

B CITY OF
BURBANK
CALIFORNIA



ANNUAL REPORT •
For the Fiscal Year ended June 30, 1950



ANNUAL REPORT
of the
CITY MANAGER

Burbank, California

for the fiscal Year Ended June 30, 1950



The City Hall — Main Entrance

AS A FITTING CLOSE TO THE THREE-YEAR OBSERVANCE COMMEMORATING THE CENTENNIAL OF CALIFORNIA'S ADMISSION TO STATEHOOD AND THE GOLD RUSH OF '49, THE CITY OF BURBANK PAYS TRIBUTE TO THE DAUNTLESS SPIRIT OF THE HARDY PIONEERS WHO BLAZED THE TRAILS WESTWARD AND LAID THE FIRM FOUNDATION UPON WHICH, IN THE SHORT SPAN OF BUT THREE GENERATIONS, HAS EMERGED A VAST AGRICULTURAL AND INDUSTRIAL EMPIRE—THE SECOND MOST POPULOUS STATE IN THE NATION.

BURBANK IS GRATEFUL INDEED FOR HAVING HAD THE OPPORTUNITY TO CONTRIBUTE WITH MANY OTHERS TO THE BUILDING OF THIS GREAT EMPIRE OF THE WEST, AND LIKEWISE TO SHARE IN THE BOUNTIES OF ITS CENTURY OF PROGRESS.



OFFICE OF THE CITY MANAGER
CITY OF BURBANK
CALIFORNIA
December 28, 1950

H. I. STITES
CITY MANAGER
E. J. FRIEDRICH
ASSISTANT

Honorable City Council
City of Burbank
California

Gentlemen:

It is always a privilege to submit to your Honorable Body the Annual Report of the operations of the City of Burbank.

It is a privilege because by your guidance and direction, the list of accomplishments grow each year.

It is a privilege because it carries to the people proof that the per capita cost of municipal government is not increasing if the diminishing purchasing power of the dollar is taken into consideration.

When further consideration is given to the increase in services offered by the City, the unit cost per capita for many services has actually decreased. This efficiency in government is a reflection of the thoroughness with which your Honorable Body has observed every detail in the operation of the City.

The rapidly approaching completion of the street paving program will cause the Engineering Department to focus its principal attention on street maintenance and resurfacing. The diminishing need for sewer expansion will make possible the planning and construction of storm drains. The completion of the Steam Electric Generating plants will permit the city a brief pause in our breath-taking expansion of the Public Utility System.

The Refuse Collection Program, and the long list of capital improvements accomplished during the past year are both worthy of your consideration.

The reduction of insurance rates is part of a planned program for reducing risk and fire loss in this city, and will be carried forward so long as the savings on insurance rates justify further expenditures in our Fire Prevention and Suppression System.

Though these achievements result primarily from the diligent efforts of your Honorable Body, I should like to express my sincere gratitude to my staff and to each employee who has contributed in his own way to the service of our people.

Respectfully submitted,

H. I. STITES, CITY MANAGER

HIS/mm

General Information

Population: 1950 Census - - - - 78,224

Area: 16.73 sq. mi. Elevation: 622.40 (City Hall)

Assessed Valuation: \$107,622,315

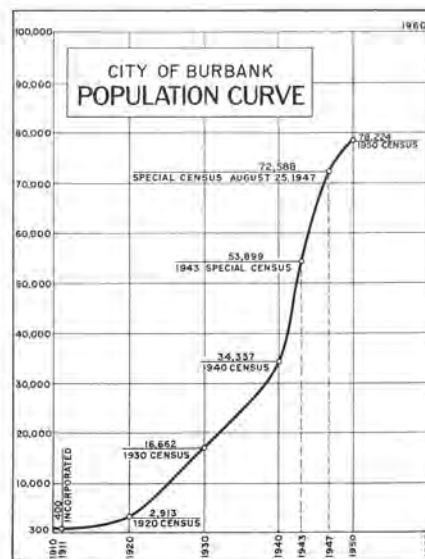
THE City of Burbank lies at the eastern gateway of the famed San Fernando Valley in Los Angeles County, California, flanked on the northeast by the Verdugo Mountains and on the southwest by the Hollywood Hills.

It was originally subdivided as a townsite in 1887, and was named for Dr. David Burbank, a pioneer Los Angeles physician, who held an interest in the development.

Burbank incorporated as a City on July 8, 1911, and adopted its present Council-Manager form of government by charter on February 7, 1927. This charter also limits the tax rate for general government purposes to \$1.00 per one hundred dollars of assessed valuation.

Assessment for City tax purposes, and collection of City taxes are performed by the County of Los Angeles under a contract arrangement which has consistently provided Burbank with efficient tax assessment and collection service at reasonable cost.

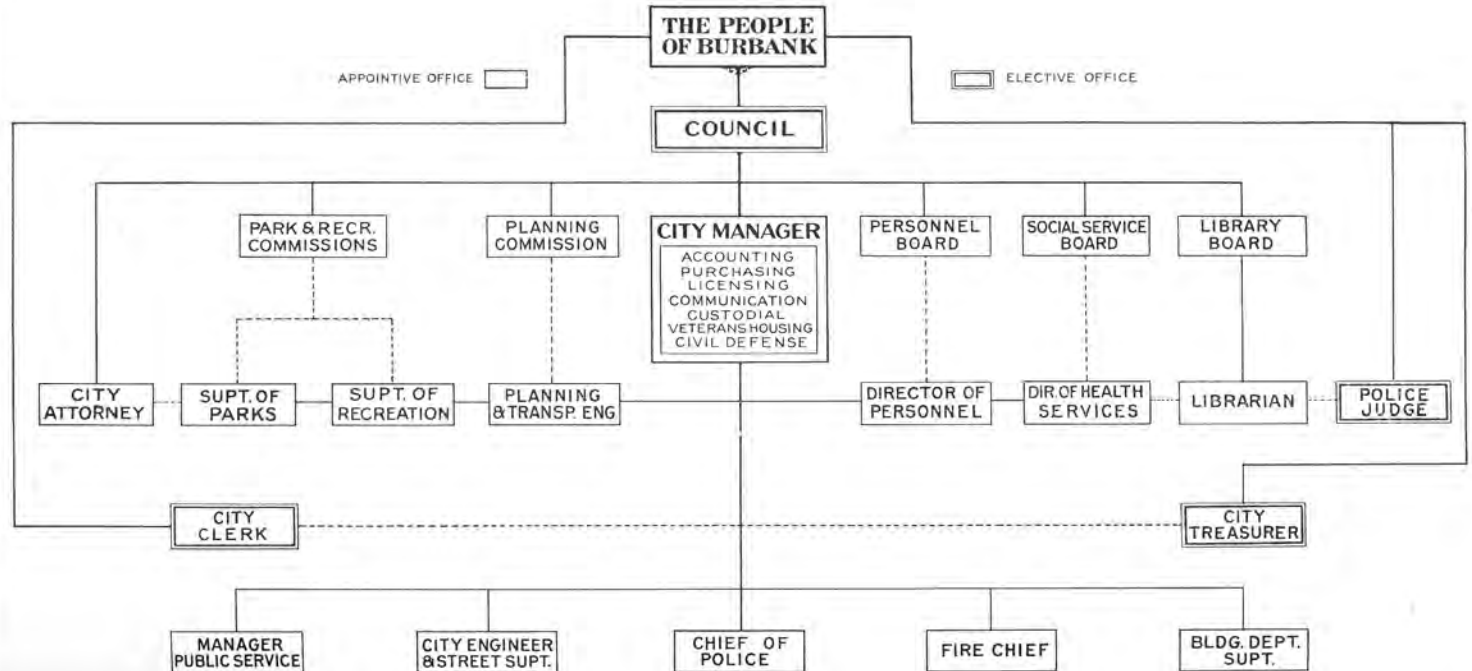
Burbank is the home of the Lockheed Aircraft Corporation, the Warner Brothers Motion Picture Studios, the Walt Disney Studios and numerous other internationally prominent industries.



During the past decade Burbank experienced an increase in population of 43,887 or 136-percent—an average increase of 4,388 per year. As may be noted from the chart at the left, the rate of increase since 1940 has been almost constant.

A similar trend was experienced with respect to industrial development. During the twelve months period ended June 30, 1950, thirty new industries located in Burbank and brought the total number of industries within the City to 390.

ORGANIZATION CHART OF THE CITY OF BURBANK



Municipal Directory

CITY COUNCIL

Floyd J. Jolley, *Mayor*

Ralph H. Hilton, *Vice Mayor*

Walter R. Hinton

Walter W. Mansfield

Paul L. Brown

ADDIE J. JONES, *City Clerk*
JUSTUS B. BROWN, *City Treasurer*
RAYMOND L. REID, *Police Judge*

LIBRARY BOARD

ELTA PFISTER, *Chairman*

J. J. KING

BERTHA CLARK

ROBERT ARMSTRONG

VIRGINIA COLE PRITCHARD

PARKS AND RECREATION COMMISSION

PHILIP J. LEWIS, *Chairman*

PATRICK H. PRICE

THEO. A. EPSTEIN

CHARLES E. COMPTON

LAVERNE A. STILL

PERSONNEL BOARD

RAYMOND S. KAHL, *Chairman*

THOMAS V. WALKER

ALLAN G. BISON

GRIFF S. NICHOLAS

RAYMOND W. SELTZER

PLANNING COMMISSION

RAYMOND L. EISENPFETER, *Chairman*

RAY E. STOLPER

ALBERT S. HALL

NEAL D. BRUCE

HARMON R. BENNETT, *Planning Engineer*

FLOYD J. JOLLEY, *Mayor*

PAUL L. BROWN, *Councilman*

SOCIAL SERVICE BOARD

EUGENE M. GOSS, *Chairman*

OTTIE L. LEWIS

HELEN CORYELL

ANGIE M. FITZSIMMONS

PETE ARMSTRONG

TRANSPORTATION COMMITTEE

PAUL L. BROWN, *Chairman*

ERNEST ROTHE

ELMER H. ADAMS, *Chief of Police*

JAMES O. BISHOP

HARMON R. BENNETT, *Trans. Engr.*

HOWARD I. STITES, *City Manager*

TRAFFIC AND SAFETY BOARD

RALPH H. HILTON, *Chairman*

ELTA PFISTER

EARL A. DUFUR

CHARLEY CHANCE

CLAYTON W. PAIGE, *City Engineer*

ELMER H. ADAMS, *Chief of Police*

JANICE DOCKERY

HILDA HARROP

METROPOLITAN WATER DISTRICT

JAMES L. NORWOOD, *Director*

ADMINISTRATIVE STAFF

HOWARD I. STITES, *City Manager*

EDGAR J. FRIEDRICH, *Assistant City Manager*

GENERAL MANAGER, PUBLIC SERVICE DEPARTMENT	James H. McCambridge
CITY ENGINEER AND STREET SUPERINTENDENT	Clayton W. Paige
CITY ATTORNEY	Archie L. Walters
CHIEF OF POLICE	Elmer H. Adams
PLANNING AND TRANSPORTATION ENGINEER	HARMON R. BENNETT
SUPERINTENDENT OF PARKS	Dewey R. Kruckeberg
BUILDING DEPARTMENT SUPERINTENDENT	James D. Baer
FIRE CHIEF	William J. Taylor
DIRECTOR OF PERSONNEL	Walter L. Henry
SUPERINTENDENT OF PLAYGROUNDS AND RECREATION	William F. Keller
CHIEF ACCOUNTANT	Joseph G. Ferrick
COMMUNICATIONS ENGINEER	Edwin S. Barber
CITY LIBRARIAN	Elizabeth Ripley
DIRECTOR OF HEALTH SERVICES	Walter W. Kinney
CHIEF LICENSE INSPECTOR	David T. Rittenhouse

Accomplishments of the Past Year

- Installed 2.3 miles of sanitary sewer main, paved 5.15 miles of streets and 3 miles of alleys, constructed 4.8 miles of sidewalk and 4.5 miles of curb, and cleaned 113 miles of sanitary sewer main.
- Completed construction of the final section of Alternate Highway No. 99, between Burbank Boulevard and San Fernando Road.
- Instituted universal refuse collection and disposal service, including all forms of combustible and non-combustible rubbish.
- Partially solved the downtown parking problem by providing the City's first municipally owned and operated off-street parking area.
- Started construction on the new permanent "Burbank Bowl" at Stough Park.
- Installed automatic traffic signal systems at 19 intersections.
- Completed construction of a five-story reinforced concrete training tower for the Fire Department.
- Acquired property on the northeast corner of Third Street and Palm Avenue, as a site for a fire station to replace the present Headquarters Station (Station No. 1).
- Reduced general fire insurance rates throughout the City 5 to 12 percent by systematic improvement of the City's fire protection facilities.
- Completed addition to Olive Vista Library.
- Acquired property at Alameda Avenue and Cordova Street as the site for an electric sub-station to serve the southwest section of the City.
- Completed construction of 24-inch cast iron water line interconnecting Reservoir No. 1 and Reservoir No. 5 at a cost of \$122,000.00.
- Completed construction of a 20,000-kilowatt addition (Unit No. 3) to the Municipal Steam-Electric Generating Plant at a cost of \$2,640,000.00—the largest single improvement ever undertaken by the City. The entire cost was paid from accumulated reserves without the issuance of bonds.
- Received approval of the voters for the issuance of \$2,500,000.00 in bonds to partially finance the construction of a 30,000-kilowatt unit (Unit No. 4), estimated at \$3,750,000.00, as a further addition to the Municipal Steam-Electric Generating Plant.

Planning for the Future

- Construct a new fire station on Hollywood Way between Verdugo Avenue and Clark Avenue to replace Station No. 2.
- Construct new fire station on site recently acquired at Third Street and Palm Avenue to replace the present Headquarters Station (Station No. 1).
- Construct an additional fire station (Station No. 6) in the Hill area.
- Construct a second neighborhood branch library to serve the North-Valley Area.
- Enlarge equipment yard and shop facilities for both the Street Department and the Public Service Department.
- Provide an additional 250,000-gallon surface storage reservoir to serve the area south of Palm Avenue and east of Sunset Canyon Drive.
- Construct a 20,000 KVA, 34,500 to 4300-volt electric substation on the site recently acquired at Alameda Avenue and Cordova Street.
- Proceed with the further development of a system of metered public parking lots for the convenience of shoppers.
- Construct overpasses on principal streets across the Southern Pacific Railway tracks, as a joint endeavor with the State and County Highway Departments.
- Complete the widening and resurfacing of Glenoaks Boulevard between Providencia Avenue and Scott Road.
- Extend Alternate Route No. 99 southward into Los Angeles, in cooperation with the City of Glendale, the City of Los Angeles, the County and the State.
- Proceed immediately with the development of an effective Civil Defense program.
- Construct a 30,000-Kilowatt addition (Unit No. 4) to the Municipal Steam Electric Generating Plant.
- Institute a long-range program of modernizing and improving the City's street lighting system.

