



Weekly Management Report

July 17, 2020

- 1. Synopsis** Burbank Hospitality Association (BHA) Meeting on June 17, 2020
Community Development Department
- 2. Synopsis** Sustainable Burbank Commission Meeting on June 15, 2020
Public Works Department
- 3. Minutes** Burbank Police Commission Meeting on June 30, 2020
Police Department
- 4. Agenda** Regular meeting of the Burbank-Glendale-Pasadena Airport Authority on Monday, July 20, 2020
Burbank-Glendale-Pasadena Airport Authority
- 5. Report** May 2020 Operating Results
Water & Power

MEMORANDUM

COMMUNITY DEVELOPMENT



DATE: July 13, 2020

TO: Justin Hess, City Manager

FROM: Patrick Prescott, Community Development Director 
VIA: Simone McFarland, Assistant Community Development Director
Housing and Economic Development 
VIA: Mary Hamzoian Economic Development Manager
BY: Melissa Colasanto, Administrative Analyst I

SUBJECT: BURBANK HOSPITALITY ASSOCIATION (BHA) MEETING SYNOPSIS
June 17, 2020

- The Board reviewed and approved the Marketing Recovery Campaign Strategy presented by the Strausberg Group. The Marketing Recovery Campaign Strategy consists of the following three phases:
 - Phase I - Testing the Water, focuses on the drive markets within a 300-mile radius and includes \$2,500/month in paid media.
 - Phase II - Keeping Burbank Top of Mind, focuses on short haul flights and includes \$6,000/month in paid media. Phase II will begin once the safer-at-home order is lifted. and Universal Studios Hollywood and Warner Bros. Studio Tours reopen.
 - Phase III - The New Normal, focuses on top origin markets and includes key connection flights into Hollywood Burbank Airport. Phase III is set to begin when all businesses are open, and people are traveling more regularly.
- The Board approved an investment of \$100,000 for 10 Burbank hotels to participate in the Universal Studios Hollywood Studios Preferred Hotel Partnership Program for Fiscal Year 2020-2021.

**SUSTAINABLE BURBANK COMMISSION
MEETING
June 15, 2020 MINUTES**

I. CALL TO ORDER:

The meeting of the Sustainable Burbank Commission was held online via WebEx on the above date. Chair Limor Zimskind called the meeting to order at 5:08 p.m.

II. ROLL CALL:

Members Present:

Robin Gemmill
Kevin O'Brien
Heather Robb (Vice Chair)
Jean Schanberger
Laura Tenenbaum
Chris Weber
Limor Zimskind (Chair)
Chris Rizzotti (via dial-in)

Members Absent:

Victoria Kirschenbaum
Darin Chase
Larry Cross
Maggie Martinez

Council Members and Staff Present:

Bob Frutos – Vice Mayor
Ken Berkman - Public Works Director
John Molinar – Asst. Public Works Director - Street & Sanitation
Julie Carreon – Executive Assistant, Public Works
Mary Doyle – Senior Clerk, Public Works
Karina Rosales – Senior Clerk, Public Works

III. GREEN SPOTLIGHT AWARD:

This agenda item has been tabled until the "Safer at Home" order has been lifted.

IV. ORAL COMMUNICATIONS:

(Limited to items on the printed agenda or items regarding the business of the Sustainable Burbank Commission. The Commission has adopted rules to limit oral communications to 2 minutes; however, the Commission reserves the right to extend this time period.)

A. Public Communication:

None.

B. Commission Member Communication:

Ms. Robb asked when the Recycle Center will reopen.

C. Staff Communication:

John Molinar, Asst. Public Works Director – Street & Sanitation, stated the Recycle Center drop-off will reopen soon but the buy-back service will open at a later date.

Kreigh Hampel, Recycling Coordinator, stated that traffic safety at the Recycle Center is a concern. Once a reopening date is made available, City staff will provide information to the public.

V. APPROVAL OF MINUTES:

Minutes from the May 18, 2020 meeting were approved by Ms. Gemmill, Mr. O'Brien, Ms. Robb, Ms. Tenenbaum, Mr. Weber, and Ms. Zimskind. Ms. Schanberger arrived late and was not in attendance to vote.

VI. GREENHOUSE GAS REDUCTION PLAN:

Karen Pan, Administrative Officer, Community Development Department (CDD) gave a brief overview of the City's Greenhouse Gas Reduction Plan. She discussed the current plan and objectives, including the requirement of a holistic update to the Plan. Ms. Pan asked the Commission to support the Plan. The Commissioners engaged in a discussion.

VII. COMPLETE STREETS PROJECT:

The group discussed a letter Ms. Robb and Ms. Tenenbaum drafted to Council in support of the Complete Streets project. They agreed that with recent events, there is a greater need for the project. Ms. Robb moved and Mr. Weber seconded a motion to approve the letter with edits and email it to Council on behalf of the Commission. The group unanimously approved the motion.

VIII. AD HOC COMMUNITY ENGAGEMENT PHASE 2 SUBCOMMITTEE REPORT:

Ms. Robb stated that the film, "The Story of Plastics," is no longer timely. The Subcommittee agreed to postpone a screening to a more appropriate time. She added that the Subcommittee is posting sustainability items on social media.

IX. AD HOC SUSTAINABILITY-RELATED ACTION PLANS UPDATE SUBCOMMITTEE REPORT:

Ms. Schanberger suggested that the Sustainability-related Action Plans Update Subcommittee stay in contact with CDD regarding the Greenhouse Gas Reduction Plan.

The group agreed that Ms. Schanberger will draft a letter to CDD thanking them for attending the June 15, 2020, meeting. She will circulate the draft to the Subcommittee for input.

X. AD HOC HOLLYWOOD BURBANK AIRPORT REDEVELOPMENT SUBCOMMITTEE REPORT:

Ms. Robb plans to attend a Pasadena Environmental Advisory Commission meeting on June 23, 2020, to build a relationship with the group. She suggested that the Subcommittee also make contact with the Glendale Sustainability Coordinator, provided the position has been filled.

XI. AD HOC EQUITY AND ECONOMIC SUSTAINABILITY SUBCOMMITTEE REPORT:

Ms. Zimskind announced that the Subcommittee did not have any updates.

XII. DISCUSS UPCOMING SUSTAINABILITY RELATED COUNCIL AGENDA ITEMS:

Ms. Zimskind stated that Ms. Robb and Ms. Tenenbaum plan to attend the June 16, 2020 online Council meeting.

XIII. INTRODUCTION OF ADDITIONAL AGENDA ITEMS:

The group agreed to add workplan development to the July 20, 2020 meeting agenda.

XIV. BURBANK GREEN SPOTLIGHT AWARD FOR JUNE 2020:

The agenda item has been tabled until the "Safer at Home" order has been lifted.

XV. ADJOURNMENT:

The meeting was adjourned at 6:35 p.m. The next meeting will be held on Monday, July 20, 2020 at 5:00 p.m. Location will be determined at a future time.

Respectfully submitted,

John Molinar, Assistant Public Works Director, Street & Sanitation
JM: md

June 30, 2020

A special meeting of the Burbank Police Commission was held in the Council Chamber of City Hall, 275 East Olive Avenue, on the above date. The meeting was called to order at 1800 hours by Commission Chair Vest.

CALL TO ORDER

Present: Via Videoconference: Commissioners Chapman, Cohen, Elman, Kobaissi
In Chamber: Chair Vest

Also Present: In Chamber: Chief LaChasse, Deputy Chief Albanese, Captains Cremins and Irving, Sergeant Green, and Executive Assistant Nakamura
Via Videoconference: City Attorney Albano, and Senior Assistant City Attorney Oh, Liaisons Frutos and Gabel-Luddy

FLAG SALUTE

The flag salute was led by Chair Vest.

ORAL COMMUNICATIONS

Phoning in to speak to the Commission were Katie Ward, Konstantine Anthony, Heather Robb, Elliott Gannon, Robert Hammel, Layla Forouzan, Monica Grove, and Alejandra Arciniega, who made the following comments:

- need more diversity on the Commission
- BPD Policy – When and how a situation is determined for an armed officer response
- meet with Black Lives Matter (BLM) or other police reform groups
- why does the PD not have a hate crimes division
- SRO's in schools are not necessary
- MHET normally partnered with an armed officer; decouple officer from MHET
- Eight Can't Wait - BPD only has four protocols in place
- BPD should hire officers from the community
- are misconduct settlements paid from City (community tax dollars) or BPD budget?
- what hiring practices are in place that prevent the hire officers from other departments with a history of allegations of violence or misconduct, personally or professionally
- funds reallocated from PD for education – decouple Animal Shelter
- community should be anti-racist; police should be at forefront
- add a table of contents to online policy manual for easier navigation
- share with the public any training given to Commission, including NACOLE conference
- initiate study on findings of CA Police Scorecard (policesscorecard.org); Council should request that BPD release CA Police Scorecard review on the website
- Council should eventually allow for civilian oversight – commission only has advisory capacity
- release arrest and use of force data, by race and ethnicity, to the public
- incident at COSTCO – what kind of accountability measures does the BPD have in place when officers pull guns on innocent people because they fit a profile or are in car matching a suspect's vehicle
- Neighborhood Watch is predatory on their block - any plans for BPD to retrain folks to be less racist and pull in people of color

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Special meeting of the Burbank Police Commission

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RESPONSE TO ORAL COMMUNICATIONS

Commissioners made the following responses:

- citizens need to participate in the election process of city officials, who will select members of the Commission, the City Manager, and Police Chief that represent you
- change is good, but it needs to be planned with a reason behind it; the BPD may not be at the level of change needed across the country
- the Community Academy is a good method for citizens to do their own research and will assist with making educated decisions about what possible changes need to be made
- during recent events, misinformation has been posted on social media and interpreted as fact; the goal should be to educate citizens about the law and policies; have a discussion and see if changes need to be made.
- no rush to jump on the national narrative; focus should be on Burbank – other cities need to keep their own personnel accountable; be thoughtful and fair to individuals

In response to the question about misconduct settlements, Senior Assistant City Attorney Oh stated that the City has a General Liability Fund. Each Department pays into it each year from their budget to cover claims.

ITEMS OF BUSINESS

1. Chief to provide the purpose of the special meeting to Police Commissioners

Chief LaChasse stated the special meeting was convened in light of the horrible events that occurred in Minneapolis and other cities.

He referred the public to documents published on the BPD website:

- 6/5/20: Memo to the community in condemnation of what occurred in Minneapolis (death of George Floyd)
- 6/16/20: Staff report citing Council's request that the Commission assemble as a fact finding body on discussion points such as BPD policies, procedures, training, disciplinary process, and community engagement
- BPD Use of Force Policy Reference Guide – specific to Eight Can't Wait topics
- Charter of the City of Burbank – cites the power of the Commission to conduct investigations to make recommendations to the Council

The Commission has been tasked to meet monthly until the end of the year and establish an additional list of topics to the ones suggested on the agenda for discussion. With input from the community and Commission, a written report of recommendations is to be prepared and presented by the Commission at a City Council meeting.

2. Discussion and direction regarding future topics to be addressed by the Police Commission in its advisory capacity to City Council on policy matters and to promote public engagement

In addition to the suggested listed topics on the agenda, Commissioners brainstormed on further topics for discussion:

- breakdown of uses of force that has a race or mental health component

June 30, 2020

Special meeting of the Burbank Police Commission

Page 3

- how transparent can the BPD be about wrongdoings found during the disciplinary process and could they be made available online
- engage Black Live Matter; Human Relations Commission; BPOA
- protections for officers (immunity, lawsuits) not afforded regular citizens – comment from BPOA on these concerns
- follow pending federal legislation which will impact the law enforcement community – with so many bills pending, the City Attorney's Office offered to bring back a status update closer to the time when the final recommendations are to be made to Council. Commissioners can follow the progress of bills on their own (a link is to be researched; the League of CA Cities and PD Command Staff may provide insight too)
- NACOLE made a statement about meaningful reform in a 6/2 email – have a discussion about pursuing a more direct oversight mechanism
- explanation of new state law, the Racial Identity and Profiling Act, and its reporting requirements
- in the PD's mission statement "work in partnership with the community - what does that mean
- conduct meetings in the community (initial discussions had begun last year about a Community Forum)

3. Oral report on plan for the joint City Council and Police Commission meeting to be held July 14, 2020

The joint meeting will most likely be held via video conferencing in light of continued social distancing due to the Covid virus.

4. Participation in the National Association for Civilian Oversight of Law Enforcement (NACOLE) annual conference – 32 webinars between July 20, 2020 through September 22, 2020.

Per Chief LaChasse, all Commissioners will be signed up for the conference webinars.

