

Weekly Management Report

April 29, 2022

1. **Memo** Landlord-Tenant Commission
Meeting on April 4, 2022
Community Development Department
2. **Memo** Downtown Burbank Partnership (PBID)
Meeting on April 7, 2022
Community Development Department
3. **Notice** Burbank-Glendale-Pasadena Airport Authority
Meeting on May 2, 2022
Burbank-Glendale-Pasadena Airport Authority
4. **Minutes** Water & Power Board Meeting
on April 7, 2022
Water & Power Department
5. **Report** March 2022 Monthly Operating Results
Water & Power Department
6. **Notice** Highlights of Hollywood-Burbank- Airport Authority
Meetings on April 04,18 and 27, 2022
Burbank-Glendale-Pasadena Airport Authority
7. **Minutes** Civil Service Board Meeting
on April 6, 2022
Management Services Department

MEMORANDUM



COMMUNITY DEVELOPMENT

DATE: April 13, 2022

TO: Justin Hess, City Manager

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

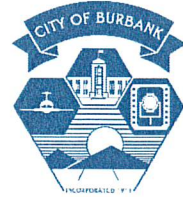
SUBJECT: Landlord-Tenant Commission Meeting – April 4, 2022

- Seven members of the public attended the Zoom meeting. Two member had questions for the Commission. The other five members were listening for educational purposes. The first member asked about outreach on Assembly Bill 2179 and expressed support on the passage Senate Bill 1177, which is the Affordable Housing regional trust The second member had an issue involving the landlord wanting to break the lease, if the tenant can find a new replacement.
- Staff provided the following announcement:
California passed Assembly Bill 2179 which is California's COVID-19 eviction moratorium. Legal protections against eviction based on nonpayment of rent due to COVID hardship has been extended through June 30, 2022, for qualifying residential tenants. This protection applies to tenants whose applications for rental assistance have been received by the March 31, 2022, deadline. The City's website is currently being updated with this information.
- The Commission discussed the revised version of the Tenant Information Form which included changes to the AB 1482 section. The Commission also had several changes to the personal and property information sections of the form. Staff will be providing a revised version of the agreed changes and will discuss further at the next meeting.
- The Commission provided intake form updates to six cases related to: relocation fees, evictions, utility rates, repairs, and unpermitted units.
- The meeting adjourned at 7:12 p.m.

MEMORANDUM



COMMUNITY DEVELOPMENT



DATE: April 26, 2022

TO: Justin Hess, City Manager

FROM: Patrick Prescott, Community Development Director 
VIA: Simone McFarland, Asst. Community Development Director 
Mary Hamzoian, Economic Development Manager
BY: Aida Ofsepan, Economic Development Analyst I

SUBJECT: Downtown Burbank Partnership (PBID) Meeting – April 7, 2022

- With recent amendments to the Brown Act, the Board must continually approve or deny a resolution to continue meeting virtually. Staff announced that in the City, regulations are changing and beginning May 3rd all public meetings can resume in person, including City Boards and Commissions. The Board agreed to try a hybrid meeting in May allowing some members to participate in person and others to join virtually. The posted agenda for May will reflect an in-person meeting address and a Zoom link.
- Staff provided an update to the Board on the proposed Pilot Valet Parking Program including results of a survey distributed to Downtown Burbank merchants and property owners. Staff also reported on an internal meeting with the City's Transportation Division to discuss Program viability and ideal parking lot locations. The Board agreed that using the City Hall lot for valet services would be an ideal option. Staff will bring back proposals for the Pilot Valet Program for the Board to review at the next meeting.
- Staff provided an update on cost negotiations with California Beer Festival (CBF) for a Winter Wine Walk event in November 2022. The Board approved the negotiated event fee cost of \$45,000, since the event brings in an average of 15,000 visitors from affluent demographics to the Downtown and is one of the most popular events based on merchant feedback. The Board hopes to find ways to make this event more financially sustainable for the PBID so that it can continue on an annual basis.



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April 28, 2022

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

NOTICE is hereby given that a regular meeting of the Burbank-Glendale-Pasadena Airport Authority will be held on Monday, May 2, 2022, at 9:00 a.m., in the Airport Skyroom of Hollywood Burbank Airport, 2627 N. Hollywood Way, Burbank, California 91505.

Pursuant to Government Code Section 54953(e), members of the Commission may participate in this meeting via teleconference. In the interest of maintaining appropriate social distancing, a physical location is not being provided for the public to attend or comment. Members of the public may observe the meeting telephonically and may offer comment in real time through the following number:

Dial In: (818) 862-3332

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

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

Airport Skyroom

Regular Meeting of Monday, May 2, 2022

9:00 A.M.

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



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

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



The following activities are prohibited:

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



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



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

AGENDA

Monday, May 2, 2022

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA
4. PUBLIC COMMENT
5. CONSENT CALENDAR
 - a. Committee Minutes
(For Note and File)
 - 1) Finance and Administration Committee
 - (i) April 4, 2022 **[See page 1]**
 - 2) Legal, Government and Environmental Affairs Committee
 - (i) April 4, 2022 **[See page 3]**
 - b. Commission Minutes
(For Approval)
 - 1) April 18, 2022 **[See page 5]**
 - c. Treasurer's Report
 - 1) February 2022 **[See page 9]**
6. ITEMS FOR COMMISSION APPROVAL
 - a. Amendment No. 1 to Professional Services Agreement
Trifiletti Consulting, Inc. **[See page 34]**
7. ITEMS FOR COMMISSION DISCUSSION
 - a. Presentation – Air Quality Improvement Program
Electric Vehicle Transition Plan
8. CLOSED SESSION
 - a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
(California Government Code Section 54956.9(d)(1))
Name of Case: City of Los Angeles v. FAA et al. (Case No. 21-71170)

COMMISSION NEWSLETTER

Monday, May 2, 2022

[Regarding agenda items]

5. CONSENT CALENDAR

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

- a. COMMITTEE MINUTES. Approved minutes of the Finance and Administration Committee meeting of April 4, 2022; and approved minutes of the Legal, Government and Environmental Affairs Committee meeting of April 4, 2022, are included in the agenda packet for information purposes.
- b. COMMISSION MINUTES. Draft minutes of the April 18, 2022, Commission meeting are attached for the Commission's review and approval.
- c. TREASURER'S REPORT. The Treasurer's Report for February 2022 is included in the agenda packet. At its meeting on April 18, 2022, the Finance and Administration Committee voted unanimously (3-0) to recommend that the Commission note and file this report.

6. ITEMS FOR COMMISSION APPROVAL

- a. AMENDMENT NO. 1 TO PROFESSIONAL SERVICES AGREEMENT – TRIFILETTI CONSULTING, INC. A staff report is included in the agenda packet. At its meeting on April 4, 2022, the Legal, Government and Environmental Affairs Committee voted unanimously (3-0) to recommend that the Commission approve Amendment No. 1 to the Professional Services Agreement with Trifiletti Consulting Inc., to provide for continued environmental, transportation, entitlement, land use, sustainability, and government advisory services in support of the implementation of the Authority's Memorandum of Understanding with the South Coast Air Quality Management District. The proposed Amendment is for a not-to-exceed amount of \$43,000 for these services through June 30, 2022.

7. ITEMS FOR COMMISSION DISCUSSION

- a. PRESENTATION – AIR QUALITY IMPROVEMENT PROGRAM - ELECTRIC VEHICLE TRANSITION PLAN. No staff report attached. Staff and Mr. Ray Gorski, Environmental Consultant, will provide an overview of a fleet transition plan to meet the vehicle-related goals contained in the Air Quality Improvement Program and the Memorandum of Understanding with the South Coast Air Quality Management District.

**BURBANK WATER AND POWER BOARD
MINUTES OF MEETING
April 07, 2022**

Mr. Brody called the regular meeting of the Burbank Water and Power Board to order at 5:06 p.m. by video conference/teleconference. This online meeting was held pursuant to Executive Order N-29-20 issued by California Governor Gavin Newsom which suspends certain requirements of the Ralph M. Brown Act.

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

ROLL CALL

Board Present: Mr. Brody, Mr. Bardin, Mr. Eskandar, Ms. Tenenbaum, Mr. Malotte

Board Absent: Ms. LaCamera, Mr. Luddy

Staff Present: Ms. Lindell, General Manager, BWP; Mr. Chwang, Senior Assistant City Attorney; Mr. Liu, Chief Financial Officer; Mr. Compton, Assistant General Manager, Chief Technology Officer; Mr. Tunncliff, Assistant General Manager, Customer Service Operations; Mr. Wilson, Assistant General Manager, Water; Mr. Sleiman, Assistant General Manager, Electrical; Ms. Samra, Assistant General Manager, Power; Ms. Edwards, Assistant General Manager, Sustainability, Marketing, and Strategy; Mr. Aquino, Administrative Officer; Ms. Titus, Legislative Analyst; Ms. Sarkissian, Manager Customer Service Operations; Mr. Messineo, Power Production Manager; Mr. Ramirez, Assistant CD Director Transportation & Planning; Ms. Pan, Administrative Officer; Ms. Carreon, Recording Secretary

INTRODUCTION OF ADDITIONAL AGENDA ITEMS

None requested.

ORAL COMMUNICATIONS

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

BOARD AND STAFF RESPONSE TO ORAL COMMUNICATIONS

None.

INTRODUCTION OF RECENTLY APPOINTED BOARD MEMBERS

Mr. Brody deferred the introduction of the newly appointed Board members to May's Board meeting, so introductions may be made in person and to allow all new members to be present.

GENERAL MANAGER REPORT

Ms. Lindell welcomed and thanked the newly appointed Board members, Ms. Tenenbaum and Mr. Malotte.

Ms. Lindell announced that Mr. Brody and Mr. Eskandar will be speaking to City Council on BWP's budget.

Ms. Lindell gave an update to the Board on COVID-19, noting that BWP has had a total of two positive cases in March and one case so far in April. BWP employees are now working a hybrid model for positions that allow them to work from home.

Ms. Lindell congratulated the water division on receiving confirmation from the Bureau of Reclamation that they are providing BWP with a \$175,000 matching grant to complete a drought contingency plan. More information to follow in the coming months.

CONSENT CALENDAR

MINUTES

It was moved by Mr. Bardin, seconded by Mr. Eskandar, carried 4-0, with one abstention to approve the meeting minutes of the regular meeting of March 3, 2022.

REPORTS TO THE BOARD

UPDATE ON CITY OF BURBANK'S GREENHOUSE GAS REDUCTION PLAN

Ms. Pan, of the Community Development Department, provided an update on Burbank's greenhouse gas reduction plan.

Ms. Pan responded to board member questions.

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

BWP OPERATIONS AND FINANCIAL REPORTS

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

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

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

COVID-19 IMPACT UPDATE

Ms. Sarkissian presented to the Board an update on the number of customers in arrears and the status of associated debt. Staff continues to work with customers impacted by COVID-19 through payment arrangements. Ms. Sarkissian also presented an update on the California Arrearage Payment Program (CAPP).

Ms. Sarkissian and Mr. Tunncliff responded to board member questions.

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

INFORMATION FROM STAFF

UPDATE ON CITY COUNCIL AGENDA ITEMS

Ms. Carreon 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.

LEGISLATIVE UPDATE

Ms. Titus provided a federal and state legislative update. Ms. Titus highlighted legislation that BWP is monitoring.

WATER DIVISION UPDATE

Mr. Wilson updated the Board on the water supply, noting that the Colorado River basin's snowpack is at 90% normal for this date; only 71% of the water runoff will reach the reservoirs. Runoff has been below average over the last three years. The Sacramento River runoff has also been below average for the last three years. Additionally, Mr. Wilson noted that the water content in the Sierra snowpack peaked in January and has since decreased. January, February, and March have been the driest Northern Sierra rainfall on record; half of the rainfall we typically receive in a year occurs between January and March. Between April and September, we only receive 17% of our annual precipitation. Currently, our peak snowpack is at 61% of normal, of which only 57% of the water runoff will reach the reservoirs. There is a demand balance that MWD has to fill; they are taking approximately 867,000 acre-feet from the Colorado River aqueduct. Their demand forecast for the region is 1.82 million acre-feet, of which they have to make up the shortfall from local supplies they have stored regionally. However, there are some areas within the service area that are completely dependent on the state water project. There are some hydraulic issues with MWD to hydraulically service these areas. BWP has been working with them to help take the load off some of the areas that are completely dependent on the state water project. MWD is going to look into allocating MWD deliveries for these areas. While Burbank is dependent on the state water project, we can purchase water from Los Angeles, rather than taking water from the water project, so we are not solely dependent on the state water project and will not be subject to any allocation by MWD.

Mr. Wilson, Ms. Edwards, and Mr. Tunnicliff responded to board member questions.

POWER SUPPLY UPDATE

Mr. Messineo updated the Board on the Lake One unit re-build. The Lake One power plant is a 45-megawatt natural gas peaker plant, used primarily in the summer when there is high demand. It was installed in 2002 and at the end of 2020 the turbine experienced a problem and was sent to a repair depot in Houston, Texas. The overhaul of the turbine took 15 months, due to supply chain issues. During the interim, staff obtained a leased turbine while the BWP turbine was overhauled. Recently the rebuild was completed and the turbine was received on March 28, installed on 3/31. The turbine has been running well since 4/1st.

Mr. Messineo responded to board member questions.

ELECTRIC UPDATE

Mr. Sleiman welcomed the new Board members and provided a background on his section. He provided an update on lead time for most of the single-phase transformers are two years out, others are one year and a half out. Staff is revising the transformer operation maintenance practices – rather than running at 200% at peak, typically we would replace it or spread out the load. This is not the case with most utilities, we don't run our investments to failure. However, due to the lead time, we are taking more care of the transformers, recycling old transformers, and repairing them in house, so we do not have a loss of transformers and have to wait over a year to replace them. Staff is also looking to hire a company to repair transformers and seeking

to resize our transformers where possible. Mr. Sleiman also reported on the increase in pricing from digging contractors for our conduit. Labor is up 3.2%; asphalt concrete is up 8.4%; concrete is up 9.9%; precast concrete products is up 12.8% increase; metals is up 36%; plastic is up 58%; and plastic conduit is up more than 400%. To mitigate these price increases, staff is submitting for as many grants as possible.

Mr. Sleiman responded to board member questions.

COMMENTS AND REQUESTS FROM BOARD MEMBERS

Mr. Bardin thanked staff for the presentations. Mr. Eskandar highlighted experience he had with BWP staff. He thanked staff for responding to questions he had on conservation and solar installation. Mr. Eskandar also welcomed the new Board members. Ms. Tenenbaum expressed that she is looking forward to meeting in person. Mr. Malotte thanked staff and the Board for welcoming him as a new Board member. He also gave kudos to BWP for providing reliable and affordable utilities to the city's residents. Mr. Brody requested the photographer to come out and take pictures of the new Board members at the next in-person meeting.

ADJOURNMENT

The meeting was adjourned at 8:04 p.m. The next regular Board meeting is scheduled for May 5, 2022 and will be held in the third floor Board room at Burbank Water and Power.

Julie Carreon
Recording Secretary

Dawn Roth Lindell
Secretary to the Board

Robbie Brody, BWP Board Chair



CITY OF BURBANK BURBANK WATER AND POWER STAFF REPORT

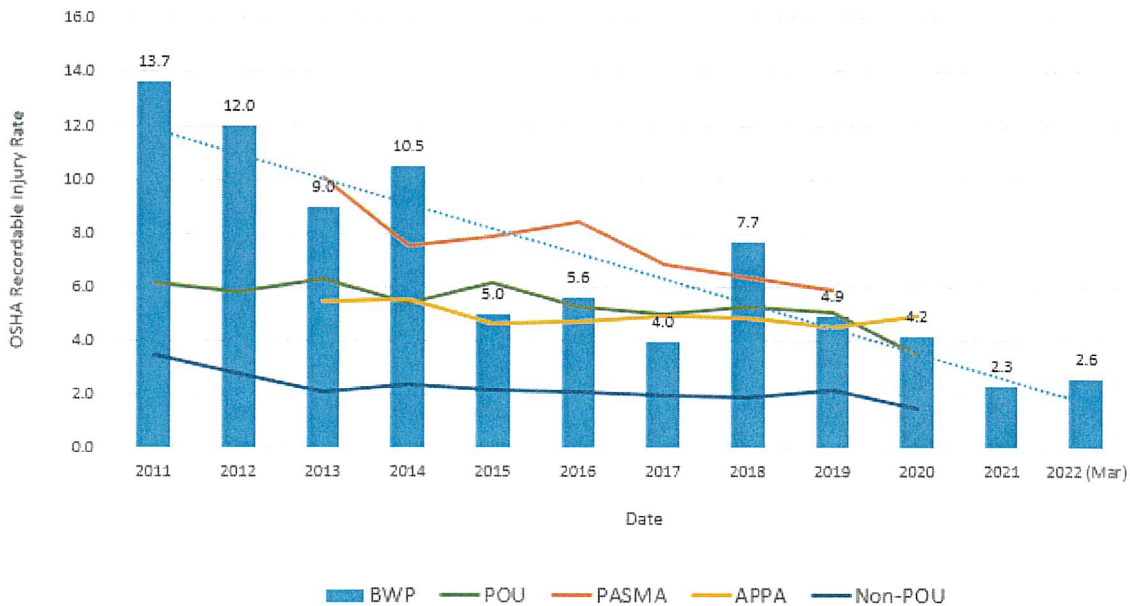
DATE: May 5, 2022
TO: Burbank Water and Power Board *Dawn Roth Lindell*
FROM: Dawn Roth Lindell, General Manager, BWP
SUBJECT: March 2022 Operating Results

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

SAFETY

For this reporting period, BWP experienced no OSHA recordable injuries. BWP's 12-month rolling average rate is 2.6.

