

Weekly Management Report April 28, 2017

1. **Staff Report** **March 2017 Operating Results
Burbank Water and Power Department**
2. **Minutes** **Civil Service Board Meeting of April 5, 2017
Management Services Department**
3. **Minutes** **Burbank Water and Power Board Meeting of
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Burbank Water and Power Department**
4. **Synopsis** **Burbank Cultural Arts Commission Meeting of
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Regular Meeting of May 1, 2017
Burbank-Glendale-Pasadena Airport Authority**



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

DATE: May 4, 2017
TO: BWP Board
FROM: Jorge Somoano, General Manager, BWP
SUBJECT: March 2017 Operating Results

SAFETY

Burbank Water and Power had one new reportable lost time injury during March 2017.

Water Results of Operations

Rainfall for the month of March was significantly lighter than normal (actual 0.21 inches vs. normal 2.95 inches), resulting in higher demand for landscape irrigation. Potable water usage was 21% (63 million gallons) higher than budgeted and Potable Water Revenues were correspondingly \$491,000 higher than budgeted. Recycled water usage was 4% (2 million gallons) higher than budgeted and Recycled Water Revenues were correspondingly \$22,000 higher than budgeted. March Water Supply Expenses were \$185,000 higher than budgeted, driven by the higher demand and the need to purchase more water than planned from MWD. March's Gross Margin was \$265,000 better than budgeted. Net Income was -\$120,000, which was \$265,000 better than budgeted.

March fiscal-year-to-date (FYTD) water usage is on budget and FYTD March Potable Water Revenues were \$169,000 (1%) better than budgeted. FYTD recycled usage was 7% (54 million gallons) lower than budgeted and Recycled Water Revenues were correspondingly \$131,000 lower than budgeted. The rainfall Burbank experienced this winter reduced FYTD demand for landscape irrigation. FYTD Water Supply Expenses were \$54,000 lower than budgeted. The FYTD March Gross Margin was \$344,000 lower than budgeted. Operating Expenses were \$1,611,000 better than budgeted. Net Income was \$821,000, which was \$799,000 better than budgeted.

Electric Results of Operations

For the month of March, electric loads were 4.6% lower than budgeted due to conservation; and Retail Sales were \$1,366,000 lower than budgeted. March Power Supply Expenses were \$660,000 better than budgeted primarily due to lower energy prices and load. March's Gross Margin was \$605,000 lower than budgeted. Net Income was -\$831,000 which was \$605,000 lower than budgeted.

FYTD March electric loads were 3.7% lower than budgeted. Retail Sales were \$5,249,000 lower than budgeted. FYTD Power Supply Expenses were \$11,423,000 better than budgeted primarily due to lower delivery of biomethane gas than planned, savings from biomethane restructuring, lower O&M, and prior period true-up credits. FYTD Gross Margin was \$6,950,000 better than budgeted. March FYTD Operating

Expenses were \$4,825,000 better than budgeted. Net Income was \$17,280,000 which was \$12,341,000 better than budgeted.

WATER DIVISION

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

The State Department of Water Resources released the Environmental Impact Statement (EIS) for the revised/recirculated Bay Delta Conservation Plan (CA Water Fix) on July 10, 2015. Public meetings were held and the final EIR/S was released in late December 2016. The release of the EIS has not changed anyone's mind as responses align with political and economic interests in the Delta and the water users outside of the Delta. The process continues with governmental agency environmental reviews, possible opposition lawsuits, and discussions among the potential users about project costs. The State Water Resources Control Board is holding hearings on the Petition to add points of diversion in the Sacramento River to put water in the proposed under delta tunnels. The Bureau of Reclamation (Central Valley Project) and the Department of Water Resources (State Water Project) are the petitioners. A study session with Council on the proposed California Water Fix project by Marsha Ramos, the Metropolitan Water District (MWD) Director, took place on October 18th, 2016. In the coming months, State and Federal agencies are poised to make several major decisions (environmental findings, water rights change petition and permits) on the California Water Fix. Resolution of the proposed California Water Fix project will culminate in the Fall of 2017 and construction is expected to start in 2018 if the proposed project was approved.

Governor Brown issued Executive Order B-40-17, on April 7, 2017, recognizing that the drought was over in California, with the exception of 4 counties in the Central Valley that rely on depleted groundwater basins. The Executive Order does state that the Orders and Provisions in "Making Water Conservation a California Way of Life" remain in full force and effect. This includes: "The Department of Water Resources (Department) shall continue work with the Water Board to develop standards that urban water suppliers will use to set new urban water use standards that urban water suppliers will use to set new urban water use efficiency targets as directed by Executive Order B-37-16. Upon enactment of legislation, the Water Board shall adopt urban water use efficiency standards that include indoor use, outdoor use and leaks as well as performance measures for commercial, industrial and institutional water use. The Department shall provide technical assistance and urban landscape area data to urban water suppliers for determining efficient outdoor use". These water use standards must be in place by May 20, 2021, but the State Water Board may set interim standards to ensure progress before the long term standards are adopted in 2021.

This promises a significant intrusion by the State into detailed water use decisions in Burbank, as well as any other water purveyor beyond simple efficient volumetric use of water. BWP will pay close attention and work with regional and industry groups to comment on, and influence, the development of these standards. As noted above, these actions will require enabling legislation.

The following table shows Burbank water use in terms of per capita daily water use in gallons per person per day. It begins in 2009 with the requirement of a 20% reduction per capita in baseline use by 2020. It shows actual per capita water use reduction as well as the Governor's Goal in the Executive Order requiring a 25% reduction although the percentage reduction in the table is measured against the 2009 baseline. Burbank met the 25% reduction in the Executive Order.

Year	20% by 2020 (Baseline)	20% by 2020 (Goal)	2012 (Actual)	2014 (Actual)	2015 (Actual)	2016 (Gov.'s goal)	2016 (Actual)
GPCD	193	155	149	162	139	125	117
Reduction of Baseline %	0%	20%	29%	16%	28%	35%	39%

Burbank consistently met the reduction requirements by utilizing the appropriate stages of the Sustainable Water Use Ordinance. Initially that was in Stage III that limited watering to two days a week in the summer and one day a week in winter. With experience and some relaxation of the State mandate, Burbank currently limits outdoor watering to three days a week year round. This is now embodied in the Sustainable Water Use Ordinance in Stage I and is the "New Normal" in Burbank. The effect of the three day a week watering limitation will continue to be monitored. Given future actions by the State, Burbank appears well positioned to meet the future requirements.

Besides conservation measures, Burbank made significant strides in converting major irrigation and building cooling towers to recycled water which is 100% conservation that will continue year after year. BWP continues to work with customers to utilize recycled where practical but recognizes that the largest users have been converted.

The State Water Project (SWP) allocation for 2016 was 60%. This signaled some relief from the drought. The initial State Water Project allocation for 2017 was issued on November 28, 2016 at 20%. The allocation was increased to 45% on December 23, 2016 due to a wet fall. The allocation was then increased to 60% on January 19, 2017 and is currently 85% as of April 14, 2017. A significant event impacting the SWP allocation is the erosion and undermining of the spillway at the Oroville Dam discovered on February 7th; and it includes severe damage to the main spillway and the emergency overflow spillway. The water storage levels behind the dam are being kept low to account for the upcoming snow melt. Over \$100 million has been spent to date on emergency repairs and a full plan, and schedule, for permanent repairs is still forthcoming. Repair of the spillways may limit the storage capacity and subsequent releases from the dam as construction proceeds. The allocation remains at 85% may yet go higher depending on conditions at the Oroville Spillway as spring progresses into summer. Increasing the SWP allocation above 85% is still a possibility. MWD plans on adding all excess water beyond demand to its storage facilities.

The BOU was 77.29% available for service in March 2017. One Liquid Phase Granulated Activated Carbon Filter was offline for carbon change-out, but the primary cause of reduced availability was an MWD shutdown that began March 26, which required a BOU shutdown due a lack of blending water. The shutdown extended into April 3rd. Wells V-03 and V-01 were offline in March for maintenance. Well V-05 came back on-line on March 9. The effects of the plentiful rain have had a significant impact

on demand. BWP is maximizing BOU production by optimizing the blend with MWD treated water. Lower ground water levels are impacting the operational efficiency of the BOU wells although that should rebound somewhat due to the rain. Testing of drawing water from lower levels in the aquifer, by deflating the "packers" in the lower portion of the well casings, will require discussions with the EPA, which are on-going. We are currently awaiting the EPA reply to the Technical Memorandum which clarifies the engineering calculation in support of deflating the packers.

Availability	Production	Average Flow Rate (gallons per minute)
77.29%	53.76%	4,839

Project Updates:

Work began on installing 1,335 l.f. of ductile iron water main in Myers Street from Verdugo Avenue to Clark Avenue. The main installation is complete and service-tie overs were completed the first week of April. Final trench paving should occur in late April or May.

