



Weekly Management Report

December 2, 2022

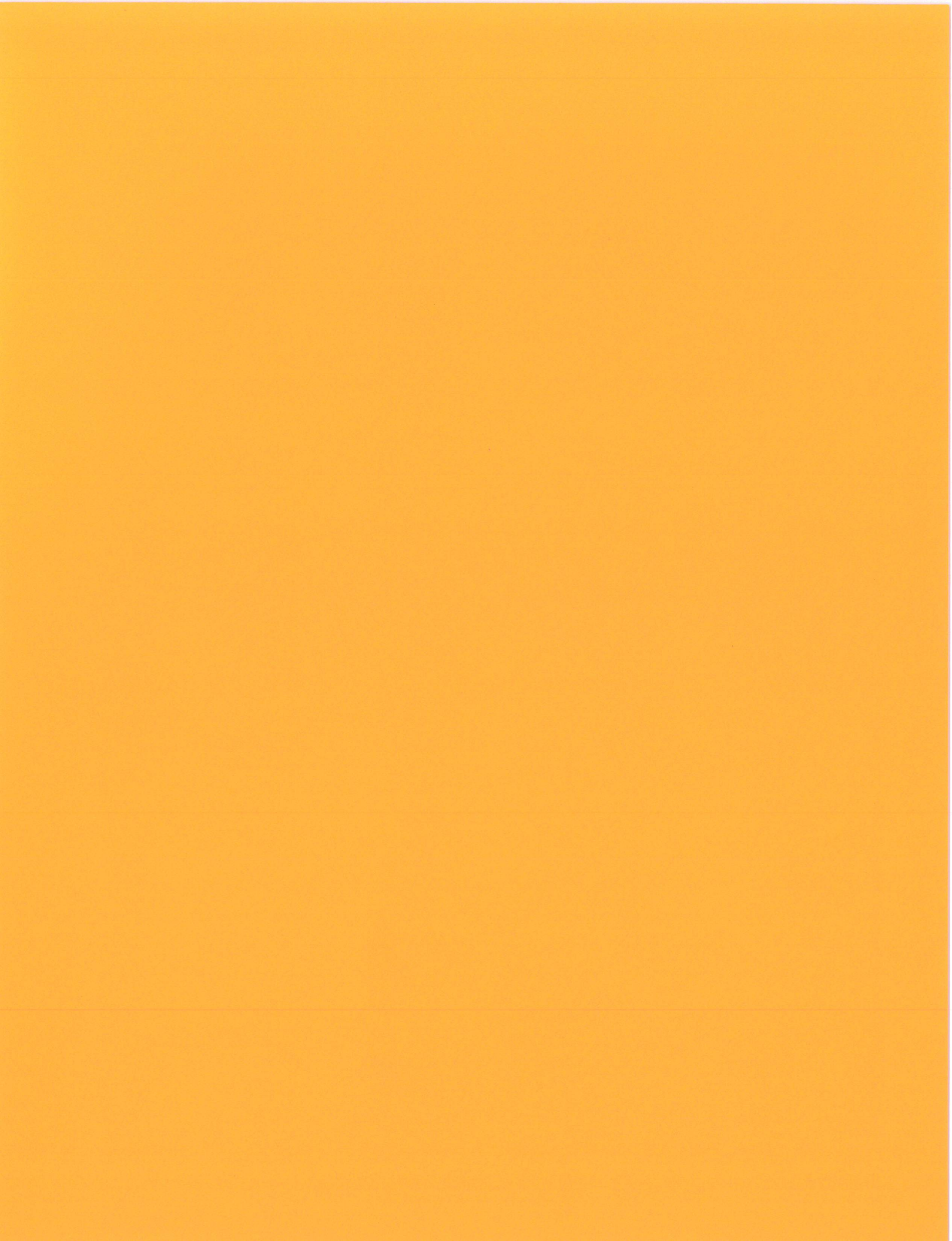
- 1. Minutes** Burbank Water and Power Board Meeting
on November 3, 2022
Water & Power Department

- 2. Report** October 2022 Monthly Operating Results
Water & Power Department

- 3. Memo** Landlord-Tenant Commission Meeting
on November 7, 2022
Community Development Department

- 4. Minutes** Civil Service Board Meeting
on October 5, 2022
Management Services Department

- 5. Minutes** Civil Service Board Meeting
on November 2, 2022
Management Services Department



**BURBANK WATER AND POWER BOARD
MINUTES OF MEETING
November 3, 2022**

Mr. Malotte called the regular meeting of the Burbank Water and Power Board to order at 5:07 p.m. in the third-floor board room of the BWP Administration Building, 164 West Magnolia Boulevard, Burbank, California.

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

ROLL CALL

Board Present: Mr. Cherry; Ms. LaCamera; Mr. LeMasters; Mr. Luddy; Mr. Malotte; Ms. Tenenbaum

Board Absent: Mr. Eskandar

Staff Present: Ms. Lindell, General Manager – BWP; Mr. Chwang, Senior Assistant City Attorney; Mr. Aquino, Assistant General Manager – Customer Service Operations; Mr. Liu, Chief Financial Officer; Mr. Compton, Assistant General Manager – Chief Technology Officer; Ms. Edwards, Assistant General Manager – Sustainability, Marketing & Strategy; Mr. Sleiman, Assistant General Manager – Electric Services; Ms. Samra, Assistant General Manager – Power Supply; Mr. Johnstone, Sustainability Officer; Ms. Afeworki, Marketing Manager; Mr. Collins, Energy Services & Utility Rates Manager; Mr. Beckett, Water Maintenance and Construction Superintendent; Ms. Rosales, Senior Secretary; Mr. Casillas, Senior Administrative Analyst

ORAL COMMUNICATIONS

Mr. Malotte called for oral communications at this time. No one requested to speak.

BOARD AND STAFF RESPONSE TO ORAL COMMUNICATIONS

None.

GENERAL MANAGER REPORT

Ms. Lindell updated the board on positive COVID-19 cases at BWP, noting 230 positive cases since March 2020 with 4 positive cases happening in October 2022.

Ms. Lindell reminded the board of our winter watering schedule that took effect on November 1st, consisting of only one day of watering a week on Saturdays. Additionally, Ms. Lindell informed the board of the water use reduction during the no-watering restriction period of September 6 – September 20, resulting in a 22% reduction in water that month compared to September 2020.

Lastly, Ms. Lindell updated the board on an item brought to council on Tuesday, November 1, 2022. Ms. Lindell informed the board that the item was regarding the American Public Power Association's Policy Makers Council and the vacant position due to Council Member Frutos' not being eligible to serve since he is not seeking reelection

to the Burbank City Council. Ms. Lindell informed the board of council's unanimous decision to nominate Council Member Schultz for the vacant position instead of nominating a board member.

CONSENT CALENDAR

MINUTES

It was moved by Mr. Luddy, seconded by Mr. LeMasters, carried 5 – 0 to approve the meeting minutes of the regular meeting of October 6, 2022, noting Mr. Eskandar absent and Ms. LaCamera abstaining.

PRESENTATIONS

UPDATE ON BURBANK WATER AND POWER'S SUSTAINABILITY PROGRAMS

Ms. Edwards presented an update on BWP's sustainability programs.

Ms. Edwards, Ms. Lindell, Mr. Johnstone, and Mr. Collin's responded to board member questions.

REPORTS TO THE BOARD

BWP OPERATIONS AND FINANCIAL REPORTS

Mr. Liu presented BWP's financial update for the month of August 2022.

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

COVID-19 IMPACT UPDATE

Mr. Aquino presented an update on the number of customers in arrears and the status of associated debt. Staff continues to work with customers impacted by COVID-19 through payment arrangements.

Mr. Aquino and Ms. Lindell responded to board member questions.

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

INFORMATION FROM STAFF

UPDATE ON CITY COUNCIL AGENDA ITEMS

Mr. Casillas provided an update on recent items that BWP has taken to the City Council, the voting outcomes of those items, and future items that BWP has scheduled on the City Council agenda forecast.

Ms. Lindell and Mr. Johnstone responded to board member questions.

LEGISLATIVE UPDATE

Mr. Johnstone provided a federal and state legislative update. Mr. Johnstone highlighted legislation that BWP is monitoring.

Mr. Johnstone, Mr. Liu, and Ms. Lindell responded to board member questions.

POWER SUPPLY UPDATE

Ms. Samra informed the board of next fiscal year's budget high probability of exceeding the current fiscal year budget. Ms. Samra updated the board on the ongoing work with LADWP on the open access transmission tariff. Additionally, Ms. Samra informed the board that BWP has started negotiations on three long-term renewable projects. Lastly, Ms. Samra updated the board that BWP will proceed with another Powerex deal to meet the RPS requirements for the calendar year 2025.

Ms. Samra and Ms. Edwards responded to board member questions.

ELECTRIC SERVICES UPDATE

Mr. Sleiman updated the board on his division's staffing and recruitment efforts. Mr. Sleiman informed the board on the ongoing supply chain issues. Lastly, Mr. Sleiman updated the board on the developments his division is currently working on.

Mr. Sleiman and Ms. Lindell responded to board member questions.

WATER DIVISION UPDATE

Ms. Edwards updated the board on the citation process highlighting the number of notices and citations sent out for the past four months. Ms. Edwards informed the board on the statistics for residents not adhering to the irrigation schedule and the actions taken upon them based on the month. Ms. Edwards also updated the board on the decrease in water consumption in the month of September 2022 and highlighted the new outdoor watering schedule beginning November 1, 2022.

Ms. Edwards responded to board member questions.

COMMENTS AND REQUESTS FROM BOARD MEMBERS

Mr. Malotte commented on a recent program that was awarded by the state's recently approved budget highlighting BWP's need to promote the program that encourages our residents to swap their gas appliances for electric appliances.

ADJOURNMENT

The meeting was adjourned at 6:59 p.m. The next regular board meeting is scheduled for December 1, 2022, and will be held in the third-floor board room at Burbank Water and Power Administration Building.

Armando Casillas
Recording Secretary

Dawn Roth Lindell
Secretary to the Board

Philippe Eskandar, BWP Board Chair





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

DATE: December 1, 2022
TO: Burbank Water and Power Board
FROM: Dawn Roth Lindell, General Manager, BWP *Dawn Roth Lindell*
SUBJECT: **October 2022** Operating Results

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

SAFETY

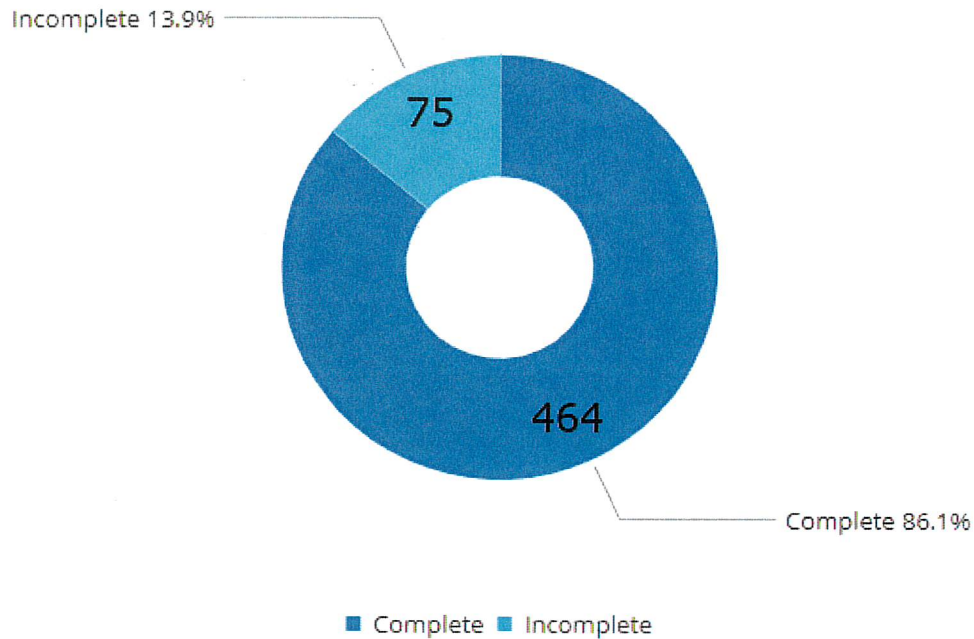
As a progressive and proactive utility, BWP tracks all environmental, health, and safety (EHS) related events, such as observations, near misses, and incidents. Staff tracks action items for these events from start to closure in order to avoid injury or damage to the city or public property. BWP continues to exceed its goal of closing 80% of action items. For this reporting period, BWP has closed 86% of corrective and preventative action items.

BWP continues to make progress on its efforts to improve employee engagement, as measured by incident, near miss and observation reporting. By reporting these events, we create opportunities to learn and prevent harm to people, the environment and property. For this reporting period, BWP has received 182 EHS-related reports for 2022 to count towards the annual goal of 300.

For October 2022, BWP experienced two OSHA recordable injuries. BWP's 12-month rolling average OSHA total recordable incident rate is 2.1.

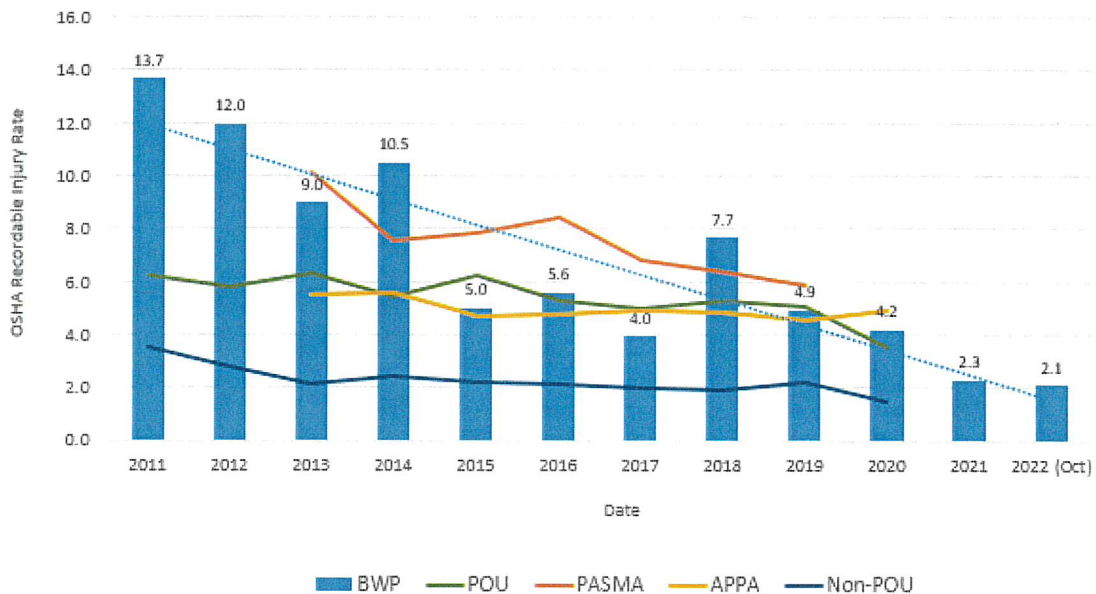
1. IE-2210-0005 – Line Mechanic Apprentice received cuts and abrasions to his face during pole climbing training.
2. IE-2210-0009 – Pipefitter received pinch and laceration to finger on right hand while installing new 8" water line.

Corrective & Preventative Action Items (80% Goal):



OSHA Total Recordable Incident Rate:

TOTAL RECORDABLE INJURY RATE (TRIR)



OSHA Recordable Injury Rate = No. of recordable cases per 100 full time employees. Current year expressed as 12 month rolling average
 POU - Publicly Owned Utilities - Bureau of Labor Statistics
 PASMA - Public Agency Safety Management Association (Local Utilities only Data)
 APPA - American Public Power Association - Average recordable injury rate for similar sized organization
 Non-POU - Bureau of Labor Statistics, all non-governmental utility services

Electric Financial Results

In **September**, the electric fund energy demand was **9% above** budget, primarily driven by hotter than normal weather. **Net loss** was **\$306,000**, which was **\$700,000 worse** than budgeted. The **unfavorable** variance was primarily attributed to higher than planned **retail power supply and transmission expenses**, offset by higher than planned retail sales, **higher than planned wholesale margin**, and **lower than planned operating expenses**. **Power supply expenses were higher due to the natural gas and spot power price increases driven by a record-setting heat wave in September.**

Fiscal-year-to-date (FYTD) energy demand was **5% above** budget, primarily due to warmer than normal weather. For FYTD **September**, net income was a gain of **\$2,753,000**, which was **\$3,458,000 better than budgeted**. The favorable result was primarily attributed to lower than planned operating expenses, **higher than planned retail sales with a favorable wholesale margin**, offset by higher than planned retail power supply and transmission expenses.