TOTAL RECORDABLE INJURY RATE (TRIR)



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

Electric Financial Results

For the electric fund, **February** energy demand was **6%** below budget. For the month of **February**, net income was a **loss of \$2,573,000**, which was **\$1,092,000 worse** than budgeted. The **unfavorable** variance was primarily attributed to **higher retail power supply and transmission expense and lower retail sales** as a result of **COVID-19**, offset partially by lower than planned operating expenses.

Fiscal-year-to-date (FYTD) energy usage was 7% below budget. For FYTD **February**, net income was a loss of **\$3,559,000**, which was **\$3,325,000** worse than budgeted. The unfavorable variance was primarily attributed to lower retail sales as a result of COVID-19, higher natural gas prices & transmission expenses, and Lake One unit repairs, offset partially by lower operating expenses.

For additional details, please see the attached financial statements.

Water Financial Results

For the water fund, MTD potable water demand was **13% higher** than budget. For the month of **February**, net income was a loss of **\$1,023,000**, which was **\$510,000 worse** than budgeted. The **unfavorable** variance was primarily attributed to **higher** water supply expense than planned and **was** offset partially by **higher** potable sales than planned.

FYTD potable water demand was **3%** below budget. Recently, the Governor called for all Californians to voluntarily reduce water use by 15% from 2020 levels. For FYTD **February**, net income was **\$785,000**, which was **\$1,035,000 better** than budgeted. The favorable variance was primarily attributed to **lower operating expenses and lower** water supply expense as a result of using more of the lower cost Valley/BOU water than planned and **was** offset partially by lower potable water sales than planned.

For additional details, please see the attached financial statements.

COVID-19, Inflation, and Drought Impacts

February's results reflect the **twenty-third** month of the impacts resulting from the COVID-19 pandemic beginning on March 19, 2020. With some Burbank commercial enterprises curtailing operations, this order has impacted commercial demand for water and energy in Burbank.

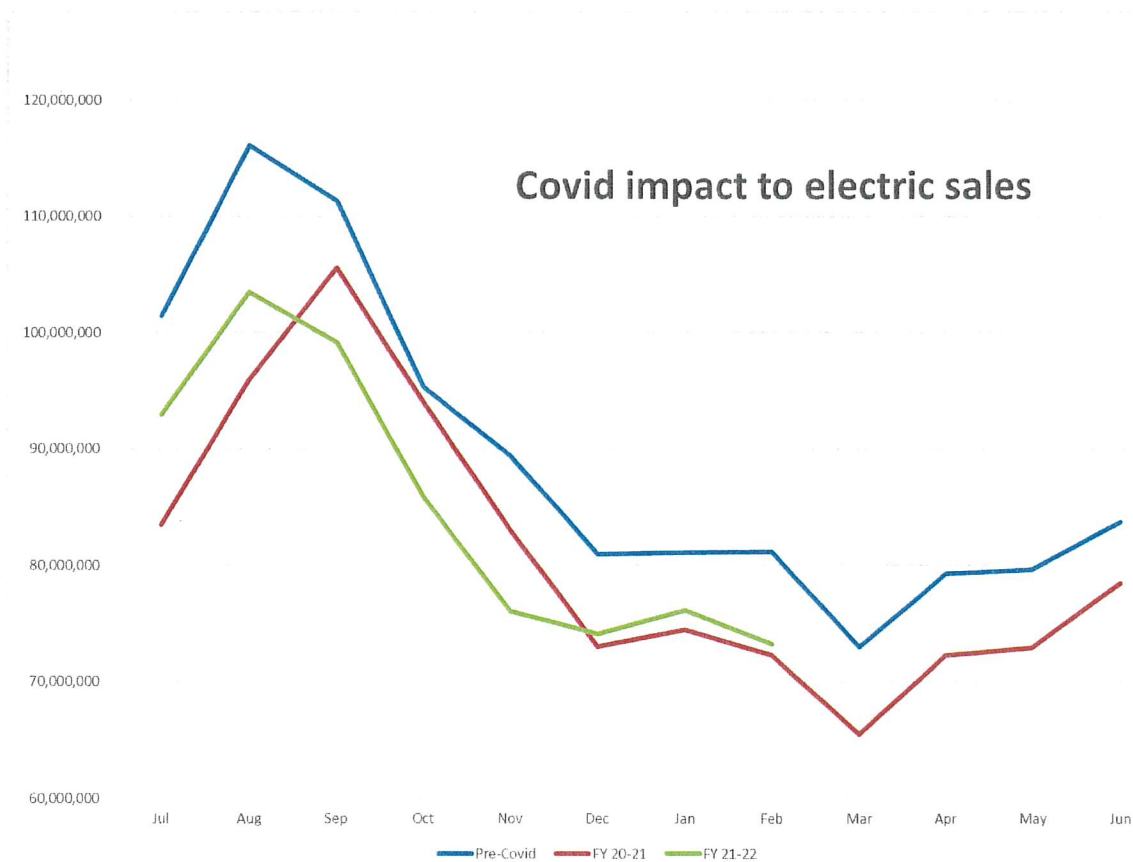
The current year's adopted budget was based on a partial recovery of the economy. Both energy and water demand are budgeted to increase by 1.2% and 0.5% from the prior fiscal year, respectively. Data has shown that the impact of COVID-19 has resulted in a continuous reduction of electric demand and very minimal impact, if there is any, in water demand. Since the beginning of the pandemic, there has been a large increase in customer receivables.

In the last year, BWP net income has been heavily impacted by increasing inflation. As of this writing, US inflation has climbed to 8.5%. In many cases, we are seeing expenses for the utility grade items to be much higher than 8.5%. Below are examples of utility items impacted by inflation:

- Emissions control system upgrade for the Lake One Unit - increase of 25% from \$2 million to \$2.5 million
- A renewable solar, plus energy storage project - increase of 71%, from \$35/MWh to \$60/MWh
- New substation buildout - increase of 47% from ~\$17M to ~\$25M
- Rebuild substation - increase of 67% from ~\$9M to ~\$15M
- Copper coils for 1-inch service lines - increase of 64% from \$6.09 to \$9.98 per foot

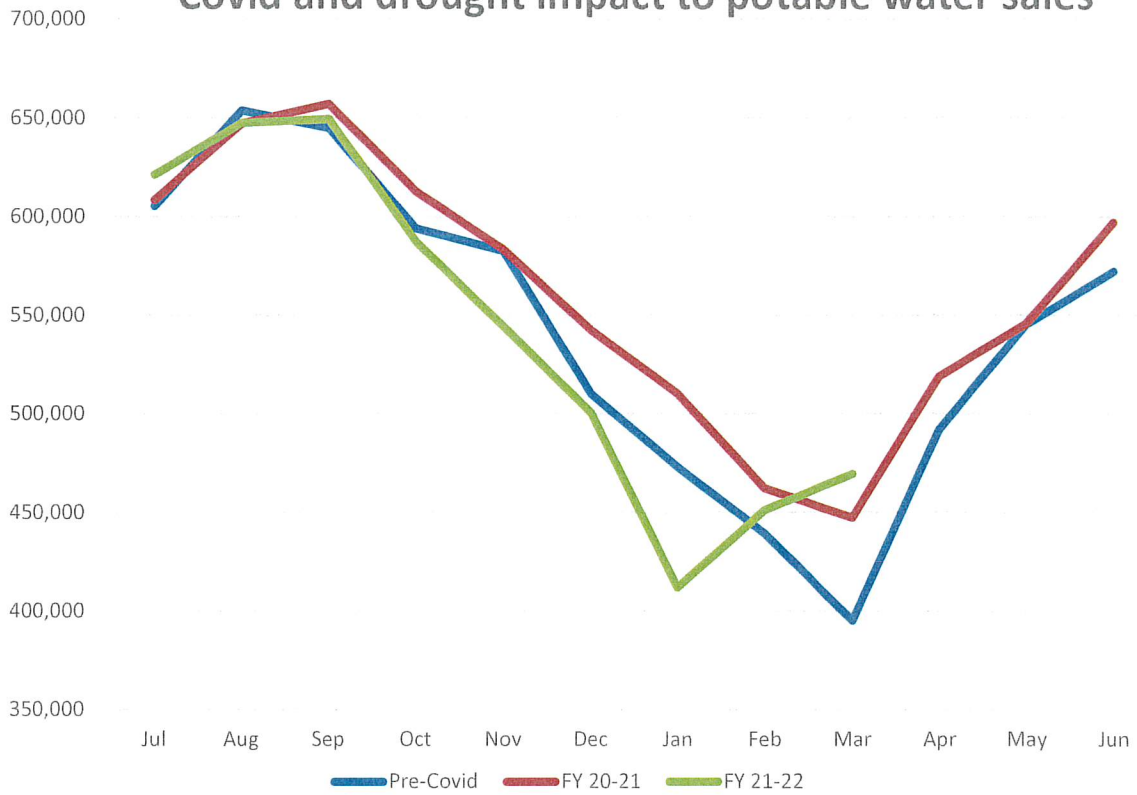
- 8-inch ductile iron pipe – increase of 42% from \$20.79 to \$29.59 per foot
- Other increases in materials:
 - Plastic conduit: 125%
 - Chlorine gas 98%
 - Plastic 57.7%
 - Metals 35.5%
 - Water meter boxes 25%
 - Precast concrete products 12.8%
 - Concrete 9.9%

For the electric fund, **February** energy demand was **6%** below budget primarily driven by COVID-19. The chart below shows current fiscal year sales compared to prior fiscal year and pre-COVID. **February** sales were **10%** lower compared to **February** pre-COVID. Fiscal year to date sales were 10% lower compared to the same period pre-COVID. This table is not weather normalized.



Water sales in general have been minimally impacted by the pandemic. The decrease in commercial sales were offset by an increase in residential demand primarily driven by the pandemic. More recently, the Governor called for all Californians to voluntarily reduce water use by 15% from 2020 levels. **February's** potable water demand was **13%** lower than budget and was **2%** lower compared to **February** 2021. The chart below shows current fiscal year potable water sales compared to prior fiscal year and pre-COVID. **February** sales were **2.7% higher** compared to **February** pre-COVID. Fiscal year to date sales were **2.0%** lower compared to the same period pre-COVID. This table is not weather normalized.

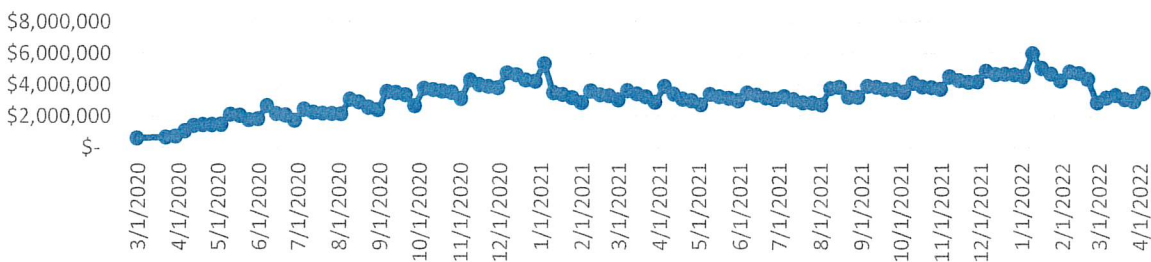
Covid and drought impact to potable water sales



Accounts Receivables

The chart below shows the drastic increase for receivables that are over 31 days old for BWP's electric and water funds.

Accounts Receivable (31+ days)*



*Excludes in-lieu and utility users tax.

WATER DIVISION

Burbank's Water Use

The table below shows water use in Burbank during **March 2022** compared to **March 2020** measured in gallons per capita per day (gpcd). This measurement is used as determined by the California Governor's order of 15% reduction.

	Average Monthly Use
Mar 2020	104 gpcd
Mar 2022	127 gpcd

Water use, in terms of gpcd, during March 2022 was 22.1% higher than the March 2020 baseline. We will track and report monthly water use versus 2020 values as we continue to monitor our response to the Governor's order to reduce water consumption by 15%.

	Sep	Oct	Nov	Dec	Jan	Feb	Mar
<u>2020 (Baseline)</u>	<u>159</u>	<u>153</u>	<u>136</u>	<u>132</u>	<u>125</u>	<u>126</u>	<u>104</u>
<u>2021</u>	<u>155</u>	<u>138</u>	<u>134</u>	<u>110</u>	112	124	126
<u>2022</u>					<u>106</u>	<u>128</u>	<u>127</u>
	<u>-2.5%</u>	<u>-9.8%</u>	<u>-1.5%</u>	<u>-16.7%</u>	<u>-15.2%</u>	<u>1.6%</u>	<u>22.1%</u>

All values compared with standard of 2020 water consumption

Burbank Operating Unit (BOU) Water Production

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

	BOU Capacity Factor	BOU Ave. Flow Rate	Total System Blend % MWD/BOU
21-Apr	86.40%	7,776 gpm	21% / 79%
21-May	92.72%	8,344 gpm	20% / 80%
21-Jun	88.61%	7,975 gpm	31% / 69%
21-Jul	91.93%	8,274 gpm	29% / 71%
21-Aug	84.43%	7,598 gpm	35% / 65%
21-Sep	95.98%	8,638 gpm	23% / 77%
21-Oct	91.06%	8,196 gpm	23% / 77%
21-Oct	91.06%	8,196 gpm	18% / 82%
21-Dec	86.51%	7,786 gpm	16% / 84%
22-Jan	80.41%	7,237 gpm	20% / 80%
22-Feb	82.55%	7,429 gpm	20% / 80%
23-Mar	84.87%	7,638 gpm	20% / 80%
<i>Ave Blend %-last 12 months</i>			23% / 77%

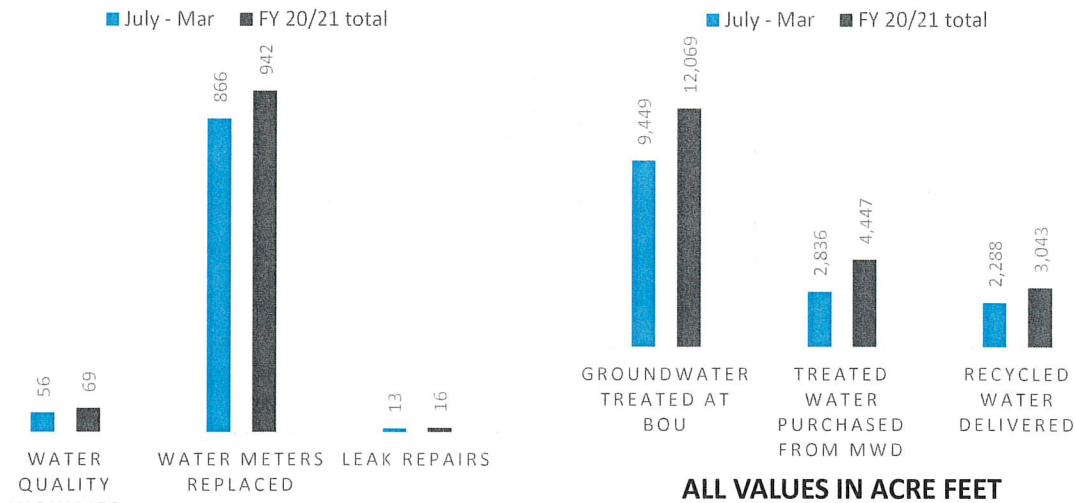
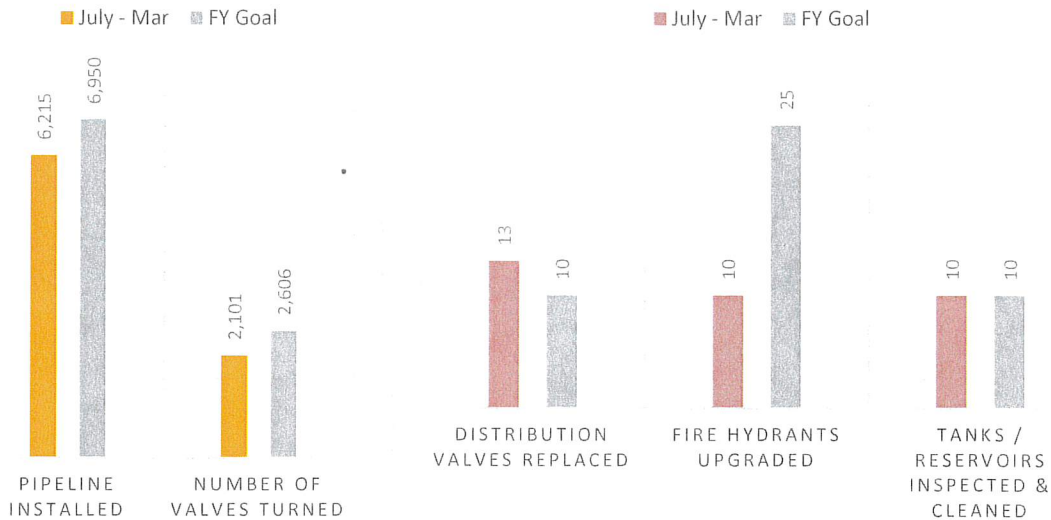
The total system blend percentage represents the total amount of water that was purchased from the Metropolitan Water District (MWD) vs. the amount treated by the BOU. This, along with the capacity factor, is an important measure of efficiency. The capacity factor may fluctuate based on demand and plant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

Key Performance Indicators

The graphs below illustrate the progress the water division has made on key performance measures through **March**. Note that the values provided need to be viewed with respect to where we are in the fiscal year. Pipeline installation is **89%** complete, and we are **75%** through the fiscal year.