Work began in February on installing 950 l.f. of 8-inch ductile iron water main in Hollywood Way from Burbank Blvd. to Allan Avenue. Main installation is complete. Service tie-overs are underway and completion is anticipated in mid-May.

Work began on installing 2,300 l.f. of 12-inch ductile iron recycled water main in San Fernando Blvd. from I-5 to Amherst Drive. This will tie the second recycled water crossing of I-5 to the recycled water distribution system north of I-5. The main installation in the I-5 right of way is being done by Security Paving Co (CalTrans contractor). Work in San Fernando Blvd. should be complete in mid-May.

Council awarded the seismic retrofit of the McClure Tank to Crosno Construction April 26, 2016. Design work started in May 2016. Ongoing construction began in October. The tank has been raised and welding of the shell is complete. Sand blasting and painting began in February, the contractor was finished at the end of March, and the tank was back in service at the end of April.

Council approved the negotiation of a Design/Build contract with Crosno Construction for the seismic retrofit of the Golf Course Recycled Water Storage Tank at the March 7, 2017 meeting. If negotiations are successful, staff will bring the contract to the BWP Board for approval and award likely in June.

Seismic valve actuators are currently being installed at Reservoirs #1, #4 and #5; A valve control software will be installed in June which will enable us to program the closing positions of the valve actuators.

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 recycled water (RW) mains in the City of Los Angeles by Williams Brothers Contractors, who are under contract with BWP; all costs for the work are to be reimbursed to BWP by LADWP. The work under the agreement is three

extensions into Los Angeles from points of metered connection to the BWP RW system for delivery of RW to end use customers in Los Angeles. Once active, BWP will receive an equal volume of ground water pumping credits for the water delivered to Los Angeles. The estimated current value of this exchange is \$180,000 annually. Contract discussions are complete with Williams Brothers and the project cost has been accepted by LADWP. Total construction time to complete all three extensions is 18-24 months. The first two phases along the Chandler Bikeway and the Whitnall Hwy. at Burbank Blvd. were completed in March 2016 and reimbursement from LADWP has been received. Phase three, along Verdugo Ave (17,000 l.f. of pipe) began in June when the permits from L.A. were finally issued. The BWP Board awarded the first portion of the Phase Three contract to Williams Brothers at the April Board meeting. LADWP acquired approval from their Board on October 4 to increase the contract cost on phase three because of additional cost due to reduced work hours and street repairs required by the City of L.A. BWP has received a copy of the executed amendment documents and has issued a change order to the contractor for the rest of the scope. The notice to proceed for Phase 3B was issued on February 14, 2017. Construction is awaiting LADWP receiving the construction traffic control and excavation permits for this last phase. Completion of Phase 3 is anticipated in September 2017, contingent on receiving the required permits from LADOT and LA Bureau of Engineering in a timely fashion.

On April 14, 2016 a new Waste Discharge Requirements and Water Recycling Requirements Permit was granted to the City of Burbank by the Regional Water Quality Control Board. . This brought the City into full compliance by recognizing the use of RW in cooling towers. A Waste Water Change Petition was submitted to the State Water Resources Control Board-Division of Water Rights. The purpose of the petition is to amend Burbank's water rights to our RW account for our recent expansion of use and for our plans of additional use 10 years into the future. The petition was posted by the State Board on March 29, 2017. Review of the water rights petition is underway at the State Water Resources Control Board-Division of Water Rights.

IKEA's irrigation system passed the cross connection test and is now fully online. Other pending conversions to recycled water in 2017 include: Nickelodeon, Talaria, Disney ABC 7 cooling tower, and The Pinnacle. Other sites are expected to be converted to recycled water in 2018 include: Warner Bros Data Building (Building #38), I-5 Freeway irrigation at Cohasset, Fotokem, and the ornamental fountain at the Valley Pumping Plant.

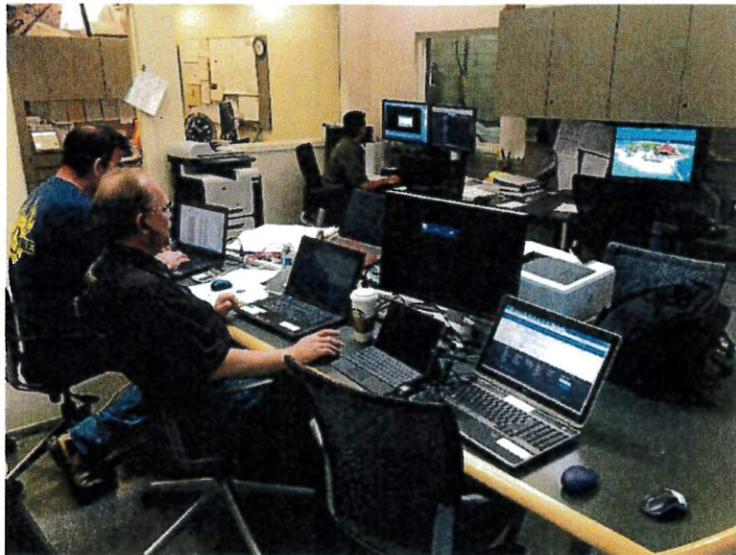
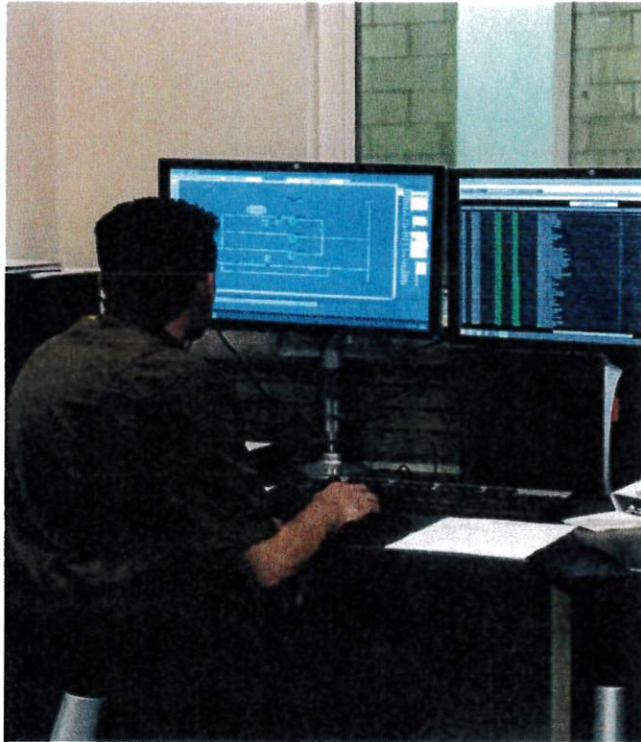
On March 27, BWP crews responded to a water main break on Karen Street between Stanford Road and Eton Drive. The crew repaired two cracks (one lateral and one radial) on the existing 6-inch cast iron pipe. The main was cleaned and flushed before placed back in service on the same day.



Installation of new copper services are underway from the newly installed 8-inch water main on Myers, from Verdugo to Clark. The new copper pipes (typically one inch in size) will replace the old galvanized pipes from the new main to the existing meter boxes in the sidewalk (typically located next to the curb).



Implementation & testing are in progress of the newly installed SCADA system at the Valley Pumping Plant. A comprehensive upgrade to the Water Division SCADA control system (for both potable and recycled water systems) has been ongoing for the past year. Hardware, software, and communication networks were replaced/upgraded to ensure the SCADA system remains reliable and secure against cyber security risks. The SCADA System is the extra "eyes & ears" of our water operation staff; it monitors the production and distribution systems on a 24/7 basis, and it automatically issues alarms if anomalies occur.



DISTRIBUTION

ELECTRIC RELIABILITY

OUTAGES

In March 2017, BWP experienced two sustained feeder outages. In the past twelve months, automatic reclosing has reduced customer outage time by approximately 300,578 customer minutes.

Reliability Measurement	March 2015- February 2016	March 2016- February 2017
Average Outages Per Year (SAIFI)	0.3672	0.2830
Average Outage Duration (CAIDI)	52.16 minutes	12.51 minutes
Average Service Availability	99.996%	99.999%
Average Momentary Outages Per Year (MAIFI)	0.2984	0.0718
No. of Sustained Feeder Outages	14	6
No. of Sustained Outages by Mylar Balloons	0	0
No. of Sustained Outages by Animals	1	0
No. of Sustained Outages by Palm Fronds	2	5

PROJECT UPDATES

34.5 kV Bus Differential Relay Replacement at Flower Substation

34.5 kV bus differential relays (bus diff. relays) are electronic devices that monitor the flow of electrical currents into and out of high voltage electrical busses, which connect 34.5 kV subtransmission lines to substation transformers. Much like a typical ground fault current interrupting (GFCI) circuit breaker or outlet used in your bathroom or kitchen at home, a bus diff. relay operates very quickly when a short circuit occurs. In addition, a bus diff. relay must trip several high voltage circuit breakers to isolate its much larger electrical system from the electrical fault.

