



Weekly Management Report

September 6, 2024

- 1. Minutes** Civil Service Board Meeting
on August 7, 2024
Management Services Department
- 2. Minutes** Burbank Water and Power Board Meeting
on August 1, 2024
Water and Power Department
- 3. Report** July 2024 Monthly Operating Results
Water and Power Department
- 4. Synopsis** Community Development Goals Committee Meeting
on August 26, 2024
Community Development Department



August 7, 2024
4:30 p.m.

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

Roll Call

Members present: Matthew Doyle, Chairperson
Linda Barnes, Vice-Chairperson
Jacqueline Waltman, Secretary
Mal Kelman
Iveta Ovsepyan

Also present: Daniel Amaya, Administrative Analyst II
Jacqui Batayneh, Administrative Officer
Joy Casucci, Acting Human Resources Manager
Amber Duran, Recycling Coordinator
Betsy McClinton, Management Services Director
John Molinar, Ast PW Dir Streets & Waste Management
Jina Oh, Chief Assistant City Attorney
Melissa Potter, Acting Library Services Director
April Rios, Human Resources Manager
Rene Sanchez, Administrative Analyst II
Griselda Sandoval, BCEA President
Jessica Sandoval, Executive Assistant
Anna Ter-Yegishyan, Administrative Analyst II
Julianne Venturo, Ast Management Services Director
Craig Wood, Deputy Financial Services Director

Open Public Comment Period of Oral Communications

There were five speakers, Laura Goldstein, Gina Portaro, Jamie Torres, Carolyn Alves, and Hubert Kozak.

Future Agenda Items

None.

Approval of Minutes

MOTION CARRIED: It was moved by Ms. Waltman, seconded by Ms. Barnes and carried 5-0 to approve the minutes of the regular meeting of July 3, 2024.

Proposed Amendments to Classification Plan

Ongoing updates and changes to the Classification Plan assists the departments in ensuring that titles and specifications for the City's classifications remain relevant and include the necessary essential functions and employment standards in order to meet the needs of the departments and the City. For the month of August 2024, the Library Services Department and the Public Works Department were proposing changes to the Classification Plan.

MOTION CARRIED: It was moved by Ms. Waltman, seconded by Ms. Ovsepyan and carried 5-0 to approve the establishment of the title and specification for the classification of Household Hazardous Waste Technician, establishment of the title and specification for the classification of Household Hazardous Waste Leadworker, revision of the title and specification for the classification of Supervising Librarian to Library Division Manager, and establishment of the title and specification for the classification of Library Operations Supervisor.

Recruitment and Selection Report – July 2024

RECOMMENDATION: Note and file.

Appointments and Assignments

For the month of August 2024, there were seven temporary appointment extensions and one temporary assignment extension. The extensions were being sought on behalf of the Burbank Water and Power Department, Library Services Department, Public Works Department, and the Financial Services Department.

MOTION CARRIED: It was moved by Ms. Ovsepyan, seconded by Mr. Kelman and carried 5-0 to approve the Appointments and Assignments for the month of August 2024.

Adjournment

The regular meeting of the Civil Service Board was adjourned at 5:32 p.m.

Julianne Venturo
Assistant Management Services Director

APPROVED:

_____ DATE _____
Matthew Doyle, Chairperson

_____ DATE _____
Jacqueline Waltman, Secretary



**BURBANK WATER AND POWER BOARD
MINUTES OF MEETING
AUGUST 1, 2024**

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

ROLL CALL

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

BOARD ABSENT: Mr. LeMasters

STAFF PRESENT: Ms. Samra, General Manager – BWP; Mr. Prestia, Assistant General Manager – Utility Administrative Services; Mr. Olsen, acting Assistant General Manager – Power Supply; Mr. Wilson, Assistant General Manager – Water Systems; Mr. Lillio, Chief Financial Officer; Ms. Edwards, Assistant General Manager – Strategy, Communications & Outreach; Mr. Aquino, Assistant General Manager – Customer Services Operations; Mr. Johnstone, Sustainability Officer; Mr. Casillas, Senior Administrative Analyst; Mr. Chwang, Senior Assistant City Attorney; Mr. Maruca, Legislative Analyst; Mr. Wilke, Manager Electrical Distribution; Mr. Azarian, Senior Administrative Analyst; Mr. Pangilinan, Associate Planner; Mr. Kim, Senior Planner; Mr. Clark, Principal Electrical Engineer

ORAL COMMUNICATIONS

Ms. Kirschenbaum addressed the board regarding her previous comment from a past board meeting about her concerns with the integrated resources plan and her observations around solar batteries and storage. Ms. Kirschenbaum continued to address the board with her concerns regarding the Media District Specific Plan.

Mr. Donahue began to address the board by welcoming Mr. Smith to the BWP Board and congratulated Mr. Eskandar and Mr. Malotte on their reappointment. Mr. Donahue continued to address the board regarding the integrated resources plan being brought to the national level and addressing specific mandates being burdensome for the utility.

Mr. Bax addressed the board his concerns regarding the utility’s rates increases and noted the different tier levels.

BOARD AND STAFF RESPONSE TO ORAL COMMUNICATIONS

Ms. Samra responded to Ms. Kirshenbaum’s comments by highlighting that the interns recently hired are working on reports around the possibility of having a virtual power plant and more solar plus storage around the City. Ms. Samra also responded to Mr. Bax by noting that she would reach out to him and have further discussion regarding his concern.

Ms. Tenenbaum responded to Ms. Kirschenbaum’s comments by highlighting what was said regarding the new construction sites with new gas appliances.

SELECTION OF BWP BOARD CHAIR AND VICE-CHAIR

It was moved by Mr. Malotte, seconded by Mr. Eskandar, carried 6 – 0 (Mr. LeMasters was absent) to appoint Mr. Luddy for Board Chair and Mr. Cherry for Board Vice-Chair.

GENERAL MANAGER REPORT

Ms. Samra began her report by presenting Mr. Malotte with an award for serving as the BWP Board Chair from August 2023 – August 2024. After, Ms. Samra proceeded with an update on the Intermountain Power Project (IPP).

Then, Ms. Samra welcomed Mr. Smith, who was recently appointed to the BWP Board on July 16th, and congratulated Mr. Eskandar, Mr. Malotte, and Ms. Tenenbaum for their reappointment to the BWP Board.

Lastly, Ms. Samra gave a brief BWP 101 presentation for our new and current BWP Board Members.

**CONSENT CALENDAR
MINUTES**

It was moved by Mr. Malotte, seconded by Ms. Tenenbaum, and carried 5 – 0 (Mr. LeMasters was absent, and Mr. Smith abstained from voting) to approve the meeting minutes of the special meeting of June 6, 2024.

PRESENTATIONS

STATUS REPORT ON THE MEDIA DISTRICT SPECIFIC PLAN UPDATE

Mr. Pangilinan and Mr. Kim presented the status report on the Media District Specific Plan update.

Mr. Pangilinan, Mr. Kim, and Ms. Samra responded to board member questions.

REPORTS TO THE BOARD

BWP OPERATIONS AND FINANCIAL REPORTS

Mr. Lillio presented BWP’s financial update for the month of May 2024.

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

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

CITY OF BURBANK GREENHOUSE GAS REDUCTION PLAN IMPLEMENTATION STATUS REPORT AND 2022 GREENHOUSE GAS INVENTORY UPDATE

Mr. Johnstone presented the draft results of the City of Burbank’s Greenhouse Gas Reduction Plan Annual Report and community-wide greenhouse gas inventory.

Mr. Johnstone responded to board member questions.

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

RECOMMEND TO CITY COUNCIL TO ADOPT A RESOLUTION TO AUTHORIZE BURBANK WATER AND POWER TO SUBMIT A GRANT APPLICATION TO ROUND TWO OF THE U.S. DEPARTMENT OF TRANSPORTATION’S CHARGING AND FUELING INFRASTRUCTURE DISCRETIONARY GRANT OPPORTUNITY TO AUTHORIZE THE GRANT APPLICATION, ACCEPTANCE, AND EXECUTION FOR ELECTRIC VEHICLE CHARGING INFRASTRUCTURE PROJECTS

Mr. Azarian presented a resolution to authorize Burbank Water and Power to submit a grant application to round two of the U.S. Department of Transportation’s charging and fueling infrastructure discretionary grant opportunity to authorize the grant application, acceptance, and execution for electric vehicle charging infrastructure projects.

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

It was moved by Mr. Cherry, seconded by Mr. Eskandar, carried 6 – 0 (Mr. LeMasters was absent) to recommend that the City Council adopt a resolution to authorize Burbank Water and Power to submit a grant application to round two of the U.S. Department of Transportation’s Charging and Fueling Infrastructure Discretionary Grant opportunity, to authorize the grant application, acceptance, and execution for electric vehicle charging infrastructure projects.

APPROVAL OF AN AGREEMENT FOR THE PURCHASE OF RENEWABLE ENERGY CERTIFICATES WITH 3 DEGREES GROUP, INC. FOR 10 YEARS AND FINDING CEQA EXEMPTION FOR EXISTING FACILITIES THAT ARE NOT DELIVERING ENERGY TO BURBANK

Mr. Olsen presented the agreement with 3 Degrees for the purchase of renewable energy credits for 10 years.

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

It was moved by Mr. Malotte, seconded by Ms. Tenenbaum, carried 6 – 0 (Mr. LeMasters was absent) to recommend that the City Council approve and authorize the General Manager of BWP, as designee of the City Manager, to enter a renewable energy certificate purchase agreement with 3 Degrees Group Inc. (3D), as highlighted in Attachment 1, for the purchase of renewable energy credits for 10 years.

INFORMATION FROM STAFF

LEGISLATIVE UPDATE

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

Mr. Maruca responded to board member questions.

SUSTAINABILITY UPDATE

Mr. Johnstone updated the board on BWP’s energy conservation programs and one of BWP’s programs in partnership with the Burbank Unified School District.

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

COMMUNICATION AND OUTREACH UPDATE

Ms. Edwards updated the board on upcoming community outreach meetings, creative projects, and projects under development.

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

COMMENTS AND REQUESTS FROM BOARD MEMBERS

Mr. Cherry asked for an update on the two-month delay for the AMI project he read about in the monthly operations report. Mr. Cherry gave kudos to the BWP Linemen who responded to an outage in his neighborhood on Tuesday, July 30, 2024.

Mr. Malotte noted the available grant funding that is out there.

Mr. Smith congratulated Ms. Tenenbaum on her reappointment to the BWP Board.

ADJOURNMENT

The special meeting was adjourned at 7:47 p.m.

The next regular board meeting is scheduled for September 5, 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

8A.



WATER AND POWER

DATE: September 5, 2024

TO: Burbank Water and Power Board

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

SUBJECT: July 2024 Operating Results

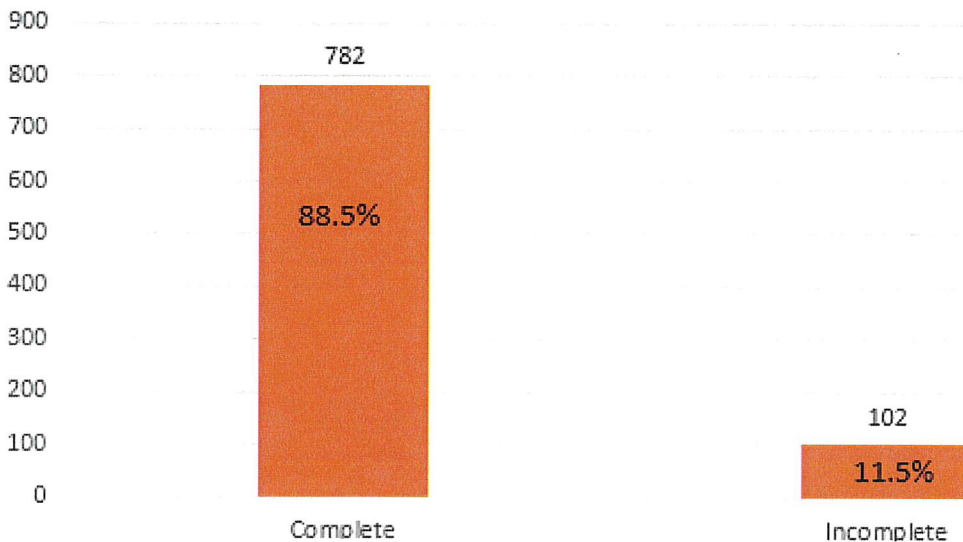
***Please note that changes from last month's report are in BOLD.**

SAFETY

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

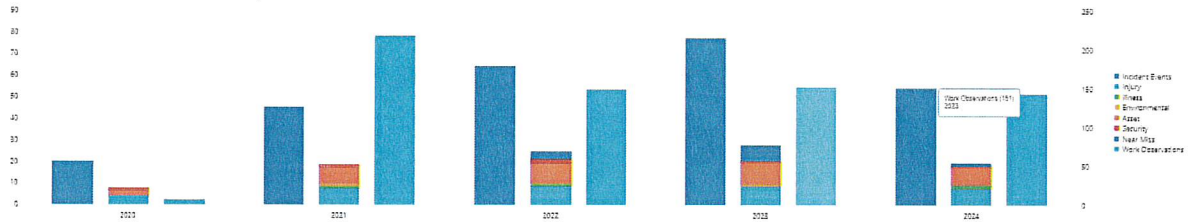
Staff tracks action items for Environmental Health and Safety (EHS) events from start to closure to prevent the recurrence of injury or damage to the City or public property; BWP has closed **88.5%** of corrective and preventative action items since the start of capturing and tracking in May 2019.

