6341.79
	0593		9410	40 HRLY	60.28	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	79.27
				40 O.T.	90.42	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	118.91

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Payroll Technician I	B.1308	06/22/25	Financial	Monthly	4870.99	4992.76	5117.58	5245.52	5376.65	5511.07	5648.85	5790.07	5934.83	6083.20	6235.28	6391.15	6550.94	6714.72
	BCEA		Non Exempt	Bi-Weekly	2248.15	2304.35	2361.96	2421.01	2481.53	2543.57	2607.16	2672.34	2739.15	2807.63	2877.82	2949.76	3023.51	3099.10
	0602		8810	40 HRLY	28.10	28.80	29.52	30.26	31.02	31.79	32.59	33.40	34.24	35.10	35.97	36.87	37.79	38.74
				40 O.T.	42.15	43.20	44.28	45.39	46.53	47.69	48.89	50.10	51.36	52.65	53.96	55.31	56.69	58.11
Payroll Technician II	B.1363	06/22/25	Financial	Monthly	5136.19	5264.59	5396.21	5531.11	5669.39	5811.13	5956.41	6105.32	6257.94	6414.40	6574.75	6739.11	6907.59	7080.30
	BCEA		Non Exempt	Bi-Weekly	2370.55	2429.81	2490.56	2552.82	2616.64	2682.06	2749.11	2817.84	2888.28	2960.49	3034.50	3110.36	3188.12	3267.83
	0603		8810	40 HRLY	29.63	30.37	31.13	31.91	32.71	33.53	34.36	35.22	36.10	37.01	37.93	38.88	39.85	40.85
				40 O.T.	44.45	45.56	46.70	47.87	49.07	50.30	51.54	52.83	54.15	55.52	56.90	58.32	59.78	61.28
Permit Coordinator	M.1488	06/22/25	Safety/Inspection	Monthly	6118.67	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8046.05
	BMA		Non Exempt	Bi-Weekly	2824.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3713.56
	0604		8810	40 HRLY	35.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	46.42
				40 O.T.	52.95	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	69.63
Permit Technician	B.1428	06/22/25	Safety/Inspection	Monthly	5396.54	5531.46	5669.76	5811.50	5956.77	6105.69	6258.33	6414.81	6575.16	6739.55	6908.03	7080.73	7257.75	7439.21
	BCEA		Non Exempt	Bi-Weekly	2490.71	2552.98	2616.81	2682.23	2749.28	2818.01	2888.46	2960.68	3034.69	3110.56	3188.32	3268.03	3349.73	3433.48
	0605		8810	40 HRLY	31.13	31.91	32.71	33.53	34.37	35.23	36.11	37.01	37.93	38.88	39.85	40.85	41.87	42.92
				40 O.T.	46.70	47.87	49.07	50.30	51.56	52.85	54.17	55.52	56.90	58.32	59.78	61.28	62.81	64.38
Pipefitter	B.1630	06/22/25	Utilities	Monthly	7230.47	7411.24	7596.51	7786.42	7981.09	8180.62	8385.13	8594.76	8809.62	9029.87	9255.61	9487.01	9724.17	9967.27
	BCEA		Non Exempt	Bi-Weekly	3337.14	3420.57	3506.08	3593.73	3683.58	3775.67	3870.06	3966.81	4065.98	4167.63	4271.82	4378.62	4488.08	4600.28
	0614		7520	40 HRLY	41.71	42.76	43.83	44.92	46.04	47.20	48.38	49.59	50.82	52.10	53.40	54.73	56.10	57.50
				40 O.T.	62.57	64.14	65.75	67.38	69.06	70.80	72.57	74.39	76.23	78.15	80.10	82.10	84.15	86.25
Pipefitter Apprentice	B.7999	06/22/25	Utilities	Monthly	6478.72	6977.10	7475.46	7973.83	8472.19	8970.56	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	BCEA		Exempt	Bi-Weekly	2990.18	3220.20	3450.21	3680.23	3910.24	4140.26	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0613		7520	40 HRLY	37.38	40.25	43.13	46.00	48.88	51.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
				40 O.T.	56.07	60.38	64.70	69.00	73.32	77.63	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Pipefitter-Operator	B.1703	06/22/25	Utilities	Monthly	7808.65	8003.86	8203.95	8409.05	8619.28	8834.78	9055.65	9282.02	9514.07	9751.93	9995.72	10245.63	10501.77	10764.30
	BCEA		Non Exempt	Bi-Weekly	3603.99	3694.09	3786.44	3881.10	3978.13	4077.59	4179.53	4284.01	4391.11	4500.89	4613.41	4728.75	4846.97	4968.14
	0616		7520	40 HRLY	45.05	46.18	47.33	48.51	49.73	50.97	52.24	53.55	54.89	56.26	57.67	59.11	60.59	62.10
				40 O.T.	67.58	69.27	71.00	72.77	74.60	76.46	78.36	80.33	82.34	84.39	86.51	88.67	90.89	93.15

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Plan Check Engineer	M.1752	06/22/25	Engineering	Monthly	8017.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10542.46
	BMA		Non Exempt	Bi-Weekly	3700.19	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4865.75
	0617		9410	40 HRLY	46.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	60.82
				40 O.T.	69.38	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	91.23
Plan Check Manager	M.1753	06/22/25	Engineering	Monthly	11224.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	14759.77
	BMA		Non Exempt	Bi-Weekly	5180.38	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6812.20
	0618		9410	40 HRLY	64.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	85.15
				40 O.T.	97.13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	127.73
Planning Manager	M.2150	06/22/25	Comm Dev	Monthly	12438.03	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	16356.02
	BMA		Non Exempt	Bi-Weekly	5740.63	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7548.93
	0265		9410	40 HRLY	71.76	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	94.36
				40 O.T.	107.64	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	141.54
Planning Technician	B.0619	06/22/25	Safety/Inspection	Monthly	5183.40	5312.97	5445.81	5581.94	5721.50	5864.54	6011.16	6161.44	6315.47	6473.35	6635.18	6801.06	6971.10	7145.36
	BCEA		Non Exempt	Bi-Weekly	2392.34	2452.14	2513.45	2576.28	2640.69	2706.71	2774.38	2843.74	2914.83	2987.70	3062.39	3138.95	3217.43	3297.86
	0619		8810	40 HRLY	29.90	30.65	31.42	32.20	33.01	33.83	34.68	35.55	36.44	37.35	38.28	39.24	40.22	41.22
				40 O.T.	44.85	45.98	47.13	48.30	49.52	50.75	52.02	53.33	54.66	56.03	57.42	58.86	60.33	61.83
Police Administrator	Z.2209	06/22/25	Police/Fire	Monthly	13047.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	17157.83
	Z-Group		Exempt	Bi-Weekly	6022.06	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7919.00
	0638		9410	40 HRLY	75.28	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	98.99
				40 O.T.	112.92	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	148.49
Police Cadet	B.0936	06/22/25	Police/Fire	Monthly	3460.67	3547.18	3635.86	3726.75	3819.92	3915.43	4013.30	4113.63	4216.49	4321.89	4429.92	4540.68	4654.20	4770.55
	BCEA		Exempt	Bi-Weekly	1597.23	1637.16	1678.09	1720.04	1763.04	1807.12	1852.29	1898.60	1946.07	1994.72	2044.58	2095.70	2148.09	2201.79
	0639		9410	40 HRLY	19.97	20.46	20.98	21.50	22.04	22.59	23.15	23.73	24.33	24.93	25.56	26.20	26.85	27.52
				40 O.T.	29.96	30.69	31.47	32.25	33.06	33.89	34.73	35.60	36.50	37.40	38.34	39.30	40.28	41.28
Police Captain	Z.2388	06/22/25	Police/Fire	Monthly	16727.79	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	21997.06
	Z-Group		Non Exempt	Bi-Weekly	7720.52	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10152.49
	0641		7720	40 HRLY	96.51	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	126.91
				40 O.T.	144.77	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	190.37

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Police Chief	E.0092 Exec 0644	06/22/25	Police/Fire Exempt 7720	Monthly Bi-Weekly 40 HRLY 40 O.T.	20671.19 9540.55 119.26 178.89	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	27182.61 12545.82 156.82 235.23
Police Communications Manager	M.1021 BMA 0036	06/22/25	Police/Fire Non Exempt 8810	Monthly Bi-Weekly 40 HRLY 40 O.T.	10076.95 4650.90 58.14 87.21	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	13251.20 6115.94 76.45 114.68
Police Lieutenant	P.2164 BPOA 0648	06/22/25	Police/Fire Non Exempt 7720	Monthly Bi-Weekly 40 HRLY 40 O.T.	12844.11 5928.05 74.10 111.15	13165.21 6076.25 75.95 113.93	13494.35 6228.16 77.85 116.78	13831.70 6383.86 79.80 119.70	14177.50 6543.46 81.79 122.69	14531.94 6707.05 83.84 125.76	14895.23 6874.72 85.93 128.90	15267.61 7046.59 88.08 132.12	15649.31 7222.76 90.28 135.42	16040.53 7403.32 92.54 138.81	16441.56 7588.41 94.86 142.29	16852.59 7778.12 97.23 145.85	17273.90 7972.57 99.66 149.49	0.00 0.00 0.00 0.00
Police Officer	P.1761 BPOA 0651	06/22/25	Police/Fire Non Exempt 7720	Monthly Bi-Weekly 40 HRLY 40 O.T.	8839.61 4079.82 51.00 76.50	9060.61 4181.82 52.27 78.41	9287.14 4286.37 53.58 80.37	9519.32 4393.53 54.92 82.38	9757.28 4503.36 56.29 84.44	10001.23 4615.95 57.70 86.55	10251.26 4731.35 59.14 88.71	10507.53 4849.63 60.62 90.93	10770.22 4970.87 62.14 93.21	11039.47 5095.14 63.69 95.54	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00
Police Officer - Detective Assignment	P.1893 BPOA 0637	06/22/25	Police/Fire Non Exempt 7720	Monthly Bi-Weekly 40 HRLY 40 O.T.	9150.12 4223.13 52.79 79.19	9378.87 4328.71 54.11 81.17	9613.35 4436.93 55.46 83.19	9853.68 4547.85 56.85 85.28	10100.03 4661.55 58.27 87.41	10352.53 4778.09 59.73 89.60	10611.34 4897.54 61.22 91.83	10876.62 5019.98 62.75 94.13	11148.54 5145.48 64.32 96.48	11427.26 5274.12 65.93 98.90	11712.94 5405.97 67.57 101.36	12005.76 5541.12 69.26 103.89	12305.91 5679.65 71.00 106.50	0.00 0.00 0.00 0.00
Police Records Manager	M.2002 BMA 0649	06/22/25	Rec/Gen Admin Non Exempt 8810	Monthly Bi-Weekly 40 HRLY 40 O.T.	10102.86 4662.86 58.29 87.44	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	13285.26 6131.66 76.65 114.98
Police Records Technician	B.1281 BCEA 0652	06/22/25	Rec/Gen Admin Non Exempt 8810	Monthly Bi-Weekly 40 HRLY 40 O.T.	4884.08 2254.19 28.18 42.27	5006.19 2310.55 28.88 43.32	5131.34 2368.31 29.60 44.40	5259.63 2427.52 30.34 45.51	5391.10 2488.20 31.10 46.65	5525.89 2550.41 31.88 47.82	5664.04 2614.17 32.68 49.02	5805.63 2679.52 33.49 50.24	5950.77 2746.51 34.33 51.50	6099.54 2815.17 35.19 52.79	6252.03 2885.55 36.07 54.11	6408.33 2957.69 36.97 55.46	6568.55 3031.64 37.90 56.85	6732.77 3107.43 38.84 58.26

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Police Records Technician Supervisor	B.1480 BCEA 0650	06/22/25	Rec/Gen Admin Non Exempt 8810	Monthly Bi-Weekly 40 HRLY 40 O.T.	5958.36 2750.01 34.38 51.57	6107.31 2818.76 35.23 52.85	6260.00 2889.23 36.12 54.18	6416.50 2961.46 37.02 55.53	6576.90 3035.49 37.94 56.91	6741.32 3111.38 38.89 58.34	6909.85 3189.16 39.86 59.79	7082.60 3268.89 40.86 61.29	7259.68 3350.62 41.88 62.82	7441.16 3434.38 42.93 64.40	7627.19 3520.24 44.00 66.00	7817.88 3608.25 45.10 67.65	8013.31 3698.45 46.23 69.35	8213.64 3790.91 47.39 71.09
Police Recruit	U.1400 Unrep 0653	06/22/25	Police/Fire Exempt 7720	Monthly Bi-Weekly 40 HRLY 40 O.T.	7955.65 3671.84 45.90 68.85	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	7955.65 3671.84 45.90 68.85
Police Sergeant	P.2008 BPOA 0654	06/22/25	Police/Fire Non Exempt 7720	Monthly Bi-Weekly 40 HRLY 40 O.T.	10630.69 4906.47 61.33 92.00	10896.45 5029.13 62.86 94.29	11168.86 5154.86 64.44 96.66	11448.08 5283.73 66.05 99.08	11734.28 5415.82 67.70 101.55	12027.64 5551.22 69.39 104.09	12328.33 5690.00 71.13 106.70	12636.54 5832.25 72.90 109.35	12952.44 5978.05 74.73 112.10	13276.27 6127.51 76.59 114.89	13608.16 6280.69 78.51 117.77	13948.37 6437.71 80.47 120.71	14297.08 6598.65 82.48 123.72	0.00 0.00 0.00 0.00
Police Technician	B.1189 BCEA 0646	06/22/25	Police/Fire Non Exempt 8810	Monthly Bi-Weekly 40 HRLY 40 O.T.	4455.34 2056.31 25.70 38.55	4566.73 2107.72 26.35 39.53	4680.89 2160.41 27.01 40.52	4797.91 2214.42 27.68 41.52	4917.86 2269.78 28.37 42.56	5040.79 2326.52 29.08 43.62	5166.83 2384.69 29.81 44.72	5296.01 2444.31 30.55 45.83	5428.39 2505.41 31.32 46.98	5564.11 2568.05 32.10 48.15	5703.21 2632.25 32.90 49.35	5845.80 2698.06 33.73 50.60	5991.94 2765.51 34.57 51.86	6141.72 2834.64 35.43 53.15
Power Plant Maintenance Supervisor	I.6008 IBEW 0656	06/22/25	Utilities Non Exempt 7539	Monthly Bi-Weekly 40 HRLY 40 O.T.	9213.90 4252.57 53.16 79.74	0.00 0.00 0.00 0.00	9674.60 4465.20 55.82 83.73	0.00 0.00 0.00 0.00	10158.33 4688.46 58.61 87.92	0.00 0.00 0.00 0.00	10666.24 4922.88 61.54 92.31	0.00 0.00 0.00 0.00	11199.54 5169.02 64.61 96.92	0.00 0.00 0.00 0.00	11759.54 5427.48 67.84 101.76	0.00 0.00 0.00 0.00	12347.51 5698.85 71.24 106.86	0.00 0.00 0.00 0.00
Power Plant Maintenance Trainee	I.8993 IBEW 0659	06/22/25	Utilities Exempt 7539	Monthly Bi-Weekly 40 HRLY 40 O.T.	5621.87 2594.71 32.43 48.65	0.00 0.00 0.00 0.00	6625.78 3058.05 38.23 57.35	0.00 0.00 0.00 0.00	7629.70 3521.40 44.02 66.03	0.00 0.00 0.00 0.00	8131.65 3753.07 46.91 70.37	0.00 0.00 0.00 0.00	8131.65 3753.07 46.91 70.37	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00
Power Plant Maintenance Trainee	I.9993 IBEW 0659	06/22/25	Utilities Exempt 7539	Monthly Bi-Weekly 40 HRLY 40 O.T.	6625.78 3058.05 38.23 57.35	0.00 0.00 0.00 0.00	7228.13 3336.06 41.70 62.55	0.00 0.00 0.00 0.00	8031.25 3706.73 46.33 69.50	0.00 0.00 0.00 0.00	8031.25 3706.73 46.33 69.50	0.00 0.00 0.00 0.00	8031.25 3706.73 46.33 69.50	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Power Plant Mechanic	I.6011	06/22/25	Utilities	Monthly	7491.32	0.00	7865.87	0.00	8259.16	0.00	8672.13	0.00	9105.72	0.00	9561.02	0.00	10039.08	0.00
	IBEW		Non Exempt	Bi-Weekly	3457.53	0.00	3630.40	0.00	3811.92	0.00	4002.52	0.00	4202.64	0.00	4412.78	0.00	4633.42	0.00
	0658		7539	40 HRLY	43.22	0.00	45.38	0.00	47.65	0.00	50.03	0.00	52.53	0.00	55.16	0.00	57.92	0.00
				40 O.T.	64.83	0.00	68.07	0.00	71.48	0.00	75.05	0.00	78.80	0.00	82.74	0.00	86.88	0.00
Power Plant Operator	I.6012	06/22/25	Utilities	Monthly	7853.95	0.00	8246.66	0.00	8658.98	0.00	9091.94	0.00	9546.53	0.00	10023.85	0.00	10525.04	0.00
	IBEW		Non Exempt	Bi-Weekly	3624.90	0.00	3806.15	0.00	3996.45	0.00	4196.28	0.00	4406.09	0.00	4626.39	0.00	4857.71	0.00
	0660		7539	40 HRLY	45.31	0.00	47.58	0.00	49.96	0.00	52.45	0.00	55.08	0.00	57.83	0.00	60.72	0.00
				40 O.T.	67.97	0.00	71.37	0.00	74.94	0.00	78.68	0.00	82.62	0.00	86.75	0.00	91.08	0.00
Power Plant Operator Trainee	I.8991	06/22/25	Utilities	Monthly	5894.03	0.00	6946.53	0.00	7999.03	0.00	9051.53	0.00	9051.53	0.00	0.00	0.00	0.00	0.00
	IBEW		Exempt	Bi-Weekly	2720.32	0.00	3206.09	0.00	3691.86	0.00	4177.63	0.00	4177.63	0.00	0.00	0.00	0.00	0.00
	0665		7539	40 HRLY	34.00	0.00	40.08	0.00	46.15	0.00	52.22	0.00	52.22	0.00	0.00	0.00	0.00	0.00
				40 O.T.	51.00	0.00	60.12	0.00	69.23	0.00	78.33	0.00	78.33	0.00	0.00	0.00	0.00	0.00
Power Plant Operator Trainee	I.9991	06/22/25	Utilities	Monthly	6946.53	0.00	8420.04	0.00	9156.79	0.00	9156.79	0.00	9156.79	0.00	0.00	0.00	0.00	0.00
	IBEW		Exempt	Bi-Weekly	3206.09	0.00	3886.17	0.00	4226.21	0.00	4226.21	0.00	4226.21	0.00	0.00	0.00	0.00	0.00
	0665		7539	40 HRLY	40.08	0.00	48.58	0.00	52.83	0.00	52.83	0.00	52.83	0.00	0.00	0.00	0.00	0.00
				40 O.T.	60.12	0.00	72.87	0.00	79.25	0.00	79.25	0.00	79.25	0.00	0.00	0.00	0.00	0.00
Power Plant Shift Supervisor	I.6009	06/22/25	Utilities	Monthly	9793.64	0.00	10283.30	0.00	10797.48	0.00	11337.34	0.00	11904.21	0.00	12499.44	0.00	13124.39	0.00
	IBEW		Non Exempt	Bi-Weekly	4520.14	0.00	4746.14	0.00	4983.45	0.00	5232.62	0.00	5494.25	0.00	5768.97	0.00	6057.41	0.00
	0655		7539	40 HRLY	56.50	0.00	59.33	0.00	62.29	0.00	65.41	0.00	68.68	0.00	72.11	0.00	75.72	0.00
				40 O.T.	84.75	0.00	89.00	0.00	93.44	0.00	98.12	0.00	103.02	0.00	108.17	0.00	113.58	0.00
Power Production Engineer	M.2265	06/22/25	Engineering	Monthly	12837.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	16880.96
	BMA		Non Exempt	Bi-Weekly	5924.88	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7791.21
	0669		9410	40 HRLY	74.06	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	97.39
				40 O.T.	111.09	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	146.09
Power Production Manager	M.2224	06/22/25	Utilities	Monthly	17187.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	22600.89
	BMA		Non Exempt	Bi-Weekly	7932.46	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10431.18
	0662		9410	40 HRLY	99.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	130.39
				40 O.T.	148.74	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	195.59

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Power Resources Manager	M.2199	06/22/25	Engineering	Monthly	15732.51	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20688.27
	BMA		Non Exempt	Bi-Weekly	7261.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9548.43
	0663		9410	40 HRLY	90.76	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	119.36
				40 O.T.	136.14	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	179.04
Power Resources Planning Associate I	B.1190	06/22/25	Utilities	Monthly	7844.74	8040.87	8241.89	8447.92	8659.13	8875.60	9097.49	9324.92	9558.06	9797.02	10041.94	10292.99	10550.30	10814.07
	BCEA		Non Exempt	Bi-Weekly	3620.65	3711.17	3803.95	3899.04	3996.52	4096.43	4198.84	4303.81	4411.41	4521.70	4634.74	4750.61	4869.37	4991.11
	0059		9410	40 HRLY	45.26	46.39	47.55	48.74	49.96	51.21	52.49	53.80	55.14	56.52	57.93	59.38	60.87	62.39
				40 O.T.	67.89	69.59	71.33	73.11	74.94	76.82	78.74	80.70	82.71	84.78	86.90	89.07	91.31	93.59
Power Resources Planning Associate II	B.1191	06/22/25	Utilities	Monthly	9121.82	9349.86	9583.60	9823.19	10068.78	10320.51	10578.51	10842.98	11114.05	11391.90	11676.69	11968.62	12267.82	12574.53
	BCEA		Non Exempt	Bi-Weekly	4210.07	4315.32	4423.20	4533.78	4647.13	4763.31	4882.39	5004.45	5129.56	5257.80	5389.24	5523.98	5662.07	5803.63
	0060		9410	40 HRLY	52.63	53.94	55.29	56.67	58.09	59.54	61.03	62.56	64.12	65.72	67.37	69.05	70.78	72.55
				40 O.T.	78.95	80.91	82.94	85.01	87.14	89.31	91.55	93.84	96.18	98.58	101.06	103.58	106.17	108.83
Power Supply Scheduler	B.1911	06/22/25	Engineering	Monthly	9226.69	9457.35	9693.78	9936.12	10184.53	10439.13	10700.11	10967.62	11241.82	11522.85	11810.93	12106.21	12408.85	12719.07
	BCEA		Non Exempt	Bi-Weekly	4258.47	4364.93	4474.05	4585.90	4700.55	4818.06	4938.51	5061.98	5188.53	5318.24	5451.20	5587.48	5727.16	5870.34
	0612		9410	40 HRLY	53.23	54.56	55.93	57.32	58.76	60.23	61.73	63.27	64.86	66.48	68.14	69.84	71.59	73.38
				40 O.T.	79.85	81.84	83.90	85.98	88.14	90.35	92.60	94.91	97.29	99.72	102.21	104.76	107.39	110.07
Power System Operator	I.6027	06/22/25	Utilities	Monthly	11655.13	0.00	12237.90	0.00	12849.79	0.00	13492.27	0.00	14166.88	0.00	14875.23	0.00	15618.98	0.00
	IBEW		Non Exempt	Bi-Weekly	5379.29	0.00	5648.26	0.00	5930.67	0.00	6227.20	0.00	6538.56	0.00	6865.49	0.00	7208.76	0.00
	0664		7539	40 HRLY	67.24	0.00	70.60	0.00	74.13	0.00	77.84	0.00	81.73	0.00	85.82	0.00	90.11	0.00
				40 O.T.	100.86	0.00	105.90	0.00	111.20	0.00	116.76	0.00	122.60	0.00	128.73	0.00	135.17	0.00
Power System Operator Supervisor	I.5026	06/22/25	Utilities	Monthly	14335.82	0.00	15052.59	0.00	15805.23	0.00	16595.50	0.00	17425.27	0.00	18296.53	0.00	19211.36	0.00
	IBEW		Non Exempt	Bi-Weekly	6616.53	0.00	6947.35	0.00	7294.72	0.00	7659.46	0.00	8042.43	0.00	8444.55	0.00	8866.78	0.00
	0670		7539	40 HRLY	82.71	0.00	86.84	0.00	91.18	0.00	95.74	0.00	100.53	0.00	105.56	0.00	110.83	0.00
				40 O.T.	124.07	0.00	130.26	0.00	136.77	0.00	143.61	0.00	150.80	0.00	158.34	0.00	166.25	0.00
Power System Operator Trainee	I.5025	06/22/25	Utilities	Monthly	8746.64	0.00	10308.52	0.00	11870.43	0.00	12807.58	0.00	13588.53	0.00	0.00	0.00	0.00	0.00
	IBEW		Exempt	Bi-Weekly	4036.91	0.00	4757.78	0.00	5478.66	0.00	5911.19	0.00	6271.63	0.00	0.00	0.00	0.00	0.00
	0920		7539	40 HRLY	50.46	0.00	59.47	0.00	68.48	0.00	73.89	0.00	78.40	0.00	0.00	0.00	0.00	0.00
				40 O.T.	75.69	0.00	89.21	0.00	102.72	0.00	110.84	0.00	117.60	0.00	0.00	0.00	0.00	0.00

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Power System Operator Trainee	I.6025 IBEW 0920	06/22/25	Utilities Exempt 7539	Monthly Bi-Weekly 40 HRLY 40 O.T.	11089.48 5118.22 63.98 95.97	0.00 0.00 0.00 0.00	11714.24 5406.57 67.58 101.37	0.00 0.00 0.00 0.00	12182.82 5622.84 70.29 105.44	0.00 0.00 0.00 0.00	12807.58 5911.19 73.89 110.84	0.00 0.00 0.00 0.00	13588.53 6271.63 78.40 117.60	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00
Principal Accountant	M.1899 BMA 0668	06/22/25	Financial Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	9194.19 4243.47 53.04 79.56	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	12090.35 5580.16 69.75 104.63
Principal Civil Engineer (M)	M.2272 BMA 0679	06/22/25	Engineering Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	13293.52 6135.47 76.69 115.04	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	17480.97 8068.14 100.85 151.28
Principal Civil Engineer (Z)	Z.2310 Z-Group 0678	06/22/25	Engineering Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	13293.71 6135.56 76.69 115.04	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	17481.23 8068.26 100.85 151.28
Principal Civil Engineer-BWP	M.2271 BMA 0680	06/22/25	Engineering Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	13293.52 6135.47 76.69 115.04	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	17480.97 8068.14 100.85 151.28
Principal Clerk	B.1361 BCEA 0667	06/22/25	Rec/Gen Admin Non Exempt 8810	Monthly Bi-Weekly 40 HRLY 40 O.T.	5493.13 2535.29 31.69 47.54	5630.47 2598.68 32.48 48.72	5771.22 2663.64 33.30 49.95	5915.50 2730.23 34.13 51.20	6063.40 2798.49 34.98 52.47	6214.98 2868.45 35.86 53.79	6370.35 2940.16 36.75 55.13	6529.62 3013.67 37.67 56.51	6692.86 3089.01 38.61 57.92	6860.17 3166.23 39.58 59.37	7031.68 3245.39 40.57 60.86	7207.48 3326.53 41.58 62.37	7387.66 3409.69 42.62 63.93	7572.35 3494.93 43.69 65.54
Principal Client Technology Specialist	M.1032 BMA 0687	06/22/25	Info Sys Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	8644.22 3989.64 49.87 74.81	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	11367.16 5246.38 65.58 98.37

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Principal Communications Network Engineer	M.1027 BMA 0050	06/22/25	Utilities Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	12963.90 5983.34 74.79 112.19	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	17047.53 7868.09 98.35 147.53
Principal Data Engineer	M.1314 BMA 0044	06/22/25	Info Sys Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	12426.05 5735.10 71.69 107.54	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	16340.26 7541.66 94.27 141.41
Principal Electrical Engineer	M.2200 BMA 0790	06/22/25	Engineering Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	12831.56 5922.26 74.03 111.05	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	16873.50 7787.77 97.35 146.03
Principal Engineer-Traffic	M.2273 BMA 0685	06/22/25	Engineering Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	13293.52 6135.47 76.69 115.04	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	17480.97 8068.14 100.85 151.28
Principal Engineering Technician	M.1302 BMA 0791	06/22/25	Engineering Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	10008.64 4619.37 57.74 86.61	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	13161.33 6074.46 75.93 113.90
Principal GIS Specialist	M.1991 BMA 0040	06/22/25	Utilities Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	9720.06 4486.18 56.08 84.12	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	12781.86 5899.32 73.74 110.61
Principal Network Engineer	M.1036 BMA 0553	09/30/25	Info Sys Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	11377.71 5251.25 65.64 98.46	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	14961.68 6905.39 86.32 129.48

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Principal Plan Check Engineer	M.1986 BMA 0683	06/22/25	Engineering Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	10443.90 4820.26 60.25 90.38	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	13733.72 6338.64 79.23 118.85
Principal Planner	M.2031 BMA 0676	06/22/25	Comm Dev Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	10271.86 4740.86 59.26 88.89	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	13507.50 6234.23 77.93 116.90
Principal Power Engineer	M.2221 BMA 0672	06/22/25	Engineering Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	12831.56 5922.26 74.03 111.05	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	16873.50 7787.77 97.35 146.03
Principal Power Resources Planner	M.1316 BMA 0062	06/22/25	Utilities Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	13110.41 6050.96 75.64 113.46	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	17240.19 7957.01 99.46 149.19
Principal Power System Operator	M.2195 BMA 0681	06/22/25	Utilities Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	15158.61 6996.28 87.45 131.18	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	19933.57 9200.11 115.00 172.50
Principal Systems Engineer	M.1083 BMA 0083	06/22/25	Info Sys Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	11727.32 5412.61 67.66 101.49	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	15421.42 7117.58 88.97 133.46
Principal Technology Product Manager	M.1319 BMA 0047	06/22/25	Info Sys Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	11689.38 5395.10 67.44 101.16	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	15371.53 7094.55 88.68 133.02

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Principal Transportation Planner	M.1029 BMA 0016	06/22/25	Comm Dev Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	10271.86 4740.86 59.26 88.89	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	13507.50 6234.23 77.93 116.90
Principal Utility Accounting Analyst	M.1972 BMA 0682	06/22/25	Financial Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	9116.06 4207.41 52.59 78.89	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	11987.60 5532.74 69.16 103.74
Principal Utility Business Systems Analyst	M.1019 BMA 0686	06/22/25	Utilities Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	10346.48 4775.30 59.69 89.54	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	13605.63 6279.52 78.49 117.74
Program Specialist	B.1370 BCEA 0684	06/22/25	Recreation Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	4790.46 2210.98 27.64 41.46	4910.21 2266.25 28.33 42.50	5032.97 2322.91 29.04 43.56	5158.79 2380.98 29.76 44.64	5287.75 2440.50 30.51 45.77	5419.96 2501.52 31.27 46.91	5555.44 2564.05 32.05 48.08	5694.35 2628.16 32.85 49.28	5836.70 2693.86 33.67 50.51	5982.62 2761.21 34.52 51.78	6132.19 2830.24 35.38 53.07	6285.48 2900.99 36.26 54.39	6442.63 2973.52 37.17 55.76	6603.70 3047.86 38.10 57.15
Property and Evidence Technician	B.1020 BCEA 0039	06/22/25	Police/Fire Non Exempt 8810	Monthly Bi-Weekly 40 HRLY 40 O.T.	4792.06 2211.72 27.65 41.48	4911.86 2267.01 28.34 42.51	5034.64 2323.68 29.05 43.58	5160.52 2381.78 29.77 44.66	5289.53 2441.32 30.52 45.78	5421.76 2502.35 31.28 46.92	5557.31 2564.91 32.06 48.09	5696.23 2629.03 32.86 49.29	5838.65 2694.76 33.68 50.52	5984.62 2762.13 34.53 51.80	6134.22 2831.18 35.39 53.09	6287.58 2901.96 36.27 54.41	6444.77 2974.51 37.18 55.77	6605.89 3048.87 38.11 57.17
Public Information Specialist	M.1717 BMA 0697	06/22/25	Rec/Gen Admin Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	8330.21 3844.71 48.06 72.09	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	10954.23 5055.80 63.20 94.80
Public Safety Facility Technician	B.1482 BCEA 0645	06/22/25	Fac/Grounds Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	5597.24 2583.34 32.29 48.44	5737.18 2647.93 33.10 49.65	5880.62 2714.13 33.93 50.90	6027.62 2781.98 34.77 52.16	6178.32 2851.53 35.64 53.46	6332.78 2922.82 36.54 54.81	6491.10 2995.89 37.45 56.18	6653.36 3070.78 38.38 57.57	6819.69 3147.55 39.34 59.01	6990.19 3226.24 40.33 60.50	7164.95 3306.90 41.34 62.01	7344.07 3389.57 42.37 63.56	7527.67 3474.31 43.43 65.15	7715.87 3561.17 44.51 66.77

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Public Works Director	E.0084	06/22/25	Engineering	Monthly	17100.87	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	22487.64
	Exec		Exempt	Bi-Weekly	7892.71	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10378.91
	0695		9410	40 HRLY	98.66	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	129.74
				40 O.T.	147.99	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	194.61
Public Works Journeyman	B.1418	06/22/25	Streets/Refuse	Monthly	5310.65	5443.43	5579.49	5718.98	5861.96	6008.51	6158.73	6312.69	6470.51	6632.28	6798.07	6968.02	7142.22	7320.78
	BCEA		Non Exempt	Bi-Weekly	2451.07	2512.35	2575.15	2639.53	2705.52	2773.16	2842.49	2913.55	2986.39	3061.05	3137.57	3216.01	3296.41	3378.82
	0698		9420	40 HRLY	30.64	31.40	32.19	32.99	33.82	34.66	35.53	36.42	37.33	38.26	39.22	40.20	41.21	42.24
				40 O.T.	45.96	47.10	48.29	49.49	50.73	51.99	53.30	54.63	56.00	57.39	58.83	60.30	61.82	63.36
Public Works Supervisor	M.1903	06/22/25	Streets/Refuse	Monthly	8701.03	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11441.86
	BMA		Non Exempt	Bi-Weekly	4015.86	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5280.86
	0703		9420	40 HRLY	50.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	66.01
				40 O.T.	75.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	99.02
Purchasing Manager	M.2061	06/22/25	Financial	Monthly	11436.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15039.53
	BMA		Non Exempt	Bi-Weekly	5278.57	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6941.32
	0701		9410	40 HRLY	65.98	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	86.77
				40 O.T.	98.97	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	130.16
Purchasing Manager	Z.1934	06/22/25	Financial	Monthly	11436.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15039.53
	Z-Group		Exempt	Bi-Weekly	5278.57	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6941.32
	0704		9410	40 HRLY	65.98	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	86.77
				40 O.T.	98.97	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	130.16
Rangemaster	B.1489	06/22/25	Police/Fire	Monthly	6197.30	6352.23	6511.03	6673.81	6840.67	7011.68	7186.96	7366.65	7550.81	7739.57	7933.06	8131.39	8334.67	8543.04
	BCEA		Non Exempt	Bi-Weekly	2860.29	2931.80	3005.09	3080.22	3157.23	3236.16	3317.06	3399.99	3484.99	3572.11	3661.41	3752.95	3846.77	3942.94
	0710		7720	40 HRLY	35.75	36.65	37.56	38.50	39.47	40.45	41.46	42.50	43.56	44.65	45.77	46.91	48.08	49.29
				40 O.T.	53.63	54.98	56.34	57.75	59.21	60.68	62.19	63.75	65.34	66.98	68.66	70.37	72.12	73.94
Real Estate and Project Manager	M.2464	06/22/25	Comm Dev	Monthly	9937.18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13067.41
	BMA		Non Exempt	Bi-Weekly	4586.39	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6031.11
	0702		9410	40 HRLY	57.33	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	75.39
				40 O.T.	86.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	113.09

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Records Manager (M)	M.1756 BMA 0709	06/22/25	Rec/Gen Admin Non Exempt 9420	Monthly Bi-Weekly 40 HRLY 40 O.T.	7149.48 3299.76 41.25 61.88	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	9401.56 4339.18 54.24 81.36
Records Manager (Z)	Z.1795 Z-Group 0708	06/22/25	Rec/Gen Admin Exempt 9420	Monthly Bi-Weekly 40 HRLY 40 O.T.	9036.95 4170.90 52.14 78.21	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	11883.58 5484.73 68.56 102.84
Records Technician	B.1030 BCEA 0025	06/22/25	Rec/Gen Admin Non Exempt 8810	Monthly Bi-Weekly 40 HRLY 40 O.T.	5127.42 2366.50 29.58 44.37	5255.60 2425.66 30.32 45.48	5386.98 2486.30 31.08 46.62	5521.66 2548.46 31.86 47.79	5659.70 2612.17 32.65 48.98	5801.19 2677.47 33.47 50.21	5946.22 2744.41 34.31 51.47	6094.88 2813.02 35.16 52.74	6247.26 2883.35 36.04 54.06	6403.43 2955.43 36.94 55.41	6563.51 3029.31 37.87 56.81	6727.61 3105.05 38.81 58.22	6895.79 3182.67 39.78 59.67	7068.19 3262.24 40.78 61.17
Recreation Coordinator	B.1445 BCEA 0720	06/22/25	Recreation Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	5169.88 2386.10 29.83 44.75	5299.13 2445.75 30.57 45.86	5431.60 2506.89 31.34 47.01	5567.38 2569.56 32.12 48.18	5706.57 2633.80 32.92 49.38	5849.24 2699.65 33.75 50.63	5995.47 2767.14 34.59 51.89	6145.36 2836.32 35.45 53.18	6299.00 2907.23 36.34 54.51	6456.47 2979.91 37.25 55.88	6617.87 3054.40 38.18 57.27	6783.34 3130.77 39.13 58.70	6952.90 3209.03 40.11 60.17	7126.73 3289.26 41.12 61.68
Recreation Leader	B.1124 BCEA 0712	06/22/25	Recreation Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	3617.25 1669.50 20.87 31.31	3707.69 1711.24 21.39 32.09	3800.38 1754.02 21.93 32.90	3895.39 1797.87 22.47 33.71	3992.78 1842.82 23.04 34.56	4092.60 1888.89 23.61 35.42	4194.91 1936.11 24.20 36.30	4299.77 1984.51 24.81 37.22	4407.28 2034.13 25.43 38.15	4517.46 2084.98 26.06 39.09	4630.38 2137.10 26.71 40.07	4746.15 2190.53 27.38 41.07	4864.80 2245.29 28.07 42.11	4986.43 2301.43 28.77 43.16
Recreation Services Manager	M.1816 BMA 0715	06/22/25	Recreation Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	9364.25 4321.96 54.02 81.03	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	12313.99 5683.38 71.04 106.56
Recreation Supervisor	B.1571 BCEA 0721	06/22/25	Recreation Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	6859.67 3166.00 39.58 59.37	7031.16 3245.15 40.56 60.84	7206.92 3326.27 41.58 62.37	7387.10 3409.43 42.62 63.93	7571.79 3494.67 43.68 65.52	7761.07 3582.03 44.78 67.17	7955.09 3671.58 45.89 68.84	8153.97 3763.37 47.04 70.56	8357.83 3857.46 48.22 72.33	8566.76 3953.89 49.42 74.13	8780.94 4052.74 50.66 75.99	9000.46 4154.06 51.93 77.90	9225.47 4257.91 53.22 79.83	9456.11 4364.36 54.55 81.83

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Recycling Coordinator	M.1928	06/22/25	Streets/Refuse	Monthly	9163.22	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12049.64
	BMA		Non Exempt	Bi-Weekly	4229.18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5561.37
	0718		9410	40 HRLY	52.86	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	69.52
				40 O.T.	79.29	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	104.28
Recycling Specialist	M.1774	06/22/25	Streets/Refuse	Monthly	7029.17	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9243.37
	BMA		Non Exempt	Bi-Weekly	3244.23	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4266.17
	0719		9410	40 HRLY	40.55	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	53.33
				40 O.T.	60.83	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	80.00
Redevelopment Project Manager	M.2108	06/22/25	Comm Dev	Monthly	11061.29	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	14545.59
	BMA		Non Exempt	Bi-Weekly	5105.21	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6713.35
	0726		9410	40 HRLY	63.82	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	83.92
				40 O.T.	95.73	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	125.88
Release Train Engineer	Z.1433	06/22/25	Info Sys	Monthly	11739.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15437.11
	Z-Group		Exempt	Bi-Weekly	5418.11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7124.82
	0160		9410	40 HRLY	67.73	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	89.06
				40 O.T.	101.60	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	133.59
Revenue Manager	Z.2389	06/22/25	Financial	Monthly	11296.94	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	14855.47
	Z-Group		Exempt	Bi-Weekly	5213.97	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6856.37
	0390		9410	40 HRLY	65.17	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	85.70
				40 O.T.	97.76	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	128.55
Right of Way Specialist	B.1805	06/22/25	Engineering	Monthly	7751.06	7944.84	8143.46	8347.04	8555.71	8769.61	8988.85	9213.58	9443.92	9680.02	9922.01	10170.07	10424.31	10684.92
	BCEA		Non Exempt	Bi-Weekly	3577.41	3666.85	3758.52	3852.48	3948.79	4047.51	4148.70	4252.42	4358.73	4467.70	4579.39	4693.88	4811.22	4931.50
	0728		9410	40 HRLY	44.72	45.84	46.98	48.16	49.36	50.59	51.86	53.16	54.48	55.85	57.24	58.67	60.14	61.64
				40 O.T.	67.08	68.76	70.47	72.24	74.04	75.89	77.79	79.74	81.72	83.78	85.86	88.01	90.21	92.46
Secretary to the City Manager	Z.1635	06/22/25	Rec/Gen Admin	Monthly	6928.31	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9110.73
	Z-Group		Exempt	Bi-Weekly	3197.68	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4204.95
	0745		8810	40 HRLY	39.97	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	52.56
				40 O.T.	59.96	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	78.84

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Security Guard	B.1201 BCEA 0748	06/22/25	Safety/Inspection Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	4544.30 2097.37 26.22 39.33	4657.90 2149.80 26.87 40.31	4774.34 2203.54 27.54 41.31	4893.70 2258.63 28.23 42.35	5016.05 2315.10 28.94 43.41	5141.46 2372.98 29.66 44.49	5269.98 2432.30 30.40 45.60	5401.74 2493.11 31.16 46.74	5536.79 2555.44 31.94 47.91	5675.19 2619.32 32.74 49.11	5817.09 2684.81 33.56 50.34	5962.52 2751.93 34.40 51.60	6111.56 2820.72 35.26 52.89	6264.35 2891.24 36.14 54.21
Senior Accountant	B.1849 BCEA 0749	06/22/25	Financial Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	8164.28 3768.13 47.10 70.65	8368.38 3862.33 48.28 72.42	8577.60 3958.89 49.49 74.24	8792.03 4057.86 50.72 76.08	9011.84 4159.31 51.99 77.99	9237.13 4263.29 53.29 79.94	9468.05 4369.87 54.62 81.93	9704.76 4479.12 55.99 83.99	9947.38 4591.10 57.39 86.09	10196.05 4705.87 58.82 88.23	10450.96 4823.52 60.29 90.44	10712.24 4944.11 61.80 92.70	10980.04 5067.71 63.35 95.03	11254.53 5194.40 64.93 97.40
Senior Administrative Analyst (M)	M.1817 BMA 0750	06/22/25	Rec/Gen Admin Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	7943.30 3666.14 45.83 68.75	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	10445.44 4820.97 60.26 90.39
Senior Administrative Analyst (Z)	Z.1865 Z-Group 5750	06/22/25	Rec/Gen Admin Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	7943.50 3666.23 45.83 68.75	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	10445.70 4821.09 60.26 90.39
Senior Animal Control Officer	B.1531 BCEA 0751	06/22/25	Safety/Inspection Non Exempt 7720	Monthly Bi-Weekly 40 HRLY 40 O.T.	6061.36 2797.55 34.97 52.46	6212.90 2867.49 35.84 53.76	6368.22 2939.18 36.74 55.11	6527.43 3012.66 37.66 56.49	6690.60 3087.97 38.60 57.90	6857.87 3165.17 39.56 59.34	7029.32 3244.30 40.55 60.83	7205.06 3325.41 41.57 62.36	7385.17 3408.54 42.61 63.92	7569.81 3493.76 43.67 65.51	7759.05 3581.10 44.76 67.14	7953.03 3670.63 45.88 68.82	8151.87 3762.40 47.03 70.55	8355.66 3856.46 48.21 72.32
Senior Assistant City Attorney	Z.2511 Z-Group 0753	06/22/25	Legal Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	15294.57 7059.03 88.24 132.36	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	20112.34 9282.62 116.03 174.05
Senior Buyer	M.1944 BMA 0761	06/22/25	Financial Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	10177.79 4697.44 58.72 88.08	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	13383.78 6177.13 77.21 115.82

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Senior Civil Engineer	M.2147	06/22/25	Engineering	Monthly	11459.93	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15069.82
	BMA		Non Exempt	Bi-Weekly	5289.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6955.30
	0767		9410	40 HRLY	66.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	86.94
				40 O.T.	99.18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	130.41
Senior Civil Engineer-BWP	M.2148	06/22/25	Engineering	Monthly	11459.93	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15069.82
	BMA		Non Exempt	Bi-Weekly	5289.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6955.30
	0768		9410	40 HRLY	66.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	86.94
				40 O.T.	99.18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	130.41
Senior Civil Engineering Assistant	B.1809	06/22/25	Engineering	Monthly	7766.07	7960.23	8159.23	8363.20	8572.29	8786.59	9006.25	9231.41	9462.20	9698.76	9941.23	10189.75	10444.50	10705.61
	BCEA		Non Exempt	Bi-Weekly	3584.34	3673.95	3765.80	3859.94	3956.44	4055.35	4156.73	4260.65	4367.17	4476.35	4588.26	4702.96	4820.54	4941.05
	0774		9410	40 HRLY	44.80	45.92	47.07	48.25	49.46	50.69	51.96	53.26	54.59	55.95	57.35	58.79	60.26	61.76
				40 O.T.	67.20	68.88	70.61	72.38	74.19	76.04	77.94	79.89	81.89	83.93	86.03	88.19	90.39	92.64
Senior Civil Engineering Associate	M.1980	06/22/25	Engineering	Monthly	9452.06	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12429.47
	BMA		Non Exempt	Bi-Weekly	4362.49	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5736.68
	0775		9410	40 HRLY	54.53	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	71.71
				40 O.T.	81.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	107.57
Senior Clerk	B.1204	06/22/25	Rec/Gen Admin	Monthly	4481.14	4593.18	4708.02	4825.71	4946.35	5070.00	5196.75	5326.69	5459.85	5596.35	5736.25	5879.66	6026.65	6177.32
	BCEA		Non Exempt	Bi-Weekly	2068.22	2119.93	2172.93	2227.25	2282.93	2340.00	2398.50	2458.47	2519.93	2582.93	2647.50	2713.69	2781.53	2851.07
	0778		8810	40 HRLY	25.85	26.50	27.16	27.84	28.54	29.25	29.98	30.73	31.50	32.29	33.09	33.92	34.77	35.64
				40 O.T.	38.78	39.75	40.74	41.76	42.81	43.88	44.97	46.10	47.25	48.44	49.64	50.88	52.16	53.46
Senior Code Compliance Inspector	B.1779	06/22/25	Safety/Inspection	Monthly	7932.58	8130.89	8334.17	8542.52	8756.09	8974.98	9199.36	9429.36	9665.09	9906.72	10154.39	10408.23	10668.45	10935.17
	BCEA		Non Exempt	Bi-Weekly	3661.19	3752.72	3846.54	3942.70	4041.27	4142.30	4245.86	4352.01	4460.81	4572.33	4686.64	4803.80	4923.90	5047.00
	0819		9410	40 HRLY	45.76	46.91	48.08	49.28	50.52	51.78	53.07	54.40	55.76	57.15	58.58	60.05	61.55	63.09
				40 O.T.	68.64	70.37	72.12	73.92	75.78	77.67	79.61	81.60	83.64	85.73	87.87	90.08	92.33	94.64
Senior Collections Specialist	M.1658	06/22/25	Financial	Monthly	7286.76	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9582.08
	BMA		Non Exempt	Bi-Weekly	3363.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4422.50
	0779		9410	40 HRLY	42.04	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	55.28
				40 O.T.	63.06	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	82.92

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Senior Communications Technician	I.6014 IBEW 0780	06/22/25	Utilities Non Exempt 7539	Monthly Bi-Weekly 40 HRLY 40 O.T.	9501.98 4385.53 54.82 82.23	0.00 0.00 0.00 0.00	9977.07 4604.80 57.56 86.34	0.00 0.00 0.00 0.00	10475.92 4835.04 60.44 90.66	0.00 0.00 0.00 0.00	10999.73 5076.80 63.46 95.19	0.00 0.00 0.00 0.00	11549.72 5330.64 66.63 99.95	0.00 0.00 0.00 0.00	12127.20 5597.17 69.96 104.94	0.00 0.00 0.00 0.00	12733.57 5877.03 73.46 110.19	0.00 0.00 0.00 0.00
Senior Conduit Mechanic	I.6015 IBEW 0783	06/22/25	Utilities Non Exempt 7539	Monthly Bi-Weekly 40 HRLY 40 O.T.	9792.53 4519.63 56.50 84.75	0.00 0.00 0.00 0.00	10282.16 4745.61 59.32 88.98	0.00 0.00 0.00 0.00	10796.26 4982.89 62.29 93.44	0.00 0.00 0.00 0.00	11336.07 5232.03 65.40 98.10	0.00 0.00 0.00 0.00	11902.87 5493.63 68.67 103.01	0.00 0.00 0.00 0.00	12498.03 5768.32 72.10 108.15	0.00 0.00 0.00 0.00	13122.92 6056.73 75.71 113.57	0.00 0.00 0.00 0.00
Senior Conduit Mechanic-G	I.6115 IBEW 0782	06/22/25	Utilities Non Exempt 7539	Monthly Bi-Weekly 40 HRLY 40 O.T.	10378.62 4790.13 59.88 89.82	0.00 0.00 0.00 0.00	10897.55 5029.64 62.87 94.31	0.00 0.00 0.00 0.00	11442.43 5281.12 66.01 99.02	0.00 0.00 0.00 0.00	12014.56 5545.18 69.31 103.97	0.00 0.00 0.00 0.00	12615.29 5822.44 72.78 109.17	0.00 0.00 0.00 0.00	13246.05 6113.56 76.42 114.63	0.00 0.00 0.00 0.00	13908.35 6419.24 80.24 120.36	0.00 0.00 0.00 0.00
Senior Construction Inspector	B.1311 BCEA 0049	06/22/25	Safety/Inspection Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	7364.28 3398.90 42.49 63.74	7548.39 3483.87 43.55 65.33	7737.10 3570.97 44.64 66.96	7930.52 3660.24 45.75 68.63	8128.79 3751.75 46.90 70.35	8332.00 3845.54 48.07 72.11	8540.31 3941.68 49.27 73.91	8753.81 4040.22 50.50 75.75	8972.67 4141.23 51.77 77.66	9196.98 4244.76 53.06 79.59	9426.91 4350.88 54.39 81.59	9662.58 4459.65 55.75 83.63	9904.14 4571.14 57.14 85.71	10151.74 4685.42 58.57 87.86
Senior Control Operator	I.6020 IBEW 0837	06/22/25	Utilities Non Exempt 7539	Monthly Bi-Weekly 40 HRLY 40 O.T.	8525.62 3934.90 49.19 73.79	0.00 0.00 0.00 0.00	8951.89 4131.64 51.65 77.48	0.00 0.00 0.00 0.00	9399.48 4338.22 54.23 81.35	0.00 0.00 0.00 0.00	9869.45 4555.13 56.94 85.41	0.00 0.00 0.00 0.00	10362.93 4782.89 59.79 89.69	0.00 0.00 0.00 0.00	10881.07 5022.03 62.78 94.17	0.00 0.00 0.00 0.00	11425.14 5273.14 65.91 98.87	0.00 0.00 0.00 0.00
Senior Electrical Engineer	M.2162 BMA 0789	06/22/25	Engineering Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	11548.42 5330.04 66.63 99.95	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	15186.17 7009.00 87.61 131.42
Senior Electrical Service Planner	B.1887 BCEA 0799	06/22/25	Engineering Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	8636.29 3985.98 49.82 74.73	8852.20 4085.63 51.07 76.61	9073.50 4187.77 52.35 78.53	9300.33 4292.46 53.66 80.49	9532.84 4399.77 55.00 82.50	9771.17 4509.77 56.37 84.56	10015.44 4622.51 57.78 86.67	10265.84 4738.08 59.23 88.85	10522.48 4856.53 60.71 91.07	10785.54 4977.94 62.22 93.33	11055.18 5102.39 63.78 95.67	11331.56 5229.95 65.37 98.06	11614.85 5360.70 67.01 100.52	11905.23 5494.72 68.68 103.02

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Senior Electrician	I.6016	06/22/25	Utilities	Monthly	9712.65	0.00	10198.28	0.00	10708.19	0.00	11243.61	0.00	11805.78	0.00	12396.06	0.00	13015.88	0.00
	IBEW		Non Exempt	Bi-Weekly	4482.76	0.00	4706.90	0.00	4942.24	0.00	5189.36	0.00	5448.82	0.00	5721.26	0.00	6007.33	0.00
	0798		7539	40 HRLY	56.03	0.00	58.84	0.00	61.78	0.00	64.87	0.00	68.11	0.00	71.52	0.00	75.09	0.00
				40 O.T.	84.05	0.00	88.26	0.00	92.67	0.00	97.31	0.00	102.17	0.00	107.28	0.00	112.64	0.00
Senior Engineer-Traffic	M.2006	06/22/25	Engineering	Monthly	11459.93	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15069.82
	BMA		Non Exempt	Bi-Weekly	5289.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6955.30
	0804		9410	40 HRLY	66.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	86.94
				40 O.T.	99.18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	130.41
Senior Engineering Technician	B.1832	06/22/25	Engineering	Monthly	7997.77	8197.71	8402.66	8612.72	8828.04	9048.74	9274.96	9506.84	9744.52	9988.12	10237.83	10493.77	10756.11	11025.02
	BCEA		Non Exempt	Bi-Weekly	3691.28	3783.56	3878.15	3975.10	4074.48	4176.34	4280.75	4387.77	4497.47	4609.90	4725.15	4843.28	4964.36	5088.47
	0800		8810	40 HRLY	46.14	47.29	48.48	49.69	50.93	52.20	53.51	54.85	56.22	57.62	59.06	60.54	62.05	63.61
				40 O.T.	69.21	70.94	72.72	74.54	76.40	78.30	80.27	82.28	84.33	86.43	88.59	90.81	93.08	95.42
Senior Environmental Engineer	M.1787	06/22/25	Utilities	Monthly	12890.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	16950.66
	BMA		Non Exempt	Bi-Weekly	5949.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7823.38
	0802		9410	40 HRLY	74.37	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	97.79
				40 O.T.	111.56	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	146.69
Senior Fleet Maintenance Technician	B.1499	06/22/25	Equipment	Monthly	6043.22	6194.31	6349.16	6507.89	6670.58	6837.35	7008.28	7183.48	7363.07	7547.15	7735.82	7929.22	8127.45	8330.64
	BCEA		Non Exempt	Bi-Weekly	2789.18	2858.91	2930.38	3003.64	3078.73	3155.70	3234.59	3315.45	3398.34	3483.30	3570.38	3659.64	3751.13	3844.91
	0801		8810	40 HRLY	34.86	35.74	36.63	37.55	38.48	39.45	40.43	41.44	42.48	43.54	44.63	45.75	46.89	48.06
				40 O.T.	52.29	53.61	54.95	56.33	57.72	59.18	60.65	62.16	63.72	65.31	66.95	68.63	70.34	72.09
Senior Food Services Aide	B.1108	06/22/25	Recreation	Monthly	3775.98	3870.38	3967.12	4066.31	4167.97	4272.17	4378.96	4488.45	4600.66	4715.69	4833.57	4954.41	5078.28	5205.22
	BCEA		Exempt	Bi-Weekly	1742.76	1786.33	1830.98	1876.76	1923.68	1971.77	2021.06	2071.59	2123.38	2176.47	2230.88	2286.65	2343.82	2402.41
	0803		9420	40 HRLY	21.78	22.33	22.89	23.46	24.05	24.65	25.26	25.89	26.54	27.21	27.89	28.58	29.30	30.03
				40 O.T.	32.67	33.50	34.34	35.19	36.08	36.98	37.89	38.84	39.81	40.82	41.84	42.87	43.95	45.05
Senior GIS Specialist	B.0385	06/22/25	Utilities	Monthly	8735.37	8953.75	9177.59	9407.04	9642.21	9883.27	10130.34	10383.60	10643.19	10909.28	11182.02	11461.56	11748.10	12041.79
	BCEA		Non Exempt	Bi-Weekly	4031.71	4132.50	4235.81	4341.71	4450.25	4561.51	4675.54	4792.43	4912.24	5035.05	5160.93	5289.95	5422.20	5557.75
	0030		9410	40 HRLY	50.40	51.66	52.95	54.27	55.63	57.02	58.44	59.91	61.40	62.94	64.51	66.12	67.78	69.47
				40 O.T.	75.60	77.49	79.43	81.41	83.45	85.53	87.66	89.87	92.10	94.41	96.77	99.18	101.67	104.21

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Senior Groundskeeper	B.1403	06/22/25	Fac/Grounds	Monthly	5754.54	5898.40	6045.87	6197.01	6351.93	6510.75	6673.51	6840.34	7011.36	7186.64	7366.30	7550.47	7739.23	7932.71
	BCEA		Non Exempt	Bi-Weekly	2655.94	2722.34	2790.40	2860.16	2931.66	3004.96	3080.08	3157.08	3236.01	3316.91	3399.83	3484.83	3571.95	3661.25
	0805		9420	40 HRLY	33.20	34.03	34.88	35.75	36.65	37.56	38.50	39.46	40.45	41.46	42.50	43.56	44.65	45.77
				40 O.T.	49.80	51.05	52.32	53.63	54.98	56.34	57.75	59.19	60.68	62.19	63.75	65.34	66.98	68.66
Senior Instrument Controls Technician	I.6026	06/22/25	Utilities	Monthly	10870.04	0.00	11413.55	0.00	11984.22	0.00	12583.44	0.00	13212.59	0.00	13873.23	0.00	14566.89	0.00
	IBEW		Non Exempt	Bi-Weekly	5016.94	0.00	5267.79	0.00	5531.18	0.00	5807.74	0.00	6098.12	0.00	6403.03	0.00	6723.18	0.00
	0808		7539	40 HRLY	62.71	0.00	65.85	0.00	69.14	0.00	72.60	0.00	76.23	0.00	80.04	0.00	84.04	0.00
				40 O.T.	94.07	0.00	98.78	0.00	103.71	0.00	108.90	0.00	114.35	0.00	120.06	0.00	126.06	0.00
Senior Librarian	B.1567	06/22/25	Library	Monthly	6374.29	6533.65	6696.99	6864.41	7036.03	7211.92	7392.23	7577.03	7766.46	7960.62	8159.62	8363.62	8572.72	8787.03
	BCEA		Non Exempt	Bi-Weekly	2941.98	3015.53	3090.92	3168.19	3247.40	3328.58	3411.80	3497.09	3584.52	3674.13	3765.98	3860.13	3956.64	4055.55
	0815		8838	40 HRLY	36.77	37.69	38.64	39.60	40.59	41.61	42.65	43.71	44.81	45.93	47.07	48.25	49.46	50.69
				40 O.T.	55.16	56.54	57.96	59.40	60.89	62.42	63.98	65.57	67.22	68.90	70.61	72.38	74.19	76.04
Senior Library Assistant	B.1381	06/22/25	Library	Monthly	5238.59	5369.56	5503.79	5641.39	5782.42	5926.98	6075.16	6227.04	6382.72	6542.29	6705.83	6873.49	7045.33	7221.46
	BCEA		Non Exempt	Bi-Weekly	2417.81	2478.26	2540.21	2603.72	2668.81	2735.53	2803.92	2874.02	2945.87	3019.52	3095.00	3172.38	3251.69	3332.98
	0816		8838	40 HRLY	30.22	30.98	31.75	32.55	33.36	34.19	35.05	35.93	36.82	37.74	38.69	39.65	40.65	41.66
				40 O.T.	45.33	46.47	47.63	48.83	50.04	51.29	52.58	53.90	55.23	56.61	58.04	59.48	60.98	62.49
Senior Lifeguard	B.0900	06/22/25	Recreation	Monthly	4425.50	4536.13	4649.54	4765.78	4884.92	5007.04	5132.23	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	BCEA		Exempt	Bi-Weekly	2042.54	2093.60	2145.94	2199.59	2254.58	2310.94	2368.72	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0821		9410	40 HRLY	25.53	26.17	26.82	27.49	28.18	28.89	29.61	0.00	0.00	0.00	0.00	0.00	0.00	0.00
				40 O.T.	38.30	39.26	40.23	41.24	42.27	43.34	44.42	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Senior Line Mechanic	I.6017	06/22/25	Utilities	Monthly	11078.56	0.00	11632.47	0.00	12214.11	0.00	12824.80	0.00	13466.05	0.00	14139.34	0.00	14846.30	0.00
	IBEW		Non Exempt	Bi-Weekly	5113.18	0.00	5368.83	0.00	5637.28	0.00	5919.14	0.00	6215.10	0.00	6525.85	0.00	6852.14	0.00
	0822		7539	40 HRLY	63.91	0.00	67.11	0.00	70.47	0.00	73.99	0.00	77.69	0.00	81.57	0.00	85.65	0.00
				40 O.T.	95.87	0.00	100.67	0.00	105.71	0.00	110.99	0.00	116.54	0.00	122.36	0.00	128.48	0.00
Senior Line Mechanic-G	I.6117	06/22/25	Utilities	Monthly	11744.24	0.00	12331.45	0.00	12948.02	0.00	13595.42	0.00	14275.19	0.00	14988.96	0.00	15738.41	0.00
	IBEW		Non Exempt	Bi-Weekly	5420.42	0.00	5691.44	0.00	5976.01	0.00	6274.81	0.00	6588.55	0.00	6917.98	0.00	7263.88	0.00
	0823		7539	40 HRLY	67.76	0.00	71.14	0.00	74.70	0.00	78.44	0.00	82.36	0.00	86.47	0.00	90.80	0.00
				40 O.T.	101.64	0.00	106.71	0.00	112.05	0.00	117.66	0.00	123.54	0.00	129.71	0.00	136.20	0.00