City Services

PUBLIC SAFETY

Police Protection
Fire Protection
Building Inspection
Traffic Control
Street Lighting
Civil Defense

PUBLIC UTILITIES

Electric Light and Power
Water

PUBLIC HEALTH

Emergency Ambulance and Hospital Service
Clinical Service
Sanitary Inspection of Food Handling Establishments
Sanitary Sewage Disposal
Garbage Collection and Disposal
Rubbish Collection and Disposal
Animal Patrol and Pound
Weed Removal from Vacant Lots

PUBLIC WORKS

Erection and Maintenance of Public Buildings
Street Construction and Maintenance
Construction of Storm Drains and Flood Control Facilities
Construction and Maintenance of Public Sidewalks and Curbs

PUBLIC RECREATION

Ten Parks totaling 417 Acres
Public Recreation Program including Sports, Music and the Arts
Meeting Places for Public and Semi-public Gatherings

PUBLIC LIBRARY

Main Library with 41,700 Volumes
Buena Vista Library with 14,824 Volumes

COMMUNITY DEVELOPMENT

City Planning
Subdivision Control
Zoning
Planting and Maintaining Parkway Trees

Legislative

- City Council
- City Clerk
- City Treasurer
- Library Board
- Parks and Recreation Commission
- Personnel Board
- Planning Commission
- Social Service Board



CITY COUNCIL — MAYOR FLOYD J. JOLLEY; WALTER W. MANSFIELD; RALPH H. HILTON, VICE-MAYOR; PAUL L. BROWN; WALTER R. HINTON

The City Council

Members: 5
Expenditures: \$17,218.60

THE CITY COUNCIL is the City's legislative body. Its membership consists of five councilmen, each elected at large, by the people, for a four-year term. The members of the Council elect one of their number as President of the Council and Mayor ex-officio. The Mayor serves as executive and ceremonial head of the City government.

Throughout the year regular Council meetings were held every Tuesday afternoon at 2:00 o'clock, and on the first and third Thursday evenings of each month at 7:00 o'clock. In addition to these 74 regular meetings, 9 special or adjourned meetings were required.

The year's legislative program required the enactment of 56 ordinances and the adoption of 597 formal resolutions.

Since the City's increase in population again continued at a rapid rate throughout the year, the matter of providing public improvements and public utilities still demanded the greater part of the Council's time.

Council Proceedings Electrically Recorded

With a view toward maintaining an accurate record of the proceedings of its meetings and its many lengthy public hearings, the Council, on August 19, 1949, ordered the installation of a modern electronic voice recording device in the Council Chamber. By means of this device all proceedings are automatically cut upon permanent records, which are filed without transcribing the same. This provides an accurate voice recording, which permits consideration of any part of the proceedings at any future time and eliminates transcription costs which would be prohibitive.

Power Plant Addition Completed

One of the foremost achievements of the year was the completion of the 20,000-kilowatt addition to the City's Steam-Electric Generating Plant, which doubled the plant's capacity and is by far the largest single improvement ever undertaken by the City. Particularly noteworthy is the fact that the entire cost of this improvement, amounting to \$2,640,000.00, was paid from cash reserves on hand.

Bonds Authorized for Further Addition to Power Plant

On April 18, 1950, the Council passed an ordinance authorizing the issuance of \$2,500,000 in bonds for the construction of a 30,000-kilowatt addition to the Municipal Steam-Electric Generating Plant and submitted the same to the voters for approval in a special election held in connection with the regular Primary Election on June 6, 1950. The voters approved the said bond issue by a vote of 15,113 to 4,098 which exceeded the two-thirds majority required for approval.

Liberalized Time-Payment Plan for Street Improvement

In order to give more property owners the benefits of street improvements in front of their property without causing them any undue financial hardship, the Council, by ordinance, on October 4, 1949, liberalized the terms of the time-payment plan for street improvements.

Under the new plan, the property owner may arrange to pay as little as $\frac{1}{8}$ of his share of a paving, sidewalk, curb or sewer improvement before construction is started, and to pay the remaining $\frac{7}{8}$ over a two-year period, in seven equal quarterly installments.

Residential Waste Collection and Disposal

While the City has rendered residential garbage and tin-can collection service for years, an ever increasing public demand became apparent to broaden the scope of the service so as to include the collection of all forms of combustible and non-combustible yard refuse. In response to the demand, the Council, on September 21, 1949, adopted an ordinance which provides for the collection of all residential wastes, including garbage, tin-cans, paper, grass cuttings, hedge clippings and tree-trimmings. Collection under this ordinance was begun November 15, 1949.

Rates of charge for this service are: Single family residences, 75 cents per month; multi-family dwellings, 50-cents per unit per month. The charges are billed monthly as a separate item on the light and water bills.

Even though this comprehensive refuse collection service has been in operation for a period of only six months, the effects thereof have been reflected in less outdoor rubbish burning, fewer fires, less smoke and cleaner back yards and vacant lots.

Superior Court Branch Established

As a result of negotiations carried on throughout the greater part of the year 1949, between the Council and the County authorities, a Branch Superior Court and a branch of the County Clerk's office were officially established in Burbank on February 7, 1950.

Until the County provides a permanent Court Building in Burbank, court sessions are being held in the Council Chambers, and County Clerk's Office is occupying temporary quarters in the Old City Hall Building.

Off-Street Parking

In an attempt to eventually provide more adequate parking facilities for the thousands of Burbank shoppers, the Council, on January 17, 1950, took its first step toward the development of a system of municipally-owned and operated parking lots, by providing a metered lot with 26 stalls at 236 East Orange Grove Avenue, with provisions for all-day parking.

The rate at which future parking lots will be developed will be determined largely by the success of the present lot, and by the rate at which funds become available from parking meter revenues.

National Guard Armory

During the previous fiscal year, the Council completed arrangements with the State to erect a \$250,000 National Guard Armory on a 5-acre tract of un-

developed park property, located between Pacific Avenue and Valhalla Drive, west of Screenland Drive. When it became evident, however, that the State could not erect such an armory on leased ground, the Council promptly deeded the land to the State, to hasten construction. At present the State has completed its plans and is preparing to let the contract.

While this armory is intended primarily for military purposes, its recreational facilities will be made available also to the people of Burbank.

Civil Defense

Recognizing Burbank as an area vital to our Nation's defense, the Council devoted itself diligently to the task of providing adequate supervision, personnel and facilities for a well coordinated civil disaster and defense program. As a result, the Council entered into mutual aid agreements with Los Angeles, Glendale, Pasadena and Los Angeles County. The Council also authorized the employment of a full-time Defense Coordinator who is scheduled to report for duty on August 1, 1950, and ordered the preparation of plans for constructing permanent quarters for Civil Defense activities.

Grade Separations at Southern Pacific Tracks

The Council seriously considered the problem of providing grade separations of a number of the City's principal streets crossing the Southern Pacific Railway tracks. Preliminary engineering studies have been prepared and submitted to the State Public Utilities Commission. Because of the millions of dollars required for such a program, every effort is being put forth by the members of the Council to obtain State and County aid in financing this important improvement.

Tax Rate

Even though the City, throughout the year, faced a trend of constantly rising cost of materials, wages, and supplies, the Council nevertheless succeeded in materially improving the City's services while at the same time effecting a 2-cent reduction in the tax rate for the City's operations. This brought the tax rate for general government purposes to 86.5 cents—the lowest since the 1933-34 fiscal period.

THE CITY HALL



The necessity of levying the additional sum of \$60,000.00 for the redemption of the first series of Sewer Bonds due, and \$10,500.00 for interest payable thereon required an increase of the tax rate. This more than offsets the 2-cent reduction effected for all other City purposes and brought the tax rate for all City purposes, including bond reduction and interest, to \$1.50 or 5 cents above that of the previous year.

The City Clerk

Employees: 3
Expenditures: \$16,222.57

THE CITY CLERK, elected by the people for a four-year tenure, is the official recording and corresponding secretary of the Council, and custodian of the City's official records and documents. As Deputy County Registrar of Voters the Clerk also serves as the City's registration and election officer.

As Council secretary the Clerk is required to keep an accurate record of the Council's proceedings and to dispatch all directives of the Council in writing. The record of proceedings for the past year required 480 pages of minutes.

Early during the year, the City employed a firm of professional filing specialists, who installed a modern "Subject" filing system in the Clerk's office, complete with both numerical and alphabetical cross-references.

As a part of this newly installed procedure, the Clerk maintains a separate progress record card of each subject, upon which all pertinent Council actions are currently posted in chronological order, together with the date of action and minute reference. This record provides a condensed action history of each subject, and also serves as the official index to the minutes of Council proceedings.

During the course of the year the increase in the City's population reflected itself in a net increase of 4,063 in the number of registered voters. This brought the total number of registered voters (as of June 30, 1950) to 39,316 and required 129 voting precincts, as compared with 35,253 voters and 121 precincts at the end of the previous year.

No regular elections occurred during the year. However, on June 6, 1950, a special election was held, in which the voters, by a vote of 15,113 to 4,098, authorized the Council to issue \$2,500,000.00 in bonds to partially finance the construction of a 30,000-kilowatt addition to the City's Steam-Electric Generating Plant.

The City Treasurer

Employees: 5
Expenditures: \$25,558.01

THE CITY TREASURER, who is elected by the people once every four years, is the officer designated by law as custodian of all funds and securities of the City, and as the City's sole disbursing officer.

At the close of each business day, the various cashiers of the City deliver the day's collections, together with an accounting of the same, to the Treasurer, who deposits the funds in banks designated as official depositories by the City Council.

In order to provide special protection for the City's funds, the depository is required to post with the City collateral in an amount equal to 110-percent of the City's bank balance, in accordance with the provisions of the State Public Deposit Act. All cash and securities on hand and in banks are audited quarterly by a committee consisting of the Mayor, City Manager, City Clerk and a Certified Public Accountant retained by the Council.

The Treasurer also serves as a collector for the 1/2-cent city sales tax and for assessments in connection with various types of street improvements.

Sales tax collections amounted to \$283,576.55 with 2450 merchants filing returns, as compared with \$261,096.37 for the previous year, when 1716 filed returns.

Collections made during the year on 106 petitions and 56 general assessments for street, sidewalk and alley improvements amounted to \$177,518.57 and involved 1839 separate property-owners' accounts.

The Treasurer's Office also accepted and serviced 261 lien agreements as security for time-payments for street and alley improvements, and handled 270 similar lien agreements in connection with sanitary sewer extensions.

During the year, the Treasurer's Office received final payments on 312 such time-payment accounts, and in each case issued a "Certificate of Satisfaction of Lien" for the same.

Approximately 800 voluntary payroll deduction accounts were administered during the year for employees for accident and health benefits, life insurance, medical and hospital service and Federal Savings Bonds.

As the City's disbursing officer, the Treasurer makes only such disbursements as are formally authorized by the Council. The total disbursements for the year amounted to \$8,060,950.90 and involved 30,649 disbursement transactions as compared with 29,742 transactions for the previous year which amounted to \$8,505,891.09.

TREASURER'S STATEMENT OF RECEIPTS AND DISBURSEMENTS

Balance July 1, 1949	-	-	-	-	-	-	-	-	\$2,594,067.49
Receipts	-	-	-	-	-	-	-	-	7,659,093.15
Total to account for	-	-	-	-	-	-	-	-	\$10,253,160.64
Disbursements	-	-	-	-	-	-	-	-	8,060,950.90
Balance on hand June 30, 1950	-	-	-	-	-	-	-	-	\$2,192,209.74

BONDED INDEBTEDNESS JUNE 30, 1950

General Purpose Bonds	-	-	-	-	-	-	-	-	\$679,125.00
Water and Electric Utility Bonds	-	-	-	-	-	-	-	-	129,750.00
Total bonds outstanding	-	-	-	-	-	-	-	-	\$807,875.00
Less Funds on Hand June 30, 1950	-	-	-	-	-	-	-	-	304,173.60
Net Bonded Debt	-	-	-	-	-	-	-	-	\$603,701.40

The net bonded indebtedness of \$603,701.40 shown above represents only 33 3/4-percent of the City's maximum legal bonding power of 16-million dollars.

The City met all of its current obligations promptly throughout the year and increased its capital assets (public improvements, equipment and cash reserves) from \$19,740,877.00 to \$23,077,219.00, an increase of \$3,336,342.00.

THE CITY'S public library facilities are operated under the supervision of a Library Board of five members appointed by the Council, who serve without compensation.

The system includes two library units—the Main, or Olive Vista Library at Olive Avenue and Glenoaks Boulevard with 41,700 volumes, and the Buena Vista Library at Buena Vista and Verdugo Avenues with 14,824 volumes. Library hours are 10:00 A.M. to 9:00 P.M. daily, excepting Sundays and legal holidays. All borrowers' cards are honored at both libraries.

During the past year Olive Vista Library was enlarged by the construction of a 3,840 square foot addition to the building, which was formally dedicated on May 1, 1950, in connection with ceremonies in observance of the Literary Centennial of the State of California.

During the course of the year 7,908 volumes were added, while 2,091 were withdrawn, which resulted in a net increase of 5,817 volumes as shown below:

VOLUMES ON HAND

	ADULT	JUVENILE	TOTAL
Volumes at beginning of year	38,268	12,439	50,707
Net volumes added	5,153	664	5,817
Volumes at end of year	43,421	13,103	56,524

Of the total book-stock of 56,524 volumes, 22,518 were fiction and 34,006 were non-fiction.

Subscriptions are maintained for 7 newspapers and 141 magazines and periodicals, of which 43 are gift subscriptions from residents of the community. The use of a music library of 236 scores, and a collection of 1,322 rare pictures is also available to borrowers.

A total of 6,299 new borrowers' cards was issued throughout the year, while 4,971 such cards (which automatically expire after three years) were voided, which resulted in a net increase of 1,328 as shown below:

REGISTERED BORROWERS

(As of June 30)

	ADULT	JUVENILE	TOTAL
1950	14,063	4,446	18,509
1949	13,185	3,996	17,181
Net Increase	878	450	1,328

OLIVE VISTA LIBRARY, SHOWING NEW ADDITION AT LEFT





OLIVE VISTA LIBRARY INTERIOR

The number of registered borrowers shown above includes 595 borrowers from Glendale and Los Angeles registered under the provisions of a reciprocal agreement between the Glendale, Los Angeles and Burbank library systems.