NEXT MEETING DATE

The next scheduled meeting of the Police Commission is Tuesday, July 14, 2020, at 1800 hours, which will be the joint City Council / Commission meeting.

The next special meeting of the Commission has been tentatively set for Wednesday, July 22, at 1800 hours, pending Chamber availability.

ADJOURNMENT

There being no further business to come before the Commission, the meeting adjourned at 7:30 p.m.

s/Robert Cohen

Robert Cohen, Secretary
Burbank Police Commission

s



JULY 16, 2020

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

NOTICE is hereby given that a regular meeting of the Burbank-Glendale-Pasadena Airport Authority will be held on Monday, July 20, 2020, at 9:00 a.m., in the Airport Skyroom of Hollywood Burbank Airport, 2627 N. Hollywood Way, Burbank, California 91505.

Pursuant to Governor Newsom's Executive Order N-29-20, members of the Commission or staff may participate in this meeting via teleconference. In the interest of maintaining appropriate social distancing, members of the public may observe and participate in the meeting telephonically through the following number:

Dial In: (978) 990-5000

Access Code: 880737#

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

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

Regular Meeting of Monday, July 20, 2020

9:00 A.M.

The public comment period is the opportunity for members of the public to address the Commission on agenda items and on airport-related non-agenda matters that are within the Commission's subject matter jurisdiction. At the discretion of the presiding officer, public comment on an agenda item may be presented when that item is reached.



Members of the public are requested to observe the following decorum when attending or participating in meetings of the Commission:

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



The following activities are prohibited:

- *Allocation of speaker time to another person.*
- *Video presentations requiring use of Authority equipment.*



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



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

AGENDA

Monday, July 20, 2020

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA
4. PUBLIC COMMENT
5. CONSENT CALENDAR
 - a. Committee Minutes
(For Note and File)
 - 1) Finance and Administration Committee
 - (i) June 1, 2020 **[See page 1]**
 - (ii) May 26, 2020 **[See page 2]**
 - 2) Legal Government and Environmental Affairs Committee
 - (i) May 18, 2020 **[See page 4]**
 - b. Commission Minutes
(For Approval)
 - 1) June 1, 2020 **[See page 6]**
 - c. Treasurer's Report
 - 1) April 2020 **[See page 13]**
 - d. Ratification of Parkwood Landscape Maintenance, Inc.
Service Agreement Amendment **[See page 36]**
6. ITEMS FOR COMMISSION ACTION
 - a. Election of Officers **[See page 39]**
 - b. Appointment of Committees **[No staff report]**
7. ITEMS FOR COMMISSION INFORMATION
 - a. May 2020 Parking Revenue Statistics **[No staff report]**
 - b. May 2020 Transportation Network Companies **[No staff report]**

- c. May 2020 Passenger and Cargo Ground Statistics **[See page 40]**
- d. Collective Bargaining Agreement Between
TBI Airport Management, Inc. and IAFF Local 1-61 **[No staff report]**
- 8. ITEMS FOR COMMISSION DISCUSSION
 - a. Update: COVID-19 Impact Report **[No staff report]**
 - b. Community Noise Concerns **[See page 43]**
- 9. CLOSED SESSION
 - a. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant Exposure to Litigation (California Government Code Section
54956.9(d)(2)): 1 potential case. Facts and Circumstances:
FAA Southern California Metroplex Project
- 10. COMMISSIONER COMMENTS
(Other updates and information items, if any)
- 11. ADJOURNMENT



WATER AND POWER



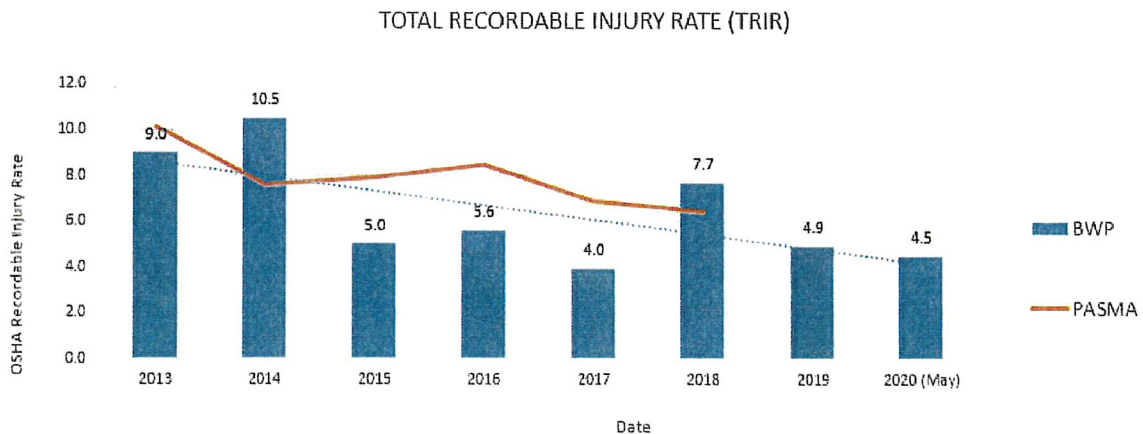
CITY OF BURBANK BURBANK WATER AND POWER STAFF REPORT

DATE: July 2, 2020
TO: BWP Board
FROM: Jorge Somoano, General Manager, BWP
SUBJECT: May 2020 Operating Results

***Please note that changes from last month's report are in BOLD**

SAFETY

For the month of May, BWP experienced one OSHA recordable injury. BWP's 12 month rolling rate for the end of this reporting period is 4.5.



OSHA Recordable Injury Rate = No. of recordable cases per 100 full time employees. Current year expressed as 12 month rolling average
PASMA - Public Agency Safety Management Association (Utilities only Data)
APPA - American Public Power Authority - All Members

Water Estimated Financial Results

For the month of May, Potable Water usage was 10% (42 million gallons) higher than budgeted and Potable Water Revenues were \$248,000 better than budgeted. Recycled Water usage was 11% (10 million gallons) higher than budgeted and Recycled Water Revenues were \$48,000 better than budgeted. May Water Supply Expenses were \$121,000 higher than budgeted, corresponding to the higher demand. MTD Water Supply Expenses were also impacted by higher than planned purchase of MWD treated water since the Burbank Operable Unit (BOU) was not running at full capacity. May's Gross Margin was \$154,000 higher than budgeted. Net Income was \$200,000, which was \$154,000 higher than budgeted.

May fiscal-year-to-date (FYTD) Potable Water usage was 1% (39 million gallons) higher than budgeted. FYTD May Potable Water Revenues were \$114,000 better than budgeted. FYTD Recycled Water usage was 6% (50 million gallons) lower than budgeted and Recycled Water Revenues were \$113,000 lower than budgeted. FYTD Water Supply Expenses were \$383,000 higher than budgeted, due to a coordinated shutdown of Valley Pumping Plant, and work performed on the B-5 connection, in tandem with work performed at the Valley Forebay, resulting to no local water production from February through early part of the March. YTD Water Supply Expenses were also impacted by higher than planned purchase of MWD treated water due to damages suffered by the Burbank Operable Unit (BOU) from the Golden State Station fire in April. The FYTD May Gross Margin was \$376,000 lower than budgeted. Operating Expenses were \$1,711,000 lower than budgeted. Net Income was \$1,342,000, which was \$1,377,000 better than budgeted.

Electric Estimated Financial Results

For the month of May, electric loads were 11% lower than budget. Retail Sales were \$1,476,000 lower than budgeted. May Power Supply Expenses were \$478,000 lower than budgeted. May's Wholesale Margin was \$167,000 better than budgeted. May's Gross Margin was \$1,039,000 lower than budgeted. Net Loss was \$1,734,000, which was \$1,039,000 lower than budgeted.

FYTD May electric loads were 8% lower than budget. Retail Sales were \$9,746,000 lower than budgeted. FYTD Power Supply Expenses were \$10,000,000 lower than budgeted primarily due to lower energy prices and economic dispatch (the managing and optimizing of resources to meet system load), lower retail load, and higher than planned annual true up credits. FYTD Wholesale Margin was \$278,000 lower than budgeted. FYTD Gross Margin was \$1,014,000 lower than budgeted. May FYTD Operating Expenses were \$1,594,000 lower than budgeted. Net Loss was \$932,000, which was \$781,000 better than budgeted.

COVID-19 "Safer at Home" Order Impacts

Financial Impacts

May's results reflect the second full month of the impacts resulting from the COVID-19 pandemic "Safer at Home" order (the order) issued by Los Angeles County and the State of California on Thursday, March 19, 2020. With many Burbank commercial enterprises being closed or curtailing operations, this order has, and is anticipated to continue to, significantly impact commercial demand for water and energy in Burbank. Historically, approximately 25% of Burbank's water, and 75% of Burbank's electric, load is attributable to its commercial enterprises.

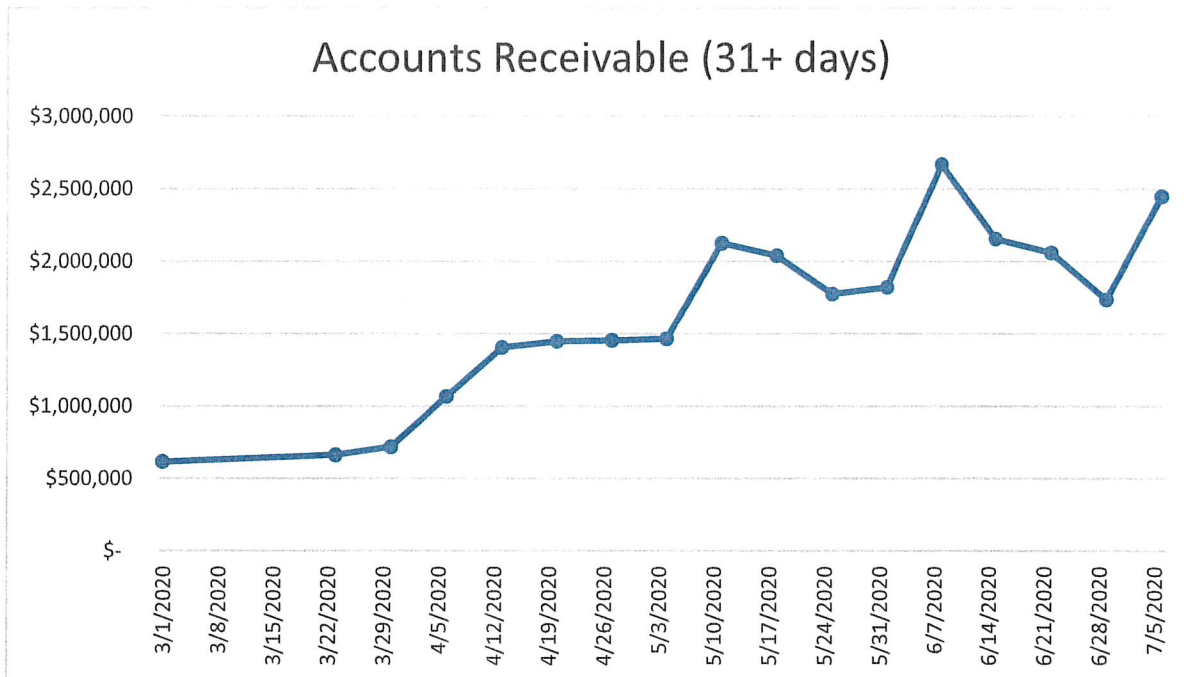
May saw a significant increase in water demand from April. May potable water usage was 10% above the budgeted amount primarily attributed to warmer than average temperature and partially offset by lower demand from commercial customers.

May experienced significantly lower daily energy demand as compared to the budget. May's energy demand was 11% below the budgeted amount. Since commercial load makes up 75% of electric demand, it is understandable that the order's impact is more significant on the Electric Fund than the Water Fund. BWP has observed that its load curves have been largely unchanged with lower peaks and load minimums lower by 5%-6%.

At the May 7 BWP Board meeting, staff estimated that if the order remained in effect through June 30, 2020, the Water Fund would experience a 9% reduction in potable water sales, resulting in a \$700k loss in water revenues and a \$400k lower water gross margin than originally planned; and the Electric Fund would see an additional 12% reduction in energy sales, resulting in a \$4.2 million loss in electric revenues and an electric gross margin that is \$3.6 million lower than originally planned. Based on May's sales, staff expects slightly better results than what was presented at the May Board meeting.

Accounts Receivables

The chart below shows the drastic increase for receivables that are over 31 days old for BWP's Electric and Water Funds.



***Excludes in-lieu and UUT**

WATER DIVISION

State Water Project Update

On May 22, 2020, the Department of Water Resources (DWR) increased the State Water Project (SWP) Allocation Table A from 15% to 20% due to above-average precipitation in May. Following below-average precipitation most of the winter, May storms delivered 181% of average in the Northern Sierra for this time of year. The May announcement will likely be the final allocation update of 2020. This year's snowpack is the 11th driest on record since 1950 and precipitation stands as the seventh driest on record since 1977. Thirty percent of California's annual water supply comes from snowpack.

