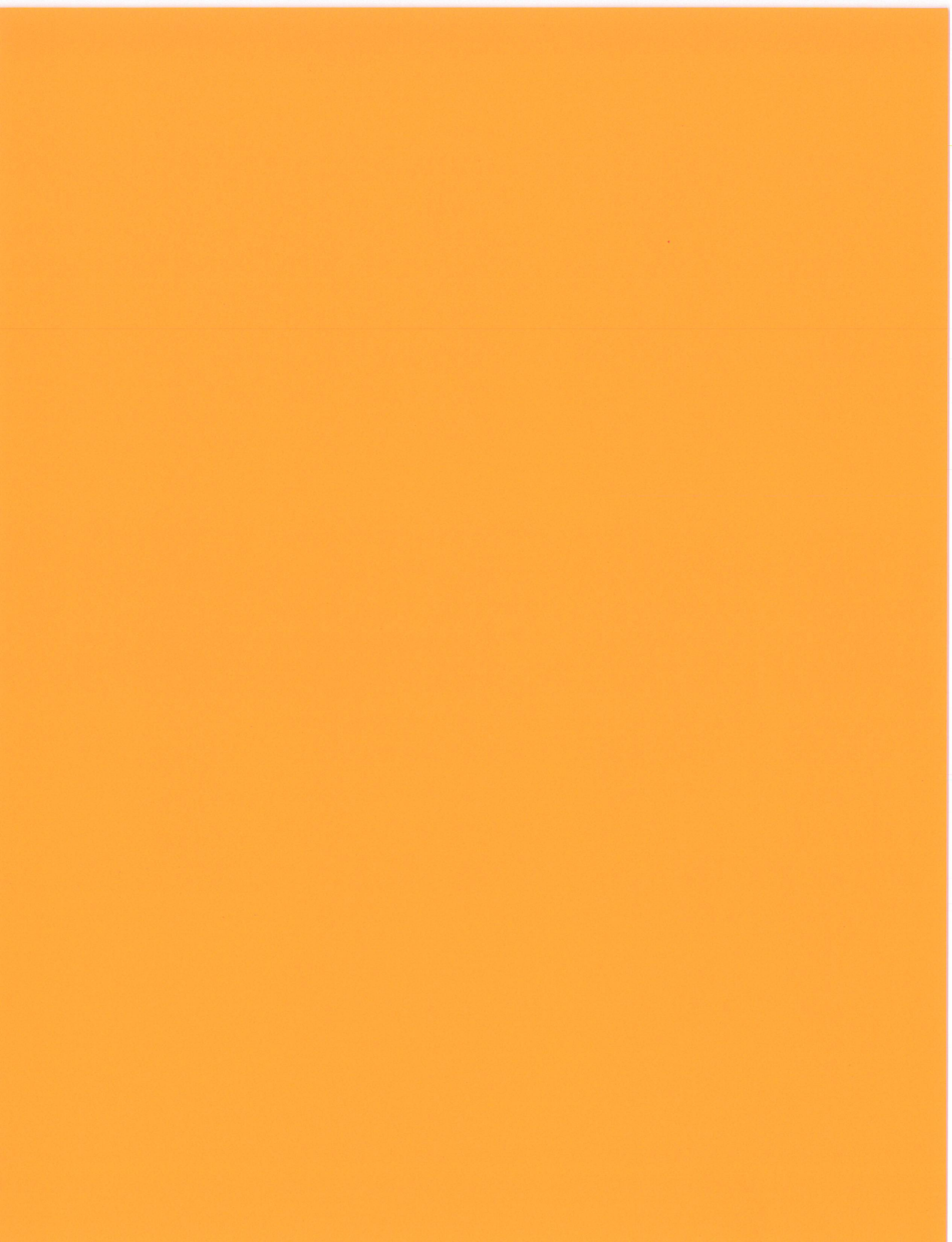




Weekly Management Report

April 28, 2023

- 1. Memo** Landlord-Tenant Commission Meeting
on April 3, 2023
Community Development Department
- 2. Minutes** Civil Service Board Meeting
on April 5, 2023
Management Services Department
- 3. Minutes** Burbank Water and Power Board
Meeting on April 6, 2023
Water & Power Department
- 4. Report** March 2023 Monthly Operating Results
Water & Power Department
- 5. Notice** Burbank-Glendale-Pasadena Airport Authority
Meeting on May 1, 2023
Burbank-Glendale-Pasadena Airport Authority



MEMORANDUM



COMMUNITY DEVELOPMENT

DATE: April 20, 2023

TO: Justin Hess, City Manager

FROM: Patrick Prescott, Community Development Director 
VIA: Simone McFarland, Assistant Community Development Director 

SUBJECT: Landlord-Tenant Commission Meeting – April 3, 2023

- Six members of the public attended the in-person meeting. No one attended online for oral communications. Two members of the public had questions and comments for the Commission related to proper notices, evictions, and the powers of the Commission. The Commission provided information and resources to the landlords and tenants.
- Housing staff presented information on the Commission's operating procedures related to response time to forms, methods of communication, and the City's adopted Board, Commission and Committee Business Card Policy. Finally, staff provided information in the Burbank Municipal Code on subpoena powers.
- The Commission provided intake form updates to four cases received in the last month related to: sale of a property, evictions, relocation assistance, the LA County Tenant Protection Resolution, security deposits, and AB 1482.
- The Commission approved the draft minutes of March 6, 2023.
- The meeting adjourned at 7:56 p.m.



April 5, 2023
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: Jacqueline Waltman, Chairperson
Richard Ramos, Vice-Chairperson
Matthew Doyle, Secretary
Linda Barnes

Members not present: Iveta Ovsepyan

Also present: Daniel Amaya, Administrative Analyst I
David Lasher, Administrative Analyst II
Betsy McClinton, Management Services Director
Rene Sanchez, Acting Human Resources Manager
Jessica Sandoval, Executive Assistant
Julianne Venturo, Ast Management Services Director
Veronica Wachowiak, Acting Administrative Analyst II

Open Public Comment Period of Oral Communications

None.

Future Agenda Items

None.

Approval of Minutes

MOTION CARRIED: It was moved by Mr. Ramos, seconded by Ms. Barnes and carried 4-0 to approve the minutes of the regular meeting of March 1, 2023.

Proposed Amendments to Classification Plan

None.

Recruitment and Selection Report – March 2023

RECOMMENDATION: Note and file.

Expedited Recruitment Quarterly Report

RECOMMENDATION: Note and file. The Board requested staff bring back the Expedited Recruitment Quarterly Report in May with the additional information requested.

Annual Examination Appeals Report

RECOMMENDATION: Note and file.

Annual Review of Recruitment Processes Report

RECOMMENDATION: Note and file.

Appointments and Assignments

For the month of April 2023, there were no appointment or assignment extensions needed.

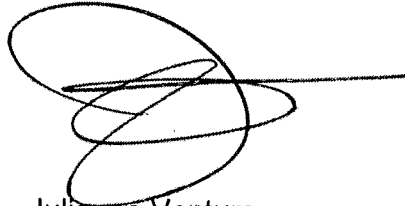
RECOMMENDATION: Note and file.

Additional Leave Quarterly Report

RECOMMENDATION: Note and file.

Adjournment

The regular meeting of the Civil Service Board was adjourned at 5:03 p.m.



Julianne Venturo
Assistant Management Services Director

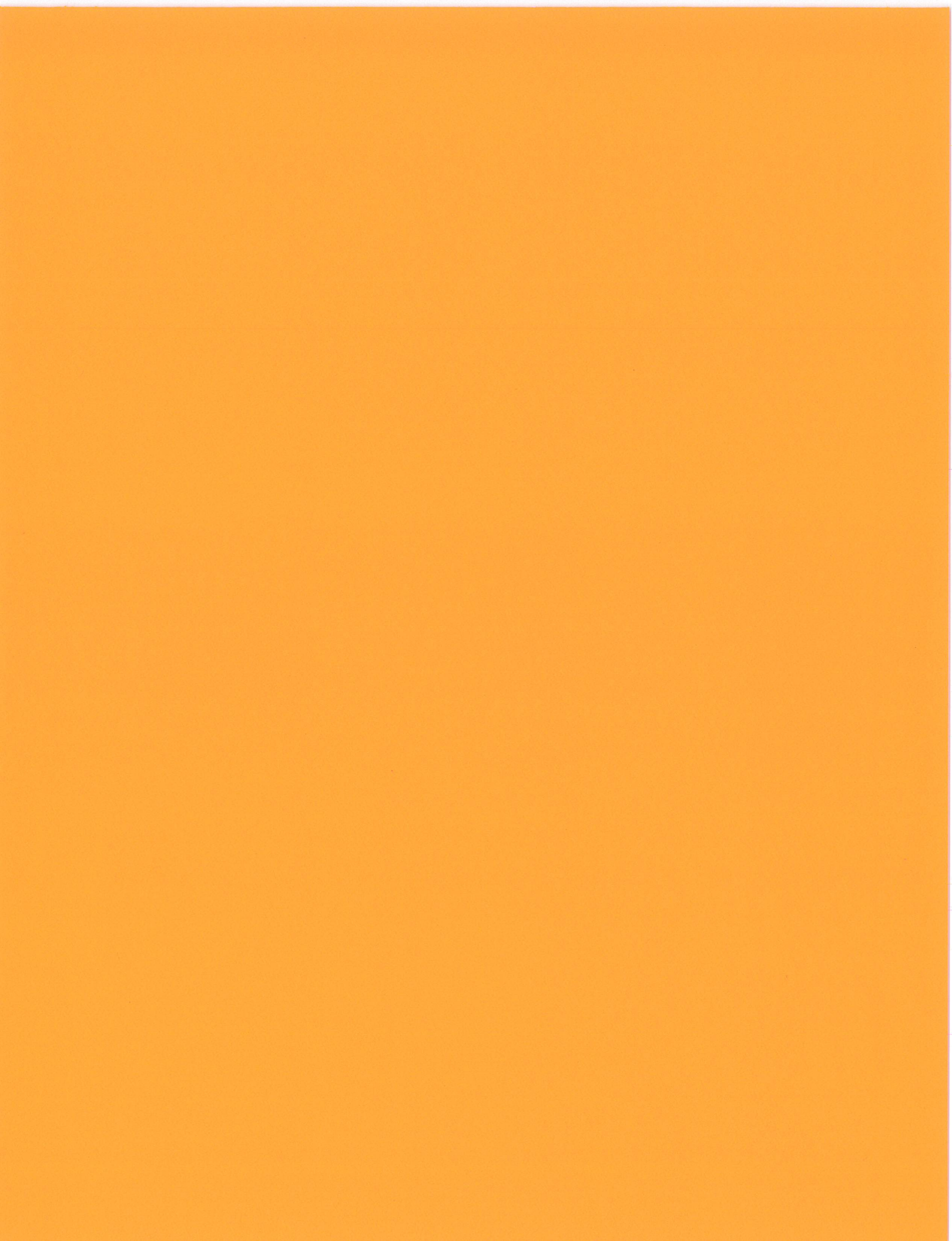
APPROVED:

Jacqueline Waltman, Chairperson

DATE _____

Matthew Doyle, Secretary

DATE _____



**BURBANK WATER AND POWER BOARD
MINUTES OF MEETING
APRIL 6, 2023**

Mr. Eskandar called the regular meeting of the Burbank Water and Power Board to order at 5:00 p.m. in the third-floor board room of the BWP Ron E. Davis Administration Building, 164 West Magnolia Boulevard, Burbank, California.

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

ROLL CALL

BOARD PRESENT: Mr. Cherry; Mr. Eskandar; Ms. LaCamera; Mr. LeMasters; Mr. Luddy; Mr. Malotte; Ms. Tenenbaum

BOARD ABSENT: None.

STAFF PRESENT: Ms. Lindell, General Manager – BWP; Mr. Chwang, Senior Assistant City Attorney; Mr. Wilson, Assistant General Manager – Water Systems; Mr. Aquino, Assistant General Manager – Customer Service Operations; Ms. Kalomian, acting Chief Financial Officer; Mr. Compton, Assistant General Manager – Chief Technology Officer; Mr. Sleiman, Assistant General Manager – Electric Services; Ms. Samra, Assistant General Manager – Power Supply; Ms. Barrientos, acting Administrative Officer – BWP; Mr. Johnstone, acting Assistant General Manager – Sustainability, Marketing & Marketing; Mr. Maruca, Legislative Analyst; Mr. Collins, Energy Services & Utility Rates Manager; Ms. Waloejo, Financial Planning & Risk Manager; Ms. Osbourne, acting Financial Accounting Manager; Ms. Mao, Financial Analyst; Mr. Hernandez, Manager, Transmission and Distribution Engineering; Ms. Batchelor, Senior Secretary; Mr. Casillas, Senior Administrative Analyst

ORAL COMMUNICATIONS

Mr. Eskandar called for oral communications at this time.

Mr. Schlossman addressed the board regarding his concern that the BWP Board meeting is being held in violation of the Brown Act since the main lobby door entrance is locked with a guard about 100 feet away from the door. Mr. Schlossman made additional comments towards board members regarding responses that were made at the previous month's board meeting.

BOARD AND STAFF RESPONSE TO ORAL COMMUNICATIONS

Ms. Lindell addressed the public commenter's comment regarding the BWP Board meeting being held in violation of the Brown Act noting that this is a secured facility, and the public is encouraged to come to our meetings by entering the security guard gates and being escorted to the meeting.

GENERAL MANAGER REPORT

Ms. Lindell provided an update to the board on recent staffing changes noting that Ms. Edwards, Assistant General Manager of Sustainability, Marketing & Strategy, is taking a leave of absence in an effort to strengthen her body after contracting long-COVID.

Ms. Lindell continued her update by informing the board that Mr. Johnstone has stepped up to be the acting Assistant General Manager of Sustainability, Marketing & Strategy, while Ms. Edwards is out of the office. Additionally, Ms. Lindell noted that Ms. Barrientos is the new acting Administrative Officer for BWP following Ms. Ohan's 3-month assignment. Lastly, Ms. Lindell ended her report to the board by introducing Mr. Maruca as BWP's newest Legislative Analyst.

Ms. Lindell highlighted to the board the recently published op-ed articles on myBurbank News and the reasoning behind these articles. Ms. Lindell also introduced Mr. Canyon to the board as BWP's acting Marketing Manager.

CONSENT CALENDAR

MINUTES

It was moved by Mr. Luddy, seconded by Ms. Tenenbaum, carried 6 – 0 (Mr. LeMasters abstained) to approve the meeting minutes of the regular meeting of March 2, 2023.

REPORTS TO THE BOARD

UPDATE ON BURBANK WATER AND POWER'S ELECTRIC DISTRIBUTION MASTER PLAN

Ms. Akerson presented an update on BWP's electric distribution master plan.

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

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

BWP OPERATIONS AND FINANCIAL REPORTS

Ms. Kalomian presented BWP's financial update for the month of January 2023.

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

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

PROPOSED FISCAL YEAR 2023-2024 AND FISCAL YEAR 2024-2025 BIENNIAL BUDGET

The Senior Leadership Team presented the revisions of BWP's proposed fiscal year 2023-2024 and fiscal year 2024-2025 biennial budget.

Ms. Lindell, Mr. Sleiman, Ms. Waloejo, Ms. Kalomian, Ms. Samra, and Mr. Wilson responded to board member questions.

It was moved by Mr. Luddy, seconded by Ms. LaCamera, carried 7 – 0 to recommend approval of the utility's proposed FY 2023-2024 and FY 2024-2025 budget as presented at the April 6, 2023 BWP Board meeting to the Burbank City Council for funds 496, 497, 483, 133, 129, and 535.

WATER COST OF SERVICE STUDY AND PROPOSED FISCAL YEAR 2023-2024 AND FISCAL YEAR 2024-2025 WATER RATES

Mr. Collins presented BWP's water cost of service study and the proposed fiscal year (FY) 2023-2024 and FY 2024-2025 water rates.

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

It was moved by Mr. Malotte, seconded by Mr. LeMasters, and carried 7 – 0 to recommend approval to the Burbank City Council of the utility's proposed FY 2023-2024 and FY 2024-2025 water rate increase of 9% to go into effect July 1, 2023, and 9% to go into effect July 1, 2024.

ELECTRIC COST OF SERVICE STUDY, PROPOSED FISCAL YEAR 2023-2024 AND FISCAL YEAR 2024-2025 ELECTRIC RATES, AND THE ENERGY COST ADJUSTMENT CHARGE

Mr. Collins presented BWP's electric cost of service study, the proposed fiscal year (FY) 2023-2024 and FY 2024-2025 electric rates, and the energy cost adjustment charge (ECAC).

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

It was moved by Mr. Malotte, seconded by Mr. Luddy, carried 7 – 0 to recommend approval to the Burbank City Council of the utility's proposed FY 2023-2024 and FY 2024-2025 electric rate increase of 8.5% to go into effect July 1, 2023, and 8% to go into effect July 1, 2024.

The Chair called for a recess at 8:29 p.m.

The Chair called the meeting back to order at 8:46 p.m.

BURBANK WATER AND POWER BUDGET AD HOC COMMITTEE DISCUSSION

The board discussed creating an ad hoc committee, consisting of three board members in support of the BWP budget.

Ms. Lindell, Mr. Chwang, and Mr. Casillas responded to board member questions.

It was moved by Mr. Malotte, seconded by Mr. Luddy, carried 7 – 0 to create an ad hoc committee and Mr. Eskandar, Mr. Cherry, and Mr. LeMasters were selected to partake in the committee to prepare comments in support of the BWP budget with a defined term ending upon the approval of the BWP budget.