BWP is in the process of replacing its older vintage substation bus diff. relays with modern microprocessor relays. These older relays take about 6 times longer to isolate the electrical system from a fault, resulting in higher arc flash levels and a higher risk of additional equipment failure. Of the 115 bus diff. relays currently installed in BWP's system, 57% of these relays are of the electromechanical type and have exceeded their typical life expectancy of 40 years. Pursuant to the Electric Distribution Master Plan, BWP has targeted to budget CIP funding to replace all of its older generation type bus diff. relays by Fiscal Year 2020-21.

BWP's Electrical Equipment Section installed and tested new relays for Flower's 34.5 kV bus in March 2017. These new relays improve personnel and equipment safety by isolating faults much more quickly, increasing reliability through their ability to self-diagnose, improving maintenance by reducing the number of relays by roughly 1/3,

increasing the routine testing interval from 3 to 5 years, and logging digital event records which aids troubleshooting.



Bus Diff Relays Before Replacement

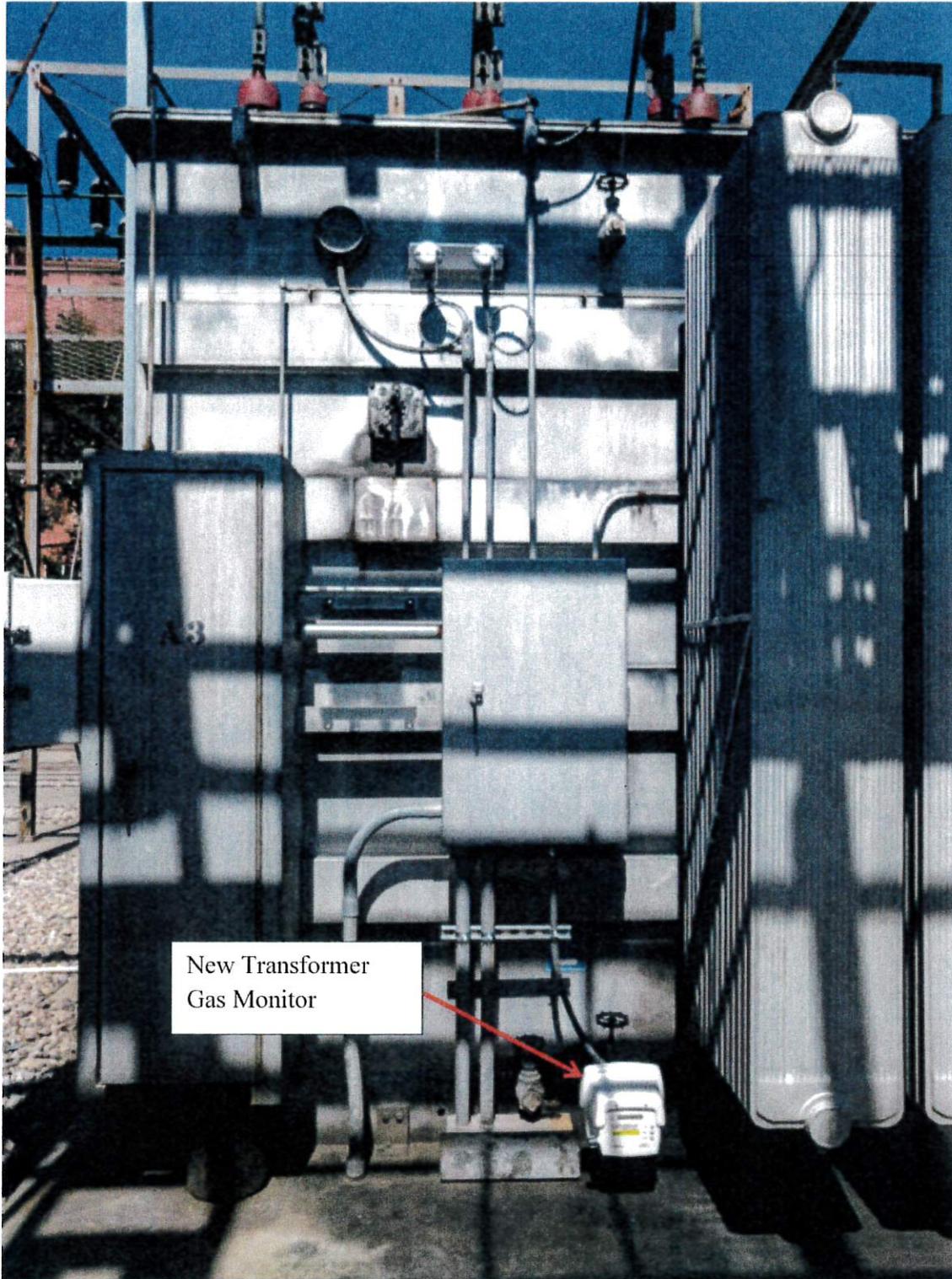


Bus Diff Relays After Replacement

TRANSFORMER GAS MONITOR ADDITION AT MCCAMBRIDGE SUBSTATION

Due to the long lead time and high cost associated with replacement of a substation transformer, BWP has increased its efforts in monitoring the condition of its substation transformers. Monitoring the gas content of a transformer's oil helps BWP to understand the condition of electrical windings inside the transformer. Transformer oil provides electrical insulation and helps remove heat from the electrical windings inside the transformer. Similar to how doctor's use blood tests to determine the health of a human being, engineers and maintenance personnel use oil tests to assess the condition of a transformer's insulation system.

New transformer gas monitors were recently installed at McCambridge Substation. The new monitors transmit transformer gas levels and alarms to the Energy Control Center. System Operators will use gas alarms to quickly identify abnormal operating conditions. Once detected, engineering and maintenance personnel can perform more detailed inspection and analysis of a transformer in order to assess its overall condition.



McCambridge A-3 Transformer With Gas Monitor Installed

STREET LIGHTING

LED REPLACEMENT PROGRAM

In accordance with the 2014 Street Lighting Master Plan, BWP began replacing 100W and 250W HPS streetlight luminaires with LED luminaires. Replacement is carried out on a maintenance basis and LEDs are installed daily as the HPS luminaires burn out. Currently, the CREE XSPR LED 42W has been selected to replace the 100W HPS luminaire and the CREE XSP2 LED 101W replaces the 250W HPS luminaire. To date, 33.13% of the total streetlight luminaires have been converted to LEDs and the table below details the breakdown of the light in the City's street lighting system as a percentage of the total.

Type of Lamp	# of Lights May 2014	# of Lights to Date	Unit Change	% of Total # of Lights
High Pressure Sodium				
70W	19	19	0	0.2%
100W	3,664	1,950	-1,714	20.4%
150W	17	16	-1	0.2%
200W	3	2	-1	0.0%
250W	2,979	2,022	-957	21.2%
360W	14	14	0	0.1%
400W	2,157	1,820	-337*	19.1%
Low Pressure Sodium				
55W	137	137	0	1.4%
Fluorescent				
85W	128	128	0	1.3%
Incandescent				
2500 LUMEN	10	10	0	0.1%
4000 LUMEN	1	1	0	0.01%
100W INC.	74	74	0	0.8%
Metal Halide				
250W	190	190	0	2.0%
400W	10	4	-6	0.04%
LED				
42W	1	1,756	1,755	18.4%
101W	1	1,299	1,298	13.6%
120W	63	64	1	0.7%
150W	18	14	-4	0.1%
160W**	0	31	31	0.3%
Total # of Lamps	9,486	9,551	65	100%
Energy				
	Consumption in Mwh			% Mwh Change
Annualized	9,268	7,573	-1,694	-18.28%
Average per Lamp	0.977	0.793	-0.184	-18.84%

Table : Breakdown of streetlight luminaires in City of Burbank's Street Lighting System, March 2017.

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

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

CUSTOMER SERVICE

Electric Vehicle (EV) Charging Program

28 public EV charging stations are in service, including a DC Fast Charger and 16 curbside stations. As of July 1, 2016, Time of Use (TOU) pricing for public EV charging is 17.81 cents per kilowatt hour (kWh) for Level 1 and Level 2 charging during off-peak hours. Between the hours of 4pm and 7pm during the summer, pricing increases to 31.17 cents per kWh. For the DC Fast Charger, the charging rate is 28.90 cents per kWh, increasing to 50.58 cents per kWh during peak hours. Staff continues to monitor usage and maintenance issues. The 327 N. Pass Ave location recorded the most sessions (332) with 688 total charging hours of usage.

