



Weekly Management Report

November 27, 2024

- 1. Minutes** Burbank Water and Power Board Meeting
on November 7, 2024
Water and Power Department
- 2. Report** October 2024 Monthly Operating Results
Water and Power Department
- 3. Memo** Business Attraction Update ICSC Conferences – 2024
Community Development Department
- 4. Summary** Parks and Recreation Board
Meeting on November 14, 2024
Parks and Recreation Department

**BURBANK WATER AND POWER BOARD
MINUTES OF MEETING
NOVEMBER 07, 2024**

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

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

ROLL CALL

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

BOARD ABSENT: None.

STAFF PRESENT: Ms. Samra, General Manager – BWP; Mr. Lillio, Chief Financial Officer; Mr. Messineo, acting Assistant General Manager – Power Supply; Mr. Wilson, acting Assistant General Manager – Chief Technology Officer; Mr. Aquino, Assistant General Manager – Customer Services Operations; Mr. Johnstone, Sustainability Officer; Mr. Casillas, Senior Administrative Analyst; Mr. Chwang, Senior Assistant City Attorney; Ms. Covarrubias, Administrative Analyst II; Mr. Kidd, Marketing Associate; Mr. Sheikh, Manager Water Engineering/Planning; Mr. Beckett, Water Maintenance/Construction Superintendent

ORAL COMMUNICATIONS

Ms. Kirschenbaum expressed her concerns about the solar net billing program update staff presented at the previous Sustainable Burbank Commission meeting. Ms. Kirschenbaum highlighted the presentation's example of a typical BWP customer and the lack of a breakdown of the BWP costs relating to the grid and maintenance.

BOARD AND STAFF RESPONSE TO ORAL COMMUNICATIONS

Ms. Samra responded to Ms. Kirschenbaum's concerns regarding his solar net billing program update.

GENERAL MANAGER REPORT

Ms. Samra began her report by highlighting her recent travel to tour the Intermountain Power Project on October 16, 2024, with Mr. Olsen, Energy Control Center Manager, and Mr. D'Aquila, Power Resources Manager. Ms. Samra mentioned that LADWP staff were also present for the tour and noted that the purpose of the tour was to see how the project was going and to ask questions about the costs and timing of the project.

Next, Ms. Samra highlighted her following travel to the Palo Verde Tour in Arizona on October 29, 2024, with Mr. D'Aquila, Power Resources Manager, Mr. Maruca, Legislative Analyst, and Council Member Mullins, along with staff from Glendale Water and Power and LADWP.

Lastly, Ms. Samra updated the board on her travel to Sacramento, California, on October 29, 2024, to attend the joint meeting between the California Municipal Utilities Association and the California Community Choice Aggregator Association meeting to have an open discussion on synergizing on projects.

Ms. Samra responded to board member questions.

CONSENT CALENDAR MINUTES

It was moved by Mr. Eskandar, seconded by Mr. LeMasters, and carried 6 – 0 (Ms. Tenenbaum abstained) to approve the meeting minutes of the regular meeting of October 3, 2024.

REPORTS TO THE BOARD BWP OPERATIONS AND FINANCIAL REPORTS

Mr. Lillio presented BWP's financial update for the month of August 2024.

Mr. Lillio responded to board member questions.

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

SUSPENSION OF BURBANK WATER AND POWER'S GREEN CHOICE PROGRAM

Mr. Kidd, Marketing Associate, presented an update on Burbank Water and Power's Green Choice Program.

Mr. Kidd, Ms. Samra, and Mr. Chwang responded to board member questions.

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

UPDATE ON BURBANK WATER AND POWER'S CUSTOMER SOLAR PROGRAM AND INTRODUCTION OF A SOLAR NET BILLING PROGRAM

Mr. Johnstone, Sustainability Officer, and Mr. Kidd, Marketing Associate, presented an update on Burbank Water and Power's Customer Solar Program.

Mr. Johnstone, Mr. Kidd, Ms. Samra, and Mr. Chwang responded to board member questions.

It was moved by Mr. Malotte, seconded by Mr. Smith, and carried 7 – 0 to recommend that the Burbank City Council approve the transition from the current Net Energy Metering (NEM) 1.0 solar program to the Solar Net Billing program and approve the methodology for

determining the avoided costs of energy (ACOE) and to allow the BWP General Manager to make administrative changes to the methodology.

INFORMATION FROM STAFF
CUSTOMER SERVICE UPDATE

Mr. Aquino provided an update on the new customer billing information system, which launched on October 17, 2024. Mr. Aquino then informed the board of the upcoming projects his project team will take on after the customer billing information system project is complete.

POWER SUPPLY UPDATE

Mr. Messineo provided an update on the Magnolia Power Project, noting a scheduled shutdown from February 28, 2025, to April 21, 2025. Mr. Messineo continued by noting a few grants related to the Magnolia Power Project.

Mr. Messineo also updated the board on the Stormwater Improvement Project, highlighting that the project is now complete. Mr. Messineo then updated the board of the A3 Step-up Transformer, which is used for Lake One Power Plant, noting that it gets regularly tested and is nearing its end of life.

Mr. Messineo and Ms. Samra responded to board member questions.

SUSTAINABILITY UPDATE

Mr. Johnstone updated the board on BWP's recent sustainability efforts, highlighting the California Native Landscape Transformation class it cohosted on October 25, 2024. Mr. Johnstone then spoke on the Energy-Saving Trees program, which he noted is going strong.

Mr. Johnstone highlighted the Native Garden Kit Distribution Event BWP, which was held on campus in collaboration with TreePeople. Additionally, Mr. Johnstone noted the rain barrel distribution event that was held.

Lastly, Mr. Johnstone informed the board of the electric equipment demonstration day for the landscaping crews with the City's Parks and Recreation Department.

Mr. Johnstone responded to board member questions.

COMMENTS AND REQUESTS FROM BOARD MEMBERS

Mr. Smith asked about the cause of the recent power outage on November 7, 2024.

Ms. Samra and Mr. Messineo responded, noting that the cause of the outage was a squirrel.

ADJOURNMENT

The regular meeting was adjourned at 7:11 p.m.

The next regular board meeting is scheduled for December 05, 2024, and will be held in the third-floor board room at Burbank Water and Power Ron E. Davis Administration Building.

Armando Casillas
Senior Administrative Analyst
Recording Secretary

Mandip Kaur Samra
General Manager – BWP
Secretary to the Board

Bill Luddy, BWP Board Chair

STAFF REPORT

7A.



WATER AND POWER

DATE: December 5, 2024

TO: Burbank Water and Power Board

FROM: Mandip Kaur Samra, General Manager – Burbank Water and Power *MK Samra*

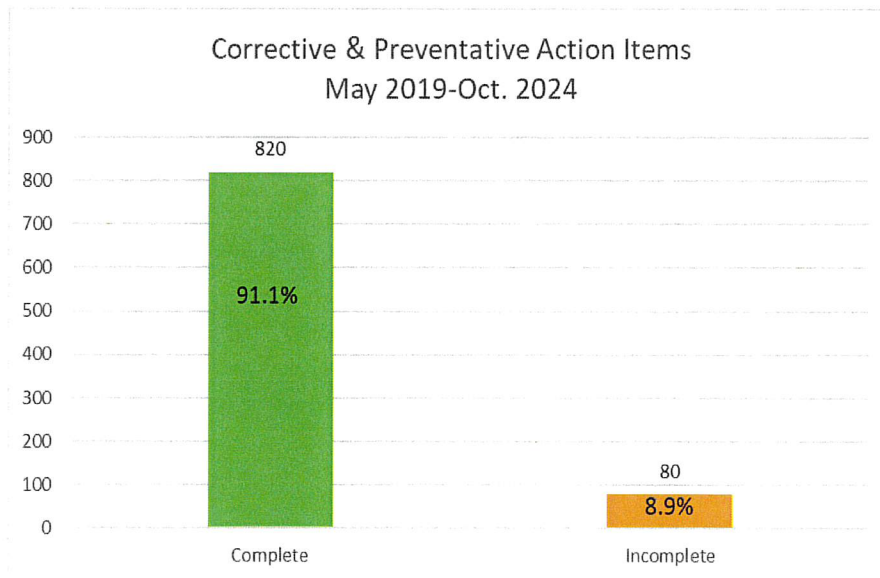
SUBJECT: October 2024 Operating Results

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

SAFETY

Corrective & Preventative Action Items (May 2019 – Present) (85% Goal):

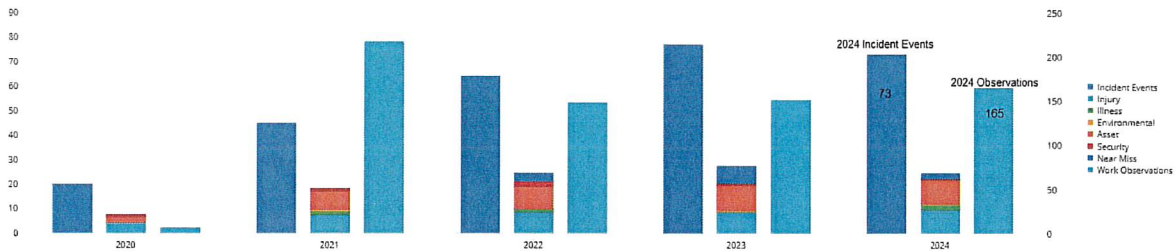
Staff tracks action items for Environmental Health and Safety (EHS) events from start to closure to prevent the recurrence of injury or damage to the City or public property; BWP has closed **91.1%** of corrective and preventative action items since the start of capturing and tracking in May 2019.



Incidents, Near Misses, and Observations:

BWP continues to improve employee engagement, as measured by the number of incidents, near misses, and observation reports received from employees. By reporting these events, we create opportunities to learn and prevent harm to people, the

environment, and property. From January 1, 2024, to the present, BWP has received **238** EHS-related reports to count towards the 2024 annual goal of 250.

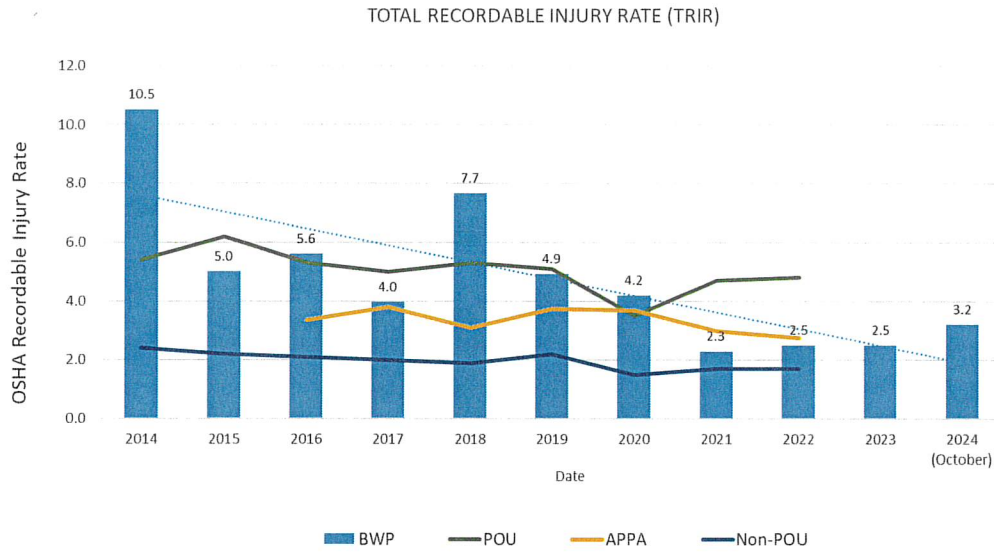


Year	Consequences							Work Observations
	Incident Event	Injury	Illness	Environmental	Asset	Security	Near Miss	
2020	20	12	0	0	7	2	0	6
2021	45	21	4	2	21	3	0	217
2022	64	24	4	0	25	6	9	143
2023	77	24	1	1	29	2	19	151
2024	73	27	5	2	27	1	6	165
Total	279	108	14	5	109	14	34	687

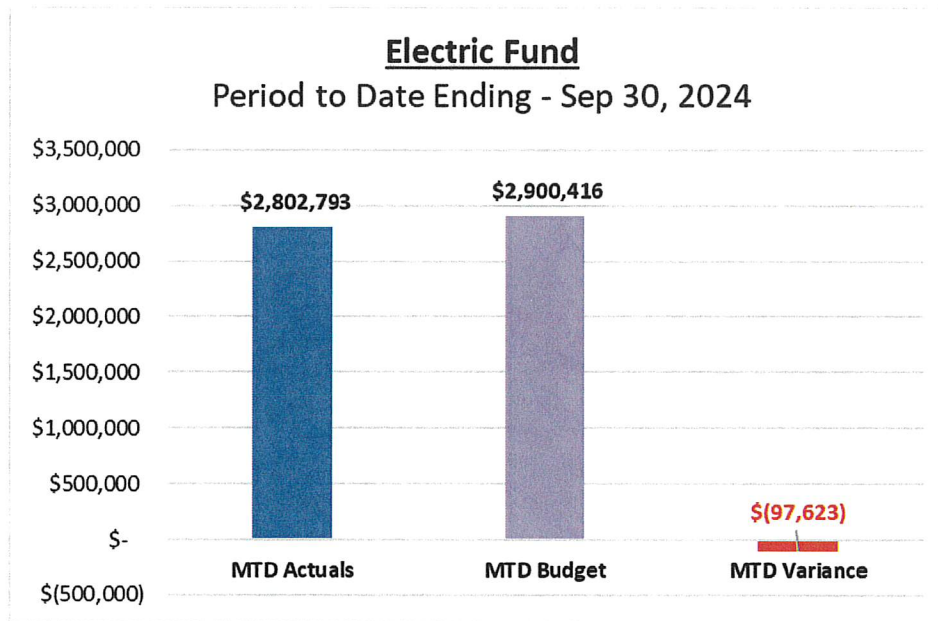
OSHA Total Recordable Incident Rate (January 2014 – Present):

BWP received **one** recordable injury in this reporting period. BWP’s 12-month rolling average OSHA total recordable incident rate is **3.2**, as seen in the graph below.