UPDATE TO BURBANK WATER AND POWER'S RULES AND REGULATIONS GOVERNING UTILITY SERVICES

Mr. Aquino presented updates to BWP's rules and regulations governing utility services.

Mr. Sleiman responded to board member questions.

It was moved by Mr. Luddy, seconded by Mr. LeMasters, carried 7 – 0 to recommend the updated BWP rules and regulations governing utility services for approval by the Council of the City of Burbank.

PRESENTATIONS

BURBANK'S SUSTAINABLE WATER USE ORDINANCE

Mr. Wilson presented on Burbank's Sustainable Water Use Ordinance.

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

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 responded to board member questions.

LEGISLATIVE UPDATE

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

Mr. Maruca responded to board member questions.

CUSTOMER SERVICE UPDATE

Mr. Aquino provided an update on BWP's customer service operations noting current arrears, available assistance programs, disconnections, customer outreach, quality assurance, and project schedule.

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

WATER DIVISION UPDATE

Mr. Wilson updated the board on BWP's water use monitoring data and current drought conditions based on the current rainfall levels.

Mr. Wilson, Mr. Johnstone, and Mr. Aquino responded to board member questions.

POWER SUPPLY UPDATE

Ms. Samra updated the board on the 2024 integrated resources plan efforts, highlighting the stakeholder engagement aspect of the efforts as well as the timeline. Ms. Samra then updated the board on recent site visits to the Hoover Dam and to the Intermountain Power Agency.

COMMENTS AND REQUESTS FROM BOARD MEMBERS

Mr. Malotte thanked Ms. Samra and her team for the recent site tour of the Hoover Dam.

Ms. Tenenbaum seconded Mr. Malotte's comments.

Ms. LaCamera thanked everyone for their hard work on the budget. Ms. LaCamera also mentioned that the presentations were excellent.

Mr. LeMasters thanked staff for the one-on-one meetings on the budgets.

Mr. Eskandar thanked staff and new board members for going through their first budget meetings.

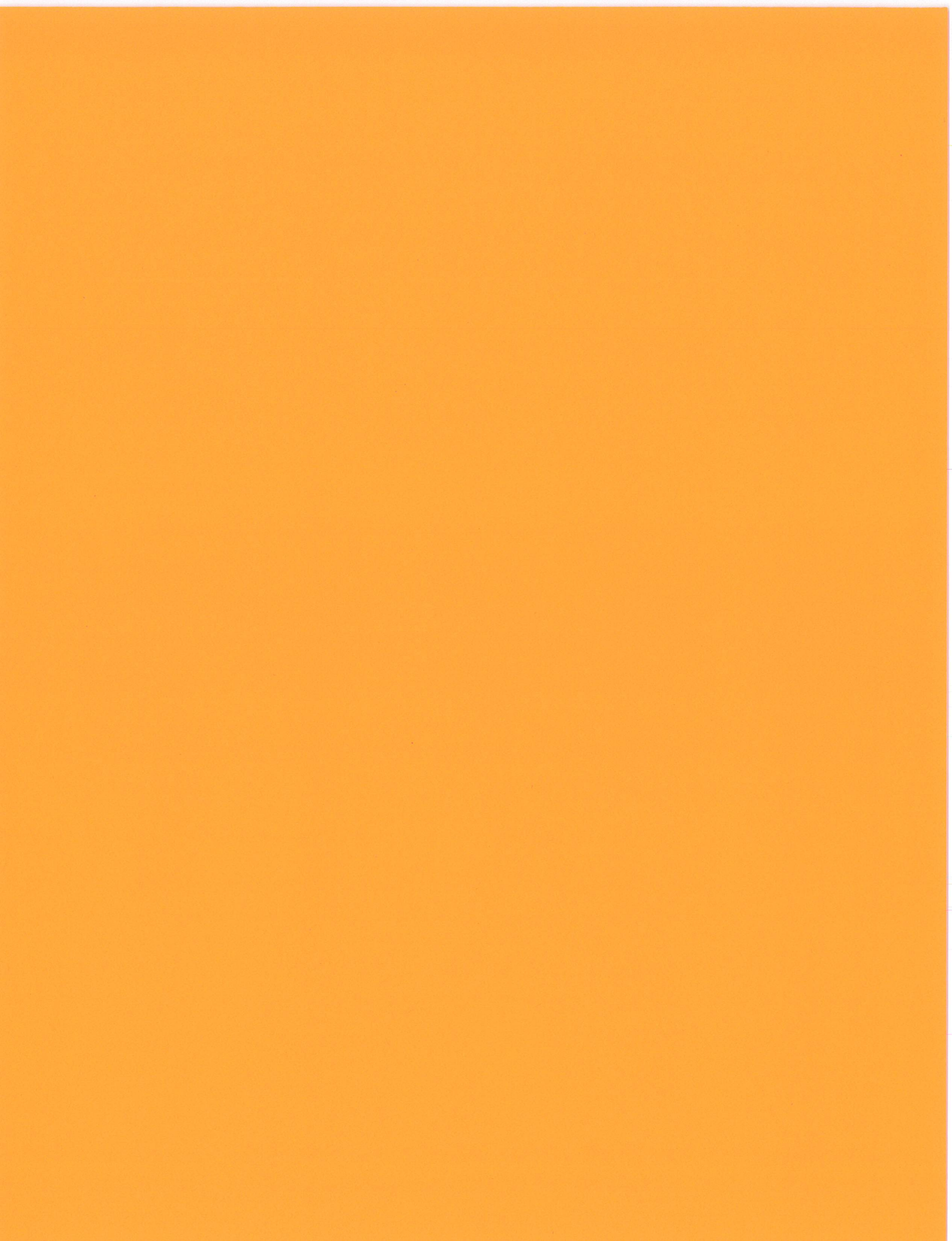
ADJOURNMENT

The meeting was adjourned at 10:43 p.m. The next regular board meeting is scheduled for May 4, 2023, and will be held in the third-floor board room at Burbank Water and Power Ron E. Davis Administration Building.

Armando Casillas
Recording Secretary

Dawn Roth Lindell
Secretary to the Board

Philippe Eskandar, BWP Board Chair



STAFF REPORT



WATER AND POWER

DATE: May 4, 2023

TO: Burbank Water and Power Board

FROM: Dawn Roth Lindell, General Manager, Burbank Water and Power *Dawn Roth Lindell*

SUBJECT: March 2023 Operating Results

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

SAFETY

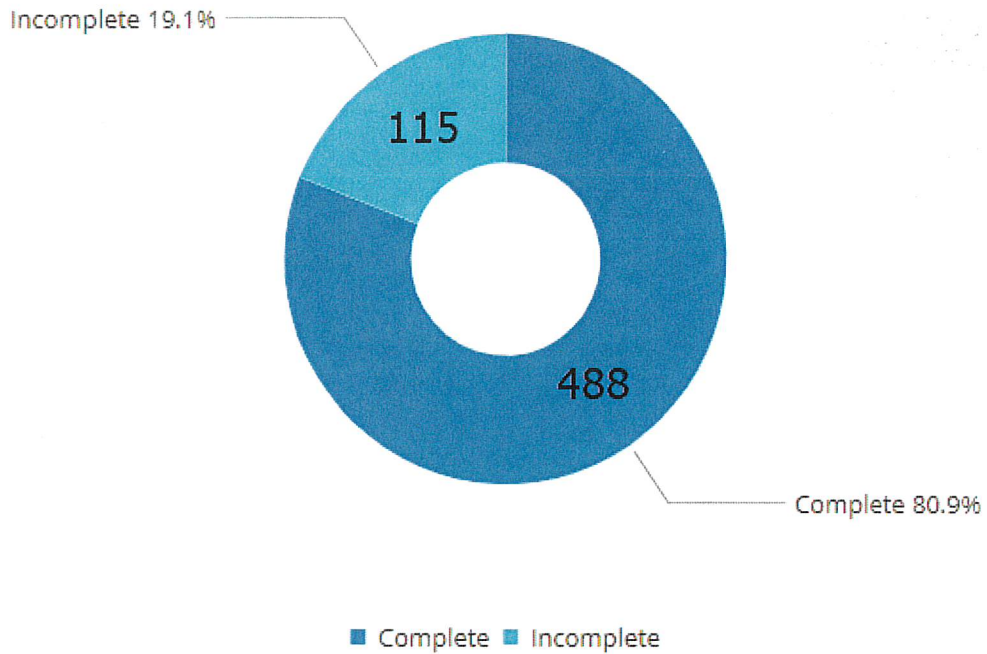
On March 23, 2023, BWP was notified that the utility earned the American Public Power Association's Safety Award of Excellence for safe operating practices in 2022. BWP was recognized with the Honorable Mention Award in the category for utilities with 250,000 to 999,999 worker-hours of annual worker exposure. The award will be presented during the morning awards presentation at the 2023 Engineering & Operations Technical Conference in Pasadena, California on Tuesday, May 2, 2023.

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 to prevent the recurrence of injury or damage to the city or public property. BWP continues to exceed its goal of closing 80% of action items. BWP has closed **80.9%** of corrective and preventative action items **since the start of capturing and tracking in May 2019**.

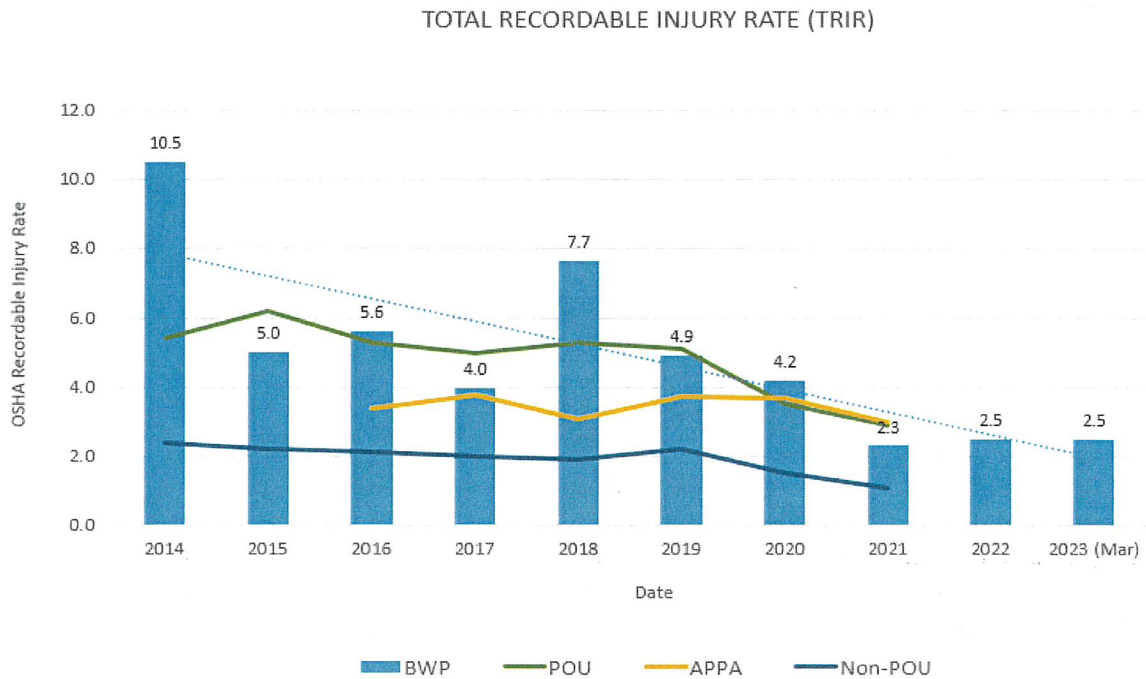
BWP continues to make progress in its efforts to improve employee engagement, as measured by the number of incidents, near misses, and observation reports received from employees. By reporting these events, we create opportunities to learn and prevent harm to people, the environment, and property. **From January 1, 2023 to present**, BWP has received **45 EHS-related reports** to count towards the 2023 annual goal of 250.

During the month of March, BWP experienced **zero** OSHA recordable injuries. BWP's 12-month rolling average OSHA total recordable incident rate is 2.5.

Corrective & Preventative Action Items (May 2019 – Present) (80% Goal):



OSHA Total Recordable Incident Rate (January 2014 – Present):



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
 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 **February**, energy demand was **11% lower** than budget. Net loss was **\$456,000**, which was **\$1,271,000 better** than budgeted. The **favorable** variance was primarily attributed to **lower** than planned **operating** expenses.

Fiscal-year-to-date (FYTD) energy demand was **2% lower than** budget. For FYTD **February**, net loss was **\$2,850,000** which was **\$5,349,000** better than budgeted. The favorable result was primarily attributed to lower than planned operating expenses and 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 **February** potable water demand was **1% above** budget. Burbank **remains** in Stage III of the Sustainable Water Use Ordinance **which** limits outdoor watering to one day a week on Saturday from November to March. Net loss was **\$143,000**, which was **\$399,000** better than budgeted. The favorable variance was attributed to lower than planned operating expenses and water supply expenses **and higher than planned interest income**.

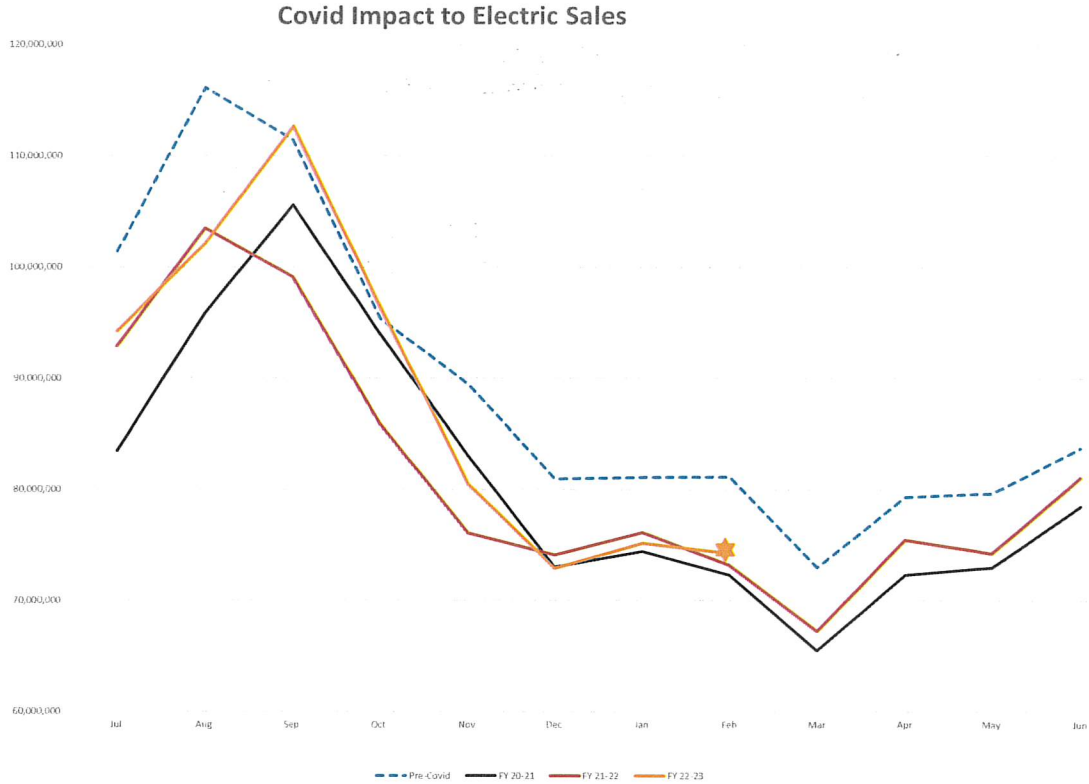
FYTD potable water demand was 7% lower than budget. For FYTD **February**, net income was **\$2,399,000**, which was **\$2,928,000** better than budgeted. The favorable variance was **primarily** attributed to lower than planned operating expenses and water supply expenses.

For additional details, please see the attached financial statements.

COVID-19 and Drought Impacts

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

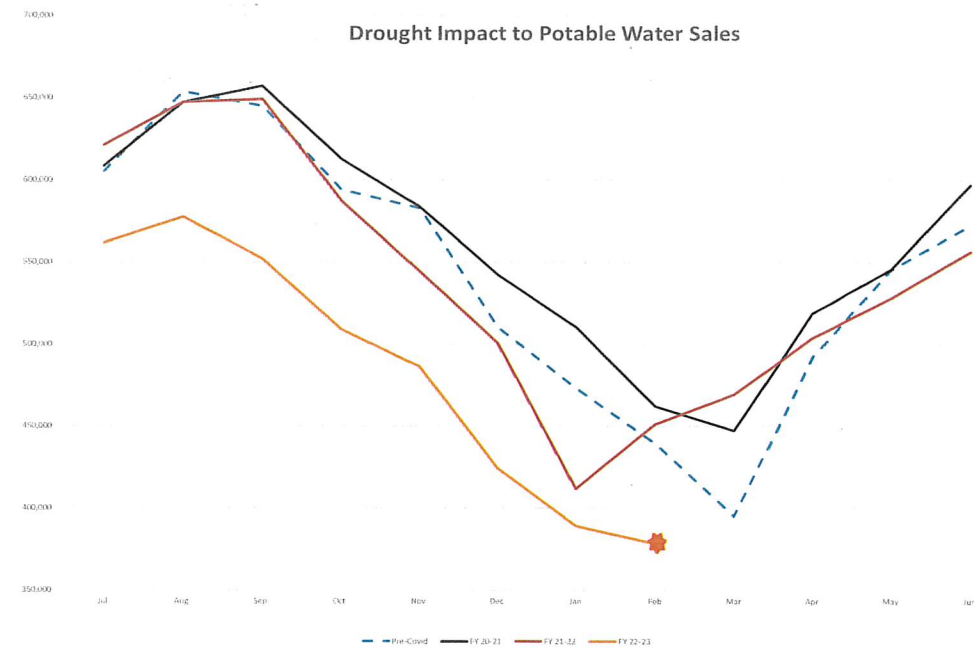
The chart below for the electric fund shows current fiscal year sales compared to prior fiscal years and pre-COVID. **February** sales were **8% lower** compared to February pre-COVID. **However, the decrease was primarily driven by conservation**. Fiscal year-to-date sales were **8% lower** compared to the same period pre-COVID.



