

Weekly Management Report March 4, 2016

1. **Memo** - Impact of State Transportation Improvement Program (STIP) Funding Shortfall - Community Development Department
2. **Minutes** - Burbank Water and Power Board Meeting of February 4, 2016 - Burbank Water and Power Department
3. **Staff Report** - January 2016 Operating Results - Burbank Water and Power Department
4. **Synopsis** - Community Development Goals Committee Meeting of February 29, 2016 - Community Development Department
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7. **Synopsis** - Art in Public Places Meeting of February 24, 2016 - Parks and Recreation Department



memorandum

DATE: February 26, 2016

TO: Ron Davis, Interim City Manager

FROM: Patrick Prescott, Interim Community Development Director 
Via: David Kriske, Assistant Community Development Director
By: Janna Smith, Associate Planner

SUBJECT: Impact of State Transportation Improvement Program (STIP) Funding Shortfall

The State Transportation Improvement Program (STIP) Fund Estimate is produced every other year and details the funding resources available for the next five years for transportation infrastructure projects statewide, and identifies how the funds will be programmed and which projects will be implemented.

The Department of Finance has reduced their 2016-2017 Price-Based Excise Tax projections, in response to a decline in gasoline prices and gasoline consumption. In light of this projected decrease in revenue, in January 2016 the California Transportation Commission (CTC) adopted a revised 2016 STIP Fund Estimate. The amount of funding available for the five-year STIP period was reduced by \$800 million. As a result, \$754 million in previously programmed projects must be deleted from the STIP statewide. Caltrans and regional agencies must delete projects from their Regional and Interregional Transportation Improvement Programs to meet the \$754 million reduction, as well as identify projects to delay until the last two years of the STIP five-year period. If the \$754 million reduction is not met through regional agency and Caltrans deletions, CTC staff will recommend additional projects to delete and delay to reach the new funding limit.

Only one project in the City of Burbank has been identified as part of the STIP for future funding years, the Burbank Airport/Rail Station Pedestrian Grade Separation Project, led by Metro. The project is slated to receive \$7 million in FY 2018-2019, per the 2015 Report of STIP Balances. Staff has received verbal confirmation from both Metro and Caltrans that the funding for the Burbank Airport/Rail Station Pedestrian Grade Separation Project is not currently being considered by either agency for deletion.

The CTC will be holding hearings where Caltrans and regional agencies will present their funding proposals and reasons the CTC should include the proposed projects in the STIP. The hearing for Southern California agencies will be held March 17, 2016 in Irvine.

**BURBANK WATER AND POWER BOARD
MINUTES OF MEETING
FEBRUARY 4, 2016**

UNAPPROVED

Mr. Olson called the regular meeting of the Burbank Water and Power Board to order at 5:05 p.m. in the third floor Boardroom of the BWP Administration Building, 164 West Magnolia Boulevard, Burbank, California.

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

ROLL CALL

Board Present: Mr. Olson, Mr. Smith, Ms. Springer, Mr. Eskandar, Mr. Herman, Mr. Ford and Mr. Leclair

Staff Present: Mr. Davis, General Manager, BWP; Mr. Liu, Chief Financial Officer; Mr. Compton, Assistant General Manager – Chief Technology Officer; Mr. Mace, Assistant General Manager, Water; Mr. Fletcher, Assistant General Manager, Power; Mr. Somoano, Assistant General Manager, Electric; Ms. Meyer, Marketing Manager; Mr. Chwang, Sr. Asst. City Attorney; Mr. Hernandez, Acting Legislative Analyst; Mr. Bleveans, Power Resources Manager; Mr. Aquino, Customer Service Supervisor; Ms. Fletcher, Assistant General Manager, Customer Service and Marketing; Mr. Swe, Utility Rates and Program Analyst; Ms. O'Brien, Customer Service Supervisor; Mr. Antoun, Electrical Engineering Associate; Mr. Ancheta, Manager Transmission/Distribution Engineering; Mr. Regan, Fleet Manager/BWP; Ms. Kelley, Acting Administrative Officer; Mr. Kelley, Manager Electrical Equipment; Mr. Sleiman, Senior Electrical Engineer; Ms. Waloejo, Financial Planning & Risk Manager; Mr. Adkins, Financial Accounting Manager/BWP; Mr. Alexandrian, Sr. Utility Accounting Manager; Ms. Hickman, Recording Secretary.

INTRODUCTION OF ADDITIONAL AGENDA ITEMS

None requested.

ORAL COMMUNICATIONS

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

CONSENT AGENDA

MINUTES

It was moved by Mr. Eskandar, seconded by Mr. Smith and carried 7-0 to approve the minutes of the regular meeting of January 14, 2016.

REPORTS TO THE BOARD

BWP OPERATIONS AND FINANCIAL REPORTS

Mr. Liu presented BWP's financial update for the month of December 2015. He pointed out that the water forecast has been revised.

Mr. Davis and Mr. Liu, responded to Board member questions.

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

ELECTRIC RELIABILITY PERFORMANCE

This item was taken out of order and presented after the Operations and Financial Reports.

Mr. Somoano presented an update on BWP's electric reliability. He noted that a recent survey from PA Consulting showed that BWP had provided the second highest electric availability among 236 utilities in 2014 and did even better in 2015 by decreasing the 2014 outage time by 16%. Mr. Somoano displayed a comparison between the four largest utilities in California and BWP for the Average Frequency of Outages (SAIFI) and Average Outage Time (SAIDI), as well as discussed what the utility is doing to increase reliability

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

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

At this time, Mr. Davis announced that Mr. Jorge Somoano would be the Acting General Manager for BWP when he (Mr. Davis) takes his place as Interim City Manager on February 6, 2016.

DRAFT FISCAL YEAR 2016/17 BUDGET

Mr. Somoano provided a power point presentation on BWP's Draft Fiscal Year 2016/17 Budget. The presentation included discussion on the following electric highlights:

- Renewables
- Electric demand
- Multi-year rate plan

The impacts of contracted renewable energy, lower energy demand due to conservation, and lack of load growth are driving the proposed 2.10% rate increase. If approved, the proposed increase will take effect July 1, 2016.

The following water highlights were discussed:

- Governor's drought order
- Increased water costs
- Multi-year rate plan

The impacts of the drought, lower water demand, and the rising cost of purchased water from the Metropolitan Water District (MWD) are driving the proposed 3.40% water rate increase. If approved, the proposed increase will take effect July 1, 2016 along with a drought surcharge that would start as early as the fall of 2016.

The utility's proposed budget includes the MPP Fund, Tieton Fund, Street Lighting Fund and Communications Fund.

Mr. Regan discussed BWP's Fleet Plan that included the replacement of four vehicles and one piece of equipment.

Mr. Swe presented an update on the water rate design for the next fiscal year. The presentation included discussion on the following:

- Cost of service study
- Current water rates
- Monthly meter charges
- Customer impact and comparisons of other utilities

Mr. Somoano, Mr. Davis, Mr. Fletcher, Mr. Liu, Mr. Regan and Mr. Swe responded to Board member questions.

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

RESIDENTIAL CUSTOMER SATISFACTION RESEARCH RESULTS

Ms. Meyer introduced Ms. Ann Davis of RKS Research who presented the results of the yearend 2014 BWP residential customer satisfaction survey. She explained that customer surveys were performed either by phone interviews or online.

Through the survey, it was concluded that BWP has shown real improvement since the 2012 residential survey. Staff takeaways from the survey will include brand management, customer service, communications and solar.

Ms. Meyer and Ms. Davis responded to Board member questions.

This was an information only item. No action was taken

SUSTAINABLE BURBANK COMMISSION REPORT

Ms. Springer reported that she had attended the May 1 Sustainable Burbank Commission meeting. The following was discussed:

- Goals for 2016
- Workshop at Burbank Community Day School on composting in March

COMMENTS AND REQUESTS FROM BOARD MEMBERS

Mr. Herman commented that he would love to see an open house at BWP.

Mr. Smith thanked staff for great report preparation. Following up from his comment last month about EV charging programs, Mr. Smith reported that the PUC had approved SDGE and Edison's plans.

Mr. Ford asked what staff would be bringing back to the Board on water rates. Mr. Ford asked if staff knows how many Wi-Fi users there are in a day; Mr. Compton responded. Mr. Ford asked if BWP has long-term cost plans for undergrounding; Mr. Somoano responded. Mr. Ford asked if there are other ways to communicate that BWP is community owned.

Ms. Springer commented that a friend of hers got excellent service from BWP.

Mr. Olson reported that he spoke at Council on the standards for artificial turf.