On the night of September 29, 1949, a fire of unknown origin caused considerable damage to the interior of Olive Vista Library, and necessitated closing the building for a three-week's period to make the necessary repairs. The operations of Olive Vista Library were also seriously hampered from December 20, 1949 to May 1, 1950 while construction of the new addition was in progress.

Even though many borrowers from the Hill area used the Buena Vista Library during these periods, these interruptions nevertheless were reflected in a net decrease of 5,115 in volumes circulated during the year, as shown by the following table:

VOLUMES CIRCULATED

(Years Ended June 30)

	GRAND TOTAL	OLIVE VISTA			BUENA VISTA		
		ADULT	JUVENILE	TOTAL	ADULT	JUVENILE	TOTAL
1950	396,008	180,186	84,956	265,142	85,064	45,802	130,866
1949	401,123	188,524	91,887	280,411	75,650	45,062	120,712
Increase (+)							
or decrease (-)	-5,115	-8,338	-6,931	-15,269	+9,414	+740	+10,154

During the past year the trend toward a proportionate decrease in fiction reading and a corresponding increase in the demand for non-fiction continued. This increase in non-fiction reading was due primarily to an apparent desire among our people for more serious reading such as travel, history, biography, philosophy, psychology and sociology, and to an increased demand for works on science and such technical subjects as radio, television, aircraft, building construction and home decoration. This trend may be noted from the following comparative table:

COMPARATIVE ANALYSIS OF CIRCULATION

(Years Ended June 30)

	FICTION (PERCENT)			NON-FICTION (PERCENT)			JUVENILE (PERCENT)
1947	-	-	-	41.4	26.5	32.1	
1948	-	-	-	41.0	27.6	31.3	
1949	-	-	-	39.0	27.0	34.0	
1950	-	-	-	38.0	29.0	33.0	



BUENA VISTA LIBRARY

On the evening of May 1, 1949 the Library System celebrated the California Literary Centennial at Olive Vista Library with an appropriate program presented in cooperation with the California Centennial Commission, as a part of the three-year State-wide observance of the Centennial of the Gold Rush and California's admission into the Union.

A large collection of literary works by California authors was displayed, which included many original manuscripts and autographed copies.

Numerous authors of Southern California were among the guests of honor.

The library staff again filled numerous requests for bibliographies on special subjects, for the preparation of lectures and for various kinds of literary and vocational research.

All available means were employed to familiarize the children of the community with the library's services, in order to stimulate their interest in both recreational and informational reading.

Children's story hours were conducted regularly every Friday from 3:30 to 4:30 P.M. at both libraries. Attendance at these story hours varied from 25 to 77 at each location.

During the course of the year, 20 book-reviews were presented at various local schools by members of the library staff. Sixteen school classes visited the libraries and were given an hour's instruction and practical demonstration in the use of library facilities and in the proper care of books. Similar instructions were given to five Boy Scout and Girl Scout troops.

Members of the staff also served as official Boy Scout reading counsellors, and administered merit badge examinations in reading and book binding for both Boy Scouts and Girl Scouts.

During the course of the year the Library also prepared reviews for home-reading classes of the fourth, fifth and sixth grades, and conducted 16 examinations for various university extension courses in library science.

At present the Library Board is gathering books, and is making preliminary financial preparations, for constructing and equipping a second branch library to serve the North-Valley area.



OLIVE AVENUE RECREATION CENTER

The Parks and Recreation Commission

BURBANK'S public park and recreational activities are operated under the jurisdiction of a Park Commission and a Recreation Commission, of 5 members each, appointed by the Council, who serve without compensation. Appointments are so made as to keep the membership of these two commissions identical and thus permit them to function as a joint Parks and Recreation Commission of five members.

Administration is divided into two separate units: a Parks Department, supervised by a Superintendent of Parks, which handles all planning, construction and maintenance of park facilities and parkway trees, and, a Recreation Department, under the supervision of a Superintendent of Playgrounds and Recreation, which develops and conducts a year-round program of organized public recreation in park areas.

Parks Department

Employees: 42
Expenditures: \$266,097.82

The Park system embraces 10 public park areas dispersed throughout the City, aggregating 417 acres, approximately 360 miles of street parkways and various "traffic islands" and miscellaneous highway strips.

During the past year the System acquired a 200-acre plot adjoining Stough Park and added some 20 miles of parkways along newly improved residential streets.

STOUGH PARK (328 acres) which lies in the Verdugo Mountains along the easterly border of the City at an altitude of approximately 1200 feet, is maintained as a rugged mountain park for picnicking, hiking, day-camping. Its numerous camp sites and picnic areas equipped with natural stone barbecue pits, cooking facilities, picnic tables and running water, all of which are easily accessible by means of paved roads, have made this park popular for family and group outings. Each year, hundreds of visitors visit Inspiration Point.

Excavation and grading was completed for the construction of the new permanent Stough Park Bowl. This project, estimated at \$150,000, will consist of a stage unit with proscenium opening 60 feet wide and 15 feet high of masonry construction with dressing rooms and public rest room facilities and an outdoor amphitheatre designed for an ultimate seating capacity of 10,000. Under

the present construction estimates however, only 2,500 permanent seats are contemplated. The new "Bowl" will be ready for use early in the spring of 1951.

GLENOAKS PARK (17 acres) bounded by Glenoaks Boulevard, Amherst Drive, Scott Road and Andover Drive is widely used for a variety of active sports and games and picnics.

Its sports facilities include a soft-ball field with permanent bleachers, tennis courts, and an Assembly Building with dance floor and "coke" bar. Permanent facilities are also available for badminton, paddle tennis, horseshoes, basketball, volley-ball, tether tennis, clock golf and shuffleboard.

All of its facilities are lighted for night play.

During the past year a large area was developed by the planting of lawn, shrubbery and trees, and by the installation of two electric cooking units in the picnic area.

A substantial plot was set aside as a memorial garden which was dedicated to the memory of the young men and women of Burbank lost in World War II by the Gold Star Mothers of America in a memorial ceremony held January 7, 1950.

VERDUGO PARK (8 acres), which lies in the center of a large residential area in the Valley, is bounded by Verdugo Avenue, Clark Avenue, Rosemary Lane and California Street.

Since a considerable number of improvements were made in this park during the previous year in connection with completion of the California Swimming Stadium, only minor additions, such as benches and picnic tables, were made during the past year.

MOUNTAIN VIEW PARK (23¼ acres) fronts on Riverside Drive between Griffith Park Drive and Beachwood Drive and is one of Burbank's oldest and most fully developed park areas. Its playgrounds, wading pool and tennis, badminton, horseshoe, table tennis and shuffleboard courts are nestled beneath large shade trees and provide an ideal area for picnic groups. All the park's facilities are lighted for night use.

OLIVE AVENUE PARK (15 acres) which lies between Olive Avenue and Clark Avenue easterly of Griffith Park Drive is the administrative center of the park system.

The large Recreation Building with spacious dance floor, stage and meeting rooms is in almost constant use. This building also houses the offices of the Parks and Recreational Departments and provides a meeting place of the Commission.

NEW DEVELOPMENT AT OLIVE AVENUE PARK



The park's largest facility is the Memorial Athletic Field area, the center of which is the Memorial Stadium, constructed of re-inforced concrete and brick, and completely equipped with rest rooms, showers, team and dressing rooms, manager's offices, team dugouts and committee rooms. This area is equipped with lighting for night play and is employed for a great variety of uses, including Major League baseball, football, pageantry, industrial shows, community benefits and other major outdoor events. The size and arrangement of its playing field is such as to accomodate three regulation soft-ball games simultaneously.

During the year a substantial recreation area was developed for the elderly people of the community. Improvements in this area included construction of a paved shelter, a roque court, shuffleboard courts and horseshoe courts and planting of lawn, trees, shrubbery and flowers. The construction of a clubhouse is planned for this area during the coming year.

A paved 70-car off-street parking area, with curbs and walks, was also constructed, and a dual 3-wall handball court now under construction will be completed and ready for use within a few weeks.

BUENA VISTA PARK (38 acres). Development of this area was begun two years ago with the construction of a central equipment yard and garage for the Park Department, and a service building with public rest-rooms, and living quarters for a resident park attendant.

During the past year a 5-acre area was improved with lawns, shrubs, trees, sprinkler systems, walks and a paved off-street parking area of 100-car capacity.

Future improvements will be made with a view toward ultimately making this park suitable for large community or industrial picnics.

VICKROY PARK (1½ acres) is a small, highly developed diamond-shaped area bounded by Lincoln Street, Buena Vista Avenue and Monterey Street. It is equipped with swings, playground apparatus, picnic grounds, a wading pool and facilities for table tennis and horseshoes, and is used more intensively than perhaps any other park in the system.

PACIFIC AVENUE AREA (5 acres). This is an undeveloped park lying between Pacific Avenue and Valhalla Drive, west of Screenland Drive. It was purchased in 1947-48 as part of a 10-acre parcel of which 5 acres were subsequently deeded to the State as a site for a new National Guard Armory.

Inasmuch as the recreational facilities of the armory will be made available to public recreation, it is hoped that the two 5-acre parcels might be developed cooperatively so as to provide maximum utility for both the State and the people of Burbank.

PROVIDENCIA PLAYGROUND (1¼ acres) is a popular neighborhood playground near the corner of Providencia and Alternate Route No. 99 with a soft-ball diamond and small playground. Use of this area for playground purposes has been granted by the State under the provisions of a use-agreement, and further development of this area is scheduled during the coming year.

SANTA ANITA AVENUE TENNIS COURTS: This area consists of two old, substandard concrete tennis courts located on a small plot on Santa Anita Avenue between Lake Street and Verdugo Drive which are used intensively for practice play and for numerous miscellaneous neighborhood activities.

HIGHWAY BEAUTIFICATION: During the year the Department improved and landscaped a number of traffic islands and highway strips and carried on a continuous program of parkway tree care which involved pest control, trimming and general care of the City's 36,000 parkway trees.



PICNIC AT MOUNTAIN VIEW PARK

Playgrounds and Recreation Department

Employees: 56
Expenditures: \$117,226.95

The two principal objectives of the Playgrounds and Recreation Department were to provide a well-rounded program of worthwhile leisure-time recreation for all age groups, and to put all of the community's public recreation facilities to maximum use by serving as a co-sponsor in connection with schools, service clubs and other organizations.

During the height of the summer recreational activities, the Department maintained a staff of 78 full-time and part-time leaders, all of whom were required to complete an intensive five-day leadership training institute in preparation for the summer program.

SOFTBALL AT MEMORIAL STADIUM





CALIFORNIA SWIMMING STADIUM

During the week of February 20-24, 1950 a course in Recreation Leadership Training was conducted by Miss Helen Dauncey, recreation technician of the National Recreation Association, under joint sponsorship with the Adult Education Department of the local school district. More than 100 professional and volunteer recreation leaders of the community participated.

Among the active sports, softball continued to lead in popularity. The number of teams participating was 102 as compared with 92 for the previous year. These included 49 men's teams, 23 boys' teams and 30 teams of miscellaneous leagues. A total of 767 games were played which attracted 80,671 spectators.

On August 19-21 and 27-28, 1950 the Department was host to the Minor Division Softball Championship Series of the Southern California Municipal Athletic Federation. In this series 32 teams, with 480 players, participated, and attracted 2,450 spectators.

The full schedules of local baseball teams required the use of all available diamonds in the community on each Saturday and Sunday throughout the baseball season. The local school district cooperated by making the John Burroughs and Burbank High School diamonds available for Sunday games.

The St. Louis Browns again, for the second consecutive year, conducted their spring training activities at Olive Avenue Stadium, playing twelve exhibition games which attracted 10,584 spectators. The team's daily workouts attracted more than 22,000 spectators.

During the fall of 1949 all home games of St. Robert Bellarmine High School and local C. Y. O. football teams were played at Olive Avenue Memorial Stadium.

Basketball was divided into two age groups—15 teams of adults 18 years old and over, and 7 teams of boys under 18 who played a total of 181 games at Olive Recreation Center, John Burroughs High School and Luther Burbank Junior High School, and attracted a total of 9,188 spectators.

This year was the first full year of operation of the Department's aquatic sports program, which centered about the California Swim Stadium at Verdugo Park. Paid swimming admissions numbered 75,890 of which 31,554 were adults and 43,336 children.

Swimming meets were conducted regularly every other week throughout the 1949 season. The Department sponsored a swimming team, a water polo team and a synchronized aquatic team, all of which gave a good account of themselves in Association competition.



LEAGUE BASKETBALL

The summer playground sports program was brought to a close with the "Junior Olympics" track, field and swimming meet conducted on September 6, 7 and 8, 1949, under co-sponsorship with the Burbank Kiwanis Club.

Other sports activities sponsored by the Department were a 16-team winter softball league, an "Old Man's League" playing 16-inch softball, boxing, Yo-Yo tournament, tryouts conducted by representatives of the Hollywood Stars baseball team, a city-wide kite contest, a bait and fly casting tournament, a shuffleboard tournament, physical fitness periods for both men and women and an intensified tennis program instituted and carried on in cooperation with the Burbank Tennis Club.

DANCE RECITAL AT OLIVE AVENUE PARK





EVENING BAND CONCERT AT GLENOAKS PARK

A growing public interest in the activities of the cultural organizations sponsored by the Department became apparent during the past year. These sponsored groups include the 90-piece Burbank Symphony Orchestra, the Youth Symphony Orchestra of 100 pieces, the Civic Light Opera Chorus of 80 voices, the Municipal Band and the Choral Club co-sponsored with the Burbank School District.

The Symphony Orchestra presented 9 concerts in which a number of nationally prominent soloists appeared as guest artists. Admission to all concerts was free of charge.

The Youth Symphony Orchestra presented 5 full concerts in Burbank and appeared as guest orchestra in full concerts at Van Nuys, Los Angeles and Fullerton.

Throughout the year the Burbank Theatre Guild conducted a series of elementary theatrecraft training classes and drama and radio workshop periods for beginners. Its public presentations were "John Loves Mary," "The Barretts of Wimpole Street" and "The Warrior's Husband."

The Civic Light Opera Chorus appeared in 5 public concerts and on June 23 and 24, 1949, in cooperation with the Theatre Guild, presented a gala full scale production of Victor Herbert's "Sweethearts," with dance numbers by the Department-sponsored Ballet Ensemble, and an orchestra composed of members of the Youth Symphony Orchestra and the Municipal Band.