Lake Oroville, the SWP's largest reservoir, is currently at 67% of capacity and 80% of average for this time of year. Shasta Lake, the Central Valley Project's (CVP) largest reservoir, is at 76% of capacity and 90% of average. In Southern California, SWP's Castaic Lake is at 93% of capacity and 104% of average.

A 20% allocation amounts to 843,696 acre-feet of water.

Burbank's Water Use

The table below shows water use in Burbank during May 2020 compared to May 2019 measured in gallons per capita per day (gpcd). Also shown is a comparison of Burbank's water use based on a 12-month rolling average.

	Average Monthly Use	Rolling 12-Month Average
May 2019	123 gpcd	132 gpcd
May 2020	139 gpcd	135 gpcd

These figures show annual water use is on target to be below 157 gpcd that must be met by the year 2020.

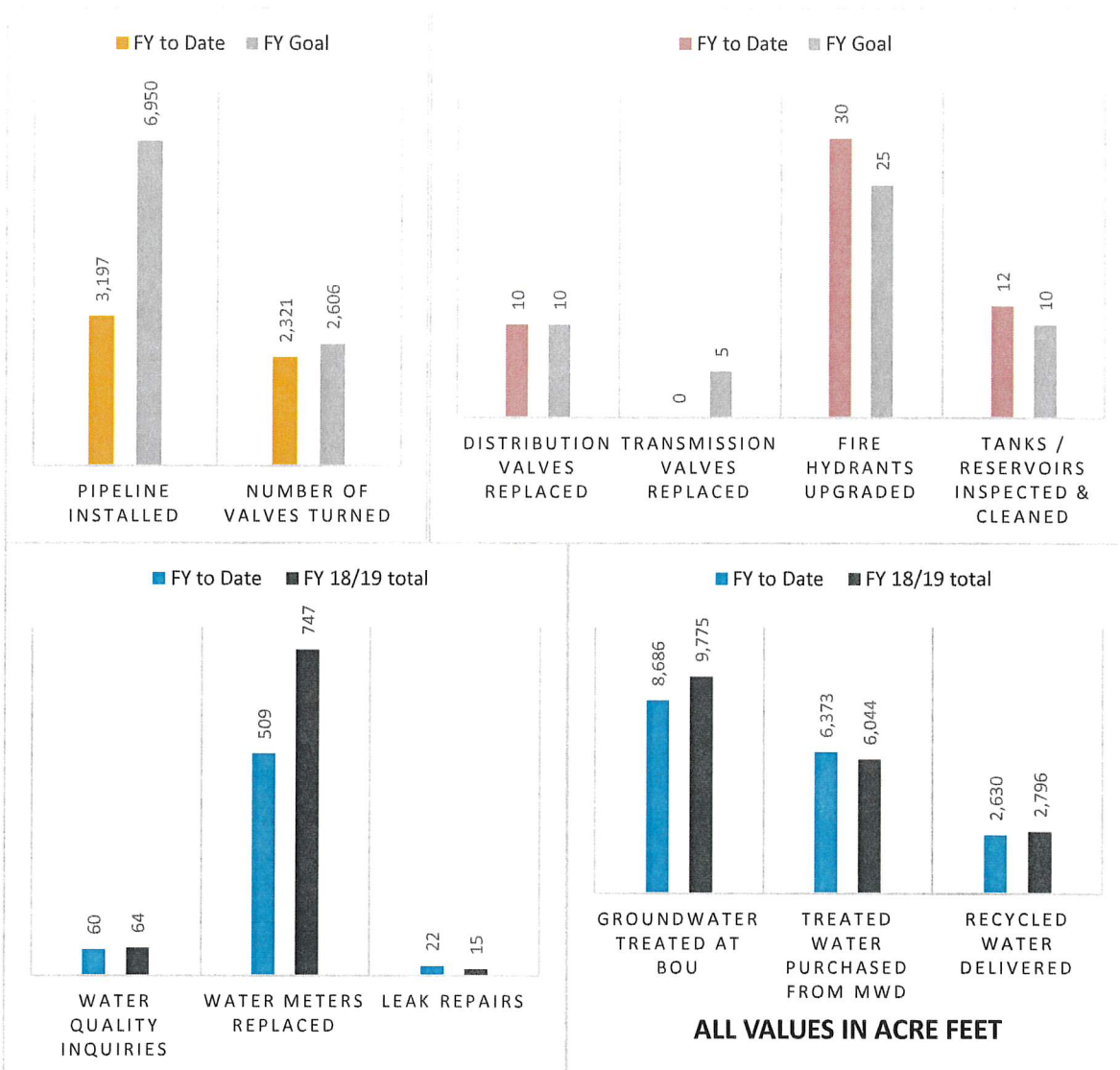
Burbank Operating Unit (BOU) Water Production

The table below provides the operational data for the BOU for the rolling quarter of March through May.

	Capacity Factor	Average Flow Rate (FY Total)
March 20	38.16%	3435 gpm
April 20	47.82%	4304 gpm
May 20	68.87%	6199 gpm

Key Performance Indicators

The graphs below illustrate the progress the Water Division has made on key performance measures.



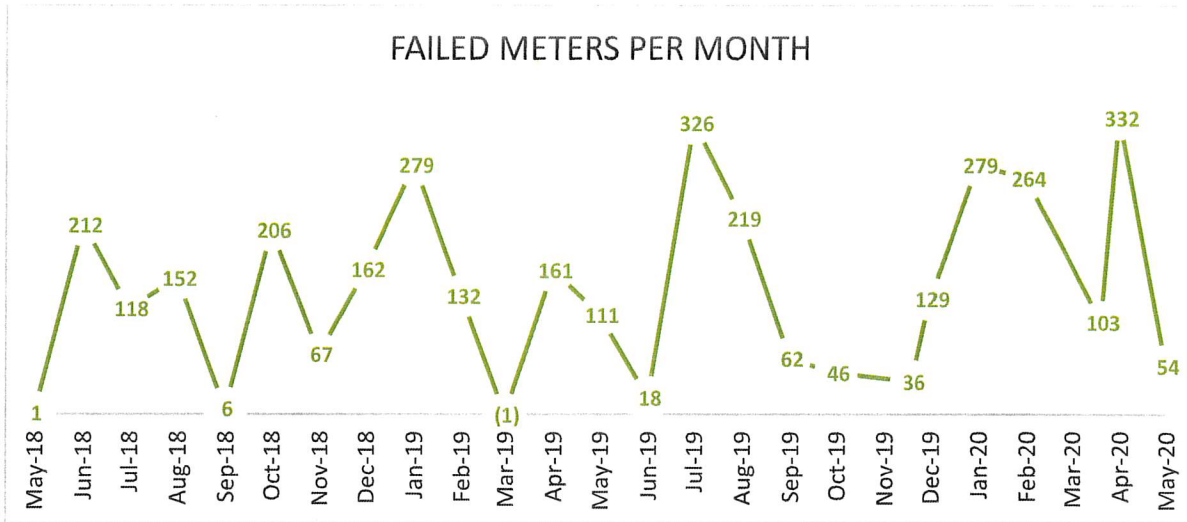
Leak Alert Notifications

During the Fall of 2009, BWP began installing an Automated Metering Infrastructure (AMI) System by Itron. The system consists of endpoints that connect directly to the meter to get the meter read. The water use was transmitted by radio from the endpoints located in the meter box and received by 10 collectors stationed throughout the City. The data was “backhauled” or bundled using the Tropos radio system and delivered to database servers that accepted and processed the meter data. Full deployment of the system (approximately 26,000 endpoints) was completed in 18 months.

Benefits of AMI technology allow data to be collected rapidly and frequently and can be analyzed to find higher than normal usage and alert customers of leaks. BWP began providing Leak Alert service to residents who registered to receive notifications. This service, Water Smart, works by receiving hourly water usage from the meter and analyzes

this data to determine if a leak might be present based on continuous usage. Since 2015, we have provided 11,756 leak alerts to customers. Unfortunately, a high volume of communication modules are not working reliably and replacement units are no longer produced.

As of May 2020, 3,676 communication modules are not working properly out of 26,985 meters (about 13.6%). That is an increase of 54 meters since last month. We previously notified customers who participate in the Leak Alert Program that the failure of these communication modules prevents the sending of Leak Alert Notifications, and due to continued failures, we are now in the process of notifying additional customers.



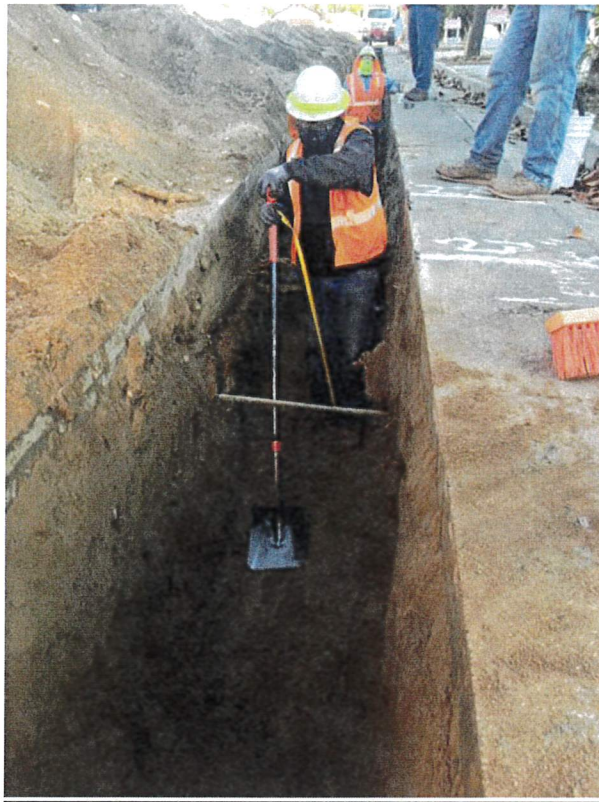
Projects

12-inch Potable Main Project:

This section of water main will connect Tulare Avenue to Kenwood Street. This will alleviate 2 dead ends in the distribution system, which in turn will improve water quality.

These essential workers are in the public eye at all times and by continually following safe work practices, they provide sound public relations and messaging, which is valuable both in normal times and during a crisis like this one.





ELECTRIC DISTRIBUTION

ELECTRIC RELIABILITY

In May 2020, BWP experienced two sustained feeder outages. In the past 12 months, automatic reclosing has reduced customer outage time by approximately 1,167,460 customer minutes.

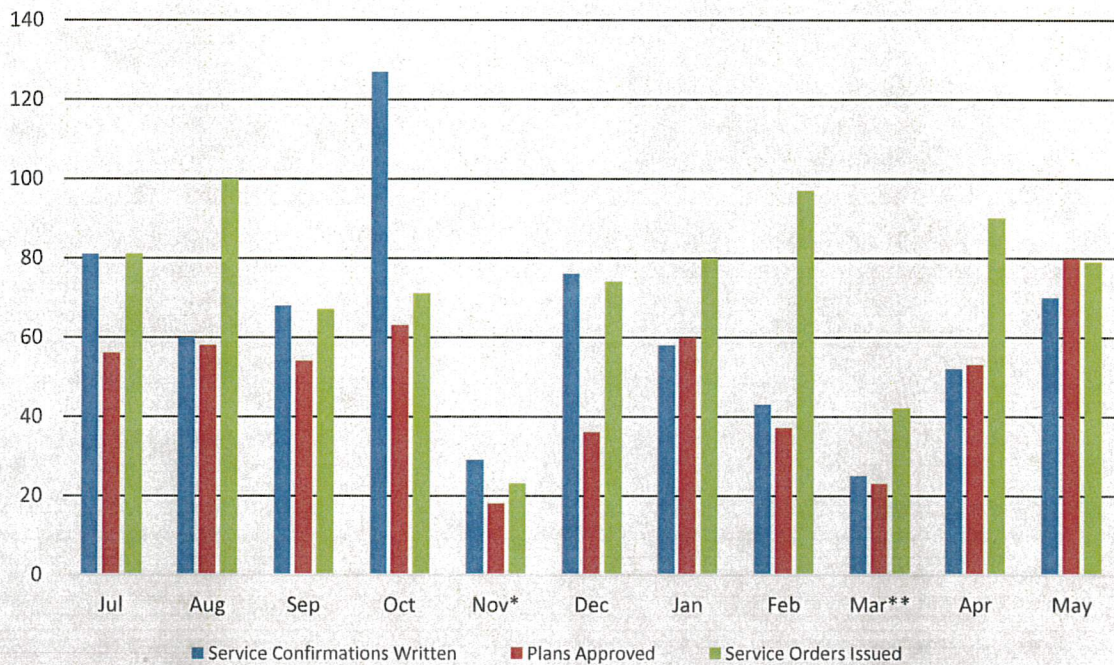
Reliability Measurement	June 2018 – May 2019	June 2019 – May 2020
Average Outages Per Year (SAIFI)	0.4844	0.3349
Average Outage Duration (CAIDI)	33.04 minutes	24.27 minutes
Average Service Availability	99.997%	99.998%
Average Momentary Outages Per Year (MAIFI)	0.3273	0.2788
No. of Sustained Feeder Outages	14	9
No. of Sustained Outages by Mylar Balloons	2	2
No. of Sustained Outages by Animals	0	1
No. of Sustained Outages by Palm Fronds	3	0

PROJECT UPDATES

Residential and Commercial Service Planning Activities

BWP provides our residential and commercial customers with the electrical power they need for new services or upgrades to their existing service. In order for a customer to obtain a Building Permit for their construction, BWP Service Planners must visit the customer's facility and fill out an Electric Service Confirmation form which details what type of service is required and how it will be served. After reviewing and approving a customer's electrical plans, BWP Service Planners issue service orders to our field crews to carry out the inspections and electrical service work. The graph below summarizes monthly activity for our Residential and Commercial Service Planning group within the Electrical Engineering Section.