Corrective & Preventative Action Items
May 2019-July 2024



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 **196** EHS-related reports to count towards the 2024 annual goal of 250.



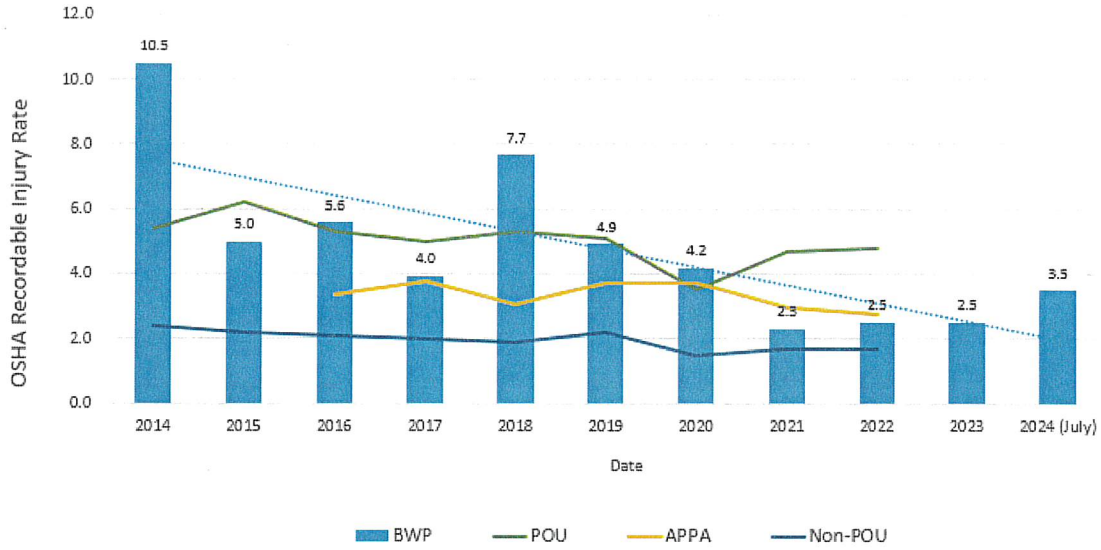
Year	Consequences							
	Incident Events	Injury	Illness	Environmental	Asset	Security	Near Miss	Work Observations
2020	20	12	0	0	7	2	0	5
2021	45	21	4	2	21	3	0	213
2022	64	24	4	0	35	6	9	148
2023	77	24	1	1	39	2	19	151
2024	64	21	5	0	23	1	3	142
Total	260	102	14	3	102	14	31	454

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

BWP received one recordable injury in this reporting period and a late report for a serious near-miss incident in June 2024. Because of the serious nature of the near miss, details have been included in the report. BWP’s 12-month rolling average OSHA total recordable incident rate is 3.5, as seen in the graph below.

- IE-2406-0004: An apprentice received a mild shock while working on a power pole. The apprentice was in the process of removing a pin from a dead-end insulator using rubber gloves. Incidental contact with the right elbow and v-brace resulted in a tingling sensation to the right elbow.
- IE-24707-0005: A lineman apprentice was moving communication cables from an old pole to a new pole when he fell approximately 10-12 feet, landing on a fence. This punctured the side/back of his thigh. He was hospitalized overnight and then released home the following day. This incident required direct notification to California OSHA.

TOTAL RECORDABLE INJURY RATE (TRIR)

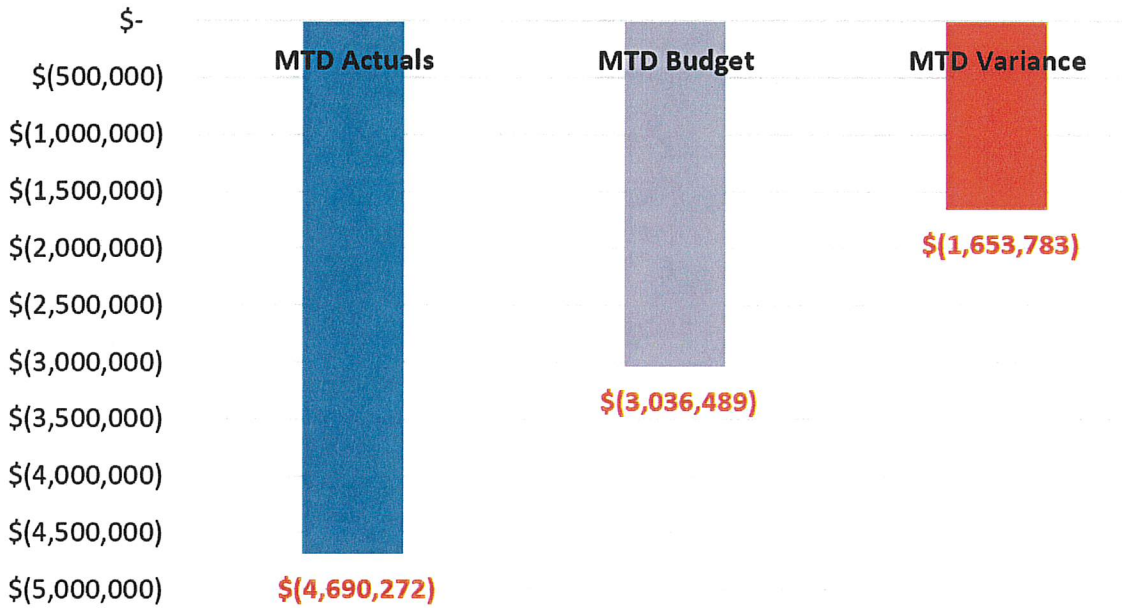


OSHA Recordable Injury Rate = No. of recordable cases per 100 full time employees. Current year expressed as 12 month rolling average
 POU - Publicly Owned Utilities - Bureau of Labor Statistics
 APPA - American Public Power Association - Average recordable injury rate for similar sized organization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

Electric Financial Results

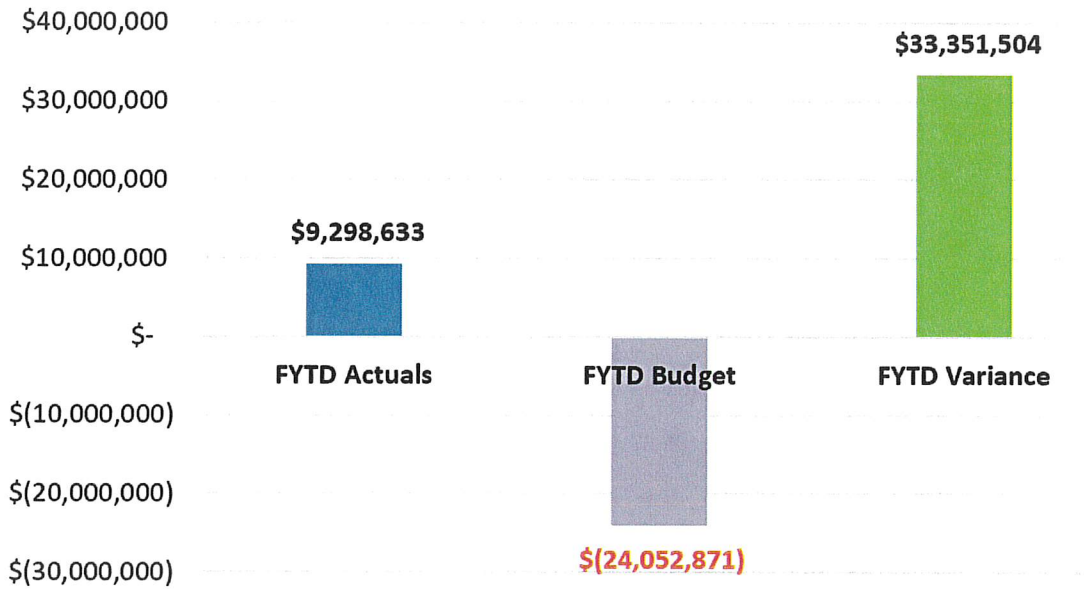
Electric Fund

Period to Date Ending - Jun 30, 2024



Electric Fund

Fiscal Year to Date Ending - Jun 30, 2024

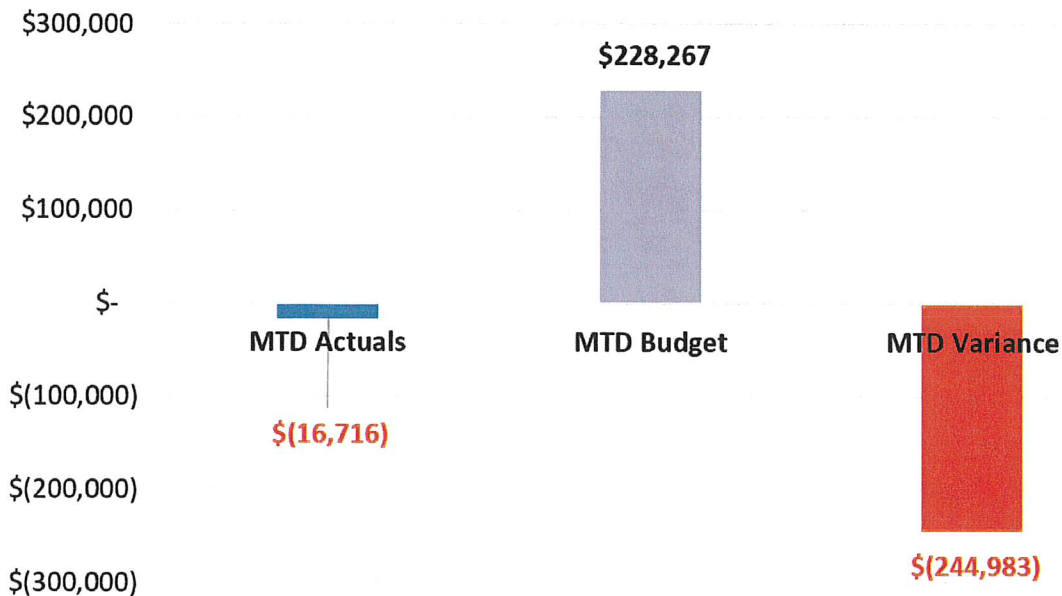


The favorable variance was primarily attributed to lower than planned power supply and transmission expenses, lower than planned operating expenses, a favorable wholesale margin, and higher than planned interest income, offset partially by lower than planned retail sales. For additional details, please see the attached financial statements.

Water Financial Results

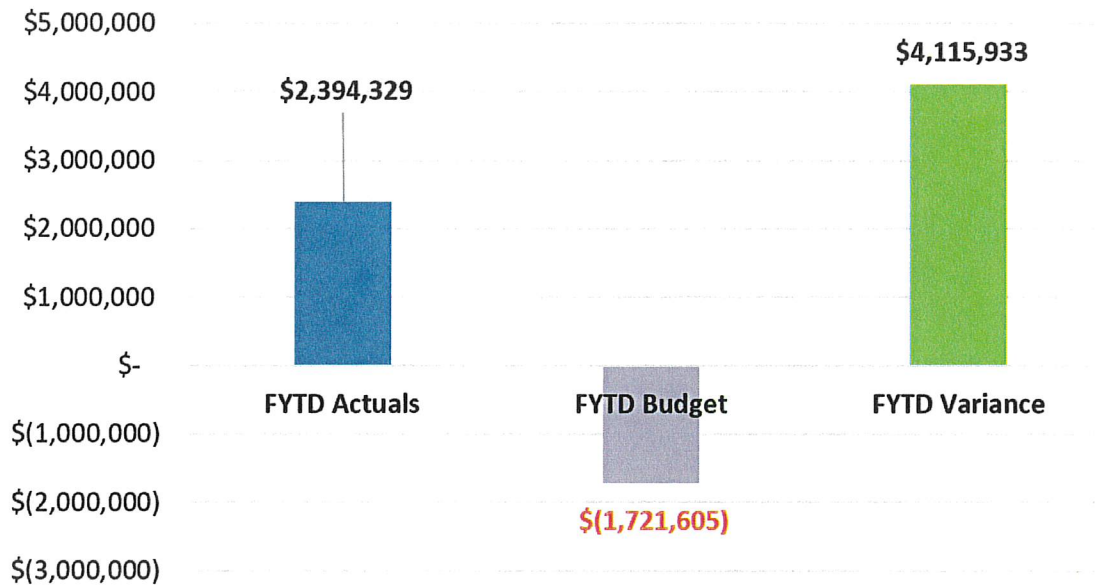
Water Fund

Period to Date Ending - Jun 30, 2024



Water Fund

Fiscal Year to Date Ending - Jun 30, 2024



The favorable variance was primarily attributed to lower than planned operating expenses and lower than planned water supply expenses, offset partially by lower than planned operating revenues. For additional details, please see the attached financial statements.