For additional details, please see the attached financial statements.

Water Financial Results

In **September**, for the water fund, potable water demand was **21% lower** than budgeted. This was due primarily to the ongoing response to the Governor's **15% water reduction request** and the **Metropolitan Water District (MWD) pipeline repair that resulted in no outdoor watering from September 6-20, 2022**. Net income was **\$536,000**, which was **\$93,000 better** than budgeted. The favorable variance was primarily attributed to lower than planned operating and water supply expenses and **higher than planned recycled water sales**, offset by lower than planned potable water sales.

FYTD potable water demand was **6% lower** than budget. For FYTD September, net income was **\$1,779,000**, which was **\$949,000 better** than budgeted. The favorable variance was attributed to lower than planned operating expenses and water supply expense, **offset by lower than planned operating revenues**.

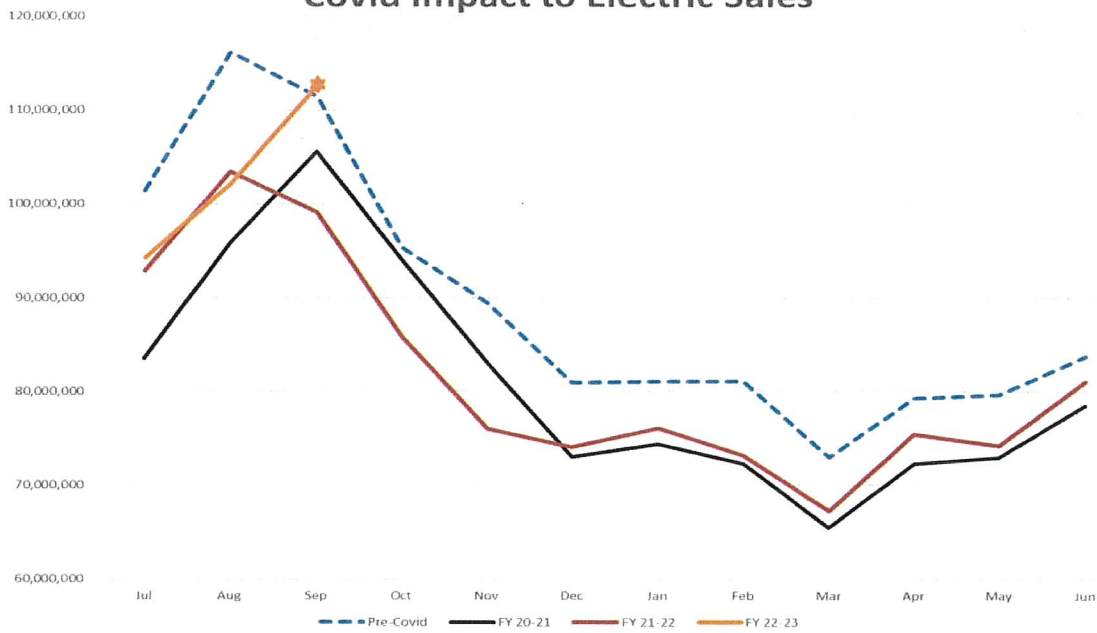
For additional details, please see the attached financial statements.

COVID-19 and Drought Impacts

On March 19, 2020, the COVID-19 pandemic impacted the commercial demand for energy in Burbank and has resulted in a continuous reduction of electric demand.

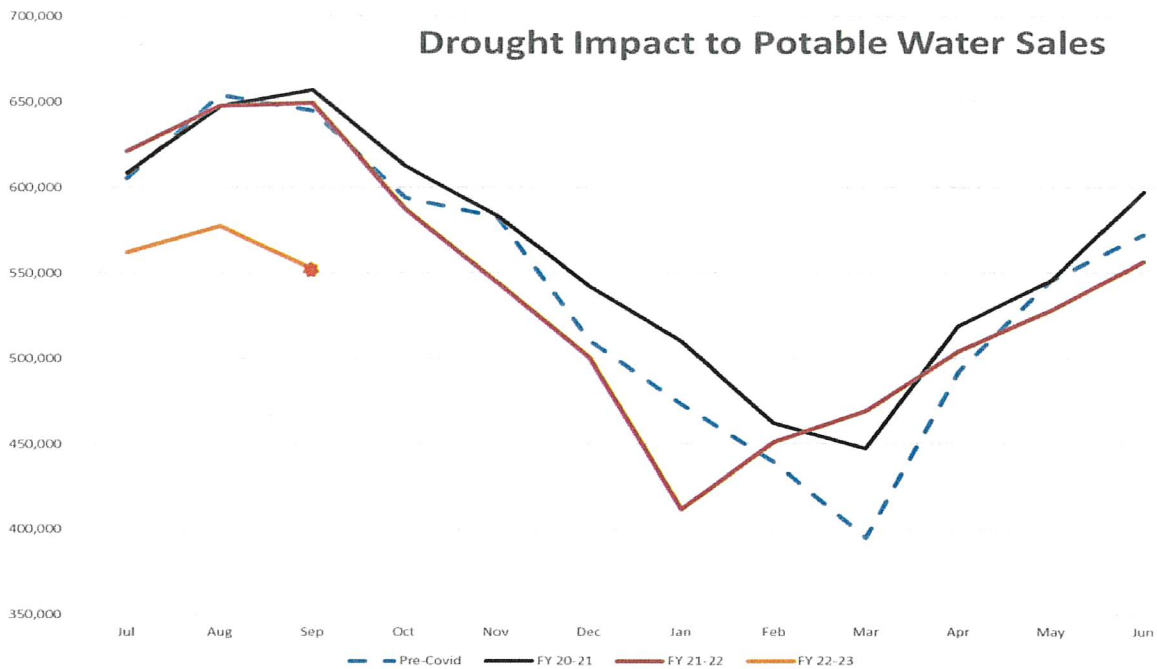
The chart below for the electric fund shows current fiscal year sales compared to prior fiscal years and pre-COVID. **September sales were 1% higher** compared to September pre-COVID. **However, the increase was primarily driven by an above normal heat wave**. Fiscal year-to-date sales were **6% lower** compared to the same period pre-COVID.

Covid Impact to Electric Sales



The Governor called for all Californians to voluntarily reduce water use by 15% from 2020 levels. **September** sales were **14%** lower compared to **September** pre-COVID. This is attributable to **the MWD pipeline repair and ongoing drought response** – not due to COVID. Fiscal year-to-date sales were **11.2% lower** compared to the same period pre-COVID. Water sales in general have been minimally impacted by the pandemic, where the decrease in commercial sales was offset by an increase in residential demand.

The chart below shows current fiscal year potable water sales compared to prior fiscal years and pre-COVID.



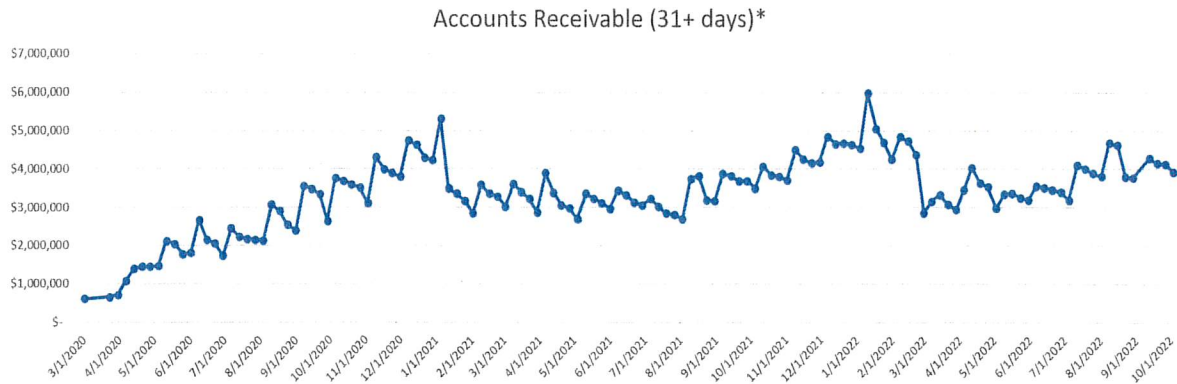
Inflation

In the last year, BWP's net income has been heavily impacted by increasing inflation. U.S. inflation has climbed as high as 9.1%. In many cases, we are seeing expenses for utility-grade items much higher than 9.1%. Below are examples of utility items impacted by inflation:

- Emissions control system upgrade for the Lake One Unit – an increase of 25% from \$2 million to \$2.5 million
- A renewable solar, plus energy storage project - increase of 71%, from \$35/MWh to \$60/MWh
- New substation buildout - increase of 47% from ~\$17M to ~\$25M
- Rebuild substation - increase of 67% from ~\$9M to ~\$15M
- Copper coils for 1-inch service lines - increase of 64% from \$6.09 to \$9.98 per foot
- 8-inch ductile iron pipe – increase of 42% from \$20.79 to \$29.59 per foot
- Other increases in materials:
 - Plastic conduit 125%
 - Chlorine gas **193%**
 - Plastic 57.7%
 - Metals 35.5%
 - Water meter boxes 25%
 - Precast concrete products 12.8%
 - Concrete 9.9%

Accounts Receivables

The chart below shows the change in receivables that are over 30 days old for BWP's electric and water funds.



*Excludes in-lieu and utility users' tax.

WATER DIVISION

Burbank's Water Use

The table below shows water use in Burbank during **October 2022** compared to **October 2020** measured in gallons per capita per day (gpcd). The baseline year of 2020 is used to measure the governor's call for a 15% reduction in monthly water use.

	Average Monthly Use
October 2020	153 gpcd
October 2022	126 gpcd

	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>
2020	125	126	104	112	141	149	157	162	159	153	136	132
Goal	106	107	88	95	119	127	134	138	135	130	116	112
2022	106	128	127	131	133	145	148	146	123	126		
	-15.2%	1.6%	22.1%	17.0%	-5.7%	-2.7%	-5.7%	-9.9%	-22.6%	-17.6%		

Water use, in terms of gpcd, during **October 2022** was **17.6%** less than the **October 2020** baseline, which exceeded the Governor's "15%" reduction request. Monthly water use will be tracked and reported versus 2020 values and continue to monitor the response to the Governor's order to reduce water consumption by 15%. All values are compared with the standard of 2020 water consumption.

Burbank Operating Unit (BOU) Water Production

The table below provides the operational data for the BOU for the months of **November 2021** through **October 2022**.

Month	BOU	BOU	Total System
	Capacity Factor	Ave. Flow Rate	Blend % MWD/BOU
21-Nov	92.51%	8,326 gpm	14% / 86%
21-Dec	86.51%	7,786 gpm	16% / 84%
22-Jan	80.41%	7,237 gpm	20% / 80%
22-Feb	82.55%	7,429 gpm	20% / 80%
22-Mar	84.87%	7,638 gpm	20% / 80%
22-Apr	93.03%	8,373 gpm	12% / 88%
22-May	91.64%	8,247 gpm	15% / 85%
22-Jun	88.89%	8,000 gpm	22% / 78%
22-Jul	89.21%	8,029 gpm	26% / 74%
22-Aug	87.83%	7,199 gpm	24% / 76%
22-Sep	79.99%	7,905 gpm	20% / 80%
22-Oct	88.00%	7920 gpm	14% / 86%
<i>Ave Blend %-last 12 months</i>			19% / 81%

The total system blend percentage represents the total amount of water that was purchased from the Metropolitan Water District (MWD) vs. the amount treated by the BOU. This, along with the capacity factor, is an important measure of efficiency. The capacity factor may fluctuate based on demand and plant production; the blend percentage measures how much of the total system's demand is made of purchased or produced water. The amount of MWD water needed is determined by demand, availability of BOU water, and O&M outages.

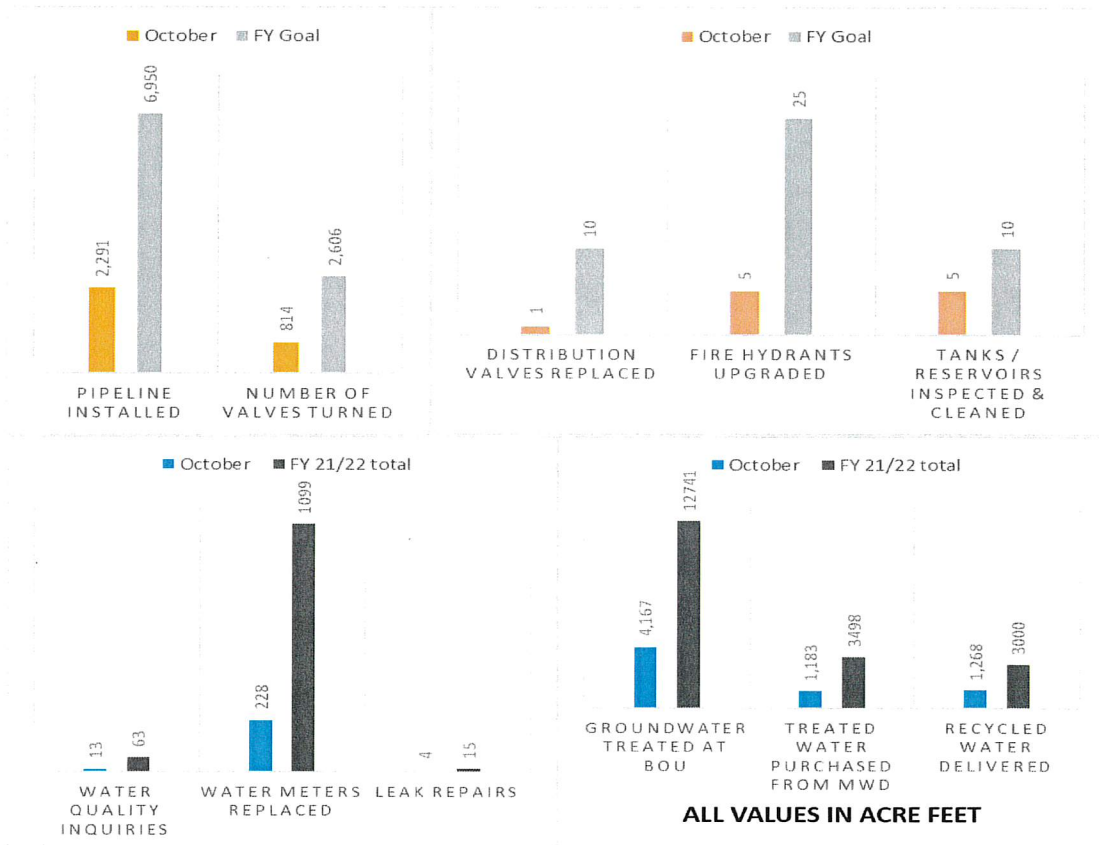
Key Performance Indicators

The graphs below illustrate the progress the water division has made on key performance measures through **October**. Note that the values provided need to be viewed with respect to where we are in the fiscal year. Pipeline installation is **33%** complete, and we are **33%** through the fiscal year.

Chlorine gas deliveries have improved, but the main issue is the availability of truck drivers. To provide a backup to our chlorine gas supplies, staff installed a sodium

hypochlorite tank and related equipment so that we now have two forms of chlorine to use (sodium hypochlorite is liquid chlorine – essentially bleach). This spreads the shortage risk across two forms of chlorine instead of relying on just one. Although the availability has slightly improved, the price of the chemical remains volatile. Since June 2021, the cost of chlorine has increased by **193%**. For this fiscal year, it increased by 25%.

We closely monitor chlorine gas supplies and track them daily.



