



Weekly Management Report

December 8, 2017

1. **Minutes** Burbank Water and Power Board
Meeting of October 5, 2017
Burbank Water and Power Department

2. **Report** October 2017 Operating Results
Burbank Water and Power Department

3. **Letter** Regarding "Flash Mob" Social Media Event
August 26, 2017
Community Development Department

4. **Minutes** Civil Service Board
Meeting of November 1, 2017
Management Services Department

5. **Synopsis** Transportation Commission Meeting of
November 20, 2017
Community Development Department

6. **Letter** Regarding "Aliso Canyon Winter Risk Assessment
Technical Report 2017-18

7. **Notes** City Notes, December 8, 2017
City Manager

**BURBANK WATER AND POWER BOARD
MINUTES OF MEETING
OCTOBER 5, 2017**

Mr. Eskandar called the regular meeting of the Burbank Water and Power Board to order at 5:17 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. Eskandar, Mr. Smith, Mr. Ford, Mr. Herman, Ms. LaCamera, Ms. Obal

Board Absent: Mr. Olson

Staff Present: Mr. Somoano, General Manager, BWP; Mr. Liu, Chief Financial Officer; Mr. Chwang, Sr. Asst. City Attorney; Mr. Ancheta, Assistant General Manager, Electrical; Mr. Bleveans, Assistant General Manager, Power Supply; Ms. Fletcher, Assistant General Manager, Customer Service and Marketing; Mr. Mace, Assistant General Manager, Water; Mr. Thompson, Manager, Water Engineering/Planning; Mr. Chen, Principal Civil Engineer, BWP; Mr. Pandey, Assistant Power Production Superintendent; Mr. Flores, Marketing Associate; Ms. O'Brien, Assistant Manager Customer Service Operations; Mr. Hernandez, Assistant Manager Customer Service Operations; Mr. Swe, Utility Rates and Program Analyst; Ms. Mao, Financial Analyst; Mr. Lippert, Manager, Telecommunications; Mr. Aquino, Administrative Officer; Ms. Titus, Legislative Analyst; Ms. Kramer, Recording Secretary

INTRODUCTION OF ADDITIONAL AGENDA ITEMS

None requested.

ORAL COMMUNICATIONS

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

CONSENT CALENDAR

MINUTES

It was moved by Mr. Herman, seconded by Ms. Obal, and carried 6-0 to approve the meeting minutes of the regular meeting of September 7, 2017.

REPORTS TO THE BOARD

BWP OPERATIONS AND FINANCIAL REPORTS

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

Mr. Liu, Mr. Somoano, and Mr. Ancheta responded to Board Member questions.

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

SECOND AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH TERRANEARPMC, LLC FOR OPERATION AND MAINTENANCE OF THE BURBANK OPERABLE UNIT

Mr. Thompson presented a request for the Board to authorize the General Manager of BWP to approve an Amendment to the Professional Services Agreement (PSA) with TerranearPMC, LLC for operation and maintenance of the Burbank Operable Unit.

Mr. Thompson answered Board Member questions.

It was moved by Mr. Smith, seconded by Mr. Herman and carried 6-0 to endorse and authorize the General Manager to approve the Second Amendment to the PSA with TerranearPMC, LLC for operation and maintenance of the BOU. The total annual fee is not to exceed \$6,000,000 for labor, insurance and reimbursable indirect costs to operate the facility. All costs are paid directly by the Lockheed Martin trust account after the invoice is reviewed and certified by BWP.

GOLF COURSE TANK SEISMIC IMPROVEMENTS

Mr. Thompson provided an update on the status of the golf course tank seismic improvements. After consideration and reviewing the submitted design-build contract by Crosno Construction, Inc. staff has decided to not proceed with this project. Staff reviewed the deficiencies in the tank and found that a more cost-effective solution was to lower the level of water stored in the golf course tank. More than adequate storage remains after the upper water level is reduced.

Mr. Thompson answered Board Member questions.

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

RECYCLED WATER RATE INQUIRY

Mr. Chen presented the history of the recycled water system, the recent build out, the associated funding (bond and loans) and current revenue.

Mr. Chen, Mr. Somoano, and Mr. Mace responded to Board Member questions.

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

SUSTAINABLE BURBANK COMMISSION REPORT

Ms. Obal reported out the Sustainable Burbank Commission meeting of September 18, 2017. No particular items pertaining to BWP were discussed. The Commission discussed creating various subcommittees to handle the Green Spotlight Award, discuss Commission goals, and to study ongoing development projects in Burbank.

Council Member Talamantes attended the meeting and voiced his opinion that the liaisons to the Sustainable Burbank Commission should not be able to vote or participate in discussions regarding agenda items. Ms. Obal reported that staff present from the City Attorney's Office agreed with Council Member Talamantes.

INFORMATION FROM STAFF

IRP UPDATE

Mr. Pandey presented an update on BWP's Integrated Resource Plan (IRP). He discussed the background, how BWP is proceeding with the process, and public outreach efforts. BWP would like to host two public meetings, send out a survey, and engage with key accounts to receive input. Mr. Pandey also discussed a proposed schedule for the IRP.

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

NATURAL DISASTER AND ROLE OF MUTUAL ASSISTANCE

Mr. Ancheta discussed Mutual Assistance Agreements and the process which utilities go through to request local, regional, and national mutual assistance.

Mr. Ancheta responded to Board Member questions.

LEGISLATIVE UPDATE

Ms. Titus reported out on the recent MWD Inspection Trip to Hoover Dam and Colorado River Aqueduct which a few Board Members attended.

Ms. Titus presented a brief federal legislative update; framework for tax reform has been released with legislation to follow.

Ms. Titus discussed three key electric bills that the Governor signed into law; AB 398, AB 1222, and SB 338. Ms. Titus also discussed key water bills AB 574 and AB 746 which BWP is monitoring.

WATER SUPPLY UPDATE

Mr. Mace reported that currently there is no shortage of water supply in California. BWP is spreading water in compliance with the Cyclic Storage Agreement with MWD. Mr. Mace presented an update on the Lake Oroville Spillway and the large-scale recovery effort.

COMMENTS AND REQUESTS FROM BOARD MEMBERS

Ms. LaCamera remarked what a great trip the MWD Inspection Trip was. She would recommend it to anyone hoping to gain a better understanding of water and the process behind getting our water. She would be interested in local trips as well, highlighting some of the facilities in Burbank.

Ms. Obal thanked both MWD and Burbank staff for organizing this trip.

Mr. Herman suggested hosting an open house at BWP. In addition to being informative and engaging, it may also be an opportunity to do community outreach regarding the IRP.

Mr. Ford inquired about the management side of BWP, its organizational structure, and the practices in place for succession planning. He is curious to learn more about it.

Ms. Obal extended her appreciation to the BWP Board Members and staff as she feels the BWP Board is the best!

Mr. Eskandar noted that tonight's meeting was a little late in starting as staff was celebrating the retirement of Joanne Fletcher, Assistant General Manager, Customer Service and Marketing, who is retiring at the end of this year. Mr. Eskandar commented that Ms. Fletcher has lead the Customer Service team to great success and she will leave a big void when she retires.

Mr. Eskandar also commented on the success of the MWD Inspection Trip, and thanked Director Ramos, and all those who made the trip possible. It was an invaluable experience and a great opportunity to bond with others.

Mr. Somoano responded to Board Member comments and requests. Staff is working on coordinating tours at various facilities in Burbank to offer the Board. Mr. Somoano commented that there may be an opportunity to host an open house at BWP. He advised that the City's Organization Chart can be found online and in the Management Services Department. Staff can provide copies of the Org. Chart to the Board Members. Staff is also working on a future presentation relating to personnel.

ADJOURNMENT

The meeting was adjourned at 7:47 pm. The next scheduled Board meeting is November 2, 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

Philippe Eskandar, Chair, BWP Board



7A.

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

DATE: December 7, 2017
TO: BWP Board
FROM: Jorge Somoano, General Manager, BWP
SUBJECT: October 2017 Operating Results

Bob Liu for Jorge Somoano

SAFETY

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

Water Results of Operations

For the month of October, Potable water usage was 4% (20 million gallons) higher than budgeted due to warmer than normal temperatures, and Potable Water Revenues were \$50,000 better than budgeted. Recycled water usage was 3% (4 million gallons) higher than budgeted and Recycled Water Revenues were correspondingly \$12,000 better than budgeted. October Water Supply Expenses were \$50,000 higher than budgeted, driven by the higher demand and less ground water than planned. October's Gross Margin was \$50,000 worse than budgeted. Net Income was \$419,000, which was \$50,000 worse than budgeted.