The table below shows the number of vacant positions throughout the utility. As of **June 2024**, 8.6% of the budgeted positions were vacant, down from 13.1% at the beginning of the fiscal year.

Vacancies

Total Budgeted Positions	356
Total Positions Filled	325.5
Total Positions Vacant	30.5



WATER DIVISION

Burbank's Water Use

The table below shows water use in Burbank during **July 2024** compared to **July 2020**, measured in gallons per capita per day (gpcd). Similar to the past two years, the baseline year 2020 is used for consistency. Although the governor's request to voluntarily reduce water consumption has been rescinded, we will continue to track our water use. The table below shows that water use has been reduced every month during the last 12-month period when compared to 2020 water use.

	Average Monthly Use
July 2020	157 gpcd
July 2024	141 gpcd

	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	Jun 2024	<u>Jul 2025</u>
<u>2020</u>	157	162	159	153	136	132	125	126	104	112	141	149	<u>157</u>
<u>Goal</u>	134	138	135	130	116	112	106	107	88	95	119	127	<u>134</u>
<u>Actual</u>	134	134	126	125	119	109	103	96	103	105	121	126	<u>141</u>
<u>% Diff.</u>	-14.7%	-17.4%	-20.5%	-18.3%	-12.7%	-17.5%	-17.6%	-26.2%	-0.8%	-6.7%	-13.9%	-15.4%	<u>-10.2%</u>

Water use, in terms of gpcd, during **July 2024** was **10.2%** less than the **July 2020** baseline. For the fiscal year 2023-24, the goal is to reduce cumulative annual water use by 20% compared to the 2020 calendar year using water sustainability programs and education to focus on efficiently using our water resources.

Burbank Operating Unit (BOU) Water Production

The table below provides the BOU's operational data for **August 2023** through **July 2024**.

Month	BOU Capacity Factor	BOU Ave. Flow Rate	Total System Blend % MWD/BOU
23-Aug	76.75%	6,908 gpm	27%/73%
23-Sep	85.32%	7,679 gpm	16%/84%
23-Oct	89.06%	8,015 gpm	11%/89%
23-Nov	83.27%	7,494 gpm	13%/87%
23-Dec	86.03%	7,743 gpm	18%/82%
24-Jan	85.55%	7,700 gpm	15%/85%
24-Feb	79.83%	7,184 gpm	15%/85%
24-Mar	76.56%	6,891 gpm	21%/79%
24-Apr	73.11%	6,580 gpm	14%/86%
24-May	85.87%	7,728 gpm	13%/87%
24-Jun	85.92%	7,732 gpm	13%/87%
24-Jul	90.46%	8,141 gpm	13%/87%
<i>Ave Blend %-last 12-months</i>			16%/84%

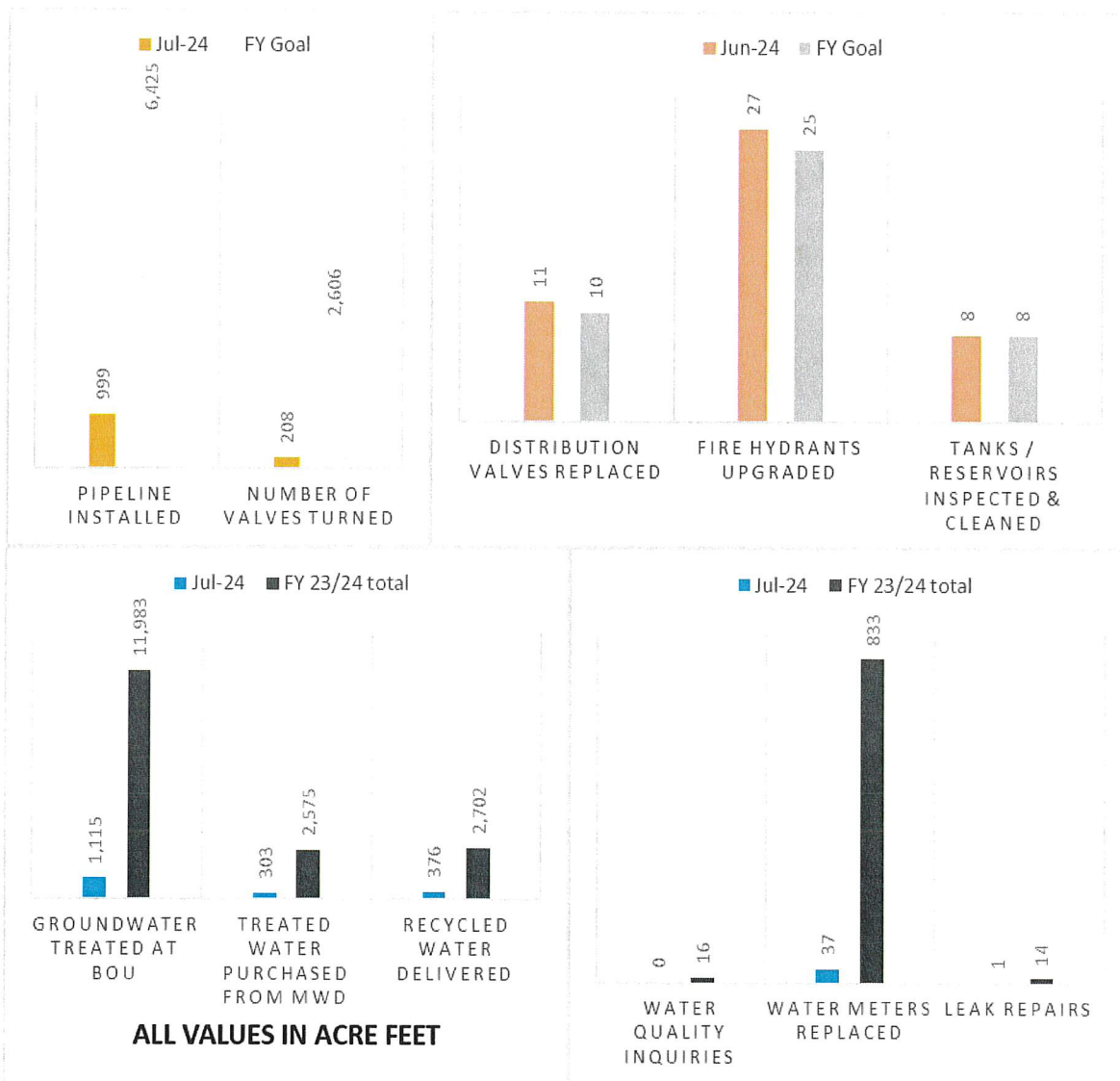
The total system blend percentage represents the total amount of water purchased from the Metropolitan Water District (MWD) vs. the amount treated by the BOU. This, along with the capacity factor, is an important efficiency measure. The capacity factor may fluctuate based on demand and plant production. 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 July.

Another wet winter has increased static water levels in the basin, which has contributed to higher production from the well field that supplies the BOU. In turn, this has resulted in an increase in BOU-treated water production and reduced MWD import water deliveries. Production/Operations staff follow the recommended AWWA (American Water Works Association) Standard for tank and reservoir cleaning and inspection (every 3 to 5 years). Cleaning and inspection are reserved for the fall/winter months (October to March) when water system demands are lower, which allows for a tank or reservoir to be placed out of service for 7 to 10 days. During dry winter months, up to 10 tanks and reservoirs can be drained, cleaned, inspected, filled, sampled, and placed back in service. During wet winters, safety becomes more challenging as work conditions in the rain increase the potential for safety hazards (slips, trips, and falls) and injury to personnel. Considering safety and meeting goal objectives, the decision was made to reduce the tank and reservoir cleaning and inspection goals from 10 to 8. The water system has a total of 22

tanks and reservoirs. At 8 per year, each tank and reservoir will be inspected every three to five years, as recommended.



Review of FY23/24 KPI Results

Pipeline installed during FY 23/24, we were only able to meet 87% of our 6,425’ pipeline goal, a few hurdles that played a major part in this were:

1. Olive Mainline project (Kenneth to Bel Aire) and Angeleno Mainline project (Kenneth to Bel Aire) – we utilized our construction crew and service crew to install and transfer services to stay ahead of the city’s paving program, which, in turn, delayed our next pipeline projects.
2. Empire Mainline project (Naomi to Ontario) – we came across multiple unmarked and undocumented utilities that continually delayed our progress.

3. Number of Valves Turned – during a lapse of time in pipeline installation, we were able to reallocate employee resources to our meter shop maintenance crew, which in turn enabled us to exercise an additional 235 system valves, more than our FY 23/24 goal of 2,606.

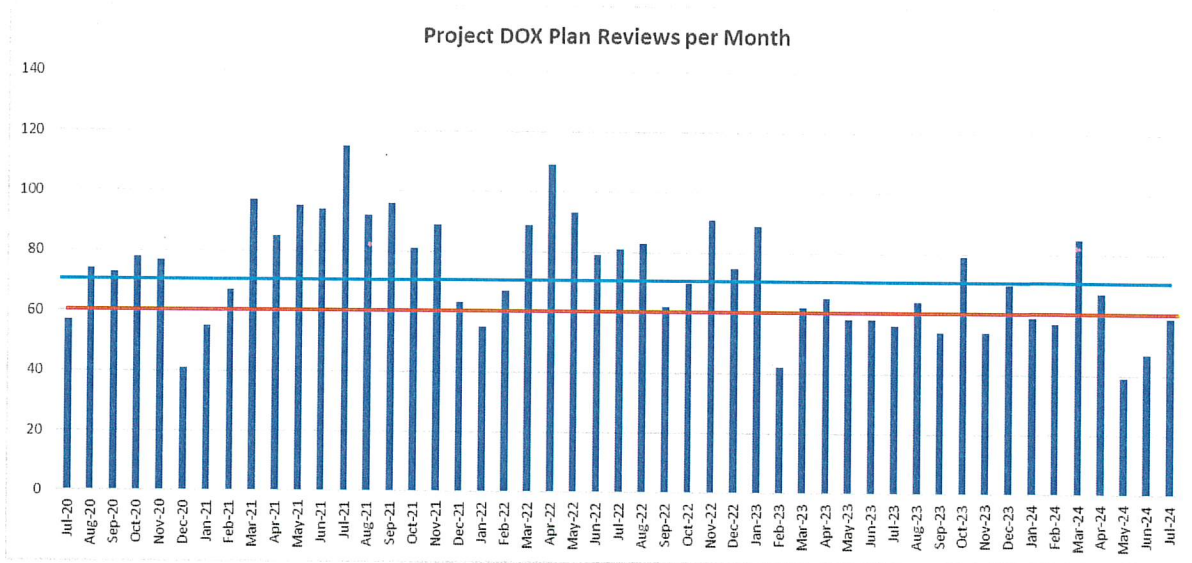
OPERATION AND PRODUCTIONS SECTION WORK DATA
FY 23/24

ITEM	GOAL	JULY	AUG.	SEPT.	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY	JUNE	YTD	YTD Goal	% Goal
1. BACTERIOLOGICAL TESTING	120/MO	161	198	167	176	128	128	166	132	134	161	147	135	1,823	1,440	126.6%
2. BOOSTER MAINTENANCE	35/MO	39	43	39	47	44	44	30	40	26	47	33	44	476	420	113.3%
3. DEAD-END FLUSHES	8/MO	10	9	10	10	8	10	13	10	10	10	10	8	118	96	122.9%
4. NITRIFICATION PROGRAM TESTING	24/MO	36	39	36	38	34	36	40	40	37	36	36	34	442	288	153.5%
5. SITE INSPECTION	1483/MO	1,519	1,519	1,470	1,519	1,519	1,519	1,519	1,421	1,519	1,470	1,519	1,470	17,983	17,796	101.1%
6. RES. CLEANING / INSPECTION	8/YR	0	1	0	2	0	0	0	2	2	1	0	0	8	8	100.0%
7. TREATMENT PLANT INSPECTION	10/MO	10	10	10	10	10	10	10	10	10	10	10	10	120	120	100.0%
8. WATER QUALITY TESTING	800/MO	1,320	1,439	1,380	1,274	870	836	902	796	842	816	890	1,031	12,396	9,600	129.1%
9. OUTSIDE LAB SAMPLES	25/MO	92	39	35	65	39	30	55	28	29	64	49	30	555	300	185.0%
10. VALVE TURNING	70/MO	78	86	78	93	88	88	60	80	52	94	66	88	951	480	198.1%