**Residential and Commercial Service Planning Activity Summary
Fiscal Year 19-20**

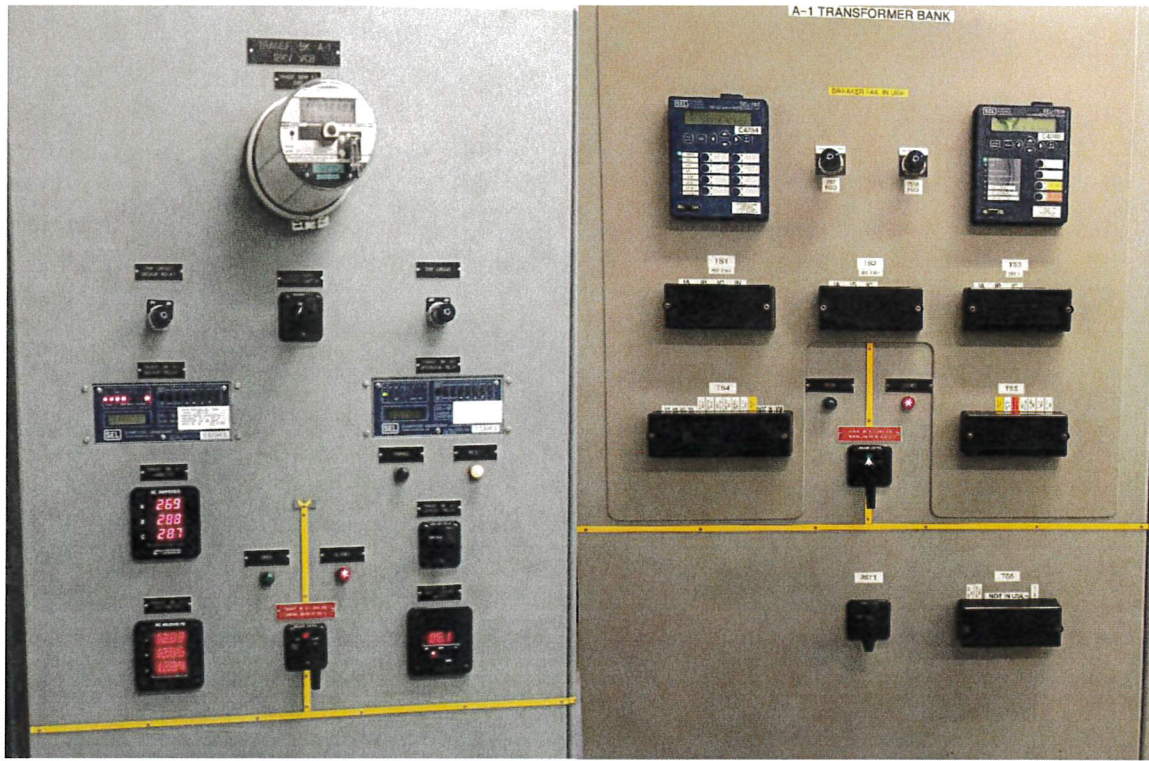


* Nov-19 activity slow down is not representative of a typical November and was the result of a temporary deficiency in labor resources for the service planning group.
 ** Mar-20 activity slow down is due to the coronavirus pandemic.

Transformer Relay Replacement at Keystone Substation

BWP has been replacing its older substation transformer relays with modern microprocessor-based relays. Keystone substation’s older style microprocessor relays that were replaced have reached their expected life. In addition, the new relays provide additional equipment protection, improved telemetry, relay event reports, and early event notifications via TEAM software which will aid in troubleshooting system events.

BWP's Electrical Equipment Section installed, tested, and commissioned the new relays for Keystone A-1 & A2 banks in May 2020. Pictures can be seen below.



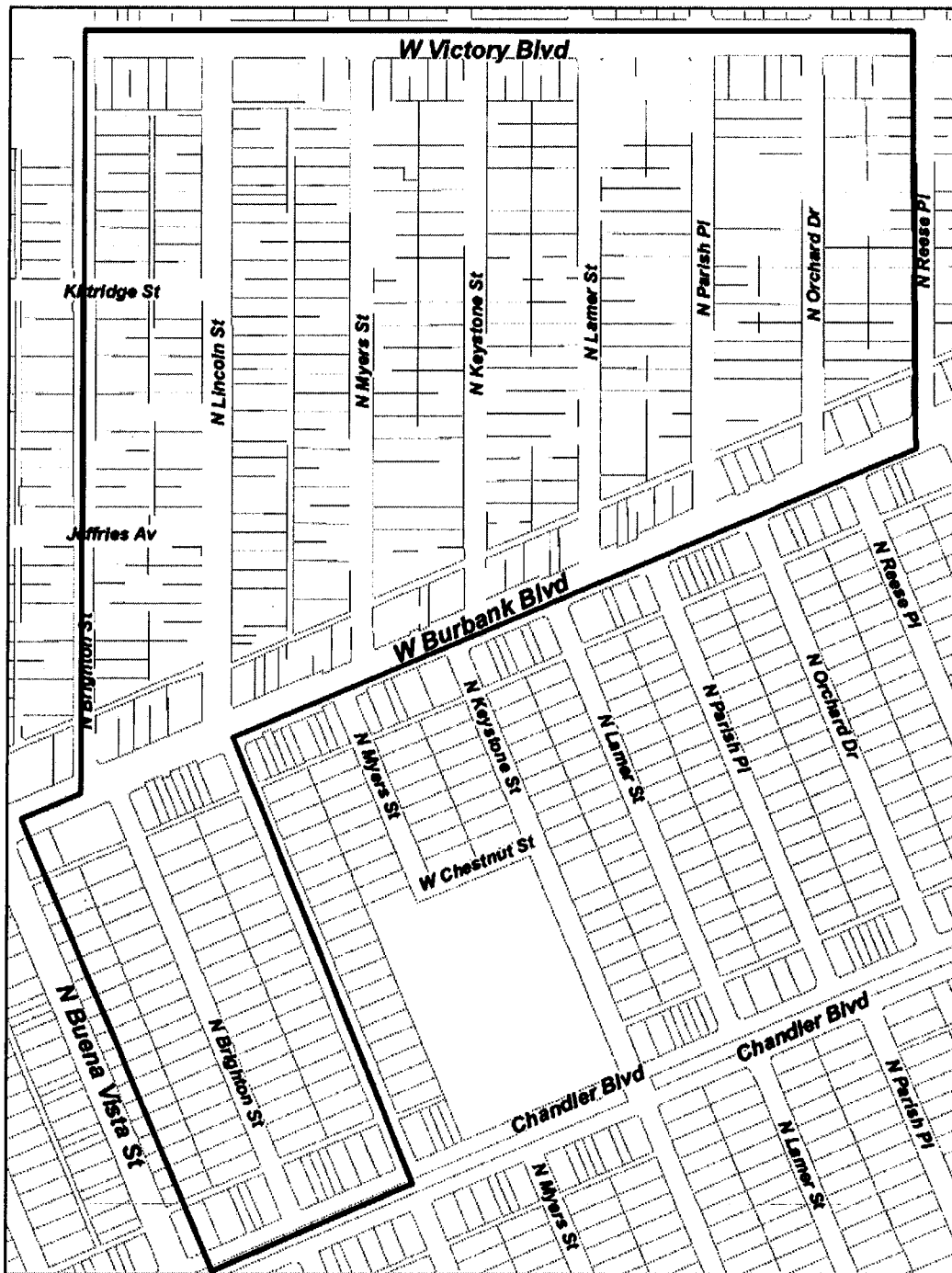
Before Installation (Old Relays)

After Installation (New Relays)

Victory-7 4kV to 12kV Pole Line Rebuild & Conversion

In alignment with its Electric Distribution Master Plan goals, BWP is managing its aging infrastructure through strategic replacement of assets by converting its circuits from 4kV to 12kV. Performing these conversions improves system efficiency and replaces deteriorated poles, worn distribution transformers, and conductors with new ones. Additionally, it transfers electrical load from BWP's oldest 4kV electrical substations. This also allows for the timely retirement of BWP's older 4kV stations, which enables BWP to avoid costly upgrades to its large power transformers, power circuit breakers, voltage regulators, disconnect switches, and other station components.

The Victory-7 conversion area contains 149 poles, 67 transformers, 8,610 feet of overhead primary wire, and 13,930 feet of overhead secondary wire.



V-7 Conversion Area

The pole line rebuild for the Victory-7 4kV feeder has resumed in alley areas. Construction work in the remaining portions of the conversion area will continue through late summer of 2020.

STREET LIGHTING

LED Replacement Program

In accordance with the Street Lighting Master Plan, BWP is replacing high-pressure sodium (HPS) streetlight luminaires with light-emitting diode (LED) luminaires. Replacement is carried out on a maintenance basis, and LEDs are installed daily as the HPS luminaires burn out. The LED replacements consume approximately 60% less energy. To date, 64.51% of the total streetlight luminaires have been converted to LEDs, which translates to an annualized energy savings of 3,647 MWh or a 39.35% reduction in energy consumption. LED conversions have also reduced evening load by 833 kW, which shortens the “neck of the duck curve” and reduces the amount of energy generation that BWP needs.

CUSTOMER SERVICE

Customer Service Operations

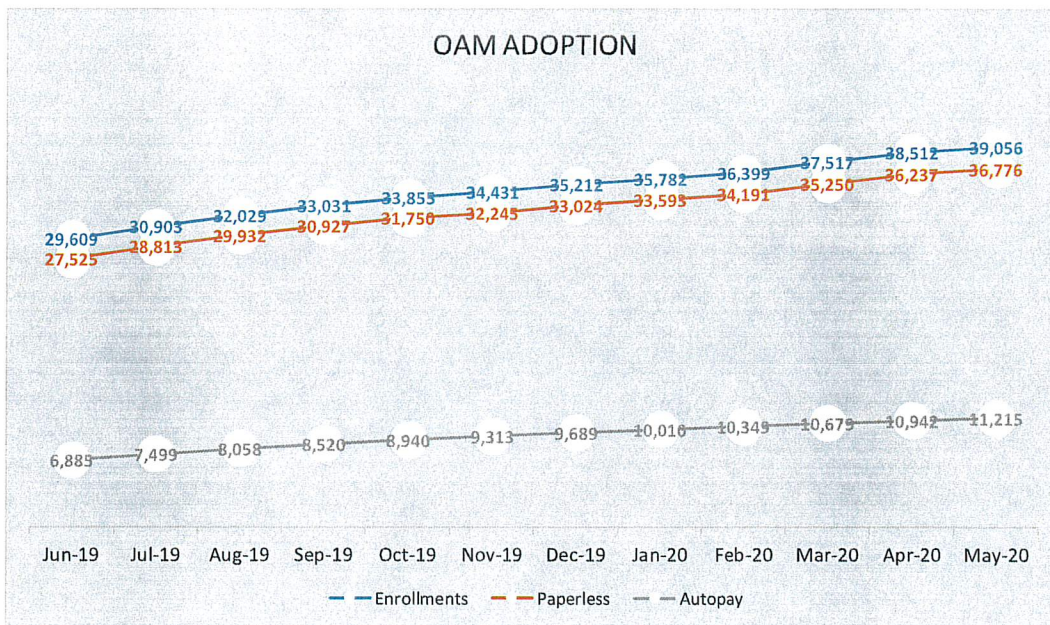
Call Volumes in May decreased by 4%. This decline is primarily due to the moratorium placed on disconnection of service for non-payment and late fees due to COVID-19. Customers continue to ask for COVID-related assistance programs and are requesting payment extensions. The BWP lobby opened to the public on May 18, which resulted in an increase of 90% in cash payments and a total increase of 26% for all non-electronic payments.

