



# Weekly Management Report

## October 27, 2023

- 1. Summary** Parks and Recreation Board Meeting on October 12, 2023  
**Parks and Recreation Department**
- 2. Minutes** Infrastructure Oversight Board Meeting on September 28, 2023  
**Public Works Department**
- 3. Minutes** Burbank Water and Power Board Meeting on October 5, 2023  
**Water and Power Department**
- 4. Report** September 2023 Monthly Operating Results  
**Water and Power Department**



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

Meeting: Parks and Recreation Board

Date: Thursday, October 12, 2023

**Staff Present:** Marisa Garcia, Parks, and Recreation Director; Kristen Smith, Deputy Director; Jennifer Lev, Recreation Services Manager; Paula Ohan, Senior Administrative Analyst; Emin Yusuf, Administrative Analyst; Chad Thompson, Executive Assistant; Jocelyn Navarro, Recreation Coordinator; Cody Mckenna, Senior Recreation Leader

**Board Members Present:** Ms. Gamiño, Mr. Messerlian, Ms. Ramsey and Mr. DePalo

**Board Members Absent:** Ms. Durbin

Item Discussed	Summary	Direction or Action, if any
1 Announcements	Mr. Yusuf provided announcements for the P&R programs and facilities.	
2 Presentations	Ms. Lev presented an award to Haylee Reynolds and Jessica Mena for their contribution to the Burbank community.	
3 Department Director Report	None.	
4 Oral Communications	Ten members of the community spoke during public comment. The public comments were regarding the removal of Aleppo Pine trees and the B-Active Program.	
5 Response to Oral Communications	Mr. DePalo asked for additional information on the B Active card. Mr. Messerlian and Ms. Ramsey asked for more information on the Aleppo Tree Community Meeting. Ms. Gamiño thanked everyone for their comments. Mr. DePalo thanked everyone for coming in.	
6 Written Communications	None	
7 Park Board Comments	None.	
8 Starlight Bowl Annual Report	Ms. Navarro and Mr. McKenna provided an annual report on the 2023 Starlight Bowl summer concert series.	Note and file.
9 Johnny Carson Park Shade Structure Call for Artists and Site Specific Selection Committee	Mr. Yusuf announced that staff was working on a large-scale public art project at Johnny Carson Park. Mr. Yusuf solicited the Board's feedback regarding the drafted Call for Artists and requested that the Board select a representative for the Site Specific Selection Committee (SSSC), which would be in charge of reviewing all received proposals, conducting artist interviews, and selecting an artist to design, fabricate and install the artwork.	Discuss, provide feedback, note and file
10 Parks and Facilities Special Meeting Tour Follow-Up	Ms. Garcia provided an overview of the special meeting the Board participated in and asked the Board to provide feedback.	Discuss, provide feedback, note and file
11 Consent Calendar	Approval of Minutes Minutes of the September 14, 2023, meetings were approved.	It was motioned by Mr. DePalo, seconded by Ms.



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

	<p><u>City Council Agenda Items Update</u> Noted and Filed.</p> <p><u>Contract Compliance</u> Noted and Filed.</p> <p><u>Park Patrol Reports</u> The Park Patrol Report for August was noted and filed.</p> <p><u>Departmental Operations Update</u> Noted and Filed.</p> <p>None.</p>	Ramsey, and carried 4-0 to approve Consent Calendar.
12	Tabled Items	
13	Additional Comments from the Board and staff	Mr. Messerlian thanked the two residents that brought up the B-Active Program. Ms. Ramsey discussed her attendance at the Walk of Fame event. Mr. DePalo shared his involvement with youth sports and his love for being involved with Parks and Recreation.
14	Introduction of New Agenda Items	Ms. DePalo requested a report on the B-Active Program.
15	Adjournment	The meeting was adjourned at 7:31 p.m.





**CITY OF BURBANK**  
**Infrastructure Oversight Board**  
**Regular Meeting Minutes**  
**September 28, 2023**

A regular meeting of the Infrastructure Oversight Board (IOB) was held in Room 104 of the Community Services Building, 150 North Third Street, on the above date. Maria Coronado, Chair, called the meeting to order at 6:00 p.m.

**ROLL CALL**

Present: Maria Coronado, Armen Avazian, Jean Schanberger, Linda Bessin, Colin Hoffmeister

Absent: Jenna Hunter, Shaunt Kodaverdian

Also Present: Ken Berkman, Public Works Director  
Kane Thuyen, Senior Assistant City Attorney  
David Kriske, Assistant Community Development Director  
Shipra Rajesh, Senior Planner  
Daniel Villa, Senior Planner  
Martha Ruiz, Recording Secretary

**ANNOUNCEMENTS**

None

**PUBLIC COMMENT**

None

**BOARD MEMBER RESPONSE TO PUBLIC COMMENTS**

None

**CONSENT CALENDAR**

**1. Approval of Minutes of IOB Meetings held August 24, 2023**

It was moved by Board Member Bessin, seconded by Board Member Avazian and carried 5-0 to approve the August 24, 2023 meeting minutes.

**REPORTS TO BOARD**

**1. Metro North Hollywood to Pasadena Bus Rapid Transit (BRT) Project Update**  
Community Development Staff gave an update on the BRT Project.

Board Member Bessin expressed concerns that the BRT project may be targeted more toward commuters and that residents may need to drive to the line to utilize it. Staff responded that there will be transit planning.

Board Member Schanberger inquired about the hours of operation and the capacity of the transit lines. Staff informed that the hours will be approximately 18-20 hours, with a capacity of approximately 40 to 50 people per bus.

Vice Chair Avazian inquired about outreach to the residents who will be affected by the BRT project. Staff advised more residents were informed of the project during the draft and final stages of the Environment Impact Report (EIR). Staff advised due to the outreach, Metro changed the plan from removing parking on Olive to one lane for buses.

Board Member Schanberger inquired about concessions to the bus line, costs for the project, transit fares, and subsidies for low-income riders. Staff noted that any time spent reviewing or discussing plans with Metro would be reimbursable and any infrastructure built on behalf of the City will be paid by the project. Staff advised fares would be similar to the Metro bus fares and there will be subsidized transit passes available.

Vice Chair Avazian noted staff should consider using Measure R or Measure M funds for any improvements related to this project. Staff agreed and advised some development impact fees can be utilized for improvements related to new development.

## **2. Update on the Golden State Specific Plan**

Staff presented a status update of the project, an overview of the land use, potential additional development, and projections of increased growth, residents, and jobs in the City. Staff provided a project schedule with upcoming milestones that will include a walking tour for the community.

Board Members raised questions about essential economic developments in the plan area and whether there are plans for incoming residents to have designated parking structures. Staff advised that during the first walkthrough with the community, these concerns were brought to their attention, and are working with the developers to address these issues. Staff advised the Neighborhood Protection Plan is in place to address traffic and parking concerns from incoming residents and businesses.

Board Member Colin raised questions regarding the impact this project will have on the water and power usage in the City. Staff noted that the project will be reviewed under an environmental analysis and impact report.

Board Member Jean inquired about the study of noise mitigation and air quality. Staff advised that all infrastructure needs such as sewer, electricity, and water usage will be studied under California Environmental Quality Act (CEQA), and airports are required to construct an airport land use plan for noise level monitoring.

## **DISCUSSION ITEMS**

### **1. Board Meeting Times**

The Board requested to place an item on the agenda to discuss potentially changing the meeting times for future meetings.

**Action:** Should the Board reach a consensus on a new meeting time for future meetings, the Board may take action consistent with that consensus. This item will be moved to the October 26, 2023, meeting.



## **INTRODUCTION OF ADDITIONAL AGENDA ITEMS**

None

## **PENDING AGENDA ITEMS**

### **1. Future**

- a. Special Meeting to Visit a Project/Projects
- b. Pavement Management Program
- c. CIP Program Update FY 23/24 Q1 and Q2

## **ADJOURNMENT**

The meeting adjourned at 7:05 p.m. The next meeting will be held on Thursday, October 26, 2023, at 6:00 p.m., in Room 104 of the Community Services Building.

Respectfully submitted,

Martha Ruiz  
Infrastructure Oversight Board – Recording Secretary  
Public Works – Senior Clerk



**BURBANK WATER AND POWER BOARD  
MINUTES OF MEETING  
OCTOBER 5, 2023**

Mr. Malotte called the regular meeting of the Burbank Water and Power Board to order at 5:03 p.m. in the third-floor board room of the BWP Ron E. Davis Administration Building, 164 West Magnolia Boulevard, Burbank, California.

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

**ROLL CALL**

**BOARD PRESENT:** Mr. Cherry; 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. Lillio, Chief Financial Officer; Mr. Aquino, Assistant General Manager – Customer Service Operations; Mr. Compton, Assistant General Manager – Chief Technology Officer; Ms. Edwards, Assistant General Manager – Sustainability, Marketing & Strategy; Mr. Sleiman, Assistant General Manager – Electric Systems; Ms. Samra, Assistant General Manager – Power Supply; Mr. Johnstone, Sustainability Officer; Ms. Barrientos, acting Administrative Officer; Mr. Casillas, Senior Administrative Analyst; Mr. Maruca, Legislative Analyst; Ms. Meza, Senior Secretary; Mr. Beckett, Manager Water Maintenance and Construction; Ms. Luz, Senior Secretary; Mr. D’Aquila, Power Resources Manager; Mr. Martinez, Manager Water Production/Operations

**ORAL COMMUNICATIONS**

Mr. Malotte called for oral communications at this time.

Mr. Schlossman addressed the board regarding the available charging stations available to BWP employees. Additionally, Mr. Schlossman asked several questions, like how many charging stations there are for employees, how many employees use the charging stations, and how much electricity employees use when using the charging stations.

**BOARD AND STAFF RESPONSE TO ORAL COMMUNICATIONS**

Mr. Johnstone addressed Mr. Schlossman’s public comment by noting statistical data in response to his questions.

Ms. Lindell noted that the charging stations are an inexpensive way to drive down a significant issue, which is greenhouse gas emissions.



October 5, 2023

Ms. Tenenbaum addressed the board by clarifying what she meant by 'standard practice' when she referenced many companies having charging stations for their employees during the last board meeting.

Mr. Eskandar addressed the board by asking a few questions to staff noting if BWP generates credits based on the amount of electricity that is sold via the charging stations, and if providing charging stations for employees would be considered a recruitment tool/employee benefit.

Mr. Cherry addressed the board by noting that there are no vehicles that could push energy back into a power wall.

### **GENERAL MANAGER REPORT**

Ms. Lindell began her report to the board by informing the board that Burbank Water and Power is celebrating Public Power Week from October 1 – 7, 2023, along with 2,000 other community-powered, not-for-profit electric utilities. Additionally, Ms. Lindell noted that Mr. Sleiman and herself received a proclamation from the Mayor declaring it Public Power Week this week.

Next, Ms. Lindell highlighted that BWP was awarded the 'Best Practices Award from the Combined Cycle Journal' for the General Electric enhancements that were implemented at the Magnolia Power Project. Ms. Lindell noted that this project was spearheaded by Mr. Kigerl, Mr. Fan, Mr. Bautista, Mr. Hammett, Ms. Reyes, Ms. Hsiao, and Mr. Messineo.

Ms. Lindell continued her report by noting that at the October 17 council meeting, the city will recognize city employees with 20+ years of service. Ms. Lindell noted that BWP will have 5 employees with 20 years of service, 2 employees with 25 years of service, 2 employees with 30 years of service, and 2 employees with 35 years of service.

Lastly, Ms. Lindell ended her report by letting the board know about the upcoming MWD tours for the city of Burbank, reminding them to check their emails for details. Ms. Lindell noted that the first tour will take place on November 1, and the second tour will take place in January 2024.

### **CONSENT CALENDAR**

#### **MINUTES**

It was moved by Mr. Eskandar, seconded by Mr. Luddy, carried 6 – 0, with Ms. Tenenbaum abstaining, to approve the meeting minutes of the regular meeting of September 7, 2023.

### **PRESENTATIONS**

#### **GOLDEN STATE SPECIFIC PLAN UPDATE**

Ms. Chavez, Associate Planner for the Community Development Department, presented an update on the Golden State Specific Plan.

Ms. Chavez, Mr. Villa, and Mr. Sleiman responded to board member questions.

## **REPORTS TO THE BOARD**

### **BWP OPERATIONS AND FINANCIAL REPORTS**

Mr. Lillio presented BWP's financial update for the month of July 2023.

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

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

### **INFORMATION FROM STAFF**

#### **UPDATE ON CITY COUNCIL AGENDA ITEMS**

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

Ms. Lindell responded to board member questions.

#### **LEGISLATIVE UPDATE**

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

#### **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, Ms. Edwards, and Mr. Lillio responded to board member questions.

#### **WATER DIVISION UPDATE**

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

Mr. Martinez, Ms. Lindell, Mr. Beckett, and Ms. Edwards responded to board member questions.

#### **POWER SUPPLY UPDATE**

Ms. Samra updated the board on the 2024 integrated resource plan efforts, highlighting the stakeholder engagement aspect of the efforts as well as the timeline. Mr. D'Aquila updated the board on the energy and natural gas prices as well as the renewable projects BWP is pursuing.

Ms. Samra responded to board member questions.

#### **ELECTRIC SERVICES UPDATE**

Mr. Sleiman updated the board on the recent APPA Reliable Public Power Provider award submittal. Additionally, Mr. Sleiman updated the board on the current price of supplies used by the utility.

BWP Board Meeting Minutes

October 5, 2023

**COMMENTS AND REQUESTS FROM BOARD MEMBERS**

None.

**ADJOURNMENT**

The meeting was adjourned at 7:38 p.m. The next regular board meeting is scheduled for November 2, 2023, and will be held in the third-floor board room at Burbank Water and Power Ron E. Davis Administration Building.