Chlorine gas deliveries have improved, but the main issue is the availability of truck drivers. To provide a backup to our chlorine gas supplies, staff installed a sodium hypochlorite tank and related equipment so that we now have two forms of chlorine to use (sodium hypochlorite is liquid chlorine – essentially bleach). This spreads the shortage risk across two forms of chlorine instead of relying on just one. Although the availability has slightly improved, the price of the chemical remains volatile. Since June 2021, the cost of chlorine has increased more than **98%**.

We closely monitor chlorine gas supplies and track them daily.



Leak Alert Notifications

In 2009, BWP began installing an automated metering infrastructure (AMI) system by Itron. The system consists of endpoints that connect directly to the meter to get the meter read. The meter read was transmitted by radio from the endpoints located in the meter box and received by 10 collectors stationed throughout the city. The data was “backhauled” or bundled using the Tropos radio system and delivered to database servers that accepted and processed the meter data. Full deployment of the system (approximately 26,000 endpoints) was completed in 2011.

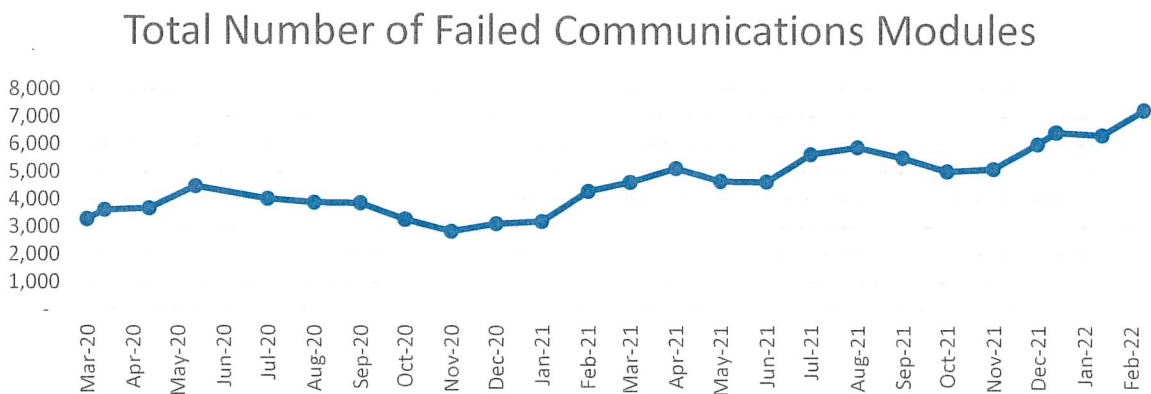
The benefits of AMI technology allow data to be collected rapidly and frequently and can be analyzed to find higher than normal usage and alert customers of leaks. BWP began providing leak alert service to residents who registered to receive notifications. This service, called Water Smart, works by receiving hourly water usage from the meter and analyzes this data to determine if a leak might be present based on continuous usage. Since 2015, BWP has provided 11,756 leak alerts to customers. Unfortunately, a

high volume of water meter communication modules are not working reliably, and replacement units are no longer produced.

As of **March 2022**, BWP was not able to receive remote reads for **7,263** water meters out of 27,060 (**27% of the total**) due to failing communications modules, and they had to be read manually. **The graph below shows that since March 2020, the failure rate has averaged 165 failures per month.** In March 2021, staff deployed an interim automatic meter reading (AMR) system to read approximately 800 meters with failed communication modules, and we are now able to read them.

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

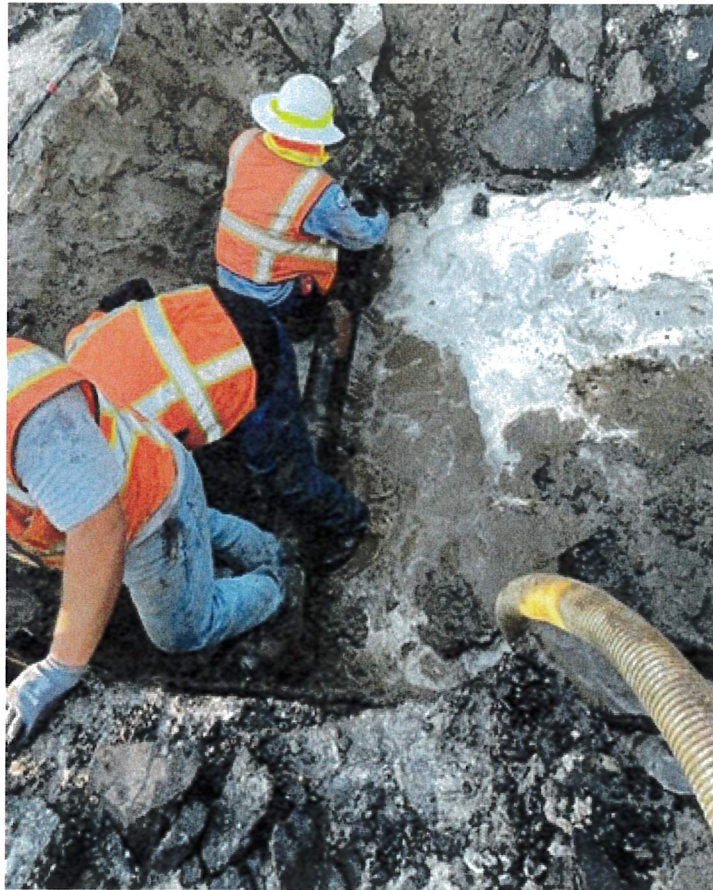
BWP is in the process of developing a new AMI system. We have reviewed proposals for managing the specification development and bid review, and we conducted interviews of the top three firms. The winning firm will also assist with the selection of the installation and procurement contractor and manage the bid and procurement phase for the project.



Projects

640 N. Lima

Crews work hard and fast to repair a leak on this 6” cast iron water main. This particular section of pipe had a 7-foot lateral crack. To fix this leak, crews removed a 14-foot section of the cast iron pipe and replaced it with ductile iron pipe. During this repair, there were 35 service connections that were affected, with local residents experiencing only 60 minutes of interruption to their services. Unfortunately, we do have an older system in parts of the City of Burbank, which will continue to have breaks, but fortunately, we had a team that quickly responded. In all, hard work and fast repair mitigated the possibility of this turning into a catastrophic event.





ELECTRIC DISTRIBUTION

ELECTRIC RELIABILITY

In March 2022, BWP did not experience any sustained feeder outages. In the past 12 months, automatic reclosing has reduced customer outage time by approximately 1,285,969 customer minutes.

Reliability Measurement	April 2020 – March 2021	April 2021 – March 2022
Average Outages Per Customer Per Year (SAIFI)	0.3959	0.2545
Average Outage Duration (CAIDI)	20.4 minutes	61.25 minutes
Average Service Availability	99.998%	99.997%
Average Momentary Outages Per Customer Per Year (MAIFI)	0.3907	0.3071
No. of Sustained Feeder Outages	11	15
No. of Sustained Outages by Mylar Balloons	2	3
No. of Sustained Outages by Animals	1	0
No. of Sustained Outages by Palm Fronds	0	2

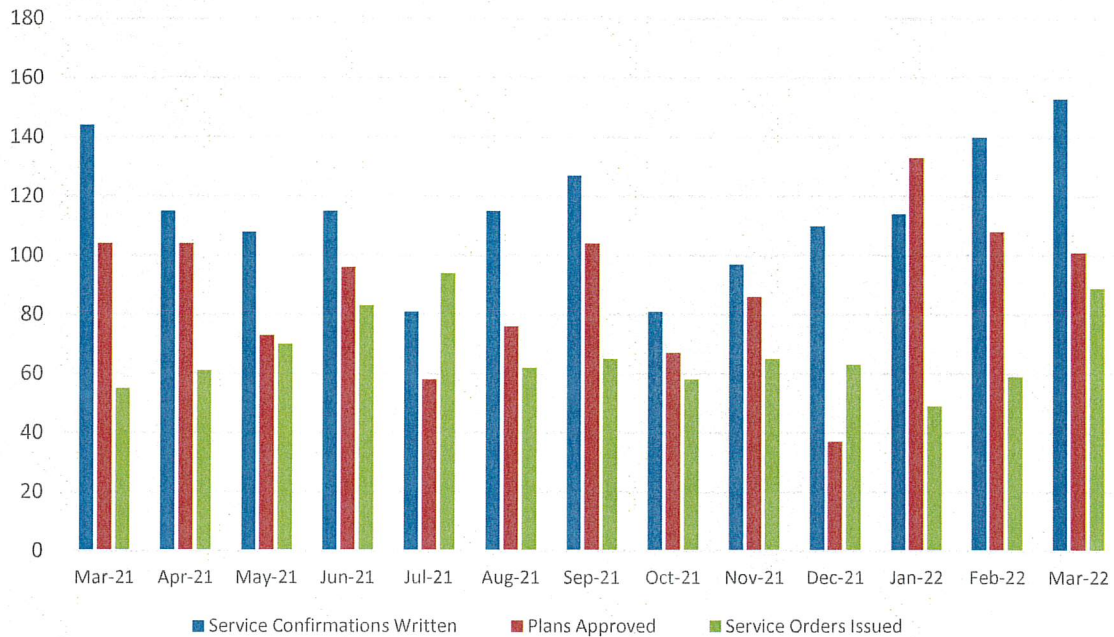
PROJECT UPDATES

Residential and Commercial Service Planning Activities

BWP provides our residential and commercial customers with the electrical power they need for new services or upgrades to their existing service. 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.

Residential and Commercial Service Planning Activity Summary
March 2021 - March 2022



**Activity from Jan-21 includes staff revisions to electric confirmations

Winona A-1 Medium Voltage (MV) Circuit Breaker Replacement

The 4 kV circuit breaker (OCB) used for isolating the Winona A-1 transformer bank was replaced. This circuit breaker was replaced as part of a yearly ongoing circuit breaker replacement program that evaluates and prioritizes the entire fleet of Burbank's MV circuit breakers. Criteria for evaluation include equipment age, performance test results, station age, and infrared analysis. Based on the evaluation, two breakers in this voltage class are scheduled to be replaced every year. The program ensures station reliability by methodically and strategically replacing station circuit breakers according to their risk of failure. This breaker was replaced with a new vacuum circuit breaker (VCB). The new VCB opens faster than the original breaker, which will provide better equipment protection and reduced arc flash exposure to personnel.



Old Transformer A-1 MV OCB



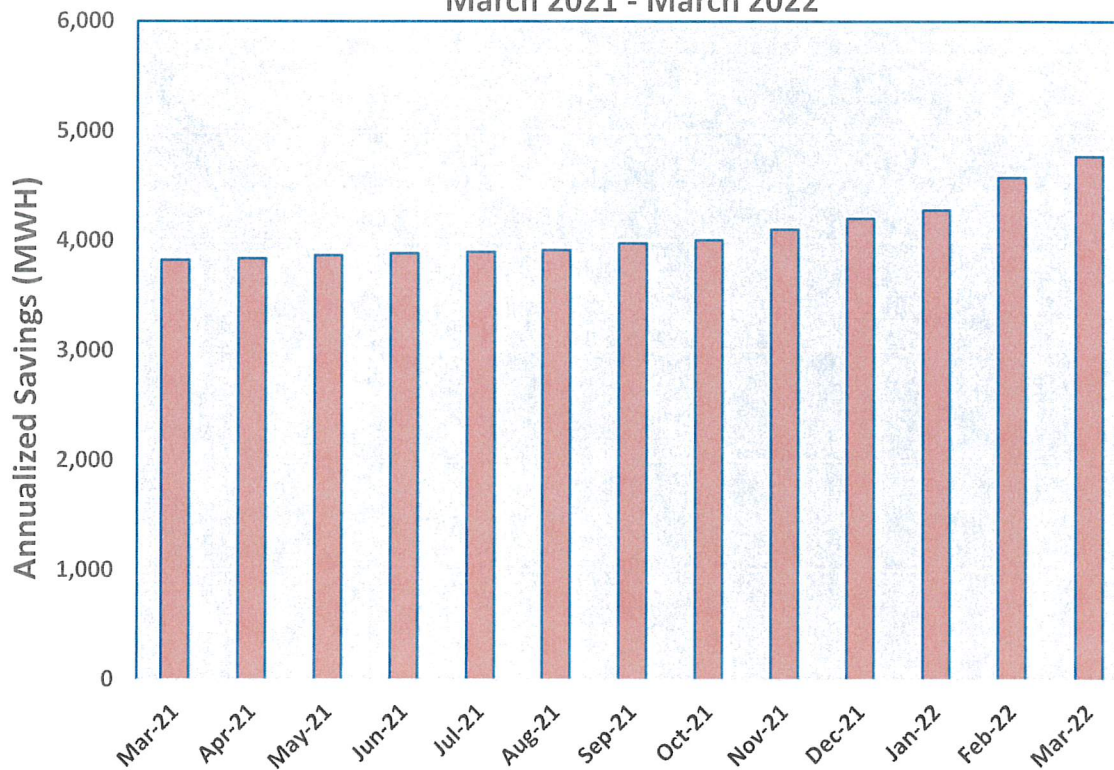
New Transformer A-1 MV VCB

STREET LIGHTING

LED Replacement Program

In accordance with the Street Lighting Master Plan, BWP is replacing high-pressure sodium (HPS) street light luminaires with light-emitting diodes (LED) luminaires. Replacement is carried out on a maintenance basis, and LEDs are installed daily as the HPS luminaires burn out. The LED replacements consume approximately 60% less energy. **To date, 84.71% of the total street light luminaires have been converted to LEDs, which translates to an annualized energy savings of 4,771 MWh or a 51.48% reduction in energy consumption. LED conversions have also reduced evening load by 1,105 kW, which shortens the “neck of the duck curve” and reduces the amount of energy generation that BWP needs. The graph below shows the annualized energy savings in MWh for the past 13 months.**

**Annualized Energy Savings
March 2021 - March 2022**



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

Wireless Telecom Attachments

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

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

	Confirmations in Progress	Written Confirmations	Plan Signoffs	WTA Work Orders Issued	WTA Sites Energized
Total	41	216	14	2	22