The Municipal Band provided weekly evening concerts at the various playgrounds throughout the summer and supplied martial music for various parades and other civic events.

Of the social activities, square dancing continued to be the most popular. A total of 22,257 persons participated in the regular weekly square dance at Olive Avenue Park for advanced groups, while 13,258 attended the weekly square dance instruction period for beginners held each Monday evening. Similar square dances were conducted for intermediate groups at other parks.

Other social development activities were carried on by the Department through its Tiny Tots groups, Teen Age Clubs, Young Adults Clubs, Chess and Checker Club, Fun after 40 and the Auld Lang Syne Club.

An extensive arts and handicrafts program was conducted throughout the summer season, at the close of which, the work produced was displayed at an especially arranged open-house exhibition.

The Personnel Board

Employees: 5
Expenditures: \$31,794.89

THE PERSONNEL BOARD consists of five members, each appointed by the Council for a six year term, who serve without compensation. The Director of Personnel serves the Board as secretary.

The Board was created by initiative ordinance in 1939 as an advisory body to the Council and the City Manager regarding personnel policy and employee relations, and is responsible in a large degree for the creation and development of the City's present merit system of employment and promotion, which was instituted in 1940.

In addition to its 12 regular monthly meetings, the work of the Board this year required 29 special meetings. The individual members of the Board also spent many hours representing the City at conferences and serving as observers in connection with examinations.

The Administration of the personnel program rests with the City Manager, who, as ex-officio Personnel Officer of the City, is assisted by a Personnel Department with a staff of four persons under the supervision of the Director of Personnel.

The Personnel Department performs such routine functions as recruitment, maintenance of individual employee records, administration of the retirement system and checking of payrolls and when necessary also conducts special salary surveys and organization studies.

All positions in the City Service are classified as to title and pay schedule, and all excepting elective offices, City Manager, City Attorney and some temporary and part-time positions are included in the competitive service and are filled by competitive examination.

Examination procedures for the City Service include written examinations, oral interviews, work tests and physical fitness demonstrations applied in combinations which vary with the nature and requirements of the position to be filled.

All examinations are prepared and administered by the Los Angeles County Civil Service Commission under contract.

All appointments to permanent positions are conditional, pending satisfactory completion of a six months' probation period, after which permanent appointment is made.

During the course of the year 66 examinations were administered covering 65 position classifications. Of the 3,744 who filed applications for these examinations 1036 competed and 538 passed.

COMPARATIVE RECRUITMENT STATISTICS

	1950	1949	1948	1947
Examinations administered	66	83	60	57
Applications received	-	3874	2510	2300
Number competing	1036	1454	786	1156
Number passed	538	865	463	752
Appointments to positions	314	433	361	

As of June 30, 1950 the City's personnel numbered 916, or 46 more than the previous year, and included 8 elected officials, the City Manager, the City Attorney and 906 other employees. All of the 906 employees are in the competitive service, excepting the 28 part-time School Crossing Guards.

The largest assembled examinations of the year were an examination for the position of Police Patrolman which attracted 145 candidates of which 43 passed, and an examination for the position of Street Maintenance Man in which 169 participated, and 107 passed.

At the beginning of the fiscal period candidates were readily available for almost all positions. However availability of candidates became progressively more restricted as the year went on, and resulted generally in short eligibility lists, which necessitated several repeat examinations.

The City again experienced a relatively low rate of employee turnover. Though the number of employees increased from 380 to 916 during the past ten years, the average length of service of the City's present employees is 6.3 years. Of these

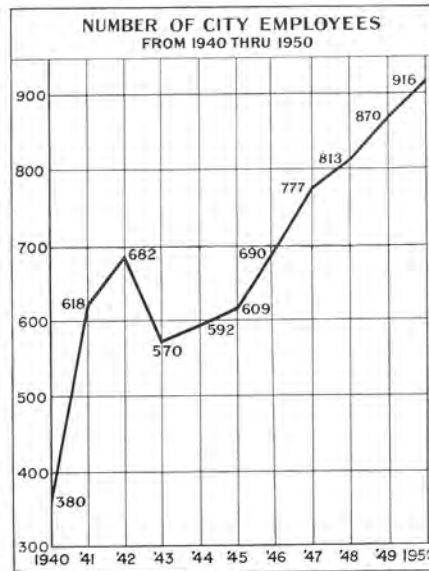
49 have served 20 years or more
21 have served 15 to 20 years
97 have served 10 to 15 years
199 have served 5 to 10 years
216 have served 3 to 5 years

During the year, 91 permanent employees separated from the City service as follows:

Resigned	-	-	-	-	85
Laid off	-	-	-	-	0
Discharged	-	-	-	-	0
Deceased	-	-	-	-	3
Retired	-	-	-	-	3
TOTAL	-	-	-	-	91

The City provides retirement benefits through its membership in the California State Employees Retirement System, which automatically includes all City employees after six months of service, excepting members of the City Council and some part-time employees. The employee and the City are required to contribute equal amounts into the retirement fund, which vary with the ages and the salaries of the respective employees.

The minimum retirement age is 55 years for uniformed firemen and policemen and 60 years for all other employees, while the compulsory retirement ages for these are 65 and 70 years respectively.



POLICE AND FIREMEN'S PHYSICAL FITNESS TESTS



AS PROVIDED in the City Charter, the function of the Planning Commission is to serve the City Council in an advisory capacity in all matters pertaining to the use of both privately-owned and publicly-owned land within the City, to the end that the City might develop in an orderly manner.

The Commission consists of seven members: four citizens appointed by the Council who serve without compensation, the Mayor, one Councilman and the City Engineer, represented by the Planning Engineer.

The Commission's basic pattern for the future development of the City, is the City's Master Plan—its tools for the enforcement of this plan are the Zoning Ordinance, the Building Code, Fire Regulations and other regulatory ordinances.

Regular meetings of the Commission are held on the first and third Monday of each month at 7:00 P.M. in the Council Chamber. During the past year the Commission held 23 regular and 5 special meetings, in which 408 matters were handled, 68 of which required public hearings.

Prior to February, 1946, the administration of the City's planning activities were performed by the City Engineer. However, because the rapid increase in population brought with it an increase in the number and complexity of planning problems, Planning administration was transferred to a newly created Planning and Transportation Department, supervised by a full-time City Planning Engineer, assisted by a staff consisting of one planning and field engineer, one draftsman and one stenographer. A nationally recognized planning expert is also retained as consultant on a part-time basis.

Among the matters submitted to the Commission were 218 petitions and requests which were disposed of as shown below:

PETITIONS AND REQUESTS ACTED UPON BY THE COMMISSION

NATURE OF REQUEST	TOTAL	APPROVED	DENIED OR WITHDRAWN
Zone Change Petitions	27	22	3 (2 pending)
Zone Variance Petitions	33	26	7
Zone Ordinance Amendments	8	8	0
Redivision of Lots	35	0	0
Tentative Tract Maps	11	11	0
Final Tract Maps	9	9	0

OFF-STREET PARKING—A RESULT OF EFFECTIVE PLANNING



Requests for 2nd Dwelling in R-1 Zone	5	0	5
Street and Alley Vacations	-	6	0
Street-name Changes	-	4	0
City Property Acquisitions	-	2	0
Sale of City Property	-	1	0

PETITIONS PROCESSED BY PLANNING ENGINEER WITHOUT COMMISSION ACTION

NATURE OF PETITION	TOTAL	APPROVED	DENIED OR WITHDRAWN
Guest Houses	22	22	0
Rumpus Rooms	2	2	0
Set-back Variances	26	22	4
House Moving	17	14	3
Fence Height	3	3	0
Laundry Store-room	6	6	0
Space Between Dwellings	1	1	0

The rapid economic change of the past few years has brought with it the development of a great variety of new occupations and new types of business upon which the zoning regulations are silent, but which, in the opinion of planning authorities, might quite logically be conducted in commercial or manufacturing zones without violating the spirit of the City's Master Plan.

To insure consistent treatment of all such cases, the Commission, during the previous year, prepared a detailed manual, classifying all such new uses permitted in the respective zones, and placed it into the Planning Department office for reference purposes. During the past year, copies of this manual were distributed to real estate firms, loan institutions and escrow companies. As a result, inquiries and complaints regarding these uses have been practically eliminated, and considerable improvement has been noted in the matter allocating these new uses in the proper zones.

Effective December 31, 1950, the War emergency measure, which authorized the issuance of temporary permits for the use of house-trailers as living quarters in residential areas, was repealed. This resulted in a notable decrease in the total number of complaints of alleged zoning use violations.

As a result of studies initiated by the Commission the following amendments to the Zoning Ordinance were recommended to, and were subsequently enacted by the Council:

1. To provide for limited child care day nurseries in the Residential zones. Not more than three children of pre-school age (which number shall be in addition to the related family of the person conducting such use) in the R-1½ Two-Family Residential Income zones; not to exceed ten children may be cared for in the R-3 Apartment House zones.

2. To reduce the waiting periods of seven and ten days originally required before a building permit could be issued after the granting of an exception variance to five days.

3. Creation of a new zoning classification, "P - Automobile Parking" zone, to be utilized as an overlay zone in Residential districts. The basic Residential zoning would not be changed. (Final passage of this amendment is pending and will become effective during the next fiscal year.)

Work was continued on basic long-range planning studies previously undertaken, and on several new studies initiated during the year. These involve City improvements as well as such proposed State and County projects as are likely to have an impact upon the City's future development. Among these are:

1. Development of a Master Plan of Highways and Streets.
2. Development of a Master Plan of Freeways.
3. Development of a Master Plan of Public Transportation—both inter-city and intra-city.
4. Development of a system of municipally operated off-street parking lots.
5. Zoning of the Ben-Mar Hills area recently annexed to the City.
6. A study of zoning trends in residential areas.
7. A long-range plan for the development of Park and Recreational facilities.

The planning staff also made field studies and rendered such engineering and clerical services as were required by the Transportation Committee, a standing committee appointed by the Council to further develop and coordinate public transportation facilities within the City. The Planning and Transportation Engineer serves this Committee as its secretary.

The Social Service Board

Employees: 6
Expenditures: \$35,081.64

THE SOCIAL SERVICE BOARD, which consists of 5 members appointed by the Council, serves the City Council and the City Manager in an advisory capacity in all matters pertaining to public health and social welfare.

Administration of all of the City's health and welfare services, including emergency ambulance and hospital service, and enforcement of animal regulations and sanitation ordinances, is centralized in the Department of Health Services under the supervision of the Director of Health Services.

With a view toward improving service and at the same time reducing expenditures, the City, on May 1, 1950, discontinued the operation of its Emergency Hospital and entered into a contract with St. Joseph Hospital for rendering public emergency hospital service on a "cost-per-case" basis. Expenditures during the first full year of operation under this new plan (year ended June 30, 1950) amounted to only \$443.61 as compared with \$16,500.00 for the previous year, or an approximate annual saving of \$16,056.39.

SANITARY SHELTER AT THE ANIMAL POUND



Public emergency ambulance service is rendered without charge to the patient under contract arrangement with a privately owned and operated ambulance firm at a cost to the City of \$825.50 per month. All calls for emergency ambulance service received by the City are dispatched through the Police Department.

In the enforcement of health and sanitary regulations pertaining to the operation of food handling establishments, trailer courts, dairies and similar institutions, the Department of Health Services was assisted by two health inspectors assigned to the City by the County of Los Angeles Health Department under contract.

SUMMARY OF HEALTH ACTIVITIES

(Years Ended June 30)

	1950	1949
Emergency Hospital Cases - - -	2,370	1,900
Inspection of Food Serving Establishments - -	4,238	5,684
Inspection of Milk and Dairy Industries - -	310	395
Sanitation and Nuisance Investigations - -	655	395
Trailer Court Inspections - - -	65	82
Emergency Trailer Permits Approved - - -		39

Because of Council action repealing the ordinance which permitted the use of house trailers as living quarters in residential areas, all such house-trailers were eliminated, excepting those in regularly licensed auto or trailer-courts. No emergency house-trailer inspections were therefore required during the year.

The Department's animal pound operations, which are closely coordinated with the License Bureau, include the enforcement of animal ordinances, the collection and disposal of dead animals, the impounding of strays, the disposal of animals at the request of owners, the quarantining of offending animals in "bite" cases, the return of claimed animals, the selling of unclaimed animals and the adjusting of complaints.

The enforcement of animal ordinances is directed from the City pound, which is supervised by a Poundmaster who resides on the premises. Two animal patrol trucks, each operated by an assistant poundmaster, cruise the streets daily, including Saturdays, Sundays and holidays to enforce the various animal regulations and to clear the streets of animals injured or killed by traffic.

POUNDMASTER'S REPORT

(Years Ended June 30)

	1950	1949	1948
Dogs impounded - - -	1742	1304	849
Cats impounded - - -	2084	2255	1615
Animals returned or sold - -	740	355	186
Animals exterminated - -	3149	3207	2313
Dead animals picked up - -	1276	1142	1193
Miscellaneous home calls - -	3403	3372	1207
Pound fees and miscellaneous collections - -	\$3,458.75	\$1,565.50	\$1,201.00
Animal patrol trucks employed - -	2	2	2
Miles of animal patrol - -	21,497	23,860	21,888

Administrative

- City Manager
- Building Department
- Engineering and Street Department
- Fire Department
- Police Department
- Police Court
- City Attorney
- Public Service Department

The City Manager

Employees: 9
Expenditures: \$49,500.06

THE CITY MANAGER is appointed by the Council as the City's chief administrative officer and is held accountable for the enforcement of all laws and for planning, correlating and directing all municipal operations and services, in accordance with the policies and directives of the Council.

Administrative authority is delegated to the various department heads who in turn are held accountable by the Manager for rendering the public services assigned to their respective departments.

This overall management function is based upon a continuous process of long-range planning, which involves forecasting the city's needs several years in advance, and developing plans for raising revenues sufficient to meet these needs as they arise from year to year.

At the beginning of each fiscal year, the manager, in collaboration with his various department heads, prepares the recommended annual budget for the ensuing fiscal period, based upon carefully prepared estimates of anticipated revenues and community needs.

In preparing the budget, the Manager supplies data to each department head showing his respective department's annual expenditures in detail for each of the preceding three years, grouped under three major headings—salaries, operating expenditures and capital outlays. Each department head returns the same with a statement of his department's requirements for the new year. The Manager then assembles these departmental requests, makes the necessary revisions and adds a summary of estimated costs, as well as a statement of anticipated revenues with which to meet these costs as they arise.