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Armando Casillas  
Recording Secretary

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Dawn Roth Lindell  
Secretary to the Board

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Christopher Malotte, BWP Board Chair





# STAFF REPORT

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## WATER AND POWER

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**DATE:** November 2, 2023

**TO:** Burbank Water and Power Board

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

**SUBJECT:** September 2023 Operating Results

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

### SAFETY

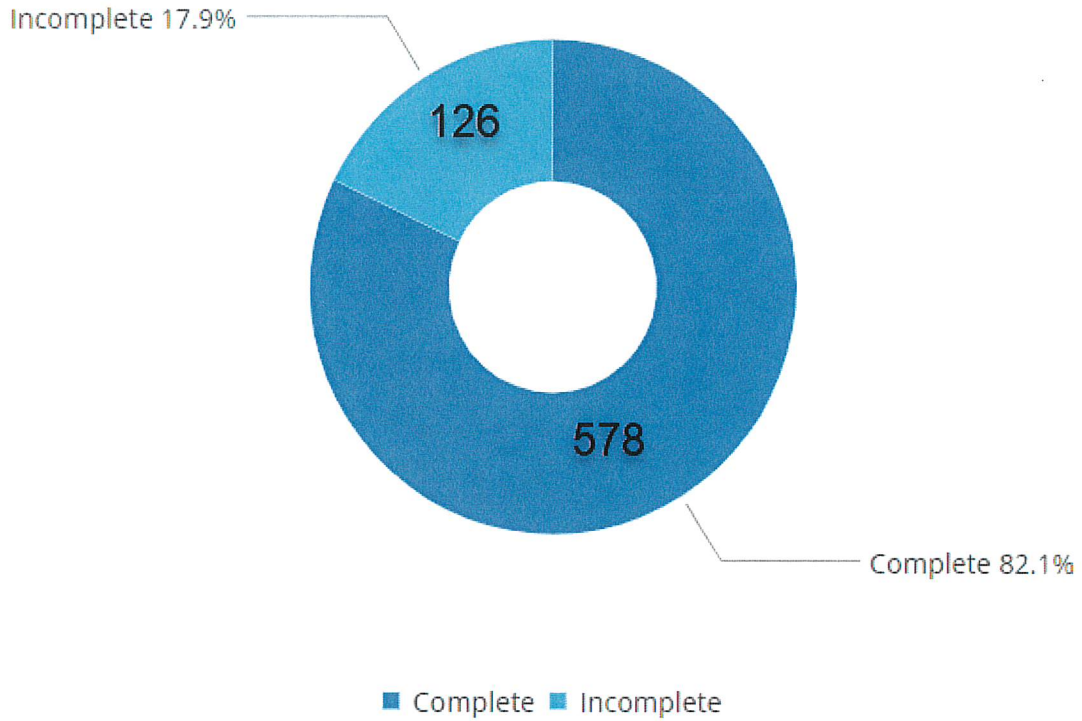
As a progressive and proactive utility, Burbank Water and Power (BWP) tracks all environmental, health, and safety (EHS) related events, such as observations, near misses, and incidents. Staff tracks action items for these events from start to closure to prevent the recurrence of injury or damage to the city or public property. BWP continues to exceed its goal of closing 80% of action items. BWP has closed **82.1%** 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 **169 EHS-related reports** to count towards the 2023 annual goal of 250.

During the month of **September**, BWP experienced **one** OSHA-recordable injury. BWP's 12-month rolling average OSHA total recordable incident rate is **4.1**. **This injury occurred in July 2023 as a first aid but transitioned to recordable during September 2023.**

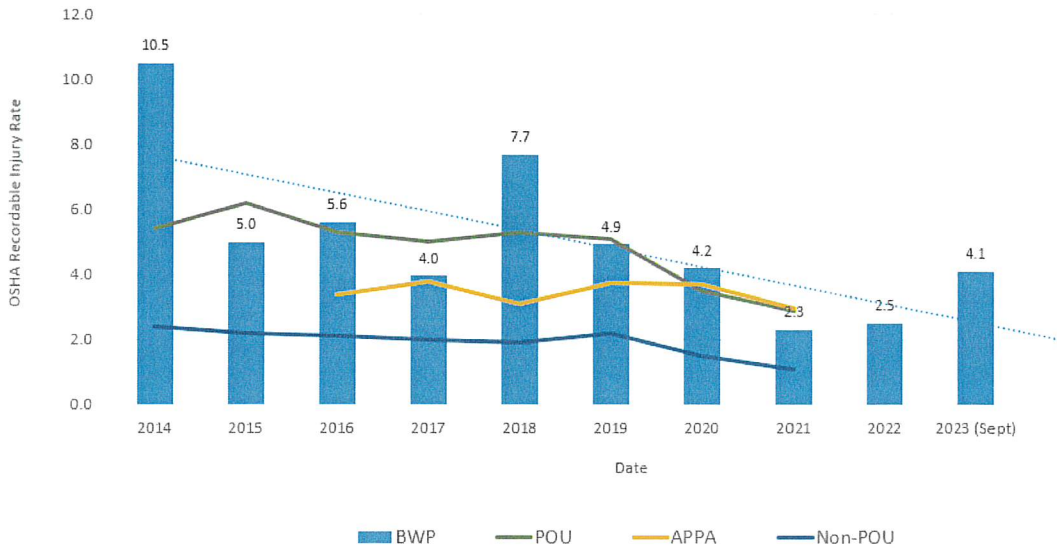
**IE-2307-0003 – An employee hit their knee and twisted their ankle, stepping down from a curb to the parking lot.**

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



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

TOTAL RECORDABLE INJURY RATE (TRIR)



OSHA Recordable Injury Rate = No. of recordable cases per 100 full time employees. Current year expressed as 12 month rolling average  
 POU - Publicly Owned Utilities - Bureau of Labor Statistics  
 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 August, energy demand was 7% lower than budget. Net income was **\$5,090,000**, which was **\$3,768,000** more than budgeted. The favorable variance was primarily attributed to lower than planned power supply and transmission expenses and lower than planned operating expenses.

Fiscal-year-to-date (FYTD) energy demand was 6% lower than budget. For FYTD August, net income was **\$7,866,000**, which was **\$8,169,000** more than budgeted. The favorable result was primarily attributed to lower than planned power supply and transmission expenses, lower than planned operating expenses, a favorable wholesale margin, and higher than planned interest income.

For additional details, please see the attached financial statements.

### Water Financial Results

In August, potable water demand was 10% lower than budget. Burbank remains in Stage III of the Sustainable Water Use Ordinance, which limits outdoor watering to two days a week on Tuesday and Saturday from April to October. Net income was **\$942,000**, which was **\$667,000** more than budgeted. The favorable variance was primarily attributed to lower than planned operating expenses and lower than planned water supply expenses.

FYTD potable water demand was 8% lower than budget. For FYTD August, net income was **\$1,803,000** which was **\$1,766,000** more than budgeted. The favorable variance was primarily attributed to lower than planned operating expenses and lower than planned water supply expenses.

For additional details, please see the attached financial statements.

### 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 207.5%
  - 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%

**Vacancies**

The table below shows the number of vacant positions throughout the utility. As of **September 2023**, **11.0%** of the budgeted positions were vacant. This has decreased 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 address the vacancies. Some vacancies have remained open because we are limited to specific apprentice class sizes. This is expected 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	<b>356</b>
Total Positions Filled	<b>317</b>
Total Positions Vacant	<b>39</b>



## WATER DIVISION

### Burbank's Water Use

The table below shows water use in Burbank during **September 2023** compared to **September 2020**, measured in gallons per capita per day (gpcd). Similar to the past two years, the baseline year of 2020 is used for consistency. Although the governor's request to voluntarily reduce water consumption has been rescinded, we will still continue to track our water use. Beginning this fiscal year (FY 2023-24), we will track the cumulative water reduction on an annual basis and compare it with FY 2020-21. The table below shows that water use has been reduced in every month during the last 12-month period when compared to 2020 water use.

	<b>Average Monthly Use</b>
<b>September 2020</b>	<b>159 gpcd</b>
<b>September 2023</b>	<b>126 gpcd</b>

	Oct 2022	Nov 2022	Dec 2022	Jan 2023	Feb 2023	Mar 2023	Apr 2023	May 2023	Jun 2023	Jul 2023	Aug 2023	<u>Sep 2023</u>
<b><u>2020</u></b>	153	136	132	125	126	104	112	141	149	157	162	<b><u>159</u></b>
<b><u>Goal</u></b>	130	116	112	106	107	88	95	119	127	134	138	<b><u>135</u></b>
<b><u>Actual</u></b>	126	112	96	89	102	84	101	114	115	134	134	<b><u>126</u></b>
<b><u>% Diff.</u></b>	-17.6%	-17.6%	-27.3%	-28.8%	-19.1%	-19.2%	-9.8%	-19.2%	-22.8%	-14.7%	-17.4%	<b><u>-20.5%</u></b>

Water use, in terms of gpcd, during **September 2023** was **20.5%** less than the **September 2020** baseline. For the fiscal year 2023-24, the goal is to reduce cumulative annual water use by 20% using water sustainability programs and education to focus on the efficient use of our water resources.

### Burbank Operating Unit (BOU) Water Production

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

Month	BOU	BOU	Total System
	Capacity Factor	Ave. Flow Rate	Blend %
			MWD/BOU
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%
23-Apr	68.18%	6,136 gpm	17%/83%
23-May	73.12%	6,581gpm	13%/87%
23-Jun	80.69%	7,262gpm	13%/87%
23-Jul	80.13%	7,212 gpm	25%/75%
23-Aug	76.75%	6,908 gpm	27%/73%
23-Sep	85.32%	7,679 gpm	16%/84%
<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 indicators through **September**.

The department has 19 non-supervisory positions, with a goal of 15 journey-level workers and no more than 4 apprentices. However, we continue to lose 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, the department currently has 15 apprentices.

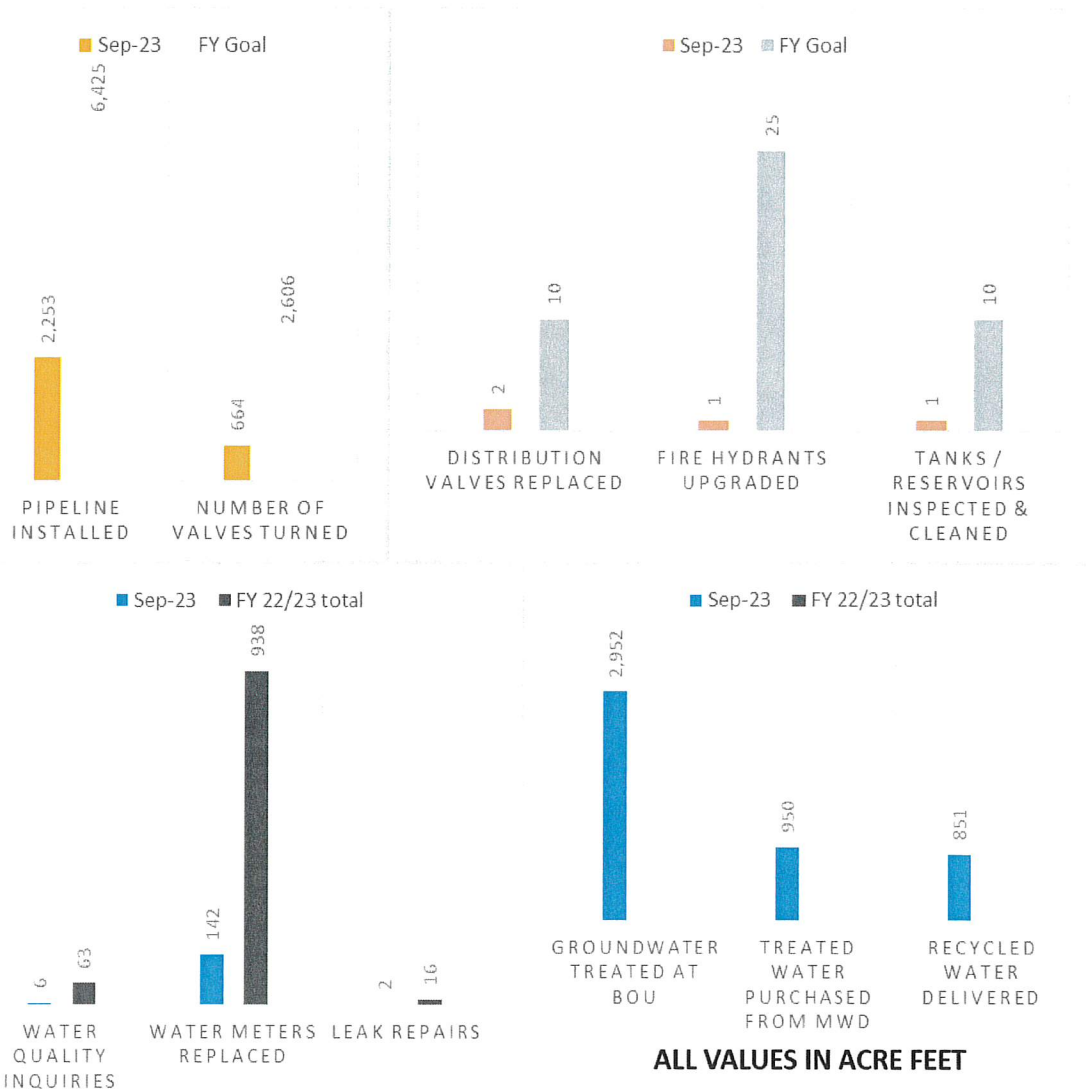
This reduction in skilled workforce:

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 to balance tasks and priorities.