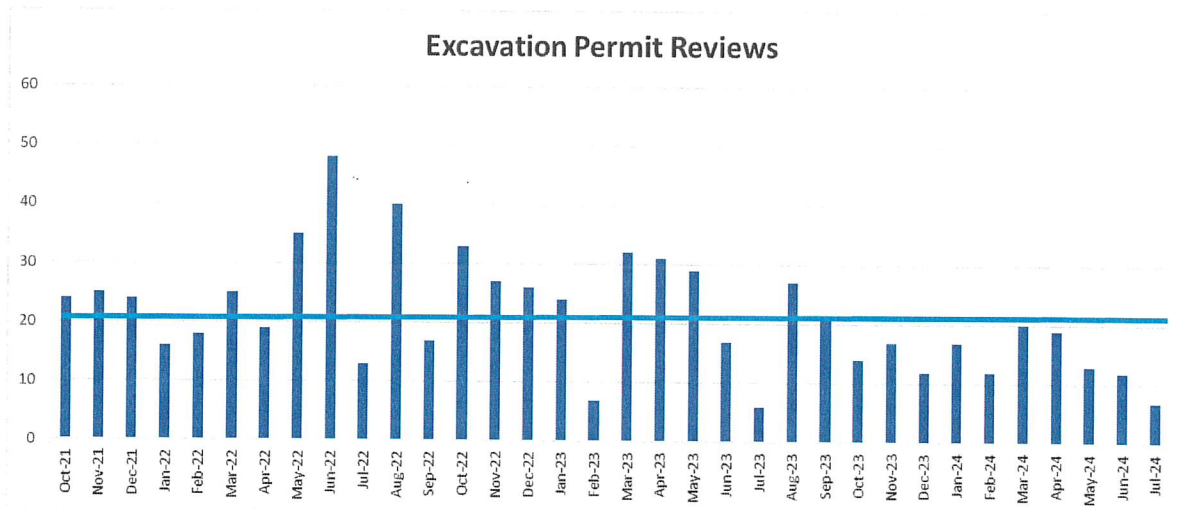
1. BACTERIOLOGICAL TESTING, INCLUDES ALL CAL. D.H.S. REQUIRED BACTI SAMPLES AND DEPARTMENTAL SAMPLES PERFORMED IN-HOUSE
2. OPERATIONAL CHECKS, REPAIRS, OVERHAULS, ALIGNMENTS, AND P&M ON ALL BOOSTERS AND PORTABLE PUMPS.
3. DEAD-END FLUSHES ARE PART OF THE WATER DEPT. STRATEGY TO MEET PUBLIC HEALTH GOALS.
4. NITRIFICATION PROGRAM TESTING ARE SAMPLES TAKEN MONTHLY AT DEAD-ENDS AND RESERVOIRS FOR THE CITY'S NITRIFICATION PLAN.
5. SITE INSPECTIONS INCLUDE ALL DAILY AND MONTHLY WELL SITES, MWD CONNECTIONS, PUMP STATIONS, INTERCONNECTIONS, EXTERIOR INSPECTIONS OF ALL RESERVOIRS, AND GROUNDS FOR BOTH POTABLE AND RECLAIMED FACILITIES.
6. INTERIOR CLEANING AND/OR INSPECTION OF RESERVOIRS AND TANKS.
7. INSPECTIONS INCLUDING VPP FIRE EXTINGUISHERS, SCBA'S, EYEWASHES, CHEMICAL DETECTORS, SCADA, ALARMS, SCRUBBER, GENERATOR, AND TRANSFER SWITCH.
8. WATER QUALITY TESTING INCLUDES GENERAL PHYSICAL, VALLEY PLANT QUALITY SAMPLES AND NITRATES, AND CHLORINE RESIDUALS NOT INCLUDED IN NITRITE TESTING OR BACTI TESTS.
9. OTHER VPP WATER QUALITY SAMPLES TESTED BY CONTRACTORS INCLUDES: VOC, GROUP 1,2,3, THMS, CHROMIUM, HPC AND OTHER TITLE 22 DHS REQUIRED SAMPLES. ONE FOR EACH TYPE OF SAMPLE PERFORMED.
10. ALL DISCHARGE AND SUCTION ISOLATION VALVES FOR POTABLE AND RECYCLED BOOSTERS.

Plan Reviews

The Water Division has seen a significant increase in plan reviews since the onset of the COVID-19 pandemic, and we began tracking them in July 2020. Most of the plan reviews are ADUs (accessory dwelling units). **The number of plan reviews in July 2024 was 59, more than the prior month's 47, and the number of excavation permit reviews decreased from 12 in June 2024 to 7 in July 2024.**



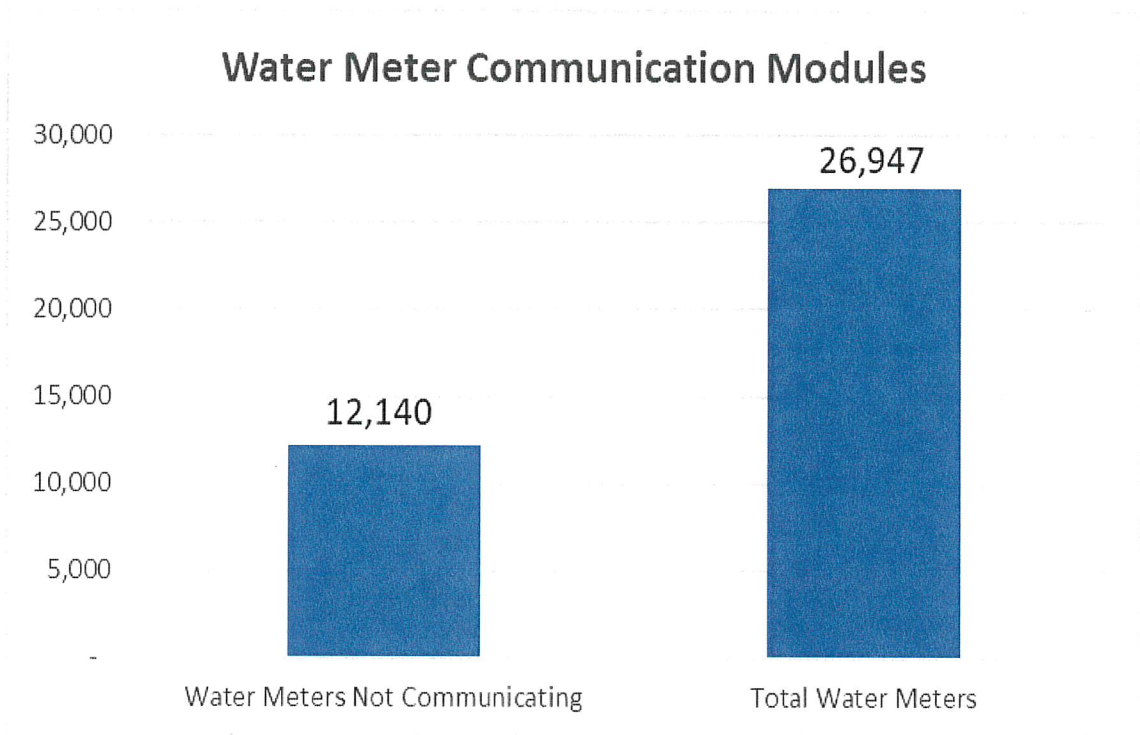
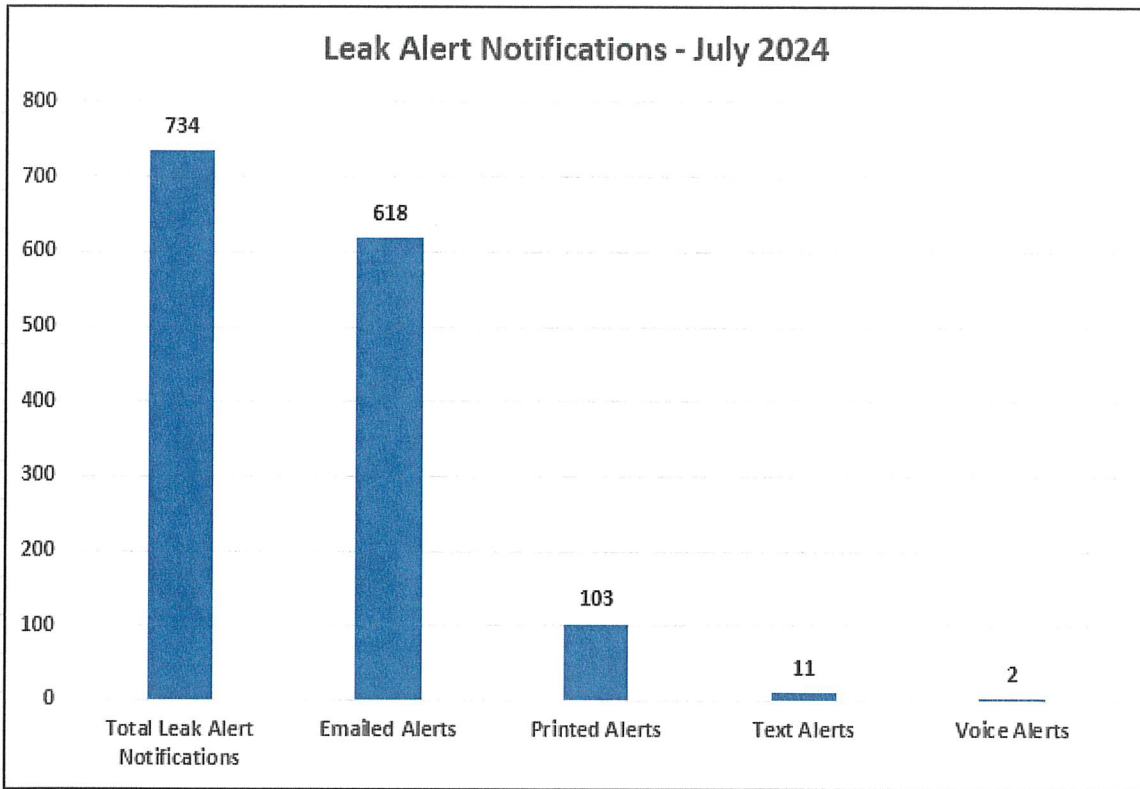
*Blue line is the average *Red line is the productivity of an experienced water service planner.



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

Leak Alert Notifications

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



As of August 2024, the remaining schedule for the AMI project is provided below:

- September 2024 – Beta Testing (Mobilization, Meter Installation Process Finalized, Interface Completion)
- July 2025 – Full Deployment
- September 2025 – Project Closeout

Updates on the AMI Project

- To date, 6,860 endpoints have shipped and are stored at the Empire staging facility. The project team worked diligently with BWP staff to assist in securing this location and City-owned property for staging and required a Right of Entry Agreement. The staging facility will be in an effort to prevent cost overruns due to rising variable costs in local warehouse space. Additionally, more than 12,000 AMI-compatible lids have arrived to be installed in conjunction with the Sensus endpoints.
- Approximately 12,000 AMI-compatible lids are currently on site at Empire in preparation for installation. These lids allow for the transmission of the read data to the collectors that were installed earlier in the project.
- Final scoping and Purchasing/Legal review continue with Siemens (the company that created the Meter Data Management System used by BWP) and its subcontractor, Advanta, related to file adapters that will allow for integration with the Sensus Head End System (referred to as FlexNet Regional Network Interface or RNI) and Siemens EnergyIP. These integrations will allow water reads to be pulled in for billing and evaluation purposes.

Burbank’s Path to Sustainable Water Use

Water use has declined by 15.4% over the last 12 months compared to the same period in 2020.

The table below shows the actions taken on accounts that did not comply with the Sustainable Water Use Ordinance for FY 23-24. In July 2024, BWP issued 22 first warning notices and 2 second warning notices based on residents’ observations.

Actions on Non-Compliant Accounts (Data from AMI System)				
Total	1st Notice	2nd Notice	Citation # 1	Citation # 2
FY 24-25	22	2	0	0

Note: No notices were sent in July from AMI data.

	Actions on Non-Compliant Accounts (Data from Observations)				
Total	Educational Material	1 st Notice	2 nd Notice	Citation # 1	Citation # 2
FY 24-25	0	0	0	0	0

Project Updates

EV Charging Options for Employees:

This project was successfully completed using internal resources by water and electric, a great collaboration fostering teamwork and coordination between our divisions. In response to increasing employee demand and to support the City’s GHG reduction goals, BWP installed an additional 25 Level 1 EV charging stations for employees. This brings the total employee Level 1 EV charger count to 33, with conduit and panel capacity to add another 13 plugs when needed. This expansion improves charging accessibility for both employees and the public by reducing demand for public Level 2 chargers, which were frequently used by employees who could not access the existing Level 1 chargers due to high demand. The chargers were installed by BWP employees for BWP employees. Projects that we collaborate on continually increase the camaraderie between our departments as a whole and strengthen a culture of inclusion. “Water and Power, a great combination.”