Leak Alert Notifications

In 2009, BWP began installing an automated metering infrastructure (AMI) system by Itron. Full deployment of the system (approximately 26,000 endpoints for water) was completed in 2011.

The benefits of AMI technology allow data to be collected rapidly and frequently and can be analyzed to find higher than normal usage and alert customers of leaks. BWP began providing leak alert service to residents who registered to receive notifications. This service, called Water Smart, works by receiving hourly water usage from the meter and analyzing this data to determine if a leak might be present based on continuous usage. In

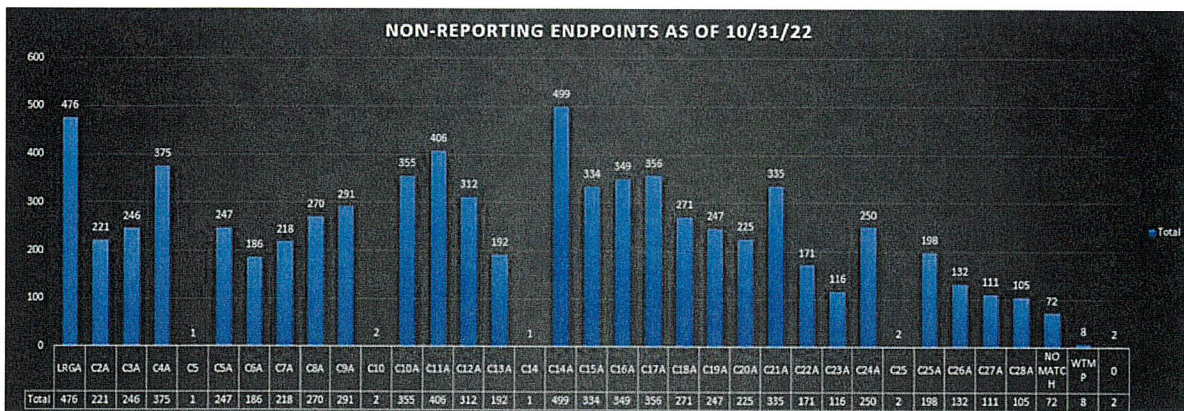
October 2022, WaterSmart sent out **1,174** notifications to customers, including **971** email leak alerts, **188** print leak alerts, **11** text message leak alerts, and **4** voice alerts.

Unfortunately, a high volume of water meter communication modules are not working reliably and replacement units are no longer produced. As of **October 2022**, BWP was not able to receive remote reads for **7,582** water meters out of 27,090 (**28%** of the total) due to failing communications modules and they had to be read manually. In March 2021, staff deployed an interim automatic meter reading (AMR) system to read meters with failed communication modules. However, we cannot receive the continuous communication that enables us to notify these customers of leaks.

BWP notified customers who participate in the leak alert program that the failure of these communication modules prevents the sending of leak alert notifications, and due to the continuing failures, BWP continually notifies the affected customers. The AMR system does not enable BWP to notify customers of leaks at all. This will leave customers vulnerable to unnoticed leaks causing water damage, bills that could reach thousands of dollars as well as unnecessary and significant water waste.

The schedule for the AMI project is provided below:

- September 15, 2022 - Release of Request for Proposals (RFP)
- September 30, 2022 - Pre-proposal meeting (virtual)
- October 3, 2022 - Due date for RFP questions
- October 21, 2022 - Due date for response to RFP 2:00 PM
- **November 7, 2022** - Interview/negotiation dates
- **January 30, 2023** – Tentative notice of award
- **February 1, 2023** – Tentative notice to proceed (NTP)



*Based on field orders generated resulting from failed AMI communication.

Burbank’s Path to Sustainable Water Use

Burbank Water and Power is committed to facilitating a sustainable community. Our state is currently facing severe drought conditions. The drought makes our water-saving efforts

more critical, and BWP wants to ensure our efforts drive lasting change. We have adopted the ADKAR change management model to help us deliver on this transformation and have been planning efforts to help our community make lasting change. The ADKAR change model describes the steps that need to be taken, starting with awareness, desire, knowledge, ability, and re-enforcement. The table below describes these steps, and the actions BWP has completed and plans on completing.

	Completed	Planned
Increasing drought and water conservation awareness	<ul style="list-style-type: none"> • Digital Currents (2022: January, March, April, May, June, July, August, September, October. 2021: August, September, October, November, December) • Print Currents (April 2022, November 2021, July 2022) • BWP drought webpages • BWP Online Account Manager banners • Social media (Facebook, Twitter, Instagram) • Flyers with watering schedule and conservation programs information • Bill inserts • Bill graphics • Graphic on bill envelope • MyBurbank advertisement • Burbank Channel advertisement • Educational videos (Burbank's water story, drought and conservation programs, and Stage II rules) • Press release – Stage III • Parks & Recreation newsletter advertisement • Burbank Channel advertisement • Educational video for stage III • Water city hall turf with recycled water • Email and letter to commercial, industrial, and institutional (CII) customers about Emergency Water Regulation • Burbank Bus advertising 	<ul style="list-style-type: none"> • BWP employee efforts for water conservation • Burbank Bulletin advertisement • Other physical advertising options in Burbank

	<ul style="list-style-type: none"> • HeyBurbank feature – July 2022 https://youtu.be/v6Z2aBQVMCU • Burbank Recycle Center advertisement • Doorhangers for water waste violations • Magnolia Blvd banner • Enforcement notifications via letter for watering violations: Education letter number 1, Education letter number 2, fine of \$100, fine of \$200, fine of \$500 • Outreach efforts to notify customers of the MWD pipeline repair that resulted in no outdoor watering from September 6-20, 2022 • Launched temporary Recycled H2O to Go Program • Updating community of November 1st water schedule change to one day per week, on Saturday from November to March. 	
<p>Increasing the community's desire to make change</p>	<ul style="list-style-type: none"> • Automated leak alerts to customers • Report water waste online form – Stage II • Report water waste online form – stage III • Targeted communications on irrigation schedule compliance and high-volume users to customers based on WaterSmart AMI information • Home Improvement Program door-to-door outreach • Participated in rain barrel distribution event with other cities, resulting in 17 residents signing up to receive rain barrels • Updated website and began promoting Turf Removal Rebate Increase to \$3 sq. Ft, 	<ul style="list-style-type: none"> • Exploring community partnerships to create demonstration gardens and signage on drought tolerant landscaping (have received 5 requests to date) • Table tents for restaurants • Exploring options for service-based events for drought • Commercial water-saving rebate promotion. Staff to develop a communication plan to create rebate awareness.

	<p>including video testimonials from BWP customers who participated in the program.</p>	
Customer knowledge on how to make change	<ul style="list-style-type: none"> • Signage and pool cover rebate applications for local shops • Drought flyer with water conservation programs information • Lobby signage with water conservation programs information • Portable signage with water conservation programs information for local events (National Night Out, Starlight Bowl) • Customers' testimonials and resource recommendations on turf replacement 	<ul style="list-style-type: none"> • Exploring options to offer water conservation and turf replacement classes
Ability to make change	<ul style="list-style-type: none"> • Increased rebate amounts for: <ul style="list-style-type: none"> ○ Flow monitoring device - \$150 ○ High-efficiency clothes washer - \$150 ○ Rotating sprinkler nozzle - \$5 ○ Weather-based irrigation controller - \$100 ○ Soil moisture sensor system - \$100 ○ Premium high-efficiency toilet - \$100 • Turf Removal Rebate increased from \$2 sq/ft to \$3 sq/ft. • Home Improvement Program additions for sprinkler check and controller programming for common areas of multi-family unit buildings • Provide no-cost showerheads, and kitchen and bathroom aerators to customers in the BWP lobby 	<p>Reducing the cost for customers to make change</p> <ul style="list-style-type: none"> • Reinitiate demonstration garden grants • Additional funding for water efficiency rebates • Exploring water conservation giveaway items (buckets, soil moisture sensors, adjustable nozzles for hose, etc.) to encourage water use efficiency

	<ul style="list-style-type: none"> • Provide no-cost toilet dye tablets to help customers detect toilet leaks • Leak assistance grant for income-qualified households • Conducted social media giveaway to provide collapsible buckets to capture sink water for use on outdoor plants. • Provided soil moisture sensors daily to first two Recycled H2O to Go participants. • Innovative Conservation Program (ICP) pilot project enables water usage monitoring and leak detection services for multi-family property owners and tenants 	
Reinforcement, including progress updates and recognition	<ul style="list-style-type: none"> • Fill the “Burbank Tank” graphic that staff will update monthly on the BWP website and in Digital Currents • Finalized design of lawn signs and will work to distribute in November 2022. 	<ul style="list-style-type: none"> • Customer recognition program • Lawn signs

Projects

Leaking Water Service:

2511 N. Myers St. – Small water leak coming up from cracks in the asphalt. After excavation, we were able to see that the leak was coming from a small split in a plastic service lateral that had been installed in the mid-1960s. The plastic service lateral was removed, and a new copper service lateral was installed from the water main to the city valve in the parkway.



ELECTRIC DISTRIBUTION

ELECTRIC RELIABILITY

In **October 2022**, BWP did not experience any sustained feeder outages. In the past 12 months, automatic reclosing has reduced customer outage time by approximately **1,062,430** customer minutes.

Reliability Measurement	November 2020 – October 2021	November 2021 – October 2022
Average Outages Per Customer Per Year (SAIFI)	0.2006	0.2949
Average Outage Time Experienced Per Year (SAIDI)	6.92 minutes	11.73 minutes
Average Restoration Time (CAIDI)	34.48 minutes	39.79 minutes
Average Service Availability	99.999%	99.998%
Average Momentary Outages Per Customer Per Year (MAIFI)	0.3149	0.2538
No. of Sustained Feeder Outages	7	13
No. of Sustained Outages by Mylar Balloons	3	2
No. of Sustained Outages by Animals	0	0
No. of Sustained Outages by Palm Fronds	0	2

PROJECT UPDATES

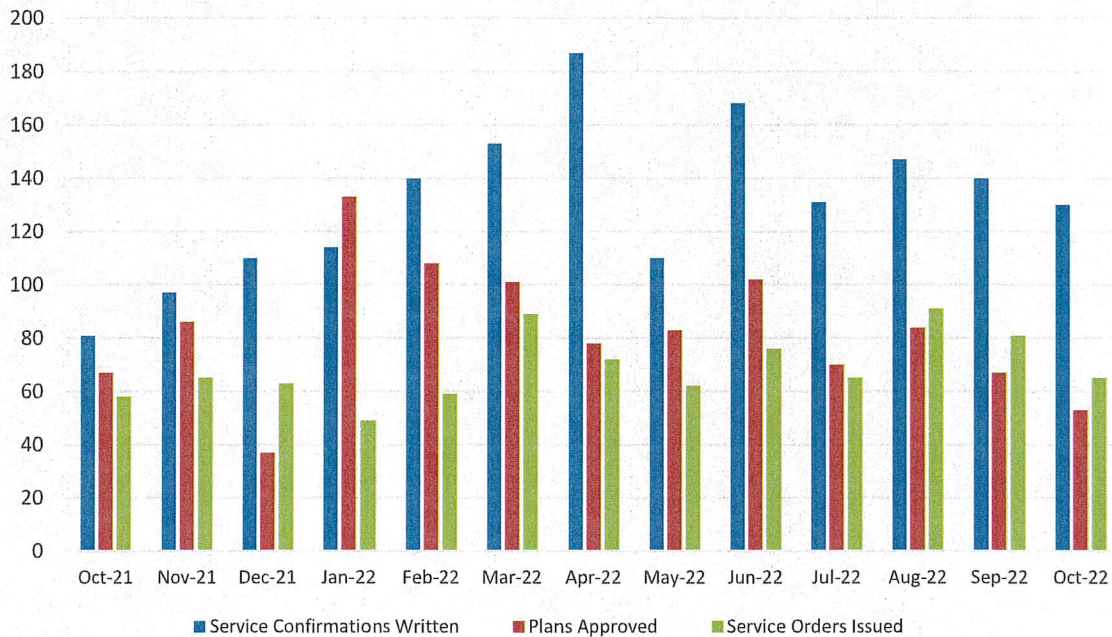
Residential and Commercial Service Planning Activities

BWP provides our residential and commercial customers with the electrical power they need for new services or upgrades to their existing services. In order for a customer to obtain a building permit for their construction, BWP service planners must visit the customer's facility and fill out an electric service confirmation form which details what type of service is required and how it will be served. After reviewing and approving a customer's electrical plans, BWP service planners issue service orders to our field crews to carry out the inspections and electrical service work. The graph below summarizes the monthly activity for our residential and commercial service planning group within the T&D engineering section.

The electrical engineering section is seeing an unprecedented amount of development requests including large site developments, major housing developments, and accessory dwelling units. In the last decade, BWP has energized about 400 new residential units. Based on the current proposed development, BWP is on the path to energizing more than 2,000 new residential units in the next three to four years. This is a tenfold increase in the amount of development. If this level of work is to continue, the electrical

engineering section will need to staff accordingly to be able to keep up with the maintenance work that is currently being placed on hold to accommodate the development work and resulting capital projects.

**Residential and Commercial Service Planning Activity Summary
October 2021 - October 2022**



**Activity includes staff revisions to electric confirmations

Ground Grid Improvements at McCambridge, Victory, and Winona Substations

The substation ground grid is composed of several electrical conductors meshed together and placed underground at the substation. Their purpose is to ensure that personnel in the vicinity are not exposed to severe electric shock and that protective relay equipment properly operates and isolates electrical faults. As years pass by and the system configuration changes, the ground grid might need to be altered to comply with the new system configuration. As a result, BWP performed ground grid studies at the McCambridge, Victory, and Winona substations, which resulted in mitigation recommendations.

The BWP electric equipment section completed the ground grid mitigation measures at the McCambridge, Victory, and Winona substations in October 2022.

The mitigation measures included ground grid conductor and asphalt addition near substation gates and access doors.



Ground Grid Work at Victory Substation



Asphalt Addition Work at McCambridge Substation

Circuit Breaker Replacement at Receiving Station “E”

Receiving station “E” (RSE) is a station that interconnects BWP with Los Angeles Department of Water and Power (LADWP). As part of the interconnection agreement with LADWP, BWP owns the 69 kV equipment at the station and LADWP maintains most of the equipment. During a routine maintenance cycle, one of the thirteen 69 kV circuit breakers at RSE failed testing and was taken out of service for replacement. Circuit breakers are critical parts of a substation as they interrupt the flow of electricity in a circuit, hence preventing equipment damage by isolating electrical faults.

LADWP personnel completed the replacement and tested the circuit breaker in October 2022. BWP’s electrical equipment section tested the protective relays connected to the circuit breaker. In addition, BWP’s electrical engineering section is coordinating the procurement of spare circuit breakers for RSE and is planning to replace about eleven additional circuit breakers which are over 50 years old and may not meet BWP’s design specifications.



New Circuit Breaker Picture at RSE

Alternate Station Service Power Source at Olive Switching Substation

Station service power is required for lighting, heating and air conditioning, and auxiliary control power in substation control buildings. It is also used to operate auxiliary equipment inside a substation, including transformer fans, circuit breaker charging motor circuits, and other miscellaneous items. Because both the primary and backup sources of station service power to the Olive switching substation needed to be de-energized in order to perform some protective relay testing, an alternate station service source was needed. As a result, BWP planned to install an alternate station service power source from the existing pad-mount transformers feeding the Burbank station. In October 2022, BWP's electrical equipment crews installed new conduits, cables, fused disconnects, and an automatic transfer switch for the new alternate station service power source.