**As of September 2023 – pipeline installation is 35% complete, and we are 25% through the fiscal year.**

Chlorine gas deliveries have improved, but the main issue is the availability of truck drivers. To provide a backup to our chlorine gas supplies, staff installed a sodium hypochlorite tank and related equipment so that we now have two forms of chlorine to use (sodium hypochlorite is liquid chlorine – essentially bleach). This spreads the shortage risk across two forms of chlorine instead of relying on just one. Although the availability has slightly improved, the price of the chemical remains volatile.

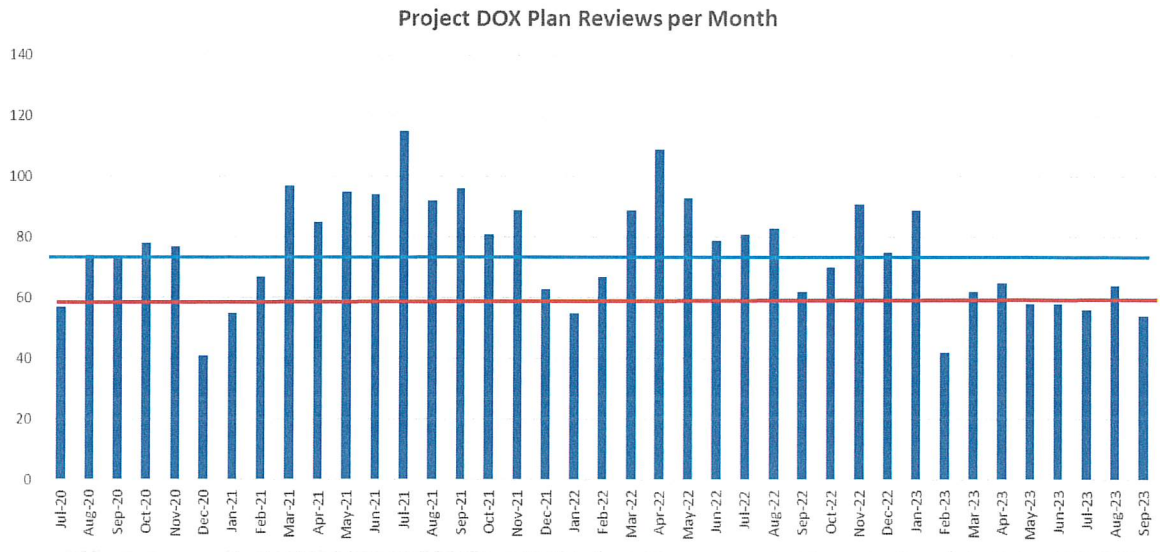
In July 2023, the cost of chlorine increased by 12.95% from \$2,038 to \$2,300 per ton. We closely monitor chlorine gas supplies and track them daily.



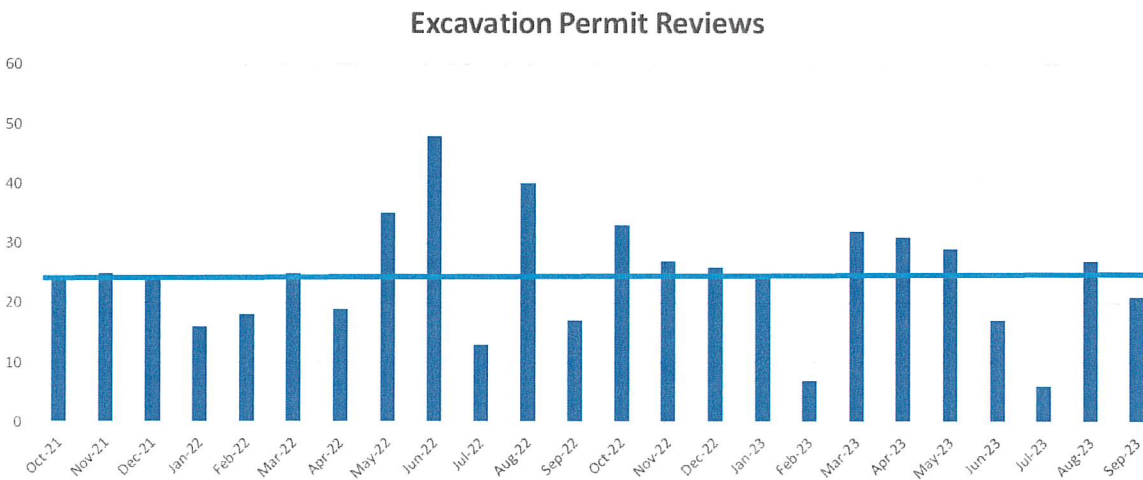
### Plan Reviews

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 in **September 2023** was **54** less than the prior month of **664**, and the number of excavation permit reviews decreased from **27** in August 2023 to **21** in September 2023.



\*Blue line is the average \*Red line is the productivity of an experienced water service planner



Excavation permits cover construction work in the city right-of-way for projects done by utilities such as gas, electric, fiber optic, water, storm drains and sewers.

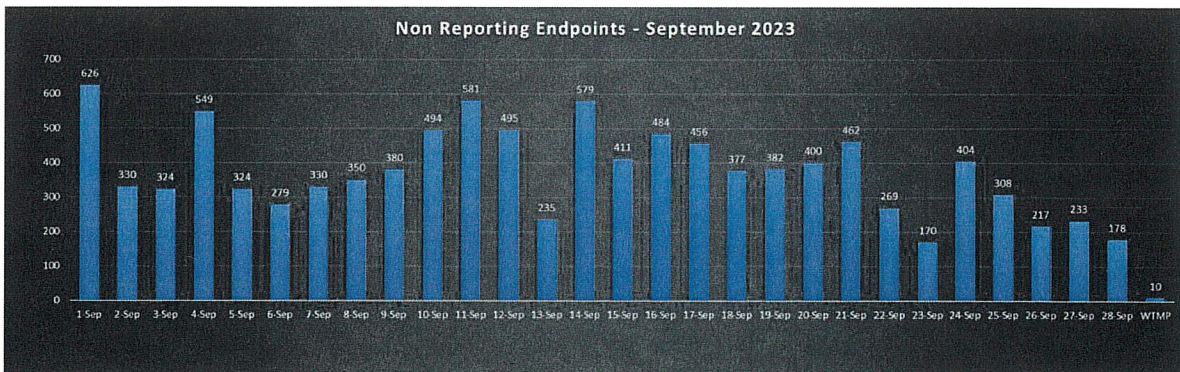


## Leak Alert Notifications

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 **September 2023**, WaterSmart sent out **391** notifications to customers, including **319** email leak alerts, **70** print leak alerts, **2** text message leak alerts, and **0** voice alert.

Unfortunately, a high number of water meter communication modules are not working reliably, and replacement units are no longer manufactured. As of **September 30, 2023**, BWP was unable to receive remote reads for **10,637** water meters out of **26,942** (39% 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, the interim AMR system does not automatically send data back to BWP. Instead, the meters are read once each month and customers with broken communication modules are not able to receive leak alerts.

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 that they are vulnerable to unnoticed leaks causing water damage and bills that could reach thousands of dollars as well as unnecessary and significant water waste.

The remaining schedule for the AMI project is provided below:

- August 2023 – Project kick-off meeting held on August 24, 2023
- January 2024 – Network Installation, Software Integration, Field Testing
- January 2024 to April 2025 – Full Deployment
- April– 2025 – Project Completion

## Burbank's Path to Sustainable Water Use

We continue to amplify the water conservation message through all marketing communication channels to encourage water savings and compliance with the required ordinances. The combination of communication and rebate offerings has resulted in 17.5% water savings through FY 2023/24.

### Project Updates

Removal of sub-standard single check valves on existing fire services is part of our capital program. The current backflow prevention standards require the installation of above-ground double-check valves. This fire service is located at 2139 Empire Ave and was installed in 1992. BWP's ongoing project will continue until all our substandard check valves in vault installations are removed. BWP works in collaboration with property owners in conjunction with aid in construction (AIC) projects. The cost to abandon the vault is paid by BWP and the installation of new above-ground double-check valves are paid by the project owners.

These essential workers are in the public eye at all times and are the front lines of our public relations and messaging program.







## ELECTRIC DISTRIBUTION

### ELECTRIC RELIABILITY

In **September 2023**, Burbank Water and Power (BWP) experienced **four** sustained feeder outages. In the past 12 months, automatic reclosing has reduced customer outage time by approximately **703,555** customer minutes.

<b>Reliability Measurement</b>	<b>October 2021 – September 2022</b>	<b>October 2022 – September 2023</b>
Average Outages Per Customer Per Year (SAIFI)	<b>0.3001</b>	<b>0.3667</b>
Average Outage Time Experienced Per Year (SAIDI)	<b>12.67 minutes</b>	<b>19.78 minutes</b>
Average Restoration Time (CAIDI)	<b>42.22 minutes</b>	<b>53.94 minutes</b>
Average Service Availability	<b>99.998%</b>	<b>99.996%</b>
Average Momentary Outages Per Customer Per Year (MAIFI)	<b>0.2716</b>	<b>0.1680</b>
No. of Sustained Feeder Outages	<b>13</b>	<b>21</b>
No. of Sustained Outages by Mylar Balloons	<b>2</b>	<b>2</b>
No. of Sustained Outages by Animals	<b>0</b>	<b>1</b>
No. of Sustained Outages by Palm Fronds	<b>2</b>	<b>2</b>

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 expose 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:



<b>Equipment</b>	<b>Typical Lead Time</b>	<b>Current Lead Time</b>
Transformers	12-16 weeks	150+ weeks
Meters	4-6 weeks	38+ weeks
Cable	12-16 weeks	60+ weeks
Poles	6-8 weeks	30+ weeks

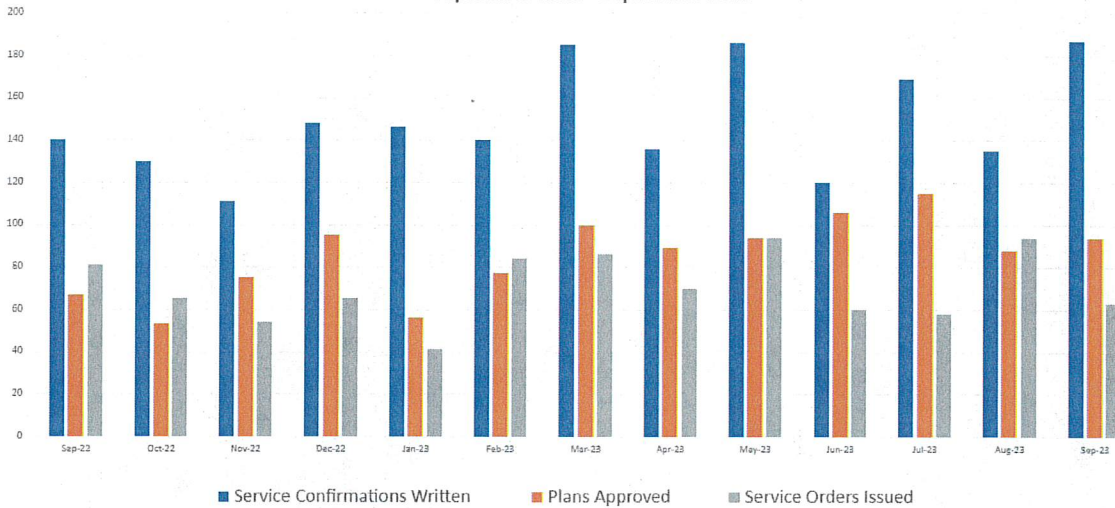
## **PROJECT UPDATES**

### **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 unprecedented development requests, including large site developments, major housing developments, and accessory dwelling units. In the last decade, BWP has energized about 400 new residential units. Based on the current proposed development, BWP is on the path to energizing more than 2,000 new residential units in the next three to four years. This is a tenfold increase in the amount of development. If this level of work is to continue, the electrical engineering section will need to staff accordingly to be able to keep up with the maintenance work that is currently being placed on hold to accommodate the development work and resulting capital projects.

Residential and Commercial Service Planning Activity Summary  
September 2022 - September 2023



## 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 as the HPS luminaires burn out. LED replacements consume approximately 60% less energy. To date, 91.78% of the total street light luminaires have been converted to LEDs, translating to an annualized energy savings of 5,383 MWh or a 58.08% reduction in energy consumption. LED conversions have also reduced the evening load by 1,247 kW, shortening the “neck of the duck curve” and reducing the energy generation BWP needs.

The number of street light luminaires converted to LED and their corresponding energy savings have not significantly changed in recent months due to the prior completion of all roadways non-LED conversion to LED throughout the city. The remainder of LED light conversions are associated with decorative posts, which are currently going through the planning and procurement phases. **A portion of the remaining non-LED lights require specialized luminaires for an LED equivalent with a higher associated cost. Prior to the end of the fiscal year, staff will present to the board various options that take into account the cost-benefit analysis of replacing these lights that may alter the overall LED replacement strategy.**

### 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 for inspection and the electrical and street lighting work. The table below summarizes the activity that has taken place to date:

	<b>Confirmations in Progress</b>	<b>Written Confirmations</b>	<b>Plan Signoffs</b>	<b>WTA Work Orders Issued</b>	<b>WTA Sites Energized</b>
<b>Total</b>	0	262	21	24	55

### **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 **October 9, 2023**, we have **1,567** customers who have an active payment arrangement, resulting in a reduction of arrears by **\$3,173,578**. **1,518** arrangements are for residential customers totaling **\$22,856,788** and **49** arrangements are for commercial customers totaling **\$316,799**. These arrangement amounts are comparable to the volume and amount of payment arrangements seen last month. BWP will continue to encourage payment arrangements to assist our customers in managing their outstanding arrears.