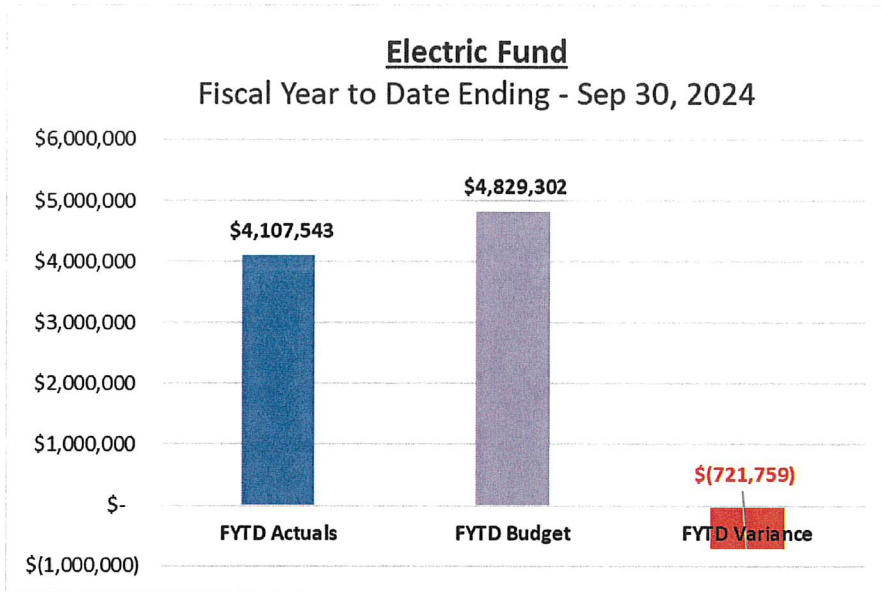
- ❖ **A water construction employee was startled when a gas service line was struck. When leaving the area, he fell on his right hand and right shoulder and was on restricted work for six days.**
- ❖ **On October 16, 2024, a 2-inch plastic gas line was inadvertently struck by a backhoe during excavation activities. The equipment operator responded promptly and decisively, shutting down all machinery and notifying the gas company, fire department, and their supervisor. EH&S was immediately informed and arrived on-site to assess the situation.**
- ❖ **As part of the response, a safety stand-down was conducted the following day with all employees in the water construction section to review the incident and reinforce safety protocols. Additionally, a Safety Alert was distributed BWP-wide, summarizing the event and highlighting key lessons learned to prevent similar occurrences in the future.**



Electric Financial Results

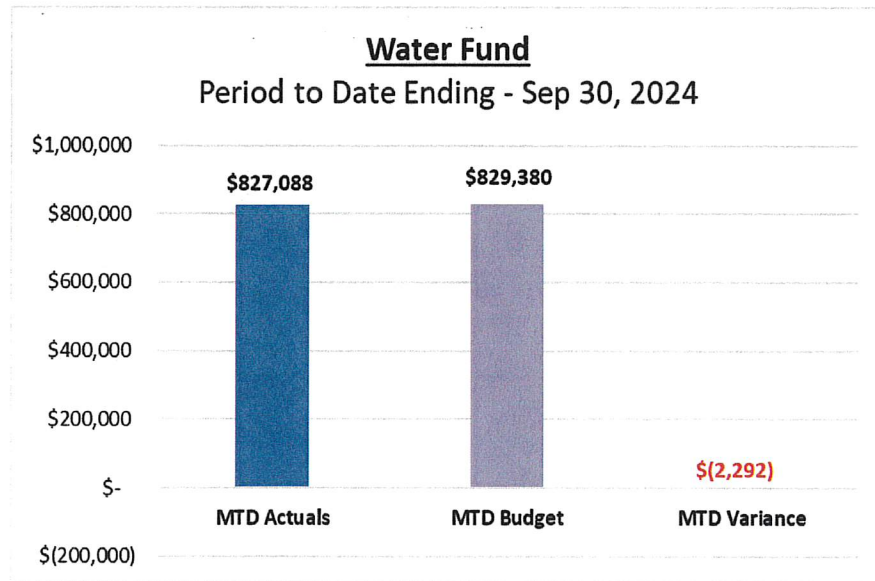


For September 2024, the MTD unfavorable variance is primarily attributable to lower than planned retail sales and higher than planned power supply expenses; partially offset by lower than planned operating expenses and higher than planned other income.

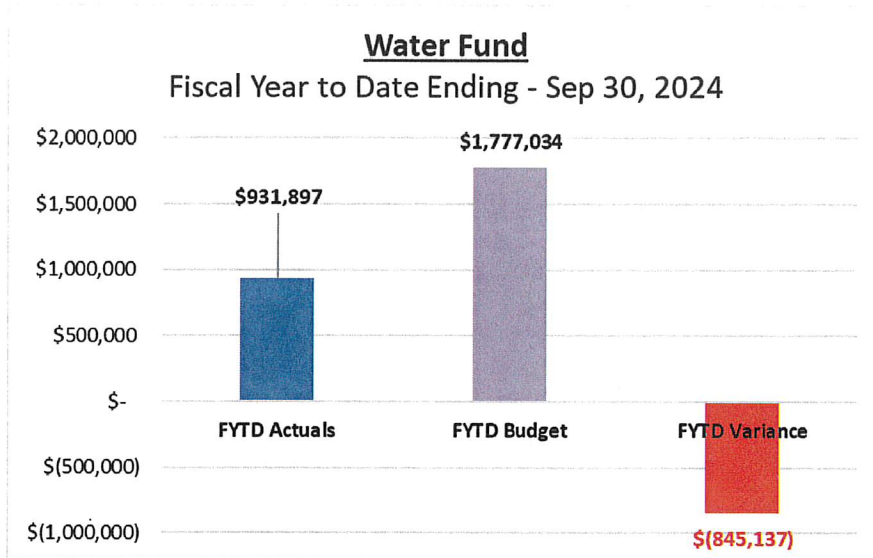


For **September 2024**, the YTD **unfavorable** variance was primarily attributed to **unplanned expenses related to premiums on bond redemption and higher than planned power supply and transmission expenses, offset** by lower than planned operating expenses. For additional details, please see the attached financial statements.

Water Financial Results



For **September 2024**, the MTD **unfavorable** variance is primarily attributable to **lower than planned retail and recycled sales; offset** by lower than planned water supply and operating expenses as well as higher than planned other income.

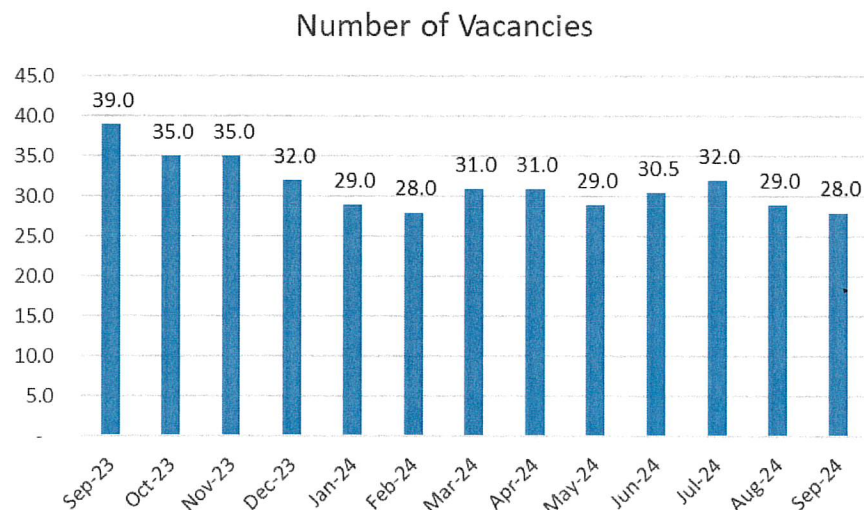


For September 2024, the unfavorable variance was primarily attributed to **unplanned expenses related to premiums on bond redemption and lower than planned retail sales, partially offset by** lower than planned operating expenses, lower than planned water supply expenses, and higher than planned recycled sales. For additional details, please see the attached financial statements.

The table below shows the number of vacant positions throughout the utility. As of **September 2024**, 7.8% of the budgeted positions were vacant, down from 8.1% at the beginning of the fiscal year.

Vacancies

Total Budgeted Positions	360
Total Positions Filled	332
Total Positions Vacant	28



WATER DIVISION

Burbank's Water Use

The table below shows water use in Burbank during **October 2024** compared to **October 2020**, measured in gallons per capita per day (gpcd).

	Average Monthly Use
October 2020	153 gpcd
October 2024	130 gpcd

Burbank Operating Unit (BOU) Water Production

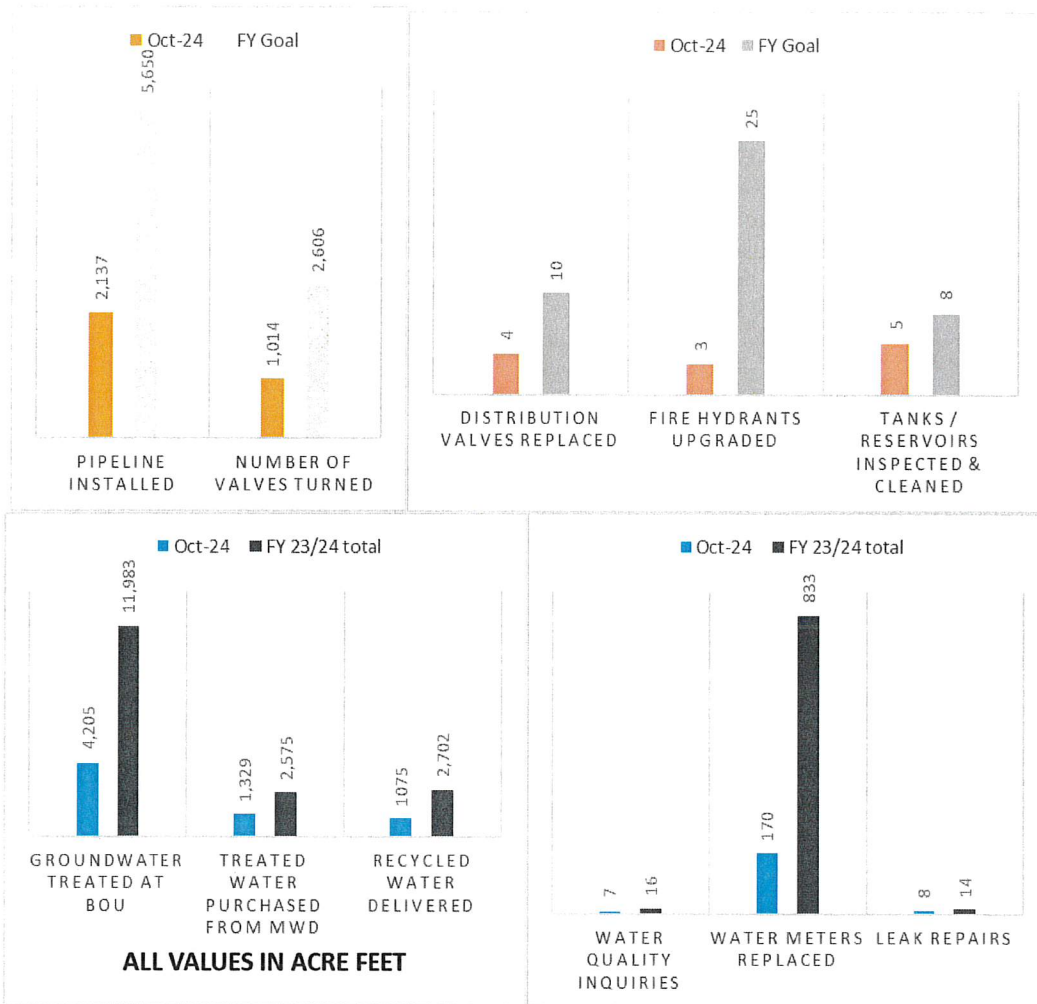
The table below provides the BOU's operational data for **October 2024**.

Month	BOU Capacity Factor	BOU Ave. Flow Rate gpm	Total System Blend % MWD/BOU
October 2024	86.73%	7,805	18%/82%
12 Month Average	83.31%	7,516	18%/82%

The total system blend percentage represents the total amount of water purchased from the Metropolitan Water District (MWD) vs. the amount treated by the BOU. This, along with the capacity factor, is an important efficiency measure. The capacity factor may fluctuate based on demand and plant production. 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 water division's progress on key performance indicators through **October**.

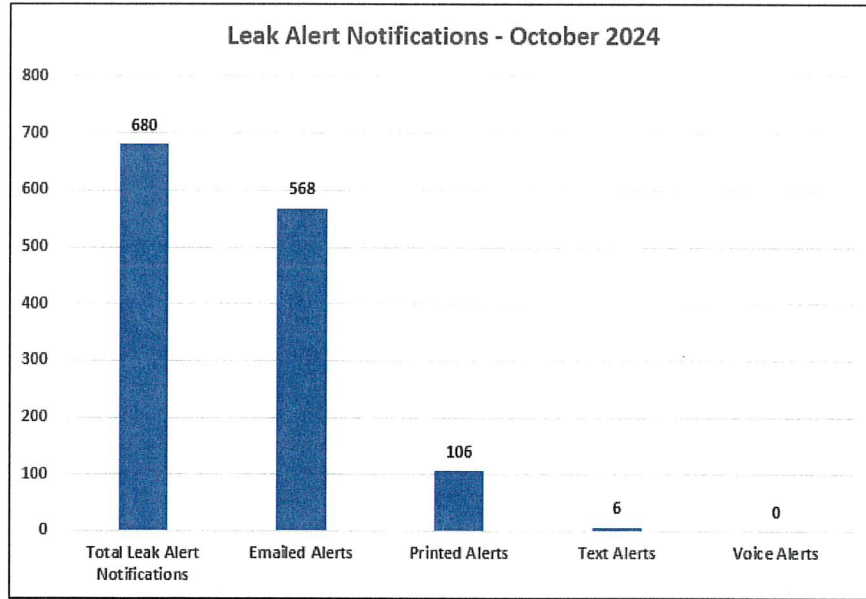


Project Updates

Click [here](#) for a link to the project updates.