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Senior Litigation Paralegal	Z.1866 Z-Group 0824	06/22/25	Legal Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	9673.82 4464.84 55.81 83.72	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	12721.09 5871.27 73.39 110.09
Senior Plan Check Engineer	M.1847 BMA 0832	06/22/25	Engineering Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	9760.64 4504.91 56.31 84.47	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	12835.25 5923.96 74.05 111.08
Senior Planner	M.1961 BMA 0833	06/22/25	Comm Dev Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	9122.84 4210.54 52.63 78.95	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	11996.55 5536.87 69.21 103.82
Senior Power Plant Mechanic	I.6019 IBEW 0836	06/22/25	Utilities Non Exempt 7539	Monthly Bi-Weekly 40 HRLY 40 O.T.	8053.00 3716.77 46.46 69.69	0.00 0.00 0.00 0.00	8455.63 3902.60 48.78 73.17	0.00 0.00 0.00 0.00	8878.42 4097.73 51.22 76.83	0.00 0.00 0.00 0.00	9322.34 4302.62 53.78 80.67	0.00 0.00 0.00 0.00	9788.46 4517.75 56.47 84.71	0.00 0.00 0.00 0.00	10277.89 4743.64 59.30 88.95	0.00 0.00 0.00 0.00	10791.78 4980.82 62.26 93.39	0.00 0.00 0.00 0.00
Senior Power Resources Planner	B.1192 BCEA 0061	06/22/25	Utilities Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	11261.60 5197.66 64.97 97.46	11543.13 5327.60 66.60 99.90	11831.71 5460.79 68.26 102.39	12127.51 5597.31 69.97 104.96	12430.69 5737.24 71.72 107.58	12741.45 5880.67 73.51 110.27	13060.00 6027.69 75.35 113.03	13386.49 6178.38 77.23 115.85	13721.15 6332.84 79.16 118.74	14064.18 6491.16 81.14 121.71	14415.79 6653.44 83.17 124.76	14776.19 6819.78 85.25 127.88	15145.59 6990.27 87.38 131.07	15524.23 7165.03 89.56 134.34
Senior Property and Evidence Technician	B.1018 BCEA 0038	06/22/25	Police/Fire Non Exempt 8810	Monthly Bi-Weekly 40 HRLY 40 O.T.	5271.22 2432.87 30.41 45.62	5403.00 2493.69 31.17 46.76	5538.09 2556.04 31.95 47.93	5676.54 2619.94 32.75 49.13	5818.43 2685.43 33.57 50.36	5963.90 2752.57 34.41 51.62	6112.99 2821.38 35.27 52.91	6265.83 2891.92 36.15 54.23	6422.48 2964.22 37.05 55.58	6583.03 3038.32 37.98 56.97	6747.61 3114.28 38.93 58.40	6916.30 3192.14 39.90 59.85	7089.20 3271.94 40.90 61.35	7266.44 3353.74 41.92 62.88
Senior Rangemaster-Armorer	M.1850 BMA 0840	06/22/25	Police/Fire Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	7806.74 3603.11 45.04 67.56	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	10265.86 4738.09 59.23 88.85

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Senior Recreation Leader	B.1272	06/22/25	Recreation	Monthly	4244.13	4350.23	4458.98	4570.45	4684.72	4801.83	4921.89	5044.93	5171.05	5300.34	5432.85	5568.66	5707.89	5850.59
	BCEA		Non Exempt	Bi-Weekly	1958.83	2007.80	2057.99	2109.44	2162.18	2216.23	2271.64	2328.43	2386.64	2446.31	2507.47	2570.15	2634.41	2700.27
	0847		9410	40 HRLY	24.49	25.10	25.72	26.37	27.03	27.70	28.40	29.11	29.83	30.58	31.34	32.13	32.93	33.75
				40 O.T.	36.74	37.65	38.58	39.56	40.55	41.55	42.60	43.67	44.75	45.87	47.01	48.20	49.40	50.63
Senior Secretary	B.1348	06/22/25	Rec/Gen Admin	Monthly	5236.08	5366.99	5501.15	5638.69	5779.65	5924.14	6072.24	6224.05	6379.64	6539.15	6702.63	6870.20	7041.95	7217.99
	BCEA		Non Exempt	Bi-Weekly	2416.65	2477.07	2538.99	2602.47	2667.53	2734.22	2802.57	2872.64	2944.45	3018.07	3093.52	3170.86	3250.13	3331.38
	0846		8810	40 HRLY	30.21	30.96	31.74	32.53	33.34	34.18	35.03	35.91	36.81	37.73	38.67	39.64	40.63	41.64
				40 O.T.	45.32	46.44	47.61	48.80	50.01	51.27	52.55	53.87	55.22	56.60	58.01	59.46	60.95	62.46
Senior Security Guard	B.1299	06/22/25	Safety/Inspection	Monthly	5093.08	5220.39	5350.91	5484.68	5621.79	5762.34	5906.40	6054.06	6205.40	6360.53	6519.54	6682.54	6849.61	7020.85
	BCEA		Non Exempt	Bi-Weekly	2350.65	2409.41	2469.65	2531.39	2594.67	2659.54	2726.03	2794.18	2864.03	2935.63	3009.02	3084.25	3161.36	3240.39
	0849		9410	40 HRLY	29.38	30.12	30.87	31.64	32.43	33.24	34.08	34.93	35.80	36.70	37.61	38.55	39.52	40.50
				40 O.T.	44.07	45.18	46.31	47.46	48.65	49.86	51.12	52.40	53.70	55.05	56.42	57.83	59.28	60.75
Senior Survey Aide	B.1807	06/22/25	Engineering	Monthly	7825.81	8021.43	8221.98	8427.53	8638.22	8854.17	9075.52	9302.41	9534.98	9773.36	10017.67	10268.12	10524.82	10787.94
	BCEA		Non Exempt	Bi-Weekly	3611.91	3702.20	3794.76	3889.63	3986.87	4086.54	4188.70	4293.42	4400.76	4510.78	4623.54	4739.13	4857.61	4979.05
	0853		9410	40 HRLY	45.15	46.28	47.43	48.62	49.84	51.08	52.36	53.67	55.01	56.38	57.79	59.24	60.72	62.24
				40 O.T.	67.73	69.42	71.15	72.93	74.76	76.62	78.54	80.51	82.52	84.57	86.69	88.86	91.08	93.36
Senior Test Technician	I.6021	06/22/25	Utilities	Monthly	9976.18	0.00	10474.99	0.00	10998.74	0.00	11548.68	0.00	12126.12	0.00	12732.42	0.00	13369.05	0.00
	IBEW		Non Exempt	Bi-Weekly	4604.39	0.00	4834.61	0.00	5076.34	0.00	5330.16	0.00	5596.67	0.00	5876.50	0.00	6170.33	0.00
	0861		7539	40 HRLY	57.55	0.00	60.43	0.00	63.45	0.00	66.63	0.00	69.96	0.00	73.46	0.00	77.13	0.00
				40 O.T.	86.33	0.00	90.65	0.00	95.18	0.00	99.95	0.00	104.94	0.00	110.19	0.00	115.70	0.00
Senior Transportation Planner	M.1030	06/22/25	Comm Dev	Monthly	9122.84	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11996.55
	BMA		Non Exempt	Bi-Weekly	4210.54	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5536.87
	0019		9410	40 HRLY	52.63	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	69.21
				40 O.T.	78.95	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	103.82
Senior Tree Trimmer	B.1402	06/22/25	Fac/Grounds	Monthly	5754.54	5898.40	6045.87	6197.01	6351.93	6510.75	6673.51	6840.34	7011.36	7186.64	7366.30	7550.47	7739.23	7932.71
	BCEA		Non Exempt	Bi-Weekly	2655.94	2722.34	2790.40	2860.16	2931.66	3004.96	3080.08	3157.08	3236.01	3316.91	3399.83	3484.83	3571.95	3661.25
	0865		9420	40 HRLY	33.20	34.03	34.88	35.75	36.65	37.56	38.50	39.46	40.45	41.46	42.50	43.56	44.65	45.77
				40 O.T.	49.80	51.05	52.32	53.63	54.98	56.34	57.75	59.19	60.68	62.19	63.75	65.34	66.98	68.66

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Senior Utility Accounting Analyst	M.1880 BMA 0867	06/22/25	Financial Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	8278.05 3820.64 47.76 71.64	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	10885.66 5024.15 62.80 94.20
Senior Utility Business Systems Analyst	M.1018 BMA 0866	06/22/25	Utilities Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	8794.50 4059.00 50.74 76.11	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	11564.78 5337.59 66.72 100.08
Senior Utility Locator	B.1089 BCEA 0987	06/22/25	Utilities Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	6149.00 2838.00 35.48 53.22	6302.73 2908.95 36.36 54.54	6460.29 2981.67 37.27 55.91	6621.79 3056.21 38.20 57.30	6787.34 3132.62 39.16 58.74	6957.02 3210.93 40.14 60.21	7130.96 3291.21 41.14 61.71	7309.23 3373.49 42.17 63.26	7491.94 3457.82 43.22 64.83	7679.25 3544.27 44.30 66.45	7871.24 3632.88 45.41 68.12	8068.02 3723.70 46.55 69.83	8269.71 3816.79 47.71 71.57	8476.46 3912.21 48.90 73.35
Senior Video Production Associate	B.1587 BCEA 0127	06/22/25	Rec/Gen Admin Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	6369.18 2939.62 36.75 55.13	6528.41 3013.11 37.66 56.49	6691.62 3088.44 38.61 57.92	6858.91 3165.65 39.57 59.36	7030.38 3244.79 40.56 60.84	7206.14 3325.91 41.57 62.36	7386.30 3409.06 42.61 63.92	7570.94 3494.28 43.68 65.52	7760.22 3581.64 44.77 67.16	7954.22 3671.18 45.89 68.84	8153.08 3762.96 47.04 70.56	8356.92 3857.04 48.21 72.32	8565.83 3953.46 49.42 74.13	8779.98 4052.30 50.65 75.98
Senior Water Plant Mechanic	B.1667 BCEA 0869	06/22/25	Utilities Non Exempt 7520	Monthly Bi-Weekly 40 HRLY 40 O.T.	8242.78 3804.36 47.55 71.33	8448.83 3899.46 48.74 73.11	8660.06 3996.95 49.96 74.94	8876.55 4096.87 51.21 76.82	9098.48 4199.30 52.49 78.74	9325.94 4304.28 53.80 80.70	9559.10 4411.89 55.15 82.73	9798.06 4522.18 56.53 84.80	10043.02 4635.24 57.94 86.91	10294.09 4751.12 59.39 89.09	10551.45 4869.90 60.87 91.31	10815.22 4991.64 62.40 93.60	11085.60 5116.43 63.96 95.94	11362.76 5244.35 65.55 98.33
Senior Water Plant Operator	B.1669 BCEA 0868	06/22/25	Utilities Non Exempt 7520	Monthly Bi-Weekly 40 HRLY 40 O.T.	8242.78 3804.36 47.55 71.33	8448.83 3899.46 48.74 73.11	8660.06 3996.95 49.96 74.94	8876.55 4096.87 51.21 76.82	9098.48 4199.30 52.49 78.74	9325.94 4304.28 53.80 80.70	9559.10 4411.89 55.15 82.73	9798.06 4522.18 56.53 84.80	10043.02 4635.24 57.94 86.91	10294.09 4751.12 59.39 89.09	10551.45 4869.90 60.87 91.31	10815.22 4991.64 62.40 93.60	11085.60 5116.43 63.96 95.94	11362.76 5244.35 65.55 98.33
Sign Language Interpreter	B.1141 BCEA 0875	06/22/25	Rec/Gen Admin Exempt 9410	40 HRLY 40 O.T.	49.12 73.68	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	49.12 73.68
Skilled Worker	B.1287 BCEA 0882	06/22/25	Streets/Refuse Non Exempt 9420	Monthly Bi-Weekly 40 HRLY 40 O.T.	4706.28 2172.13 27.15 40.73	4823.93 2226.43 27.83 41.75	4944.53 2282.09 28.53 42.80	5068.16 2339.15 29.24 43.86	5194.87 2397.63 29.97 44.96	5324.74 2457.57 30.72 46.08	5457.86 2519.01 31.49 47.24	5594.29 2581.98 32.27 48.41	5734.15 2646.53 33.08 49.62	5877.50 2712.69 33.91 50.87	6024.44 2780.51 34.76 52.14	6175.04 2850.02 35.63 53.45	6329.42 2921.27 36.52 54.78	6487.67 2994.31 37.43 56.15

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Social Services Coordinator	B.1316 BCEA 0884	06/22/25	Recreation Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	4538.76 2094.81 26.19 39.29	4652.22 2147.18 26.84 40.26	4768.53 2200.86 27.51 41.27	4887.74 2255.88 28.20 42.30	5009.94 2312.28 28.90 43.35	5135.17 2370.08 29.63 44.45	5263.57 2429.34 30.37 45.56	5395.15 2490.07 31.13 46.70	5530.03 2552.32 31.90 47.85	5668.28 2616.13 32.70 49.05	5809.98 2681.53 33.52 50.28	5955.24 2748.57 34.36 51.54	6104.11 2817.28 35.22 52.83	6256.73 2887.72 36.10 54.15
Social Services Program Supervisor-Nutrition	B.1707 BCEA 0879	06/22/25	Recreation Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	7602.68 3508.93 43.86 65.79	7792.74 3596.65 44.96 67.44	7987.55 3686.56 46.08 69.12	8187.25 3778.73 47.23 70.85	8391.93 3873.20 48.42 72.63	8601.73 3970.03 49.63 74.45	8816.77 4069.28 50.87 76.31	9037.19 4171.01 52.14 78.21	9263.11 4275.28 53.44 80.16	9494.70 4382.17 54.78 82.17	9732.06 4491.72 56.15 84.23	9975.36 4604.01 57.55 86.33	10224.74 4719.11 58.99 88.49	10480.36 4837.09 60.46 90.69
Social Services Supervisor	B.1518 BCEA 0881	06/22/25	Recreation Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	6290.07 2903.11 36.29 54.44	6447.33 2975.69 37.20 55.80	6608.51 3050.08 38.13 57.20	6773.72 3126.33 39.08 58.62	6943.06 3204.49 40.06 60.09	7116.63 3284.60 41.06 61.59	7294.56 3366.72 42.08 63.12	7476.93 3450.89 43.14 64.71	7663.85 3537.16 44.21 66.32	7855.45 3625.59 45.32 67.98	8051.83 3716.23 46.45 69.68	8253.12 3809.13 47.61 71.42	8459.45 3904.36 48.80 73.20	8670.94 4001.97 50.02 75.03
Solid Waste Leadworker	B.1616 BCEA 0736	06/22/25	Streets/Refuse Non Exempt 9420	Monthly Bi-Weekly 40 HRLY 40 O.T.	6855.38 3164.02 39.55 59.33	7026.76 3243.12 40.54 60.81	7202.43 3324.20 41.55 62.33	7382.48 3407.30 42.59 63.89	7567.06 3492.49 43.66 65.49	7756.23 3579.80 44.75 67.13	7950.13 3669.29 45.87 68.81	8148.88 3761.02 47.01 70.52	8352.61 3855.05 48.19 72.29	8561.43 3951.43 49.39 74.09	8775.46 4050.21 50.63 75.95	8994.85 4151.47 51.89 77.84	9219.71 4255.25 53.19 79.79	9450.22 4361.64 54.52 81.78
Solid Waste Supervisor	M.1795 BMA 0738	06/22/25	Streets/Refuse Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	8701.03 4015.86 50.20 75.30	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	11441.86 5280.86 66.01 99.02
Solid Waste Truck Operator	B.1219 BCEA 0737	06/22/25	Streets/Refuse Non Exempt 9420	Monthly Bi-Weekly 40 HRLY 40 O.T.	4600.01 2123.08 26.54 39.81	4714.99 2176.15 27.20 40.80	4832.88 2230.56 27.88 41.82	4953.69 2286.32 28.58 42.87	5077.54 2343.48 29.29 43.94	5204.49 2402.07 30.03 45.05	5334.59 2462.12 30.78 46.17	5467.95 2523.67 31.55 47.33	5604.65 2586.76 32.33 48.50	5744.77 2651.43 33.14 49.71	5888.39 2717.72 33.97 50.96	6035.60 2785.66 34.82 52.23	6186.48 2855.30 35.69 53.54	6341.14 2926.68 36.58 54.87
Solid Waste Utility Worker	B.1481 BCEA 0725	06/22/25	Streets/Refuse Non Exempt 9420	Monthly Bi-Weekly 40 HRLY 40 O.T.	5653.18 2609.16 32.61 48.92	5794.51 2674.39 33.43 50.15	5939.38 2741.25 34.27 51.41	6087.86 2809.78 35.12 52.68	6240.07 2880.03 36.00 54.00	6396.07 2952.03 36.90 55.35	6555.97 3025.83 37.82 56.73	6719.85 3101.47 38.77 58.16	6887.86 3179.01 39.74 59.61	7060.04 3258.48 40.73 61.10	7236.56 3339.95 41.75 62.63	7417.45 3423.44 42.79 64.19	7602.90 3509.03 43.86 65.79	7792.98 3596.76 44.96 67.44

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Special Activity Leader	B.1126	06/22/25	Recreation	Monthly	3712.76	3805.58	3900.72	3998.24	4098.21	4200.65	4305.67	4413.31	4523.63	4636.73	4752.65	4871.47	4993.26	5118.08
	BCEA		Non Exempt	Bi-Weekly	1713.58	1756.42	1800.33	1845.34	1891.48	1938.76	1987.23	2036.91	2087.83	2140.03	2193.53	2248.37	2304.58	2362.19
	0886		9410	40 HRLY	21.42	21.96	22.50	23.07	23.64	24.23	24.84	25.46	26.10	26.75	27.42	28.10	28.81	29.53
				40 O.T.	32.13	32.94	33.75	34.61	35.46	36.35	37.26	38.19	39.15	40.13	41.13	42.15	43.22	44.30
Special Project Crew Leader	B.1106	06/22/25	Fac/Grounds	Monthly	3816.93	3912.37	4010.18	4110.43	4213.19	4318.51	4426.48	4537.13	4650.58	4766.84	4886.01	5008.16	5133.35	5261.69
	BCEA		Non Exempt	Bi-Weekly	1761.66	1805.71	1850.85	1897.12	1944.55	1993.16	2042.99	2094.06	2146.42	2200.08	2255.08	2311.46	2369.24	2428.47
	0890		9420	40 HRLY	22.02	22.57	23.14	23.71	24.31	24.91	25.54	26.18	26.83	27.50	28.19	28.89	29.62	30.36
				40 O.T.	33.03	33.86	34.71	35.57	36.47	37.37	38.31	39.27	40.25	41.25	42.29	43.34	44.43	45.54
Storekeeper	B.1248	06/22/25	Financial	Monthly	4647.35	4763.53	4882.61	5004.68	5129.80	5258.05	5389.50	5524.22	5662.32	5803.89	5949.00	6097.72	6250.16	6406.40
	BCEA		Non Exempt	Bi-Weekly	2144.93	2198.55	2253.51	2309.85	2367.60	2426.79	2487.46	2549.64	2613.38	2678.72	2745.69	2814.33	2884.69	2956.80
	0913		9420	40 HRLY	26.81	27.48	28.17	28.87	29.60	30.33	31.09	31.87	32.67	33.48	34.32	35.18	36.06	36.96
				40 O.T.	40.22	41.22	42.26	43.31	44.40	45.50	46.64	47.81	49.01	50.22	51.48	52.77	54.09	55.44
Stores Helper	B.1150	06/22/25	Financial	Monthly	4209.49	4314.72	4422.60	4533.17	4646.48	4762.66	4881.72	5003.77	5128.85	5257.07	5388.50	5523.22	5661.31	5802.83
	BCEA		Non Exempt	Bi-Weekly	1942.84	1991.41	2041.20	2092.23	2144.53	2198.15	2253.10	2309.43	2367.16	2426.34	2487.00	2549.18	2612.91	2678.23
	0917		9420	40 HRLY	24.29	24.89	25.52	26.15	26.81	27.48	28.16	28.87	29.59	30.33	31.09	31.86	32.66	33.48
				40 O.T.	36.44	37.34	38.28	39.23	40.22	41.22	42.24	43.31	44.39	45.50	46.64	47.79	48.99	50.22
Street Maintenance Leadworker	B.1618	06/22/25	Streets/Refuse	Monthly	6855.38	7026.76	7202.43	7382.48	7567.06	7756.23	7950.13	8148.88	8352.61	8561.43	8775.46	8994.85	9219.71	9450.22
	BCEA		Non Exempt	Bi-Weekly	3164.02	3243.12	3324.20	3407.30	3492.49	3579.80	3669.29	3761.02	3855.05	3951.43	4050.21	4151.47	4255.25	4361.64
	0916		9420	40 HRLY	39.55	40.54	41.55	42.59	43.66	44.75	45.87	47.01	48.19	49.39	50.63	51.89	53.19	54.52
				40 O.T.	59.33	60.81	62.33	63.89	65.49	67.13	68.81	70.52	72.29	74.09	75.95	77.84	79.79	81.78
Supervising Account Clerk	B.1353	06/22/25	Financial	Monthly	4777.72	4897.17	5019.58	5145.08	5273.71	5405.55	5540.69	5679.20	5821.18	5966.72	6115.87	6268.77	6425.49	6586.13
	BCEA		Non Exempt	Bi-Weekly	2205.10	2260.23	2316.73	2374.65	2434.02	2494.87	2557.24	2621.17	2686.70	2753.87	2822.71	2893.28	2965.61	3039.75
	0922		8810	40 HRLY	27.56	28.25	28.96	29.68	30.43	31.19	31.97	32.76	33.58	34.42	35.28	36.17	37.07	38.00
				40 O.T.	41.34	42.38	43.44	44.52	45.65	46.79	47.96	49.14	50.37	51.63	52.92	54.26	55.61	57.00
Supervising Clerk	B.1256	06/22/25	Rec/Gen Admin	Monthly	4724.98	4843.11	4964.18	5088.29	5215.49	5345.88	5479.52	5616.52	5756.94	5900.85	6048.38	6199.59	6354.57	6513.43
	BCEA		Non Exempt	Bi-Weekly	2180.76	2235.28	2291.16	2348.44	2407.15	2467.33	2529.01	2592.24	2657.05	2723.47	2791.56	2861.35	2932.88	3006.20
	0933		8810	40 HRLY	27.26	27.94	28.64	29.36	30.09	30.84	31.61	32.40	33.21	34.04	34.89	35.77	36.66	37.58
				40 O.T.	40.89	41.91	42.96	44.04	45.14	46.26	47.42	48.60	49.82	51.06	52.34	53.66	54.99	56.37

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Supervising Offset Press Operator	B.1294 BCEA 0937	06/22/25	Rec/Gen Admin Non Exempt 9420	Monthly Bi-Weekly 40 HRLY 40 O.T.	4556.67 2103.08 26.29 39.44	4670.58 2155.65 26.95 40.43	4787.34 2209.54 27.62 41.43	4907.02 2264.78 28.31 42.47	5029.70 2321.40 29.02 43.53	5155.45 2379.44 29.74 44.61	5284.33 2438.92 30.49 45.74	5416.45 2499.90 31.25 46.88	5551.85 2562.39 32.03 48.05	5690.64 2626.45 32.83 49.25	5832.93 2692.12 33.65 50.48	5978.74 2759.42 34.49 51.74	6128.20 2828.40 35.36 53.04	6281.41 2899.11 36.24 54.36
Sustainability Officer	Z.1431 Z-Group 0010	06/22/25	Utilities Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	13258.27 6119.20 76.49 114.74	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	17434.63 8046.75 100.58 150.87
Systems Engineer	M.1081 BMA 0081	06/22/25	Info Sys Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	8644.22 3989.64 49.87 74.81	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	11367.16 5246.38 65.58 98.37
Technical Support Analyst I	B.1338 BCEA 0942	06/22/25	Info Sys Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	4880.27 2252.43 28.16 42.24	5002.27 2308.74 28.86 43.29	5127.31 2366.45 29.58 44.37	5255.51 2425.62 30.32 45.48	5386.90 2486.26 31.08 46.62	5521.56 2548.41 31.86 47.79	5659.59 2612.12 32.65 48.98	5801.10 2677.43 33.47 50.21	5946.11 2744.36 34.30 51.45	6094.77 2812.97 35.16 52.74	6247.13 2883.29 36.04 54.06	6403.32 2955.38 36.94 55.41	6563.40 3029.26 37.87 56.81	6727.48 3104.99 38.81 58.22
Technical Support Analyst II	B.1468 BCEA 0943	06/22/25	Info Sys Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	5556.61 2564.59 32.06 48.09	5695.52 2628.70 32.86 49.29	5837.91 2694.42 33.68 50.52	5983.86 2761.78 34.52 51.78	6133.47 2830.83 35.39 53.09	6286.80 2901.60 36.27 54.41	6443.97 2974.14 37.18 55.77	6605.06 3048.49 38.11 57.17	6770.18 3124.70 39.06 58.59	6939.44 3202.82 40.04 60.06	7112.93 3282.89 41.04 61.56	7290.75 3364.96 42.06 63.09	7473.03 3449.09 43.11 64.67	7659.84 3535.31 44.19 66.29
Technical Support Analyst III	M.1623 BMA 0945	06/22/25	Info Sys Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	6770.29 3124.75 39.06 58.59	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	8902.94 4109.05 51.36 77.04
Technical Support Analyst IV	M.1819 BMA 0947	06/22/25	Info Sys Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	8234.83 3800.69 47.51 71.27	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	10828.81 4997.91 62.47 93.71

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Technology Product Manager	M.1317	06/22/25	Info Sys	Monthly	8165.78	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10737.98
	BMA		Non Exempt	Bi-Weekly	3768.82	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4955.99
	0045		9410	40 HRLY	47.11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	61.95
				40 O.T.	70.67	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	92.93
Test Technician	I.6023	06/22/25	Utilities	Monthly	9279.86	0.00	9743.85	0.00	10231.02	0.00	10742.57	0.00	11279.71	0.00	11843.69	0.00	12435.89	0.00
	IBEW		Non Exempt	Bi-Weekly	4283.01	0.00	4497.16	0.00	4722.01	0.00	4958.11	0.00	5206.02	0.00	5466.32	0.00	5739.64	0.00
	0950		7539	40 HRLY	53.54	0.00	56.21	0.00	59.03	0.00	61.98	0.00	65.08	0.00	68.33	0.00	71.75	0.00
				40 O.T.	80.31	0.00	84.32	0.00	88.55	0.00	92.97	0.00	97.62	0.00	102.50	0.00	107.63	0.00
Test Technician Apprentice	I.8970	06/22/25	Utilities	Monthly	6964.10	7585.89	8207.68	8829.47	9451.26	10073.07	10694.86	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	IBEW		Exempt	Bi-Weekly	3214.20	3501.18	3788.16	4075.14	4362.12	4649.11	4936.09	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0951		7539	40 HRLY	40.18	43.76	47.35	50.94	54.53	58.11	61.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00
				40 O.T.	60.27	65.64	71.03	76.41	81.80	87.17	92.55	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Test Technician Apprentice	I.9970	06/22/25	Utilities	Monthly	7710.24	8207.68	8705.13	9202.55	9699.99	10197.42	10694.86	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	IBEW		Exempt	Bi-Weekly	3558.57	3788.16	4017.75	4247.33	4476.92	4706.50	4936.09	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0951		7539	40 HRLY	44.48	47.35	50.22	53.09	55.96	58.83	61.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00
				40 O.T.	66.72	71.03	75.33	79.64	83.94	88.25	92.55	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Test Technician Supervisor	I.6022	06/22/25	Utilities	Monthly	11415.11	0.00	11985.85	0.00	12585.15	0.00	13214.41	0.00	13875.12	0.00	14568.88	0.00	15297.32	0.00
	IBEW		Non Exempt	Bi-Weekly	5268.51	0.00	5531.93	0.00	5808.53	0.00	6098.96	0.00	6403.90	0.00	6724.10	0.00	7060.30	0.00
	0949		7539	40 HRLY	65.86	0.00	69.15	0.00	72.61	0.00	76.24	0.00	80.05	0.00	84.05	0.00	88.25	0.00
				40 O.T.	98.79	0.00	103.73	0.00	108.92	0.00	114.36	0.00	120.08	0.00	126.08	0.00	132.38	0.00
Tire Maintenance Worker	B.1221	06/22/25	Equipment	Monthly	4577.02	4691.44	4808.72	4928.95	5052.17	5178.49	5307.94	5440.63	5576.65	5716.06	5858.97	6005.44	6155.59	6309.46
	BCEA		Non Exempt	Bi-Weekly	2112.47	2165.28	2219.41	2274.90	2331.77	2390.07	2449.82	2511.06	2573.84	2638.18	2704.14	2771.74	2841.04	2912.06
	0952		9420	40 HRLY	26.41	27.07	27.74	28.44	29.15	29.88	30.62	31.39	32.17	32.98	33.80	34.65	35.51	36.40
				40 O.T.	39.62	40.61	41.61	42.66	43.73	44.82	45.93	47.09	48.26	49.47	50.70	51.98	53.27	54.60
Traffic Control Journeyman	B.1389	06/22/25	Streets/Refuse	Monthly	4537.76	4651.21	4767.47	4886.66	5008.84	5134.05	5262.40	5393.96	5528.81	5667.03	5808.70	5953.94	6102.76	6255.34
	BCEA		Non Exempt	Bi-Weekly	2094.35	2146.71	2200.37	2255.38	2311.77	2369.56	2428.80	2489.52	2551.76	2615.55	2680.94	2747.97	2816.66	2887.08
	0954		9420	40 HRLY	26.18	26.83	27.50	28.19	28.90	29.62	30.36	31.12	31.90	32.69	33.51	34.35	35.21	36.09
				40 O.T.	39.27	40.25	41.25	42.29	43.35	44.43	45.54	46.68	47.85	49.04	50.27	51.53	52.82	54.14

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Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Traffic Engineering Manager	M.2466	06/22/25	Engineering	Monthly	14115.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18562.16
	BMA		Non Exempt	Bi-Weekly	6514.94	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8567.15
	0955		9410	40 HRLY	81.44	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	107.09
				40 O.T.	122.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	160.64
Traffic Signal Maintenance Supervisor	M.1905	06/22/25	Streets/Refuse	Monthly	8701.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11442.34
	BMA		Non Exempt	Bi-Weekly	4016.03	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5281.08
	0956		8810	40 HRLY	50.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	66.01
				40 O.T.	75.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	99.02
Traffic Signal Operations Specialist	B.1808	06/22/25	Streets/Refuse	Monthly	7427.68	7613.39	7803.71	7998.81	8198.78	8403.74	8613.84	8829.19	9049.91	9276.17	9508.07	9745.78	9989.42	10239.15
	BCEA		Non Exempt	Bi-Weekly	3428.16	3513.87	3601.71	3691.76	3784.05	3878.65	3975.62	4075.01	4176.88	4281.31	4388.34	4498.05	4610.50	4725.76
	0957		9410	40 HRLY	42.85	43.92	45.02	46.15	47.30	48.48	49.70	50.94	52.21	53.52	54.85	56.23	57.63	59.07
				40 O.T.	64.28	65.88	67.53	69.23	70.95	72.72	74.55	76.41	78.32	80.28	82.28	84.35	86.45	88.61
Traffic Signal Technician	B.1666	06/22/25	Utilities	Monthly	6078.35	6230.29	6386.06	6545.72	6709.37	6877.09	7049.01	7225.25	7405.88	7591.03	7780.80	7975.31	8174.70	8379.06
	BCEA		Non Exempt	Bi-Weekly	2805.39	2875.52	2947.41	3021.10	3096.63	3174.04	3253.39	3334.73	3418.10	3503.55	3591.14	3680.91	3772.94	3867.26
	0968		9420	40 HRLY	35.07	35.94	36.84	37.76	38.71	39.68	40.67	41.68	42.73	43.79	44.89	46.01	47.16	48.34
				40 O.T.	52.61	53.91	55.26	56.64	58.07	59.52	61.01	62.52	64.10	65.69	67.34	69.02	70.74	72.51
Transportation Management Center Manager	M.2081	06/22/25	Streets/Refuse	Monthly	9527.33	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12528.45
	BMA		Non Exempt	Bi-Weekly	4397.23	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5782.36
	0959		8810	40 HRLY	54.97	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	72.28
				40 O.T.	82.46	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	108.42
Transportation Operations Supervisor	B.1517	06/22/25	Recreation	Monthly	5752.61	5896.43	6043.85	6194.93	6349.81	6508.56	6671.28	6838.04	7008.99	7184.23	7363.83	7547.93	7736.63	7930.04
	BCEA		Non Exempt	Bi-Weekly	2655.05	2721.43	2789.47	2859.20	2930.68	3003.95	3079.05	3156.02	3234.92	3315.80	3398.69	3483.66	3570.75	3660.02
	0963		9410	40 HRLY	33.19	34.02	34.87	35.74	36.63	37.55	38.49	39.45	40.44	41.45	42.48	43.55	44.63	45.75
				40 O.T.	49.79	51.03	52.31	53.61	54.95	56.33	57.74	59.18	60.66	62.18	63.72	65.33	66.95	68.63
Transportation Planning Manager	M.1028	06/22/25	Comm Dev	Monthly	12438.03	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	16356.02
	BMA		Non Exempt	Bi-Weekly	5740.63	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7548.93
	0015		9410	40 HRLY	71.76	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	94.36
				40 O.T.	107.64	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	141.54

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Transportation Scheduler	B.1383 BCEA 0970	06/22/25	Recreation Non Exempt 8810	Monthly Bi-Weekly 40 HRLY 40 O.T.	5026.60 2319.97 29.00 43.50	5152.27 2377.97 29.72 44.58	5281.08 2437.42 30.47 45.71	5413.09 2498.35 31.23 46.85	5548.42 2560.81 32.01 48.02	5687.13 2624.83 32.81 49.22	5829.31 2690.45 33.63 50.45	5975.06 2757.72 34.47 51.71	6124.43 2826.66 35.33 53.00	6277.53 2897.32 36.22 54.33	6434.48 2969.76 37.12 55.68	6595.33 3044.00 38.05 57.08	6760.22 3120.10 39.00 58.50	6929.22 3198.10 39.98 59.97
Transportation Services Driver	B.1148 BCEA 0962	06/22/25	Recreation Non Exempt 9420	Monthly Bi-Weekly 40 HRLY 40 O.T.	3979.13 1836.52 22.96 34.44	4078.60 1882.43 23.53 35.30	4180.56 1929.49 24.12 36.18	4285.08 1977.73 24.72 37.08	4392.20 2027.17 25.34 38.01	4502.01 2077.85 25.97 38.96	4614.57 2129.80 26.62 39.93	4729.92 2183.04 27.29 40.94	4848.18 2237.62 27.97 41.96	4969.38 2293.56 28.67 43.01	5093.62 2350.90 29.39 44.09	5220.95 2409.67 30.12 45.18	5351.47 2469.91 30.87 46.31	5485.26 2531.66 31.65 47.48
Transportation Services Manager	M.1857 BMA 0960	06/22/25	Recreation Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	10449.10 4822.66 60.28 90.42	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	13740.55 6341.79 79.27 118.91
Treasurer Technician	B.1364 BCEA 0964	06/22/25	Financial Non Exempt 8810	Monthly Bi-Weekly 40 HRLY 40 O.T.	5136.19 2370.55 29.63 44.45	5264.59 2429.81 30.37 45.56	5396.21 2490.56 31.13 46.70	5531.11 2552.82 31.91 47.87	5669.39 2616.64 32.71 49.07	5811.13 2682.06 33.53 50.30	5956.41 2749.11 34.36 51.54	6105.32 2817.84 35.22 52.83	6257.94 2888.28 36.10 54.15	6414.40 2960.49 37.01 55.52	6574.75 3034.50 37.93 56.90	6739.11 3110.36 38.88 58.32	6907.59 3188.12 39.85 59.78	7080.30 3267.83 40.85 61.28
Tree Trimmer	B.1305 BCEA 0965	06/22/25	Fac/Grounds Non Exempt 9420	Monthly Bi-Weekly 40 HRLY 40 O.T.	4802.18 2216.39 27.70 41.55	4922.23 2271.80 28.40 42.60	5045.28 2328.59 29.11 43.67	5171.40 2386.80 29.84 44.76	5300.69 2446.47 30.58 45.87	5433.22 2507.64 31.35 47.03	5569.05 2570.33 32.13 48.20	5708.28 2634.59 32.93 49.40	5850.98 2700.45 33.76 50.64	5997.25 2767.96 34.60 51.90	6147.18 2837.16 35.46 53.19	6300.86 2908.09 36.35 54.53	6458.38 2980.79 37.26 55.89	6619.84 3055.31 38.19 57.29
Tree Trimmer Helper	B.0919 BCEA 0966	06/22/25	Fac/Grounds Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	3822.93 1764.43 22.06 33.09	3918.50 1808.54 22.61 33.92	4016.48 1853.76 23.17 34.76	4116.88 1900.10 23.75 35.63	4219.80 1947.60 24.35 36.53	4325.30 1996.29 24.95 37.43	4433.43 2046.20 25.58 38.37	4544.28 2097.36 26.22 39.33	4657.88 2149.79 26.87 40.31	4774.32 2203.53 27.54 41.31	4893.68 2258.62 28.23 42.35	5016.03 2315.09 28.94 43.41	5141.44 2372.97 29.66 44.49	5269.96 2432.29 30.40 45.60
Utility Accounting Analyst	B.1670 BCEA 0972	06/22/25	Financial Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	6486.70 2993.86 37.42 56.13	6648.85 3068.70 38.36 57.54	6815.08 3145.42 39.32 58.98	6985.46 3224.06 40.30 60.45	7160.10 3304.66 41.31 61.97	7339.09 3387.27 42.34 63.51	7522.56 3471.95 43.40 65.10	7710.63 3558.75 44.48 66.72	7903.39 3647.72 45.60 68.40	8100.99 3738.92 46.74 70.11	8303.51 3832.39 47.90 71.85	8511.10 3928.20 49.10 73.65	8723.87 4026.40 50.33 75.50	8941.96 4127.06 51.59 77.39

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Utility Business Systems Analyst	B.0620 BCEA 0971	06/22/25	Utilities Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	7354.77 3394.51 42.43 63.65	7538.64 3479.37 43.49 65.24	7727.09 3566.35 44.58 66.87	7920.27 3655.51 45.69 68.54	8118.28 3746.90 46.84 70.26	8321.24 3840.57 48.01 72.02	8529.28 3936.59 49.21 73.82	8742.50 4035.00 50.44 75.66	8961.07 4135.88 51.70 77.55	9185.09 4239.27 52.99 79.49	9414.73 4345.26 54.32 81.48	9650.10 4453.89 55.67 83.51	9891.33 4565.23 57.07 85.61	10138.64 4679.37 58.49 87.74
Utility Facilities Supervisor	I.6031 IBEW 0657	06/22/25	Utilities Non Exempt 9420	Monthly Bi-Weekly 40 HRLY 40 O.T.	8231.15 3798.99 47.49 71.24	0.00 0.00 0.00 0.00	8642.70 3988.94 49.86 74.79	0.00 0.00 0.00 0.00	9074.82 4188.38 52.35 78.53	0.00 0.00 0.00 0.00	9528.57 4397.80 54.97 82.46	0.00 0.00 0.00 0.00	10005.00 4617.69 57.72 86.58	0.00 0.00 0.00 0.00	10505.26 4848.58 60.61 90.92	0.00 0.00 0.00 0.00	11030.52 5091.01 63.64 95.46	0.00 0.00 0.00 0.00
Utility Line Mechanic	I.6024 IBEW 0974	06/22/25	Utilities Non Exempt 7539	Monthly Bi-Weekly 40 HRLY 40 O.T.	8863.21 4090.71 51.13 76.70	0.00 0.00 0.00 0.00	9306.38 4295.25 53.69 80.54	0.00 0.00 0.00 0.00	9771.69 4510.01 56.38 84.57	0.00 0.00 0.00 0.00	10260.27 4735.51 59.19 88.79	0.00 0.00 0.00 0.00	10773.27 4972.28 62.15 93.23	0.00 0.00 0.00 0.00	11311.95 5220.90 65.26 97.89	0.00 0.00 0.00 0.00	11877.54 5481.94 68.52 102.78	0.00 0.00 0.00 0.00
Utility Line Mechanic-G	I.6124 IBEW 0973	06/22/25	Utilities Non Exempt 7539	Monthly Bi-Weekly 40 HRLY 40 O.T.	9396.14 4336.68 54.21 81.32	0.00 0.00 0.00 0.00	9865.96 4553.52 56.92 85.38	0.00 0.00 0.00 0.00	10359.25 4781.19 59.76 89.64	0.00 0.00 0.00 0.00	10877.21 5020.25 62.75 94.13	0.00 0.00 0.00 0.00	11421.09 5271.27 65.89 98.84	0.00 0.00 0.00 0.00	11992.13 5534.83 69.19 103.79	0.00 0.00 0.00 0.00	12591.74 5811.57 72.64 108.96	0.00 0.00 0.00 0.00
Utility Locator	B.1087 BCEA 0977	06/22/25	Utilities Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	5563.07 2567.57 32.09 48.14	5702.15 2631.76 32.90 49.35	5844.69 2697.55 33.72 50.58	5990.81 2764.99 34.56 51.84	6140.59 2834.12 35.43 53.15	6294.10 2904.97 36.31 54.47	6451.45 2977.59 37.22 55.83	6612.73 3052.03 38.15 57.23	6778.05 3128.33 39.10 58.65	6947.50 3206.54 40.08 60.12	7121.18 3286.70 41.08 61.62	7299.22 3368.87 42.11 63.17	7481.70 3453.09 43.16 64.74	7668.74 3539.42 44.24 66.36
Utility Project Manager	M.1303 BMA 0961	06/22/25	Utilities Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	10271.43 4740.66 59.26 88.89	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	13506.94 6233.97 77.92 116.88
Utility Worker	B.1086 BCEA 0975	06/22/25	Equipment Exempt 9420	Monthly Bi-Weekly 40 HRLY 40 O.T.	3900.93 1800.43 22.51 33.77	3998.48 1845.45 23.07 34.61	4098.42 1891.58 23.64 35.46	4200.89 1938.87 24.24 36.36	4305.90 1987.34 24.84 37.26	4413.57 2037.03 25.46 38.19	4523.89 2087.95 26.10 39.15	4636.99 2140.15 26.75 40.13	4752.91 2193.65 27.42 41.13	4871.75 2248.50 28.11 42.17	4993.54 2304.71 28.81 43.22	5118.38 2362.33 29.53 44.30	5246.32 2421.38 30.27 45.41	5377.49 2481.92 31.02 46.53

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Veterinarian	M.2109	06/22/25	Police/Fire	Monthly	12347.60	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	16237.09
	BMA		Non Exempt	Bi-Weekly	5698.89	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7494.04
	0976		9410	40 HRLY	71.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	93.68
				40 O.T.	106.86	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	140.52
Veterinary Technician	B.1271	06/22/25	Safety/Inspection	Monthly	4673.57	4790.41	4910.17	5032.93	5158.75	5287.73	5419.92	5555.42	5694.30	5836.65	5982.58	6132.14	6285.44	6442.58
	BCEA		Non Exempt	Bi-Weekly	2157.03	2210.96	2266.23	2322.89	2380.96	2440.49	2501.50	2564.04	2628.14	2693.84	2761.19	2830.22	2900.97	2973.50
	0984		9410	40 HRLY	26.96	27.64	28.33	29.04	29.76	30.51	31.27	32.05	32.85	33.67	34.51	35.38	36.26	37.17
				40 O.T.	40.44	41.46	42.50	43.56	44.64	45.77	46.91	48.08	49.28	50.51	51.77	53.07	54.39	55.76
Video Production Associate	B.1252	06/22/25	Rec/Gen Admin	Monthly	4557.15	4671.10	4787.86	4907.57	5030.24	5156.00	5284.91	5417.04	5552.45	5691.27	5833.56	5979.39	6128.87	6282.10
	BCEA		Non Exempt	Bi-Weekly	2103.30	2155.89	2209.78	2265.03	2321.65	2379.69	2439.19	2500.17	2562.67	2626.74	2692.41	2759.72	2828.71	2899.43
	0700		9410	40 HRLY	26.29	26.95	27.62	28.31	29.02	29.75	30.49	31.25	32.03	32.83	33.66	34.50	35.36	36.24
				40 O.T.	39.44	40.43	41.43	42.47	43.53	44.63	45.74	46.88	48.05	49.25	50.49	51.75	53.04	54.36
Video Production Supervisor	M.1704	06/22/25	Rec/Gen Admin	Monthly	7243.86	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9525.69
	BMA		Non Exempt	Bi-Weekly	3343.32	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4396.47
	0126		9410	40 HRLY	41.79	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	54.96
				40 O.T.	62.69	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	82.44
Warehouse Manager-BWP	M.2005	06/22/25	Financial	Monthly	10480.84	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13782.30
	BMA		Non Exempt	Bi-Weekly	4837.31	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6361.06
	0979		9410	40 HRLY	60.47	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	79.51
				40 O.T.	90.71	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	119.27
Water Maintenance-Construction Superintendent	M.2202	06/22/25	Utilities	Monthly	14228.39	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18710.34
	BMA		Non Exempt	Bi-Weekly	6566.95	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8635.54
	0990		9410	40 HRLY	82.09	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	107.94
				40 O.T.	123.14	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	161.91
Water Meter Mechanic	B.1679	06/22/25	Utilities	Monthly	7592.37	7782.19	7976.74	8176.16	8380.56	8590.08	8804.84	9024.95	9250.56	9481.83	9718.89	9961.86	10210.89	10466.17
	BCEA		Non Exempt	Bi-Weekly	3504.17	3591.78	3681.57	3773.61	3867.95	3964.65	4063.77	4165.36	4269.49	4376.23	4485.64	4597.78	4712.72	4830.54
	0989		7520	40 HRLY	43.80	44.90	46.02	47.17	48.35	49.56	50.80	52.07	53.37	54.70	56.07	57.47	58.91	60.38
				40 O.T.	65.70	67.35	69.03	70.76	72.53	74.34	76.20	78.11	80.06	82.05	84.11	86.21	88.37	90.57

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Salary Listing by Title As of September 30, 2025

Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Water Plant Mechanic	B.1540 BCEA 0997	06/22/25	Utilities Non Exempt 7520	Monthly Bi-Weekly 40 HRLY 40 O.T.	7230.47 3337.14 41.71 62.57	7411.24 3420.57 42.76 64.14	7596.51 3506.08 43.83 65.75	7786.42 3593.73 44.92 67.38	7981.09 3683.58 46.04 69.06	8180.62 3775.67 47.20 70.80	8385.13 3870.06 48.38 72.57	8594.76 3966.81 49.59 74.39	8809.62 4065.98 50.82 76.23	9029.87 4167.63 52.10 78.15	9255.61 4271.82 53.40 80.10	9487.01 4378.62 54.73 82.10	9724.17 4488.08 56.10 84.15	9967.27 4600.28 57.50 86.25
Water Plant Operator	B.1538 BCEA 0991	06/22/25	Utilities Non Exempt 7520	Monthly Bi-Weekly 40 HRLY 40 O.T.	7230.47 3337.14 41.71 62.57	7411.24 3420.57 42.76 64.14	7596.51 3506.08 43.83 65.75	7786.42 3593.73 44.92 67.38	7981.09 3683.58 46.04 69.06	8180.62 3775.67 47.20 70.80	8385.13 3870.06 48.38 72.57	8594.76 3966.81 49.59 74.39	8809.62 4065.98 50.82 76.23	9029.87 4167.63 52.10 78.15	9255.61 4271.82 53.40 80.10	9487.01 4378.62 54.73 82.10	9724.17 4488.08 56.10 84.15	9967.27 4600.28 57.50 86.25
Water Quality Analyst	B.1835 BCEA 0992	06/22/25	Utilities Non Exempt 7520	Monthly Bi-Weekly 40 HRLY 40 O.T.	8394.64 3874.45 48.43 72.65	8604.51 3971.31 49.64 74.46	8819.61 4070.59 50.88 76.32	9040.11 4172.36 52.15 78.23	9266.12 4276.67 53.46 80.19	9497.76 4383.58 54.79 82.19	9735.20 4493.17 56.16 84.24	9978.58 4605.50 57.57 86.36	10228.05 4720.64 59.01 88.52	10483.76 4838.66 60.48 90.72	10745.84 4959.62 62.00 93.00	11014.49 5083.61 63.55 95.33	11289.85 5210.70 65.13 97.70	11572.10 5340.97 66.76 100.14
Water Quality Manager	M.1031 BMA 0994	06/22/25	Utilities Non Exempt 7520	Monthly Bi-Weekly 40 HRLY 40 O.T.	11143.97 5143.37 64.29 96.44	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	14654.34 6763.54 84.54 126.81
Water Service Planner	B.1804 BCEA 0993	06/22/25	Utilities Non Exempt 9410	Monthly Bi-Weekly 40 HRLY 40 O.T.	7945.38 3667.10 45.84 68.76	8144.02 3758.78 46.98 70.47	8347.63 3852.75 48.16 72.24	8556.32 3949.07 49.36 74.04	8770.21 4047.79 50.60 75.90	8989.48 4148.99 51.86 77.79	9214.21 4252.71 53.16 79.74	9444.57 4359.03 54.49 81.74	9680.69 4468.01 55.85 83.78	9922.71 4579.71 57.25 85.88	10170.77 4694.20 58.68 88.02	10425.03 4811.55 60.14 90.21	10685.65 4931.84 61.65 92.48	10952.80 5055.14 63.19 94.79
Water Supervisor	I.6028 IBEW 0995	06/22/25	Utilities Non Exempt 7520	Monthly Bi-Weekly 40 HRLY 40 O.T.	9998.63 4614.75 57.68 86.52	0.00 0.00 0.00 0.00	10498.56 4845.49 60.57 90.86	0.00 0.00 0.00 0.00	11023.48 5087.76 63.60 95.40	0.00 0.00 0.00 0.00	11574.66 5342.15 66.78 100.17	0.00 0.00 0.00 0.00	12153.40 5609.26 70.12 105.18	0.00 0.00 0.00 0.00	12761.06 5889.72 73.62 110.43	0.00 0.00 0.00 0.00	13399.12 6184.21 77.30 115.95	0.00 0.00 0.00 0.00
Welder	B.1648 BCEA 0999	06/22/25	Fac/Grounds Non Exempt 9420	Monthly Bi-Weekly 40 HRLY 40 O.T.	6378.04 2943.71 36.80 55.20	6537.48 3017.30 37.72 56.58	6700.92 3092.73 38.66 57.99	6868.44 3170.05 39.63 59.45	7040.15 3249.30 40.62 60.93	7216.17 3330.54 41.63 62.45	7396.57 3413.80 42.67 64.01	7581.47 3499.14 43.74 65.61	7771.01 3586.62 44.83 67.25	7965.30 3676.29 45.95 68.93	8164.43 3768.20 47.10 70.65	8368.53 3862.40 48.28 72.42	8577.75 3958.96 49.49 74.24	8792.18 4057.93 50.72 76.08

CITY OF BURBANK
Salary Listing by Title As of September 30, 2025

Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Work Trainee I	B.0615	06/22/25	Recreation	Monthly	3118.09	3196.05	3275.96	3357.86	3441.79	3527.83	3616.04	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	BCEA		Exempt	Bi-Weekly	1439.12	1475.10	1511.98	1549.78	1588.52	1628.23	1668.94	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0944		8810	40 HRLY	17.99	18.44	18.90	19.37	19.86	20.35	20.86	0.00	0.00	0.00	0.00	0.00	0.00	0.00
				40 O.T.	26.99	27.66	28.35	29.06	29.79	30.53	31.29	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Workers' Compensation Administrator	M.1965	06/22/25	Safety/Inspection	Monthly	10085.03	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13261.82
	BMA		Non Exempt	Bi-Weekly	4654.63	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6120.84
	0988		9410	40 HRLY	58.18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	76.51
				40 O.T.	87.27	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	114.77
Workers' Compensation Representative II	B.1217	06/22/25	Safety/Inspection	Monthly	5883.48	6030.57	6181.33	6335.88	6494.26	6656.63	6823.05	6993.61	7168.46	7347.67	7531.36	7719.64	7912.62	8110.44
	BCEA		Non Exempt	Bi-Weekly	2715.45	2783.34	2852.92	2924.25	2997.35	3072.29	3149.10	3227.82	3308.52	3391.23	3476.01	3562.91	3651.98	3743.28
	0985		8810	40 HRLY	33.94	34.79	35.66	36.55	37.47	38.40	39.36	40.35	41.36	42.39	43.45	44.54	45.65	46.79
				40 O.T.	50.91	52.19	53.49	54.83	56.21	57.60	59.04	60.53	62.04	63.59	65.18	66.81	68.48	70.19
Workers' Compensation Representative III	M.1705	06/22/25	Safety/Inspection	Monthly	7390.44	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9718.43
	BMA		Non Exempt	Bi-Weekly	3410.97	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4485.43
	0986		9410	40 HRLY	42.64	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	56.07
				40 O.T.	63.96	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	84.11
Workers' Compensation and Risk Management Representative I	B.1334	06/22/25	Safety/Inspection	Monthly	4447.65	4558.84	4672.83	4789.63	4909.39	5032.11	5157.92	5286.86	5419.03	5554.51	5693.37	5835.72	5981.60	6131.15
	BCEA		Non Exempt	Bi-Weekly	2052.76	2104.08	2156.69	2210.60	2265.87	2322.51	2380.58	2440.09	2501.09	2563.62	2627.71	2693.41	2760.74	2829.76
	0023		8810	40 HRLY	25.66	26.30	26.96	27.63	28.32	29.03	29.76	30.50	31.26	32.05	32.85	33.67	34.51	35.37
				40 O.T.	38.49	39.45	40.44	41.45	42.48	43.55	44.64	45.75	46.89	48.08	49.28	50.51	51.77	53.06
Youth Employment Assistant	B.0495	06/22/25	Rec/Gen Admin	Monthly	3321.00	3404.03	3489.14	3576.37	3665.78	3757.41	3851.36	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	BCEA		Exempt	Bi-Weekly	1532.77	1571.09	1610.37	1650.63	1691.90	1734.19	1777.55	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0980		8810	40 HRLY	19.16	19.64	20.13	20.63	21.15	21.68	22.22	0.00	0.00	0.00	0.00	0.00	0.00	0.00
				40 O.T.	28.74	29.46	30.20	30.95	31.73	32.52	33.33	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Youth Employment Coordinator	B.1027	06/22/25	Rec/Gen Admin	40 HRLY	28.71	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	28.71
	BCEA		Exempt	40 O.T.	43.07	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	43.07
	0981		9410															
Youth Employment Junior Team Leader	B.0616	06/22/25	Rec/Gen Admin	40 HRLY	19.95	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19.95
	BCEA		Exempt	40 O.T.	29.93	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	29.93
	0982		9420															

CITY OF BURBANK
Salary Listing by Title As of September 30, 2025

Job Title	Grade Group/Unit CTC#	Effective Date	Job Series Civ Serv Exempt WC Code		SALARY STEPS 1	2	3	4	5	6	7	8	9	10	11	12	13	14
Youth Employment Team Leader	B.0845 BCEA 0983	06/22/25	Rec/Gen Admin Exempt 9420	40 HRLY 40 O.T.	23.94 35.91	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	23.94 35.91
Youth Services Worker	B.0382 BCEA 0977	06/22/25	Recreation Exempt 8810	40 HRLY 40 O.T.	18.89 28.34	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	18.89 28.34

STAFF REPORT

WATER AND POWER

DATE: September 30, 2025

TO: Justin Hess, City Manager

FROM: Mandip Kaur Samra, General Manager, Burbank Water and Power
VIA: Riad Sleiman, Chief Assistant General Manager
BY: Bobola Akerson, Principal Electrical Engineer

SUBJECT: Authorize the General Manager of Burbank Water and Power to Enter into an Electrical Services Agreement with the Burbank-Glendale-Pasadena Airport Authority

RECOMMENDATION

Approve and authorize the General Manager of Burbank Water and Power (BWP) to:

1. Execute an Electrical Services Agreement (Agreement) with the Burbank-Glendale-Pasadena Airport Authority (Airport Authority) (Attachment 1), subject to review and approval by the City Attorney's Office;
2. Execute any other ancillary documents, including amendments, in form and substance satisfactory to the City Attorney's Office and up to an amount available within the City Council (Council)-approved Fiscal Year 2025-26 Budget; and
3. Accept all Aid-in-Construction (AIC) payments needed to provide electric service to the Hollywood Burbank Airport (Airport).

BACKGROUND

The Airport Authority is constructing a Replacement Passenger Terminal at the Airport on the property located at 2827 North Hollywood Way, Burbank, California (Property). The Airport Authority presented preliminary plans to the City of Burbank (City) to develop the Airport with 26,000 kVA of new electrical load, which according to the Development Agreement and the BWP Rules and Regulations for Utility Service (the "BWP Rules and Regulations"), prompts the requirement to serve the load from a new 69kV to 12kV customer substation on the Property. The City presented an alternate solution to the Airport Authority to build an on-site community substation on the Airport Authority-owned

property at 4001 Cohasset Street. After evaluating both options, the Airport Authority and BWP agree on the latter 69kV to 12kV community substation option because it provides mutual benefits to both parties.

Serving electrical load from its 69 kV to 12 kV distribution substations will allow BWP to eliminate older 34.5kV and 4kV substations, replacing them with fewer substations and reducing operation, maintenance, and capital equipment costs. In addition, serving load at the higher voltages reduces system power losses and BWP's energy costs.

DISCUSSION

As Burbank's electric system continues to get older, BWP is challenged with managing its aging infrastructure. Of the 19 electrical substations in the system, nine of the substations were constructed over 50 years ago. Aging infrastructure generally requires increased maintenance, can lead to delays and/or issue with securing obsolete equipment, and may increase risk of prolonged outage. While BWP continues to manage its assets through consistent maintenance, repairs, and conservative loading practices, investing in critical infrastructure is necessary to maintain a resilient and reliable system.

The solution to build a community substation is preferred by the City and the Airport Authority because it provides mutual benefits to both parties. For the Airport Authority, contributing to a community substation rather than constructing a customer-owned substation lowers the Airport Authority's costs. Additionally, building a shared substation:

1) Provides a more reliable and redundant electric service to the Airport with a community substation which has distribution ties to other substations in the area, as compared to a customer substation; and,
2) Provides the opportunity to purchase additional station capacity without having to replace costly customer station transformers and equipment.

For the City, building a 69 kV to 12 kV community substation would:

1) Reduce BWP's operation, maintenance, and capital replacement costs by decommissioning BWP's existing 34 kV to 4 kV Clybourn community substation close to the project site;
2) Add 12kV to the area to improve reliability and strengthen distribution ties between substations and convert additional 4kV circuits in the area to 12kV; and
3) Reduce energy costs through operation at higher voltages. For a given amount of power and wire size, transmitting power at 69 kV would reduce line power losses by about 75% compared to operating at 34 kV. Similarly, transmitting power at 12 kV would reduce circuit power losses by about 89% compared to operating at 4 kV.

The Airport Authority will fund a portion of the substation costs, 100% of the subtransmission, and 100% of their distribution costs to the site. They have already paid a portion of the initial AIC deposit to perform initial engineering, temporary construction power, and material procurement, and with execution of the Agreement, will pay subsequent installments based on milestone dates. Their initial AIC payment was estimated at $62,528,603 as reflected in the Agreement; however, due to Federal Aviation Agency regulatory requirements, an estimated additional $6,000,000 will be needed to underground electrical lines. The Airport Authority has already deposited the $6,000,000 pursuant to an AIC letter, which will be administered independently of the Agreement. After energization, the costs will be reconciled, and the Airport Authority will pay any outstanding balances or be reimbursed with any unused funds.

The Agreement between the City and the Airport Authority details the new community substation and the capacity allocated to the project site, as well as the AIC payments due to the City. The Agreement would also tie the AIC payments to the land if the Airport Authority elects to sell the land. Also, if the capacity allocation is exceeded, the developer is required to pay for the excess capacity as noted in the Agreement. Furthermore, if assignments or subdivisions occur, the Agreement will need to be amended to reflect those changes.

ENVIRONMENTAL REVIEW

The existing capital improvement program in the approved budget is for building of the substation, subtransmission, and distribution facilities. Before the commencement of each “project,” staff will determine if it has the potential to result in a direct or indirect physical change to the environment and if it is subject to the requirements of the California Environmental Quality Act CEQA.

FISCAL IMPACT

The total cost for this project is estimated at $82,902,010, which includes the substation costs, subtransmission line extension to the new community substation, and offsite distribution needed to serve the proposed development. The Airport Authority’s AIC portion is $68,528,603, and the City’s portion is $14,373,407.

Funds to front the design and construction work are available in the Council-approved BWP Budget for FY 2025-26 within the Electric Fund (496).

CONCLUSION

As part of a planned development for the Airport, the Airport Authority presented a plan to BWP to expand their development on the project site that triggered a requirement to serve the load from a new 69 kV to 12 kV customer substation on the property or by a new community substation. Building a community substation provides mutual benefits to both parties; for the City, building a 69 kV to 12 kV community substation would reduce

BWP's long-term costs, enhance reliability, and provide additional 12kV capacity for future development in the area. Entering into an Agreement with the Airport Authority will reduce BWP's cost for increasing 12kV capacity in the electric system.

ATTACHMENT

Attachment 1 – Electrical Services Agreement between the Burbank-Glendale-Pasadena Airport Authority and City of Burbank

RECORDING REQUESTED BY
AND WHEN RECORDED,
MAIL TO:

City Clerk
City of Burbank
P. O. Box 6459
Burbank, CA 91510

Space Above This Line for Recorder's Use

ELECTRICAL SERVICES AGREEMENT

This ELECTRICAL SERVICES AGREEMENT ("**Agreement**") is entered into on August 18, 2025 (the "**Effective Date**"), by and between THE BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY, (together with any of its permitted successors and assigns, "**Developer**"), and THE CITY OF BURBANK, CALIFORNIA (the "**City**") ACTING THROUGH BURBANK WATER AND POWER ("**BWP**"). Developer and the City shall be each referred to herein as a "Party" and collectively as the "Parties".

A. Developer is constructing a Replacement Passenger Terminal (the "**Project**") at Hollywood Burbank Airport (the "**Airport**") on the property located at 2827 North Hollywood Way, Burbank, County of Los Angeles, California which is more particularly described in **Exhibit** A, Legal Description, attached hereto and incorporated herein by this reference (the "**Property**"). All parcels owned by the Developer as identified on **Exhibit D**, attached hereto and incorporated herein by this reference, shall be referred to herein collectively as the "**Development**".

B. The Project remains subject to additional City review and permitting processes in accordance with the January 10, 2017 Development Agreement (the "**Development Agreement**") executed by the Parties. The Development Agreement was recorded in the Official Records of Los Angeles County on March 30, 2017 as Document No. 20170351425.

C. Developer presented preliminary plans to the City to develop the Project with electrical loads of 26,000 kVA in new connected load, which according to the Development Agreement and the Burbank Water and Power Rules and Regulations for Utility Service (the "**BWP Rules and Regulations**"), prompts the requirement to serve the load from a new 69kV to 12kV customer substation on the Property.