The Governor called for all Californians to voluntarily reduce water use by 15% from 2020 levels. **February** sales were **14% lower** compared to **February** pre-COVID. This is attributable to **the ongoing drought response and wetter weather** – not due to COVID. Fiscal year-to-date sales were **14% 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

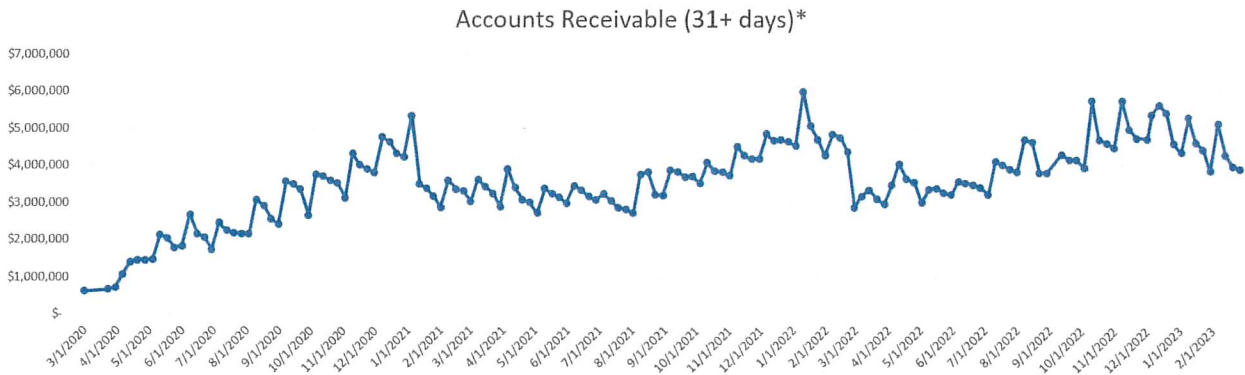
In the last year, BWP's net income has been heavily impacted by increasing inflation. U.S. inflation has climbed as high as 9.1%. In many cases, we are seeing expenses for utility-grade items much higher than 9.1%. Below are examples of utility items impacted by inflation:

- 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 – an increase of 71%, from \$35/MWh to \$60/MWh
- New substation buildout – an increase of 47% from ~\$17M to ~\$25M
- Rebuild substation - an increase of 67% from ~\$9M to ~\$15M
- Transformers – an increase of **100%**, and lead time is 1-3 years
- Network core upgrade – an increase of 24% from ~\$1.25M to ~\$1.56M
- Fiber optic cable – an increase of 20%
- Copper coils for 1-inch service lines – an increase of 100% from \$4.33 to \$8.65 per foot
- 8-inch ductile iron pipe – an increase of 52% from \$17.12 to \$26.10 per foot
- 12-inch ductile iron pipe – an increase of 79% from \$25.10 to \$44.84 per foot
- Fire hydrant – an increase of 41% from \$3,151 to \$4,457
- Water meter boxes **59%**
- Other increases in materials:
 - Plastic conduit 125%
 - Chlorine gas 200%
 - Ammonia gas 100%

- Plastic 57.7%
- Metals 35.5%
- Precast concrete products 12.8%
- Concrete 9.9%
- Paving materials: 14%
- Bleach 72% increase from \$1.15 to \$1.98 per gallon
- Aqueous ammonia 123% increase from \$930 to \$2,073 per ton
- Liquid Caustic 23% increase from \$735 to \$907 per ton
- Sulfuric Acid 83% increase from \$.112 to \$.206 per pound
- CEMs gases 12%
- Oil/Lubrication 40-50%

Accounts Receivables

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



*Excludes in-lieu and utility users’ tax.

Vacancies

The table below shows the number of vacant positions throughout the utility. As of **March 2023**, **11.8%** of the budgeted positions were vacant. **This has declined from 12.1% in January 2023.** The vacancy rate was impacted by the citywide hiring freeze during 2020 and 2021. The Management Services Department has worked hard over the past year to come to address the vacancies. Some vacancies have remained open because we are limited to specific apprentice class sizes. This is expected to continue to trend down to below 10% over the next year. With both MWD and LADWP hiring craft employees at higher wages than we pay, we continue to see some attrition there.

Total Budgeted Positions	352.5
Total Positions Filled	311.0
Total Positions Vacant	41.5

WATER DIVISION

Burbank's Water Use

The table below shows water use in Burbank during **March 2023** compared to **March 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. **Although the governor's request to voluntarily reduce water consumption has been rescinded, we will still continue to track our water use. The table below shows that water use has declined 11 months in a row when compared to 2020 water use.**

	Average Monthly Use
March 2020	104 gpcd
March 2023	84 gpcd

	Apr 2022	May 2022	Jun 2022	Jul 2022	Aug 2022	Sep 2022	Oct 2022	Nov 2022	Dec 2022	Jan 2023	Feb 2023	<u>Mar 2023</u>
<u>2020</u>	112	141	149	157	162	159	153	136	132	125	126	<u>104</u>
<u>Goal</u>	95	119	127	134	138	135	130	116	112	106	107	<u>88</u>
<u>Actual</u>	131	133	145	148	146	123	126	112	96	89	102	<u>84</u>
<u>% Diff.</u>	17.0%	-5.7%	-2.7%	-5.7%	-9.9%	-22.6%	-17.6%	-17.6%	-27.3%	-28.8%	-19.1%	<u>-19.2%</u>

Water use, in terms of gpcd, during **March 2023** was **19.2%** less than the **March 2020** baseline. However, we also look at **total cumulative water use since July 2021, which reduces the influence of monthly comparisons that can be affected by the weather.** Our cumulative water use through **March 2023** is **8.6%** less than the baseline. Monthly water use will **continue to be tracked and reported** versus 2020 values.

Burbank Operating Unit (BOU) Water Production

The table below provides the operational data for the BOU for the months of **April 2022** through **March 2023**.

Month	BOU	BOU	Total System
	Capacity Factor	Ave. Flow Rate	Blend % MWD/BOU
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%	7,920 gpm	14% / 86%
22-Nov	78.24%	7,042 gpm	14% / 86%
22-Dec	64.60%	5,814 gpm	17% / 83%
23-Jan	60.62%	5,456 gpm	17% / 83%
23-Feb	65.47%	5,892 gpm	18%/82%
23-Mar	54.56%	4,911 gpm	20%/80%
<i>Ave Blend %-last 12 months</i>			18% / 82%

The total system blend percentage represents the total amount of water 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 **March**.

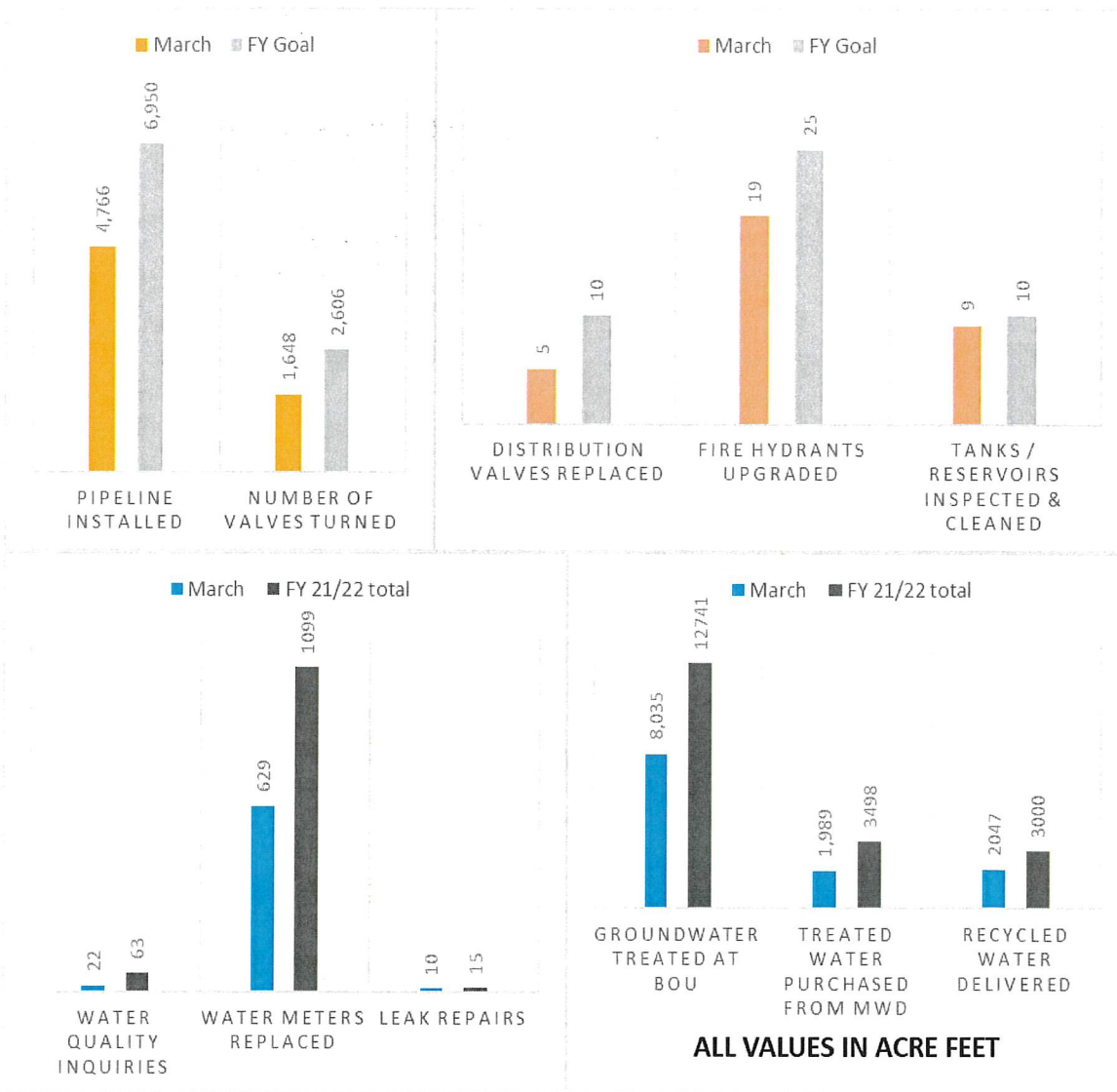
Since the beginning of this fiscal year, the maintenance and construction section has continuously had three vacancies, which is 16% of the crew. **We now have four vacancies (up from three last month) with the recent departure of one of our journey-level employees.** We should have 15 journey-level workers and 4 apprentices. However, we have lost **most of** our experienced, journey-level staff to higher-paying utility jobs. We have been unable to attract journey-level workers and instead have continued to hire unskilled apprentices. As a result, we have 7 journey-level workers and 12 apprentices. This reduction in skilled workforce:

- (1) Requires us to spend additional time training and reduces the amount of work we can achieve.; and
- (2) Requires us to shift personnel daily between the mainline, meter shop, and service crews in order to balance tasks and priorities.

Earlier in the year, we also spent additional staff time for the H2O to Go recycled water program and to water the city hall lawn with recycled water.

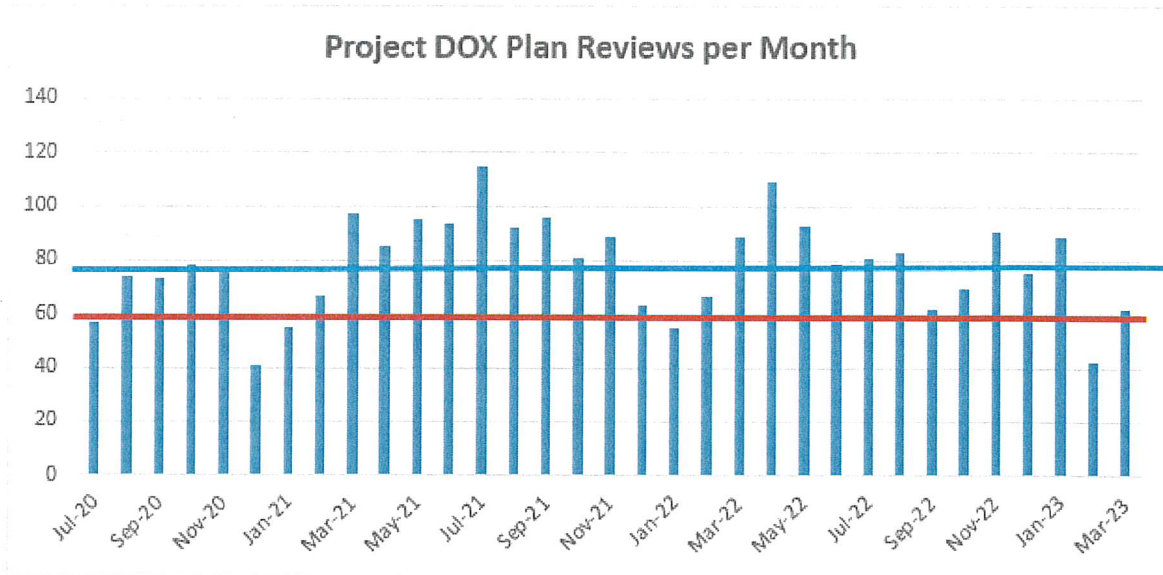
Chlorine gas deliveries have improved, but the main issue is the availability of truck drivers. To provide a backup to our chlorine gas supplies, staff installed a sodium hypochlorite tank and related equipment so that we now have two forms of chlorine to use (sodium hypochlorite is liquid chlorine – 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 **205%**. For this fiscal year, it increased by 20%. We closely monitor chlorine gas supplies and track them daily.

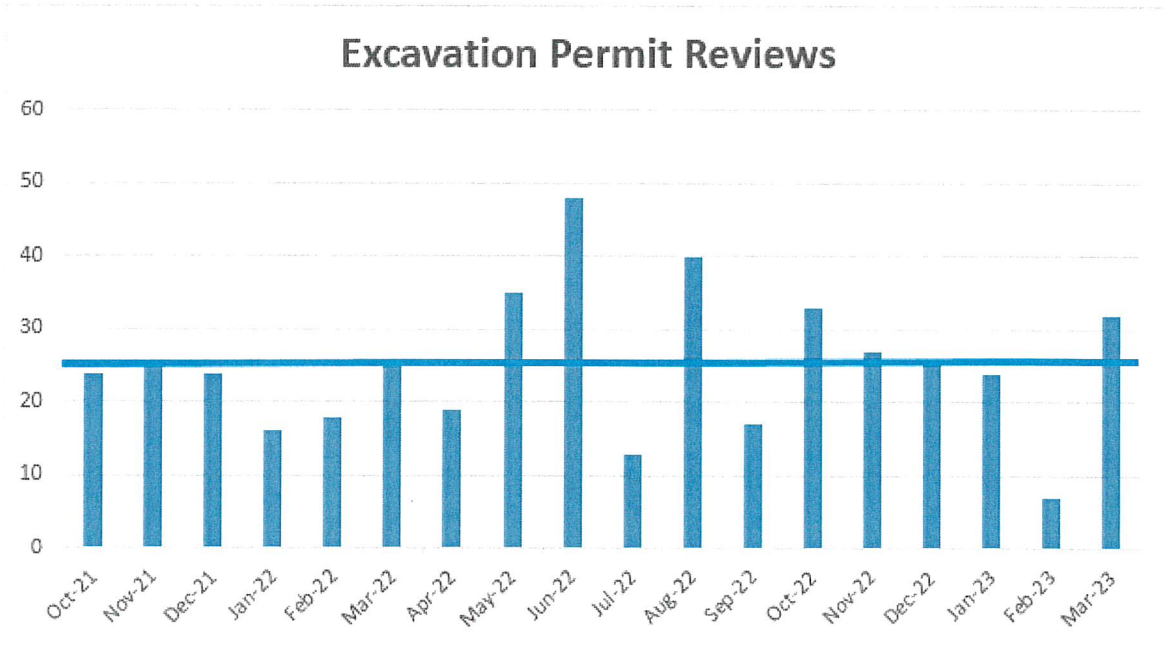


Plan Reviews

The Water Division has seen a significant increase in plan reviews starting with the onset of the COVID-19 pandemic, and we began tracking them in July 2020. Most of the plan reviews are ADUs (accessory dwelling units). **The number of plan reviews and excavation permit reviews in March have increased from their low levels in February, which was likely due to the rainstorms.**



*Blue line is the average *Red line is the production capacity of an experienced planner



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 **March 2023**, WaterSmart sent out **619** notifications to customers, including **537** email leak alerts, **75** print leak alerts, **7** text message leak alerts, and **0** voice alerts.

Unfortunately, a high number of water meter communication modules are not working reliably, and replacement units are no longer manufactured. As of **March 31, 2023**, BWP was unable to receive remote reads for **8,360** water meters out of 27,090 (**31%** of the total) due to failing communication 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. 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.