Leak Alert Notifications

BWP provides leak alert services to residents who registered to receive notifications. This service, called WaterSmart, works by receiving hourly water usage from the meter and analyzing this data to determine if a leak might be present based on continuous usage.



Water Meters Communication Module Endpoints

At last count, 12,323 water meters were not communicating due to the failure of communication module endpoints on the meters. The number of endpoints not reading data is no longer available due to work on the AMI/CSS system. However, staff reads these meters manually to ensure accurate billing.

ELECTRIC DISTRIBUTION

Electric Reliability

In **October 2024**, BWP experienced **one** sustained feeder outage. In the past 12 months, automatic reclosing has reduced customer outage time by approximately **1,743,495** customer minutes.

Reliability Measurement	November 2022 – October 2023	November 2023 – October 2024
Average Outages Per Customer Per Year (SAIFI)	0.3681	0.2716
Average Outage Time Experienced Per Year (SAIDI)	19.92 minutes	16.88 minutes
Average Restoration Time (CAIDI)	54.13 minutes	62.17 minutes
Average Service Availability	99.996%	99.997%
Average Momentary Outages Per Customer Per Year (MAIFI)	0.1584	0.4164
No. of Sustained Feeder Outages	22	24
No. of Sustained Outages by Mylar Balloons	2	4
No. of Sustained Outages by Animals	1	2
No. of Sustained Outages by Palm Fronds	3	6

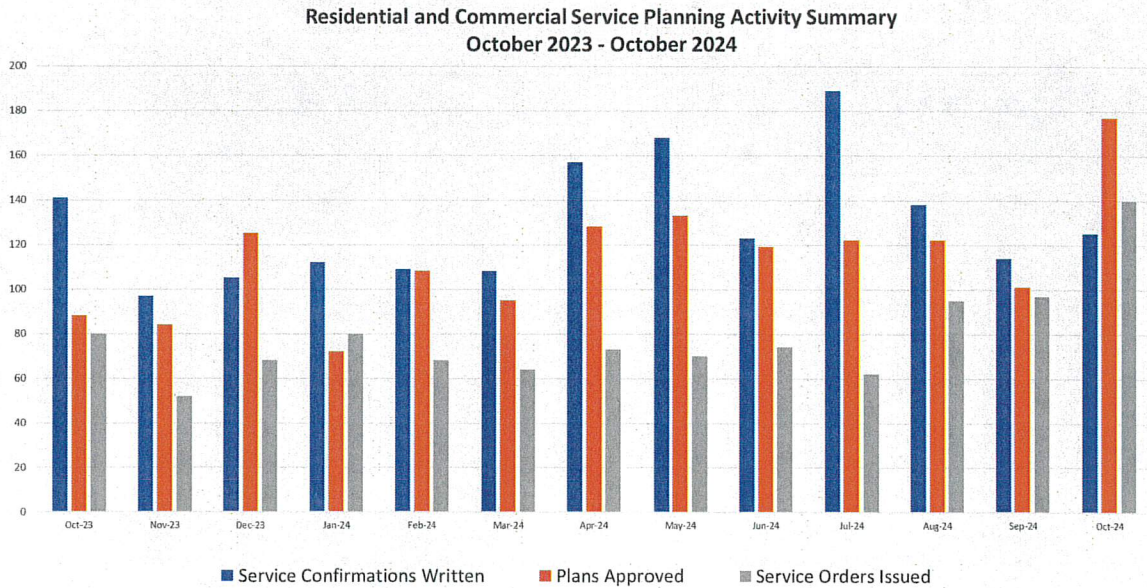
Supply Chain

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

Equipment	Typical Lead Time	Current Lead Time
Transformers	12-16 weeks	20-158 weeks
Meters	4-6 weeks	38+ weeks
Cable	12-16 weeks	52+ weeks
Poles	6-8 weeks	30+ weeks

Residential and Commercial Service Planning Activities

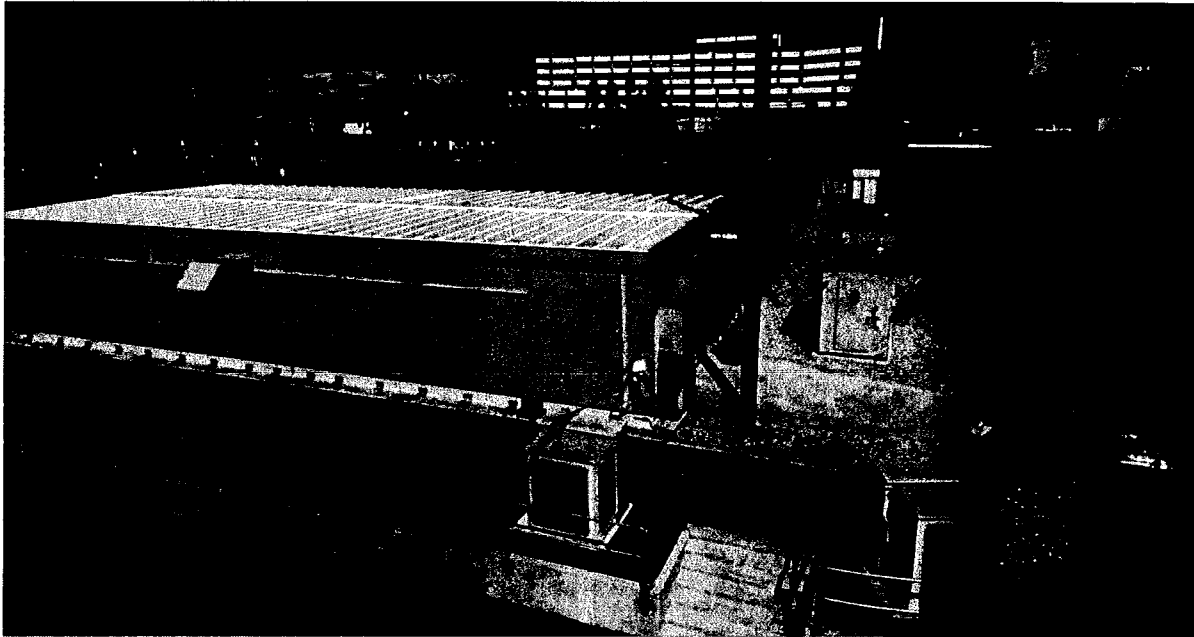
Due to the high volume of service requests, Electrical Service Planning has added some self-service options for its customers to enhance the customer experience and to help manage the Service Planning team’s availability for field visits. This includes launching a new portal so customers can self-schedule field visits for meter spots, solar, and plan reviews. The scheduling system checks the employee calendars for availability, collects required information from customers, and sends automatic reminders and follow-up emails. The scheduling portal is available on the BWP website: www.burbankwaterandpower.com/electric/electricplanning



**Activity includes staff revisions to electric confirmations

Golden State Substation Rebuild Project - Final Update

The station's final commissioning stage was completed in October. It was energized and will be scheduled to pick up electrical load by the end of the year. Final invoicing, minor punch list items, and as-built drawings will be completed over the next few months. Please see the picture below for a side view of the station.



Newly Rebuilt Golden State Substation

Warner Substation Spare Transformer Deployment

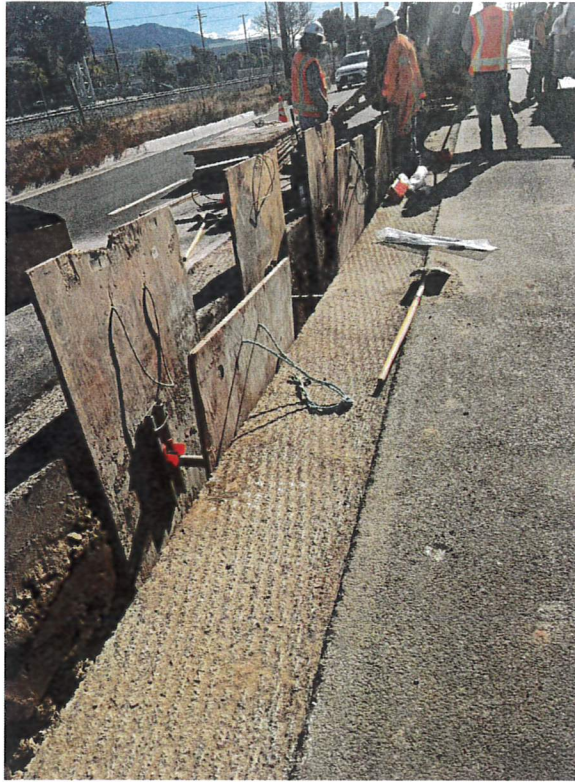
On June 2023, Warner Substation, a customer station that serves the Warner Bros. Studios main lot, experienced a fire on one of its two transformers due to an electrical fault within the transformer. Thereafter, BWP initiated the procurement of a new replacement transformer scheduled for delivery in May of 2027. However, due to the nearly 4-year lead time for the permanent transformer replacement, Warner Bros. had requested and collaborated with BWP to temporarily replace the damaged transformer by refurbishing one of its existing spare transformers and temporarily installing it at Warner Substation. The temporary transformer was successfully deployed and is currently serving electrical load as intended at Warner Substation. Below is a picture of the temporary transformer at Warner Substation.



Temporary Transformer at Warner Customer Station

Hollywood-Burbank Airport Replacement Terminal Project

The Hollywood-Burbank Airport is currently building a new replacement airport terminal. Construction is ongoing to provide temporary construction power (3.5 MVA) to the airport by January 2025. Additionally, BWP's contractor Doty Bros, is currently constructing underground infrastructure on Ontario St., San Fernando Blvd., Tulare Ave., and Cohasset St. to temporarily energize the new terminal power (17 MVA) by summer of 2025. BWP and the airport are currently negotiating terms for a new substation. The new substation is planned to be built by 2029/2030 to permanently feed the new airport terminal.



Doty Bros trenching to install conduit on San Fernando Blvd.



Doty Bros pouring slurry over conduits at San Fernando Blvd.

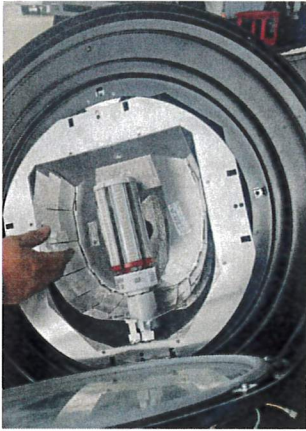


Conduit installation at Airport switchyard

STREET LIGHTING

LED Replacement Program

To date, **95.30%** of the total streetlight luminaires have been converted to LEDs, translating to an annualized energy savings of **5,573MWh** or a **60.14%** reduction in energy consumption. LED conversions have also reduced the evening load by **1 kW**, shortening the “neck of the duck curve”ⁱ and reducing the energy generation BWP needs. Marbelite and Octaflute posts across the City have completely transitioned to LED lighting. The remainder of LED light conversions are associated with decorative posts. BWP has **202** decorative LED lights remaining for conversion. The images below show some proposed solutions for converting our decorative lights. The Ameron Delphi, Tripole, and Gooseneck decorative streetlight standards have been fully converted using the Keystone LED bulbs. The 3-ring halo LED retrofits will be ordered soon and shipped before the end of the year.