October fiscal-year-to-date (FYTD) potable water usage was 1% (14 million gallons) higher than budgeted and FYTD October Potable Water Revenues were \$52,000 lower than budgeted. FYTD recycled usage was 9% (38 million gallons) higher than budgeted and Recycled Water Revenues were correspondingly \$96,000 better than budgeted. FYTD Water Supply Expenses were \$118,000 higher than budgeted, driven by higher demand. The FYTD October Gross Margin was \$134,000 lower than budgeted. Operating Expenses were \$635,000 better than budgeted. Net Income was \$2,360,000, which was \$453,000 better than budgeted.

Electric Results of Operations

For the month of October, electric loads were slightly higher than budgeted due to warmer than normal temperatures. Retail Sales were \$392,000 worse than budgeted. October Power Supply Expenses were \$1,109,000 better than budgeted primarily due to lower usage of biomethane gas than planned and savings from biomethane restructuring, due to receiving higher IPP true up credits than planned, and due to receiving less renewable energy than planned. October's wholesale margin was \$15,000 better than budgeted. October's Gross Margin was \$732,000 better than budgeted. Net Income was \$2,662,000 which was \$755,000 better than budgeted.

FYTD October electric loads were 2% higher than budgeted due to warmer than normal temperatures. Retail Sales were correspondingly \$2,219,000 higher than budgeted. FYTD Power Supply Expenses were \$4,826,000 better than budgeted primarily due to

prior period true-up credits, lower usage of biomethane gas than planned, savings from biomethane restructuring, lower than planned O&M expenses, and is partially offset by additional energy cost from higher retail load, and higher energy prices. FYTD wholesale margin was \$76,000 better than budgeted. FYTD Gross Margin was \$7,016,000 better than budgeted. October FYTD Operating Expenses were \$1,429,000 better than budgeted. Net Income was \$14,964,000 which was \$8,308,000 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 did not change 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 18, 2016. State and Federal agencies made several major decisions (environmental findings, water rights change petition and permits) on the California Water Fix. The U.S. Fish and Wildlife Service and the National Marine Fisheries Service finalized Biological Opinions on June 26 that concluded the California Water Fix will not jeopardize fish protected by the Endangered Species Act and that actions are outlined that will avoid, minimize or compensate for potential impacts. Incidental Take permits were issued at the end of July which allows the California Water Fix to comply with Endangered Species Act by implementing measures to minimize the impacts of any incidental take of state endangered species. An updated financial planning analysis was presented to the MWD Board on August 14 showing that the monthly impact of the project on local water bills would be \$2-3 per month. This is less than the previous estimate of \$5-6. Director Ramos reported to the City Council on August 23 concerning the California Water Fix. Council requested an agenda item for the September 12 Council meeting regarding support of the California Water Fix. Council voted 3-1 to continue support of the California Water Fix after the staff report and deliberation. The MWD Board voted on October 10 to support MWD's 26% of the project. All State Water Project Contractors south of the Delta have voted to support their share of the California Water Fix as of October 18. The West Lands Water District in the Federal Central Valley Project, north of the Delta, voted no on their 24% share of the project. Discussions continue on size and funding and how to move forward with the California Water Fix project without West Lands participation.

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 is paying close attention and working with regional and industry groups to comment on, and influence, the development of these standards. As noted above, these actions will require enabling legislation.

Legislation is also moving forward for the state to fund operation and maintenance of water facilities in disadvantaged communities as well as in separate legislation to provide low income rate assistance. Both of these efforts are moving forward under the auspices of water as a basic human right as defined by the California Legislature. One means of paying for these initiatives is proposed as fees attached to individual consumers water bills as opposed to funding through the State General Fund. This approach is highly contested and will go into the next legislative session.

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 it was 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 Burbank 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 potential future actions by the State, Burbank appears well positioned to meet the future requirements. Water use in Burbank in October was 146 GPCD with 123.4 GPCD for the Fiscal Year ending on June 30. 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 is 85% as of April 14, 2017. A significant event impacting the SWP is the erosion and undermining of the spillway at the Oroville Dam discovered on February 7; and it includes severe damage to the main spillway and the emergency overflow spillway. The State has issued a \$274 million contract for permanent repairs that will take two years to complete. MWD plans on adding excess water supply beyond current demand to its storage facilities. Currently, that is 1.3 million acre-feet. The available water exceeds MWD's capacity to place water into its storage facilities so MWD has created a cyclic storage program to allow member agencies to store water in their groundwater basins and then pay for the water when they take it. BWP has entered in to a multi-year agreement with Council approval on August 23. Over 2,000 acre feet were spread in August with another 2,700 acre-feet spread in September for a total of 4,700 acre-feet in cyclic storage. Spreading continued in October with the budgeted annual purchase of untreated volumetric water. This should continue until the end of December.

The BOU was 81.85% available for service in October 2017. Three Liquid Phase Granulated Activated Carbon Filters were offline for carbon change out at the beginning of the month. One filter was still offline at month's end. All wells were available for service. BWP is maximizing BOU production by optimizing the blend with MWD treated water although lower ground water levels are impacting the operational efficiency of the BOU wells. Testing of drawing water from lower levels in the aquifer, by deflating the "packers" in the lower portion of the well casings requires 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)
81.85%	73.03%	6,572

Project Updates:

Work continued on installing 1,000 l.f. of 8-inch ductile iron water main in Hollywood Way from Allan Ave. to Jeffries Ave. The main was disinfected and put into service in early September. Services are now being tied over. The work was completed at the end of November.

Work began on installing 2,300 l.f. of 8-inch ductile iron water main in Scott road from Tulare Ave. to Glenoaks Blvd. Completion is scheduled for mid- January, 2018.

Water crews did some foundation demolition in support of the Fleet Building project in October.

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 meeting. Staff reported to the Board on October 5 and recommended not continuing with the project due to significant increased project costs. The tank will be operated at a lower water level to prevent structural damage due to sloshing water during an earthquake.

Seismic valve actuators are currently being installed at Reservoirs #1, #4 and #5; a valve control software was installed in late July which will enable BWP 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 3B contract to Williams Brothers at the April Board meeting. LADWP acquired approval from their Board on October 4, 2016 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 was delayed awaiting LADWP receiving the traffic control and excavation permits for this last phase. LADWP has finally secured all necessary permits and completion of Phase 3B is anticipated at the end of December 2017.

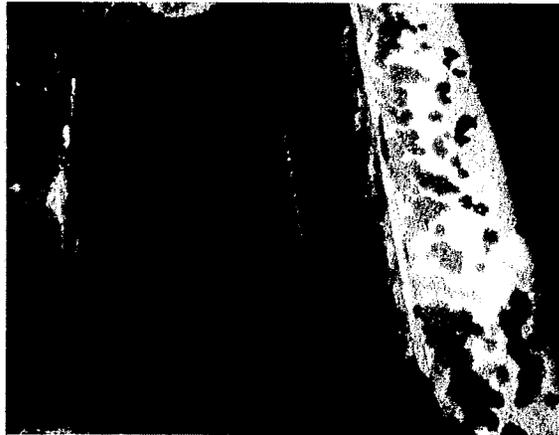
On April 14, 2016 a new Waste Discharge Requirements and Water Recycling Requirements Permit was granted to the City of Burbank by the Regional Water Quality Control Board. This brought the City into full compliance by recognizing the use of RW in cooling towers. A Waste Water Change Petition was submitted to the State Water Resources Control Board (SWRCB), 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. The City of Los Angeles filed a protest on the Waste Water Change Petition in April. BWP is proceeding with answering the protest and securing approval. This process will take several months and will go to the end of the year. On September 12 City Council approved a Negative Declaration of Environmental Impact for the Waste Water Change Petition. The response to the L.A. protest was filed on September 25. Action by SWRCB is next. In addition BWP made a presentation to the SWRCB Board on November 8 regarding Water Use

and Reuse in Burbank with reference to currently unused recycled water to the Los Angeles River.

Work on the 8-inch ductile iron recycled water main crossing of the Burbank Western Channel at Cohasset began and was completed in September. This line will supply the Caltrans right of way irrigation in that part of the city. Effort is underway to get Caltrans to convert the irrigation system now rather than next summer.