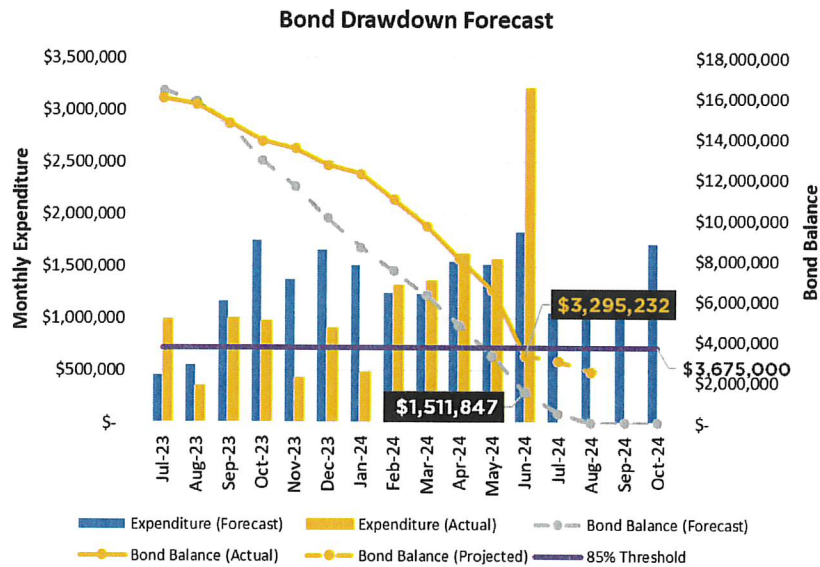




Water Bonds

In November 2021, the Water Division issued \$24.5 million in bonds to fund capital expenditures. The bond tax certificate specifies that BWP reasonably expects at least 85% of the bonds to be used for financing projects or spent within three years of issuance. In other words, by November 2024, the remaining bond balance must be \$3,675,000 or lower.

To track the achievement of this expenditure goal, a bond drawdown forecast was developed to monitor monthly progress. The forecast assumed straight-line expenditures for the planned capital projects, understanding that actual costs might vary based on material and human capital availability, invoice creation, receipt, and processing times. Through the end of June 2024, the remaining bond balance is \$3,295,232. The bond drawdown forecast can be seen in the graph below.



ELECTRIC DISTRIBUTION

Electric Reliability

In **July 2024**, Burbank Water and Power (BWP) experienced **four** sustained feeder outages. In the past 12 months, automatic reclosing has reduced customer outage time by approximately **1,480,320** customer minutes.

Reliability Measurement	August 2022 – July 2023	August 2023 – July 2024
Average Outages Per Customer Per Year (SAIFI)	0.3035	0.3394
Average Outage Time Experienced Per Year (SAIDI)	12.12 minutes	23.49 minutes
Average Restoration Time (CAIDI)	39.92 minutes	69.20 minutes
Average Service Availability	99.998%	99.996%
Average Momentary Outages Per Customer Per Year (MAIFI)	0.1516	0.3536
No. of Sustained Feeder Outages	13	33
No. of Sustained Outages by Mylar Balloons	1	4
No. of Sustained Outages by Animals	0	3
No. of Sustained Outages by Palm Fronds	2	6

Supply Chain

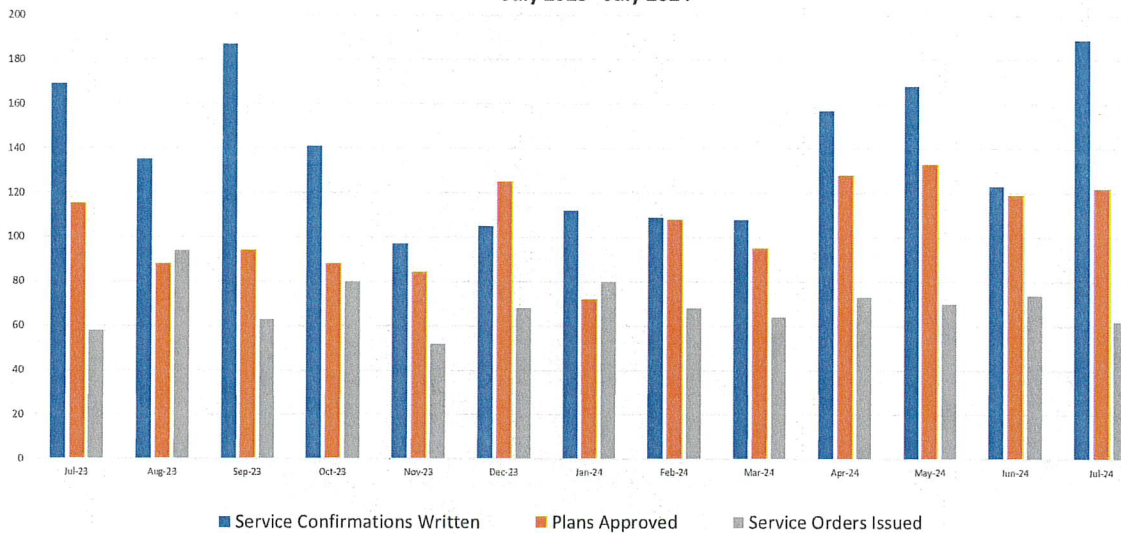
The pandemic has heavily impacted the electric utility industry over the last several years. Pricing and lead times for equipment have increased at an accelerated pace. Below is a list of lead times for the most common distribution equipment:

Equipment	Typical Lead Time	Current Lead Time
Transformers	12-16 weeks	150+ 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 is adding 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 at: www.burbankwaterandpower.com/electric/electricplanning

**Residential and Commercial Service Planning Activity Summary
July 2023 - July 2024**



**Activity includes staff revisions to electric confirmations

Golden State Substation Rebuild Project Update

The Golden State Substation rebuild project has entered the last milestone of the construction phase. BWP, with the assistance of its contractor, received and installed a prefabricated building, power transformers, and capacitor banks, which are the major pieces of equipment for this project. Engineering has released all final drawings and relay settings. Currently, construction is ongoing and will be finalized in the next several weeks. The testing and integration phase will follow, followed by the energization of the substation. The planned energization date is the fourth quarter of 2024.

Pictures of major equipment on site can be seen below:



Power Transformers Delivered Onsite



Prefabricated building and Capacitor Banks Delivered

Upgrade of BB-4 12kV Circuit

BWP crews successfully completed the upgrade of the BB-4 circuit last month. This upgrade was necessary to increase the circuit's capacity to accommodate the new Tesla superchargers installed in the Aldi supermarket parking lot. Approximately 100 feet of new 6-inch conduit was installed from MH-344 to the existing riser pole to accommodate the larger cable size. Approximately 1,500 linear feet of 1000 MCM CU cable was pulled along Lake St. and W. Magnolia Blvd. starting at Burbank Station.

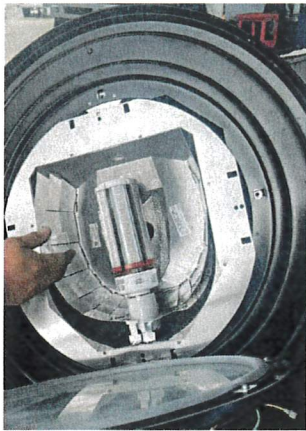


STREET LIGHTING

LED Replacement Program

To date, **92.90%** of the total street light luminaires have been converted to LEDs, translating to an annualized energy savings of **5,400 MWh** or a **58.27%** reduction in energy consumption. LED conversions have also reduced the evening load by **1,251 kW**, shortening the “neck of the duck curve” 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 403 decorative LED lights remaining for conversion. The images below show some proposed solutions for converting our decorative lights. **The new Keystone LED bulbs will be shipping soon which will be used to convert the Ameron Delphi and Gooseneck decorative streetlight standards.**



Keystone LED Bulb



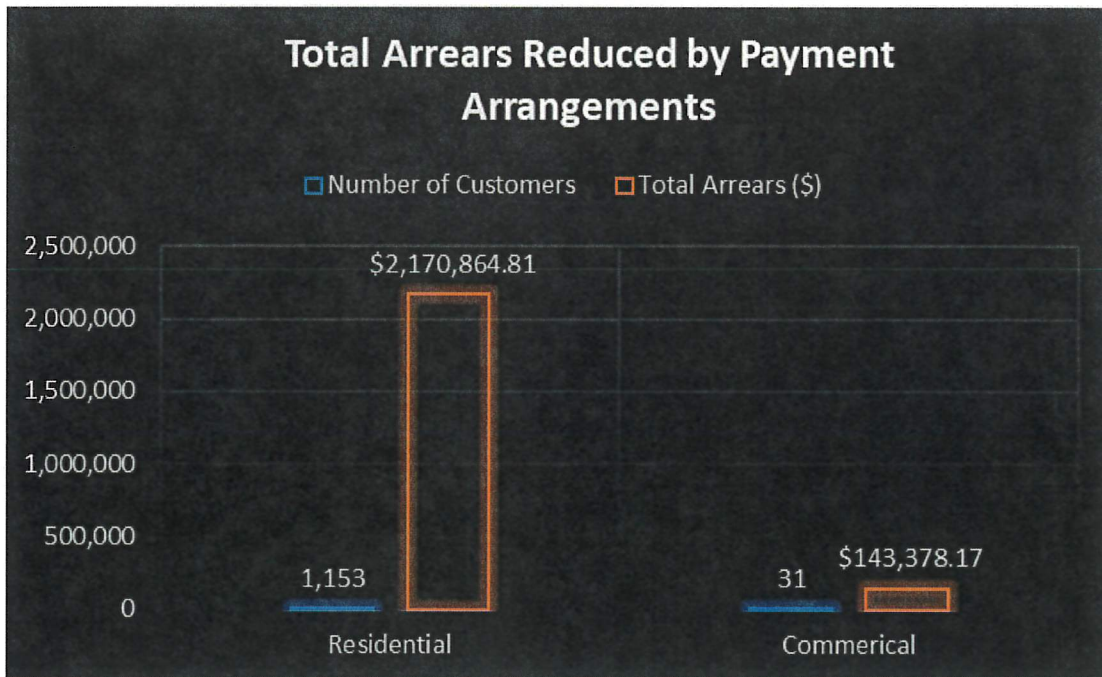
3-Ring Halo LED

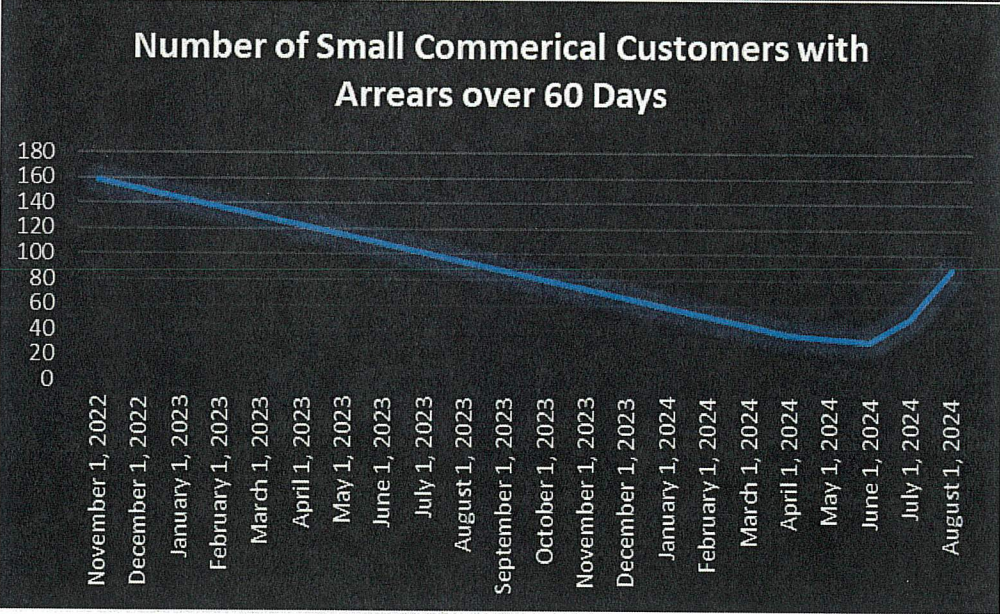
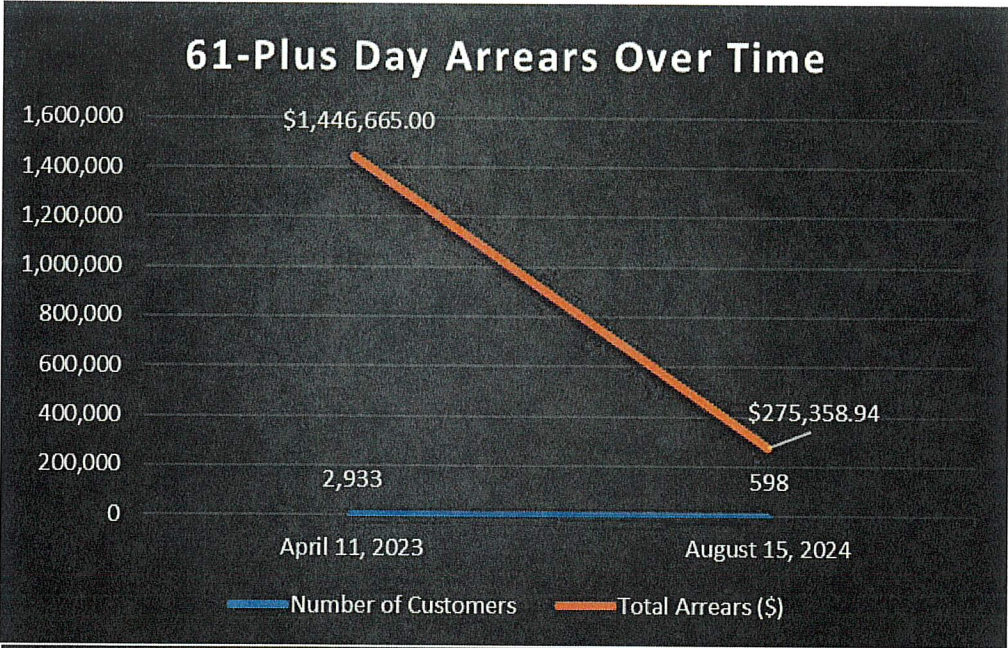