Keystone LED Bulb



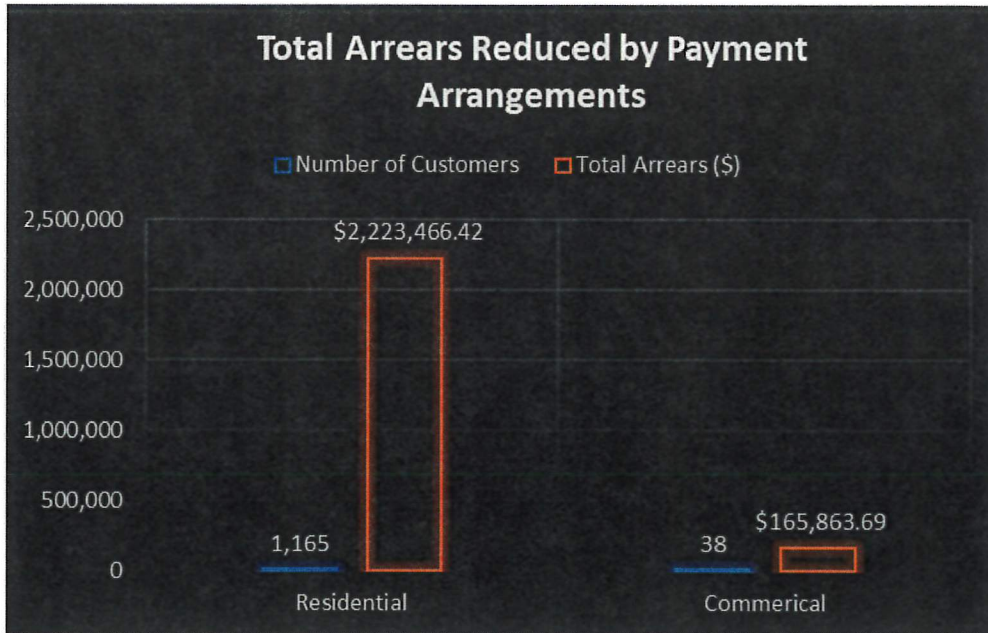
3-Ring Halo LED

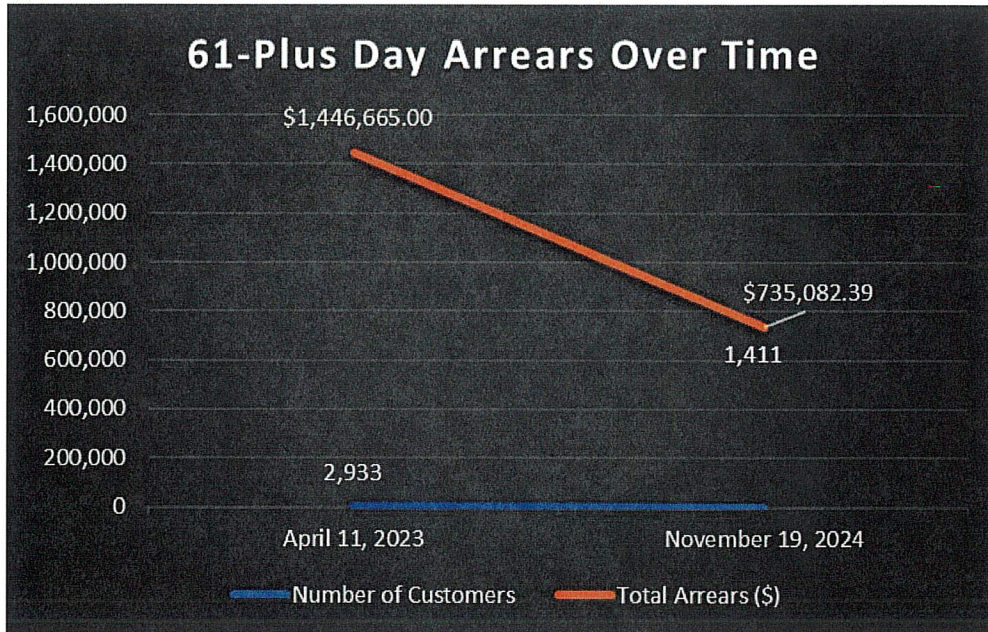


Driver and Housing

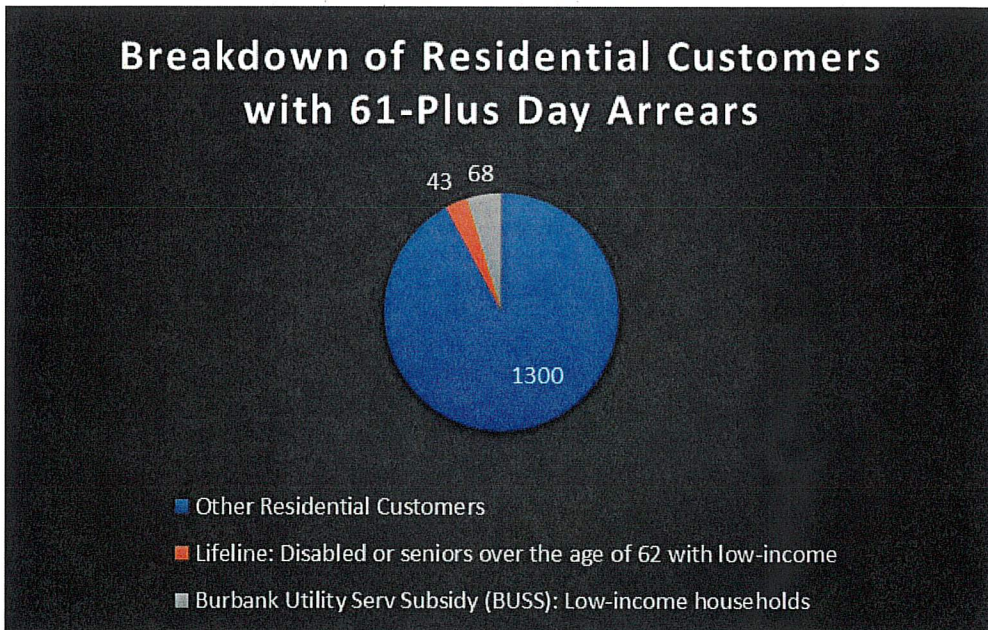
CUSTOMER SERVICE OPERATIONS

The charts below reflect the total arrears data as of November 18, 2024.





As of **November 19, 2024**, there are 1,411 residential customers with at least 60-plus days of arrears. Of these **1,411** residential customers, **43** receive the Lifeline rate for low-income **customers who are seniors over the age of 62 or disabled customers**, and **68** customers receive the Burbank Utility Service Subsidy (BUSS) rate. The chart below reflects the breakdown of residential customers with 61-plus day arrears.



As of **November 19, 2024**, no Lifeline or BUSS customers have been disconnected for non-payment.

BWP Call Center Call Volume

Month	Call Volume
Oct - 23	4,227
Nov - 23	3,846
Dec - 23	3,732
Jan - 24	4,182
Feb-24	3,816
Mar-24	3,811
Apr - 24	3,734
May-24	3,894
June-24	3,524
July-24	4,132
Aug - 24	3,594
Sep - 24	2,911
Oct - 24	3,451
Change from previous month (%)	16%

SUSTAINABILITY, MARKETING, AND STRATEGY

Social Media and Web Engagement

In October 2024, we celebrated Public Power Week, highlighting BWP's benefits to the Burbank Community as their not-for-profit utility. BWP joined over 2,000 other public utilities nationwide to share stories about reliability, resilience, and customer service, showcasing the men and women of BWP serving the community 24/7. We emphasized the foundational principles of BWP, which are centered on community and commitment. In alignment with the aforementioned messages, we also held our second Keeping Current with the Community event, meeting residents at a locally owned business for conversation and answering questions. Coverage for these events locally and through social media prompted the American Public Power Association (APPA) to interview Mandip Samra and publish an article titled – [CEO and General Manager of Burbank Water & Power Connects with Customers Over Coffee](#). It's a noteworthy achievement for BWP to be highlighted in an APPA article alongside Public Power Week as an innovator in community engagement.



Key Account Activity

The Key Account Manager (KAM) completed 15 in-person meetings and 91 maintenance/discovery calls in October.

	Customer in-person meetings	Customer maintenance calls/discovery calls
October 2024	15	91
FY to date	72	426

BWP's Customer Sustainability Programs

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

Business Rebates

There were no business rebate applications processed in October.

	Customers (#)	Energy Savings (annual kWh)	Demand Savings (kW)
October 2024	0	0	0
FY to date	4	303,587	43

Business Bucks

October's promotion of the Business Bucks (BB) program for small businesses canvassing by RHA, e-blast of Testimonial #3 to eligible customers, social media campaign using testimonial #3, and inclusion in the Chamber e-newsletter. RHA completed 11 installs, totaling 31,321.82 kWh and 12.16 kW saved annually.

	Customer Audits (#)	Customer Installs (#)	Energy Savings (annual kWh)	Demand Savings (kW)
October 2024	10	11	31,321	12.16
FY to date	42	37	95,531	32.21

Home Improvement Program (HIP)

The HIP offers all Burbank residential customers energy-water surveys and efficiency measure installations. The HIP services include in-home energy and water surveys, as well as direct installation of indoor and outdoor energy and water conservation measures.

	Customers (#)	Energy Savings (annual kWh)	Demand Savings (kW)	Water Savings (gallons)
October 2024	51	33,253	17	327,145
FY to date	158	109,624	61	1,027,812

BWP's Energy-Saving Trees Program

BWP partners with the Arbor Day Foundation, a 501(c)(3) nonprofit, to provide the Energy-Saving Trees Program to the Burbank community.

	Trees Requested	Trees Delivered	Energy Savings (annual kWh)	Demand Savings (kW)
October 2024	6	0	0	0
FY to date	80	65	13,130	3

Home Rewards Rebates

BWP offers rebates to make customers' homes more comfortable with energy-efficient improvements and by purchasing EnergyStar-certified appliances.

	Rebates (#)	Energy Savings (annual kWh)	Demand Savings (kW)
October 2024	26	5,610	0
FY to date	105	27,484	8

Building Electrification Rebates

BWP offers rebates to residential customers who replace gas appliances with efficient electric alternatives.

	HVAC	Heat-Pump Water Heater	Cooktop/Range	Clothes Dryer	Panel Upgrade
October 2024	0	0	0	0	0
Program start to date	45	1	7	0	8

Cool Rewards Program Participation

Below are the stats for enrollment to date:

Time Period	Thermostats Enrolled	Total Estimated Capacity (kW)
Program Launch to Date	554	831

This summer, 6 Cool Rewards events were called due to high heat. On average, 57% of customers completed the event. **The program season ended October 31, 2024, and the next program season begins May 1, 2025. No events were called in October as there were no heat wave conditions that would trigger an event. Enrollments for this program are ongoing, customers can continue to enroll at all times.**

Water Conservation Programs

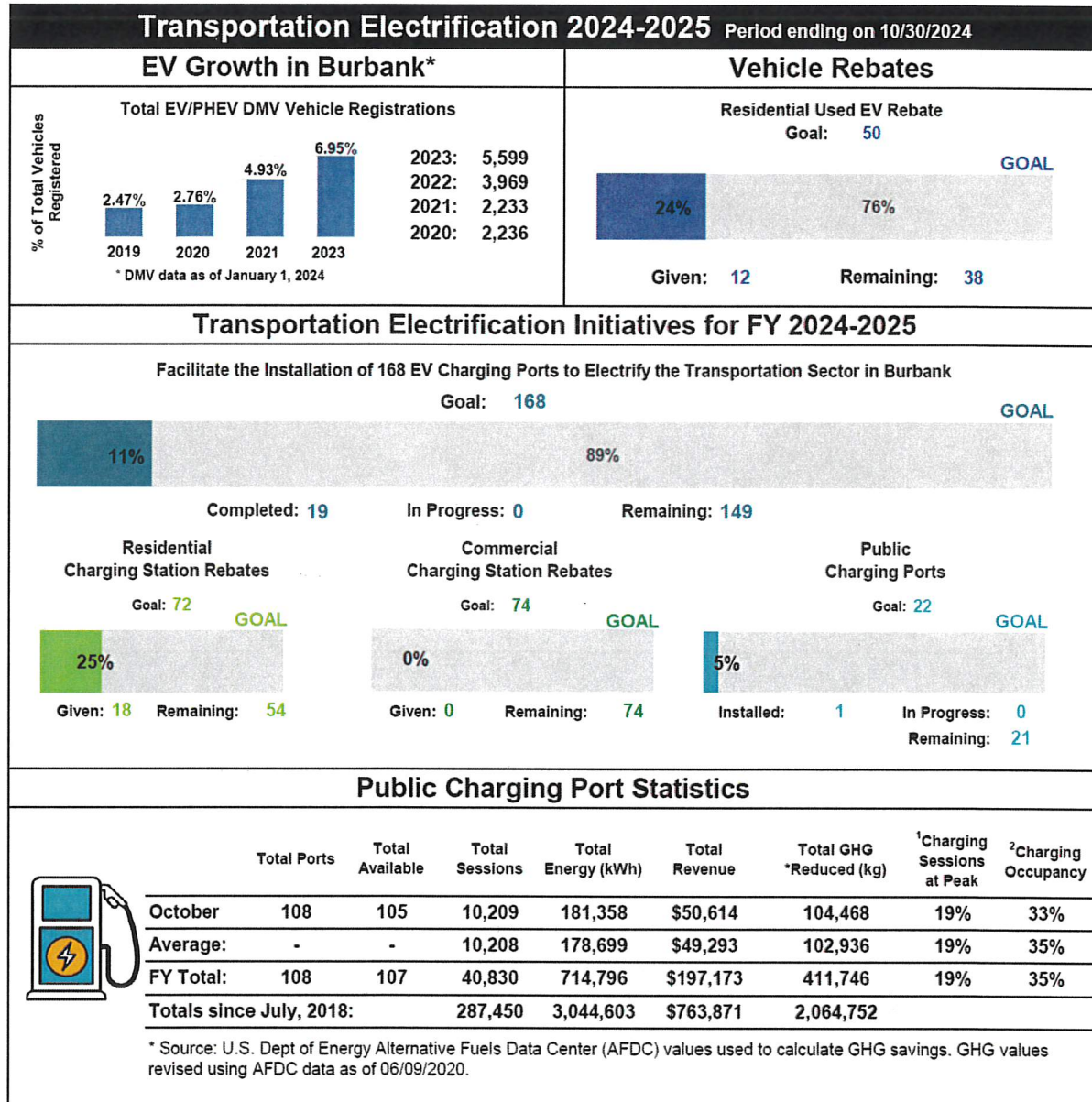
BWP continues to offer various water conservation programs and incentives to the community. BWP gives away low-flow showerheads and aerators at no cost and, through the HIP, provides direct installation of water efficiency measures. BWP sends leak alerts to customers, which often results in quick repairs. Burbank residents and businesses are eligible for various water-saving technology and turf replacement rebates funded and

administered by the Metropolitan Water District's (MWD) Regional Incentive Program.

	Turf Replacement (#)	Device Rebates (#)	HIP Measures (#)	Leaks Detected	Water Savings (gallons)
October 2024	2	17	46	2704	1,255,106
FY to date	13	99	145	12,015	4,836,777

Electric Vehicle (EV) Charging Program

Public EV charging sessions, energy, revenue, and GHG reductions were slightly lower in **October** compared to **September**. The total lifetime greenhouse gas reductions from BWP's public charging stations crossed the 2 million kilograms (kg) mark in October. The Residential EV Charging Station Rebate program (4 new approved applications) and Used EV program (4 new applications) continue to see consistent participation.