Call Types	% of Calls
Balance	25%
Residential Start Service	8%
Residential Stop Service	7%
Update Customer Account Info	6%
Account#/PIN	6%

	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	% Inc/Dec
Call Volume	7,227	5,740	6,310	5,029	5,507	5,417	4,675	5,374	4,330	5,389	4,778	4,337	4,320	3,543	3,392	-4.0%

Online Account Manager

The adoption of the Online Account Manager (OAM) is currently at 53% of all active accounts; increase in enrollments have also been on the rise since the COVID-19 pandemic. Of all registered accounts, about 90% are paperless customers helping BWP reduce costs and reduce carbon emissions. BWP will continue its efforts to drive customers to the OAM, paperless, and auto pay. These initiatives will continue to drive down costs. BWP’s second milestone is to have 80% of all active accounts registered on the OAM by the end of 2021. Below is the chart outlining activity for the OAM:



	Active	% of Total Active Accounts
Enrollments	27,529	53%
Paperless	23,291	45%
Autopay	14,721	28%

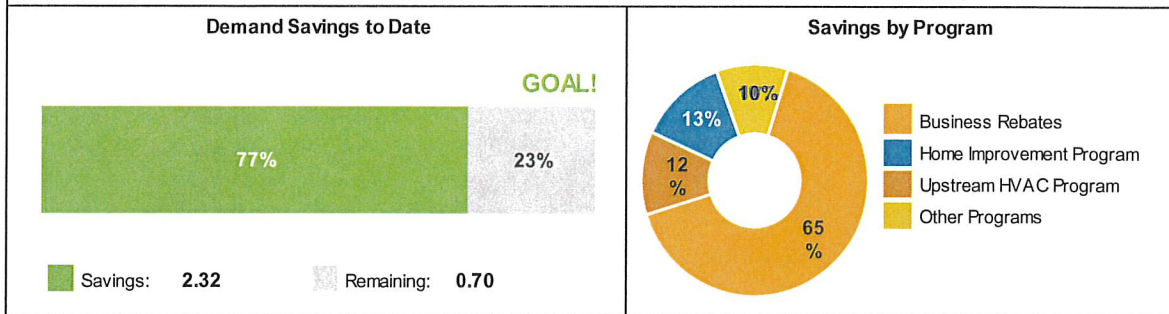
BWP’s Energy Efficiency and Water Savings – Fiscal Year to May 31, 2020

To comply with State and Local COVID-19 orders, energy efficiency programs that required home visits were suspended through May 2020. Commercial program participation significantly contributed to the reported savings for the month of May

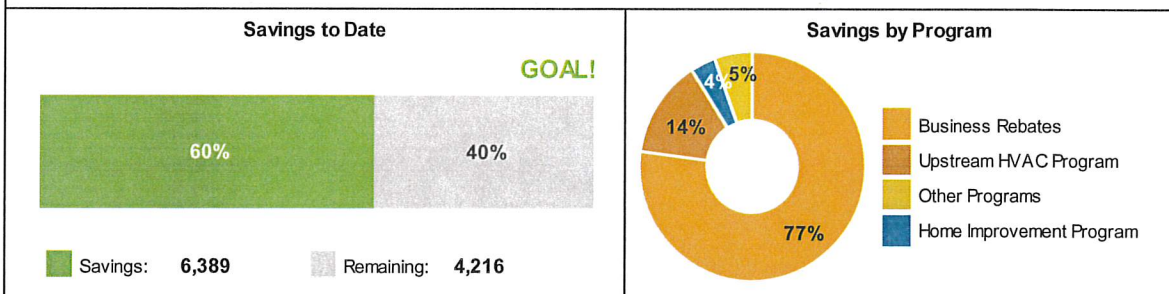
2020, mostly from the BWP Business Rebates program utilized by some of the largest commercial customers. Incentives for large projects have incentive caps but yield total project efficiency savings.

Energy Efficiency Savings FYTD 2019-2020 Period ending on 05/31/2020

1% Demand Goal = 3.02 MW

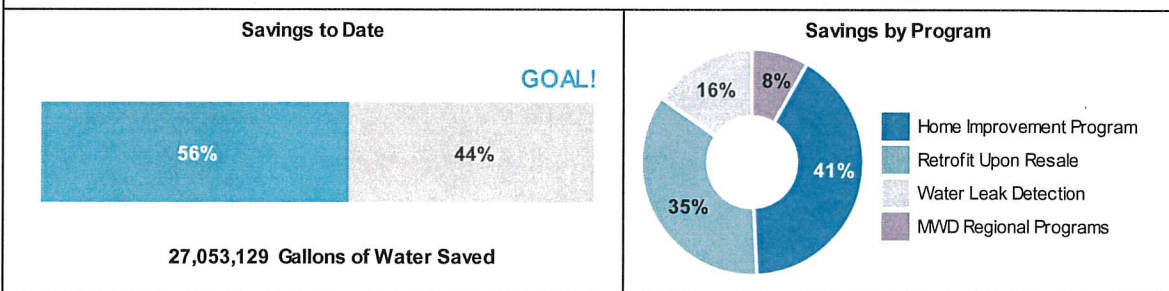


1% Consumption Savings Goal = 10,605 MWh



Water Savings Goal FYTD 2019-2020

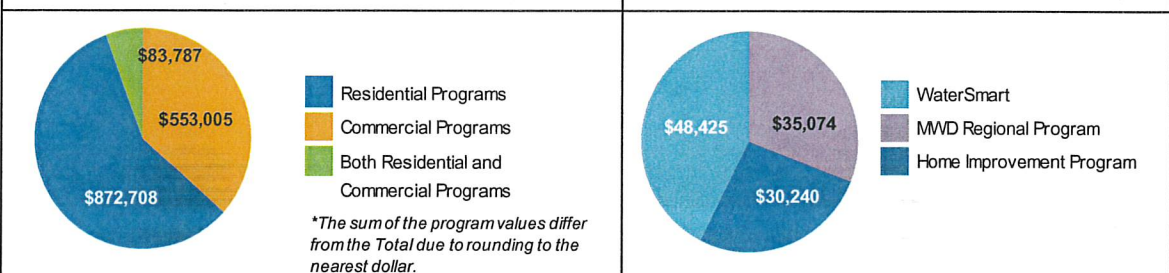
1% (48,457,099 Gallons) Potable Water Savings Goal



Efficiency Investments FYTD 2019-2020

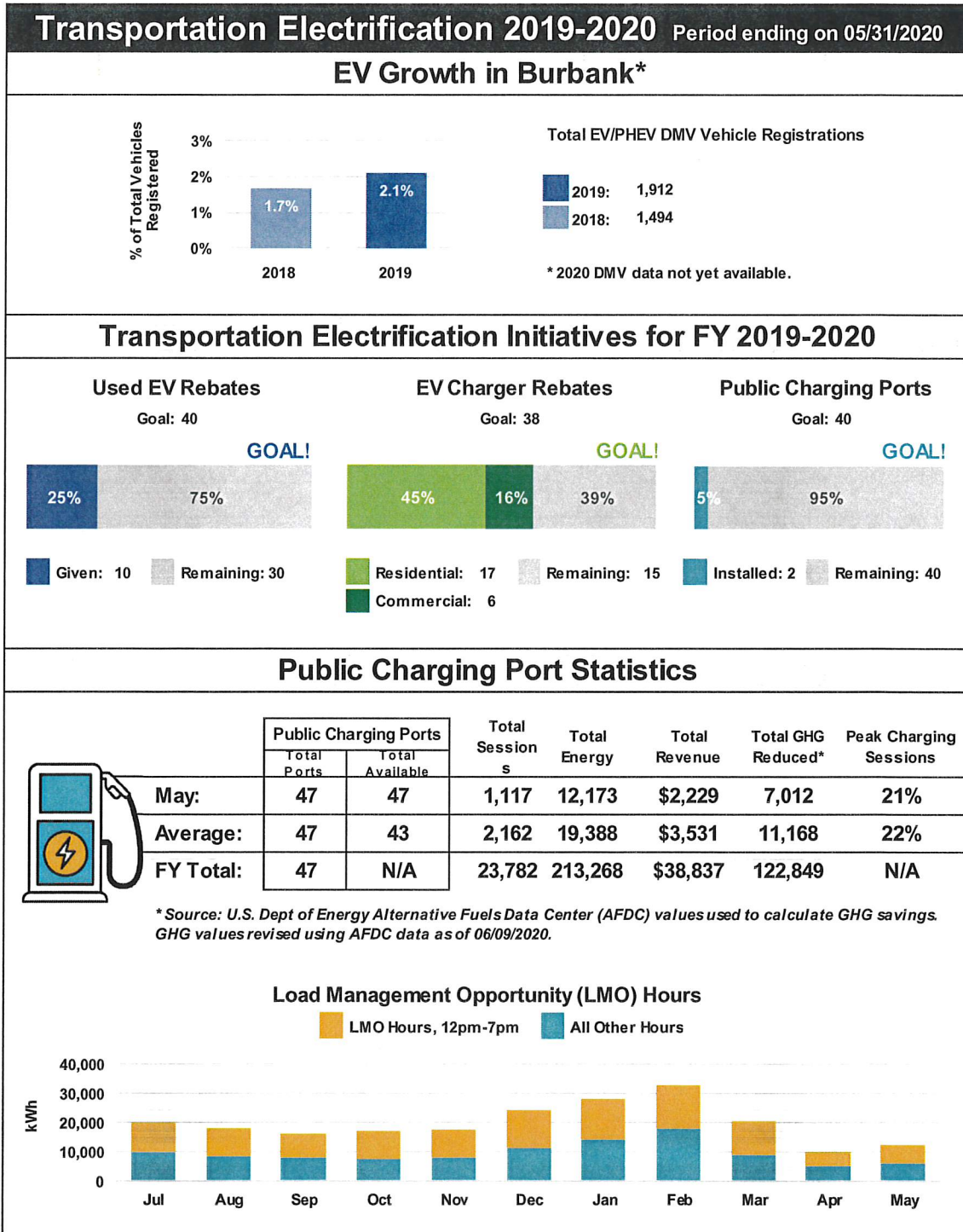
*Electric Programs: \$1,509,499

Water Programs: \$113,739

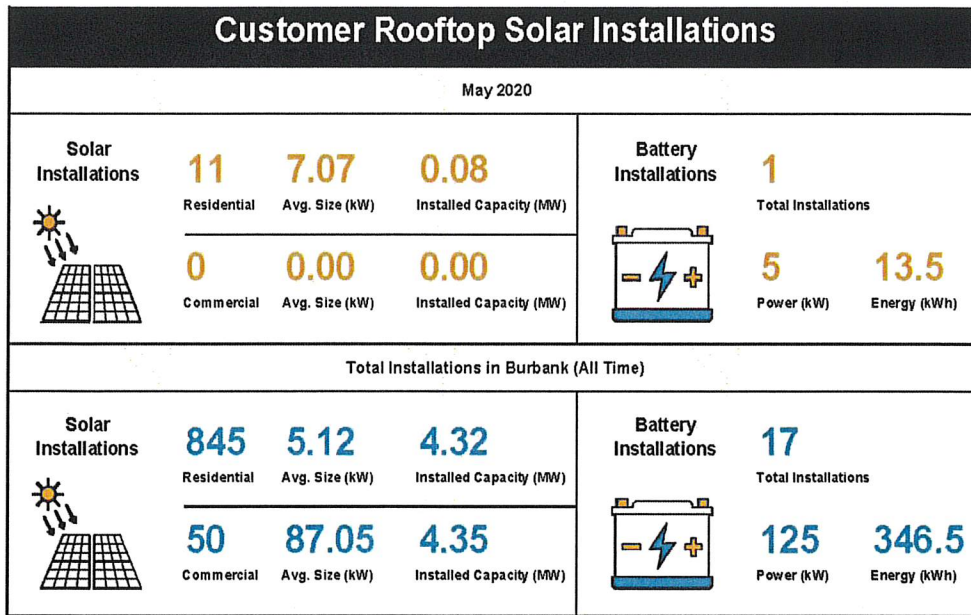


Electric Vehicle (EV) Charging Program

Forty-seven public EV charging ports are installed in Burbank, including 2 DC Fast Chargers and 18 curbside chargers. As of **June 1, 2020**, pricing for public EV charging is **\$0.3069 per kilowatt-hour (kWh) from 4PM to 7PM** and **\$0.1753 per kWh for all other hours** for Level 1 and Level 2. For the DC Fast Chargers, the charging rate is **\$.4980 per kWh from 4PM to 7PM** and is **\$0.2817 per kWh for all other hours**. Reduced public charger usage can likely be attributed to the shelter-in-place order issued in March.