D. The City presented an alternate solution to Developer to build an on-site community substation on Developer owned property at 4001 Cohasset Street ("Substation Land"). While the proposed substation location is not the ideal location for additional capacity, it is deemed to be in the best interest of the City to build a community station as compared to a customer station. Developer is responsible for a portion of the cost of the community station.

E. This alternative provides a mutual benefit to the City and Developer by: (a) lowering Developer's costs and creating additional value by building a shared substation, (b) providing a more reliable and redundant electric service ("**Electric Service**") to the Project with a community substation which has distribution ties to other substations in the area, as compared to a customer substation (c) reducing BWP's long-term operation and maintenance costs after decommissioning of the existing 4kV Clybourn distribution substation, and (d) re-purposing existing subtransmission underground infrastructure that currently feeds the Clybourn substation to feed the new Airport community substation, thereby lowering Developer's cost for the new substation.

F. Developer acknowledges that, in order for the City to provide Electric Service to the Project, pursuant to the BWP Rules and Regulations, Developer must pay for (a) a portion of the construction of a new proposed 40 mega-volt-amperes (MVA) two-bank community substation (the "**Substation**") at the Substation Land, (b) the total cost for two planned subtransmission lines and their infrastructure from switching and distribution stations to the planned Substation (the "**Subtransmission Facilities**"), and (c) the total cost for the extension of four distribution feeders from a community substation to the Service Points (defined below) (the "**Distribution Facilities**").

G. Developer acknowledges that, in order for the City to provide Electric Service to the Project, Developer must grant (a) a recorded easement for the Substation Land (the "**Substation Easement**") as more particularly described in Attachment 1, and (b) recorded subsurface easements (collectively, the "**Subsurface Easements**") as more described in Attachment 2.

H. Developer desires for the City to construct sufficient capacity at the Substation, Subtransmission Facilities, and the Distribution Facilities to serve the Project.

I. Developer desires that the City provide, and the City shall usegood faith efforts to provide, electric power by two 12.47kV distribution lines (the "**Initial Distribution Lines**") to the Project at the service point near Tulare Avenue west of Kenwood Street ("**Service Point**") by the second quarter of 2025, for temporary construction power for the Project ("**Temporary Construction Power**").

J. As a preliminary step towards construction of the Distribution Facilities, Developer has agreed to pay the City a deposit (the "**Deposit**"). The City acknowledges that Developer has already paid, and the City has received, a portion of the Deposit (One Million Nine Hundred and Eighty Thousand Dollars - $1,980,000), in the form of an Aid-in-Construction.

K. Developer acknowledges that the payment of the Deposit was intended to induce the City to start the material procurement process of the Distribution Facilities earlier than the City would normally commence such process.

L. Developer desires that the City provide, and the City shall use good faith efforts to provide, two additional 12kV distribution lines (the "**Additional Distribution Lines**", together with the Initial Distribution Lines, collectively, the "**Distribution Lines**") to the Development's property line at two locations, near Cohasset Street and Lockheed Drive and near Tulare Avenue west of Kenwood Street by May 2025 ("**Temporary Terminal Power**"). The capacity requested by Developer is 17 MVA for Temporary Terminal Power.

M. Developer desires that the City provide, and the City shall use good faith efforts to construct two 69kV subtransmission lines, build the new Substation and provide four 12kV distribution lines to the Development's property line near Cohasset Street and Lockheed Drive by Q2 2028 ("**Permanent Terminal Power**"). The new capacity requested by Developer is 17 MVA for Permanent Terminal Power. The sum of the Permanent Terminal Power and the existing load on the Development is calculated as 33.535 MVA as indicated on **Exhibit E**, attached hereto and incorporated herein by this reference. Developer is anticipating to demolish several services after completion of the Project and so the City has agreed to deem the total load allocated to the Development as 27.64 MVA.

N. Developer acknowledges that the existing load on the 4kV Clybourn substation will be converted to 12kV and temporarily transferred to other 12kV substations in the area. The Clybourn substation will then be decommissioned to free up underground subtransmission substructure that will be used to bring 69kV subtransmission lines to the new Substation.

O. Developer acknowledges that, in accordance with this Agreement, the Substation Easement and the Subsurface Easements will be recorded against the Substation Land prior to, and as a condition of the energization of the Temporary Terminal Power for the Project.

NOW, THEREFORE, in consideration of the mutual promises contained herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, and intending to be legally bound hereby, the Parties covenant and agree as follows:

1. Developer's Load; Service Points on Property.

(a) Minimum Load. Any designs, plans and/or other development documentation included with each design submitted to the City by Developer (collectively, the "**Developer's Documentation**") indicate that Developer's connected 12.47kV switchgear capacity for the Project (the "**Total Load**") is 25.918 MVA, calculated as follows:

$$TL = ([I1 \times V1 \times \sqrt{3}] + [I2 \times V2 \times \sqrt{3}] + \ldots + [Ii \times Vi \times \sqrt{3}]) \div 1000$$

$$TL = ([400 \times 12.47 \times \sqrt{3}] + [400 \times 12.47 \times \sqrt{3}] + [200 \times I2.47 \times \sqrt{3}] + [200 \times 12.47 \times \sqrt{3}]) \div 1000$$

$$TL = 25.918 \text{ MVA}$$

For purposes of calculating the Project demand, the Parties agree that the Project's electrical load (the "**Project's Demand Load**") shall be calculated as follows:

$$PDL = TL \times DR$$

$$PDL = 25.918\ MVA \times 0.65 = 16.847\ MVA$$

For purposes of calculating Developer's pro rata share of the capacity in the Substation, the Parties agree that Developer's electrical load (the "**Developer's Minimum Load**") shall be calculated as follows:

$$DML = CR \times 40\ MVA$$

$$DML = 69.1\% \times 40\ MVA = 27.640\ MVA$$

Where:

DML	=	Developer's Minimum Load
PDL	=	Project's Demand Load for the Replacement Passenger Terminal only
TL	=	Developer's Total Load shall be the sum of the metered electrical panel ratings (in MVA) for all metered electrical panels to be located on the Property.
DDL	=	Development's Total Load shall be the sum of the metered electrical panel ratings (in MVA) for all metered electrical panels to be located on the Development.
DR	=	Demand Ratio shall be 65% of metered electrical panel rating with 80% rated panel, 81.25% of metered electrical panel rating for fully rated panel
I	=	Primary tap rating of the current transformer (CT) for the main circuit breaker of the switchgear in Amperes (A)
V	=	Line-to-line voltage rating of the switchgear in kilo-Volts (kV)
i	=	Number of switchgears on the Development when calculating DDL, and number of switchgears on the Project when calculating PDL
CR	=	Cost ratio shall be 69.1%, which equals the total load allocated to the Development , divided by 40MVA
PL	=	Projected load shall be the sum of the metered electrical panel ratings (in MVA) for all metered electrical panels to be located on the Development (per Developer's Documentation and the City's verification). This includes all existing metered panels that are not being modified as part of the Project.

For the purposes of calculating the total load on the Development, the Parties agree that the Development's electrical load (the "**Development's Demand Load**") shall be calculated as follows:

$$DDL = (PL \times DR)$$

For the full list of metered electrical panels on the Development that constitute the DDL, see **Exhibit E.**

(b) Excess Load. In the event that a review of this Agreement, the Development Agreement, and the Developer's Documentation indicates that the projected electrical load for the Development (the "**Projected Load**") may exceed the Developer's Minimum Load, the following calculation shall be made for each occurrence:

$$AEL = (PL \times DR) - DML$$

$$AEL = ([PL1 \times 0.65] + [PL2 \times 0.8125]) - DML$$

Where:

AEL	=	Excess Load. The AEL shall be calculated to the nearest one-thousandth of an MVA.
PL	=	Projected Load shall be the sum of the metered electrical panel ratings (in MVA) for all metered electrical panels to be located on the Development (per Developer's Documentation and City's verification). This includes all existing metered panels that are not being modified as part of the Project (See Exhibit E).
PL1	=	Projected Load-1 shall be the sum of the 80% rated metered electrical panels (in MVA) located on the Development (per Developer's Documentation and City's verification).
PL2	=	Projected Load-2 shall be the sum of the fully rated metered electrical panels (in MVA) located on the Development (per Developer's Documentation and City's verification).
DR	=	Demand Ratio shall be 65% of metered electrical panel rating with 80% rated panel, 81.25% of metered electrical panel rating for fully rated panel.
DML	=	Developer's Minimum Load

In the event that the AEL exceeds 0 MVA on the Development, such excess shall be treated as follows:

(i) Excess Load. If there is an incremental portion of the AEL that exceeds 0 MVA (the "**Excess Load**"), the Parties agree that Developer shall enter into good faith discussions with the City as to the most commercially reasonable terms and conditions for any Excess Load requested, which may include, but is not limited to, additional security and payment obligations.

(ii) Installation, Replacement, or Upgrade of Electric Metered Panels. In the event a metered electrical panel is to be installed, replaced, or upgraded on the Development

after the City's electric permit for the Temporary Terminal Power has been finalized, the capacity of the replacement panel shall be subject to the calculation of the Developer's Minimum Load fee as set forth in Section 2(b)(i) below (and illustrated in Exhibit C) for installations, replacements or upgrades that do not increase the Development's Demand Load above the Developer's Minimum Load; provided, that installations, replacements, or upgrades that result in any Excess Load shall not be permitted until approved subject to Section 1(b)(i). The installation, replacement, or upgrade may be credited with the capacity of the Substation already paid pursuant to this Agreement. For replacements and upgrades, the credit for the existing electric metered panel may only be applied if the metered electric panel has been permitted in its existing form, capacity, and location through a finalized Building Division electric permit and still exists on site in the location it was permitted. The credit is pro-rated based on the DML and a 60-year capacity life. For illustrative purposes, see examples in **Exhibit C.**

(c) Substation Location and Service Points. The location of the Substation will be as indicated on **Exhibit B.** The service points (the "**Service Points**") for the conduit and wiring to serve the Property when constructed will be as indicated on **Exhibit B.** The City shall not modify the location of the Service Points without Developer's prior written consent, such consent not to be unreasonably withheld, conditioned or delayed.

2. Total Costs and Fees for the Substation, the Subtransmission Facilities, and Distribution Facilities.

(a) Costs. The estimated costs for the Substation, the Subtransmission Facilities, and the Distribution Facilities are set forth below:

(i) *Total Substation Costs*. The estimated total costs for the construction and commissioning of the Substation shall include, but not be limited to, costs for the design, engineering, procurement, construction, project management, testing and commissioning of the Substation, together with any contracts or sub-contracts with third parties to provide or perform such work and materials (collectively, the "**Total Substation Costs**"). The Parties hereby acknowledge and agree the Total Substation Costs are estimated to be $41,000,000 as of the second quarter of 2024, and based on the most current bids received by the City for a similar installation. Developer shall receive a fixed credit of $1,706,640 for the amount paid for the Ontario Substation capacity (**"Ontario Capacity Credit"**), provided, that this credit shall be deemed to constitute exhaustion of all rights to the 6.67 MVA of capacity under the April 2, 2018 Substation Capacity Assignment Agreement executed by the Parties and Burbank Industrial Investors, LP (recorded in the Official Records of Los Angeles County on May 31, 2018 as Document No. 20180536732), and that such capacity shall be no longer available under such Substation Capacity Assignment Agreement. Developer shall receive a fixed 30.9% credit of the actual costs of Total Substation Costs to construct the new Substation, up to a maximum credit of $12,666,767 (**"Substation Credit"**).

(ii) *Total Subtransmission Facilities Costs*. The estimated total costs for the construction and commissioning of the Subtransmission Facilities shall include, but not be limited to, costs for the design, engineering, procurement, construction, project management, testing and commissioning of the Subtransmission together with any contracts or sub-contracts with

third parties to provide or perform such work and materials (collectively, the "**Total Subtransmission Facilities Costs**"). The parties hereby acknowledge and agree the Total Subtransmission Facilities Costs are estimated to be $22,466,170 as of the second quarter of 2024.

(iii) *Total Distribution Facilities Costs.* The estimated total costs for the commissioning of the Distribution Facilities up to the Service Points shall include, but not be limited to, costs for the design, engineering, procurement, substructure construction (including conduit system, manholes, street resurfacing) cable installation, project management, testing and commissioning of the Distribution Facilities, together with any contracts or sub- contracts with third parties to provide or perform such work and materials (collectively, the "**Total Distribution Facilities Costs**"). Developer is responsible for the construction and the costs of the substructure, including conduit system, manholes, and street resurfacing past the Service Points. The Parties hereby acknowledge and agree the Total Distribution Facilities Costs are estimated to be $13,435,840 as of the second quarter of 2024.

The term "Total Project Costs" shall mean the sum of the Total Substation Costs, Total Subtransmission Facilities Costs and Total Distribution Facilities Costs.

(b) Fees and Costs. Developer shall pay the following fees to the City:

(i) *Developer's Minimum Load Fee.* With respect to the Developer's Minimum Load, Developer shall be obligated to pay the Total Subtransmission Facilities Costs, the Total Distribution Facilities Costs, and its pro rata portion of the Total Substation Costs based on the relation that the Developer's Minimum Load bears to the total capacity of the Substation in MVA, less any credits, in accordance with the following formula (the "**Developer's Minimum Load Fee**"):

Developer's Minimum Load Fee = TS – (CRO + CRS) + TT +TD

Developer's Minimum Load Fee = $41,000,000 –($1,706,640 + $12,666,767) + $22,466,170

+$13,435,840

Developer's Minimum Load Fee = $62,528,603

Where:

TS	=	Total Substation Costs.
TT	=	Total Subtransmission Facilities Costs.
TD	=	Total Distribution Facilities Costs.
CRO	=	Total credit for the Ontario Substation Capacity
CRS	=	Total credit to construct the new Substation

The actual Total Distribution Facilities Costs shall be tracked by the City, and Developer shall be invoiced for any amount spent in excess of the estimated Total Distribution Facilities Costs collected (the "Distribution Costs **True-up**"), within sixty (60) days of completion of the Distribution Facilities.

The actual Total Subtransmission Facilities Costs shall be tracked by the City, and Developer shall be invoiced for any amount spent in excess of the estimated Total Subtransmission Facilities Costs (the "Subtransmission Costs **True-up**"), within sixty (60) days of completion of the Total Subtransmission Facilities.

The actual Total Substation Costs shall be tracked by the City, and Developer shall be invoiced for any amount spent in excess of the estimated Total Substation Costs less Substation Credit and Ontario Capacity Credit (the "Substation Costs **True-up**"). The City shall invoice within sixty (60) days of completion of the Substation.

Developer shall be issued a refund for any amounts not spent of the Total Project Costs within sixty (60) days after the Final Completion Date in Section 7 below.

(ii) If after the execution of this Agreement and full payment of the Developer's Minimum Load fee, Developer wishes to relinquish its right to any unused portion of the 27.640 MVA, Developer shall use good faith efforts to negotiate with the City to sell that unused portion back to the City.

(iii) Developer shall not sell the rights to any portion of the 27.640 MVA to any entity other than the City.

(c) Developer Fees.

(i) Developer agrees and acknowledges that it shall pay to the City the sum of the Developer's Minimum Load Fee in the form of aid-in-construction payments ("**AIC Payments**").

(ii) The City agrees that Developer will not be required to make AIC Payments in excess of the Developer's Minimum Load Fee and True-up in order for the City to complete the Distribution Facilities; provided, that Developer shall still be required to pay any other customary fees necessary to develop and energize the Property, including permits and application fees.

(iii) Developer acknowledges that the Developer's Minimum Load Fee does not include on-site charges past the Service Points, including, but not limited to, infrastructure, switches, switch pads, transformers, transformer vaults, metering, inspections, and equipment for any actual work on the Property, past the Service Points, and that such fees and costs incurred for such items shall require Developer to pay additional amounts to the City for such items.

3. Granting and Recording of Substation Easement and Subsurface Easement.

Concurrently with the recording of this Agreement, Developer agrees to grant to the City and record (i) the Substation Easement, which shall be a permanent electric utility easement for the Substation Land as described in the Substation Easement in substantially the form of Attachment 1 hereto, (ii) subsurface underground conduit easements located where the Substation Easement is held (collectively, "**Subsurface Easements**") in substantially the form of Attachment 2 hereto.

4. AIC Payments.

(a) Delivery of AIC Payments. Developer agrees to irrevocably deposit the balance of the AIC Payments, in immediately available funds denominated in United States currency, with the City, within the timeframe described in Section 5. Developer acknowledges and agrees that the AIC Payments shall have no right to any interest accrued by the AIC Payments and shall be held as cash without any investment.

(b) Exclusivity of Deposit and AIC Payments Funds; Non-Refundable. The City agrees to not commingle the Deposit nor AIC Payments with any other amounts held on behalf of Developer or any other party. The City acknowledges that the Deposit and AIC Payments are for the sole and exclusive purpose of paying for a portion of the costs as Aid-in-Construction (as defined in the BWP Rules and Regulations) necessary to providing Electric Service to the Property for the Developer's Minimum Load. Developer acknowledges and agrees that the AIC Payments shall be non-refundable and hereby waives any and all rights to receive a refund of the AIC Payments; provided however, the City agrees that a credit shall run with the land in accordance with sub-clause (c) below. The City will initially use the Deposit and AIC Payments to pay for, and such use will be credited against, a portion of the Developer's Minimum Load Fee.

(c) AIC Payments Run With the Property. The AIC Payments and the covenant that the BWP Rules and Regulations have been complied with in exchange for the complete payment of the AIC Payments and other fees required by Section 5(a), shall run with the land until the Property is energized up to the Developer's Minimum Load. Any change in corporate structure of Developer, subdivision or sale of the Property to a third party, or any other change in ownership of the Property shall have no effect on the AIC Payments. The Deposit and AIC Payments made hereunder shall be for the benefit of Developer and any successor owner of the Property and the City shall apply the AIC Payments as a credit toward such future party's costs for the Substation Capacity and the Distribution Facilities.

5. Payment Milestones. The City will invoice Developer for the remaining portion of the Developer's Minimum Load Fee in accordance with the schedule set forth herein and Developer shall pay such invoices within thirty (30) days of receipt of such invoice. The City shall invoice Developer thirty (30) days prior to each of the payment dates set forth in Section 5(a) below. Developer's obligations to make payments on the dates are as set forth below.

(a) (i) Estimated due dates. The Developer's Minimum Load Fee minus Deposit already paid, shall be paid on the below dates subject to the City using good faith diligent efforts to complete the work under this Agreement:

Milestone	**Amount**	**Estimated Due Date**

AIC Payment #1	$22,775,970	Oct 2024
AIC Payment #2	$712,570	May 2025
AIC Payment #3	$225,000	May 2025
AIC Payment #4	$2,050,000	Oct 2025
AIC Payment #5	$17,689,970	Oct 2025
AIC Payment #6	$19,670,093	Nov 2025
Distribution Costs True-Up		Jan 2026
Substation Costs Initial True-Up		Jan 2026
Subtransmission Costs True-Up		Nov 2026
Substation Costs Final True-Up		Dec 2028
Final True-Up Payment		Jun 2029

(a)(ii) Deposit. As of the execution of this Agreement, Developer has paid $22,775,970 in AIC deposits as follows:

Deposit	Amount
Feasibility Study 1	$25,000
Feasibility Study 2	$50,000
Temporary Construction Power Material (Partial)	$494,000
Temporary Terminal Power Material	$1,411,000
Inspections Phase 1	$40,000
Temporary Power Phase 1 - Engineering, Labor, Equipment	$860,000
Temporary Power Phase 2 Engineering	$100,000
Phase 3 Material Deposit – Sub-transmission Cable, Substation Transformer, Substation Engineering for Procurement	$9,257,700
Phase 3 Power Deposit T&D Engineering	$200,000
Temporary Terminal Power Phase 2 - 12kV Distribution	$7,110,070
Temporary Terminal Power 2 - 17 MVA Distribution Substructure and Phase 2 Inspections	$3,228,200

6. BWP Rules and Regulations. The BWP Rules and Regulations provide that a customer facility of 5 MW or above requires that the customer's site include a substation with at least two power transformers and two high side lines. Developer and the City agree and acknowledge that the full payment by Developer of its payment obligations set forth herein, together with the granting and recordation of the Substation Easement and Subsurface Easements, shall satisfy such requirement with respect to Developer's Minimum Load for a capacity up to 27.640 MVA.

7. Scheduled Completion Date. The City shall use commercially reasonable efforts to make distribution feeders from a substation available for energization of Temporary Terminal Power at the

Developer's Minimum Load of Electrical Service to the Property by July 31, 2025 (the "**Scheduled Completion Date**"), provided that Developer completes all required onsite substructure, offsite substructure and 12kV switchgear work necessary for the City's construction, and provides the City the access to commence onsite work by September 2, 2024. The anticipated "**Final Completion Date**" of the Permanent Terminal Power is second quarter, 2028, but such date may be adjusted based on a number of factors that may impact the design, construction and implementation. The total capacity of the Substation shall be at the sole discretion of the City.

8. Panel Rating; Operational Limits. Developer has stated, and the City has agreed, that the Airport terminal panel schedule for the Development will be structured with a bus tie and kirk-key or electrical interlock scheme that will provide for operational redundancy for the electrical panels. Any configuration that would allow two 12kV feeders to be paralleled will require a kirk-key or electrical interlock scheme (break before make) to be installed. Therefore, during normal operation, the load on each panel shall not exceed 65% of each panel rating ("**Panel Rating Exceedance**"). The panel rating is based on the primary tap rating of the current transformer (CT) for the main circuit breaker of the panel. Developer shall set its protective relay settings in a manner that reasonably limits their electrical load to avoid Panel Rating Exceedance. If at a future date, Developer desires to permanently change the operation scheme of this design, Developer shall notify the City of a proposed change and the implementation of any changes shall be subject to the City's review and approval. Upon any Panel Rating Exceedance or any request by Developer to change the operation scheme, the City shall recalculate the total load of the Development based on 81.25% of fully rated electrical meter panels rating and may assess additional substation capacity charges that apply. Charges assessed will be in accordance with rates applicable to the time period in which the Panel Rating Exceedance occurred. Any additional charges shall be invoiced by the City and paid by Developer within sixty (60) days of receipt of such invoice.

9. Does Not Constitute Project Approval. Developer acknowledges and agrees that the City's approval of this Agreement does not constitute, and will not provide any assurance of, the City's approval of the Project, any budget approvals relating thereto, the Developer's Documentation applications, the environmental review or any other item relating or arising out of the Project or any portion thereof. The City shall not be liable to the Developer under this Agreement for failure to approve any such items. This Agreement does not provide Developer any vested rights in Electric Service.

10. Representations and Warranties. Developer represents and warrants to the City that:

(a) Developer is duly organized, validly existing and in good standing under the laws of the jurisdiction of its formation and has full power to execute, deliver and perform this Agreement.

(b) The execution, delivery and performance of this Agreement have been and remain duly authorized by all necessary joint powers authority action and do not contravene the Developer's constitutional documents or any contractual restriction binding on the Developer or its assets.

(c) This Agreement constitutes the legal, valid and binding obligation of the Developer enforceable against Developer in accordance with its terms, subject, as to enforcement, to bankruptcy, insolvency, reorganization and other laws of general applicability relating to or affecting creditor's rights and to general equity principles.

(d) The execution and delivery by Developer of this Agreement does not, and

the performance by Developer of its obligations hereunder (with or without the giving of notice or lapse of time or both) will not, directly or indirectly, (a) violate any applicable law or any provision of any security issued by Developer, (b) conflict with, result in a breach of the provisions of or constitute a default under any of the organizational documents of Developer, (c) violate any other agreement, instrument or undertaking to which Developer is a party or by which it or any of its property is bound or (d) require any license, consent or approval of any governmental authority.

11. Miscellaneous.

(a) Notices. All notices, advice and other communications under this Agreement shall be made in writing and given by overnight delivery, fee prepaid, via any reputable overnight courier service with national reputation and a reliable tracking system. Notices and advices are to be addressed to each party as provided below and shall be deemed to have been duly given when received or when delivery is refused (as the case may be) as indicated on the business records of such overnight courier service. Each party may establish a new address from time to time by written notice to the other given in accordance with this Section. Notice to outside counsel designated by a party entitled to receive notice is for convenience only and is not required for notice to a party to be effective in accordance with this Section.

Address for Developer:	Burbank Glendale Pasadena Airport Authority Address Street name City, State, Zip code Attn: Email
Address for the City:	City of Burbank Burbank Water and Power 164 W. Magnolia Blvd. Burbank, CA 91502-1720 Attn:_____ Email: _____
With a copy to:	City of Burbank City Attorney's Office 275 East Olive Avenue Burbank, CA 91502 Attn: BWP Counsel Telephone: 818-238-5702 Fax No.: 818-238-5724

(b) Entire Agreement; Modification. This Agreement sets forth the entire agreement between the Parties with respect to the subject matter hereof and supersede all prior discussions, representations, communications and agreements (oral and written) by and among the Parties with respect thereto; provided, however, this Agreement is not intended to, and shall not be construed as, superseding the Development Agreement or Developer's vested rights thereunder. Neither this Agreement nor any terms hereof shall be waived, modified, supplemented or terminated in any manner whatsoever, except by a written instrument signed by all Parties and then only to the extent expressly set forth in such writing. If there is a conflict between this Agreement

and BWP's Rules and Regulations regarding the rights and obligations set forth in this Agreement, this Agreement shall control.

(c) Binding Effect. The terms and provisions of this Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, executors, legal representatives, successors, and assigns, whether by voluntary action of the parties or by operation of law.

(d) Duplicate Originals; Counterparts. This Agreement may be executed in any number of counterparts, including facsimile counterparts, with the same effect as if all signing parties had signed the same document. All counterparts shall be construed together and constitute the same instrument.

(e) Revision and Severability. If any provision of this Agreement is held by a court of competent jurisdiction to be unenforceable, then such provision will be modified to reflect the Parties' intention. All remaining provisions of this Agreement shall remain in full force and effect.

(f) Assignment; Subdivision. Developer shall not assign this Agreement without the prior written consent of the City, such consent not to be unreasonably withheld, delayed or conditioned. Notwithstanding the foregoing, this Agreement shall be binding on any successor owner of the Property. In the event Developer subdivides the Property in accordance with its rights under the Development Agreement, the Developer and City shall use commercially reasonable efforts to enter into such amendments or replacement agreements of this Agreement to ensure that the intended rights and obligations described hereunder shall be preserved.

(g) Ambiguity; Headings and Construction of Certain Terms. The Parties agree that this Agreement shall be construed and interpreted according to the ordinary meaning of the words used so as to accomplish fairly the purposes and intentions of the Parties. Words used in this Agreement may be used interchangeably in singular or plural form, and any pronoun shall be deemed to cover all genders. Section headings are for convenience only and shall not be used in interpretation of this Agreement. "**Herein**," "**hereof**" and "**hereunder**" and other words of similar import refer to this Agreement as a whole and not to any particular section, paragraph or other subdivision; and "**Section**" refers to the entire section and not to any particular subsection, paragraph or other subdivision.

(h) No Dedication. Any undertaking by one Party to the other Party under any provisions of this Agreement shall not constitute the dedication of the City of Burbank's electric system or any portion thereof to the public or to Developer (including its successors, assigns, licensees, customers, invitees, licensees, tenants, lessees, subtenants, concessionaires, officers, employees or agents).

(i) Limitation of Liability. In no event and under no circumstances shall one Party be liable to the other Party for any principal, interest, loss of anticipated revenues, earnings, profits, increased expense of operation or construction, loss by reason of shutdown or non-operation

due to late completion or otherwise for any other economic, consequential, indirect or special damages. The City makes no representations or warranties to Developer.

(j) Force Majeure. Delay in the performance or non-performance in whole or in part by the City is not a breach of its duty or obligations under this Agreement if such performance has been made impracticable by a Force Majeure. The term "**Force Majeure**" includes, but is not limited to, war, flood, lightning, drought, earthquake, fire, volcanic eruption, landslide, hurricane, cyclone, typhoon, tornado, explosion, civil disturbance, an act of God or the public enemy, terrorist act, military action, epidemic, famine, plague, action of the court or public authority, strike or go-slow or similar labor difficulty.

(k) Limitation on Remedies; Limitation on Liability. In the event that the City cannot make the energization of the distribution feeders available at the Service Points on or prior to the Scheduled Completion Date, Developer acknowledges that its sole remedy for such failure is for specific performance by the City to provide sufficient electrical capacity for the Developer's Minimum Load from any other substation. In no event and under no circumstances shall the City be liable to Developer for any principal, interest, loss of anticipated revenues, earnings, profits, increased expense of operation or construction, loss by reason of shutdown or non-operation due to late completion or otherwise for any other economic, consequential, indirect or special damages.

(l) No Third-Party Beneficiaries. This Agreement does not and is not intended to confer any rights or remedies upon any person other than the Parties.

(m) Governing Law; Jurisdiction. To the extent permitted by applicable law, this Agreement shall be governed by the laws of the State of California (without giving effect to its conflicts of law rules).

(n) Compliance with Applicable Federal Regulations. This Agreement is subject to compliance with the Federal Aviation Administration grant assurances and revenue use policy.

[Signature Page and Acknowledgements Follow]

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above written.

DEVELOPER:

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY,

By: _____

Name: Jess Talamantes

Title: President

Authorized Signatory

CITY:

CITY OF BURBANK

By: _____

Name: _____

Title: _____

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF California)
) ss.
COUNTY OF Los Angeles)

On Aug 20, 2025 before me, Terri Williams, Notary Public, personally appeared Jess Talamantes, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Terri Williams

Notary Public

TERRI WILLIAMS
Notary Public - California
Los Angeles County
Commission # 2504486
My Comm. Expires Dec 12, 2028

(Seal)

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF _____)
) ss.
COUNTY OF _____)

On _____ before me, _____, Notary Public, personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

_____

Notary Public (Seal)

Exhibit A

LEGAL DESCRIPTION

THE LAND REFERRED TO HEREINBELOW IS SITUATED IN THE CITY OF BURBANK, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AND IS DESCRIBED AS FOLLOWS:

PARCEL DESCRIPTION:

APN:

Address:

EXHIBIT "A"
LEGAL DESCRIPTION
APN 2466-011-916 & 2466-027-902

ELECTRIC UTILITY EASEMENT

AN EASEMENT FOR ELECTRIC UTILITY PURPOSES LOCATED IN THE CITY OF BURBANK, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, OVER A PORTION OF THE NW ¼ OF SECTION 4, TOWNSHIP 1, NORTH RANGE 14 WEST, SBM. SHOWN AS PARCELS E AND H ON RECORD OF SURVEY MAP FILED IN BOOK 113, PAGES 90 & 91 OF RECORD MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, DESCRIBED AS FOLLOWS:

PARCEL 1

A 10-FOOT-WIDE EASEMENT, CENTERLINE IS DESCRIBED AS FOLLOWS:

COMMENCING AT THE INTERSECTION OF TULARE STREET AND THE WESTERLY LINE OF PARCEL MAP NO. 74417 FILED IN BOOK 415, PAGES 54 TO 65 OF PARCEL MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY:

THENCE ALONG THE NORTHERLY LINE OF SAID PARCEL MAP 74417,
NORTH 1°12'37" EAST 6.84 FEET TO **THE TRUE POINT OF BEGINNING (TPOB)**;

SAID TPOB POINT FALLS ON A CURVE CONCAVE NORTHEASTERLY, A RADIAL LINE BEARS N 3° 36' 06" E, HAVING A RADIUS OF 14.30 FEET

THENCE CONTINUING ALONG SAID CURVE AN ARC DISTANCE OF 21.87 FEET AND A CENTRAL ANGLE OF 87° 36' 31"

THENCE N 1° 12' 37" E 37.26 FEET

THENCE N 11° 08' 23" E 18.11 FEET

THENCE N 1° 12' 37" E 297.67 FEET

THENCE N 17° 40' 44" W 11.58 FEET

THENCE N 1° 12' 37" E 34.71 FEET

THENCE N 12° 02' 43" E 11.86 FEET

THENCE N 1° 12' 37" E 268.29 FEET TO THE BEGINNING OF A TANGENT CURVE CONCAVE SOUTHWESTERLY HAVING A CENTRAL ANGLE OF 89° 58' 01" AND A RADIUS OF 9.00 FEET

THENCE CONTINUING ALONG SAID CURVE AN ARC LENGTH OF 14.13 FEET;

THENCE N 88° 45' 23" W 46.73 FEET

THENCE N 77° 57' 48" W 21.36 FEET

THENCE N 88° 45' 23" W 87.12 FEET

THENCE S 77° 14' 50" W 9.25 FEET

THENCE N 88° 45' 23" W 30.93 FEET

THENCE N 72° 54' 45" W 8.19 FEET

THENCE N 88° 45' 23" W 89.12 FEET

THENCE S 82° 12' 54" W 11.57 FEET TO THE BEGINNING OF A TANGENT CURVE CONCAVE NORTHEASTERLY HAVING A CENTRAL ANGLE OF 98° 59' 43" AND A RADIUS OF 11.20 FEET

THENCE CONTINUING ALONG SAID CURVE AN ARC LENGTH OF 19.35 FEET;

THENCE N 1° 12' 37" E 237.42 FEET

THENCE N 3° 22' 53" W 15.85 FEET

THENCE N 1° 12' 37" E 17.08 FEET

THENCE N 5° 50' 19" E 17.52 FEET

THENCE N 1° 12' 37" E 158.00 FEET TO **THE POINT OF TERMINUS (POT)** OF THIS CENTERLINE SAID POINT IS N 88° 45' 23" W 7.06 FEET OF THE EASTERLY LINE OF LOT E AS SHOWN ON RECORD OF SURVEY 113 / 90-91 SAID POINT FALLS ON THE WESTERLY PROLONGATION OF THE SOUTH LINE OF THE SOUTHERLY 138.1 FEET

OF THE NORTHERLY 164 FEET OF THE EASTERLY 330 FEET OF LOT 3 IN THE NORTHWEST QUARTER OF SECTION 4, T1N R14W SBM.

SIDELINES OF THE ABOVE-DESCRIBED CENTERLINE SHALL EXTEND OR TERMINATE AT THE INTERSECTION WITH THE SOUTHEAST AND NORTHWEST LINES OF SAID PARCEL 1.

CONTAINING 14,849.6 SQUARE FEET, MORE OR LESS.

PARCEL 2

BEGINNING AT THE NORTHERLY TERMINUS OF PARCEL I;

THENCE N 88° 45' 23" W 5.00 FEET

THENCE N 1° I2' 37" E 74.49 FEET

THENCE S 88° 47' 23" E 38.63 FEET

THENCE S 1° 12' 37" W 14.17 FEET

THENCE S 88° 47' 23" E 39.00 FEET

THENCE N 1° 12' 37" E 38.33 FEET

THENCE N 88° 47' 23" W 39.00 FEET

THENCE S 1° 12' 37" W 14.17 FEET

THENCE N 88° 47' 23" W 38.63 FEET;

THENCE N 1° 12' 37" E 41.06 FEET

THENCE S 88° 47' 23" E 12.06 FEET TO THE EASTERLY LINE OF LOT E SAID LINE ALSO BEING THE WEST LINE OF THE EAST 330 FEET OF THE NORTH 660 FEET OF LOT 3 SECTION 4 TOWNSHIP 1 NORTH RANGE I4 WEST, SBM:

THENCE N 88° 46' 08" E 65.78 FEET

THENCE N 89° 34' 52" E I04.82 FEET

THENCE N 1° 14' 47" E 9.48 FEET TO THE NORTH LINE OF THE SOUTHERLY 138.1 FEET OF THE NORTHERLY 164 FEET OF THE EASTERLY 330 FEET OF LOT 3 IN THE NORTHWEST QUARTER OF SECTION 4, T1N R14W SBM.

THENCE S 88° 45' 23" E 74.20 FEET ALONG SAID NORTH LINE OF THE SOUTHERLY 138.1 FEET OF THE NORTHERLY 164 FEET OF THE EASTERLY 330 FEET OF LOT 3

THENCE S 1° 12' 37" W 138.10 FEET PARALLEL AND EQUIDISTANT 30 FEET TO SAID EAST LINE OF THE EASTERLY 330' TO THE SOUTH LINE OF THE SOUTHERLY 138.1 FEET OF THE NORTHERLY 164 FEET OF THE EASTERLY 330 FEET OF LOT 3 IN THE NORTHWEST QUARTER OF SECTION 4, T1N R14W SBM

THENCE N 88° 45' 23" W 300.00 FEET ALONG SAID SOUTHERLY LINE. TO THE WESTERLY LINE OF LOT E

THENCE N 88° 45' 23" W 7.06 FEET TO THE TPOB.

CONTAINING 38,391.85 SQUARE FEET, MORE OR LESS.

ALL FOUND MONUMENT DESCRIPTIONS, BASIS OF BEARINGS, COURSES, ETC. ARE AS SHOWN ON EXHIBIT "B" ATTACHED HERETO AND MADE A PART HEREOF.

THIS DESCRIPTION IS NOT INTENDED FOR USE IN THE CONVEYANCE OF LAND IN VIOLATION OF THE SUBDIVISION MAP ACT OF THE STATE OF CALIFORNIA.

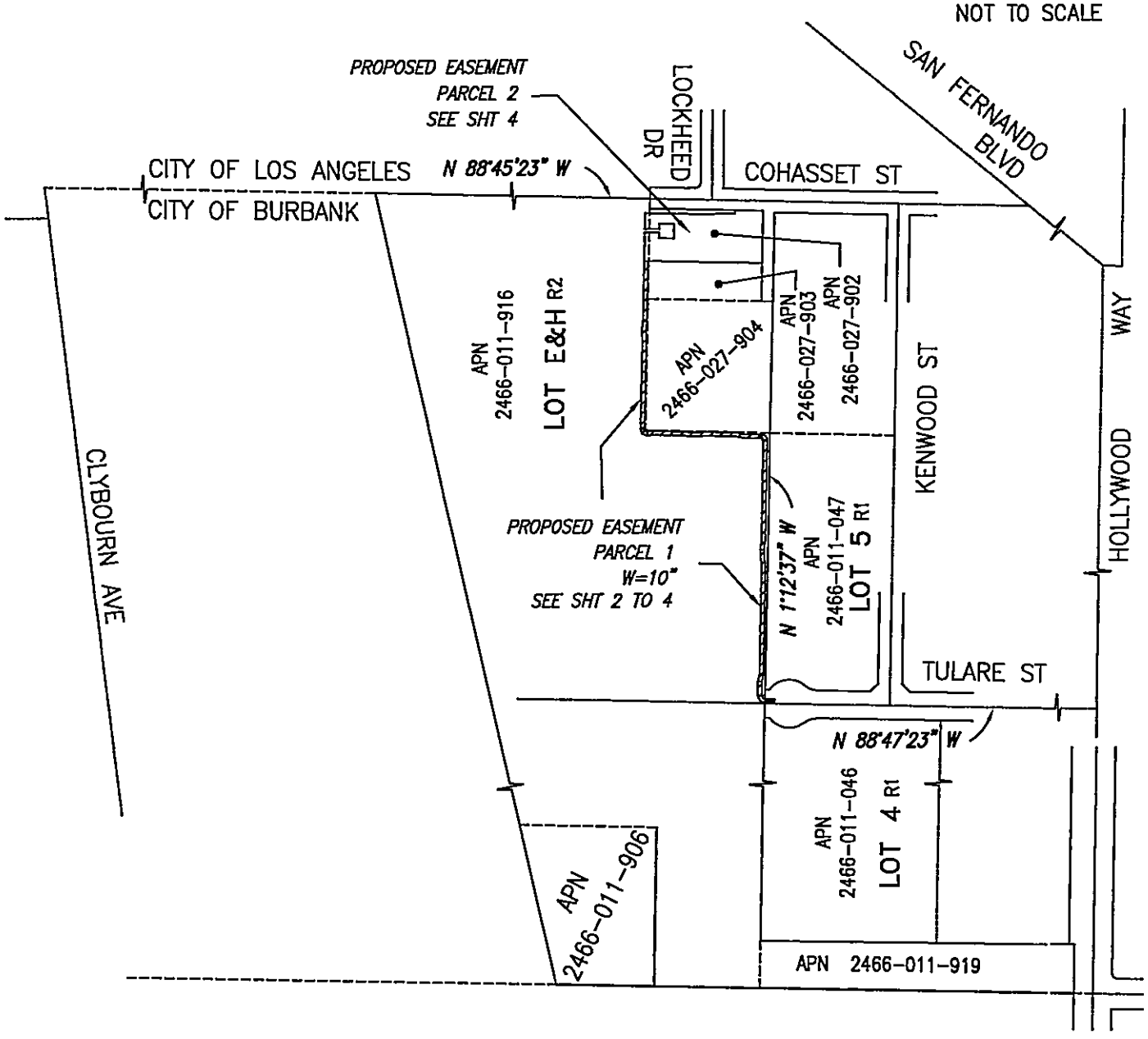
PREPARED BY ME OR UNDER MY DIRECTION

CAMDEN C. CABRINHA, PLS NO. 6755 DATE 07/16/2025



SHEET 1 OF 4

EXHIBIT "A"



PROPOSED EASEMENT AREA:
PARCEL 1 (W=10') = 14849.56 SQFT
PARCEL 2 = 38391.85 SQFT
POB = POINT OF BEGINNING
POC = POINT OF COMMENCEMENT
TPOB = TRUE POINT OF BEGINNING
R1 = PM 74417 MB 415/54-65
R2 = RS 113/90-91

BASIS OF BEARINGS:

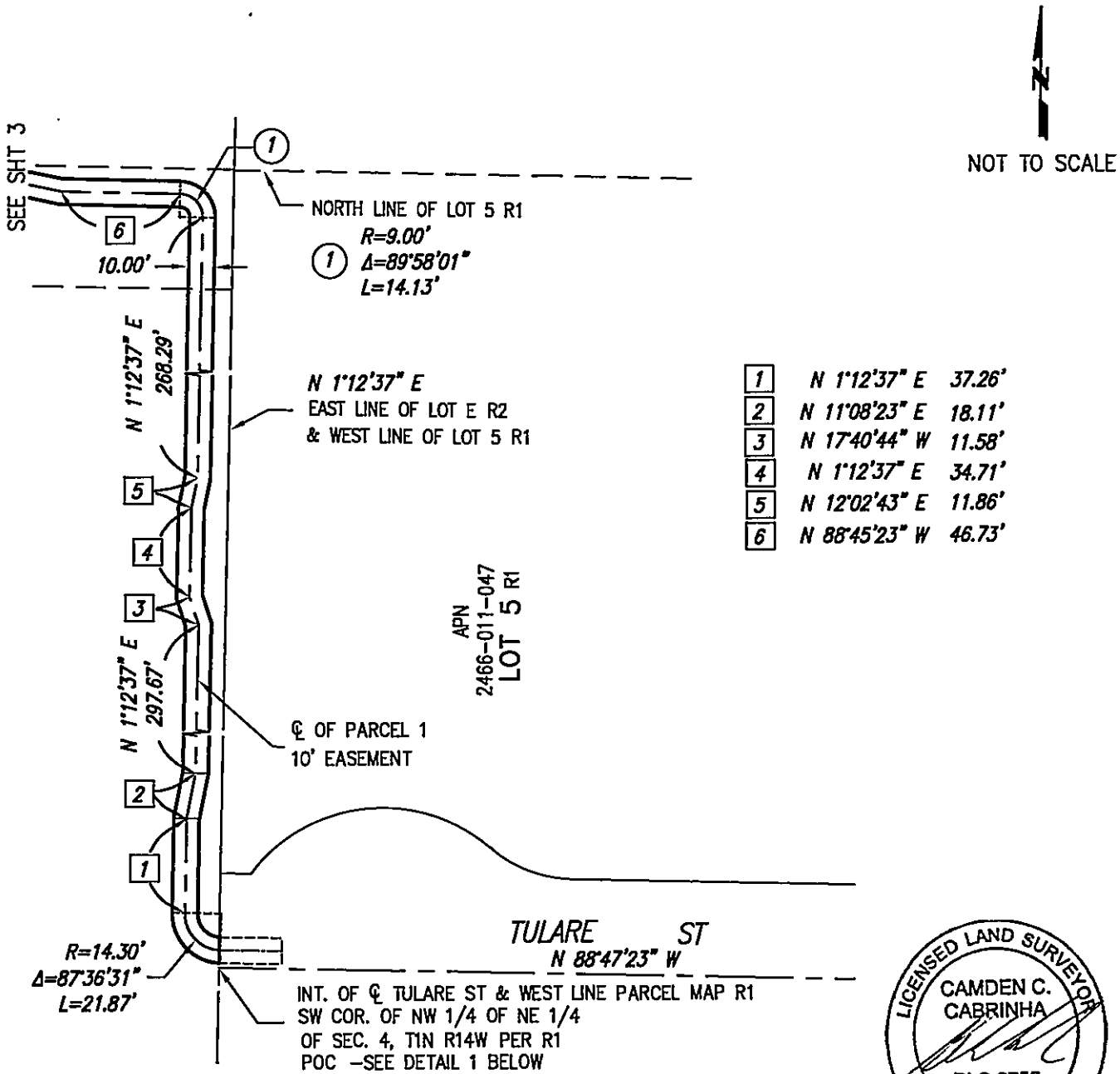
THE BEARINGS PER PARCEL MAP NO. 74417 PM 415/54-65 RECORDS OF COUNTY OF LOS ANGELES

LICENSED LAND SURVEYOR
CAMDEN C. CABRINHA
PLS 6755
STATE OF CALIFORNIA

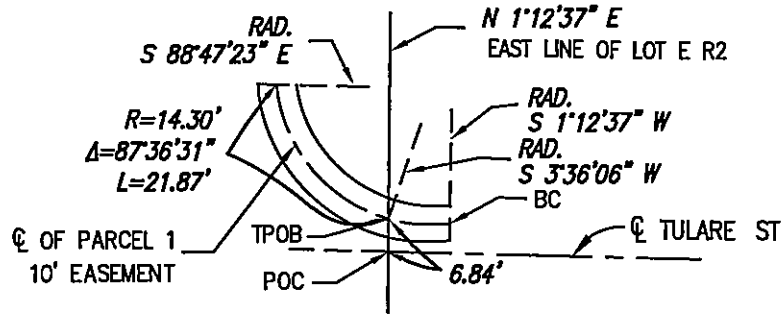
ELECTRICAL UTILITY EASEMENT

4000 COHASSET ST, BURBANK, CA 91505
APN: 2466-011-916 & 2466-027-902

EXHIBIT "A"



1	N 1°12'37" E	37.26'
2	N 11°08'23" E	18.11'
3	N 17°40'44" W	11.58'
4	N 1°12'37" E	34.71'
5	N 12°02'43" E	11.86'
6	N 88°45'23" W	46.73'



DETAIL 1

LICENSED LAND SURVEYOR
CAMDEN C. CABRINHA
PLS 6755
STATE OF CALIFORNIA

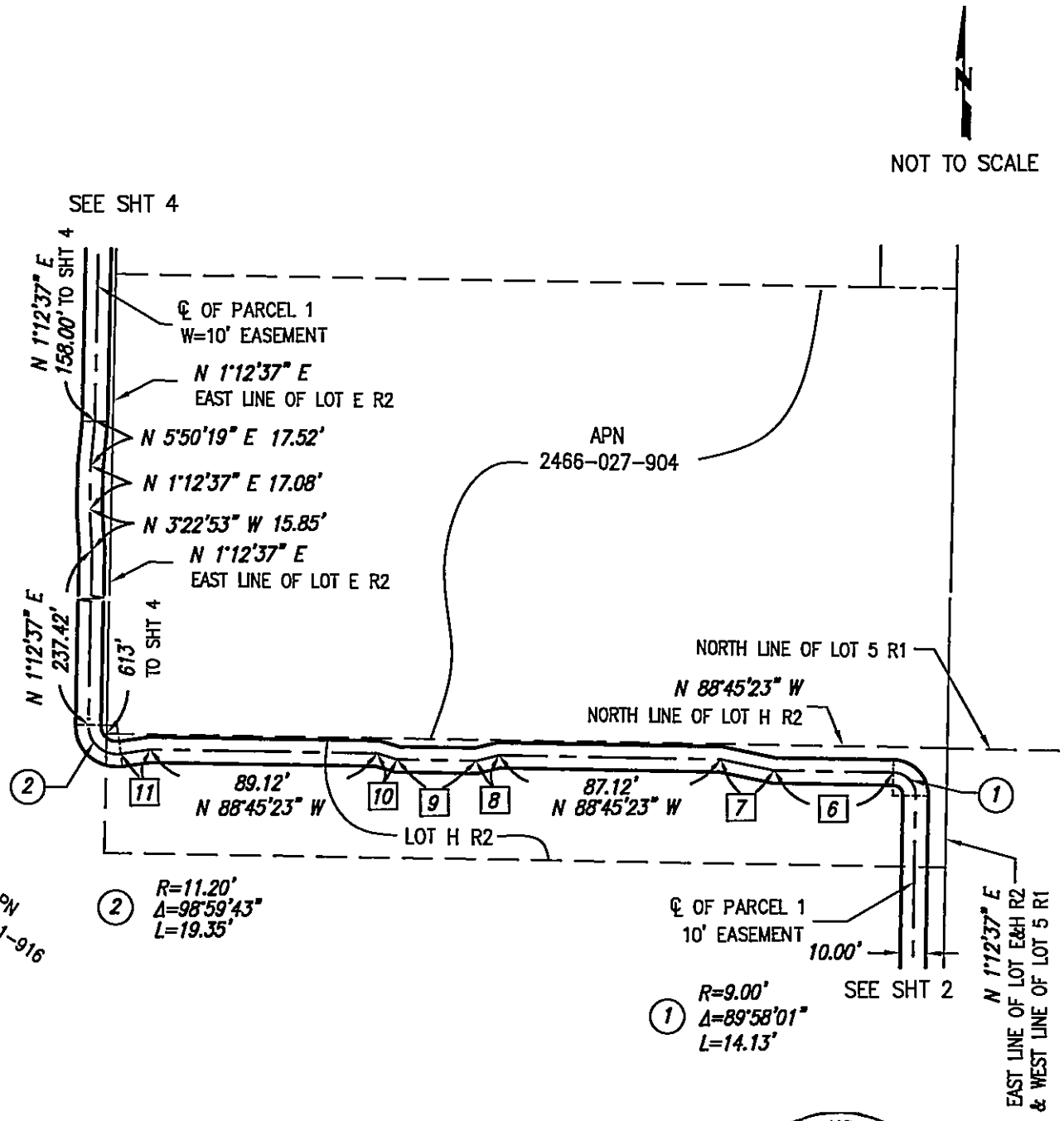
R1 = PM 74417 MB 415/54-65
R2 = RS 113/90-91
POB = POINT OF BEGINNING
POC = POINT OF COMMENCEMENT
TPOB = TRUE POINT OF BEGINNING

ELECTRICAL UTILITY EASEMENT

4000 COHASSET ST, BURBANK, CA 91505
APN: 2466-011-916 & 2466-027-902

SHEET 3 OF 4

EXHIBIT "A"



6	N 88°45'23" W	46.73'
7	N 77°57'48" W	21.36'
8	S 77°14'50" W	9.25'
9	N 88°45'23" W	30.93'
10	N 72°54'45" W	8.19'
11	S 82°12'54" W	11.57'

R1 = PM 74417 MB 415/54-65
R2 = RS 113/90-91

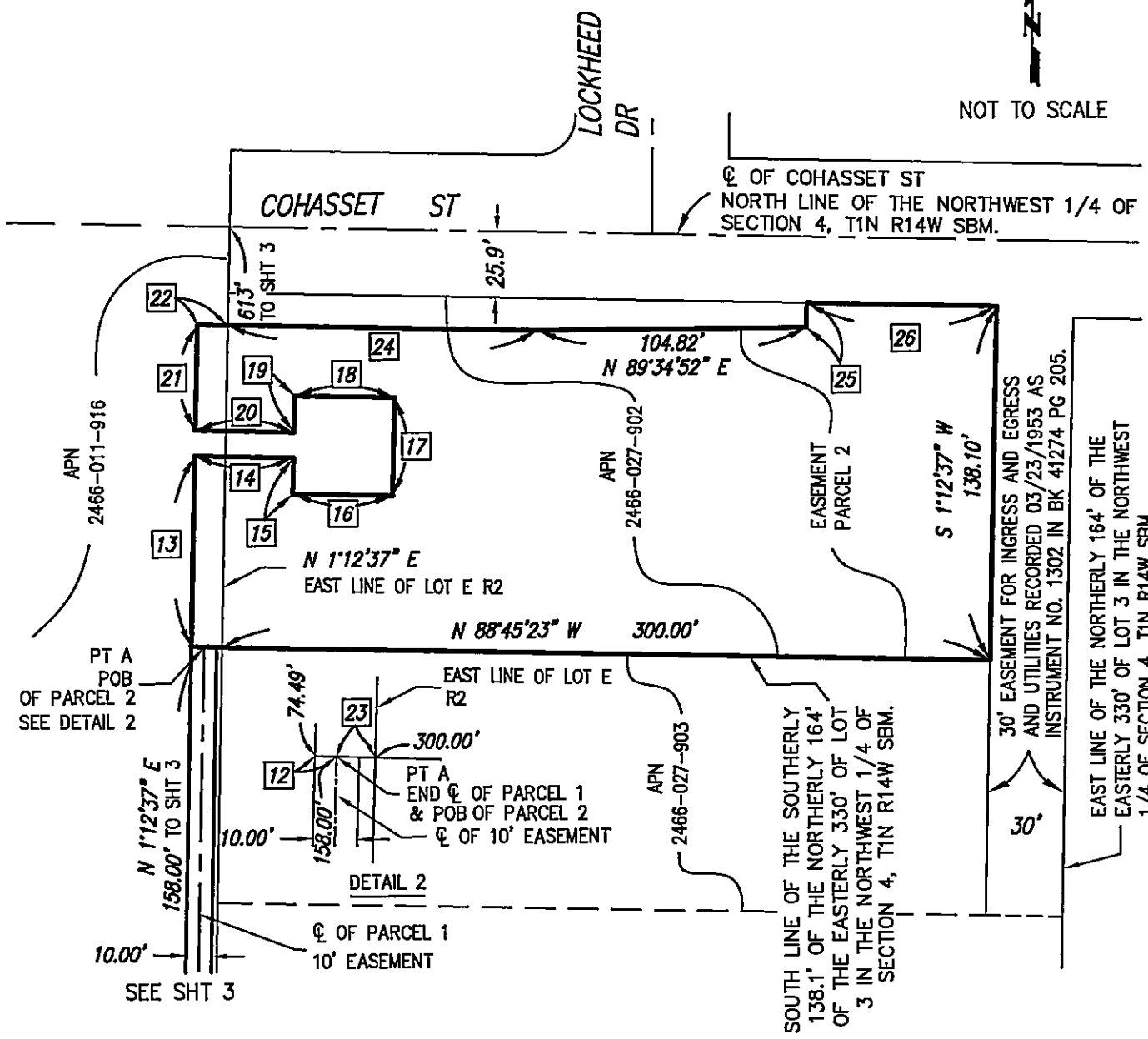
LICENSED LAND SURVEYOR
CAMDEN C. CABRINHA
PLS 6755
STATE OF CALIFORNIA

ELECTRICAL UTILITY EASEMENT

4000 COHASSET ST, BURBANK, CA 91505
APN: 2466-011-916 & 2466-027-902

SHEET 4 OF 4

EXHIBIT "A"



12	N 88°47'23" W	5.00'	20	N 88°47'23" W	38.63'
13	N 1°12'37" E	74.49'	21	N 1°12'37" E	41.06'
14	S 88°47'23" E	38.63'	22	S 88°47'23" E	12.06'
15	S 1°12'37" W	14.17'	23	N 88°47'23" W	7.06'
16	S 88°47'23" E	39.00'	24	N 88°46'08" W	65.78'
17	N 1°12'37" E	38.33'	25	N 1°14'37" E	9.48'
18	N 88°47'23" W	39.00'	26	S 88°45'23" E	74.20'
19	S 1°12'37" W	14.17'			

LICENSED LAND SURVEYOR
CAMDEN C. CABRINHA
PLS 6755
STATE OF CALIFORNIA

R1 = PM 74417 MB 415/54-65
R2 = RS 113/90-91
POB = POINT OF BEGINNING
POC = POINT OF COMMENCEMENT
TPOB = TRUE POINT OF BEGINNING

ELECTRICAL UTILITY EASEMENT

4000 COHASSET ST, BURBANK, CA 91505
APN: 2466-011-916 & 2466-027-902

Exhibit B

Service Points

(GIS map showing Substation location and Service Points.)



Exhibit C

Customer Panel installation, upgrade, or replacement examples

Example 1: Replace panels with smaller size at year 20

Developer's Minimum Load (DML) = 27.640MVA

*Replacement Developers minimum load (RDML) = 22 MVA

Panel Capacity Life (PCL)= 60 years

Used Capacity Life (UCL)= 20 years

Adjusted DML = DML – [(DML/PCL) * UCL] = 27.640 – [(27.640/60)* 20] = 18.427MVA

Capacity fee for replacement 22MVA capacity= (RDML - Adjusted DML) * $1,025,000[2]

= (22MVA-18.427MVA) * $1,025,000
=$3,662,325

Example 2: Replace panels with smaller size at year 10

Developer's Minimum Load (DML) = 27.640MVA

*Replacement Developers minimum load (RDML) = 20 MVA

Panel Capacity Life (PCL)= 60 years

Used Capacity Life (UCL)= 10 years

Adjusted DML = DML – [(DML/PCL) * UCL] = 27.640 – [(27.640/60)* 10] = 23.033MVA

Capacity fee for replacement 27.640 MVA capacity= (RDML - Adjusted DML) * $1,025,000[2]

= (20MVA-23.033MVA) * $1,025,000
=-$3,108,825

In the event of a negative value, no additional payment is due to the City. This indicates the customer has additional capacity at this time.

Example 3: Replace panels with smaller size at year 60

Developer's Minimum Load (DML) = 27.640MVA

*Replacement Developers minimum load (RDML) = 22 MVA

Panel Capacity Life (PCL)= 60 years

Used Capacity Life (UCL)= 60 years

Adjusted DML = DML – [(DML/PCL) * UCL] = 27.640 – [(27.640/60)* 60] = 0MVA

Capacity fee for replacement 22MVA capacity= (RDML - Adjusted DML) * $1,025,000[2]

= (22MVA - 0MVA) * $1,025,000
=$22,550,000

Example 4: Replace panels with Excess Capacity at year 20

Developer's Minimum Load (DML) = 27.640MVA

*Replacement Developers minimum load (RDML) = 36 MVA

Panel Capacity Life (PCL)= 60 years

Used Capacity Life (UCL)= 20 years

Fee due to the City for the first 27.640 MVA (partial RDML)

Adjusted DML = DML – [(DML/PCL) * UCL] = 27.640 – [(27.640/60)* 20] = 18.427MVA

Capacity fee for replacement 27.640 MVA capacity= (RDML - Adjusted DML) * $1,025,000[2]
= (27.640MVA - 18.427MVA) * $1,025,000
=$9,443,325

Additional fee due to the City for the remaining 8.36 MVA (remaining RDML): The fee for this Excess Capacity is subject to good faith negotiations between the City and the Developer. Excess Capacity will be energized after negotiations are completed and agreed to by the City and the Developer.

*RDML is calculated as the sum of all existing electrical metered panel owned by the Airport as listed in Exhibit E including any modifications being proposed.