Four HVAC cooling tower projects are ready for conversion and awaiting inspection by the County Health Dept. The irrigation system at The Pinnacle is also ready for conversion and awaiting County Health Dept. approval. Pending conversions to recycled water in 2017 include: Nickelodeon, Talaria, and The Pinnacle. Other sites that are expected to be converted to recycled water in 2018 include: Fotokem, and the ornamental fountain at the Valley Pumping Plant.

Below are photos of a distribution valve replacement at Sunset Canyon Drive and Alameda. This is part of our annual CIP program to replace 10 broken valves throughout the city. Last fiscal year we were able to replace 15 total valves. Replacing valves extends the useful life of our water distribution system. Replacement of existing facilities increases reliability, and reduces system leaks and reactive maintenance.





Water crew providing support to the Fleet Building Modification project by removing an existing block wall and foundation in preparation for construction. When completed the building will be more efficient and safer for the employees who work in the building.





Beginning construction of a new main On Scott Road. The new 8" main will replace a 6" cast iron main that was installed in the early 1920's. The existing main is undersized for today's standards, and had a repeated history of leaks. This project will replace about 2,300 lineal feet of pipeline on Scott Road from Tulare to Glenoaks.







DISTRIBUTION

ELECTRIC RELIABILITY

In October 2017, BWP experienced no sustained feeder outages. In the past twelve months, automatic reclosing has reduced customer outage time by approximately 642,227 customer minutes.

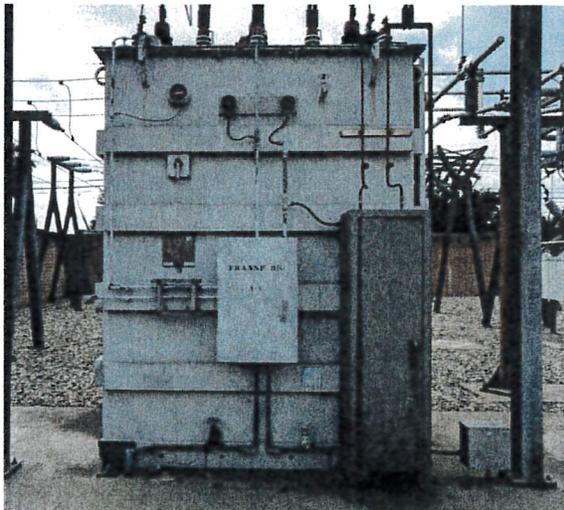
Reliability Measurement	November 2015- October 2016	November 2016- October 2017
Average Outages Per Year (SAIFI)	0.3142	0.4897
Average Outage Duration (CAIDI)	51.71 minutes	20.69 minutes
Average Service Availability	99.997%	99.998%
Average Momentary Outages Per Year (MAIFI)	0.1352	0.1534
No. of Sustained Feeder Outages	7	11
No. of Sustained Outages by Mylar Balloons	0	2
No. of Sustained Outages by Animals	1	0
No. of Sustained Outages by Palm Fronds	3	4

PROJECT UPDATES

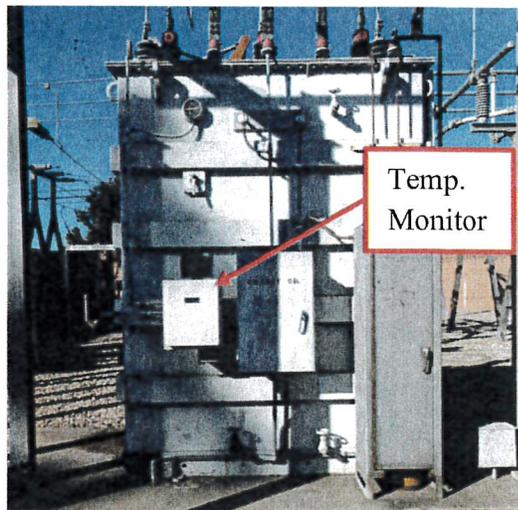
Transformer Temperature Monitor Installation at Clybourn

BWP has been in the process of installing new temperature monitors for 38 of its 42 substation transformer banks (the remaining four transformer banks already have temperature monitors). In 2015, 2016, and 2017, seventeen temperature monitors were installed at Flower, Golden State, McCambridge, Victory, Winona, and Town Substations, which have some of our oldest or most heavily loaded transformers. Pursuant to the Electric Distribution Master Plan, BWP has targeted its CIP budget for transformer temperature monitor installations for up to six transformer banks per year until Fiscal Year 2020-21.

In October, BWP installed two transformer temperature sensors and monitors at Clybourn Substation. The new monitors transmit transformer oil and winding temperatures to the Energy Control Center (ECC) and allow for automatic control, as well as remote control of transformer cooling fans from the ECC. System operators and engineers will use temperature information to quickly identify abnormal operating conditions and determine whether a substation transformer is loaded beyond its normal rating.



Transformer Bank A1 - Before Installation



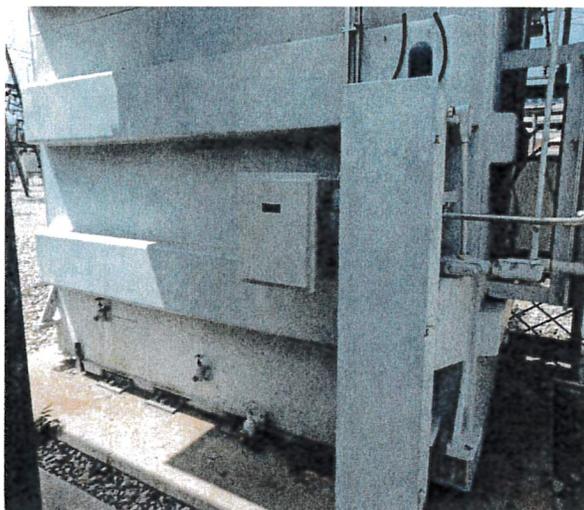
Transformer Bank A1 - After Installation

Transformer Gas Monitor Installation at Golden State

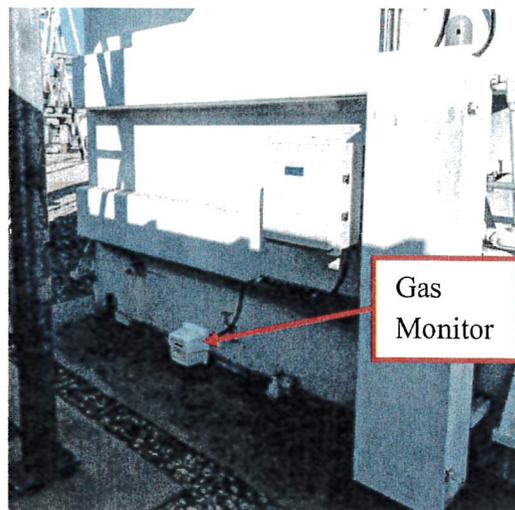
In addition to monitoring the temperature to assess transformer performance, monitoring the gas content of a transformer's oil helps BWP to understand the condition of electrical windings inside the transformer. Transformer oil provides electrical insulation and helps remove heat from the electrical windings inside the transformer. Similar to how doctors 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 Golden State Substation to help monitor the gas in the oil. The new monitors transmit transformer gas levels and alarms to the Energy Control Center. System Operators will use the 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.



Transformer Bank A2 - Before Installation



Transformer Bank A2 - After Installation

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, 40% of the total streetlight luminaires have been converted to LEDs which translates to an annualized energy savings of 1992 MWh or a 21.50% reduction in energy consumption.

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.

Month of usage	Usage in kWh	Gross Revenue	GHG emissions reduced in kg	kWh/ Station/ Day	% Peak Sessions
October 2017	23,000	\$4,828	9,660	27	20%
September 2017	20,755	\$4,307	8,717	25	20%
August 2017	22,207	\$4,669	9,327	26	23%
July 2017	22,981	\$4,845	9,652	27	22%
June 2017	21,456	\$4,513	9,011	26	23%
May 2017	21,693	\$4,063	9,111	25	19%
April 2017	18,699	\$3,461	7,854	22	20%
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

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

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. 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
October 2017	13	41	640	6,630
September 2017	8	28	627	6,446
August 2017	15	20	619	6,405
July 2017*	5	5	604	6,302
June 2017	12	133	599	6,277
May 2017	8	121	587	5,601
April 2017	7	113	579	5,561
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

* Start of new fiscal year.