Conduit Work for the AC Power at Olive Sw. Substation



New Fused Disconnect Switch at Olive Sw. Substation

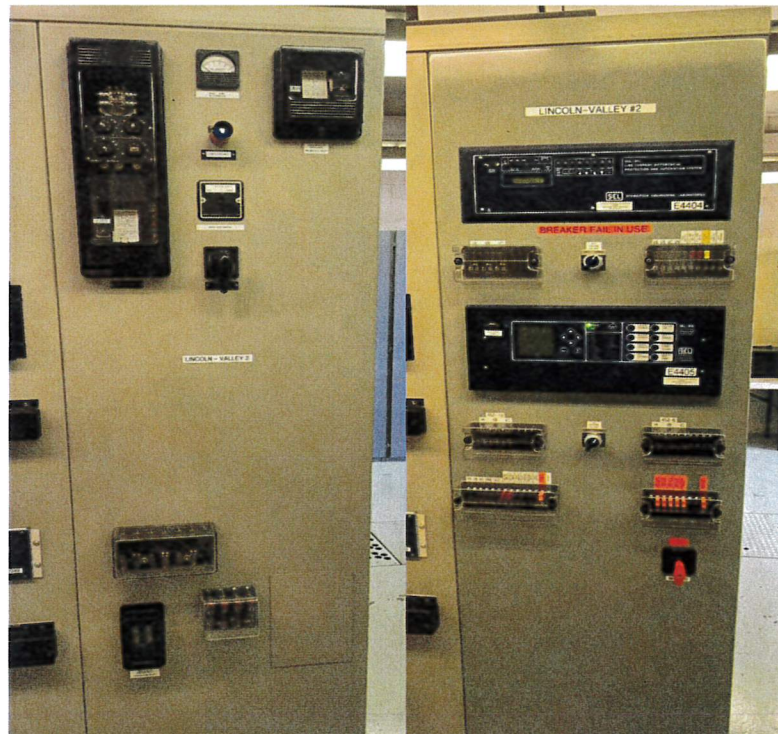
Lincoln-Valley #2 Sub-Transmission Line Relay Replacement at Lincoln & Valley Substations

BWP is in the process of replacing its older electromechanical sub-transmission line 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. Some of these older line relays currently installed in BWP's system 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 line relays by fiscal year 2022-2023.

BWP's electrical equipment section completed the installation and testing of the new relays for the Lincoln-Valley #2 line in October 2022. The new relaying improves 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 aides in troubleshooting.



Panel Work at Lincoln for the Lincoln-Valley Relay Upgrade



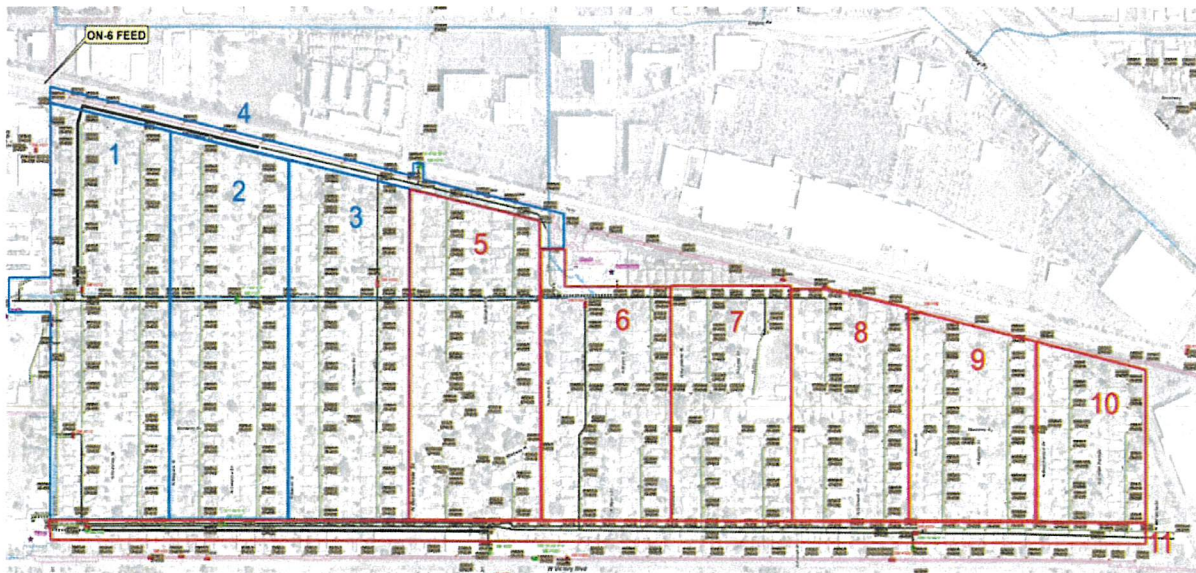
Old Relay Panel & New Relay Panel at Lincoln

4-12kV Pole Line Rebuild of V-8/V-1 Circuits

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

Construction is in progress for the pole line rebuild of the V-8 and V-1 circuits. The project was broken down into 11 zones for construction. Zone 2, which included 27 pole replacements, was completed on September 20, 2022. Zones 1 and 3, which include sixty-one pole replacements, are currently in progress.

Engineering work orders for one hundred forty-five poles in the remaining zones 4-11 are complete and ready to be issued to the field crews. This project is anticipated to be completed by June 2023.



V-8, V-1 Conversion Zone Map

Electric Distribution Master Plan Update

BWP engineering staff has been working on an update to the Electric Distribution Master Plan (EDMP). The master plan typically analyzes short and long-range system planning for the next 5, 10, and 20 years. The EDMP will analyze the state of our current electric system, and the potential load increases in the system due to upcoming plans to increase housing developments and EV charging within the City of Burbank. It will also forecast the electric needs for the planned

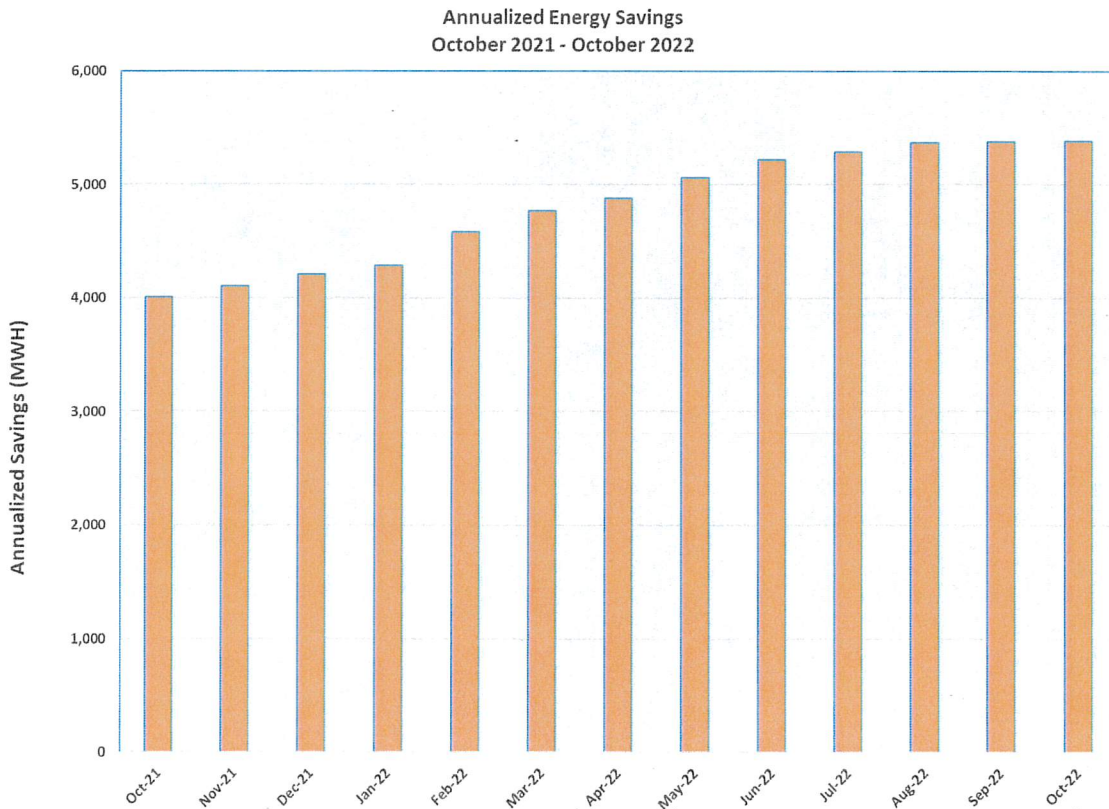
developments, determine the impacts on existing infrastructure, identify any issues, and propose capital projects to mitigate the issues.

Work on the EDMP update is expected to conclude by the end of this year, and it will be presented to the BWP Board early next year.

STREET LIGHTING

LED Replacement Program

In accordance with the Street Lighting Master Plan, BWP is replacing high-pressure sodium (HPS) street light luminaires with light-emitting diodes (LED) luminaires. Replacement is carried out on a maintenance basis, and LEDs are installed daily as the HPS luminaires burn out. LED replacements consume approximately 60% less energy. To date, **91.49%** of the total street light luminaires have been converted to LEDs, which translates to an annualized energy savings of **5,385 MWh** or a **58.11%** reduction in energy consumption. LED conversions have also reduced the evening load by **1,248 kW**, which shortens the “neck of the duck curve” and reduces the amount of energy generation that BWP needs. The graph below shows the annualized energy savings in MWh for the past 13 months.



*** Note: Starting in October 2021, staff started tracking LED installations based on a more reliable source (GIS database). This change resulted in a savings correction of 156 MWh (increase) in annualized savings; previous months have been adjusted accordingly.

Wireless Telecom Attachments

BWP has entered into four master license agreements to allow communication carriers to attach, install, operate, and maintain communication facilities on street light poles with the public right-of-way.

For the communication carriers to build a new location for a wireless telecom attachment, BWP must first provide an electric service confirmation, which details how the location will be served. Each design must meet the city’s aesthetic requirements as well as BWP’s design guidelines. Once BWP approves the plans and a Public Works permit is issued, BWP issues work orders to our field crews to carry out inspection as well as the electrical and street lighting work. The table below summarizes the activity that has taken place to date:

	Confirmations in Progress	Written Confirmations	Plan Signoffs	WTA Work Orders Issued	WTA Sites Energized
Total	0	256	12	17	39

CUSTOMER SERVICE OPERATIONS

BWP continues to assist customers through the COVID-19 pandemic. Customer Service Representatives (CSR) assist customers by making payment arrangements to reduce the amount in arrears and provide additional resources to help customers manage their finances related to their utility bill. BWP staff continue to proactively engage customers to reduce their arrears by encouraging payment arrangements to any customer they interact with that has a 60-day or greater past due balance. We currently have **251** customers who have an active payment arrangement, resulting in a reduction of arrears by **\$616,104**. BWP will continue to encourage payment arrangements to assist our customers to manage their outstanding arrears.

On October 27, 2020, the Burbank City Council approved disconnections to resume for non-payment of medium, large, and extra-large commercial customers. Disconnections were discontinued once California Arrearage Payment Program (CAPP) was announced, due to the prohibition of disconnections for 90 days after applying CAPP funds to customer accounts in May **2022**. Thereafter, BWP began notifying medium, large, and extra-large commercial customers via letter and personal phone calls that disconnection for non-payment would resume as of July 6, 2022 and encouraged payment arrangements. In addition, several communications were sent to customers subject to disconnection including letters, e-mails, and automated phone calls. Since beginning disconnections, a total of **4** medium, large, or extra-large commercial customers have been disconnected for non-payment, resulting in a reduction in arrears by **\$5,618.53**. Customers are making their payments and/or entering into a payment arrangement.

In late June 2022, we received notification that the legislature and Governor had approved a new round of funding for unpaid electric bills resulting from the COVID pandemic. There is \$239.4 million available for publicly owned utility (POU) accounts. This new program, known informally as CAPP 2.0, will operate in a similar fashion as CAPP 1.0 with a few key differences. CAPP 2.0 will have a longer COVID-19 pandemic relief period that extends from June 16, 2021, through December 31, 2021 and will only benefit active residential customers. **On October 25, 2022, BWP submitted an application to apply for the CAPP 2.0 program. Once funding is received in January 2023, 1,393 customers will receive a credit on their utility bill totaling \$637,838.06.** Since CAPP 2.0 will not be applied to commercial customers, on August 4, 2022, the BWP Board reviewed and passed the proposal to resume disconnections for small commercial customers beginning September 1, 2022 with a 7-0 vote. On August 23, 2022, City Council voted 3-1 to approve resuming power disconnections for small commercial customers effective September 1, 2022. After receiving approval from City Council, BWP immediately began notifying all small commercial customers via letter, e-mail, and automated phone calls. Small commercial customers who are eligible for disconnection, began receiving an official notice as of September 6, 2022. BWP began disconnecting small commercial customers for non-payment effective September 29, 2022. From September 29, 2022 through **November 2, 2022, 30** small commercial customers have been disconnected for non-payment, resulting in a reduction in arrears of **\$37,878.21 and two customers establishing payment arrangements totaling \$26,893.12.** As of September 1, 2022, 223 small commercial customers had arrears over 60 days and were eligible for disconnection. As of November 2, 2022, that number has dropped to 159. This indicates that small commercial customers are making payments or enrolling in payment arrangements to avoid disconnections.

As of November 21, 2022, there are 3,326 residential customers with at least 60 plus days of arrears. Of the 3,326 residential customers, 31 receive the Lifeline rate for low-income seniors over the age of 62 and disabled customers, and 26 customers receive the Burbank Utility Service Subsidy (BUSS). 994 customers who have 60 plus days arrears received assistance from the State's California Arrearage Assistance Program in 2021. In 2022, the State reestablished the CAPP program and 609 customers who received assistance in 2021 will receive assistance again.

Staff has been reaching out to all 3,326 customers monthly advising them of BWP's various payment assistance programs. Staff is increasing our efforts to reach these customers by beginning to contact them by phone and by promoting payment assistance programs via social media communication channels.

Outstanding Debt

As of **October 31, 2022**, the following is the current outstanding debt by commodity:

Aging By Service Type					
Service Type	31-60	61-90	91+	Total	% of Total
ELECTRIC	\$ 1,329,193	\$ 615,271	\$ 2,194,483	\$ 4,138,946	58%
WATER	\$ 226,440	\$ 107,464	\$ 518,421	\$ 852,325	12%
SEWER	\$ 163,456	\$ 92,948	\$ 498,980	\$ 755,384	11%
SOLID WASTE	\$ 175,011	\$ 101,687	\$ 701,582	\$ 978,280	14%
FIBER OPTIC	\$ 181,260	\$ 136,043	\$ 55,935	\$ 373,238	5%
GENERAL SERVICE	\$ 1,468	\$ 575	\$ 3,697	\$ 5,740	0%
MISCELLANEOUS	\$ -	\$ -	\$ 38	\$ 38	0%
Grand Total	\$2,076,828	\$1,053,988	\$3,973,135	\$7,103,950	100%

BWP Call Center Call Types & Volume

Customer Contact Types	% of Calls
Update Customer Account Info	15.5%
Balance	13.2%
Autopay	3.7%
High Bill/Usage Review	3.5%
Conservation Programs & Rebates	3.4%

	Oct - 21	Nov - 21	Dec - 21	Jan - 22	Feb - 22	Mar - 22	Apr - 22	May - 22	Jun - 22	Jul - 22	Aug - 22	Sep - 22	Oct - 22	% Inc/Aug
Call Volume	3,235	2,845	3,102	3,234	2,833	3,340	3,148	3,314	3,311	3,220	4,001	4,436	3,983	-10.2%

Call volume **decreased** by approximately 10 percent in **October**. **Customers continued to contact BWP for information related to the sustainable water use ordinance and for assistance updating their online account payment information. BWP recently made some changes with the online payment vendor to improve online payment security, and some customers called for help to re-register for autopay within the online account manager.**

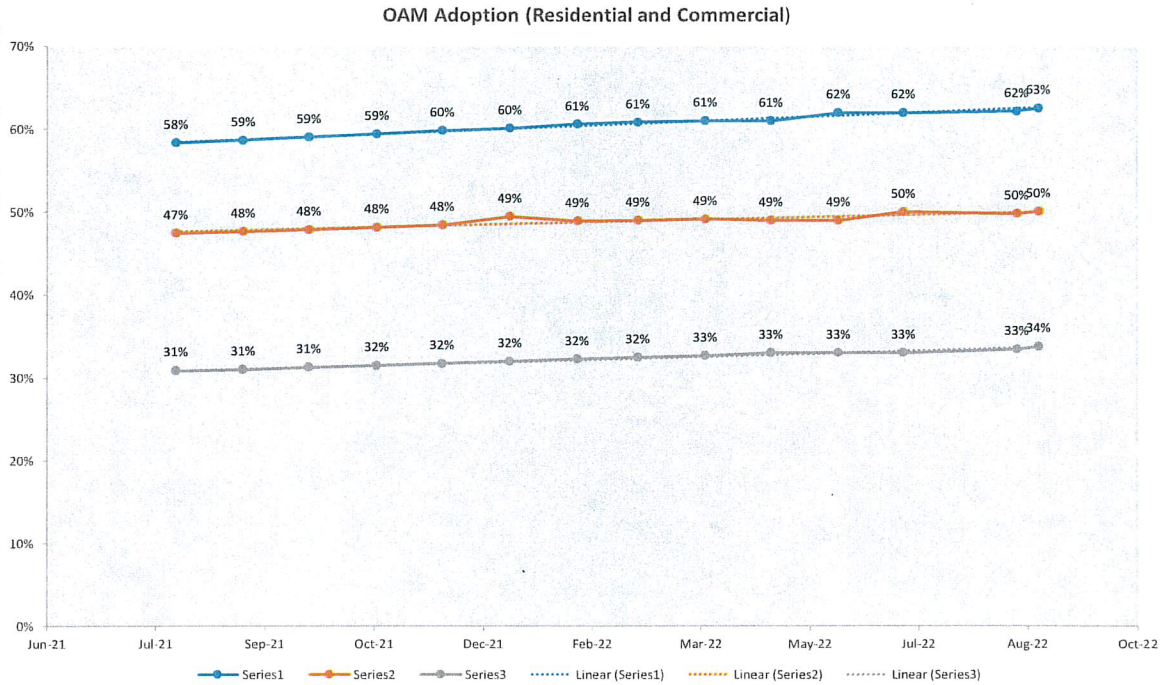
Online Account Manager

The Online Account Manager (OAM) is BWP's online customer portal. Customers can view their utility bills, make payments, change addresses, and enroll in automated bill and payment notifications. The enrollment in the online account manager (OAM) is currently **at 63% of all active accounts**; increases in enrollments have been on the rise since the COVID-19 pandemic. Of the 37% of customers who are not currently enrolled in OAM, 86% of those customers are residential. Of all registered OAM accounts, about 82% are paperless customers helping BWP reduce costs, save trees and reduce carbon emissions. BWP will continue its efforts to drive customers to the OAM, paperless, and autopay. These initiatives will continue to drive down costs.