[2] Subject to Handy-Whitman Index increases

Exhibit D

GIS Map of Airport Development (in red)

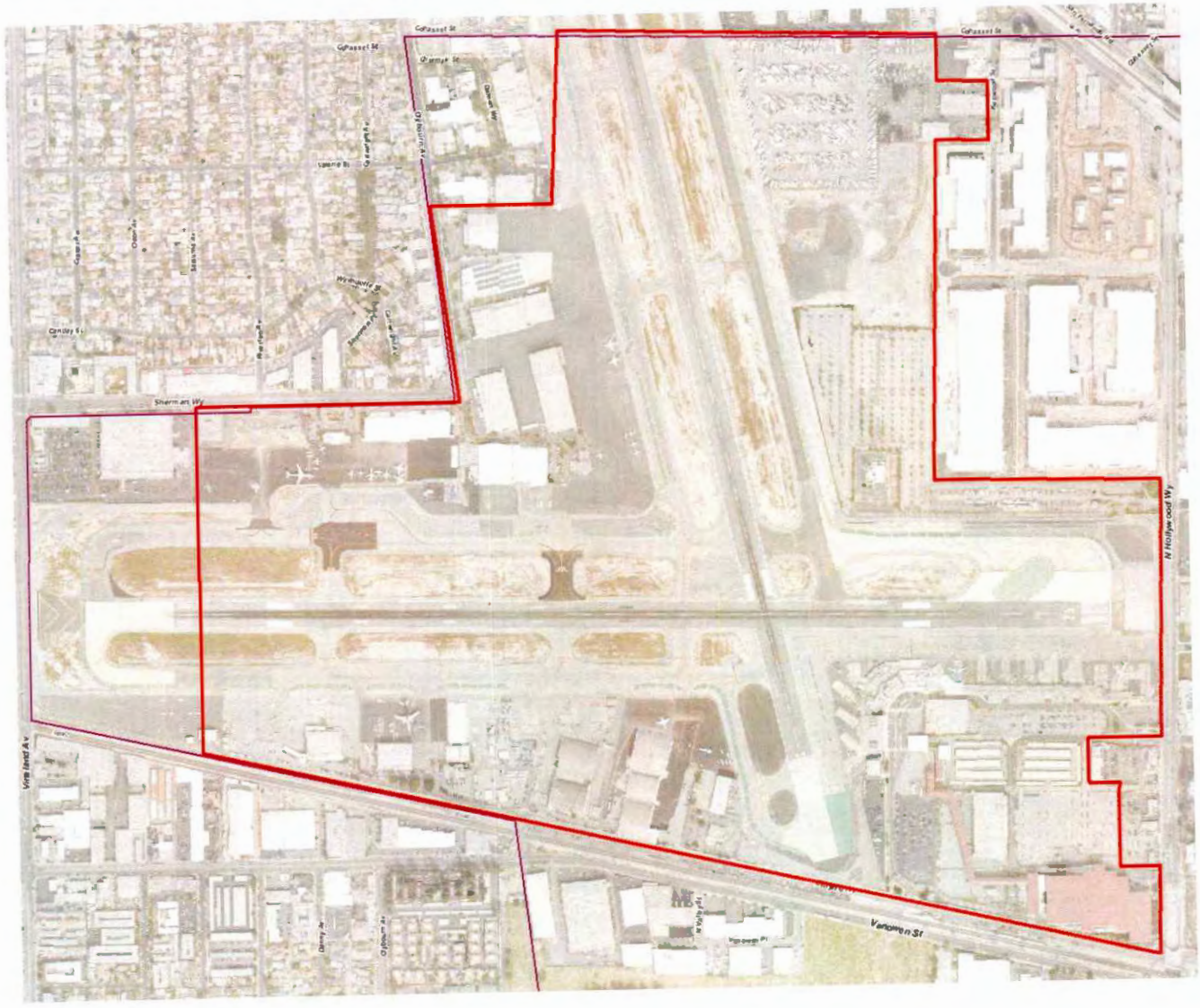


Exhibit E

List of metered electrical panels on the Airport Development

ADDRESS	SERVICE POINT CUSTOMER	TELEPHONE #	AMPACITY	VOLTAGE	KVA
3850 1/3 COHASSET ST	MV TRANSPORTATION	7127643787 7078638980 7078638944 3103879807	200	240	48.00
3111 KENWOOD ST	HERTZ ENTERTAINMENT SERVICES	4052804619 4052804404 4052804628	1200	480	997.66
3103 KENWOOD ST	HERTZ ENTERTAINMENT SERVICES	SAME AS ABOVE	2000	480	1,662.77
2821 HOLLYWOOD WAY	FAA	4059545200 4059549746 4059542201	600	208	216.16
2761 HOLLYWOOD WAY	BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY	8188409456 8188408840 8183813344 6263354513	400	208	144.11
2S27 HOLLYWOOD WAY	BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY	8188408840 8187292239 8188400358 8188408830	1200	480	997.66

2527 HOLLYWOOD WAY	BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY	8188408840 8187292239 8188400358 8188408830	1200	480	997.66
2501 HOLLYWOOD WAY	AVAIRPROS SERVICES, BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY	5103822150 4142659452	4000	480	3,325.54
2555 HOLLYWOOD WAY	BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY	8188408840 8187292239 8188400358 8188408830	400	480	332.55
2509 HOLLYWOOD WAY	BWP EV CHARGER		200	208	72.05
SAME AS ABOVE	BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY	8188409456 8188408840 8183813344 6263354513	600	480	498.83
3701 EMPIRE AVE	SAME AS ABOVE	SAME AS ABOVE	600	480	498.83
2627 HOLLYWOOD WAY	BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY	8188408840 8187292239 8188400358 8188408830	600	2400	2,494.15
2627 HOLLYWOOD WAY	BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY	8188408840 8187292239 8188400358 8188408830	600	2400	2,494.15

4207 EMPIRE AVE	FAA	4059549746 4059545200 4059542201	200	208	72.05
4209 EMPIRE AVE	BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY	8188409456 8188408840 8183813344 6263354513	100	208	36.03
4209 EMPIRE AVE UNIT A	BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY	SAME AS ABOVE	600	208	216.16
4301 EMPIRE AVE	AVJET CORPORATION	8188416190 8188416209 8185241710	150	208	54.04
4405 EMPIRE AVE	AVJET CORPORATION	SAME AS ABOVE	800	480	665.11
4411 EMPIRE AVE	AVJET CORPORATION	SAME AS ABOVE	400	480	332.55
4215 EMPIRE AVE	BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY	8188409456 8188408840 8183813344 6263354513	1600	480	1,330.22
4517 EMPIRE AVE	AVIS RENT A CAR	8663224547 5093210924 5093297295	100	240	24.00

4525 EMPIRE AVE	AVIS RENT A CAR	SAME AS ABOVE	100	240	24.00
4521 EMPIRE AVE	THE HERTZ CORPORATION	4057753663 4052804404 8002523758	400	240	96.00
4521 EMPIRE AVE	THE HERTZ CORPORATION	4057753663 4052804404 8002523758	200	240	48.00
4527 EMPIRE AVE	THE HERTZ CORPORATION	SAME AS ABOVE	100	240	24.00
SAME AS ABOVE	THE HERTZ CORPORATION	SAME AS ABOVE	70	240	16.80
4531 EMPIRE AVE	MERCURY AIR CENTER	8188412966 8188419808	400	480	332.55
4561 EMPIRE AVE HANGAR 2	DELUX PUBLIC CHARTER	9494734915	100	240	24.00
4561 EMPIRE AVE HANGAR 2	DELUX PUBLIC CHARTER	SAME AS ABOVE	225	240	54.00

4700 EMPIRE AVE	AMERIFLIGHT INC	8189805005 9724263066	400	240	96.00
4700 EMPIRE AVE	AMERIFLIGHT INC	SAME AS ABOVE	400	240	96.00
4700 EMPIRE AVE	BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY	8188409456 8188408840 8183813344 6263354513	70	240	16.80
4700 EMPIRE AVE	AMERIFLIGHT INC	8189805005 9724263066	400	240	96.00
4700 EMPIRE AVE	AMERIFLIGHT INC	SAME AS ABOVE	400	240	96.00
4700 EMPIRE AVE	AMERIFLIGHT INC	SAME AS ABOVE	200	120	24.00
4700 EMPIRE AVE	BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY	8188409456 8188408840 8183813344 6263354513	100	120	12.00
6920 VINELAND AVE	AVELO AIRLINES INC	8017354071	200	208	72.05

10832 SHERMAN WAY	FAA	4059549746 4059545200 4059542201	200	240	48.00
10670 SHERMAN WAY UNIT B1	MERCURY AIR CENTER	8188412966 8188419808	1600	480	1,330.22
2600 CLYBOURN AVE	BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY	8188409456 8188408840 8183813344 6263354513	600	480	498.83
10600 SHERMAN WAY	FAA	4059549746 4059545200 4059542201	200	240	48.00
2800 CLYBOURN AVE	BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY	8188409456 8188408840 8183813344 6263354513	600	480	498.83
2800 CLYBOURN AVE	BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY	SAME AS ABOVE	800	208	288.21
2920 CLYBOURN AVE	BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY	SAME AS ABOVE	400	480	332.55
2900 CLYBOURN AVE	WARNER BROS GTC AVIATION INC	8189544925 8189543470 8189546543 8189546465	400	480	332.55

2940 CLYBOURN AVE	BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY	8188409456 8188408840 8183813344 6263354513	400	480	332.55
2910 CLYBOURN AVE	BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY	SAME AS ABOVE	400	480	332.55
2930 CLYBOURN AVE	THORNTON AIRCRAFT COMPANY LLC	8182302206 4063708849	400	480	332.55
3010 CLYBOURN AVE	WALT DISNEY CO	8185604633	400	480	332.55
3011 CLYBOURN AVE	WALT DISNEY CO	SAME AS ABOVE	400	480	332.55
3020 CLYBOURN AVE	NETFLIX INC	6532778205	400	480	332.55
3050 CLYBOURN AVE	STAR AVIATION	6262782464	800	480	665.11
3040 CLYBOURN AVE	BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY	8188409456 8188408840 8183813344 6263354513	800	480	665.11

3070 CLYBOURN AVE	FAA	4059549746 4059545200 4059542201	400	480	332.55
2827 N HOLLYWOOD WAY BUR REPLACMENT TERMINAL	BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY		200	12470	4,319.73
2827 N HOLLYWOOD WAY BUR REPLACMENT TERMINAL	BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY		200	12470	4,319.73
2827 N HOLLYWOOD WAY BUR REPLACMENT TERMINAL	BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY		400	12470	8,639.47
2827 N HOLLYWOOD WAY BUR REPLACMENT TERMINAL	BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY		400	12470	8,639.47
PROJECTED LOAD ON AIRPORT DEVELOPMENT (PL)					51,592.191
DEVELOPMENT'S DEMAND LOAD (DDL) = PL * 65%					**33,534.924**

RECORDING REQUESTED BY AND WHEN
RECORDED, MAIL TO:

City Clerk
City of Burbank
P. O. Box 6459
Burbank, California 91510

Space Above This Line for Recorder's Use

The undersigned declares that this document is recorded at the request of and for the benefit of the City of Burbank and therefore is exempt from the payment of the recording fee pursuant to Government Code § 6103 and § 27383 and from the payment of the Documentary Transfer Tax pursuant to Revenue and Taxation Code § 11922.

THE UNDERSIGNED GRANTOR(S) DECLARE(S) DOCUMENTARY TRANSFER TAX is $0.00
( ) computed on full value of property conveyed, or
( ) computed on full value less value of liens of encumbrances remaining at time of sale.
( ) Unincorporated area **(X) City of Burbank**

EASEMENT DEED
(Substation)

FOR VALUABLE CONSIDERATION, receipt of which is hereby acknowledged the **BURBANK -GLENDALE - PASADENA AIRPORT AUTHORITY, a joint powers agency** ("Grantor"), hereby **GRANTS to the CITY OF BURBANK, a municipal corporation**, a permanent easement and right of way for electric service **public utility** purposes in, over, under, along, upon and across the following described real property in the City of Burbank, County of Los Angeles, State of California:

Please see the Legal Description as Exhibit A and the Plat Map as Exhibit B, attached and made a part hereof.

ALSO KNOWN AS: **ADDRESS**
Assessor's Identification Number: **APN:**

Date: _____

[SIGNATURE PAGE FOLLOWS]

Mail tax statements to: THE CITY OF BURBANK, Community Development Department, Housing & Economic Development Division, P.O. Box 6459, Burbank, CA 91510-6459

IN WITNESS WHEREOF, Grantor has caused this Easement Deed (Substation) to be executed as the date first written above.

GRANTOR:

BURBANK -GLENDALE -PASADENA
AIRPORT AUTHORITY

By: _____

Name:_____
Authorized Person

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF _____)
) ss.
COUNTY OF _____)

On _____ before me, _____, Notary Public, personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

_____
Notary Public (Seal)

ATTACHMENT TO EASEMENT DEED

Approved as to description_____, 2025

_____
City Engineer, City of Burbank

Name_____

Approved as to form_____, 2025

_____
City Attorney, City of Burbank
Joseph H. McDougall

I certify that this document covers City Business within the meaning of Section 6103 of the Government Code.

_____
City Clerk, City of Burbank
Kimberly Clark

RECORDING REQUESTED BY AND
WHEN RECORDED, MAIL TO:

City Clerk
City of Burbank
P. O. Box 6459
Burbank, California 91510

Space Above This Line for Recorder's Use

The undersigned declares that this document is recorded at the request of and for the benefit of the City of Burbank and therefore is exempt from the payment of the recording fee pursuant to Government Code § 6103 and § 27383 and from the payment of the Documentary Transfer Tax pursuant to Revenue and Taxation Code § 11922.

THE UNDERSIGNED GRANTOR(S) DECLARE(S) DOCUMENTARY TRANSFER TAX is $0.00
( ) computed on full value of property conveyed, or
( ) computed on full value less value of liens of encumbrances remaining at time of sale.
( ) Unincorporated area **(X) City of Burbank**

EASEMENT DEED
(Subsurface)

FOR VALUABLE CONSIDERATION, receipt of which is hereby acknowledged:

1. Grant of Easement. The Burbank-Glendale-Pasadena Airport Authority, a joint powers agency ("Grantor"), hereby **GRANTS to the CITY OF BURBANK, a municipal corporation** ("Grantee"), a permanent subsurface easement and right of way ("Easement") for electric service public utility purposes in, over, under, along, upon and across the following described real property in the City of Burbank, County of Los Angeles, State of California:

   Please see the Legal Description as Exhibit A and the Plat Map as Exhibit B, attached and made a part hereof.

2. Purpose of Easement. The purpose of this Easement is for the construction, improvement, maintenance, and repair of underground electric service utilities and other appurtenant structures.

3. Maintenance of Easement. Grantee shall maintain and repair the utility pipes and its appurtenant structures so as not to damage the property burdened by this Easement, or any other property.

4. Interference. Grantor may use the surface above the Easement, PROVIDED that its use does not interfere with or cause damage to the utility pipes and appurtenant structures below the surface, PROVIDED FURTHER that prior to constructing any building or planting any trees within the Easement Grantor shall obtain the written consent of Grantee, which consent shall not be unreasonably withheld. Grantor may construct a fence or other obstruction on Grantor's property, PROVIDED however that Grantor does not prohibit or impede Grantee's access to the Easement. Grantor may grant other non-exclusive easement rights in and to the Easement; PROVIDED, however, that no other utility pipe, line, or structure shall be located closer than five (5) feet parallel to the Grantee's utility pipe and/or appurtenances; and, PROVIDED FURTHER, that prior to installation of any utility pipe, line, or structure that crosses the Easement, Grantor shall obtain the

written consent of Grantee, which consent shall not be unreasonably withheld. If, in exercising any right to use the surface above the Easement or grant other easements, the Easement is disturbed, Grantor shall return the Easement to its condition prior to its disruption, at Grantor's sole cost and expense.

ALSO KNOWN AS: **ADDRESS**
Assessor's Identification Number: **APN:**

Date: _____

[SIGNATURE PAGE FOLLOWS]

Mail tax statements to: THE CITY OF BURBANK, Community Development Department, Housing & Economic Development Division, P.O. Box 6459, Burbank, CA 91510-6459

IN WITNESS WHEREOF, Grantor has caused this Easement Deed (Subsurface) to be executed as the date first written above.

GRANTOR:

BURBANK -GLENDALE -PASADENA AIRPORT AUTHORITY,

By: _____
Name:
Authorized Person

GRANTEE:
CITY OF BURBANK, a municipal corporation

By: _____
Name: _____
Title: _____

[Signature of Parties must be notarized as required by the County Recorder's Office. Please attach appropriate acknowledgements.]

Approved as to Form
Office of the City Attorney

By:_____
Name of Attorney
Senior Assistant City Attorney

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF _____)
) ss.
COUNTY OF _____)

On _____ before me, _____, Notary Public, personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

_____

Notary Public (Seal)

EXHIBIT "A"
LEGAL DESCRIPTION
APN 2466-011-916 & 2466-027-902

ELECTRIC UTILITY EASEMENT

AN EASEMENT FOR ELECTRIC UTILITY PURPOSES LOCATED IN THE CITY OF BURBANK, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, OVER A PORTION OF THE NW ¼ OF SECTION 4, TOWNSHIP 1, NORTH RANGE 14 WEST, SBM. SHOWN AS PARCELS E AND H ON RECORD OF SURVEY MAP FILED IN BOOK 113, PAGES 90 & 91 OF RECORD MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, DESCRIBED AS FOLLOWS:

PARCEL 1

A 10-FOOT-WIDE EASEMENT, CENTERLINE IS DESCRIBED AS FOLLOWS:

COMMENCING AT THE INTERSECTION OF TULARE STREET AND THE WESTERLY LINE OF PARCEL MAP NO. 74417 FILED IN BOOK 415, PAGES 54 TO 65 OF PARCEL MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY:

THENCE ALONG THE NORTHERLY LINE OF SAID PARCEL MAP 74417,
NORTH 1°12'37" EAST 6.84 FEET TO **THE TRUE POINT OF BEGINNING (TPOB);**

SAID TPOB POINT FALLS ON A CURVE CONCAVE NORTHEASTERLY, A RADIAL LINE BEARS N 3° 36' 06" E, HAVING A RADIUS OF 14.30 FEET

THENCE CONTINUING ALONG SAID CURVE AN ARC DISTANCE OF 21.87 FEET AND A CENTRAL ANGLE OF 87° 36' 31"

THENCE N 1° 12' 37" E 37.26 FEET

THENCE N 11° 08' 23" E 18.11 FEET

THENCE N 1° 12' 37" E 297.67 FEET

THENCE N 17° 40' 44" W 11.58 FEET

THENCE N 1° 12' 37" E 34.71 FEET

THENCE N 12° 02' 43" E 11.86 FEET

THENCE N 1° 12' 37" E 268.29 FEET TO THE BEGINNING OF A TANGENT CURVE CONCAVE SOUTHWESTERLY HAVING A CENTRAL ANGLE OF 89° 58' 01" AND A RADIUS OF 9.00 FEET

THENCE CONTINUING ALONG SAID CURVE AN ARC LENGTH OF 14.13 FEET;

THENCE N 88° 45' 23" W 46.73 FEET

THENCE N 77° 57' 48" W 21.36 FEET

THENCE N 88° 45' 23" W 87.12 FEET

THENCE S 77° 14' 50" W 9.25 FEET

THENCE N 88° 45' 23" W 30.93 FEET

THENCE N 72° 54' 45" W 8.19 FEET

THENCE N 88° 45' 23" W 89.12 FEET

THENCE S 82° 12' 54" W 11.57 FEET TO THE BEGINNING OF A TANGENT CURVE CONCAVE NORTHEASTERLY HAVING A CENTRAL ANGLE OF 98° 59' 43" AND A RADIUS OF 11.20 FEET

THENCE CONTINUING ALONG SAID CURVE AN ARC LENGTH OF 19.35 FEET;

THENCE N 1° 12' 37" E 237.42 FEET

THENCE N 3° 22' 53" W 15.85 FEET

THENCE N 1° 12' 37" E 17.08 FEET

THENCE N 5° 50' 19" E 17.52 FEET

THENCE N 1° 12' 37" E 158.00 FEET TO **THE POINT OF TERMINUS (POT)** OF THIS CENTERLINE SAID POINT IS N 88° 45' 23" W 7.06 FEET OF THE EASTERLY LINE OF LOT E AS SHOWN ON RECORD OF SURVEY 113 / 90-91 SAID POINT FALLS ON THE WESTERLY PROLONGATION OF THE SOUTH LINE OF THE SOUTHERLY 138.1 FEET

OF THE NORTHERLY 164 FEET OF THE EASTERLY 330 FEET OF LOT 3 IN THE NORTHWEST QUARTER OF SECTION 4, T1N R14W SBM.

SIDELINES OF THE ABOVE-DESCRIBED CENTERLINE SHALL EXTEND OR TERMINATE AT THE INTERSECTION WITH THE SOUTHEAST AND NORTHWEST LINES OF SAID PARCEL 1.

CONTAINING 14,849.6 SQUARE FEET, MORE OR LESS.

PARCEL 2

BEGINNING AT THE NORTHERLY TERMINUS OF PARCEL 1;

THENCE N 88° 45' 23" W 5.00 FEET

THENCE N 1° 12' 37" E 74.49 FEET

THENCE S 88° 47' 23" E 38.63 FEET

THENCE S 1° 12' 37" W 14.17 FEET

THENCE S 88° 47' 23" E 39.00 FEET

THENCE N 1° 12' 37" E 38.33 FEET

THENCE N 88° 47' 23" W 39.00 FEET

THENCE S 1° 12' 37" W 14.17 FEET

THENCE N 88° 47' 23" W 38.63 FEET;

THENCE N 1° 12' 37" E 41.06 FEET

THENCE S 88° 47' 23" E 12.06 FEET TO THE EASTERLY LINE OF LOT E SAID LINE ALSO BEING THE WEST LINE OF THE EAST 330 FEET OF THE NORTH 660 FEET OF LOT 3 SECTION 4 TOWNSHIP 1 NORTH RANGE 14 WEST, SBM:

THENCE N 88° 46' 08" E 65.78 FEET

THENCE N 89° 34' 52" E 104.82 FEET

THENCE N 1° 14' 47" E 9.48 FEET TO THE NORTH LINE OF THE SOUTHERLY 138.1 FEET OF THE NORTHERLY 164 FEET OF THE EASTERLY 330 FEET OF LOT 3 IN THE NORTHWEST QUARTER OF SECTION 4, T1N R14W SBM.

THENCE S 88° 45' 23" E 74.20 FEET ALONG SAID NORTH LINE OF THE SOUTHERLY 138.1 FEET OF THE NORTHERLY 164 FEET OF THE EASTERLY 330 FEET OF LOT 3

THENCE S 1° 12' 37" W 138.10 FEET PARALLEL AND EQUIDISTANT 30 FEET TO SAID EAST LINE OF THE EASTERLY 330' TO THE SOUTH LINE OF THE SOUTHERLY 138.1 FEET OF THE NORTHERLY 164 FEET OF THE EASTERLY 330 FEET OF LOT 3 IN THE NORTHWEST QUARTER OF SECTION 4, T1N R14W SBM

THENCE N 88° 45' 23" W 300.00 FEET ALONG SAID SOUTHERLY LINE. TO THE WESTERLY LINE OF LOT E

THENCE N 88° 45' 23" W 7.06 FEET TO THE TPOB.

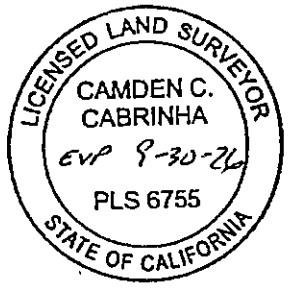
CONTAINING 38,391.85 SQUARE FEET, MORE OR LESS.

ALL FOUND MONUMENT DESCRIPTIONS, BASIS OF BEARINGS, COURSES, ETC. ARE AS SHOWN ON EXHIBIT "B" ATTACHED HERETO AND MADE A PART HEREOF.

THIS DESCRIPTION IS NOT INTENDED FOR USE IN THE CONVEYANCE OF LAND IN VIOLATION OF THE SUBDIVISION MAP ACT OF THE STATE OF CALIFORNIA.

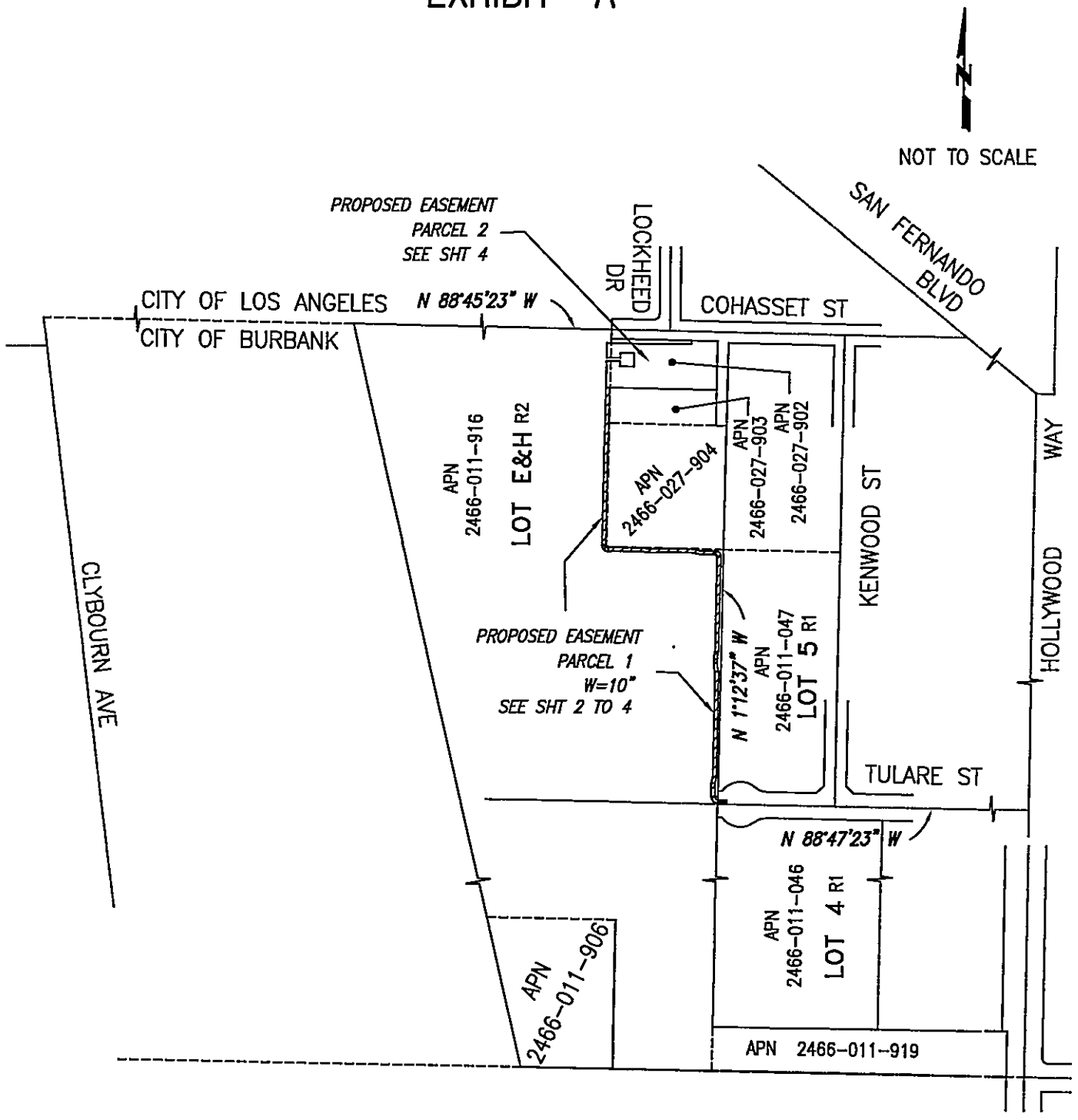
PREPARED BY ME OR UNDER MY DIRECTION

CAMDEN C. CABRINHA, PLS NO. 6755 DATE 07/16/2025



SHEET 1 OF 4

EXHIBIT "A"



PROPOSED EASEMENT AREA:
PARCEL 1 (W=10') = 14849.56 SQFT
PARCEL 2 = 38391.85 SQFT
POB = POINT OF BEGINNING
POC = POINT OF COMMENCEMENT
TPOB = TRUE POINT OF BEGINNING
R1 = PM 74417 MB 415/54-65
R2 = RS 113/90-91

BASIS OF BEARINGS:

THE BEARINGS PER PARCEL MAP NO. 74417 PM 415/54-65 RECOROS OF COUNTY OF LOS ANGELES

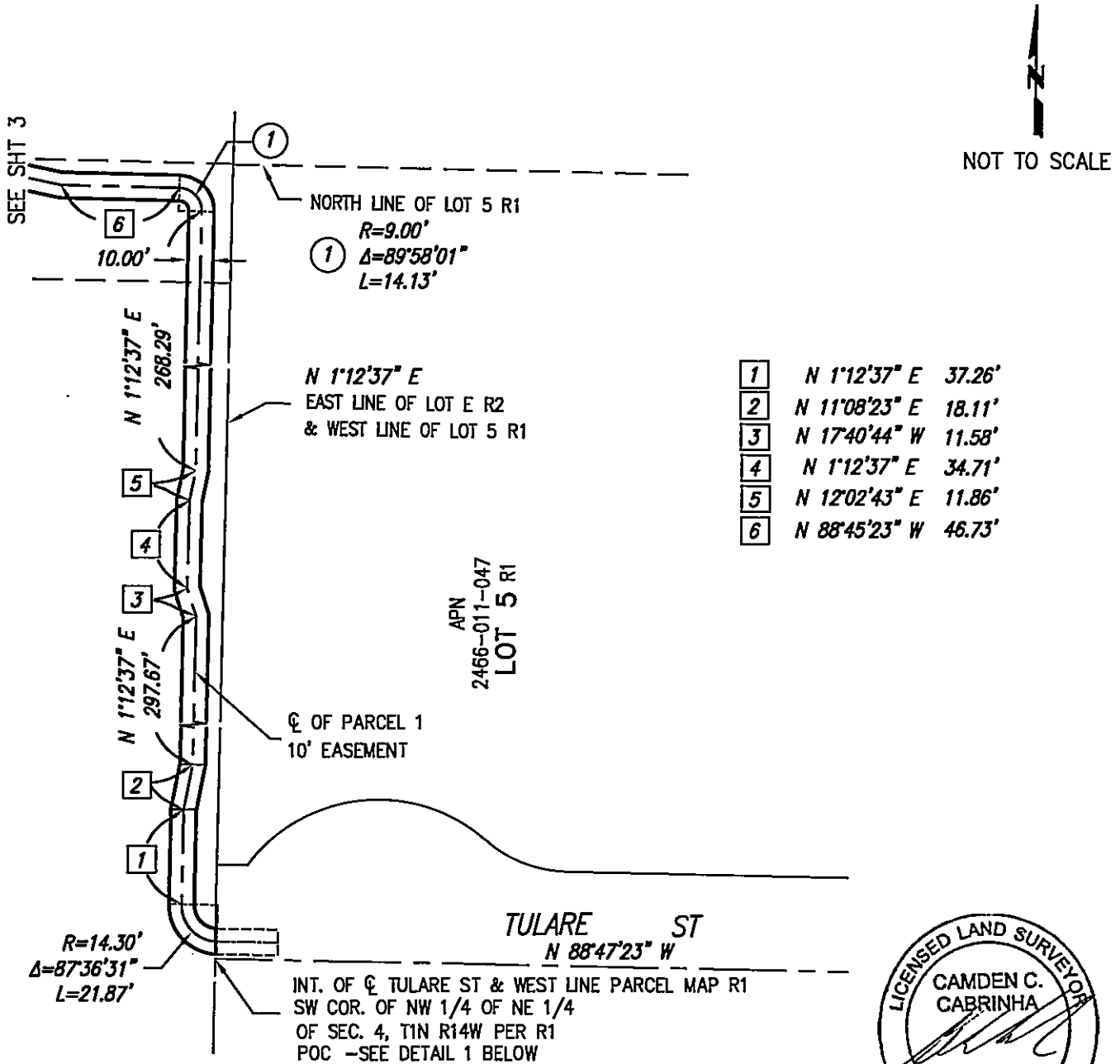
LICENSED LAND SURVEYOR
CAMDEN C. CABRINHA
PLS 6755
STATE OF CALIFORNIA

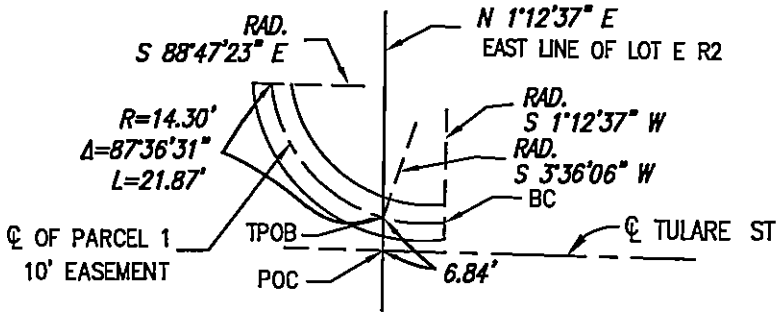
ELECTRICAL UTILITY EASEMENT

4000 COHASSET ST, BURBANK, CA 91505
APN: 2466-011-916 & 2466-027-902

SHEET 2 OF 4

EXHIBIT "A"





DETAIL 1

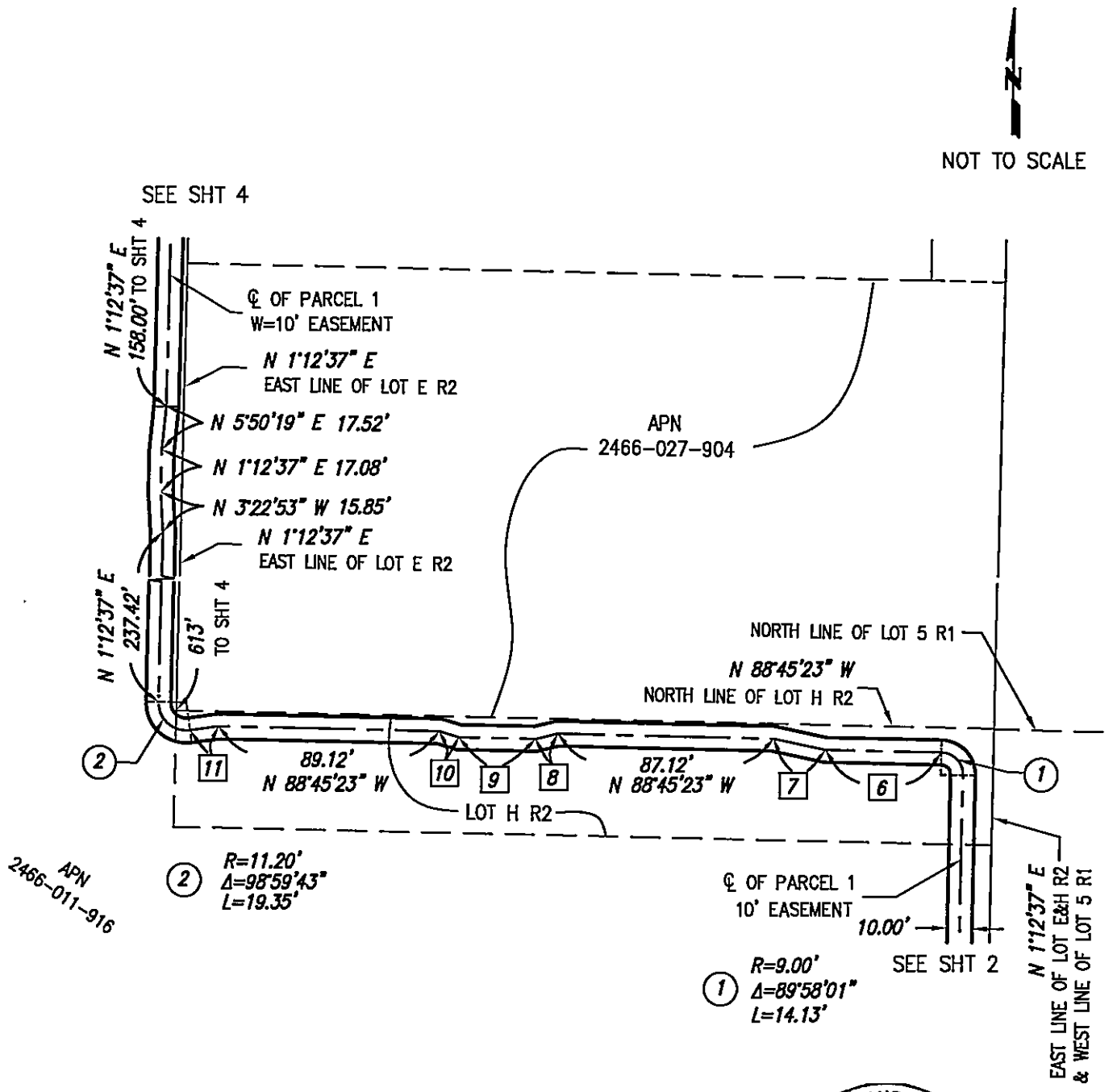
R1 = PM 74417 MB 415/54-65
R2 = RS 113/90-91
POB = POINT OF BEGINNING
POC = POINT OF COMMENCEMENT
TPOB = TRUE POINT OF BEGINNING

ELECTRICAL UTILITY EASEMENT

4000 COHASSET ST, BURBANK, CA 91505
APN: 2466-011-916 & 2466-027-902

SHEET 3 OF 4

EXHIBIT "A"



6	N 88°45'23" W	46.73'
7	N 77°57'48" W	21.36'
8	S 77°14'50" W	9.25'
9	N 88°45'23" W	30.93'
10	N 72°54'45" W	8.19'
11	S 82°12'54" W	11.57'

R1 = PM 74417 MB 415/54-65
R2 = RS 113/90-91

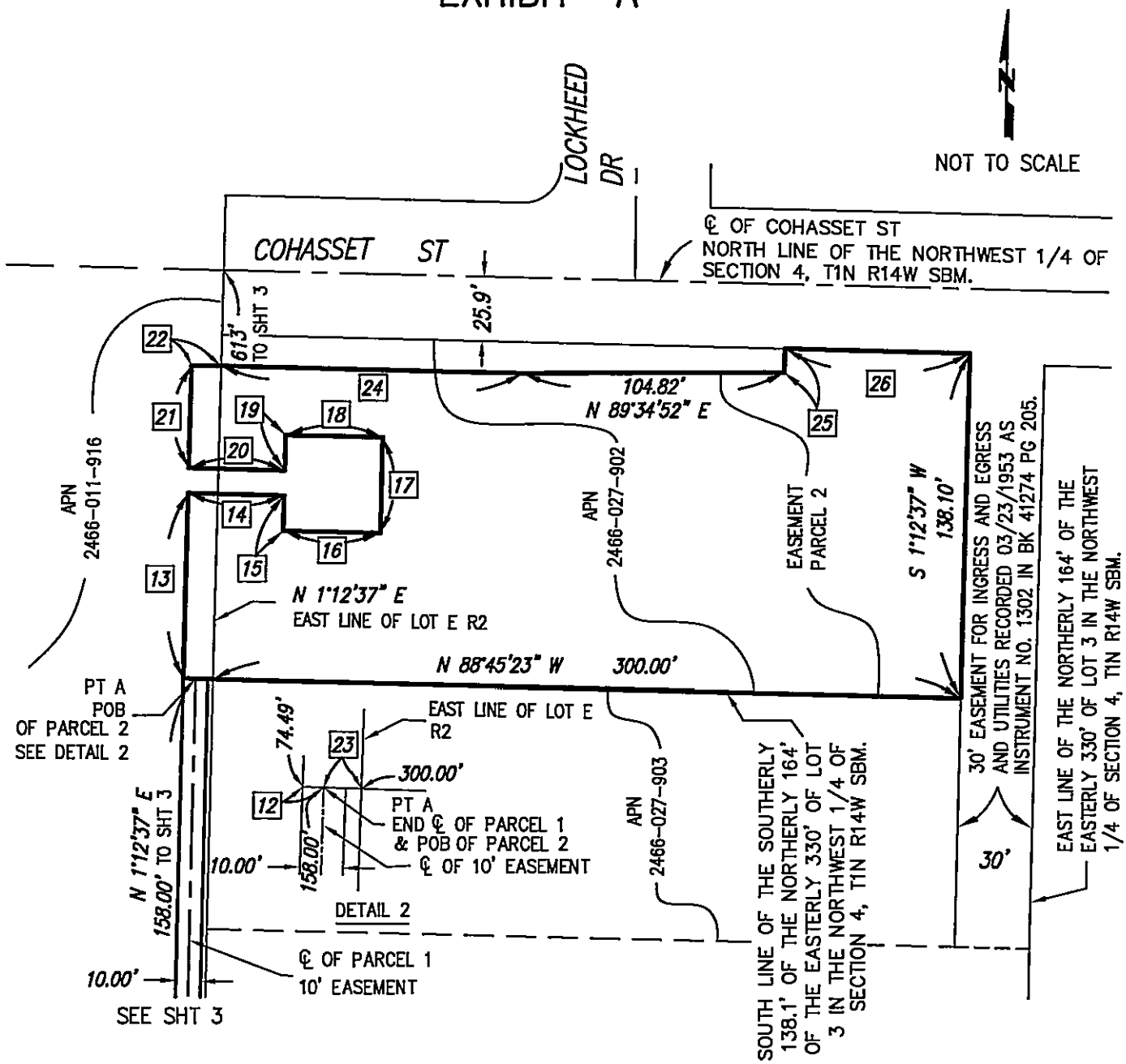
LICENSED LAND SURVEYOR
CAMDEN C. CABRINHA
PLS 6755
STATE OF CALIFORNIA

ELECTRICAL UTILITY EASEMENT

4000 COHASSET ST, BURBANK, CA 91505
APN: 2466-011-916 & 2466-027-902

SHEET 4 OF 4

EXHIBIT "A"



12	N 88°47'23" W	5.00'
13	N 1°12'37" E	74.49'
14	S 88°47'23" E	38.63'
15	S 1°12'37" W	14.17'
16	S 88°47'23" E	39.00'
17	N 1°12'37" E	38.33'
18	N 88°47'23" W	39.00'
19	S 1°12'37" W	14.17'
20	N 88°47'23" W	38.63'
21	N 1°12'37" E	41.06'
22	S 88°47'23" E	12.06'
23	N 88°47'23" W	7.06'
24	N 88°46'08" W	65.78'
25	N 1°14'37" E	9.48'
26	S 88°45'23" E	74.20'

LICENSED LAND SURVEYOR
CAMDEN C. CABRINHA
PLS 6755
STATE OF CALIFORNIA

R1 = PM 74417 MB 415/54-65
R2 = RS 113/90-91
POB = POINT OF BEGINNING
POC = POINT OF COMMENCEMENT
TPOB = TRUE POINT OF BEGINNING

ELECTRICAL UTILITY EASEMENT

4000 COHASSET ST, BURBANK, CA 91505
APN: 2466-011-916 & 2466-027-902

STAFF REPORT

WATER AND POWER

DATE: September 30, 2025

TO: Justin Hess, City Manager

FROM: Mandip Samra, General Manager, Burbank Water and Power
VIA: Richard Wilson, Assistant General Manager, Water Systems
BY: Michelle Elorde, Principal Civil Engineer – BWP
Melissa Dekermenji, Senior Administrative Analyst

SUBJECT: Authorize the Approval of a License Agreement with the Burbank-Glendale-Pasadena Airport Authority for Access to the Hollywood Burbank Airport for the Installation, Operation, and Maintenance of an 8-inch Potable Water Service

RECOMMENDATION

Authorize the General Manager of Burbank Water and Power (BWP), or designee, to execute a License Agreement with the Burbank-Glendale-Pasadena Airport Authority that grants BWP access to the Hollywood Burbank Airport for the installation, operation, and maintenance of an 8-inch potable water service connection, and find the item exempt from the California Environmental Quality Act (CEQA) (Attachment 1).

BACKGROUND

The Burbank-Glendale-Pasadena Airport Authority (Airport Authority) has requested a new potable water service connection to support operations at Hollywood Burbank Airport (Airport). The proposed installation includes an 8-inch potable water line that will provide reliable service for airport facilities and future operational needs. To allow the City of Burbank (City) to construct, operate, and maintain this line on property owned or controlled by the Airport Authority, an easement or license is required. The Airport Authority is proposing this license so work can commence until an easement can be executed at a later date. City Council (Council) approval is required for execution of the License Agreement, and BWP requests Council delegation of such approval to the General Manager of BWP. The Airport Authority is concurrently seeking approval of the License Agreement from their respective board(s) and anticipates this item to be presented to the Airport Authority in October 2025.

DISCUSSION

Approval of the License Agreement will allow BWP's Water Division to proceed with installation of the facilities and ensure long-term operational reliability. Specifically, BWP's Water Division will:

- Install a new 8" potable water service in a new vault.
- Upon completion of the installation, backfill the trenches in accordance with BWP standards and restore the finished elevation to match existing conditions.
- Ensure that the Water Division retains access rights to the service line, vault, meter, and appurtenances after installation for routine inspections, ongoing maintenance, and emergency response. These rights will remain in effect until a recorded dedicated easement is on file with Los Angeles County. After, the parties intend for that easement to supersede this license.

By granting the City access to private property controlled by the Airport Authority and Lockheed Air Terminal, Inc., the Agreement protects the City's ability to maintain critical public infrastructure, while safeguarding the airport's interests. Approving this agreement supports the delivery of reliable potable water service to the Airport, ensures clear delineation of responsibilities and ownership between the parties, and provides the City with the legal rights necessary to install, operate, and maintain this infrastructure until BWP's Water Division receives a copy of the recorded dedicated easement.

ENVIRONMENTAL REVIEW

Operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use are categorically exempt under the California Environmental Quality Act (CEQA) (14 CCR § 15301). This License Agreement grants temporary authorization to BWP Water to install, operate, and maintain an 8-inch potable water service line, meter, and related appurtenances on airport property until a dedicated easement for such purposes is recorded with the County of Los Angeles. The project involves minor alterations to existing facilities and right-of-ways and does not expand or change the underlying use of the property. As such, it qualifies for the exemption under § 15301.

FISCAL IMPACT

There is no fiscal impact associated with the approval of the agreement.

CONCLUSION

Staff recommends that the Council authorize the General Manager of BWP to approve the License Agreement with the Airport Authority and find such activity as exempt under CEQA.

ATTACHMENT

Attachment 1 – License Agreement

LICENSE AGREEMENT

THIS LICENSE AGREEMENT ("Agreement") is dated _____, 2025 for reference purposes, and is executed by the Burbank-Glendale-Pasadena Airport Authority ("Licensor"), a California joint powers agency, and the City of Burbank ("Licensee"), a California municipal corporation.

R E C I T A L S

A. Licensor is the owner of the land described on Exhibit A ("Licensed Premises"), which is part of the Hollywood Burbank Airport ("Airport").

B. Licensee has requested the right to temporarily use and have access to the Licensed Premises for the purposes and obligations set forth on Exhibit B related to installation, inspection, operation, and maintenance of water lines and related points of connection (collectively, "Permitted Activities").

C. In consideration of the Licensee's use of and access to the Licensed Premises, the Permitted Activities will limit unforeseen water shut-offs and primarily benefit Licensor and the Airport.

D. Licensor has agreed to give to Licensee, and Licensee has agreed to accept from Licensor, a temporary and limited contractual license to enter upon the Licensed Premises at no charge to conduct the Permitted Activities in accordance with this Agreement.

NOW, THEREFORE, Licensor and Licensee agree as follows:

1. Term. The License Term shall commence on _____, 2025 and shall expire on the earlier of (i) the date upon which an easement authorizing Licensee to perform the Permitted Activities within the Licensed Premises, or a larger area that includes the Licensed Premises, is recorded in the Official Records of Los Angeles County, or (ii) January 31, 2027. Either party may terminate the License Term at any time upon 75 days' prior written notice to the other party. Licensee waives any and all rights to relocation benefits under applicable law upon the expiration or earlier termination of the License Term.

2. Condition of Property. Licensee represents that it has inspected the Licensed Premises and accepts the Licensed Premises in its current "AS IS" condition, without representation or warranty, express or implied, subject to all matters of record; provided, that to Licensee's actual knowledge, there is no dangerous condition or hazardous material on the Licensed Premises.

3. Use. Licensee may use the Licensed Premises only for the Permitted Activities. Licensee acknowledges that the Permitted Activities do not include fencing off or otherwise obstructing access to the Licensed Premises. Licensee assumes all risk of third party theft or damage to materials or equipment that Licensee lays down or stores at the Licensed Premises. Licensee shall comply with applicable laws and the Federal Requirements set forth in the attached Exhibit C. Licensee shall not intentionally release any hazardous materials or substances on the Property. In the event of any accidental release, Licensee shall promptly

remediate the site for any hazardous materials or substances released by Licensee. Licensor shall have the right to enter and inspect the Licensed Premises at any time.

4. Removal of Personal Property. Within 75 days after expiration or earlier termination of the License Term, unless otherwise requested by Licensor, Licensee shall remove all of its improvements and personal property from the Licensed Premises, and shall restore the Licensed Premises to its pre-existing condition including landscaping. If Licensee does not do so, then Licensor may do so, and may dispose of or retain such improvements and personal property without obligation or liability to Licensee.

5. Indemnity. Each party shall indemnify, defend, and hold harmless the other party, and the other party's officers, employees, and agents from and against any and all claims, liabilities, damages, losses, costs and expenses of any kind or nature whatsoever (including attorneys' fees and expenses) (collectively "Indemnified Claims") incurred in connection with the Permitted Activities, except to the extent that any such Indemnified Claims arise in connection with the actions or omissions of the indemnified party, and the other party's officers, agents, contractors or employees. The obligations under this section shall survive the expiration or earlier termination of this Agreement.

6. Miscellaneous. This Agreement does not convey to Licensee any right, title or interest in or to the Licensed Premises or the Airport, but merely grants limited contractual rights and privileges. In no event shall this Agreement or any memorandum be recorded. This Agreement may not be assigned by Licensee, in whole or in part. This Agreement shall be construed and enforced in accordance with the laws of the State of California.

7. Counterparts. This Agreement may be executed in counterparts, each of which shall be deemed an original, and all of such counterparts together shall constitute one and the same instrument. Furthermore, executed counterparts of this Agreement may be delivered by e-mail of pdf documents, and such electronic transmissions shall be valid and binding for all purposes when transmitted to and actually received by the other party.

8. Integration. This Agreement contains the entire agreement of the parties with respect to the Licensee's use of the Licensed Premises for the Permitted Activities.

9. Representations and Warranties. Licensor and Licensee each represents and warrants that (a) it has the authority to enter into this Agreement, (b) the execution, delivery and performance by it shall not result in any default or breach of any agreement and (c) no other consent or approval is necessary for the execution, delivery and performance of this Agreement.

EXECUTED:

Licensee:
City of Burbank

By:_____

Print Name:_____

Title:_____

Licensor:
Burbank-Glendale-Pasadena Airport Authority

By:_____

Print Name:_____

Title: _____

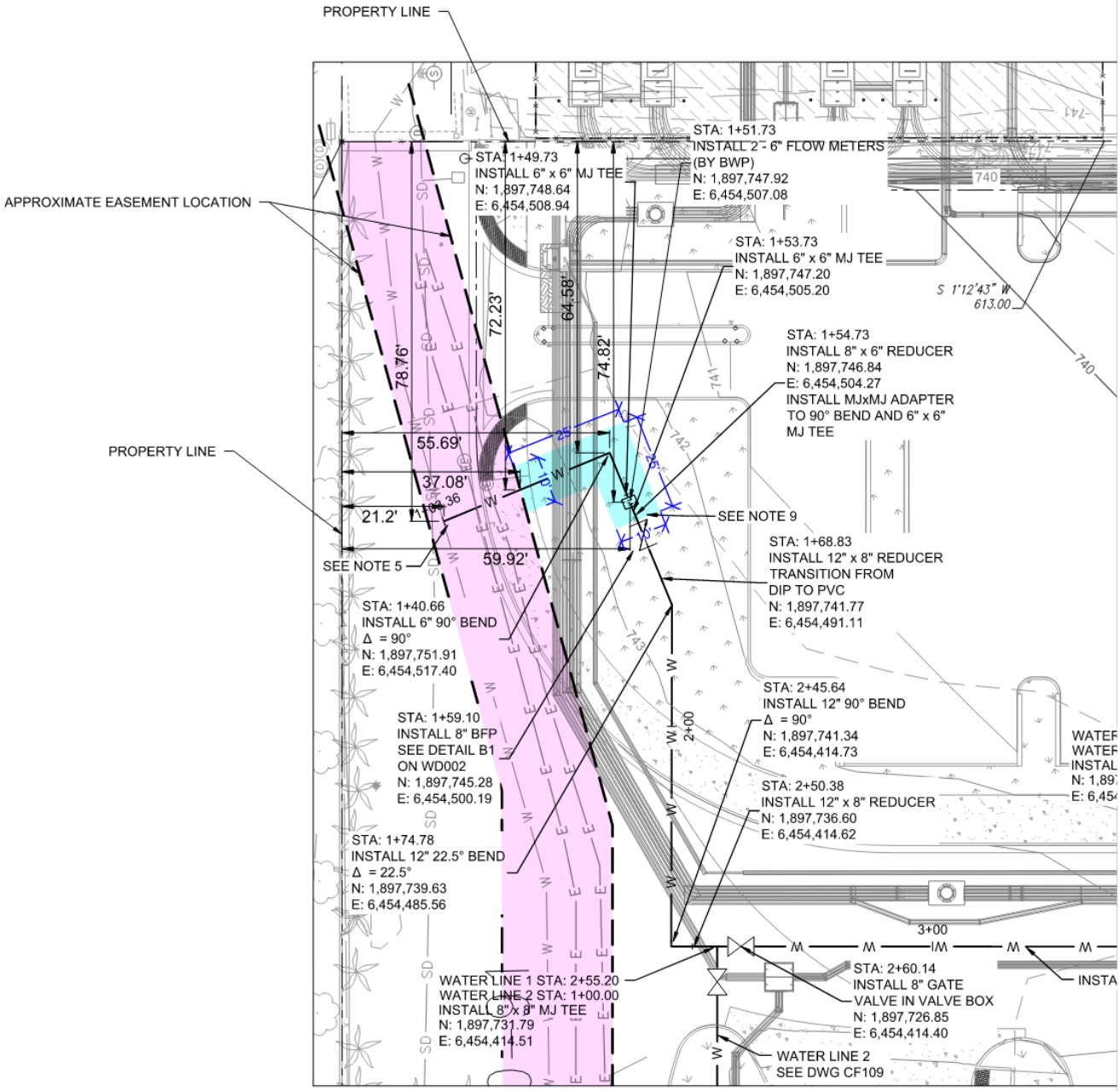
EXHIBIT A
Licensed Premises

(Attached)

Hollywood Burbank Airport

EXHIBIT A

Licensed Premises



A1 CF101 PLAN WATER LINE 1

EXHIBIT B
Permitted Activities

1. Licensee shall have the right to temporarily access and use Airport land, adjacent to an existing 12" water main line owned by Licensee and located on an existing utility easement on Cohasset Street, for the purposes set forth in this Agreement.

2. Licensee, through Burbank Water and Power ("BWP Water"), shall install a 12" x 8" tapping saddle, 8" valve, 8" potable service line, 8" compound meter and vault, and related appurtenances (collectively, the "BWP Connection") within the Licensed Premises.

3. Licensee, through BWP Water, shall complete turn-key installation of the BWP Connection, including temporary shoring for excavation, pipe bedding, and any other temporary means and methods necessary for the installation, based on a survey of the Licensed Premises prepared by Licensor or its agent that establishes the point of connection, horizontal alignments, and elevations for the installation of the BWP Connection (the "Site Survey"). Licensee shall bear the costs of any re-installation or relocation of the BWP Connection required due to deviations from the Site Survey. If re-installation or relocation of the BWP Connection is required due to errors in the Site Survey, Licensor shall reimburse Licensee for re-installation or relocation costs that are directly attributable to errors in the Site Survey. If the newly installed BWP Connection is damaged during the construction by Licensor of civil improvements such as roadways, curbs and gutters, planters, or landscaping ("Infrastructure Improvements"), Licensor shall reimburse Licensee for re-installation or relocations costs that are directly attributable to construction of the Infrastructure Improvements.

4. BWP Water shall dig a minimum 30" wide trench to install the tapping saddle, valve and water service line, and a 6' x 9' trench to install the meter, vault and appurtenances.

5. BWP Water shall perform all necessary underground utility avoidance best practices, including DigAlert, as-built review, and hand digging (if applicable). BWP Water shall provide temporary shoring and support for all existing utilities encountered within the Licensed Premises impacted by the construction of the BWP Connection.

6. BWP Water shall backfill all trenches in the Licensed Premises per BWP Water standards and restore the finished elevation to match conditions that existed prior to construction.

7. BWP Water shall have access to the service line, vault, meter, and appurtenances for routine maintenance and in case of emergencies.

8. Licensee shall repair the Licensed Premises to a condition substantially similar to the condition immediately before Licensee's work related to the Permitted Activities. Licensee shall not be responsible for any maintenance within the Licensed Premises,

except with respect to Licensee's facilities located at the Licensed Premises from the point of connection up to the customer valve, as depicted in Exhibit A.

EXHIBIT C
Federal Requirements

For purposes of this Exhibit, references to "Tenant" shall be deemed to refer to Licensee.

1. General Civil Rights Provisions

A. In all its activities within the scope of its airport program, the Tenant agrees to comply with pertinent statutes, Executive Orders, and such rules as identified in Title VI List of Pertinent Nondiscrimination Acts and Authorities to ensure that no person shall, on the grounds of race, color, national origin (including limited English proficiency), creed, sex, age, or disability be excluded from participating in any activity conducted with or benefiting from Federal assistance.

B. This provision is in addition to that required by Title VI of the Civil Rights Act of 1964.

C. If the Tenant transfers its obligation to another, the transferee is obligated in the same manner as the Tenant.

2. Civil Rights – Title VI Assurance

A. During the performance of this contract, the Tenant, for itself, its assignees, and successors in interest (hereinafter referred to as the "Tenant") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

1. Title VI of the Civil Rights Act of 1964 (42 USC § 2000d et seq., 78 stat. 252) (prohibits discrimination on the basis of race, color, national origin);

2. 49 CFR part 21 (Non-discrimination in Federally-Assisted programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964);

3. The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 USC § 4601) (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);

4. Section 504 of the Rehabilitation Act of 1973 (29 USC § 794 et seq.), as amended (prohibits discrimination on the basis of disability); and 49 CFR part 27 (Nondiscrimination on the Basis of Disability in Programs or Activities Receiving Federal Financial Assistance);

5. The Age Discrimination Act of 1975, as amended (42 USC § 6101 et seq.) (prohibits discrimination on the basis of age);

6. Airport and Airway Improvement Act of 1982 (49 USC § 47123), as amended (prohibits discrimination based on race, creed, color, national origin, or sex);

7. The Civil Rights Restoration Act of 1987 (PL 100-259) (broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, the Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and Tenants, whether such programs or activities are Federally funded or not);

8. Titles II and III of the Americans with Disabilities Act of 1990 (42 USC § 12101, et seq) (prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities) as implemented by U.S. Department of Transportation regulations at 49 CFR parts 37 and 38;

9. The Federal Aviation Administration's Nondiscrimination statute (49 USC § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);

10. Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs [70 Fed. Reg. 74087 (2005)];

11. Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 USC § 1681, et seq).

B. During the performance of this contract, the Tenant, for itself, its assignees, and successors in interest (hereinafter referred to as the "Tenant"), agrees as follows:

1. Compliance with Regulations: The Tenant will comply with the Title VI List of Pertinent Nondiscrimination Acts and Authorities, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.

2. Nondiscrimination: The Tenant, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, national origin (including limited English proficiency), creed, sex, age, or disability in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Tenant will not participate directly or indirectly in the discrimination prohibited by the Nondiscrimination Acts and Authorities, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR part 21.

3. Solicitations for Subcontracts, including Procurements of Materials and Equipment: In all solicitations, either by competitive bidding or negotiation made by the Tenant for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the Tenant of the Tenant's obligations under this contract and the Nondiscrimination Acts and Authorities on the grounds of race, color, or national origin.

4. Information and Reports: The Tenant will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Sponsor or the Federal Aviation Administration to be pertinent to ascertain compliance with such Nondiscrimination Acts and Authorities and instructions. Where any information required of a Tenant is in the exclusive possession of another who fails or refuses to furnish the information, the Tenant will so certify to the Sponsor or the Federal Aviation Administration, as appropriate, and will set forth what efforts it has made to obtain the information.

5. Sanctions for Noncompliance: In the event of a Tenant's noncompliance with the non-discrimination provisions of this contract, the Sponsor will impose such contract sanctions as it or the Federal Aviation Administration may determine to be appropriate, including, but not limited to:

a. Withholding payments to the Tenant under the contract until the Tenant complies; and/or

b. Cancelling, terminating, or suspending a contract, in whole or in part.

6. Incorporation of Provisions: The Tenant will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations, and directives issued pursuant thereto. The Tenant will take action with respect to any subcontract or procurement as the Sponsor or the Federal Aviation Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the Tenant becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the Tenant may request the Sponsor to enter into any litigation to protect the interests of the Sponsor. In addition, the Tenant may request the United States to enter into the litigation to protect the interests of the United States.

3. Transfer of Real Property Acquired or Improved Under the Airport Improvement Program

A. The Tenant for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree as a covenant running with the land that:

1. In the event facilities are constructed, maintained, or otherwise operated on the property described in this lease for a purpose for which a Federal Aviation Administration activity, facility, or program is extended or for another purpose involving the provision of similar services or benefits, the Tenant will maintain and operate such facilities and services in compliance with all requirements imposed by the Nondiscrimination Acts and Regulations listed in the Title VI List of Pertinent Nondiscrimination Acts and Authorities (as may be amended) such that no person on the grounds of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities.

B. In the event of breach of any of the above Nondiscrimination covenants, the Authority will have the right to terminate the Lease and to enter, re-enter, and repossess said lands and facilities thereon, and hold the same as if the Lease had never been made or issued.

4. <u>Construction/Use/Access to Real Property Acquired Under the Airport Improvement Program</u>

A. The Tenant for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree as a covenant running with the land that:

1. In the event facilities are constructed, maintained, or otherwise operated on the property described in this Lease for a purpose for which a Federal Aviation Administration activity, facility, or program is extended or for another purpose involving the provision of similar services or benefits, the Tenant will maintain and operate such facilities and services in compliance with all requirements imposed by the Nondiscrimination Acts and Regulations listed in the Title VI List of Pertinent Nondiscrimination Acts and Authorities (as may be amended) such that no person on the grounds of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities.

B. In the event of breach of any of the above Nondiscrimination covenants, the Authority will have the right to terminate the Lease and to enter, re-enter, and repossess said lands and facilities thereon, and hold the same as if the Lease had never been made or issued.

STAFF REPORT

WATER AND POWER

DATE: September 30, 2025

TO: Justin Hess, City Manager

FROM: Mandip Samra, General Manager, Burbank Water and Power
VIA: Richard Wilson, Assistant General Manager, Water Systems
BY: Asif Sheikh, Manager Water Engineering & Planning
Michelle Elorde, Principal Civil Engineer – BWP
Melissa Dekermenji, Senior Administrative Analyst

SUBJECT: Adoption of Burbank Water and Power's Cross-Connection Control Plan

---

RECOMMENDATION

Adopt Burbank Water and Power's (BWP) Cross-Connection Control Plan, and find the item exempt from the California Environmental Quality Act (CEQA) (Attachment 1).

BACKGROUND

In California, all Public Water Systems (PWS) are required by law to administer and operate a cross-connection control program, often referred to as a backflow program. The primary objective of the cross-connection control program is to protect water quality by preventing backflow of contaminants into the distribution system. While BWP has long maintained a robust Cross-Connection Control Program, primarily governed by § 4.35 of the BWP Rules and Regulations for Utility Service, previous State regulations under Title 17 of the California Code of Regulations did not require a formal, consolidated written plan. On July 1, 2024, the State Water Resources Control Board adopted the Cross-Connection Control Policy Handbook (CCCPH), replacing Title 17 requirements and establishing a new mandate for agencies to prepare and adopt a formal Cross-Connection Control Plan.

DISCUSSION

A cross-connection is any actual or potential link between a potable water supply and a non-potable source, such as a structural arrangement between a public water system and a system containing liquid, gas, or other substances not from an unapproved source.

Backflow is the unintended reversal of water or other substances into the public water supply, typically due to a change in pressure. This can occur when water that has passed through a customer's meter flows back into the City of Burbank's (City) potable water distribution system. In Burbank, as in other communities, this can happen during events such as water main breaks, firefighting activities (e.g., hydrant use), or when customers operate pressurized systems like wells or booster pumps. These conditions, if left unmitigated, can potentially allow contaminants to enter the public water supply.

BWP has long mitigated these risks through a robust Cross-Connection Control Program, governed by § 4.35 of the BWP Rules and Regulations for Utility Service. The new Cross-Connection Control Plan builds upon this foundation, providing a comprehensive, State-mandated framework that further strengthens our ability to protect the City's drinking water supply and maintain compliance with the latest regulations.

The Cross-Connection Control Plan has been developed to address all elements required by the new CCCPH, including the following key components:

1. How the PWS will comply with each CCCPH requirement.
2. Process, personnel, and timelines for initial and ongoing hazard assessments.
3. Legal authority to implement corrective actions for non-compliance.
4. Process and timelines for inspection/testing of backflow prevention assemblies (BPAs) and air gaps.
5. Process/timelines for installing and maintaining non-testable BPAs under PWS ownership.
6. Ensuring testers are qualified, certified, and using verified equipment; retaining test reports.
7. Procedures/timelines for responding to backflow incidents, including notifications and reporting.
8. Contact information for program personnel, including coordinator and specialist.
9. Tracking system for BPA locations, types, and associated hazard levels.
10. Documentation and frequency of training for required site supervisors.
11. Corrective actions/timelines when a cross-connection exists, BPAs are inadequate, or maintenance/replacement is needed.
12. Public outreach and education program.
13. Coordination procedures with local entities (e.g., fire, health, and building departments).