TECHNOLOGY

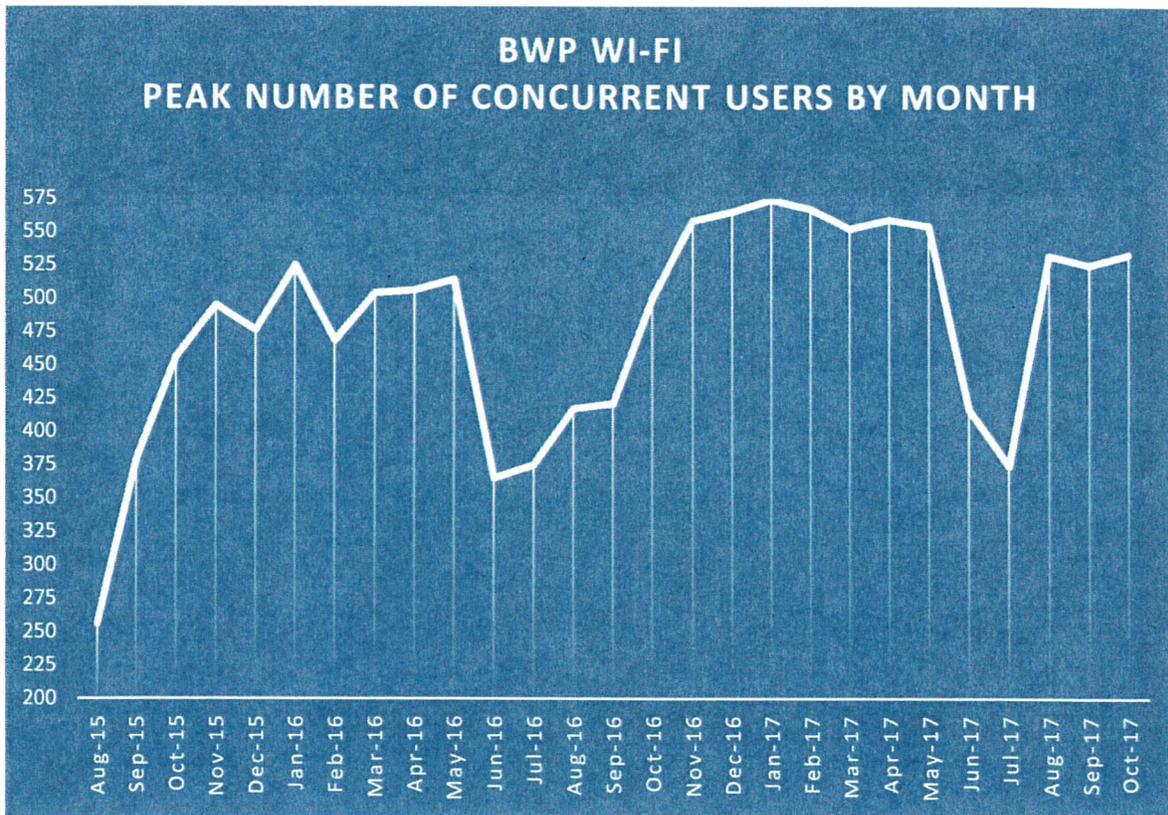
Broadband Services (ONE Burbank)

	October 2017 New Orders	Revenues for October 2017	FYTD 2017-18 Revenues	FYTD Budget
Lit	6	\$110,311	\$431,684	\$520,000
Dark	2	\$196,765	\$779,170	\$780,000
Total	8	\$307,076	\$1,210,854	\$1,300,000

Values in the table above represent invoiced amounts for monthly recurring revenues.

BWP WiFi

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

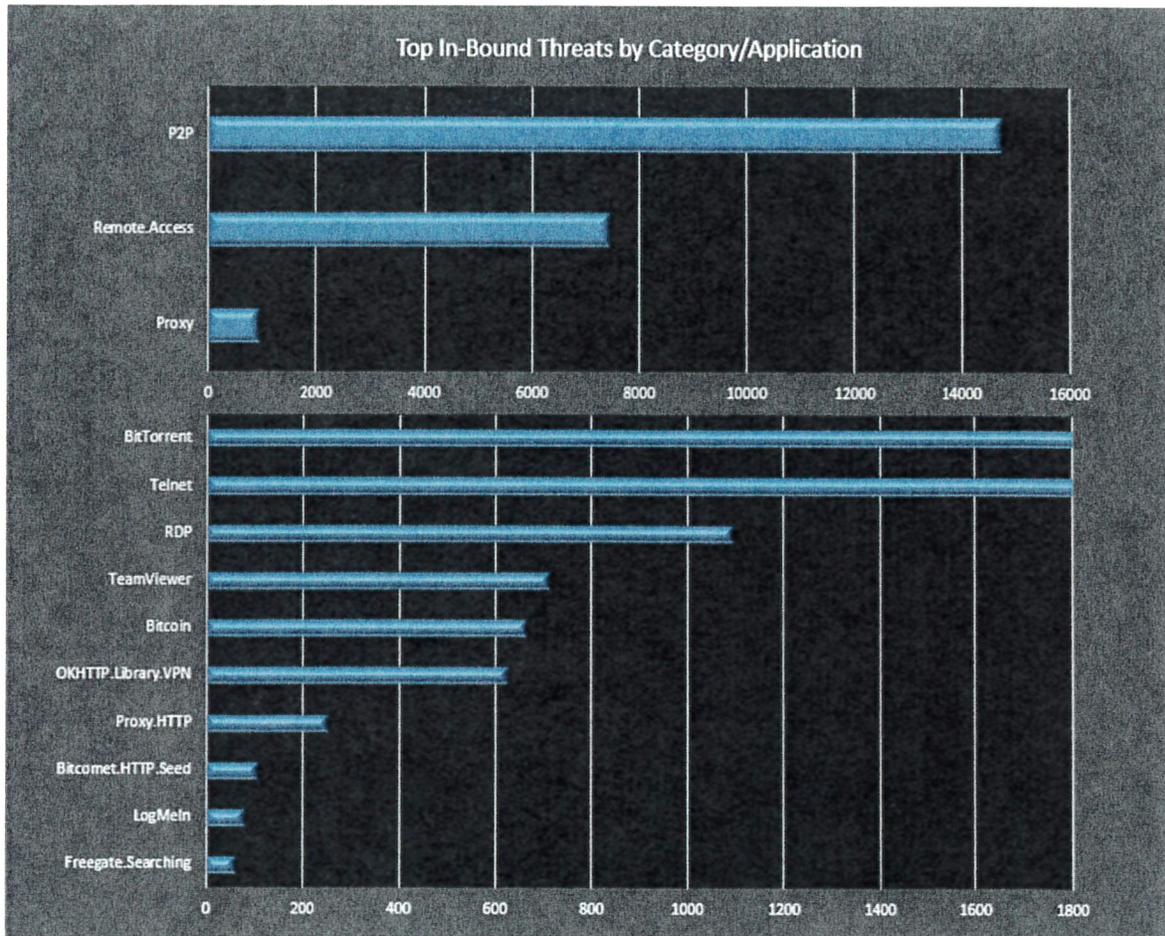


Cyber Security Update – October 2017

The BWP cyber security risk factor is 2.6 out of 5.0 for the month of October. Operational Technology successfully prevented over 134.4 million cyber security threats of which over 52% were elevated or critical.



In-bound cyber threats by source location



Top In-bound cyber threats by category/application

RISK FACTOR



RISK FACTOR: The risk levels (1=lowest to 5=highest) indicate the application's relative security risk based on a variety of factors and criteria such as whether the application can share files, is prone to misuse, or tries to evade firewalls.

POWER SUPPLY

Project Updates:

Power Resources

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

BWP, in conjunction with Glendale Water and Power (GWP), actively participated 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. BWP's analysis indicates that LADWP has made measurable strides to conform its proposed OATT with the Federal Energy Regulatory Commission's pro-forma OATT, but significant concerns have been raised and remain. The LADWP Board of Commissioners approved the OATT on June 6, 2017, and LA Council approved it on June 30, 2017. The 2017 OATT rates will affect costs for service which Burbank purchases through the Balancing Authority Area Services Agreement, which began September 1, 2017. Staff is currently evaluating the new OATT, its impacts, and what next steps should be taken.

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. As part of these efforts, BWP staff has (via a competitive Request for Proposal) chosen Ascend Analytics to be its modeling and consulting provider and is currently in process of establishing a professional services agreement with the company.