After revision, if any, and approval by the Council, the budget becomes the City's official fiscal plan for the year's operations.

Control of the budget is administered by the manager through the central accounting office which operates under the Chief Accountant as a division of the manager's staff and checks all requisitions received from the various departments for personnel, materials and services, as to budgetary compliance before an expenditure therefor is authorized by the manager.

Since all expenditures involve either the hiring of personnel or the purchase of materials or services, the central personnel and purchasing offices also are operated as divisions of the Manager's Department, under his direct supervision.

Responsibility for maintaining continuous 24-hour operation of all City Hall communication facilities is centralized in the Communications Division of the Manager's Department. This division is supervised by a full-time communications engineer who is held responsible for the operation of the City Hall telephone exchange and for the construction, maintenance and operation of the three-way radio and alarm equipment of the Police, Fire and Civil Defense Departments. The communications staff includes 4 alarm operators, 4 telephone switchboard operators, 1 relief alarm and switchboard operator and 1 radio technician.

Direct supervision is also exercised over the operation of the License Bureau, which, under the direction of the Chief License Clerk, collects all license fees, issues licenses, gathers and accounts for all parking meter revenues and various miscellaneous collections. A summary of collections follows:

SOURCE	1950		1949	
	NUMBER	AMOUNT	NUMBER	AMOUNT
Business Licenses - - -	3800	\$54,775.21	3145	\$40,549.25
Dog Licenses - - -	8236	17,117.00	7723	16,927.00
Horse Licenses - - -	557	1,145.00	664	1,576.00
Bicycle Licenses - - -	3001	1,490.25	1906	978.00
Parking Meters - - -	756	46,389.76	736	42,998.30
Miscellaneous Claims Collected -	62	2,577.80		7,085.00
TOTALS - - -		\$123,493.02		\$110,113.55

The Manager's office also exercises direct supervision over the custodial staff of the City Hall and related buildings, and of the management of the City's emergency housing for veterans.

During the past year the City Council, by ordinance designated the Manager as the City's Civil Defense Administrator, for the purpose of providing the necessary facilities and developing an effective organization to the end that all possible relief might be promptly provided for the people of Burbank in case of major disasters. This program is well under way and is expected to be in full operation by June of 1951.

As a result of the continued rapid increase in population, the City was obliged to continue an intensive public works program throughout the year involving the construction of numerous major public improvements.

However, despite the large cash outlays required for these improvements, and the constantly rising costs of labor and materials, the City nevertheless conducted all of its operations on a cash "pay-as-you-go" basis, well within the limits provided in its budget.

The Building Department

Employees: 13
Expenditures: \$60,436.45

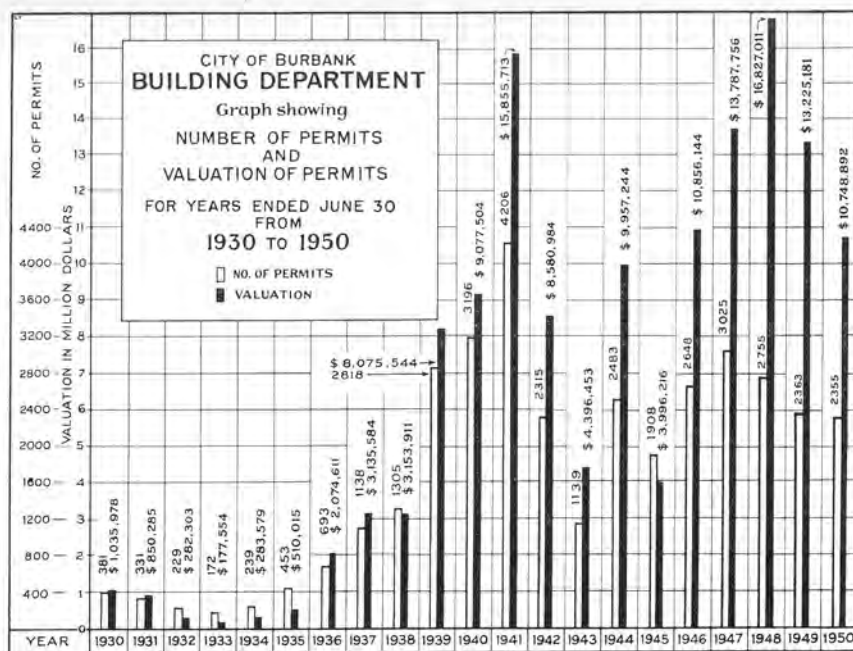
THE BUILDING DEPARTMENT, which is held accountable for the enforcement of the City's building regulations, is supervised by the Building Superintendent.

The Uniform Building Code of the Pacific Coast Building Officials' Conference and the Uniform Plumbing Code of the Western Plumbing Officials' Conference are the official building and plumbing codes, respectively, of the City.

Public health and safety are the principal objectives of the enactment and enforcement of these building regulations, which require that all future buildings be structurally sound, reasonably fire-resistant and equipped with adequate sanitary facilities. No building may therefore be erected or altered in Burbank without first securing a building permit.

Before a permit is issued, the applications, plans and specifications are carefully checked, and periodic inspections are made during construction to insure strict compliance with the provisions of building regulations.

Even though there was no appreciable difference in the total number of building permits issued as compared with those of the previous year (2355 as compared with 2363), the aggregate estimated building value represented by permits decreased from \$13,225,181.00 to \$10,748,892.00—a decrease of \$2,476,289.00 or approximately 19-percent.



The sharp decline in both the number of permits issued, and value, of commercial and miscellaneous construction accounts for the year's net decrease, even though the permit values of residential and industrial construction showed slight increases, as may be noted from the following comparative table:

BUILDING PERMITS AND VALUES CLASSIFIED AS TO USE
(Years ended June 30)

	1950		1949		1948	
	Permits	Value	Permits	Value	Permits	Value
Residential	751	\$ 6,839,598	723	\$ 6,568,353	1035	\$ 9,418,350
Commercial	111	987,955	159	2,174,349	237	2,723,228
Industrial	34	677,063	34	356,900	40	571,952
Miscellaneous	449	882,386	522	2,914,248	542	2,873,711
Alterations and Additions	1010	1,361,890	925	1,211,331	901	1,239,770
TOTALS	2355	\$10,748,892	2363	\$13,225,181	2755	\$16,827,011

In residential building, the trend toward the construction of individual homes, by owners of isolated lots, which became apparent last year, continued throughout this fiscal period.

Mass residential building, by large tract developers, was limited to but one tract involving 64 single-family residences, the sales prices of which varied from \$10,500.00 to \$12,500.00 including the cost of the lot.

A marked leveling-off in multi-family residence construction was also apparent during the year.

The number of permits issued to subcontractors for lathing, plastering, plumbing and electrical work showed a decrease as compared with the number of building permits issued. This, together with the increase in "alterations and repairs" shown in Table I, would seem to indicate a growing tendency among home-owners to do much of their own construction work.



TYPICAL TRACT OF MODERN RESIDENCES

In order to maintain high standards of workmanship, only such maintenance master electricians and plumbers, and journeyman electricians and plumbers as have qualified by examination are certified for work in Burbank. The decrease in number of applicants for these examinations, as well as the decrease in the number certified, as compared with those of the previous year is shown below:

ELECTRICIANS AND PLUMBERS CERTIFIED
(Years ended June 30)

	1950		1949		1948	
	Examined	Certified	Examined	Certified	Examined	Certified
Master Electricians	3	3	0	0	1	1
Journeyman Electricians	15	7	30	14	96	59
Master Plumbers	44	43	69	67	63	51
Journeyman Plumbers	85	68	87	62	116	84
TOTALS	147	121	186	143	276	195

In addition to the 121 new certificates issued during the year, 995 such certificates were renewed and 520 contractor's licenses were issued.

The Engineering and Street Department

Employees: 249
Expenditures: \$1,251,720.82

THE ENGINEERING DEPARTMENT and Street Department function as a single joint department under the supervision of the City Engineer as department head, who is held responsible for the design, construction and maintenance of streets, traffic signals, sewers, storm drains and related facilities, and for the City's program of garbage and refuse collection and disposal.

The Department is equipped to perform all phases of public works services, and has, for the past 18 years, pursued a policy of planning, designing, constructing and maintaining its public work, including major construction projects, with its own regular staff and equipment.

Because of the wide variety of equipment and skills made available by this department, the City, as a matter of policy, uses the Engineering and Street Department, whenever possible, when new construction or mechanical service is required by other departments.

The City Equipment Yard, Machine Shop and Garage, operated by the Department, is equipped and staffed to repair and completely "overhaul" even its heaviest construction equipment. During the past year the garage again serviced and repaired all of the City's motor equipment, (excepting that of the Public Service Department and the Park Department).

Skeleton crews were kept on duty throughout each night and on holidays to service police and fire equipment, and to render other emergency services.

In order to effect economy in its construction program, the Department operates its own batching plant for preparing all its portland cement concrete, and a paving plant which produces all asphaltic concrete used in street paving. Further economy is achieved by the fact that all sand and rock used is supplied directly from the Department's own pit.

Despite some delay in connection with the re-arrangement of the Pacific Electric Railway tracks, and difficulties encountered in securing the necessary right-of-way in some locations, work in connection with the widening of Glenoaks Boulevard proceeded as scheduled. At present this project, estimated at \$508,000.00 is approximately 92 percent completed. The final phase in the construction of this project will be the complete resurfacing of the entire street with asphaltic concrete, from Scott Road to Providencia Street, which is scheduled for completion about September, 1951.

The Department prepared the surveys, designs, plans and specifications required for the construction of the new permanent concert stage and amphitheatre proposed for Stough Park. This project, estimated at \$150,000.00, will consist of a stage unit 60 feet wide, 53 feet deep and 25 feet high, of reinforced concrete and hollow-tile construction, with dressing room and toilet facilities, and an outdoor amphitheatre with an eventual seating capacity of 10,000. Under the present construction program, however, only 2,500 permanent seats are to be provided.

As of the close of the year the Department's crews had completed all necessary grading for this project, which required the moving of approximately 21,000 cubic yards of earth.

The City has for years rendered residential garbage and tin-can collection service, selling the garbage to hog ranchers at an average price of \$1.75 per ton

BATCHING PLANT



PAVING PLANT AND ROCK PIT



RUBBISH COLLECTION SERVICE

and disposing of tin cans and paper at a privately operated dump located approximately 5 miles beyond the City Limits, at a cost of \$200.00 a month. However, the Department, in 1949, broadened the scope of this service so as to include a weekly collection of residential yard and household refuse, including grass clippings, hedge trimmings, tree prunings, paper, tin cans, glass and miscellaneous yard and household refuse.

Because of the tremendous volume of rubbish collected as the result of this added service, the Department developed a novel and rather unique method of disposal, using a large canyon contiguous to Stough Park as its disposal site.

All rubbish delivered to the site is immediately covered with a 15-inch layer of soil, which is then wetted down and compacted, so that the day's rubbish is completely covered by the close of each workday.

The cost of disposal by this method is 35c per ton as compared with an estimated \$2.00 per ton by incineration—an estimated saving of approximately \$100,000.00 per year to the City, based upon an annual volume of 126,000 cubic yards.

The success of this operation has attracted the attention of other communities and has merited the unqualified approval of State and County health authorities.

It is estimated that this canyon is of sufficient size to accommodate the City's rubbish for the next 20 years, and, when filled, this otherwise useless canyon will have been transformed into approximately 7 acres of level park and playground area.

Throughout the year, garbage was collected daily in business districts and twice each week in residential districts. The total garbage volume for the year amounted to 7,289 tons, or 337 tons more than the previous year.

A total of 5.15 miles of original street paving was completed in 43 locations and brought the total mileage of paved streets in the City to 187.2. This leaves only 12.5 miles of the City's 200 miles of streets unpaved. In addition to this, 27,435 lineal feet of existing street pavement was resurfaced with asphaltic concrete in the following locations:

Lake Street, from Alameda Avenue to Verdugo Avenue	- -	2,250 lin. ft.
Walnut Avenue, from Tenth Street to Sunset Canyon	- -	1,000 lin. ft.



PAVING CREW

Providencia Avenue, from Victory Boulevard to Front Street	-	2,540 lin. ft.
Griffith Park Drive, from Riverside Drive to Parkside Avenue	-	975 lin. ft.
Kenneth Road, from Alameda Avenue to Walnut Avenue	-	7,070 lin. ft.
Verdugo Avenue, from Pass Avenue to Hollywood Way	-	1,200 lin. ft.
Alameda Avenue, from Riverside Drive to Victory Boulevard	-	12,400 lin. ft.

Miscellaneous street paving and patching for the year amounted to 272,867 square feet, of which 128,880 square feet was asphaltic concrete and 11,448 square feet was Portland cement concrete.

Approximately 3 miles of original pavement was also constructed in 32 locations, which brought the City's paved alley mileage to 22, and leaves 26 miles of alleys still unpaved.

The City's crews constructed 4.8 miles of sidewalk in 39 locations and 4.5 miles of curb in 35 locations during the year. This gave the City a total of 294.18 miles of sidewalk and 375.33 miles of curb, leaving only 105.88 miles of sidewalk and 24.73 miles of curb yet to be constructed. These crews also constructed 27 residential and 13 commercial driveway aprons of cement concrete, aggregating 7,354 square feet.

The Department also constructed 2.3 miles of 8-inch sanitary sewer main in 37 locations. This brought the City's total to 181 miles, which represents 94% of the ultimate requirements of the City as constituted at present. In connection with the above sewer main construction, the Department's crews also laid 1040 sanitary house services, requiring 1733 feet of 6-inch tile, which brought the total of such services connected to the system to 19,002.

Approximately 113 miles of sanitary sewers were thoroughly cleaned at a cost of \$7,201.00 or an average of 1.2 cents per foot, which includes the cost of repairing such breaks and defects in the system as were detected from time to time during the cleaning process.

The City's sanitary sewage is disposed of through the Los Angeles Outfall Sewer to the Pacific Ocean, under contract with the city of Los Angeles. During the past year, the City's sewage flow of approximately 1,980 million gallons was disposed of at a cost of \$21,337.32.

Because of the movement by the State to abate beach contamination, the City provided for the future treatment of its sewage by the purchase of a 4.08 percent interest (or a maximum capacity of 10-million gallons per day) in the new Hyperion Sewage Treatment Plant of the City of Los Angeles, at a cost of approximately \$1,700,000.00 of which approximately \$1,100,000.00 will be paid from accumulated reserves, and the remaining \$600,000.00 from the proceeds of a bond issue approved by the voters on April 5, 1949. This plant, constructed at a cost of approximately \$42,700,000.00 will be operated by the City of Los

Angeles, with Burbank paying its proportionate share of cost of operation. Quite naturally the added cost of treatment will materially increase the City's annual cost of sewage disposal.