ENVIRONMENTAL REVIEW

Work related to cross-connection controls is categorically exempt from the California Environmental Quality Act (14 CCR § 15301) because it involves minor alterations of existing structures or facilities for safety and backflow prevention, that do not expand the existing use of such structures or facilities.

FISCAL IMPACT

The Cross-Connection Control Plan's development cost was $2,500, which was funded through the Water Engineering Cost Center (PS51D).

CONCLUSION

Adoption of the Cross-Connection Control Plan will ensure BWP remains in full compliance with State requirements and continues to safeguard the quality of the City's drinking water supply. Staff recommends that the City Council adopt Burbank Water and Power's Cross-Connection Control Plan.

ATTACHMENT

Attachment 1 – Cross-Connection Control Plan

Prepared for:

Burbank Water and Power
164 W Magnolia Blvd
Burbank, CA, 91502

CROSS CONNECTION CONTROL PLAN

For

Burbank Water and Power

June 17, 2025

Prepared by:

HYDROCORP
THE SAFE WATER AUTHORITY®

5700 Crooks Rd., Suite 100
Troy, MI 48098
Phone: 248.250.5000

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1. INTRODUCTION

The City of Burbank, incorporated in 1911, is a thriving community with a population of approximately 105,000 residents. It operates under a Council-Manager form of government, ensuring efficient administration and governance. The City's fiscal year runs from July 1 through June 30.

1.1. City Overview

Burbank is the fourteenth largest city in Los Angeles County and is located northeast of Los Angeles in the foothills of the Verdugo Mountains. It is well connected by major transportation routes, including the Golden State (5) and Ventura (134) freeways, and is home to the Hollywood Burbank Airport. The city is widely recognized for its excellent residential areas, quality schools, diverse shopping facilities, well-equipped libraries, numerous parks, reputable hospitals, and a robust business environment. Additionally, Burbank is a hub for motion picture production companies, contributing to its prominence in the entertainment industry.

Burbank is considered one of the most livable cities in Southern California due to its well-established neighborhoods, pedestrian-friendly downtown district, highly-rated school system, and numerous recreational facilities. The city spans 17.3 square miles and offers a variety of shopping and lifestyle amenities. The Burbank Town Center mall houses over 170 retail shops, restaurants, and entertainment venues, while the Empire Shopping Center ranks among Los Angeles' highest-grossing shopping destinations. These commercial centers, along with a variety of banking, financial, entertainment, and business institutions, increase Burbank's daytime population to over 250,000.

1.2. Water Supply and Infrastructure

Burbank Water and Power (BWP) is responsible for providing potable water to approximately 26,800 active service connections within the city. The city's average daily water demand is approximately 14 million gallons per day (MGD). This demand is met through an extensive infrastructure, which includes:

- Pressure Zones: 11 pressure zones
- Pump Stations: 12 active pump stations
- Storage Facilities: 17 potable water storage facilities
- Pipeline Network: Approximately 276 miles of potable water transmission and distribution pipelines

Burbank has no naturally occurring groundwater rights and is 100% reliant on imported water supplies. Burbank receives 30% of its potable water supply from five treated Metropolitan Water District (MWD) service connections. The remaining portion of the city's potable water is extracted from the adjudicated San Ferando Valley Groundwater Basin and treated locally at the Burbank Operable Unit. Additionally, BWP maintains two emergency interconnections with the City of Glendale to ensure reliability in water distribution during emergencies.

1.3. Conclusion

Burbank continues to be a model city within Los Angeles County, offering an exceptional quality of life, a strong economic environment, and a reliable infrastructure to support its residents and businesses. The City's commitment to maintaining high standards in governance, public services, and resource management ensures its continued growth and sustainability.

1.4. Objective

The BWP Cross-Connection Control Program (CCCP) is designed to protect the City's potable water supply from contamination or pollution caused by backflow incidents. By preventing non-potable substances from entering the BWP distribution system, the program ensures compliance with the BWP Rules and Regulations for Utility Service, state and federal water quality regulations, particularly the State Water Resources Control Board (SWRCB) "Cross-Connection Control Policy Handbook" (CA-EPA-CCCPH), effective July 1, 2024. This plan establishes policies and procedures to maintain a safe and secure potable water supply.

Program Objectives
The BWP CCCP applies to all non-residential, institutional, industrial, residential, and miscellaneous water customers and is structured to:

- Protect the public water system from contaminants and pollutants that could backflow through customer service connections.
- Eliminate actual or potential cross-connections between the potable water system and non-potable water sources, plumbing fixtures, or systems containing unknown or questionable substances.
- Provide guidance for the implementation and maintenance of a continuing cross-connection control program.

Implementation & Compliance
To effectively mitigate cross-connection hazards, the CCCP mandates the selection, installation, and maintenance of approved, lead-free, backflow prevention assemblies (BPAs), and methods that meet the BWP Rules and Regulations for Utility Service and CA-EPA-CCCPH standards.

A well-managed CCCP relies on trained personnel to:

- Identify and assess potential hazards at industrial, commercial, and residential properties.
- Ensure BPAs are correctly installed, tested, and maintained to uphold system integrity.
- Conduct ongoing monitoring, assessments and inspections to detect new risks and verify compliance.

Additionally, the CCCP emphasizes continuous system evaluation, ensuring that BWP's water distribution infrastructure remains protected against evolving risks.

Applicability
In accordance with CA-EPA-CCCPH Standards and Principles for California's Public Water Systems as defined in California Health and Safety Code (CHSC section 116275 (h)), compliance with the CA-EPA-CCCPH is mandatory for BWP.

Prior to the CA-EPA-CCCPH, BWP conformed to the standards established by the American Water Works Association (AWWA), as set forth in its publication entitled: AWWA.C506-78 Standards for Reduced Pressure Principle, and Double Check backflow prevention devices. A "Certificate of Approval" issued by an approved testing laboratory, certifying full compliance with AWWA Standards.

1.5. California Safe Drinking Water Act

On October 6, 2017, Assembly Bill 1671 (AB 1671) was approved and filed with the Secretary of State (see Appendix A). AB 1671 amended California's Safe Drinking Water Act (SDWA) through the establishment of California Health and Safety Code (CHSC) sections 116407 and 116555.5. AB 1671 also amended section 116810 of the CHSC, which is briefly discussed in Appendix C.

On October 2, 2019, Assembly Bill 1180 (AB 1180) was approved and filed with the Secretary of State. AB 1180 amended Section 116407 of the CHSC and added section 13521.2 to the Water Code. AB 1180 requires that the California Code of Cross-Connection Control Policy Handbook (CCCPH) include provisions for the use of a swivel or changeover device (swivel-ell). Key Provisions of AB 1671 and AB 1180:

- The State Water Board must adopt standards for backflow protection and cross connection control by January 1, 2020.
- The State Water Board may establish standards for backflow protection and cross-connection control through the adoption of the CCCPH, which is not subject to the requirements of the California Administrative Procedure Act.
- If standards for backflow protection and cross-connection control are established via the CCCPH, the State Water Board must:
    - Consult with state and local agencies and persons identified by the State Water Board as having expertise on the subject of backflow protection and cross-connection control.
    - Hold at least two public hearings before adoption of the CCCPH.
    - Post the CCCPH on the State Water Board website.
- Upon the effective date of the CCCPH:
    - The previous cross-connection control standards become inoperative.
    - These standards are repealed 90 days later, unless the State Water Board determines not to repeal a specific existing regulation.
- A Public Water System (PWS) must implement a cross-connection control program that complies with the standards adopted by the State Water Board.
- Use of a swivel-ell must be consistent with any notification and backflow protection provisions contained in the CCCPH.

Development and Adoption of the CCCPH:
The development of the CCCPH included consultation with stakeholders, including state and local agencies, on various subjects related to cross-connection control, consistent with statutory mandates. Input was also considered from other stakeholders and the general public in a workshop held on February 20, 2020.

Prior to adoption of the CCCPH, in accordance with statutory mandates, the State Water Board held two public hearings:

- April 27, 2021
- December 5, 2022

Additionally, a Board Workshop was held on October 18, 2023.
Pursuant to sections 116407 and 116555.5 of the CHSC, the State Water Board adopted standards for backflow protection and cross-connection control through the CCCPH, which became effective July 1, 2024.

Existing Statutory Mandates for Backflow Protection and Cross-Connection Control:

- The State Water Board must adopt regulations for the control of cross-connections to ensure that PWSs distribute a reliable and adequate supply of pure, wholesome, potable, and healthy water (CHSC section 116375, subd. (c)).
- Any person who owns a PWS must ensure that the distribution system is not subject to backflow under normal operating conditions (CHSC section 116555, subd. (a)(2)).

Updates to Existing Regulations:
Prior to AB 1671 and the adoption of the CCCPH, California's cross-connection control regulations were outlined in California Code of Regulations (CCR) Title 17. These regulations were originally adopted in 1987 and underwent minor revisions in 2000. Although still protective of public health, CCR Title 17 regulations required updating to align with advancements in the drinking water and cross-connection control industries. The CCCPH now replaces these regulations and modernizes cross-connection control standards.

The State Water Board may update its standards for backflow protection and cross-connection control through revisions to the CCCPH. Before adopting substantive revisions, the State Water Board will:

- Consult with state and local agencies and persons identified as having expertise on the subject.
- Hold at least one public hearing to consider public comments.

1.6. The California EPA's Cross Connection Control Policy Handbook Adoption

The California Environmental Protection Agency completed development of the Cross Connection Control Policy Handbook for standards and principles for California's Public Water Systems. In this document for the BWP, it will be referred to as the CA-EPA-CCCPH. The development of the CA-EPA-CCCPH included consultation with stakeholders, including state and local agencies, on an array of subjects related to cross-connection control, consistent with the statutory mandate, as well as consideration of input from other stakeholders and the general public in a February 20, 2020, workshop.

The State Water Resources Control Board adopted the CA-EPA-CCCPH on December 19th, 2023, and went into effect on July 1, 2024. Upon the effective date of the CA-EPA-CCCPH, a PWS such as BWP, must implement a cross-connection control program that complies with the standards adopted by the State Water Board.

1.7. Legal Authority

The legal authority for enforcement throughout BWP's distribution system is provided under Part 4 of BWP's Rules and Regulations (Section 4.35). See Appendix E, Burbank Water and Power Rules and Regulations for Utility Service .

2. DEFINITIONS

Air-gap (**AG**): A physical vertical separation of at least two (2) times the effective pipe diameter between the free-flowing discharge end of a potable water supply pipeline and the flood level of an open or non-pressurized receiving vessel, and in no case less than one (1) inch.

Applicant: Person requesting BWP to supply utility service.

Approved water supply: A water source that has been approved by the State Water Board for domestic use in a public water system and designated as such in a domestic water supply permit issued pursuant to section 116525 of the CHSC.

Auxiliary water supply: A source of water, other than an approved water supply, that is either used or equipped, or can be equipped, to be used as a water supply and is located on the premises of, or available to, a water user.

Backflow: An undesired or unintended reversal of flow of water and/or other liquids, gases, or other substances into a public water system's distribution system or approved water supply.

Backflow prevention assembly (BPA): A mechanical assembly designed and constructed to prevent backflow, from private water systems into the public drinking water system, and can be field tested, inspected and evaluated.

Backflow prevention assembly tester: A person who is certified as a backflow prevention assembly tester.

Burbank Water and Power or BWP: Burbank Water and Power, a department of the City of Burbank.

CA-EPA-CCCPH: California EPA Cross Connection Control Policy Handbook

City: City of Burbank, California.

Community water system: A public water system that serves at least 15 service connections used by yearlong residents or regularly serves at least 25 year-long residents of the area served by the system.

Council: City Council of the City of Burbank, California.

Cross-connection: An actual or potential connection or structural arrangement between a public water system, including a piping system connected to the public water system located on the premises of a water user or available to the water user, and any source or distribution system containing liquid, gas, or other substances not from an approved water supply.

Cross-connection control specialist: A person who is certified as a cross-connection control specialist.

District Boundary: A boundary established by a local agency formation commission or organization, established within the county where services are served, and may not serve outside the District Boundary.

Distribution main: Water pipelines 12" in diameter and smaller.

Distribution system: Any combination of pipes, tanks, pumps, etc., which delivers drinking water from a source or treatment facility to the consumer and includes:

(a) Disinfection facilities for which no *Giardia* or virus reduction is required pursuant to Cal. Code Regs. Tit. 22, 64654(a).

(b) The composite of all distribution systems of a public water system.

Double check detector backflow prevention assembly (DCDA): A double check valve backflow prevention assembly that includes a bypass with a water meter and double check backflow prevention assembly, with the bypass's water meter accurately registering flow rates up to two gallons per minute and visually showing a registration for all rates of flow. This type of assembly may only be used to isolate low hazard cross-connections.

Double check valve backflow prevention assembly (**DCV**): An assembly consisting of two independently acting internally loaded check valves, with tightly closing shut-off valves located at each end of the assembly (upstream and downstream of the two check valves) and fitted with test cocks that enable accurate field testing of the assembly. This type of assembly may only be used to isolate low hazard cross-connections.

Facilities: Equipment, in whole or part, owned and operated by BWP for the purposes of providing utility service up to and including the meter.

General Manager: General Manager of BWP or a designee.

Hazard assessment: An evaluation of a user premises designed to evaluate the types and degrees of hazard at a user's premises.

High hazard cross-connection: A cross-connection that poses a threat to the potability or safety of the public water supply. Materials entering the public water supply through a high hazard cross-connection are contaminants or health hazards.

Low hazard cross-connection: A cross-connection that has been found to not pose a threat to the potability or safety of the public water supply but may adversely affect the aesthetic quality of the potable water supply. Materials entering the public water supply through a low hazard cross-connection are pollutants or non-health hazards.

Meter: The instrument installed and owned by BWP, used for measuring utility service delivered to the Customer.

Multi-family accommodation: An apartment building, duplex, court group, or any other group of residential units located upon a single premise, providing the residential units therein meet the requirements for a single-family accommodation. Hotels, guest or resort ranches, tourist camps,

motels, auto courts and trailer courts, consisting primarily of guest rooms and/or transient accommodations, are not classed as multi-family accommodations.

Point of connection (water): The point of delineation between BWP's installed pipeline, valves, meter, fittings, and appurtenances and Customer's installed pipeline, valves, meter, fittings, and appurtenances. The limits of BWP ownership and maintenance responsibility are defined in Part 4, Section 4.15 (b), 4.30 (c), and 4.30 (d) of Burbank Water and Power Rules and Regulations.

Premises: All of the real property and apparatus employed in a single enterprise on a contiguous parcel of land undivided by a dedicated street, highway, or other public thoroughfare, or a railway. A parcel shall refer to a single lot bound by one continuous property line. Automobile parking lots separated by an alley are considered to be part of a Customer's premises.

PWS: Public Water Supply.

Reduced pressure principle backflow prevention assembly (**RP):** An assembly with two independently acting internally-loaded check valves, with a hydraulically operating mechanically independent differential-pressure relief valve located between the check valves and below the upstream check valve. The assembly shall have shut-off valves located upstream and downstream of the two check-valves, and test cocks to enable accurate field testing of the assembly.

Reduced pressure principle detector backflow prevention assembly (**RPDA**): A reduced pressure principle backflow prevention assembly that includes a bypass with a water meter and reduced pressure principle backflow. prevention assembly, with the bypass's water meter accurately registering flow rates up to two gallons per minute and visually showing a registration for all rates of flow.

Rules and Regulations: Burbank Water and Power Rules and Regulations.

Service connection (water): The pipeline extending from BWP's water main, whether located in a public thoroughfare or private right of way, to the curb line or property line of the Customer's premises, together with the valves, meter, fittings and enclosure necessary to connect to the Customer's private pipeline.

Single-family dwelling or accommodation: A house, an apartment within a multi-family accommodation, or any other residential unit which contains cooking facilities (not necessarily electric) and which is used as a residence by a single family.

State Water Board: The State Water Resources Control Board or the local primacy agency having been delegated the authority to enforce the requirements of the CCCPH by the State Water Resources Control Board.

Swivel-Ell: A reduced pressure principle backflow prevention assembly combined with a changeover piping configuration (swivel-ell connection) designed and constructed for recycled water/non-potable switchover situations within a Services District.

Transmission main: Water pipelines larger than 12" in diameter.

User premises: The property under the ownership or control of a water user and is served, or is readily capable of being served, with water via a service connection with a public water system.

User supervisor: A person designated by a water user to oversee a water use site and responsible for the avoidance of cross-connections.

Utility: The City of Burbank, Burbank Water and Power.

Utility service: Services provided by the City via BWP installed and owned equipment up to and including the meter and governed by Burbank Water and Power Rules and Regulations.

3. BACKFLOW PROTECTION AND CROSS-CONNECTION CONTROL

A cross-connection is any actual or potential connection between BWP's potable water supply and a non-potable source. Such connections create a pathway for contaminants, including liquids, gases, or other substances from a non-potable source, to enter the potable water system. Cross-connections may occur through bypass arrangements, jumper connections, removable sections, improperly installed swivels or change-over devices, and other temporary or permanent configurations. To mitigate these risks, BWP enforces installation standards consistent with the BWP Rules and Regulations for Utility Service and the CA-EPA-CCCPH for backflow prevention assemblies (BPAs), including swivel-ell devices.

Backflow, the unintended reversal of flow within the water distribution system, presents a significant risk to water quality. This can occur when pressure from a non-potable source exceeds the pressure within the potable water system (backpressure) or when negative pressure within the distribution system draws contaminants into the potable supply (back-siphonage). Common causes of backflow incidents within BWP's service area include:

- Back-Siphonage Risks: Water main breaks, system flushing, pump failures, and emergency firefighting operations, all of which can create negative pressure in the distribution system.
- Backpressure Risks: Industrial, commercial, and residential systems with pressurized equipment such as boilers, cooling towers, waste disposal systems, auxiliary water connections or manufacturing processes where the pressure exceeds that of BWP's potable supply.

Both conditions can cause hazardous substances to flow backward from commercial, industrial, or residential properties into the city's drinking water system.

Cross-Connection Concerns in BWP's Service Area

Cross-connections are not limited to industrial or commercial properties within BWP's jurisdiction. Many common plumbing configurations in homes and businesses create potential risks. Examples include:

- Submerged inlets found in fixtures such as siphon-jet urinals, flushing-rim slop sinks, and dental cuspidors.
- Older plumbing fixtures with supply inlets below the flood level rim, which have been largely mitigated by modern plumbing codes.
- Industrial process vats and chemical tanks that use submerged inlets for mixing, diffusion, or agitation, potentially introducing hazardous substances into the water supply.

Even seemingly minor plumbing modifications such as an extended hose submerged in a pool or chemical container can create a cross-connection. Siphon action alone can draw water up to 34 feet, making unprotected submerged inlets particularly dangerous and difficult to detect.

Public Health and Compliance Measures

BWP has adopted backflow prevention and cross-connection control measures to safeguard public health. Contaminants introduced through backflow incidents have been linked to illness and fatalities, with actual occurrences likely underreported. To mitigate these risks, BWP requires compliance with all applicable local, state, and federal regulations, including:

- Routine cross-connection assessments and surveys for residential, commercial, and industrial properties.
- Mandatory installation and annual testing of BPAs.
- Enforcement of BWP-specific backflow prevention requirements based on system vulnerabilities unique to Burbank's water infrastructure.

By maintaining proactive cross-connection control measures, BWP ensures the continued safety and reliability of the city's drinking water supply.

4. PROGRAM APPROACH

To ensure compliance with the CA-EPA-CCCPH, BWP designates a qualified Cross-Connection Control Coordinator to lead the administration, implementation, and enforcement of its Cross-Connection Control Program (CCCP). This individual is critical to maintaining the integrity of BWP's potable water distribution system and ensuring adherence to the BWP Rules and Regulations for Utility Service and state-mandated standards.

The CCC Coordinator is responsible for overseeing all aspects of the program, including the inspection and monitoring testing of backflow prevention assemblies, maintaining accurate and up-to-date compliance records, and initiating enforcement or corrective actions when non-compliance is identified. This role is instrumental in protecting public health, supporting regulatory compliance, and ensuring a consistent and proactive approach to cross-connection control across BWP's service area.

Hazard Assessment Procedures

As required under Part 4 of the BWP Rules and Regulations for Utility Service (Section 4.35) and the California EPA Cross-Connection Control Policy Handbook (CA-EPA-CCCPH), Burbank Water and Power (BWP) employs a structured and systematic approach to conduct both initial and recurring hazard assessments. These assessments are designed to identify actual or potential cross-connection hazards and involve a comprehensive evaluation of all existing and proposed service connections within BWP's potable water distribution system.

BWP's responsibility for protecting the public water system extends only to the point of containment, which is defined as the backflow prevention assembly located immediately downstream of the water service meter. Protection of the water system beyond this point including all piping and appurtenances located on private property is the sole responsibility of the property owner.

All customer accounts are subject to an initial cross-connection hazard assessment. Each assessment results in the creation of a detailed customer record, which includes information related to the presence (or absence) of cross-connections and any protective measures required. These assessments are conducted by qualified BWP personnel or designated representatives who are certified cross-connection control specialists.

Priority for assessment is given to connections that:

- Present a high degree of hazard to the water system
- Have a known or likely potential for backflow
- Are already identified or suspected to have cross-connections

By maintaining this rigorous assessment process and having a clearly designated program coordinator, BWP is positioned to protect its water supply, meet regulatory obligations, and uphold public health standards for the community it serves.

4.1. Initial Hazard Assessment

All new water service connections must undergo an initial assessment before activation. Existing connections shall be assessed in accordance with BWP's cross-connection control program timeline. Commercial, industrial, public authority, and other potential high-hazard facilities that have not received an initial hazard assessment will be surveyed within ten (10) years of this plan's acceptance. Residential and multifamily facilities without a prior assessment will be surveyed within fifteen (15) years of this plan's acceptance.

To evaluate the potential risk of backflow into the public water system, BWP will carry out an initial hazard assessment of user premises within its service area. This hazard evaluation will take into account the following considerations as necessary:

a) The presence of cross-connections;
b) the types of materials handled or present on the premises, including those likely to be encountered;
c) the complexity and accessibility of the piping system;
d) access to auxiliary water supplies, pumping systems, or pressure systems;
e) conditions within the distribution system that may increase the likelihood of a backflow event, such as hydraulic gradient differences caused by main breaks, high water demand, or multiple service connections that could lead to flow-through conditions;
f) accessibility of the premises;
g) any history of backflow incidents on the premises or similar sites; and
h) the requirements and guidance provided in the State Water Board's CCCPH.

Each hazard assessment must classify the level of risk to the distribution system as a high-hazard cross-connection, a low-hazard cross-connection. Examples of high-hazard cross-connection activities can be found in Appendix B.

- The hazard assessment must determine whether an existing backflow prevention assembly (if any) provides adequate protection based on the degree of hazard.

4.2. Ongoing Hazard Assessment

Ongoing/Follow-up hazard assessments are required on a regular basis. High-hazard connections typically require an annual review, while low-hazard connections may be reassessed every five years and residential customers every ten years.

Subsequent to the initial hazard assessment described in section 3.1, a follow-up hazard assessment will take place under the following criteria:

a) if a user premises changes ownership, excluding single-family residences;
b) if a user premises is newly connected to BWP;
c) if evidence exists of potential changes in the activities or materials on a user's premises;
d) if backflow from a user's premises occurs;
e) periodically, as identified in the BWP Cross-Connection Control Plan
f) if the State Water Board requests a hazard assessment of a user's premises; and
g) if BWP concludes an existing hazard assessment may no longer be correct.

BWP must ensure a cross-connection control specialist reviews the hazard assessments and makes a written finding that, in their judgment based on cross- connection control principles, the hazard assessment properly identified all hazards, the appropriate degree of hazards, and the corresponding backflow protection.

4.3. Recycled Water

Recycled water is highly treated wastewater that is not intended for human consumption. Facilities that use both potable (drinkable) and reclaimed water systems are considered dual plumbing systems, as defined under Chapter 16A, Part 2 of the California Plumbing Code.

Regulatory Oversight

Reclaimed water use in California is regulated under Title 22 to ensure public health and safety. These regulations:

- Define acceptable uses such as irrigation, cooling systems, and other non-potable applications.
- The use of recycled water for construction operations shall comply with the terms and conditions of the permit issued by BWP and shall require coordination with the Los Angeles County Public Health (LACPH) Department for continued use throughout the duration of the construction project.
- Establish cross-connection control measures to prevent any possibility of contamination between non-potable and potable water systems.
- Annual cross-connection testing between potable and recycled water systems must be conducted. Coordination is the responsibility of the customer, the designated Use Site Supervisor, and the Los Angeles County Department of Public Health (LACDPH). Test results must be reported to both BWP and the State Water Resources Control Board, Division of Drinking Water (DDW).
- Non-Compliance and Violations need to be addressed and resolved within a reasonable time before submitting Results to the State Water Board, Customer, and Water Purveyor.

System Design and Requirements:

- Reclaimed water system requirements are found in BWP Rules and Regulations for Utility Service Section 5.
- Reclaimed water systems are metered only; no backflow preventer is required because it operates as an independent system.
- No physical connection is permitted between the potable and recycled water systems.

Public Access and Safety In all areas accessible to the public where recycled municipal wastewater is used:

- Warning signage must be posted prominently with the phrase:

"RECYCLED WATER – DO NOT DRINK" must include the international “Do Not Drink” symbol.

- The following are not allowed:
  - Hose bibs
  - Quick-release couplers
  - Water runoff
  - Broken or leaking irrigation lines
  - Broken sprinklers
  - Irrigation overspray
  - Standing Water (Puddles)

- Irrigation timers must be set to operate only when the public is not present.

Color Coding and Markings

All components of a reclaimed water irrigation system must be purple (Pantone 522 or equivalent) to ensure easy identification:

- Pipes
- Sprinkler heads
- Irrigation valve boxes
- Meter lids and covers
- Recycled Water Signage

4.4. Use Site Supervisor

The State Water Board and BWP may, at their discretion, require a water user to designate a use site supervisor when the user premises has a multi-piping system that conveys various types of fluids and where changes in the piping system are frequently made. If a use site supervisor is designated, the following is required:

- The use site supervisor is responsible for the avoidance of cross-connections during the installation, operation and maintenance of the water user's pipelines and equipment. The use site supervisor must be trained on the fluids used and backflow protection for the premise, and must inform BWP, City of Burbank Building and Safety Division (B&S), and LACPH of changes in piping, and maintain current contact information on file with the BWP, B&S, and LACPH; and

- BWP must include in the Cross-Connection Control Plan required in CCCPH section 3.1.4 the training and qualification requirements for use site supervisors, identify the entity that will provide the use site supervisor training, and frequency of any necessary recurring training. The training must adequately address the types of hazards and concerns typically found.

4.5. Swivel-ell

When temporarily supplying potable water to a site normally served with tertiary recycled water, a swivel-ell may be used instead of an air gap for premises containment protection, provided all of the following conditions are met:

- **State Approval**
  - The swivel-ell must be approved for this use by the State Water Resources Control Board.
- **Design and Construction Requirements**
  - The swivel-ell must be designed, constructed, and maintained in accordance with Appendix C of the CCCPH.
  - Inspections must be conducted and documented by the Use Site Supervisor at least once every 12 months to verify ongoing compliance with the design and construction standards outlined in Appendix C of the CCCPH.
- **Reduced Pressure Principle Backflow Prevention Assembly (RP)**
  - An RP assembly must be used in conjunction with the swivel-ell. The RP shall be test and verified as follows:
    - A visual inspection must be performed immediately upon each switchover from recycled to potable water.
    - A field test of the RP must be completed within 72 hours of each switchover.
    - The potable water system must be operated at the site at least once every 12 weeks to ensure periodic testing.
- **Agreement Between Potable and Recycled Water Suppliers**
  - A legally binding agreement must exist between the PWS and the recycled water supplier. This agreement shall:
    - Be signed by individuals with legal authority on behalf of both parties.
    - Include the following provisions:
- **Notification** to the State Water Resources Control Board within **24 hours** of each switchover to or from potable water, including:
  - An estimated timeframe for the next switchover, and
  - Results of the RP field test required above.
- **Supervision** of each switchover by a trained representative of the PWS.
- **Submission of a written report by the Site Supervisor** within seven days of each switchover, upon request by the State Water Board. This report must document:
  - Compliance with this section, and
  - Volume of potable and recycled water used during the event.

5. APPLICATION OF BACKFLOW PREVENTERS

5.1 Backflow Protection Table

The following table outlines acceptable backflow protection for certain types of cross-connection conditions that may be encountered. The table is to be used as a guideline in determining adequate cross-connection control measures, not as an absolute requirement.

Backflow Preventer Type	Degree of Hazard	Application	Applicable Standard
Backflow prevention assemblies:			
Double Check Valve Assembly (DCV)	Low hazard	Backpressure or backsiphonage	ASSE 1015, AWWA C510, CSA B64.5, CSA B64.5.1
Double Check Detector Assembly (DCDA)Type I & II	Low hazard	Backpressure or backsiphonage	ASSE 1048
Pressure Vacuum Breaker Assembly (PVB)	High or low hazard	Backsiphonage	ASSE 1020, CSA B64.1.2
Reduced Pressure Principle Backflow Prevention Assembly (RP)	High or low hazard	Backpressure or backsiphonage	ASSE 1013, AWWA C5411, CSA B64.4, CSA B64.4.1
Reduced Pressure Detector Assembly (RPDA) Type I & II	High or low hazard	Backpressure or backsiphonage	ASSE 1047
Spill-resistant Vacuum Breaker Assembly (SVB)	High or low hazard	Backsiphonage	ASSE 1056
Backflow prevention devices:			
Anti-siphon type Fill Valve (FV)	High hazard	Backsiphonage	ASSE 1002, CSA B125.3
Atmospheric Vacuum Breaker (AVB)	High hazard	Backsiphonage	ASSE 1001, CSA B64.1.1
Backflow Preventer for Carbonated Beverage Equipment (VMBP)	Low hazard	Backpressure or backsiphonage	ASSE 1022
Backflow Preventer with Intermediate Atmospheric Vent (VDCV)	Low hazard	Backpressure or backsiphonage	ASSE 1012, CSA B64.3
Dual Check (DC)	Low hazard	Backpressure or backsiphonage	ASSE 1024, CSA B64.6
Hose Connection Backflow Preventer (HCBP)	High or low hazard	Low head backpressure or backsiphonage	ASSE 1052, ASME A112.21.3, CSA B64.2.1.1

Hose Bibb Vacuum Breaker (HBVB)	High or low hazard	Low head backpressure or backsiphonage	ASSE 1011, ASME A112.21.3, CSA B64.2, CSA B64.2.1
Backflow Preventer Type	**Degree of Hazard**	**Application**	**Applicable Standard**
Anti-frost Hoe Bibb Vacuum Breaker	High or low hazard	Low head backpressure or backsiphonage	ASSE 1011, ASME A112.21.3, CSA B64.2, CSA B64.2.1
Lab Faucet Vacuum Breaker (LFVB)	High or low hazard	Backsiphonage	ASSE 1035, CSA B64.7
Vacuum Breaker Wall Hydrants (HBIVB)	High or low hazard	Low head backpressure or backsiphonage	ASSE 1019, ASME A112.21.3, CSA B64.2.2
Air Gap (AG)	High or low hazard	Backsiphonage	ASME A112.1.2

5.2 Standards for Types of Backflow Protection

a) AG's must meet the requirements in section 603.3.1 of the 2019 California Plumbing Code (See Appendix A).
b) Newly installed pressure vacuum breaker, DCVs, and RPs for protection of BWP's potable distribution system is approved through both laboratory and field evaluation tests performed in accordance with either:
   i. Standards found in the 10th or latest edition of the Foundation for Cross-Connection Control and Hydraulic Research of the University of Southern California Manual of Cross-Connection Control;
   ii. certification requirements for backflow prevention assemblies in the Standards of ASSE International current as of 2020; or
   iii. a testing process with equivalent testing requirements to (1) or (2).
c) Backflow prevention assemblies must not be modified from the approval granted in CCCPH section 3.3.1 (b). BWP will require backflow prevention assembly testers to notify BWP if a water user or utility-owned backflow prevention assembly has been modified from section 4.2 (b) approval.

5.3 Installation Criteria for Backflow Protection

a) For AGs, the following is required:
   i. The receiving water container must be located on the water user's premises at the water user's service connection unless an alternate location has been approved by - BWP.
   ii. all piping between the water user's service connection and the discharge location of the receiving water container must be above finished grade and be accessible for visual inspection unless an alternative piping configuration is approved by - BWP.
   iii. - BWP will ensure that the AG specified in section 4.1(a) has been installed; and

iv. any new air gap installation at a user service connection must be reviewed and approved by the State Water Board prior to installation.

b) An RP must be installed such that the lowest point of the assembly is a minimum of twelve inches and, unless an alternative is approved by BWP, a maximum of thirty- six inches above the finished grade.

c) DCs installed or replaced after the adoption of the CCCPH must be installed according to section 4.3 ii. Below ground installation can be considered by BWP if it determines no alternative options are available.

d) A PVB or SVB must be installed a minimum of twelve inches above all downstream piping.

e) PVBs and SVBs may not be used for premises isolation.

f) An RP or DCV installed after the adoption of the CCCPH must have a minimum side clearance of twelve inches, except that a minimum side clearance of twenty-four inches must be provided on the side of the assembly that contains the test cocks.

g) Backflow protection must be located at the water user's service connection unless one or more alternative locations have been approved by -BWP. If internal protection is provided, the -Los Angeles County Public Health (LACPH) or designated agent must obtain access to the user premises and must ensure that the on-site protection meets the requirements of this Chapter for installation, testing and inspections.

h) Each backflow prevention assembly and air gap separation must be accessible for field testing and maintenance.

6 TESTING BACKFLOW PREVENTION ASSEMBLIES

When assessments have been completed, a comprehensive list of backflow prevention assemblies (BPAs) installed on customer plumbing systems will be on record. The BPAs that are testable assemblies shall be placed on a routine testing schedule. All testable assemblies will be tested upon installation, upon repair and on an annual basis.

BWP is responsible for the protection of the public potable water supply up to and including the backflow prevention assembly immediately downstream of the water meter or service connection, where required.

Non-testable backflow prevention devices and any internal cross-connection control measures installed on private property beyond the meter are the sole responsibility of the property owner or water user. The property owner must ensure such devices are properly maintained, in good working order, and compliant with applicable codes and standards.

Upon notice from BWP, it shall be the responsibility of the water customer to arrange and absorb any costs associated with assembly testing and subsequent repair/replacement of backflow prevention assemblies. Field test procedures for an RP, RPDA, RPDA-II, DC, DCDA, DCDA-II, PVB, and SVB can be found in the Manual of Cross-Connection Control, Latest Edition, published by the University of Southern California Foundation for Cross Connection Control and Hydraulic Research or equivalent.

Following the initial cross-connection assessments and subsequent classification of accounts (e.g. assigning a degree of hazard), assembly testing notices shall be sent to non-residential and Zone R2 or greater residential water customers annually. The notices shall be sent out in a timely manner to provide adequate time for customers to comply, and the timing will consider seasonal assemblies. The notices will:

- Clearly identify the assembly requiring testing (size, make, model, location, etc.)
- Stipulate the date by which the assembly must be tested.
- Indicate that tests must be completed by a certified tester.
- Enclose either a standard test form or a list of testable backflow prevention assemblies.

When assembly testing reports are received, BWP will be checked for the following:

- All the necessary information was provided.
- Name and certification number of the tester is provided.
- The test results appear valid.
- The assembly tested matches the assembly requiring testing (Make, Model, etc.).
- The assembly is approved.
- A backflow tester found falsifying test results or not meeting BWP's performance standards will be removed from the approved tester list and may be subject to additional regulatory action.

Test results are only valid if testing was performed by an individual holding an active certification from an organization recognized by the State Water Board, see Section 6.

a) Backflow Prevention Assembly Test Result Reports:

i. **Accurate and Timely Reporting:** Every test conducted on a backflow prevention assembly must be documented in a test result report or submitted online. These reports detail the condition of the assembly, test results, and any repairs or replacements made. The water utility must ensure that testers are submitting accurate and complete reports after each test.

ii. **Review and Verification of Reports:** BWP shall review all test result reports for completeness and accuracy. This includes confirming that all fields are correctly filled out, that the results align with acceptable performance standards, and that any failed tests are followed up with repairs and retesting.

iii. **Archiving Reports:** All test result reports must be archived for regulatory compliance purposes. BWP will have a system for tracking and storing reports, ensuring they are readily available for review by regulatory authorities. These records are essential for demonstrating compliance with the State's cross-connection control requirements.

- Backflow prevention assemblies that fail the field test are repaired or replaced within 30 days.

- Backflow prevention assembly testers to notify BWP within one day if a backflow incident or cross-connection is observed during testing.

Air-gap separations installed pursuant to sections 4.2 and 4.3 must be visually inspected at least annually to determine compliance with this Chapter by persons certified as backflow preventer assembly testers or certified as a cross- connection control specialist pursuant to Section 6.

7 BACKFLOW PREVENTION ASSEMBLY TESTERS AND CROSS-CONNECTION CONTROL SPECIALIST

To comply with the California Cross-Connection Control Policy Handbook, it is essential that all individuals responsible for testing, inspecting, and maintaining backflow prevention assemblies meet the necessary qualifications and certifications. This process ensures that BWP's potable water distribution system is safeguarded from contamination risks by having only competent, certified professionals handle backflow prevention assemblies. Key elements of this process include verifying the individual's certification, ensuring the calibration of test equipment, and maintaining accurate reports of test results.

a) BWP must ensure all backflow prevention assembly testers and cross-connection control specialists used are certified per Article 4 of the SWRCB CCCPH.

b) BWP must ensure their Cross-Connection Control Specialists must be currently certified as both a CA-NV AWWA or ABPA Cross-Connection Control Specialist and CA-NV AWWA or ABPA Backflow Prevention Assembly Tester per Article 4 of the SWRCB CCCPH. BWP CCC Specialist contact:

[Enter Contracted Specialist Name or BWP Specialist Name and Title]
Cross-Connection Control Specialist
[Enter Cert Number] CA NV AWWA CCC Specialist Certification

BWP is currently seeking to hire a Cross-Connection Control Specialist to fill the vacancy left by the recent departure of the previous staff member.

7.1 Process for Ensuring Qualifications

a) Verification of Certification as a Backflow Prevention Assembly Tester:
   i. **Certification Requirements:** Every individual performing testing or inspections on backflow prevention assemblies must be a certified Backflow Prevention Assembly Tester, as defined by the SWRCB CCCPH. Certification typically requires passing a written and practical examination administered by a state-approved certification agency.
   ii. **Initial Verification:** Before authorizing a tester to conduct work within BWP's water system, BWP must confirm the individual holds a valid certification. This is typically done by requesting a copy of the tester's certification and checking it against a list of approved certification agencies.
   iii. **Ongoing Compliance:** BWP must regularly verify that the tester's certification remains current. Certification usually requires periodic renewal, which may include continuing education or retesting. A record of certification status should be maintained for each tester authorized to work within BWP's service area.

b) Test Kit Calibration:
   i. **Calibration Requirements:** To ensure the accuracy of backflow prevention assembly testing, testers must use calibrated testing equipment. Test kits must be calibrated at least annually or more frequently if recommended by the manufacturer.

ii. **Verification of Calibration:** Before permitting a tester to perform inspections or testing, BWP must verify that their test kit has been calibrated within the required timeframe. This can be done by reviewing a calibration certificate from an accredited calibration facility or manufacturer.

iii. **Ongoing Monitoring:** BWP should maintain a schedule of calibration due dates for each tester's equipment and require updated calibration certificates as a condition for continued work. Uncalibrated equipment should not be allowed for testing until calibration is confirmed.

8 RECORD KEEPING

A robust tracking system is essential for managing and maintaining compliance with the California Cross-Connection Control Policy Handbook (CCCPH). This system ensures that all relevant information about backflow prevention assemblies is readily available, up-to-date, and meets the recordkeeping requirements outlined in the CCCPH. The system is designed to track vital details, including recordkeeping information, the location and type of backflow prevention assemblies, and the specific hazards each assembly protects against.

A system of cross-connection record keeping shall be maintained. Special software specifically for cross-connections may be used for:

- Efficient record searches
- Easy reporting
- Simple updating
- Automatic letter generation
- Automatic deadline notification

All hazard assessment information must be in the records including:

- Address and location
- Owner name and contact information
- List of testable assemblies
- Description of other cross-connections within the facility
  - Air gap
  - Non-testable assemblies
  - Degree of hazard classification and basis
  - Required re-inspection frequency

All testable assemblies must be in the records including:

- Location of the assembly
- Name and contact information of assembly owner
- Make, model, and size of assembly
- Degree of hazard classification
- Required testing frequency and basis
- Test history

Standard letter, form, and report templates may be used to simplify the program requirements including:

- Inspection forms
- Assembly testing forms
- Inspection and/or assembly testing notification letters
- Noncompliance letters
- Water service termination notice
- Hydrant use authorization forms

Monitoring changes in water usage and identifying new customers are essential aspects of the cross-connection control program. - BWP will make every effort to prevent and eliminate cross-

connections during installations to ensure ongoing compliance. Collaboration and communication with the local plumbing code inspector will be prioritized to support this objective.

9 ENFORCEMENT

To safeguard public health, water customers found in violation of cross-connection regulations will be required to comply promptly or risk losing their connection to the public water system. BWP Rules and Regulations for Utility Service (Section 4.35) grants authority to inspect facilities, terminate water service, and impose fines to enforce these rules.

Following an inspection, if a violation is identified, the customer will be issued a non-compliance notice. The timeframe for completing corrective actions will be determined by BWP, based primarily on the severity of the risk posed by the violation, but also considering the complexity and cost of the required actions. Cross-connections that present an imminent and extreme hazard will be immediately disconnected and remain so until proper protection is installed. Less severe cross-connections are generally expected to be resolved within 30 to 60 days. The specific corrective actions and deadlines will be outlined in the non-compliance notice.

Failure to submit a test form for a backflow prevention assembly that has passed testing requirements is considered a cross-connection violation and must be corrected. Non-compliance may result in water service termination and/or fines.

In cases where water service must be shut off to protect the public water system, the local health department, fire department, law enforcement, and BWP manager may need to be notified.

10 PUBLIC EDUCATION

The cross-connection control program team members must have a good understanding of the program. - BWP shall ensure their cross-connection control team members receives proper in-the-field training as well as classroom education focusing on terminology, backflow prevention devices/assemblies, regulations, and hydraulic concepts. In addition, cross-connection control team members will be encouraged to receive continuing education to be made aware of new backflow prevention devices/assemblies, regulation changes (i.e. plumbing code updates), new water use devices that pose cross-connection concerns, etc.

Furthermore, attempts to educate the public about cross-connections may be made by distributing pamphlets on common residential cross-connections, , providing onsite education of facility management and maintenance staff during routine inspections, speaking at condominium association meetings, showing videos on local access channels, or posting newspaper announcements.

The public outreach and education program is designed to raise awareness about the importance of cross-connection control and the potential risks associated with backflow. The program aims to inform and educate property owners, businesses, and the general public about their responsibilities in preventing cross-connections and ensuring the safety of the public drinking water system.

Target Audience:

- Property owners
- Businesses
- Building and Safety Division
- LA County Public Health Department
- General public

Key Components:

- Educational Materials:
    - Develop informative materials such as brochures, flyers, posters, and fact sheets that explain the concept of cross-connections, the potential risks, and the importance of backflow prevention.
    - Include clear and concise information about the requirements of the CCCPH and the role of property owners and businesses in preventing cross-connections.
- Online Resources:
    - Develop a dedicated website or online portal with resources related to cross-connection control, including educational materials, FAQs, and contact information.
- Media Outreach:
    - Utilize social media, local newspapers, to disseminate information about cross-connection control and the importance of public participation.

- Collaboration with Local Entities:
    - Establish strong working relationships with City of Burbank Building and Safety Division, LA County Public Health Department, and other relevant entities.
- Coordinate outreach efforts and ensure that they are aligned with BWP's regulations and requirements.
    - Coordinate outreach efforts and ensure that they are aligned with BWP's regulations and requirements.
    - Establish strong working relationships with City of Burbank Building and Safety Division, LA County Public Health Department, and other relevant entities.
    - Coordinate outreach efforts and ensure that they are aligned with BWP's regulations and requirements.

11 BACKFLOW INCIDENT RESPONSE PLAN

BWP shall develop and maintain an Emergency Response Plan document to appropriately respond to a backflow event. The written ERP shall be readily available to designated personnel. This procedure outlines the process for investigating and responding to suspected backflow incidents to safeguard public health and ensure the safety and quality of the water supply. It addresses steps from initial reporting through investigation, corrective actions, and follow-up. A sample incident response can be found in Appendix D.

11.1 Incident Identification and Initial Response

Consideration of Complaints or Reports of Changes in Water Quality as Possible Backflow Incidents.

- When a complaint or report of a change in water quality is received, it will be treated as a potential backflow incident. Common complaints that may indicate backflow include:
    - Unusual taste, odor, or color in water
    - Visible debris or particles in water
    - Reports of illness that could be linked to water quality
    - Changes in water pressure or flow

Initial Response:

- Customer Interview: Contact the customer to gather detailed information about the complaint (e.g., location, time, and description of the issue).
- Dispatch Team: Send a field technician to the reported location for an initial assessment and water quality sampling.

11.2 Investigation and Verification

Water Quality Sampling and Pressure Recording.

- Once a suspected backflow incident is reported, a thorough investigation will be initiated, involving both water quality testing and pressure monitoring.

Steps:

1. Water Quality Sampling
    - On-Site Testing: Field personnel will conduct immediate water quality tests at the site of the reported incident, which may include testing for parameters such as:
        - Chlorine residual
        - pH
        - Turbidity
        - Presence of bacteria or contaminants
    - Laboratory Analysis: If required, water samples will be sent to a certified laboratory for more comprehensive testing, including testing for chemicals, pollutants, or pathogens that may indicate contamination from backflow.

2. Pressure Recording
    - System Pressure Evaluation: Review pressure data from the local area, focusing on any recent drops in system pressure that could indicate a backflow event. Field technicians may also install temporary pressure loggers in the affected area to monitor any ongoing pressure fluctuations.
    - Backflow Prevention Device Inspection: Inspect and test any backflow prevention devices in the area to ensure they are functioning correctly. This includes reduced pressure zone (RPZ) devices, check valves, or other cross-connection control devices.
3. Cross-Connection Inspection
    - Perform a survey of the suspected location and surrounding areas to identify potential cross-connections that could have led to backflow. Verify that these connections are properly protected by backflow prevention assembly(s)/devices.

11.3 Response and Follow-Up Actions

Documentation of Investigation, Response, and Follow-Up Activities.

- Every step of the investigation, response, and follow-up will be documented to ensure a clear record of actions taken and to maintain compliance with regulatory requirements.
- BWP must notify the State Water Resources Control Board, Division of Drinking Water (DDW), and the applicable local health department within 24 hours of determining that a backflow incident has occurred or is suspected to have occurred.
- If required by the State Water Board, the Public Water System, BWP must issue a Tier 1 Public Notification in accordance with California Code of Regulations, Title 22, Section 64463.1.
- The written report must include, at a minimum, the elements listed in Appendix D of this document.
- Upon request by the State Water Board, BWP must submit a written incident report by the date specified by the State Water Board. The report must describe:

Steps:

1. Incident Report
    - Details of the Report: The utility will create a formal report documenting the nature of the complaint, location, time of the report, and the suspected cause of the backflow incident.
    - Investigation Summary: The report may include details of the investigation, such as:
        - The nature and extent of the backflow incident,
        - The location(s) and area(s) affected,
        - The immediate corrective actions taken, and
        - Results of water quality testing
        - Pressure monitoring data
        - Findings from cross-connection inspections
        - Condition of backflow prevention devices
        - Any follow-up actions planned to prevent recurrence.

2. Corrective Actions
    - Immediate Actions: If backflow is confirmed, BWP will isolate the affected area, notify customers, and initiate system flushing and disinfection procedures.
    - Repair or Replacement: Backflow prevention devices that are malfunctioning or improperly installed will be repaired or replaced. Any identified cross-connections will be corrected.
    - Customer Notification: Affected customers will be informed of the findings and the steps taken to restore safe water quality.
3. Follow-Up Activities
    - Continued Monitoring: After the incident has been resolved, water quality in the affected area will continue to be monitored to ensure no further issues occur.
    - Regulatory Reporting: A formal report will be submitted to the State Water Resources Control Board or other relevant regulatory bodies, detailing the incident and corrective measures taken.
4. Recordkeeping and Review
    - Documentation Retention: All documentation, including the incident report, test results, and corrective action logs, will be stored in the BWP's records management system for future reference and auditing.
    - Incident Review BWP will conduct an internal review to assess whether any changes are needed in cross-connection control measures or backflow prevention device maintenance practices.

APPENDIX A - ASME A112.1.2-2012(R2017)

Table 1, Minimum Air Gaps for Generally used Plumbing Fixtures,1 page 4

TABLE 1
Minimum Air Gaps for Generally used Plumbing Fixtures[4]

FIXTURES	WHERE NOT AFFECTED BY SIDEWALLS[1] (inches)	WHERE AFFECTED BY SIDEWALLS[2] (inches)
Effective opening[3] not greater than ½ of an inch in diameter	1	$1\frac{1}{2}$
Effective openings[3] not greater than ¾ of an inch in diameter	$1\frac{1}{2}$	$2\frac{1}{4}$
Effective openings[3] not greater than 1 inch in diameter	2	3
Effective openings[3] greater than 1 inch in diameter	Two times the diameter of effective opening	Three times the diameter of effective opening

For SI units: 1 inch = 25.4 mm

Notes:

[1] Sidewalls, ribs, or similar obstructions do not affect air gaps where spaced from the inside edge of the spout opening at a distance exceeding three times the diameter of the effective opening for a single wall, or at a distance exceeding four times the effective opening for two intersecting walls.

[2] Vertical walls, ribs, or similar obstructions extending from the water surface to or above the horizontal plane of the spout opening other than specified in Footnote 1 above. The effect of three or more such vertical walls or ribs has not been determined. In such cases, the air gap shall be measured from the top of the wall.

[3] The effective opening shall be the minimum cross-sectional area at the seat of the control valve or the supply pipe or tubing that feeds the device or outlet. Where two or more lines supply one outlet, the effective opening shall be the sum of the cross-sectional areas of the individual supply lines or the area of the single outlet, whichever is smaller.

[4] Air gaps less than 1 inch (25.4 mm) shall be approved as a permanent part of a listed assembly that has been tested under actual backflow conditions with vacuums of 0 to 25 inches of mercury (85 kPa).

[1] Reprinted from ASME A112.1.2-2012(R2017), by permission of The American Society of Mechanical Engineers. All rights reserved

APPENDIX B - HIGH HAZARD CROSS-CONNECTION CONTROL PREMISES

The list below identifies premises that require backflow protection provided by an air gap or a reduced pressure principle backflow prevention assembly, unless noted otherwise. The list below is not intended to be all-inclusive. A PWS, State Water Board, or local health agency may require an AG, RP, or both to protect a PWS from other hazards not listed below and identified in premises through the hazard assessment completed in CCCPH section 3.1. A PWS may reduce or increase the minimum protection required for a previously hazard-assessed user premise following a hazard reassessment as described in CCCPH section 3.1.

1. Sewage handling facilities
2. Wastewater lift stations and pumping stations
3. Wastewater treatment processes, handling, or pumping equipment that is interconnected to a piping system connected to a PWS (+)
4. Petroleum processing or storage plants
5. Radioactive material storage, processing plants or nuclear reactors
6. Mortuaries
7. Cemeteries
8. Sites with an auxiliary water supply interconnected with PWS (+)
9. Sites with an auxiliary water supply not interconnected with PWS
10. Premises with more than one connection to the PWS (++++)
11. Recycled water (++)(+++)
12. Recycled water interconnected to piping system that contains water received from a PWS (+)
13. Graywater systems, as defined in California Water Code Section 14876, that are interconnected to a piping system that is connected to a PWS
14. Medical facilities
15. Kidney dialysis facilities
16. Dental office with water-connected equipment
17. Veterinarian facilities
18. Chemical plants
19. Laboratories
20. Biotech facilities
21. Electronics manufacture
22. Dry cleaner facilities
23. Industrial or commercial laundry facilities
24. Metal-plating facilities
25. Business park with a single meter serving multiple businesses
26. Marine-port facilities
27. Car wash facilities
28. Mobile home park, RV park, or campgrounds with RV hookups
29. Hotels/motels
30. Gas stations
31. Fire stations
32. Solid waste disposal facilities
33. Pet groomers
34. Agricultural premises

35. Hazard assessment access denied or restricted
36. Railroad maintenance facilities
37. Incarceration facilities (e.g. prisons)
38. Temporary connections to fire hydrants for miscellaneous uses, including construction
39. Private water distribution mains
40. Drinking water storage tank overflow connected to a sump or storm drain (+)
41. Airports

(+) Premise isolated by air gap only except as allowed through CCCPH Section 3.2.2 (c)

(++) Dual-plumbed use areas established per CCR Title 22, Section 60313 through 60316 where recycled water is used for individually owned residential unit.

(+++) Residences using recycled water for landscape irrigation as part of an approved dual plumbed use area established pursuant to CCR Title 22, sections 60313 through 60316 shall use a DC backflow prevention device. The recycled water supplier may obtain approval of the local public water supplier or the State Water Board, if the water supplier is also the supplier of the recycled water, to utilize an alternative backflow protection plan that includes an annual inspection of both the recycled water and potable water systems and an annual shutdown test of the recycled water and potable water systems pursuant to subsection 60316(a) in lieu of any backflow prevention assembly.

(++++) All connections must receive at least the same level of protection (e.g. if one connection requires an RP then all connections must have RPs installed).

APPENDIX C - RELATED STATUTES AND REGULATIONS

The following laws and regulations are considered related or tangential to the CCCPH, and are included in a descriptive format to provide additional, relevant background information

California Laws and Regulations

In addition to the California SDWA statutory requirements cited in CCCPH Chapter 1, section 1.3.1, California has statutes addressing certain authorities and requirements that may have influenced the CCCPH or may otherwise be of interest.

- Urban and community water systems must have a written policy on discontinuation of residential service for nonpayment and must not discontinue residential service for nonpayment if certain conditions are met. (CHSC sections 116900 – 116926)

- Senate Bill 1263 (2017) requires that before a person submits an application for a permit for a proposed new public water system, the person shall first submit a preliminary technical report which must include a cost comparison of a new public water system and consolidations with an existing system. (CHSC section 116527)

- Effective June 24, 2015, Senate Bill 88 (SB 88) (Statutes 2015, Chapter 27) added sections 116680-116684 to the CHSC, allowing the State Water Board to require certain water systems that consistently fail to provide safe drinking water to consolidate with, or receive an extension of service from, another public water system. The consolidation can be physical or managerial.

- Local health officers may maintain programs for the control of cross-connections by water users, within water users' premises, where public exposure to backflow may occur. Such programs may include water user premises inspections, collection of fees, certification of backflow prevention assembly1 (BPA) testers, and other discretionary elements. Local health officer BPA tester certification standards must be consistent with the standards prescribed in the CCCPH. Water users are required to comply with all orders, instructions, regulations, and notices from the local health officer regarding installation, testing, and maintenance of a BPA. (CHSC sections 116800 - 116820).

- Pursuant to the California Building Standards Law (CHSC sections 18901 – 18949.31), the California Building Standards Commission (CBSC) must administer the processes related to the adoption, approval, and publication of regulations referred to as the California Building Standards Code (Title 24, California Code of Regulation). Title 24 serves as the basis for the minimum design and construction of buildings in California and includes the California Plumbing Code (Part 5 of Title 24), which contains requirements pertaining to cross-connection control and backflow prevention.

- A backflow preventer intended to convey or dispense water for human consumption via drinking or cooking must meet California's "lead free" requirements. (CHSC section 116875)

- Limits are established for the installation of backflow protection equipment where automatic fire sprinkler systems are utilized. (CHSC section 13114.7)

- Cross-connection control must be addressed in engineering reports that are required (CCR Title 22, section 60323) for recycled water projects. (Wat. Code section 13552.8)

- If a public agency requires the use of recycled water for toilet and urinal flushing in a structure (except certain mental health facilities), the public health agency must prepare an engineering report that addresses cross-connection control. (Wat. Code section 13554)

- Prior to indoor use of recycled water in a condominium project, the entity delivering the recycled water must submit a report, for State Water Board approval, and include the following related to cross-connection control (Wat. Code section 13553(d)(1)):

    - The condominium project must be provided with a backflow prevention assembly approved by the State Water Board.
    - The backflow prevention assembly must be inspected and tested annually by a certified tester.
    - The condominium project must be tested by the recycled water agency or local agency at least once every four years for indications of possible cross-connections between the condominium's potable and non-potable systems

- California's Department of Water Resources was required to convene a task force, known as the 2002 Recycled Water Task Force, to identify constraints, impediments, and opportunities for the increased use of recycled water and report to the Legislature by July 1, 2003. The task force was also asked to advise and make recommendations concerning cross-connection control, including the applicability of visual inspections instead of pressure tests for cross-connections between potable and non-potable water systems. (Wat. Code section 13578(b)(1). The final report4 provided the following recommendations to the State Water Board – Division of Drinking Water (Division):
    - Prepare guidance on dual plumbed regulations (22 CCR sections 60313-60316) consistent with Appendix J of plumbing code (Chapter 15 of 2019 California Plumbing Code, formerly Chapter 16A).
    - Support thorough assessment of risk associated with cross-connections between disinfection tertiary recycled water and potable water.
    - Ensure uniform interpretation of cross-connection control requirement of Title 22 regulations (recycled water) and Title 17 (cross-connection control regulations)
    - Recommend stakeholders to review draft Title 17 regulations.

- A person engaged in the salvage, purchase, or sale of scrap metal who knowingly possesses a backflow prevention assembly (or connections to the assembly or any part of the assembly), or who failed to report the possession of such items, which was previously owned by a utility or public agency, is guilty of a crime. (Pen. Code section 496e)

- Junk dealers or recyclers who possess a backflow prevention assembly (or connections to that assembly or any part of the assembly) without a written certification from the agency or utility owning or previously owning the assembly will be liable to the agency or utility for the wrongful possession. (Civ. Code section 3336.5 and, similarly, Bus. & Prof. Code section 21609.1)

Please note that a number of the codes, regulations, and statutes cited above are implemented under the authority of regulatory entities other than the State Water Board and would therefore be beyond the scope of this CCCPH. The intent of providing such citations is to increase general awareness with respect to other potential statutory requirements associated with cross-connection control. The list is not exhaustive and does not include other requirements that may exist, including those via regulations that may have been adopted by an appropriate regulatory entity.

Federal Laws and Regulations

All suppliers of domestic water to the public are subject to regulations adopted by the U.S. Environmental Protection Agency (EPA) under the U.S. Safe Drinking Water Act (SDWA) of 1974, as amended (42 U.S.C. section 300f et seq.), as well as by the State Board under the California SDWA (Health & Saf. Code, div. 104, pt. 12, ch. 4, section 116270 et seq.). Additionally, the State Water Board has been delegated primacy - the responsibility and authority to administer U.S. EPA's drinking water regulations within California – on the condition that California adopt enforceable requirements no less stringent than U.S. EPA's.

The U.S. EPA currently has no distinct cross-connection control requirements that apply broadly to public water systems (PWS); however, the importance of cross-connection control is evident by the issue papers and guidance documents developed by U.S. EPA and their recognition that cross-connections and backflow represent a significant public health risk (see discussion in Chapter 2). Although U.S. EPA currently has no distinct cross-connection control requirements, the subject of cross-connection or backflow prevention assemblies is included in the U.S. SDWA and the Code of Federal Regulations (C.F.R.) in relation to PWS, including the following:5

- If used exclusively for non-potable services, a backflow prevention assembly is exempt from the federal lead prohibitions. (42, U.S.C. section 300g)

- Allows increasing disinfectant concentrations in a PWS distribution system in the event of a cross-connection (backflow) event. (40 C.F.R. section 141.130(d))

- Proper maintenance of the distribution system, including cross-connection control, is identified as a best available technology (BAT) for microbial contaminant control. (40 C.F.R. section 141.63(e))

- Under the federal Revised Total Coliform Rule, a PWS having a cross-connection control program is one of the enhancements necessary to reduce monitoring for a PWS that had been under an increased monitoring frequency. (40 C.F.R. section 141.854(h)(2))

- Under the federal Revised Total Coliform Rule, a PWS having a cross-connection control program is a criterion for a state to allow a reduced monitoring frequency (40 C.F.R. section 141.855(d)(1))

- If a state allows the monitoring frequency reductions previously mentioned under the federal Revised Total Coliform Rule, a state is required to include in its primacy package to U.S. EPA how a PWS will be required to demonstrate cross-connection control. (40 C.F.R. section 142.16(q))

APPENDIX D – SAMPLE BACKFLOW INCIDENT RESPONSE FORM

CALIFORNIA Water Boards

GAVIN NEWSOM GOVERNOR

JARED BLUMENFELD SECRETARY FOR ENVIRONMENTAL PROTECTION

State Water Resources Control Board
Division of Drinking Water

BACKFLOW INCIDENT REPORT FORM

Water System: _____
Water System Number: _____
Incident Date: _____
Incident Time (if known): _____
Incident Location: _____
How was the incident discovered?

_____

Backflow Originated from:
Premise Location: _____
Address: _____
Premise Contact Person: _____ Title: _____
Phone: _____ Email: _____

Connection Type: (please check one)
☐ Industrial ☐ Commercial ☐ Single-Family Residential ☐ Multi-Family Residential
☐ Irrigation ☐ Recycled Water ☐ Water System Facility
☐ Other: _____

Description and source of backflow fluid (please be as descriptive as possible):

_____
_____

If available, please attach an MSDS or other chemical description form

Was the backflow fluid contained within the user side? YES ☐ NO ☐

Estimated Number of Affected Persons: _____

Number and description of consumer complaints received:

_____
_____

Did any consumers report illness? Please describe.

_____

_____

If applicable, please describe the consumer notification:

_____

_____

INVESTIGATION

Please describe the water system investigation including time frames:

_____

_____

_____

What was the area system pressure? _____

Is this within typical range: YES ☐ NO ☐ - typical pressure: _____

Was a sample of the water contaminated by the backflow incident collected and stored before flushing? YES ☐ NO ☐

Please describe all sampling:

_____

_____

_____

DDW recommends laboratory or field sampling for the following parameters: total coliform, E. coli, free and total chlorine residual, pH, odor, turbidity, temperature, and color. Additional sampling should be collected at the PWS and regulatory agency's discretion.