BWP continues to market and promote general OAM outreach campaign utilizing every owned channel, including on-bill messaging, *Digital Currents*, print *Currents*, social

media, and BWP's website. Last fiscal year BWP set a target to reach 66% OAM adoption. This last 3% has proven to be challenging. In Q4 for FY 22/23 BWP will again try a targeted marketing campaign to increase enrollment.

Below is the chart outlining activity for the OAM:



	Active	% of Total Active Accounts
Active Users	32,824	63%
Paperless	26,277	50%
Autopay	17,741	34%

SUSTAINABILITY, MARKETING, AND STRATEGY

BWP'S Energy Efficiency and Water Savings – Fiscal Year to October 31, 2022

BWP manages a comprehensive portfolio of resource efficiency programs for residential and commercial customers focusing on energy efficiency, peak load reduction, water conservation, transportation electrification, and greenhouse gas savings.

BWP is currently at 5% of our demand energy efficiency and 4% of our energy efficiency savings target. We have established plans to make up ground by the end of the fiscal year. The strategies include filling vacant positions which will help us

in driving program enrollment, including a key accounts manager to promote commercial rebates, and an enhancement of the Home Improvement Program's scope of services with direct outreach to the Burbank Housing Corporation to retrofit and electrify multiple housing units.

BWP's Refrigerator Exchange Program offers income-qualified customers a new Energy Star certified refrigerator in exchange for their old, inefficient refrigerator. The Refrigerator Exchange Program has had **26 refrigerators exchanged** since the beginning of the fiscal year.

BWP's Shade Tree Program provides an arborist visit and delivers shade trees to help customers shade their properties, reduce A/C usage, and clean the air. The program has **delivered 38 trees** since the beginning of the fiscal year.

In addition, the *Home Improvement Program (HIP)* offers energy-water surveys and efficiency measure installations to all Burbank single-family residential, multi-family residential, and multi-family common area customers. Some of the HIP's services include direct installation services of weather-based irrigation controllers, high-efficiency sprinkler heads, soil moisture sensors for low-income single-family and multi-family common area customers, and properties within the disadvantaged community areas of Burbank. Furthermore, the program offers energy-water surveys and the installation of efficiency measures for multi-family common area customers. **This month 55 households participated in HIP, a total of 184 customers have participated in the HIP since the beginning of the fiscal year.**

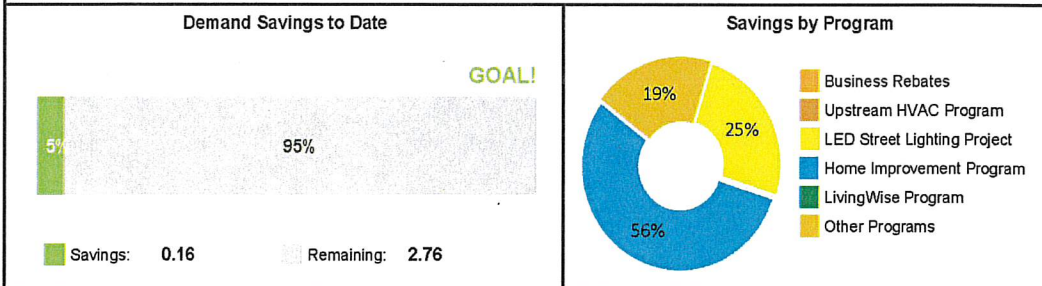
Some additional energy efficiency programs include residential and commercial rebates for the purchase and installation of high-efficiency measures, AC Replace Before It Breaks, and LivingWise.

BWP continues to offer various water conservation programs and incentives to the community. In addition to giveaways of low-flow showerheads and aerators at no cost and direct installation of water efficiency measures delivered through the HIP, Burbank residents and businesses are eligible for various water-saving technology rebates funded and administered by the Metropolitan Water District's (MWD) Regional Incentive Program. Starting in August, BWP used its water public benefits charge fund this fiscal year to establish additional incentive levels to help its residential and commercial customers reduce their water use during the ongoing drought. BWP increased turf replacement rebates by 50%. Residential customers have been particularly responsive and the program and within 2 and a half months the rebates have been fully subscribed. BWP is currently in the process of shifting funds into the residential turf replacement program to support 100,000 square feet of turf to be replaced in Burbank.

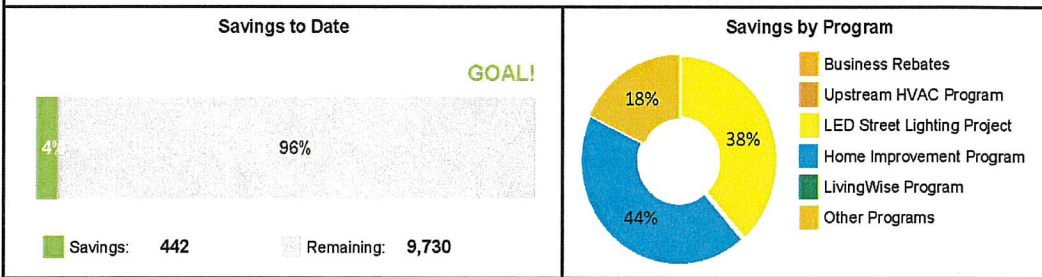
BWP recently **relaunched** the Hydration Station Program for commercial customers. The program offers rebates for water filling stations to provide the community with access to safe and reliable tap water while also helping reduce plastic bottle waste. MWD funds the Hydration Station Program.

Energy Efficiency Savings FYTD 2022-2023 Period ending on 10/31/2022

1% Demand Goal = 2.92 MW

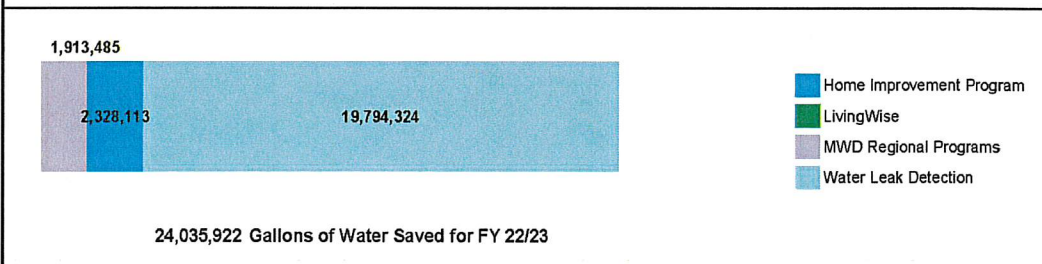


1% Consumption Savings Goal = 10,172 MWh



Water Efficiency Program Savings

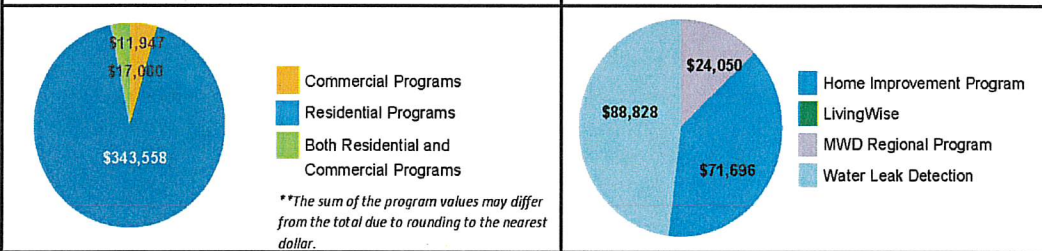
Gallons of Potable Water



Efficiency Direct Program Costs* FYTD 2022-2023

**Electric Programs: \$372,504

Water Programs: \$184,573



*Direct program costs reflect rebates and payments to program implementers, they do not include marketing and administration costs

Electric Vehicle (EV) Charging Program

BWP plays a key role in facilitating the adoption of transportation electrification through education and the development of programs and initiatives.

The city now has seventy-three public EV charging ports, including two DC fast chargers and 24 curbside ports. As of **November 1**, the public charging rate is **\$0.18** per kWh for all hours. The public charging rate is **\$0.29** per kWh for DC fast chargers for all hours.

Public Charging Energy Delivery

In **October**, the per-port average revenue was **\$167**, which is an increase from prior months.

Period	Average Usage	Average Total Revenue	Average Per Port Revenue	Notes
Dec 2019 - Feb 2020	28,047 kWh	\$4,779	\$101	Pre-COVID, all units operational
March 2020 - Feb 2021	14,211 kWh	\$2,724	\$60	COVID downturn
March 2021 - May 2021	23,889 kWh	\$4,299	\$91	COVID recovery period
June 2021 – September 2022	45,150kWh	\$7,995	\$110	Post-installation of new ports
October 2022	57,243kWh	\$12,167	\$167	Most recent month

New Public EV Charging Station Construction

Due to supply chain issues for electric metering cabinets, the energization of all charging ports has been delayed. In the current fiscal year, BWP will be able to energize at least two projects: stations near John Burroughs High School and Theodore Roosevelt. These are the first of 8 projects that were delayed to fiscal year 2022/2023 from fiscal year 2021/2022 due to supply chain issues. These 8 projects were planned to install 31 new level 2 ports and one new DC fast charging station. **Construction for the final curbside site, Verdugo and Lake, started in November. Meter service cabinets are arriving in November to energize the projects currently in construction. The EV charging stations will be installed and energized for these projects in November for a total of 12 ports (4 ports each at 3 sites).** BWP is still looking for alternative solutions to complete these projects. For the projects not in the right of way, we are exploring options that would use panels similar to house panels, mounted on H frames, that may have shorter delivery timelines. For the right of way, this would not be acceptable, and we would need to wait for the appropriate cabinets.

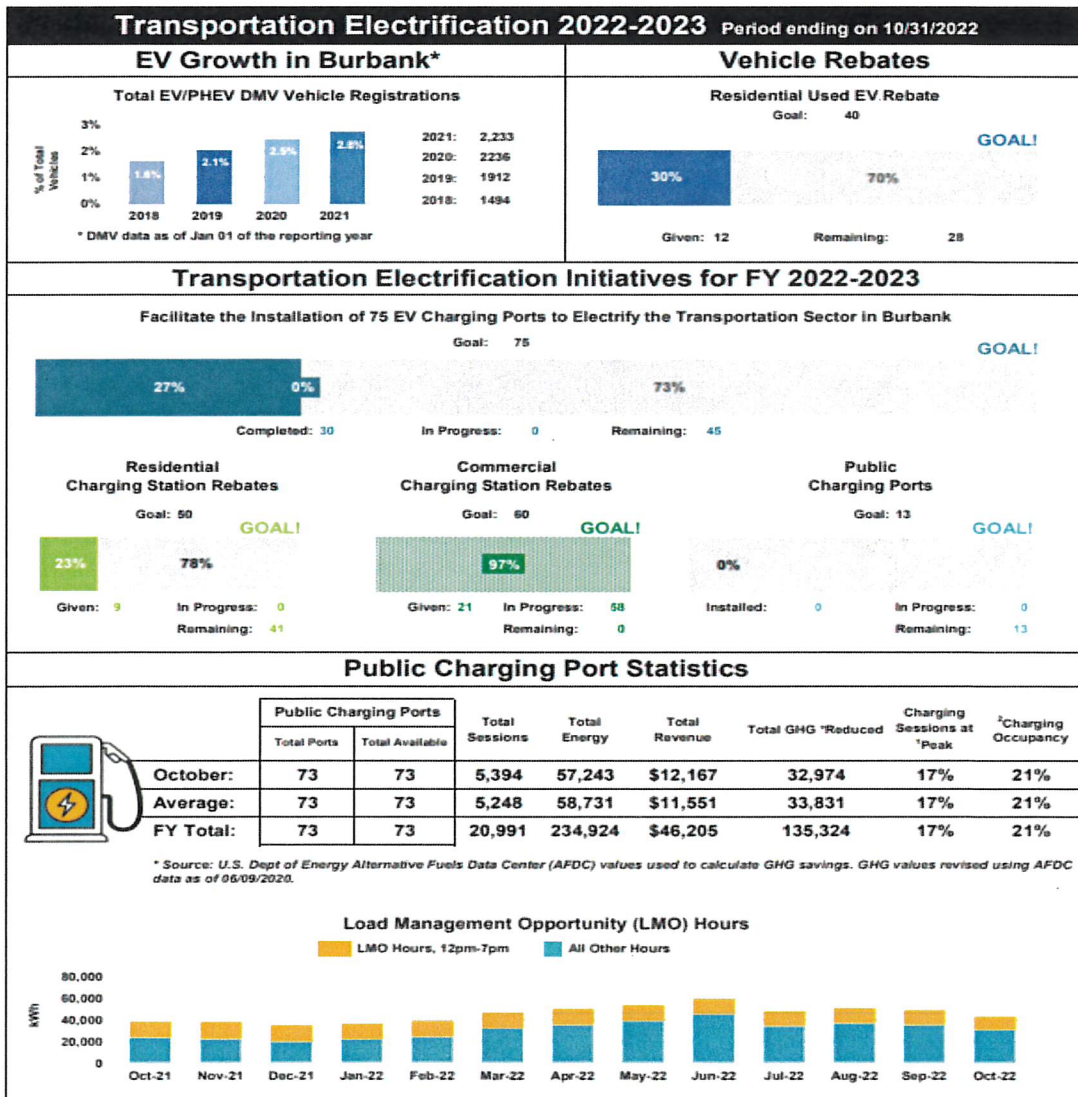
Commercial Rebate Program

BWP currently has reservations for 58 commercial EV charging ports – 18 at one site, and 40 at another site that are planned to be installed this fiscal year. An application is under review for 40 additional ports that have been installed.

A rebate was issued to IKEA for the 21 ports installed to support their local electric delivery fleet.

Residential Rebate Program

One residential rebate was distributed in **October 2022**.