INFORMATION FROM STAFF

Legislative Update. Mr. Hernandez discussed the following:

State:

- An extension on the executive order for the Emergency Drought Resolution passed on Monday, February 1, 2016.
- Successor tariff on net energy metering
- Aliso Canyon moratorium

Drought Update. Mr. Mace reported that since his last update snow statewide has grown to 114%. The Governor's order on the drought has been extended to October 2016. The State Water Project allocation has gone from 10 to 15%. Mr. Mace responded to Board member questions.

Alameda/Hollywood Way Station. Mr. Ancheta presented an update on the Alameda/Hollywood Way Station project. He commented that nothing has been done about enhancing the area since staff came to the Board in 2012. Staff has been approached by representatives of the nearby Talaria project that would like to use the area for construction parking. The abandoned substation would be demolished but preserved for future use as a substation.

Supreme Court on Demand Response. Mr. Fletcher reported that the Supreme Court on Demand Response is an incentive to reduce or increase load as needed. He commented that this is popular in the Midwest.

ADJOURNMENT

The meeting was adjourned at 10:06 p.m. The next meeting will be held on Thursday, March 3, 2016 at 5:00 p.m. in the third floor Boardroom at Burbank Water and Power.

Pat Hickman
Recording Secretary

Jorge Somoano
Secretary to the Board

Bob Olson, Chair, BWP Board



7A.

**CITY OF BURBANK
BURBANK WATER AND POWER
STAFF REPORT**

DATE: March 3, 2016
TO: BWP Board
FROM: Jorge Somoano, Acting General Manager, BWP
SUBJECT: January 2016 Operating Results

SAFETY

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

Water Results of Operations

For the month of January, water usage was 22% (85 million gallons) lower than budgeted due to conservation; and usage was 31% (target 24%) below the January 2013 standard. January Potable Water Revenues were \$253,000 lower than budgeted and Recycled Water Revenues were \$5,000 better than budgeted. January Water Supply Expenses were \$57,000 better than budgeted, corresponding to lower demand. January's Gross Margin was \$232,000 worse than budgeted. Net Income was a loss of \$573,000, which was \$232,000 worse than budgeted.

January fiscal-year-to-date (FYTD) water usage was 22% (743 million gallons) lower than budgeted due to conservation efforts by customers; and since June 1st, Burbank has been meeting the overall volumetric reduction required to be in compliance with state mandated conservation by being below 24% of the 2013 standard. FYTD January Potable Water Revenues were \$2,955,000 worse than budgeted and Recycled Water Revenues were \$420,000 worse than budgeted. FYTD Water Supply Expenses were \$1,801,000 better than budgeted, corresponding to lower demand. The FYTD Gross Margin was \$1,835,000 worse than budgeted. Operating Expenses were \$845,000 better than budgeted. Net Income was \$201,000, which was \$890,000 worse than budgeted.

Electric Results of Operations

For the month of January, electric loads were 6% lower than budgeted and Retail Sales were \$882,000 lower than budgeted, primarily due to conservation. January Power Supply Expenses were \$2,453,000 better than budgeted due to prior period true-up credits and lower demand. January's Gross Margin was \$1,610,000 better than budgeted. Net Income was \$1,407,000 which was \$1,706,000 better than budgeted.

FYTD January electric loads were 1% lower than budgeted and reflect conservation efforts offset by warmer than normal months of September and October. Retail Sales were \$483,000 better than budgeted. FYTD Power Supply Expenses were \$7,429,000 better than budgeted due to lower energy prices, higher than planned true-up credits, and renewable energy underperformance. FYTD Gross Margin was \$7,372,000 better

than budgeted. January FYTD Operating Expenses were \$2,363,000 better than budgeted. Net Income was \$13,750,000 which was \$10,104,000 better than budgeted.

WATER DIVISION

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

The State Natural Resources Agency released the preliminary draft chapters of the Bay Delta Conservation Plan (BDCP) in 2013. The State Natural Resources Agency later released a revised plan/tunnel alignment for the BDCP that would reduce the impact of the project to private property both during and after construction. Governor Brown supports the approval of the BDCP. The State Agencies have received public comment and have recirculated the revised documents for further public comment. The final documents will then be ready for adoption and any proposed actions.

The State Department of Water Resources released the Environmental Impact Statement (EIS) for the revised/recirculated BDCP (CA Water Fix) on July 10, 2015. Public meetings were held on July 28 and 29. Public comments were due October 30, 2015. The final EIR/S is anticipated to be released in early 2016. The release of the EIS has not changed anyone's mind as responses align with political and economic interests in the Delta and the water users outside of the Delta. The process will continue with governmental agency environmental reviews, possible opposition lawsuits and discussions among the potential users about project costs.

The final State Water Project (SWP) Allocation for 2015 was released on March 2, 2015 at 20%. Most precipitation has come as rain with very little contributing to the Sierra snowpack. Fortunately, the reservoirs had the capacity to capture the storm flows. The final snow pack measurement for the year was done on April 1 and found the snowpack to be 5% of normal. Concurrently, Governor Brown issued an Executive Order mandating a 25% reduction in urban water use statewide. The State Water Resources Control Board (SWRCB) finalized the regulations. The regulations were approved by the State Office of Administrative Law on May 18, 2015. These cover mandatory restrictions and reductions, reporting requirements, and possible fines (\$10,000/day) for non-compliance. In the final Executive Order regulations issued May 18, 2015, Burbank was in Tier 7 requiring a 28% reduction in overall water use from June 1, 2015 through the end of February 2016 (as measured against the same periods in 2013-14 and 2015-16). Residential per capita per day use was used to set the tier (conservation standard). Burbank staff challenged it, resulting in a Tier 6 or a 24% reduction standard on June 1. Data from June through February for 2014-15 showed a 7% reduction, requiring Burbank to find ways to reduce use by another 17%.

The SWP allocation for 2016 was set at 15% on January 26, 2016. It will likely increase later in the season once the full extent of this years' precipitation is realized and measured. The SWRCB decided in January to extend the Governor's Executive Order to October of 2016 but will reconsider this decision in April/May in light of subsequent precipitation that may occur.

Burbank implemented Stage II of the Sustainable Water Use Ordinance on August 1, 2014; and Stage III was implemented effective June 1, 2015. Stage III limits outdoor watering to two days a week, April thru October, and one day a week November thru March. Pools are also required to be covered and hand watering is limited to early morning and evening. Strictly adhering to the watering restrictions and conservation practices, rapidly completing remaining recycled water (RW) conversions and continuing to educate and remind the public will be necessary to meet the Conservation Standard. Enforcement through fines is being conducted with any funds received set aside to assist conservation efforts for low income customers during the drought.

The Metropolitan Water District (MWD) Board adopted a Water Supply Allocation Plan (WSAP) at a level 3 (15%) reduction at their monthly Board meeting on April 14, 2015. This is a 15% reduction on water deliveries based on a 15% reduction of retail sales. BWP was expecting this and is positioned to handle the reduced deliveries and avoid having to pay penalties for excess water deliveries. The Governor's order restricts much more deeply than this. The table below shows the gallons per capita day (GPCD) goals before and after the Governor's orders.

Year	20% by 2020 (Baseline)	20% by 2020 (Goal)	2012 (Actual)	2014 (Actual)	2015 (Actual)	2016 (Gov.'s goal)
GPCD	193	155	149	162	139	125
Reduction of Baseline %	0%	20%	29%	16%	28%	35%

Year-end data for last fiscal year (FY 14/15) showed water use by the City was reduced by 10.65% from budget for the fiscal year. Given that temperatures were generally higher than normal last fiscal year, the 10.65% reduction in use can reasonably be attributed to conservation efforts by our customers. This totals to 680 million gallons of potable water saved last fiscal year. **More specifically, the encouraging trend for reduced use by month in 2015 compared to 2013 for the months January through May were 3.95%, 6.32%, 14.65%, 14.22% and 22.62%, respectively.**

The actual measurement period dictated by the Governor's Executive order began June 1st. **In the months of June, July, August, September, October, November, December of 2015 and January of 2016, potable water use was 26%, 28%, 27%, 30%, 26%, 24%,21% and 31% respectively, below the 2013 benchmark and meeting the 24% state mandated conservation standard in all but December; but meeting the overall volumetric reduction for the nine month period.** GPCD usage for January was 98 GPCD. The two day a week watering restriction played a large part in water use reduction in the warmer months. The heaviest water use months are through October. Outdoor watering is limited to one day a week November through March. Because watering limitations were not in effect in 2013, significant reduction in water use from 2013 is expected to continue and enable Burbank to meet the reduction goal. Significant rainfall in January helped to further lower the GPCD for the month. Heavy rains in Southern California due to a strong El Nino have yet to materialize but may yet occur.