CORRECTIVE ACTIONS

Please describe the corrective actions taken by the water system:

_____

_____

_____

Was the chlorine residual increased after the backflow incident discovery? YES ☐ NO ☐

Date of the last cross-connection control hazard assessment of the premise with the backflow incident conducted: _____

Did the premise have backflow prevention assemblies? YES ☐ NO ☐

Date of most recent backflow prevention assembly test(s): _____

When was the Division of Drinking Water or Local County Health office notified?

Date: _____Time:_____ Contact Person: _____

Was the Division or Local County Health notified within 24 hours? YES ☐ NO ☐

Other agencies or organizations contacted?

_____

_____

CERTIFICATION

Name: _____ Job Title:_____

Certification(s): _____

_____

Please list all cross-connection control related certifications including number and expiration date.

I certify that the forgoing information is true and correct to the best of my ability.

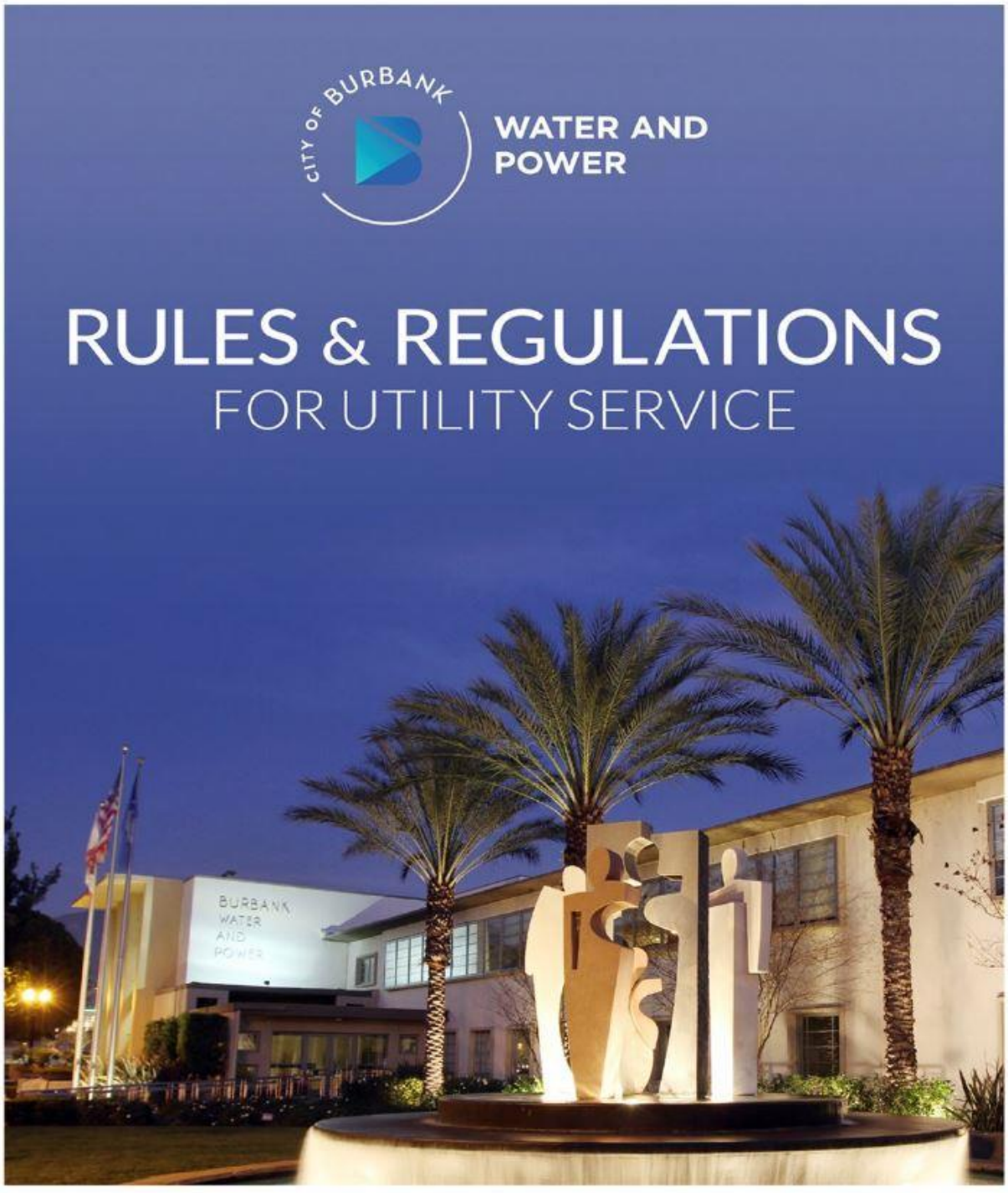
Signature: _____ Date: _____

Attach the following applicable documentation

1) Laboratory Test Results
2) Sketch of the cross-connection and modifications
3) MSDS or chemical information forms if chemical hazard is known
4) Applicable backflow assembly test reports including the most recent test before the incident
5) Other relevant supporting documentation

APPENDIX E – BURBANK WATER AND POWER RULES AND REGULATIONS FOR UTILITY SERVICE

** Only sections pertaining to water included*



FOREWORD

The Rules and Regulations Governing Utility Service has been prepared by Burbank Water and Power. These Rules and Regulations are authorized by the Burbank Municipal Code; Title 8, Chapter 2, Utilities: Section 8.2: 102-103 (Water) and Sections 8.2: 202-203 (Electric), Rules and Regulations. All rates, fees and charges contained in the Rules and Regulations were approved by the Council of the City of Burbank and are specified in the Citywide Fee Schedule, updated each year.

MANDIP KAUR SAMRA
General Manager
Burbank Water and Power

June 12, 2025
Date

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CITY OF BURBANK WATER AND POWER

PART 1
GENERAL RULES AND REGULATIONS FOR UTILITY SERVICE

APPROVED:

Sean Aquino — June 12, 2025

Sean Aquino
Assistant General Manager
Customer Service
Burbank Water and Power

Date

PART 1 GENERAL RULES AND REGULATIONS FOR UTILITY SERVICE

1.00 GENERAL

Burbank Water and Power (BWP) provides utility services to residential and business properties within the City and boundaries. These Rules and Regulations set forth how BWP shall govern and administer its services.

1.01 GOAL STATEMENT

It is the goal of BWP to provide safe, reliable, quality service to our Customers. BWP strives to provide continuity of service with as few interruptions as possible, recognizing that utility services are valuable resources to the community and local economy. BWP provides utility products of high quality by the standards of the industry and strives to promote conservation and wise use of these products, both by our Customers and by our own activities.

1.02 DOCUMENT FORMAT AND AVAILABILITY

1.02 (a) The Rules and Regulations are presented in seven parts. This first part is common to all BWP-provided utility services. The second part addresses electric service. The third part provides electric rates, fees, and charges. The fourth part addresses water service. The fifth part contains information related to use of recycled water. The sixth part provides general water and recycled water rates, fees, and charges. The seventh part addresses fiber optic service.

1.02 (b) Copies of these Rules and Regulations will be kept on file in the offices of BWP and on the utility's website, burbankwaterandpower.com. Reasonable effort will be made to keep these copies up to date.

1.02 (c) Changes may be made to these Rules and Regulations periodically. Applicants, Customers or others contemplating any expenditures or activities governed by these Rules and Regulations should assure themselves that they have correct information. Copies of the Rules and Regulations shall be available at cost at BWP. Electronic copies of the Rules and Regulations are available on the Burbank Water and Power website (www.burbankwaterandpower.com) at no cost.

1.02 (d) Proposed changes to the Rules and Regulations should be addressed to BWP, General Manager, 164 West Magnolia Boulevard, Burbank, California 91502 or PO Box 631, Burbank, CA 91503-0631.

1.03 APPLICABILITY AND AUTHORITY

1.03 (a) Rules and Regulations are effective for BWP Customers.

1.03 (b) These Rules and Regulations are authorized under the Burbank Municipal Code and are always subject to change or abolition by action of the Council.

1.03 (c) Utility service is subject to regulatory control by other governmental agencies, including those of the State of California and the United States of America. Such agencies may mandate immediate changes to utility operations and practices. BWP reserves the right to implement such changes on an interim basis until such time as Council acts by passing ordinances or resolutions which would change these Rules and Regulations, or on a permanent basis if it is determined that Council action is not required.

1.03 (d) The General Manager shall interpret the meanings of Rules and Regulations.

1.03 (e) Conflicts among Rules and Regulations, in general, or for a particular situation or application, may be found to exist. In all such cases, it shall be the responsibility of the General Manager to impartially consider the facts and render a decision, including, if deemed appropriate, proposed changes to the Rules and Regulations.

1.03 (f) If any rule or regulation is held to be unlawful, the decision shall not affect any remaining portions of these Rules and Regulations.

1.04 DEFINITIONS

The following terms and expressions, when used in these Rules and Regulations, shall have the indicated meanings:

1.04 (a) **Account:** The record kept by BWP of the experience with a Customer, including financial and physical data, service history, and/or consumption history.

1.04 (b) **Applicant:** Person requesting BWP to supply utility service.

1.04 (c) **Application:** Request to BWP via mail, telephone, fax, internet, in person, and/or written form(s) provided by BWP for utility service or other municipal service.

1.04 (d) **Backflow Prevention Assembly:** To prevent a backflow of water from private system into the public drinking water system.

1.04 (e) **Battery Energy Storage Systems (BESS):** A battery system for use by a customer as renewable energy storage, energy backup, or as a demand reduction device.

1.04 (f) **Battery of Meters (water):** A metering installation consisting of two or more meters installed at the same service location and operating in parallel as a substitute for a single larger meter. This practice is no longer allowed for new service.

1.04 (g) **Bill:** Written or electronic demand for payment for services rendered to the Customer.

1.04 (h) **Billing demand (electric):** The Customer's monthly load or demand expressed in kilowatts (kW) or kilovolt Amperes (kVA) and used for computing charges under certain electric rate schedules. It may be the connected load, the measured maximum demand, or a modification of either as provided for by the applicable rate schedule.

1.04 (i) **Billing period:** The time interval between two consecutive meter readings that are taken for billing purposes or an established and regular billing cycle for unmetered services.

1.04 (j) **Burbank Water and Power or BWP:** Burbank Water and Power, a department of the City of Burbank.

1.04 (k) **BWP offices:** The office is located at 164 West Magnolia Boulevard, Burbank, California 91502.

1.04 (l) **BWP's operating convenience:** The term refers to the utilization, under certain circumstances, of facilities or practices not ordinarily employed which contribute to the overall efficiency of BWP's operations: it does not refer to Customer convenience nor to the use of facilities or adoption of practices required to comply with applicable laws, ordinances, rules or regulations, or similar requirements of public authorities.

1.04 (m) **City:** City of Burbank, California.

1.04 (n) **Council:** City Council of the City of Burbank, California.

1.04 (o) **Connected load:** The sum of the rated capacities of all the Customer's electrical equipment that can be connected to BWP's lines at any one time as more completely described in the rate schedules.

1.04 (p) **Consumer:** See Customer.

1.04 (q) **Customer:** Person in whose name service is rendered as evidenced by telephone, fax, internet, or other application and/or by signature on the application, contract, or agreement for that service, or, in the absence of a signed instrument, by the receipt and payment of bills regularly issued in the Customer's name regardless of the identity of the actual user of the service, or by a person benefiting directly from the service.

1.04 (r) **Customer's mailing address:** The address specified in a Customer's application, or any other address given in writing, by telephone, fax, or internet to BWP Staff by the Customer or Customer's authorized agent, to which any notice or other communication is to be mailed, sent, or delivered.

1.04 (s) **Delivered:** Any notice or communication shall be considered delivered by BWP when it is
1) mailed, postage prepaid, to the Customer to whom the service is billed; 2) communicated via telephone conversation with the Customer or his/her authorized representative; 3) given in person or by posting in a conspicuous location at the premises served; 4) transmitted by electronic means including, but not limited to, facsimile (FAX) machine, computer email; or 5) transmitted to a Customer's voice mail box.

1.04 (t) **Distribution lines:** Overhead pole lines and/or underground facilities consisting of conduit and cable which are operated at nominal distribution voltages.

1.04 (u) **Distribution main:** Water pipelines 12" in diameter and smaller.

1.04 (v) **Distribution system:** All electrical wires, equipment, and other facilities owned or provided by BWP other than customer-owned interconnection facilities, by which BWP provides electrical distribution service to its customers, including the Customer, sometimes referred to as the grid.

1.04 (w) **Electric Utility Service Equipment Requirements Committee (EUSERC):** The EUSERC requirements book contains information concerning electric service and metering facilities generally provided and installed by the Customer. Electric service equipment installed in The City of Burbank must comply with EUSERC. For more information: https://eusercus.com/

1.04 (x) **Facilities:** Equipment, in whole or part, owned and operated by BWP for the purposes of providing utility service up to and including the meter.

1.04 (y) **Front Footage:** The entire length of the lot as measured on the side adjacent to the main in the street or the street in which the main will be constructed.

1.04 (z) **General Manager:** General Manager of BWP or a designee.

1.04 (a.a) **Load factor:** The ratio of the average load over a designated period to the peak load occurring in that same period.

1.04 (a.b) **Mail:** Any notice or other communication shall be considered mailed when it is enclosed in a sealed envelope, addressed to the Customer's mailing address, and deposited in a U.S. Postal Service box, postage prepaid by BWP.

1.04 (a.c) **Maximum demand:** The average kilowatts during the specified time interval when the Customer’s use is greatest in the billing period as indicated or recorded by the Department’s meter.

1.04 (a.d) **Meter:** The instrument installed and owned by BWP, used for measuring utility service delivered to the Customer.

1.04 (a.e) **Multi-family accommodation:** An apartment building, duplex, court group, or any other group of residential units located upon a single premise, providing the residential units therein meet the requirements for a single-family accommodation. Hotels, guest or resort ranches, tourist camps, motels, auto courts and trailer courts, consisting primarily of guest rooms and/or transient accommodations, are not classed as multi-family accommodations.

1.04 (a.f) **Nominal voltage:** The nominal voltage of a circuit is the approximate voltage between conductors in a circuit or system of a given class, assigned for the purpose of convenient designation. For any specific nominal voltage, the operating voltage actually existing at various points and at various times on the system is subject to normal distribution variation.

1.04 (a.g) **Payment:** Any recognized tender provided in exchange for service: cash, check, credit card, debit card, whether in person, by mail or in electronic form.

1.04 (a.h) **Payment arrangement:** An agreed upon plan for paying an account balance on or before a specified date, which may include a payment schedule.

1.04 (a.i) **Permanent service:** Service, which in the opinion of BWP, is of a permanent and established character and is not classified as temporary service. This may be continuous or intermittent.

1.04 (a.j) **Person:** Any individual, partnership, corporation, public agency, or other organization operating as a single entity.

1.04 (a.k) **Point of connection (water):** The point of delineation between BWP's installed pipeline, valves, meter, fittings, and appurtenances and Customer's installed pipeline, valves, meter, fittings, and appurtenances. The limits of BWP ownership and maintenance responsibility are defined in Part 4, Section 4.15 (b), 4.30 (c), and 4.30 (d).

1.04 (a.l) **Point of delivery (electric):** The point where BWP's conductors are connected to the conductors of the Customer, regardless of the location of BWP's meters or transformers. BWP's conductors may be owned, leased or under license by BWP, and the conductors of the Customer may be owned, leased or under license by the Customer.

1.04 (a.m) **Point of demarcation (fiber optics):** The point where BWP's fiber optic service cable is terminated in a patch panel. Demarcation will generally occur in the utility's transformer vault room or the electric meter room. The Customer is required to extend their fiber optic cable to this same location, where BWP personnel will make the final connections in the patch panel.

1.04 (a.n) **Power Factor:** The ratio of real power (kW) to apparent power (kVA) for any given load and time and generally expressed as a percentage. For the purposes of these rate schedules, average load power factor will be used. It will be computed as follows:

$$\%\text{Power Factor} = \frac{kWh \times 100}{(kWh^2 + kVARh^2)^{1/2}}$$

kVARh: Reactive kilovolt-ampere-hours (kilovar-hours)

1.04 (a.o) **Power service:** Service to apparatus or equipment used for purposes other than lighting shall be considered as power service. Lamps or lights used for purposes which, in the opinion of the utility, are not general illumination purposes are classed as power service, such as the following: motion picture projection, motion picture and television production, production of chemical reactions, sterilizing, drying, radiant heating, therapeutic, photographic processing, stimulating the growth or yield of agricultural products, pilot or indicating lights on power control equipment, and lighting used as an aid in the operation of a motor-driven production machine for the purpose of checking tool settings or dial readings, measuring or inspecting the product while on the machine, when the lamps are installed as an integral part of the machine and energized from its power supply.

1.04 (a.p) **Premises:** All of the real property and apparatus employed in a single enterprise on a contiguous parcel of land undivided by a dedicated street, highway, or other public thoroughfare,

or a railway. A parcel shall refer to a single lot bound by one continuous property line. Automobile parking lots separated by an alley are considered to be part of a Customer's premises.

1.04 (a.q) **Presentation:** The date which BWP mails, sends, or delivers a bill to a Customer.

1.04 (a.r) **Primary distribution:** Service supplied at 2.4 kV and above with only one level of transformation. (i.e.: 34.5 kV to 2,400 or 4,160 volt, 12.47 kV to 4,160 volts).

1.04 (a.s) **Pullbox:** An enclosure for joining conductors which also provides by its size, arrangement, and location the necessary facilities for pulling the conductors into place. This term as used here includes structures also known as "manhole", "handhole" and "switchboard pull section."

1.04 (a.t) **Quasi-public institutions:** Public utilities, educational institutions, and hospitals, whether publicly or privately owned.

1.04 (a.u) **Rate resolution:** The current resolution or resolutions adopted by Council which establish rates and charges for utility service.

1.04 (a.v) **Rate schedule**: May be one or more tariff pages setting forth the charges and conditions for a particular class or type of service at a given location. A rate schedule, as referred to herein, shall include all the wording on the applicable tariff page or pages, such as, but not limited to, the following: Schedule number, class of service, character or applicability territory, rates, conditions, and reference to rules.

1.04 (a.w) **Real user:** Any party or parties who benefit from utility services at a given address.

1.04 (a.x) **Rules and Regulations:** These Rules and Regulations.

1.04 (a.y) **Secondary distribution:** Service supplied at two or more levels of transformation below 34,500 volts.

1.04 (a.z) **Service connection (water):** The pipeline extending from BWP's water main, whether located in a public thoroughfare or private right of way, to the curb line or property line of the Customer's premises, together with the valves, meter, fittings and enclosure necessary to connect to the Customer's private pipeline.

1.04 (b.a) **Service extension:** Consists of the service wires or connections as defined herein.

1.04 (b.b) **Service wires or connection:** The group of conductors, whether overhead or underground, necessary to connect the service entrance conductors of the Customer to the utility's supply line. An overhead service connection, sometimes referred to as a "service drop", is the group of conductors between the Customer's building or other permanent support and the utility's adjacent pole.

1.04 (b.c) **Single-family dwelling or accommodation:** A house, an apartment within a multi-family

accommodation, or any other residential unit which contains cooking facilities (not necessarily electric) and which is used as a residence by a single family.

1.04 (b.d) **Solar Electric Generating Facility (SEG):** The facility shall consist of solar photovoltaic electricity generating modules, electrical controls, an inverter, automatic disconnect(s), manual disconnect(s), and wiring to connect all of the above to BWP's distribution system at BWP's meter.

1.04 (b.e) **Staff:** Personnel employed by BWP.

1.04 (b.f) **Swimming pool:** A permanently installed swimming pool, above or below ground, with permanently installed pump, motor, filtering equipment and automatic timer to control the operation of the pumping equipment. The pump motor must be rated at a minimum of ¾ horsepower.

1.04 (b.g) **Tract or subdivision:** An area for dwellings which may be identified by filed subdivision plans or as an area in which a group of dwellings may be constructed about the same time, either by a large scale builder or by several builders working on a coordinated basis.

1.04 (b.h) **Transmission main:** Water pipelines larger than 12" in diameter.

1.04 (b.i) **Utility:** The City of Burbank, Burbank Water and Power.

1.04 (b.j) **Utility service**: Services provided by the City via BWP installed and owned equipment up to and including the meter and governed by these Rules and Regulations.

1.04 (b.k) **X-ray service:** Service to any apparatus transforming electric energy into radiations similar to light but having wave lengths from .0006 to 2 angstroms.

1.05 COMMUNICATION

1.05 (a) Staff is available to Customers for consultation and guidance regarding interpretation of these Rules and Regulations. Oral consultation by Staff shall not be considered binding.

1.05 (b) Any notice or bill or other communication from BWP to a Customer shall be made in writing or electronic format, and shall be given in person at the BWP's offices, delivered, sent through the mail, or sent electronically.

1.05 (c) Any notice from a Customer may be given to BWP in person at BWP's offices by the Customer, telephone, fax, email, by the Customer's authorized agent, or mailed postage prepaid by the Customer.

1.10 PROVISION OF SERVICE

1.10 (a) BWP shall furnish service only to the premises specified in the application. A service connection shall not be used to supply utility services to any parcel of land other than the parcel for which the service connection is assigned.

1.10 (b) When property provided with a service connection is subdivided, the service connection shall

be considered as belonging to the lot or parcel of land which it directly enters. Each new subdivided lot will be required to have its own water service.

1.10 (c) BWP shall have the right to refuse to provide service to any premises and at any time to discontinue service if found necessary to do so in order to protect the City against abuse, fraud, property damage or to ensure the safety of any and all persons.

1.10 (d) Any unauthorized person found taking utility service from or through any of BWP's facilities will be assessed charges and/or prosecuted under the full extent of the law. Any unauthorized equipment or apparatus found connected to BWP's facilities will be removed by BWP personnel and stored at BWP. The equipment or apparatus may be redeemed upon full payment of all penalties, fees or charges due. After 30 days, unclaimed equipment or apparatus will be disposed of at BWP's discretion.

1.10 (e) If BWP has knowledge that a Customer failed to comply with any of the Rules and Regulations, BWP will notify Customer of such failure. If the Customer does not remedy same within a stated time, BWP shall have the right to discontinue service to the Customer. In the event of discovery of a dangerous condition on a Customer's premises or in the case of a Customer utilizing the service in such a manner as to make it dangerous for occupants of the premises, thus rendering the immediate discontinuance of service to the premises imperative, no notice shall be required.

1.10 (f) BWP will not furnish service to any premises where the use thereof may be detrimental to the BWP's facilities or to the service rendered by BWP to other Customers.

1.10 (g) BWP will furnish temporary service under the following conditions:

(1) Furnishing of temporary service will not result in undue hardship upon BWP or its then existing Customer;
(2) The Applicant shall be required to pay to BWP the cost of installing and removing any facilities necessary in connection with the furnishing of such service by BWP;
(3) The Applicant for such temporary service may be required to make a deposit with BWP;
(4) The Customer is responsible for the temporary power pole and related accessories, excluding the meter and service drop; or
(5) The Customer is responsible for fire hydrant rental meter pick-up and return to BWP.

1.10 (h) A Customer making any material change in the size, character or extent of the equipment, operations, or nature of land use at the Customer's premises shall immediately give BWP written notice of the nature and extent of the change. Changes that result in new or additional loads that require modifications, adjustments or upgrades to BWP facilities will be completed [by BWP] at customer cost.

1.10 (i) Utility service within the City shall only be provided via BWP owned and operated equipment up to and including the meter.

1.10 (j) All lots must front the public right of way with an existing potable water main.

1.10 (k) Only a single water service connection shall be provided for properties zoned R-1, regardless of whether an accessory dwelling unit (ADU) is present. Separate water service connections will not be installed for ADUs on R-1 zoned properties.

1.11 CONTINUITY OF SERVICE

1.11 (a) BWP will exercise diligence and make all reasonable efforts to furnish and deliver a continuous and sufficient supply of utility service to avoid any shortage and prevent interruptions to service. When such interruptions occur, BWP will endeavor to re-establish service with the shortest possible delay consistent with the safety of its Staff, its Customers and the general public.

1.11 (b) Whenever BWP finds it necessary to schedule an interruption of service, it will, where feasible, notify all Customers to be affected by the interruption, stating the approximate time and anticipated duration of the interruption. Scheduled interruptions will impose the least inconvenience to Customers, consistent with reasonable utility operations. A charge may be required for Customers requesting the interruption to be scheduled outside of BWP working hours.

1.11 (c) During times of threatened or actual water or electricity shortages due to a natural disaster or circumstances out of BWP's control, BWP will apportion its available supplies among its Customers. The BWP General Manager will make that final decision after consulting with the appropriate authorities. BWP will apportion the supply in the manner that appears to be most equitable under circumstances then prevailing and with due regard to public health and safety.

1.12 FACILITIES AND ACCESS

1.12 (a) In order to serve Customers, BWP owns and operates facilities. Service within the City may only be provided through these facilities. BWP facilities may be located in the public right of way or on private property.

1.12 (b) Any part of the service connection that is located wholly or partially upon a Customer's premises is the property of BWP. No rent or other charge will be paid by BWP where BWP-owned service facilities are located on a Customer's premises.

1.12 (c) For routine work, BWP shall, at all reasonable hours, have access to meters, service connections, poles, overhead and underground wires and facilities, and other property owned by it which may be located on Customer's premises for purposes of installation, maintenance, meter readings, vegetation management, operation or removal of the property at the time service is to be terminated. During an emergency BWP shall, at any time and with minimal notice, have access to meters, service connections, poles, overhead and underground wires and facilities, and other property owned by it which may be located on Customers' premises for purposes of installation, maintenance, meter readings, vegetation management, operation or removal of BWP property at the time service is to be terminated.

1.12 (d) The Customer's utility system shall be open for inspection at all reasonable times to authorized representatives of BWP. The Customer's failure to do so within a reasonable period of time may result in disconnection.

1.12 (e) Customers must provide access to all water and electric meters upon request for billing purposes. If a premise is unoccupied, an estimate will suffice for a maximum period of three (3) months. At that time, an appointment will be required to update the readings.

1.12 (f) BWP requires the following safety clearances around overhead electrical facilities: High

Fire Threat District (https://ia.cpuc.ca.gov/firemap/) – 12 feet
All other areas – 4 feet

Customers are responsible for maintaining vegetation on their property to keep them from growing into the required safety clearances around BWP overhead electrical facilities.

Customers must ensure that any vegetation maintenance work is performed by certified arborists who are trained to work around energized power lines.

1.12 (g) Customers must not cover, obstruct, obscure or otherwise, prevent BWP from accessing any water or electric meter in any way.

1.14 PROPERTY DAMAGE

1.14 (a) BWP shall not be responsible for any loss or damage caused by any negligence or wrongful act of a Customer or of a Customer's authorized representatives in installing, maintaining, operating or using any or all appliances, facilities or equipment.

1.14 (b) The Customer will be held responsible for damage to BWP meters and other property or facilities resulting from the use, operation, or lack of maintenance of appliances and facilities on Customer's premises, including but not limited to damage caused by electricity, vegetation, steam, hot water or chemicals.

1.14 (c) If a Customer, new Applicant, developer or other person is found to be responsible for any damage done to BWP property, such damages shall be reimbursed to BWP. If responsibility is not known, charges may be made to the current Customer or property owner and either billed separately or added to the monthly billing for collection.

1.14 (d) If a Customer's panel, service, or other property is damaged by BWP personnel and it is determined that BWP was in fact responsible for the damage, it may be necessary for safety, health and or economic necessity to restore damaged panel or property. Under those circumstances, the General Manager may proceed without waiting for the required claim process to be completed.

1.15 CONNECTION

1.15 (a) BWP's operating convenience or necessity may require the use of more than one meter to serve a premise.

1.15 (b) BWP's operating convenience or necessity may require the construction of facilities in order to make connection to an Applicant's premises. BWP may require that a portion or all of the costs of such construction be paid or contracted for by the Applicant prior to connection.

1.15 (c) Each utility service and meter which has been disconnected and unused may be evaluated for its continuing integrity. From time to time BWP may find a service, meter, vault or other appurtenance to be substandard and no longer suitable for continued use. In such a case, construction of new facilities may be required by BWP. BWP may require that a portion or all of the costs of such construction be paid or contracted for by the Applicant prior to construction.

1.15 (d) BWP's accommodation of same day service requests may be subject to additional fees or charges.

1.20 APPLICATION FOR SERVICE

1.20 (a) Each Applicant shall furnish and maintain satisfactory credit for payment of bills or charges in connection with BWP service.

1.20 (b) BWP may require each Applicant to complete and sign an application for service and also to establish credit. Such application may include:

1.20 (b.1) Location of premises to be served.

1.20 (b.2) Name of Applicant.

1.20 (b.3) Customer's mailing address.

1.20 (b.4) Date Applicant will be ready for service.

1.20 (b.5) Whether the premises has been previously supplied, if known.

1.20 (b.6) Rate schedule desired if optional rates are available.

1.20 (b.7) Date of application.

1.20 (b.8) Whether Applicant is owner, tenant, or agent for the premises.

1.20 (b.9) Information to establish credit of Applicant and/or deposit.

1.20 (b.10) Signature of Applicant.

1.20 (b.11) Such other information as BWP may reasonably require.

1.20 (b.12) Current telephone number.

1.20 (b.13) Email address.

1.20 (b.14) Names of all adults or tenants.

1.20(c) Individual Liability for Joint Service

1.20 (c.1) Where two or more persons join in one application or contract for utility services, they shall be jointly and severally liable there under and shall be billed by means of a single monthly bill mailed to the person designated on the application to receive the bill.

1.20 (c.2) Whether or not BWP obtains a joint application for service, all adults who occupy a premise and receive the benefit of service are responsible jointly and severally for the payment of the bills for utility services used, unless BWP, in writing, acknowledges that one or more of the adult occupants is not responsible.

1.20 (c.3) Those receiving benefit of service at a premise may include the Applicant, i.e., the Customer, and/or a number of other adults, such as in the case with multiple roommates. When the Applicant, i.e., the Customer vacates the premises, the remaining adults, who benefited from the utility services, can be held liable for the utility billings incurred during the period they resided at the premises.

1.20 (c.4) BWP may deny or discontinue service for non-payment of a delinquent bill when determined that the Applicant or one or more of the adults, or roommates continues to occupy the premises.

1.20 (c.5) BWP may deny or discontinue service to an Applicant at a new address, if a delinquent utility billing remains unpaid from a prior service address, in which BWP has determined that the Applicant was a roommate.

1.20 (d) Fire Service: The owner must sign the application for Fire Service and will remain as an "undersign" for the service even when a tenant assumes responsibility for the current monthly billing. The owner will remain on the account and pay the monthly billings when the tenant vacates and drops responsibility for the service. The owner cannot terminate responsibility for the service through a shutdown or disconnect without Fire Department approval.

1.21 DEPOSIT

1.21 (a) A deposit may be required of the Applicant before BWP establishes or reconnects service. The deposit amount may be required to accompany the application for service or request for reconnection. If a deposit is required for reconnection under subsection 1.21(a), the Customer may be required to tender cash or other guaranteed funds. The deposit amount required may be equal to double

the estimated average billing for a one-month period, for service to the subject service address.

1.21 (b) If a deposit is required to activate an existing service, payment may be made (cash, check or credit card) or, in lieu thereof, BWP may accept a Letter of Credit from another Electric/Water Utility. Deposits required for construction of new facilities and/or services shall be paid by cash, check, credit card or electronic fund transfer.

1.21 (c) The deposit is received as a guarantee that all utility service bills contracted at the Customer's premises set forth in the application or at any other Burbank address of the Customer will be paid in the time and manner as provided in the Rules and Regulations.

1.21 (d) BWP shall charge a fee if an Applicant tenders a payment for deposit which is returned to BWP by its financial institution due to Applicant's insufficient funds. Cash, cashier's check, or credit card shall be required to clear the originally tendered check, and associated fees.

1.20 (e) If at any time BWP determines that the amount of an existing deposit, or the lack of a deposit, no longer equals the amount of deposit required, it may require the Customer to provide a deposit.

1.20 (f) The deposit may be refunded to the Customer, by crediting the Customer’s bill, after a period of twelve (12) months if credit, satisfactory to BWP, has been established and maintained for that period.

1.20 (g) When service is ordered discontinued by the Customer, the deposit may be refunded to the Customer or it may be transferred to other accounts under the same Customer’s name. When there are charges due to BWP from the Customer and there are no other accounts in the same Customer’s name, the deposit may be first applied to outstanding charges and the balance returned.

1.20 (h) A deposit or credit balance due will be refunded only to the billing name as it appears on the account. It will be paid by City warrant.

1.20 (i) Customer shall not be entitled to any interest earnings on funds deposited with BWP.

1.21 ESTABLISHMENT OF CREDIT

1.21 (a) Initial credit satisfactory to BWP shall be considered as established by the payment of deposit upon application. Subsequent credit satisfactory to BWP shall be considered as established when an account has not been delinquent within a period of twelve (12) consecutive billings immediately prior to the date of eligibility for deposit refund.

1.21 (b) If the Customer maintains a deposit with BWP, or where a deposit has been refunded and the Customer has not been delinquent in payment of bills for a period of one year, it shall be deemed that established credit has been maintained.

1.22 (c) The requirement for establishing and maintaining credit may not be waived except by the General Manager.

1.21 (d) Any Customer may be required to re-establish credit for any of the following reasons:

(1) If the Customer's deposit has been applied by BWP in whole or in part to the payment of any bills or charges demanded by BWP;
(2) If the Applicant has been a Customer of BWP and its service to the Customer has been discontinued for cause;
(3) If the Customer's credit has not been maintained; or
(4) If the billing name used by a commercial or industrial Customer changes.

1.22 CONTRACTS

1.22 (a) Contracts will not be required as a condition precedent to service, except:

(1) As may be required by conditions set forth in the rate schedule;
(2) In the case of utility infrastructure, and/or extensions, increase in capacity of existing facilities made specifically for benefit of the Customer, or temporary service where significant expenditures are required to serve the Applicant; or
(3) As determined to be beneficial by the General Manager.

1.21 (b) BWP may enter other contracts as it deems necessary.

1.40 BILLING AND COLLECTION

1.40 (a) The charges billed by and payable to BWP for utility service will be according to rates legally adopted by the Council. Complete sets of rates will be kept in BWP's offices where they will be available for public inspection and on the City's and utility's websites.

1.40 (b) Upon adoption by the Council of new schedules of rates, BWP will publish them once on a bill insert included with Customer's monthly bill, on BWP's website, or in a daily newspaper of general circulation published in the City of Burbank. The City shall not be liable in any manner for not giving any additional or further notice to any Customer of such new rates.

1.40 (c) The General Manager may establish and enforce charges for furnishing and supplying utility service to any installation of a character not adequately provided for in these Rules and Regulations, provided that such charges shall be consistent with rates and charges prescribed herein.

1.40 (d) Bills for utility service will be rendered according to registration of the meter as stipulated by rate schedules. Meters will be read as nearly as possible at regular intervals. Such regular meter readings will normally be at monthly intervals but may be at other intervals as established at the discretion of BWP.

1.40 (e) BWP shall mail, deliver, fax, or send via email or internet, bills for service to the Customer.

1.40 (f) Bills are due and payable upon presentation.

1.40 (g) If a bill is not received by a Customer at the anticipated monthly interval, it shall be

incumbent upon the Customer to inquire as to the whereabouts of the bill. Not receiving a bill does not alleviate a Customer's responsibility for prompt payment.

1.40 (h) Removal bills, special bills, bills rendered on vacation of premises, closing or final bills, or bills rendered to Customers discontinuing service are payable upon presentation.

1.40 (i) Payment shall be made by mail, electronically, at BWP's offices, or at depositories located at other City facilities.

1.40 (j) Upon receipt of a returned payment taken as remittance of utility billings or other charges, BWP will consider the account not paid.

1.40 (k) BWP may charge a fee if an Applicant tenders a check which is returned to BWP by its financial institution due to Applicant's insufficient funds. This fee may be waived if the returned check has been verified as a bank error.

1.40 (l) Rate schedules stated on a monthly basis are related to a 30-day consumption interval as a standard month. However, in computing and rendering regular bills, BWP, at its discretion, need not consider minor variances between actual read intervals and any established regular read interval, in accordance with the following:

(1) Where bills are regularly rendered monthly, computation from monthly rate schedules may be made directly whenever actual read intervals do not vary outside of a 28 to 34-day range.
(2) On opening accounts, BWP may omit the initial billing when such billing period is less than four days on monthly accounts.

1.40 (m) Where proration of bills on a monthly basis is provided for in the schedules, any prorating adjustment shall be made on the basis of a standard 30-day interval on initial and closing bills as well as for any other meter read interval varying from a 30-day period.

1.40 (n) In the event a Customer requests one service account be closed, and another be opened at a different location in Burbank, the Customer may request, or BWP may authorize, that unpaid billings at one account be transferred to the other account of the same Customer.

1.41 DISPUTED BILLS

1.41 (a) Whenever the accuracy of any bill for service is questioned by the Customer within seven days of presentation, BWP will cause an investigation to be made. If this procedure does not result in a resolution deemed acceptable to the Customer, the Customer shall have the right to seek review by the General Manager's office. After such review, the Customer may request an appeal to the City Manager's office. The Customer complaint should be in writing and should be addressed to the City Manager. The City Manager's office will review the complaint and set-up an appropriate committee to resolve the complaint. The Customer or their representative may be invited to attend that committee's meeting if needed.
1.41 (b) Inaccuracies of meter readings or bills reflecting clerical or meter errors shall be adjusted

to a correct basis as determined by BWP's investigation. BWP may bill or credit the Customer, at its option, for the amount overbilled or undercharged based on corrected meter readings or clerical data for the period the meter was in use and determined to be incorrect, but not to exceed a period of one year.

1.41 (c) If the meter is found to be non-registering, BWP may bill the Customer according to an estimate of consumption while the meter was not registering, but not to exceed a period of one year. The estimate will be based on the Customer's prior use during the same season of the previous year if conditions were unchanged during the year, or on a reasonable comparison of consumption of other similar Customers during the same period.

1.41 (d) In cases where meter readings, dates, or other required factors cannot be determined, BWP shall establish such factors by tests, analyses, and investigations to determine the proper basis for making an adjustment, if any.

1.41 (e) In the event that an error is discovered in connection with any charges for services made on behalf of other City Departments, BWP shall have the authority to adjust future bills to account for the overcharges or undercharges in order to correct such error; provided, however, that such authority to make such corrections shall not extend beyond one year from a bill that had such error.

1.41 (f) Adjustments to bills may be authorized by the General Manager.

1.42 DELINQUENCY

1.42 (a) In the event any bill for service is not paid in accordance with the provisions of these Rules and Regulations, the amount of such unpaid bill may become a lien upon the property and be collected at the same time and in the same manner as all taxes on real property in the City.

1.42 (b) If payment for a billing period is not made on or before the twenty-first day after presentation, the account is subject to collection activity, and payment is considered delinquent.

1.42 (c) Minimum arrears must be paid on or before 5:00 p.m. on notice expiration date to avoid further collection action.

1.42 (d) BWP will notify the Customer in person, by telephone, email, or mail of discontinuation of service due to a returned check or electronic payment. Service may be disconnected if the amount of the returned payment and returned payment charge are not paid by the expiration date, as indicated on the notice. BWP may require all amounts paid to redeem a returned item be made in cash or certified funds.

1.42 (e) For each notice made to a Customer for the purpose of collecting a delinquent account, whether in person, by telephone, email, or mail, BWP may charge and collect a collection fee. BWP may require payment of delinquent account be made in cash or certified funds.

1.42 (f) In the event a Customer's account becomes delinquent, BWP reserves the right to transfer

all the charges to any other open account of the same Customer. The account to which charges were transferred shall be subject to all collection actions provided for in these Rules and Regulations.

1.43 PAYMENT ARRANGEMENTS

1.43 (a) A payment arrangement refers to an agreement made between Burbank Water and Power (BWP) and its customers regarding when payment will be made. It can include details such as the amount of each payment, the frequency of payments, any interest or fees involved, and the timeline for completing the payments.

Payment arrangements are commonly used in situations where a large sum of money is owed but cannot be paid in full by the due date, allowing for manageable installment payments over time. A payment arrangement temporarily suspends the termination of services and pauses late notices and fees for the length of the extension granted and so long as customer is complying with the terms of such payment arrangement.

1.43 (b) Customers may be eligible for a payment arrangement if their account is active, they have a history of timely payments prior to the current financial hardship, they are facing temporary financial difficulties due to unforeseen circumstances such as illness, job loss, or other emergency situations.

1.43 (c) Customers must contact BWP's customer service department to request a payment arrangement. Customers may contact BWP by phone, email, or in person. BWP will review the request and determine eligibility based on the customer's circumstances and payment history. Customer agrees to provide all reasonable information and documentation to BWP in its review of Customer eligibility.

1.43 (d) Customers facing financial difficulties may request an installment plan to spread their outstanding balance over a period of 3-9 months, or 12 months upon approval of the General Manager or designee.

1.43 (e) Payment arrangements are granted at the discretion of BWP and may be subject to specific terms and conditions. Payment arrangements will be tailored to the customer's individual circumstances and ability to pay. The duration of the payment arrangement and the amount of each installment will be mutually agreed upon between the customer and BWP. Customers must adhere to the agreed-upon payment schedule and make timely payments as per the arrangement.

1.43 (f) Failure to adhere to the terms of a payment arrangement will result in termination of the arrangement and the customer may be disconnected without further notice. Additional fees, disconnection of service, or other collection actions as permitted by BWP Rules and Regulations and the City of Burbank fee schedule may apply.

BWP acknowledges that not all customers will be able to pay in full to restore service. To be reconnected after being disconnected for failure to adhere to the terms of a payment arrangement, the full portion of the outstanding balance that is in arrears must be paid in full with guaranteed funds (Cash, Credit Card, Cashier Checks or Money Order).

1.43 (g) BWP acknowledges that some customers may find it challenging to adhere to a payment arrangement. To qualify for a second payment arrangement if one has been previously non-adhered to, customers must enroll in autopay using an electronic payment method and pay 50% of the outstanding balance via guaranteed funds (Cash, Credit Card, Cashier Checks or Money Order). If the customer does not have access to electronic payment method, they must enroll for the Flash Pay program, where payments will be processed via check, with no processing fee.

1.44 LIFELINE PROGRAM

1.44 (a)BWP offers a discounted rate for low-income Customers who are either (1) seniors over 62; (2) persons with a permanent disability or (3) persons that require the use of life support equipment in their home. Income eligible Customers are exempt from the monthly Customer Service Charge, Utility User's Tax, and receive reduced rates on their electric service. Life Support Customers who do not meet the income qualifications shall be exempt from the Utility User's Tax.

1.44 (b) All required information and paperwork must be submitted with the Lifeline application in order for the application to be reviewed. Additional efficiency program participation may be required prior to application approval.

1.44 (c) In the event there is an interruption of service due to an outage or disconnection for non-payment, it is the Customer's responsibility to have battery back-up for any Life Support equipment required by the Customer.

1.44 (d) In the event BWP becomes aware of any false or fraudulent statements or information submitted in writing or verbally, BWP reserves the right to back bill the Customer (s) for services rendered under the Lifeline Rate.

1.50 DISCONNECTION/RECONNECTION

1.50 (a) A Customer's utility service may be discontinued by the Department, and notice of such disconnection will be made in accordance with all statutory requirements. If notice is required, the Customer will be notified of disconnection by mail, phone, fax, internet, or by placement of a disconnection notice on the premises served by the meter to be disconnected. Fire Services will not be disconnected without notice from the Burbank Fire Department.

1.50 (b) A Customer's utility service may be discontinued by BWP for various reasons which follow. Such involuntary disconnections are performed by turning off and locking out the meter.

(1) A Customer's utility service may be discontinued for non-payment of a bill for service rendered by BWP twenty-one days after presentation. Before service is disconnected, the Customer will be notified. A service may be disconnected for non-payment of bills of a Customer whether or not the payment delinquency is associated with service at that service connection or at any other service connection in Burbank of that same Customer.

(2) In the event a returned check is tendered as payment for utility service disconnected for non-payment, and as a result, BWP restores service, BWP may again promptly

disconnect service without providing further notice. No 48-hour notice of discontinuance need be made in the case of a returned check tendered for payment of charges that were subject to discontinuance.

(3) A Customer's utility service may be discontinued for non-compliance with BWP's Rules and Regulations. BWP may discontinue service to any Customer for violation of the Rules and Regulations after it has given the Customer at least one working day written notice of such intention.

(4) BWP may disconnect a service without notice if unsafe; nuisance or hazardous conditions are found to exist on the Customer's premises. BWP will immediately notify the Customer of the reasons and the necessary corrections required before reconnection. Such unsafe, nuisance or hazardous conditions may exist due to defective appliances or equipment that may be detrimental to either the Customer, BWP, or to BWP's other Customers.

(5) A Customer's utility service may be discontinued for fraudulent use of service. When BWP determines that a Customer has obtained service by fraudulent means or has diverted utility service from another Customer without authorization from BWP, the service may be discontinued without notice. BWP will not restore service to such Customer until that Customer has complied with all Rules and Regulations and BWP has been reimbursed for the full amount of the service rendered and the actual cost to BWP, including administrative and overhead, incurred by reason of the fraudulent use.

(6) A Customer may request that service be discontinued either temporarily or permanently. The request must allow at least one working day's advance notice to BWP. If such notice is not given, the Customer will be billed for service until one working day after BWP acquires knowledge that the Customer has vacated premises or otherwise has discontinued service. BWP shall require payment for services rendered, intended or not, based on received benefit of service.

1.50 (c) BWP will not discontinue utility service to enable a Customer to avoid payment of minimum charges for any period less than six consecutive months for residential services or twelve consecutive months for non-residential services, except where the Customer is affected by fire, strikes, riots, or any similar cause beyond his control.

1.50 (d) If an adult at a residence appeals a water bill to the City of Burbank or any other administrative or legal body to which such an appeal may be lawfully taken, BWP will not discontinue residential water service while the appeal is pending.

1.50 (e) In the event BWP has discontinued utility service with the understanding that the service is to be off permanently for not less than six consecutive months for residential services or twelve consecutive months for non-residential services, and the same Customer resumes the use of the service in whole or in part in less than the aforementioned periods of time after the discontinuance, then BWP shall consider the service active for the full period of discontinuance and shall bill the Customer accordingly, inclusive of all minimum charges.

1.50 (f) If a person, or legal entity, takes possession of a premises in Burbank and finds water or electric service on, he/she shall notify BWP within 24 hours to have the service disconnected or

transferred into his/her name. BWP shall require payment for services rendered, intended or not, based on received benefit of service.

1.50 (g) Each Customer about to vacate any premises supplied with service by BWP shall give notice of his intended vacation, specifying the date service is desired discontinued; otherwise, the Customer will be held responsible for utility service furnished to such premises until BWP shall have notice of such vacation.

1.50 (h) Connection or disconnection of utility services which result in BWP incurring costs in excess of typical operating costs may be subject to additional charges or fees. For residential customers that demonstrate a household income of 200 percent below the federal poverty line, BWP may charge no more than $50 during normal business hours and no more than $150 outside of business hours for the reconnection of water service.

1.50 (i) Charges for reconnection of service and payments for deposits or to reinstate deposits shall be paid before service will be reconnected. BWP reserves the right to make exceptions and arrangements as appropriate.

1.50 (j) Pursuant to the Bankruptcy Act (P.L. 95-598), BWP will not alter, refuse or discontinue service to, or discriminate against, a Customer or a trustee of a Customer, solely on the basis that a debt owed by the Customer to BWP for service rendered, before an order for relief, was not paid when due. It shall be the responsibility of the Customer to supply BWP with a copy of any applicable order for relief. BWP shall discontinue service if neither the Customer nor the trustee within twenty (20) days after the date of the order for relief furnishes adequate assurance of payment in the form of an advance payment for service after such date and submits a new application for service, to cover services provided after initial filing. As used herein, "adequate assurance of payment" shall mean an advance payment in an amount equal to twice the average monthly bill for the prior twelve months. As used herein, "order for relief" shall have the same meaning as given to it in the Bankruptcy Act. The commencement of a voluntary case under the Bankruptcy Act shall constitute an order for relief. Service may be discontinued in accordance with the Rules and Regulations of BWP upon non-payment for service rendered after the order of relief unless other orders are issued by the court and presented to BWP.

1.50 (k) Fire Services shall not be disconnected without prior approval from the City’s Fire Department.

1.50 (l) Reconnection of a meter will be available based on open time slots. A customer may request to expedite the reconnection of a meter subject to personnel availability, and after paying the appropriate fees for expediting such request.

1.51 DISCONTINUATION OF RESIDENTIAL WATER SERVICE

1.51 (a) Pursuant to the Water Shutoff Protection Act, Part 12, Chapter 6 of Division 104 of the California Health and Safety Code, Burbank Water and Power will not discontinue residential water service for non-payment until a payment by the Customer has been delinquent for at least 60 days.

1.51 (b) BWP will contact the Customer, either by telephone or written notice, no less than seven (7) days before discontinuation of residential water service.

1.51 (c) BWP will not discontinue residential water service for non-payment if all of the following conditions are met:

(1) The Customer, or a tenant of the Customer, submits to the urban and community water system the certification of a primary care provider, as that term is defined in subparagraph (A) of paragraph (1) of subdivision (b) of Section 14088 of the Welfare and Institutions Code, that discontinuation of residential service will be life-threatening to, or pose a serious threat to the health and safety of, a resident of the premises where residential service is provided.
(2) Any member of the Customer's household is a current recipient of CalWORKs, CalFresh, general assistance, Medi-Cal, Supplemental Security Income/State Supplementary Payment Program, or California Special Supplemental Nutrition Program for Women, Infants, and Children, or the Customer declares that the household's annual income is less than 200 percent of the federal poverty level.
(3) The Customer is willing to enter into a payment arrangement.

1.51 (d) BWP may discontinue residential water service no sooner than 5 business days after posting a final notice of intent to disconnect service at the property being served under either of the following circumstances:

(1) The Customer fails to comply with payment arrangement delinquent charges for 60 days or more.
(2) While enrolled in payment arrangement for delinquent charges, the Customer does not pay his or her current residential water service charges for 60 days or more.

1.51 (e) This section applies if there is a landlord-tenant relationship between the residential occupants and the owner, manager, or operator of the dwelling.

(1) If the residential water service is individually metered and the landlord is the account holder of record, BWP shall make every good faith effort to inform the residential occupants, by means of written notice no sooner than 10 days prior to termination.
(2) The occupants may assume the account, to whom the service will then be billed, without being required to pay any amount which may be due on the delinquent account.
    a. The occupant must qualify as per the requirements stated in these Rules and Regulations.

CITY OF BURBANK
WATER AND POWER

PART 4
RULES AND REGULATIONS GOVERNING WATER SERVICE

APPROVED:

Richard Wilson
Assistant General Manager
Water Service
Burbank Water and Power

June 12, 2025
Date

BurbankWaterAndPower.com

PART 4 RULES AND REGULATIONS GOVERNING WATER SERVICE

4.01 WATER CONSERVATION PLAN

4.01 (a) Pursuant to Sections 10616 through 10656 of the California Water Code and to the Department and City Council, Burbank has adopted an Urban Water Management Program which contains Burbank's water conservation measures, including metering, leak detection, public education, public information, home retrofit devices, landscape irrigation program, reuse program, rate structures, drought management plan, and other programs.

4.10 PROVISION OF WATER SERVICE

4.10 (a) BWP shall endeavor to render a dependable supply of potable water in quantities adequate to meet the reasonable needs of its Customers.

4.10 (b) BWP shall endeavor to maintain operating pressures at the service connection of not less than 25 pounds per square inch. Pressures may be lower at times of maximum demand or because of unusual elevations or other special conditions.

4.10 (c) The Customer is advised that in order to protect public water supplies, certain acts are by state law misdemeanors and, in some instances, punishable by imprisonment in the county jail or state prison. State law in this regard includes, but is not limited to, the following:

Section 498 Penal Code: This section includes stealing water, as well as diverting other utilities illegally, and taking water after service has been disconnected and the meter sealed, including unauthorized connection to fire hydrants.

Section 488 Penal Code: This section addresses permitting willful or neglectful seepage or overflow of water on adjacent lands, public or private roads or highways.

Sections 4450 to 4457 Health and Safety Code: These sections address acts which lead to the pollution of any conduit or reservoir.

4.11 CONTINUITY OF WATER SERVICE

4.11 (a) Whenever BWP shall find it necessary for the purpose of making repairs or improvements to the water system, it has the right to temporarily suspend the delivery of water. The making of such repairs or improvements will be completed as rapidly as may be practicable and at such times as will cause the least inconvenience to Customers. BWP will attempt to provide reasonable notice to Customers of such suspension when feasible, but shall not be liable for failure to do so.

4.12 INSPECTION

4.12 (a) BWP shall at all times have the right of ingress and egress to the Customer's premises at any time for any purpose connected with the furnishing of water.

4.13 DAMAGE TO PROPERTY

4.13 (a) The Customer shall at his own risk and expense, furnish, install, and keep in good and safe condition all apparatus and appliances which may be required for receiving, controlling, applying, and utilizing water furnished by BWP. BWP shall not be responsible for any loss or damage caused by the improper installation of such apparatus and appliances, negligence, want of proper care, or wrongful act of the Customer or any of his agents, employees, or licensees on the part of the Customer in installing, maintaining, using, operating or interfering with any such apparatus or appliances.

4.13 (b) BWP shall not be responsible for any damage occurring on the premises served, or elsewhere, by reason of open faucets, faulty fixtures, or broken pipes on such premises when service is turned on whether or not at that time there be any responsible interested person on the premises, nor for any damage resulting from the turning off of water service.

4.13 (c) Any damage occurring to meters or other appliances of pipes owned by BWP caused by carelessness or neglect of the Customer, including any damage which may result from hot water or steam from any boiler or heater on the Customer's premises, shall be paid for by the Customer on presentation of a bill by BWP.

4.13 (d) When any Customer or other person is determined to be the responsible party that has caused damage to a fire hydrant, fire service, blow off or other aboveground appurtenance, BWP shall charge that party the cost of repair plus the cost of water loss computed on the basis of duration of flow and the flow rate based on the type of land use zone in which the fire hydrant is located which are stipulated as follows:

Industrial zone -- 6,000 gallons per minute

Commercial zone -- 4,500 gallons per minute

Residential zone -- 3,000 gallons per minute

4.14 PUBLIC FIRE HYDRANTS

4.14 (a) The Chief of the Fire Department shall designate the size and location of all fire hydrants to be installed.

4.14 (b) Fire hydrants shall be installed in the parkway and/or sidewalk area adjacent to the curb. BWP will, upon request approved by the Chief of the Fire Department, change the location of fire hydrants within such strip when necessary, provided BWP is reimbursed for the cost of relocation.

4.14 (c) Fire hydrants are provided for the primary purpose of extinguishing fires and shall be used only by the Fire Department or BWP or their authorized representatives, or such other person as may be granted a permit by BWP to take water from a fire hydrant.

4.14 (d) In all cases where BWP grants a permit to take water from a fire hydrant, the permitted Customer shall use the eddy valve on the hydrant meter assembly to regulate the delivery of water. The fire hydrant valve shall be used only as a main supply valve. A special hydrant wrench shall be used to operate the hydrant valve. Use of the fire hydrant valve for functions of an eddy valve will be sufficient cause to prohibit further use of the hydrants and the refusal to grant subsequent permits for the use of fire hydrants.

4.14 (e) A backflow assembly (type RP, see Article 4.35) shall be required for authorized potable water fire hydrant usage.

4.14 (f) A permit to take water from a fire hydrant will specify the rate at which water from the hydrant will be sold. The charge will include the rental of a fire hydrant meter assembly and hydrant wrench.

4.14 (g) Public fire hydrants shall be installed where required and shall be paid for by the Customer and shall remain the property of BWP. Specifications for such service shall be established by BWP and shall provide for the installation of a mainline valve and fire hydrant assembly in accordance with BWP's standards.

4.14 (h) The cost of maintaining and repairing fire hydrants shall be paid by BWP.

4.14 (i) A fire hydrant flow test may be requested for sprinkler system design, insurance rating, or other purposes. BWP will perform the test or provide the flow test data off the computer hydraulic model upon payment of the appropriate fee.

4.15 PRIVATE FIRE SERVICES

4.15 (a) Private fire services shall be installed where required and shall be paid for by the Customer. BWP shall provide for the installation of a by-pass meter in accordance with BWP standards.

4.15 (b) An approved double check detector assembly or reduced pressure backflow assembly shall be installed, owned, maintained, and tested by the Customer and shall comply with all backflow prevention requirements of Section 4.35 of these Rules and Regulations. For fire services larger than 2", BWP responsibility for the fire line ends at the property line. For 2" fire services, BWP responsibility ends at the Customer's point of connection, which is the angle valve inside the concrete box adjacent to the curb.

4.15 (c) BWP will provide the customer with an estimate for the construction cost and fees associated with the customer's project. The construction cost estimate for the water works in the City's right-of-way will cover the cost of labor, material, equipment, paving, and other fees described in these Rules and Regulations. The estimate shall be paid in full and in advance of any work by BWP. The actual costs of installation will be determined after construction is completed. If the actual cost is less than the estimate, the customer will be refunded the difference. An additional deposit will be required before installation if there are changes to the original scope of work or a change in field conditions. The cost estimate is valid for one year. The customer shall contact Water Engineering/Planning Section to renew the cost estimate if the estimate is older than one year.

4.15 (d) The use or attempted use of water through any hydrant, sprinkler head, hose rack, or any other fire prevention device for any purpose other than directly in connection with fire protection purposes, without the prior written consent of BWP in each case, shall constitute illegal use and shall be cause for immediate discontinuance of the fire service. BWP will make no further deliveries of water through such service, and BWP will not maintain the service until a suitable meter (FM approved) of the type and size approved by BWP is installed in place of the existing backflow device and by-pass meter. The cost and expense of the installation of such meters shall be borne by the Customer and shall be paid in advance to BWP, based on the estimate by BWP of the cost of such installation.

4.16 CONSTRUCTION STANDARDS

4.16 (a) All construction associated with the water system shall be done in conformance with BWP standards. Standards may be modified for the convenience of BWP on a case by case basis.

4.16 (b) All domestic metered services 3-inch and larger shall be installed in a vault structure. Backflow prevention devices, including an approved double check detector assembly or reduced pressure assembly, shall be installed above grade. Existing single check valves (whether in a vault or above ground) are not in compliance with the current backflow standards and shall be replaced by the Customer (as required by BWP) with an approved aboveground backflow assembly.

4.16 (c) No meter services shall be installed in basements or parking structures.

4.20 APPLICATIONS FOR WATER SERVICE

4.20 (a) All Applicants for water service shall have given implied consent to such conditions of pressure and service as may from time to time exist, and to hold BWP harmless from, or on account of, any damage caused by, or arising out of, low pressure or high pressure, fluctuations of pressure, or interruptions of service.

4.20 (b) It shall be the Applicant's responsibility to ascertain the pressure at his premises, install and maintain any pressure booster pumps, pressure regulators, and relief valves as required.

4.20 (c) All requests for construction water or the use of BWP facilities for other temporary purposes shall be made on an approved application form. Charges associated with supplying such connections will be prepaid by the Applicant, and water consumed shall be paid for in conformance with these Rules and Regulations, including the rate schedules.

4.30 WATER CONNECTIONS

4.30 (a) When Application is made for service to premises to which a service connection has not already been installed, payment to BWP of the applicable fees and charges is required. The payment includes a Connection Fee (for production, transmission, and storage system capacity) and the estimated construction cost for the installation and materials needed to tap into the water main, install the service lateral, and set the meter (i.e., hook-up). BWP will furnish and install service pipe of suitable capacity as determined by the current Uniform Plumbing Code (UPC) from its water mains

to the curb line or property line of the premises abutting upon a public street, highway, alley, lane, or road along which BWP already has installed or will install water mains. The construction plans must show all proposed plumbing fixtures and location of the new service. The plans must be submitted to BWP for review prior to permit approval. No work by BWP will proceed prior to the Applicant's payment of the construction cost estimate.

4.30 (b) A Customer may request that the water service and meter be changed to a larger or smaller size. The water service and meter must be sized in accordance with the most current UPC plumbing fixture count table. A Customer requesting a change to a larger size shall pay the Construction Fee (Hook-up) associated with the larger size and shall pay the difference between the Connection Fee associated with the larger size and that of the existing size. A Customer requesting a change to a smaller size shall pay the Construction Fee associated with the smaller size. The construction plans must show both existing and new plumbing fixtures and the location of the proposed service. The plans must be submitted to BWP for review prior to permit approval. No work by BWP will proceed prior to the Applicant's payment of the construction cost estimate.

4.30 (c) The water service will end at the curb or property line at the option of BWP. The Customer shall be responsible for the expense of installation and maintenance of the lines on the Customer's side of the property line connecting to BWP's service at the meter's outlet where construction of the Customer's facilities began.

4.30 (d) BWP will furnish and install and, thereafter, maintain all meters, pipes, equipment, and materials for the water service and title to all such meters, pipe, equipment, and materials shall remain for all time at BWP. BWP title and responsibility on ¾-inch through two-inch water service shall end at the outlet side of the meter; the customer's ownership and responsibility begins with the meter gasket. For three-inch and larger meters, shall end at the outlet side of the vault in underground installations.

4.30 (e) Only duly authorized employees of BWP are allowed to connect the Customer's service or to disconnect same from BWP's water mains.

4.30 (f) Where location of the meter box or vault on the City side of the property line is not practicable, the meter box or vault shall be located on the Customer's premises at a point adjacent to the crossing of the service pipe with the property line or such other location that may be agreed upon by BWP at its option.

4.30 (g) BWP shall not be required to install or allow to remain installed a meter, which in BWP's opinion, will not accurately measure normal water flows.

4.30 (h) The water meter shall be accessible at all times for inspection, reading, and testing regardless of whether the meter is in public right of way or on the Customer's premises.

4.30 (i) Water meter boxes shall not be located within 3' of driveways, water vaults within 6', of driveways except at the option of BWP for its operating convenience. Water meter boxes shall not be located within 3' from top of "X", and 5' from parkway trees except at the option of BWP for its operating convenience. Refer to standard drawing, PSD 624 (location of service vault/box). A copy of

the standard drawing may be provided by calling BWP Water Engineering at (818) 238-3500.

4.30 (j) If BWP finds that the Customer has caused damage to the public right of way as a result of Customer's construction on his own premises, such as due to trench slope, BWP shall notify the City's - Public Works Department.

4.30 (k) Where static water pressure is in excess of eighty (80) pounds per square inch or other pressure as may be stipulated by the City's adopted version of the Uniform Plumbing Code Section 1007 (b), an approved-type pressure regulator shall be installed by the Customer and the pressure reduced to eighty (80) pounds per square inch or less.

4.30 (l) All curb cocks or valves installed by BWP on the inlet side of the water meter shall be for the exclusive use of BWP and shall not be operated by anyone other than authorized employees of BWP.

4.30 (m) Each Customer's meter installation shall be provided with a suitable shut-off valve located within one foot of the meter, and there shall be no tap or branch between this valve and the meter.