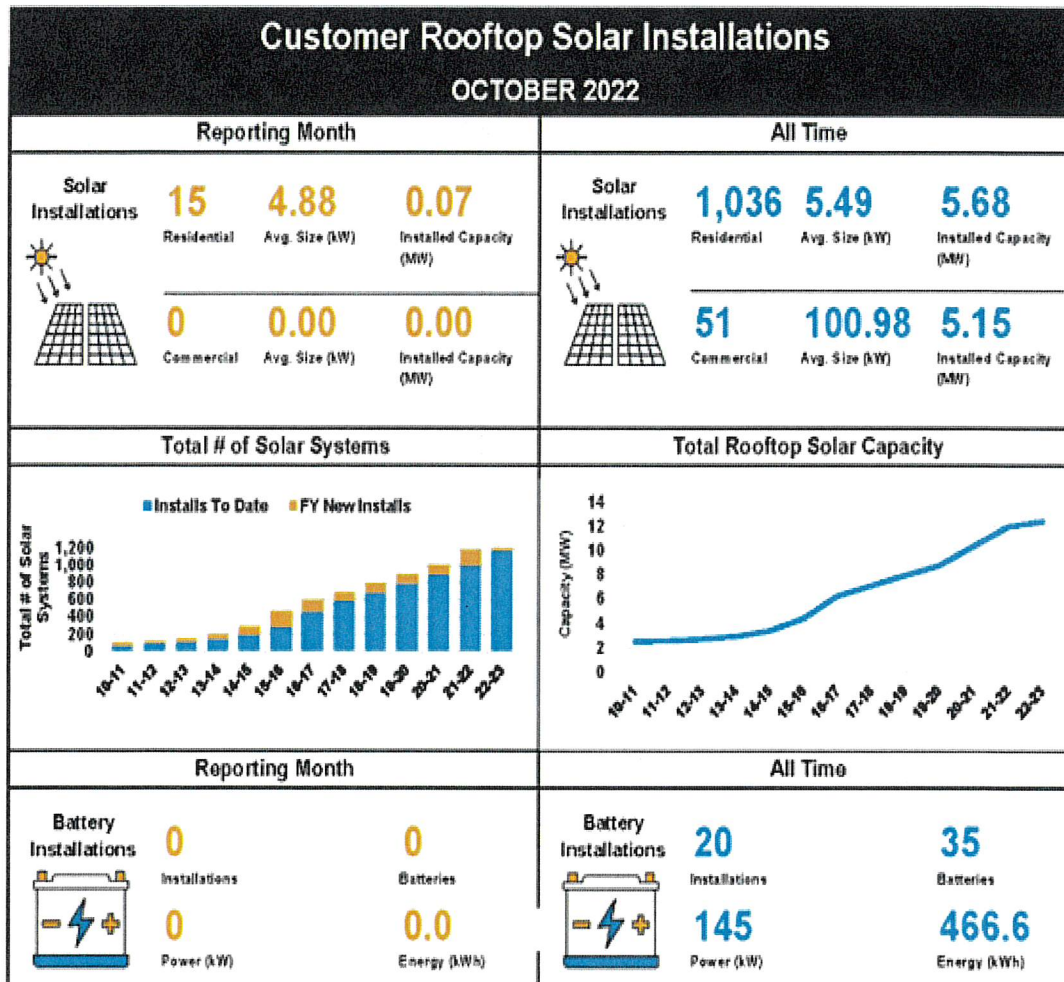


¹ Peak is defined as 4 – 7 PM, as is reflected in the Public EV Charging Station rate

² Charging Occupancy is defined as the percentage of time EV's are charging at stations for all available hours in a given month across all charging stations

Rooftop Solar and Battery Installations

Customer-owned rooftop solar system installations continue to grow. Burbank Water and Power does not provide rebates for installing these systems. However, the 26% Federal Investment Tax Credit in 2020-2022 makes purchasing solar and/or battery systems more accessible. The tax credit expires starting in 2024 unless renewed by Congress.



TECHNOLOGY

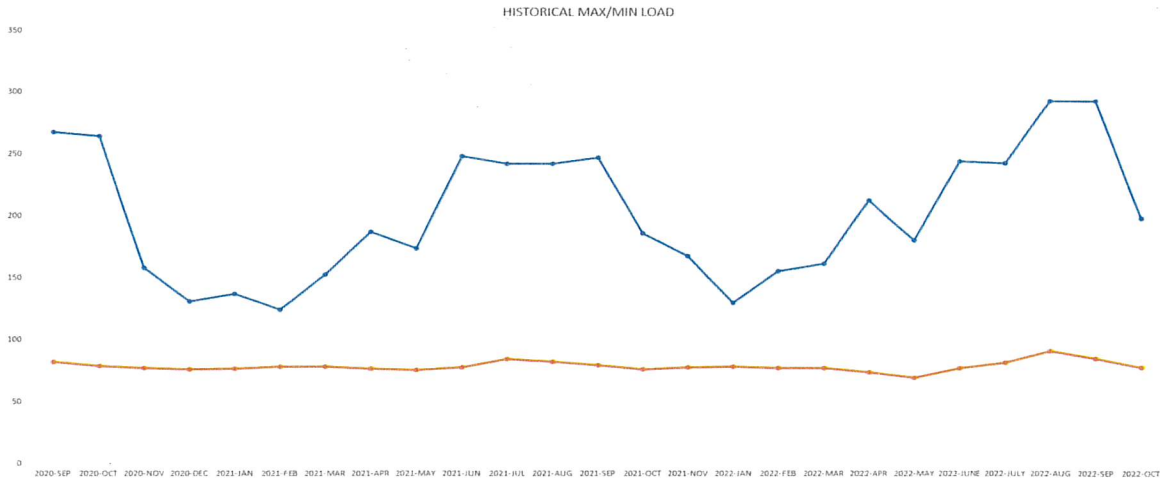
Broadband Services (ONEBurbank)

	October 2022 New Orders	Revenues for October 2022	FYTD 2022-23 Revenues	FYTD Budget
Lit	1	\$163,390	\$649,793.	\$533,333
Dark	0	\$183,940	\$755,410	\$800,000
Total	1	\$347,330	\$1,405,203	\$1,333,333

POWER SUPPLY

BWP SYSTEM OPERATIONS:

The maximum load for **October 2022** was **198.2 MW** at **3:30 PM** on **October 04, 2022**, and the minimum load was **77.3 MW** at **4:15 AM** on **October 30, 2022**.



YEAR	MAX LOAD	MAX DATE
2022	292.8 MW	06-September-22 15:58
2021	248.5 MW	15-June-21 14:57
2020	292.3 MW	18-Aug-20 15:22
2019	282.66 MW	04-Sep-19 15:31
2018	306.3 MW	06-Jul-18 16:41

The Burbank power system did not experience any natural gas supply issues for **October 2022**.

Southern California continues to experience natural gas reliability and affordability challenges because of supply and demand mismatches. SoCalGas' system capacity and supply are primarily a function of two components: (1) transmission pipelines, which bring gas into and then transport it throughout the system; and (2) underground natural gas storage connected to transmission pipelines near system load. While one component of the system's limited supply is the transmission pipeline reductions and outages, the other critical component is storage operating constraints from the CPUC restricting the use of the Aliso Canyon Storage Facility. The current effective withdrawal protocol is restrictive but is less restrictive than the previous protocol, in that Aliso Canyon was only allowed to be withdrawn from if curtailment was imminent, but now can occur under less acute circumstances. As a result, BWP has not had issues with obtaining adequate gas supplies

to operate its natural gas fired generators; however the supplies have been at a much higher price than normal due to national and global issues and increases in demand.

Following the Russia and Ukraine conflict, Russia implemented sharp reductions in exports of natural gas to Europe. According to the Energy Information Administration (EIA) report, US liquefied natural gas exports to Europe exceeded Russia's exports in third quarter. This is the first time this has occurred in history. For the first eight months of 2022, US gas exports were 14% higher than 2021. For the first 8 months of 2022, power generation, residential and commercial sectors demand caused US demand to increase by 4%. US storage levels were well below the 5 year average at the end of September 2022. US natural gas prices reached their highest level since summer 2008, due to tight supply-demand balance and low storage levels. LNG exports are expected to increase another 4% next year, adding to the current US supply/demand issue.

From the Federal Energy Regulatory Commission (FERC) October 2022 West Natural Gas Market Report, the table (below) shows that natural gas prices in 2022 are about three times higher than they were in 2019 and 2020. The price of natural gas jumped due to extreme winter (2021) weather followed by the Russia-Ukraine conflict and these higher prices are expected to continue into 2023 and will continue to have a negative impact on BWP's budget. BWP continues to hedge (procure natural gas at fixed prices for future delivery) to minimize the risk and exposure to extreme pricing, however, the higher prices increase BWP's cost of generation, impact market prices for power and have negative impacts on the budget.

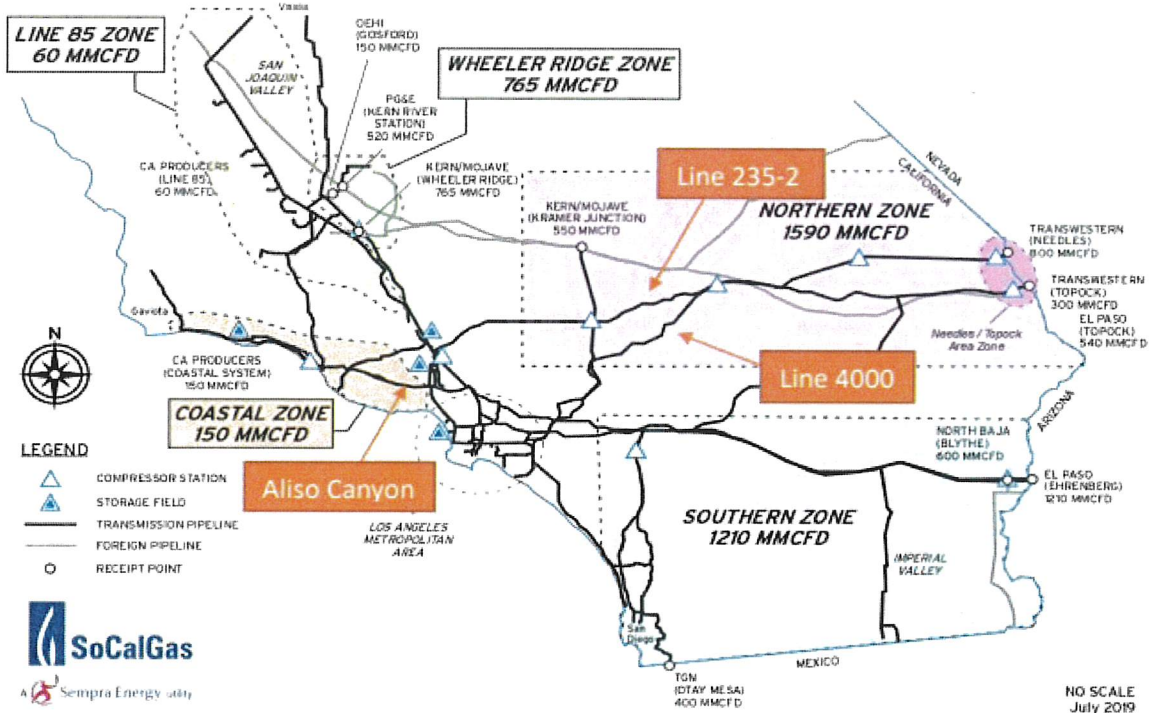
West Day-Ahead Natural Gas Prices Averaged Annually/Seasonally

Federal Energy Regulatory Commission **Market Assessments**

	Average Day Ahead Prices (\$/MMBtu)	SoCal Border	Opal Wyoming Plant	El Paso Permian	PG&E Malin Oregon	Henry Hub
2019	Annual	2.67	2.78	1.11	2.83	2.51
	Summer	2.10	1.97	0.79	2.02	2.39
	Winter 2019/2020	2.17	2.23	1.06	2.27	2.07
2020	Annual	2.17	2.03	1.32	2.06	1.99
	Summer	2.07	1.81	1.24	1.83	1.88
	Winter 2020/2021	7.44	7.06	7.96	3.29	3.08
2021	Annual	6.11	5.52	5.67	4.01	3.84
	Summer	4.47	3.83	3.58	3.91	3.87
	Winter 2021/2022	5.05	4.88	4.05	4.88	4.50
2022 YTD	Annual	6.89	6.34	5.89	6.40	6.67
	Summer	7.96	7.20	6.76	7.30	7.68
	Winter 2022/2023					

We are keeping a close eye on labor issues and inflationary pressures and will provide an update as we get more information. We are also monitoring Senate Bill 1486, which would limit operations at Aliso Canyon, post 2027. BWP is a member of Southern California Generation Coalition (SCGC) which continues to follow and participate in the CPUC's efforts to evaluate alternatives that would minimize or eliminate the use of Aliso Canyon. SCGC's (including Burbank) continues to express concerns about reliability and the need to maintain Aliso Canyon storage facility unless or until an alternative is identified that can supply the product and services that it provides.

Image 1: Receipt Points & Transmission Zone Firm Capacities



ELECTRICITY GENERATION:

BWP Generating Facilities

Unit	Availability	Operating Hrs	MWH (Net)	Net Heat Rate (Btu/kWh)	Number of Starts
Olive 1	0%	0	0	0	0
Olive 2	0%	0	0	0	0
Lake 1	100%	19	606	11,546	2
MPP	99%	731	136,675	7,492	1

Olive 1 and 2 remained in dry storage, with a 120-day notice required to restart. Olive 1 and 2 have been in dry storage since 2011 and 2012, respectively.

Lake 1 was placed online **two** times during the month of **October**.

Magnolia Power Project (MPP)

	October	FYTD	YTD
Availability	99%	97%	95%
Unit Capacity Factor (240 MW)	77%	79%	71%

MPP was shut down on October 24, 2022, to replace a failed voltage transformer fuse at the combustion turbine generator. The fuse was replaced, and the plant was successfully restarted the same day.

Tieton Hydropower Project (Tieton)

Tieton began generation on March 31, 2022, when sufficient water flow provided by the United States Bureau of Reclamation became available. Generation ended on October 19, 2022 when water flow was no longer available. A total of 54,011 MWh were generated this year which is above the annual average of 48,000 MWh. Maintenance inspections have since begun and will proceed until the next generation season begins in 2023.

ENVIRONMENTAL

Air Quality

There are no air quality updates at this time.

Storm Water

The State Water Resources Control Board Industrial General Permit requires industrial facilities to collect, at a minimum, four stormwater samples per reporting year and compare them to statewide regulatory limits. No samples have been collected yet for the current reporting year of July 1, 2022 to June 30, 2023. BWP will collect the required samples over the course of the year. The results from previous samples continue to indicate ongoing compliance issues with metals, specifically zinc and copper. Samples were also collected from the offsite influent that commingles with BWP's stormwater discharge. The offsite samples also exceeded the limits for metals.

In order to address the stormwater compliance issues, BWP is in the process of implementing a campus stormwater improvement project. BWP initially completed the proposed project's California Environmental Quality Act (CEQA) Initial Study/Mitigated Negative Declaration in 2019. However, recent amendments to the CEQA guidelines now require an update to the CEQA Initial Study/Mitigated Negative Declaration. The updated Initial Study/Mitigated Negative Declaration CEQA public review period ended on July 22, 2022 and responses to comments on the document are being prepared. The environmental review was expected to be finalized when the project was approved by the Burbank City Council. However, the engineering design and permitting phase have taken longer than originally expected due to the complexity of the project as well as other factors, including the onset of a pandemic. MNS Engineers was contracted to prepare the final design plans, as well as provide engineering support and permitting support for the project. The project's final design is complete and bid specifications will be prepared, and a request for proposals (RFP) will be issued for the construction activities. As an interim measure, BWP has also applied for time schedule orders (TSOs) that include interim limits, which are achievable for this site. The final TSOs were approved by the Los

Angeles Regional Water Quality Control Board (LAWQCB) on June 7, 2021. These TSOs and interim limits will apply until the improvement project is complete. Milestone achievements are required, and project completion must be achieved by November 17, 2023. BWP submitted a TSO amendment request to the LAWQCB. The amendment consists of consolidating the BWP and MPP facilities into one TSO, requesting coverage for copper and updating the project schedule. The TSO amendment public review process ended on July 21, 2022 and no comments were received. The amended TSO was finalized on July 31, 2022 and was received in August.