Upcoming winter weather aided by a strong El Nino may affect whether the Governor's Executive Order is extended beyond February of 2016. It is not expected that one year of more than average precipitation will break the drought. Events through March will determine whether the executive order will be extended.

January 2016 data shows a continued trend in lower water usage, a 31% decline in usage compared to January 2014, exceeding the state mandated conservation standard for the month. As the water tower graphic shows, through January, our community has saved 1.179 billion gallons against our nine-month one billion gallon reduction goal.

Continued early morning patrols by Customer Service personnel for enforcement of watering restrictions indicates a significant number of violations. Letters and fines are being issued per policy. It appears that if watering restrictions were practiced by all customers, Stage III of the Sustainable Water Use Ordinance may not have been totally necessary.

You Did It! One Billion Gallons Saved!

Burbank has officially saved **one billion gallons** of water. Thank you for sticking to the outdoor watering schedule, taking shorter showers, washing only full loads of laundry and dishes, and for every effort you've made to conserve water in this drought. We are *overflowing* with gratitude!

View the latest water savings at BurbankWaterAndPower.com

The BOU was 95.56% available for service in January. All Liquid Phase Granulated Activated Carbon Filters were on on-line for the entire month. Well V-07 went off-line at the end of October and was off through January. It will come back on-line when a well pump service company can be scheduled to reinstall the pumping equipment. The necessary replacement parts are on hand. The effects of the 2/1 (Summer/Winter) day a week landscape watering restrictions as well as the January rain had an impact on demand. BWP is maximizing BOU production by optimizing the blend with MWD treated water.

Availability	Production	Average Flow Rate (gallons per minute)
95.56%	46.74%	4,206

Project Updates:

Work began at the beginning of November to extend the 12-inch potable main in Ontario St. from Monterey Ave. to Pacific Ave. This project allowed the conversion of the training areas at the Fire Training Center to RW. Transfer of services and abandonment/removal of old pipe was completed in January. The project is complete and the Fire Department will now train with RW.

Work started at the beginning of January on installing a new 12-inch ductile iron potable water main in Lima St. between Olive Ave. and Alameda Ave. This is part of the Talaria project and was completed mid February.

Work started at the end of January on an 8-inch ductile iron RW main extension in Avon St. to support the Talaria project. Completion is expected in May.

The Joint Service Agreement (JSA) between BWP and the Los Angeles Department of Water and Power (LADWP) was executed by LADWP, (1/28/15). This agreement covers the construction of RW mains in the City of Los Angeles by Williams Brothers Contractors under contract to BWP with all costs for the work to be reimbursed to BWP from LADWP. The work under the agreement is three extensions into Los Angeles from points of metered connection to the BWP RW system for delivery of RW to end use customers in Los Angeles. Once active, BWP will receive an equal volume of ground water pumping credits for the water delivered to Los Angeles. The estimated current value of this exchange is \$180,000 annually. Contract discussions are complete with Williams Brothers and the project cost has been accepted by LADWP. The BWP Board awarded the contract for the first two extensions at the June Board meeting. Construction on these two extensions began in October and will be complete by mid March 2016. Total construction time to complete all three extensions is 18-24 months. The Notice to Proceed for the first two phases was issued at the beginning of September. Actual construction started in mid-October. Completion of the first two phases is anticipated in March. Phase three should begin in March. LADWP is seeking approval from their Board to increase the contract cost on phase three because of additional cost due to reduced work hours and street repairs required by the City of L.A.

Painting of the Recycled Water Pump Station #1 at the Water Reclamation Plant by an outside contractor began the last week of January and was complete by mid -February.

The Warner Bros. parking lot, the Claim Jumper restaurant and a multi-family residence at 1124 East Angeleno Ave. were connected to RW in December. The Warner Bros. Phase V (Main lot) and the Pointe's cooling towers were converted the first two weeks of January. The CSATF office building on Winona Ave. was converted in January.

Disney made a specific commitment to BWP management to convert the Main lot cooling towers, and facilities at the Animation and ABC 7 properties by the end of November. The Main lot cooling towers and the ABC 7 irrigation were converted. A contractor is working on the cooling towers and irrigation for the Animation Bldg. which is expected to be converted in early March. Work on the cooling towers at ABC 7 will remain to be tracked until converted. A satellite Disney Building at Alameda Ave. and California St. is scheduled for conversion in early March.

The Burbank Avalon Media Center (Oak & Pass) is in process for conversion to RW. FotoKem is preparing to convert some film processing to RW.

Significant progress was made in moving Valhalla Memorial Park to convert the main portion of the Cemetery to RW. A Memorandum of Understanding (MOU) in final draft was presented to the BWP Board at the January meeting. The MOU is planned to be presented to City Council on February 23 for authorization of the General Manager to execute. Conversion and use of RW could occur as early as March.

Installation in progress for Valhalla 6-inch RW service





Installation of 12-inch Potable water main & services in front of the Talaria project on Lima Street from Alameda to Olive





WATER WASTE CITATION SUMMARY

When Governor Brown announced mandatory water restrictions in April 2015, the City of Burbank was given a 24 percent reduction target to reduce water use compared to 2013 water sales. BWP implemented Stage 3 of the City’s Sustainable Water Use Ordinance, which restricts outdoor watering using potable water to two days per week in the summer months (June to October) and one day per week in the winter months (November to May).

Rather than rely on enforcement alone, BWP created the Drought Patrol team to walk the neighborhood beat and inform and educate residents about the drought and the City’s watering restrictions. In any cases of potential ordinance violations, the Drought Patrol team issued warning notification letters. After at least two letters, and if the violation was not corrected, the team issued a \$100 citation. If the \$100 citation did not scare a resident straight, then a subsequent citation of \$200, and then \$500 was issued. For the vast majority of cases, a warning letter contained enough information for a resident to correct their violation – changing their irrigation timer to water on the correct day or not during daytime hours. For cases that required follow-up, below is a summary of all citation activity through January 31, 2016.

Total Citations	200
Citations paid/fixed	134
Citations waived	13
Citations outstanding	53
Revenue collected	\$9,600

The revenue collected from citations is being used for the Water Leak Assistance program, which provides grant and loan options for Lifeline and senior customers for device-based repairs on the customer's side of the water meter.

DISTRIBUTION

ELECTRIC RELIABILITY

Outages

In January 2016, BWP experienced one sustained feeder outage and one substation outage which is described further below. In the past twelve months, automatic reclosing has reduced customer outage time by approximately 1,570,118 customer minutes.

Reliability Measurement	Feb 2014-Jan 2015	Feb 2015-Jan 2016
Average Outages Per Year (SAIFI)	0.2809	0.3663
Average Outage Duration (CAIDI)	28.20 minutes	52.02 minutes
Average Service Availability	99.999%	99.996%
Average Momentary Outages Per Year (MAIFI)	0.3441	0.3750
No. of Sustained Feeder Outages	12	13
No. of Sustained Outages by Mylar Balloons	1	0
No. of Sustained Outages by Animals	1	0
No. of Sustained Outages by Palm Fronds	2	2

PROJECT UPDATES:

SUBSTATIONS

34.5 kV Capacitor Bank Circuit Breaker Replacement at Valley Substation

BWP's substation maintenance crews replaced an operationally limited 34.5 kV oil circuit breaker (OCB) with a 34.5 kV gas circuit breaker (GCB). The GCB, being fully rated, improved operational flexibility by having the capability to withstand the temporary high voltage and currents it's exposed to when turning the capacitor bank on or off.



Removal of Oil Circuit Breaker at Valley Substation



Gas Circuit Breaker at Valley Substation

ELECTRIC MAPS AND RECORDS

ArcGIS Online Pilot Using iPad

The Electric Maps and Records Group has been working closely with Electrical Distribution on a pilot project using a tablet with our after-hours streetlight patrolman that will help eliminate redundant data entry, as well as provide critical data in the field to allow for more timely service restoration decisions. By using an application called ArcGIS Online, part of our ESRI software suite, we are now able to share data with our field personnel remotely. We are also able to capture information as it is being updated, take photos, and even provide access to reference documents.

The pilot focused on streetlight replacements and trouble call response. With input from the end users, proper attribute values in the form of pick lists were configured to allow for easy entry. With the use of the iPad, they are able to access the application and input the information as the job is completed. This information is then uploaded automatically to our GIS mapping system for Electric Maps and Records to update. In addition, with the availability of the circuit and phasing data through the iPad, the streetlight patrolman can now quickly identify which circuit and assets are affected and what level of additional crew assistance is needed for the trouble call.