CUSTOMER SERVICE OPERATIONS

BWP continues to assist customers through the COVID-19 pandemic. Customer Service Representatives (CSR) assist customers, make payment arrangements to reduce the amount in arrears, and provide additional resources to help customers manage their finances related to their utility bill. **BWP staff is proactively engaging with customers to reduce their arrears. We have developed a campaign to contact customers by letter, email, and phone calls. In March, staff began calling customers who had received CAPP/CWWAPP bill credits and had over a 60-day past due balance. In addition, staff also called any commercial customer who had over a 60-day past due balance. As of April 11, 2022, a total of 372 customers have been contacted, resulting in 120 payment arrangements. This has reduced our arrears by \$202,000. We will continue our outreach to further assist our customers to manage their outstanding arrears. If customers fail to make payment arrangements and continue to have outstanding arrears greater than 91 days, they could be subject to disconnection.**

We received authorization on October 27, 2020, from the Burbank City Council to resume disconnections for non-payment of medium, large, and extra-large commercial customers. We discontinued disconnections once CAPP was announced, due to the prohibition of disconnections for 90 days after applying CAPP funds to customer accounts, which will be mid-May. **We are working with our marketing division on a communication plan to resume disconnections on May 30, 2022, for medium, large, and extra-large commercial customers. Additionally, we are proposing to the BWP Board to resume disconnections for residential and small commercial customers beginning August 1, 2022. This will require Burbank City Council authorization.**

As of April 18, 2022, the following is the current outstanding debt by commodity:

Aging By Service Type					
Service Type	31-60	61-90	91+	Total	% of Total
ELECTRIC	\$ 1,281,506	\$ 478,001	\$ 1,647,747	\$ 3,407,254	57%
WATER	\$ 203,175	\$ 85,326	\$ 353,854	\$ 642,355	11%
SEWER	\$ 172,238	\$ 96,952	\$ 563,943	\$ 833,133	14%
SOLID WASTE	\$ 167,475	\$ 97,056	\$ 592,321	\$ 856,852	14%
FIBER OPTIC	\$ 119,583	\$ 23,149	\$ 45,436	\$ 188,168	3%
GENERAL SERVICE	\$ 1,245	\$ 564	\$ 3,103	\$ 4,912	0%
MISCELLANEOUS	\$ -	\$ -	\$ 38	\$ 38	0%
Grand Total	\$1,945,221	\$781,047	\$3,206,443	\$5,932,711	100%

BWP Call Center Call Types & Volume

Call Types	% of Calls
Update Customer Account Info	13%
Balance	11%
Residential Start	8%
Residential Stop	6%
Kandela Offer	3%

	Mar - 21	Apr - 21	May - 21	Jun - 21	Jul - 21	Aug - 21	Sep - 21	Oct - 21	Nov - 21	Dec - 21	Jan - 22	Feb - 22	Mar - 22	% Inc/Feb
Call Volume	3,384	3,017	2,799	3,468	3,186	2,594	3,841	3,235	2,845	3,102	3,234	2,833	3,340	18%

Call volume increased by 18% in March. The majority of the calls were related to updating customer account information and balances.

Online Account Manager

The enrollment in the online account manager (OAM) is currently at 61% of all active accounts; increases in enrollments have also been on the rise since the COVID-19 pandemic. Of all registered accounts, about 82% are paperless customers helping BWP reduce costs 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.

Staff believes that 66% customer OAM adoption is an achievable goal for BWP and in line with benchmarking data conducted by First Quartile Consulting, which shows utilities with the highest online account adoption have 66% of customers enrolled in an online account. Previously BWP had set an aspirational target of 80%, which is currently not deemed feasible.

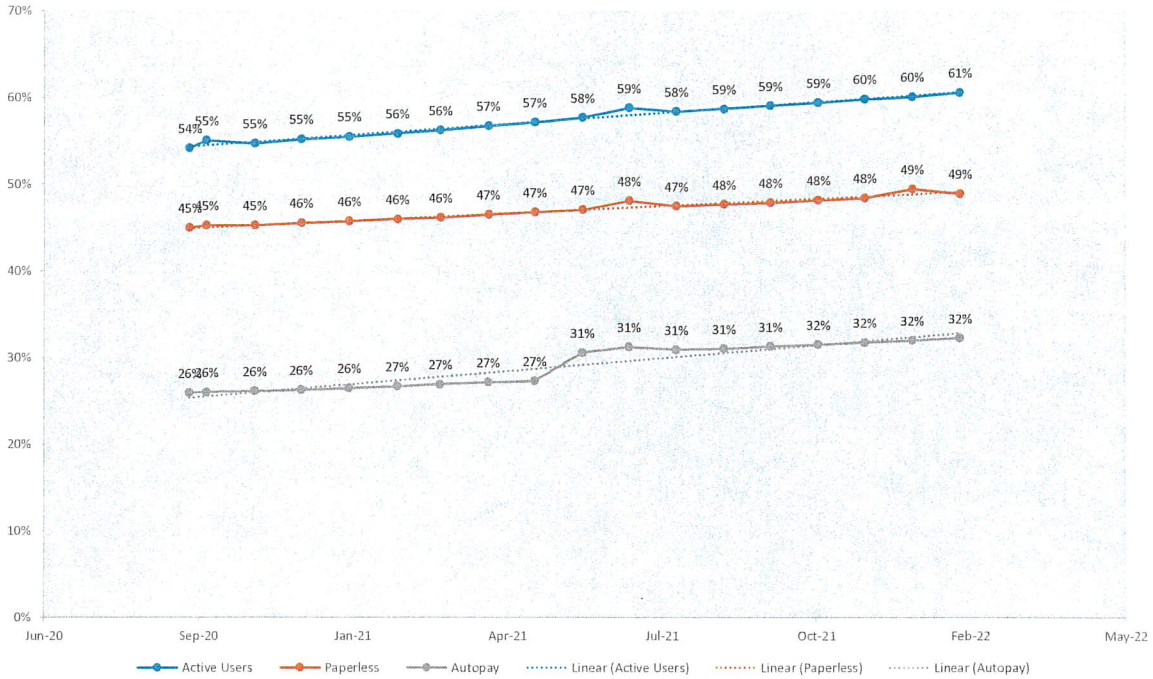
For this fiscal year, BWP Marketing promoted a general OAM outreach campaign utilizing every owned channel, including on-bill messaging, *Digital Currents*, print *Currents*, social media, and BWP's website. The second phase is to provide targeted messages to segments that have not adopted the OAM. The third phase is to provide incentives to adopt the OAM.

BWP is currently in phase two, and we have been targeting the general residential market to increase OAM adoption. About 86% of customers that have not adopted the OAM are residential. Those campaigns have not yielded a significant increase in OAM adoption, so staff is in the process of segmenting our customers further and developing additional targeted messaging. The revised marketing campaign will focus on the clusters of customers who have not yet adopted OAM and address their concerns to overcome barriers to adoption. The campaign was initially targeted to launch in February 2022 but was delayed due to staffing and competing communication priorities. The campaign is now on track to launch in June 2022.

Following the launch of the segmented campaign, staff will measure the campaign's effectiveness and determine if phase three efforts are needed to reach the 66% OAM adoption goal.

Below is the chart outlining activity for the OAM:

OAM Adoption (Residential and Commercial)



	Active	% of Total Active Accounts
Active Users	31,781	61%
Paperless	25,663	49%
Autopay	16,909	32%

SUSTAINABILITY, MARKETING, AND STRATEGY

BWP’s Energy Efficiency and Water Savings – Fiscal Year to March 31, 2022

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

The Refrigerator Exchange Program has had a total of 66 refrigerators exchanged since June 2021. In addition, the Home Improvement Program (HIP) resumed in September 2021, with its new and refreshed program offerings. Since resuming services, a total of 186 customers participated in the HIP.

The 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 new 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 the properties within the disadvantaged community areas of Burbank. Furthermore, the program now offers

energy-water surveys and the installation of efficiency measures for multi-family common area customers.

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

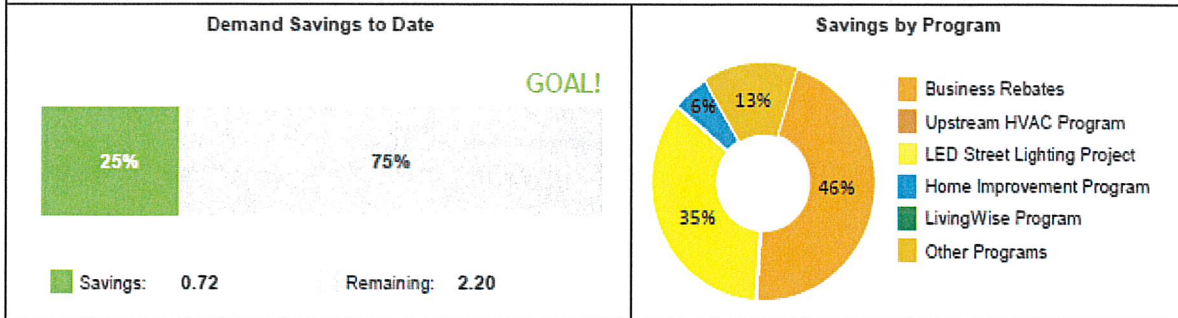
Burbank residents and businesses are eligible for rebates for various water-saving technologies to help encourage water efficiency and conservation from the Municipal Water District (MWD). Since the beginning of this fiscal year, 158 customers have participated in regional water conservation rebate programs.

This month staff added the savings from our behavioral demand response program. In September 2021, BWP called three events asking residential customers to lower usage during the evening peak which resulted in almost 1MW of demand of reduction over three events.

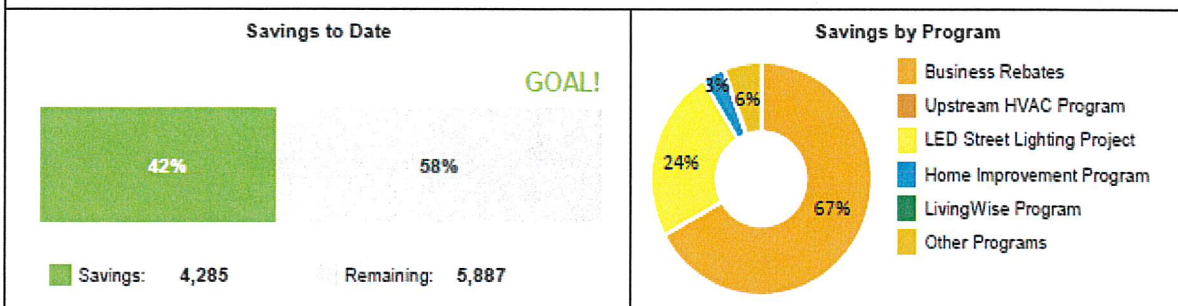
Due to the COVID-19 pandemic and state and local stay-home orders, energy efficiency programs that provided on-site visits were suspended. With the most recent Omicron surge, BWP suspended the programs in December 2021, but with the COVID-19 cases reducing dramatically, BWP, once again, resumed all the program services in February 2022

Energy Efficiency Savings FYTD 2021-2022 Period ending on 3/31/2022

1% Demand Goal = 2.92 MW

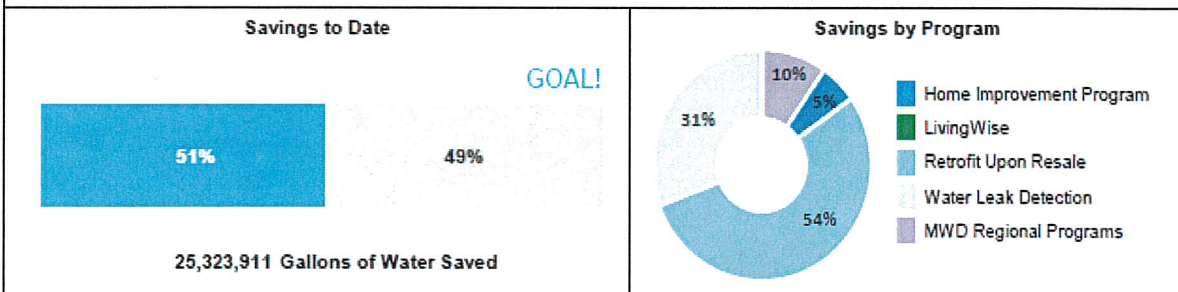


1% Consumption Savings Goal = 10,172 MWh



Water Savings Goal FYTD 2021-2022

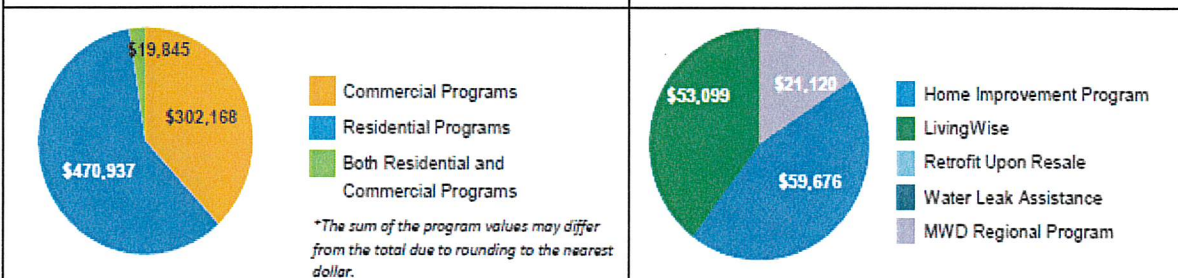
1% (49,630,000 Gallons) Potable Water Savings Goal



Efficiency Investments FYTD 2021-2022

*Electric Programs: \$792,950

Water Programs: \$133,895



Electric Vehicle (EV) Charging Program

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

The city now has seventy-three public EV charging ports, including 2 DC fast chargers and 24 curbside ports. The public charging rate is \$0.1753 per kWh for Level 1 and Level 2 charging stations and \$0.2817 per kWh for DC fast chargers.

Public Charging Energy Delivery

In **March**, the per-port average revenue was **\$115**. Per-port monthly revenues continue to stay above \$90, much improved from our average monthly low of \$60 per port March 2020 to February 2021.

Period	Average Usage	Average Total Revenue	Average Per Port Revenue	Notes
Dec 2019 - Feb 2020	28,047 kWh	\$ 4,779	\$ 101	Pre-COVID, all units operational
March 2020 - Feb 2021	14,211 kWh	\$ 2,724	\$ 60	COVID downturn
March 2021 - May 2021	23,889 kWh	\$ 4,299	\$ 91	COVID recovery period
June 2021 – Feb 2022	35,598 kWh	\$ 6,940	\$ 95	Post-installation of new ports
March 2022	46,297 kWh	\$ 8,393	\$ 115	Most recent month

New Public EV Charging Station Construction

Construction started on four new public level 2 ports near John Burrough's High School on March 10th. This is the first of 8 projects for this fiscal year that will install 31 new Level 2 ports and one new DC Fast Charging station. Construction for four more ports at Theodore Roosevelt Elementary is planned to begin in April.

Due to supply chain issues for electric metering cabinets, the energization of all charging ports for this fiscal year will be delayed into June and July.