At present, the plant is substantially completed and is in partial operation. It is anticipated that it will be ready for full operation by December 31, 1950.

As a part of its long-range program to ultimately develop a city-wide system of storm drains, the Department constructed 80 catchbasins and 2,060 feet of culvert at the following locations:

LOCATION	NO. OF CATCHBASINS	CULVERT IN FEET
At intersection of Hollywood Way and Burbank Boulevard	4	292
At intersection of San Fernando Road and Scott Road	5	330
On Riverside Drive between Alameda Avenue and Southerly City Limit	5	318
On Kenneth Road, between Walnut Avenue and Alameda Avenue	62	978
On Verdugo Avenue, between Pass Avenue and Hollywood Way	4	142
TOTAL	80	2,060

In order to provide greater safety for pedestrians and to provide for the safe and orderly flow of the City's ever-increasing volume of vehicular traffic, the Department during the past year accelerated its schedule of traffic signal construction by installing automatic traffic signals at the following 19 intersections, which required a total of 91 posts with 161 traffic heads and 34 pedestrian signal heads:

- On Riverside Drive, at Hollywood Way, Pass Avenue, Keystone, Catalina, Mariposa, Reese and Rose and Main.
- On Glenoaks Boulevard at Scott Road.
- On Alameda Avenue, at Buena Vista, Hollywood Way, Olive Avenue and Pass Avenue.
- On Clark Avenue, at Buena Vista and Hollywood Way.
- On Olive Avenue at Rowland Avenue.
- On Empire Avenue, (two Lockheed employee gates) near Hollywood Way.
- On San Fernando Road, at Scott Road.

The cost of installing these signal systems, which in some cases included the construction of traffic islands and other means for channelizing traffic, varied from \$1,123.00 to \$3,208.00 and resulted in an average cost of \$1,623.00 per intersection.

At the close of the year the City was operating traffic signal systems at 73 intersections, with an aggregate of 642 signal units.

The Department's street-sweeping schedule required the operation of 3 motor-sweepers, which swept the business streets daily and covered all residential streets at two-week intervals. During the year street-sweeping totalled 28,525 curb miles—1,625 more than the previous year.

The installation of 108 new overhead lights and 11 new ornamental post lights, brought the City's total to 1,166 and 1,263 respectively.

After negotiating the purchase of property on Orange Grove Avenue north of the City Hall, the Department developed and constructed a roofed parking lot for the City's staff cars, as well as a paved public parking lot with 26 stalls, equipped with parking meters, with provisions for all-day parking.

Maintenance crews of the Department also maintained the City's 742 parking meters.

The Department's right-of-way agent represented the various departments of the City in negotiations for the acquisition of property, rights-of-way and easements, and during the course of the year, recorded 30 right-of-way deeds, 13 public-utility easements and 35 pole-line easements.

The Fire Department

Employees: 68
Expenditures: \$347,338.63

THE CITY'S fire service is rendered from five stations as follows:

Headquarters Station—Third Street near Olive Avenue.

Station No. 2—Buena Vista near Clark Street.

Station No. 3—Frederic Street near Empire Avenue

Station No. 4—Burbank Boulevard and Lincoln Street.

Station No. 5—Verdugo Avenue and Beechwood Drive.

Its equipment consists of 4 engine companies, 1 engine company in reserve, 2 hose companies, a squad company, a forestry-type truck, a squad pick-up truck, a utility truck, a service-rescue truck and 5 sedans.

All of the Department's motor equipment is equipped with 2-way radio installations of the same type and frequency as that employed by the Police Department.

During the past year, the department purchased two portable 2-way radio sets of the "Handie-Talkie" type for use in connection with combating hill fires.

The service rescue truck, considered an important supplementary aid in fire suppression and rescue work, was purchased April 26, 1949, and put into service August 1, 1949. It is equipped with a resuscitator, smoke ejector, 1500-watt portable gasoline-electric generator with three 500-watt floodlights, a demand-type breathing unit, and other salvage and rescue equipment.

During the year the Department succeeded in satisfactorily completing a seven-point program of improvement and expansion of fire protection facilities, which had been developed in collaboration with the Board of Fire Underwriters, with a view toward reducing general fire insurance rates within the City.

While, to date, only informal approval has been given by the Board of Fire Underwriters as a result of its final inspection made in May of 1950, formal notice of reclassification from Class 5 to Class 4, and reduction in fire insurance rates varying from 5 to 12-percent, is expected in the near future.

A new 1250-gallon per minute fire engine, ordered during the previous fiscal year, was delivered and put into service November 15, 1949.

An additional fire station (Station No. 5) at Verdugo Avenue and Beechwood Drive, construction of which was begun December 2, 1948, was com-

NEW FIRE STATION NO. 5



NEW FIRE DEPARTMENT TRAINING TOWER

pleted and formally dedicated on August 9, 1949.

This station is of modern architectural design and is constructed of re-inforced concrete throughout. In designing this station, particular attention was given to layout and utility, with a view toward adopting it as a standard design for future stations and thereby effecting a considerable saving in architectural and engineering costs.

On October 6, 1949, contracts were awarded for the construction of a five-story (and basement), re-inforced concrete training tower at Pacific Avenue and Ontario Street, which was completed at a cost of \$16,976.00 and put into service on February 28, 1950. The first floor of this tower is fully enclosed and serves as a class-room. Since its completion this tower has been in use every week-day afternoon from two to four o'clock and has proved itself to be an exceedingly effective medium for in-service training of fire personnel.

CLASSIFICATION OF FIRE PERSONNEL

	(Years ended June 30)			
	1950	1949	1948	1947
Fire Chief	1	1	1	1
Assistant Fire Chief	1	1	1	1
Battalion Chief	2	1	1	1
Captains (Fire Suppression)	10	8	8	8
Senior Fire Prevention Inspector	1	1	1	1
Fire Prevention Inspectors	2	2	2	0
Fire Apparatus Operators	14	12	12	12
Firemen	35	40	33	27
Hydrant Maintenance Man	1	1	1	1
Stenographic-Secretary	1	1	1	1
TOTALS	68	68	61	53

Under the provisions of mutual aid agreements entered into during the past year, additional fire equipment and personnel is available to the Department in extreme emergencies from the County, and from the Cities of Los Angeles, Glendale and Pasadena.

The addition of a second battalion chief to the staff and the facilities made available by completion of the new training tower, enabled the Department to expand and intensify its in-service training program.

In this program, during the past year, company personnel of 64 men devoted 2110 man-hours to company school, 2029 man-hours to company drill,

while 14 officers devoted 338 man-hours to officers' conference and 164 to fire prevention school.

As an off-duty activity, 12 members of the Department satisfactorily completed a special 12-week course in fire prevention engineering at the University of California, Los Angeles, while 6 others completed a similar course in control of hazardous chemicals and gases, and 20 members earned certificates for completing a two-weeks' institute conducted by the Division of Fire Training of the State Department of Education.

Fire prevention, by means of enforcement of fire regulations again played an important part in the Department's operations.

A systematic schedule of inspection was maintained throughout the year to detect and eliminate possible fire hazards in schools, industries, commercial buildings and places of public assemblage. Each such structure within the City was given at least one thorough routine inspection during the year, which required a total of 2,380 separate inspections as shown in Table II below:

TABLE II - SUMMARY OF FIRE PREVENTION ACTIVITIES

	1949-50	1948-49	1947-48
Routine Inspections	2,380	2,529	1,197
Rubbish-burning permits issued	3,921	5,558	5,015
Complaints of alleged violations of fire regulations	2,325	6,268	1,157
Investigations of fires	157	155	181
Investigations of deaths by fire	2	2	4
Investigations of injuries by fire	14	19	15
Investigations of pyromania	6	4	0
Inspections and re-inspections required in connection with correcting complaints	4,170	0	0
Investigations of false alarms	1	0	13
Fire-Prevention lectures by Department personnel	107	34	32
Fire-Prevention radio addresses	0	16	0
Fire-Prevention demonstrations	54	724	0
Fire-Prevention programs arranged (with speakers other than Department personnel)	84	0	0
Fire-Prevention literature distributed	1,583	0	0

In each routine inspection the inspector was accompanied by one of the two station captains of the respective district, who in each case studied the general characteristics of the structure from a fire suppression point of view. Upon the basis of facts gathered, a determination was then made in each case as to how best to approach the structure in case of fire, and what method of fire suppression might be used most effectively to hold losses to a minimum.

A 7 percent increase in the number of fires over the previous year, reflected itself in a corresponding increase in most phases of company activity as shown below:

TABLE III - COMPANY ACTIVITIES

	1949-50	1948-49	1947-48	1946-47
Number of Alarms	729	696	691	584
Number of Fires	600	568	621	536
False or Mistaken Alarms, etc.	129	128	70	48
Feet of 3-inch hose laid	4,350	350		
Feet of 2½-inch hose laid	34,750	42,600	40,500	30,150
Feet of 1½-inch hose laid	17,700	21,000	35,350	12,550
Feet of 1-inch hose laid	27,955	31,800	47,115	33,305
Feet of ladders raised	1,265	1,204	1,371	784
Engine pumping time in hours	85	99	129	100
Miles travelled by engines	4,596	4,272	4,409	3,570
Special Service Details	199	289	202	169

The 600 fires included 205 building fires (Table IV), 97 rubbish fires, 73 grass and brush fires, 112 automobile fires, 10 airplane fires and 103 miscellaneous fires. Carelessness in the burning of rubbish both with and without incinerators, accounted for 114 fires, while carelessness in smoking and in the



FIRE PREVENTION WEEK AT THE PLAYGROUNDS

use of matches caused 130.

The 199 special service details consisted of 7 out-of-city fire calls, 143 inhalator calls, 30 street flushing details, 1 stand-by detail for an anticipated crash aircraft landing and 18 miscellaneous details.

A notable decrease of outdoor rubbish burning became apparent as a result of the universal weekly rubbish collection service instituted by order of the Council on September 20, 1949, and a subsequent order restricting rubbish burning to the period between 6:00 A.M. and 10:00 A.M.

This reflected itself in a sharp reduction in the number of "burning permits" requested, as well as in the number of complaints received alleging violations of fire regulations, as shown in Table II.

In order to promote better public understanding of fire regulations, and greater appreciation of the economic value of fire prevention, the three fire-prevention inspectors delivered 107 addresses, presented 54 demonstrations and arranged 84 other fire prevention programs for school groups, civic clubs and other organizations.

During the first eleven months of the year, the City experienced no major fires. As a result fire losses during this period were far below the normally expected rate. However, on the night of May 26, 1949, a serious fire occurred at the Columbia Motion Picture Studios, which resulted in the year's largest single loss—a loss estimated at \$350,000.00 or 61% of the year's total losses of \$569,166.33 shown below:

TABLE IV - CLASSIFICATION OF BUILDING FIRES AND LOSSES

	1949-50		1948-49		1947-48	
	FIRES	LOSS	FIRES	LOSS	FIRES	LOSS
Industrial	25	\$393,022.50	20	\$ 75,299.57	31	\$ 56,035
Commercial	24	92,602.49	34	164,003.23	35	221,364
Residential	127	73,647.08	98	36,652.79	105	29,730
Private Garages	14	3,444.92	19	9,861.71	20	15,548
Other Buildings	15	6,449.34	15	21,293.93	13	3,688
Total Building Fires	205	\$569,166.33	186	\$307,111.23	204	\$326,365
All Other Fires	395	00	382	00	417	00
TOTALS	600	\$569,166.33	568	\$307,111.23	621	\$326,365

Of the total loss of \$569,166.33 shown above, \$272,262.50 represents the value of building losses, and \$296,903.83, the value of building contents loss.

Authority has been granted for the immediate construction of a new station on Hollywood Way between Clark Avenue and Verdugo Avenue to replace Station No. 2. Contracts for the construction of this station will be awarded early during the 1950-51 fiscal period.

Plans for the future expansion of the system of fire stations include the replacement of the present Headquarters Station (Station No. 1) with a new and more adequate station to be constructed on a site recently acquired on the northwest corner of Third Street and Palm Avenue, to cover the high value commercial area, and the eventual construction of an additional station (Station No. 6) to serve the residential districts in the Hill Area.

The Police Department

Employees: 116
Expenditures: \$429,478.49

IN ORDER to further improve the City's police service, the Police Department increased its personnel by the addition of 8 officers. To achieve maximum effectiveness, funds available for additional personnel were devoted entirely to the strengthening of its three active divisions—patrol, detective and traffic, as shown below:

DISTRIBUTION OF PERSONNEL

(Years Ended June 30)

	1950	1949	1948	1947
Chief's Office	2	2	2	2
Captain	1	1	1	0
Record Bureau	6	6	6	3
Uniformed Force (Patrolmen)	46	44	41	35
Detective Bureau	12	8	6	6
Traffic Bureau	15	13	11	8
Juvenile Bureau	4	4	4	4
Bailiff-Jailor	1	1	1	1
Warrant Officer	1	1	1	1
School Crossing Guards	28	28	28	28
TOTAL	116	108	101	88

FIREARMS TRAINING



All newly appointed officers were required to complete an intensive, ten-day basic police training course, sponsored by the Southern California Peace Officers Association. Instruction included practical training in modern police techniques, Penal Code procedure and in the effective use of firearms, by qualified instructors supplied by the Federal Bureau of Investigation and various universities.

After completion of this course, these "recruits" served a six-month's training period, during which all their police work was performed in the company, and under the direct supervision, of a senior officer.

Other in-service training activities were limited largely to instruction in marksmanship and physical conditioning.

All policemen were required to participate, once each month, in intra-departmental standard police course firing competition, which included both slow-timed and rapid pistol firing. All ammunition was supplied by the City. Each month those having the highest scores were selected as a team, which represented the Department in competition with police departments of neighboring cities.

The Department replaced 6 of its motorcycles and 4 of its squad cars with newer models, and purchased one additional motorcycle. As a result, the Department now has in service 10 squad cars, 16 standard, and 1 three-wheeled motorcycle and 5 staff sedans.

All of the automobiles and the three-wheeled motorcycle are equipped with two-way radio equipment of the frequency modulation type. All new motorcycles purchased are arranged for the installation of similar equipment when the same becomes available.