4.30 (n) The Customer shall pay for a traffic rated vault and cover when the water service is within 3' of the driveway or any other area subject to traffic loads.

4.30 (o) Water services 2" and smaller may be relocated up to 10'- 0" laterally on property, and the relocation cost shall be paid by the Customer. Relocations greater than 10'- 0" will require abandonment of the old service, and installation of a new service shall be paid by the Customer.

4.30 (p) When a Customer requests a new service at a location where there is an existing main in the street available for the service, the Customer must pay the deposit and fees to place the new service in the street, and abandon an existing service from the main in the alley.

4.30 (q) A Customer shall not install any quick-closing valve or other equipment or devices which will cause excessive pressure surges in BWP's Water System. A violation of this subsection will be cause or immediate termination of service. The Customer will be liable for all damages resulting from the installation or use of any such equipment.

4.31 CONNECTION TO EXISTING WATER MAINS

4.31 (a) An Applicant applying for water service to a lot with no prior service, which is adjacent to a water distribution main, installed by or at direct cost to BWP according to BWP records, shall, before such application is accepted, pay to BWP a Water Distribution Main Charge. The charge shall be based on the entire footage of the lot as measured on the side adjacent to the main from which the service is to be taken.

Applicants for water service to a lot adjacent to a water main installed shall pay a prorated share of the costs based on the original installation costs.

4.31 (b) An Applicant applying for water service to a lot which may be served from an alley, where no service is available from the street, shall be required to provide stub-outs to the street to within 4 feet of the curb line. Such stub-outs shall be adequately monumented as to location and include a detailed site plan with dimensions as to location. A site inspection will be required prior to sign-off. The Customer will also pay a Water Distribution Main Charge based on the front footage of the property on the street where the new main will eventually be constructed.

When the water service is required for fire protection, the supply line shall be designed to carry adequate fire flows from both the alley and the street sides of the system. A new fire service that is greater than 2 inches in size will not be connected to a 4 inch alley main.

When this occurs in a commercial/manufacturing/industrial area, and the main in the street is less than a 12" main, a Water Main Replacement Fee will be collected in addition to the deposit and fees to install the service.

When BWP installs a new water main in the street to replace an existing water main in the alley, property owners connected to the alley main must relocate their private building supply lines from the alley side of the property to the street side. BWP will cover the construction costs related to this relocation, including permit fees. Affected property owners will receive detailed instructions for the relocation process from BWP in advance.

4.31 (c) Where service may be provided from more than one water main fronting Applicant's property, the point of connection and meter location will be at BWP’s discretion.

4.31 (d) The Customer shall pay for the abandonment of services no longer necessary to serve the property.

4.31 (e) Payment: BWP will provide the customer with an estimate for the construction cost and fees associated with the customer’s project. The construction cost estimate for the water works in the City’s right-of-way will cover the cost of labor, material, equipment, paving, and other fees described in these Rules and Regulations. The estimate shall be paid in full and in advance of any work by BWP. The actual costs of installation will be determined after construction is completed. If the actual cost is less than the estimate, the customer will be refunded the difference. An additional deposit will be required before installation if there are changes to the original scope of work or a change in field conditions. The cost estimate is valid for one year. The customer shall contact Water Engineering/Planning Section to renew the cost estimate if the estimate is older than one year.

4.32 MAIN EXTENSIONS

4.32 (a) An Applicant applying for water service where no water distribution main exists shall, before such application is accepted, pay the estimated cost of a main extension to the property to be served, based on BWP’s estimate of the costs to extend a distribution main to the Applicant's property.

4.32 (b) The Applicant shall deposit with BWP the estimated amount of the cost to BWP of extending the distribution main to provide service to the Applicant's property, including administration and overhead. Upon receipt of this deposit, BWP will proceed with the plans for the installation of the water main extension. If upon completion of the installation, the actual cost is greater than the amount deposited, the Applicant shall pay the difference to BWP. If, however, the actual cost, including administration and overhead cost, is less than the estimated amount deposited, the difference will be refunded by BWP.

4.34 MAINLINE REPLACEMENTS

4.34 (a) BWP reserves the right to require mainline replacement if a development or redevelopment/tenant improvement does not meet current Water System standards or would demand more mainline capacity for consumption or fire suppression than existing facilities could adequately supply. BWP shall have the sole authority for making the determination of existing mainline capacity and the demand for capacity imputed to the development or redevelopment. The cost of any mainline replacement required to serve the development or redevelopment shall be borne entirely by the Applicant.

4.34 (b) All new water mains constructed in a residential zone will be 8 inches in diameter unless determined otherwise by BWP.

4.34 (c) If the existing mainline is less than 8 inches in diameter in any residential zone in street right-of-ways, fronting on a proposed development or redevelopment requiring service, the mainline shall be replaced in such streets at the expense of the Applicant. The replacement size shall be 8 inches in diameter. R-1 and R-2 zoning are exempt from this requirement.

4.34 (d) If the existing mainline is less than 12 inches in diameter in any Commercial, Manufacturing, or Industrial Zone in street right-of-ways fronting the proposed development or redevelopment requiring service, the mainline shall be replaced in such streets at the expense of the Applicant. The minimum size shall be 12 inch diameter.

The sole exceptions shall be for frontages on streets extending into areas of lower land uses, such that future replacement mains would clearly be less than 12 inches in diameter.

4.34 (e) In lieu of replacing existing water mains [as stated in Sections 4.34 (c) & 4.34 (d)], the Applicant may be required by BWP to pay an equivalent Water Main Replacement Fee (WMRF) if BWP determines that replacement of the mainline would not be in the best interest of BWP at that time. WMRF for both residential and commercial zones are shown in the Citywide Fee Schedule Section 7 (C). WMRF is based on 50% of the estimated cost to install 12" diameter pipe (commercial zones) or 8” diameter pipe (residential zones); however, in those instances where the Applicant owns the property on both sides of the street fronting the proposed future main, the Applicant shall pay 100% of the estimated cost.

4.34 (f) City government projects that are required to have mainline replacements under these Rules and Regulations shall be exempt from the Water Main Replacement Fee.

4.34 (g) If the water main fronting a new development or redevelopment/tenant improvement has been installed within ten years pursuant to Section 4.34 (e), the developer shall pay the WMRF as shown in the current Citywide Fee Schedule.

4.34 (h) Minor Tenant Improvement (TI) projects will be required to pay WMRF if a new water service is required. TI projects located on corner lots and require a new water service (domestic, fire, and/or irrigation), a WMRF will be applied only on the property frontage adjacent to the existing water main where the new service tap will occur.

4.35 BACKFLOW PREVENTION

4.35 (a) Should state law change or should there be a conflict between the state law and these Rules and Regulations; the state law shall govern. The State Water Board adopted its Cross-Connection Control Plan Handbook (CCCPH) on July 1, 2024 under the Safe Drinking Water Act (SDWA), which established enforceable Standards for California's Public Water Systems such as Burbank Water and Power (BWP). These standards are included in the BWP Cross-Connection Control Plan (CCCP).

Health, as amended, insofar as it is applicable to the protection of the water supply of BWP is hereby incorporated herein as if set forth in full.

4.35 (b) BWP is responsible to protect the public water supply from contamination by implementation of a cross-connection control program. The program includes, but shall not be limited to, the following elements:

(1) Operating rules as covered in this section of the Rules and Regulations for Water Service.

(2) Plan review for all proposed service connections to evaluate the premises for potential cross-connection.

(3) Conducting surveys to identify water user premises where cross-connections are likely to occur.

(4) Provisions for backflow protection by the water user.

(5) Provision of trained staff to carry out the program.

(6) Procedures for testing backflow assemblies.

(7) Maintenance of records of locations, tests, repairs of backflow assemblies.

4.35 (c) No water service connection to any premises shall be installed or maintained by BWP on which there exists, or there is suspected to exist, any actual or potential cross-connection between the public water supply and any other piping, fixtures, appliances, equipment, drains, or any system which might cause contamination or pollution through backflow or back-siphonage unless the water service is protected as required by state law. All Applicants shall be required to pay a Plan Check Charge as set in the Burbank Fee Resolution for plan review. Single-family residences shall be exempt from this charge.

4.35 (d) BWP shall evaluate the Customer's premises for the degree of potential hazard to the public water supply. The abatement of cross-connections within the Customer's premises remains, however, the responsibility of the Customer, under the administrative control of the Los Angeles County Department of Health Services.

4.35 (e) The Customer shall be responsible for providing, installing, testing, and maintaining all required backflow prevention assemblies at their expense. The Customer will pay a monthly Backflow Prevention Assembly Charge for each backflow prevention assembly as set in the Burbank Fee Resolution. The Customer must provide testing by the due date, as shown on the Backflow Assembly Test Report. If testing is not provided to BWP by the due date as shown on the Backflow Assembly Test Report, BWP may hire a private plumber to do the testing and charge the customer the actual testing cost plus a $65.00 administrative fee.

4.35 (f) Any backflow prevention assembly required herein shall be a lead-free model and size approved by the Foundation for Cross-Connection Control and Hydraulic Research of the University of Southern California and listed on the Foundation's current list of *Approved Backflow Prevention Assemblies.*

4.35 (g) Backflow Prevention assemblies shall be installed in accordance with BWP Water Division Standard Plans.

(1) Backflow assemblies shall be installed to provide the clearances shown on the Standard Plans to facilitate inspection and maintenance.

(2) Backflow assemblies shall be installed as close to the water meter as practical, but in all cases before the first branch line.

(3) Backflow assemblies shall be installed outside the structure being served. Decorative screening, walls, and/or landscaping shall be approved by the Design Review Committee.

4.34 (h) It shall be the duty of the Customer, at any premises where backflow prevention assemblies are installed, to have certified inspections and operational tests made upon installation at least once per year. In those instances where BWP deems the hazard to be great, certified inspections may be required at more frequent intervals. These inspections and tests shall be at the expense of the Customer. BWP shall notify the Customer when testing of backflow prevention assemblies is needed. The notice shall contain the date when the test must be completed and returned to BWP. These assemblies shall be repaired, overhauled, or replaced within 30 calendar days at the expense of the Customer whenever said assemblies are found to be defective. Records of all tests, repairs, and maintenance shall be made available to BWP.

4.35 (i) The inspection, testing, and repairs of approved backflow assemblies shall be performed by a certified Backflow Prevention Assembly Tester licensed by the Los Angeles County Department of Health Services who must be registered with BWP’s online cross connection management portal. Inspection reports must be submitted electronically through BWP’s online cross connection management portal. Written reports will not be accepted.

4.35 (j) Service of water to any premises may be discontinued by BWP to insure the health and safety of all Customers of the public water supply:

(1) if a backflow assembly is not properly installed, tested and maintained, or

(2) if any defect is found in an installed backflow prevention assembly, or

(3) if it is found that a backflow prevention assembly has been removed or by-passed, or

(4) if unprotected cross-connection exist on the premises, or

(5) if a user supervisor has not been designated (if required), or

(6) if records of tests, repairs, and maintenance are not provided to the Department.

Service will not be restored until such conditions or defects are corrected, and any charges to BWP paid.

4.35 (k) BWP may, at its discretion, require an industrial water user to designate a user supervisor when the industrial Customer's premises have a multiple piping systems that conveys various types of fluids, some of which may be hazardous and where changes in the piping system are frequently made. The user supervisor shall be responsible for the avoidance of cross-connections during the installation, operation, and maintenance of the Customer's pipelines and equipment.

4.35 (l) The type of backflow protection that shall be provided shall be commensurate with the degree of hazard that exists on the Customer's premises.

(1) An approved air-gap separation is required for any premise where the public water supply is used to supplement a reclaimed water supply.

(2) An approved air-gap separation is required or, if approved by the California Department of Health Services, an approved reduced-pressure, principle backflow prevention assembly at the service connection may be provided in lieu of an air-gap for:

a. premises where there are wastewater pumping and/or treatment plants, and there is no interconnection with the potable water system. This does not include a single-family residence that has a sewage lift pump.

b. premises where reclaimed water is used, and there is no interconnection with the potable water system.

c. premises where hazardous substances are handled in any manner in which the substances may enter the potable water system. This does not include a single-family residence that has a sewage lift pump.

d. premises where there is an unapproved auxiliary water supply, which is interconnected with the public water system.

e. premises where the fire system is supplied from the public water system and interconnected with an unapproved auxiliary water supply.

(3) An approved lead-free reduced-pressure, principle backflow prevention assembly is required at the service connection for:

a. premises where there are irrigation systems into which fertilizers, herbicides, or pesticides are or can be injected.

b. premises where there is an unapproved auxiliary water supply, and there are no interconnections with the public water system.

c. premises where entry is restricted so that inspections for cross-connections cannot be made with sufficient frequency or at sufficiently short notice to assure that cross- connections do not exist.

d. premises where there is a repeated history of cross-connections being established or re-established.

e. premises where multiple domestic water services are installed on the same parcel with the potential of an interconnection between the water services.

(4) An approved lead-free double-check backflow prevention assembly is required at the service connection for premises where the fire system is supplied from the public water system.

4.36 TEMPORARY CONNECTION

4.36 (a) Temporary connections to BWP's water system must be in accordance with Article 4.20 (c), including the requirement for application and payment of fees.

4.36 (b) Temporary connections requiring use of public fire hydrants shall be made in conformance with the provisions of Article 4.14.

4.36 (c) Temporary connections involving usage of existing meter services, such as for demolition projects, shall be made in conformance with these Rules and Regulations, including the applicable fee schedules.

4.36 (d) BWP reserves the right to remove a Customer from use of a fire hydrant if the use is causing a disturbance to the water system.

Return of the deposit is subject to the payment for water used at the applicable rate and return of the fire hydrant meter in satisfactory condition. Damages to the hydrant meter shall be paid for by the Customer.

4.37 SPECIAL FACILITIES

The General Manager may establish and enforce charges and conditions for furnishing and supplying water service to any property of a character not adequately provided for in these water Rules and Regulations.

4.37 (a) Requirements. When water service is required for property at an elevation above sea level of eight hundred and ninety (890) feet or higher, payment of a Special Facilities Charge shall be required in addition to all other charges set forth in these Water Rules and Regulations before application for water service to the property can be accepted by BWP, except when the Special Facilities Charge has been paid by the previous Owner of and for the same parcel of land, or when water service can be obtained from an existing water main for which there is no Special Facilities Charge outstanding.

4.37 (b) Contents. Special Facilities Charge shall include the entire cost of the facilities required, including, but not limited to:

(1) Cost of the land for reservoir, booster pumping plant, water main to the reservoir site, and access roadway to the reservoir site, cost of the reservoir, booster pumping plant, water mains, and necessary equipment appurtenant thereto, and the cost of installation thereof; grading, paving, retaining walls, curbs, drainage work and structures; and other necessary works to make said water plant facilities a permanent operating water installation integrated with the water system of the City.

(2) Location, size, capacity, and other specifications for the design and construction shall be prescribed by the General Manager.

(3) All of the aforesaid land acquisitions, water plant, and installations, facilities, and equipment, shall be dedicated to the City as contribution of utility plant and integrated into the water system of the City.

4.37 (c) Refunds. When said Special Facilities water main extension is to be utilized to serve properties additional to that of the original Applicant for whom installed, BWP shall collect a Special Facilities Charge from the Owner of said additional property to be served, as a condition precedent to acceptance of the application and furnishing water service from said water main extension, and the amount so collected by BWP shall be refunded to such original Applicant. Collection of the Special Facilities Charge for the purpose of making a refund to the original Applicant shall be on a pro-rata basis, which shall be the ratio that the frontage or area paralleling the water main for that lot or parcel of land bears to the total frontage or area of all lots or parcels of land paralleling the same water main extension as aforesaid between elevation eight hundred ninety (890) feet and one hundred (100) feet below the bottom of the reservoir(s). To ascertain frontage, when said water main extension is entirely in, on, or over a lot or parcel of land owned by an Applicant for such water service, so that no other land ownership fronts on such water main extension, this Customer shall bear the full cost of said water main extension.

Refunds shall be made only if, as, and when Special Facilities Charges are collected from other Customers requiring service from this water main extension within fifteen (15) years of date of

payment, and not otherwise. Any charges collected subsequent to said fifteen (15) year period shall become the property of BWP.

4.37 (d) Exception. The provisions of this section do not apply to any division of land processed pursuant to the provisions of Chapter 27 (Subdivisions) of the Burbank Municipal Code.

4.37 (e) Special Facilities. Special Facilities required for specific developments may be designed and constructed by the Developer if permitted by the General Manager. Design, plans, specifications, and construction shall meet with the General Manager's approval.

4.40 WATER METERS

4.40 (a) In all cases where a water meter is to be set, BWP will, insofar as is practicable, locate the meter at a point designated by the Customer.

4.40 (b) When the location of a water meter is to be changed at the Customer's request, the change will be made by BWP at cost, including administrative and overhead costs, prepaid by the Customer.

4.40 (c) In the event that a Customer questions a water bill pursuant to Article 1.41 and requests a meter test, BWP shall perform the test without charge to the Customer, provided that no such test shall have been performed on that service within the twelve months immediately preceding. If a meter test has been performed on that service within the twelve months immediately preceding, the Applicant shall be required to make a deposit with BWP before it will perform the meter test. If a water meter is found to register between 98 percent and 102 percent of correct, BWP considers the meter accurate by the standards of the water industry, and no adjustment to billings shall be made pursuant to Article1.41, and the deposit will be forfeited. If the meter is found to register outside of the range, the deposit will be refunded to the Customer and an adjustment made pursuant to Article 1.41.

4.40 (d) If an Applicant desires service for a hotel with restaurant facility, separate meters shall be required such that water for all restaurant purposes (except fire protection in the restaurant) is excluded from water leading to the balance of the facility. This measure is to facilitate wastewater billing.

4.40 (e) A separate irrigation meter will be required if the landscaped area is larger than 2,500 square feet or more than 50,000 gallons of potable water use.

4.41 UNMETERED WATER

It is generally the policy of BWP to not allow unmetered usage of water in Burbank except for extinguishing fires.

4.50 WATER SERVICE DISCONNECTION

4.50 (a) The use of water on any premises which may cause water or other matter to enter or be forced into BWP’s water distribution system or if apparatus is connected to the service which may in any way be detrimental to the service rendered by BWP, to its other Customers or to the general public is prohibited and shall be considered by BWP to be a violation of the Rules and Regulations.

4.50 (b) The Customer may request that BWP turn-on or turn-off the water service at the City valve for the purpose of making repairs or changes to Customer's plumbing. The Customer will be billed for the turn-on or turn-off according to the rate set in the Burbank Fee Resolution.

CITY OF BURBANK WATER AND POWER

PART 5
RULES AND REGULATIONS GOVERNING USE OF RECYCLED WATER

APPROVED:

June 12, 2025

Richard Wilson
Assistant General Manager
Water Service
Burbank Water and Power

Date

BurbankWaterAndPower.com

PART 5 RULES AND REGULATIONS GOVERNING USE OF RECYCLED WATER

5.01 PURPOSE

5.01 (a) The City does not have any naturally occurring water rights and must import all its potable water at substantial economic and environmental cost. To reduce the City's dependence on expensive and often drought limited imported potable water, tertiary treated wastewater collected and treated by the City's Public Works Department and distributed by BWP shall be made available for beneficial use as recycled water.

5.01 (b) The tertiary treated recycled water distributed by BWP is permitted for the following beneficial uses:

1. Surface Irrigation
2. Impoundments
3. Industrial or commercial cooling using a cooling tower or evaporative condenser
4. Priming drain traps
5. Industrial Process Water
6. Decorative fountains
7. Commercial laundries
8. Consolidation of backfill around potable water pipelines
9. Artificial snow making for commercial outdoor use
10. Commercial car washes
11. Industrial boiler feed
12. Backfill consolidation around nonportable piping
13. Soil Compaction
14. Mixing Concrete
15. Dust control
16. Cleaning roads, sidewalks, and outdoor work areas

5.01 (c) The use of recycled water is essential for the City's conservation and sustainability goals, increases the City's resilience for future droughts, and develops a viable local water supply

5.01 (d) Customers subject to mandatory recycled water use in accordance with section 5.02 below are required to utilize recycled water in place of potable water for all approved uses where economic and practical.

5.02 PARCELS SUBJECT TO MANDATORY USE OF RECYCLED WATER

Recycled Water Zones have been developed to determine mandatory recycled water use requirements. Recycled Water Zones 1 through 3 are delineated in the following manner:

(1) Zone 1 consists of parcels which are located adjacent to a current or proposed recycled water main.

(2) Zone 2 consists of parcels which will require an additional recycled water distribution main less than 250 feet long to serve the subject parcel with recycled water.

(3) Zone 3 consists of parcels which will require an additional recycled water distribution main greater than 250 feet but less than 1,000 feet long to serve the subject parcel with recycled water.

Recycled water use will be required for all parcels within Recycled Water Zones 1, 2, and 3 which have greater than 2,500 square feet of landscaped area or greater than 50,000 gallons per year of potable water use which can be substituted with recycled water. Residential parcels zoned R-1 and R-2 (single-family and duplex) are not permitted to utilize recycled water.

Parcels located in Recycled Water Zone 1, which are not exempt from mandatory recycled water use requirements, must convert to utilize recycled water upon notification by BWP that recycled water is available at the property. It is the parcel Owner's responsibility to modify their piping and equipment to lawfully use recycled water. Conversion to recycled water will be required within 180 days of notification by BWP of recycled water availability.

Parcels located in Recycled Water Zone 2 are subject to the same requirements as those in Zone 1. As BWP prepares to install a distribution lateral fronting the property, the Owner will be notified that recycled water will be available. Conversion to recycled water will be required within 180 days of notification by BWP of recycled water availability.

Parcels located in Recycled Water Zone 3 should prepare for the use of recycled water when the parcel undergoes new construction or a significant remodel. BWP will determine in the future when to serve these parcels.

When BWP constructs a recycled water main fronting a portion of a parcel, that parcel becomes subject immediately to the required use of recycled water and is reclassified as a Zone 1 parcel.

All properties located within Recycled Water Zones 1, 2, and 3 that are subject to the required use of recycled water will be exempt from the requirements of the model landscape ordinance. The use of recycled water, when required, will be a condition of potable water service.

5.03 APPLICATION AND APPROVAL

5.03 (a) An application for recycled water service shall be made in writing, signed by the Applicant, Owner, or Customer. A signed application is an agreement to comply with these rules and regulations governing the use of recycled water.

5.03 (b) The Customer is required to obtain approval to utilize recycled water from the Los Angeles County Department of Public Health (LACDPH) and State Water Resources Control Board Division of Drinking Water (DDW) and any other governmental approval applicable to such use prior to construction or implementation.

5.03 (c) The Customer must construct and/or modify their potable and recycled water systems to be horizontally and vertically separated and in compliance with the requirements of all applicable Federal, State, and local statutes, ordinances, and regulations.

5.04 SERVICE LINE

5.04 (a) Size, Location, and Installation of Service Line. BWP reserves the right to determine the size of the service lines, the service connections, the meters, and shall also have the right to determine the kind and size of backflow protection devices for potable and recycled water service. The service lines shall be lead-free and installed to the property line of the Customer's property, abutting the public street or easement of the recycled water main.

(1) BWP reserves the right to limit the area of land to be supplied by one service connection to one Owner. A service connection shall not be used to supply adjoining property of a different Owner. A homeowners association responsible for maintaining common area landscaping shall be considered one Owner.

(2) When property provided with a service connection is subdivided, such connection shall be considered as serving the lot or parcel of land that it directly or first enters. Additional mains and/or recycled water service lines will be required for all subdivided areas in accordance with the Rules and Regulations.

(3) All recycled water used on any premises must first pass through a meter. Customers shall be held responsible and charged for all recycled water passing through their meter(s).

(4) Every recycled water service line installed by BWP shall be equipped with a curb stop or gate valve on the inlet side of the meter. Such valve or curb stop shall be for the exclusive use of BWP in controlling the recycled water supply through the service line. The Customer is prohibited from using this valve. If the curb stop or valve is damaged by the Customer's use, the repair or replacement shall be at the Customer's expense.

(5) The Customer shall provide a suitable shut-off valve located within one foot downstream of the outlet side of the meter. There shall be no tap or branch between this valve and the meter. The valve shall be owned and maintained by the Customer.

(6) If the customer has multiple recycled water uses under Section 5.01(b), the customer may be required to install multiple dedicated recycled water services for one or more uses as directed by BWP, LACDPH, and/or DDW.

5.04 (b) Construction Fee (Hook up). The fee for providing the recycled water service line, meter, and ancillary facilities as set forth in these Rules and Regulations is the actual cost to BWP for the installation as set forth in the City of Burbank Fee Resolution. BWP will provide the customer with an estimate for the construction cost and fees associated with the customer’s project. The construction cost estimate for the water works in the City’s right-of-way will cover the cost of labor, material, equipment, paving, and other fees described in these Rules and Regulations. The estimate shall be paid in full and in advance of any work by BWP. The actual costs of installation will be determined after construction is completed. If the actual cost is less than the estimate, the customer will be refunded the difference. An additional deposit will be required before installation if there are changes to the original scope of work or a change in field conditions. The cost estimate is valid for one year.

The customer shall contact Water Engineering/Planning Section to renew the cost estimate if the estimate is older than one year. This fee may be waived for Customers who are required to convert their existing on-site uses to recycled water.

5.04 (c) Connection Fee. The Connection Fee for a new user who does not have an existing connection or who is increasing service/meter sizes shall be the same as for domestic services as set in the City of Burbank Fee Resolution. Credit shall be given for domestic services converted to recycled services provided the domestic service is abandoned. This fee may be waived for Customers who are required to convert their existing on-site uses to recycled water.

5.05 BACKFLOW PROTECTION

5.05 (a) A physical interconnection between the potable and the recycled water systems is prohibited. Separation of the potable and recycled water systems is essential to the protection of water quality in the potable system. BWP will perform regular inspection and/or testing to confirm this separation.

5.05 (b) If a premise is supplied with both potable water and recycled water, then backflow protection with an approved air gap (AG) must be provided at each potable water service connection. A reduced pressure principle (RP) backflow preventer may be used in-lieu only with the approval of DDW and BWP.

5.05 (c) Backflow preventers are not normally used on recycled water systems. However, BWP shall maintain water quality in the recycled distribution system. An approved lead-free backflow preventer may therefore be needed at a specific meter where on-site exposures could impact the quality of the recycled water supply (i.e. fertilizer injection, additions of corrosion inhibitors).

5.05 (d) An approved lead-free detector check assembly backflow device is required on all recycled water fire services. The meter on this assembly will be utilized to indicate prohibited connections to the recycled fire system.

5.05 (e) If potable water is temporarily used to supply the on-site recycled water system, the connection shall be protected with a reduced pressure principle (RP) device or approved air gap. The temporary connection will not be allowed unless the normal recycled water supply is physically disconnected.

5.06 SCHEDULING RECYCLED WATER

BWP reserves the right to control and schedule the time of use and volume of recycled water usage if scheduling is necessary for purposes including, but not limited to, the maintenance of an acceptable working pressure in the recycled water system and for providing reasonable safeguards in relation to public health.

5.07 ON-SITE RECYCLED WATER FACILITIES

5.07 (a) Any on-site recycled water facility shall be provided by the Applicant, Owner, or Customer, at the Applicant's expense. The Applicant, Owner, or Customer shall retain title to all such on-site facilities.

5.07 (b) On-site facilities shall conform to the requirements of Federal, State, and local agencies, in addition to these Rules and Regulations.

5.07 (c) A current set of record drawings of the on-site recycled water facilities shall be submitted to BWP. The drawings shall show both the recycled and the potable water systems. Copies of these drawings must be retained on-site for inspection at any time.

5.07 (d) On-site facilities must be approved by BWP, LACDPH, and DDW prior to the initiation of recycled water service and inspected at regular intervals thereafter for compliance with the Rules and Regulations.

5.07 (e) Hose bibbs shall not be installed on the recycled water system. Quick-couplers fitted with hose bibbs shall not be left unattended.

5.07 (f) Drinking fountains shall be placed beyond the range of or protected from the spray of recycled water.

5.07 (g) Parallel recycled and potable pipelines shall not be laid in a common trench and shall have no less than ten feet of horizontal separation.

5.07 (h) The recycled water system shall be operated to prevent or minimize runoff or discharge outside the Customer's area. Should the application rate exceed the soil infiltration rate, an automatic system shall be used to program several shorter duration watering cycles to control runoff.

5.07 (i) Any changes to the on-site recycled water system or operating procedures shall be reported to BWP in writing.

5.07 (j) All recycled water use signs must display an international symbol similar to that shown in Figure 60310-A in California Code of Regulations (CCR) Title 22 § 60310(g).

5.08 NEW RECYCLED WATER FACILITIES

5.08 (a) An application for recycled water service shall be submitted to BWP prior to commencing construction.

5.08 (b) A Customer may also be required to submit an application for recycled water use to the Los Angeles County Department of Public Health and, if required, DDW, and their approval must be obtained prior to commencing construction. These agencies may require inspection of recycled facilities during construction.

5.08 (c) Prior to commencement of service to any on-site system using recycled water, the installed

system shall be tested under active conditions for compliance with the Rules and Regulations.

5.09 CONVERSION OF EXISTING FACILITIES TO RECYCLED WATER

5.09 (a) Where it is planned that an existing potable water system be converted to a recycled water facility, the facilities to be converted to recycled water shall be investigated in detail, including a review of any record drawings, preparation of required reports, and determinations by BWP of measures necessary to bring the system into full compliance with the Rules and Regulations The owner is responsible to lawfully modify their system to use recycled water and will do so at their expense.

5.09 (b) No existing potable water facilities shall be connected to or incorporated into the recycled water system without BWP, LACDPH, and DDW approval.

5.09 (c) The converted recycled water facility shall be tested under active conditions for compliance with the Rules and Regulations.

5.10 MARKING OF ON-SITE PIPES AND APPURTENANCES

5.10 (a) All recycled water and potable water piping and appurtenances must be identified in accordance with the Recycled Water User Manual developed by the Los Angeles County Recycled Water Advisory Committee. This manual is available from BWP or on the internet at https://www.lacsd.org/waterreuse.The owner is responsible for complying with all applicable Federal, State, and local statutes, ordinances, and regulations.

5.11 ON-SITE SUPERVISOR

5.11 (a) Operation and Surveillance. The operation and surveillance of on-site recycled water systems, whether they are public or private, shall be under the management of an on-site supervisor designated by the user and approved by BWP.

5.11 (b) Identification of Supervisor. The identity of the current on-site supervisor will be kept by the LACDPH as well as BWP. It is the responsibility of the user to give notice of any changes in this position.

5.11 (c) Responsibility of Supervisor. The on-site supervisor shall be responsible for the installation and use of pipelines and equipment in accordance with the Rules and Regulations set forth by BWP, as well as applicable Federal, State, and local statutes.

Although the on-site supervisor shall oversee the day-to-day operations of on-site facilities, BWP reserves the right to enter the user's premises for the purpose of inspecting on-site water facilities and areas of water use to ensure compliance with said Rules and Regulations.

5.12 INSPECTION OF FACILITIES

5.12 (a) BWP reserves the right to inspect the premises to assure compliance with these requirements. Inspection may include the domestic water system if the likelihood of cross-connection hazards exists. The following inspections will be performed:

- Annual visual inspection to ensure compliance with recycled water identification requirements including, but not limited to, signage, labeling, and irrigation system components.

- Shutdown test to detect the presence of physical cross-connections between on-site potable and recycled water piping.

5.12 (b) Customer shall have the on-site supervisor accompany BWP's inspector during the inspection. Customer shall have available at time of inspection, current plans of both the domestic and recycled piping system.

5.12 (c) Failure to comply with these inspection requirements may result in a suspension of recycled and potable water service to the property.

5.13 WARNING SIGNS AND LABELS

5.13 (a) Warning signs shall be visibly posted at all reasonable entrances to notify the public where the recycled water is being used and that it is unsafe to drink.

5.13 (b) The size and placement of the signs will be dependent on the nature of the facility. A detailed plan showing placement of signs and their size shall be submitted for approval prior to establishing recycled water service.

5.13 (c) As a minimum, signs shall be no smaller than 8" x 4" with 1/2" letters labeled RECYCLED WATER - DO NOT DRINK.

5.14 PROPERTY OWNER'S RESPONSIBILITY

5.14 (a) If a property utilizing recycled water is sold or the financial responsibility for payment of the recycled water bills is transferred, the application and approval for recycled water service shall be void. The new Owner or operator must reapply for recycled water service in accordance with these Rules and Regulations.

5.14 (b) Property Owner agrees that all leases of a property utilizing recycled water will include language regarding the use of recycled water and compliance with these Rules and Regulations.

5.15 RECYCLED WATER FOR WATER TRUCKS AND MOBILE SWEEPERS

5.15 (a) Recycled water shall be made available to water trucks for use in landscape irrigation, dust control, or construction activities and mobile sweepers for pavement sweeping.

5.15 (b) The water truck or mobile sweeper shall contain an approved air gap between the filler tube and the tank to prevent back-siphonage. The vehicle shall be clearly labeled RECYCLED WATER - DO NOT DRINK.

5.15 (c) Applicant shall first comply with and execute a Temporary Recycled Water Use Agreement. Agreement requires the following:

(1) Applicant shall be a contractor licensed by the State of California.

(2) Applicant shall have a City Business License.

(3) Applicant shall maintain a log of all transfers of recycled water. Any transfers outside the City must be authorized by BWP.

(4) Applicant shall attend training session on the use of recycled water.

(5) All vehicles to be used for the transfer of recycled water shall be inspected by BWP before use is authorized.

(6) All required fees and deposits shall be paid before use is authorized.

(7) Water trucks that utilize recycled water are not allowed to convert back to use for potable water.

CITY OF BURBANK
WATER AND POWER

PART 6
WATER RATES, FEES, AND CHARGES

APPROVED:

June 12, 2025

Richard Wilson
Assistant General Manager
Water Service
Burbank Water and Power

Date

BurbankWaterAndPower.com

PART 6 WATER RATES, FEES AND CHARGES

Water supplied to the City used for extinguishing fires, sewer flushing, storm drain flushing, and street sweeping shall be supplied free of charge.

Current Water Rates, Fees (including development fees and plan reviews), and Charges are enumerated in the current City of Burbank Fee Resolution, Article XI, Water Rates and Charges, on file at the City Clerk's Office, and on our website at www.burbankwaterandpower.com (Current Rate Resolution).

6.01 SINGLE FAMILY RESIDENTIAL SERVICE RATES

6.01 (a) Applicability. The rates herein set forth shall be applicable to all metered water within the City serving single-family homes.

6.01 (b) Rates. The single-family residential service water charge shall be made on a monthly basis and shall be the sum of a *Water Availability Charge*, a *Quantity Charge*, and a *Water Cost Adjustment Charge (WCAC)*, provided that the charge shall be no less than a *Minimum Charge* each determined as follows:

6.01 (c) Water Availability Charge. The Water Availability Charge for all size meters shall be a monthly fee as set in the Current Rate Resolution.

6.01 (d) Quantity Charge. The Quantity Charge shall be computed using the rate in the Current Rate Resolution.

6.01 (e) Water Cost Adjustment Charge (WCAC). The WCAC shall be computed using the formula in the Current Rate Resolution. See Section 6.08 for more details.

6.01 (f) Minimum Charge. The minimum charge per Customer shall be the *Water Availability Charge*.

6.02 MULTI-FAMILY RESIDENTIAL, COMMERCIAL, AND INDUSTRIAL SERVICE RATES

6.02 (a) Applicability. The rates herein set forth shall be applicable to all metered water within the City serving multi-family residential, commercial, industrial, the City and schools.

6.02 (b) Rates. The total charge shall be the sum of a *Water Availability Charge*, a *Quantity Charge*, and a *Water Cost Adjustment Charge (WCAC)* as established in the Current Rate Resolution. The charges are determined as follow:

6.02 (c) Water Availability Charge. The Water Availability Charge for all size meters shall be a fixed monthly fee as set in the Current Rate Resolution.

6.02 (d) Quantity Charge. The Quantity Charge shall be computed using the rate in the Current Rate Resolution. Summer rate is applicable from June 1 thru October 31, and non-summer rate is applicable from November 1 thru May 31.

6.02 (e) Water Cost Adjustment Charge (WCAC). The WCAC shall be computed using the formula in the Current Rate Resolution. See Section 6.08 for more details.

6.02 (f) Minimum Charge. The minimum charge per Customer shall be the *Water Availability Charge.*

6.02 (g) Water Efficiency Non-Compliance Surcharge. A surcharge will be applied to multi-family, commercial, and industrial services which are not in compliance with the City's Water Efficiency Ordinance. Surcharges are set in the Current Rate Resolution as a percentage of all water charges for the first year and doubled in subsequent years of non-compliance.

6.03 TEMPORARY WATER SERVICE RATES

6.03 (a) Rates. The monthly charge for temporary metered water service shall be the sum of a *Processing Fee*, a *Quantity Charge,* and a *Water Cost Adjustment Charge (WCAC)*. In addition, if a fire hydrant meter is required for the temporary service, a *Rental Rate* will be charged.

6.03 (b) Processing Fee and Deposit. A processing fee shall be charged to initiate a temporary water service account. Customer shall pay a specified deposit to secure the return of the fire hydrant meter, eddy valve, and valve wrench. The processing fee and hydrant deposit are specified in the Current Rate Resolution.

6.03 (c) Service Charge. For metered services, the charge will be the Water Availability Charge per section 6.02.

6.03 (d) Quantity Charge and WCAC. The Quantity Charge and WCAC shall be two times the rates specified under Section 6.02.

6.03 (e) Estimated Monthly Billing. A charge, specified in the City Current Rate Resolution, shall be made to cover the expense of each month for each meter not returned for reading and checking as provided in Article 4.36 (d), *obtaining correct reading, and inspecting the meter assembly*.

6.03 (f) Rental Rate. Fire hydrant meters shall be rented at the rate specified in the Current Rate Resolution.

6.04 PRIVATE FIRE PROTECTION SERVICE RATES

6.04 (a) Applicability. These rates shall apply to a Customer for service for private fire lines used exclusively for fire protection, whether said lines are connected to an automatic sprinkling system or to a hose attachment.

6.04 (b) Rates. The total monthly bill shall be the sum of a *Water Availability Charge*, a *Water Cost Adjustment Charge (WCAC),* and a *Quantity Charge*.

6.04 (c) Water Availability Charge. The monthly Water Availability charge shall be as specified in the Current Rate Resolution.

6.04 (d) Quantity Charge and WCAC. For all water supplied (as recorded by the detector check valve bypass meter) other than for fire extinguishing purposes, a charge shall be made at a rate three times those specified in Section 6.02. Where water is used for purposes not reasonably related to fire protection, the Division shall either discontinue service or place an FM meter on the service at the Customer's expense and change the applicable rate schedule from Private Fire Protection Service to the rate as specified in Section 6.06.

6.05 UNMETERED CITY LANDSCAPE SERVICE

6.05 (a) Applicability. Unmetered service for the landscape irrigation of areas less than 100 square feet is available to City of Burbank facilities.

6.05 (b) Charges. The charges for an unmetered landscape service shall be the sum of a *Water Availability Charge*, a *Quantity Charge*, and a *Water Cost Adjustment Charge* for one unit for each location as established in the Current Rate Resolution. Cumulative billing for unmetered City landscape service may be approved by the BWP General Manager.

6.06 COMBINATION DOMESTIC/FIRE SERVICE RATE

6.06 (a) Applicability. Combination domestic and fire water service through an FM meter.

6.06 (b) Rates. The total charge shall be the sum of a *Water Availability Charge*, a *Quantity Charge*, and a *Water Cost Adjustment Charge (WCAC).*

6.06 (c) Water Availability Charge. The Water Availability charge shall be based upon the nominal meter size, with charges as specified in the Current Rate Resolution.

6.06 (d) Quantity Charge, Water Cost Adjustment Charge. The *Quantity Charge* and a *Water Cost Adjustment Charge (WCAC)* shall be as established in the Current Rate Resolution.

6.08 WATER COST ADJUSTMENT CHARGE (WCAC)

6.08 (a) Purpose. The Quantity Charge specified in previous sections is subject to a water cost adjustment charge as specified in this Section in order to compensate the City for its varying costs of purchasing or producing water. The WCAC can be adjusted monthly and shall be calculated to the nearest five mills ($0.005).

6.08 (b) Formula. The adjustment shall be determined in accordance with the following formula:

$$\text{Adjustments (mills per unit)} = 1000 \times \frac{\text{Estimated Water Costs}}{\text{Estimated Units of Water Sales} \times .95}$$

6.08 (c) Definitions.

Estimated Water Costs shall mean the total cost to the City of purchased water delivered to the City from the Metropolitan Water District (MWD) or other independent suppliers, related MWD charges such as Readiness to Serve Charge, New Demand Charge, Treated Water Peaking Charge and Connection Maintenance Charge, pumped groundwater inventory charges, chemical costs for treating the water, including granular activated carbon, compliance water testing, Upper Los Angeles River Area (ULARA) Watermaster expense related to the maintenance, protection and/or development of basin water resources, and the total cost to the City for electric power to pump water. All such costs shall be estimated monthly by the BWP General Manager for the next 12-month period and adjusted by any under or over-collections of water costs experienced by the City. The Council will be advised of any changes in the WCAC rate.

Estimated Units of Water Sales shall mean the hundreds of cubic feet of potable water sales for the next 12-month period as estimated by the BWP General Manager.

6.09 RECYCLED WATER SERVICE, SCHEDULE RG-1

6.09 (a) Applicability. The rates herein set forth shall be applicable to all metered recycled water service within the City.

6.09 (b) Rates. The recycled water charge shall be made on a monthly basis and shall be the sum of a *Water Availability Charge* and a *Quantity Charge.*

6.09 (c) Water Availability Charge. The Water Availability Charge for all size meters shall be a monthly fee as set in the Current Rate Resolution.

6.09 (d) Quantity Charge. The Quantity Charge shall be computed using the rate in the Current Rate Resolution. The rate in the Current Rate Resolution is equivalent to 85% of the cost the average landscape water user would pay annually for the equivalent volume of potable water.

6.10 TEMPORARY RECYCLED WATER SERVICE RATE

6.10 (a) Recycled water service for water trucks is governed under Section 5.15 of the Rules and Regulations. The charge for water trucks using recycled water shall include a *Processing Fee* and a *Monthly Service Charge*.

6.10 (b) Processing Fee. A processing fee shall be charged to initiate a temporary recycled water service agreement.

6.10 (c) Service Charge. A service charge per month or portion thereof shall be assessed to cover the administration of the temporary service and the quantity charge for the recycled water used.

6.10 (d) Recycled Water Hydrant. Temporary water service from a recycled water hydrant shall be charged the same as from a domestic fire hydrant under Section 6.03.

6.10 (e) Estimated Monthly Billing. A charge, specified in the Current Rate Resolution, shall be made to cover the expense of each month for each meter not returned for reading and checking as provided in Article 4.36 (d), *obtaining correct reading, and inspecting the meter assembly*.

6.10 (f) Rental Rate. Hydrant meters shall be rented at the rate specified in the Current Rate Resolution.

6.11 PHYSICAL SOLUTION WATER COST

6.11 (a) Applicability. The water rights in the Upper Los Angeles River Area were established by the JUDGMENT AFTER TRIAL BY COURT in Superior Court Case No. 650079, entitled The City of Los Angeles, A Municipal Corporation, Plaintiffs, vs. City of San Fernando, et al., Defendants (Judgment). Under the Judgment, certain parties have rights to extract Physical Solution Water from the underlying groundwater basin upon payment of specified charges to the City of Burbank (City). Valhalla and Lockheed have the right to annually extract 300 acre-feet and 25 acre-feet of water, respectively.

From time to time, other property owners, not covered by the Judgment, have a need to produce ground water for temporary and/or long term dewatering activities relating to construction, building foundations, basements or underground facilities. The water is typically discharged to a storm drain or sewer.

The City shall be compensated for the removal of this water from the groundwater basin since all groundwater water extracted in the City is deducted from the City's groundwater allotment.

6.11 (b) Rates. The charge for this water will be the *Physical Solution Water Charge* plus an *Administrative Fee.*

6.11 (c) Physical Solution Water Charge. The method of calculating the rate for the amounts of water extracted by Valhalla and Lockheed described in Section 6.11 (a) above is stipulated in the Judgement and is defined as Los Angeles Department of Water and Power's average cost of water, minus their lifting cost.

Valhalla, Lockheed, and other property owners do not have the right to extract groundwater in excess of the amounts described in Section 6.11 (a). However, the City may allow these extractions and sets the rate at the equivalent cost to provide potable water during the summer.

The cost per acre-foot of Physical Solution water is set in the Current Rate Resolution.

6.11 (d) Administrative Fee. A monthly Administrative Fee as set in the Current Rate Resolution will be added to the monthly billing. This fee is also stipulated in the Judgment.

APPENDIX F – LOS ANGELES COUNTY DEPARTMENT OF PUBLIC HEALTH FOR RECYCLED WATER CONSTRUCTION AND INSTALLATION GUIDELINES

LOS ANGELES COUNTY ♦ DEPARTMENT OF PUBLIC HEALTH ENVIRONMENTAL HEALTH

CROSS CONNECTIONS AND WATER POLLUTION CONTROL PROGRAM
5050 Commerce Drive, Baldwin Park, CA 91706-1423
Tel (626) 430-5290 FAX (626) 813-3025

GUIDELINES FOR PIPELINE CONSTRUCTION AND INSTALLATION - FOR THE SAFE USE OF RECYCLED / RECLAIMED WASTEWATER

PURPOSE: As a result of increasing availability of recycled / reclaimed wastewater and an increased need for the transmission and use thereof, the Department of Public Health — Environmental Health (the Department) has found it necessary to establish the following regulations for pipeline construction and installation as well as for the safe use of recycled / reclaimed wastewater. These regulations are intended to protect public health by ensuring the safety of our domestic potable water supplies.

BACKGROUND: A recent increase in the number of inquiries and interest displayed regarding the use of recycled / reclaimed water, in the ongoing efforts to conserve water, have necessitated the need to establish definitions, standards and regulation for the uniform review and approval of recycled / reclaimed wastewater. Recycled / reclaimed water may be used for surface irrigation of the following: food crops; parks and playgrounds; school yards; residential landscaping; and unrestricted access golf courses.

DEFINITIONS:

Gray Water means untreated wastewater that has not come into contact with toilet waste, kitchen sink waste, dishwasher waste or similarly contaminated sources. Gray water includes water from bathtubs, showers, bathroom wash basins, clothes-washers and laundry tubs.

Non-Potable Water means water which is unfit for human or animal consumption due to contaminants that exceed the current permissible Maximum Contaminant Level (MCL) in drinking water.

Potable Water means water which is fit for consumption by humans and other animals. The U.S. Environmental Protection Agency (EPA) identifies contaminants that may adversely affect public health and occur in drinking water with a frequency and at levels that pose a threat to public health. The EPA establishes (MCLs) for both biological and

chemical contaminants permissible in drinking water. These MCLs become enforceable standards that determine the potability of water.

Recycled / Reclaimed Water means non-potable water that meets or as a result of treatment, meets federal requirements for its intended uses. The level of treatment and quality of the reclaimed / recycled water shall be approved by the Authority Having Jurisdiction. Reclaimed / recycled water systems shall have no connection to any potable water system, with or without mechanical backflow prevention devices.

RECYCLED / RECLAIMED WASTEWATER SYSTEMS SHALL BE CONSTRUCTED IN COMPLIANCE WITH APPLICABLE POTABLE WATER SYSTEM CONSTRUCTION STANDARDS AS WELL AS THOSE SPECIFIED IN "THE PURPLE BOOK", CALIFORNIA HEALTH LAWS RELATED TO RECYCLED WATER, (CALIFORNIA HEALTH AND SAFETY CODE, WATER CODE, TITLES 22 AND 17 OF THE CALIFORNIA CODE OF REGULATIONS) AND THE LOS ANGELES COUNTY CODE (LACC), TITLE 28 – PLUMBING, APPENDIX J.

PRELIMINARY REQUIREMENTS

- Plans and specifications for recycled / reclaimed wastewater distribution systems, as well as the use and operation of such systems shall be submitted to the Department for review and approval prior to construction or implementation.

- Prior to commencing construction, the Contractor shall contact the Department to schedule an inspection of the proposed on-site recycled / reclaimed and potable water work.

- No piping for potable or recycled / reclaimed water in conjunction with a specified project shall be installed prior to plan check approval and preliminary inspection.

- Upon completion of construction, no excavation or open trench may be backfilled without first securing the Department approval. Any areas backfilled without prior approval will be required to be exposed and corrected as necessary.

- Only a Department approved temporary water connection, to a potable water supply via a dedicated, approved, reduced-pressure-principle backflow prevention device shall be permitted to be utilized for the purpose of flushing, pressure testing, construction, landscape use or the final cross-connection testing.

SEPARATION REQUIREMENTS

The maximum attainable separation of recycled / reclaimed wastewater lines and potable water lines shall be enforced in order to minimize potential risks associated with pipeline breaks resulting in infiltration of wastewater from leaking wastewater lines into domestic water lines, or accidental cross-connections between recycled wastewater and potable water systems.

- Parallel Construction: A horizontal separation of at least ten feet (10') shall be required between pressurized, buried, recycled / reclaimed and potable water piping (all distance to be measured from pipeline outside diameter).

- Cross-Over Construction: Buried potable water pipes crossing over pressurized recycled / reclaimed water pipes shall be laid not less than twelve inches (12") above the reclaimed water pipes. Reclaimed water pipes laid in the same trench or crossing-over building sewer or drainage piping shall be installed in compliance with the LACC – Title 28, Plumbing, Sections 609.0 and 720.0.

- Unused or Abandoned Potable Water Lines: These lines are to be severed as close to water mains as practical, capped, and a ten foot (10') section of abandoned line removed and cemented under direct supervision by the Department.

- Existing On-site Piping: Maximum separation of recycled / reclaimed wastewater lines and potable water lines shall be maintained upon system additions or modification.

PIPELINE MATERIALS AND IDENTIFICATION

All recycled / reclaimed water pipe materials, valves and fittings shall conforms to the requirements of the LACC – Title 28, Plumbing, Sections 604.0, 605.0 and 606.0.

All recycled / reclaimed wastewater lines (pressure / non-pressure), valve boxes, hydrants and appurtenances shall be identified to clearly distinguish between recycled / reclaimed wastewater, non-potable and potable water systems (as specified in LACC – Title 28, Plumbing, Appendix J).

- Recycled / Reclaimed Wastewater: All buried, recycled, wastewater systems (pressure / non-pressure) shall utilize purple pipe with black uppercase lettering "CAUTION: RECYCLED WATER – DO NOT DRINK" printed on opposite sides of the pipe. For limited application, the use of continuous lettering on three inch (3") minimum width purple tape with one inch black or white contrasting uppercase lettering "CAUTION RECYCLED WATER – DO NOT DRINK" permanently affixed at intervals not to exceed five feet, atop all horizontal piping, laterals and mains. Identification tape shall extend to all valve boxes and / or vaults, exposed piping, hydrants and quick couplers. All valves, except fixture supply control valves shall be equipped with a locking feature. All mechanical equipment that is appurtenant to the recycled / reclaimed water system shall be painted purple.

- Potable Water: All potable water lines shall be installed in accordance with the Uniform Plumbing Code and all other applicable potable water system construction standards. All buried potable water lines shall be clearly identified by continuous lettering on three inch (3") minimum width blue tape with one inch (1") white lettering bearing the repeated wording "POTABLE WATER" permanently affixed at ten foot intervals atop all horizontal piping, laterals and mains. Identification tape shall extend

to all valve boxes and / or vaults, exposed piping and hydrants. Identification tape is not necessary for extruded colored PVC with continuous wording "POTABLE WATER" printed in contrasting lettering on opposite sides of the pipe.

- Non-Potable Water: All non-potable irrigation / industrial water lines (pressure / non-pressure) shall be identified by continuous lettering on three inch (3") minimum width tape with one inch (1") contrasting lettering bearing the continuous uppercase lettering "NON-POTABLE WATER – DO NOT DRINK" permanently affixed at ten foot (10') intervals atop all horizontal piping, laterals and mains. Identification tape shall extend to all valve boxes and / or vaults, exposed piping, hydrants and quick couplers. Exposed piping, valve boxes, vaults, control valves, quick coupling valves, outlets and related appurtenances shall be color-coded and labeled / tagged to differentiate between recycled / reclaimed wastewater, potable water and non- potable water systems. Tags identifying recycled / reclaimed water shall have the appropriate identification on both sides (wording on one side and symbol on the opposite side).







THE SAFE USE OF RECYCLED / RECLAIMED WATER PROTECTS POTABLE WATER

- Deteriorated or inadequately-protected well water casings shall be repaired or replaced to protect aquifers against contamination from recycled / reclaimed wastewater systems.

- An On-Site Water Supervisor shall be appointed, having the responsibility of oversight for the protection of the potable water system (provided for under Title 17, Section 7586, and California Code of Regulations). The name and position of the On-Site Water Supervisor shall be reported to the water purveyor and to the Department. This position will be responsible for the installation, operation and maintenance of the recycled / reclaimed wastewater and potable water systems; authorization of any piping changes or additions to either the potable or recycled systems; prevention of potential hazards; implementation of the regulations; and coordination with the Cross-Connection Program of the water purveyor and of this Department.

- Hose bibbs shall not be permitted in any areas of public access to recycled / reclaimed wastewater systems, to prevent unauthorized use of recycled wastewater. Quick-couplers are permitted in lieu of hose-bibb outlets but shall only be connected to recycled / reclaimed wastewater lines. Hose bibs may be permitted in areas that are not accessible to the public, provided they are properly identified with permanently affixed tags, labels, or plates with uppercase lettering "RECYCLED

WATER – DO NOT DRINK" in English.• The use of recycled / reclaimed wastewater for irrigation purposes shall minimize exposure of the wastewater spray to drinking fountains and picnic tables through selective location of equipment and by appropriate irrigation system design. Additionally, the following measures should be taken: recycled wastewater spraying shall be done during hours of least public exposure; any area where recycled wastewater is released, used or impounded should be posted, informing the public that recycled water is being used; and irrigation practices utilizing recycled water shall be controlled to prevent surface runoff.

BACKFLOW PROTECTION

- There shall be no interconnection between a potable water system and a recycled / reclaimed water system within the user's premises.

- A dye or pressure test shall be utilized to confirm the physical separation of a recycled wastewater system and a potable water system. Testing shall be performed in conjunction with the Water Purveyor and this Department and conducted before the introduction of recycled wastewater.

- An approved backflow prevention device shall be installed at the potable water service connection.

- In a recycled / reclaimed wastewater distribution system, a backflow prevention device may be required at the recycled wastewater meter or at specific on-site locations where said use could degrade the quality of the recycled wastewater supply.



COUNTY OF LOS ANGELES - DEPARTMENT OF PUBLIC HEALTH

BUREAU OF ENVIRONMENTAL PROTECTION CROSS-CONNECTION & WATER POLLUTION CONTROL PROGRAM
5050 Commerce Drive, Baldwin Park, CA 91706 (626) 430-5290

A GUIDE TO SAFE RECYCLED WASTEWATER USE, PIPELINE CONSTRUCTION AND INSTALLATION

INTRODUCTION: As a result of increasing availability of recycled wastewater and the consequent need or desire for the transmission and use thereof, this Department has found it necessary to develop the following guidelines for recycled wastewater pipeline construction, installation and safe recycled wastewater use for the protection of domestic water supplies and public health.

1. Recycled wastewater shall meet requirements specified in "Wastewater Reclamation Criteria": Title 22, Division 4, Chapter 3, Section 60301 through 60355 of the California Code of Regulations and regulations and guidelines of the regulatory agencies.

2. Recycled wastewater use shall be compatible with State Department of Public Health and Regional Water Quality Control Board requirements.

3. Plans and specifications for recycled wastewater distribution, use and operational practices shall be submitted for review and approval to the County of Los Angeles Department of Public Health prior to implementation and construction.

4. Prior to commencing construction the Contractor shall contact the Los Angeles County Department of Public Health to arrange for inspection of all on-site recycled and potable water work. No excavation or open trench may be backfilled without first securing Health Department approval. If any piping, recycled or potable, is installed prior to plan check approval and/or inspection, all or any portion of the system may be required to be exposed and corrected as necessary.

5. A Los Angeles County Department of Public Health approved **temporary** water connection to a potable water supply, via a dedicated, approved reduced pressure principle backflow prevention device, shall be utilized for the purposes of flushing, pressure testing, construction uses, initial landscape use and the final cross-connection test.

6. SEPARATION - In order to minimize construction accidents resulting in pipeline breaks, infiltration of wastewater from leaking wastewater lines into domestic water lines, or accidental cross-connections between recycled wastewater and potable water systems, maximum attainable separation of recycled wastewater lines and potable water lines shall be practiced.

   a. Parallel construction: there shall be at least a ten foot (10') separation, all distances measured from pipeline outside diameter.

   b. Cross-Over construction: As perpendicular as possible; one foot (1') separation, with potable above recycled; full pipe length centered over crossing.

   c. Alternate Cross-Over construction (distance not maintained): Either the potable or recycled water lines may be sleeved with the same class piping for one full pipe length (minimum ten feet) centered over the cross-over.

   d. The recycled wastewater system shall be constructed in conformance with potable water system construction standards and in accordance with all other governing codes, rules and regulations.

   e. Unused or abandoned potable water lines are to be severed as close to water mains as practical, capped and a ten-foot section of abandoned line removed and cemented under Health Department supervision.

   Existing On-site piping - To the extent feasible, maximum separation of recycled wastewater and potable water lines shall be practiced upon system addition or modification.

7. IDENTIFICATION: - All recycled wastewater lines (pressure/non-pressure), valve boxes, hydrants and appurtenances shall be identified to clearly distinguish between recycled wastewater, non-potable and potable water systems.

   a. RECYCLED WASTEWATER - All buried recycled wastewater lines (pressure/non-pressure) shall be purple colored pipe with continuous wording "Caution Recycled Water" printed on opposite sides of the pipe. For ***limited*** application, the use of continuous lettering on three inch (3") minimum width purple tape with one inch black or white contrasting lettering bearing the continuous wording "Caution Recycled Water" permanently affixed at five foot intervals atop all horizontal piping, laterals and mains. Identification tape shall extend to all valve boxes and/or vaults, exposed piping, hydrants and quick couplers.

   b. POTABLE WATER - All potable water lines shall be installed in accordance with the Uniform Plumbing Code and all other governing codes, rules and regulations. ***All*** buried potable water lines shall be identified by continuous lettering on three inch (3") minimum width blue tape with one inch white lettering bearing the continuous wording "Potable Water" permanently affixed at ten foot intervals atop all horizontal piping, laterals and mains. Identification tape shall extend to all valve boxes and/or vaults, exposed piping and hydrants. Identification tape is not necessary for extruded colored PVC with continuous wording "Potable Water" printed in contrasting lettering on opposite sides of the pipe.

   c. NON-POTABLE WATER - All non-potable irrigation/industrial water lines (pressure/non-pressure) shall be identified by continuous lettering on three inch (3") minimum width tape with one inch contrasting lettering bearing the continuous wording "Non-Potable Water" permanently affixed at ten foot intervals atop all horizontal piping, laterals and mains. Identification tape shall extend to all valve boxes and/or vaults, exposed piping, hydrants and quick couplers. Non- potable water is water supplied from the potable water system through an appropriate backflow preventer.

   d. Exposed piping, valve boxes, vaults, control valves, quick coupling valves, outlets and related appurtenances shall be color coded and labeled or tagged to differentiate between recycled wastewater, potable water and non-potable water systems, i.e.,

      I. "Caution Recycled Water Do Not Drink" in black or white contrasting lettering on a purple background.
      II. "Potable Water" in white lettering on a blue or green background.
      III. "Non-Potable Water - Do Not Drink" in contrasting lettering from the background.

      Tags shall be identified with the appropriate wording on both sides. Tags identifying recycled water shall have the appropriate wording on one side and symbol on the opposite side.

8. Aquifers shall be protected against contamination by recycled wastewater via deteriorated or inadequately protected waterwell casings by correcting these physical deficiencies. Recycled wastewater shall not be sprayed on well pump installations and appurtenances.

9. An on-site water supervisor having the responsibility for the protection of the potable water system from cross-connections, shall be appointed as provided for under Title 17, Section 7586, California Code of Regulations. The water supervisor shall be responsible for installation, operation, and maintenance of the recycled wastewater and potable water systems, prevention of potential hazards, implementing these guidelines and coordination with the cross-connection control program of the water purveyor and this Department. Authorizations for piping changes or additions to either the potable or recycled wastewater systems shall be subject to review and approval by the water supervisor. The name and position of this individual shall be reported to the water purveyor and the County of Los Angeles Department of Public Health.

10. As-built plans shall be prepared and updated as necessary by the user showing the location of recycled wastewater and potable water system piping.

11. In areas of public access to recycled wastewater systems, hose bibbs shall not be permitted in order to prevent the unauthorized use of recycled wastewater. Quick-couplers are permissible in lieu of hose bibb outlets and shall only be connected to recycled wastewater lines. In areas not accessible to the public, hose bibbs may be permitted provided

they are properly identified with permanently affixed tags, labels, or plates with the wording "Recycled Water - Do Not Drink" in English and symbol.

12. Exposure of drinking fountains and picnic tables to direct recycled wastewater spray shall be minimized by a combination of selective location of such equipment and by appropriate irrigation system design.

    a. Recycled wastewater spraying shall be done in hours of least public exposure.

    b. Areas where recycled wastewater is released, used or impounded shall be posted (e.g., RECYCLED WATER – DO NOT DRINK), to inform the public that recycled water is being used.

    c. Irrigation practice shall be controlled to prevent surface runoff of recycled wastewater from lands owned or controlled by the user.

13. BACKFLOW PROTECTION

    a. There shall be no interconnection between the Potable Water System and the Recycled Water System within the user's premises.

    b. A dye or pressure test must be utilized to confirm the physical separation of the recycled and potable water systems. Said testing shall be performed in conjunction with the Water Purveyor and this Department and conducted before the introduction of recycled wastewater. (Refer to item # 5)

    c. An approved backflow prevention device shall be installed at the potable water service connection(s).

    d. In order to maintain the water quality in a recycled wastewater distribution system a backflow prevention device(s) may be required at the recycled wastewater meter or at specific on-site locations where said use could degrade the quality of the recycled wastewater supply.