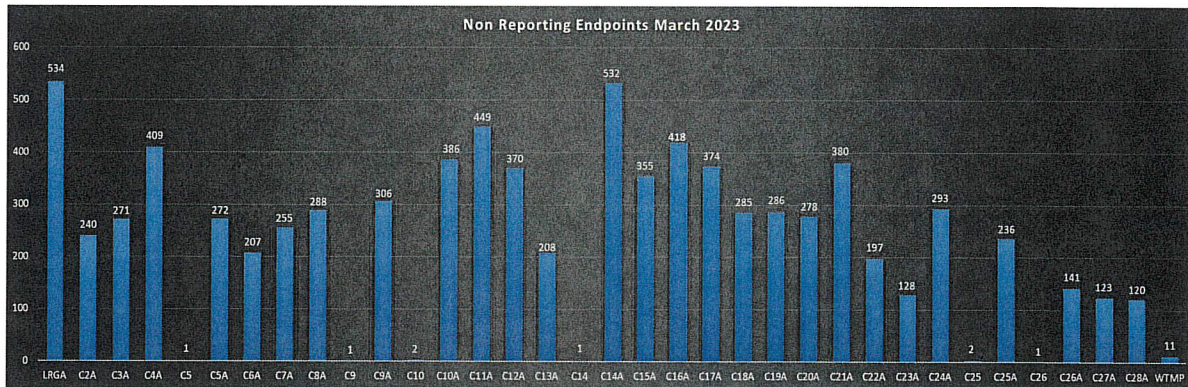
The schedule for the AMI project is provided below:

- 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 – Notice of award
- **May, 2023** – Notice to proceed (NTP)
- **November, 2023** – Network Installation, Software Integration, Field Testing
- **November 2023 to January 2025** – Full Deployment
- **February – 2025** – Project Completion

BWP issued an Intent to Award notice to the selected AMI vendor on November 28, 2022 and requested sample contract documents. We received draft contract documents on December 14, 2022. The AMI project consists of three separate contracts – a Master Services Agreement (MSA), Annual Services Agreement (ASA), and a Software as a

Service (SaaS) and Spectrum Licensing Agreement. BWP and the City Attorney’s Office are in the final stages of contract reviews and pricing negotiation. Subject to final contract approval, BWP is negotiating an increase in the contractual SaaS system uptime at no charge to BWP, adding language in case of the contractor’s failure to perform and clearly defining the change order process. BWP has received the AMI vendor’s cybersecurity audit certifications and is reviewing them for compliance with established cybersecurity industry standards. These negotiations and due diligence reviews have contributed to the updated schedule noted above.

Non-Reporting AMI Endpoints



BWP meters are assigned to cycles, which are used for billing purposes. Each cycle typically corresponds to the day of the month it is read. The “A” at the end of a cycle indicates it is assigned to be read automatically and if a cycle does not have an “A” attached then it is assigned to be read manually. LRG A is a cycle for reading large commercial meters, and WTMP is a cycle for reading temporary water meters.

Burbank’s Path to Sustainable Water Use

Burbank Water and Power is committed to facilitating a sustainable community. Our state faces ongoing drought conditions. The drought and our reliance on imported water 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 changes. 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.

Step	Completed	Planned
Increasing drought and water conservation awareness	<ul style="list-style-type: none"> Digital Currents (2023: January, March 2022: January, March, April, May, June, July, August, September, October, November. 	<ul style="list-style-type: none"> Highlight how BWP employees are saving water in their own daily activities to

- Print Currents (**February 2023**, July 2022, April 2022)
 - Updated BWP drought webpages
 - Posted BWP Online Account Manager banners
 - Posted on 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 Shelter advertising
 - 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
 - Updated community of November 1st water schedule change to one day per
- promote water conservation in Digital Currents in Q1 2023
- Continue to provide drought updates and water-saving resources to customers through digital and print *Currents* newsletters

	<p>week; on Saturday from November to March</p> <ul style="list-style-type: none"> • Drought update and water conservation programs were included in the Q1 2023 Print Currents, that went out to customers in February 2023 • Print advertisements were placed at ~540 Burbank retail locations for one month starting 01/23/2023 and ended on 02/19/2023 • Advertisement placed in Burbank Bulletin advertisement from January 2023 to February 2023 • Magnets with Burbank's watering schedule are offered at the BWP conservation counter in the BWP lobby • Updated community of April 1st water schedule change to two days per week, on Tuesday and Saturday from April to October • April 2023 digital currents featured articles about the change in irrigation schedule, drought update after historic rain, and water articles directing people to the "Ask the expert" series op-eds on myBurbank channel. 	
<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. • BWP participated in the 2022 National Night Out event in August 2022 and promoted water conservation. • BWP sponsored one of the Starlight Bowl summer concert series and promoted water conservation at the event • Home Improvement Program door-to-door outreach 	<ul style="list-style-type: none"> • Continue exploring options for service-based events, and local community events to promote water conservation

	<ul style="list-style-type: none"> • Participated in a rain barrel distribution event with other cities in September 2022, resulting in 17 residents signing up to receive rain barrels • Updated website and began promoting Turf Removal Rebate Increase to \$3 sq. Ft, including video testimonials from BWP customers who participated in the program • Launched Demonstration Gardens grant program for drought-tolerant landscaping and local gardens. BWP has received ~30 inquiries from customers who reached out to learn more about the program. • Launched a campaign promoting commercial water-saving rebate programs in November 2022. The campaign was promoted until the end of December 2022 • Table tents for restaurants launched in January 2023 	
<p>Customer knowledge on how to make change</p>	<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 • Promoted water conservation and turf replacement classes offered by MWD/Green Gardens Group in BWP newsletters and on social media • Developed a virtual water educational course to educate customers who have received a citation for a Water Waste Violation. The course launched in December 2022. 	

Ability to make change

- Increased rebate amounts for:
 - 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
- Provide no-cost toilet dye tablets to help customers detect toilet leaks
- Leak assistance grant for income-qualified households
- Conducted social media giveaway that provided collapsible buckets to capture sink water for use on outdoor plants.
- Provided soil moisture sensors daily to the 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
- Adjustable water nozzles were made available to community members at no cost in February 2023
- Reducing the cost for customers to make change:
 - Reinitiate Demonstration Garden Grants Program
 - Added additional funding for water efficiency rebates; Turf Removal Rebate increased from \$2 per sq ft to \$3 per sq ft.

Reducing the cost for customers to make change:

- Continue offering water conservation giveaway items (buckets, soil moisture sensors, adjustable nozzles for hose, etc.) to encourage water use efficiency

- | | | |
|--|---|--|
| | <ul style="list-style-type: none">○ Partnered with neighboring cities to have a “Rain Barrel Distribution Event” on January 8, 2023○ Partnered with neighboring cities to have a second “Rain Barrel Distribution Event” on March 19, 2023○ Partnered with neighboring cities to have a third “Rain Barrel Distribution Event” on April 22, 2023 | |
|--|---|--|

Reinforcement, including progress updates and recognition

- Fill the “Burbank Tank” graphic that staff will update monthly on the BWP website and in Digital Currents
- Lawn signs were distributed to homes that completed their home audit beginning January 30th

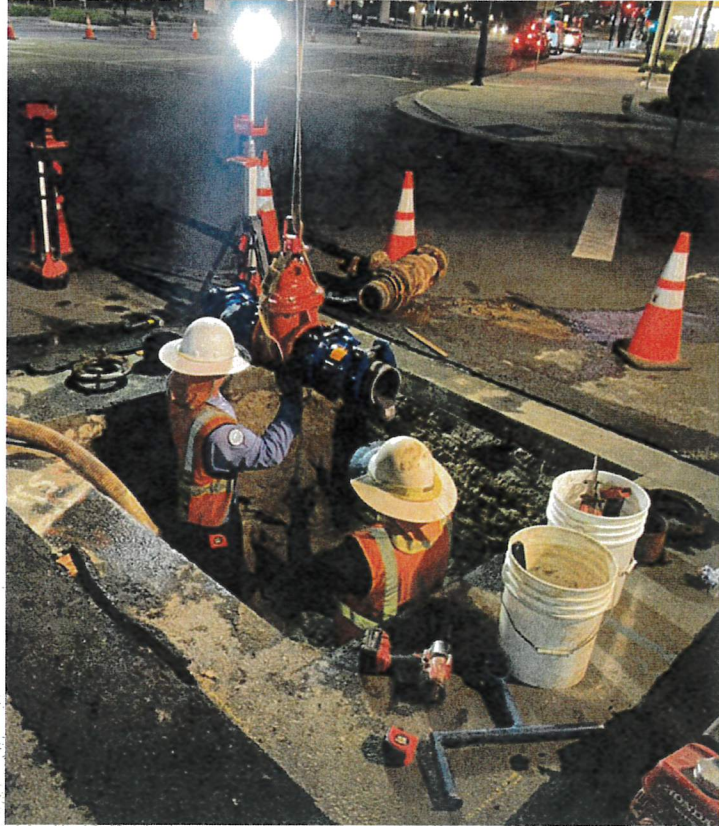
- **Develop a customer recognition program for customers saving water and launch the rewards program by June 2023**

PROJECT UPDATES

Catalina St. – Burbank Blvd to Wyoming:

The water crew is shown replacing a broken 6” valve originally installed in the late 1960s. This work is part of BWP’s CIP annual distribution valve maintenance replacement program. We have a goal to replace 10 or more of these valves each year. So far, we have replaced 5 valves this fiscal year. Replacing these valves is an important part of our water master plan and doing so improves water quality by allowing the water to flow in multiple directions, reducing the probability of stagnant water, and in cases of emergency or maintenance, ensures that we minimize interruption of service to our customers by having valves that can be relied on to work properly.





ELECTRIC DISTRIBUTION

ELECTRIC RELIABILITY

In **March 2023**, BWP experienced one sustained feeder outage. In the past 12 months, automatic reclosing has reduced customer outage time by approximately **888,016** customer minutes.

Reliability Measurement	April 2021 – March 2022	April 2022 – March 2023
Average Outages Per Customer Per Year (SAIFI)	0.2545	0.3251
Average Outage Time Experienced Per Year (SAIDI)	15.59 minutes	10.93 minutes
Average Restoration Time (CAIDI)	61.25 minutes	33.62 minutes
Average Service Availability	99.997%	99.998%
Average Momentary Outages Per Customer Per Year (MAIFI)	0.3071	0.2106
No. of Sustained Feeder Outages	15	12
No. of Sustained Outages by Mylar Balloons	3	0
No. of Sustained Outages by Animals	0	0
No. of Sustained Outages by Palm Fronds	2	2

The predictive-analytics-driven equipment replacement program has been on hold since 2021 due to scarcity of equipment, longer than usual lead times, and low staffing levels. This action will drive reliability numbers slightly lower over time; however, staff believes this is an acceptable impact as maintaining the program would deplete our existing equipment stock and exposes the utility to the risk of not having equipment available if a major disaster occurs. Staff will re-assess commencing with the replacement program once equipment levels are sufficient and lead times are normalized.

Supply Chain

The pandemic has heavily impacted the electric utility industry over the last several years. Pricing and lead times for equipment have increased at an accelerated pace. Below is a list of lead times for the most common distribution equipment:

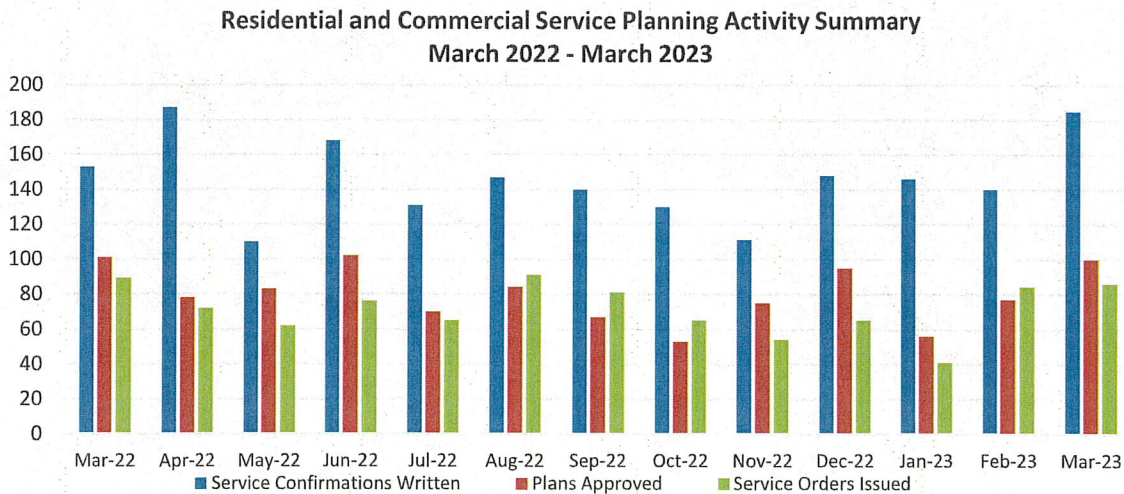
Equipment	Typical Lead Time	Current Lead Time
Transformers	12-16 weeks	150+ weeks
Meters	4-6 weeks	38+ weeks
Cable	12-16 weeks	50+ weeks
Poles	6-8 weeks	30+ weeks

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.



**Activity includes staff revisions to electric confirmations

4 kV & 34.5 kV Circuit Breaker Replacement

The 4kV oil-filled circuit breaker (OCB) at the McCambridge Substation Feeder no. 3 position and the 34.5 kV OCB at the Valley Substation Transformer Bank A-2 position were replaced after they stopped functioning properly and could not be

repaired to meet their original design specifications. Both units were commissioned back in 1969 and 1957, respectively. These circuit breakers were removed and replaced with new vacuum circuit breakers (VCBs). The new VCBs open faster than the original OCBs, which means they better protect equipment and reduce arc flash exposure to personnel.



Old 34.5kV OCB Breaker at Valley Station

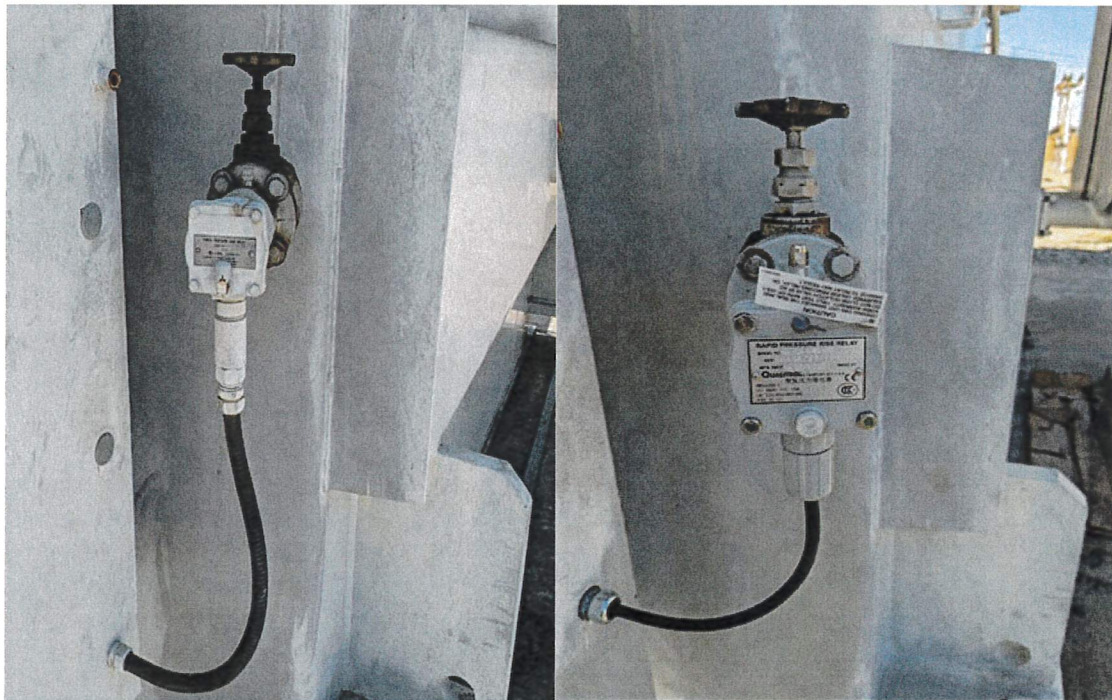
New 34.5kV VCB Breaker Construction at Valley



New 34.5kV VCB Breaker at Valley Station

Transformer Sudden Pressure Relay Replacements

The transformer's sudden pressure relay is a protective device to identify fluctuations in transformer oil or gas pressure due to internal faults. The existing transformer's sudden pressure relay at Valley Station Transformer bank A-2 was not operating to the original design specifications. To effectively monitor and protect the station transformer from dangerous rapid changes in oil pressure, the new sudden pressure rise relay will send an alarm to our Energy Control Center (ECC) team and trip the transformers offline to minimize mechanical damage to the transformer tank.