Driver and Housing

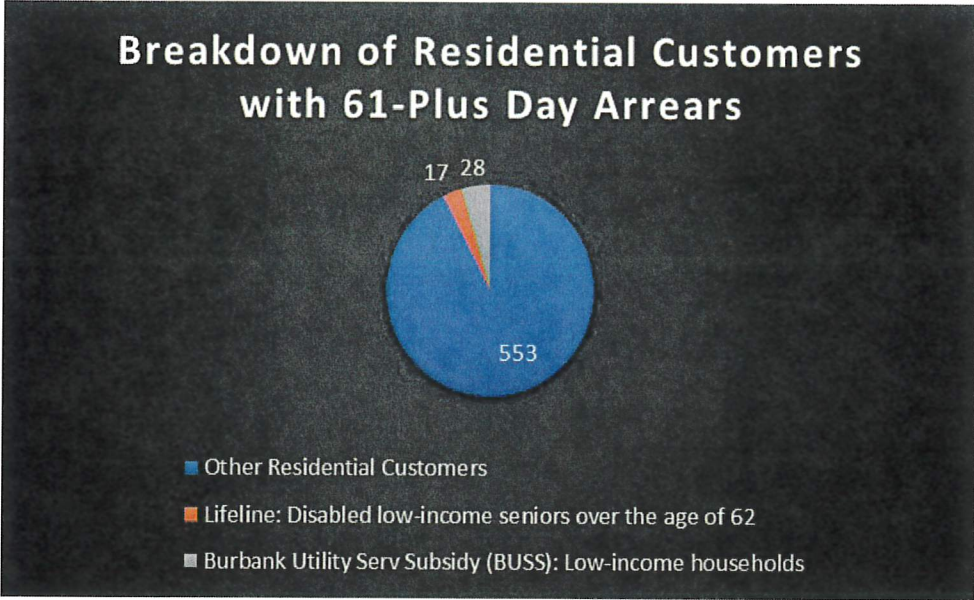
CUSTOMER SERVICE OPERATIONS

The below charts reflect the total arrears data.

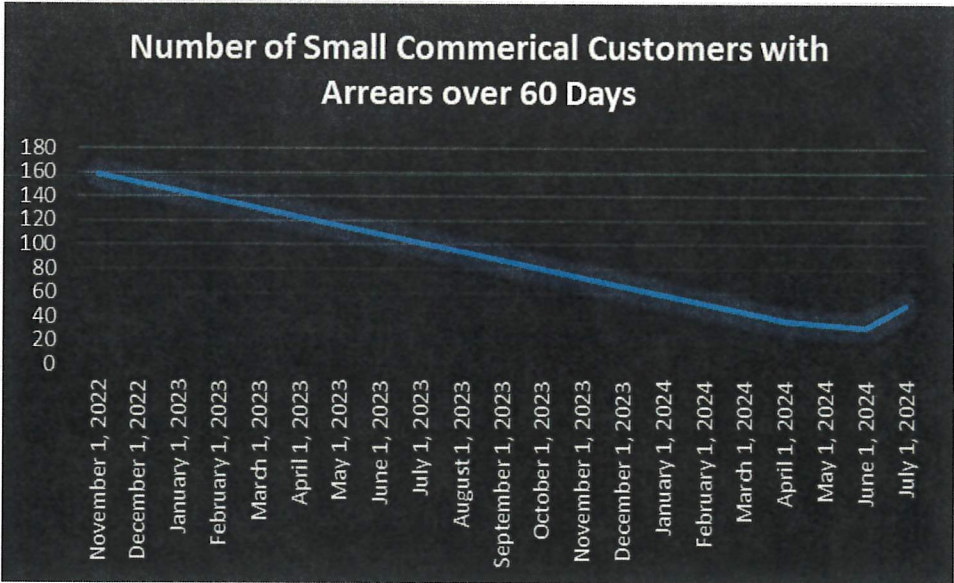




As of **August 1, 2024**, there are **598** residential customers with at least 60-plus days of arrears. Of these **598** residential customers, **17** receive the Lifeline rate for low-income seniors over the age of 62 and disabled customers, and **28** customers receive the Burbank Utility Service Subsidy (BUSS). The chart below reflects the breakdown of residential customers with 61-plus day arrears.



As of **August 16, 2024**, no Lifeline or BUSS customers have been disconnected for non-payment.



The above chart reflects small commercial customers who had arrears over 60 days and were eligible for disconnections. That number fell from 160 in September 2022, when the City Council approved restarting disconnections on small commercial accounts, to **89** as of **August 15, 2024**.

Outstanding Debt

As of **August 16, 2024**, the following is the current outstanding debt by commodity for all customer classes:

Aging By Service Type

Service Type	31-60	61-90	91+	Total	% of Total
Electric Service	814,748	131,208	230,476	1,176,433	60%
Fiber Optic Service	119,729	7,583	6,854	134,166	7%
Solid Waste Service	95,017	22,663	52,651	170,331	9%
Water Service	77,548	54,135	109,597	241,280	12%
Sewer Service	26,924	60,732	140,932	228,587	12%
General Service	636	62	78	776	0%
Miscellaneous Service	0	0	0	0	0%
Grand Total	1,134,601	276,383	540,588	1,951,573	100%

As of March 20, 2023, the total arrears for all commodities were \$6,158,890. The above chart shows that this number has dropped to **\$1,951,573**.

BWP Call Center Call Types & Volume

Customer Contact Types	% of Calls
START/STOP/CLEAN & SHOW	21%
BALANCE	20%
UPDATE CUST ACCOUNT INFO	6%
PAYMENT ARRANGEMENT	5%
ELECTRIC TROUBLE CALL/FIELD ACTIVITY	5%

Month	Call Volume
Jul - 23	3,794
Aug - 23	5,128
Sep - 23	4,319
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
% Inc/June	15%

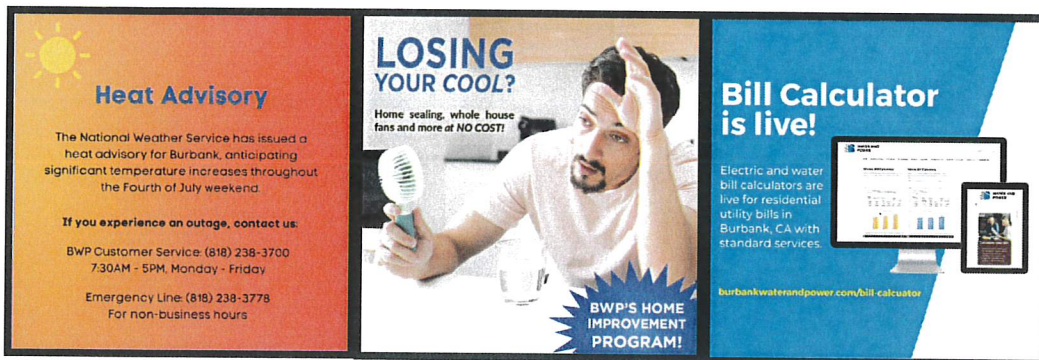
SSUSTAINABILITY, MARKETING, AND STRATEGY

Social Media and Web Engagement

In July 2024, we continued with topics highlighting summer safety and energy savings.

Notable Posts:

- **Cool Rewards**
- **Watering Days reminder**
- **Heat Safety**
- **Bill Assistance**

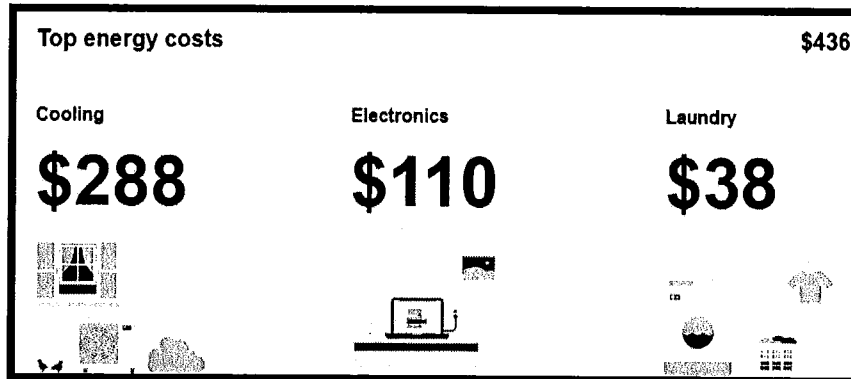


Engagement during July focused on hot weather awareness and heat-related issues to help residents report outages, find ways to reduce energy consumption while staying comfortable, and manage their bills, as air conditioning costs and the fiscal year rate increase can significantly impact bills.

Tools such as the online bill calculator and BWP programs for financial assistance are highlighted to assist residents with bill forecasting and bill management during the high consumption months of July through October. Many residents are caught off guard as they transition from no air conditioning (AC) use through the June gloom to round-the-clock operation of A/C in July, doubling and, at times, tripling their kWh consumption.

We are pleased to report that interest remains strong for the Cool Rewards Program with an additional 426 click-throughs generated through our Opower platform. Opower sends regular energy consumption reports to customers, featuring messages that raise awareness about electricity usage and encourage positive behavioral changes. See example below:

You used 511 kWh more. That's enough energy to refrigerate your groceries for 10 months.



Other digital assets deployed in July include two videos featuring home electrification and water supply reliability. These short videos tell a quick story about the topic and provide easy-to-digest facts about important programs and BWP activities.

Community Outreach

In July, Drew Johnstone, Sustainability Officer, presented the Greenhouse Gas Reduction Plan (GGRP) Status Report to the Sustainable Burbank Commission. The report shows progress toward the City's goals to reduce greenhouse gas (GHG) emissions throughout its operations and the Burbank community. More activity concerning GGRP will follow in the coming months.

Following the distribution of the rate increase notification and the water quality report in June, we monitored social media and other channels for feedback and community comments. Fortunately, we did not see significant chatter concerning the rate increase, suggesting that previous and ongoing community outreach has produced the desired outcome with respect to awareness of the issue.

Key Account Activity

The Key Account Manager (KAM) completed 12 in-person meetings and 145 maintenance/discovery calls in July.

	Customer in-person meetings	Customer maintenance calls/discovery calls
July 2024	12	145
FY to date	12	145

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

One business rebate application was processed in July.

Hertz Equipment Rental Corp submitted a rebate application for LEDs for 226.03 kW and 184,144 kWh saved.

	Customers (#)	Energy Savings (annual kWh)	Demand Savings (kW)
July 2024	1	184,144	226.03
FY to date	1	184,144	226.03

Business Bucks

July's promotion of the Business Bucks (BB) program for small businesses included an e-blast to all eligible customers highlighting a customer testimonial. The City Attorney-approved canvassing is expected to commence in August. RHA completed **two installs**, totaling **1,653 kWh**, and **0.45 kW** saved annually.

	Customer Audits (#)	Customer Installs (#)	Energy Savings (annual kWh)	Demand Savings (kW)
July 2024	10	2	1,653	0.45
FY to date	10	2	1,653	0.45

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)
July 2024	38	29,606	15.7	255,449

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. In July, the program received **12 new tree requests from 6 new customers**.