PROJECT UPDATES:

Power Resources

Renewable Portfolio Standard (RPS) Compliance

BWP continues to be on track to meet RPS compliance requirements for the calendar year 2022. The calendar year 2022 goal is 38.5% RPS. BWP staff continues to evaluate renewable resources in order to meet future compliance requirements. Staff updated the RPS Procurement Plan and Enforcement Program in December 2021, which shows BWP's path forward with RPS compliance. Staff recently purchased Portfolio Content Category (PCC) 3 RPS products and PCC 2 RPS products to meet CY2022 regulatory compliance at least cost. Staff is currently working on three new renewable contracts, in order to maintain RPS compliance for future years. Prices for long term renewables has increased approximately 20-30% due to supply chain issues as well an increase in demand as load serving entities try to procure renewable resources to meet the state's RPS targets.

Integrated Resource Plan (IRP) Update

BWP has selected a vendor for the IRP and a stakeholder team **has been selected. BWP has selected stakeholders that are representative of its ratepayers. The stakeholders will serve in an advisory role on the development of the IRP.** The IRP is due to the CEC in 2024. Stakeholder engagement efforts, compliance, and costs will be some of the major factors in the 2024 IRP. The IRP development and stakeholder engagement process is expected to take 6-12 months to complete.

BWP plans to hold six stakeholder meetings from December – June and three community meetings in 2023. The tentative start date for the stakeholder meeting is mid-December 2022.

Transmission Update

BWP is partnering with LADWP on additional renewable contracts and opportunities. BWP will continue to meet with LADWP monthly to discuss transmission needs. BWP is working with LADWP on the update to the Open Access Transmission Tariff (OATT) process. LADWP has delayed the implementation of new rates by 2-3 months, with an

implementation date in early calendar year 2023. The rates are expected to increase significantly, and final numbers will not be known until 2023.

Intermountain Power Project (Delta, UT) Renewal Progress

LADWP, BWP, and GWP (the IPP repowering participants) are working together to create a detailed roadmap for green hydrogen production and power generation at IPP. In the medium-term, the IPP renewal participants are targeting 30% green hydrogen combustion by July 2025, when the IPP repower project is scheduled to come online. On a monthly basis, IPP participants continue to meet to discuss the IPP renewal, including concerns on facilities development and potential additional resources at the site. An update on the IPP renewal project will be provided in the summer.

Staff continues to actively work with Intermountain Power Agency (IPA) on cost increases due to the Hydrogen Betterments Project and coal supply issues. The cost of the IPP renewal project has increased significantly, from \$2.5 billion in 2019 to \$3.6 billion in August 2022. BWP's share was \$86.5 million in 2019 and is now \$141 million (this does not include interest). Staff will continue to track costs and report on them, as new data becomes available.

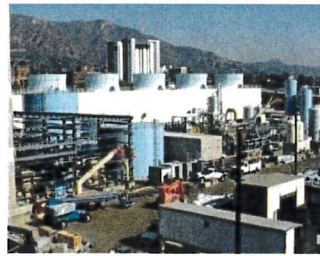
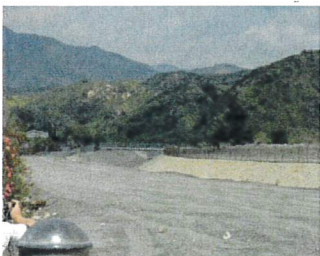
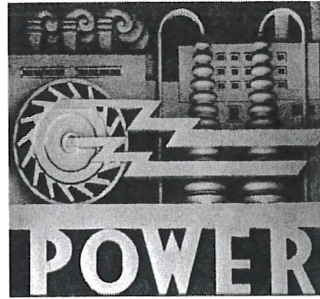
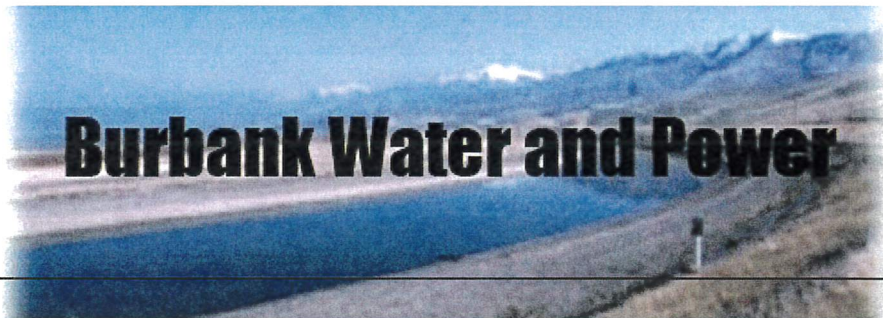
In regard to the coal supply concerns, IPP participants agreed to limit the output of the IPP units, , to maintain a minimum megawatt supply sufficient to preserve the integrity of the Southern Transmission System direct current lines and meet the participants' minimal needs during the less critical times of the year. **For the future, we will continue to see limitations with the IPP coal supply. Per discussions with IPA, IPP will only run on one unit from November 2022-June 2023, allowing the coal pile to grow. IPP will then run on two units from July 2023 – September 2023, during the critical summer peak months.**

Power Production

Lake One Power Plant Emissions Retrofit Project

The computational fluid dynamics (CFD) modeling for this project was received on October 21, 2022. BWP is in the process of reviewing and providing comments for incorporation into the overall project design. BWP is also in the process of providing information related to the electrical supply for the new tempering air system. Procurement is ongoing and expected to increase as the engineering work is completed. Substantial completion of the project is expected on or before April 1, 2023.

The new emissions control system will allow Lake One to remain in compliance with upcoming air quality requirements. The project consists of designing, engineering, permitting, constructing/installing, commissioning, and testing the new emissions system. This project is planned to conclude in the first half of 2023.



**Financial Report
September-22**

**Burbank Water and Power
Electric Fund (496)
Statement of Changes in Net Assets - Footnotes
MTD September 2022
(\$ in 000's)**

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
(a)	Electric Usage in MWh	112,139	102,614	9,525	- NEL is 9% higher than budget due primarily to warmer weather. The average high temperature in Sep was 91°F, compared to the 15-year average high temperature of 88°F. The average low temperature was 65°F, compared to the 15-year average low temperature of 61°F. MTD CDD were 407 versus the 15-year average of 289.
(b)	Other Revenues	408	573	(165)	- Other revenues include transmission, telecom and internet revenues as well as other items such as damaged property recovery, connection fees, late fees, and tampering fees which tend to fluctuate. The unfavorable variance is also attributable to the moratorium on fees in light of the COVID-19 pandemic.
(c)	Retail Power Supply & Transmission	15,306	11,661	(3,646)	- The unfavorable variance is attributable to various components within Retail Power Supply & Transmission. Please refer to page 5 for additional details.
(d)	Distribution	883	1,086	203	The favorable variance is primarily attributable to vacancies, the timing of other professional services and higher than planned capital work.
(e)	Administration/Safety	113	132	19	- The favorable variance is primarily attributable to the timing of private contractual services, software & hardware expenses, travel and unplanned safety work for electric distribution.
(f)	Customer Service	695	581	(113)	The unfavorable variance is primarily attributable to the timing of software & hardware support and maintenance, offset by vacancies and the timing of other professional services.
(g)	Marketing & Sustainability	57	219	163	The favorable variance is primarily attributable to vacancies and the timing of private contractual services, other professional services and office supplies.
(h)	Public Benefits	123	398	275	- The favorable variance is attributable to vacancies and lower than planned programs spending.
(i)	Security/Oper Technology	392	145	(246)	- The unfavorable variance is primarily attributable to lower than planned work for others, the timing of spending in software & hardware and private contractual services.
(j)	Telecom	166	130	(36)	- The unfavorable variance is primarily attributable to the timing of private contractual services.
(k)	Construction & Maintenance	181	225	44	- The favorable variance is attributable to vacancies and the timing of private contractual services, custodial services, special departmental supplies, and grounds maintenance and repair.
(l)	Capital Contributions (AIC)	(74)	601	(675)	- The unfavorable variance is attributable to adjustments to AIC billings from the prior fiscal year.

**Burbank Water and Power
Electric Fund (496)
Statement of Changes in Net Assets - Footnotes
FYTD September 2022
(\$ in 000's)**

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
(A)	Electric Usage in MWh	329,477	313,344	16,133	- NEL is 5% higher than budget due primarily to warmer weather. The YTD average high temperature was 90°F, compared to the 15-year average high temperature of 88°F. The YTD average low temperature was 64F, compared to the 15-year average low temperature of 62°F. YTD CDD were 1,139 versus the 15-year average of 939.
(B)	Other Revenues	1,233	1,718	(485)	- Other revenues include transmission, telecom and internet revenues as well as other items such as damaged property recovery, connection fees, late fees, and tampering fees which tend to fluctuate. The unfavorable variance is also attributable to the moratorium on fees in light of the COVID-19 pandemic.
(C)	Distribution	2,379	3,284	906	- The favorable variance is primarily attributable to vacancies, the timing of private contractual services, other professional services, and higher than planned capital work.
(D)	Administration / Safety	331	409	78	- The favorable variance is primarily attributable to the timing of private contractual service and other professional services.
(E)	Finance, Fleet, & Warehouse	856	1,052	196	- The favorable variance is primarily attributable to vacancies, work for others and the timing of other professional services, private contractual services and software & hardware support and maintenance.
(F)	Customer Service	1,248	1,568	320	- The favorable variance is primarily attributable to vacancies, work for others and the timing of other professional services, offset by software & hardware support and maintenance.
(G)	Marketing & Sustainability	192	657	464	- The favorable variance is primarily attributable to vacancies and the timing of private contractual services, other professional services and office supplies.
(H)	Public Benefits	290	1,193	903	- The favorable variance is attributable to vacancies and lower than planned programs spending.
(I)	Security/Oper Technology	839	437	(402)	- The unfavorable variance is primarily attributable to lower than planned work for others and the timing of software and hardware spending, offset by the timing of spending in other professional services.
(J)	Telecom	329	418	88	- The favorable variance is primarily attributable to the timing of private contractual services and other professional services.
(K)	Construction & Maintenance	482	679	197	- The favorable variance is primarily attributable to the timing of private contractual services, custodial services, special departmental supplies and building ground maintenance & repair.
(L)	Capital Contributions (AIC)	48	1,803	(1,756)	- The unfavorable variance is attributable to the timing of AIC projects and adjustments to AIC billings from the prior fiscal year.

September 2022 Budget to Actual P&L Variance Highlights - Electric Fund
 (\$ in 000's)

	<u>Variance Month-to-Date</u>		
	<u>Favorable</u>	<u>Unfavorable</u>	<u>Budget to</u>
	<u>Items</u>	<u>Items</u>	<u>Actual</u>
			<u>Variance</u>
	\$ -	\$ (700)	\$ (700)
<u>MTD NET INCOME/(LOSS): \$(306)</u>			
<u>MTD GROSS MARGIN VARIANCE</u>			
Retail Sales	2,019	-	2,019
Power Supply and Transmission:			
- Higher retail load	-	(737)	(737)
- Higher than planned renewables cost and other	-	(30)	(30)
- Lower transmission	48	-	48
- Higher energy prices	-	(3,365)	(3,365)
- Lower O&M	438	-	438
Other Revenues	-	(165)	(165)
Wholesale Margin	598	-	598
Total	3,102	(4,297)	(1,195)
<u>MTD O&M AND OTHER VARIANCES</u>			
Distribution	203	-	203
Administration/Safety	19	-	19
Finance, Fleet, & Warehouse	-	(10)	(10)
Customer Service	-	(113)	(113)
Marketing & Sustainability	163	-	163
Public Benefits	275	-	275
Security/Oper Technology	-	(246)	(246)
Telecom	-	(36)	(36)
Construction & Maintenance	44	-	44
Depreciation expense	192	-	192
All other	5	-	5
Total	901	(406)	495

September 2022 Budget to Actual P&L Variance Highlights - Electric Fund
 (\$ in 000's)

	Variance Fiscal Year-to-Date		
	Favorable Items	Unfavorable Items	Budget to Actual Variance
<u>FYTD NET INCOME/(LOSS): \$2,753</u>	\$ 3,458	-	\$ 3,458
<u>FYTD GROSS MARGIN VARIANCE</u>			
Retail Sales	2,229	-	2,229
Power Supply and Transmission			
- Higher retail load	-	(1,312)	(1,312)
- Lower than planned renewables cost and other	330	-	330
- Lower transmission	60	-	60
- Higher energy prices	-	(4,243)	(4,243)
- New minimum for IPP and Hydrogen Betterment	-	(669)	(669)
- Lower O&M	1,746	-	1,746
- Retail load management and economic dispatch	310	-	310
- SCPPA True-up and prior period adjustments	653	-	653
Other Revenues	-	(485)	(485)
Wholesale Margin	1,501	-	1,501
Total	\$ 6,829	\$ (6,709)	\$ 120
<u>FYTD O&M AND OTHER VARIANCES</u>			
Distribution	906	-	906
Administration/Safety	78	-	78
Finance, Fleet, & Warehouse	196	-	196
Customer Service	320	-	320
Marketing & Sustainability	464	-	464
Public Benefits	903	-	903
Security/Oper Technology	-	(402)	(402)
Telecom	88	-	88
Construction & Maintenance	197	-	197
Depreciation expense	550	-	550
All other	38	-	38
Total	\$ 3,740	\$ (402)	\$ 3,339

Electric Fund (496)
Statement of Changes in Cash and Investment Balances (a)
(\$ in 000's)

	Sep-22	Aug-22	Jul-22	Jun-22	Mar-22	Dec-21	Sep-21	Jun-21	Recommended Reserves	Minimum Reserves
Cash and Investments										
General Operating Reserve	\$ 56,435 (a) \$	59,132 (a),(b) \$	55,407 \$	69,212 \$	79,152 \$	76,621 \$	70,437 \$	73,156 \$	52,010 \$	37,570 \$
Capital & Debt Reduction Fund	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	21,000	5,200
BWP Projects Reserve Deposits at SCPPA	4,459	4,456	4,452	3,794	3,792	3,771	3,762	3,740		
Sub-Total Cash and Investments	<u>72,894</u>	<u>73,588</u>	<u>69,859</u>	<u>83,007</u>	<u>92,944</u>	<u>92,392</u>	<u>84,199</u>	<u>86,896</u>	<u>73,010</u>	<u>42,770</u>
Customer Deposits	(9,906)	(10,003)	(9,867)	(9,939)	(10,297)	(10,762)	(7,870)	(4,245)		
Public Benefits Obligation	(10,258)	(9,965)	(9,211)	(9,315)	(9,065)	(8,883)	(8,584)	(8,128)		
Low Carbon Fuel Standard (b)	(3,451)	(3,454)	(3,460)	(3,464)	(3,786)	(2,767)	(2,855)	(2,999)		
IPP Decommission (c)	-	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)		
Cash and Investments (less Commitments)	<u>49,279</u>	<u>48,165</u>	<u>45,320</u>	<u>58,288</u>	<u>67,796</u>	<u>67,980</u>	<u>62,889</u>	<u>69,523</u>	<u>73,010</u>	<u>42,770</u>

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

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

(c) Includes a one-time paydown of the unfunded pension liability to CalPERS in the amount of \$2.75M.

(d) Includes an annual payment to CalPERS of \$6.59M to paydown the Electric unfunded liability.

(e) Results of higher demand and favorable operating results.

(f) Reversal of IPP decommission reserve.