Original Sudden Pressure Relay at Valley A2

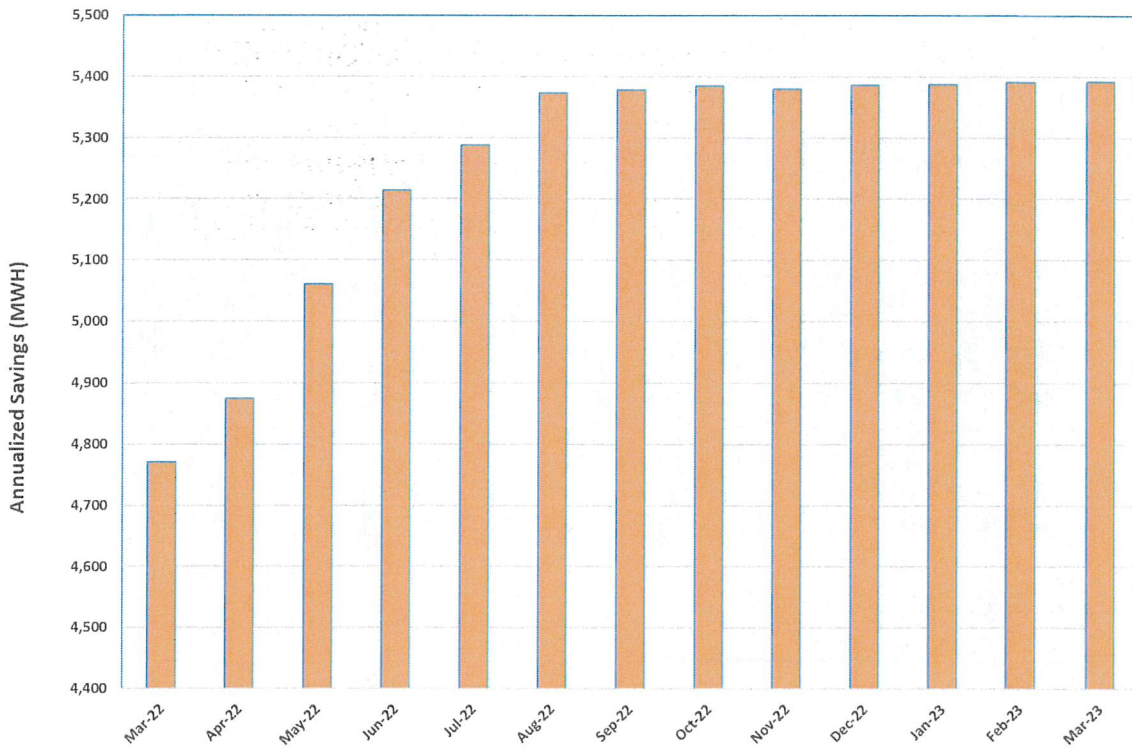
New Sudden Pressure Relay at Valley A2

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, 91.75% of the total street light luminaires have been converted to LEDs, translating to an annualized energy savings of **5,392 MWh** or a **58.18%** reduction in energy consumption. LED conversions have also reduced the evening load by 1,249 kW, **shortening the “neck of the duck curve” and reducing the energy generation BWP needs.** The graph below shows the annualized energy savings in MWh for the past 13 months.

Annualized Energy Savings
March 2022 - March 2023



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 and 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 and 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	262	15	28	46

CUSTOMER SERVICE OPERATIONS

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 bills. **On January 31, 2023, City Council approved (4-1) to resume normal operations by restarting disconnections for residential customers with past due balances beyond 60 days, effective April 3, 2023.**

As of April 11, 2023, we have 1,118 customers who have an active payment arrangement, resulting in a reduction of arrears by \$3,039,009. 1,067 arrangements are for residential customers totaling \$2,641,896 and 51 arrangements are for commercial customers totaling \$335,269. BWP will continue to encourage payment arrangements to assist our customers in managing their outstanding arrears. **This is a 400% increase in payment arrangements from last month where there were 297 payment arrangements total as of March 13, 2023, which was the first day we restarted sending out urgent notices to residential customers with past due balances beyond 60 days.**

As of April 11, 2023, the 61 plus day arrears totals \$1,446,665, which is a 67 reduction in residential past due balances beyond 60 days, compared to March 13, 2023, when it was \$4,332,841. As of April 11, 2023, there are 2,933 residential customers with at least 60 plus days of arrears. Of the 2,933 residential customers, 99 receive the Lifeline rate for low-income seniors over the age of 62 and disabled customers, and 50 customers receive the Burbank Utility Service Subsidy (BUSS).

Since BWP resumed disconnecting residential customers with past due balances beyond 60 days, staff has disconnected services to 198 customers and has collected \$160,332.24 in funds. 106 of these customers also entered into payment arrangements totaling \$363,805.56.

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 and late fees 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 eligible for disconnection began receiving an official notice on September 6, 2022.

BWP began disconnecting small commercial customers for non-payment effective September 29, 2022. From September 29, 2022, through **April 11, 2023, 198 small commercial customers have been disconnected for non-payment, resulting in a reduction in arrears of \$242,683. As of April 11, 2023, 45 small commercial customers established payment arrangements totaling \$283,118. The 45 small commercial**

customers on payment arrangements are no longer eligible for disconnection as long as they continue to meet the terms of the arrangement.

As of November 2, 2022, 159 small commercial customers had arrears over 60 days and were eligible for disconnection. **As of April 11, 2023, that number has fallen to 141.** This indicates that small commercial customers are continuing to make payments or enrolling in payment arrangements to avoid disconnections.

Residential Customer Communication Plan

With BWP reinstating late fees and restarting residential disconnections effective April 3, 2023, staff has sent out communications to all 48,900 residential customers via bill inserts, emails, printed letters, auto-dialer messages, and social media channels: Twitter/Facebook/Instagram, and Digital Currents.

All 48,900 residential customers received bill inserts along with their February bills. Over 30,000 customers received online notifications in February, and 18,000 customers who received bills in the mail received letters in February. Autodialed messages were sent to all 4,473 customers with 60 days or more in mid-February. Staff called every Lifeline/BUSS customer with 60 days or more in arrears to offer assistance programs and payment arrangements through the month of February. Staff called 168 Lifeline customers and 99 BUSS customers.

After this outreach, there were only 74 Lifeline customers and 39 BUSS customers still in arrears beyond 60 days as of March 2, 2023. Of the 267 calls made in February, staff entered 25 customers into a payment arrangement for a total reduction in arrears of \$57,434.52. Of the 25 customers who entered a payment arrangement, 12 were enrolled in BUSS, and 13 were Lifeline customers.

As of April 10, 2023, the number of Lifeline and BUSS customers in arrears over 60 days or more has increased from March 2, 2023, to 99 Lifeline and 50 BUSS customers. We continue to call these customers and enter into new payment arrangements. If a Lifeline or BUSS customer becomes scheduled for disconnection, staff will leave a hang tag at the door of the customer advising them to call us or risk disconnection. This has led to payments and arrangements which have avoided disconnection. As of April 17, 2023, no Lifeline or BUSS customers have been disconnected for non-payment.

Outstanding Debt

As of April 17, 2023, the following is the current outstanding debt by commodity for all customer classes:

Aging By Service Type					
Service Type	31-60	61-90	91+	Total	% of Total
ELECTRIC	\$ 1,010,073	\$ 194,329	\$ 395,556	\$ 1,599,958	54%
WATER	\$ 134,403	\$ 37,755	\$ 178,650	\$ 350,808	12%
SEWER	\$ 136,844	\$ 60,676	\$ 236,656	\$ 434,176	15%
SOLID WASTE	\$ 135,319	\$ 58,671	\$ 241,444	\$ 435,434	15%
FIBER OPTIC	\$ 114,718	\$ 17,410	\$ 9,480	\$ 141,608	5%
GENERAL SERVICE	\$ 1,138	\$ 338	\$ 1,061	\$ 2,538	0%
MISCELLANEOUS	\$ -	\$ -	\$ 18	\$ 18	0%
Grand Total	\$1,532,494	\$369,179	\$1,062,865	\$2,964,539	100%

As of March 20, 2023, the total arrears was \$6,158.890 for all commodities. As of April 17, 2023, this number has dropped to \$2,964.539. For all past due balances beyond 61 days, this number fell from \$4,588,155 to \$1,432,044, a 69% reduction.

BWP Call Center Call Types & Volume

CUSTOMER CONTACT TYPES	% OF CALLS
BALANCE	15%
UPDATE CUST ACCOUNT INFO	15%
PAYMENT ISSUES	3%
HIGH BILL/USAGE REVIEW	3%
DUPLICATE BILL REQUEST	3%

Customer Contact Types	% of Calls
Balance	14%
Payment Arrangement	13%
Update Cust Account Info	12%
Start / Stop / Clean & Show	7%
Electric Trouble Call/Field Activity	4%

	Jan - 22	Feb - 22	Mar - 22	Apr - 22	May - 22	Jun - 22	Jul - 22	Aug - 22	Sep - 22	Oct - 22	Nov - 22	Dec - 22	Jan - 23	% Inc/Aug
Call Volume	3,234	2,833	3,340	3,148	3,314	3,311	3,220	4,001	4,436	3,983	3,010	3,037	3,277	8%

	Mar - 22	Apr - 22	May - 22	Jun - 22	Jul - 22	Aug - 22	Sep - 22	Oct - 22	Nov - 22	Dec - 22	Jan - 23	Feb - 23	Mar - 23	% Inc/Aug
Call Volume	3,340	3,148	3,314	3,311	3,220	4,001	4,436	3,983	3,010	3,037	3,277	3,507	4,252	21%

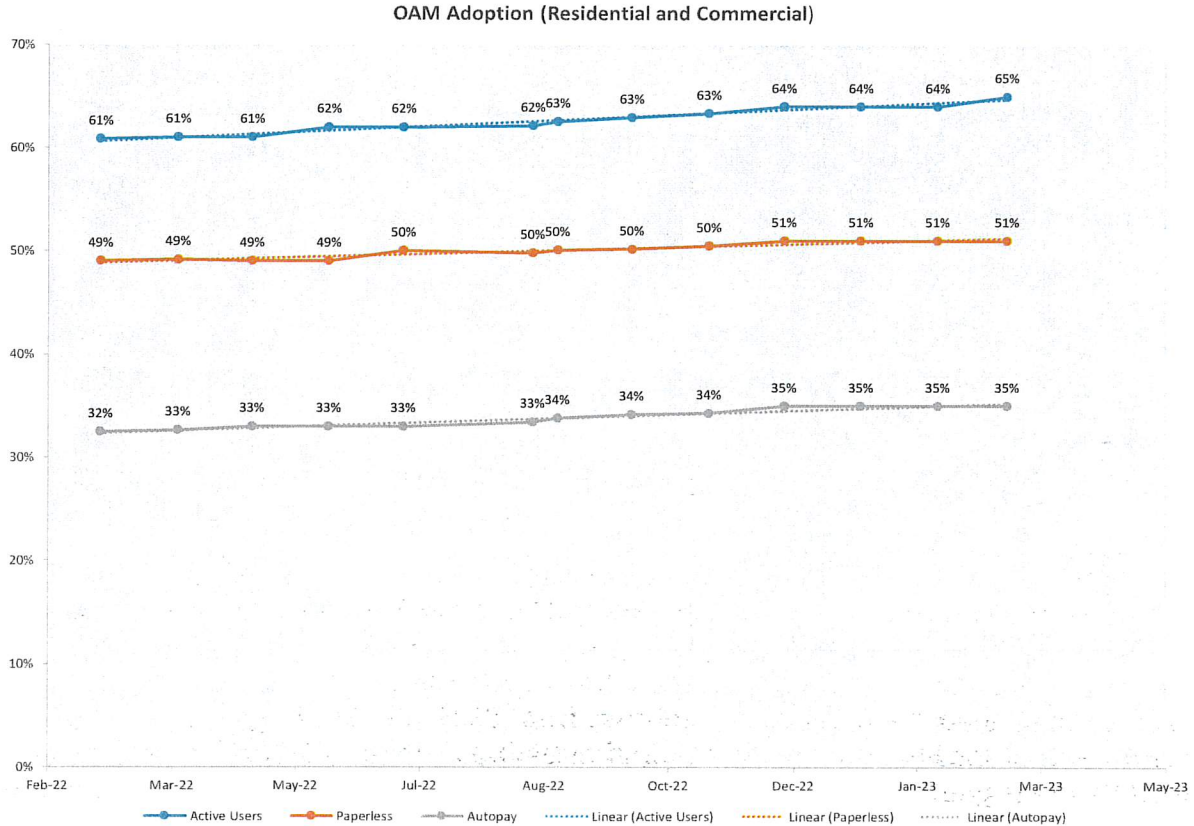
Call volume increased by 21% in March compared to the previous month. We received approximately 27% more calls in March 2023 compared to March 2022, resulting from sending notifications to customers regarding restarting the collection process for residential customers effective April 3, 2023. Urgent notices were sent to customers beginning March 13, 2023, and termination notices were sent to customers as of March 27, 2023, which resulted in higher call volumes and lengthier call handle times.

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 65% of all active accounts**; increases in enrollments have been on the rise since the COVID-19 pandemic. Of the 35% 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 campaigns utilizing every owned channel, including on-bill messaging, *Currents* (digital and print), social media, and BWP's website. Last fiscal year BWP set a target to reach 66% OAM adoption, and **we are working to meet this goal by June 30, 2023. BWP is offering this service to customers who are making payment arrangements, as it can help customers maintain their agreed-upon payment schedules. Since last month, we have added 116 new autopay users. BWP continues to utilize social media via a targeted marketing campaign to increase enrollment.**

Below is the chart outlining activity for the OAM:



	Active	% of Total Active Accounts
Active Users	33,912	65%
Paperless	26,833	51%
Autopay	18,536	35%

SUSTAINABILITY, MARKETING, AND STRATEGY

BWP'S Energy Efficiency and Water Savings – Fiscal Year to February 28, 2023

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 11% of our demand savings and 9% of our energy efficiency savings targets. We do not expect to meet our targets by the end of the fiscal year. Due to staff turnover and third-party delays, vendor agreements expired during the fiscal year, resulting in the following programs being put on hold for months: AC Replace it Before it Breaks, Refrigerator Exchange, and Business Bucks. In April staff re-established these vendor agreements. A new tracking tool has been developed to help avoid unnecessary contracting delays in the future. BWP is also filling vacant positions, including a senior administrative analyst to help us with contracting and program uptime and a key accounts manager to promote commercial rebates and drive program enrollment.

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 111 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, 73 households participated in HIP, and a total of 438 customers have participated in the HIP since the beginning of the fiscal year.**



Happy customers and participants of the Home Improvement Program.

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 **43 refrigerators exchanged** since the beginning of the fiscal year.

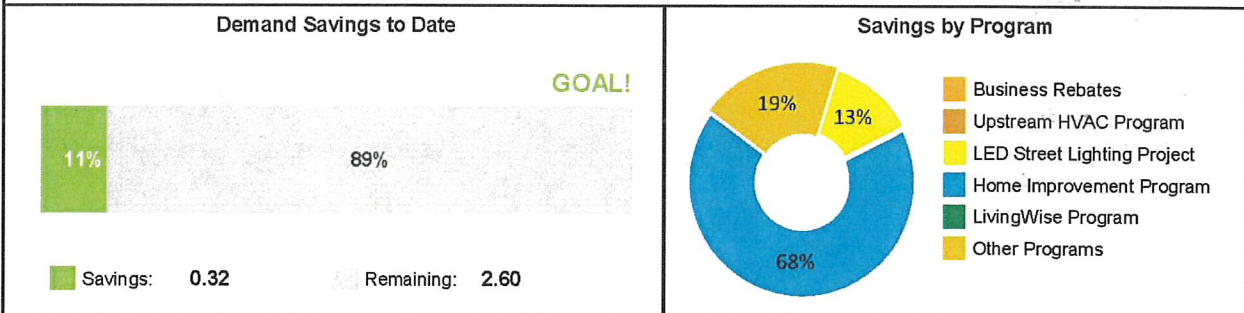
Some additional energy efficiency programs include residential and commercial rebates for the purchase and installation of high-efficiency measures, LivingWise, and AC Replace Before It Breaks.