Month of usage	Usage in kWh	Gross Revenue	GHG emissions reduced in kg	kWh/ Station/ Day	% Peak Sessions
March 2017	20,151	\$3,777	8,464	23	20%
February 2017	17,697	\$3,358	7,433	23	21%
January 2017	19,499	\$3,611	8,189	23	20%
December 2016	17,472	\$3,130	7,338	20	19%
November 2016	17,230	\$3,334	7,521	21	18%
October 2016	17,976	\$3,705	7,550	21	18%
September 2016	17,810	\$3,811	7,480	21	20%
August 2016	19,702	\$4,257	8,275	23	19%
July 2016	17,235	\$3,506	7,239	20	19%
June 2016	17,278	\$3,469	7,257	21	19%
May 2016 *	17,839	\$3,179	7,492	21	N/A
April 2016	15,212	\$2,622	6,389	19	N/A
March 2016	15,717	\$2,712	6,601	19	N/A
February 2016	13,595	\$2,361	5,742	17	N/A
January 2016	13,011	\$2,508	5,459	16	N/A
December 2015	12,378	\$2,415	5,188	15	N/A
November 2015	12,853	\$2,499	5,400	16	N/A
October 2015	13,058	\$2,544	5,473	16	N/A
September 2015	12,514	\$2,442	5,254	15	N/A
August 2015 **	11,045	\$2,191	4,665	13	N/A
July 2015	8,771	\$1,743	3,684	26	N/A

* In May 2016, the number of public chargers increased from 27 to 28.

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

Rooftop Solar

Not so many years ago, residential rooftop solar was priced beyond the reach of most households. Falling prices, rebates and tax incentives, and no-money-down leasing arrangements have created a new solar reality for many Californians. In a November 2014 survey, just under a third of Burbank homeowners said they planned 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
March 2017	8	106	572	5,529
February 2017	8	98	564	5,491
January 2017	21	90	556	5,379
December 2016	12	69	535	5,276
November 2016	8	57	523	5,219
October 2016	10	49	515	5,188
September 2016	18	39	505	5,137
August 2016	10	21	487	4,828
July 2016*	11	11	477	4,643
June 2016	7	173	466	4,436
May 2016	16	166	459	4,321
April 2016	5	150	443	4,178
March 2016	14	145	438	4,151
February 2016	20	131	424	4,053
January 2016	27	111	404	3,962
December 2015	16	84	377	3,829
November 2015	18	68	361	3,741
October 2015	14	50	343	3,667
September 2015	15	36	329	3,598
August 2015	11	21	314	3,525
July 2015*	10	10	303	3,467
June 2015	11	91	293	3,431
May 2015	5	80	282	3,368
April 2015	14	75	277	3,341

* Start of new fiscal year.

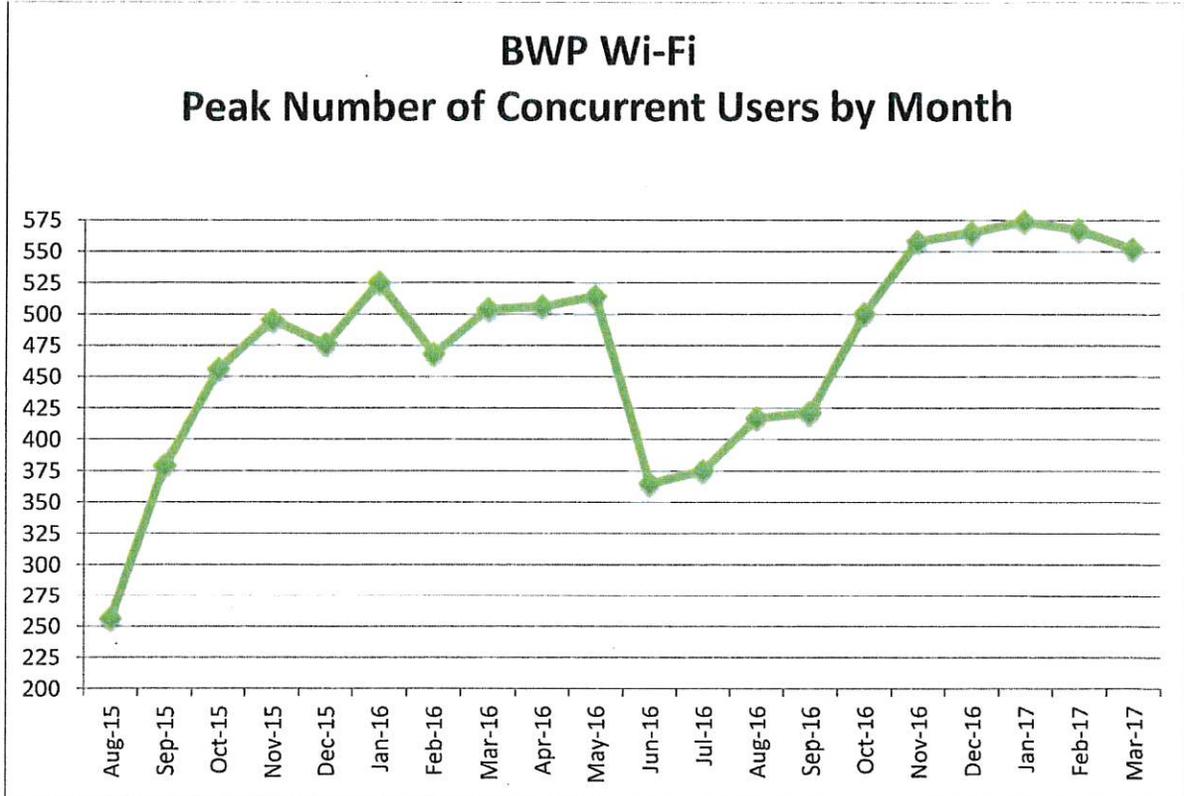
TECHNOLOGY

Broadband Services (ONE Burbank)

	March 2017 New Orders	Revenues for March 2017	FYTD 2016-17 Revenues	FYTD Budget
Lit	3	\$114,851	\$1,061,509	\$693,750
Dark	1	\$186,865	\$1,628,742	\$2,081,250
Total	4	\$301,716	\$2,690,251	\$2,775,000

BWP WiFi

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



POWER SUPPLY

Project Updates:

Power Resources

Los Angeles Department of Water and Power Open Access Transmission Tariff (OATT) Update

BWP, in conjunction with Glendale Water and Power (GWP), is actively participating in LADWP's 2017 Open Access Transmission Tariff (OATT) public stake holder process. The public comment period, in which BWP and GWP participated, ended on April 14, 2017. Initial assessments of the proposed OATT, intended to go into effect July 1, 2017, are that LADWP has made measurable strides to conform its proposed OATT with the Federal Energy Regulatory Commissions (FERC) pro-forma OATT. The work team is currently focused on studying and identifying issues in the Cost of Service Study (COSS) that is the basis for the proposed OATT rates. The 2017 OATT rates will affect costs for service which Burbank purchases through the Balancing Authority Area Services Agreement (BAASA).

Integrated Resource Planning

BWP is planning for its next Integrated Resource Plan (IRP) which, pursuant to new requirements embedded in SB350, is due January 1, 2019. This timeline is relatively tight for comprehensive integrated resource planning, especially as the California Energy Commission's (CEC) regulations for those IRPs have not yet been finalized, and staff is exploring strategies to best meet this deadline. In this connection, BWP staff is providing input to the CEC as it prepares the regulations relative to IRPs, pursuant to SB350.

Intermountain Power Project (Delta, UT) Renewal Progress

IPA and the Purchasers are currently implementing the Gas Repowering and renewal of STS and NTS rights pursuant to the Enabling Agreements. In this connection, BWP (and each of the other participants) recently executed the last of those renewal contracts, the Renewal Power Sales Agreement, in connection with a subscription process for participation shares in the Gas Repowering. While the actual size and configuration of the new facility or facilities has not yet been determined, BWP's participation share of the Gas Repowering is currently 50 MW of generation and 127 MW on the STS. If BWP does elect to take the Off-Ramp (and thus decline to participate in Gas Repowering generation), BWP and the other non-LADWP California Purchasers have a non-binding Memorandum of Understanding with LADWP pursuant to which each non-LADWP California Purchaser can maintain 50% of its current STS and NTS rights post-2027.

At the same time, LADWP and the non-LADWP California Purchasers are working to renew each non-LADWP California Purchaser's IPP-linked transmission agreement from the southern terminus of the STS at Adelanto to that non-LADWP California Purchaser's service territory, pursuant to each non-LADWP California Purchaser's Adelanto-service territory transmission capacity.