After advertising for bids, the Council, near the end of the fiscal year (June 20, 1950) entered into a one-year contract with a local automobile dealer, under the terms of which the dealer agrees to rent to the City a fleet of not less than 12, nor more than 20, police patrol cars at the rate of 2-cents per mile, and to replace each such car with a new car after 35,000 miles of operation, or one year, whichever shall have occurred first. Gasoline, tire-repairs and tire replacements will be furnished by the City.

These rental cars will be delivered early during the next fiscal year, and will replace all of the Department's patrol cars now in service.

Arrests for the year amounted to 38,166, of which 37,986 were citations for alleged traffic violations, as compared with a total of 40,304 for the previous year, of which 38,740 were traffic citations. Even though there was a sharp increase in both the number of traffic accidents and in the number of injuries resulting therefrom, deaths resulting from traffic accidents were reduced in number to 7, as compared with 9 for the previous year.

TRAFFIC ARRESTS, ACCIDENTS AND FATALITIES

(Years Ended June 30)

	1950	1949	1948	1947
Traffic Arrests	37,986	38,740	34,969	24,279
Traffic Accidents	410	343	343	457
Traffic Injuries	530	436	446	598
Traffic Fatalities	7	9	9	18

Of the 7 traffic fatalities, 1 was a pedestrian struck by an automobile, 1 was the driver of an automobile struck by a train, and 5 were occupants of automobiles which collided with other motor vehicles.

NUMBER AND DISPOSITION OF PART I OFFENSES

(Years Ended June 30)

	1950		1949		1948	
	KNOWN	CLEARED	KNOWN	CLEARED	KNOWN	CLEARED
Murder - - -	1*	1	0	0	1	1
Manslaughter by Negligence - -	2**	2	1	1	3	3
Rape - - -	2	2	4	3	3	3
Robbery - - -	27	18	38	8	25	9
Aggravated Assault -	13	13	8	7	8	5
Burglary - - -	363	51	325	48	268	32
Larceny, \$50.00 and over - - -	227	14	240	14	221	12
Larceny, under \$50.00 -	963	65	737	29	790	21
Auto Theft - - -	80	19	105	19	114	23
TOTALS - - -	1668	185	1458	129	1433	109

*The case classified as murder was the result of a suicide pact in which a husband murdered his wife and subsequently took his own life.

**The two cases of manslaughter were persons killed in traffic accidents, who were determined by the police to have been victims of negligence.

While the total number of Part I offenses known was 1668, as compared with 1458 for the previous year, substantial decreases were apparent in the number of all of the more serious Part I offenses committed, excepting "Aggravated Assault" for which 13 arrests were made, as compared with 8 for the previous year. As may be noted from the following table, the total increase in Part I offenses was largely restricted to the less serious forms of such offenses.

During the year, 185, or 11-percent of the cases, were cleared by arrest, as compared with 129, or 9-percent, for the previous year.

During the year 80 automobiles were stolen in the City, of which 70 were recovered, as compared with 105 for the previous year of which 98 were recovered. Of the automobiles recovered during the year, 30 were recovered by local police and 40 by police of other jurisdictions. Burbank Police in turn recovered 26 stolen automobiles for residents of other cities.

A considerable decrease was also noted in the value of property reported stolen. Property stolen during the year amounted to \$129,698.00, of which 40-percent was recovered by police, as compared with \$163,413.00 and a 45-percent recovery during the previous year.

The Juvenile Bureau handled 1151 cases involving 1639 minors under 18 years of age, of which 257 were girls, and 756 "repeaters." Of the 1639 minors handled, 68 offenses were considered sufficiently serious to warrant filing formal charges with the Juvenile Division of the County Court.

SUMMARY OF CASES HANDLED BY THE JUVENILE BUREAU

(Years Ended June 30)

	1950		1949		1948	
	No. of Cases	Referred to County	No. of Cases	Referred to County	No. of Cases	Referred to County
Felonies* - - -	99	29	73	22	95	36
Misdemeanors - - -	1121	23	1167	16	1060	18
Social Problems - - -	419	16	438	34	410	51
TOTALS - - -	1639	68	1678	72	1565	105

*A felony is punishable by a term in the State Penitentiary, while a misdemeanor is punishable in the County Jail. The term "Social Problems" is used to designate cases involving pre-delinquent children, truants, runaways, parental neglect or abuse, or crime against children.

It will be noted from the above that while both the total case load and the total number of cases referred to the County showed a slight decrease, 52

of the 68 cases filed with the County Court involved charges of felony or misdemeanor, and seems to indicate a trend toward more serious infractions among minors.

The Department's staff of 28 part-time, uniformed School Crossing Guards again, for the third successive year, maintained a perfect record. These guards serve five hours per day, and control traffic at critical intersections during the periods when children are approaching and leaving their schools. During the summer months they are assigned to guard critical intersections near public parks and playgrounds. Though thousands of children crossed streets daily at these intersections, all of them reached their destinations safely.

During the past year the Police Department again rendered numerous miscellaneous services to the citizens of Burbank and to many strangers passing through the City. To keep an accurate record of all of these is almost impossible, however those recorded are as follows:

	1949-50	1948-49	1947-48
Lodgers cared for - - -	70	47	65
Persons assisted - - -	17,654	28,340	19,934
Doors found open and reported - -	38	61	69
Persons reported missing - - -	81	99	90
Persons missing, found - - -	84	96	86
Fires discovered - - -	1	1	0
Street lamp outages reported - -	14	18	22
Non-criminal complaints investigated -	5,872	3,521	3,194
Non-vehicular accidents - - -	352	189	156
Arrests for other jurisdictions - -	159	91	122
Insanity cases handled - - -	6	8	6
Suicide cases investigated - - -	51	48	40
Sudden deaths investigated - - -	67	72	66
Reports of conditions affecting other departments - - -	20	7	14

These services required the use of various types of police equipment and thousands of man hours, but are considered by the Department as contributing materially to the public safety, comfort and general well-being.

The Police Court

Employees: 6
Expenditures: \$26,167.81

THE POLICE COURT exercises jurisdiction in all actions involving misdemeanor charges arising out of alleged violations within the City, of the Criminal or Vehicle Code of the State or of any of the City's ordinances.

In cases involving felony charges such as alleged forgery, burglary, robbery and grand theft the Court's jurisdiction is limited to holding preliminary hearings for the purpose of determining whether or not there is sufficient cause to order the defendant to stand trial in the Superior Court of the County.

The Police Judge, elected by the people every four years, is the presiding judge of the Police Court.

In the conduct of the Court, during the past year, the Judge was assisted by a staff consisting of the Court Clerk, a Deputy Court Clerk and three typist clerks.

The Court convenes every morning, excepting Saturdays, Sundays and holidays, at 10:00 o'clock. Wednesdays were devoted exclusively to traffic cases, while Fridays were reserved for preliminary hearings on complaints involving felony charges.

The year showed a slight decrease in the total number of cases heard as well as a corresponding decrease in total fines collected as shown below:

CASES HEARD AND FINES COLLECTED

YEAR ENDED JUNE 30	NO. OF CASES	TRAFFIC FINES	OTHER FINES	TOTAL FINES
1950	33,173	\$167,982.00	\$14,203.00	\$182,185.00
1949	35,157	170,126.50	13,612.50	183,739.00
1948	32,257	169,861.00	15,976.00	185,837.00
1947	24,368	112,739.00	15,977.00	128,716.00
1946	19,905	111,551.00	13,184.00	124,735.00

Of the 33,173 cases heard, 31,779 involved traffic citations and 1,394 were based upon criminal complaints, while of the 35,157 cases heard during the previous year, 33,603 involved traffic citations.

In order to facilitate the handling of its business the Court Clerk's office installed a receipting and accounting machine which automatically prints the receipt, simultaneously records the transaction upon the complaint document and at the end of each day renders an accounting of all collections, classified as to both source and fund.

The use of the machine has eliminated the preparation of receipts in long hand and has resulted in a considerable saving of time to both the public and the staff.

The City Attorney

Employees: 8
Expenditures: \$43,922.69

THE CITY ATTORNEY is appointed by the Council and serves as official legal advisor to the Council, the City Manager and all other officers, commissions and departments of the City government.

He is assisted by a legal staff of three full-time attorneys and four stenographic secretaries.

The City Attorney's office is required to prepare all proposed ordinances, resolutions, contracts and other legal instruments required in the operations of the City and to represent the City in all court actions filed by, or against it.

The City Attorney is further responsible for the prosecution of all complaints alleging violation of State laws or County ordinances, and to process evidence in connection with alleged criminal felonies and prepare such formal complaints in behalf of the people of the State, in connection therewith, as may be warranted.

The impact of the City's programming of future public works was keenly felt in the Legal Department throughout the year, in the increase in the number of condemnation and street improvement proceedings and in numerous transactions involving the acquisition of property for public parking lots, fire stations, park expansion, wells and pumping plants and electric distribution stations.

During the past year members of the Legal staff were frequently called upon to attend meetings and conferences of various boards and commissions as legal advisors, and to represent the City and its people in numerous hearings before the State Public Utilities Commission to submit evidence against, and voice opposition to, proposed increases in transportation, telephone and gas rates.

Thousands of dollars in damage claims and delinquent taxes, street improvement charges and utility service bills were also recovered for the City through the efforts of the Legal Department.

Among the Department's major legal assignments of the year were:

1. Litigation involving the validity of the City's ordinances regulating public auctions.
2. Proceedings in connection with the election authorizing the issuance of bonds in the sum of \$2,500,000.00 for the construction of a 30,000-kilowatt addition to the City's Steam-Electric Generating Plant.

3. Proceedings in connection with passage of an ordinance providing for universal residential garbage and rubbish collection and disposal.
4. Proceedings in connection with the granting of franchises for the inter-city and intra-city bus service.
5. The preparation and consummation of franchise agreements with the General Petroleum Corporation, the Richfield Oil Corporation and the Southern Counties Gas Company for the construction and operation of pipe lines through the City.

The Legal staff completed a comprehensive compilation of the City's existing ordinances, and on the basis of this compilation began work on the preparation of a complete Municipal Code, to be published in loose-leaf form early in 1951.

The Public Service Department

Employees: 260
Expenditures: \$3,800,952.91

THE PUBLIC SERVICE DEPARTMENT operates the City's municipally-owned water and electric systems. These operations include system planning, the design, construction and maintenance of system facilities; the production and purchase of water and electricity; the transmission and distribution to the ultimate consumer; and the metering, billing, and collecting for services.

The Department's production facilities consist of a modern steam-electric generating plant with a capacity of 40,000 kilowatts and eleven deep-wells capable of producing water at a rate of approximately 26 million gallons per day.

All operating expenses of the Department, and the amortization of bonds issued in its behalf are paid from revenues derived from the sales of water and electricity. With a total of only \$800,000.00 in bonds issued for original construction and subsequent expansion, the water and electric systems now represent a value, stated at original construction cost, of over \$16,900,000.00, against which there is a bonded indebtedness of only \$85,377.00. This enviable financial position was achieved through the re-investment of earnings in plant expansion while at the same time, the citizens of Burbank have consistently enjoyed exceptionally low rates for water and electricity. Present water rates are approximately 20 percent lower than in the surrounding communities, while electricity rates are among the lowest in the country.

Electric sales during the year totaled \$2,616,315.22, an increase of 8.31 percent over last year. The quantity of electricity sold amounted to 188,300,158 kilowatt-hours, which was an increase of 9.18-percent over last year. Sales to industrial power and light consumers accounted for 48.5-percent of the total, reflecting the industrial character of the City. Domestic and commercial consumers each used over 91-percent of the total, and the remaining 9-percent was consumed in public uses, including street lighting and municipal water pumping.

THE PUBLIC SERVICE DEPARTMENT ADMINISTRATION BUILDING



Total energy requirements of the electric system, including system losses of 11,136,622 kilowatt-hours, were 199,436,800 kilowatt-hours. (See graph.)

Metered sales of water totaled 705,269,400 cubic feet, which is an average daily consumption of approximately 14,500,000 gallons, or a per capita use of 186.6 gallons per day. The average selling price of all water sold was 11.13 cents per 100 cubic feet. Total sales amounted to \$780,794.44, an increase of 5.52 percent over last year.

During the past ten years the Department repeatedly made substantial additions to its electric power and water production facilities; in each case, however, the added capacity provided was promptly absorbed by a corresponding increase in demand, created by the continued rapid development of the City as a residential and industrial community.

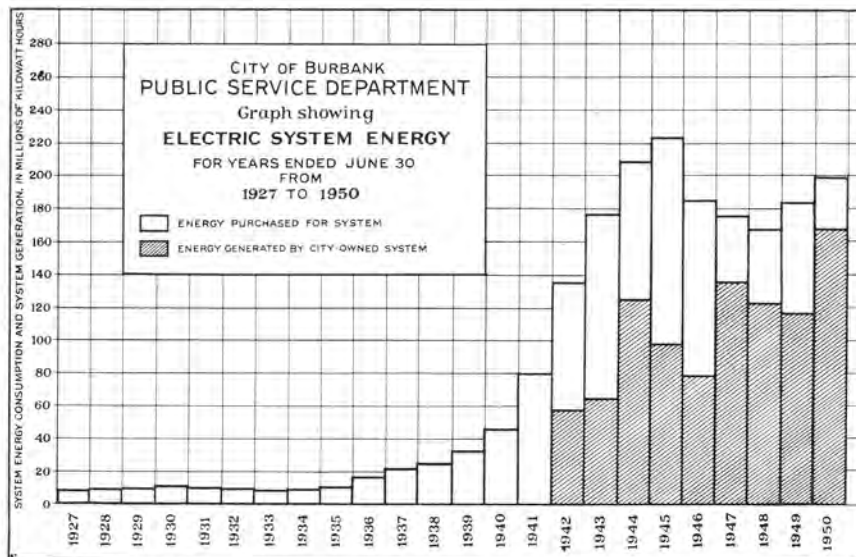
The original Steam-Electric Generating Plant of 10,000-kilowatt capacity was placed into service in 1941; Unit No. 2, also of 10,000-kilowatt capacity, in 1943; and Unit No. 3, with 20,000-kilowatt capacity was completed at a cost of \$2,640,000.00 and put into operation early during the past year (November 1, 1949).

The construction of Unit No. 3 was the largest improvement of the year and by far the largest project ever undertaken by the Department. Yet, the entire cost of the same, amounting to \$2,640,000.00, was paid from the Department's reserves, set aside from earnings, for plant expansion, without the necessity of resorting to borrowing.

By virtue of the fact that Unit No. 3 is twice the capacity, and employs considerably higher steam temperature and pressure than either Unit No. 1 or Unit No. 2, its over-all operating efficiency is 19.9 percent higher than that of the older units. The fact that the Plant's annual fuel cost exceeded \$500,000.00 serves to emphasize the value of this higher efficiency.