STREET LIGHTING

LED Replacement Program

In accordance with the 2014 Street Lighting Master Plan, BWP began replacing 100W and 250W HPS streetlight luminaires with LED luminaires. Replacement is carried out on a maintenance basis and LEDs are installed daily as the HPS luminaires burn out. Currently, the CREE XSPR LED 42W has been selected to replace the 100W HPS luminaire and the CREE XSP2 LED 102W replaces the 250W HPS luminaire. To date, 19.64% of the total streetlight luminaires have been converted to LEDs and Table 1 below details the breakdown of the light in the City's street lighting system as a percentage of the total.

TYPE OF LAMP	# OF LIGHTS MAY 2014	# OF LIGHTS TO DATE	UNIT CHANGE	% OF TOTAL # OF LIGHTS
HIGH PS SODIUM				
70W	19	19	0	0.20
100W	3,664	2,585	-1,079	27.20
150W	17	17	0	0.18
200W	3	3	0	0.03
250W	2,979	2,392	-587	25.17
360W	14	14	0	0.15
400W	2,157	2,056	-101	21.64
LOW PS SODIUM				
55W	137	137	0	1.44
FLUORESCENT				
85W	128	128	0	1.35
INCANDESCENT				
2500 LUMEN	10	10	0	0.11
4000 LUMEN	1	1	0	0.01
100W INC.	74	74	0	0.78
METAL HALIDE				
250W	190	190	0	2.00
400W	10	10	0	0.11
LED				
42W	1	1,099	1,098	11.57
102W	1	686	685	7.22
120W	63	63	0	0.66
150W	18	18	0	0.19
TOTAL # OF LAMPS	9,486	9,502	16	100
ENERGY				
Annualized Mwh	9,267	8,291	-976.78	
Average Mwh/lamp	0.98	0.87	-0.10	

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

CUSTOMER SERVICE

Plug-In Electric Vehicle (PEV) Charging Program.

27 PEV charging stations are in service, including 16 new curbside stations. On July 1, 2015, new Time of Use (TOU) pricing for public EV charging commenced with a rate of 17.44 cents per kilowatt hour (kWh) for Level 1 and Level 2 charging during off-peak hours. Between the hours of 4pm and 7pm during the summer, pricing has increased to 30.53 cents per kWh. Staff is monitoring usage. The 327 Pass Ave location recorded the most sessions (305) with 469 total charging hours of usage. The 301 E. Olive location recorded the fewest sessions (71) with 118 total charging hours of usage.

Month of usage	KWh	GHG savings in kilograms (kg)	Charging time (hours)*
January 2016	13,011	5,465	3,028
December 2015	12,378	5,199	2,959
November 2015	12,853	5,398	3,076
October 2015	13,058	5,485	3,509
September 2015	12,514	5,256	3,155
August 2015 **	11,045	4,639	2,715
July 2015	8,771	3,684	2,095
June 2015	8,500	3,570	2,022
May 2015	7,462	3,134	1,786
April 2015	7,136	2,997	1,587
March 2015	6,440	2,705	1,545
February 2015	4,411	1,852	1,115
January 2015	6,434	2,702	1,526

* With the new curbside chargers, and given the City's new ordinance regarding electric vehicle parking, we are now reporting total charging hours instead of occupied time.

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

Rooftop Solar

Not so many years ago, residential rooftop solar was priced beyond the reach of most households. Falling prices, rebates and tax incentives, and no-money-down leasing arrangements have created a new solar reality for many Californians. In a November 2014 survey, just under a third of Burbank homeowners said they plan to install solar energy at their home in the next two years. The following table will be updated monthly to report on Burbank's rooftop solar impact.

Month	Number of Solar Systems Installed This Month	Number of Solar Systems Installed FYTD	Total Solar Systems in Burbank	Total Solar Kilowatts
January 2016	27	111	404	3,962
December 2015	16	84	377	3,829
November 2015	18	68	361	3,741
October 2015	14	50	343	3,667
September 2015	15	36	329	3,598
August 2015	11	21	314	3,525
July 2015	10	10	303	3,467
June 2015	11	91	293	3,431
May 2015	5	80	282	3,368
April 2015	14	75	277	3,341
March 2015	8	61	263	3,257
February 2015	14	53	255	3,215
January 2015	7	39	241	3,155

TECHNOLOGY

Broadband Services (ONE Burbank)

	January New Orders	Revenues for January 2016	FYTD 2015-16 Revenues	FYTD Budget
Lit	3	\$114,561	\$719,590	\$495,833
Dark	3	\$182,356	\$1,241,342	\$1,487,500
Total	6	\$296,917	\$1,960,932	\$1,983,333

BWP WiFi

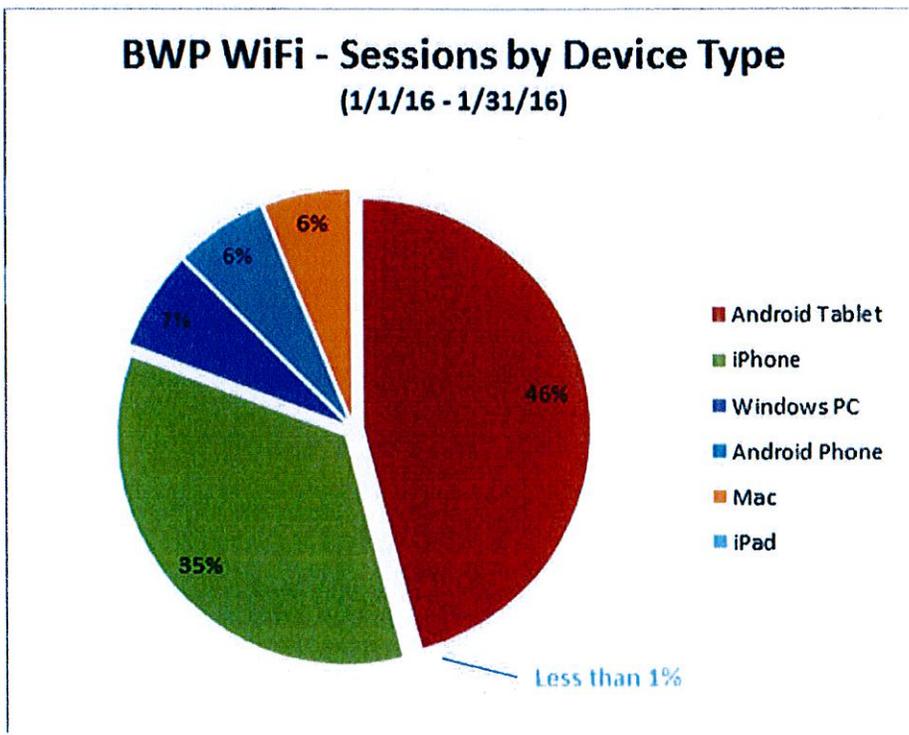
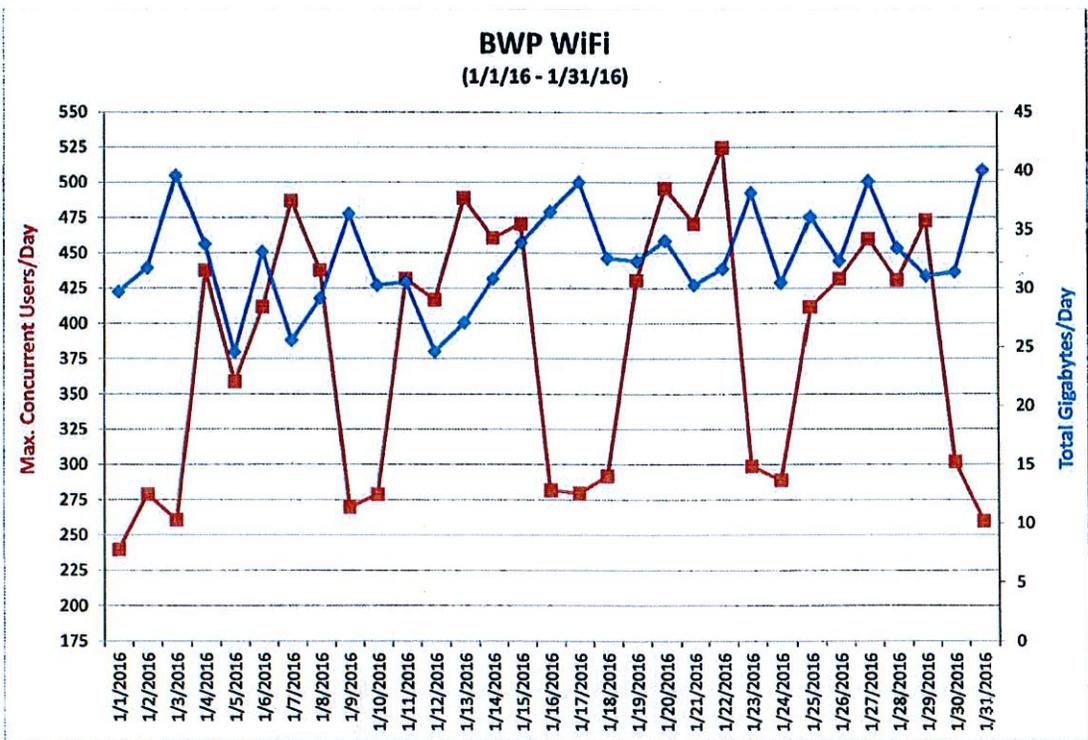
On August 17, 2015, BWP WiFi launched throughout the City of Burbank as a free citywide wireless community broadband service.