Aliso Canyon

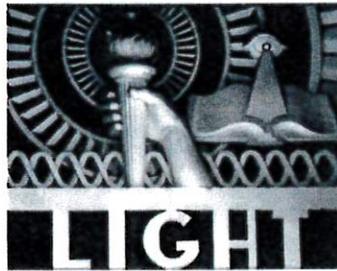
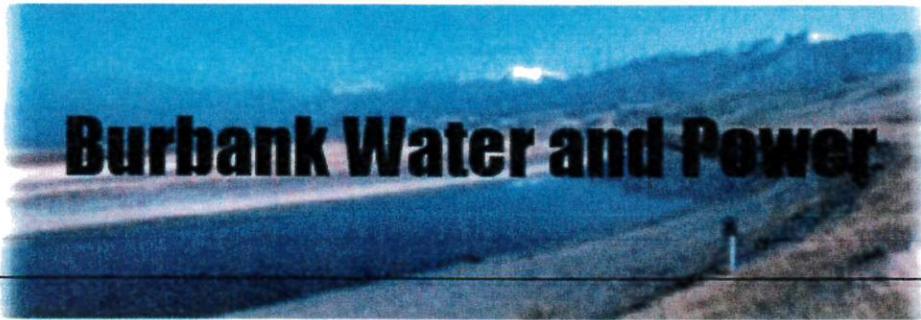
Southern California Gas Company (SoCal Gas) owns and operates the natural gas infrastructure in most of Southern California. This infrastructure supplies natural gas-fired power plants operated by BWP, GWP, LADWP, and others in the LA Basin. For many years, SoCal Gas has used its Aliso Canyon natural gas storage facility, located near Porter Ranch, CA, to ensure reliable natural gas supply in the Basin, including to these generators. Aliso Canyon is the largest such facility in the Western U.S. On October 23, 2015, one of Aliso Canyon's 114 wells began to leak and the facility was shut down and mostly emptied. The leak was plugged on February 18, 2016 after significant leakage of natural gas into the atmosphere.

SoCal Gas, the California Governor's Office, the California legislature, numerous federal and state agencies, electric utilities (including BWP), and other stakeholders have been working since the leak was discovered to understand the leak's potential impact on electric reliability and to develop mitigation plans. In this connection, Action Plans have been jointly developed by the California Public Utilities Commission, the California Energy Commission, the California Independent System Operator, SoCal Gas, and LADWP (together, the Aliso Working Group). The Action Plans propose 18 steps that utilities can take to mitigate the risk of outages. The Action Plan for summer 2016 anticipated, as a base case, 14 days of Aliso-related electric outages in this past summer (none actually occurred) and an unknown number during the 2016-17 winter, when natural gas demand is greater. The Action Plan for winter 2016-17 describes scenarios for natural gas demand – both for space heating and uses like power

generation – under various winter temperatures and other scenarios but does not offer additional steps for risk mitigation.

In the meantime, the future of the Aliso Canyon storage facility is in doubt: if it will continue operating and, if so, under what restrictions. SoCal Gas is currently allowed to make limited gas withdrawals from Aliso Canyon's remaining inventory when system reliability is at risk. Two such withdrawals occurred in January 2017. But at the same time, legislation like SB380 (Pavley), passed in response to the leak, dictates, among other things, the testing and certification required at Aliso Canyon before it may resume injection operations so that the storage facility can begin to refill and thus be ready as a robust system reliability resource. This testing continues. Another SB380 requirement, public hearings, concluded on February 2, 2017. At the same time, SoCal Gas is applying the "lessons learned" from Aliso Canyon, such as using only a well's inner pipe for injection and withdrawals, to its three other local gas storage facilities, further reducing the capacity of the system as a whole.

To best maintain electric reliability, SoCal Gas is working with its generator-customers, including BWP, to enhance coordination relative to reliability, and BWP is in regular, detailed communications with its balancing authority, LADWP, regarding BA-wide operations planning for Aliso Canyon-related risks.



**Estimated Financial Report
March-17**

UNAUDITED

Electric Fund (496)
Estimated Statement of Changes in Net Assets ⁽¹⁾
MTD and FYTD March 2017
(\$ in 000's except MWh Sales)

MTD FY 16-17	MTD Mar-17 Budget	\$ Variance ⁽²⁾	% Variance	FYTD FY 16-17	FYTD Mar-17 Budget	\$ Variance ⁽²⁾	% Variance
87,151	91,364	(4,213)	(4.6%) ^(a)	849,876	882,893	(33,017)	(3.7%) ^(A)
				NEL MWh			
				Retail			
\$ 13,010	14,376	\$ (1,366)	(10%) ^(b)	\$ 134,255	139,505	\$ (5,249)	(4%) ^(B)
536	536	-	0% ^(c)	4,653	4,825	(172)	(4%) ^(C)
8,770	9,430	660	7% ^(d)	75,506	86,929	11,423	13% ^(C)
4,776	5,483	(707)	(13%)	63,401	57,400	6,000	10%
				Retail Margin			
				Wholesale			
833	6,196	(5,363)	(87%)	12,179	54,418	(42,239)	(78%)
628	6,093	5,465	90%	10,322	53,511	43,189	81%
205	103	102	99%	1,857	907	950	105%
4,981	5,586	(605)	(11%)	65,258	58,308	6,950	12%
				Gross Margin			
				Operating Expenses			
993	993	-	0%	7,999	9,509	1,510	16% ^(D)
159	159	-	0%	1,268	1,381	113	8%
254	254	-	0%	2,020	2,282	262	11%
471	471	-	0%	4,217	4,237	20	0%
385	385	-	0%	3,077	3,546	468	13% ^(E)
417	417	-	0%	3,415	3,758	343	9%
173	173	-	0%	1,517	1,502	(15)	(1%) ^(F)
98	98	-	0%	796	918	122	13% ^(F)
203	203	-	0%	1,027	1,652	626	38% ^(G)
1,537	1,537	-	0%	12,460	13,835	1,375	10%
4,690	4,690	-	0% ^(e)	37,795	42,620	4,825	11%
\$ 291	\$ 896	\$ (605)	(68%)	\$ 27,463	\$ 15,688	\$ 11,775	75%

Burbank Water and Power
Electric Fund (496)
Estimated Statement of Changes in Net Assets - Footnotes
MTD March 2017
(\$ in 000's)

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
a.	Electric Usage in MWh	87,151	91,364	(4,213)	NEL is 4.6% below budget due to conservation. MTD HDD were 95 versus the 30 year average of 183.
b.	Retail Sales	13,010	14,376	(1,366)	Retail sales correspond to lower NEL (demand).
c.	Other Revenues	536	536	-	These revenues have not closed for March 2017 and are estimated at budgeted
d.	Retail Power Supply & Transmission	8,770	9,430	660	The favorable variance is attributable to various components within Retail Power Supply & Transmission. Please refer to page A-6 for additional details.
e.	Total Operating Expenses	4,690	4,690	-	Expenses have not closed for March 2017 and are estimated at budgeted values.

**Burbank Water and Power
Electric Fund (496)
Estimated Statement of Changes in Net Assets - Footnotes
FYTD March 2017
(\$ in 000's)**

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
A.	Electric Usage in MWh	849,876	882,893	(33,017)	NEL is 3.7% below budget due to conservation and is partially offset by warmer summer temperatures earlier in the fiscal year. YTD CDD were 1,184 versus the 30 year average of 1,091. YTD HDD were 1,378 versus the 30 year average of 1,201.
B.	Retail Sales	134,255	139,505	(5,249)	Retail sales correspond to lower NEL (demand).
C.	Retail Power Supply & Transmission	75,506	86,929	11,423	The favorable variance is attributable to various components within Retail Power Supply & Transmission. Please refer to page A-7 for additional details.
D.	Distribution	7,999	9,509	1,510	The favorable variance is primarily attributable to salary savings due to vacant positions, and receiving higher than planned credit for maintenance work performed for other departments.
E.	Customer Service, Marketing & Conservation	3,077	3,546	468	The favorable variance is primarily attributable to the timing of expenditures for professional services, which is caused by a delay in billing maintenance projects.
F.	Telecom	796	918	122	The favorable variance is primarily attributable to performing higher than planned capital labor on ONE Burbank Network Infrastructure expansion and Fiber Optics projects, and lower than planned utilization of labor from other departments.
G.	Construction & Maintenance	1,027	1,652	626	The favorable variance is primarily attributable to the timing of expenditures for professional services, custodial services, and private contractual services. For professional and private contractual services, expected annual savings of \$180k.
H.	Other Income / (Expense)	1,092	806	286	The favorable variance is primarily attributable to higher than planned miscellaneous revenue from the sale of scrap materials, and obsolete inventory and assets.
I.	Capital Contributions (AIC)	449	1,475	(1,026)	The unfavorable variance is primarily attributable to the timing of AIC projects.