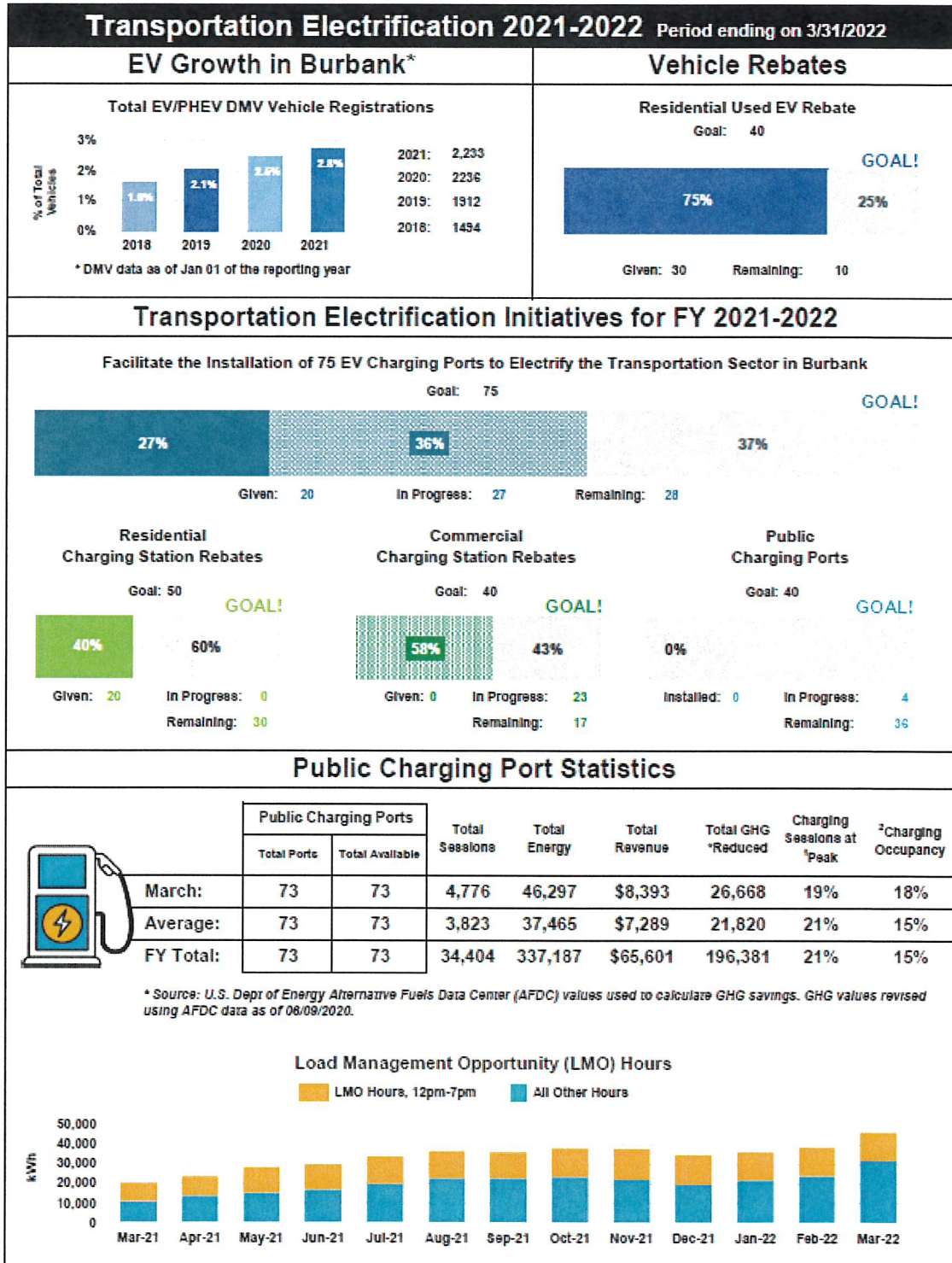
Commercial Rebate Program

The revamped Commercial Electric Vehicle Charging Station Rebate Program launched on October 1st, along with a new webpage found here: <https://www.burbankwaterandpower.com/leadthecharge>.

BWP has reserved \$80,000 for 21 ports installed at IKEA. An additional rebate for \$8,000 has been reserved for Signature Post who will be installing two charging ports. Staff has received calls from commercial customers interested in applying for as many as 40 ports (the maximum allowed under the new rebate program).

Residential Rebate Program

The revamped Residential Electric Vehicle Charging Station Rebate Program launched on March 30th. This includes a panel upgrade adder and additional funds for customers in disadvantaged communities. Customers are now able to receive two rebates per service address instead of only one rebate, and can enjoy increased incentives for smart charging stations.

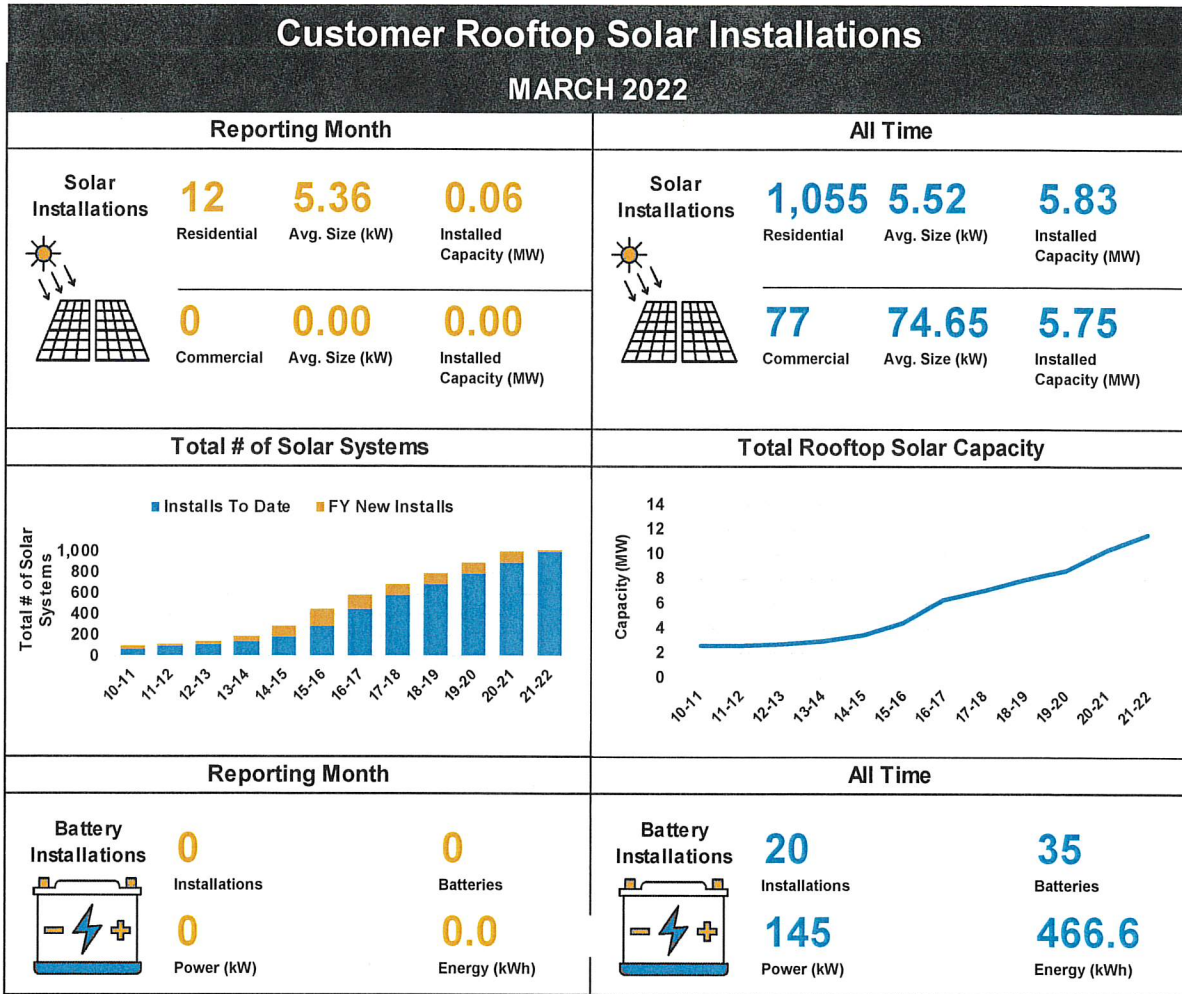


¹Peak is defined as 4 – 7 PM, as is reflected in the Public EV Charging Station rate

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

Rooftop Solar and Battery Installations

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



TECHNOLOGY

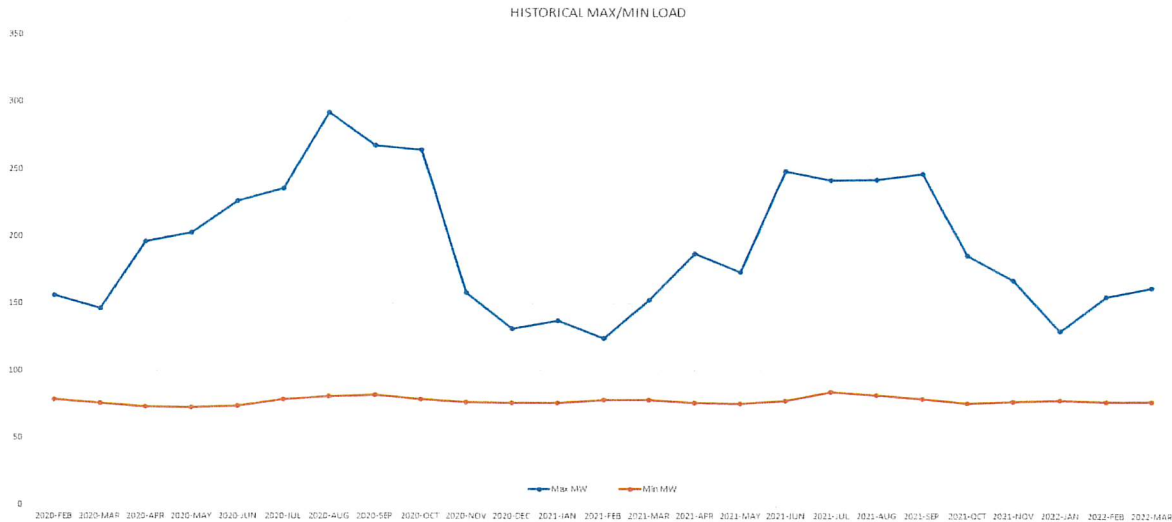
Broadband Services (ONEBurbank)

	March 2022 New Orders	Revenues for March 2022	FYTD 2021-22 Revenues	FYTD Budget
Lit	1	\$170,845	\$1,367,636	\$1,215,000
Dark	1	\$175,266	\$1,637,611	\$1,822,500
Total	2	\$346,111	\$3,005,247	\$3,037,500

POWER SUPPLY

BWP SYSTEM OPERATIONS:

The maximum load for March 2022 was 161.7 MW at 4:25 PM on March 24, 2022, and the minimum load was 77.1 MW at 3:20 AM on March 31, 2022.

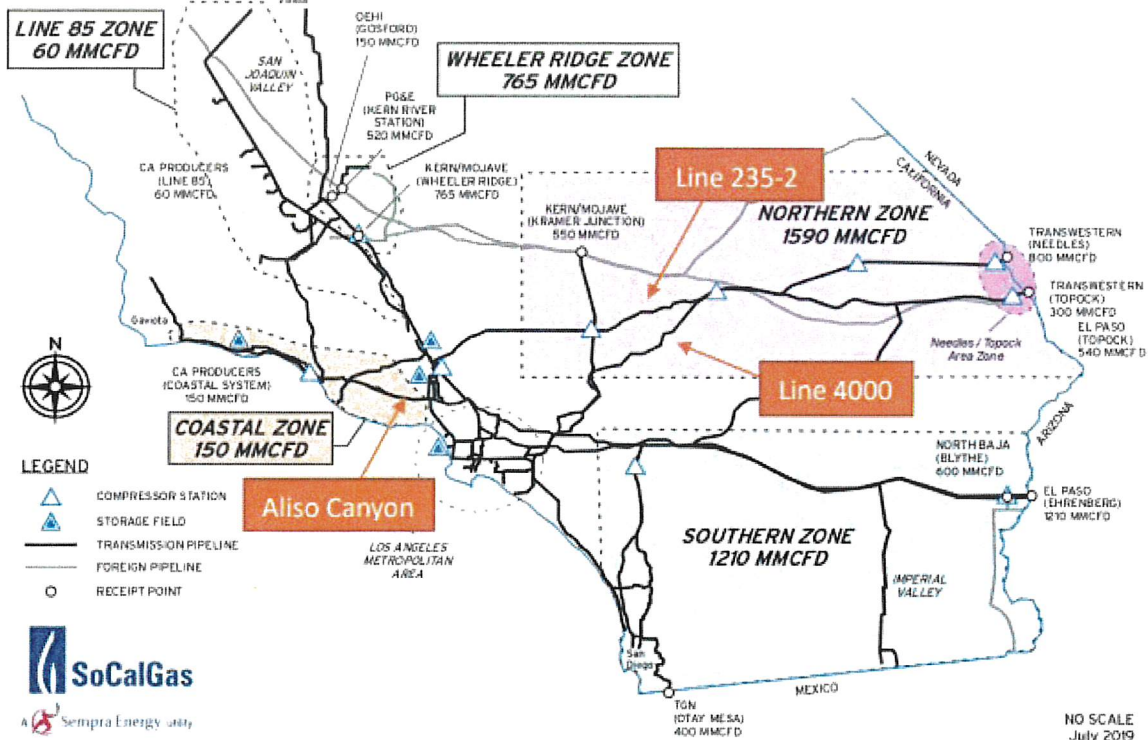


YEAR	MAX LOAD	MAX DATE
2022	161.7 MW	24-March-22 16:25
2021	248.5 MW	15-June-21 14:57
2020	292.3 MW	18-Aug-20 15:22
2019	282.66 MW	04-Sep-19 15:31
2018	306.3 MW	06-Jul-18 16:41

The Burbank power system did not experience any operational issues or natural gas supply issues for March 2022.

Southern California continues to experience natural gas reliability and affordability challenges because of supply and demand mismatches. SoCalGas' system capacity and supply are primarily a function of two components: (1) transmission pipelines, which bring gas into and then transport it throughout the system; and (2) underground natural gas storage connected to transmission pipelines near system load. While one component of the system's limited supply is the transmission pipeline reductions and outages, the other critical component is storage operating constraints from the CPUC restricting the use of the Aliso Canyon Storage Facility. The current effective withdrawal protocol is restrictive but is less restrictive than the previous protocol, in that Aliso Canyon was only allowed to be withdrawn from if curtailment was imminent, but now can occur under less acute circumstances. 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.

Image 1: Receipt Points & Transmission Zone Firm Capacities



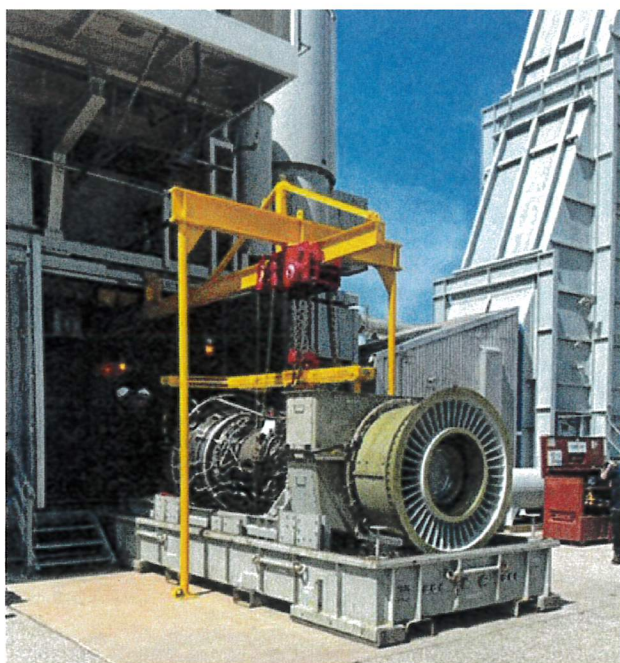
ELECTRICITY GENERATION:

BWP Generating Facilities

Unit	Availability	Operating Hrs	MWH (Net)	Net Heat Rate (Btu/kWh)	Number of Starts
Olive 1	0%	0	0	0	0
Olive 2	0%	0	0	0	0
Lake 1	85%	75	1,855	11,961	10
MPP	68%	498	82,222	7,727	2

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

Lake 1 experienced operational concerns in late 2020. As a result, it was removed and shipped to a certified facility in Houston, TX, for inspection and repairs. The inspection findings indicated the need to replace multiple components that were worn beyond allowable limits, and a full overhaul was recommended. During the repair period, a lease engine was installed at BWP to replace the generating output of Lake 1. The overhaul was completed in March 2022, and the lease engine was removed, and Lake 1 was returned to service. **A picture of the installation of the new Lake One unit turbine is below.**



Magnolia Power Project (MPP)

	March	FYTD	YTD
Availability	68%	94%	89%
Unit Capacity Factor (240 MW)	46%	66%	62%

MPP was shut down on March 11, 2022 to perform a borescope inspection on the combustion turbine, a boiler inspection and other balance of plant maintenance. MPP was restarted on March 21, 2022. A few hours into the start-up, MPP tripped offline due to high vibration in the steam turbine. MPP was successfully restarted the next morning, March 22, 2022.

Tieton Hydropower Project (Tieton)

Tieton began generation on March 31, 2022 when sufficient water flow provided by the United States Bureau of Reclamation became available.

ENVIRONMENTAL

Air Quality

There are no air quality updates at this time.

Storm Water

The State Water Resources Control Board Industrial General Permit requires industrial facilities to collect, at a minimum, four stormwater samples per reporting year and compare them to statewide regulatory limits. On December 14, 2021, the second set of stormwater samples was collected for the current reporting year, and the results are pending. The results from previous samples continue to indicate ongoing compliance issues with metals, specifically zinc and copper. Samples were also collected from the

offsite influent that commingles with BWP's stormwater discharge. The offsite samples also exceeded the limits for metals.