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)
July, 2024	31	9,531	4

Building Electrification Rebates

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

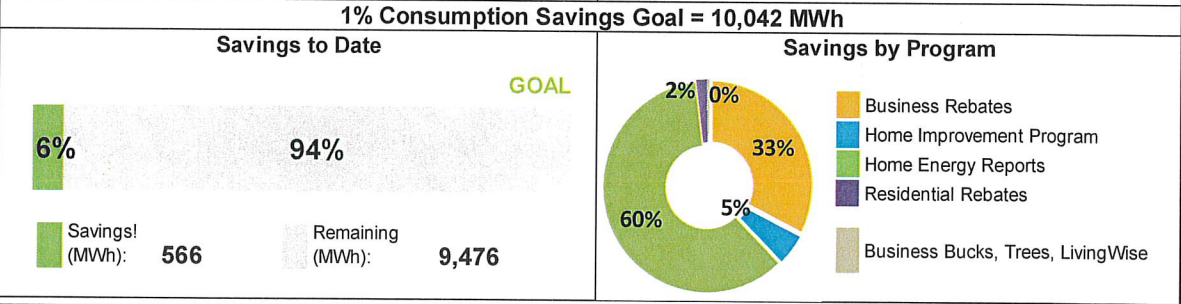
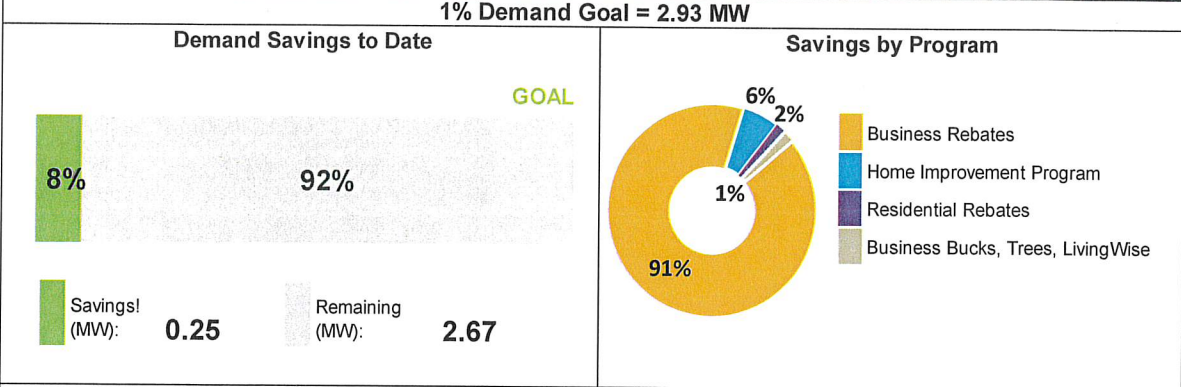
	HVAC	Heat-Pump Water Heater	Cooktop/Range	Clothes Dryer	Panel Upgrade
July, 2024	2	0	1	0	0
Program start to date	21	1	6		5

Water Conservation Programs

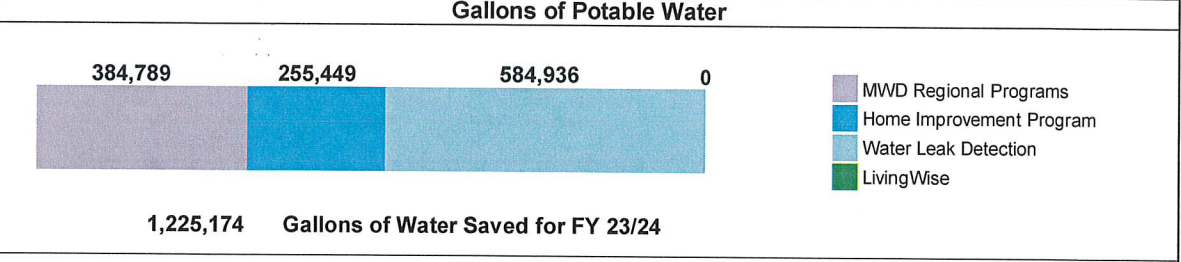
BWP continues to offer various water conservation programs and incentives to the community. BWP gives away low-flow showerheads and aerators at no cost and, through the HIP, provides direct installation of water efficiency measures. BWP sends leak alerts to customers, which often results in quick repairs. 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)
July 2024	4	33	34	3,156	1,225,174
FY to date	4	33	34	3,156	1,225,174

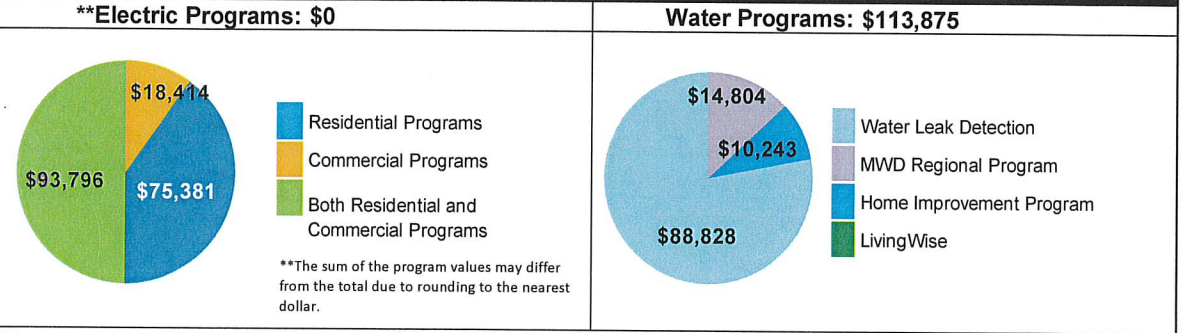
Energy Efficiency Savings FYTD 2023-2024 Period ending on 7/31/2024



Water Efficiency Program Savings



Efficiency Direct Program Costs* FYTD 2023-2024

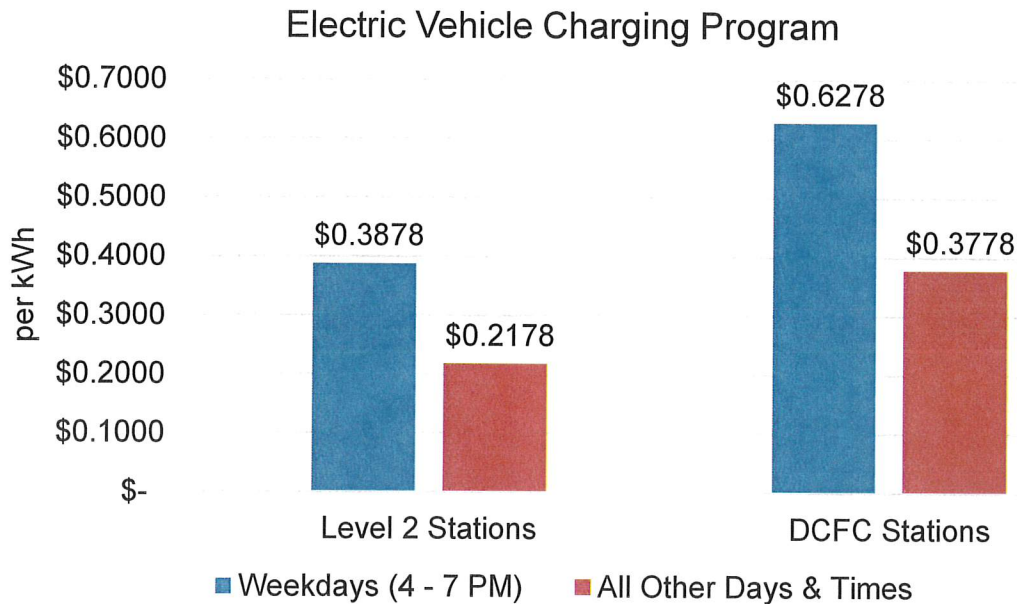


*Direct program costs reflect rebates and payments to program implementers, they do not include marketing and administration costs

Electric Vehicle (EV) Charging Program

BWP plays a key role in promoting the adoption of transportation electrification through education, program development, and the facilitation of public and private EV chargers.

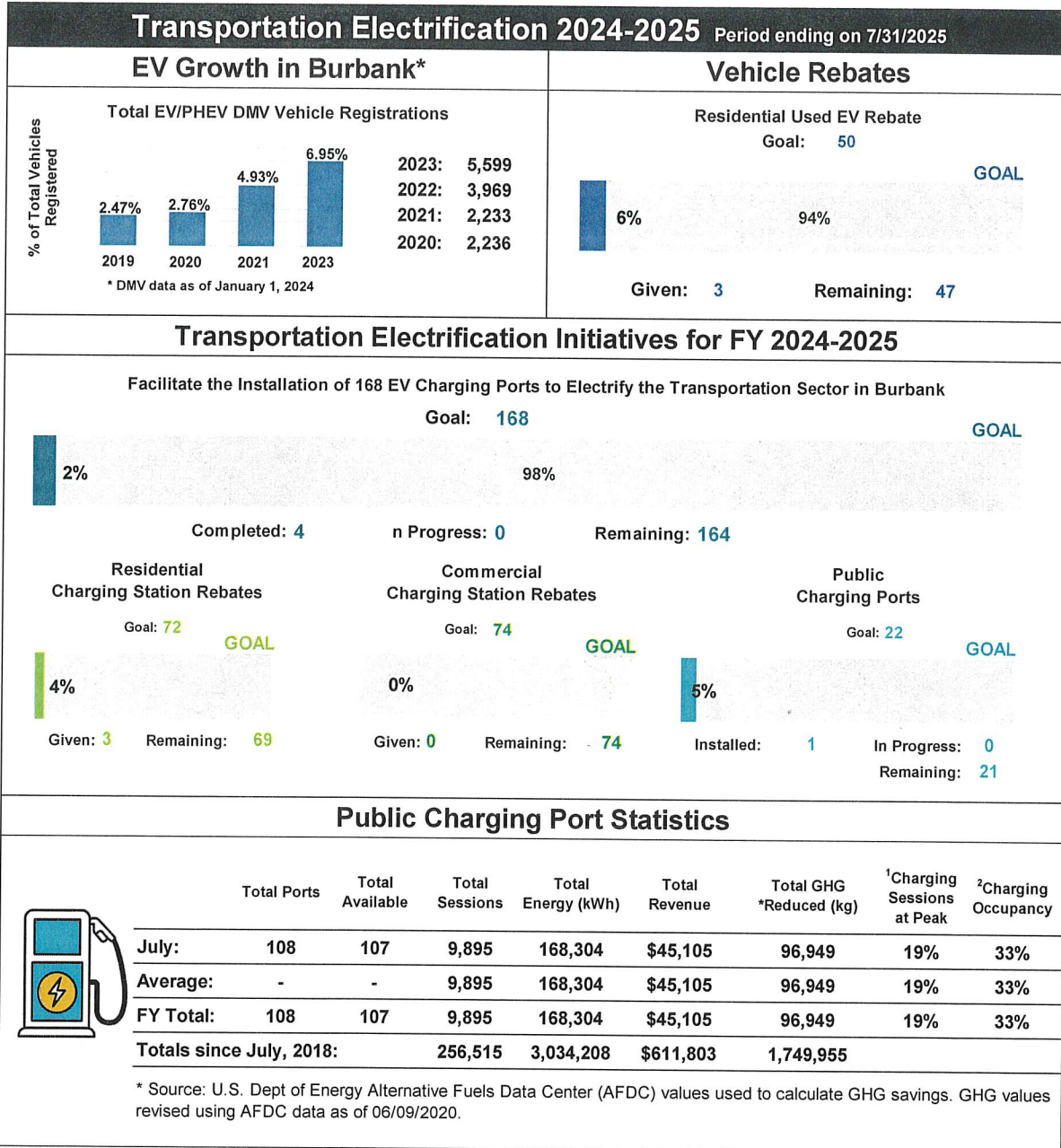
As of **July 1**, the seasonal rates at BWP-owned public charging stations have been updated to the following in accordance with the **FY 24-25 Citywide Fee Schedule**:



July 2024 was **another** record month for the total number of available ports (**108**), the total number of charging sessions (**9,895**), charging occupancy (**33%**), total energy delivered (**168,304 kWh**), GHG reduction (**96,949 kg**), and gross revenue (**\$45,105**).



Two new DC fast chargers are now publicly available in the Magnolia Blvd. customer parking lot and are consistently utilized.



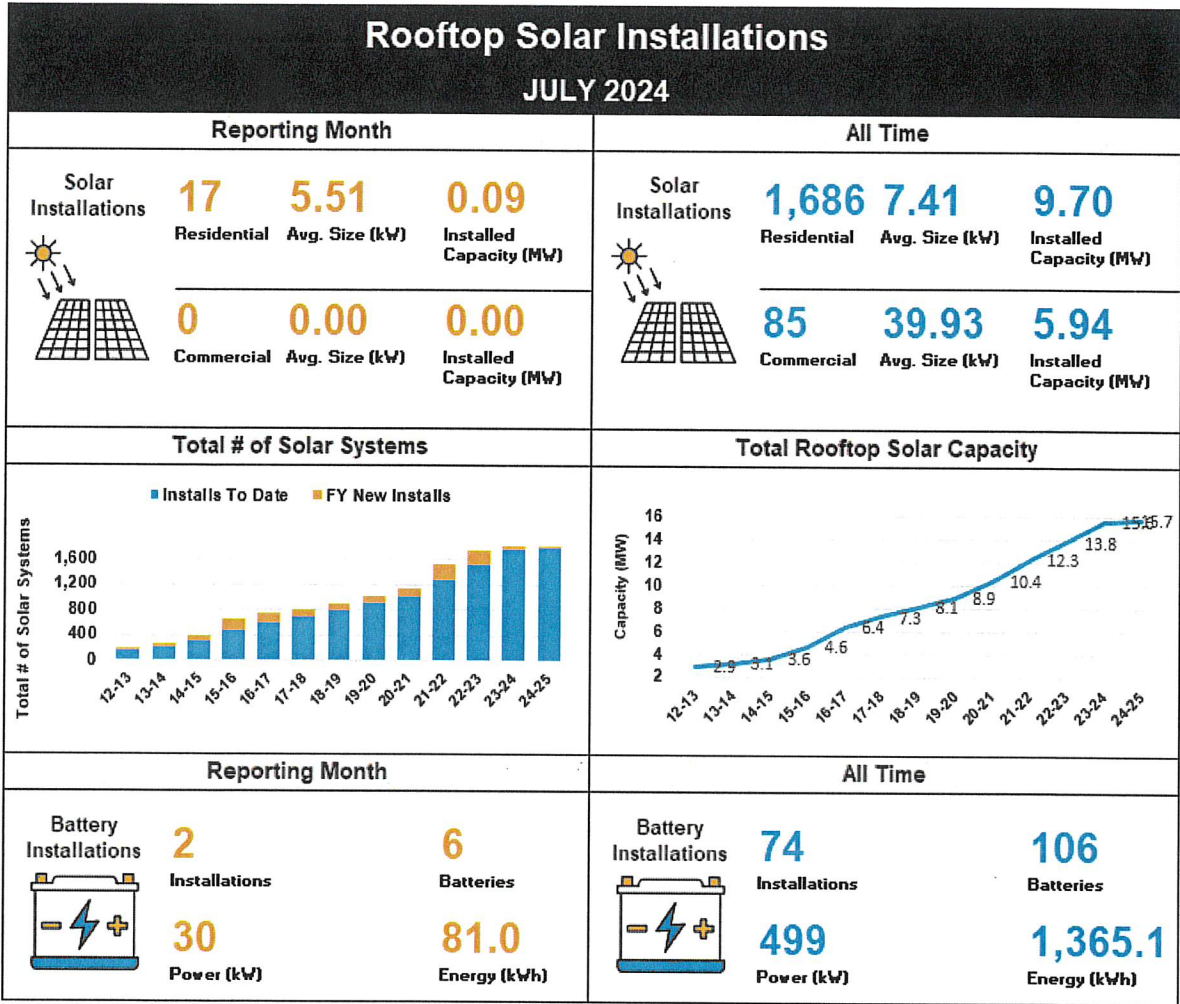
Distributed Solar and Battery Installations

Customer-owned rooftop solar system installations continue to grow.