As of **October 1, 2023**, the 61-plus day arrears total **\$421,383**, which is a **71%** reduction in residential past due balances beyond 60 days, compared to April 11, 2023, when it was \$1,446,665. On April 11, 2023, there were 2,933 residential customers with past-due balances beyond 60 days. As of **October 1, 2023**, there are **211** residential customers with at least 60 plus days of arrears. Of these **211** residential customers, **13** receive the Lifeline rate for low-income seniors over the age of 62 and disabled customers, and **22** customers receive the Burbank Utility Service Subsidy (BUSS).

Staff continues to call these customers to establish payment arrangements. Staff personally calls each Lifeline and BUSS customer before they are scheduled for disconnection, in addition to leaving a hang tag at the door of the customer advising them to contact us to avoid disconnection. By taking these additional steps, customers have either made payments or established payment arrangements, which have avoided disconnection. As of **October 11, 2023**, no Lifeline or BUSS customers have been

disconnected for non-payment. However, one Life Support customer was disconnected in error on July 5, 2023, and one Lifeline customer was disconnected in error on October 5, 2023. Staff reconnected the services for both accounts immediately upon recognizing the human error, called the customer and waived disconnection fees.

Since BWP resumed disconnecting residential customers with past due balances beyond 60 days, as of October 9, 2023, staff has disconnected services to 1,774 customers and has collected \$642,283 in funds.

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 October 9, 2023, 247 small commercial customers have been disconnected for non-payment, resulting in a reduction in arrears of \$268,791. As of October 9, 2023, 22 small commercial customers established payment arrangements totaling \$115,780. The 22 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 October 9, 2023, that number has fallen to 63. This indicates that small commercial customers are continuing to make payments or enrolling in payment arrangements to avoid disconnections.

### **Outstanding Debt**

As of September 9, 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 Service	2,130,329	240,850	307,270	2,678,448	77%
Water Service	138,717	28,750	62,961	230,428	7%
Fiber Optic Service	127,394	22,118	31,400	180,912	5%
Sewer Service	106,301	37,627	55,802	199,730	6%
Solid Waste Service	89,690	41,184	61,247	192,121	6%
General Service	628	250	425	1,303	0%
Miscellaneous Service	0	0	18	18	0%
<b>Grand Total</b>	<b>2,593,059</b>	<b>370,779</b>	<b>519,123</b>	<b>3,482,960</b>	<b>100%</b>

As of March 20, 2023, the total arrears were \$6,158,890 for all commodities. As of **October 9, 2023**, this number has dropped to **\$3,482,960**. For all past due balances beyond 61 days, this number fell from \$1,375,677 in June to **\$889,902 as of October 9, 2023**, a **35%** reduction. Total pre-COVID arrears as of January 30, 2020, for all commodities was \$1,046,244.60, which included 61 plus day arrears of \$280,176.60.

### BWP Call Center Call Types & Volume

Customer Contact Types	% of Calls
BALANCE	16%
START/STOP/CLEAN & SHOW	13%
PAYMENT ARRANGEMENTS	7%
CUSTOMER & ACCOUNT MANAGEMENT	5%
FINANCIAL ASSITANCE PROGRAMS	5%

Month	Call Volume
Sep - 22	4,436
Oct - 22	3,983
Nov - 22	3,010
Dec - 22	3,037
Jan - 23	3,277
Feb - 23	3,507
Mar - 23	4,252
Apr - 23	4,069
May - 23	3,850
Jun - 23	3,699
Jul - 23	3,794
<b>Aug - 23</b>	<b>5,128</b>
<b>Sep - 23</b>	<b>4,319</b>
<b>% Inc/Dec</b>	<b>-16%</b>

Call volume decreased by 16% in September compared to the previous month. This decrease is typical since there is a decline in customers requesting start and stop services in September as fewer residents move after the beginning of the school year. The number of calls in September 2023 is consistent with the number of calls handled in September 2022. September call volumes were consistent with last September's call volumes.

Customers continue to call regarding their urgent and termination notices, requesting to establish a payment arrangement. In September 2023, 7% of calls were customers requesting a payment arrangement and 5% of calls were inquiring about financial assistance. These numbers were nearly identical from August, except 6% of calls were related to requesting financial assistance. This is a result of customers receiving their disconnection notices and attempting to establish a financial plan. By comparison, in February 2023, prior to BWP restarting the disconnection process for residential customers, less than 1% of customers called to make payment arrangements.

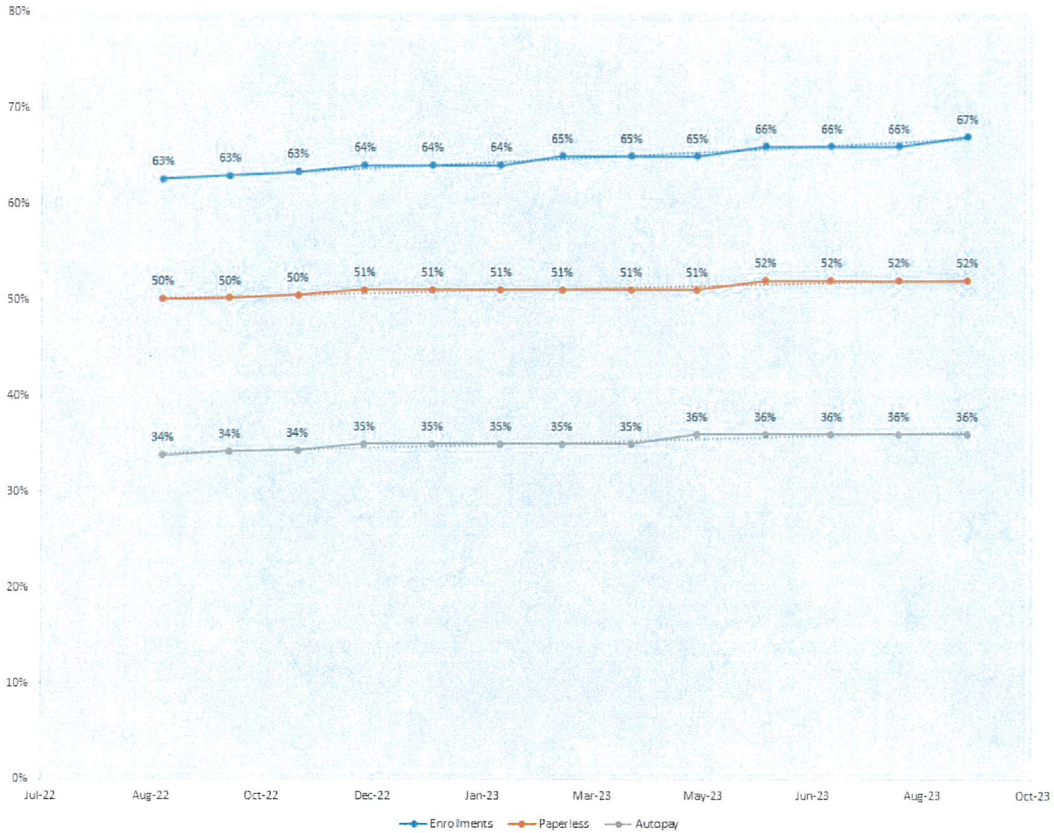
### **Online Account Manager**

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 67% of all active accounts; increases in enrollments have been on the rise since the COVID-19 pandemic. Of the 33% of customers who are not currently enrolled in OAM, 86% of those customers are residential. Of all registered OAM accounts, about 78% 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 before June 30, 2023, and we have met this goal. We have set a new goal of 70% before July 1, 2024. 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 61 new autopay users and a total of 169 customers went paperless. BWP continues to utilize social media via a targeted marketing campaign to increase enrollment.

Below is the chart outlining activity for the OAM:

OAM Adoption (Residential and Commercial)



	Active	% of Total Active Accounts
Enrollment	35,048	67%
Paperless	27,444	52%
Autopay	19,122	36%

**SUSTAINABILITY, MARKETING, AND STRATEGY**

**Community Outreach and Communications**

In the month of September, we published an article in myBurbank news explaining the ECAC charge in detail. This was in response to several comments through social media and from casual customer contact, where BWP customers voiced their concern with the higher August electric bill and seeing the ECAC line for the first time. We pointed out that high electric bills are the direct result of air conditioning use during the hot months of



summer and not because there is a new line item on the BWP utility bill. The article has received well over 1,000 views and since its publication, we have not seen new comments about the ECAC charge.

### **Social Media and Web Engagement**

We are utilizing our social media reach to respond to comments posted across various social channels in Burbank, including Nextdoor, which has become very popular for residents to post and share their perspectives on topics such as water quality, and utility rates.

In the month of September, we promoted "Go Green Burbank by the Sustainable Commission", the ECAC article, what is Chloramine educational article, drip irrigation ideas, a webinar by Green Gardens group and commercial EV chargers.

Although it's too early to conclude that these efforts have produced the desired results (we're collecting data), it appears that we are reaching the community, and as result we see a distinct drop in negative comments or support for these comments by other residents.

Please see links below to the most recent educational articles on myBurbank.

**OP/ED: A BWP Customer Asks: Is the Chloramine in our Water Making My Skin Dry?**

<https://myburbank.com/op-ed-a-bwp-customer-asks-is-the-chloramine-in-our-water-making-my-skin-dry/>

**OP/ED: A BWP customer asks: Is the ECAC (Energy Cost Adjustment Charge) doubling my electric bill? A BWP expert explains**

<https://myburbank.com/op-ed-a-bwp-customer-asks-is-the-ecac-energy-cost-adjustment-charge-doubling-my-electric-bill-a-bwp-expert-explains/>

As always, we support the distribution of these articles with social media posts, and assets on BWP's website.

The graphic below shows our most popular posts. Behind-the-scenes work seems to be a popular topic; it shows how BWP works to maintain reliability and quality throughout the system. We also see continued interest in EV-charging resources, as more residents transition to EVs, especially those living in multi-family units.

## September Overview

# Highest Impressions



Lastly, in the month of September, BWP attended the Family Pride event at McCambridge Park, where we met with Burbank residents and provided information on various conservation programs, financial help, and rebates.

### Key Account Activity

The Key Account Manager (KAM) completed eight in-person meetings and 49 maintenance calls in the month of September. Some of the customers included: The Warner Brothers utilities team to discuss solar partnerships, the property managers with Worthe overseeing the Ranch Lot development, The SVP of construction for Krismar, Business Arts Plaza, Cyxtera, Empire Center, Ikea, Netflix, Midnight Oil, MSG (The Dome), Fotokem, AT&T, Community Chevrolet, ONNI, Reep, and Deluxe.

There was one rebate received and processed from Iron Mountain for interior and exterior LEDs - \$9,534.00 These improvements will save 95,345 kWh and 117.4 kW annually.

Promotion of the Business Bucks program resulted in 10 facility audits, and 11 customer installs (including LEDs, smart thermostats, and HVAC maintenance), resulting in an annual energy reduction of 16,150.5 kWh and 7.3 kW.

Through continued relationship building, the KAM secured overdue payments in excess of \$83,000 total from Caltrans and Ralphs. We will continue to foster these relationships to strengthen BWP's role within the business community and provide customers with a single point of contact for help.



## BWP'S Energy Efficiency and Water Savings

BWP continues to manage 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.

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, 41 households participated in HIP, resulting in annual savings of 20.5 kW in demand, 35,704 kWh of energy, and 262,413 gallons of water.**



A happy customer and participant of the Home Improvement Program.

*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 received requests for 25 trees this month and delivered 0 trees. Tree deliveries are scheduled for October.**

*BWP's AC Replace it Before it Breaks Program* is now active; however, the program will end on October 2, 2023. The vendor BWP uses to administer the program is reducing their regional operations and can no longer provide services to BWP. Participating contractors must complete all work by October 2, 2023. In addition, customer permits must be closed by November 15, 2023. All participating

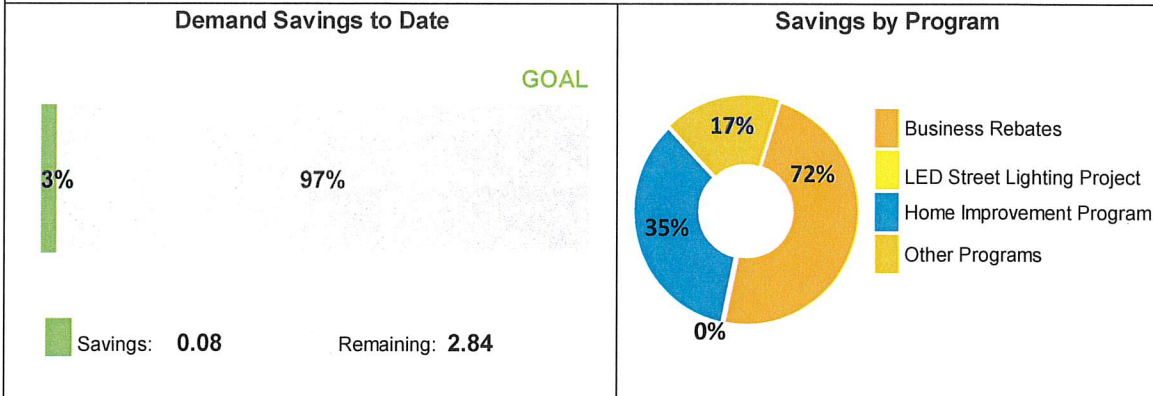
**contractors have been informed of these deadlines and are responsible for informing their customers about these dates.**

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. This month **20** rebates were issued, and a total of **97** were issued throughout the fiscal year. Of those, there were **5** turf replacement rebates this month (saving **229,058** gallons per year) and **17** turf replacement rebates issued since the beginning of the fiscal year (saving **828,444** gallons per year).