In order to address the stormwater compliance issues, BWP is in the process of implementing a campus stormwater improvement project. BWP initially completed the proposed project's California Environmental Quality Act (CEQA) Initial Study/Mitigated Negative Declaration in 2019. However, recent amendments to the CEQA Guidelines now require an update to the CEQA Initial Study/Mitigated Negative Declaration. The environmental review was expected to be finalized when the project was approved by the Burbank City Council. However, the engineering design and permitting phase have taken longer than originally expected due to the complexity of the project as well as other factors, including the onset of a pandemic. MNS Engineers was contracted to prepare the final design plans, as well as provide engineering support and permitting support for the project. After the final design is completed, bid specifications will be prepared, and a request for proposals (RFP) will be issued for the construction activities. As an interim measure, BWP has also applied for time schedule orders (TSOs) that include interim limits, which are achievable for this site. The final TSOs were approved by the Los Angeles Regional Water Quality Control Board on June 7, 2021. These TSOs and interim limits will apply until the improvement project is complete. Milestone achievements are required, and project completion must be achieved by November 17, 2023.

PROJECT UPDATES:

Power Resources

Renewable Portfolio Standard (RPS) Compliance

BWP continues to be on track to meet RPS compliance requirements for the calendar year 2021. The calendar year 2021 goal is 35.75% RPS. BWP staff continues to evaluate renewable resources in order to meet future compliance requirements. Staff updated the RPS Procurement Plan and Enforcement Program in December 2021, which shows BWP's path forward with RPS compliance. Staff is currently working on two new renewable contracts, in order to maintain RPS compliance for future years.

Integrated Resource Plan (IRP) Update

BWP is starting to review options for a new IRP, which is due to the CEC in 2024. Stakeholder engagement efforts, compliance, and costs will be some of the major factors in the 2024 IRP. The first draft of the request for proposal (RFP) for the IRP is done. The plan is to release the RFP in the spring of 2022 after it has been reviewed by additional staff members and legal. The stakeholder engagement plan development is currently underway for the 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.

Intermountain Power Project (Delta, UT) Renewal Progress

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

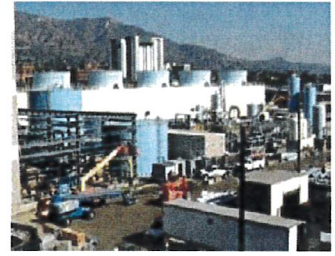
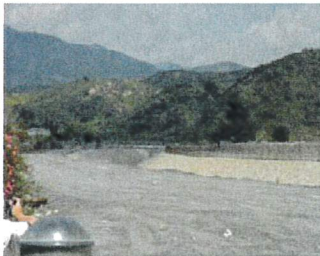
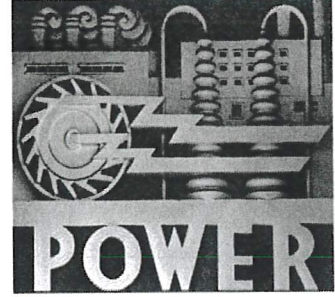
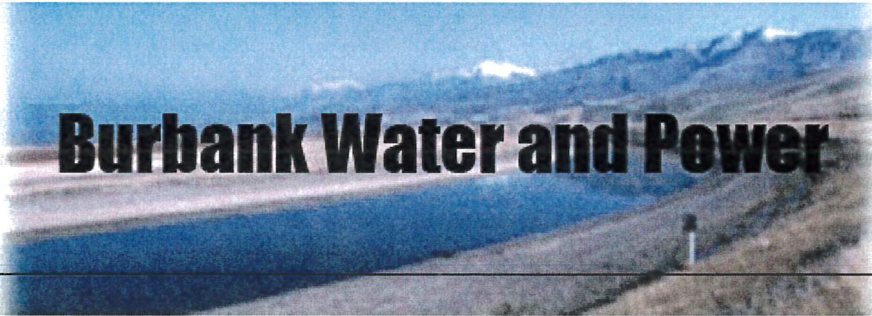
Staff continues to actively work with Intermountain Power Agency on cost increases due to the Hydrogen Betterments Project and coal supply issues. In regard to the coal supply concerns, IPP participants have agreed to limit output of the IPP units to maintain a minimum megawatt supply sufficient to preserve the integrity of the Southern Transmission System direct current lines and meet the participants minimal needs during the less critical times of the year. This operational change should allow for growth of the existing coal pile, to a sufficient level, to meet the critical needs of the participants, which more typically occur during the third quarter of the calendar year. Updates will be provided as more details are made available. BWP's share of the unit will remain at 11 MW until June 30, 2022. Our rights to the unit are 89 MW, so the coal supply shortage has decreased our share of IPP by 78 MW.

Power Production

Lake One Power Plant Emissions Retrofit Project

The request for proposals (RFP) for the Lake One Power Plant Emissions Retrofit project was released to the public on February 15, 2022. The bidding period closed on March 15, 2022. One proposal was received for the project and staff is in the process of reviewing the proposal.

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



**Financial Report
February-22**

**Burbank Water and Power
Electric Fund (496)
Statement of Changes in Net Assets ^{(1) (2)}
MTD and FYTD February 2022
(\$ in 000's except MWh Sales)**

MTD Actual FY 21-22	MTD Budget FY 21-22	\$ Variance	% Variance	YTD Actual FY 21-22	YTD Budget FY 21-22	\$ Variance	% Variance
70,628	75,514	(4,886)	(6%) ^(a)	692,365	747,296	(54,931)	(7%) ^(A)
\$ 10,646	\$ 11,258	\$ (612)	(5%)	\$ 105,452	\$ 112,918	\$ (7,466)	(7%)
368	566	(198)	(35%)	3,359	4,531	(1,172)	(26%) ^(B)
10,133	8,240	(1,893)	(23%) ^(b)	77,130	72,423	(4,707)	(6%) ^(C)
881	3,584	(2,703)	(75%)	31,681	45,026	(13,345)	(30%)
550	4,338	(3,788)	(87%)	10,559	36,169	(25,610)	(71%)
511	4,209	3,697	88%	9,234	35,591	26,358	74%
39	129	(90)	(70%)	1,326	578	748	129%
920	3,713	(2,793)	(75%)	33,006	45,604	(12,597)	(28%)
355	954	599	63% ^(c)	5,807	7,920	2,113	27% ^(D)
119	128	9	7%	1,114	1,053	(61)	(6%)
171	283	112	40% ^(d)	1,356	2,188	832	38% ^(E)
559	519	(41)	(8%)	4,152	4,151	(1)	(0%)
239	502	263	52% ^(e)	3,197	4,504	1,307	29% ^(F)
28	311	284	91% ^(f)	1,132	3,123	1,991	64% ^(G)
147	104	(43)	(42%) ^(g)	1,753	1,059	(694)	(66%) ^(H)
66	124	58	47% ^(h)	758	1,015	257	25% ^(I)
106	202	96	48% ^(I)	964	1,625	661	41% ^(J)
1,674	1,881	207	11%	14,512	15,044	532	4%
3,463	5,007	1,544	31%	34,744	41,682	6,938	17%
\$ (2,543)	\$ (1,294)	\$ (1,249)	(97%)	\$ (1,738)	\$ 3,922	\$ (5,660)	(144%)

**Burbank Water and Power
Electric Fund (496)
Statement of Changes in Net Assets ⁽¹⁾⁽²⁾
MTD and FYTD February 2022**

(\$ in 000's)

	MTD Budget		YTD Budget		YTD Actual		%
	FY 21-22	Variance	FY 21-22	Variance	FY 21-22	Variance	
\$	(2,543)	\$ (1,294)	\$ 3,922	\$ (5,660)	(1,738)	\$ (5,660)	(144%)
Operating Income/(Loss)							
Other Income/(Expenses)							
Interest Income	88	66	530	131	661	530	25%
Other Income/(Expense) ⁽⁴⁾	162	26	(2,450)	2,204	(247)	(2,450)	90% ^(K)
Bond Interest/ (Expense)	(279)	(279)	(2,235)	-	(2,235)	(2,235)	0%
Total Other Income/(Expenses)	(30)	(187)	(4,156)	2,335	(1,821)	(4,156)	56%
Net Income	(2,573)	(1,481)	(234)	(3,325)	(3,559)	(3,325)	(1422%)
Capital Contributions (AIC)	37	1,215	9,716	(5,171)	4,545	9,716	(53%) ^(L)
Net Change in Net Assets	\$ (2,536)	\$ (266)	\$ 9,482	\$ (8,496)	\$ 986	\$ (8,496)	(90%)

1. This report may not foot due to rounding.

2. () = Unfavorable.

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

4. Other Income/(Expense) includes a one-time payment to CalPERS (for pension), revenues and expenses related to Low Carbon Fuel Standard credits, 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 February 2022
(\$ in 000's)**

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
a.	Electric Usage in MWh	70,628	75,514	(4,886)	NEL is 6% lower than budget, which is driven primarily by the closing of businesses within Burbank due to the pandemic orders beginning on March 19th, 2020. The average high temperature in February was 74.2°F, compared to the 15-year average high temperature of 69.8°F. The average low temperature was 41.7°F, compared to the 15-year average low temperature of 43.6°F. MTD CDD were 24 versus the 15-year average of 7.
b.	Retail Power Supply & Transmission	10,133	8,240	(1,893)	The unfavorable variance is attributable to various components within Retail Power Supply & Transmission. Please refer to page 5 for additional details.
c.	Distribution	355	954	599	The favorable variance is primarily attributable to the timing of capital labor and work for others and vacancies.
d.	Finance, Fleet, & Warehouse	171	283	112	The favorable variance is primarily attributable to vacancies and the timing of software purchases and professional services.
e.	Customer Service, Marketing & Conservation	239	502	263	The favorable variance is primarily attributable to vacancies and the timing of professional services and software/hardware.
f.	Public Benefits	28	311	284	The favorable variance is primarily attributable to the timing of professional services.
g.	Security/Oper Technology	147	104	(43)	The unfavorable variance is primarily attributable to the timing of capital labor and work for others.
h.	Telecom	66	124	58	The favorable variance is primarily attributable to the timing of private contractual services and capital labor and work for others.
i.	Construction & Maintenance	106	202	96	The favorable variance is primarily attributable to the timing of custodial services and building ground maintenance and repairs and to vacancies.
j.	Other Income/(Expense)	162	26	136	The favorable variance is primarily attributable to the timing of revenues and expenses related to Low Carbon Fuel Standard credits, and to higher than planned miscellaneous revenue from the sale of scrap materials, inventory, and assets.
k.	Capital Contributions (AIC)	37	1,215	(1,178)	The unfavorable variance is attributable to the timing of AIC projects.

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

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
A.	Electric Usage in MWh	692,365	747,296	(54,931)	- NEL is 7% lower than budget, which is driven primarily by the closing of businesses within Burbank due to the pandemic orders beginning on March 19th, 2020. The FYTD average high temperature was 78.8°F, compared to the 15-year average high temperature of 78.8°F. The FYTD average low temperature was 50.9°F, compared to the 15-year average low temperature of 52.3°F. FYTD CDD were 1,074 versus the 15-year average of 1,129.
B.	Other Revenues	3,359	4,531	(1,172)	- Other revenues include transmission, telecom and internet revenues as well as other items such as damaged property recovery, connection fees, late fees, and tampering fees which tend to fluctuate. The unfavorable variance is also attributable to the moratorium on fees in light of the COVID-19 pandemic.
C.	Retail Power Supply & Transmission	77,130	72,423	(4,707)	- The unfavorable variance is attributable to various components within Retail Power Supply & Transmission. Please refer to page 6 for additional details.
D.	Distribution	5,807	7,920	2,113	- The favorable variance is primarily attributable to the timing of capital labor and work for others and vacancies.
E.	Finance, Fleet, & Warehouse	1,356	2,188	832	- The favorable variance is primarily attributable to vacancies and the timing of software purchases and professional services.
F.	Customer Service, Marketing & Conservation	3,197	4,504	1,307	- The favorable variance is primarily attributable to vacancies and the timing of professional services and to delaying the adjustment for uncollectible debt in light of federal funds received to pay down customer arrearages.
G.	Public Benefits	1,132	3,123	1,991	- The favorable variance is primarily attributable to the timing of professional services.
H.	Security/Oper Technology	1,753	1,059	(694)	- The unfavorable variance is primarily attributable to the timing of capital labor and work for others and to the timing of software and hardware purchases.
I.	Telecom	758	1,015	257	- The favorable variance is primarily attributable to the timing of private contractual services and capital labor and work for others and to vacancies.
J.	Construction & Maintenance	964	1,625	661	- The favorable variance is primarily attributable to the timing of capital labor and work for others, custodial services, and building ground maintenance and repairs.
K.	Other Income/(Expense)	(247)	(2,450)	2,204	- The favorable variance is primarily attributable to the timing of revenues and expenses related to Low Carbon Fuel Standard credits, and to higher than planned miscellaneous revenue from the sale of scrap materials, inventory, and assets.
L.	Capital Contributions (AIC)	4,545	9,716	(5,171)	- The unfavorable variance is attributable to the timing of AIC projects.

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

	Variance Month-to-Date		
	Favorable Items	Unfavorable Items	Budget to Actual Variance
<u>MTD NET INCOME/(LOSS): \$(2,573)</u>	\$ -	\$ (1,092)	\$ (1,092)

MTD GROSS MARGIN VARIANCE

Retail Sales	-	(612)	(612)
Power Supply and Transmission:	112	-	112
- Lower retail load	105	-	105
- Lower than planned renewables cost and other	34	-	34
- Lower transmission	-	(581)	(581)
- Higher energy prices	-	(704)	(704)
- New minimum for IPP and Hydrogen Betterment	468	-	468
- Lower O&M	173	-	173
- Retail load management and economic dispatch	-	(1,500)	(1,500)
- Lake Unit Repair	-	-	-
Other Revenues	-	(198)	(198)
Wholesale Margin	-	(90)	(90)
Total	\$ 892	\$ (3,685)	\$ (2,793)

MTD O&M AND OTHER VARIANCES

Distribution	599	-	599
Administration/Safety	9	-	9
Finance, Fleet, & Warehouse	112	-	112
Customer Service, Marketing & Conservation	263	-	263
Public Benefits	284	-	284
Security/Oper Technology	-	(43)	(43)
Telecom	58	-	58
Construction & Maintenance	96	-	96
Depreciation expense	207	-	207
All other	116	-	116
Total	\$ 1,744	\$ (43)	\$ 1,701

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

	Variance Fiscal Year-to-Date		
	Favorable Items	Unfavorable Items	Budget to Actual Variance
<u>FYTD NET INCOME/(LOSS): \$(3,559)</u>	\$ -	(3,325)	\$ (3,325)
<u>FYTD GROSS MARGIN VARIANCE</u>			
Retail Sales	-	(7,466)	(7,466)
Power Supply and Transmission			
- Lower retail load	1,222	-	1,222
- Lower than planned renewables cost and other	1,076	-	1,076
- Lower transmission	283	-	283
- Higher energy prices	-	(4,774)	(4,774)
- New minimum for IPP and Hydrogen Betterment	-	(2,791)	(2,791)
- Lower O&M	1,807	-	1,807
- Lake unit repairs	-	(4,250)	(4,250)
- Retail load management and economic dispatch	1,431	-	1,431
- SCPPA True-up and prior period adjustments	1,289	-	1,289
Other Revenues	-	(1,172)	(1,172)
Wholesale Margin	748	-	748
Total	\$ 7,856	\$ (20,453)	\$ (12,597)
<u>FYTD O&M AND OTHER VARIANCES</u>			
Distribution	2,113	-	2,113
Administration/Safety	-	(61)	(61)
Finance, Fleet, & Warehouse	832	-	832
Customer Service, Marketing & Conservation	1,307	-	1,307
Public Benefits	1,991	-	1,991
Security/Oper Technology	-	(694)	(694)
Telecom	257	-	257
Construction & Maintenance	661	-	661
Depreciation expense	532	-	532
All other	2,333	-	2,333
Total	\$ 10,027	\$ (755)	\$ 9,272

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

	Feb-22	Jan-22	Dec-21	Sep-21	Jun-21	Mar-21	Dec-20	Sep-20	Jun-20	Jun-19	Recommended Reserves	Minimum Reserves
Cash and Investments												
General Operating Reserve	\$ 80,144	\$ 83,457	\$ 78,821	\$ 70,437 ^(b)	\$ 73,156	\$ 70,188	\$ 65,223	\$ 65,133 ^(b)	\$ 52,719 ^{(b)(c)}	\$ 67,320 ^(b)	\$ 52,010	\$ 37,570
Capital & Debt Reduction Fund	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	21,000	5,200
BWP Projects Reserve Deposits at SCPPA ^(d)	3,762	3,792	3,771	3,762	3,740	4,210	6,021	3,769	17,163	16,817		
Sub-Total Cash and Investments	93,936	97,249	92,392	84,199	86,896	84,398	81,244	78,902	79,882	94,137	73,010	42,770
Customer Deposits	(10,529)	(10,137)	(10,782)	(7,870)	(4,245)	(2,722)	(3,083)	(1,486)	(1,811)	(5,641)		
Public Benefits Obligation	(9,026)	(8,940)	(8,883)	(8,584)	(8,128)	(8,168)	(8,287)	(7,826)	(6,690)	(6,089)		
Pacific Northwest DC Intertie	-	-	-	-	-	-	(45)	(48)	(62)	(2,218)		
Low Carbon Fuel Standard ^(e)	(3,926)	(3,932)	(2,787)	(2,855)	(2,969)	(2,470)	(3,273)	(3,394)	(3,642)	(2,287)		
IPP Decommission	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	-	-	-	-	-		
Cash and Investments (less Commitments)	68,466	72,239	67,980	62,889	69,523	71,005	66,556	66,149	67,376	77,942	73,010	42,770

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

(b) Includes a \$3.95M loan to the Water Fund for the purchase of cyclic storage water.