Rooftop Solar and Battery Installations



TECHNOLOGY

Broadband Services (ONE Burbank)

	May 2020 New Orders	Revenues for May 2020	FYTD 2019-20 Revenues	FYTD Budget
Lit	5	\$112,701	\$1,254,514	\$1,411,667
Dark	0	\$191,365	\$2,223,465	\$2,117,500
Total	5	\$304,066	\$3,477,979	\$3,529,167

BWP WiFi

BWP is currently implementing technology improvements which will impact the way WIFI data is gathered and metrics are reported going forward. BWP will make every effort to provide accurate and relevant data within these reports, however, as necessary technology improvements are required, these reports and the data referenced within them may change.

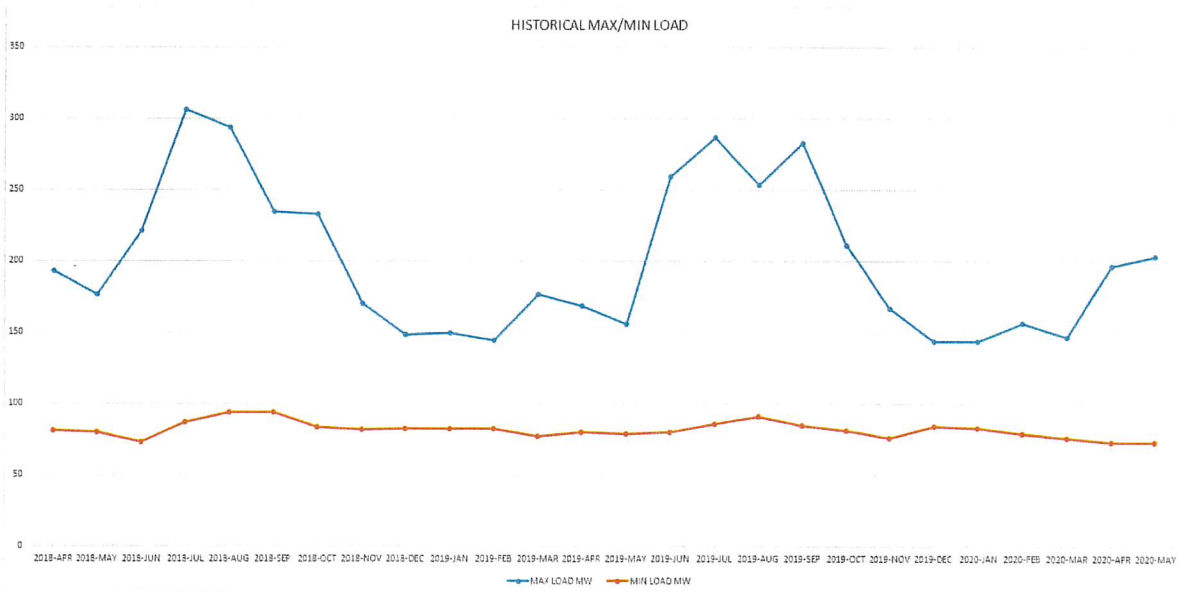
Cyber Security Update – May 2020

BWP is currently implementing technology improvements which will impact the way cyber security data is gathered and metrics are reported going forward. BWP will make every effort to provide accurate and relevant data within these reports, however, as necessary technology improvements are required, these reports and the data referenced within them may change.

POWER SUPPLY

BWP SYSTEM OPERATIONS:

The maximum load for May 2020 was 203.2 MW at 3:31 PM on Thursday, May 7, and the minimum load was 72.7 MW at 5:38 AM on Sunday, May 17.



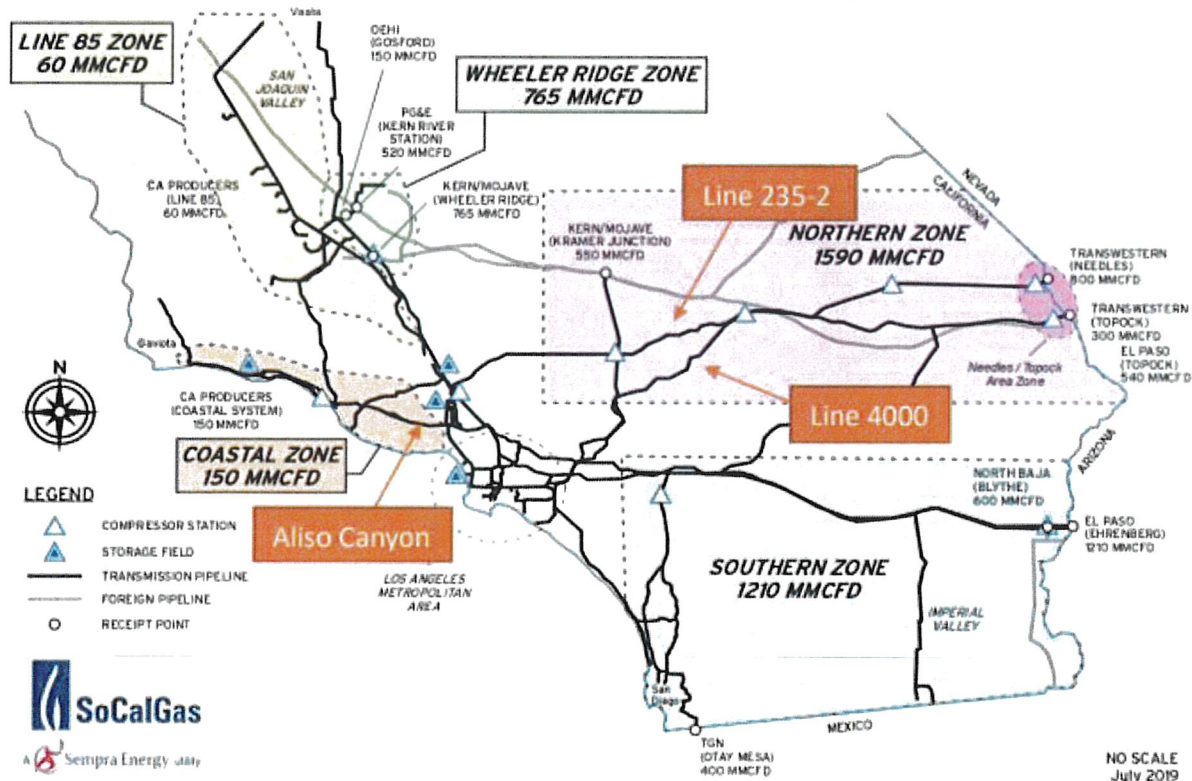
Minimum load values corrected for Sept & Dec 2018.

YEAR	MAX LOAD	MAX DATE
2020	203.2 MW	7-May-20 15:31:19
2019	282.66 MW	04-Sep-19 15:31:17
2018	306.3 MW	06-Jul-18 16:41:28
2017	322.1 MW	31-Aug-17 16:02:52
2016	308.52 MW	20-Jun-16 16:46:20

The Burbank power system did experience a heat wave but did not experience any natural gas supply issues for May 2020.

Southern California continues to experience natural gas reliability and affordability challenges because of supply and demand mismatches. SoCal Gas' system capacity and supply are primarily a function of two components: (1) transmission pipelines, which bring gas into and then transport it throughout the system; and (2) underground natural gas storage connected to transmission pipelines near system load. While one component of the system's limited supply is the transmission pipeline reductions and outages, the other critical component is storage operating constraints from the CPUC restricting the use of the Aliso Canyon Storage Facility. The current effective withdrawal protocol is restrictive but is less restrictive than the previous protocol, in that Aliso Canyon was only allowed to be withdrawn from if curtailment was imminent, but now can occur under less acute circumstances.

Image 1: Receipt Points & Transmission Zone Firm Capacities



Line 235-2

Line 235-2 (largely a 1957 vintage pipeline) was again removed from service on January 27, 2020 after a preliminary report was received indicating a single location that needed to be immediately remediated. The repair has been completed and the pipeline was returned to service at a reduced pressure on February 17, 2020.

SoCal Gas used two vendors to perform in-line inspections in October 2019 and received a final report on February 25, 2020 from one vendor and a preliminary

report from the other vendor on June 5, 2020. One report had one safety-related condition (SRC), the other reported had 31 SRCs. These SRC's will result in remediation work being performed including excavations and some pipe replacements. Delays may be caused by weather issues, restricted maintenance operations, permit requirement restrictions, additional remediation and safety concerns. The current return to service date is 12/1/2020.

Line 4000

Following the Line 235-2 rupture, SoCal Gas reduced the pressure of Line 4000 (largely a 1960 vintage pipeline) because it is in the same "family" of pipelines as Line 235-2. SoCal Gas lowered the pressure to increase the factor of safety on the pipeline until SoCal Gas can conduct further analysis of Line 4000 based on what is learned from Line 235-2. In addition, this increased safety margin reduced the safety risk to employees working on Line 235-2, which is in close proximity to Line 4000 for the first 5-6 miles.

Line 4000 was taken out of service on September 19, 2019 for validation digs. Line 4000 returned to service on October 24, 2019 at reduced pressure.

ELECTRICITY GENERATION:

BWP Generating Facilities

Unit	Availability	Operating Hrs	MWH (Net)	NO _x (lbs)	Starts
Olive 1	0%	0	0	0	0
Olive 2	0%	0	0	0	0
Lake 1	63%	0	0	0	2
MPP	100%	724	122,372	4,986	0

Olive 1 and 2 remained in dry storage, with a 120-day notice required to restart. Olive 1 and 2 have been in dry storage since 2011 and 2012, respectively. **Lake One was placed online zero times during the month of May.**

Magnolia Power Project (MPP)

	May	FYTD	YTD
Availability	100%	85%	72%
Unit Capacity Factor (240 MW)	69%	65%	51%

There were no plant trips or other outages at MPP during May 2020.

Tieton Hydropower Project (Tieton)

Generation began April 6, 2020 with limited water flow controlled by the United States Bureau of Reclamation (USBR). Water flow has varied and allowed for generation up to 9.5 MW from a single generation unit. Rimrock Reservoir, which supplies water to Tieton, is now at 100% full and the USBR water management goal remains storage control. This status will fluctuate reservoir output depending on the desired reservoir level as well as the rate of water input resulting from snowmelt and other contributing sources.

ENVIRONMENTAL

Air Quality

Air quality tests were conducted on MPP from May 26 to May 28, 2020. The tests were completed successfully, and the formal reports are pending. Air quality testing is required by the Environmental Protection Agency (EPA) and the South Coast Air Quality Management District (SCAQMD) to ensure the facility is operating in accordance to its permit to operate.

Storm Water

All the required storm water samples for the current reporting year (July 2019 –June 2020) have been collected at the BWP Campus. No additional sampling is necessary. Storm water samples are required to be analyzed by an independent laboratory and the results submitted to the State Water Resources Control Board's online reporting tool. The sample analytical results for this reporting year continue to indicate elevated levels of zinc. **BWP has completed most of the environmental review process for the storm water improvement project to address the BWP campus storm water compliance issues. The environmental review process will be finalized when the project goes to City Council for approval. BWP has hired MNS Engineers to prepare the final 100% design plans, as well as provide ancillary engineering support for the storm water improvement project. After the final design is completed, a bid package will be prepared.**

PROJECT UPDATES:

Power Resources

Transmission Update

Negotiations with LADWP, for several existing Transmission Service Agreements, including those associated with Hoover Dam and IPP generation resources are ongoing. A one-year extension of the existing Hoover Transmission Service Agreement was approved by consent by City Council on August 13, 2019. The IPP related Transmission Service Agreement expires in 2027.

Intermountain Power Project (Delta, UT) Renewal Progress

LADWP, BWP and GWP (the IPP repowering participants) are working together to create a detailed roadmap for green hydrogen production, storage, and power generation at IPP. In the medium-term, the participants are targeting 30% green hydrogen combustion by July 2025, when the repowered project is scheduled to come on-line.