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. BWP increased turf replacement rebates by 50%. **This month 69 rebates were issued and a total of 455 were issued since the beginning of the fiscal year. Of those, there were 22 turf replacement rebates this month and 63 turf replacement rebates issued since the beginning of the fiscal year.**

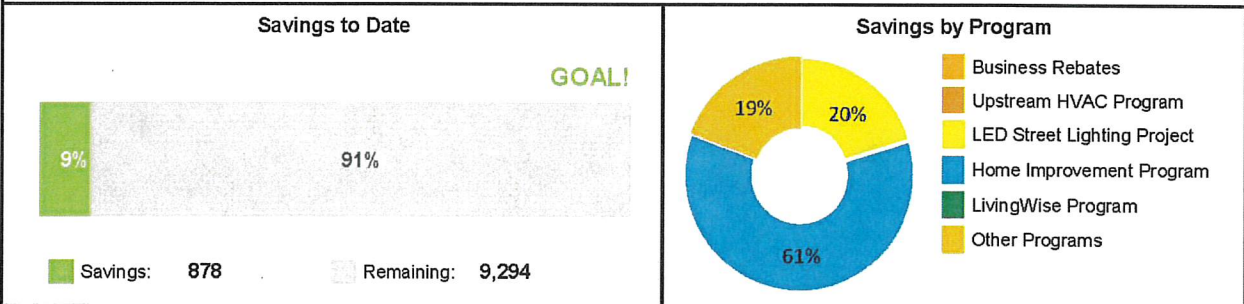
BWP administers the Hydration Station Program for commercial customers. The program offers rebates for water bottle filling stations to provide the community with access to safe and reliable tap water while also helping reduce plastic bottle waste. MWD funds the Hydration Station Program. **The Hydration Station Program has had two hydration stations installed since the beginning of the fiscal**

Energy Efficiency Savings FYTD 2022-2023 Period ending on 3/31/2023

1% Demand Goal = 2.92 MW

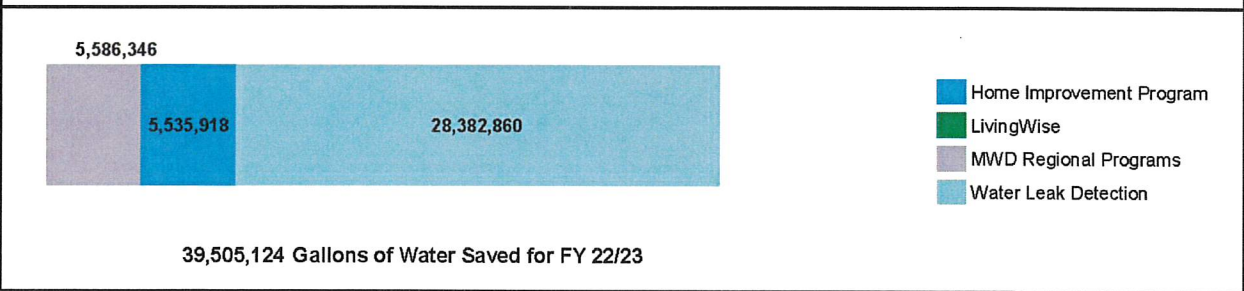


1% Consumption Savings Goal = 10,172 MWh

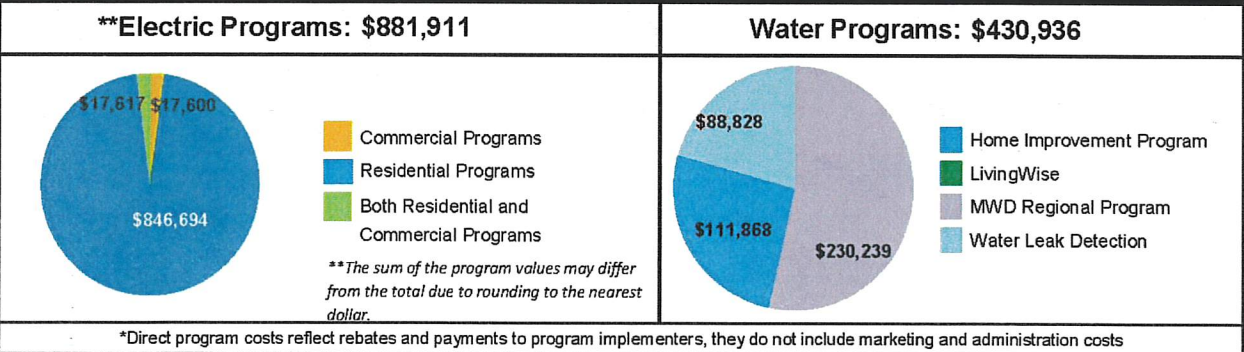


Water Efficiency Program Savings

Gallons of Potable Water



Efficiency Direct Program Costs* FYTD 2022-2023



Electric 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 **89** public EV charging ports, including two DC fast chargers and **40** curbside ports. **As of November 1, the public charging rate is \$0.18 per kWh for all hours at a level two charge. The public charging rate is \$0.29 per kWh for DC fast chargers for all hours.**

To meet building codes and provide EV charging to drivers with accessibility needs, when adding EV charging ports to existing parking facilities, BWP adds the code-required number of accessible spaces and proper signage for valid ADA placard holders. To date, there are eleven accessible public EV charging ports at the following locations: Burbank Airport (one port), BWP Lake St. Lot (two ports), Community Development/Central Library Lot (two ports), Lakeside Shopping Center (two ports), Burbank Town Center (four ports).

Public Charging Energy Delivery

In **March**, the per-port average revenue was **\$130**.

Period	Average Usage	Average Total Revenue	Average Per Port Revenue	Notes
June 2021 - Feb 2023	47,394kWh	\$8,691	\$119	73 ports installed
March 2023	60,983kWh	\$11,593	\$130	89 ports installed

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 Elementary School. These are the first of eight projects that were delayed to fiscal year 2022/2023 from fiscal year 2021/2022 due to supply chain issues. These eight projects were planned to install 31 new level 2 ports and one new DC fast charging station. On 3/14/2023, 16 more level 2 EV charging ports were made available for public charging. These stations are at Verdugo and Lake, near John Burroughs High School on Keystone St near Verdugo Ave, near Burbank High School on Harvard Rd. across from the entrance to the school, and near Theodore Roosevelt Elementary on Avon St. near Clark Ave. Each site has two ChargePoint dual-port level 2 stations, installed curbside.

The installation of eight additional level 2 charging ports is scheduled to start construction on 4/24 at George Izay Park.

Commercial Rebate Program

BWP currently has reservations for 18 commercial EV charging ports.

A rebate was issued to IKEA for the 21 ports installed to support their local electric delivery fleet. A rebate was issued for 2 ports installed at Signature Post in November. A rebate for 40 ports installed at Netflix's parking was issued in December 2022.

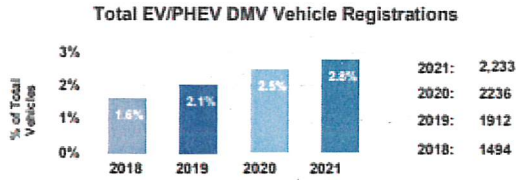
No commercial rebates were issued in **March 2023**.

Residential Rebate Program

Six residential EV rebates were distributed in **March 2023**.

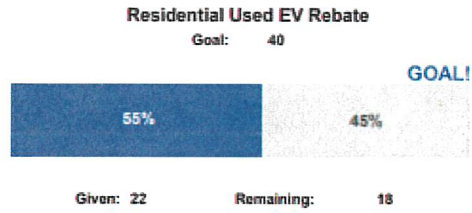
Transportation Electrification 2022-2023 Period ending on 3/31/2023

EV Growth in Burbank*



* DMV data as of Jan 01 of the reporting year

Vehicle Rebates



Transportation Electrification Initiatives for FY 2022-2023

Facilitate the Installation of 75 EV Charging Ports to Electrify the Transportation Sector in Burbank

Goal: 75



Residential Charging Station Rebates

Goal: 50



Commercial Charging Station Rebates

Goal: 60



Public Charging Ports

Goal: 13

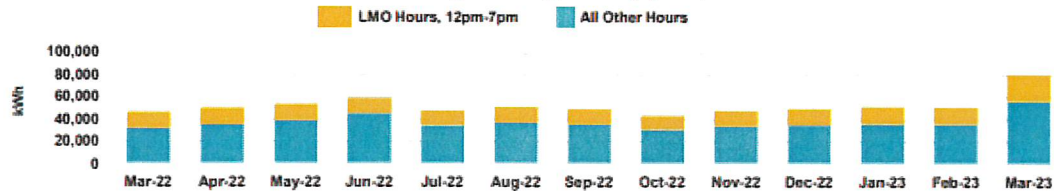


Public Charging Port Statistics

	Public Charging Ports		Total Sessions	Total Energy	Total Revenue	Total GHG *Reduced	Charging Sessions at ¹ Peak	² Charging Occupancy
	Total Ports	Total Available						
March:	89	89	5,135	54,836	\$11,593	35,128	29%	18%
Average:	75	75	4,948	57,066	\$11,037	32,872	20%	21%
FY Total:	89	89	44,535	513,596	\$99,329	295,849	20%	21%

* Source: U.S. Dept of Energy Alternative Fuels Data Center (AFDC) values used to calculate GHG savings. GHG values revised using AFDC data as of 06/09/2020.

Load Management Opportunity (LMO) Hours

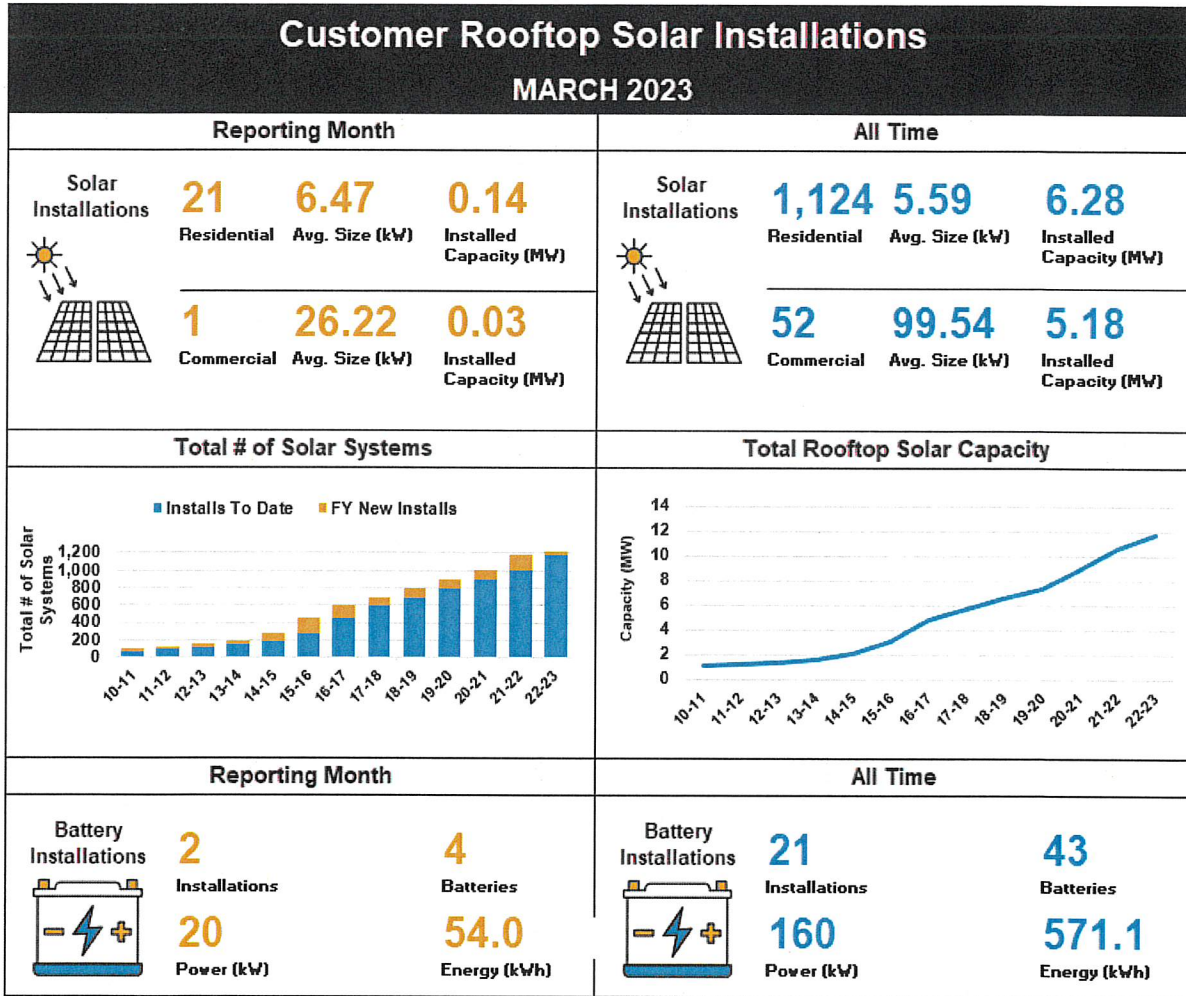


¹Peak is defined as 4 - 7 PM, as is reflected in the Public EV Charging Station rate

²Charging 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. BWP does not provide rebates for installing these systems. However, the 30% Federal Investment Tax Credit makes purchasing solar and/or battery systems more accessible.



TECHNOLOGY

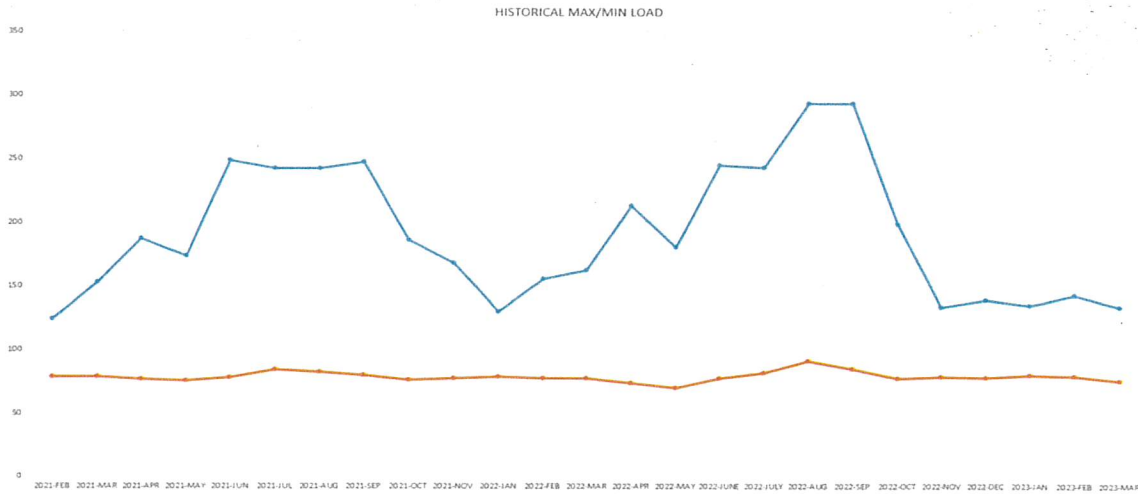
Broadband Services (ONEBurbank)

	March 2023 New Orders	Revenues for March 2023	FYTD 2022-23 Revenues	FYTD Budget
Lit	0	\$166,784	\$1,479,693	\$1,200,000
Dark	0	\$184,165	\$1,687,811	\$1,800,000
Total	0	\$350,949	\$3,167,504	\$3,000,000

POWER SUPPLY

BWP SYSTEM OPERATIONS:

The maximum load for **March 2023** was **133.3 MW** at **12:36 PM** on **March 01, 2023**, and the minimum load was **74.9 MW** at **3:51 AM** on **February 11, 2023**.



YEAR	MAX LOAD	MAX DATE
2023	142.4 MW	24-February-23 11:54
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

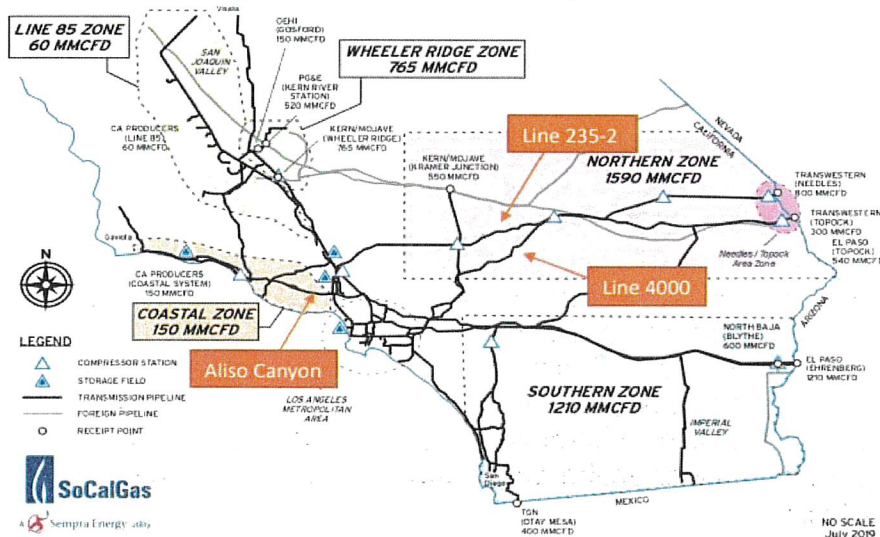
Southern California continues to experience natural gas reliability and affordability challenges because of supply and demand mismatches. SoCalGas' system capacity and supply are primarily a function of two components: (1) transmission pipelines, which bring gas into and then transport it throughout 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. Limited supply, coupled with high demand, has caused natural gas prices to increase significantly.

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, U.S. liquefied natural gas exports to Europe exceeded Russia's exports in the third quarter. This is the first time this has occurred in history. For the first eight months of 2022, U.S. gas exports were 14% higher than in 2021. For the first 8 months of 2022, power generation, residential and commercial sectors demand caused U.S. demand to increase by 4%. U.S. storage levels were well below the 5-year average at the end of September 2022. U.S. natural gas prices reached their highest level since the summer of 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 U.S. 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 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.

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 the 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 (including Burbank) continues to express concerns about reliability and the need to maintain the 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



Gas prices continue to increase as a result of colder winter temperatures, limited resources and limited storage. Since 2020, gas prices have increased significantly, to 3.8 times the value in 2020.

Calendar Year	\$/MMBtu
2017	\$3.41
2018	\$5.14
2019	\$4.08
2020	\$3.01
2021	\$6.99
2022	\$9.27
2023	\$11.33
Increase since 2020	3.8X

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%	0	0	0	0
MPP	82%	611	106,073	7,679	1

Olive 1 and 2 remained in dry storage, with a 274-day notice required to restart one unit and a 365-day notice required to restart both units. Olive 1 and 2 have been in dry storage since 2011 and 2012, respectively.

Lake 1 was not placed online during the month of **March**.

Magnolia Power Project (MPP)

	March	FYTD	YTD
Availability	82%	96%	94%
Unit Capacity Factor (240 MW)	59%	76%	72%

MPP was shut down on **March 24, 2023**, to perform an offline water wash of the combustion turbine compressor, a combustion turbine borescope and a boiler inspection. Balance of plant maintenance activities were also performed. The plant was restarted on **March 30, 2023**.

Tieton Hydropower Project (Tieton)

Maintenance work is complete, and generation began on April 10, 2023, with water flow sufficient for one of the two generators to operate.