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

	Mar-17	Feb-17	Jan-17	Dec-16	Nov-16	Oct-16	Jun-16	Recommended Reserves	Minimum Reserves
Cash and Investments									
General Operating Reserve	\$ 68,762	\$ 71,977	\$ 76,939	\$ 77,121	\$ 74,512	\$ 71,685	\$ 58,277	\$ 54,060	\$ 36,340
Capital & Debt Reduction Fund	10,000	10,000	10,000	10,000	10,000	10,000	10,000	15,000	3,000
BWP Projects Reserve Deposits at SCPPA	15,747	15,740	15,729	15,703	15,688	15,494	15,482		
Sub-Total Cash and Investments	<u>94,509</u>	<u>97,718</u>	<u>102,668</u>	<u>102,823</u>	<u>100,200</u>	<u>97,178</u>	<u>83,759</u>	<u>69,060</u>	<u>39,340</u>
Capital Commitments	(16,708) ^(b)	(16,731)	(16,774)	(16,792)	(16,808)	(16,833)	(17,000)		
Public Benefits Obligation	(5,033)	(4,706)	(4,845)	(4,813)	(4,775)	(4,864)	(4,721)		
Biogas Commitment	-	(7,751)	(7,751)	(7,751)	(7,751)	(7,751)	(7,751)		
Pacific Northwest DC Intertie	(9,885)	(9,885)	(9,885)	(9,885)	(9,885)	(9,885)	-		
Cash and Investments (less Commitments)	<u>62,882</u>	<u>58,643</u>	<u>63,413</u>	<u>63,583</u>	<u>60,960</u>	<u>58,044</u>	<u>54,287</u>	<u>69,060</u>	<u>39,340</u>

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

(b) Denotes capital commitment for multiple projects for Station Capacitor Bank Upgrade at Victory, San Jose Station Capacity Upgrade, Valley Distribution Station and 4KV to 12KV conversion of circuit. The amount is reduced by actual expenditures-to-date in the amount of \$291.8k.

Estimated March 2017 Budget to Actual P&L Variance Highlights - Electric Fund
(in 000's)

	Variance Month-to-Date		Budget to Actual Variance
	Favorable Items	Unfavorable Items	
<u>MTD NET INCOME/(LOSS) - (\$831)</u>		\$ (605)	\$ (605)
<u>MTD GROSS MARGIN VARIANCE</u>			
Retail Sales		(1,366)	(1,366)
Power Supply and Transmission			
- Lower energy prices	350		350
- Lower retail load	134		134
- Prior period adjustments for biogas	125		125
- Economic dispatch and the managing and optimizing of resources by taking advantage of lower fuel and energy prices to meet lower system load	50		50
Wholesale Margin	102		102
Total	761	(1,366)	(605)

Estimated March 2017 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 - \$17,280</u>	12,341		12,341
<u>FYTD GROSS MARGIN VARIANCE</u>			
Retail Sales		(5,249)	(5,249)
Power Supply and Transmission			-
- Lower usage of biomethane gas than planned and savings from biomethane restructuring	3,268		3,268
- Lower O&M expenses than planned	2,100		2,100
- Prior period true-up credits	2,050		2,050
- Received less renewable energy than planned	1,095		1,095
- IPP/STS refinancing and refunding settlement from LADWP	975		975
- Lower energy prices	350		350
- Lower retail load	340		340
- Economic dispatch and the managing and optimizing of resources by taking advantage of lower fuel and energy prices to meet lower system load	290		290
- Higher than planned IPP true-up credits	134		134
- Other	821		821
Wholesale Margin	950		950
Other Revenues		(172)	(172)
Total	12,373	(5,421)	6,952
<u>FYTD EXPENSE AND OTHER VARIANCES</u>			
Distribution	1,510		1,510
Customer Service	468		468
Telecom	122		122
Construction & Maintenance (Facilities)	626		626
In-lieu and street lighting	252		252
Depreciation expense	1,375		1,375
All other	1,036		1,036
Total	5,389	-	5,389

**Burbank Water and Power
Water Fund (497)**

**Estimated Statement of Changes in Net Assets
MTD and FYTD March 2017
(\$ in 000's except Gallons)**

MTD FY 16-17	MTD Mar-17 Budget	\$ Variance ⁽¹⁾	% Variance	FYTD FY 16-17	FYTD Mar-17 Budget	\$ Variance ⁽²⁾	% Variance
368	305	63	21% ⁽³⁾	3,547	3,554	(7)	(0%)
58	56	2	4%	668	722	(54)	(7%) ^(A)
\$ 1,973	\$ 1,482	\$ 491	33% ⁽³⁾	\$ 17,717	\$ 17,548	\$ 169	1%
226	203	22	11%	2,433	2,564	(131)	(5%)
50	114	(64)	(57%) ⁽³⁾	588	1,024	(436)	(43%) ^(B)
2,249	1,799	450	25%	20,738	21,136	(398)	(2%)
904	719	(185)	(26%) ⁽⁴⁾	7,718	7,772	54	1%
1,345	1,080	265	25%	13,020	13,364	(344)	(3%)
537	537	-	0%	4,366	4,921	555	11% ^(C)
149	149	-	0%	1,003	1,411	407	29% ^(D)
215	215	-	0%	1,494	1,937	443	23% ^(E)
137	137	-	0%	1,234	1,234	-	0%
319	319	-	0%	2,668	2,874	206	7%
1,357	1,357	-	0% ⁽⁴⁾	10,766	12,377	1,611	13%
14	14	-	0%	132	130	2	1%
44	44	-	0%	(71)	400	(471)	(118%) ^(F)
(166)	(166)	-	0%	(1,496)	(1,497)	1	0%
-	-	-	0%	-	-	-	0%
(108)	(108)	-	0%	(1,434)	(985)	(468)	(49%)
(120)	(385)	265	69%	821	22	799	3693%
27	27	-	0%	964	239	725	303% ^(G)
\$ (93)	\$ (359)	\$ 265	74%	\$ 1,785	\$ 282	\$ 1,524	532%

1. This report may not foot due to rounding.

2. () = Unfavorable

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

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

Burbank Water and Power
Water Fund (497)
Estimated Statement of Changes in Net Assets - Footnotes
MTD March 2017
(\$ in 000's except Gallons)

Foot- note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation	MTD Actual
a.	Potable Water Usage in Millions of Gallons	368	305	63	- Potable water sales are higher than planned primarily because of higher than planned demand for landscaping irrigation. In March 2017, Burbank received 0.21 inches of rainfall, compared to the average rainfall of 2.95 inches.	\$ 634
b.	Potable Water Revenue	1,973	1,482	491	- The WCAC impact increased potable water revenues by \$271k MTD. Without this adjustment, potable water revenues would be favorable by 15%.	904
					WCAC Revenue	\$ (271)
					WCAC Expenses - includes higher than planned purchases from MMWD due to 5 days of BOU unavailability	
					WCAC revenue deferral (increased revenues)	
c.	Other Revenue	50	114	(64)	- Other revenues include items such as damaged property recovery, connection fees, late fees, and tampering fees, which tend to fluctuate.	
d.	Water Supply Expense	904	719	(185)	- Water supply expenses are higher than planned due to 5 days of BOU shutdown in March. The shutdown was caused by the MMWD connection to the blending water site being unavailable, which resulted in higher than planned purchases from MMWD.	
e.	Total Operating Expenses	1,357	1,357	-	- Expenses, other than water supply expense, have not closed for March 2017 and are estimated at budgeted values.	

Burbank Water and Power
Water Fund (497)
Estimated Statement of Changes in Net Assets - Footnotes
FYTD March 2017
(\$ in 000's except Gallons)

Foot- note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
A.	Recycled Water Usage in Millions of Gallons	668	722	(54)	- Recycled water sales are lower than planned primarily due to a scheduled MPP outage during the month of February and lower than planned demand for landscaping irrigation. Burbank received higher than normal rainfall/number of days with rainfall in December through February.
B.	Other Revenue	588	1,024	(436)	- Other revenues include items such as damaged property recovery, connection fees, late fees, and tampering fees, which tend to fluctuate.
C.	Operations & Maintenance - Potable	4,366	4,921	555	- The favorable variance is attributable to lower than planned spending on special departmental supplies, utilities, professional services and street and pavement repair, as well as salary savings due to vacant positions.
D.	Operations & Maintenance - Recycled	1,003	1,411	407	- The favorable variance is primarily attributable to lower than planned maintenance expense on the recycled water system.
E.	Allocated O&M	1,494	1,937	443	- The favorable variance is attributable to favorable variances in allocated expenses (primarily Finance and Customer Service) from the Electric Fund.
F.	Other Income/Expense	(71)	400	(471)	- The unfavorable variance is primarily attributable to \$550k of expenses incurred in connection with the LADWP Recycled Water Pipeline project. The unfavorable variance is offset by miscellaneous revenue.
G.	Aid in Construction	964	239	725	- The favorable variance is primarily attributable to \$650k of reimbursement received in connection to the LADWP Recycled Water Pipeline project.