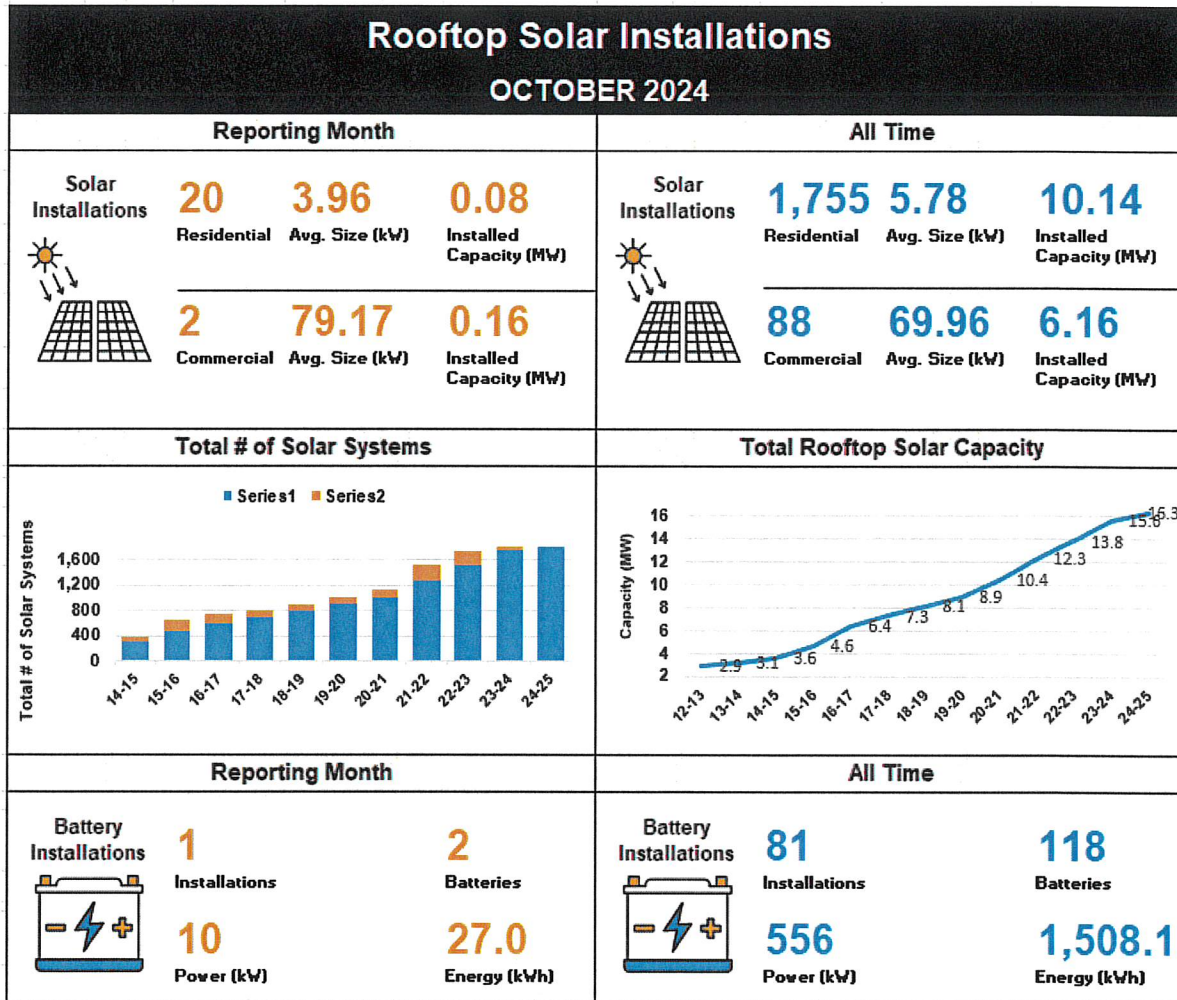


Distributed Solar and Battery Installations

Customer-owned rooftop solar system installations continue to grow. In September 2025, the City of Burbank reached 16.06MW of installed customer solar and has now passed the capacity threshold that allows BWP to implement a net energy metering successor program.

New Proposed Solar Net Billing Program

The new [web page for Solar Net Billing](#) is active as of 8/14. BWP staff will be seeking City Council approval of the new program in early 2025.



TECHNOLOGY

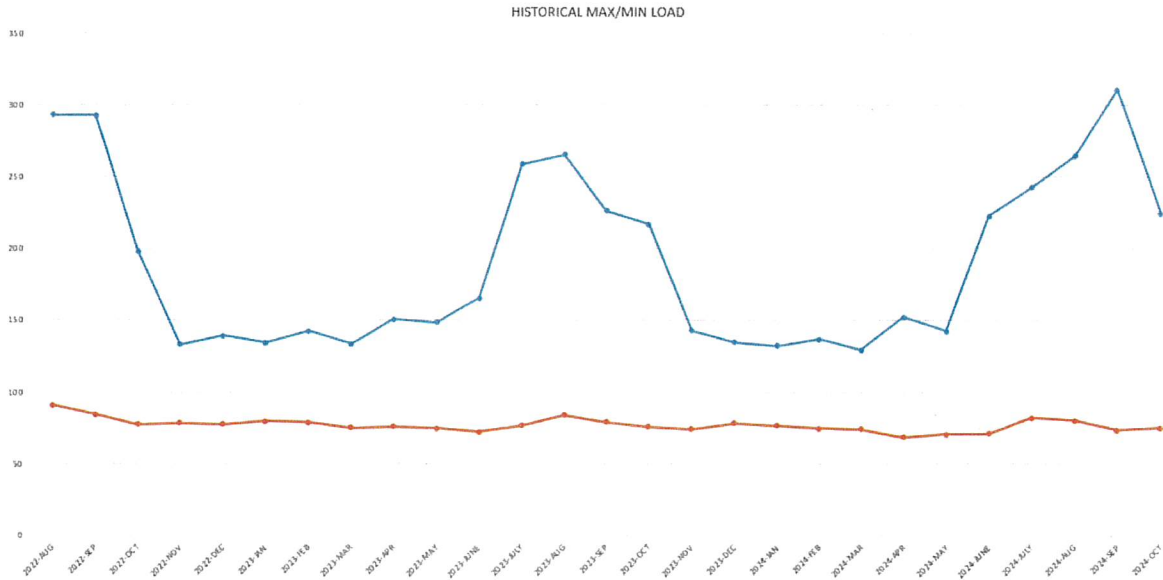
Broadband Services (ONEBurbank)

	October 2024 New Orders	Revenues for October 2024	FYTD 2024-25 Revenues	FYTD Budget
Lit *	2	\$165,877	\$637,331	\$720,000
Dark	0	\$163,065	\$658,408	\$780,000
Total	2	\$328,942	\$1,295,739	\$1,500,000

*Lit fiber revenue was unavailable at the time of reporting. This value was estimated to be the same as in September. This information will be revised in the next report with actual data.

POWER SUPPLY

BWP SYSTEM OPERATIONS



YEAR	MAX LOAD	MAX DATE
2024	310.6 MW	6-Sep-24 15:54
2023	265.2 MW	28-Aug-23 15:35
2022	292.8 MW	06-Sep-22 15:58
2021	248.5 MW	15-Jun-21 14:57
2020	292.3 MW	18-Aug-20 15:22
2019	282.66 MW	04-Sep-19 15:31

The table below shows the **average spot (delivery next day or next few days)** natural gas prices for SoCal. It shows that spot natural gas prices in **2024** year-to-date are lower (**0.8**) than in 2020.

Calendar Year	\$/MMBtu
2017	\$3.41
2018	\$5.14
2019	\$4.08
2020	\$3.01
2021	\$6.99
2022	\$9.27
2023	\$6.78
2024 (YTD)	\$2.35
Change since 2020	0.8X

However, we procure much of our natural gas needs well before delivery. This is done to follow our risk policy and to guard against potential price spikes, which could have a major impact on the budget. This is referred to as hedging. As a result of hedging, our procurement cost is more aligned with forward (delivery in the future, typically 1-3 years out) prices. The table below provides the average annual price (\$/MMBtu) of natural gas delivered in the future, as of a specific date in time at SoCal Citygate, from FY 2025-26 through FY 2028-29.

SoCal Citygate Future Delivery Pricing

Average \$/MMBtu

As of date	FY 25/26	FY 26/27	FY 27/28	FY 28/29
8/7/2024	\$6.15	\$6.25	\$6.45	\$6.75
9/10/2024	\$5.51	\$6.03	\$6.52	\$6.36
10/8/2024	\$6.55	\$6.95	\$7.15	\$7.25
11/6/2024	\$6.25	\$6.50	\$7.00	\$7.50

*Monthly Market Quotes

ELECTRICITY GENERATION:

BWP Generating Facilities

Unit	Availability	Operating Hrs	MWH (Net)	Net Heat Rate (Btu/kWh)	Number of Starts
Lake 1	100%	13	379	12,549	2
MPP	100%	744	142,680	7,585	0

Lake 1 was placed online two (2) times during October.

Magnolia Power Project (MPP)

	October	FYTD	YTD
Availability	100%	98%	97%
Unit Capacity Factor (240 MW)	80%	81%	75%

There were no outages at MPP during the month of October.

Tieton Hydropower Project (Tieton)

Generation concluded for the year on September 30, when the water supply was no longer available. Annual maintenance is now being conducted. SCPPA has filed an insurance claim for the transmission line damage which is approximately \$1M.

ENVIRONMENTAL

Air Quality

Air quality testing was performed on the Landfill Flare on November 6, 2024, as required by the SCAQMD permit to operate.

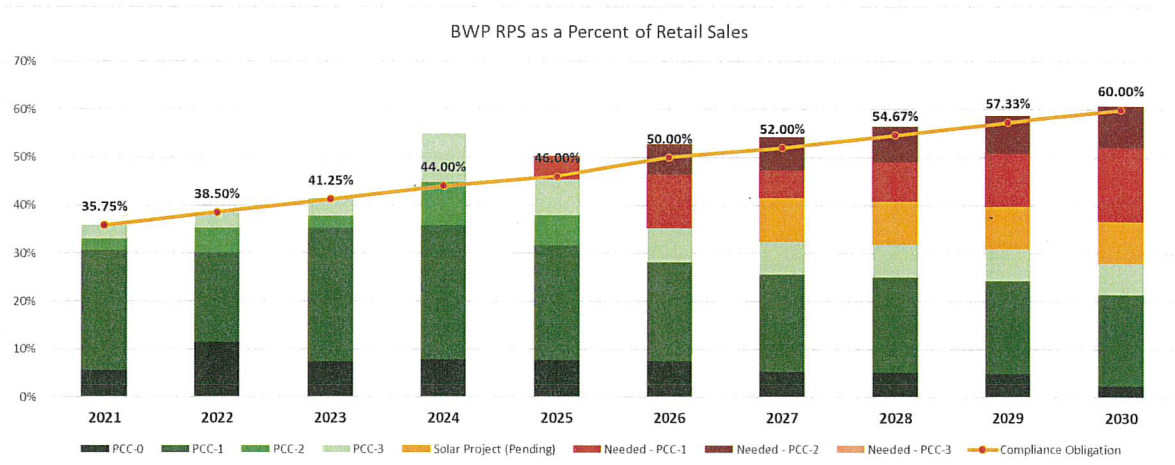
Storm Water

On October 30, 2024, BWP submitted a formal notification to the Storm Water Resources Control Board of the BWP Stormwater Improvement Project construction and commissioning completion. After implementation of the BWP Stormwater Improvement Project, stormwater samples will only be required when there is a discharge to the Burbank Western Channel or when the collected storm water will not be re-used by the power plant and will be infiltrated. No stormwater samples have been required as of today.

PROJECT UPDATES

Power Resources

Renewable Portfolio Standard (RPS) Compliance



In the chart above, both Long Term PCC3 deals with 3Degrees are included. With the two 3Degree deals executed, we have a little more than needed in the early years of the contracts; however, RECs have a 3-year shelf life and can be rolled into future years as the RPS compliance obligations and the need for more renewables grows. The CEC rules offer this flexibility since it is hard to contract for the exact volume you need each year individually. However, we continue to experience challenges with negotiations and delivery of new long-term contracts for renewables.

The 15-year Tule Hydro Project (Tule), a small hydro power plant, was approved unanimously (4-0) by City Council on December 5, 2023. Deliveries were expected in early 2024. However, delays in obtaining the Federal Energy Regulatory Commission's (FERC) approval of the conditional use permit have delayed the start of energy

production. Repairs are complete and scheduled for testing. Production should begin between November 15 and December 15.

Staff has been negotiating two long-term renewable contracts and recently began negotiations on a third project. The additional project is a 25 MW share of a long-term solar PPA also located in Utah. All three projects have anticipated commercial operation dates in calendar year 2027.

These three projects combined could add approximately 210,000 PCC1 MWh annually to our renewable energy supply.

Intermountain Power Project (Delta, UT) Renewal Progress

The IPP coal facility converts to the IPP Renewal project, composed of natural gas and hydrogen, in mid-2025. Below are details of the contract and estimated costs.