ENVIRONMENTAL

Air Quality

No air quality updates.

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. On November 8, 2022, December 27, 2022, January 4, 2023, and January 9, 2023, the required four stormwater samples were collected for the current reporting year of July 1, 2022, to June 30, 2023. Although the sample results continue to indicate ongoing compliance issues with the Industrial General Permit metals effluent limitations, specifically iron, zinc, and copper, the results are below the Time Schedule Order interim effluent limitations. 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 has 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, permitting is ongoing, 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 March 28, 2025, as required by the amended TSO. 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.

BWP has been utilizing engineers' estimates which are revised annually to establish the appropriate budgets for the campus stormwater improvement project. Based on the most recent project cost estimate an additional \$3.2 million is being proposed to the BWP budgets for FY 23/24 and FY 24/25. The project scope has not changed, and the increase is entirely attributable to significant market increases. The total BWP budget for the project is proposed to increase from \$3.2 million to \$6.4 million. BWP also verified the accuracy of the latest engineers' estimates by reviewing recent bids other entities who are currently approaching construction of similar projects received.

PROJECT UPDATES

Power Resources

Renewable Portfolio Standard (RPS) Compliance

BWP met the calendar year 2022 goal of 38.5% RPS and we will meet the 41.25% RPS for 2023 BWP staff continues to evaluate renewable resources 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 CY2023 regulatory compliance at least cost. Staff is currently working on additional renewable contracts to maintain RPS compliance for future years. Prices for long-term renewables has increased approximately 30-1000% 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 which are increasing by approximately 3% annually. We continue to experience challenges with negotiations for new long-term contract for renewables. As of March 6, 2023, the 4th project that BWP was working on for the past 6 months notified us that they wished to end negotiations noting that other market opportunities presented themselves in the "very fast moving market", but we continue to look for short term as well as other long term projects to meet future RPS obligations.

Integrated Resource Plan (IRP) Update

BWP has selected a vendor for the IRP and a stakeholder team has been selected. Three IRP stakeholder meetings have taken place since the IRP kick-off. These meetings provided background on BWP's resources, operations, and resource planning, to set the foundation for future IRP-related discussions. The 4th stakeholder meeting took place on March 23, 2023 and **the first community meeting was on April 20, 2023** at the BWP auditorium. The IRP is due to the CEC on January 1, 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 first meeting took place on December 15, 2022. BWP is soliciting feedback on the IRP, and the IRP survey is posted here: <https://www.burbankwaterandpower.com/2024-irp>

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 late calendar year 2023. The rates are expected to increase significantly, and final numbers will not be known until Q3 or Q4 2023. Staff plans to attend all LADWP transmission stakeholder meetings, to represent BWP's concerns.

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 IPA is 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 about facilities development and potential additional resources at the site.

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.

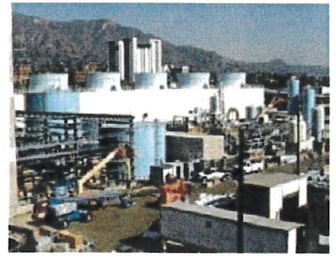
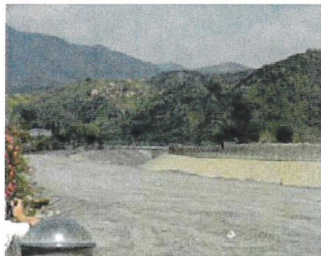
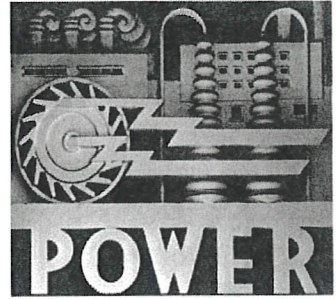
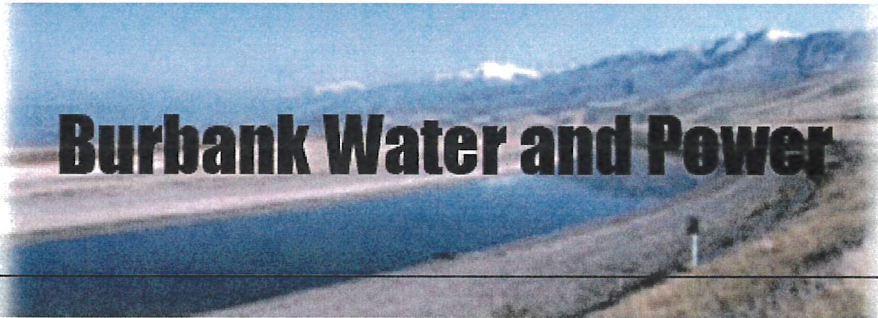
Regarding the coal supply concerns, IPP participants agreed to limit the output of the IPP units, to maintain a minimum megawatt supply sufficient to preserve the integrity of the Southern Transmission System direct current lines and meet the participants' minimal needs during the less critical times of the year. For the foreseeable future, we will continue to see limitations with the IPP coal supply. Per discussions with IPA, IPP will only run on one unit from now through June 2023 (unless there is a critical market event), allowing the coal pile to grow. In December, due to high natural gas prices and spot market prices, unit 2 for IPP was made available for IPP participants. BWP was able to utilize both IPP units for December and January. This allowed BWP to save \$2.36 million dollars between December 14, 2022, and January 12, 2023, by avoiding buying power at extreme market pricing. BWP was able to utilize both units due to conserving its share of coal for critical weather and pricing events. Based on current coal supply projections, IPA plans to run two units from July 2023 – September 2023, during the critical summer peak months.

Power Production

Lake One Power Plant Emissions Retrofit Project

Engineering work is ongoing, and the final design is currently under review. The South Coast Air Quality Management District permit for the project is expected to be received during the second quarter of 2023. Major procurement items have been ordered and are on schedule to be delivered before the construction outage. Substantial completion of the project is expected on or before January 1, 2024.

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
February-23**

**Burbank Water and Power
Electric Fund (496)**

**Statement of Changes in Net Assets ^{(1) (2)}
MTD and FYTD February 2023**

(\$ in 000's except MWh Sales)

	MTD Actual FY 22-23	MTD Budget FY 22-23	\$ Variance	% Variance		YTD Actual FY 22-23	YTD Budget- FY 22-23	\$ Variance	% Variance
	71,581	80,567	(8,986)	(11%) ^(a)	NEL MWh	721,246	732,294	(11,048)	(2%) ^(A)
					Retail				
					Retail Sales	\$ 117,824	\$ 118,915	\$ (1,091)	(1%)
	1,231	573	658	115% ^(b)	Other Revenues ⁽³⁾	4,249	4,583	(334)	(7%)
	9,232	9,595	363	4% ^(c)	Retail Power Supply & Transmission	87,824	84,104	(3,719)	(4%) ^(B)
	3,555	3,840	(285)	(7%)	Retail Margin	34,249	39,393	(5,144)	(13%)
					Wholesale				
	626	5,958	(5,332)	(89%)	Wholesale Sales	20,336	31,308	(10,972)	(35%)
	556	5,839	5,282	90%	Wholesale Power Supply	17,898	30,682	12,785	42%
	70	119	(49)	(41%)	Wholesale Margin	2,438	626	1,812	289%
	3,625	3,959	(334)	(8%)	Gross Margin	36,687	40,019	(3,332)	(8%)
					Operating Expenses				
	1,077	1,071	(6)	(1%)	Distribution	7,343	8,687	1,344	15% ^(C)
	20	132	112	85% ^(d)	Administration/Safety	974	1,093	119	11%
	253	364	111	31% ^(e)	Finance, Fleet, & Warehouse	2,453	2,845	392	14% ^(D)
	535	538	3	1%	Transfer to General Fund for Cost Allocation	4,304	4,307	3	0%
	233	473	240	51% ^(f)	Customer Service	2,464	4,042	1,578	39% ^(E)
	63	219	157	71% ^(g)	Marketing & Sustainability	840	1,754	913	52% ^(F)
	186	398	212	53% ^(h)	Public Benefits	1,183	3,181	1,998	63% ^(G)
	115	123	9	7%	Security/Oper Technology	1,838	1,075	(763)	(71%) ^(H)
	92	130	37	29% ⁽ⁱ⁾	Telecom	873	1,067	194	18% ^(I)
	124	225	101	45% ^(J)	Construction & Maintenance	1,406	1,803	398	22% ^(J)
	1,606	1,831	225	12%	Depreciation	13,339	14,651	1,312	9%
	4,304	5,505	1,201	22%	Total Operating Expenses	37,015	44,504	7,488	17%
	\$ (679)	\$ (1,546)	\$ 868	56%	Operating Income/(Loss)	\$ (328)	\$ (4,484)	\$ 4,156	93%

**Burbank Water and Power
Electric Fund (496)
Statement of Changes in Net Assets - Footnotes
MTD February 2023
(\$ in 000's)**

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
(a)	Electric Usage in MWh	71,581	80,567	(8,986)	NEL is 11% lower than budget due primarily to conservation. The average high temperature in February was 72°F, compared to the 15-year average high temperature of 70°F. The average low temperature was 41°F, compared to the 15-year average low temperature of 43°F. MTD CDD were 0 versus the 15-year average of 7.
(b)	Other Revenues	1,231	573	658	The favorable variance is attributable to revenues from the sale of Low Carbon Fuel Standard credits.
(c)	Retail Power Supply & Transmission	9,232	9,595	363	The favorable variance is attributable to various components within Retail Power Supply & Transmission. Please refer to page 5 for additional details.
(d)	Administration/Safety	20	132	112	The favorable variance is primarily attributable to vacancies, work for others, and the timing of professional services, private contractual services, special departmental supplies, and training.
(e)	Finance, Fleet, & Warehouse	253	364	111	The favorable variance is primarily attributable to vacancies and the timing of professional services and hardware & software support.
(f)	Customer Service	233	473	240	The favorable variance is primarily attributable to vacancies and the timing of professional services and software & hardware support.
(g)	Marketing & Sustainability	63	219	157	The favorable variance is primarily attributable to vacancies, the timing of professional services, private contractual services and office supplies.
(h)	Public Benefits	186	398	212	The favorable variance is primarily attributable to vacancies and lower than planned programs spending.
(i)	Telecom	92	130	37	The favorable variance is primarily attributable to vacancies and the timing of private contractual services.
(j)	Construction & Maintenance	124	225	101	The favorable variance is primarily attributable the timing of custodial services and building grounds maintenance and repair.
(k)	Interest Income	142	87	55	The favorable variance is primarily attributable to timing.
(l)	Other Income/(Expense)	321	138	184	The favorable variance is primarily attributable to the sale of excess nitrous oxide reclaim trading credits.
(m)	Bond Interest Expense	(241)	(406)	164	The favorable variance to budget is attributable to the timing of the bond issuance which was budgeted in October 2022.
(n)	Capital Contributions (AIC)	45	601	(556)	The unfavorable variance is attributable to the timing of AIC projects.

**Burbank Water and Power
Electric Fund (496)
Statement of Changes in Net Assets - Footnotes
FYTD February 2023
(\$ in 000's)**

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
(A)	Electric Usage in MWh	721,246	732,294	(11,048)	- NEL is 2% lower than budget. The FYTD average high temperature was 78°F, compared to the 15-year average high temperature of 79°F. The FYTD average low temperature was 52°F, compared to the 15-year average low temperature of 52°F. FYTD CDD were 1,281 versus the 15-year average of 1,170.
(B)	Retail Power Supply & Transmission	87,824	84,104	(3,719)	- The unfavorable variance is attributable to various components within Retail Power Supply & Transmission. Please refer to page 6 for additional details.
(C)	Distribution	7,343	8,687	1,344	- The favorable variance is primarily attributable to vacancies and the timing of professional services and private contractual services, offset by work for others.
(D)	Finance, Fleet, & Warehouse	2,453	2,845	392	- The favorable variance is primarily attributable to vacancies, work for others and the timing of professional services, software & hardware support and auto maintenance & repair.
(E)	Customer Service	2,464	4,042	1,578	- The favorable variance is primarily attributable to vacancies, work for others and the timing of professional services.
(F)	Marketing & Sustainability	840	1,754	913	- The favorable variance is primarily attributable to vacancies and the timing of private contractual services and professional services.
(G)	Public Benefits	1,183	3,181	1,998	- The favorable variance is attributable to vacancies and lower than planned programs spending.
(H)	Security/Oper Technology	1,838	1,075	(763)	- The unfavorable variance is primarily attributable to lower than planned capital work, work for others and the timing of software and hardware spending, offset by vacancies and the timing of spending in professional services.
(I)	Telecom	873	1,067	194	- The favorable variance is primarily attributable to vacancies and the timing of private contractual services and professional services, offset by work for others.
(J)	Construction & Maintenance	1,406	1,803	398	- The favorable variance is primarily attributable to vacancies and the timing of custodial services, building grounds maintenance & repair and special departmental supplies, offset by higher than planned work from other departments.
(K)	Interest Income	979	694	284	The favorable variance is primarily attributable to timing.
(L)	Other Income/(Expense)	(1,304)	(1,557)	253	- The favorable variance is primarily attributable to the sale of excess nitrous oxide reclaim trading credits.
(M)	Bond Interest Expense	(2,197)	(2,853)	656	- The favorable variance to budget is attributable to the timing of the bond issuance which was budgeted in October 2022.
(N)	Capital Contributions (AIC)	317	4,809	(4,492)	- The unfavorable variance is attributable to the timing of AIC projects.

February 2023 Budget to Actual P&L Variance Highlights - Electric Fund
 (\$ in 000's)

	Variance Month-to-Date		Budget to Actual Variance
	Favorable Items	Unfavorable Items	
	\$ 1,271	\$ -	\$ 1,271
		(1,306)	(1,306)
	393	-	393
	227	-	227
	59	-	59
	-	(1,110)	(1,110)
	-	(328)	(328)
	777	-	777
	315	-	315
	30	-	30
	658	-	658
	-	(49)	(49)
Total	2,459	(2,793)	(334)

MTD NET INCOME/(LOSS): \$(456)

MTD GROSS MARGIN VARIANCE

- Retail Sales
- Power Supply and Transmission:
 - Lower retail load
 - Lower than planned renewables cost and other
 - Lower transmission
 - Higher energy prices
 - New minimum for IPP and Hydrogen Betterment
 - Lower O&M
 - Retail load management and economic dispatch
 - Timing True-up and prior period adjustments
- Other Revenues
- Wholesale Margin

Total

MTD O&M AND OTHER VARIANCES

Distribution		(6)	(6)
Administration/Safety	112	-	112
Finance, Fleet, & Warehouse	111	-	111
Customer Service	240	-	240
Marketing & Sustainability	157	-	157
Public Benefits	212	-	212
Security/Oper Technology	9	-	9
Telecom	37	-	37
Construction & Maintenance	101	-	101
Depreciation expense	225	-	225
All other	406	-	406
Total	1,610	(6)	1,604

February 2023 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
FYTD NET INCOME/(LOSS): \$(2,850)	\$ 5,349	-	\$ 5,349
FYTD GROSS MARGIN VARIANCE			
Retail Sales	-	(1,091)	(1,091)
Power Supply and Transmission	-	(109)	(109)
- Higher retail load	719	-	719
- Lower than planned renewables cost and other	-	(177)	(177)
- Higher transmission	-	(12,632)	(12,632)
- Higher energy prices	-	(2,719)	(2,719)
- New minimum for IPP and Hydrogen Betterment	5,134	-	5,134
- Lower O&M	2,413	-	2,413
- Retail load management and economic dispatch	3,652	-	3,652
- SCPPA True-up and prior period adjustments	-	(334)	(334)
Other Revenues	1,812	-	1,812
Wholesale Margin	13,730	(17,062)	(3,331)
Total	\$ 13,730	\$ (17,062)	\$ (3,331)

	FYTD O&M AND OTHER VARIANCES		
Distribution	1,344	-	1,344
Administration/Safety	119	-	119
Finance, Fleet, & Warehouse	392	-	392
Customer Service	1,578	-	1,578
Marketing & Sustainability	913	-	913
Public Benefits	1,998	-	1,998
Security/Oper Technology	-	(763)	(763)
Telecom	194	-	194
Construction & Maintenance	398	-	398
Depreciation expense	1,312	-	1,312
All other	1,196	-	1,196
Total	\$ 9,444	\$ (763)	\$ 8,681

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

	Feb-23	Jan-23	Dec-22	Sep-22	Jun-22	Jun-21	Recommended Reserves	Minimum Reserves
Cash and Investments								
General Operating Reserve	\$ 52,058	\$ 61,060	\$ 60,650	\$ 57,746	\$ 69,212	\$ 73,156	\$ 52,010	\$ 37,570
Capital & Debt Reduction Fund	10,000	10,000	10,000	10,000	10,000	10,000	21,000	5,200
BWP Projects Reserve Deposits at SCPPA	4,504	4,500	4,489	4,459	3,794	3,740		
Sub-Total Cash and Investments	66,561	75,561	75,139	72,205	83,007	86,896	73,010	42,770
Customer Deposits	(10,192)	(10,230)	(10,432)	(9,906)	(9,939)	(4,245)		
Public Benefits Obligation	(10,992)	(11,019)	(11,013)	(10,258)	(9,315)	(8,128)		
Low Carbon Fuel Standard (b)	(3,875)	(3,160)	(3,184)	(3,451)	(3,464)	(2,999)		
IPP Decommission	-	-	-	-	(2,000)	(2,000)		
				(c)				
Cash and Investments (less Commitments)	41,502	51,151	50,510	48,590	58,288	69,523	73,010	42,770

(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) Reversal of IPP decommission reserve.