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

	Mar-17	Feb-17	Jan-17	Dec-16	Nov-16	Jun-16	Recommended Reserves	Minimum Reserves
Cash and Investments								
General Operating Reserves	\$ 8,471	\$ 8,478	\$ 10,422	\$ 11,294	\$ 12,456	\$ 8,674	\$ 9,760	\$ 5,240
WCAC	945	1,216	1,139	1,112	1,063	873	2,000	1,000
Capital Reserve Fund	2,220	2,220	2,220	2,220	2,220	2,220	4,000	1,000
Sub-Total Cash and Investments	<u>11,636</u>	<u>11,914</u>	<u>13,781</u>	<u>14,625</u>	<u>15,740</u>	<u>11,767</u>	<u>15,760</u>	<u>7,240</u>
Capital Commitments	(460) ^(b)	(477)	(480)	(485)	(495)	(553)	-	-
Water Purchase Commitments ^(c)	-	-	(1,364)	(3,094)	(4,277)	-	-	-
Cash and Investments (less commitments)	<u>11,176</u>	<u>11,436</u>	<u>11,938</u>	<u>11,047</u>	<u>10,968</u>	<u>11,213</u>	<u>15,760</u>	<u>7,240</u>

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

^(b) Denotes capital commitment for the second tie crossing recycled water project. The amount is reduced by actual expenditures-to-date in the amount of \$93k.

^(c) 7200 Acre Feet of Untreated Water was purchased from the Metropolitan Water District, with payments made in December 2016 through February 2017.

Estimated March 2017 Budget to Actual P&L Variance Highlights - Water Fund
(in 000's)

	Variance Month-to-Date		Budget to Actual Variance
	Favorable Items	Unfavorable Items	
<u>MTD NET INCOME (LOSS) - (\$120)</u>	265		265
<u>MTD GROSS MARGIN VARIANCE</u>			
Potable Revenues	491		491
Recycled Revenues	23		23
Other Revenue		(64)	(64)
Water Supply Expense		(185)	(185)
Total	<u>514</u>	<u>(249)</u>	<u>265</u>

Estimated March 2017 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 - \$821</u>	799		799
<u>FYTD GROSS MARGIN VARIANCE</u>			
Potable Revenues	169		169
Recycled Revenues		(131)	(131)
Other Revenue		(436)	(436)
Water Supply Expense	54		54
Total	223	(567)	(344)
<u>FYTD O&M AND OTHER VARIANCES</u>			
Potable Water O&M	555		555
Recycled Water O&M	407		407
Allocated O&M	443		443
Depreciation Expense	206		206
All Other	(468)		(468)
Total	1,143	-	1,143

April 5, 2017
4:30 p.m.

The regular meeting of the Civil Service Board was held in the City Council Chambers of City Hall.

Roll Call

Members present: David Nos, Chairperson
Miguel Porras, Vice-Chairperson
Jacqueline Waltman, Secretary
Matthew Doyle
Susan Widman

Also present: Brady Griffin, Human Resources Manager
Charmaine Jackson, Senior Assistant City Attorney
David Lasher, Administrative Analyst II
Betsy McClinton, Management Services Director
April Moreno, Human Resources Manager
Jessica Sandoval, Executive Assistant
Julianne Venturo, Asst. Management Services Director

Additional Agenda Items

None

Open Public Comment Period of Oral Communications

None

Approval of Minutes

MOTION CARRIED: It was moved by Ms. Widman, seconded by Mr. Doyle (with Ms. Waltman and Mr. Porras abstaining) and carried 3-0 to approve the minutes of the regular meeting of March 1, 2017.

Proposed Amendments to Classification Plan

None

Recruitment and Selection Report – March 2017

RECOMMENDATION: Note and file.

Expedited Recruitment Quarterly Report

RECOMMENDATION: Note and file.

Annual Examination Appeals Report

RECOMMENDATION: Note and file.

Annual Review of Recruitment Processes Report

RECOMMENDATION: Note and file.

Appointments and Assignments – April 2017

For the month of April 2017, there was one temporary appointment extension needed. The extension was sought on behalf of the Burbank Water and Power Department.

MOTION CARRIED: It was moved by Mr. Doyle, seconded by Ms. Widman and carried 5-0 to approve the Appointments and Assignments for the month of April 2017.

Additional Leave Quarterly Report

RECOMMENDATION: Note and file.

Adjournment

The regular meeting of the Civil Service Board was adjourned at 4:58 p.m.

Julianne Venturo
Assistant Management Services Director

APPROVED:

David Nos, Chairperson

DATE _____

Jacqueline Waltman, Secretary

DATE _____

6A.

**BURBANK WATER AND POWER BOARD
MINUTES OF MEETING
April 6, 2017**

UNAPPROVED

Mr. Herman called the regular meeting of the Burbank Water and Power Board to order at 5:12 p.m. in the third floor Boardroom of the BWP Administration Building, 164 W. Magnolia Boulevard, Burbank, California.

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

ROLL CALL

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

Board Absent: None

Staff Present: Mr. Somoano, General Manager, BWP; Mr. Liu, Chief Financial Officer; Mr. Chwang, Sr. Asst. City Attorney; Mr. Ancheta, Acting Assistant General Manager, Electrical; Mr. Bleveans, Assistant General Manager, Power Supply; Mr. Compton, Assistant General Manager – Chief Technology Officer; Ms. Fletcher, Assistant General Manager, Customer Service and Marketing; Mr. Mace, Assistant General Manager, Water; Ms. Meyer, Marketing Manager; Mr. Kulkarni, Marketing Associate; Mr. Hernandez, Customer Service Supervisor; Ms. O'Brien, Customer Service Supervisor; Mr. Lippert, Manager, Telecommunications; Mr. Antoun, Electrical Engineering Associate; Mr. Messineo, Power Production Manager; Mr. Nahhas, Principal Civil Engineer, BWP; Mr. Thompson, Principal Civil Engineer, BWP; Mr. Aquino, Administrative Officer; Ms. Titus, Legislative Analyst; Mr. Swe, Utility Rates and Program Analyst; Ms. Kramer, Recording Secretary

INTRODUCTION OF ADDITIONAL AGENDA ITEMS

None requested.

ORAL COMMUNICATIONS

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

CONSENT AGENDA

MINUTES

It was moved by Mr. Olson, seconded by Ms. Springer and carried 5-0 to approve the minutes of the regular meeting of March 2, 2017. Mr. Eskandar and Ms. Obal abstained.

REPORTS TO THE BOARD

UPDATE ON BWP RATE PRESENTATION TO CITY COUNCIL:

Mr. Herman commented on the presentation that the BWP subcommittee gave to the Council at the March 14, 2017 City Council Meeting.

Mr. Olson commented on the current state of the utility, as compared to 15 years prior.

BWP OPERATIONS AND FINANCIAL REPORTS:

Mr. Liu presented BWP's financial update and operating report for the month of February 2017.

Mr. Liu, Mr. Somoano, Ms. Fletcher, Mr. Mace, Mr. Ancheta, Mr. Bleveans, Mr. Swe, and Mr. Lippert responded to Board Member questions.

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

ELECTRIC VEHICLE CHARGING PLAN

Mr. Kulkarni presented an update on Burbank's Electric Vehicle Charging Plan. He discussed marketing strategies and efforts to promote EV charging, and the possible benefits EV Charging can bring to the utility.

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

It was moved by Mr. Eskandar, seconded by Mr. Smith, and carried 5-0 to support staff's recommendation to support an increase in the rebate for multiple use commercial chargers up to \$2,000, to modify the rules of the residential and multi-family rebate program to allow for installation expenses to be claimed as part of the rebate, if done through a licensed contractor and with appropriate City permits, and for staff to incorporate a demand side management study for commercial charging stations to be brought back to the board.

UPDATE ON BWP ENERGY AND WATER EFFICIENCY PROGRAMS

Ms. Meyer updated the Board on the status and performance of BWP's energy and water efficiency program portfolios, provided recommendations for some of the programs, and discussed the proposed FY 2017-18 efficiency program budgets.

Ms. Meyer, Mr. Somoano, Mr. Bleveans, and Mr. Swe responded to Board Member questions and comments.

It was moved by Mr. Eskandar, seconded by Mr. Ford and carried 5-0 to approve staff's recommendation to discontinue three energy efficiency programs, and to make modifications to three other energy and water efficiency programs.

The Chair called for a short recess at 9:12 pm. The meeting was called back to order at 9:22 pm.

NET SURPLUS ELECTRICITY COMPENSATION RATE

Mr. Swe gave a presentation on BWP's Net Surplus Electricity Compensation Rate.

Mr. Swe responded to Board Member questions.

It was moved by Mr. Eskandar, seconded by Mr. Olson and carried 7-0 to approve staff's recommendation to change BWP's Net Surplus Electricity Compensation Rate from \$0.0987 to \$0.0455 per kilowatt-hour.