Item	Existing Contract (1987-2027)	Renewable Contract (2027-2077)	Cost (BWP)
Southern Transmission System (STS) total share	2400 MW	2400 MW	\$2.5 billion total project cost in 2019, now \$5 billion. BWP's share was \$86.5 million in 2019 and now is \$183 million (without debt service, interest and hydrogen component)
BWP % share of STS	4.49%	4.2%	
BWP MW of STS	107.95 MW	101.4 MW	
BWP % share of generation	4.17%	3.33%	
BWP MW of generation	89.28 MW coal, 35.028 MW of natural gas	28 MW	

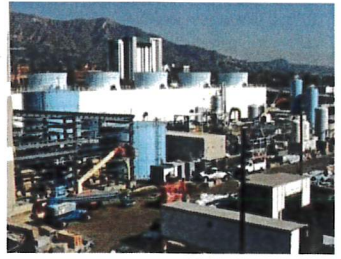
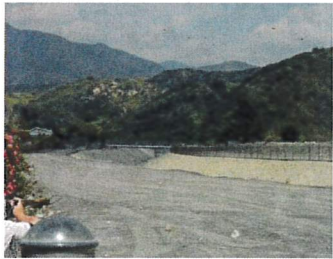
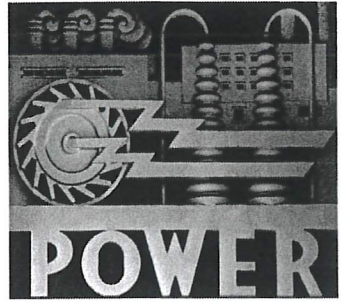
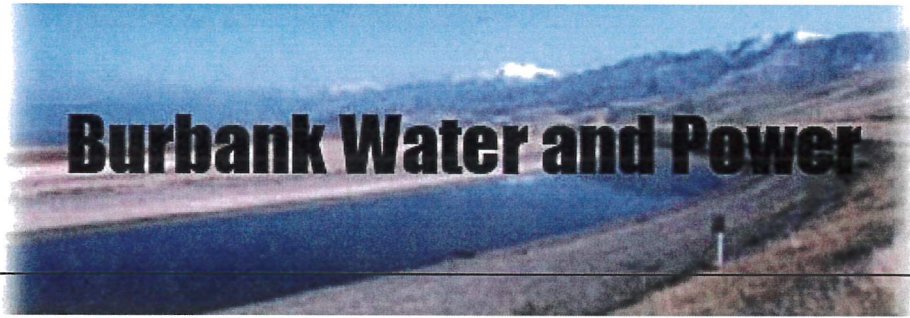
IPP returned to a two-unit operation on June 23, 2024, and will continue until December 31, 2024. Additional discussions are being had to determine the operations of the coal plants through their end of life and when they will be taken out of service. IPP Natural Gas units 3 and 4 are planned for the first fire/testing in early 2025 and are expected to be released for commercial operations in mid-2025.

Power Production

BWP Campus Stormwater Improvement Project

The project is now substantially complete, and the stormwater capture and reuse system is available for use. The remaining tasks include project closeout, finalizing as-built drawings, completing punch list items, and releasing retention.

The new stormwater system will capture an 85th percentile, 24-hour storm event. The captured stormwater will be reused at MPP for cooling or infiltration to replenish groundwater resources. The offsite work involves rerouting an existing storm drain on North Varney Street. The project is expected to be substantially complete by the end of this month.



**Financial Report
September 2024**

**Burbank Water and Power
Electric Fund (496)
Statement of Changes in Net Assets ^{(1) (2)}
MTD and FYTD September 2024
(\$ in 000's except MWh Sales)**

MTD Actual FY 24-25	MTD Budget FY 24-25	\$ Variance	% Variance		YTD Actual FY 24-25	YTD Budget FY 24-25	\$ Variance	% Variance
98,186	105,606	(7,420)	(7%) ^(a)	NEL MWh	313,360	322,480	(9,120)	(3%) ^(A)
				Retail				
\$ 20,016	\$ 20,552	\$ (537)	(3%)	Retail Sales	\$ 60,421	\$ 60,404	\$ 17	0%
389	633	(244)	(39%) ^(b)	Other Revenues (3)	1,145	1,899	(754)	(40%) ^(B)
<u>12,327</u>	<u>11,883</u>	<u>(444)</u>	<u>(4%) ^(c)</u>	Retail Power Supply & Transmission	<u>37,285</u>	<u>36,516</u>	<u>(769)</u>	<u>(2%) ^(C)</u>
8,078	9,303	(1,225)	(13%)	Retail Margin	24,281	25,787	(1,506)	(6%)
				Wholesale				
1,178	3,926	(2,748)	(70%)	Wholesale Sales	3,787	19,364	(15,577)	(80%)
<u>1,007</u>	<u>3,847</u>	<u>2,840</u>	<u>74%</u>	Wholesale Power Supply	<u>3,208</u>	<u>18,977</u>	<u>15,768</u>	<u>83%</u>
171	79	92	117%	Wholesale Margin	579	387	191	49%
<u>8,249</u>	<u>9,381</u>	<u>(1,133)</u>	<u>(12%)</u>	Gross Margin	<u>24,860</u>	<u>26,174</u>	<u>(1,315)</u>	<u>(5%)</u>
				Operating Expenses				
935	958	23	2%	Distribution	2,694	2,873	179	6%
103	148	45	31% ^(d)	GM-Admin	324	449	125	28% ^(D)
405	390	(15)	(4%)	Finance, Fleet, & Warehouse	1,256	1,186	(69)	(6%)
728	618	(111)	(18%) ^(e)	Transfer to General Fund for Cost Allocation	1,880	1,853	(26)	(1%)
789	608	(181)	(30%) ^(f)	Customer Service	1,825	1,705	(120)	(7%)
135	260	124	48% ^(g)	Marketing & Sustainability	296	779	483	62% ^(E)
195	534	339	63% ^(h)	Public Benefits	518	1,602	1,084	68% ^(F)
25	-	(25)	(100%) ⁽ⁱ⁾	Safety	14	-	(14)	(100%) ^(G)
166	160	(6)	(4%)	Security/Oper Technology	674	490	(184)	(38%) ^(H)
94	150	55	37% ^(j)	Telecom	279	449	170	38% ^(I)
187	274	87	32% ^(k)	Construction & Maintenance	480	825	345	42% ^(J)
<u>1,712</u>	<u>2,017</u>	<u>304</u>	<u>15%</u>	Depreciation	<u>5,153</u>	<u>6,050</u>	<u>897</u>	<u>15%</u>
<u>5,475</u>	<u>6,115</u>	<u>640</u>	<u>10%</u>	Total Operating Expenses	<u>15,393</u>	<u>18,262</u>	<u>2,869</u>	<u>16%</u>
\$ 2,774	\$ 3,266	\$ (493)	(15%)	Operating Income/(Loss)	\$ 9,467	\$ 7,913	\$ 1,554	20%

**Burbank Water and Power
Electric Fund (496)
Statement of Changes in Net Assets ^{(1) (2)}
MTD and FYTD September 2024**

(\$ in 000's)								
MTD Actual FY 24-25	MTD Budget FY 24-25	\$ Variance	% Variance		YTD Actual FY 24-25	YTD Budget FY 24-25	\$ Variance	% Variance
\$ 2,774	\$ 3,266	\$ (493)	(15%)	Operating Income/(Loss)	\$ 9,467	\$ 7,913	\$ 1,554	20%
				Other Income/(Expenses)				
601	284	317	112% ^(l)	Interest Income	1,410	851	559	66% ^(K)
94	113	(20)	(17%) ^(m)	Other Income/(Expense) ⁽⁴⁾	(1,816)	(1,645)	(171)	(10%)
(666)	(763)	97	13% ⁽ⁿ⁾	Bond Interest/ (Expense)	(4,954)	(2,290)	(2,664)	(116%) ^(L)
<u>29</u>	<u>(366)</u>	<u>395</u>	<u>108%</u>	Total Other Income/(Expense)	<u>(5,359)</u>	<u>(3,083)</u>	<u>(2,276)</u>	<u>(74%)</u>
2,803	2,900	(98)	(3%)	Net Income	4,108	4,829	(722)	(15%)
127	807	(680)	(84%) ^(o)	Capital Contributions (AIC)	222	2,420	(2,198)	(91%) ^(M)
<u>\$ 2,929</u>	<u>\$ 3,707</u>	<u>\$ (778)</u>	<u>(21%)</u>	Net Change in Net Assets	<u>\$ 4,330</u>	<u>\$ 7,250</u>	<u>\$ (2,920)</u>	<u>(40%)</u>

1. This report may not foot due to rounding.

2. () = Unfavorable.

3. Other Revenues include transmission, telecom and internet revenues as well as other items such as revenues related to Low Carbon Fuel Standard credits, damaged property recovery, connection fees, late fees, and tampering fees.

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

**Burbank Water and Power
Electric Fund (496)
Statement of Changes in Net Assets - Footnotes
MTD September 2024
(\$ in 000's)**

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
(a)	Electric Usage in MWh	98,186	105,606	(7,420)	- NEL is 7% lower than budget. The average high temperature in September was 88°F, compared to the 15-year average high temperature of 88°F. The average low temperature was 60°F, compared to the 15-year average low temperature of 61°F. MTD CDD were 281 versus the 15-year average of 292. HDD was 3 versus the 15-year average of 3.
(b)	Other Revenues	389	633	(244)	- Other revenues include transmission, telecom and internet revenues as well as other items such as damaged property recovery, connection fees, late fees, and tampering fees, which tend to fluctuate.
(c)	Retail Power Supply & Transmission	12,327	11,883	(444)	- The unfavorable variance is attributable to various components within Retail Power Supply and Transmission. Please refer to page 5 for additional details.
(d)	GM-Admin	103	148	45	- The favorable variance is primarily attributable to the timing of training programs and memberships & dues.
(e)	Transfer to General Fund for Cost Allocation	728	618	(111)	- The unfavorable variance is primarily attributable to the timing of payments for transfers to the general fund for cost allocations, finance is researching.
(f)	Customer Service	789	608	(181)	- The unfavorable variance is primarily attributable to uncollectible receivables from Oracle customers.
(g)	Marketing & Sustainability	135	260	124	- The favorable variance is primarily attributable to timing of rebates, professional services and private contractual services.
(h)	Public Benefits	195	534	339	- The favorable variance is primarily attributable to lower than planned program spending.
(i)	Safety	25	-	(25)	- The safety cost center is 100% allocated to other departments, however, excluding overhead recoveries, Safety is favorable MTD by \$42.5k, primarily attributable to the timing of professional services, training and more work performed for other departments than planned.
(j)	Telecom	94	150	55	- The favorable variance is primarily attributable to the timing of private contractual services.
(k)	Construction & Maintenance	187	274	87	- The favorable variance is primarily attributable to the timing of custodial services and building grounds maintenance.
(l)	Interest Income	601	284	317	- The favorable variance is attributable to interest earned on the funds from the 2023 Electric Revenue Bonds, based on higher than planned balances related to the timing of bond drawdowns as well as an increasing interest rate environment resulting in higher investment returns.
(m)	Other Income/(Expense)	94	113	(20)	- Other Income/(Expense) includes miscellaneous revenue from the sale of scrap materials, inventory, and assets, as well as BABS subsidy. Miscellaneous revenue from the sale of scrap materials, inventory, and assets tend to fluctuate.
(n)	Bond Interest Expense	(666)	(763)	97	- The favorable variance is primarily attributable to interest expense changes associated with the refundings of the 2010B revenue bonds.
(o)	Capital Contributions (AIC)	127	807	(680)	- 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 September 2024
(\$ in 000's)**

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
(A)	Electric Usage in MWh	313,360	322,480	(9,120)	- NEL is 3% lower than budget. The YTD average high temperature was 89°F, compared to the 15-year average high temperature of 88°F. The YTD average low temperature was 61°F, compared to the 15-year average low temperature of 61°F. YTD CDD were 990 versus the 15-year average of 1,405.
(B)	Other Revenues	1,145	1,899	(754)	- Other revenues include transmission, telecom and internet revenues as well as other items such as damaged property recovery, connection fees, late fees, and tampering fees which tend to fluctuate.
(C)	Retail Power Supply & Transmission	37,285	36,516	(769)	- The favorable variance is attributable to various components within Retail Power Supply & Transmission. Please refer to page 6 for additional details.
(D)	GM-Admin	324	449	125	- The favorable variance is primarily attributable to lower than planned memberships & dues, professional services and miscellaneous expenses.
(E)	Marketing & Sustainability	296	779	483	- The favorable variance is primarily attributable to vacancies, and lower than planned rebates, professional services, and memberships.
(F)	Public Benefits	518	1,602	1,084	- The favorable variance is primarily attributable to lower than planned program spending.
(G)	Safety	14	-	(14)	- The safety cost center is 100% allocated to other departments, however, excluding overhead recoveries, Safety is favorable YTD by \$145k, primarily attributable to the timing of professional services, training and more work performed for other departments than planned.
(H)	Security/Oper Technology	674	490	(184)	- The unfavorable variance is primarily attributable to lower than planned capital work and work for other departments.
(I)	Telecom	279	449	170	- The favorable variance is primarily attributable to vacancies and to lower than planned private contractual services.
(J)	Construction & Maintenance	480	825	345	- The favorable variance is primarily attributable to vacancies, and to lower than planned custodial services and building grounds maintenance & repair.
(K)	Interest Income	1,410	851	559	The favorable variance is attributable to interest earned on the funds from the 2023 Electric Revenue Bonds, based on higher than planned balances related to the timing of bond drawdowns as well as an increasing interest rate environment resulting in higher investment returns.
(L)	Bond Interest Expense	(4,954)	(2,290)	(2,664)	- The unfavorable variance to budget is attributable to the unplanned bond refunding of the 2010B Series bonds and the reissue of new debt that includes a redemption bond premium.
(M)	Capital Contributions (AIC)	222	2,420	(2,198)	- The unfavorable variance is attributable to pending year-end adjustments for AIC revenue accruals.