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

Maximum Concurrent Users: 525 users on 1/22/16

Maximum Bandwidth Consumed: 40.01 GB on 1/31/16

Maximum Sessions by Device Type: Android Tablets with 46% of all sessions



POWER SUPPLY

Project Updates:

Power Supply Engineering

Variable Frequency Drive Project

This project has an approved budget to engineer, procure, and install a Variable Frequency Drive (VFD) system on the Fuel Gas Compressors (FGC) at the Magnolia Power Plant (MPP) to save energy and improve the system's reliability. The existing FGC equipment consists of two fully redundant reciprocating gas compressor skids that operate at a fixed motor speed and are configured with a gas recirculation control valve to accommodate fluctuations in service demand. This recirculation loop normally transfers about one-third of the compressed fuel volume flow, which represents a significant amount of wasted energy that can effectively be mitigated through implementation of the proposed VFD system.

The VFD equipment was delivered to the MPP site in April 2015. BWP mechanics have leveled the VFD equipment, and are now grouting the equipment in its final location inside the MPP Steam Turbine Generator (STG) building. Engineering work on the interconnection wiring and controls logic is in progress, and a GE Industrial representative is identifying what it would take to employ an existing spare motor contactor in the VFD system. After all the electrical details are issued for construction, BWP electricians will run the power and control cables needed to complete the VFD installation. The date for commissioning of this equipment is dictated by coordination with the updated planned outage schedule adopted by the MPP participants. The current planned outage schedule allows for commissioning of the VFD to occur in February 2017.

Power Resources

Intermountain Power Project (Delta, UT) Renewal Progress

The Intermountain Power Project (IPP) participants, including BWP, have reached agreement on post-coal repowering (called "renewal") for IPP. At its June 4, 2015 meeting, the BWP Board recommended the renewal contracts for approval by the Burbank City Council; the Burbank City Council approved the contracts at its June 30, 2015 meeting.

At the same time, the other California participants in IPP – Anaheim, Glendale, Los Angeles, and Riverside – and IPP's Utah participants have completed their respective approval processes.

In light of these approvals, the IPP participants have begun to hold the organizational meetings of the committee charged with recommending the definition of and implementation plan for the renewal (including potential upgrades to the Southern Transmission System), called the Renewal Generation & Transmission Sub-Committee. The Committee meets monthly.

Compressed Air Energy Storage Initiative

BWP staff continues to work with project development firm Pathfinder to explore a possible compressed air energy storage (CAES) project at the IPP site. While due diligence is ongoing, such a project has the potential to enable BWP to significantly increase its use of renewable energy while maintaining reliable electric service and affordable rates for BWP's customers. In particular, CAES at the IPP site may be able to firm and shape cost-effective renewable energy, brought to IPP by a new transmission project and transmitted to Southern California by the existing Southern Transmission System, the transmission line that brings IPP's output to our area. Such a project might also absorb excess California solar generation during peak solar hours, helping to mitigate the anticipated "Duck Curve" of over-generation and fast-ramping requirements in California resulting from increased solar penetration.

In this connection, in March 2015, BWP, Pathfinder, and CAES equipment manufacturer Dresser-Rand submitted a non-binding, preliminary "Part One" loan guarantee application to the US Department of Energy for the financing of a 317 MW (gross) CAES pilot project at Delta. On August 19, 2015, that Part One application was approved, allowing the project proponents to submit a much more detailed "Part Two" application as soon as April 13, 2016. BWP, Pathfinder, and Dresser-Rand are working to further develop the project in anticipation of that Part Two submission. That work includes front-end engineering and design, further defining the commercial structure for the project, siting issues, and further stakeholder development.

In the meantime, major western utility PacifiCorp has begun working with us to develop the project. BWP and Pathfinder are also discussing the project with the California Independent System Operator (the "CAISO") so that CAISO participants (such as fellow SCPA members Riverside and Pasadena) could also participate in the project. On a parallel path, BWP and Pathfinder are actively working to bring LADWP, Intermountain Power Agency (the State of Utah instrumentality that owns IPP), and IPP participants into the effort, perhaps as a component of IPP renewal.

BWP is also assessing other energy storage opportunities and technologies to best serve its customers with reliable, affordable, and sustainable power. As noted above, BWP is also pursuing a comprehensive IRP process; this process is expected to be completed in early 2016. The IRP will assist BWP in determining the appropriate solution for BWP at IPP.

Balancing Authority Services

In 2011, LADWP had cancelled the Southern California Utility Power Pool (SCUPP) agreement, which governed the participation of LADWP, BWP, and Glendale Water and Power (GWP) in LADWP's balancing authority. Operations do not appear to have been affected by the cancellation of the SCUPP agreement.

In July 2014, LADWP revised its OATT. LADWP intended to use the rates in this new OATT to charge BWP and GWP under a balancing authority (BA) agreement. BWP and GWP determined that the OATT was improperly developed and would result in \$4.5 million to \$20 million in additional costs to each of BWP and GWP under such a BA agreement. To protect ratepayer interests, in April 2015 BWP and GWP jointly filed a

complaint before the Federal Energy Regulatory Commission (FERC) challenging LADWP's OATT.

In response, LADWP asked for an opportunity to revise its OATT. BWP and GWP agreed to settle the complaint, giving LADWP two years to develop a new OATT in exchange for (1) restoration of BWP's and GWP's respective rights at the Sylmar Substation and (2) negotiation of a BA agreement reflecting current industry policy and practice and cost-based services.

Months of intensive negotiations resulted in agreements that achieve these objectives. The LADWP Board and the Los Angeles City Council approved the agreements in late October 2015. The BWP Board and the Burbank City Council approved these agreements in November 2015 and the Glendale City Council approved the agreements on November 17, 2015. The staff of all three utilities are now working to implement these agreements.

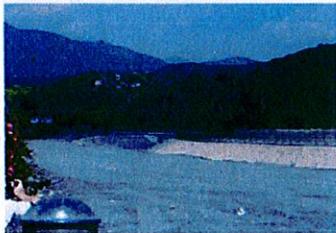
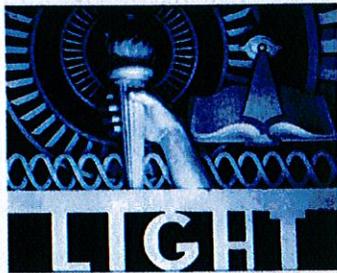
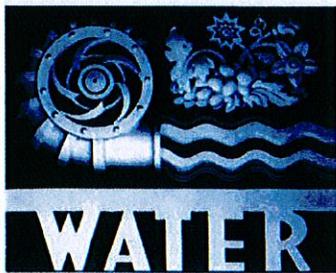
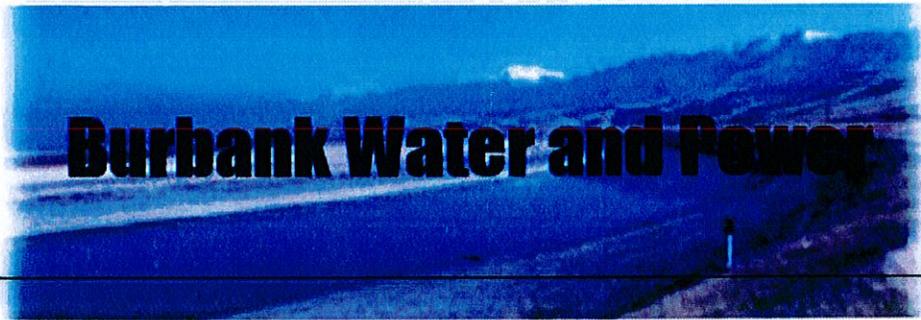
Power Resources

Integrated Resource Planning (IRP) Process

BWP is in the midst of a comprehensive IRP process. An IRP is a comprehensive planning process by which a utility communicates with its stakeholders about the opportunities and challenges associated with the community's projected energy demands and the alternative power supply and conservation demand management resources, as well as the environmental issues related to reliably meeting the demand for energy.