Power Generation

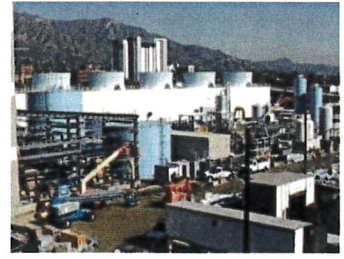
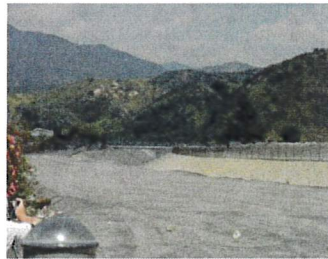
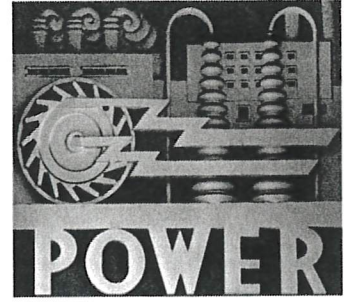
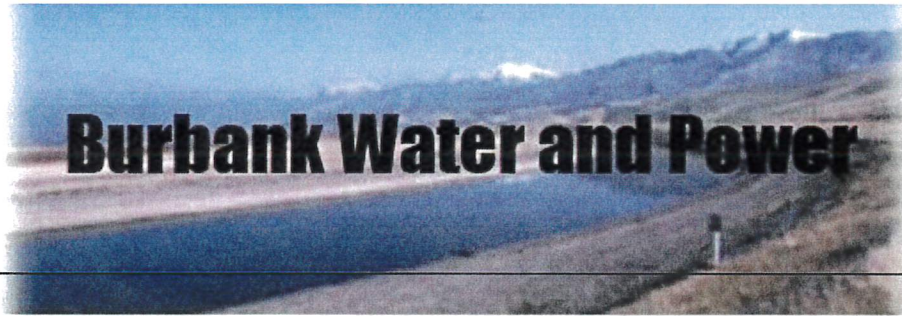
Landfill Gas to Energy (LFGTE) Project

The LFGTE microturbines and gas conditioning skid are fully operational and generating power for the Burbank Electrical System as of February 2020. ACCO Engineered Systems has assumed responsibility for operating and maintaining the system for the first year.

The air emissions test was completed in April and the test results were received in May. The test results demonstrated compliance with the facilities air permit. The project is now complete.



LFGTE System



**Estimated Financial Report
May-20**

**Burbank Water and Power
Electric Fund (496)
Estimated Statement of Changes in Net Assets ⁽¹⁾⁽²⁾⁽⁵⁾
MTD and FYTD May 2020
(\$ in 000's except MWh Sales)**

MTD FY 19-20	MTD May-20 Budget	\$ Variance ⁽²⁾	% Variance		FYTD FY 19-20	FYTD May-20 Budget	\$ Variance ⁽²⁾	% Variance
81,274	90,936	(9,662)	(11%) ^(a)	NEL MWh	967,387	1,047,123	(79,736)	(8%) ^(A)
				Retail				
\$ 11,893	\$ 13,370	\$ (1,476)	(11%)	Retail Sales	\$ 145,795	\$ 155,541	\$ (9,746)	(6%)
379	587	(208)	(35%) ^(b)	Other Revenues ⁽³⁾	5,467	6,458	(991)	(15%) ^(B)
9,466	9,945	478	5% ^(c)	Retail Power Supply & Transmission	99,120	109,120	10,000	9% ^(C)
2,806	4,012	(1,206)	(30%)	Retail Margin	52,142	52,879	(736)	(1%)
				Wholesale				
1,559	3,789	(2,230)	(59%)	Wholesale Sales	7,729	43,727	(35,998)	(82%)
1,297	3,694	2,397	65%	Wholesale Power Supply	6,913	42,633	35,720	84%
262	95	167	176%	Wholesale Margin	815	1,093	(278)	(25%)
3,068	4,107	(1,039)	(25%)	Gross Margin	52,958	53,972	(1,014)	(2%)
				Operating Expenses				
953	953	-	0%	Distribution	10,846	10,221	(625)	(6%)
139	139	-	0%	Administration/Safety	1,202	1,428	226	16% ^(D)
220	220	-	0%	Finance, Fleet, & Warehouse	2,306	2,474	168	7%
507	507	-	0%	Transfer to General Fund for Cost Allocation	5,580	5,580	0	0%
446	446	-	0%	Customer Service, Marketing & Conservation	3,634	4,901	1,267	26% ^(E)
370	370	-	0%	Public Benefits	4,141	4,310	169	4%
224	224	-	0%	Security/Oper Technology	2,196	1,896	(300)	(16%) ^(F)
110	110	-	0%	Telecom	1,247	1,275	28	2%
183	183	-	0%	Construction & Maintenance	1,661	2,008	347	17% ^(G)
1,575	1,575	-	0%	Depreciation	17,007	17,320	313	2%
4,726	4,726	-	0% ^(d)	Total Operating Expenses	49,820	51,413	1,594	3%
\$ (1,658)	\$ (619)	\$ (1,039)	(168%)	Operating Income(Loss)	\$ 3,138	\$ 2,558	\$ 580	23%

**Burbank Water and Power
Electric Fund (496)
Estimated Statement of Changes in Net Assets ^{(1) (2) (5)}
MTD and FYTD May 2020**

(\$ in 000's)

MTD	MTD May-20	\$	%		FYTD	FYTD May-20	\$	%
FY 19-20	Budget	Variance ⁽²⁾	Variance		FY 19-20	Budget	Variance ⁽²⁾	Variance
\$ (1,658)	\$ (619)	\$ (1,039)	(168%)	Operating Income/(Loss)	\$ 3,138	\$ 2,558	\$ 580	23%
				Other Income/(Expenses)				
162	162	-	0%	Interest Income	1,885	1,784	101	6%
106	106	-	0%	Other Income/(Expense) ⁽⁴⁾	(2,167)	(2,268)	101	4% ^(H)
(344)	(344)	-	0%	Bond Interest/ (Expense)	(3,788)	(3,788)	-	0%
(76)	(76)	-	0%	Total Other Income/(Expenses)	(4,069)	(4,271)	202	5%
(1,734)	(695)	(1,039)	(149%)	Net Income	(932)	(1,713)	781	46%
359	359	-	0%	Capital Contributions (AIC)	3,203	2,546	657	26% ^(H)
<u>\$ (1,375)</u>	<u>\$ (336)</u>	<u>\$ (1,039)</u>	<u>(309%)</u>	Net Change in Net Assets	<u>\$ 2,272</u>	<u>\$ 833</u>	<u>\$ 1,438</u>	<u>173%</u>

1. This report may not foot due to rounding.

2. () = Unfavorable

3. Other Revenues include transmission, telecom and internet revenues as well as other items such as damaged property recovery, connection fees, late fees, and tampering fees.

4. Other Income/(Expense) includes miscellaneous revenue from the sale of scrap materials, inventory, and assets, as well as BABS subsidy.

5. MTD is estimated for May 2020; FYTD reports July 2019 through April 2020 actuals.

Burbank Water and Power
Electric Fund (496)
Estimated Statement of Changes in Net Assets - Footnotes
MTD May 2020
(\$ in 000's)

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
a.	Electric Usage in MWh	81,274	90,936	(9,662)	- MTD NEL is 11% lower than budget, which is driven primarily by the closing of businesses within Burbank due to the "Safer at home" order issued by Los Angeles County officials and California Governor Newsom on March 19th, 2020, partially offset by higher than average temperature. For the month of May, average high temperature was 80.3°F, compared to the normal of 75.3°F. MTD HDD were 17 versus the 15 year average of 64. MTD CDD were 121 versus the 15 year average of 64.
b.	Other Revenues	379	587	(208)	- Other revenues include transmission, telecom and internet revenues as well as other items such as damaged property recovery, connection fees, late fees, and tampering fees which tend to fluctuate.
c.	Retail Power Supply & Transmission	9,466	9,945	478	- The favorable variance is attributable to various components within Retail Power Supply & Transmission. Please refer to page 5 for additional details.
d.	Total Operating Expenses	4,726	4,726	-	- Expenses for May 2020 are estimated at budgeted values.

**Burbank Water and Power
Electric Fund (496)
Estimated Statement of Changes in Net Assets - Footnotes
FYTD May 2020
(\$ in 000's)**

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
A.	Electric Usage in MWh	967,387	1,047,123	(79,736)	- NEL is 8% lower than budget, which is impacted by the closing of businesses within Burbank due to the "Safer at home" order issued by Los Angeles County officials and California Governor Newsom on March 19th, 2020. FYTD actual average high temperature from July to October is 86.9°F and the 15 year summer average high temperature is 85.9°F. FYTD CDD were 1,295 versus the 15 year average of 1,231. FYTD HDD were 1,399 versus the 15 year average of 1,300.
B.	Other Revenues	5,467	6,458	(991)	- Other revenues include transmission, telecom and internet revenues as well as other items such as damaged property recovery, connection fees, late fees, and tampering fees which tend to fluctuate.
C.	Retail Power Supply & Transmission	99,120	109,120	10,000	- The favorable variance is attributable to various components within Retail Power Supply & Transmission. Please refer to page 6 for additional details.
D.	Administration / Safety	1,202	1,428	226	- The favorable variance is primarily attributable to timing of expenditures for other professional services, training and general travel.
E.	Customer Service, Marketing & Conservation	3,634	4,901	1,267	- The favorable variance is primarily attributable to budgetary savings due to vacant positions, and lower than planned spending on other professional services and software & hardware.
F.	Security/Oper Technology	2,196	1,896	(300)	- The unfavorable variance is primarily attributable to less work on capital and O&M than planned, offset by lower than planned spending on professional services.
G.	Construction & Maintenance	1,661	2,008	347	- The favorable variance is primarily attributable to lower than planned work performed from Power Supply; and the timing of expenditures for building grounds maintenance & repair, and custodial services.
H.	Other Income/(Expense)	(2,167)	(2,268)	101	- Other Income/(Expense) includes miscellaneous revenue from the sale of scrap materials, inventory and assets, as well as the BABS subsidy, which tend to fluctuate. July 2019 includes a one-time pension payment to CalPERS of \$3.43M.
I.	Capital Contributions (AIC)	3,203	2,546	657	- The favorable variance is due to \$2.55M received in April-20 from the State of California for relocation of the Burbank Bridge.

Estimated May 2020 Budget to Actual P&L Variance Highlights - Electric Fund
 (\$ in 000's)

	Variance Month-to-Date	
	Favorable Items	Budget to Actual Variance
<u>MTD NET INCOME/(LOSS): (\$1,734)</u>		\$ (1,039)
<u>MTD GROSS MARGIN VARIANCE</u>		
Retail Sales		(1,476)
Power Supply and Transmission		
- Lower transmission	216	216
- Lower retail load	135	135
- Lower energy prices and economic dispatch	103	103
- Lower than planned renewables	24	24
Other Revenues & Other income/(Expenses)		(208)
Wholesale Margin	167	167
Total	645	(1,039)

Estimated May 2020 Budget to Actual P&L Variance Highlights - Electric Fund
(\$ in 000's)

	Variance Fiscal Year-to-Date		
	Favorable Items	Unfavorable Items	Budget to Actual Variance
<u>FYTD NET INCOME / (LOSS): (\$932)</u>	\$ 781		\$ 781
<u>FYTD GROSS MARGIN VARIANCE</u>			
Retail Sales		(9,747)	(9,747)
Power Supply and Transmission			
- Lower energy prices and economic dispatch	3,383		3,383
- Lower retail load	1,821		1,821
- Lower than planned annual true up	1,529		1,529
- Lower O&M expenses than planned	1,489		1,489
- Lower than planned transmission expenses	1,061		1,061
- Lower than planned renewables	717		717
Other Revenues		(991)	(991)
Wholesale Margin		(278)	(278)
Total	10,000	(11,016)	(1,016)
<u>FYTD O&M AND OTHER VARIANCES</u>			
Distribution		(625)	(625)
Administration/Safety	226		226
Finance, Fleet, & Warehouse	168		168
Customer Service, Marketing & Conservation	1,267		1,267
Public Benefits	169		169
Security/Oper Technology		(300)	(300)
Telecom	28		28
Construction & Maintenance	347		347
Depreciation expense	313		313
All other	204		204
Total	2,722	(925)	1,797

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

	May-20	Apr-20	Mar-20	Dec-19	Sep-19	Jun-19	Recommended Reserves	Minimum Reserves
Cash and Investments								
General Operating Reserve	\$ 53,606 ^(d)	\$ 62,791	\$ 63,968	\$ 67,481	\$ 62,047	\$ 67,320 ^(b)	\$ 52,010	\$ 37,570
Capital & Debt Reduction Fund	10,000	10,000	10,000	10,000	10,000	10,000	21,000	5,200
BWP Projects Reserve Deposits at SCPPA	17,097	17,097	17,062	17,014	16,912	16,817		
Sub-Total Cash and Investments	80,703	89,888	91,029	94,495	88,959	94,137	73,010	42,770
Customer Deposits	(1,699)	(6,300)	(6,300)	(6,632)	(4,822)	(5,641)		
Public Benefits Obligation	(7,149)	(6,952)	(6,849)	(7,125)	(6,607)	(6,069)		
Pacific Northwest DC Intertie	(246)	(246)	(255)	(855)	(1,389)	(2,218)		
Low Carbon Fuel Standard ^(c)	(3,642)	(2,267)	(2,267)	(2,267)	(2,267)	(2,267)		
Cash and Investments (less Commitments)	<u>67,967</u>	<u>74,123</u>	<u>75,360</u>	<u>77,615</u>	<u>73,874</u>	<u>77,942</u>	<u>73,010</u>	<u>42,770</u>

^(a) The Statement of Cash Balances may not add up due to rounding.