September 2024 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): \$2,803</u>	\$ -	\$ (98)	\$ (98)
<u>MTD GROSS MARGIN VARIANCE</u>			
Retail Sales	-	(537)	(537)
Power Supply and Transmission:			
- Higher retail load	7	-	7
- Higher than planned renewables cost and other	-	(1,154)	(1,154)
- Lower transmission	118	-	118
- Higher energy prices	-	(15)	(15)
- Lower O&M	598	-	598
Other Revenues	-	(244)	(244)
Wholesale Margin	92	-	92
Total	815	(1,949)	(1,134)
<u>MTD O&M AND OTHER VARIANCES</u>			
Distribution	23	-	23
GM-Admin	45	-	45
Finance, Fleet, & Warehouse	-	(15)	(15)
Customer Service	-	(181)	(181)
Marketing & Sustainability	124	-	124
Public Benefits	339	-	339
Safety	-	(25)	(25)
Security/Operations Technology	-	(6)	(6)
Telecom	55	-	55
Construction & Maintenance	87	-	87
Depreciation expense	304	-	304
All other	284	-	284
Total	1,263	(228)	1,035

September 2024 Budget to Actual P&L Variance Highlights - Electric Fund
(\$ in 000's)

	<u>Variance Fiscal Year-to-Date</u>		
	<u>Favorable Items</u>	<u>Unfavorable Items</u>	<u>Budget to Actual Variance</u>
<u>FYTD NET INCOME/(LOSS): \$4,108</u>	\$ -	(722)	\$ (722)
<u>FYTD GROSS MARGIN VARIANCE</u>			
Retail Sales	17	-	17
Power Supply and Transmission			
- Lower retail load	51	-	51
- Higher than planned renewables cost and other	-	(2,478)	(2,478)
- Lower transmission	616	-	616
- Higher energy prices	-	(66)	(66)
- Lower O&M	1,101	-	1,101
Other Revenues	-	(754)	(754)
Wholesale Margin	191	-	191
Total	<u>\$ 1,977</u>	<u>\$ (3,298)</u>	<u>\$ (1,321)</u>
<u>FYTD O&M AND OTHER VARIANCES</u>			
Distribution	179	-	179
GM-Admin	125	-	125
Finance, Fleet, & Warehouse	-	(69)	(69)
Customer Service	-	(120)	(120)
Marketing & Sustainability	483	-	483
Public Benefits	1,084	-	1,084
Safety	-	(14)	(14)
Security/Oper Technology	-	(184)	(184)
Telecom	170	-	170
Construction & Maintenance	345	-	345
Depreciation expense	897	-	897
All other	-	(2,303)	(2,303)
Total	<u>\$ 3,283</u>	<u>\$ (2,690)</u>	<u>\$ 593</u>

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

	Sep-24	Aug-24	Jul-24	Jun-24	Mar-24	Dec-23	Sep-23	Jun-23	Recommended Reserves		Minimum Reserves
									Low	High	
Cash and Investments											
General Operating Reserve	\$ 102,069 ^(b)	\$ 95,359	\$ 99,530 ^(b)	\$ 101,785	\$ 95,557	\$ 81,659	\$ 70,736	\$ 52,200	\$ 82,003	\$ 123,004 ^(d)	\$ 53,814 ^(d)
Capital & Debt Reduction Fund	-	-	-	-	-	-	-	-	-	-	-
BWP Projects Reserve Deposits at SCPPA	4,848	4,845	4,839	4,808	4,742	4,708	4,615	4,580	-	-	-
Sub-Total Cash and Investments	106,918	100,203	104,369	106,593	100,299	86,366	75,351	56,780	82,003	123,004	53,814
Commitments											
Customer Deposits	(27,946)	(25,865)	(26,089)	(22,519)	(21,229)	(14,101)	(13,897)	(10,976)	-	-	-
Public Benefits Obligation	(11,322)	(11,150)	(10,985)	(10,829)	(11,105)	(11,338)	(11,340)	(10,710)	-	-	-
Low Carbon Fuel Standard ^(b)	(2,480)	(2,514)	(2,562)	(2,469)	(3,065)	(2,328)	(3,180)	(3,289)	-	-	-
Sub-Total Cash and Investments (less Commitments)	65,191	60,674	64,733	70,777	64,899	58,598	46,935	31,806	82,003	123,004	53,814
Bond Proceeds											
Bond Proceeds on Deposit with Trustee	66,209	67,684	71,748	71,430	85,905	93,914	101,836	120,107			
Total Cash and Investments and Bond Proceeds (less Commitments)	131,399	128,358	136,481	142,207	150,804	152,513	148,771	181,913	82,003	123,004	53,814

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

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

^(c) Reversal of IPP decommission reserve.

^(d) New financial reserve policy was adopted by City Council on April 25, 2023.

^(e) UAL One-time payment made in July/24 for \$2m

**Burbank Water and Power
Water Fund (497)
Statement of Changes in Net Assets ^{(1) (2)}
MTD and FYTD September 2024
(\$ In 000's except Gallons)**

MTD Actual FY 24-25	MTD Budget FY 24-25	\$ Variance	% Variance		YTD Actual FY 24-25	YTD Budget FY 24-25	\$ Variance	% Variance
450	533	(83)	(16%)	Water put into the system in Millions of Gallons	1,385	1,570	(184)	(12%)
99	130	(32)	(24%)	Metered Recycled Water in Millions of Gallons	351	337	14	4%
				Operating Revenues				
\$ 3,271	\$ 3,784	\$ (514)	(14%) ^(a)	Potable Water	\$ 9,816	\$ 11,158	\$ (1,342)	(12%) ^(A)
499	735	(235)	(32%) ^(b)	Recycled Water	1,948	1,898	50	3%
158	118	40	34%	Other Revenue ⁽³⁾	340	353	(13)	(4%)
<u>3,928</u>	<u>4,637</u>	<u>(709)</u>	<u>(15%)</u>	Total Operating Revenues	<u>12,104</u>	<u>13,409</u>	<u>(1,305)</u>	<u>(10%)</u>
1,410	1,634	224	14% ^(c)	Water Supply Expense	3,907	4,782	875	18% ^(B)
<u>2,518</u>	<u>3,003</u>	<u>(484)</u>	<u>(16%)</u>	Gross Margin	<u>8,197</u>	<u>8,627</u>	<u>(430)</u>	<u>(5%)</u>
				Operating Expenses				
923	932	9	1%	Operations & Maintenance - Potable	3,043	2,797	(247)	(9%)
99	144	45	31% ^(d)	Operations & Maintenance - Recycled	314	431	117	27% ^(C)
174	421	247	59% ^(e)	Operations & Maintenance - Shared Services	725	1,194	469	39% ^(D)
108	125	16	13% ^(f)	Transfer to General Fund for Cost Allocation	378	374	(4)	(1%)
<u>385</u>	<u>397</u>	<u>11</u>	<u>3%</u>	Depreciation	<u>1,161</u>	<u>1,190</u>	<u>29</u>	<u>2%</u>
<u>1,690</u>	<u>2,018</u>	<u>328</u>	<u>16%</u>	Total Operating Expenses	<u>5,622</u>	<u>5,987</u>	<u>365</u>	<u>6%</u>
<u>829</u>	<u>985</u>	<u>(156)</u>	<u>(16%)</u>	Operating Income/(Loss)	<u>2,575</u>	<u>2,640</u>	<u>(65)</u>	<u>(2%)</u>
				Other Income/(Expenses)				
70	33	37	110% ^(f)	Interest Income	(20)	100	(120)	(120%) ^(E)
69	41	28	69% ^(g)	Other Income/(Expense) ⁽⁴⁾	(890)	(276)	(614)	(223%) ^(F)
(140)	(229)	89	39% ^(h)	Bond Interest/(Expense)	(733)	(687)	(45)	(7%)
<u>(1)</u>	<u>(155)</u>	<u>154</u>	<u>99%</u>	Total Other Income/(Expenses)	<u>(1,643)</u>	<u>(863)</u>	<u>(780)</u>	<u>(90%)</u>
<u>827</u>	<u>829</u>	<u>(2)</u>	<u>(0%)</u>	Net Income/(Loss)	<u>932</u>	<u>1,777</u>	<u>(845)</u>	<u>(48%)</u>
20	53	(33)	(62%) ⁽ⁱ⁾	Capital Contributions (AIC)	26	158	(132)	(83%) ^(G)
<u>\$ 847</u>	<u>\$ 882</u>	<u>\$ (35)</u>	<u>(4%)</u>	Net Change in Net Assets	<u>\$ 958</u>	<u>\$ 1,935</u>	<u>\$ (977)</u>	<u>(50%)</u>

1. This report may not foot due to rounding.

2. () = Unfavorable

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

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

Burbank Water and Power
Water Fund (497)
Statement of Changes in Net Assets - Footnotes
MTD September 2024
(\$ in 000's except Gallons)

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
(a)	Potable Water Revenue	3,271	3,784	(514)	- Potable water revenue during September 2024 was 14% below budget due primarily to conservation. Burbank is currently in Stage III of the Sustainable Water Use Ordinance. Stage III limits outdoor watering to two days a week on Tuesday and Saturday from April to October. Rainfall MTD measured .00 inches compared to the average of .11 inches.
(b)	Recycled Water Revenue	499	735	(235)	- Recycled water revenues were lower than planned primarily due to conservation.
(c)	Water Supply Expense	1,410	1,634	224	- The favorable variance is a result of lower demand and using less imported MWD water than planned.
(d)	Operations & Maintenance - Recycled	99	144	45	- The favorable variance is primarily attributable to lower than planned maintenance on the recycled system and electricity for water pumping, and higher than planned work performed for other departments.
(e)	Operations & Maintenance - Shared Services	174	421	247	- The favorable variance is attributable to lower than planned shared expenses (Marketing & Sustainability, Operations Technology and Security, and GM Admin & Safety) from the electric fund.
(f)	Interest Income	70	33	37	- The favorable variance is primarily attributable to interest earned on a higher than planned cash balance.
(g)	Other Income/(Expense)	69	41	28	- Other Income/(Expense) includes miscellaneous revenue from the sale of scrap materials, inventory, and assets, which tend to fluctuate.
(h)	Bond Interest/(Expense)	(140)	(229)	89	- The favorable variance is primarily attributable to interest expense changes associated with the refundings of the 2010B revenue bonds.
(i)	Capital Contributions (AIC)	20	53	(33)	- The unfavorable variance is attributable to the timing of AIC projects.

**Burbank Water and Power
Water Fund (497)
Statement of Changes in Net Assets - Footnotes
FYTD September 2024
(\$ in 000's except Gallons)**

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
(A)	Potable Water Revenue	9,816	11,158	(1,342)	- Potable water revenue fiscal year to date was 12% below budget due primarily to conservation. Burbank is currently in Stage III of the Sustainable Water Use Ordinance. Stage III limits outdoor watering to two days a week on Tuesday and Saturday from April to October. Rainfall FYTD measured .01 inches compared to the average of .13 inches.
(B)	Water Supply Expense	3,907	4,782	875	- The favorable variance is a result of lower demand and using less imported MWD water than planned.
(C)	Operations & Maintenance - Recycled	314	431	117	- The favorable variance is primarily attributable to higher than planned work performed for other departments, lower than planned maintenance on the recycled system, lower than planned electricity for water pumping and lower than planned professional services.
(D)	Operations & Maintenance - Shared	725	1,194	469	- The favorable variance is attributable to lower than planned shared expenses (Marketing & Sustainability, Construction & Maintenance, and GM-Admin & Safety) from the electric fund.
(E)	Interest Income	(20)	100	(120)	- The unfavorable variance is attributable to a correction to accrued interest for the 2021 Water Revenue Bonds
(F)	Other Income/(Expense)	(890)	(276)	(614)	- The unfavorable variance is due primarily to the accounting loss on the 2010B Series bond refunding.
(G)	Capital Contributions (AIC)	26	158	(132)	- The unfavorable variance is attributable to the timing of AIC projects.

September 2024 Budget to Actual P&L Variance Highlights - Water Fund
(\$ in 000's)

	<u>Variance Month-to-Date</u>		
	<u>Favorable</u> Items	<u>Unfavorable</u> Items	<u>Budget to</u> Actual Variance
<u>MTD NET INCOME (LOSS): \$827</u>	\$ -	\$ (2)	\$ (2)
 <u>MTD GROSS MARGIN VARIANCE</u>			
Potable Revenues	-	(514)	(514)
Recycled Revenues	-	(235)	(235)
Other Revenue	40	-	40
Water Supply Expense	224	-	224
Total	<u>265</u>	<u>\$ (749)</u>	<u>\$ (484)</u>
 <u>FYTD O&M AND OTHER VARIANCES</u>			
Potable O&M	9	-	9
Recycled Water O&M	45	-	45
Allocated O&M	247	-	247
Depreciation Expense	11	-	11
All Other	170	-	170
Total	<u>\$ 482</u>	<u>\$ -</u>	<u>\$ 482</u>

September 2024 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: \$932</u>	\$ -	\$ (845)	\$ (845)
<u>FYTD GROSS MARGIN VARIANCE</u>			
Potable Revenues	-	(1,342)	(1,342)
Recycled Revenues	50	-	50
Other Revenue	-	(13)	(13)
Water Supply Expense	875	-	875
Total	\$ 925	\$ (1,355)	\$ (430)
<u>FYTD O&M AND OTHER VARIANCES</u>			
Potable O&M	-	(247)	(247)
Recycled Water O&M	117	-	117
Allocated O&M	469	-	469
Depreciation Expense	29	-	29
All Other	-	(783)	(783)
Total	\$ 615	\$ (1,030)	\$ (415)

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

	Sep-24	Aug-24	Jul-24	Jun-24	Mar-24	Dec-23	Sep-23	Jun-23	Recommended Reserves		Minimum Reserves
									Low	High	
Cash and Investments											
General Operating Reserves	\$ 23,030 ^(a)	\$ 21,976	\$ 18,223 ^(d)	\$ 19,184	\$ 15,929	\$ 22,597	\$ 25,576	\$ 23,924	\$ 18,878	\$ 28,316 ^(b)	\$ 11,327
Capital Reserve Fund	-	-	-	-	-	-	-	-	-	-	-
Sub-Total Cash and Investments	23,030	21,976	18,223	19,184	15,929	22,597	25,576	23,924	18,878	28,316	11,327
Commitments											
Customer Deposits	(655)	(550)	(586)	(585)	(677)	(773)	(677)	(511)	-	-	-
Sub-Total Cash and Investments (less Commitments)	22,375	21,427	17,637	18,599	15,252	21,825	24,899	23,413	18,878	28,316	11,327
Bond Proceeds											
Bond Proceeds on Deposit with Trustee	3,074	3,379	6,585	6,545 ^(c)	12,239	13,866	15,962	19,465			
Total Cash and Investments and Bond Proceeds (less Commitments)	25,449	24,805	24,222	25,144	27,491	35,690	40,862	42,878	18,878	28,316	11,327

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

^(b) New financial reserve policy was adopted by City Council on April 25, 2023.