BWP's IRP team shaped an IRP process to meet Burbank's needs, with a significant emphasis on public outreach. Following preliminary public outreach in Spring 2014, focused on helping the public understand BWP's business and the issues it faces, and to seek public feedback, BWP engaged Liedos (formerly SAIC and R.W. Beck), a major power industry engineering and consulting firm, to assist in detailed scenario modeling.

This modeling is now complete and staff reported its preliminary conclusions to the Board and Council in December 2014 and January 2015. In the meantime, BWP staff is working to integrate public feedback, modeling results, and other considerations into detailed planning observations and conclusions. These observations and conclusions, along with the IRP process and public feedback, will be reflected in a comprehensive IRP document. This document is expected in early 2016.



**Estimated Financial Report
January-16**

Electric Fund (496)
Estimated Statement of Changes in Net Assets
MTD and FYTD January 2016
(\$ in 000's except MWh Sales)

MTD FY 15-16	MTD Jan-16		%	FYTD FY 15-16	FYTD Jan-16		%
	Budget	Variance			Budget	Variance	
86,271	91,596	(5,325)	(5.8%) (a)	708,186	718,028	(9,842)	(1.4%) (A)
\$ 12,796	\$ 13,678	\$ (882)	(6.4%) (b)	\$ 110,624	\$ 110,141	\$ 483	0.4%
511	511	-	0.0%	2,933	3,577	(645)	(18.0%) (B)
6,490	8,943	2,453	27.4% (c)	62,675	70,105	7,429	10.6% (C)
6,817	5,246	1,571	29.9%	50,881	43,614	7,268	16.7%
989	3,904	(2,914)	(74.7%)	15,207	46,202	(30,995)	(67.1%)
885	3,839	2,954	76.9%	14,332	45,432	31,100	68.5%
104	65	39	60.2%	875	770	105	13.6%
6,922	5,311	1,610	30.3%	51,756	44,384	7,372	16.6%
1,028	1,028	-	0.0%	6,767	7,283	517	7.1% (D)
144	144	-	0.0%	941	929	(13)	(1.4%)
243	243	-	0.0%	1,331	1,619	288	17.8% (E)
444	444	-	0.0%	3,037	3,111	75	2.4%
332	332	-	0.0%	2,118	2,866	748	26.1% (F)
345	370	26	7.0%	2,516	2,789	273	9.8%
164	164	-	0.0%	1,116	1,151	35	3.0%
84	84	-	0.0%	594	684	91	13.2%
190	190	-	0.0%	1,059	1,142	83	7.3%
1,545	1,545	-	0.0%	10,549	10,816	267	2.5%
4,519	4,545	26	0.6% (d)	30,028	32,391	2,363	7.3%
2,402	766	\$ 1,636	213.6%	\$ 21,728	\$ 11,992	\$ 9,736	81.2%

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

(\$ in 000's)

MTD FY 15-16	MTD Jan-16 Budget	\$ Variance	% Variance
\$ 2,402	\$ 766	\$ 1,636	213.6%
96	96	-	0.0%
126	126	-	0.0%
(406)	(406)	-	0.0%
(185)	(185)	-	0.0%
2,218	582	1,636	281.4%
630	684	54	7.9%
181	197	16	8.1%
811	881	70	7.9%
1,407	(299)	1,706	(569.9%)
355	355	-	0.0%
\$ 1,761	\$ 55	\$ 1,706	3087.0%

FYTD FY 15-16	FYTD Jan-16 Budget	\$ Variance	% Variance
\$ 21,728	\$ 11,992	\$ 9,736	81.2%
640	669	(29)	(4.3%)
1,334	922	412	44.7%
(2,845)	(2,844)	1	(0.0%)
(871)	(1,253)	383	30.5%
20,857	10,739	10,118	94.2%
5,521	5,507	(14)	(0.3%)
1,586	1,586	(0)	(0.0%)
7,107	7,093	(14)	(0.2%)
13,750	3,646	10,104	277.1%
739	2,482	(1,743)	(70.2%)
\$ 14,489	\$ 6,128	\$ 8,361	136.4%

Operating Income/(Loss)

Other Income/(Expenses)

Interest Income

Other Income/(Expense)

Bond Interest Expense

Total Other Income/(Expenses)

Income before Contributions & Transfers

In Lieu

Street Lighting

Total Contributions & Transfers

Net Income

Capital Contributions (AIC)

Net Change in Net Assets

• () = Unfavorable

• This report may not foot due to rounding.

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

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
A.	Electric Usage in MWh	708,186	718,028	(9,842)	- FYTD NEL is 1.4% below budget due to conservation offset by a warmer than normal September and October. FYTD CDD were 1,333 versus the 30 year average of 1,064.
B.	Other Revenues	2,933	3,577	(645)	- Other revenues include items such as damaged property recovery, connection fees, late fees, and tampering fees which tend to fluctuate and are well under budget. Also included in other revenues are transmission, telecom, and internet revenues, which are near or on budget.
C.	Retail Power Supply & Transmission	62,675	70,105	7,429	- The favorable variance is primarily attributable to lower energy prices than planned and economic dispatch by managing and optimizing resources to meet system load, prior period true up credits, and receiving less renewable energy than planned.
D.	Distribution	6,767	7,283	517	- The favorable variance is attributable to unfilled and underfilled positions, and associated benefits, to higher than planned labor credits for capital work and work for others, and the timing of payments for contractual services.
E.	Finance, Fleet, & Warehouse	1,331	1,619	288	- The favorable variance is partially attributable to the timing of payments for insurance, software and hardware. Also included in the variance, Finance estimates it will not spend at least \$105k of its budgeted PSAs for consulting on regulatory accounting, rate making, and audit.
F.	Customer Service, Marketing & Conservation	2,118	2,866	748	- The favorable variance is partially attributable to the timing of payments for professional services and maintenance agreements. Also included in the variance, Customer Service estimates it will not spend at least \$150k of its budgeted PSAs for maintenance agreements.
G.	Other Income/(Expense)	1,334	922	412	- The favorable variance is attributable to un-budgeted miscellaneous revenue, such as, property disposition. Also included are the BABS subsidy and MPP Site Lease Fees, which are near or on budget.
H.	Capital Contributions (AIC)	739	2,482	(1,743)	- The unfavorable variance is attributable to the timing of Aid in Construction projects.

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

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
a.	Electric Usage in MWh	86,271	91,596	(5,325)	NEL is 5.8% below budget due to conservation. MTD HDD were 314 versus the 30 year average of 283.
b.	Retail Sales	12,796	13,678	(882)	Retail revenues are lower primarily due to conservation.
c.	Retail Power Supply & Transmission	6,490	8,943	2,453	The favorable variance is primarily attributable to \$1,945k of prior period true up credits and lower NEL.
d.	Total Operating Expenses	4,519	4,545	26	Expenses, other than retail power supply and transmission, wholesale power supply, in-lieu, and street lighting, have not closed for January 2016 and are estimated at budgeted values.