Intermountain Power Project (Delta, UT) Renewal Progress

Intermountain Power Agency and Intermountain Power Project (IPP) participants (including BWP) are currently implementing the Gas Repowering and renewal of associated transmission 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 have not yet been determined, BWP's participation share of the Gas Repowering is currently 50 MW of generation and 127 MW on the Southern Transmission System (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 Northern Transmission System (NTS) rights post-2027. Those STS and NTS renewal contracts are currently being negotiated.

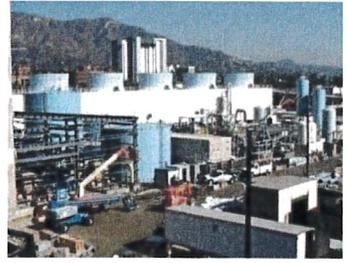
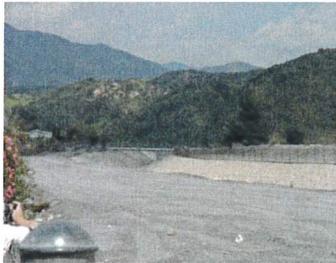
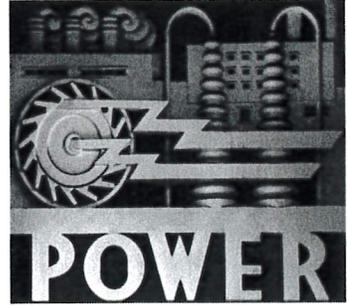
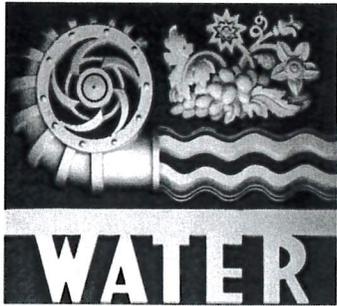
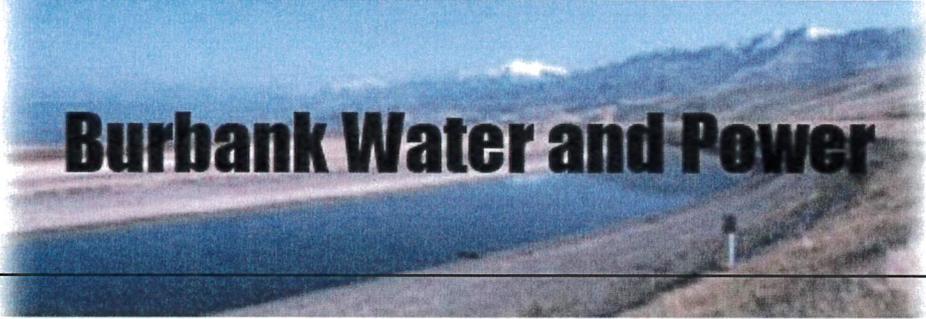
At the same time, LADWP and the non-LADWP California Purchasers are working to renew each non-LADWP California Purchaser's IPP-linked transmission agreement from the southern terminus of the STS at Adelanto to that non-LADWP California Purchaser's

service territory, pursuant to each non-LADWP California Purchaser's Adelanto-service territory transmission capacity.

In the meantime, BWP's 2019 IRP, currently in the planning stages, will continue to refine BWP's planning for participation in any replacement of Intermountain capacity.

Exchange Agreement with Element Markets Renewable Energy

BWP has entered into an exchange agreement with Element Markets Renewable Energy (EMRE) that allows it to exchange its purchased renewable biomethane fuel with equivalent renewable energy deliveries and a cash settlement, while maintaining the same natural gas price protection. The exchange agreement complies with Council direction on renewable procurement and California law.



**Estimated Financial Report
October 2017**

UNAUDITED

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

MTD FY 17-18	MTD Oct-17 Budget	\$ Variance ⁽²⁾	% Variance		FYTD FY 17-18	FYTD Oct-17 Budget	\$ Variance ⁽²⁾	% Variance
98,626	98,398	228	0% ^(a)	NEL MWh	443,213	432,677	10,536	2% ^(A)
				Retail				
\$ 15,488	\$ 15,880	\$ (392)	(2%)	Retail Sales	\$ 71,420	\$ 69,201	\$ 2,219	3%
587	587	-	0% ^(b)	Other Revenues ⁽³⁾	2,243	2,348	(105)	(4%)
7,768	8,877	1,109	12% ^(c)	Retail Power Supply & Transmission	36,587	41,413	4,826	12% ^(B)
8,307	7,590	717	9%	Retail Margin	37,076	30,136	6,940	23%
				Wholesale				
700	5,279	(4,579)	(87%)	Wholesale Sales	5,946	31,571	(25,625)	(81%)
597	5,191	4,594	88%	Wholesale Power Supply	5,344	31,045	25,702	83%
103	88	15	17%	Wholesale Margin	602	526	76	14%
8,410	7,678	732	10%	Gross Margin	37,678	30,662	7,016	23%
				Operating Expenses				
979	979	-	0%	Distribution	3,350	4,268	918	22% ^(C)
172	172	-	0%	Administration/Safety	650	575	(75)	(13%) ^(D)
261	261	-	0%	Finance, Fleet, & Warehouse	953	1,069	116	11% ^(E)
450	450	-	0%	Transfer to General Fund for Cost Allocation	1,770	1,800	29	2%
382	382	-	0%	Customer Service, Marketing & Conservation	1,591	1,796	205	11% ^(F)
411	411	-	0%	Public Benefits	1,543	1,647	104	6%
174	174	-	0%	Security/Oper Technology	660	703	43	6%
112	112	-	0%	Telecom	387	452	65	14% ^(G)
140	140	-	0%	Construction & Maintenance	636	564	(73)	(13%) ^(H)
1,476	1,476	-	0%	Depreciation	5,808	5,903	95	2%
4,556	4,556	-	0% ^(d)	Total Operating Expenses	17,347	18,776	1,429	8%
\$ 3,854	\$ 3,122	\$ 732	23%	Operating Income/(Loss)	\$ 20,331	\$ 11,886	\$ 8,445	71%

**Burbank Water and Power
Electric Fund (496)
Estimated Statement of Changes in Net Assets ⁽¹⁾
MTD and FYTD October 2017**

(\$ in 000's)

MTD FY 17-18	MTD Oct-17 Budget	\$ Variance ⁽²⁾	% Variance		FYTD FY 17-18	FYTD Oct-17 Budget	\$ Variance ⁽²⁾	% Variance
\$ 3,854	\$ 3,122	\$ 732	23%	Operating Income/(Loss)	\$ 20,331	\$ 11,886	\$ 8,445	71%
				Other Income/(Expenses)				
94	94	-	0%	Interest Income	462	374	88	24%
90	90	-	0%	Other Income/(Expense) ⁽⁴⁾	353	358	(6)	(2%)
(377)	(377)	-	0%	Bond Interest/ (Expense)	(1,507)	(1,507)	-	0%
(194)	(194)	-	0%	Total Other Income/(Expenses)	(692)	(775)	82	11%
3,661	2,928	732	25%	Income before Contributions & Transfers	19,639	11,111	8,527	77%
774	794	20	2%	In Lieu	3,628	3,460	(168)	(5%)
225	228	4	2%	Street Lighting	1,046	995	(51)	(5%)
999	1,022	23	2%	Total Contributions & Transfers	4,674	4,455	(220)	(5%)
2,662	1,906	755	40%	Net Income	14,964	6,657	8,308	125%
647	647	-	0%	Capital Contributions (AIC)	673	2,588	(1,915)	(74%) ⁽¹⁾
\$ 3,309	\$ 2,553	\$ 755	30%	Net Change in Net Assets (Net Income)	\$ 15,638	\$ 9,245	\$ 6,393	69%

1. This report may not foot due to rounding.

2. () = Unfavorable

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

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

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

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
a.	Electric Usage in MWh	98,626	98,398	228	- NEL is slightly higher than budget due to warmer than normal temperatures in the month of October 2017. MTD CDD were 183 versus the 30 year average of 129.
b.	Other Revenues	587	587	-	- Other revenues have not closed for October 2017 and are estimated at budgeted values.
c.	Retail Power Supply & Transmission	7,768	8,877	1,109	- The favorable variance is attributable to various components within Retail Power Supply & Transmission. Please refer to page A-6 for additional details.
d.	Total Operating Expenses	4,556	4,556	-	- Expenses have not closed for October 2017 and are estimated at budgeted values.