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

(d) Includes early redemption of the 2010A Electric Bonds (\$7.63M).

(e) Includes a \$2.5M loan to the Water Fund for the purchase of cyclic storage water.

(f) Includes a one-time payment to CalPERS (for pension) in the amount of \$2.75M.

(g) Includes a \$4.4M drawdown to pay SCPPA for June and July power invoices, \$4.6M for August power invoices, \$4.6M for July and August power invoices, \$4.6M for August and September power invoices, and \$2.3M for December and January power invoices.

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

**Statement of Changes in Net Assets^{(1) (2)}
MTD and FYTD February 2022
(\$ in 000's except Gallons)**

	MTD Actual FY 21-22	MTD Budget FY 21-22	\$ Variance	% Variance	Water put into the system in Millions of Gallons	YTD Actual FY 21-22	YTD Budget FY 21-22	\$ Variance	% Variance	
	374	330	43	13% (a)		3,460	3,572	(111)	(3%) (A)	
	69	58	11	19%	Metered Recycled Water in Millions of Gallons	664	654	10	2%	
Operating Revenues										
	\$ 2,011	\$ 1,866	\$ 145	8%	Potable Water	\$ 18,849	\$ 19,960	\$ (1,111)	(6%)	
	315	246	69	28%	Recycled Water	2,764	2,639	125	5%	
	120	120	(1)	(1%)	Other Revenue (3)	1,087	963	124	13%	
	<u>2,445</u>	<u>2,232</u>	<u>213</u>	<u>10%</u>	Total Operating Revenues	<u>22,700</u>	<u>23,563</u>	<u>(863)</u>	<u>(4%)</u>	
	1,622	832	(790)	(95%) (b)	Water Supply Expense	8,461	9,018	557	6% (B)	
	<u>823</u>	<u>1,400</u>	<u>(577)</u>	<u>(41%)</u>	Gross Margin	<u>14,239</u>	<u>14,544</u>	<u>(305)</u>	<u>(2%)</u>	
Operating Expenses										
	762	816	54	7%	Operations & Maintenance - Potable	5,473	6,251	778	12% (C)	
	100	149	49	33%	Operations & Maintenance - Recycled	1,110	1,125	15	1%	
	342	224	(118)	(53%) (c)	Operations & Maintenance - Shared Services	1,623	1,812	188	10% (D)	
	143	144	0	0%	Transfer to General Fund for Cost Allocation	1,147	1,148	1	0%	
	<u>345</u>	<u>373</u>	<u>27</u>	<u>7%</u>	Depreciation	<u>2,761</u>	<u>2,981</u>	<u>220</u>	<u>7%</u>	
	<u>1,693</u>	<u>1,705</u>	<u>12</u>	<u>1%</u>	Total Operating Expenses	<u>12,114</u>	<u>13,317</u>	<u>1,203</u>	<u>9%</u>	
	<u>(869)</u>	<u>(305)</u>	<u>(565)</u>	<u>(185%)</u>	Operating Income/(Loss)	<u>2,125</u>	<u>1,228</u>	<u>898</u>	<u>73%</u>	
Other Income/(Expenses)										
	13	11	3	25%	Interest Income	111	85	26	31%	
	59	49	10	20%	Other Income/(Expense) (4)	(60)	(139)	79	57% (E)	
	(226)	(268)	(42)	(16%)	Bond Interest/(Expense)	(1,392)	(1,424)	33	2%	
	<u>(154)</u>	<u>(209)</u>	<u>55</u>	<u>26%</u>	Total Other Income/(Expenses)	<u>(1,340)</u>	<u>(1,478)</u>	<u>138</u>	<u>9%</u>	
	<u>(1,023)</u>	<u>(513)</u>	<u>(510)</u>	<u>(99%)</u>	Net Income/(Loss)	<u>785</u>	<u>(250)</u>	<u>1,035</u>	<u>414%</u>	
	13	33	(19)	(59%) (d)	Capital Contributions (AIC)	428	261	167	64% (F)	
	<u>\$ (1,010)</u>	<u>\$ (480)</u>	<u>\$ (529)</u>	<u>(110%)</u>	Net Change in Net Assets	<u>\$ 1,213</u>	<u>\$ 11</u>	<u>\$ 1,202</u>	<u>11177%</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 February 2022
(\$ in 000's except Gallons)**

Foot- note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
a.	Water put into the system in Millions of Gallons	374	330	43	- Potable water demand was higher than budget. Burbank received 0.03 inches of rainfall in February as compared to the monthly normal of 3.96 inches. The average high temperature in February was 74.2°F, compared to the 15-year average high temperature of 69.8°F. The average low temperature was 41.7°F, compared to the 15-year average low temperature of 43.6°F. MTD CDD were 24 versus the 15-year average of 7.
b.	Water Supply Expense	1,622	832	(790)	- The unfavorable variance is a result of a fiscal year to date true up to blend cyclic storage water.
c.	Operations & Maintenance - Shared Services	342	224	(118)	- The unfavorable variance is attributable to lower than planned shared expenses (Customer Service, Finance and Administration) from the Electric Fund.
d.	Capital Contributions (AIC)	13	33	(19)	- The unfavorable variance is attributable to the timing of AIC projects.

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

Foot- note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
A.	Water put into the system in Millions of Gallons	3,460	3,572	(111)	- Potable water demand was below budget most likely due to conservation. FYTD Burbank received 8.10 inches of rainfall compared to the FYTD normal of 10.36 inches. The FYTD average high temperature was 78.8°F, compared to the 15-year average high temperature of 78.8°F. The FYTD average low temperature was 50.9°F, compared to the 15-year average low temperature of 52.3°F. FYTD CDD were 1,074 versus the 15-year average of 1,129.
B.	Water Supply Expense	8,461	9,018	557	- The favorable variance is a result of using more Valley/BOU water than planned which is less costly than imported MWD water.
C.	Operations & Maintenance - Potable	5,473	6,251	778	- The favorable variance is primarily attributable to the timing of professional and private contractual services and vacancies.
D.	Operations & Maintenance - Shared Services	1,623	1,812	188	- The favorable variance is attributable to lower than planned shared expenses (Customer Service, Finance and Administration) from the Electric Fund.
E.	Other Income/(Expense)	(60)	(139)	79	Other Income/(Expense) include miscellaneous revenue from the sale of scrap materials, inventory, and assets, which tend to fluctuate.
F.	Capital Contributions (AIC)	428	261	167	- The favorable variance is attributable to the timing of AIC projects.

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

	Variance Month-to-Date		
	Favorable Items	Unfavorable Items	Budget to Actual Variance
<u>MTD NET INCOME (LOSS): \$(1,023)</u>	\$ -	\$ (510)	\$ (510)
<u>MTD GROSS MARGIN VARIANCE</u>			
Potable Revenues	145	-	145
Recycled Revenues	69	-	69
Other Revenue	-	(1)	(1)
Water Supply Expense	-	(790)	(790)
Total	214	\$ (791)	\$ (577)

FYTD O&M AND OTHER VARIANCES

Potable O&M	54	-	54
Recycled Water O&M	49	-	49
Allocated O&M	-	(118)	(118)
Depreciation Expense	27	-	27
All Other	55	-	55
Total	\$ 185	\$ (118)	\$ 67

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

	Variance Fiscal Year-to-Date		
	Favorable Items	Unfavorable Items	Budget to Actual Variance
<u>FYTD NET INCOME: \$785</u>	\$ 1,035	\$ -	\$ 1,035
<u>FYTD GROSS MARGIN VARIANCE</u>			
Potable Revenues	-	(1,111)	(1,111)
Recycled Revenues	125	-	125
Other Revenue	124	-	124
Water Supply Expense	557	-	557
Total	\$ 806	\$ (1,111)	\$ (305)

FYTD O&M AND OTHER VARIANCES

Potable O&M	778	-	778
Recycled Water O&M	15	-	15
Allocated O&M	188	-	188
Depreciation Expense	220	-	220
All Other	139	-	139
Total	\$ 1,341	\$ -	\$ 1,341

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

	Feb-22	Jan-22	Dec-21	Sep-21	Jun-21	Mar-21	Dec-20	Sep-20	Jun-20	Jun-19	Recommended Reserves	Minimum Reserves
Cash and Investments												
General Operating Reserves	\$ 11,253	\$ 11,563	\$ 11,294	\$ 14,287 ^(b)	\$ 12,181	\$ 15,066	\$ 13,972	\$ 10,972 ^(b)	\$ 8,395 ^{(c)(d)}	\$ 11,555 ^(b)	\$ 12,630	\$ 8,070
Capital Reserve Fund	2,220	2,220	2,220	2,220	2,220	2,220	2,220	2,220	2,220	2,220	5,200	1,300
Sub-Total Cash and Investments	13,473	13,783	13,514	16,507	14,401	17,286	16,192	13,192	10,615	13,775	17,830	9,370
Customer Deposits	(952)	(996)	(1,002)	(1,021)	(1,125)	(1,151)	(1,311)	(1,133)	(1,227)	(1,454)		
Cash and Investments (less commitments)	\$ 12,521	\$ 12,787	\$ 12,512	\$ 15,487	\$ 13,276	\$ 16,136	\$ 14,882	\$ 12,060	\$ 9,388	\$ 12,321	\$ 17,830	\$ 9,370

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

^(b) Includes a \$3.95M loan from the Electric Fund for the purchase of cyclic storage water.

^(c) Includes early redemption of the 2010A Water Bonds (\$2.07M).

^(d) Includes a \$2.5M loan from the Electric Fund for the purchase of cyclic storage water.

^(e) Includes a one-time payment to CalPERS (for pension) in the amount of \$440k.

BURBANK AIRPORT COMMISSIONERS

MONTHLY REPORT – APRIL 2022

TO: Airport Council Liaisons
Mayor Jess Talamantes
Vice Mayor Konstantine Anthony

FROM: Burbank Airport Commissioners
Emily Gabel-Luddy
Bud Ovrom
Paul Dyson

COPIES: City Manager, City Attorney, City Clerk

DATE: April 28, 2022

SUBJECT: Monthly Report for April 2022

COMMISSION MEETING HIGHLIGHTS – APRIL 04, 18, and 27

- **New Project Manager**

The Airport Commission held a Special Meeting on April 28 to approve the staff recommendation to substitute AECOM with Jacobs Engineering to provide project management services for the Replacement Passenger Terminal project. The Jacobs team will be led by **Roger Johnson** as the new Project Manager. Mr. Johnson is an engineer with over 45 years of experience in airport management and operations, program management, construction and construction management, airport planning, engineering and environmental management. He previously served as Deputy Executive Director of Los Angeles World Airports (LAWA) with responsibility for managing construction at Los Angeles International Airport (LAX), Los Angeles/Ontario International Airport and Van Nuys Airport. Mr. Johnson will start work immediately and you can expect progress reports in each Monthly Report.

- **Passenger Statistics**

Three slides are attached for your information, extracted from the staff reports. The first (Revenue Passengers All Airlines) clearly shows the dramatic effect of the pandemic, starting two years ago this month. Passenger numbers really only started to recover in February 2021, and then dipped in January 2022 as another pandemic wave hit. As you can see from the box below the heading the Authority staff made

very conservative business assumptions for this current fiscal year, and to date the actual decline of 19.5% is significantly better than the assumed 57.5% decline. Both BAA staff and Southwest Airlines report that the strongest recovery is in the leisure market.

The second slide is a comparison between the five commercial airports in the region. The recovery rate varies, LAX in particular has been slower to rebuild, primarily because of lower international traffic.

The third slide illustrates parking comparison between pre-pandemic February 2020 and two years later. This of course is of particular interest to the City as it represents a direct revenue stream. Parking revenue has almost fully recovered to 2020 levels. At the same time, pick up and drop off by Transportation Network Companies and Taxis is down, as passengers continue to show a preference for using their own vehicles.

This week (4/25-29) the airport is hosting operation Patriot Hook, an exercise to examine logistics capabilities in the event of a major catastrophe such as an earthquake. You may have noticed USAF heavy lift (C-17) aircraft over the City.

- **Financial Report**

Financial reporting lags behind passenger reporting. At the April 4 meeting the Financial Report for January was presented.

The Hollywood Burbank Airport continues to be in good financial condition, due to the recovering economy and the prudent/conservative budgeting done last year! In January cash receipts exceeded cash disbursements by \$1,744,557. Fiscal Year-to-date receipts exceed disbursements by \$18,728,636!

Perhaps of particular interest to the City, Parking Tax receipts were budgeted for July 2021 to January 2022 to be \$761,572 and came in at \$1,704,178 – almost an extra million dollars to the City and the fiscal year is only half over.

- **California High Speed Rail (CHSR) Litigation**

There are no new developments this month regarding the Authority's legal action against the CHSR. The primary objections remain failure of the Final EIR to address the Airport's concern about disruption to airport operations, including potential construction problems affecting runways and failure to identify sufficient mitigation measures. The FAA did not find issues with the CHSR, however, as operator of the Airport, the Authority remains deeply concerned (we note the CHSR could have purchased the B6 property years ago for \$56 million, before Overton Moore/Avion

bought it. Now, the purchase price to CHSR will be 20x or more to create a 4,000 car surface parking lot!)

Award of Annual Audit

The firm of Macias, Gini and O'Connell (MGO) has been the Authority's external auditors for the last 15 years. Although not required by law, many agencies retain new auditors every 5-10 years, in order to bring in 'fresh eyes'. MGO has always done an excellent job for BUR and with all of the accounting complexities of the on-going Federal Covid relief funding and the upcoming challenges of the Replacement Terminal, the Commission, after a competitive review process with 7 firms, awarded a 3 year contract, with two one year options, to MGO. Although the firm stays the same, State law does require the Audit Partner within the firm be rotated every 6 consecutive years.

Annual Review of Noise Rule Violations

Commission approved annual increases in fines for nighttime noise violations. The increase is unfortunately limited to an inflation adjustment because BUR is subject to the Airport Noise and Capacity Act (ANCA) of 1990, which determines how BUR can calculate its fines. In 2021 staff investigated 9 nighttime operations for suspected violations – these were determined to be in compliance with the BUR noise rules. New fines will range from \$1,700-5,000.

Employee Recognition

Police Officers of the year:

Bret Axton, considered a 'technology whisperer' by the Chief
Keith Sivelefsky, experienced in all aspects of police work

Firefighter of the Year:

Captain Marcus Domingo, coordinated acquisition of latest ARFF vehicle

50-year service pin:

Dan Dittman, he predates the creation of the Airport Authority in 1977!

COMMITTEES

Operations and Development

No report this month

Finance and Administration

Legal, Government and Environment

Approved modification of contract with Trifiletti Consulting for compliance services with the requirements of the Air Quality Management District. The AQMD has changed its methodology and beginning in 2021 Trifiletti and BUR staff will develop revised approaches and methods for determining 2021 Annual Emissions that will include a focus on Airport owned vehicle fleet and electric vehicle charging infrastructure.

In addition to working with CDM Smith Firm, Trifiletti Consulting will prepare methods to identify air quality benefits: Burbank-Metrolink Shuttle Connection, Employee Rideshare Policy, Sustainable Design (Replacement Passenger Terminal, Solar Facility and Sustainable Hanger Project).