^(b) Includes a \$3.95M loan to the Water Fund for the purchase of cyclic storage water.

^(c) Denotes funds reserved related to the sale of Low Carbon Fuel Standard (LCFS) credits, net of Electric Vehicle charger infrastructure expenditures.

^(d) Includes early redemption of the 2010A Electric Bonds (\$7.63M).

**Burbank Water and Power
Water Fund (497)
Estimated Statement of Changes in Net Assets ^{(1) (2) (5)}
MTD and FYTD May 2020
(\$ in 000's except Gallons)**

MTD FY 19-20	MTD May-20 Budget	\$ Variance ⁽²⁾	% Variance		FYTD FY 19-20	FYTD May-20 Budget	\$ Variance ⁽²⁾	% Variance
455	412	42	10% ⁽⁴⁾	Water put into the system in Millions of Gallons	4,784	4,744	39	1% ⁽⁴⁾
100	90	10	11% ⁽²⁾	Metered Recycled Water in Millions of Gallons	846	896	(50)	(6%) ⁽²⁾
Operating Revenues								
2,538	2,291	\$ 248	11% ⁽⁴⁾	Potable Water	26,297	26,183	\$ 114	0%
419	370	48	13%	Recycled Water	3,557	3,670	(113)	(3%) ⁽²⁾
41	62	(21)	(34%) ⁽⁴⁾	Other Revenue ⁽³⁾	687	681	6	1%
<u>2,998</u>	<u>2,723</u>	<u>274</u>	<u>10%</u>	Total Operating Revenues	<u>30,541</u>	<u>30,533</u>	<u>7</u>	<u>0%</u>
1,113	993	(121)	(12%) ⁽⁴⁾	Water Supply Expense	11,883	11,499	(383)	(3%) ⁽²⁾
<u>1,884</u>	<u>1,730</u>	<u>154</u>	<u>9%</u>	Gross Margin	<u>18,658</u>	<u>19,034</u>	<u>(376)</u>	<u>(2%)</u>
Operating Expenses								
688	688	-	0%	Operations & Maintenance - Potable	6,928	7,632	705	9% ⁽²⁾
138	138	-	0%	Operations & Maintenance - Recycled	1,334	1,531	197	13% ⁽²⁾
217	217	-	0%	Allocated O&M	1,946	2,305	358	16% ⁽²⁾
172	172	-	0%	Transfer to General Fund for Cost Allocation	1,897	1,897	0	0%
<u>370</u>	<u>370</u>	<u>-</u>	<u>0%</u>	Depreciation	<u>3,617</u>	<u>4,067</u>	<u>451</u>	<u>11%</u>
1,585	1,585	-	0% ⁽²⁾	Total Operating Expenses	<u>15,722</u>	<u>17,432</u>	<u>1,711</u>	<u>10%</u>
<u>299</u>	<u>145</u>	<u>154</u>	<u>106%</u>	Operating Income/(Loss)	<u>2,936</u>	<u>1,601</u>	<u>1,335</u>	<u>83%</u>
Other Income/(Expenses)								
21	21	-	0%	Interest Income	282	233	49	21%
39	39	-	0%	Other Income/(Expense) ⁽⁴⁾	(142)	(124)	(18)	(14%)
(159)	(159)	-	0%	Bond Interest/(Expense)	(1,735)	(1,746)	11	1%
<u>(99)</u>	<u>(99)</u>	<u>-</u>	<u>0%</u>	Total Other Income/(Expenses)	<u>(1,595)</u>	<u>(1,637)</u>	<u>42</u>	<u>3%</u>
<u>200</u>	<u>47</u>	<u>154</u>	<u>329%</u>	Net Income/(Loss)	<u>1,342</u>	<u>(35)</u>	<u>1,377</u>	<u>3912%</u>
40	40	-	0%	Aid in Construction	120	443	(323)	(73%) ⁽²⁾
<u>\$ 241</u>	<u>\$ 87</u>	<u>\$ 154</u>	<u>177%</u>	Net Change in Net Assets	<u>\$ 1,462</u>	<u>\$ 408</u>	<u>\$ 1,054</u>	<u>258%</u>

1. This report may not foot due to rounding.

2. () = Unfavorable

3. Other Revenue includes items such as damaged property recovery, connection fees, late fees, and tampering fees.

4. Other Income/(Expense) includes miscellaneous revenue from the sale of scrap materials, inventory, and assets.

5. MTD is estimated for May 2020; FYTD reports July 2019 through April 2020 actuals.

**Burbank Water and Power
Water Fund (497)
Estimated Statement of Changes in Net Assets - Footnotes
MTD May 2020
(\$ In 000's except Gallons)**

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation	
a.	Water put into the system in Millions of Gallons	455	412	42	- Potable water demand was higher than budget. For the month of May, average high temperature was 80.3°F, compared to the normal of 75.3°F. MTD HDD were 17 versus the 15 year average of 64. MTD CDD were 121 versus the 15 year average of 64. Burbank received .30 inches of rainfall in May as compared to the monthly norm of .35 inches.	
b.	Recycled Water Usage in Millions of Gallons	100	90	10	- Recycled water demand was higher than budget. Please refer to footnote (a).	
c.	Potable Water Revenue	2,538	2,291	248	- The WCAC impact increased potable water revenues by \$158k MTD. Without this adjustment, potable water revenues would be favorable by 4%.	
						<u>MTD Actual</u>
					WCAC Revenue	\$955
					WCAC Expenses	\$1,113
					WCAC revenue deferral/(accrual)	<u>(\$158)</u>
d.	Other Revenue	41	62	(21)	- Other revenues include items such as damaged property recovery, connection fees, late fees, and tampering fees, which tend to fluctuate.	
e.	Water Supply Expense	1,113	993	(121)	- Water supply expense is higher than budget, corresponding to the higher demand. The unfavorable variance was also impacted by higher than planned purchase of MWD treated water since the Burbank Operable Unit (BOU) was not running at full capacity.	
f.	Total Operating Expenses	1,585	1,585	-	- Expenses for May 2020 are at budgeted values.	

Burbank Water and Power
Water Fund (497)
Estimated Statement of Changes in Net Assets - Footnotes
FYTD May 2020
 (\$ in 000's except Gallons)

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation								
A.	Water put into the system In Millions of Gallons	4,784	4,744	39	- FYTD Potable water sales are slightly higher than budget. Rainfall season-to-date was 14.5 inches, 2.7 inches less than the season norm of 17.2 inches. FYTD actual average high temperature from July to October is 86.9°F and the 15 year summer average high temperature is 85.9°F. FYTD CDD were 1,295 versus the 15 year average of 1,231. FYTD HDD were 1,399 versus the 15 year average of 1,300.								
B.	Metered Recycled Water In Millions of Gallons	846	896	(50)	- FYTD Recycled water sales are lower than budget. Please refer to footnote (A).								
C.	Potable Water	26,297	26,183	114	- The WCAC impact increased potable water revenues by \$538k YTD. Without this adjustment, potable revenues would be unfavorable by 2%								
					<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;"></td> <td style="text-align: right; border-top: 1px solid black;">FYTD Actual</td> </tr> <tr> <td>WCAC Revenue</td> <td style="text-align: right;">\$11,340</td> </tr> <tr> <td>WCAC Expenses</td> <td style="text-align: right;">\$11,878</td> </tr> <tr> <td>WCAC revenue deferral (accrual)</td> <td style="text-align: right; border-top: 1px solid black; border-bottom: 3px double black;">(\$538)</td> </tr> </table>		FYTD Actual	WCAC Revenue	\$11,340	WCAC Expenses	\$11,878	WCAC revenue deferral (accrual)	(\$538)
	FYTD Actual												
WCAC Revenue	\$11,340												
WCAC Expenses	\$11,878												
WCAC revenue deferral (accrual)	(\$538)												
D.	Water Supply Expense	11,883	11,499	(383)	- Water supply expense is higher than budget due to no water provided from local production in Feb-20 through the beginning of March (thus using more expensive treated water) due to a coordinated shutdown of Valley Pumping Plant, and work performed on the B-5 connection, in tandem with work performed at the Valley Forebay. Valley Pumping Plant production has since resumed. The unfavorable variance was also impacted by higher than planned purchase of MWD treated water in April and May since the Burbank Operable Unit (BOU) was not running at full capacity as a result of damages suffered from the Golden State Station fire.								
E.	Operations & Maintenance - Potable	6,928	7,632	705	- The favorable variance is primarily attributable to budgetary savings due to vacant positions, and the timing of expenditures for other professional services; offset by lower than planned capital work and work for others.								
F.	Operations & Maintenance - Recycled	1,334	1,531	197	- The favorable variance is attributable to the timing of expenditures for other professional services, private contractual services, and electricity for water pumping; offset by higher than planned work performed by others.								
G.	Allocated O&M	1,946	2,305	358	- Allocated O&M is lower than budget due to favorable variances in allocated expenses (Administration, Safety, Finance, Customer Service, Marketing, Construction and Maintenance) from the Electric Fund.								
H.	Aid in Construction	120	443	(323)	- The unfavorable variance is attributable to the timing of AIC projects.								

Estimated May 2020 Budget to Actual P&L Variance Highlights - Water Fund
(\$ in 000's)

	Variance Month-to-Date		
	Favorable Items	Unfavorable Items	Budget to Actual Variance
<u>MTD NET INCOME (LOSS): \$200</u>	\$ 154		\$ 154
<u>MTD GROSS MARGIN VARIANCE</u>			
Potable Revenues	248		248
Recycled Revenues	48		48
Other Revenue		(21)	(21)
Water Supply Expense		(121)	(121)
Total	<u>296</u>	<u>(142)</u>	<u>154</u>

**Estimated May 2020 Budget to Actual P&L Variance Highlights - Water Fund
(\$ in 000's)**

	Variance Fiscal Year-to-Date		
	Favorable Items	Unfavorable Items	Budget to Actual Variance
<u>FYTD NET INCOME: \$1,342</u>	\$ 1,377		\$ 1,377
<u>FYTD GROSS MARGIN VARIANCE</u>			
Potable Revenues	114		114
Recycled Revenues		(113)	(113)
Other Revenue	6		6
Water Supply Expense		(383)	(383)
Total	120	(496)	(376)
<u>FYTD O&M AND OTHER VARIANCES</u>			
Potable O&M	705		705
Recycled Water O&M	197		197
Allocated O&M	358		358
Depreciation Expense	451		451
All Other	42		42
Total	1,753	-	1,753

Water Fund (497)
Estimated Statement of Changes in Cash and Investment Balances ^(a)
(\$ in 000's)

	<u>May-20</u>	<u>Apr-20</u>	<u>Mar-20</u>	<u>Dec-19</u>	<u>Sep-19</u>	<u>Jun-19</u>	<u>Recommended Reserves</u>	<u>Minimum Reserves</u>
Cash and Investments								
General Operating Reserves	\$ 6,109 ^(c)	\$ 8,015	\$ 8,826	\$ 16,341	\$ 13,174	\$ 11,555 ^(b)	\$ 12,630	\$ 8,070
Capital Reserve Fund	2,220	2,220	2,220	2,220	2,220	2,220	5,200	1,300
Sub-Total Cash and Investments	<u>8,329</u>	<u>10,235</u>	<u>11,046</u>	<u>18,561</u>	<u>15,394</u>	<u>13,775</u>	<u>17,830</u>	<u>9,370</u>
Customer Deposits	(1,398)	(1,518)	(1,504)	(1,650)	(1,252)	(1,454)		
Cash and Investments (less commitments)	<u><u>6,930</u></u>	<u><u>8,717</u></u>	<u><u>9,543</u></u>	<u><u>16,911</u></u>	<u><u>14,142</u></u>	<u><u>12,321</u></u>	<u><u>17,830</u></u>	<u><u>9,370</u></u>

^(a) The Statement of Cash Balances may not add up due to rounding.

^(b) Includes a \$3.95M loan from the Electric Fund for the purchase of cyclic storage water.

^(c) Includes early redemption of the 2010A Water Bonds (\$2.07M).