**Burbank Water and Power
Water Fund (497)
Statement of Changes in Net Assets ^{(1) (2)}
MTD and FYTD September 2022
(\$ in 000's except Gallons)**

	MTD Actual FY 22-23	MTD Budget FY 22-23	\$ Variance	% Variance		YTD Actual FY 22-23	YTD Budget FY 22-23	\$ Variance	% Variance
	389	491	(101)	(21%) ^(a)	Water put into the system in Millions of Gallons	1,351	1,444	(93)	(6%)
	114	100	14	14% ^(b)	Metered Recycled Water in Millions of Gallons	309	319	(10)	(3%)
					Operating Revenues				
\$	2,547	\$ 3,199	\$ (652)	(20%) ^(c)	Potable Water	\$ 8,448	\$ 9,444	\$ (996)	(11%) ^(A)
	724	468	257	55% ^(d)	Recycled Water	1,655	1,493	162	11%
	165	113	53	47% ^(e)	Other Revenue ⁽³⁾	514	338	176	52% ^(B)
	<u>3,436</u>	<u>3,779</u>	<u>(342)</u>	<u>(9%)</u>	Total Operating Revenues	<u>10,616</u>	<u>11,275</u>	<u>(658)</u>	<u>(6%)</u>
	964	1,339	375	28%	Water Supply Expense	3,310	3,917	607	16%
	<u>2,473</u>	<u>2,440</u>	<u>33</u>	<u>1%</u>	Gross Margin	<u>7,307</u>	<u>7,357</u>	<u>(51)</u>	<u>(1%)</u>
					Operating Expenses				
	756	840	84	10% ^(f)	Operations & Maintenance - Potable	2,017	2,520	504	20% ^(C)
	199	145	(54)	(37%) ^(g)	Operations & Maintenance - Recycled	493	434	(59)	(13%)
	343	336	(7)	(2%)	Operations & Maintenance - Shared Services	620	1,016	397	39% ^(D)
	148	148	-	0%	Transfer to General Fund for Cost Allocation	444	444	-	0%
	368	370	2	1%	Depreciation	1,091	1,111	20	2%
	<u>1,814</u>	<u>1,840</u>	<u>25</u>	<u>1%</u>	Total Operating Expenses	<u>4,664</u>	<u>5,526</u>	<u>862</u>	<u>16%</u>
	659	600	58	10%	Operating Income/(Loss)	<u>2,643</u>	<u>1,832</u>	<u>811</u>	<u>44%</u>
					Other Income/(Expenses)				
	61	13	48	354% ^(h)	Interest Income	139	40	98	244% ^(E)
	32	45	(13)	(29%) ⁽ⁱ⁾	Other Income/(Expense) ⁽⁴⁾	(356)	(395)	39	10%
	(216)	(216)	0	0%	Bond Interest/(Expense)	(647)	(647)	0	0%
	<u>(123)</u>	<u>(157)</u>	<u>34</u>	<u>22%</u>	Total Other Income/(Expenses)	<u>(864)</u>	<u>(1,002)</u>	<u>138</u>	<u>14%</u>
	536	443	93	21%	Net Income/(Loss)	<u>1,779</u>	<u>830</u>	<u>949</u>	<u>114%</u>
	0	57	(57)	(100%) ^(j)	Capital Contributions (AIC)	19	171	(152)	(89%) ^(F)
\$	<u>536</u>	<u>500</u>	<u>\$ 36</u>	<u>7%</u>	Net Change in Net Assets	<u>\$ 1,798</u>	<u>\$ 1,001</u>	<u>\$ 797</u>	<u>80%</u>

1. This report may not foot due to rounding.

2. () = Unfavorable

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

4. Other Income/(Expense) includes a one-time payment to CalPERS (for pension) and miscellaneous revenue from the sale of scrap materials, inventory, and assets.

**Burbank Water and Power
Water Fund (497)
Statement of Changes in Net Assets - Footnotes
MTD September 2022
(\$ in 000's except Gallons)**

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
(a)	Water put into the system in Millions of Gallons	389	491	(101)	- Water use during September 2022 was 21% lower due to the two-week moratorium on all outdoor watering related to a shutdown for repair of MWD's Colorado River pipeline.
(b)	Recycled Water Usage in Millions of Gallons	114	100	14	- Recycled water usage increased primarily by the Valhalla Extension.
(c)	Potable Water Revenue	2,547	3,199	(652)	- The unfavorable variance is attributable to the two-week moratorium on all outdoor watering related to a shutdown for repair of MWD's Colorado River pipeline.
(d)	Recycled Water Revenue	724	468	257	- The favorable variance is due to MPP using GAC (granular activated carbon) water as a replacement, since the recycled water system has been experiencing failures. The unbudgeted FYTD GAC revenue was recorded in September 2022. In addition, recycled water revenues increased due to a billing adjustment (per the agreement) for the Valhalla Extension as FYTD usage exceeded 300 AF for the calendar year.
(e)	Other Revenue	165	113	53	- Other revenues include items such as fire protection services, damaged property recovery, connection fees, late fees, and tampering fees, which tend to fluctuate.
(f)	Operations & Maintenance - Potable	756	840	84	- The favorable variance is primarily attributable to vacancies and the timing of professional services.
(g)	Operations & Maintenance - Recycled	199	145	(54)	- The unfavorable variance is primarily attributable to higher than planned work from other departments.
(h)	Interest Income	61	13	48	- The favorable variance is attributable to 2021 Water Bond Project Fund Interest, based on higher than planned balances related to the timing of bond drawdowns.
(i)	Other Income/(Expense)	32	45	(13)	- Other Income/(Expense) includes miscellaneous revenue from the sale of scrap materials, inventory, and assets, which tend to fluctuate.
(j)	Capital Contributions (AIC)	-	57	(57)	- The unfavorable variance is attributable to the timing of AIC projects.

**Burbank Water and Power
 Water Fund (497)**
Statement of Changes in Net Assets - Footnotes
FYTD September 2022
 (\$ in 000's except Gallons)

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
(A)	Potable Water Revenue	8,448	9,444	(996)	The unfavorable variance is attributable to the two-week moratorium on all outdoor watering in September 2022 related to a shutdown for repair of MWD's Colorado River pipeline.
(B)	Other Revenue	514	338	176	Other revenues include items such as damaged property recovery, connection fees, late fees, and tampering fees, which tend to fluctuate.
(C)	Operations & Maintenance - Potable	2,017	2,520	504	The favorable variance is attributable primarily to vacancies and lower than planned other professional services.
(D)	Operations & Maintenance - Shared	620	1,016	397	The favorable variance is attributable to lower than planned shared expenses (Customer Service, Finance and Administration) from the Electric Fund.
(E)	Interest Income	139	40	98	The favorable variance is attributable to 2021 Water Bond Project Fund Interest, based on higher than planned balances related to the timing of bond drawdowns.
(F)	Capital Contributions (AIC)	19	171	(152)	The unfavorable variance is attributable to the timing of AIC projects.

September 2022 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): \$536</u>	\$ 93	\$ -	\$ 93

MTD GROSS MARGIN VARIANCE

Potable Revenues	-	(652)	(652)
Recycled Revenues	257	-	257
Other Revenue	53	-	53
Water Supply Expense	375	-	375
Total	685	(652)	33

FYTD O&M AND OTHER VARIANCES

Potable O&M	84	-	84
Recycled Water O&M	-	(54)	(54)
Allocated O&M	-	(7)	(7)
Depreciation Expense	2	-	2
All Other	34	-	34
Total	121	(61)	60

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

	Sep-22	Aug-22	Jul-22	Jun-22	Mar-22	Dec-21	Sep-21	Jun-21	Recommended Reserves	Minimum Reserves
Cash and Investments										
General Operating Reserves	\$ 13,615	(d) \$ 13,175	(b),(c) \$ 11,294	\$ 12,759	\$ 12,544	\$ 11,294	\$ 14,287	\$ 12,181	\$ 12,630	\$ 8,070
Capital Reserve Fund	2,220	2,220	2,220	2,220	2,220	2,220	2,220	2,220	5,200	1,300
Sub-Total Cash and Investments	15,835	15,395	13,514	14,979	14,764	13,514	16,507	14,401	17,830	9,370
Customer Deposits	(397)	(397)	(477)	(1,052)	(1,013)	(1,002)	(1,021)	(1,125)		
Cash and Investments (less commitments)	\$ 15,438	\$ 14,997	\$ 13,037	\$ 13,927	\$ 13,751	\$ 12,512	\$ 15,487	\$ 13,276	\$ 17,830	\$ 9,370

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

(b) Includes a one-time payment of the unfunded pension liability to CalPERS in the amount of \$440k.

(c) Includes an annual payment to CalPERS of \$1.12M to paydown the Electric unfunded liability.



MEMORANDUM



COMMUNITY DEVELOPMENT

DATE: November 17, 2022

TO: Justin Hess, City Manager

FROM: Patrick Prescott, Community Development Director *pkc For PP*
VIA: Simone McFarland, Assistant Community Development Director *(N)*

SUBJECT: Landlord-Tenant Commission Meeting – November 7, 2022

- Staff announced that there is a vacancy for the Landlord-Tenant Commission with an appointment scheduled for November 15, 2022.
- Three members of the public attended the in-person meeting. No one attended online for oral communications. One member thanked the Commission for their guidance with AB 1482. The Commission provided information and resources to that member of the public. The other two members of the public in attendance were listening for educational purposes.
- The Commission provided intake form updates to five cases received in the last month related to: AB 1482, security deposits, evictions, habitability issues, renovations, and rent increases.
- The Commission approved the draft minutes of October 3rd, 2022.
- The meeting adjourned at 6:53 p.m.



October 5, 2022
4:30 p.m.

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

Roll Call

Members present: Richard Ramos, Vice-Chairperson
Matthew Doyle, Secretary
Linda Barnes
Iveta Ovsepyan

Members not present: Jacqueline Waltman, Chairperson

Also present: Daniel Amaya, Administrative Analyst I
Sean Aquino, Ast GM-Customer Services & Marketing
David Burke, Fire Battalion Chief
Lisa Kurihara, Senior Assistant City Attorney
David Lasher, Administrative Analyst II
Betsy McClinton, Management Services Director
Karen Pan, Transportation Services Manager
April Rios, Human Resources Manager
Mandip Samra, Assistant General Manager-BWP
Rene Sanchez, Acting Human Resources Manager
Jessica Sandoval, Executive Assistant
Riad Sleiman, Ast General Manager-Electric Services
Julianne Venturo, Ast Management Services Director

Future Agenda Items

The Board requested staff agendaize the Employment of Relatives policy at a future Board meeting.

Open Public Comment Period of Oral Communications

There was one speaker, Mr. Joel Schlossman

Approval of Minutes

MOTION CARRIED: It was moved by Ms. Ovsepyan, seconded by Ms. Barnes and carried 4-0 to approve the minutes of the regular meeting of September 7, 2022.

Proposed Amendments to Classification Plan

a. Establishment of the Titles and Specifications for the Classifications of GIS Specialist, Senior GIS Specialist, and Principal GIS Specialist

MOTION CARRIED: It was moved by Mr. Doyle, seconded by Ms. Barnes and carried 4-0 to approve the establishment of the titles and specifications for the classifications of GIS Specialist, Senior GIS Specialist, and Principal GIS Specialist.

b. Establishment of the Titles and Specifications for the Classifications of Power Resources Associate I, Power Resources Associate II, Senior Power Resources Planner, and Principal Power Resources Planner

MOTION CARRIED: It was moved by Ms. Ovsepyan, seconded by Mr. Doyle and carried 4-0 to approve the establishment of the titles and specifications for the classifications of Power Resources Associate I, Power Resources Associate II, Senior Power Resources Planner, and Principal Power Resources Planner.

c. Revision of the Title and Specification for the Classification of Fire Inspection Manager to Assistant Fire Marshal

MOTION CARRIED: It was moved by Ms. Barnes, seconded by Ms. Ovsepyan and carried 4-0 to approve the revision of the title and specification for the classification of Fire Inspection Manager to Assistant Fire Marshal.

Recruitment and Selection Report – September 2022

RECOMMENDATION: Note and file.

Expedited Recruitment Quarterly Report

RECOMMENDATION: Note and file.

Appointments and Assignments

For the month of October 2022, there was one provisional appointment extension and one temporary assignment extension. The extensions were being sought on behalf of the Community Development Department and the Burbank Water and Power Department.

MOTION CARRIED: It was moved by Ms. Barnes, seconded by Mr. Doyle and carried 4-0 to approve the Appointments and Assignments for the month of October 2022.

Additional Leave Quarterly Report

RECOMMENDATION: Note and file.

Adjournment

The regular meeting of the Civil Service Board was adjourned at 5:12 p.m.

Julianne Venturo
Assistant Management Services Director

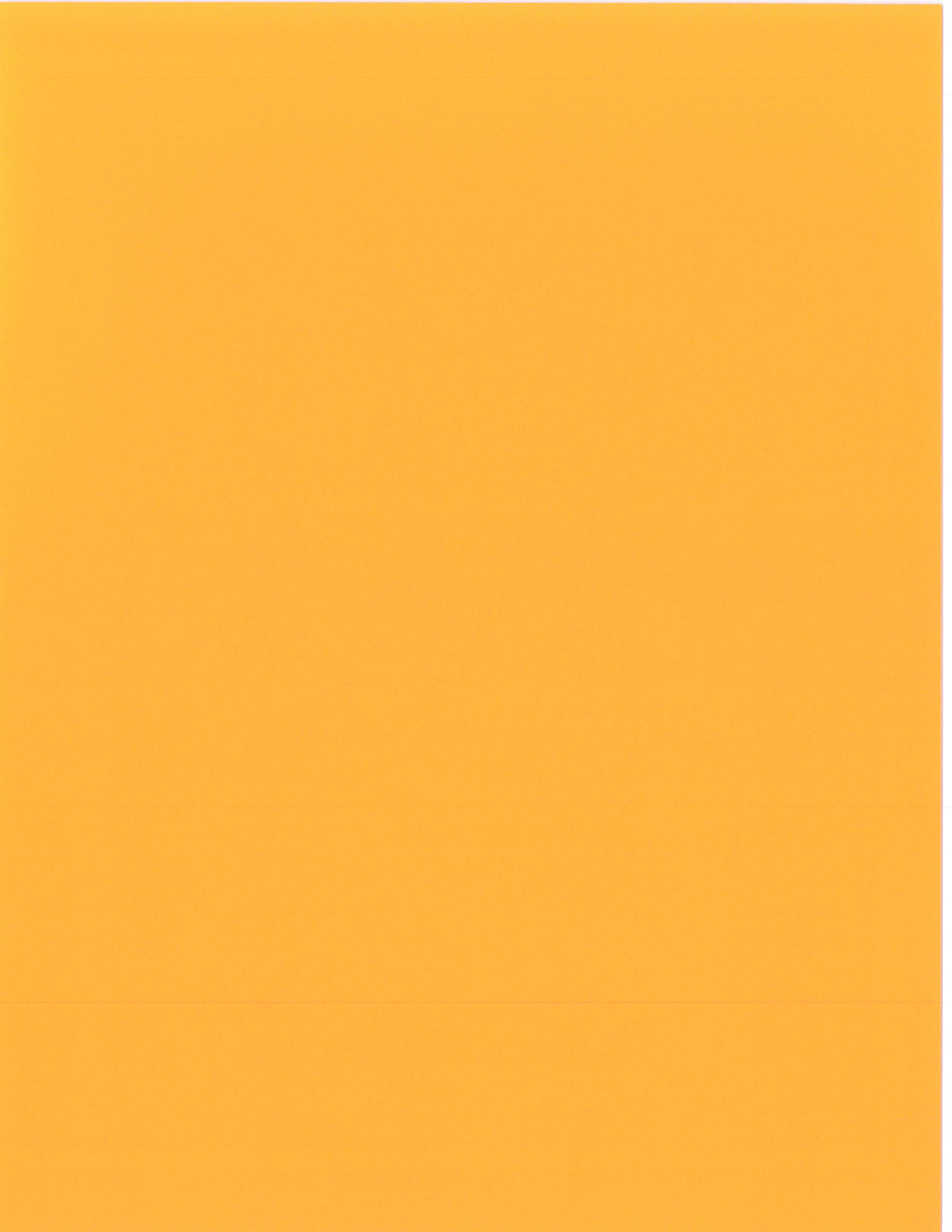
APPROVED:

Jacqueline Waltman, Chairperson

DATE _____

Matthew Doyle, Secretary

DATE _____



November 2, 2022
4:30 p.m.

The regular meeting of the Civil Service Board for November 2, 2022 was scheduled to be held in the Council Chambers of City Hall. The meeting was canceled due to lack of a quorum.

Julianne Venturo
Assistant Management Services Director

APPROVED:

Jacqueline Waltman, Chairperson

DATE _____

Matthew Doyle, Secretary

DATE _____