The completion of Unit No. 3 brought the Plant's total generating capacity to 40,000-kilowatts, which, together with 5,109-kilowatts available from Hoover Dam, constitutes the City's entire available power supply of 45,109-kilowatts.

At the time of the year's peak demand of 43,050-kilowatts, which occurred in January, 1950, the system was left with a margin of reserve capacity of only



2,059-kilowatts, a condition under which the Department's position might have become untenable, in the event of an emergency shut-down of any one of the Department's three generating units or loss of Hoover Dam power.

It is anticipated that the peak demand during the winter of 1950-51 will be such as to require the Department's entire available capacity of 45,109-kilowatts.

In view of these facts, the Council on April 18, 1950 authorized the sum of \$3,750,000.00 for the construction of still another addition to the Steam-Electric Generating Plant, with a capacity of 30,000-kilowatts (Unit No. 4), to be completed near the end of 1952. Construction costs will be met principally from the proceeds of a bond issue in the sum of \$2,500,000.00 approved by the voters in an election held June 6, 1950. The remaining \$1,250,000.00 required for completion will be made available from earnings of the Department to be accumulated during the two and one-half year period required for construction.

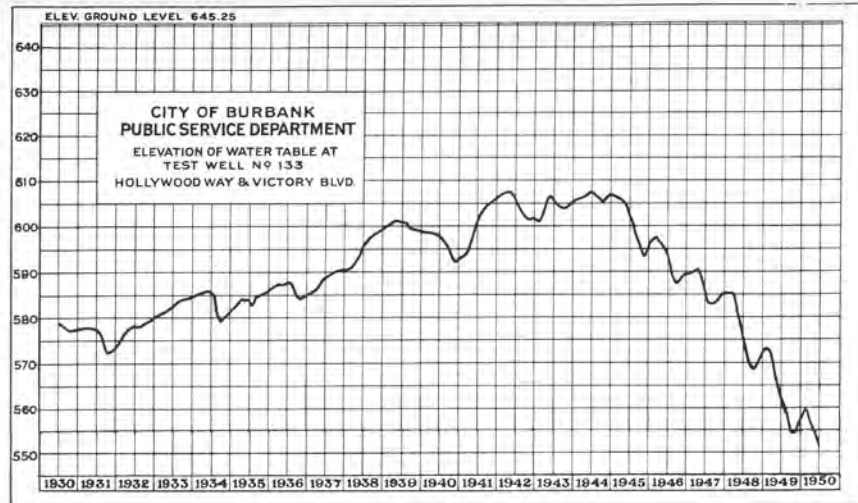
To meet the rapidly increasing demand, substantial improvements and additions were made also to the Department's water production facilities. However, while new capacity of 6,000,000 gallons per day were added during the year by the construction of new wells and improvements to existing wells, the constantly falling water table reduced the productive capacity of other wells in the system by approximately 4,000,000 gallons per day. As shown by the graph, the water table is falling at an alarming rate. In the past five years, the June 30 elevation has dropped 52.46 feet from the average elevation measured each June 30 of the preceding five years. New inroads to the underground waters are being made at such a rate that there is little prospect for improvement in the water table.

The total productive capacity of the eleven active wells in the Department's system at the close of the year was 26,000,000 gallons per day. The maximum 24-hour demand upon the system this year occurred on June 30, 1950, when 27,000,000 gallons were consumed. The all-time maximum demand occurred on June 22, 1946, with a consumption of 28,900,000 gallons.

While consumption on maximum days slightly exceeds maximum production capacity, the system experiences even greater short-time peak demands which are often more than double the rate of production capacity. These peak-demands are met through the use of water stored in the Department's six reservoirs located at relatively high altitudes on the hillside, having a combined storage capacity of 35,200,000 gallons. During periods of low system-demand when production

STEAM-ELECTRIC GENERATING PLANT—NEW 20,000 KILOWATT ADDITION AT RIGHT





exceeds use, water is pumped into these reservoirs; during peak demands when use exceeds production, it flows back into the distributing system by gravity.

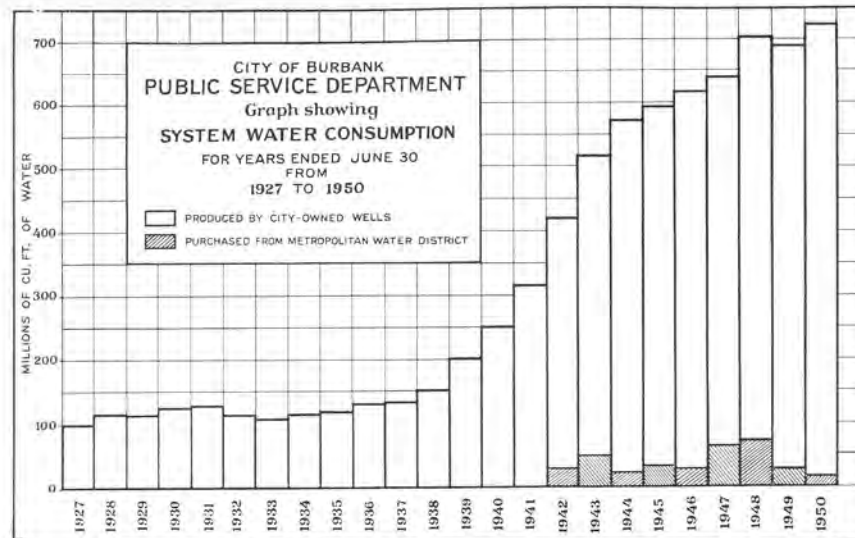
All water required, in addition to that produced from the Department's wells, is purchased from the Metropolitan Water District, of which Burbank has been a member since the District was formed in 1928. This water is filtered and treated, and is delivered to Burbank from Parker Dam on the Colorado River, 300 miles away. During the past year the Department purchased only 2.3 percent of its total system requirements from the Metropolitan Water District, but with prospects of a continuing recession of Burbank's underground water-table, the Department will undoubtedly be required to purchase an increasingly larger percentage of its requirements from the Water District.

Water transmission and distribution mains were installed this year amounting to 27,209 feet, of which 81.5 percent was pipe of 12 inches to 24 inches in diameter. Approximately half of these mains were for the replacement of old undersized mains, and half for system extensions.

A net gain of 604 water meters brought the end-of-the-year total to 21,064. In providing facilities for serving new consumers and re-establishing system operating reserves, capital expenditures in the amount of \$296,392.00 were made. Expenditures for operations were \$279,574.00, making the total on the water system this year \$675,966.00.

On the electric system, a net gain of 1,120 domestic consumers, and 304 commercial and industrial consumers brought the end-of-the-year totals to 24,672

VALLEY PUMPING PLANT



and 3,778 respectively, or a grand total of 28,450 electric consumers.

Because of the development of new commercial loads and high density domestic loads from multi-family dwellings in the southwest portion of the City, it has become necessary to provide for the construction of a central distributing station to adequately serve this area. The proposed station, for which the sum of \$275,000.00 has been authorized, will be located on a site recently acquired at Alameda Avenue and Cordova Street, and will have an installed transformer capacity of 20,000 kilovolt amperes. It will be similar in design to the Victory Distributing Station placed into service in May, 1948, and is scheduled for completion about February 1951.

Improvement was made in the street lighting system by the addition of 109 new street lights and by increasing lamp sizes in twenty-eight locations. A major program of street lighting improvement is scheduled for the coming year.

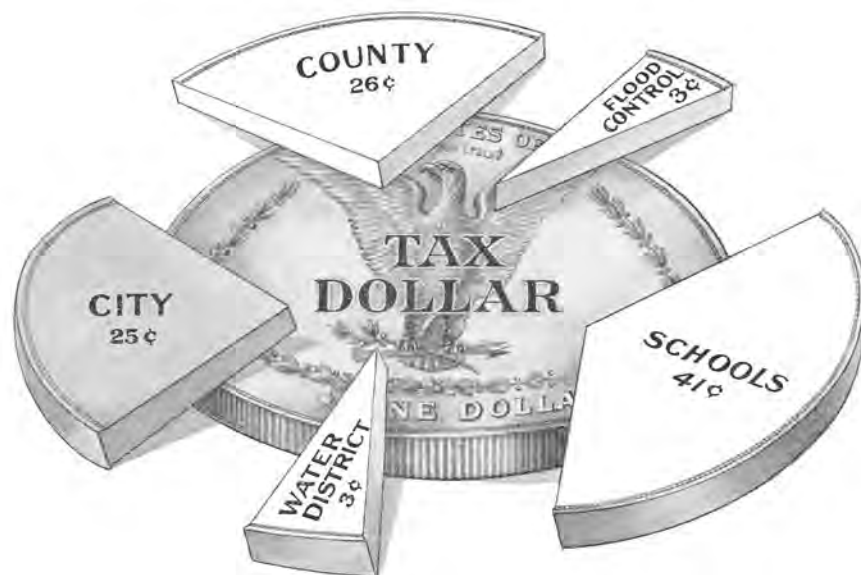
Capital expenditures for the electric system were \$1,597,584.00, and operating expense \$1,150,792.00, making a total for the year of \$2,748,376.00. Expenditures for General Plant, or facilities used jointly by both water and electric systems, were \$171,090.00.

Because the large outlays required for plant expansion had reduced the Department's cash reserves below 15-percent of the book value of its properties, the Department, for the second successive time in the past eight years, withheld the customary annual payment in lieu of taxes (5-percent of gross income) to the General Government Account of the City. The City Charter provides that such payments shall not be made when the Department's funds recede below the 15-percent minimum.

The Department nevertheless assumed the payment of \$146,366.35 or 40% of the Metropolitan Water District tax levy and thereby relieved the tax-load of each property owner in Burbank by an amount of 13.6-cents per each \$100.00 of assessed property value.

COMPARATIVE TABLE OF NET EARNINGS

		(Years ended June 30)		
		1950	1949	1948
Electric Division	- -	\$1,106,144.58	\$855,802.11	\$689,477.92
Water Division	- -	183,341.48	-27,054.06	-99,992.98
TOTALS	- -	\$1,289,486.06	\$828,748.05	\$589,484.94



(FRACTIONS OF CENTS OMITTED)

TAX RATE FOR PAST FIVE YEARS

(Per \$100.00 of assessed valuation)

Year	City	Schools	County	Met. Water	Flood Control	Total
1945-46	\$1.66	\$1.87	\$1.39	\$.25	\$.24	\$5.41
1946-47	1.59	2.02	1.83	.19	.22	5.91
1947-48	1.45	2.07	1.49		.20	5.21
1948-49	1.45	2.35	1.76		.19	5.75
1949-50	1.50	2.47	1.60	.21	.19	5.97

The Tax Bill

By law, the County is required to make the assessment and collect general property taxes for property in Burbank for the County, the local schools, the Metropolitan Water District and the County Flood District, but not for the City. However, in order to avoid duplicating the County's efforts and to effect a substantial saving, the City has had the County perform assessing and collection service for City tax purposes also. The cost to the City for the 1949-50 fiscal period was \$4,338.00.

The tax bill which the Burbank property owner received therefore included all real estate taxes billed as a lump sum, of which the City received only its proportionate share.

For example, if a 1949-50 tax bill amounted to \$100.00:

the Schools received	-	-	-	-	\$41.44
the County received	-	-	-	-	26.81
the Flood Control District received	-	-	-	-	3.20
the Metropolitan Water District received	-	-	-	-	3.42
and the City received	-	-	-	-	25.13

Of the City's \$25.13:

the Park Department received	-	-	-	-	\$3.52
the Recreation Department	-	-	-	-	1.59
the Public Library	-	-	-	-	1.00
Bond Redemption and Interest	-	-	-	-	1.68
Employee Retirement Fund	-	-	-	-	2.85

leaving only \$14.49 for the major general City services including police protection, fire protection, street lighting and the collection and disposal of garbage.

Financial Statement

(July 1, 1949 to June 30, 1950)

REVENUES

Property Taxes	-	-	-	-	\$1,627,784.94
Tax Penalties	-	-	-	-	9,397.94
Sales Tax	-	-	-	-	283,576.55
Franchises	-	-	-	-	23,250.16
Licenses and Permits	-	-	-	-	162,871.60
Fines	-	-	-	-	175,886.00
Rentals	-	-	-	-	36,258.31
Other Agencies	-	-	-	-	659,670.27
Service Charges	-	-	-	-	688,193.11
Miscellaneous Revenues	-	-	-	-	7,604.56
Planning	-	-	-	-	4,438.95
Parks and Library	-	-	-	-	48,205.40
Ornamental Lighting Districts	-	-	-	-	27,185.80

TOTAL GENERAL CITY REVENUES - - - - - \$ 3,754,323.59

PUBLIC SERVICE DEPARTMENT:

Revenues, Electric	-	-	-	-	\$2,604,723.14
Revenues, Water	-	-	-	-	1,300,046.42

TOTAL PUBLIC SERVICE DEPARTMENT REVENUES - - - - - 3,904,769.56

TOTAL REVENUES - - - - - 7,659,093.15

Fund Balances July 1, 1949 - - - - - 2,594,067.49

TOTAL TO ACCOUNT FOR - - - - - \$10,253,160.64

EXPENDITURES

General Government	-	-	-	-	\$ 348,285.49
Public Safety	-	-	-	-	899,260.07
Health	-	-	-	-	35,081.64
Sanitation	-	-	-	-	860,731.35
Streets and Highways	-	-	-	-	1,251,720.82
Social Service	-	-	-	-	3,836.93
Library	-	-	-	-	98,576.61
Parks and Playgrounds	-	-	-	-	383,324.77
City Advertising	-	-	-	-	19,750.44
Bond Interest and Redemption:					
For Interest	-	-	-	-	\$ 23,108.71
For Bonds Redeemed	-	-	-	-	118,375.00
Ornamental Lighting Districts	-	-	-	-	24,221.28
Employees Retirement	-	-	-	-	193,724.88

TOTAL GENERAL CITY EXPENDITURES - - - - - \$ 4,259,997.99

PUBLIC SERVICE DEPARTMENT

Electric Expenditures	-	-	-	-	\$3,362,896.10
Water Expenditures	-	-	-	-	438,056.81

TOTAL PUBLIC SERVICE DEPARTMENT EXPENDITURES - - - - - 3,800,952.91

TOTAL EXPENDITURES - - - - - \$ 8,060,950.90

Fund Balances June 30, 1950 - - - - - 2,192,209.74

TOTAL ACCOUNTED FOR - - - - - \$10,253,160.64

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