**Burbank Water and Power
Water Fund (497)
Statement of Changes in Net Assets ^{(1) (2)}
MTD and FYTD February 2023**

(\$ 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
	301	299	2	1% ^(a)	Water put into the system in Millions of Gallons	3,021	3,233	(212)	(7%) ^(A)
	52	64	(12)	(18%) ^(b)	Metered Recycled Water in Millions of Gallons	626	679	(53)	(8%) ^(B)
					Operating Revenues				
\$	1,904	\$ 1,895	\$ 9	0%	Potable Water	\$ 19,193	\$ 20,829	\$ (1,636)	(8%)
	251	307	(56)	(18%)	Recycled Water	3,309	3,208	101	3% ^(C)
	154	113	42	37% ^(c)	Other Revenue ⁽³⁾	1,300	901	399	44% ^(D)
	2,310	2,315	(5)	(0%)	Total Operating Revenues	23,802	24,938	(1,137)	(5%)
	766	871	105	12% ^(d)	Water Supply Expense	7,384	8,952	1,568	18% ^(E)
	1,544	1,444	100	7%	Gross Margin	16,417	15,986	431	3%
					Operating Expenses				
	748	826	78	9%	Operations & Maintenance - Potable	5,732	6,709	977	15% ^(F)
	142	148	7	4%	Operations & Maintenance - Recycled	1,104	1,173	68	6%
	238	336	98	29% ^(e)	Operations & Maintenance - Shared Services	1,921	2,699	778	29% ^(G)
	148	148	-	0%	Transfer to General Fund for Cost Allocation	1,183	1,183	-	0%
	368	370	3	1%	Depreciation	2,930	2,963	33	1%
	1,643	1,829	186	10%	Total Operating Expenses	12,871	14,727	1,856	13%
	(99)	(385)	286	74%	Operating Income/(Loss)	3,547	1,259	2,288	182%
					Other Income/(Expenses)				
	115	13	102	756% ^(f)	Interest Income	617	107	510	474% ^(H)
	57	45	12	26% ^(g)	Other Income/(Expense) ⁽⁴⁾	(40)	(170)	131	77% ^(I)
	(216)	(216)	0	0%	Bond Interest/(Expense)	(1,725)	(1,725)	0	0%
	(44)	(157)	113	72%	Total Other Income/(Expenses)	(1,147)	(1,788)	640	36%
	(143)	(542)	399	74%	Net Income/(Loss)	2,399	(529)	2,928	554%
	17	57	(40)	(70%) ^(h)	Capital Contributions (AIC)	49	456	(407)	(89%) ^(J)
\$	(126)	\$ (485)	\$ 359	74%	Net Change in Net Assets	\$ 2,448	\$ (73)	\$ 2,521	3455%

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 February 2023
(\$ 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	301	299	2	- Water use during February 2023 was on budget. Burbank remains in Stage III of the Sustainable Water Use Ordinance. Stage III limits outdoor watering to one day a week on Saturday from November to March.
(b)	Recycled Water Usage in Millions of Gallons	52	64	(12)	- Recycled water usage was lower than planned due to lower demand as a result of higher than average rainfall. In February, Burbank received 7.86 inches of rainfall compared to the monthly normal of 3.95 inches.
(c)	Other Revenue	154	113	42	- Other revenues include items such as fire protection services, damaged property recovery, connection fees, late fees, and tampering fees, which tend to fluctuate.
(d)	Water Supply Expense	766	871	105	- The favorable variance is a result of using more Valley/BOU water than planned which is less costly than imported MWD water.
(e)	Operations & Maintenance - Shared Services	238	336	98	- The favorable variance is attributable to lower than planned shared expenses (Customer Service, Finance and Administration) from the Electric Fund.
(f)	Interest Income	115	13	102	- 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.
(g)	Other Income/(Expense)	57	45	12	- Other Income/(Expense) includes miscellaneous revenue from the sale of scrap materials, inventory, and assets, which tend to fluctuate.
(h)	Capital Contributions (AIC)	17	57	(40)	- 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 February 2023
(\$ 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	3,021	3,233	(212)	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. Additionally, Burbank is currently in Stage III of the Sustainable Water Use Ordinance. Stage III limits outdoor watering to one day a week on Saturday from November to March.
(B)	Recycled Water Usage in Millions of Gallons	626	679	(53)	Recycled water usage was lower than planned due to lower demand as a result of higher than average rainfall. FYTD Burbank received 20.58 inches of rainfall compared to the FYTD normal of 10.36 inches.
(C)	Recycled Water Revenue	3,309	3,208	101	Recycled water revenues were lower than planned due to lower demand as a result of higher than average rainfall; however, there is a favorable variance in revenue due to the recognition of previously unrecorded Granular Activated Carbon (GAC) Water Revenue.
(D)	Other Revenue	1,300	901	399	Other revenues include items such as damaged property recovery, connection fees, late fees, and tampering fees, which tend to fluctuate.
(E)	Water Supply Expense	7,384	8,952	1,568	The favorable variance is a result of lower demand and using more Valley/BOU water than planned which is less costly than imported MWD water.
(F)	Operations & Maintenance - Potable	5,732	6,709	977	The favorable variance is primarily attributable to vacancies and the timing of professional services.
(G)	Operations & Maintenance - Shared	1,921	2,699	778	The favorable variance is attributable to lower than planned shared expenses (Customer Service, Finance and Administration) from the Electric Fund.
(H)	Interest Income	617	107	510	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)	(40)	(170)	131	Other Income/(Expense) include miscellaneous revenue from the sale of scrap materials, inventory, and assets, which tend to fluctuate.
(J)	Capital Contributions (AIC)	49	456	(407)	The unfavorable variance is attributable to the timing of AIC projects.

February 2023 Budget to Actual P&L Variance Highlights - Water Fund
 (\$ in 000's)

	Variance Month-to-Date		Budget to Actual Variance
	Favorable Items	Unfavorable Items	

MTD NET INCOME (LOSS): \$(143) \$ 399 \$ - \$ 399

MTD GROSS MARGIN VARIANCE

Potable Revenues	9	-	9
Recycled Revenues	-	(56)	(56)
Other Revenue	42	-	42
Water Supply Expense	105	-	105
Total	156	(56)	100

FYTD O&M AND OTHER VARIANCES

Potable O&M	78	-	78
Recycled Water O&M	7	-	7
Allocated O&M	98	-	98
Depreciation Expense	3	-	3
All Other	113	-	113
Total	299	-	299

February 2023 Budget to Actual P&L Variance Highlights - Water Fund
 (\$ in 000's)

	<u>Variance Fiscal Year-to-Date</u>		
	<u>Favorable</u> <u>Items</u>	<u>Unfavorable</u> <u>Items</u>	<u>Budget to</u> <u>Actual</u> <u>Variance</u>
FYTD NET INCOME: \$2,399	\$ 2,928	\$ -	\$ 2,928

FYTD GROSS MARGIN VARIANCE

Potable Revenues	-	(1,636)	(1,636)
Recycled Revenues	101	-	101
Other Revenue	399	-	399
Water Supply Expense	1,568	-	1,568
Total	\$ 2,068	\$ (1,636)	\$ 431

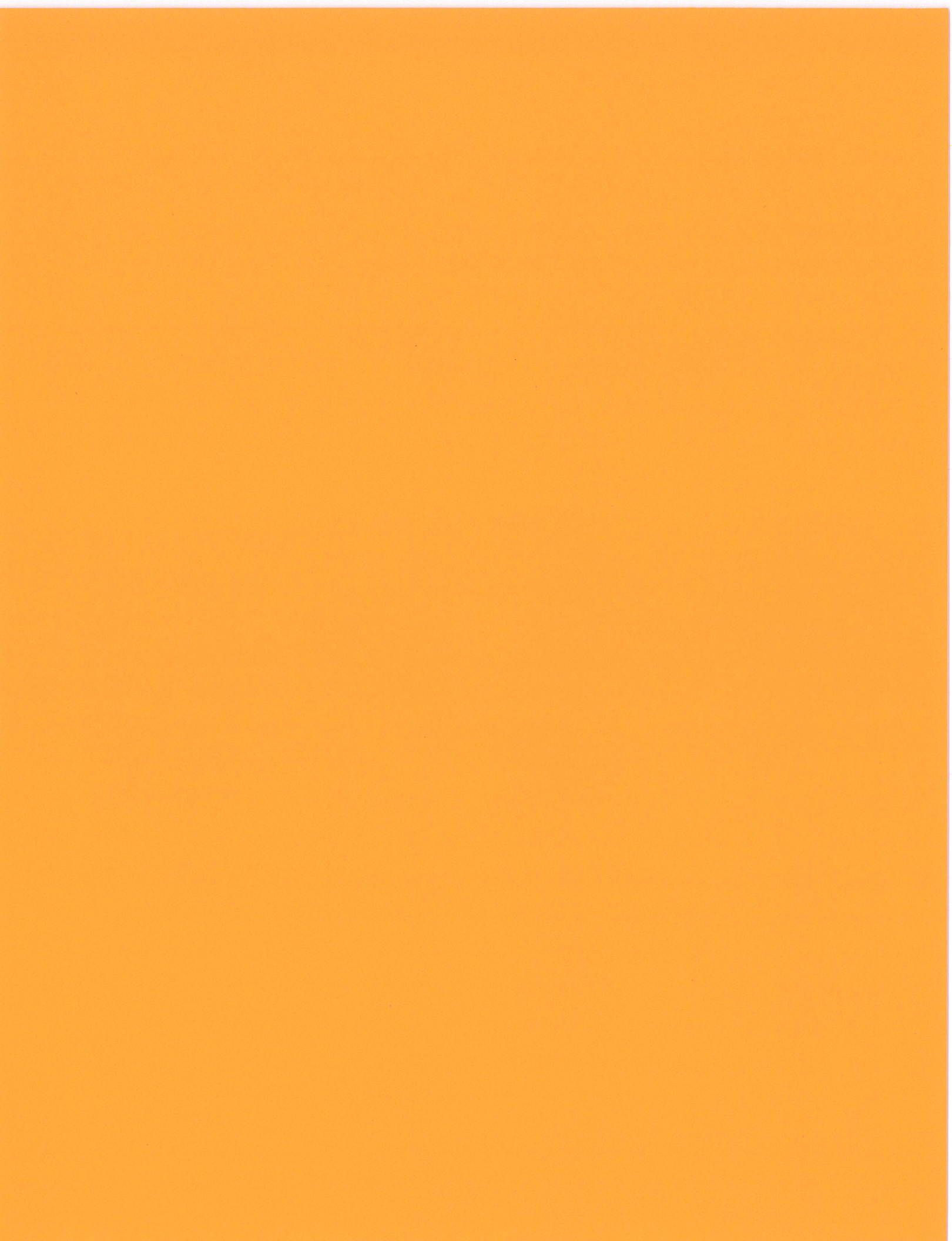
FYTD O&M AND OTHER VARIANCES

Potable O&M	977	-	977
Recycled Water O&M	68	-	68
Allocated O&M	778	-	778
Depreciation Expense	33	-	33
All Other	640	-	640
Total	\$ 2,497	\$ -	\$ 2,497

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

	Feb-23	Jan-23	Dec-22	Sep-22	Jun-22	Jun-21	Recommended Reserves	Minimum Reserves
Cash and Investments								
General Operating Reserves	\$ 18,971	\$ 18,824	\$ 17,959	\$ 13,889	\$ 12,759	\$ 12,181	\$ 12,630	\$ 8,070
Capital Reserve Fund	2,220	2,220	2,220	2,220	2,220	2,220	5,200	1,300
Sub-Total Cash and Investments	21,191	21,044	20,179	16,109	14,979	14,401	17,830	9,370
Customer Deposits	(378)	(378)	(389)	(397)	(1,052)	(1,125)		
Cash and Investments (less commitments)	\$ 20,813	\$ 20,666	\$ 19,790	\$ 15,712	\$ 13,927	\$ 13,276	\$ 17,830	\$ 9,370

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





April 27, 2023

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

NOTICE is hereby given that a regular meeting of the Burbank-Glendale-Pasadena Airport Authority will be held on Monday, May 1, 2023, at 9:00 a.m., in the Airport Skyroom of Hollywood Burbank Airport, 2627 N. Hollywood Way, Burbank, CA 91505.

In addition to attending the meeting in person, members of the public may observe the meeting telephonically and may offer comment in real time through the following number:

Dial In: (818) 862-3332

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

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

Airport Skyroom

Regular Meeting of Monday, May 1, 2023

9:00 A.M.

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



When in-person attendance or participation at meetings of the Commission is allowed, members of the public are requested to observe the following rules of decorum:

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



The following activities are prohibited:

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



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



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

AGENDA

Monday, May 1, 2023

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA
4. PUBLIC COMMENT (Public comment will be limited to a total of 20 minutes at the beginning of the meeting and will continue at the conclusion of the meeting, if necessary. Comments are limited to 3 minutes each, and the Authority President may limit this time if reasonable under the circumstances.)
5. CONSENT CALENDAR (Includes Minutes. Items on the Consent Calendar are generally routine in nature and may be acted upon by one motion unless removed for separate consideration.)
 - a. Committee Minutes
(For Note and File)
 - 1) Finance and Administration Committee
 - (i) April 3, 2023 **[See page 1]**
 - 2) Legal, Government and Environmental Affairs Committee
 - (i) April 3, 2023 **[See page 3]**
 - b. Commission Minutes
(For Approval)
 - 1) April 17, 2023 **[See page 5]**
 - c. Treasurer's Report
 - 1) January 2023 **[See page 9]**
6. ITEMS FOR COMMISSION INFORMATION
 - a. Airport Police Department – Police Officer of the Year
 - b. Airport Fire Department – Firefighter of the Year
 - c. February 2023 Passenger and Air Cargo Statics **[See page 34]**
 - d. February 2023 Ground Transportation Statistics
 - e. February 2023 Parking Statistics

7. CLOSED SESSION

- a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
(California Government Code Section 54956.9(d)(1))

Name of Case: City of Los Angeles v. FAA et al. (Case No. 21-71170)(9th Cir. 2021)

8. ITEMS PULLED FROM CONSENT CALENDAR

9. EXECUTIVE DIRECTOR COMMENTS

10. COMMISSIONER COMMENTS

(Commissioners may make a brief announcement, make a brief report on their activities, and request an agenda item for a future meeting.)

11. PUBLIC COMMENT

12. ADJOURNMENT

COMMISSION NEWSLETTER

Monday, May 1, 2023

[Regarding agenda items]

5. CONSENT CALENDAR

(Consent Calendar items may be enacted by one motion. There will be no separate discussion on these items unless a Commissioner so requests, in which event the item will be removed from the Consent Calendar and considered in its normal sequence on the agenda.)

- a. COMMITTEE MINUTES. Approved minutes of the Finance and Administration Committee meeting of April 3, 2023; and approved minutes of the Legal, Government and Environmental Affairs Committee meeting of April 3, 2023, are included in the agenda packet for information purposes.
- b. COMMISSION MINUTES. A draft copy of the April 17, 2023, Commission meeting minutes is attached for the Commission's review and approval.
- c. TREASURER'S REPORT. The Treasurer's Report for January 2023 is included in the agenda packet. At its meeting on April 17, 2023, the Finance and Administration Committee voted unanimously (3-0) to recommend that the Commission note and file this report.

6. ITEMS FOR COMMISSION INFORMATION.

- a. AIRPORT POLICE DEPARTMENT – POLICE OFFICER OF THE YEAR. No staff report attached. Police Chief Skvarna will introduce Officer Sean McLaughlin for Airport Police Officer of the Year in recognition of his significant efforts to serve and protect the Airport's guests, employees and traveling public while on duty. Joining the Burbank-Glendale-Pasadena Airport Authority Police Department after a 31-year career with Glendale Police Department, Officer McLaughlin has recently been involved in two lifesaving efforts. He is respected by his fellow officers, Supervisors and Command Staff for his demeanor, work ethic and positive service-oriented attitude toward the Airport's guests and tenants. The Airport Police Department is honored to select Officer McLaughlin as its Airport Police Officer of the Year for 2022.
- b. AIRPORT FIRE DEPARTMENT – FIREFIGHTER OF THE YEAR. No staff report attached. Fire Chief Lenahan will introduce Airport Firefighter of the Year, Captain Giacomo Nicolosi. Captain Nicolosi, an 18-year veteran of the Airport Fire Department, began his career as a firefighter and rose to the rank of Captain, has been recognized by his peers for his outstanding work ethic, positive attitude and as an inspiration to others in the Department. In addition to his normal duties, Captain Nicolosi oversees the Department's training program ensuring all firefighters are up to date on required certifications, licenses and training as required by the FAA and State Fire Marshall's Office. This award reflects Captain Nicolosi's dedication, commitment and selflessness to the Department, the Airport and his colleagues.

- c. FEBRUARY 2023 PASSENGER AND AIR CARGO STATISTICS. A staff report is included in the agenda packet. The February 2023 passenger count of 399,189 was down 13% compared to February of 2020's 456,545 passengers. Also compared to February 2020, air carrier aircraft operations in February 2023 were down 14%, while cargo volume was down 29% at 5.8 million pounds.
- d. FEBRUARY 2023 GROUND TRANSPORTATION STATISTICS. No staff report attached. Staff will update the Commission on Ground Transportation activities for the month of February 2023.
- e. FEBRUARY 2023 PARKING STATISTICS. No staff report attached. Staff will present parking revenue data for the month of February 2023.