SUSTAINABLE BURBANK COMMISSION REPORT

Ms. Springer reported that the Sustainable Burbank Commission met on March 20. There will be an Earth Day event at the Buena Vista Library on Saturday, April 22 put on by the Burbank Recycle Center. The Commission also decided on six goals:

- Get ahead of proposed development projects and develop a sustainability scorecard to grade improvements
- Community engagement through the Green Spotlight Award and other programs
- Develop a Food Recovery Program
- Address the Urban Heat Island Effect and review codes/ordinances
- Research best practices for sustainability – including the potential for a Sustainable Officer in Burbank
- Biodiversity & enhancement of wildlife corridors

COMMENTS AND REQUESTS FROM BOARD MEMBERS

Mr. Olson inquired if there have been any changes to the budget after reviewing it with the City Manager. Mr. Somoano and Mr. Liu responded.

Mr. Smith requested to continue having regular cyber security updates from time to time – and inquired whether the Board would support BWP creating a cyber security metric/scorecard that could be reported on.

Ms. Springer inquired about the compressed air energy storage project. Mr. Bleveans responded. Ms. Springer raised questions regarding the feasibility of community solar. Mr. Somoano responded.

Mr. Eskandar apologized for being absent from last month's meeting, and thanked the Board for allowing him to participate in the BWP subcommittee that presented to the Council.

Mr. Herman inquired if Burbank had received the final report from LA County regarding the acid leak. Mr. Bleveans responded, no.

INFORMATION FROM STAFF

MPP OUTAGE

Mr. Messineo reported out on the MPP scheduled inspection and repair, and the goals for this maintenance outage. Mr. Messineo responded to Board Member questions and comments.

LEGISLATIVE UPDATE

Ms. Titus reported out on 4 bills:

- Landscape Water Meters Bill AB 1667 introduced by Asssemblymember Laura Friedman
- SB 57, Aliso Canyon introduced by Senator Stern
- SB 801, Aliso Canyon: Data Requirement for LA Basin Utilities introduced by Senator Stern
- SB 649, introduced by Senator Hueso

DROUGHT UPDATE

Mr. Mace reported on the positive indicators that water levels and reserves are up.

OROVILLE DAM UPDATE

Mr. Mace reported out on the Lake Oroville spillway damage and the next steps towards repair.

ALISO CANYON UPDATE

Mr. Bleveans reported on the activities surrounding Aliso Canyon, and the legislation that has been introduced as a reaction to this event. Mr. Bleveans responded to Board Member questions.

ADJOURNMENT

The meeting was adjourned at 10:38 pm. The next scheduled Board meeting is May 4, 2017 and will be held in the third floor Boardroom at Burbank Water and Power.

Lyndsey Kramer
Recording Secretary

Jorge Somoano
Secretary to the Board

Paul Herman, Chair, BWP Board

**CITY OF BURBANK
PARKS AND RECREATION - ANNOTATED AGENDA/MEETING SUMMARY**

Meeting: Burbank Cultural Arts Commission
Members Present: Mary Elizabeth Michaels, Barbara Beckley, Lynda Williner, Jeff Rector, Cynthia Pease, Katherine Zoraster, Diana Means, Jeremy Geltzer, Peggy Flynn (9:20)
Members Absent:
Staff Present: Judie Wilke, Kris Smith, Kristin Buhagiar, Paul Paolone, Doug Fowler
Liaisons Present Jess Talamantes (City Council)

Date: April 13, 2017

Item Discussed	Summary	Direction or Action, if any
1. Budget Update	Ms. Smith explained that the Commission's \$11,950 budget request has been put on the City's Unfunded Operations List. She noted that the only requests approved for funding had to do with Safety and Capital Improvement projects. City Council will review the items in May. Because the City is facing a \$280 million deficit over the next 20 years, City Departments and the City Council are faced with making hard decisions regarding funding. The Commission is welcome to submit emails or attend budget hearings to speak on behalf of their request.	The Commissioner's had a brief discussion regarding budgets and funding for their respective sub-committee's projects. They will work on revising/re-evaluating their budget priorities and exploring fundraising options.
2. Art in Public Places	Item was not discussed due to time constraints.	
3. 2017 Burbank Cultural Arts Commission Goals Taskforces	The Cultural Arts Commission has established 3 goals to be accomplished over the next year: Goal 1: Communications Goal 2: Beautification/Utility Boxes/Murals/Traffic Boxes Goal 3: Projection Mapping/Community Events	<p>Goal 1: The subcommittee will be utilizing a volunteer and a Commission member to continue to update the website since the requested funding was not secured to hire a professional. They agreed to hold off on allotting any of their funds towards any particular project until they have agreed on a revised budget for their current projects. The Commission will be re-evaluating hiring an intern and marketing person given they have limited funds in their account. They will continue to solicit free intern options through Woodbury University and other avenues.</p> <p>Goal 2: The subcommittee reported that five of the eight available boxes have been sponsored by the following entities/individuals: 1) Fine Arts Federation 2) Burbank Water and Power 3) Katherine Zoraster (father) 4) Lynda Williner 5) Do-it Home Center. They will have a sub-committee meeting soon and move forward with a "Call For Artists" solicitation and continue with the process.</p> <p>Goal 3: Based on the update regarding the lack of approved funding through the budget process, as well as concerns with the current state of construction at the mall, the Commission cancelled the projection mapping event planned for April.</p> <p>Mayor Talamantes reiterated that the City is facing a \$280 million deficit. He noted that only basic needs are being approved and all other requests have been put on the unfunded list. City Departments, the City Manager and City Council have been faced with making very difficult decisions regarding funding. He encouraged the Commission to contact the Councilmembers and to attend budget hearings to speak on their requests.</p> <p>The Commissioners agreed to make changes to their current Taskforces. They voted to split the Communications goals into two separate items (Marketing and Website), change the name of Goal 3 to Community Events/Development, and assign members to the subcommittees:</p> <ol style="list-style-type: none"> 1. Marketing –Katherine Zoraster, Barbara Beckley, Peggy Flynn 2. Website – Mary-Elizabeth Michaels, Jeremy Geltzer, Peggy Flynn 3. Utility Boxes- Diana Means, Barbara Beckley, Lynda Williner, Katherine Zoraster 4. Community Events/Development- Cindy Pease, Lynda Williner, Jeremy Geltzer

memorandum

DATE: April 25, 2017
TO: Ron Davis, City Manager
FROM: Patrick Prescott, Community Development Director 
SUBJECT: **Planning Board Actions of April 24, 2017**

At the regular meeting of April 24, 2017, the Planning Board discussed the following items:

Hearing

1. Project No. 16-5458 (Variance and Development Review) | 515 S. Shelton St.

The Board was presented with a request to convert an existing 486 square foot recreation room into a new 1,140 square foot dwelling unit and allow the on-site tandem parking for the unit in the required 20-foot buffer on a property with two existing dwelling units. The Board approved the Variance and Development Review with a vote of 3-0. Mr. Atteukenian and Ms. Petrulis were absent.

The Board's decision on this item is final. Modifications may not be made, nor the decision of the Board reversed, unless the Board's decision is appealed by the public or the City Council as a body decides to set the matter for a public hearing in lieu of an appeal. Any City Council Member requesting City Council review of this matter must submit a request in writing to the City Clerk by May 8, 2017.

Report

The Board was presented with a report to note and file that provided an introduction and overview of the Golden State Specific Plan (GSSP).

Attendance

Present: Jo, Rizzotti, Eaton.

Absent: Atteukenian, Petrulis



April 27, 2017

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 Monday, May 1, 2017, at 9:00 a.m., in the Airport Skyroom of Hollywood Burbank Airport, 2627 Hollywood Way, Burbank, California 91505.

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

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

Regular Meeting of Monday, May 1, 2017

9:00 A.M.

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

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

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



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

1. PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. APPROVAL OF AGENDA
4. PUBLIC COMMENT
5. CONSENT CALENDAR
 - a. Commission Minutes
(For Approval)

1) April 17, 2017

[See page 1]

- b. Executive Director Travel Authorization For Attendance at ACI-NA Summer Board Meeting, ACI-NA U.S. Policy Council Meeting, and ACI Europe General Assembly Congress & Exhibition **[See page 6]**

- c. Month-to-Month Ground Lease: Overflow Storage Enterprise Rent-A-Car Company **[See page 8]**

- 6. ITEMS FOR COMMISSION APPROVAL
 - a. Amendment No. 1 to the Janitorial Service Agreement Diverse Facility Solutions, Inc. **[See page 10]**

 - b. Award of Contract — Forecast of Aviation Demand InterVISTAS Consulting Inc **[See page 14]**

- 7. ITEMS FOR INFORMATION
 - a. Airline Schedule Analysis **[See page 39]**

 - b. March 2017 Passenger/Cargo Statistics and Parking Information **[See page 44]**

- 8. CLOSED SESSION
 - a. CONFERENCE WITH LABOR NEGOTIATORS
(California Government Code Section 54957.6)
Authority Representatives: Frank R. Miller
Employee Organization: IAFF I-60

 - b. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
(California Government Code Section 54957(b))

Title: Executive Director

- 9. ADJOURNMENT