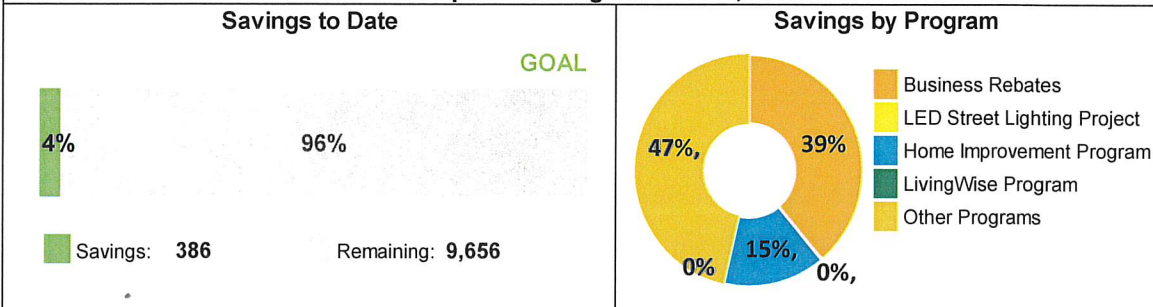
In addition, BWP administers the Hydration Station Program for commercial customers with funding from MWD. The program offers rebates for water bottle filling stations to provide the community with access to safe and reliable tap water while also helping reduce plastic bottle waste. The program had **0** hydration stations installed this month.

## Energy Efficiency Savings FYTD 2023-2024 Period ending on 8/31/2023

1% Demand Goal = 2.93 MW

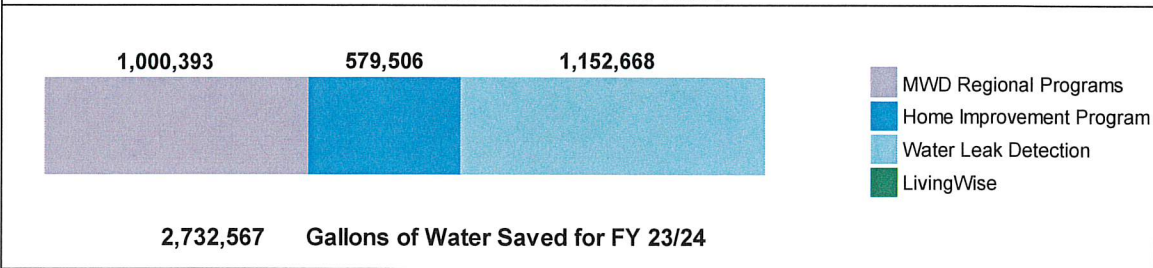


1% Consumption Savings Goal = 10,042 MWh



## Water Efficiency Program Savings

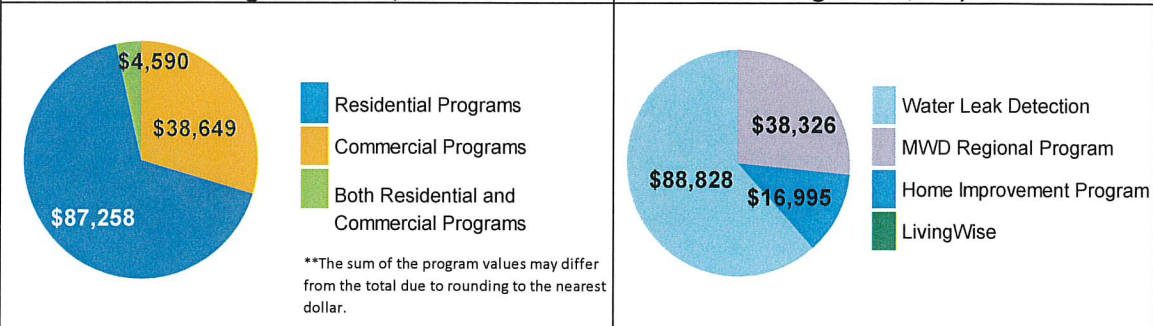
Gallons of Potable Water



## Efficiency Direct Program Costs\* FYTD 2023-2024

\*\*Electric Programs: \$130,497

Water Programs: \$144,149



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

### **Electric Vehicle (EV) Charging Program**

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

The city now has 93 public EV charging ports, including two DC fast chargers and 40 curbside ports. **As of June 1, the public charging rate is \$0.2091 per kWh for off-peak hours and \$0.3591 for on-peak hours for level 2 charging. The public charging rate is \$0.3391 per kWh for off-peak hours and \$0.5891 for on-peak hours for DC fast chargers.**

### **New Public EV Charging Station Construction**

Construction for 8 additional level 2 charging ports at the Buena Vista Library began on 8/14/2023 and is expected to be completed by 10/14/2023.

Permits are approved for 4 additional level 2 ports at McCambridge Park.

**Construction is scheduled for one new DCFC in the BWP customer parking lot starting 10/11/2023 and is expected to be completed by mid-December.**

### **Charging Station Maintenance**

The DCFC at the Lakeside Shopping Center is currently non-operational. The station is now obsolete and will no longer be able to accept payment, BWP staff is working to procure a replacement DCFC.

### **Commercial Charging Station Rebate Program**

**Zero commercial charging station rebates were issued in September 2023, and zero have been distributed this fiscal year to date. An application for 40 new charging ports in a multi-family building finished inspection by BWP staff in September and the rebate will be issued in October.**

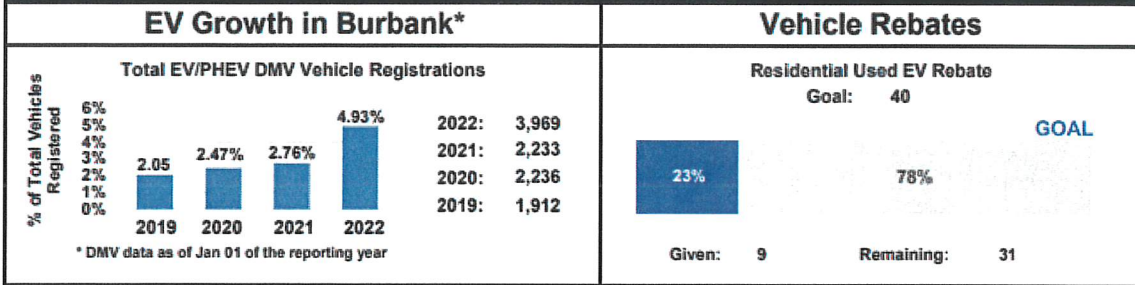
### **Residential Charging Station Rebate Programs**

**Three residential EV charging station rebates were distributed in September 2023 and a total of ten have been distributed this fiscal year to date.**

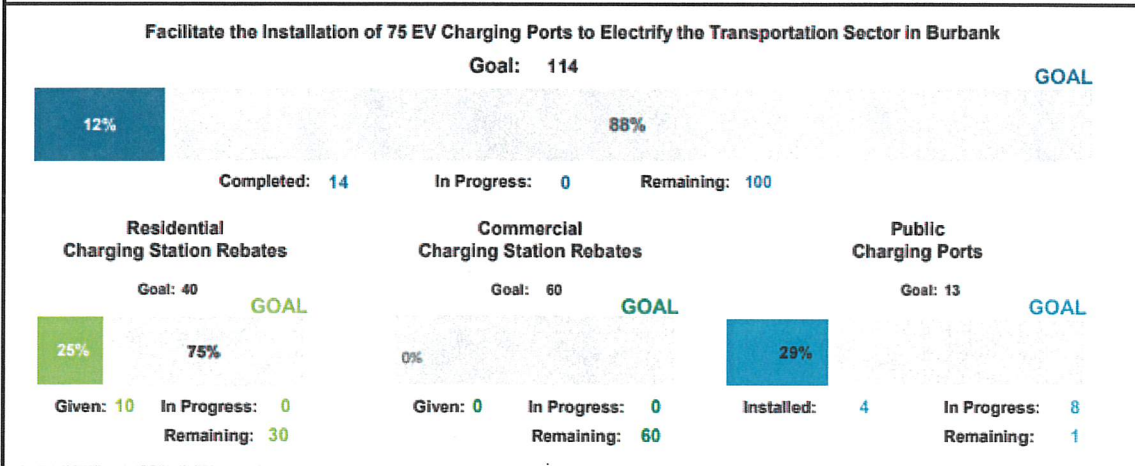
**Five used EV rebates were issued in September 2023, and a total of nine have been distributed this fiscal year to date.**



## Transportation Electrification 2023-2024 Period ending on 9/30/2023



### Transportation Electrification Initiatives for FY 2023-2024



### Public Charging Port Statistics

	Public Charging Ports		Total Sessions	Total Energy (kWh)	Total Revenue	Total GHG *Reduced (kg)	Charging Sessions at <sup>1</sup> Peak	<sup>2</sup> Charging Occupancy
	Total Ports	Total Available						
September:	93	92	6,712	83,631	\$17,513	48,174	25%	24%
Average:	93	92	6,252	79,572	\$16,262	45,836	27%	23%
FY Total:	93	93	18,756	238,717	\$48,787	137,509	27%	23%

\* 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.

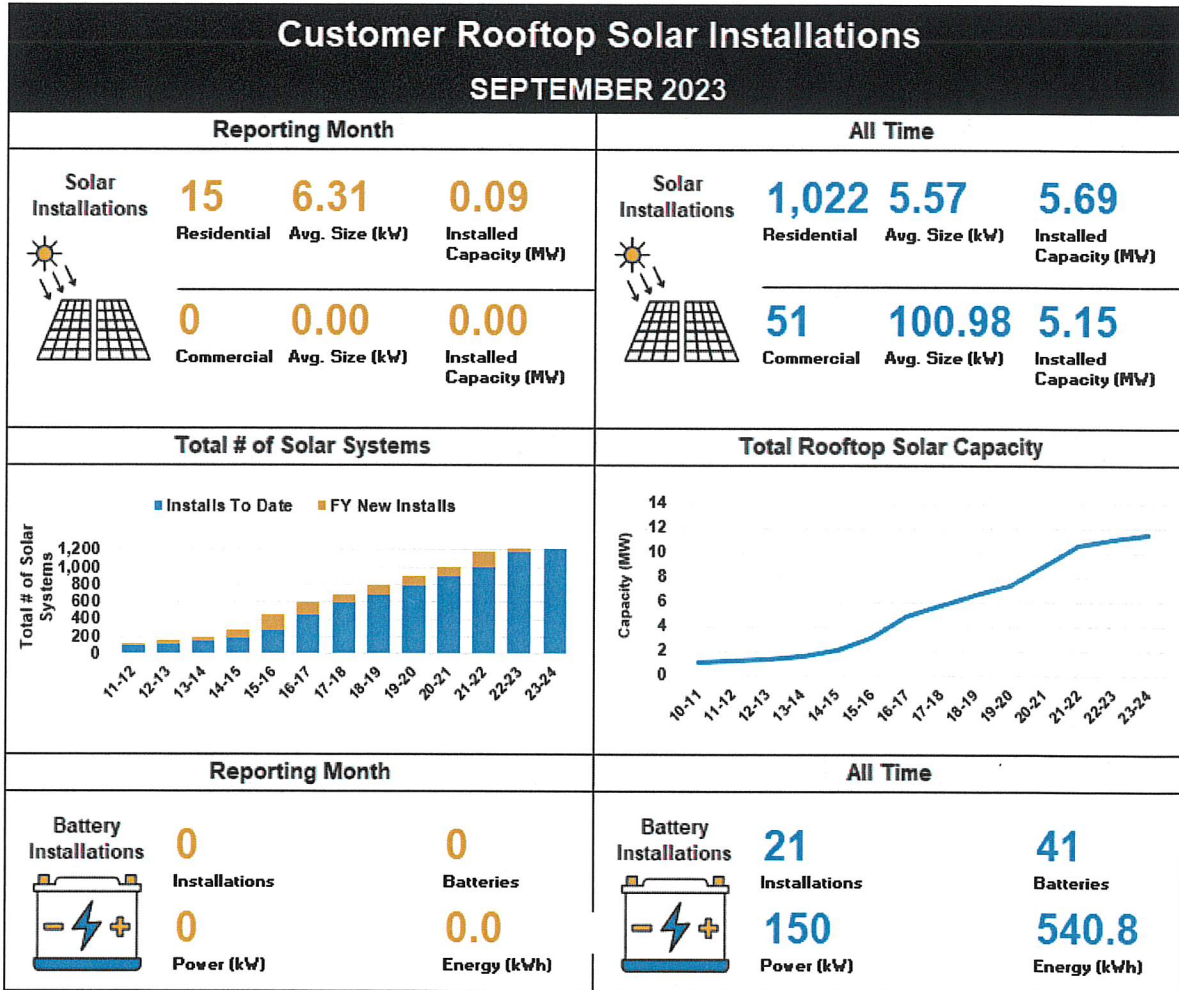


<sup>1</sup>Peak is defined as 4 – 7 PM, as is reflected in the Public EV Charging Station rate

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

## Rooftop Solar and Battery Installations

Customer-owned rooftop solar system installations continue to grow. 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