RecycledWaterGuidelines Rev. (10/22/08)

APPENDIX G – BWP RECYCLED WATER PERMIT

CITY OF BURBANK
APPLICATION AND PERMIT FOR TEMPORARY USE OF RECYCLED WATER

Permit # _____ Issuance Date _____ Issued By _____

Meter # _____ Authorization Valid Until _____ Customer Account # _____

PROJECT SITE INFORMATION

Project Name _____

Address _____

RECYCLED WATER SERVICE

Meter Size (Inches) _____ Meter Location _____

REQUESTED USES

☐ Temporary Irrigation ☐ Soil Compaction ☐ Backfill Consolidation ☐ Other (below)

☐ Mixing Concrete ☐ Dust Control ☐ Cleaning Outdoor Surfaces _____

BILLING INFORMATION

Customer Name _____ Customer Phone _____

Customer Address _____

ON-SITE SUPERVISOR INFORMATION

Name _____

Company Address _____

Phone Number _____

Email _____

RECYCLED WATER CONNECTION REQUIREMENTS

1. Recycled water systems with more than 10 linear feet of buried or above-ground piping must be approved by LA County Department of Public Health Cross Connection Division.
2. All water lines must be identified per LA County Department of Public Health requirements. See attached County guidelines.
3. All recycled water storage vessels, including storage tanks and water trucks, shall be clearly labeled "Recycled Water - Do Not Drink". Refer to Part 5 of BWP Rules and Regulations.
4. Approved backflow prevention devices shall be installed on all potable water services serving the property per BWP Standard Detail 615C prior to usage of any recycled water service.
5. By obtaining this permit, the permit holder agrees to abide by all provisions within the Burbank Water and Power (BWP) Rules and Regulations Governing the Use of Recycled Water. BWP reserves the right to remove this meter from a recycled connection if the use of the meter causes a disturbance to the water system.
6. This permit, or copy of, must be kept at the job site and made readily available to any representative of the City.
7. This authorization will expire on the "Valid Until Date", a maximum of 6 months from the "Issuance Date", and can be renewed by BWP if requested by the customer.

I CERTIFY THAT I HAVE READ, UNDERSTAND AND AGREE TO ABIDE BY THE CITY OF BURBANK TEMPORARY RECYCLED WATER PERMIT REQUIREMENTS:

SIGNATURE: _____ *DATE:* _____

STAFF REPORT

CITY CLERK'S OFFICE

DATE: September 30, 2025

TO: Honorable Mayor and Members of the City Council

FROM: Kimberley Clark, City Clerk
BY: Maria Sanchez, Administrative Analyst I

SUBJECT: Appointment to Fill a Vacancy on the Burbank Water and Power Board for an Unexpired Term

RECOMMENDATION

Appoint one member to the Burbank Water and Power Board to fill an unexpired term ending July 31, 2028.

BACKGROUND

All Board, Commission, and Committee (BCC) Members shall be appointed by a three-fifths (3/5) vote of all Council Members and serve without compensation from the City. No person shall serve on more than one BCC at the same time. Vacancies on a BCC occurring during the term of office shall be filled within 90 days from the date the vacancy occurs. Any person appointed to fill a vacancy shall hold office for the remainder of the unexpired term. Persons appointed to serve unexpired terms must complete the term before applying to serve on another board, commission, or committee. In addition, all applicants must reside within the jurisdictional boundaries of the City of Burbank as established in Ordinance No. 25-4,032 adopted August 26, 2025 (per Burbank Municipal Code (BMC) §§ 2-1-404, 2-1-405, 2-1-406, and 2-1-407).

Once a vacancy is established, the City Clerk advertises the vacancy for 30 days, accepts applications, and provides the applications received to Council for consideration. Applicants have the option of applying for up to two BCCs, indicating their first and second choice.

The voting process established allows for each Council Member to vote as many times as there are vacancies on the BCC being considered; the applicants receiving a majority of the votes in the first round are either appointed or move into the second round, if necessary. The process continues for as many rounds as are necessary to attain the correct number of applicants to fill the vacancy(ies).

Burbank Water and Power Board

The Burbank Water and Power Board (initially the Public Service Board) was established by Resolution No. 17,896 on April 19, 1977. On December 16, 2000, Council adopted Ordinance No. 3566 adding the Burbank Water and Power Board (Board) to the Burbank Municipal Code Section 2-1-418. The Board is composed of seven (7) members.

Members shall have the following powers and duties:

- Review and make recommendations on all capital improvements which require Council approval;
- Review and make recommendations on purchased power agreements with terms of more than five (5) years;
- Review and make recommendations regarding the Burbank Water and Power's annual budget;
- Review and make recommendations regarding electric and water rates;
- Approve all contract awards for goods, services and public work construction projects which are provided for in the Burbank Water and Power's annual budget;
- Perform such advisory functions as are delegated to it by the provisions of this code or other action of the Council or the General Manager of the Burbank Water and Power.

DISCUSSION

On August 13, 2025, the City Clerk's Office began advertising and accepting applications for one vacancy on the Board for an unexpired term ending July 31, 2028, created by the resignation of Board Member Laura Tenenbaum.

To obtain qualified candidates, a Notice of Vacancy was advertised through the following:

- City website
- City Council meeting announcements
- All social media platforms managed by the City Clerk's Office
- Press releases sent to the *Burbank Leader* and *MyBurbank.com*
- Notices posted on the City Hall Bulletin Board
- Community groups and organizations
- Constant Contact Email Notification

The deadline to submit applications to the City Clerk's Office was Friday, September 12, 2025, at 5:00 p.m. The City Clerk's Office received a total of five applications for the Board: Thomas Perez, Ari Altman, Robert Nielsen, Thomas Euper, and Mike Graves. The applications are listed in the order received.

ENVIRONMENTAL REVIEW

This activity has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment and, as such, is not a "project" subject to the requirements of the California Environmental Quality Act (CEQA) 14 Cal. Code Regs § 15378.

FISCAL IMPACT

There is no fiscal impact associated with this item.

CONCLUSION

The City and the community both realize substantial benefits from civic involvement. Appointments to the boards, commissions, and committees help encourage public participation in the governmental process and ensure Burbank residents have a voice.

ATTACHMENTS

Attachment 1 – Applications and Resumes
Attachment 2 – BMC § 2-1-418

Applications and Resumes

Application Form

Profile

Thomas
First Name

E
Middle Initial

Perez
Last Name

greatcfi@aol.com
Email Address

[redacted] St.
Home Address

Suite or Apt

Burbank
City

CA
State

91505
Postal Code

[redacted]
Primary Phone

Alternate Phone

Last- County of Los Angeles
Employer

Election Worker
Job Title

"volunteer" poll worker (stipend)
Occupation

Which Boards would you like to apply for?

Burbank Water and Power Board: Submitted

Length of time as a Burbank Resident:

55 years

Burbank Registered Voter?

(•) Yes ( ) No

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board, commission or committee?

Thank you for your time, no matter the decision to hire me or not.

Education

John Burroughs High School. CSUN - BS & MS in computer science. PhD student at an R1 university.

Additional Pertinent Courses or Training

Power systems.

Other Pertinent Skills, Experience or Interests

Upload a Resume

Community Involvement

Specify current or prior service on a City Board, Commission or Committee:

N/A

List Community activities in which you are involved:

County of LA in latter 2024

If you are related to any City of Burbank employee(s), please state their name(s), relationship(s), and department(s). If you are not related to a City of Burbank employee, please put N/A.

N/A

Conflict of Interest

Conflict of Interest:

Rules of law and ethics prohibit members from participating in and voting on matters in which they may have a direct or indirect conflict of interest including a financial interest. Are you aware of any potential conflicts of interest which may develop from your occupation or financial holdings in relation to your responsibilities as a member of the Board, Commission or Committee to which you seek appointment?

○ Yes ◉ No

If you answer yes, explain in detail any potential conflicts in the same manner as required by the Fair Political Practices Commission's Statement of Economic Interests (Form 700). (If you should have any questions about this matter or need further information as it relates to your situation, please advise the City Clerk prior to submitting your application.)

AB 1234 Training

The Board, Commission or Committee (collectively Board) you are seeking appointment to provides City reimbursement for attending trainings or conferences. Therefore, under State Law all members of the Board must receive at least two hours of ethic's training, as prescribed by the Fair Political Practices Commission, within one year of appointment and once every two years thereafter.

First Choice

FIRST choice for Board/Commission/Committee appointment:

Burbank Water and Power

Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position.

I'm eager to take an exam' that includes electrical engineering. I'm also eager to take a psychological exam'. I'm eager to take an exam' that includes coding.

What are your goals in serving on this Board/Commission/Committee?

Performing in my duties to the absolute best of my abilities. Learning. Listening. Knowing the job at hand, very well. Asking questions as required when needed/important. Working extremely hard, no matter what the conditions may be. Staying on-focus and on-task. Serving the community. [More]

Second Choice

SECOND choice for Board/Commission/Committee appointment:

N/A

Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position

What are your goals in serving on this Board/Commission/Committee?

Supplemental Questions

Acknowledgement

Acknowledgment No. 1 - General

ALL INFORMATION SUBMITTED IS A PUBLIC RECORD AND WILL BE POSTED ON THE CITY'S WEBSITE. All City Board, Commission, and Committee members serve without compensation from the City. No person shall serve at the same time on more than one Board, Commission or Committee. All applicants must be electors of, and actually reside in the City of Burbank, with the exception of the Burbank Cultural Arts Commission and the Sustainable Burbank Commission. (Per BMC Section 2-1-405, 2-1-406, 2-1-407)

☑ I Agree

Thomas E Perez

Thomas Ephraim Perez
[redacted] Burbank, CA 91505
[redacted]

Career Objective

Seeking a full-time opportunity where I can apply the knowledge of computer science, programming, math, social skills, and critical thinking learned through my undergraduate and master's course work. This includes knowledge gained from previous technical support employment. I seek work in software development, computer engineering, computer programming, or computer_science/research, (latter two differ of course). I wish to surround myself the conditions I wish to achieve. I endeavor to pay-forward.

Highlights

- Master's in Computer Science: May 2023.
- Jet charter pilot - first officer. Advanced FAA Certified Flight Instructor (as extra income).
- Previous employment: technical – mainly computer and postproduction engineering support, in addition to music and ADR recording studio engineering support.

Relevant Experiences

During my course work, had exposure with various programming languages eg., Python, C++, Java, Swift, Prolog, JavaScript, HTML, and CSS. Nine years Sr. mainframe tech at a major computer manufacturer. Familiar with hard deadlines, QA, and loyalty.

Projects accomplished during my Master's classes:

- Developed a team fullstack application using AWS, and the MERN (Mondo, Express, React, NodeJS) technology stack.
  Machine Learning and MITM detection graduate projects.
- Software Engineering Process class was practical as well, and very thorough in terms of industry standard practices at GT - Agile, UML, GitHub, design, etc.

Our projects included peer-to-peer scheduling, games, software testing, and more.

- Developed (Aug 2024) an iOS app for the common-good. Name: “LCTO-14”. More features TBA. A solo project.

Past Experiences

Oct 2024 – Nov 2024
Election/Poll Worker – County of Los Angeles

Oct 1999 - Aug 2004
Sr. Engineer - Fox Family Channel
Avid editorial support, Mixing, ADR and Foley stage support. Fiber certified.
Equipment integration, (AES rack builds for pro’ AV and broadcast gear).
10960 Wilshire, Westwood, CA 90024. (Bought out by Disney Corp)

May 1996 - Oct 1999
Chief Engineer - The Complex (Formally, a George Massenburg Studio)
ADR support for The Simpsons, King of the Hill, Futurama, Dilbert, etc. Solo designed and built a working 5.1 audio phase analyzer. AVID support certified rep’, (ACSR).
2323 Corinth Ave, W. LA, CA, 90064. (Bought out by KJLA Radio)

June 1990 - May 1996
Recording Studio Technician - major music recording studios in LA

Jan 1980 - Aug 1989
Sr. Mainframe Computer Technician - Unisys (formerly Burroughs Corp.)
Power Systems component level troubleshooting. Advanced over to Mainframe logic troubleshooting during most of my tenure.
Mission Viejo and Rancho Santa Margarita, CA

Experience - other

Jet charter first officer and **FAA Certified Flight Instructor (**on the side).
*CFI, CFII, SEL, SES, MEL, AGI, ATP†. Taught actual spin training.
(*Certified Flight Instructor (visual rules), Certified Flight Instructor (instrument rules), Single Engine Land-plane, Single Engine Seaplane, Multiengine land-plane, Advanced Ground Instructor, †Airline Transport Pilot)

Surgical tech while in high school and early college.

Education

- California State University, Northridge
  Master's in Computer Science – May 2023 ††

- California State University, Northridge
  Bachelor's in Computer Science - Aug 2020 †††
  Minor in mathematics

  (PhD student at an R1 rated university)

Miscellaneous

Road bicycling, music writing, weightlifting, and reading. Interests also include quantum computing inc immunology problems and optimizations, math (viz – Goemans-Williamson max-cuts with unbalanced betweenness centralities, linear transformations, leveraging quantum optimization computes).

††
Thesis: "CD4+ T-help Cell Fate Optimization Using the DwaveSys Quantum Computing Unit". A fully tested practical immunological quantum computer application - a solo endeavor.

†††
Sr. research project: "Natural Killer T-cell Dynamics Simulation in C++" - another solo endeavor.

Application Form

Profile

Ari
First Name

Middle Initial

Altman
Last Name

[redacted]
Email Address

[redacted] Road
Home Address

Suite or Apt

Burbank
City

CA
State

91504
Postal Code

[redacted]
Primary Phone

Alternate Phone

Southern California Edison
Employer

Senior Advisor
Job Title

Utility Regulation
Occupation

Which Boards would you like to apply for?

Burbank Water and Power Board: Submitted

Length of time as a Burbank Resident:

2.5 years

Burbank Registered Voter?

(•) Yes ( ) No

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board, commission or committee?

I spent many years in public service, including as a high school teacher in New York City and an attorney for the US Department of Energy in Washington DC. It has always brought be great satisfaction, and as a relatively new resident of Burbank, I am seeking opportunities to become involved with my new hometown, through my faith community, my children's schools, and now through the City of Burbank's extensive commission and committee framework.

Education

The George Washington University Law School, J.D, Doctor of Jurisprudence; The University of California, Berkeley - M.A., Energy and Resources; Princeton University, B.A., Sociology, minor in Environmental Studies

Additional Pertinent Courses or Training

As a lawyer, I received significant training in ethics compliance, including through continuing legal education.

Other Pertinent Skills, Experience or Interests

I took on various volunteer positions while a resident of Washington, DC, including as a program coordinator for recent college graduates in the public service space, as well as an afterschool mentor to at-risk elementary school youth.

Upload a Resume

Community Involvement

Specify current or prior service on a City Board, Commission or Committee:

None

List Community activities in which you are involved:

Member of the education committee of my synagogue (Temple Sinai of Glendale); regular attendee of Burbank Unified School District's Local Control Accountability Plan (LCAP) meetings.

If you are related to any City of Burbank employee(s), please state their name(s), relationship(s), and department(s). If you are not related to a City of Burbank employee, please put N/A.

N/A

Conflict of Interest

Conflict of Interest:

Rules of law and ethics prohibit members from participating in and voting on matters in which they may have a direct or indirect conflict of interest including a financial interest. Are you aware of any potential conflicts of interest which may develop from your occupation or financial holdings in relation to your responsibilities as a member of the Board, Commission or Committee to which you seek appointment?

○ Yes ◉ No

If you answer yes, explain in detail any potential conflicts in the same manner as required by the Fair Political Practices Commission's Statement of Economic Interests (Form 700). (If you should have any questions about this matter or need further information as it relates to your situation, please advise the City Clerk prior to submitting your application.)

AB 1234 Training

The Board, Commission or Committee (collectively Board) you are seeking appointment to provides City reimbursement for attending trainings or conferences. Therefore, under State Law all members of the Board must receive at least two hours of ethic's training, as prescribed by the Fair Political Practices Commission, within one year of appointment and once every two years thereafter.

First Choice

FIRST choice for Board/Commission/Committee appointment:

Burbank Power and Water

Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position.

I am currently a policy advisor at Southern California Edison, the electric utility serving much of Southern California. Specifically, I work in the regulatory space, interfacing daily with the California Public Utilities Commission on matters related to modernization of the electric grid, build out of distribution capacity, and the development of non wires alternatives, including harnessing and supporting distributed energy resources, with a focus on electric vehicles and electrified buildings. I present regularly at public workshops hosted by the CPUC, and engage directly with stakeholders, both those who are supportive and those who are challenging the utility's proposals. Previously, I served as legal adviser within the Office of Energy Efficiency and Renewable Energy at the United States Department of Energy. There I drafted energy efficiency regulations for residential and commercial products in the cooking, HVAC, and lighting market. Duties included review of governing statutes and DOE regulations, as well as regular engagement with stakeholders throughout the notice-and-comment process. I also drafted regulations governing state and energy industry vehicle fleets and developed guidelines on workplace charging of electric vehicles. I began my legal career in the private law firm setting, advising companies on environmental issues in the context of M&A transactions, administrative approvals, sustainability initiatives, and government enforcement actions, including in the areas of Clean Air Act and Superfund law. Prior to entering the legal profession, I served as a high school environmental science teacher at a public high school in Manhattan, NY. I also have specialized educational training that is highly relevant, including a Master's Degree in Energy and Resources from UC-Berkeley, where I focused on public perception of environmental problems, and a law degree from The George Washington University, where I focused on energy and environmental law.

What are your goals in serving on this Board/Commission/Committee?

I aim to share my breadth of knowledge and experience in the energy arena to ensure that BWP continues to serve the community through a focus on reliable service, affordable rates, and innovative practices.

Second Choice

SECOND choice for Board/Commission/Committee appointment:

Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position

What are your goals in serving on this Board/Commission/Committee?

Supplemental Questions

Acknowledgement

Acknowledgment No. 1 - General

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☑ I Agree

Ari Gabriel Altman

[redacted]
[redacted]Rd., Burbank, CA 91504

EXPERIENCE

Senior Advisor, Southern California Edison Company, Rosemead, CA Sept. 2022 – Present
Summary: Manage filings and stakeholder communications related to California state goals for increased electrification and decarbonization at one of the nation's largest investor-owned electric utilities

- Interface daily with the company's engineering teams to develop plans, reports, and responses to state regulations in the Rulemaking to Modernize the Electric Grid for A High Distributed Energy Resources (DER) Future through the expanded use of solar, battery storage, electric vehicles, and efficient electric appliances
- Interact frequently with regulatory staff at the California Public Utilities Commission (CPUC) and the California Energy Commission (CEC)
- Present regularly at public stakeholder workshops and engage directly with stakeholders

Regulatory Consultant, Energy Solutions, Portland, OR May 2021 – Aug. 2022
Summary: Serve as a contract consultant on regulatory matters before the U.S. Department of Energy, on behalf of the three California-based investor-owned utilities

- Drafted comment letters advocating for impactful energy efficiency regulations on a wide range of consumer and commercial products, including home appliances, consumer electronics, and HVAC/refrigeration equipment
- Provided insights into DOE decision-making based on my four years as an attorney at the agency, helping guide multi-disciplinary teams of engineers, scientists, economists, and advocates
- Regularly briefed high-level managers at the California investor-owned utilities via teleconference

Small Business Owner, The Tech Buyer's Guru, LLC, Portland, OR Mar. 2014 – Aug. 2022
Summary: Founded and ran a consumer technology review website (https://techbuyersguru.com) and associated YouTube Channel (http://www.youtube.com/c/TheTechBuyersGuru)

- Reviewed technology products in the computer, gaming, smart home, and home theater markets
- Produced reviews, how-to guides, and buyer's guides in written and video (YouTube) formats
- Maintained relationships with a wide range of consumer electronics manufacturers

Attorney, U.S. Dept. of Energy, General Counsel's Office, Wash., DC May 2010 – Mar. 2014
Summary: Served as legal adviser within the Office of Energy Efficiency and Renewable Energy

- Drafted energy efficiency regulations for residential and commercial products in the cooking, HVAC, and lighting market, on behalf of DOE's building technology office; duties included review of governing statutes and DOE regulations, as well as regular engagement with stakeholders throughout the notice-and-comment process
- Drafted regulations governing state and energy industry vehicle fleets and developed guidelines on workplace charging of electric vehicles, on behalf of DOE's alternative fuel vehicle program

Adjunct Professor, The George Washington Univ. Law School, Wash., DC July 2010 – May 2012
Summary: Served as adjunct writing professor with the Journal of Energy and Environmental Law

- Taught law school course on research and writing of scholarly articles in the areas of energy and environmental policy

Associate Attorney, Willkie Farr & Gallagher LLP, Wash., DC Sept. 2006 – Mar. 2010
Summary: Provided legal counsel to companies on environmental issues in the context of M&A transactions, administrative approvals, sustainability initiatives, and government enforcement actions

- Conducted diligence to identify mitigation strategies for Clean Air Act, climate change, and health and safety liabilities in the context of mergers and acquisitions in the energy and chemical industries
- Served as counsel to a manufacturing company in the context of several multi-year Federal Superfund investigations into liability for contamination at mining and smelting sites
- Assisted oil recycling company in requesting EPA approval for a novel treatment method under Toxic Substances Control Act

Teacher, High School for Environmental Studies, New York, NY Aug. 2000 – June 2003
Summary: Created curriculum for and taught courses in introductory and Advanced Placement environmental science

EDUCATION

The George Washington University Law School, Washington, DC
J.D., May 2006

- President, Environmental Law Association, 2005-2006
- Winner, 2005 Student Bar Association Writing Competition, for article entitled "The Race to Clean Air: How the Patent Act's Incentives Stand in the Way of Winning"

University of California, Berkeley, Berkeley, CA
M.A., Energy and Resources, May 2000

- Master's Thesis examined environmental decision-making via statistical analysis, identifying correlations between consumer attitudes and behaviors collected via a custom-designed survey

Princeton University, Princeton, NJ
B.A., *magna cum laude*, Sociology, June 1997

- Minored in Environmental Studies and Secondary Education

SELECTED PUBLICATIONS

Ari G. Altman and Lauren Van Wazer, *Communications Requirements of Smart Grid Technologies*, U.S. Department of Energy, Oct. 5, 2010, *available at*: http://energy.gov/sites/prod/files/gcprod/documents/Smart_Grid_Communications_Requirements_Report_10-05-2010.pdf

Ari G. Altman and Jessica M. Lewis, *Recent Clean Air Act Developments - 2007*, 38 Envtl. L. Rep. 10357 (2008)

Application Form

Profile

Robert (First Name) | D. (Middle Initial) | Nielsen (Last Name)

[redacted] (Email Address)

[redacted] Ave. (Home Address) | (Suite or Apt)

Burbank (City) | CA (State) | 91501 (Postal Code)

[redacted] (Primary Phone) | (Alternate Phone)

CPower Energy Management (Employer) | Account Executive (Job Title) | Business Development (Occupation)

Which Boards would you like to apply for?

Burbank Water and Power Board: Submitted

Length of time as a Burbank Resident:

27 years

Burbank Registered Voter?

(•) Yes ( ) No

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board, commission or committee?

As a longtime Burbank resident, I am interested in serving my community and using my 25 years in the energy and utility space to help Burbank grow sustainably and manage costs for the city. I have always taken an active interest in Burbank city politics and want to do more to contribute. I believe that there are many emerging technologies available that can make the City of Burbank a continued leader in the water and power efficiency space. In addition, my experience successfully working with city governments and water districts throughout California will be beneficial to obtaining the goals that the city wants to achieve over the next board term.

Education

B.A. Environmental Science/Geology from the University of Iowa, class of 1995.

Additional Pertinent Courses or Training

Over my career I have successfully completed professional courses in business ethics, compliance, and regulatory affairs.

Other Pertinent Skills, Experience or Interests

I have a long working relationship with SoCalGas, PG&E and SCE. In addition, I have worked and implemented energy and water pumping efficiency projects with many municipal agencies in California and Nevada.

Upload a Resume

Community Involvement

Specify current or prior service on a City Board, Commission or Committee:

N/A

List Community activities in which you are involved:

Burbank Police Community Academy (2022).

If you are related to any City of Burbank employee(s), please state their name(s), relationship(s), and department(s). If you are not related to a City of Burbank employee, please put N/A.

N/A

Conflict of Interest

Conflict of Interest:

Rules of law and ethics prohibit members from participating in and voting on matters in which they may have a direct or indirect conflict of interest including a financial interest. Are you aware of any potential conflicts of interest which may develop from your occupation or financial holdings in relation to your responsibilities as a member of the Board, Commission or Committee to which you seek appointment?

○ Yes ◉ No

If you answer yes, explain in detail any potential conflicts in the same manner as required by the Fair Political Practices Commission's Statement of Economic Interests (Form 700). (If you should have any questions about this matter or need further information as it relates to your situation, please advise the City Clerk prior to submitting your application.)

AB 1234 Training

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First Choice

FIRST choice for Board/Commission/Committee appointment:

Robert D. Nielsen for the Burbank Water and Power Board.

Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position.

Results driven leader, transaction expert, and business development executive with 25 years' experience in regulated and deregulated energy markets, wholesale and retail. Consistently successful in originating and developing efficiency opportunities with large corporations, LDCs, municipalities, hospitals, and universities. Excellent written and verbal communication skills and strong analytical, conflict resolution, and problem-solving abilities. Please see my resume for full details of my professional history, which span 3 decades in the energy industry.

What are your goals in serving on this Board/Commission/Committee?

Utilities, including Burbank, are facing increasing complexity from climate change and aging infrastructure (among other challenges) and need to manage these risks while providing reliable and affordable services. I would like to serve on the board to help Burbank navigate through the energy transition that is already underway and to continue to be a leader in the energy (water and power) space in California and nationally. I will use my years of experience and professional network to achieve the city's goals of carbon reduction, energy and water efficiency and cost savings for the residents of Burbank. I have experience procuring electricity and natural gas for cities and large C&I end users. I have put energy efficient fuel cells in wastewater districts in California, provided demand response to water districts and worked to develop desalinization plants in Southern California. Burbank has made great progress in planning for the future and I would like to participate in it's continued evolution.

Second Choice

SECOND choice for Board/Commission/Committee appointment:

Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position

What are your goals in serving on this Board/Commission/Committee?

Supplemental Questions

Acknowledgement

Acknowledgment No. 1 - General

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☑ I Agree

Robert D. Nielsen

Robert D. Nielsen

[redacted]

[redacted] Avenue
Burbank, CA 91501

Sales & Marketing / New Business Development Professional

Energy Industry / Natural Resources

Results driven sales leader, transaction expert, and business development executive with 25 years' experience in regulated and deregulated energy markets, wholesale and retail. Consistently successful in originating and closing new business opportunities with Fortune 500 corporations, LDCs, municipalities, hospitals, and universities. Excellent written and verbal communication skills and strong analytical, conflict resolution, and problem-solving abilities.

- Municipal Districts
- Regulatory Legislation – Incentive Programs
- Contract Negotiation /Management
- Hydrogen/Fuel Cells/Solar/Storage
- Market Expansion and New Market Entry
- Microgrid Planning and Development
- Distributed Energy Resources
- Demand Response Programs

PROFESSIONAL EXPERIENCE

CPOWER ENERGY September 2023 – Present
Los Angeles, CA **Account Executive**
Developed Virtual Power plants to provide resource adequacy and environmental benefits at a significantly lower price point than other options, such as gas peaker plants and grid-scale battery storage.

- Recruited large C&I customers with PG&E, SCE and SDG&E to participate in demand response programs (DSGS option 2, CBP & BIP), delivering financial benefits to clients helping to stabilize the power grid.
- Managed Municipal relationships to manage grid outages in California.
- Implemented battery storage and large-scale Demand Energy Resources (DSGS option 3).

SIEMENS June 2022 – September 2023
Los Angeles, CA **Account Executive**
Developed energy services business in California while focusing on the Higher Education and Municipal verticals. Identified market needs and led sales strategies and customer solutions to gain client commitment to improve their facilities, operations, sustainability, and profitability.

- Develop and maintain C-suite and facilities leadership level relationships.
- Define infrastructure improvements to meet carbon reduction and sustainability goals.
- Financing and funding solutions through incentive programs and performance contracting.

PLUG POWER 2019- 2021
Los Angeles, CA **Director, National Accounts**
Engaged directly with prospective national/enterprise customers to drive revenue growth for the organization by cultivating new business relationships and communicating the significant value statement for Plug Power's hydrogen fuel cell technology.

- Utilized a variety of tools and resources working towards sales including hydrogen fuel cell systems at prospective customer sites, understanding, and forecasting budgets for financial, sustainability.
- Developed long term integrated sustainable green energy plan customer locations to ensure long-term ROI.
- Coordinated state and federal rebate programs for clients including LCFS, ITC, SGIP, and FC-NEM.

FUELCELL ENERGY 2016 - 2019
Los Angeles, CA **Director, Business Development**
Responsible for Southern California market growth of industrial and utility scale hydrogen, biogas, and natural gas fuel cells to municipal, IOU, education, oil & gas, wastewater, and healthcare segments.

- Achieved 7 MW of fuel cell generation to the municipal sector.
- Expert knowledge of fuel cell technology and engineering applications.
- Developed new market entry for LCFS, FC-NEM and SGIP programs through SoCalGas and SCE.

CONSTELLATION ENERGY/EXELON CORPORATION 2013 - 2015
Los Angeles, CA **Senior Business Development Manager**
Responsible for sales of electricity, natural gas, demand response and energy efficiency.

- Direct Assess and Demand Response sales to California National, commercial & industrial customers.
- New prospects/origination.
- Created new book of business and met corporate revenue goals consistently.

STRATEGIC ENERGY / DIRECT ENERGY BUSINESS 2005 - 2013
Los Angeles, CA – Pittsburgh, PA **Senior Business Development Manager**
Managed sales of electricity and risk management products to large end users in California and national multi-site accounts in deregulated markets nationwide.

- Originated over $2.5 million of electricity/natural gas in long-term contracts annually.
- Coordinated demand response/solar/renewable programs and energy solutions efforts in CA.
- Closed new opportunities and created core natural gas market for Direct Energy in California.

SEMPRA ENERGY SOLUTIONS / SOCALGAS 2002 - 2005
Los Angeles, CA – Las Vegas, NV **Director of Sales**
Managed origination for Sempra Energy Solutions' retail marketing/trading affiliate. Serviced clients by providing natural gas, electricity, risk management products, and industrial energy management services. Recruited to lead expansion into new territories and diversify new markets.

- Structured and closed over 250 MW in power transactions to casino groups in Nevada.
- Led natural gas market entry into Nevada and Arizona. Structured 5-y. ear, approximately $10 million, power, and natural gas and services contracts with major Las Vegas casino properties and industrials working through PUC regulations.
- Created and managed start-up of local regional sales/marketing office in Las Vegas, Nevada.

MIRANT AMERICAS ENERGY MARKETING 2001 - 2002
Las Vegas, NV – Atlanta, GA **Senior Account Executive**
Represented Mirant as a Power and Gas Originator in the WSCC by calling on IOUs, Municipalities, Cooperatives, Water Districts and Marketing Companies by originating, structuring, and transacting wholesale power and natural gas deals. Created and managed WSCC.

- Rate analysis, systems operations, and legislative affairs.
- Managed WSCC customers, IOUs, Municipals and Water Districts.
- Sold output of the Apex Power plant to Nevada Power.

SEMPRA ENERGY SOLUTIONS / PACIFIC ENTERPRISES 1999 - 2001
Los Angeles, CA **Sales Manager**
Part of a startup team under the Southern California Gas Company, worked to build a new business within the utility with the goal to reduce client energy expenses and have ability to choose service providers.

- Sold energy solutions and efficiency products including energy services contracts.
- Negotiated and transacted multi-million-dollar natural gas and electricity contracts to commercial and industrial customers in California, Nevada, and Arizona.
- Aided the development of financial tools to manage risk and optimize efficiencies.

EDUCATION

B.A., Environmental Science/Geology 1991 - 1995
University of Iowa, Iowa City, IA

Application Form

Profile

Thomas (First Name) | J (Middle Initial) | Euper (Last Name)

[redacted] (Email Address)

[redacted] Lane (Home Address) | (Suite or Apt)

Burbank (City) | CA (State) | 91504 (Postal Code)

[redacted] (Primary Phone) | (Alternate Phone)

Hussmann Services Corp (Employer) | Superintendant (Job Title) | Commercial Refrigeration and Air Conditioning (Occupation)

Which Boards would you like to apply for?

Burbank Water and Power Board: Submitted

Length of time as a Burbank Resident:

58 years

Burbank Registered Voter?

(•) Yes ( ) No

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board, commission or committee?

To let my years of experience with commercial facilities be of more use by being able to help with the community i live in

Education

Burbank High 5 year apprentiship with commercial Refrigeration and Air Conditioning Local 250 Then 15 years of journeymanship courses until the state of california permimently certified me

Additional Pertinent Courses or Training

5 Years of Burbanks Finest - Joe Haggerty Plumbing 1980-1985 Then 20 + years of schooling and Training post High School

Other Pertinent Skills, Experience or Interests

20 + years being involved with the Edison International Tulare Tractor and power Engine show and clubs throughout California

Upload a Resume

Community Involvement

Specify current or prior service on a City Board, Commission or Committee:

After 40 years with Commercial Refrigeration 60+ hour weeks year round I am finally able to take on new ventures as i choose to slow down

List Community activities in which you are involved:

All Mechanical Clocks Engines Compressors Cars-Trucks Tractors Antiques Antique Photography Antique Books on a very high level

If you are related to any City of Burbank employee(s), please state their name(s), relationship(s), and department(s). If you are not related to a City of Burbank employee, please put N/A.

N/A

Conflict of Interest

Conflict of Interest:

Rules of law and ethics prohibit members from participating in and voting on matters in which they may have a direct or indirect conflict of interest including a financial interest. Are you aware of any potential conflicts of interest which may develop from your occupation or financial holdings in relation to your responsibilities as a member of the Board, Commission or Committee to which you seek appointment?

○ Yes ◉ No

If you answer yes, explain in detail any potential conflicts in the same manner as required by the Fair Political Practices Commission's Statement of Economic Interests (Form 700). (If you should have any questions about this matter or need further information as it relates to your situation, please advise the City Clerk prior to submitting your application.)

AB 1234 Training

The Board, Commission or Committee (collectively Board) you are seeking appointment to provides City reimbursement for attending trainings or conferences. Therefore, under State Law all members of the Board must receive at least two hours of ethic's training, as prescribed by the Fair Political Practices Commission, within one year of appointment and once every two years thereafter.

First Choice

FIRST choice for Board/Commission/Committee appointment:

Not sure how to answer No doubt my skills and experiences could be used in all aspects

Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position.

On a commercial level I have been involved with over 15 Million dollars of commercial mechanical projects from the rendering selling installing and servicing for decades My experience overlaps anything that the Water and Power Dept would be involved in

What are your goals in serving on this Board/Commission/Committee?

To make a difference To give back to the community that i love so much with the decades of skills and experiences i have to use where it is needed in our public works

Second Choice

SECOND choice for Board/Commission/Committee appointment:

Not sure how to answer No doubt my skills and experiences could be used in all aspects

Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position

On a commercial level I have been involved with over 15 Million dollars of commercial mechanical projects from the rendering selling installing and servicing for decades My experience overlaps anything that the Water and Power Dept would be involved in

What are your goals in serving on this Board/Commission/Committee?

To make a difference To give back to the community that i love so much with the decades of skills and experiences i have to use where it is needed in our public works

Supplemental Questions

Acknowledgement

Acknowledgment No. 1 - General

ALL INFORMATION SUBMITTED IS A PUBLIC RECORD AND WILL BE POSTED ON THE CITY'S WEBSITE. All City Board, Commission, and Committee members serve without compensation from the City. No person shall serve at the same time on more than one Board, Commission or Committee. All applicants must be electors of, and actually reside in the City of Burbank, with the exception of the Burbank Cultural Arts Commission and the Sustainable Burbank Commission. (Per BMC Section 2-1-405, 2-1-406, 2-1-407)

☑ I Agree

Thomas J Euper

Application Form

Profile

Mike
First Name

A
Middle Initial

Graves
Last Name

[redacted]
Email Address

[redacted] St.
Home Address

Suite or Apt

Burbank
City

CA
State

91505
Postal Code

[redacted]
Primary Phone

[redacted]
Alternate Phone

Littlejohn's Candies
Employer

Proprietor
Job Title

Candymaker
Occupation

Which Boards would you like to apply for?

Burbank Water and Power Board: Submitted

Length of time as a Burbank Resident:

33 years

Burbank Registered Voter?

(•) Yes ( ) No

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board, commission or committee?

Because it's part civic duty, part personal interest in the necessity of such services.

Education

I have a high school education.

Additional Pertinent Courses or Training

I currently serve on the board of a mutual water company in Kern county.

Other Pertinent Skills, Experience or Interests

Well I find myself reading articles about power, delivery, future needs and such all the time. I'm concerned that we should make wise choices.

Upload a Resume

Community Involvement

Specify current or prior service on a City Board, Commission or Committee:

I have applied in the distant past. Magnolia Park committee.

List Community activities in which you are involved:

I coached flag football here in Burbank for five years and Hap Minor baseball for ten. I completed the Master recycling program 7-8 years ago.

If you are related to any City of Burbank employee(s), please state their name(s), relationship(s), and department(s). If you are not related to a City of Burbank employee, please put N/A.

Burbank. N/A

Conflict of Interest

Conflict of Interest:

Rules of law and ethics prohibit members from participating in and voting on matters in which they may have a direct or indirect conflict of interest including a financial interest. Are you aware of any potential conflicts of interest which may develop from your occupation or financial holdings in relation to your responsibilities as a member of the Board, Commission or Committee to which you seek appointment?

○ Yes ◉ No

If you answer yes, explain in detail any potential conflicts in the same manner as required by the Fair Political Practices Commission's Statement of Economic Interests (Form 700). (If you should have any questions about this matter or need further information as it relates to your situation, please advise the City Clerk prior to submitting your application.)

Burbank

AB 1234 Training

The Board, Commission or Committee (collectively Board) you are seeking appointment to provides City reimbursement for attending trainings or conferences. Therefore, under State Law all members of the Board must receive at least two hours of ethic's training, as prescribed by the Fair Political Practices Commission, within one year of appointment and once every two years thereafter.

First Choice

FIRST choice for Board/Commission/Committee appointment:

The Burbank Water and Power Board.

Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position.

I have not worked in the power industry or within a municipal government. I have owned and operated my business for 41 years I have resided and owned my home in Burbank for 33 years. I have a broad interest in civic affairs and view energy production as the lifeblood of every community.

What are your goals in serving on this Board/Commission/Committee?

My goal is to better understand and contribute to a better future with wise decision making and thereby foster to the economic delivery of the resources everyone needs to be productive and creative.

Second Choice

SECOND choice for Board/Commission/Committee appointment:

Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position

Burbank Master recycling alum. Did the course about eight years ago

What are your goals in serving on this Board/Commission/Committee?

To understand the alternatives being offered and best advice for future implementation of practices that are sustainable.

Supplemental Questions

Acknowledgement

Acknowledgment No. 1 - General

ALL INFORMATION SUBMITTED IS A PUBLIC RECORD AND WILL BE POSTED ON THE CITY'S WEBSITE. All City Board, Commission, and Committee members serve without compensation from the City. No person shall serve at the same time on more than one Board, Commission or Committee. All applicants must be electors of, and actually reside in the City of Burbank, with the exception of the Burbank Cultural Arts Commission and the Sustainable Burbank Commission. (Per BMC Section 2-1-405, 2-1-406, 2-1-407)

☑ I Agree

Mike A Graves

Burbank Municipal Code § 2-1-418: Burbank Water and Power Board

2-1-418: Burbank Water and Power Board

A. Establishment and Composition of the Board: There is hereby created a Burbank Water and Power Board consisting of seven (7) members.

B. Secretary of the Board: The General Manager of the Burbank Water and Power shall serve as Secretary to the Board. The Secretary to the Board shall not be a member of the Board nor vote on any matters coming before it, but the Secretary may be present during the Board's deliberations and may participate in all debates and discussions.

C. Powers and Duties of the Board: The Burbank Water and Power Board shall have the following powers and duties:

1. To review and make recommendations on all capital improvements which require Council approval;

2. To review and make recommendations on purchased power agreements with terms of more than five (5) years;

3. To review and make recommendations regarding the Burbank Water and Power's annual budget;

4. To review and make recommendations regarding electric and water rates;

5. To approve all contract awards for goods, services and public work construction projects which are provided for in the Burbank Water and Power's annual budget; and

6. To perform such advisory functions as are delegated to it by the provisions of this code or other action of the Council or the General Manager of the Burbank Water and Power.

D. Meeting Quorum: The Burbank Water and Power Board shall hold a regular meeting at least once a month in the Council chambers of City Hall at a time to be designated by the board. Special meetings may be called by the Chair or four (4) members of the Board. When the time for any regular meeting of the Board falls on the holiday, such meeting may be held at the discretion of the Board or the Chair at the same hour of the next succeeding day not a holiday or a regular meeting day of the Council or any board or commission established by this division. A majority of the members of the board shall constitute a quorum for the transaction of business. [Formerly numbered Section 2-56.5; Amended by Ord. No. 3823, eff. 1/6/12; 3566; 3498; 3472, 3451, 3394, 3071, 3058, 3009.]

STAFF REPORT

CITY CLERK'S OFFICE

DATE: September 30, 2025

TO: Honorable Mayor and Members of the City Council

FROM: Kimberley Clark, City Clerk
BY: Maria Sanchez, Administrative Analyst I

SUBJECT: Consideration of Board, Commission, and Committee Member Absences for Reporting Period 2024-2025

RECOMMENDATION

Consider whether to excuse or not excuse the absences of the following Board, Commission and Committee (BCC) Members:

- Philippe Eskandar (Burbank Water and Power Board)
- Earle LeMasters (Burbank Water and Power Board)
- Iveta Ovsepyan (Civil Service Board)
- Arthur Solis (Heritage Commission)
- Maria Coronado (Infrastructure Oversight Board)
- Myeisha Peguero Gamiño (Park, Recreation and Community Services Board)
- Limor Zimskind (Sustainable Burbank Commission)

After consideration, the Council may excuse the absences, remove the Member, or take any other appropriate action deemed necessary by Council.

BACKGROUND

For the period of August 1, 2024 – July 31, 2025, Burbank Municipal Code (BMC) § 2-1-403 required that a Member who is absent for three consecutive meetings or who fails to attend at least 75% of the regularly scheduled meetings during a 12-month period have their attendance record reviewed by the Board, Commission, or Committee on which they serve and a recommendation made to Council to either excuse the absences, remove the Member, or take any other appropriate action deemed necessary by Council.

On August 26, 2025, Council approved an updated attendance policy requiring that the attendance record of a Member who is absent for three (3) regularly scheduled meetings during the period of August 1, 2025 to July 31, 2026 be reviewed by the BCC to which the Member was appointed. The BCC shall consider the reasons for the absences, review them with the Member, and make a recommendation whether the absences should be excused or unexcused by the City Council. Council shall take appropriate action including, but not limited to, excusing the absences, removing the member, or other such action as Council deems appropriate. Should Council excuse the member's accrued absences, and the member misses an additional meeting within the following 12-month absence reporting period, the City Clerk may proceed with the member's automatic removal by City staff.

DISCUSSION

The table below details BCC Members' attendance for reporting period of August 2024 through July 2025.

BCC	Member	Meetings Missed	Attendance %
Burbank Water and Power Board	Philippe Eskandar	3/10	70%
	Earle LeMasters	4/10	60%
Civil Service Board	Iveta Ovsepyan	3/10	70%
Heritage Commission	Arthur Solis	5/7	29%
Infrastructure Oversight Board	Maria Coronado	3/9	67%
Park, Recreation, and Community Services Board	Myeisha Peguero Gamiño	3/11	73%
Sustainable Burbank Commission	Limor Zimskind	3/10	70%

Burbank Water and Power Board

Burbank Water and Power Board (Board) Member Philippe Eskandar was originally appointed to the Board by Council on May 17, 2011, and is currently serving his fourth term ending on July 31, 2028. Board Member Eskandar missed the following three regularly scheduled meetings:

- September 2024
- February 2025
- May 2025

For the period of August 1, 2024 – July 31, 2025, Board Member Eskandar has missed 3 out of 10 regularly scheduled meetings, which puts the Member's current attendance record at 70% of the regularly scheduled meetings. This is Board Member Eskandar's second violation of the Attendance Policy. In 2020, during the Member's second term, Board Member Eskandar missed three consecutive meetings. At the June 16, 2020, Council meeting, Council approved the Board's recommendation to excuse Board Member Eskandar's absences.

Board Member Earle LeMasters was originally appointed to the Board by Council on July 12, 2022, to serve a term ending on July 31, 2026. Board Member LeMasters missed the following four regularly scheduled meetings:

- August 2024
- October 2024
- February 2025
- May 2025

For the period of August 1, 2024 – July 31, 2025, Board Member LeMasters has missed 4 out of 10 regularly scheduled meetings, which puts the Member's current attendance record at 60% of the regularly scheduled meetings. Board Member LeMasters subsequently missed the meeting of September 4, 2025.

On September 4, 2025, the Board reviewed the absences of Members Eskandar and LeMasters and voted to recommend that Council excuse them. The reasons for the absences of Members Eskandar and LeMasters and rationale for the Board's decision are outlined in recommendation letters from Chair Timothy Cherry (Attachments 1 and 2).

<u>Civil Service Board</u>

Civil Service Board (Board) Member Iveta Ovsepyan was originally appointed to the Board by Council on July 17, 2018, and was reappointed on July 12, 2022, to serve a term ending on July 31, 2026. Board Member Ovsepyan missed the following three regularly scheduled meetings:

- December 2024
- March 2025
- May 2025

For the period of August 1, 2024 – July 31, 2025, Board Member Ovsepyan has missed 3 out of 10 regularly scheduled meetings, which puts the Member's current attendance record at 70% of the regularly scheduled meetings.

On September 3, 2025, the Board reviewed the absences of Member Ovsepyan and voted to recommend that Council excuse them. The reasons for Member Ovsepyan's absences and rationale for the Board's decision are outlined in the recommendation letter from Chair Jacqueline Waltman (Attachment 3).

Heritage Commission

Heritage Commissioner Arthur Solis was originally appointed to the Commission by Council on May 22, 2007, and is currently serving his fifth term ending on July 31, 2026. Commissioner Solis missed the following five regularly scheduled meetings:

- August 2024
- September 2024
- February 2025
- April 2025
- June 2025

For the period of August 1, 2024 – July 31, 2025, Commissioner Solis has missed 5 out of 7 regularly scheduled meetings, which puts the Member's current attendance record at 29% of the regularly scheduled meetings. Commissioner Solis subsequently missed the meeting of September 4, 2025.

On September 4, 2025, the Commission reviewed the absences of Commissioner Solis and voted to recommend that Council not excuse them. The reasons for Commissioner Solis' absences and rationale for the Commission's decision are outlined in the recommendation letter from Chair Don Baldaseroni (Attachment 4).

Infrastructure Oversight Board

Infrastructure Oversight Board (Board) Member Maria Coronado was originally appointed to the Board by Council on July 16, 2019, and is currently serving her third term ending on July 31, 2029. Board Member Coronado missed the following three regularly scheduled meetings:

- October 2024
- February 2025
- June 2025

For the period of August 1, 2024 – July 31, 2025, Board Member Coronado has missed 3 out of 9 regularly scheduled meetings, which puts the Member's current attendance record at 67% of the regularly scheduled meetings.

On August 28, 2025, the Board reviewed the absences of Member Coronado and voted to recommend that Council excuse them. The reasons for Member Coronado's absences and rationale for the Board's decision are outlined in the recommendation letter from Chair Linda Bessin (Attachment 5).

Park, Recreation, and Community Services Board

Park, Recreation, and Community Services Board (Board) Member Myeisha Peguero Gamiño was originally appointed to the Board by Council on July 16, 2019, and was reappointed on July 18, 2023, to serve a term ending on July 31, 2027. Board Member Peguero Gamiño missed the following three regularly scheduled meetings:

- October 2024
- November 2024
- April 2025

For the period of August 1, 2024 – July 31, 2025, Board Member Peguero Gamiño has missed 3 out of 11 regularly scheduled meetings, which puts the Member's current attendance record at 73% of the regularly scheduled meetings.

On August 14, 2025, the Board reviewed the absences of Member Peguero Gamiño and voted to recommend that Council excuse them. The reasons for Board Member Peguero Gamiño's absences and rationale for the Board's decision are outlined in the recommendation letter from Chair Michael DePalo (Attachment 6).

Sustainable Burbank Commission

Sustainable Burbank Commissioner Limor Zimskind was originally appointed to the Commission by Council on June 6, 2017, and is currently serving her third term ending on July 31, 2027. Commissioner Zimskind missed the following three regularly scheduled meetings:

- September 2024
- November 2025
- May 2025

For the period of August 1, 2024 – July 31, 2025, Commissioner Zimskind has missed 3 out of 10 regularly scheduled meetings, which puts the Member's current attendance record at 70% of the regularly scheduled meetings.

On August 18, 2025, the Commission reviewed the absences of Commissioner Zimskind and voted to recommend that Council excuse them. The reasons for Commissioner Zimskind's absences and rationale for the Board's decision are outlined in the recommendation letter from Chair Alissandra Valdez (Attachment 7).

ENVIRONMENTAL REVIEW

This activity has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment and, as such, is not a "project" subject to the requirements of the California Environmental Quality Act (CEQA) 14 Cal. Code Regs § 15378.

FISCAL IMPACT

There is no fiscal impact for this item.

CONCLUSION

The Burbank Water and Power Board; Civil Service Board; Infrastructure Oversight Board; Park, Recreation and Community Services Board; and the Sustainable Burbank Commission recommend that Council excuse the absences of its Members. The Heritage Commission recommends that Council not excuse the absences of Commissioner Arthur Solis.

ATTACHMENTS

Attachment 1 – Recommendation Letter from Burbank Water and Power Board Chair – Philippe Eskandar
Attachment 2 – Recommendation Letter from Burbank Water and Power Board Chair – Earle LeMasters
Attachment 3 – Recommendation Letter from Civil Service Board Vice Chair
Attachment 4 – Recommendation Letter from Heritage Commission Chair
Attachment 5 – Recommendation Letter from Infrastructure Oversight Board Chair
Attachment 6 – Recommendation Letter from Park, Recreation, and Community Services Board Chair
Attachment 7 – Recommendation Letter from Sustainable Burbank Commission Chair

September 11, 2025

Burbank City Council
Honorable Mayor Perez, Vice Mayor Takahashi, and City Council Members
City of Burbank, California

Burbank Water and Power Board Member Eskandar's Attendance

Dear Honorable Mayor Perez, Vice Mayor Takahashi, and Council Members:

Between August 2024 and July 2025, Burbank Water and Power (BWP) Board Member Eskandar missed three meetings—September 2024, February 2025, and May 2025—resulting in a 73% attendance rate. Per Burbank Municipal Code §2-1-403, this triggered an automatic review, as members must attend at least 75% of regularly scheduled meetings.

Appointed in 2011 and reappointed in 2015, 2020, and 2024, Mr. Eskandar addressed the BWP Board on September 4, 2025. He apologized that the Board needed to address this issue, reaffirmed his commitment to serve and contribute to the community, and emphasized his long-standing knowledge and experience from serving on the Board. He also noted that he remained engaged by communicating with the BWP General Manager on agenda items during his absences.

After Mr. Eskandar excused himself from this portion of the Board meeting, the Board members discussed his attendance and service, what updates were made to the BMC, and how the updates affected Board member's attendance (i.e., 75% minimum attendance requirement). After the Board discussion, a motion was made by Member Smith, seconded by Member Malotte, and passed 3–0 (Eskandar abstained; Luddy and LeMasters absent), recommending that City Council excuse the absences and retain Mr. Eskandar on the Board.

Yours in service,

[redacted]

Timothy Cherry
Burbank Water and Power Chair

September 11, 2025

Burbank City Council
Honorable Mayor Perez, Vice Mayor Takahashi, and City Council Members
City of Burbank, California

Burbank Water and Power Board Member LeMasters' Attendance

Dear Honorable Mayor Perez, Vice Mayor Takahashi, and Council Members:

Between August 2024 and July 2025, Burbank Water and Power (BWP) Board Member LeMasters missed four meetings—August 2024, October 2024, February 2025, and May 2025—resulting in a 64% attendance rate. Per Burbank Municipal Code §2-1-403, this triggered an automatic review, as members must attend at least 75% of regularly scheduled meetings.

Appointed in 2022 with a term ending July 2026, Mr. LeMasters was absent from the September 4, 2025 BWP Board meeting but submitted a written statement. He apologized for not being able to attend the Board meeting, cited increased work travel and family medical emergencies as reasons for his absences, expressed optimism about improved availability going forward, expressed his desire to remain on the Board, and requested the Board recommend excusing his absences.

The Board members discussed his attendance and service. Following discussion, the Board voted 4–0 (LeMasters and Luddy absent) on a motion by Member Malotte, seconded by Member Eskandar, recommending that City Council excuse the absences and retain Mr. LeMasters on the Board.

Yours in service,

[redacted]

Timothy Cherry
Burbank Water and Power Chair

MEMORANDUM

MANAGEMENT SERVICES

DATE: September 30, 2025

TO: Burbank City Council

FROM: Betsy McClinton, Management Services Director
On Behalf of Jacqueline Waltman, Vice Chair, Civil Service Board

SUBJECT: Report and Recommendation – Civil Service Board Member Absences

RECOMMENDATION

The Civil Service Board recommends that the City Council excuse Board Member Iveta Ovsepyan's absences.

DISCUSSION

Board Member Iveta Ovsepyan was originally appointed to the Board on July 17, 2018, and was reappointed on July 12, 2022, to serve a term ending on July 31, 2026. Board Member Ovsepyan attended 70% of the meetings between August 2024 and July 2025, which is below the 75% minimum threshold set forth in Burbank Municipal Code (BMC) § 2-1-403. She missed the December 4, 2024, March 5, 2025, and May 7, 2025, meetings.

At the September 3, 2025, Civil Service Board Meeting, the Board considered its recommendation to the City Council regarding Board Member Ovsepyan's absences.

By a vote of 4-0 (Waltman moved, Doyle second), the Civil Service Board recommended to the City Council that Board Member Ovsepyan's absences have been legitimate and that they be excused.

CONCLUSION

In compliance with the BMC, the Civil Service Board took action to recommend that the City Council excuse Board Member Ovsepyan's absences.

MEMORANDUM

CITY OF BURBANK
COMMUNITY DEVELOPMENT

DATE: September 17, 2025

TO: City Clerk's Office

FROM: Don Baldaseroni, Chair, Heritage Commission

Re: Report and Recommendation – Heritage Commission Commissioner Solis Absences

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This memo serves as the Heritage Commission's report and recommendation on a recent member's absences, in accordance with Burbank Municipal Code (Code) Section 2-1-403.A, which states:

> *"Absences: In the event a member of a board, commission or committee is absent for three (3) consecutive regularly scheduled meetings of the board, commission or committee to which they have been appointed, or who fails to attend at least seventy five percent (75%) of the regularly scheduled meetings during a twelve (12) month period, which commences on the date of the appointment of the individual member to office, the attendance record of such member shall be reviewed by the board, commission, or committee to which the member was appointed. The board, commission, or committee shall consider the reasons for the absences with the member and make a determination whether the absences should be excused or unexcused by the City Council. The report and recommendation shall be transmitted to the City Clerk who shall agendize the matter for City Council consideration. The City Council shall take appropriate action including, but not limited to, excusing the absences, removing the member, or such other action as the Council deems appropriate."*

Heritage Commissioner Arthur Solis missed three regularly scheduled meetings in succession prior to the September 4, 2025, Heritage Commission meeting, which he also did not attend. In accordance with the Code, the Heritage Commission discussed Commissioner Solis' absences at the September meeting. The table below details his attendance from January 2025 to September 2025. Excluding Heritage Commission

meetings that were not held due to lack of quorum or cancelled, his attendance record for regularly scheduled meetings exceeded the three consecutive absence threshold.

Dark Meetings	Unexcused Absences
Jan. 2, 2025	Feb. 6, 2025
Mar. 6, 2025	Apr. 3, 2025
May 1, 2025	Jun. 5, 2025
Jul. 3, 2025	Sep. 4, 2025
Aug. 7, 2025	

The Heritage Commission discussed these absences at its September 4th meeting. Commissioner Artur Solis did not attend this meeting. Given the ongoing absence issue, the Heritage Commission recommended to not excuse Commissioner Solis' absences, with four ayes, and one Member absent.

The Heritage Commission wanted to acknowledge Commissioner Arthur Solis' exemplary dedication and service to the Burbank community throughout the years. Commissioner Solis served on the Heritage Commission for nearly twenty years and was an invaluable asset in achieving preservation goals and played an instrumental role in supporting the modernization of the City's regulations, and designation of local historical resources. The Commission wanted to express their thanks and appreciation for his years of service and for his many accomplishments.

Thank you for your consideration of the Heritage Commission's recommendation on this matter.

Date: September 2, 2025

From: Linda Bessin, Chair, Infrastructure Oversight Board

To: Burbank City Council

Re: Report and Recommendation - Infrastructure Oversight Board Member Absences

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Mayor Perez, Vice-Mayor Takahashi, and Honorable City Council Members:

This memo serves as the Infrastructure Oversight Board's (IOB) report and recommendation on a recent member's absences, in accordance with Burbank Municipal Code (Code) Section 2-1-403.A, which states:

> "Absences: In the event a member of a board, commission or committee is absent for three (3) consecutive regularly scheduled meetings of the board, commission or committee to which they have been appointed, or who fails to attend at least seventy five percent (75%) of the regularly scheduled meetings during a twelve (12) month period, which commences on the date of the appointment of the individual member to office, the attendance record of such member shall be reviewed by the board, commission, or committee to which the member was appointed. The board, commission, or committee shall consider the reasons for the absences with the member and make a determination whether the absences should be excused or unexcused by the City Council. The report and recommendation shall be transmitted to the City Clerk who shall agendize the matter for City Council consideration. The City Council shall take appropriate action including, but not limited to, excusing the absences, removing the member, or such other action as the Council deems appropriate."

According to the City Clerk's Office, the City does not count dark or non-regular meetings because they do not qualify as regularly scheduled meetings.

Under this procedure and based upon a review of the IOB attendance records, Board Member Coronado has failed to attend at least 75% of the regularly scheduled meetings during the previous (2024-25) twelve-month period (after excluding the dark and non-regular meetings as explained above). Board Member Coronado missed three out of nine regularly scheduled meetings within the past twelve months, which puts her current attendance record at 67% of the regularly scheduled meetings, and below the 75% threshold. The table below details the meetings and Board Member Coronado's attendance, during the past twelve months.

MEETING	ATTENDANCE
1. August 2024– Regular Meeting	Attended
2. September 2024– Regular Meeting	Attended
3. October 2024– Regular Meeting	**Absence**
4. November 2024– Dark Meeting	N/A
5. December 2024– Regular Meeting	Attended
6. January 2025– Regular Meeting	Attended
7. February 2025– Regular Meeting	**Absence**
8. March 2025– Regular Meeting	Attended
9. April 2025– Regular Meeting	Attended
10. May 2025–Special Meeting	Attended (excluded in counts)
11. June 2025 – Regular Meeting	**Absence**
12. July 2025 – Dark Meeting	N/A

At the August 25, 2025 IOB meeting, the Board Members were informed that Member Maria Coronado missed three regularly scheduled meetings held on October 24, 2024, February 20, 2025 and June 26, 2025. In accordance with the Code, the IOB discussed Board Member Coronado's absences with her at this August 2025 meeting. Board Member Coronado apologized for her absences and explained each of the absences was due to unique circumstances with one being an emergency situation. She represented that she would be able to attend the meetings in the future and desired to remain on the IOB. The IOB voted unanimously to recommend that City Council excuse these absences and requests that City Council allow Board Member Coronado to remain an active Infrastructure Oversight Board Member.

Thank you for your consideration of the IOB's recommendation on this matter.

Burbank City Council: Honorable Mayor Nikki Perez, Honorable City Council Members City of Burbank, California
Regarding: Burbank Parks and Recreation Board Member Absences

August 21, 2025

Dear Mayor Perez, Vice-Mayor Takahasi, and Honorable City Council Members,

After reviewing the annual Attendance Report, it was noted that Board Member Myeisha Peguero Gamiño did not attend at least 75% of the regularly scheduled Parks and Recreation Board (Board) meetings during the 12-month period from August 1, 2024 to July 31, 2025. In accordance with Burbank Municipal Code Section 2-1-403, the Board is required to review the attendance record of any member who has been absent for three consecutive meetings or fails to meet the 75% attendance threshold and make a recommendation to the City Council regarding whether these absences should be excused. The Board discussed this matter at the August 14, 2025 Board meeting.

Ms. Gamiño has been a dedicated and highly valued member of the Board since her appointment in 2019. Over the past year, she was unable to attend two consecutive meetings in October and November due to her husband suffering and surviving a cardic arrest and had to care for him and their children. She has expressed her sincere regrets for these unavoidable absences, and the Board understands the personal challenges she faced. Despite these circumstances, Ms. Gamiño has consistently demonstrated her strong commitment to the Board and its mission to enhance our parks and recreational facilities.

During the Board's review of Ms. Gamiño's attendance, members reflected on her many contributions, dedication, and the positive impact she has made through her service. The Board recognizes her valuable insights, thoughtful participation, and consistent engagement in her other duties, including Liaison assignments. Every Board member expressed full support for Ms. Gamiño remaining on the Board, highlighting not only her past achievements but also the depth of respect and appreciation they have for her as a colleague and community advocate.

During the August 14, 2025 Board meeting, the Board expressed unanimous support for Ms. Gamiño and voted that a letter be sent to the City Council recommending that Ms. Gamiño's absences be excused.The Board firmly believes that her commitment and service continue to provide significant benefit to the Parks and Recreation Department and the Burbank community at large.

RECOMMENDATION
The Board respectfully requests the City Council's consideration in excusing Ms. Gamiño's absences, acknowledging the unavoidable circumstances and her continued dedication to the Board's work. We are confident that she will continue to make valuable contributions.

Thank you for your attention to this matter. The entire Board sincerely appreciates your support and understanding.

Sincerely,

[redacted]

Mickey DePalo
Chair, Burbank Parks and Recreation Board

August 20, 2025

Mayor Perez and Members of the City Council
City of Burbank
275 E. Olive Avenue
Burbank, CA 91502

Subject: Sustainable Burbank Commission Determination Regarding Commissioner Limor Zimskind

Honorable Mayor and Councilmembers:

At its most recent regular meeting, the Sustainable Burbank Commission reviewed Commissioner Limor Zimskind's attendance record pursuant to the City's Attendance Policy for Boards, Commissions, and Committees. After discussion, the Commission determined to **excuse Commissioner Zimskind's absences** and to **affirm her continued service on the Commission**.

In reaching this determination, the Commission considered the totality of circumstances presented, Commissioner Zimskind's contributions to Commission work, and her expressed commitment to meeting the attendance standard going forward.

Accordingly, the Commission respectfully requests that the City Council acknowledge this determination and allow Commissioner Zimskind to continue serving her appointed term.

Thank you for your consideration.

Respectfully submitted,

Alissandra Valdez
Chair, Sustainable Burbank Commission