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

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
A.	Electric Usage in MWh	443,213	432,677	10,536	- NEL is 2% higher than budget due to warmer than normal temperatures in the months of July, August and October 2017. FYTD CDD were 1176 versus the 30 year average of 1038.
B.	Retail Power Supply & Transmission	36,587	41,413	4,826	- The favorable variance is attributable to various components within Retail Power Supply & Transmission. Please refer to page A-7 for additional details.
C.	Distribution	3,350	4,268	918	- The favorable variance is primarily attributable to salary savings due to vacant positions, receiving credit for higher than planned O&M work performed for other departments, and timing of expenditures for private contractual services.
D.	Administration / Safety	650	575	(75)	- The unfavorable variance is primarily attributable to timing, as the yearly membership dues for FY 2017-18 to California Municipal Utilities Association were paid in August 2017.
E.	Finance, Fleet, & Warehouse	953	1,069	116	- The favorable variance is primarily attributable to timing of expenditures for auto equipment maintenance & repair, and professional services.
F.	Customer Service, Marketing & Conservation	1,591	1,796	205	- The favorable variance is primarily attributable to timing of expenditures for professional services, and software & hardware.
G.	Telecom	387	452	65	- The favorable variance is primarily attributable to timing of expenditures for private contractual services, and professional services.
H.	Construction & Maintenance	636	564	(73)	- The unfavorable variance is primarily attributable to the timing of expenditures for private contractual services, and building grounds maintenance & repair.
I.	Capital Contributions (AIC)	673	2,588	(1,915)	- The unfavorable variance is primarily attributable to the planned Avion Burbank Development revenues being deferred, and Caltrans' delays related to the Burbank Bridge Replacement.

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

	Oct-17	Sep-17	Aug-17	Jul-17	Jun-17	Jun-16	Recommended Reserves	Minimum Reserves
Cash and Investments								
General Operating Reserve	\$ 83,182	\$ 77,668	\$ 78,020	\$ 71,627	\$ 70,626	\$ 58,277	\$ 54,060	\$ 36,340
Capital & Debt Reduction Fund	10,000	10,000	10,000	10,000	10,000	10,000	15,000	3,000
BWP Projects Reserve Deposits at SCPPA	15,853	15,833	15,817	15,792	15,787	15,482		
Sub-Total Cash and Investments	<u>109,035</u>	<u>103,500</u>	<u>103,837</u>	<u>97,419</u>	<u>96,412</u>	<u>83,759</u>	<u>69,060</u>	<u>39,340</u>
Capital Commitments	(15,773) ^(b)	(16,221)	(16,423)	(16,444)	(16,450)	(17,000)		
Customer Deposits	(8,547) ^(c)	(8,425)	(8,418)	(8,473)	(4,885)	(3,186)		
Public Benefits Obligation	(5,708)	(5,270)	(5,148)	(4,798)	(4,520)	(4,721)		
Biogas Commitment	-	-	-	-	-	(7,751)		
Pacific Northwest DC Intertie	(8,646)	(8,765)	(8,765)	(9,513)	(9,569)	-		
Cash and Investments (less Commitments)	<u>70,360</u>	<u>64,819</u>	<u>65,082</u>	<u>58,191</u>	<u>60,988</u>	<u>51,101</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, Ontario Distribution Station and 4kV to 12kV conversion of circuit.

^(c) Included in the balance is a customer deposit received in May 2017 and July 2017 for \$2.7M and \$3.7M respectively for the Ontario Substation (Avion Burbank Development).

Estimated October 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): \$2,662</u>	\$ 755		\$ 755
<u>MTD GROSS MARGIN VARIANCE</u>			
Retail Sales		(392)	(392)
Power Supply and Transmission			
- Lower usage of biomethane gas than planned and savings from biomethane restructuring	285		285
- Higher IPP true up credits than planned	260		260
- Received less renewable energy than planned	243		243
- Economic dispatch, managing and optimizing of resources by taking advantage of lower fuel and energy prices to meet system load	204		204
- Prior period adjustment credit	117		117
Wholesale Margin	15		15
Other Revenues	-		-
Total	1,124	(392)	732
<u>MTD EXPENSE AND OTHER VARIANCES</u>			
In lieu and Street lighting	23		23
Total	23	-	23

Estimated October 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 - \$14,964</u>	8,308		8,308
<u>FYTD GROSS MARGIN VARIANCE</u>			
Retail Sales	2,219		2,219
Power Supply and Transmission			-
- Prior period true-up credit	2,552		2,552
- Lower usage of biomethane gas than planned and savings from biomethane restructuring	1,141		1,141
- Lower than planned O&M expenses	812		812
- Receiving less renewable energy than planned	732		732
- Higher IPP true up credits than planned	260		260
- Higher retail load and higher energy prices		(671)	(671)
Wholesale Margin	76		76
Other Revenues		(105)	(105)
Total	<u>7,792</u>	<u>(776)</u>	<u>7,016</u>
<u>FYTD EXPENSE AND OTHER VARIANCES</u>			
Distribution	918		918
Administration/Safety		(75)	(75)
Finance, Fleet, & Warehouse	116		116
Customer Service, Marketing & Conservation	205		205
Telecom	65	-	65
Construction & Maintenance		(73)	(73)
In lieu and street lighting		(220)	(220)
All other	356		356
Total	<u>1,660</u>	<u>(368)</u>	<u>1,292</u>

**Burbank Water and Power
Water Fund (497)
Estimated Statement of Changes in Net Assets ⁽¹⁾
MTD and FYTD October 2017
(\$ in 000's except Gallons)**

MTD FY 17-18	MTD Oct-17 Budget	\$ Variance ⁽²⁾	% Variance		FYTD FY 17-18	FYTD Oct-17 Budget	\$ Variance ⁽²⁾	% Variance
481	461	20	4% ^(A)	Water put into the system in Millions of Gallons	1,976	1,961	14	1%
107	104	4	3% ^(B)	Metered Recycled Water in Millions of Gallons	473	435	38	9% ^(A)
Operating Revenues								
\$ 2,587	\$ 2,537	\$ 50	2%	Potable Water	\$ 10,459	\$ 10,511	\$ (52)	(0%)
406	394	12	3%	Recycled Water	1,748	1,652	96	6% ^(B)
(12)	49	(62)	(125%) ^(C)	Other Revenue ⁽³⁾	138	197	(59)	(30%) ^(C)
2,981	2,980	1	0%	Total Operating Revenues	12,345	12,361	(16)	(0%)
1,081	1,031	(50)	(5%)	Water Supply Expense	4,481	4,363	(118)	(3%)
1,899	1,949	(50)	(3%)	Gross Margin	7,863	7,997	(134)	(2%)
Operating Expenses								
589	589	-	0%	Operations & Maintenance - Potable	2,002	2,458	456	19% ^(D)
112	112	-	0%	Operations & Maintenance - Recycled	563	454	(109)	(24%) ^(E)
195	195	-	0%	Allocated O&M	637	836	199	24% ^(F)
146	146	-	0%	Transfer to General Fund for Cost Allocation	582	584	2	0%
335	335	-	0%	Depreciation	1,252	1,339	87	6%
1,376	1,376	-	0% ^(d)	Total Operating Expenses	5,036	5,671	635	11%
Other Income/(Expenses)								
12	12	-	0%	Interest Income	57	48	9	19%
47	47	-	0%	Other Income/(Expense) ⁽⁴⁾	129	186	(57)	(31%)
(163)	(163)	-	0%	Bond Interest/(Expense)	(653)	(653)	-	0%
(105)	(105)	-	0%	Total Other Income/(Expenses)	(467)	(419)	(48)	(11%)
419	469	(50)	(11%)	Net Income/(Loss)	2,360	1,907	453	24%
31	31	-	0%	Aid in Construction	118	125	(7)	(6%)
\$ 450	\$ 500	\$ (50)	(10%)	Net Change in Net Assets (Net Income)	\$ 2,478	\$ 2,032	\$ 446	22%

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 October 2017
(\$ in 000's except Gallons)**

Foot- note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
a.	Potable Water Usage in Millions of Gallons	481	461	20	- Potable water sales are higher than planned primarily because of higher than planned demand for landscaping irrigation, due to warmer than normal temperatures in the month of October 2017.
b.	Recycled Water Usage in Millions of Gallons	107	104	4	- Recycled water sales are higher than planned primarily because of higher than planned demand for landscaping irrigation, due to warmer than normal temperatures in the month of October 2017.
c.	Other Revenue	(12)	49	(62)	- Other revenues include items such as damaged property recovery, connection fees, late fees, and tampering fees, which tend to fluctuate. Also contributing to the unfavorable variance is an adjustment to the subsidy to the Local Resource Program for FY 2016-17 from MWD (a net charge for \$44k).
d.	Total Operating Expenses	1,376	1,376	-	- Expenses, other than water supply expense, have not closed for October 2017 and are estimated at budgeted values.