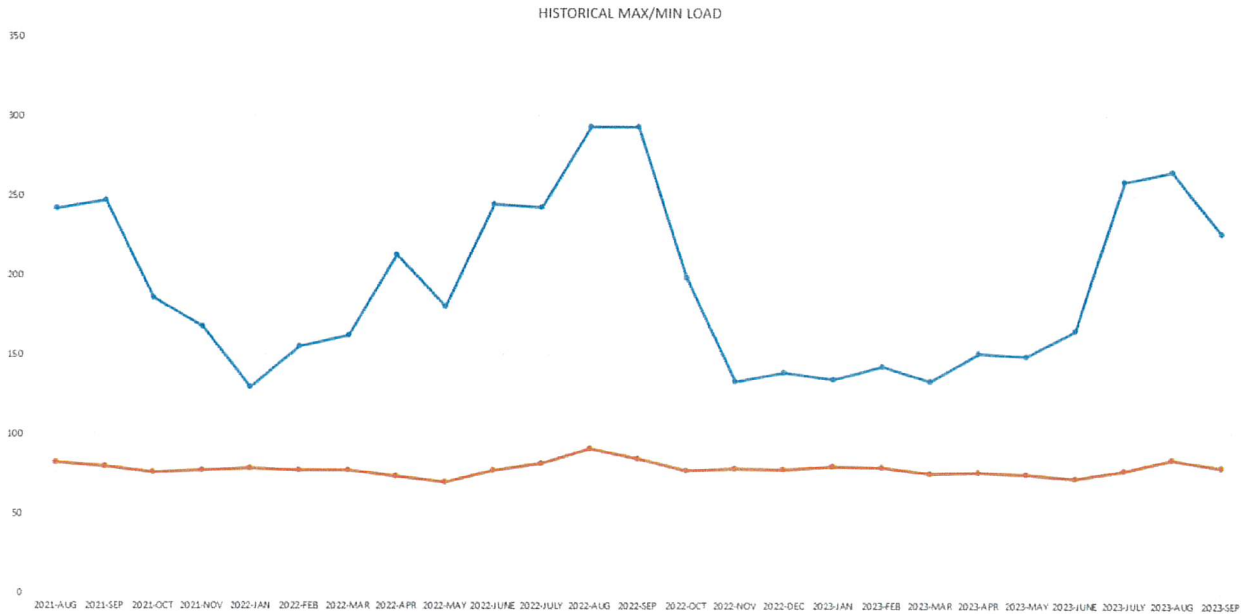
### Broadband Services (ONEBurbank)

	September 2023 New Orders	Revenues for September 2023	FYTD 2023-24 Revenues	FYTD Budget
Lit	4	\$156,414	\$476,705	\$528,000
Dark	0	\$175,616	\$537,171	\$572,000
<b>Total</b>	<b>4</b>	<b>\$332,030</b>	<b>\$1,013,876</b>	<b>\$1,100,000</b>

## POWER SUPPLY

### BWP SYSTEM OPERATIONS:

The maximum load for **September 2023** was **226.0 MW** at **3:44 PM** on **September 10, 2023**, and the minimum load was **79.1 MW** at **4:18 AM** on **September 22, 2023**.



YEAR	MAX LOAD	MAX DATE
2023	<b>265.2 MW</b>	<b>28-Aug-23 15:35</b>
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 since 2020.

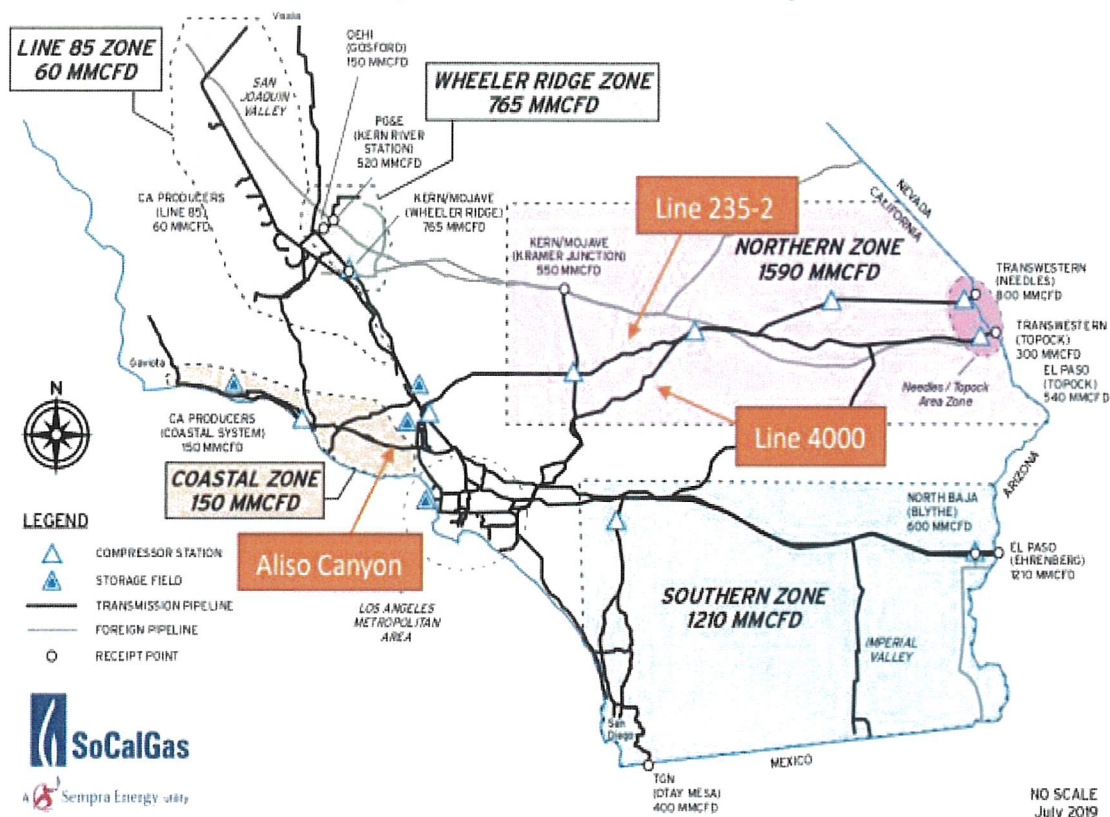
**The table (below) shows that natural gas prices in 2023 are about 2.35 times higher than in 2020.** The price of natural gas jumped due to extreme winter (2021) weather followed by the Russia-Ukraine conflict and peaked in late 2022. In 2023, natural gas prices have decreased; however, they remain higher than 2020 prices. BWP continues to hedge (procure natural gas at fixed prices for future delivery) to minimize the risk and exposure to extreme pricing; however, even though short-term spot natural gas prices have declined, prices for future delivery remain higher than normal. These higher prices increase BWP's cost of generation, impact market prices for power, and have negative impacts on the budget.

On August 31, 2023, California Public Utilities Commission (CPUC) unanimously voted to increase the maximum storage level allowed at the Aliso Canyon natural gas storage facility from 41.16 billion cubic feet (Bcf) to 68.6 Bcf on an interim basis to help secure energy reliability and protect against high natural gas and electric prices. This is an increase of about 67% and equates to about 80% of the maximum capacity of the storage facility. This decision was made prior to Southern California Gas Company's peaking winter period, in an effort to avoid the extreme prices observed from mid-December 2022 through mid-January 2023, where prices averaged approximately \$30/MMBtu and exceeded \$50/MMBtu. Having additional natural gas in Aliso Canyon to supplement pipeline supplies is expected to reduce the chances of this reoccurring.

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 products and services that it provides.



Image 1: Receipt Points & Transmission Zone Firm Capacities



Since 2020, gas prices have increased significantly to 2.5 times the value in 2020. This is a slight decrease over the last month however, with summer demand, the prices started to go the other direction.

Calendar Year	\$/MMBtu
2017	\$3.41
2018	\$5.14
2019	\$4.08
2020	\$3.01
2021	\$6.99
2022	\$9.27
<b>2023</b>	<b>\$7.06</b>
<b>Increase since 2020</b>	<b>2.35X</b>

**ELECTRICITY GENERATION:**

**BWP Generating Facilities**

<b>Unit</b>	<b>Availability</b>	<b>Operating Hrs</b>	<b>MWH (Net)</b>	<b>Net Heat Rate (Btu/kWh)</b>	<b>Number of Starts</b>
<b>Olive 1</b>	0%	0	0	0	0
<b>Olive 2</b>	0%	0	0	0	0
<b>Lake 1</b>	100%	0	0	-	0
<b>MPP</b>	92%	660	118,552	7,824	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 September.

**Magnolia Power Project (MPP)**

	<b>September</b>	<b>FYTD</b>	<b>YTD</b>
<b>Availability</b>	92%	97%	96%
<b>Unit Capacity Factor (240 MW)</b>	69%	75%	70%

There was one scheduled outage at MPP during the month of September 2023. MPP was shut down on September 22, 2023, to perform an offline water wash and borescope inspection of the combustion turbine. Balance of plant maintenance activities were also performed during this outage. MPP restarted on September 25, 2023.

**Tieton Hydropower Project (Tieton)**

Generation began on April 10, 2023; Tieton generated 6,914 MWh in September. The Rimrock reservoir is currently below 20% full.

**ENVIRONMENTAL**

**Air Quality**

The semi-annual Lake unit relative accuracy test audit was performed on October 2, 2023, and official results are pending. The Magnolia Power Plant triennial source

**test is scheduled to be performed on October 23, 2023, and the annual Landfill Flare source test is scheduled to be performed on October 25, 2023.** Air quality testing is required by the South Coast Air Quality Management District (SCAQMD) to ensure the facility is operating in accordance with its permit.

### **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 August 20, 2023, the first sample was collected for the current reporting year of July 1, 2023, to June 30, 2024. 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 are also collected from the offsite influent that commingles with BWP's stormwater discharge. Previous 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 have been prepared. The BWP Board approved a recommendation to City Council to adopt a resolution to approve the proposed project CEQA Mitigated Negative Declaration, the Mitigation, Monitoring and Reporting Program, and authorizing the BWP General Manager to execute the Notice of Determination during the June 1, 2023, meeting. City Council approved this recommendation on June 13, 2023. 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 are being prepared, and it is anticipated that a request for proposals (RFP) will be issued for the construction activities in August 2023. 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 from 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 is currently working on additional renewable contracts to maintain RPS compliance for future years.

Prices for long-term renewables have increased approximately 30-100% due to supply chain issues as well as 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 a new long-term contract for renewables. Staff continues negotiating contracts for 2 sources of renewables. One is a small hydro project located in Northern California that would add approximately 2% RPS annually for a term of 15 years. This project is for BWP alone. If negotiations are successful and result in contract execution, deliveries could start in 2024.

BWP (via a Southern California Public Power Authority joint procurement) continues negotiating a 38 MW share of a solar project in Utah. There are some potential challenges with the joint procurement timeline that could impact the success of the project and/or delay the start date, but we are working with the parties to resolve those. Staff has completed negotiations of the term sheet (major terms and conditions to be incorporated into Power Purchase Agreement (PPA) and continues negotiating the PPA. As a result of reaching an agreement on the term sheet, the exclusivity agreement was extended 180 days to negotiate the PPA. There have been new developments in the project financing market that may lead to a price increase and other challenge. If negotiations are successful and result in contract execution, this project would add approximately 10% RPS annually for BWP. BWP has begun negotiations on a 2024 supply of Portfolio Content Category 1 (PCC1) (in state delivered as produced without substitution of energy)



renewables in the amount of up to 35,000 MWh which is about 3.5% RPS for 2024 compliance.

We continue to look for additional short-term as well as other long-term projects to meet future RPS obligations; however, supplies for delivery in the balance of 2023, 2024, and 2025 are low and the renewable premiums have jumped considerably in the last few weeks. For 2023 delivery, the premium continues to increase and has reached an all-time high (in the mid-\$70 range per PCC1 renewable energy credit). To be clear, this is just the premium for the renewable attributes and does not include the cost of the associated energy.

### **Integrated Resource Plan (IRP) Update**

BWP continues to work with its vendor on the IRP as well as the stakeholder team. Eight IRP STAG (Stakeholder Technical Advisory Group) meetings and three public stakeholder meetings have taken place since the IRP kick-off in December. These meetings provided background on BWP's resources, operations, and resource planning to set the foundation for future IRP-related discussions. 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. A draft report is expected to be provided to the board in the next in November and City Council in December 2023.

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. As of March 2023, LADWP has suspended this OATT process and any potential rate increases will be postponed further. LADWP has not provided any updates on the status of this effort since that time. Staff attended the June LADWP transmission stakeholder meetings and plans to attend all future 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.

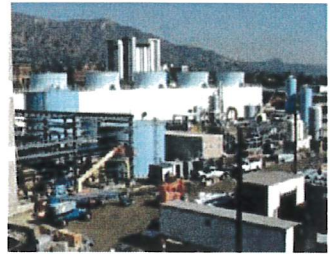
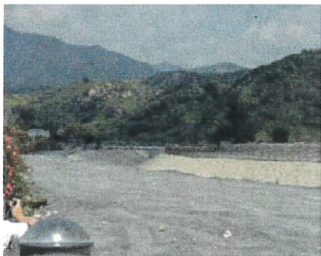
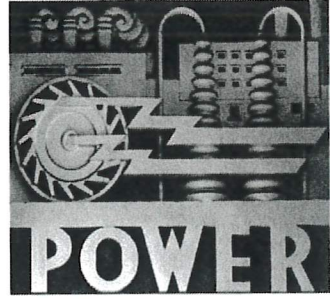
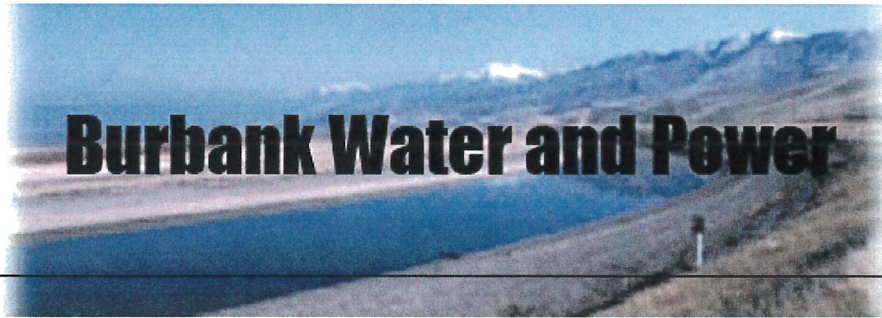
Regarding the coal supply concerns, IPP participants agreed to limit the output of the IPP units, to maintain a minimum megawatt supply sufficient to preserve the integrity of the Southern Transmission System direct current lines and meet the participants' minimal needs during the less critical times of the year. For the foreseeable future, we will continue to see limitations with the IPP coal supply. As of July 1, 2023, both IPP generators have been running at minimum load and have allowed participants to operate their share of the resource within their specific coal allocation. Two-unit operation will continue through October 2023.