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

	Jan-16	Dec-15	Nov-15	Sep-15	Jun-15	Mar-15	Dec-14	Sep-14	Recommended Reserves	Minimum Reserves
Cash and Investments										
General Operating Reserve	\$ 62,081	\$ 60,093	\$ 60,487	\$ 54,913	\$ 51,426	\$ 53,399	\$ 53,109	\$ 48,449	\$ 54,060	\$ 36,340
Capital & Debt Reduction Fund	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	15,000	3,000
BWP Projects Reserve Deposits at SCPPA	15,837	15,837	15,828	15,814	15,778	15,749	15,703	15,682		
Sub-Total Cash and Investments	<u>87,918</u>	<u>85,929</u>	<u>86,315</u>	<u>80,727</u>	<u>77,204</u>	<u>79,148</u>	<u>78,811</u>	<u>74,131</u>	<u>69,060</u>	<u>39,340</u>
Capital Commitments	(17,000)	(17,000)	(17,000)	(17,000)	(17,000)	(17,000)	(17,000)	(17,000)		
Public Benefits Obligation	(4,864)	(4,514)	(4,790)	(4,943)	(4,144)	(4,704)	(4,922)	(4,842)		
Biogas Commitment	(7,678)	(7,528)	(7,370)							
Cash and Investments (less Commitments)	<u>58,376</u>	<u>56,888</u>	<u>57,155</u>	<u>58,784</u>	<u>56,060</u>	<u>57,444</u>	<u>56,889</u>	<u>52,289</u>	<u>69,060</u>	<u>39,340</u>
Restricted Cash										
Debt Service Fund & Other Restricted Cash (e)	3,139	1,881	4,319	2,523	635	3,471	4,404	2,488	1,881	1,881
Parity Reserve Fund (b)	4,546	4,546	4,546	4,454	4,454	4,268	4,268	4,268	4,546	4,546
Sub-Total Restricted Cash	<u>7,685</u>	<u>6,427</u>	<u>8,865</u>	<u>6,977</u>	<u>5,089</u>	<u>7,739</u>	<u>8,672</u>	<u>6,757</u>	<u>6,427</u>	<u>6,427</u>
Total Cash	<u>\$ 95,604</u>	<u>\$ 92,356</u>	<u>\$ 95,180</u>	<u>\$ 87,704</u>	<u>\$ 82,293</u>	<u>\$ 86,888</u>	<u>\$ 87,483</u>	<u>\$ 80,887</u>	<u>\$ 75,487</u>	<u>\$ 45,767</u>

• Statement of Cash Balances may not foot due to rounding.

(a) Debt Service Funds are funds used to pay principal and interest on Fund 496 Bonds. This balance increases monthly to cover the semi-annual bond interest payments, which are paid in December and June of each year, and the annual bond principal payments, which are paid in June of each year.

(b) Parity Reserve Funds are funds restricted for debt service defaults in case revenues are insufficient to satisfy debt service requirements.

Actual January 2016 Budget to Actual P&L Variance Highlights - Electric Fund
(in 000's)

	Month-to-Date		Budget to Actual Variance
	Favorable Items	Unfavorable Items	
MTD NET INCOME - \$1,407	\$ 1,706		\$ 1,706
MTD GROSS MARGIN VARIANCE			
Retail Sales		(882)	(882)
Power Supply and Transmission			-
- Prior period true-up credits	1,945		1,945
- Lower NEL	508		508
Wholesale Margin	39		39
Other Revenues			-
Total	2,492	(882)	1,610
MTD EXPENSE AND OTHER VARIANCES			
Public Benefits	26		26
In-lieu and Street lighting	70		70
Total	96	-	96



	Fiscal Year-to-Date		Budget to Actual Variance
	Favorable Items	Unfavorable Items	
FYTD NET INCOME - \$13,750	10,104		10,104
FYTD GROSS MARGIN VARIANCE			
Retail Sales	483		483
Power Supply and Transmission			
- Lower energy prices and economic dispatch	4,209		4,209
- Prior period true-up credits	2,430		2,430
- Renewable under delivery	790		790
Wholesale Margin	105		105
Other Revenues		(645)	(645)
Total	8,017	(645)	7,372
FYTD EXPENSE AND OTHER VARIANCES			
Operating expenses	2,363		2,363
In-lieu and street lighting		(14)	(14)
Other	383		383
Total	2,746	(14)	2,732

Burbank Water and Power
Water Fund (497)
Estimated Statement of Changes in Net Assets - Footnotes
FYTD January 2016
(\$ in 000's except Gallons)

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
A.	Water put into the system in Millions of Gallons	2,696	3,438	(743)	- YTD Potable water demand was lower than planned due to conservation and enactment of Governor Brown's Water Restriction Legislation effective June 1st. The City is under the Stage III Burbank Sustainable Water Use Ordinance that limited irrigation to two days per week through October and one day per week from November to January. FYTD CDD were 1,333 versus the 30 year average of 1,064.
B.	Potable Water Revenue	13,337	16,292	(2,955)	- The WCAC impact decreased potable water revenues by \$173k FYTD. Without this adjustment, potable water revenues would be unfavorable by 17.1%.
					FYTD Actual <u>6,121</u>
					5,948
					<u>\$ 173</u>
C.	Recycled Water Revenue	1,808	2,228	(420)	- Recycled water sales are lower than planned and likely impacted by conservation.
D.	Water Supply Expense	5,948	7,749	1,801	- The favorable variance is attributable to lower demand and staff maximizing BOU production by optimizing the blend with MWD treated water.
E.	Operations Maintenance - Potable	3,487	3,841	354	- The favorable variance is attributable to lower than planned expenses for uncollectible receivables, utilities, and departmental supplies.
F.	Operations Maintenance - Recycled	873	1,020	147	- The favorable variance is attributable primarily to lower than planned electricity costs for water pumping.
G.	Other Income/(Expense)	389	297	92	- The favorable variance is attributable primarily to proceeds from the sale of obsolete equipment at auctions.

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

Foot- note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
a.	Potable Water Usage in Millions of Gallons	301	386	(85)	Potable water demand in January was lower than planned due to conservation, and enactment of Governor Brown's Water Restriction Legislation effective June 1st. The City is under the Stage III Burbank Sustainable Water Use Ordinance which limited irrigation to one day per week. MTD HDD were 314 versus the 30 year average of 283.
b.	Potable Water Revenue	1,480	1,734	(253)	The WCAC impact increased potable water revenues by \$121k MTD. Without this adjustment, potable water revenues would be unfavorable by 21.6%.
					WCAC Revenue
					WCAC Expenses
					<u>WCAC revenue deferral (increased revenues)</u>
c.	Water Supply Expense	802	859	57	The favorable variance is attributable to lower demand and staff maximizing the use of BOU produced water to blend with MWD treated water.
d.	Total Operating Expenses	1,359	1,359	-	Expenses have not closed for January 2016 and are at budgeted values other than Water Supply expense.
					MTD Actual
					\$ 681
					802
					<u>\$ (121)</u>

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

	Jan-16	Dec-15	Nov-15	Sep-15	Jun-15	Mar-15	Dec-14	Sep-14	Recommended Reserves	Minimum Reserves
Cash and Investments										
General Operating Reserves	\$ 8,089	\$ 8,271	\$ 12,557	(a) \$ 11,261	\$ 10,021	\$ 10,415	(c) \$ 15,464	\$ 13,285	\$ 9,760	\$ 5,240
WCAC	1,062	1,183	1,179	1,118	890	565	267	257	2,000	1,000
Capital Reserve Fund	2,220	2,220	2,220	2,220	2,220	2,220	2,220	2,220	4,000	1,000
Sub-Total Cash and Investments	11,371	11,674	15,955	14,599	13,131	13,200	17,952	15,762	15,760	7,240
Capital Commitments	(897)	(1,069)	(1,241)	(1,585)	(2,101)	(2,617)	(3,133)	(3,486)		
Public Benefits Obligation	0	0	0	0	0	(220)	(415)	(479)		
Cash and Investments (less commitments)	10,474	10,605	14,714	13,014	11,030	10,363	14,403	11,797	15,760	7,240
Restricted Cash										
Debt Service Funds (b)	731	384	1,299	695	1,838	1,063	1,216	682	384	384
Sub-Total Restricted Cash	731	384	1,299	695	1,838	1,063	1,216	682	384	384
Total Cash	\$ 12,102	\$ 12,059	\$ 17,254	\$ 15,295	\$ 14,969	\$ 14,263	\$ 19,168	\$ 16,444	\$ 16,144	\$ 7,624

• Statement of Cash Balances may not foot due to rounding.

(a) Excludes December 2015 payment of \$4.19M for the purchase of 7,200 AF from MWD.

(b) Debt Service Funds are funds used to pay principal and interest on Fund 497 Bonds. This balance increases monthly to cover the semi-annual bond interest payments, which are paid in December and June of each year, and the annual bond principal payments, which are paid in June of each year.

(c) Payment of \$4.358M to Metropolitan Water District (MWD) for the purchase of untreated water for Los Angeles Department of Water and Power in exchange for groundwater credits.