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

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
A.	Recycled Water Usage in Millions of Gallons	473	435	38	- FYTD Recycled water sales are higher than planned due to warmer than normal temperatures in the months of July, August and October 2017. Also contributing to the favorable variance is higher than planned usage at Studio District and Valhalla.
B.	Recycled Water Revenue	1,748	1,652	96	- The recycled water revenues correspond to higher water put into the system.
C.	Other Revenue	138	197	(59)	- Other revenues include items such as damaged property recovery, connection fees, late fees, and tampering fees, which tend to fluctuate. Also contributing to the unfavorable variance is an adjustment to the subsidy to the Local Resource Program for FY 2016-17 from MWD (a net charge for \$44k) in October 2017.
D.	Operations & Maintenance - Potable	2,002	2,458	456	- The favorable variance is attributable to lower than planned spending on professional services, special departmental supplies and street & pavement repair, as well as salary savings due to vacant positions.
E.	Operations & Maintenance - Recycled	563	454	(109)	- The unfavorable variance is attributable to higher than planned O&M work performed, and higher than planned electricity used for water pumping.
F.	Allocated O&M	637	836	199	- The favorable variance is attributable to lower than planned allocated expenses (primarily Finance, Fleet & Warehouse and Customer Service and Marketing) from the Electric Fund.

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

	<u>Oct-17</u>	<u>Sep-17</u>	<u>Aug-17</u>	<u>Jul-17</u>	<u>Jun-17</u>	<u>Jun-16</u>	<u>Recommended Reserves</u>	<u>Minimum Reserves</u>
Cash and Investments								
General Operating Reserves	\$ 12,292	\$ 10,387	\$ 10,385	\$ 8,450	\$ 9,214	\$ 8,674	\$ 9,760	\$ 5,240
WCAC	485	455	490	497	637	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>14,998</u>	<u>13,062</u>	<u>13,094</u>	<u>11,167</u>	<u>12,071</u>	<u>11,767</u>	<u>15,760</u>	<u>7,240</u>
Customer Deposits	(886)	(857)	(855)	(833)	(788)	(1,764)		
Capital Commitments	(227) ^(b)	(227)	(227)	(227)	(227)	(553)		
Cash and Investments (less commitments)	<u>13,884</u>	<u>11,978</u>	<u>12,012</u>	<u>10,107</u>	<u>11,055</u>	<u>9,450</u>	<u>15,760</u>	<u>7,240</u>

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

^(b) Capital commitment for the recycled water I-5 Freeway second tie crossing project.

Estimated October 2017 Budget to Actual P&L Variance Highlights - Water Fund

(in 000's)

	Variance Month-to-Date		
	Favorable Items	Unfavorable Items	Budget to Actual Variance
<u>MTD NET INCOME (LOSS): \$419</u>		(50)	(50)
<u>MTD GROSS MARGIN VARIANCE</u>			
Potable Revenues	50		50
Recycled Revenues	12		12
Other Revenue		(62)	(62)
Water Supply Expense		(50)	(50)
Total	62	(112)	(50)

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

	Variance Fiscal Year-to-Date		
	<u>Favorable Items</u>	<u>Unfavorable Items</u>	<u>Budget to Actual Variance</u>
<u>FYTD NET INCOME: \$2,360</u>	453		453
<u>FYTD GROSS MARGIN VARIANCE</u>			
Potable Revenues		(52)	(52)
Recycled Revenues	96		96
Other Revenue		(59)	(59)
Water Supply Expense		(118)	(118)
Total	<u>96</u>	<u>(229)</u>	<u>(133)</u>
<u>FYTD O&M AND OTHER VARIANCES</u>			
Potable Water O&M	456		456
Recycled Water O&M		(109)	(109)
Allocated O&M	199		199
All Other	40		40
Total	<u>695</u>	<u>(109)</u>	<u>586</u>



CITY OF BURBANK
COMMUNITY DEVELOPMENT DEPARTMENT

150 North Third Street, P.O. Box 6459, Burbank, California 91510-6459
www.burbankca.gov

November 13, 2017

Gary Gitnick
17321 Rancho Street
Encino, CA 91316

Dear Mr. Gitnick:

This letter is in reference to a 'flash mob' social media event that took place on the night of August 26, 2017 in the Magnolia Park neighborhood of Burbank, CA.

The City of Burbank (City) was informed that social media stars CHOEY (Charles Gitnick and Joey Birlem) made a guest appearance on the 900 block of North Avon Street. The BMW X5 with a California license plate 7SVK653 registered to your name and address was identified as the vehicle transporting CHOEY and attempting to block North Avon Street from public access and oncoming traffic.

Several residents of North Avon Street shared their concerns to the disruptive behavior of CHOEY and from the number of people that gathered on the public street in response to CHOEY's directions, who specifically were seen - standing on top of cars, utilizing drones and megaphones, impeding private property owners from exiting their homes, disturbing the peace and illegally (and unsafely) closing down a public street—activities that caused a public nuisance.

Aside from limiting disruption to adjacent neighbors, the City of Burbank is very concerned with the safety of all individuals who desire to participate in or observe an impromptu "flash mob", and has a process to review street closures before they are closed. The biggest reason for this process is to require safety devices and barricades so vehicles cannot unintentionally turn into the event. Your parked vehicle blocking off traffic was not an adequate safety measure, and you put lives at risk. Additionally, your 'flash mob' event did not obtain the proper event permit needed to close the public right-of-way.

If this happens again within the City of Burbank, the City will exercise all legal remedies available to protect the public from the danger and disruption your impromptu behavior caused or could have caused.

For any questions, clarifications or to discuss requirements for permits to assure safe street closures in the future, please contact (818) 238-5180.

Regards,



Simone McFarland,
Assistant Community Development Director, Business and Economic Development Division

CC: Burbank Police Department, Burbank City Attorney Office, **Burbank City Manager's Office**

November 1, 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: Miguel Porras, Chairperson
Jacqueline Waltman, Vice Chairperson
Matthew Doyle, Secretary
David Nos
Susan Widman

Also present: Brady Griffin, Human Resources Manager
Charmaine Jackson, Senior Assistant City Attorney
David Lasher, Administrative Analyst II
April Moreno, Human Resources Manager
Karen Pan, Administrative Officer
Jessica Sandoval, Executive Assistant
Julianne Venturo, Acting 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. Nos (with Ms. Waltman abstaining) and carried 4-0 to approve the minutes of the regular meeting of October 4, 2017.

Proposed Amendments to Classification Plan

None

Recruitment and Selection Report – October 2017

RECOMMENDATION: Note and file.

Appointments and Assignments – November 2017

For the month of November 2017, there was one temporary appointment extension and one temporary assignment extension needed. The extensions were sought on behalf of the Parks and Recreation Department and the Community Development 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 November 2017.

Adjournment

The regular meeting of the Civil Service Board was adjourned at 5:09 p.m.

Julianne Venturo
Acting Management Services Director

APPROVED:

_____ DATE _____
Miguel Poras, Chairperson

_____ DATE _____
Matthew Doyle, Secretary

memorandum

DATE: November 21, 2017

TO: Ron Davis, City Manager

FROM: Patrick Prescott, Community Development Director 

SUBJECT: **November 20, 2017 Transportation Commission Meeting Synopsis**

- Staff led a discussion of the quarterly update and review the BurbankBus Senior & Disabled Transit and BurbankBus fixed routes transit services, as well as other items funded through local return. Each of the Commissioners present expressed their desire to make the Senior & Disabled Transit and BurbankBus systems more cost-effective and to better serve their intended goals. The Commission summarized their discussion with four major points:
 - The existing Senior & Disabled Transit system is not financially sustainable.
 - The Senior & Disabled population must continue to receive a high level of service.
 - The fixed BurbankBus routes are not working, with the exception of the North Hollywood – Burbank Airport route.
 - Transit preferences are shifting and the City of Burbank should be sensitive to these changes.

Staff indicated that the upcoming Comprehensive Operations Analysis report would address many of the issues raised for the BurbankBus system.