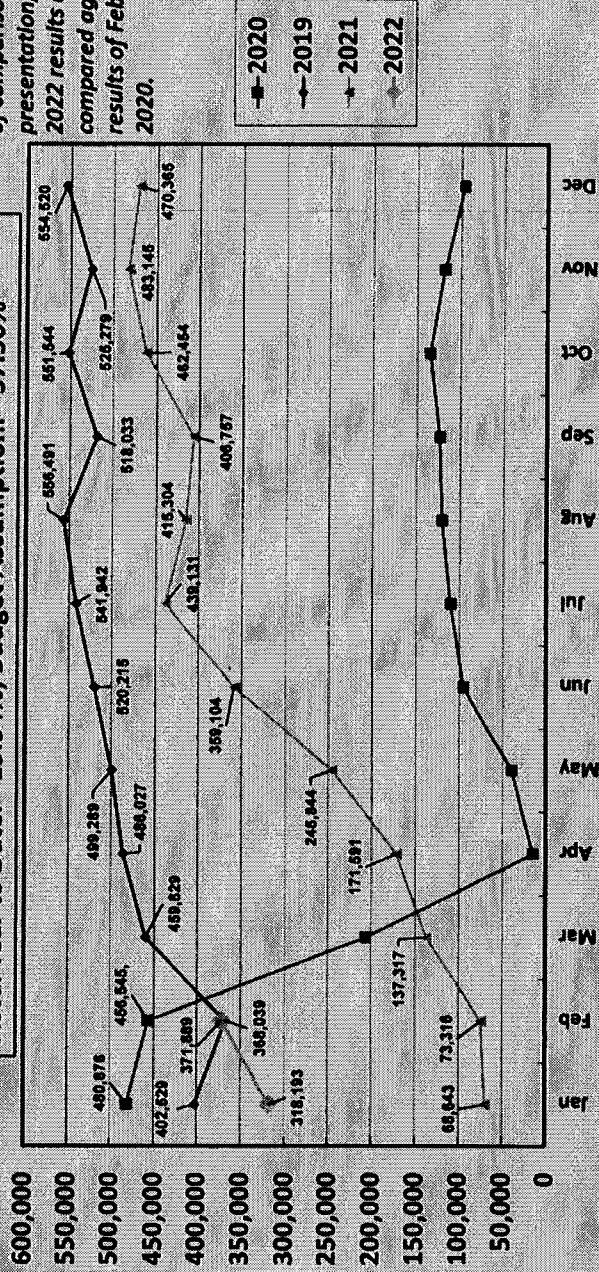
These methodologies will be completed by July 1, 2022.

- **Dashboard for public access to BUR information on noise and related facts.** Committee completed a review a proposed new website feature to afford easy public access to information about noise and noise related issues. The format/design will be brought back to the full Commission at a future date.

Revenue Passengers All Airlines

February 2022: - 18.54% MOM; Budget Assumption: - 50.00%;
 Fiscal Year to Date: - 19.54%; Budget Assumption: - 57.50%

Note: For the purposes of comparison in this presentation, February 2022 results are compared against the results of February 2020.



Regional Airport Passenger Statistics February 2022 v. February 2020

BUR
2022 371,889
2020 456,545
%▼ - 18.54%

ONT
2022 357,880
2020 419,951
%▼ - 14.78%

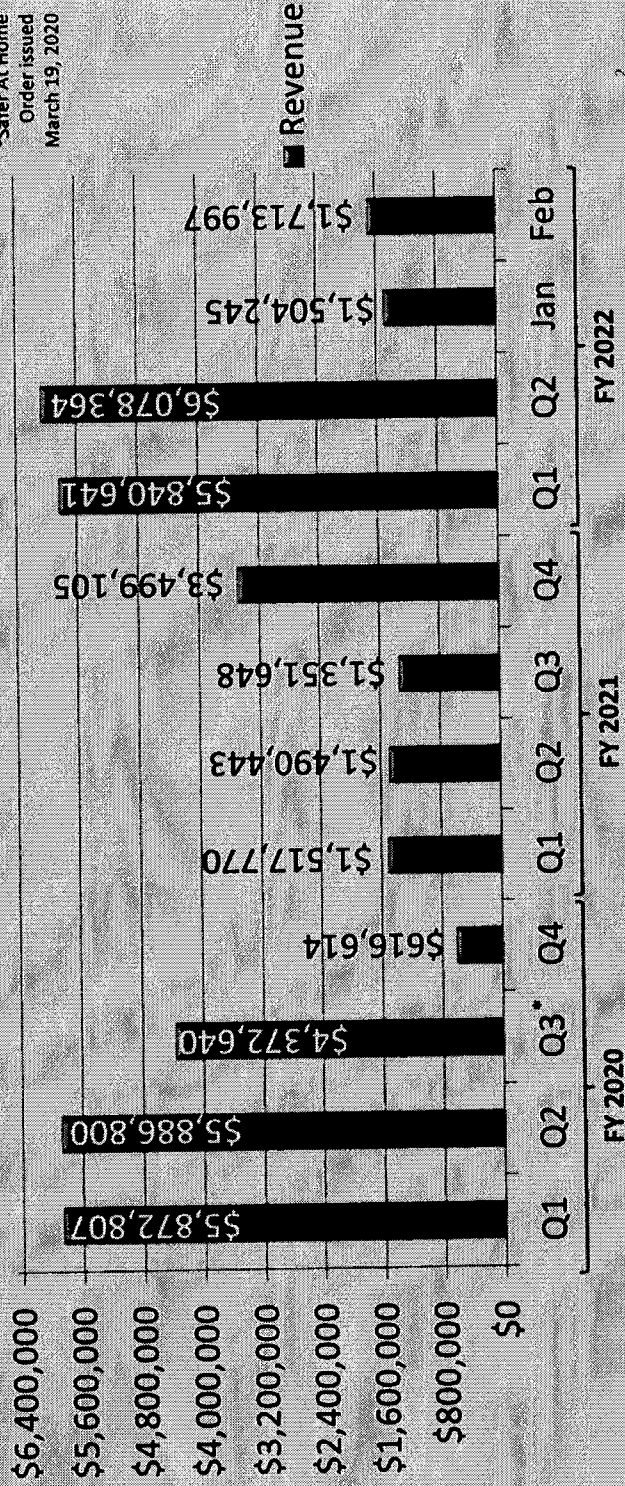
SNA
2022 717,400
2020 764,506
%▼ - 6.16%

LAX
2022 4,080,905
2020 5,821,460
%▼ - 29.90%

LGB
2022 202,906
2020 278,099
%▼ - 27.04%

Quarterly Parking Revenue Trend

• Safer At Home
Order issued
March 19, 2020



**BURBANK WATER AND POWER BOARD
MINUTES OF MEETING
April 07, 2022**

Mr. Brody called the regular meeting of the Burbank Water and Power Board to order at 5:06 p.m. by video conference/teleconference. This online meeting was held pursuant to Executive Order N-29-20 issued by California Governor Gavin Newsom which suspends certain requirements of the Ralph M. Brown Act.

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

ROLL CALL

Board Present: Mr. Brody, Mr. Bardin, Mr. Eskandar, Ms. Tenenbaum, Mr. Malotte

Board Absent: Ms. LaCamera, Mr. Luddy

Staff Present: Ms. Lindell, General Manager, BWP; Mr. Chwang, Senior Assistant City Attorney; Mr. Liu, Chief Financial Officer; Mr. Compton, Assistant General Manager, Chief Technology Officer; Mr. Tunncliff, Assistant General Manager, Customer Service Operations; Mr. Wilson, Assistant General Manager, Water; Mr. Sleiman, Assistant General Manager, Electrical; Ms. Samra, Assistant General Manager, Power; Ms. Edwards, Assistant General Manager, Sustainability, Marketing, and Strategy; Mr. Aquino, Administrative Officer; Ms. Titus, Legislative Analyst; Ms. Sarkissian, Manager Customer Service Operations; Mr. Messineo, Power Production Manager; Mr. Ramirez, Assistant CD Director Transportation & Planning; Ms. Pan, Administrative Officer; Ms. Carreon, Recording Secretary

INTRODUCTION OF ADDITIONAL AGENDA ITEMS

None requested.

ORAL COMMUNICATIONS

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

BOARD AND STAFF RESPONSE TO ORAL COMMUNICATIONS

None.

INTRODUCTION OF RECENTLY APPOINTED BOARD MEMBERS

Mr. Brody deferred the introduction of the newly appointed Board members to May's Board meeting, so introductions may be made in person and to allow all new members to be present.

GENERAL MANAGER REPORT

Ms. Lindell welcomed and thanked the newly appointed Board members, Ms. Tenenbaum and Mr. Malotte.

Ms. Lindell announced that Mr. Brody and Mr. Eskandar will be speaking to City Council on BWP's budget.

Ms. Lindell gave an update to the Board on COVID-19, noting that BWP has had a total of two positive cases in March and one case so far in April. BWP employees are now working a hybrid model for positions that allow them to work from home.

Ms. Lindell congratulated the water division on receiving confirmation from the Bureau of Reclamation that they are providing BWP with a \$175,000 matching grant to complete a drought contingency plan. More information to follow in the coming months.

CONSENT CALENDAR

MINUTES

It was moved by Mr. Bardin, seconded by Mr. Eskandar, carried 4-0, with one abstention to approve the meeting minutes of the regular meeting of March 3, 2022.

REPORTS TO THE BOARD

UPDATE ON CITY OF BURBANK'S GREENHOUSE GAS REDUCTION PLAN

Ms. Pan, of the Community Development Department, provided an update on Burbank's greenhouse gas reduction plan.

Ms. Pan responded to board member questions.

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

BWP OPERATIONS AND FINANCIAL REPORTS

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

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

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

COVID-19 IMPACT UPDATE

Ms. Sarkissian presented to the Board an update on the number of customers in arrears and the status of associated debt. Staff continues to work with customers impacted by COVID-19 through payment arrangements. Ms. Sarkissian also presented an update on the California Arrearage Payment Program (CAPP).

Ms. Sarkissian and Mr. Tunncliff responded to board member questions.

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

INFORMATION FROM STAFF

UPDATE ON CITY COUNCIL AGENDA ITEMS

Ms. Carreon 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.

LEGISLATIVE UPDATE

Ms. Titus provided a federal and state legislative update. Ms. Titus highlighted legislation that BWP is monitoring.

WATER DIVISION UPDATE

Mr. Wilson updated the Board on the water supply, noting that the Colorado River basin's snowpack is at 90% normal for this date; only 71% of the water runoff will reach the reservoirs. Runoff has been below average over the last three years. The Sacramento River runoff has also been below average for the last three years. Additionally, Mr. Wilson noted that the water content in the Sierra snowpack peaked in January and has since decreased. January, February, and March have been the driest Northern Sierra rainfall on record; half of the rainfall we typically receive in a year occurs between January and March. Between April and September, we only receive 17% of our annual precipitation. Currently, our peak snowpack is at 61% of normal, of which only 57% of the water runoff will reach the reservoirs. There is a demand balance that MWD has to fill; they are taking approximately 867,000 acre-feet from the Colorado River aqueduct. Their demand forecast for the region is 1.82 million acre-feet, of which they have to make up the shortfall from local supplies they have stored regionally. However, there are some areas within the service area that are completely dependent on the state water project. There are some hydraulic issues with MWD to hydraulically service these areas. BWP has been working with them to help take the load off some of the areas that are completely dependent on the state water project. MWD is going to look into allocating MWD deliveries for these areas. While Burbank is dependent on the state water project, we can purchase water from Los Angeles, rather than taking water from the water project, so we are not solely dependent on the state water project and will not be subject to any allocation by MWD.

Mr. Wilson, Ms. Edwards, and Mr. Tunncliff responded to board member questions.

POWER SUPPLY UPDATE

Mr. Messineo updated the Board on the Lake One unit re-build. The Lake One power plant is a 45-megawatt natural gas peaker plant, used primarily in the summer when there is high demand. It was installed in 2002 and at the end of 2020 the turbine experienced a problem and was sent to a repair depot in Houston, Texas. The overhaul of the turbine took 15 months, due to supply chain issues. During the interim, staff obtained a leased turbine while the BWP turbine was overhauled. Recently the rebuild was completed and the turbine was received on March 28, installed on 3/31. The turbine has been running well since 4/1st.

Mr. Messineo responded to board member questions.

ELECTRIC UPDATE

Mr. Sleiman welcomed the new Board members and provided a background on his section. He provided an update on lead time for most of the single-phase transformers are two years out, others are one year and a half out. Staff is revising the transformer operation maintenance practices – rather than running at 200% at peak, typically we would replace it or spread out the load. This is not the case with most utilities, we don't run our investments to failure. However, due to the lead time, we are taking more care of the transformers, recycling old transformers, and repairing them in house, so we do not have a loss of transformers and have to wait over a year to replace them. Staff is also looking to hire a company to repair transformers and seeking

to resize our transformers where possible. Mr. Sleiman also reported on the increase in pricing from digging contractors for our conduit. Labor is up 3.2%; asphalt concrete is up 8.4%; concrete is up 9.9%; precast concrete products is up 12.8% increase; metals is up 36%; plastic is up 58%; and plastic conduit is up more than 400%. To mitigate these price increases, staff is submitting for as many grants as possible.

Mr. Sleiman responded to board member questions.

COMMENTS AND REQUESTS FROM BOARD MEMBERS

Mr. Bardin thanked staff for the presentations. Mr. Eskandar highlighted experience he had with BWP staff. He thanked staff for responding to questions he had on conservation and solar installation. Mr. Eskandar also welcomed the new Board members. Ms. Tenenbaum expressed that she is looking forward to meeting in person. Mr. Malotte thanked staff and the Board for welcoming him as a new Board member. He also gave kudos to BWP for providing reliable and affordable utilities to the city's residents. Mr. Brody requested the photographer to come out and take pictures of the new Board members at the next in-person meeting.

ADJOURNMENT

The meeting was adjourned at 8:04 p.m. The next regular Board meeting is scheduled for May 5, 2022 and will be held in the third floor Board room at Burbank Water and Power.

Julie Carreon
Recording Secretary

Dawn Roth Lindell
Secretary to the Board

Robbie Brody, BWP Board Chair

April 6, 2022
4:30 p.m.

The regular meeting of the Civil Service Board was held by video conference/teleconference on the above date.

Roll Call

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

Members not present: Jacqueline Waltman, Vice-Chairperson

Also present: Daniel Amaya, Administrative Analyst I
Grace Coronado-Cervantes, Administrative Officer
Michael Del Campo, Landscape and Forestry Svcs Supt
Brady Griffin, Acting Asst. Management Services Director
David Lasher, Administrative Analyst II
Betsy McClinton, Management Services Director
Jina Oh, Senior Assistant City Attorney
Sherry Richardson, Administrative Officer
April Rios, Human Resources Manager
Rene Sanchez, Acting Human Resources Manager
Jessica Sandoval, Executive Assistant

Future Agenda Items

None

Open Public Comment Period of Oral Communications

None

Approval of Minutes

MOTION CARRIED: It was moved by Ms. Barnes, seconded by Mr. Doyle and carried 4-0 to approve the minutes of the regular meeting of March 2, 2022.

Proposed Amendments to Classification Plan

Revision of the Specifications for the Classifications of Senior Tree Trimmer, Tree Trimmer, and Tree Trimmer Helper

MOTION CARRIED: It was moved by Mr. Doyle, seconded by Mr. Ramos and carried 4-0 to approve the revision of the specifications for the classifications of Senior Tree Trimmer, Tree Trimmer, and Tree Trimmer Helper.

RECOMMENDATION: Discuss and approve.

Recruitment and Selection Report – March 2022

RECOMMENDATION: Note and file.

Expedited Recruitment Quarterly Report

RECOMMENDATION: Note and file.

Annual Examination Appeals Report

RECOMMENDATION: Note and file.

Annual Review of Recruitment Processes Report

RECOMMENDATION: Note and file.

Appointments and Assignments

For the month of April, 2022, there was one provisional appointment extension, one temporary appointment extension, and one temporary assignment extension. The extensions were being sought on behalf of the Public Works Department and the Management Services Department.

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

Additional Leave Quarterly Report

RECOMMENDATION: Note and file.

Adjournment

The regular meeting of the Civil Service Board was adjourned at 5:07 p.m.

Julianne Venturo
Assistant Management Services Director

APPROVED:

Iveta Ovsepyan, Chairperson

DATE _____

Richard Ramos, Secretary

DATE _____