### **Power Production**

#### **Lake One Power Plant Emissions Retrofit Project**

**Construction of the Lake One Power Plant emissions retrofit project began on Wednesday, October 4, 2023. The construction outage is expected to last for approximately six weeks. Once complete, the new emissions system will be commissioned and tested. 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 new 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**  
**August-23**

**Burbank Water and Power  
Electric Fund (496)  
Statement of Changes in Net Assets <sup>(1) (2)</sup>  
MTD and FYTD August 2023  
(\$ in 000's except MWh Sales)**

MTD Actual FY 23-24		MTD Budget FY 23-24		\$		%		YTD Actual FY 23-24		YTD Budget FY 23-24		\$		%	
				Variance		Variance						Variance		Variance	
	107,012		115,316	(8,304)		(7%)	<sup>(a)</sup>	NEL MWh	212,480		227,012	(14,552)		(6%)	<sup>(A)</sup>
								<b>Retail</b>							
\$	19,358	\$	18,994	\$ 364		2%		Retail Sales	\$ 36,025	\$	35,769	\$ 256		1%	
	11		571	(560)		(98%)		Other Revenues <sup>(3)</sup>	799		1,142	(344)		(30%)	<sup>(B)</sup>
	9,920		12,340	2,420		20%	<sup>(b)</sup>	Retail Power Supply & Transmission	20,400		24,227	3,827		16%	<sup>(C)</sup>
	9,450		7,225	2,225		31%		<b>Retail Margin</b>	16,425		12,684	3,740		29%	
								<b>Wholesale</b>							
	2,980		10,037	(7,057)		(70%)		Wholesale Sales	7,475		15,438	(7,964)		(52%)	
	2,586		9,836	7,250		74%		Wholesale Power Supply	6,359		15,130	8,771		58%	
	394		201	193		96%		<b>Wholesale Margin</b>	1,116		309	807		261%	
	9,844		7,426	2,418		33%		<b>Gross Margin</b>	17,540		12,993	4,547		35%	
								<b>Operating Expenses</b>							
	786		942	155		17%	<sup>(c)</sup>	Distribution	1,550		1,904	354		19%	<sup>(D)</sup>
	157		137	(21)		(15%)		Administration/Safety	267		276	9		3%	
	564		522	(42)		(8%)		Finance, Fleet, & Warehouse	972		1,057	85		8%	
	535		584	49		8%		Transfer to General Fund for Cost Allocation	1,070		1,168	98		8%	
	348		503	155		31%	<sup>(d)</sup>	Customer Service	497		1,022	525		51%	<sup>(E)</sup>
	97		247	150		61%	<sup>(e)</sup>	Marketing & Sustainability	176		494	317		64%	<sup>(F)</sup>
	150		583	433		74%	<sup>(f)</sup>	Public Benefits	219		1,166	947		81%	<sup>(G)</sup>
	208		179	(29)		(16%)		Security/Oper Technology	533		364	(169)		(46%)	<sup>(H)</sup>
	98		164	66		40%	<sup>(g)</sup>	Telecom	208		363	155		43%	<sup>(I)</sup>
	133		285	152		53%	<sup>(h)</sup>	Construction & Maintenance	228		571	344		60%	<sup>(J)</sup>
	1,572		1,780	208		12%		Depreciation	3,161		3,559	398		11%	
	4,650		5,926	1,276		22%		Total Operating Expenses	8,880		11,944	3,065		26%	
\$	5,194	\$	1,500	\$ 3,694		246%		<b>Operating Income/(Loss)</b>	\$ 8,661	\$	1,049	\$ 7,612		726%	



**Burbank Water and Power  
Electric Fund (496)  
Statement of Changes in Net Assets <sup>(1) (2)</sup>  
MTD and FYTD August 2023**

(\$ in 000's)								
MTD Actual FY 23-24	MTD Budget FY 23-24	\$ Variance	% Variance		YTD Actual FY 23-24	YTD Budget FY 23-24	\$ Variance	% Variance
\$ 5,194	\$ 1,500	\$ 3,694	246%	<b>Operating Income/(Loss)</b>	\$ 8,661	\$ 1,049	\$ 7,612	726%
				<b>Other Income/(Expenses)</b>				
634	387	247	64% <sup>(1)</sup>	Interest Income	1,368	775	593	77% <sup>(K)</sup>
(13)	210	(223)	(106%) <sup>(1)</sup>	Other Income/(Expense) <sup>(4)</sup>	(714)	(577)	(136)	(24%) <sup>(L)</sup>
(725)	(775)	50	6%	Bond Interest/ (Expense)	(1,449)	(1,549)	100	6%
(104)	(177)	74	42%	Total Other Income/(Expense)	(795)	(1,352)	557	41%
5,090	1,323	3,768	285%	<b>Net Income</b>	7,866	(303)	8,169	2695%
626	1,415	(789)	(56%) <sup>(K)</sup>	Capital Contributions (AIC)	675	2,830	(2,155)	(76%) <sup>(M)</sup>
<u>\$ 5,716</u>	<u>\$ 2,738</u>	<u>\$ 2,978</u>	<u>109%</u>	<b>Net Change in Net Assets</b>	<u>\$ 8,541</u>	<u>\$ 2,527</u>	<u>\$ 6,014</u>	<u>238%</u>

1. This report may not foot due to rounding.

2. ( ) = Unfavorable.

3. Other Revenues include transmission, telecom and internet revenues as well as other items such as revenues and expenses related to Low Carbon Fuel Standard credits, 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, as well as BABS subsidy.

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

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
(a)	Electric Usage in MWh	107,012	115,316	(8,304)	- NEL is 7% lower than budget primarily due to conservation. The average high temperature in August was 90°F, compared to the 15-year average high temperature of 89°F. The average low temperature was 63°F; this is in line with the 15-year average low temperature of 63°F.
(b)	Retail Power Supply & Transmission	9,920	12,340	2,420	- The favorable variance is attributable to various components within Retail Power Supply & Transmission. Please refer to page 5 for additional details.
(c)	Distribution	786	942	155	The favorable variance is primarily attributable to vacancies.
(d)	Customer Service	348	503	155	The favorable variance is primarily attributable to vacancies and to the timing of professional services.
(e)	Marketing & Sustainability	97	247	150	The favorable variance is primarily attributable to vacancies and to the timing of rebates and professional services.
(f)	Public Benefits	150	583	433	- The favorable variance is primarily attributable to the timing of program spending.
(g)	Telecom	98	164	66	- The favorable variance is primarily attributable to one vacancy and to the timing of private contractual services.
(h)	Construction & Maintenance	133	285	152	- The favorable variance is primarily attributable to vacancies and to the timing of custodial services, building grounds maintenance and repair, and private contractual services.
(i)	Interest Income	634	387	247	- The favorable variance is attributable to interest earned on the funds from the 2023 Electric Revenue Bonds, based on higher than planned balances related to the timing of bond drawdowns as well as an increasing interest rate environment resulting in higher investment returns.
(j)	Other Income/(Expense)	(13)	210	(223)	- Other Income/(Expense) includes a one-time payment to CalPERS (for pension) and miscellaneous revenue from the sale of scrap materials, inventory, and assets, as well as BABS subsidy. Miscellaneous revenue from the sale of scrap materials, inventory, and assets tend to fluctuate.
(k)	Capital Contributions (AIC)	626	1,415	(789)	- 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 August 2023  
(\$ in 000's)**

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
(A)	Electric Usage in MWh	212,460	227,012	(14,552)	- NEL is 6% lower than budget primarily due to conservation. The FYTD average high temperature was 91°F, compared to the 15-year average high temperature of 88°F. The FYTD average low temperature was 63°F, compared to the 15-year average low temperature of 63°F.
(B)	Other Revenues	799	1,142	(344)	- Other revenues include transmission, telecom and internet revenues as well as other items such as damaged property recovery, connection fees, late fees, and tampering fees which tend to fluctuate.
(C)	Retail Power Supply & Transmission	20,400	24,227	3,827	- The favorable variance is attributable to various components within Retail Power Supply & Transmission. Please refer to page 6 for additional details.
(D)	Distribution	1,550	1,904	354	- The favorable variance is primarily attributable to vacancies.
(E)	Customer Service	497	1,022	525	- The favorable variance is primarily attributable to vacancies and to the timing of professional services and software and hardware.
(F)	Marketing & Sustainability	176	494	317	- The favorable variance is primarily attributable to vacancies and to the timing of rebates and professional services.
(G)	Public Benefits	219	1,166	947	- The favorable variance is primarily attributable to the timing of program spending.
(H)	Security/Oper Technology	533	364	(169)	- The unfavorable variance is primarily attributable to lower than planned capital work and work for others, and to the timing of software & hardware support and memberships & dues.
(I)	Telecom	208	363	155	- The favorable variance is primarily attributable to one vacancy and to the timing of private contractual services and professional services.
(J)	Construction & Maintenance	228	571	344	- The favorable variance is primarily attributable to vacancies and to the timing of custodial services, building grounds maintenance and repair, and private contractual services.
(K)	Interest Income	1,368	775	593	The favorable variance is attributable to interest earned on the funds from the 2023 Electric Revenue Bonds, based on higher than planned balances related to the timing of bond drawdowns as well as an increasing interest rate environment resulting in higher investment returns.
(L)	Other Income/(Expense)	(714)	(577)	(136)	- Other Income/(Expense) includes a one-time payment to CalPERS (for pension) and miscellaneous revenue from the sale of scrap materials, inventory, and assets, as well as BABS subsidy. Miscellaneous revenue from the sale of scrap materials, inventory, and assets tend to fluctuate.
(M)	Capital Contributions (AIC)	675	2,830	(2,155)	- The unfavorable variance is attributable to the timing of AIC projects.

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

	<b>Variance Month-to-Date</b>		
	<b>Favorable Items</b>	<b>Unfavorable Items</b>	<b>Budget to Actual Variance</b>
<b><u>MTD NET INCOME/(LOSS): \$5,090</u></b>	\$ 3,768	\$ -	\$ 3,768
<b><u>MTD GROSS MARGIN VARIANCE</u></b>			
Retail Sales	364	-	364
Power Supply and Transmission:			
- Lower retail load	84	-	84
- Lower than planned renewables cost and other	329	-	329
- Lower transmission	285	-	285
- Lower energy prices	1,334	-	1,334
- Lower O&M	388	-	388
Other Revenues	-	(560)	(560)
Wholesale Margin	193	-	193
<b>Total</b>	<b>2,977</b>	<b>(560)</b>	<b>2,418</b>
<b><u>MTD O&amp;M AND OTHER VARIANCES</u></b>			
Distribution	155	-	155
Administration/Safety	-	(21)	(21)
Finance, Fleet, & Warehouse	-	(42)	(42)
Customer Service	155	-	155
Marketing & Sustainability	150	-	150
Public Benefits	433	-	433
Security/Operations Technology	-	(29)	(29)
Telecom	66	-	66
Construction & Maintenance	152	-	152
Depreciation expense	208	-	208
All other	123	-	123
<b>Total</b>	<b>1,441</b>	<b>(91)</b>	<b>1,350</b>



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

	<b>Variance Fiscal Year-to-Date</b>		
	<b>Favorable Items</b>	<b>Unfavorable Items</b>	<b>Budget to Actual Variance</b>
<b><u>FYTD NET INCOME/(LOSS): \$7,866</u></b>	\$ 8,169	-	\$ 8,169
<b><u>FYTD GROSS MARGIN VARIANCE</u></b>			
Retail Sales	256	-	256
Power Supply and Transmission			
- Lower retail load	118		118
- Lower than planned renewables cost and other	479		479
- Lower transmission	420		420
- Lower energy prices	1,374		1,374
- Lower O&M	1,367		1,367
- Retail load management and economic dispatch	69		69
Other Revenues	-	(344)	(344)
Wholesale Margin	807	-	807
<b>Total</b>	<b>\$ 4,890</b>	<b>\$ (344)</b>	<b>\$ 4,547</b>
<b><u>FYTD O&amp;M AND OTHER VARIANCES</u></b>			
Distribution	354	-	354
Administration/Safety	9	-	9
Finance, Fleet, & Warehouse	85	-	85
Customer Service	525	-	525
Marketing & Sustainability	317	-	317
Public Benefits	947	-	947
Security/Oper Technology	-	(169)	(169)
Telecom	155	-	155
Construction & Maintenance	344	-	344
Depreciation expense	398	-	398
All other	655	-	655
<b>Total</b>	<b>\$ 3,790</b>	<b>\$ (169)</b>	<b>\$ 3,621</b>

**Electric Fund (496)**  
**Statement of Changes in Cash and Investment Balances <sup>(a)</sup>**  
**(\$ in 000's)**

	Aug-23	Jul-23	Jun-23	Mar-23	Dec-22	Sep-22	Jun-22	Jun-21	Recommended Reserves		Minimum Reserves
									Low	High	
<b>Cash and Investments</b>											
General Operating Reserve	\$ 66,161	\$ 42,915 <sup>(b)</sup>	\$ 52,200	\$ 49,829	\$ 60,950	\$ 57,740	\$ 60,212	\$ 73,159	\$ 82,003	\$ 123,004 <sup>(c)</sup>	\$ 53,814 <sup>(d)</sup>
Capital & Debt Reduction Fund	-	-	- <sup>(e)</sup>	10,000	10,000	10,000	10,000	10,000	-	-	-
BWP Projects Reserve Deposits at SCPPA	4,610	4,805	4,580	4,507	4,489	4,459	3,794	3,740	-	-	-
Sub-Total Cash and Investments	70,771	47,620	56,780	64,333	75,139	72,205	83,007	86,899	82,003	123,004	53,814
<b>Commitments</b>											
Customer Deposits	(12,450)	(10,873)	(10,979)	(10,487)	(10,432)	(9,906)	(9,939)	(4,245)	-	-	-
Public Benefits Obligation	(11,149)	(10,582)	(10,710)	(11,010)	(11,013)	(10,258)	(9,315)	(8,128)	-	-	-
Low Carbon Fuel Standard <sup>(f)</sup>	(3,251)	(3,298)	(3,286)	(3,652)	(3,184)	(3,451)	(3,454)	(2,999)	-	-	-
IPP Decommission	-	-	-	-	-	- <sup>(g)</sup>	(2,000)	(2,000)	-	-	-
Sub-Total Cash and Investments (less Commitments)	43,921	22,787	31,808	39,184	60,510	48,590	58,288	69,523	82,003	123,004	53,814
<b>Bond Proceeds</b>											
Bond Proceeds on Deposit with Trustee	102,982	108,528	120,107	126,658	-	-	-	-	-	-	-
<b>Total Cash and Investments and Bond Proceeds (less Commitments)</b>	<b>146,853</b>	<b>131,315</b>	<b>151,913</b>	<b>165,842</b>	<b>60,510</b>	<b>48,590</b>	<b>58,288</b>	<b>69,523</b>	<b>82,003</b>	<b>123,004</b>	<b>53,814</b>

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

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

<sup>(c)</sup> Reversal of IPP decommission reserve.