- Staff led a brief discussion of the potential Burbank Airport-North Station skip-stop scheduling under consideration by Metrolink. Staff updated the Commission on a letter sent to the Metrolink Board of Directors asking that the new Burbank Airport-North Station be provided full service. Staff indicated that Metrolink had not responded to the comments provided. The Commission asked staff to keep the issue under advisement and to provide updates as needed.



Always There for You!

December 5, 2017

Robert B. Weisenmiller, Chair
California Energy Commission
1516 Ninth Street
Sacramento, CA 95814

Dear Chair Weisenmiller:

Burbank Water and Power ("BWP") respectfully, submits comments on the Aliso Canyon Winter Risk Assessment Technical Report 2017-18 Supplement dated November 28, 2017 ("Assessment") and the proposed mitigation measures to address electric reliability in the absence of both the Aliso Canyon storage facility and three inoperable natural gas pipelines used to serve customers of the Southern California Gas Company ("SoCalGas").

BWP is a municipal utility serving the residences and businesses of Burbank. BWP is also the operator of Magnolia Power Plant (MPP), a highly efficient, environmentally advanced combined-cycle natural gas plant that serves not only Burbank but the cities of Anaheim, Cerritos, Colton, Glendale, and Pasadena.

Our societies and economies depend on reliable electric service. This electric reliability depends on generating facilities like MPP; facilities like MPP, in turn, depend on a reliable supply of natural gas. As you are aware, this dependency on natural gas has increased over time as California addresses adverse impacts on our environment and health by eliminating dirty fuels such as oil. As a result, however, **natural gas has become a vital fuel source for electric reliability.**

We are therefore encouraged by the Commission's recognition of the need for a reliable natural gas system serving Southern California, but gravely concerned about gas system reliability (and thus electric service reliability) this winter. As outlined in the recent Aliso Canyon Withdrawal Protocol dated November 2, 2017, under certain conditions SoCalGas will be forced to curtail gas supplies to generators like MPP. BWP has plans and programs to reduce Burbank's natural gas and electricity consumption at those times but these **plans and programs may not be sufficient** to avoid electric service interruptions under those circumstances.

We support the Assessment's intent and attempt to mitigate regulatory imposed restrictions on Aliso Canyon and loss of various pipeline capacity. We urge the state to plan for a reliable gas system, **including unplanned events**. The CEC/CPUC Letter to LA County Supervisor Kathryn Barger dated December 4, 2017, puts the issue in bold relief: recommending adoption of an interim moratorium on new connections for gas service while the region is in the midst of a housing crisis.

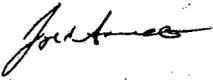
Robert B. Weisenmiller, Chair
California Energy Commission
December 5, 2017

COMMENTS: ALISO CANYON WINTER RISK ASSESSMENT TECHNICAL REPORT

Page 2

We thank you for the opportunity to share our concerns and look forward to participating in a solution that ensures electric reliability.

Sincerely,



Jorge Somoano
General Manager

**Cc: The Honorable Anthony Portantino, California State Senate
The Honorable Laura Friedman, California State Assembly
Los Angeles County Supervisor, Kathryn Barger
Will Rogers, Mayor – City of Burbank
Ron Davis, City Manager – City of Burbank
David Jones, Emanuels Jones and Associates**

Important Updates for the Burbank City Council

December 8, 2017

New Burbank Paramedics



The Los Angeles County Paramedic Training Institute held its graduation ceremony for Class #243 on Wednesday, November 8. Two Burbank Firefighters (Alex Jauregui and Matthew Kohon) were among the graduates. The Institute program consisted of classroom training, a clinical internship at a hospital and a field internship with a fire department. Congratulations to our new Paramedics!

Veterans Day Ceremony

The Parks and Recreation Department and Burbank Veterans Committee hosted the annual Veterans Day Ceremony at the McCambridge Park War Memorial on Friday, November 10. Approximately 400 members of the community gathered to celebrate and honor the brave men and women who have served our country. A pre-ceremony concert was provided by the Burbank Community Band and the beginning of the ceremony was marked by a Condor Squadron flyover. The event was emceed by the Burbank Veterans Committee Chair and Parks and Recreation Board Member Mr. Mickey DePalo, and included remarks from Senator Anthony Portantino and Burbank Mayor Will Rogers.



Another Successful Blood Drive Hosted by the City of Burbank

The Management Services Department hosted a bi-annual blood drive for City employees at the Community Services Building on Tuesday, November 14. The success of this event was in part due to the support and staff provided by UCLA Medical Center. It proved to be a great turnout with 25 total participants from multiple City Departments. A total of 25 pints donated provided the potential to save up to 75 lives. Each donor was entered into a drawing to win a gift card and/or merchandise to local restaurants. Some of the more highly anticipated prizes included a gift basket from Gordon Biersch and a coffee/mug gift set from Starbucks, along with gift cards to Yard House, Wood Ranch, Islands, Buffalo Wild Wings, BJ's and more. A big thank you again to all those who donated and all who participated!

Burbank Tennis Center Celebrates 25th Anniversary



The Burbank Tennis Center celebrated its 25th Anniversary with more than 300 people in attendance at a special celebration event on Saturday, November 11. Festivities included a tour of the newly remodeled Courtside Caffé, demonstrations from the Kids Club and Cardio Tennis Programs, a meet and greet with professional tennis players, games, prizes, opportunity drawings, and food. The City of Burbank has enjoyed a partnership with Steve Starleaf, General Manager, who has been operating the Burbank Tennis Center since it opened in 1997.

Burbank Volunteer Program Recognition

The Burbank Volunteer Program (BVP) and the BVP Advisory Board hosted a Rise and Shine Volunteer Recognition event to share the successes of the program and to acknowledge the dedication of the volunteers in the program on Saturday, November 4. The event was held at the Pickwick Gardens with more than 275 volunteers and guests in attendance. For fiscal year 2016-17, 914 volunteers contributed 121,524 hours of service to the Burbank community through BVP. A check for \$3,458,573 (which represents the monetary value of the hours served) was presented to City Manager Ron Davis and Councilmembers Bob Frutos and Jess Talamantes. The Spotlight Award was a new addition to the program recognizing Virginia Hernandez for her dedication, commitment and 21,300 hours of lifetime service she has contributed. The volunteers enjoyed a wonderful morning breakfast, conversation, and entertainment. Thank you to all the volunteers who serve the Burbank community.



eBooks Now Offered with Dyslexic Fonts



OverDrive is the app used to download free eBooks from the library. In the most recent version, a number of enhancements were added, including the option to select a dyslexic font when reading eBooks. Standard typefaces are often difficult to read for people with dyslexia as the letters are hard to differentiate and words tend to jumble together. Dyslexic fonts provide greater contrast in letters which solves this problem. This new font option will make reading easier for students with dyslexia as well as library patrons who struggle with the condition. Determining letters is now much easier, allowing readers to concentrate on the book's content instead.

California Parks and Recreation Society Mini-Conference

The California Parks and Recreation Society (CPRS) hosted a mini-conference including District 11, District 13, and District 14 on Thursday, November 9. The City of Burbank have two representatives on the District 14 Board: Victoria Cusumano and Viviana Garzon, who both assisted in the collaboration of the day's events. The CPRS Conferences are to enhance professionals in the recreation field by providing educational sessions and roundtable discussions on various topics. The City of Burbank Parks and Recreation Department was well represented in attendance and in facilitators. Beth Chiaravalle presented two sessions on design and marketing utilizing free and low cost tools to make programs/events stand out. Elisa Accardi and Tristan Murphy facilitated a session on how the connection of team building and leadership can elevate individuals and teams to be successful and exceed expectations. This professional development opportunity allowed staff members to share their experiences and learn from other recreation services professionals in the region.

2017 Burbank Beer Festival

The Third Annual Burbank Beer Festival, co-produced by the Downtown Burbank Partnership (Partnership) and the CA Beer Festival was held on Saturday, October 21, and sold more than 2,300 tickets and attracted crowds of more than 13,000 to enjoy the event's live music and free fall street fair. 35 breweries were on site to sample over 85 varieties of craft and local beer. Sponsorship funding by Visit Burbank allowed for a shuttle service to connect the event site with the City's hotels during the festival. Visit Burbank also supported the event offering guests who stay in Burbank hotels on October 21, two free tickets to the festival. During and after the event, guests enjoyed Downtown's thriving shopping and dining scene. This event, like others produced by the Partnership, seeks to fulfill the goal of increasing revenues for merchants while generating ongoing awareness of Downtown Burbank as a visitor destination.