Actual January 2016 Budget to Actual P&L Variance Highlights - Water Fund
(in 000's)

	Month-to-Date		Budget to Actual Variance
	Favorable Items	Unfavorable Items	
<u>MTD NET INCOME - \$(573)</u>		(232)	(232)
<u>MTD GROSS MARGIN VARIANCE</u>			
Potable Revenues driven by conservation		(132)	(132)
Potable Revenues WCAC adjustment		(121)	(121)
Recycled Revenues lower than planned due to conservation	5		5
Other revenue		(41)	(41)
Water Supply expenses driven by lower demand	57		57
Total	62	(294)	(232)

	Fiscal Year-to-Date		Budget to Actual Variance
	Favorable Items	Unfavorable Items	
<u>FYTD NET INCOME - \$201</u>		(890)	(890)
<u>FYTD GROSS MARGIN VARIANCE</u>			
Potable Revenues lower than planned due to conservation		(2,782)	(2,782)
Potable Revenues WCAC adjustment		(173)	(173)
Recycled Revenues lower than planned due to conservation		(420)	(420)
Water Supply (lower demand and optimizing BOU blending)	1,801		1,801
Other		(260)	(260)
Total	1,801	(3,635)	(1,835)

FYTD O&M AND OTHER VARIANCES

Direct O&M (PSA's, Supplies, Maintenance and Utilities)	500		500
Lower than planned allocations from Electric Fund	34		34
Other	411		411
Total	945	-	945



memorandum

DATE: March 1, 2016

TO: Ron Davis, Interim City Manager

FROM: Patrick Prescott, Interim Community Development Director 

SUBJECT: **Community Development Goals Committee – February 29, 2016**

- Committee chairperson, Jean Duranti, called the meeting to order and all business matters were addressed including the approval of February 18, 2016 meeting minutes and the public announcement of the Fiscal Year 2016-2017 Community Development Block Grant (CDBG) funding availability and schedule of upcoming meetings.
- The purpose of the meeting was to allow CDBG applicants the opportunity to present their projects and/or programs to the Committee for funding consideration. A total of 20 CDBG project and program presentations were provided to the Committee by a representative of each entity. Following each presentation, the Committee allowed for questions and answers.

12 MAR -3 2016

310-310-1111



CITY OF BURBANK
CIVIL SERVICE BOARD

NOTICE

The regular meeting of the Civil Service Board will be held on **March 2, 2016** at **4:30 p.m.** in the **City Hall Council Chambers – 275 East Olive Avenue**. Support documents of items on this Agenda may be obtained from the Management Services Department or by visiting the City’s website at www.burbankca.gov. The agenda shall include information regarding how, to whom, and when a request for disability-related modification or accommodation, including auxiliary aids or services may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting.

AGENDA

1. Roll Call

2. Additional Agenda Items

None

3. Open Public Comment Period of Oral Communications

None

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

4. Approval of Minutes

Approved 4-0

OVERVIEW: Regular meeting of February 3, 2016.

RECOMMENDATION: Approve as submitted.

5. Proposed Amendments to Classification and Pay Plan

None

None

6. Recruitment and Selection Report – February 2016

Note and file

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

RECOMMENDATION: Note and file.

8. **Appointments and Assignments**

Note and File

OVERVIEW: For the month of March 2016, there are no extensions needed.

RECOMMENDATION: Note and File.

9. **Adjournment**

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

TRAFFIC COMMISSION
February 25, 2016

SYNOPSIS OF ITEMS ARE IN BOXES BELOW

Members Present:

Linda Barnes, Vanessa Rachal, Kevin Harrop, Andre Krikorian,
Brian Malone, Joe Terranova, and Michael Kiaman.

Members Absent:

Rebecca Granite-Johnson and Paul McKenna

III. ORAL COMMUNICATIONS

A. Public Communication

Bill Sebastian spoke in favor of the proposed changes to Edison Boulevard, but requested a review of the area after the improvements are installed.

B. Commission Comments

The Commission briefly discussed the process for street name changes.

Chairman Malone requested that Traffic Commission Packets be sent to members as early as possible.

The Commission discussed limited parking on commercial streets; Joseph Terranova moved to discuss preferential parking and commercial parking in April or May, along with a representative from the Community Development Department. Michael Kiaman seconded; motion passed unanimously.

C. Staff Communication

Staff made a brief presentation on the restriping of Five-points, and discussed the traffic signal on Alameda Avenue at the SR-134 ramp, Railroad Quiet Zones, IKEA Way signage and installation timing for approved speed humps.

IV. APPROVAL OF MINUTES:

Joe Terranova moved for approval of the January minutes, and Linda Barnes seconded the motion. Motion passed with one abstention by Vanessa Rachal.

V. PUBLIC HEARINGS:

None.

VI. REPORTS:

A. Evaluation of Potential Safety Features at Edison Boulevard and Evergreen Street

This item had been postponed at the January meeting. Staff recommended that marked (Type II) bike lanes be installed on Edison Boulevard between Burbank Boulevard and the City limit to improve driver sight distance when exiting Evergreen Street. Edison Boulevard is in the Burbank Bicycle Master Plan. After discussion, Joe Terranova moved to endorse staff recommendation. Kevin Harrop seconded the motion, and it was approved unanimously. The Commission asked that the area be revisited after the bike lanes are installed to determine how well they are working.

B. Evaluation of Multi-Way Stop at Edison Boulevard and Valley Street

Staff indicated that a multi-way stop at Edison Boulevard and Valley Street was not warranted when compared to standard multi-way stop criteria. However, the proposed marked bike lanes will also improve driver sight distance for vehicles and for pedestrians in the area. After discussion, Kevin Harrop moved to support staff recommendation not to install multi-way stop and motion was seconded by Linda Barnes. Motion passed with Michael Kiaman opposing the motion.

Joe Terranova moved that the improvements be revisited two to three months after installation of the bike lanes. The motion was seconded by Michael Kiaman, and it passed unanimously.

C. Discussion of Speed Hump Criteria

Staff presented information on the existing speed hump criteria used in Burbank and on criteria promoted by the Institute of Transportation Engineers and by the American Public Works Association. Michael Kiaman moved to revisit speed hump criteria, including maintenance issues, consistency of installation, painting, and traffic speeds. The motion was seconded by Linda Barnes and it passed unanimously, with Kevin Harrop abstaining.

VII. FUTURE AGENDA ITEMS:

- 1) Discussion of speed hump criteria and alternatives
- 2) Revisit bike lanes on Edison Boulevard
- 3) Update on railroad Quiet Zones
- 4) Update on IKEA Area Signage and Freeway Exit Signage
- 5) Update on Revisions to Preferential Parking Ordinance, and discussion of commercial parking with CDD.
- 6) Alameda Neighborhood Protection Program Update

VIII. ADJOURNMENT:

5:35 pm

CITY OF BURBANK
PARKS AND RECREATION
ANNOTATED AGENDA/MEETING SUMMARY

Meeting: *Art in Public Places*

Date: **2-24-16**

Members Present: Robert Brody, Gordon Haines, Kimberly Jo, and Carole Kubasak

Members Absent: Karen Bradfield, Dink O’Neal, and Carolyn Jackson

Staff Present: Marisa Garcia, Krista Dietrich, and Paula Ohan

Council/Board Liaisons Present: *Kimberly Jo – Planning Liaison*

Item Discussed	Summary	Direction or Action, if any
1 2900 WEST ALAMEDA – THE POINT	The development at 2900 West Alameda has an art obligation of \$334,107. The developer presented a proposal for a \$336,900 art installation of a sculpture to the Committee.	4-0 Committee approved the proposed art project.
2 PUBLIC ART – CENTRAL LIBRARY	Ms. Dietrich and Ms. Garcia presented a proposed functional art project in the green space area on the corner of Olive and Glenoaks adjacent to the Central Library. Staff further advised Committee members that proposed art project could potentially address some of the existing issues in the area and help create a move inviting space for library patrons, families, and the general public. The Parks and Recreation Department and the Library Department would work collaboratively to redesign the green space. Staff noted that in February 2014, the Committee recommended the allocation of \$50,000 from the APP fund for functional art starting with water fountains. Staff discouraged the use of these funds for water fountains	3-1 Committee approved to reallocate the initial \$50,000 for functional art (water fountains) to the proposed art project at the Central Library. 3-1 Committee approved an additional \$50,000 from the art fund for the proposed art project at the Central Library. This item will now be considered by Council.

		<p>due to on-going maintenance costs and having to keep them in perpetuity. As such, staff is proposing to reallocate those funds and requesting an additional \$50,000 from the APP fund for a total of up to \$100,000 towards the proposed art project at the Central Library.</p>	
3	PUBLIC ART GARDEN UPDATE	<p>Ms. Dietrich and Ms. Garcia provided the Committee with an update on the Public Art Garden at Lincoln Park. The Request for Proposal has been sent and the deadline for submittal is March 31, 2016. Ms. Garcia noted that the artist selection sub-committee would include five members: (1) Parks and Recreation Staff; (1) Library Staff; (1) Park Board Representative; (1) Art in Public Places Committee Representative; and (1) Cultural Arts Commission Representative.</p>	<p>4-0 Committee elected Mr. Gordon to serve as the representative on behalf of the Art in Public Places Committee.</p>