<sup>(d)</sup> New financial reserve policy was adopted by City Council on April 25, 2023.

<sup>(e)</sup> Includes a one-time paydown of the unfunded pension liability to CalPERS in the amount of \$1,031k.

<sup>(f)</sup> Includes an annual payment to CalPERS of \$5,770k to pay down the Electric unfunded liability.

**Burbank Water and Power  
Water Fund (497)  
Statement of Changes in Net Assets <sup>(1) (2)</sup>  
MTD and FYTD August 2023  
(\$ in 000's except Gallons)**

MTD Actual FY 23-24	MTD Budget FY 23-24	\$ Variance	% Variance		YTD Actual FY 23-24	YTD Budget FY 23-24	\$ Variance	% Variance
436	484	(48)	(10%)	Water put into the system in Millions of Gallons	873	947	(74)	(8%)
121	109	12	11%	Metered Recycled Water in Millions of Gallons	250	217	32	15%
				<b>Operating Revenues</b>				
\$ 3,061	\$ 3,432	\$ (370)	(11%) <sup>(a)</sup>	Potable Water	\$ 6,061	\$ 6,535	\$ (475)	(7%) <sup>(A)</sup>
563	565	(2)	(0%)	Recycled Water	1,219	1,123	95	8%
228	129	99	77% <sup>(b)</sup>	Other Revenue <sup>(3)</sup>	348	258	90	35% <sup>(B)</sup>
<u>3,852</u>	<u>4,125</u>	<u>(273)</u>	<u>(7%)</u>	<b>Total Operating Revenues</b>	<u>7,628</u>	<u>7,917</u>	<u>(289)</u>	<u>(4%)</u>
1,197	1,562	364	23% <sup>(c)</sup>	Water Supply Expense	2,361	3,104	743	24% <sup>(C)</sup>
<u>2,655</u>	<u>2,564</u>	<u>91</u>	<u>4%</u>	<b>Gross Margin</b>	<u>5,267</u>	<u>4,813</u>	<u>455</u>	<u>9%</u>
				<b>Operating Expenses</b>				
817	1,076	259	24% <sup>(d)</sup>	Operations & Maintenance - Potable	1,571	2,153	582	27% <sup>(D)</sup>
145	155	10	7%	Operations & Maintenance - Recycled	240	311	70	23% <sup>(E)</sup>
236	382	146	38% <sup>(e)</sup>	Operations & Maintenance - Shared Services	392	764	372	49% <sup>(F)</sup>
146	137	(9)	(7%)	Transfer to General Fund for Cost Allocation	293	275	(18)	(7%)
<u>366</u>	<u>381</u>	<u>15</u>	<u>4%</u>	Depreciation	<u>734</u>	<u>762</u>	<u>28</u>	<u>4%</u>
1,711	2,132	421	20%	<b>Total Operating Expenses</b>	<u>3,229</u>	<u>4,264</u>	<u>1,035</u>	<u>24%</u>
<u>944</u>	<u>432</u>	<u>512</u>	<u>119%</u>	<b>Operating Income/(Loss)</b>	<u>2,038</u>	<u>548</u>	<u>1,490</u>	<u>272%</u>
				<b>Other Income/(Expenses)</b>				
140	39	101	263% <sup>(f)</sup>	Interest Income	245	77	168	218% <sup>(G)</sup>
68	42	26	63%	Other Income/(Expense) <sup>(4)</sup>	(60)	(115)	54	47% <sup>(H)</sup>
(210)	(237)	27	11%	Bond Interest/(Expense)	(420)	(474)	54	11%
<u>(1)</u>	<u>(156)</u>	<u>155</u>	<u>99%</u>	<b>Total Other Income/(Expenses)</b>	<u>(235)</u>	<u>(512)</u>	<u>277</u>	<u>54%</u>
<u>942</u>	<u>275</u>	<u>667</u>	<u>242%</u>	<b>Net Income/(Loss)</b>	<u>1,803</u>	<u>36</u>	<u>1,766</u>	<u>4853%</u>
1	53	(52)	(98%)	Capital Contributions (AIC)	6	106	(99)	(94%) <sup>(I)</sup>
<u>\$ 943</u>	<u>\$ 328</u>	<u>\$ 615</u>	<u>188%</u>	<b>Net Change in Net Assets</b>	<u>\$ 1,809</u>	<u>\$ 142</u>	<u>\$ 1,667</u>	<u>1174%</u>

1. This report may not foot due to rounding.

2. ( ) = Unfavorable

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

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

**Burbank Water and Power  
Water Fund (497)  
Statement of Changes in Net Assets - Footnotes  
MTD August 2023  
(\$ in 000's except Gallons)**

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
(a)	Potable Water Revenue	3,061	3,432	(370)	- Water use during August 2023 was 10% below budget due primarily to conservation and higher than average rainfall as a result of Tropical Storm Hilary. Burbank remains in Stage III of the Sustainable Water Use Ordinance. Stage III limits outdoor watering to two days a week on Tuesday and Saturday from April to October. In August, Burbank received 3.57 inches of rainfall compared to the monthly normal of 0.01 inches.
(b)	Other Revenue	228	129	99	- Other revenues include items such as fire protection services, damaged property recovery, connection fees, late fees, and tampering fees, which tend to fluctuate.
(c)	Water Supply Expense	1,197	1,562	364	- The favorable variance is a result of lower demand and using less imported MWD water than planned.
(d)	Operations & Maintenance - Potable	817	1,076	259	- The favorable variance is primarily attributable to vacancies and the timing of professional services.
(e)	Operations & Maintenance - Shared Services	236	382	146	- The favorable variance is attributable to lower than planned shared expenses (Customer Service, Finance and Administration) from the Electric Fund.
(f)	Interest Income	140	39	101	- The favorable variance is attributable to interest earned on the funds from the 2021 Water Revenue Bonds, based on higher than planned balances related to the timing of bond drawdowns as well as an increasing interest rate environment resulting in higher investment returns.



**Burbank Water and Power  
Water Fund (497)  
Statement of Changes in Net Assets - Footnotes  
FYTD August 2023  
(\$ in 000's except Gallons)**

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
(A)	Potable Water Revenue	6,061	6,535	(475)	- The unfavorable variance is likely attributable to conservation and higher than average rainfall in August as a result of Tropical Storm Hilary. Burbank is currently in Stage III of the Sustainable Water Use Ordinance.
(B)	Other Revenue	348	258	90	- Other revenues include items such as damaged property recovery, connection fees, late fees, and tampering fees, which tend to fluctuate.
(C)	Water Supply Expense	2,361	3,104	743	- The favorable variance is a result of lower demand and using less imported MWD water than planned.
(D)	Operations & Maintenance - Potable	1,571	2,153	582	- The favorable variance is primarily attributable to vacancies and the timing of professional services.
(E)	Operations & Maintenance - Recycled	240	311	70	- The favorable variance is primarily attributable to vacancies and the timing of professional services.
(F)	Operations & Maintenance - Shared	392	764	372	- The favorable variance is attributable to lower than planned shared expenses (Customer Service, Finance and Administration) from the Electric Fund.
(G)	Interest Income	245	77	168	- The favorable variance is attributable to interest earned on the funds from the 2021 Water Revenue Bonds, based on higher than planned balances related to the timing of bond drawdowns as well as an increasing interest rate environment resulting in higher investment returns.
(H)	Other Income/(Expense)	(60)	(115)	54	- Other Income/(Expense) include miscellaneous revenue from the sale of scrap materials, inventory, and assets, which tend to fluctuate.
(I)	Capital Contributions (AIC)	6	106	(99)	- The unfavorable variance is attributable to the timing of AIC projects.

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

	<u>Variance Month-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>
<b><u>MTD NET INCOME (LOSS): \$942</u></b>	\$ 667	\$ -	\$ 667
 <b><u>MTD GROSS MARGIN VARIANCE</u></b>			
Potable Revenues	-	(370)	(370)
Recycled Revenues	-	(2)	(2)
Other Revenue	99	-	99
Water Supply Expense	364	-	364
<b>Total</b>	<u>463</u>	<u>\$ (372)</u>	<u>\$ 91</u>
 <b><u>FYTD O&amp;M AND OTHER VARIANCES</u></b>			
Potable O&M	259	-	259
Recycled Water O&M	10	-	10
Allocated O&M	146	-	146
Depreciation Expense	15	-	15
All Other	146	-	146
<b>Total</b>	<u>\$ 576</u>	<u>\$ -</u>	<u>\$ 576</u>

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

	<u>Variance Fiscal Year-to-Date</u>		
	<u>Favorable</u>	<u>Unfavorable</u>	<u>Budget to</u>
	<u>Items</u>	<u>Items</u>	<u>Actual</u>
			<u>Variance</u>
<b><u>FYTD NET INCOME: \$1,803</u></b>	\$ 1,766	\$ -	\$ 1,766
 <b><u>FYTD GROSS MARGIN VARIANCE</u></b>			
Potable Revenues	-	(475)	(475)
Recycled Revenues	95	-	95
Other Revenue	90	-	90
Water Supply Expense	743	-	743
<b>Total</b>	<u>\$ 929</u>	<u>\$ (475)</u>	<u>\$ 455</u>
 <b><u>FYTD O&amp;M AND OTHER VARIANCES</u></b>			
Potable O&M	582	-	582
Recycled Water O&M	70	-	70
Allocated O&M	372	-	372
Depreciation Expense	28	-	28
All Other	259	-	259
<b>Total</b>	<u>\$ 1,312</u>	<u>\$ -</u>	<u>\$ 1,312</u>

**Water Fund (407)**  
**Statement of Changes in Cash and Investment Balances <sup>(a)</sup>**  
**(\$ in 000's)**

	Aug-23	Jul-23	Jun-23	Mar-23	Dec-22	Sep-22	Jun-22	Jun-21	Recommended Reserves		Minimum Reserves
									Low	High	
<b>Cash and Investments</b>											
General Operating Reserves (c)	\$ 25,075	\$ 20,830 <sup>(b)</sup>	\$ 23,024	\$ 19,370	\$ 17,950	\$ 13,880	\$ 12,750	\$ 12,181	\$ 18,878	\$ 28,316 <sup>(b)</sup>	\$ 11,327 <sup>(b)</sup>
Capital Reserve Fund	-	-	- <sup>(c)</sup>	2,220	2,220	2,220	2,220	2,220	-	-	-
Sub-Total Cash and Investments	25,075	20,830	23,024	21,590	20,170	16,100	14,970	14,401	18,878	28,316	11,327
<b>Commitments</b>											
Customer Deposits	(695)	(492)	(511)	(388)	(389)	(397)	(1,052)	(1,125)	-	-	-
Sub-Total Cash and Investments (less Commitments)	24,380	20,338	23,413	21,192	19,780	15,712	13,927	13,276	18,878	28,316	11,327
<b>Bond Proceeds</b>											
Bond Proceeds on Deposit with Trustees	16,861	18,440	19,465	20,128	20,796	22,101	23,159				
<b>Total Cash and Investments and Bond Proceeds (less Commitments)</b>	<b>41,241</b>	<b>38,778</b>	<b>42,878</b>	<b>41,317</b>	<b>40,566</b>	<b>37,813</b>	<b>37,086</b>	<b>13,276</b>	<b>18,878</b>	<b>28,316</b>	<b>11,327</b>

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

<sup>(b)</sup> New financial reserve policy was adopted by City Council on April 25, 2023.

<sup>(c)</sup> Payment for the purchase of physical solution water is expected to be made in FY 23-24.

<sup>(d)</sup> Includes a one-time paydown of the unfunded pension liability to CalPERS in the amount of \$146k.

<sup>(e)</sup> Includes an annual payment to CalPERS of \$1,041k to pay down the Water unfunded liability.