^(c) Reduction in bond proceeds primarily related to VRDN investment.

^(d) UAL One-time payment made in July'24 for \$330k

MEMORANDUM



COMMUNITY DEVELOPMENT

DATE: October 29, 2024

TO: Justin Hess, City Manager

FROM: Patrick Prescott, Community Development Director *Patrick P. Prescott*
VIA: Simone McFarland, Assistant Community Development Director
Mary Hamzoian, Economic Development Manager
BY: Aida Ofsepien, Administrative Analyst I, Economic Development

SUBJECT: Business Attraction Update ICSC Conferences – 2024

The City of Burbank's Economic Development staff attended the International Council of Shopping Center (ICSC) International Conference in May 2024 as well as the Western Conference in September 2024, to meet with and attract new retail/restaurant establishments as well as potential developments to Burbank.

ICSC is a global trade association that represents the retail and developer real estate industry. ICSC International is the flagship event, drawing around 30,000 attendees whereas ICSC Western is a regional conference, specifically focused on retail real estate markets in the western region with around 5,000 participants.

Prior to attending both conferences, staff updates the desired tenant list of retail/restaurant establishments and contacts over 50 businesses to schedule meetings and more importantly share a list of available spaces/opportunity sites in Burbank. During the conference staff is housed at the Team California booth (Figure1), this allows Burbank to leverage economies of scale with multiple cities attending the event and have a home base to schedule meetings and display promotional items and marketing brochures for distribution.

Staff met with several companies that expressed interest in exploring opportunities in Burbank. Among the businesses showing interest were **Philz Coffee, The Picklr (pickleball facility), Grill Kitchen, Goodwill, Coffee Bean and Tea Leaf, Cypress Equity Investment, Marco's Pizza, Home Sense, and Reliable Partners.**

Attraction of new businesses and developments is a continuous effort that takes precedent year-round. Staff has built relationships with the broker community and continues to attract businesses, assist with site selection and offer business concierge services. Additionally, the ongoing collaboration with all city departments has resulted in Burbank attracting a substantial list of new businesses in 2024 (Figure 2).

FIGURE 1

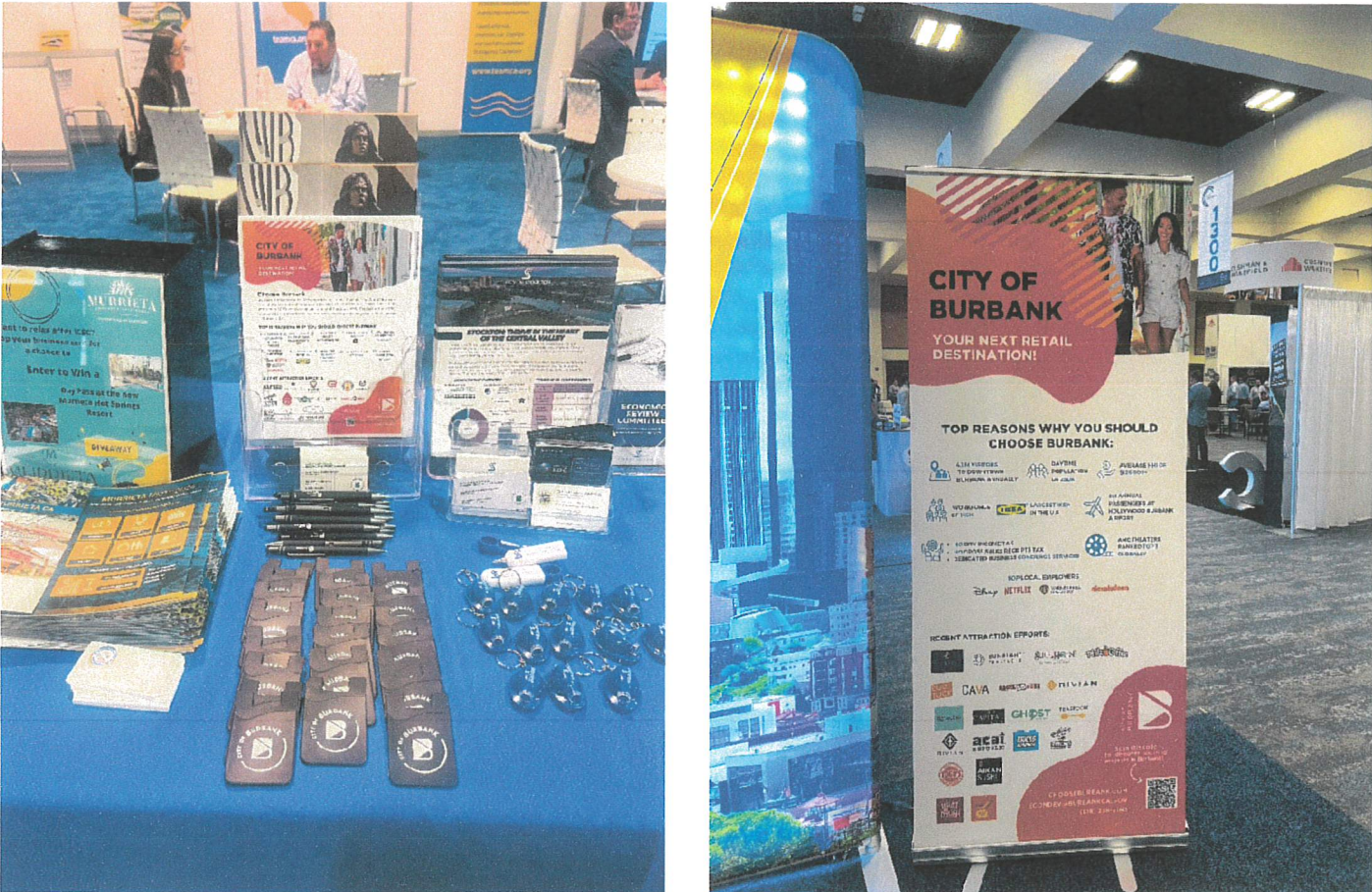
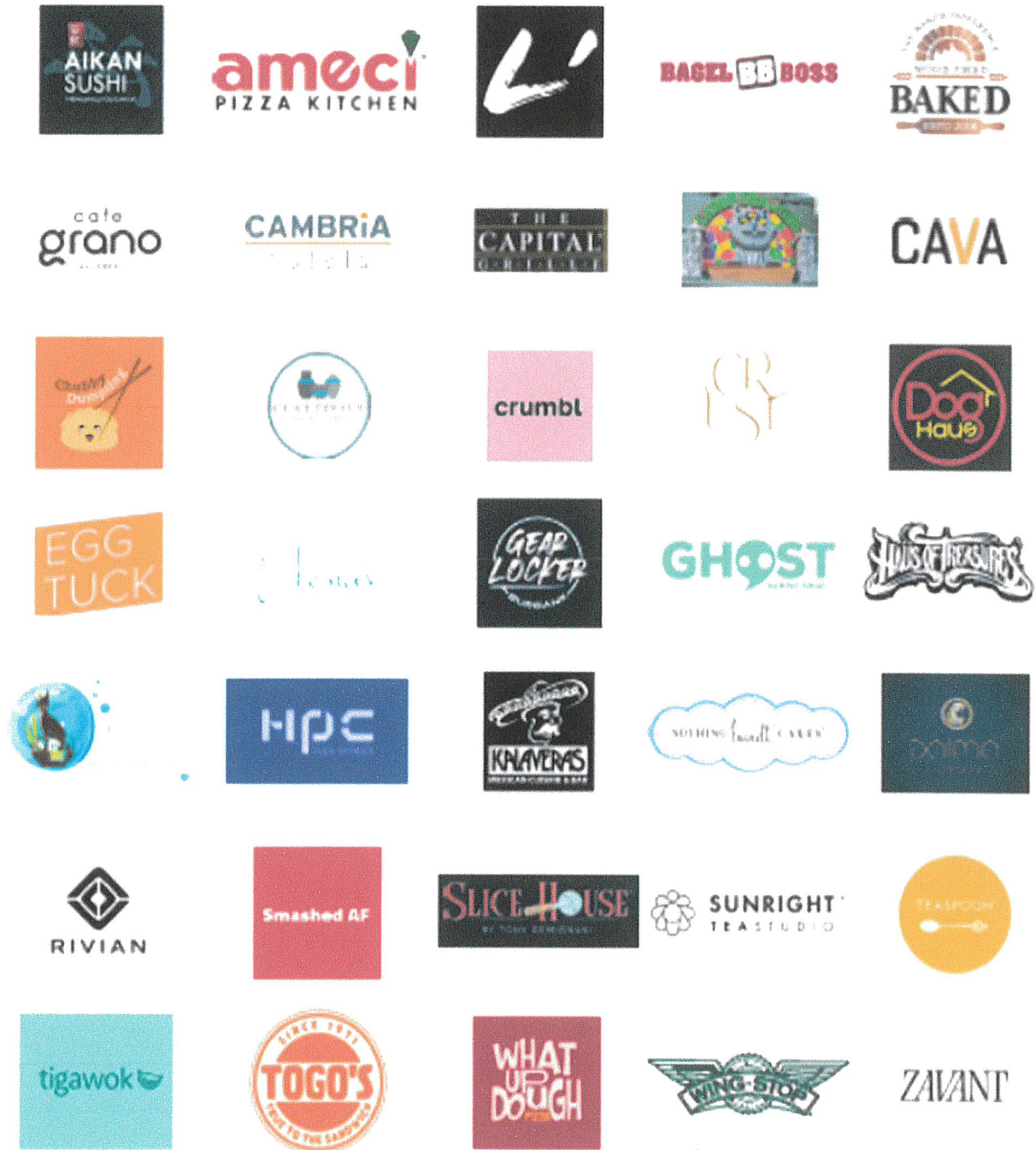


FIGURE 2



NEW BUSINESSES ATTRACTED IN 2023-2024



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

Meeting: Park, Recreation and Community Services Board (Board)

Date: Thursday, November 14, 2024

Staff Present: Marisa Garcia, Parks and Recreation Director; Diego Cevallos, Assistant Park, Recreation and Community Services Director; Grace Coronado, Assistant Park, Recreation and Community Services Director; Paula Ohan, Senior Administrative Analyst; Chad Thompson, Executive Assistant; Noah Altman, Recreation Services Manager; Dena Moon, Senior Administrative Analyst; Christina Lara, Recreation Coordinator; Susie Avetisyan, Administrative Analyst.

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

Board Members Absent: Ms. Gamiño

Council Liaison Present: None.

Council Liaison Absent: Konstantine Anthony and Nick Shultz (Alternate)

Item Discussed		Summary	Direction or Action, if any
1	Announcements	Ms. Avetisyan provided announcements for the Parks and Recreation Department (P&R) programs and facilities.	
2	Presentations	Ms. Lara presented the 2024 Haunted Adventure Volunteers and Sponsors with a certificate of recognition.	
3	Department Director Report	None.	
4	Oral Communications	Mr. Hawk shared information about the Burbank Community Band.	
5	Response to Oral Communications	None.	
6	Written Communications	None.	
7	Park Board Comments	Mr. DePalo thanked Mr. Hawk for his public comments. Mr. Brody commented on his time participating as a carnival assistant.	
8	Capital Improvement Program for Fiscal Year 2025-26	Ms. Moon provided an update on the status of the Department's Capital Improvement Projects. Mr. Brody asked about the funding of the Burbank Animal Shelter.	Discussed, provided input, noted and filed.
9	George Izay Master Plan Update	Mr. Cevallos introduced Tamara McClory from RJM to provide updates on the latest developments of the George Izay Master Plan. Ms. Ramsey is excited about the performing arts section of the George Izay Master Plan. Mr. Brody inquired about the timeline and design plans for George Izay Park.	It was motioned by Mr. DePalo, seconded by Ms. Ramsey, and carried 4-0 to approve Phase II George Izay Master Plan. Absent Ms. Gamiño

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

10	Citywide Parks Master Plan Update	Mr. Cevallos introduced Zachary Mueing from RJM to present the recently completed City Parks Master Plan. Mr. Messerlian commented on the process of the Citywide Parks Master Plan.	It was motioned by Mr. DePalo, seconded by Mr. Brody, and carried 4-0 to approve City of Burbank Parks Master Plan. Absent Ms. Gamiño
11	Urban Forest Master Plan	Ms. Coronado provided an update on the Urban Forest Master Plan.	Discussed, noted and filed.
12	Consent Calendar	<p><u>Approval of Minutes</u> Minutes of the October 10, 2024 meeting were approved.</p> <p><u>City Council Agenda Items Update</u> Noted and Filed.</p> <p><u>Contract Compliance</u> Noted and Filed.</p> <p><u>Park Patrol Reports</u> The Park Patrol Report for September was noted and filed.</p> <p><u>Departmental Operations Update</u> Noted and Filed.</p>	It was motioned by Mr. DePalo, seconded by Ms. Ramsey, and carried 4-0 to approve the Consent Calendar. Absent- Ms. Gamiño
13	Tabled Items	None.	
14	Additional Comments from the Board and staff	Mr. DePalo expressed his gratitude to the staff for their support during the Veteran's Day ceremony. He extended a special thank you to Dave Mudgett, wishing him a happy retirement, and acknowledged everyone who contributed to the DIG initiative. Additionally, Mr. Messerlian thanked the staff for their dedication and hard work and conveyed his appreciation to the Board for their ongoing support.	
15	Introduction of New Agenda Items	Mr. DePalo requested a park be named after Dewy Kruckerburg. He was a Parks and Recreation Director who dedicated 29 years with Burbank Parks and Recreation, and he was instrumental in acquiring land and developing many parks facilities during his tenure.	
16	Adjournment	The meeting was adjourned at 8:13 PM.	