New Solar Net Billing Program

The new web page for Solar Net Billing is active as of 8/14. BWP plans to hold two town halls in September, one virtual meeting on 9/11 at 12PM, and one virtual and in person meeting on 9/30 at 6:30 PM. These meetings aim to educate customers and the solar contracting community on the reasons why a new solar program is recommended and to gather input from the public. BWP staff will meet individually

with board members in October to discuss the proposed Solar Net Billing program in greater detail.



Cool Rewards Program

The Cool Rewards program is a summer heat wave demand response program. Residential and small commercial electric customers can enroll up to two smart thermostats per electric account. BWP offers a one-time \$75 enrollment bill credit per thermostat and an annual \$50 participation credit. BWP will call events to control thermostats to reduce peak demand energy use by increasing the temperature on customer thermostats during May – October when the system load exceeds 250MW.

Cool Rewards Enrollment

Below are the stats for enrollment through July 31, 2024.:

Time Period	Thermostat	Enrolled	Total Estimated Capacity (kW)
July 2024	Google Nest	158	237
	Honeywell	6	9
	Total	171	246
To Date (July 31, 2024)	Google Nest	341	512
	Honeywell	22	33
	Total	363	545

Cool Rewards Events

In July, two Cool Rewards events were called due to high heat. The first event was on 7/5/2024, and the second was on 7/10/2024.

For the 7/5 event, 239 thermostats were enrolled. 148 of the thermostats completed the event, which is ~62%. 24 thermostats didn't participate by either opting out before the event started or not having their AC system on at the beginning of the event. 65 thermostats opted out at some point during the event, either by changing the temperature or turning off the AC entirely. For the 148 thermostats that completed the event, the estimated kW reduction is 222 kW.

Thermostat type	Total Thermostats	Completed	Didn't Participate	Temp Change or Turned Off	Total Opt Outs
Total	239	148	26	65	91

For the 7/10 event, there were 260 thermostats enrolled. 168 of the thermostats completed the event, which is ~65%. 20 thermostats didn't participate 72 thermostats opted out at some point during the event, either by changing the temperature or turning off the AC entirely. For the 168 thermostats that completed the event, the estimated kW reduction is 252 kW.

Thermostat type	Total Thermostats	Completed	Didn't Participate	Temp Change or Turned Off	Total Opt Outs
Total	260	168	20	72	92

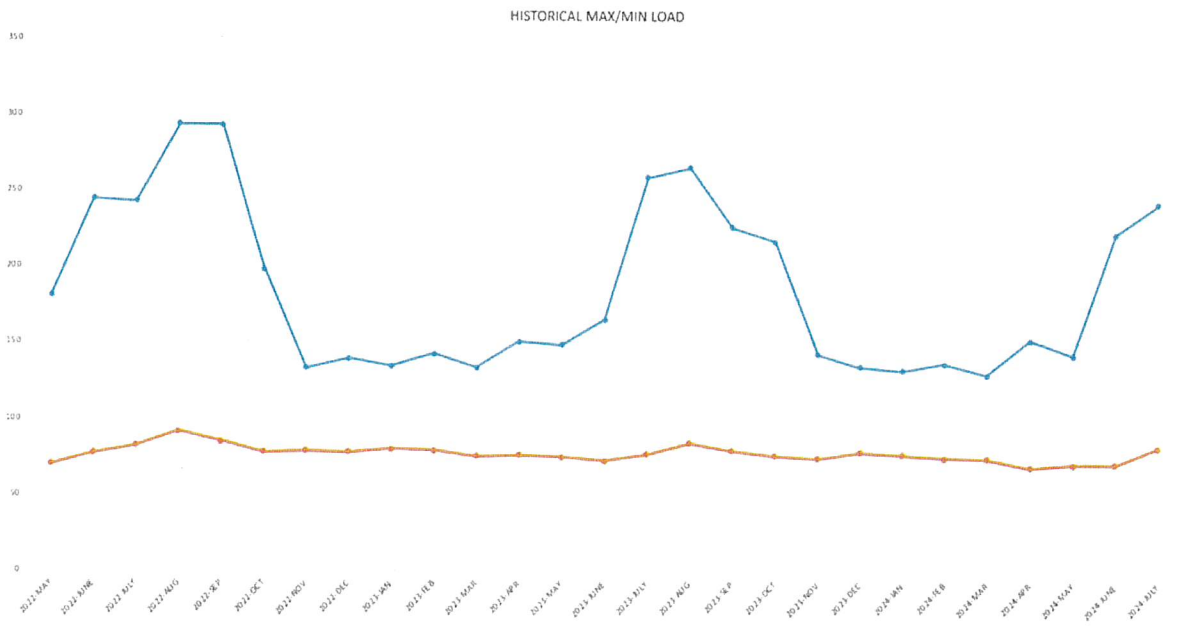
TECHNOLOGY

Broadband Services (ONEBurbank)

	July 2024 New Orders	Revenues for July 2024	FYTD 2024-25 Revenues	FYTD Budget
Lit	3	\$151,835	\$151,835	\$180,000
Dark	1	\$164,413	\$164,413	\$195,000
Total	4	\$316,248	\$316,248	\$375,000

POWER SUPPLY

BWP SYSTEM OPERATIONS



YEAR	MAX LOAD	MAX DATE
2024	242.5 MW	25-Jul-24 15:49
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** 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	\$2.42
Change since 2020	0.8X

However, we procure a large portion of our natural gas needs well in advance of the 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 in alignment with forward (delivery in the future, typically 1-3 years out) procurement. 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 2025/2026 through FY 2028/2029.

SoCal Citygate Future Delivery Pricing

Average \$/MMBtu

FY 25/26	FY 26/27	FY 27/28	FY 28/29
\$6.28	\$6.61	\$6.72	\$6.73

*market quotes as of 7/10/2024

SoCal Citygate Future Delivery Pricing

Average \$/MMBtu

FY 25/26	FY 26/27	FY 27/28	FY 28/29
\$6.15	\$6.25	\$6.45	\$6.75

*market quotes as of 8/7/2024

ELECTRICITY GENERATION:

BWP Generating Facilities

Unit	Availability	Operating Hrs	MWH (Net)	Net Heat Rate (Btu/kWh)	Number of Starts
Lake 1	99.7%	63	1,914	11,255	8
MPP	100%	744	157,212	7,466	0

Lake 1 was placed online one (1) time during the month of June.

Magnolia Power Project (MPP)

	July	FYTD	YTD
Availability	100%	100%	96%
Unit Capacity Factor (240 MW)	88%	88%	73%

There were no outages at MPP during the month of July 2024. Performance testing of the boiler feed water pumps, condensate pumps and circulating water pumps was performed August 20 – 22, 2024.

Tieton Hydropower Project (Tieton)

For this generation season, operations began on April 13, 2024.

On July 23, the project transmission line was proactively deenergized and generation seized due to a local wildfire named the Retreat Fire. This fire subsequently damaged some of the transmission line supports. Because access to the area is currently restricted, drones were used to perform a preliminary inspection of the supports. Damage was detected on at least 5 of the 16 supports in the affected area and it is estimated generation will no longer be possible for the remainder of this generation season.

Physical inspections and repair cost estimates will be developed once the fire is contained and the area can be accessed.

ENVIRONMENTAL

Air Quality

The BWP Title V permit to operate five-year renewal application was submitted to the South Coast Air Quality Management District (SCAQMD) on July 30, 2024.

The Lake unit is scheduled for air quality testing on August 20, 2024 as required by the SCAQMD permit to operate.

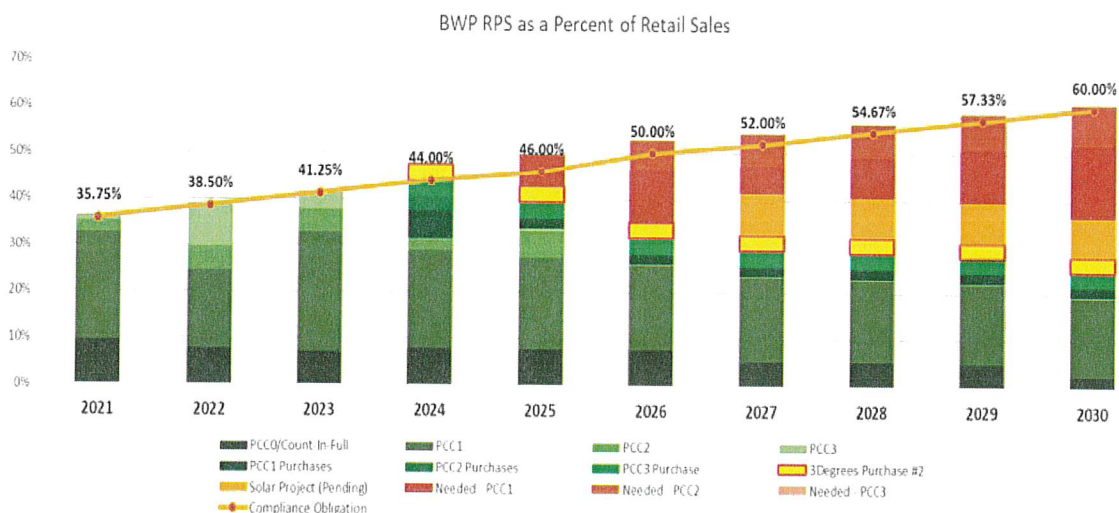
Storm Water

No storm water updates at this time.

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 what is 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. FERC's comment period ended June 3, 2024, and no opposition was received through public comment. Once FERC approves, repairs will be completed in 4-6 weeks, and the project could start producing energy before then end of the calendar year. On August 13, staff presented the second 3Degrees long-term (10 years) Portfolio Content Category (PCC) 3 renewable energy credit contract and received approval.

Staff is currently negotiating 2 additional long-term sources of renewables. The first is another solar project in Utah for 38 MW, and the second is a 25 MW solar plus 25 MW battery in Arizona with anticipated commercial operation dates in early 2027. This would be Burbank's first project that is paired with a battery.

These two projects combined could add approximately 150,000 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 June 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 October 31, 2024. Beginning November 1, 2024, IPP is expected to return to a one-unit operation. Additional coal has been secured but at higher costs. The IPP coal situation is better than it was last year.

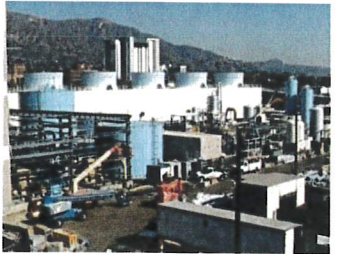
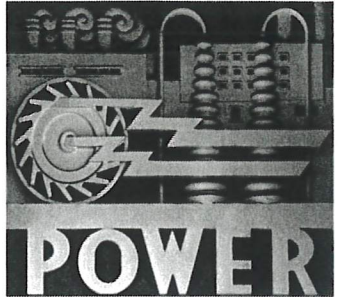
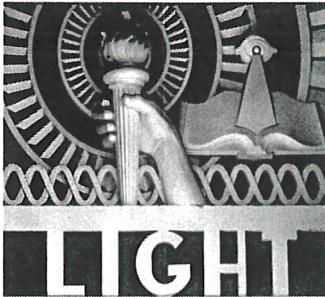
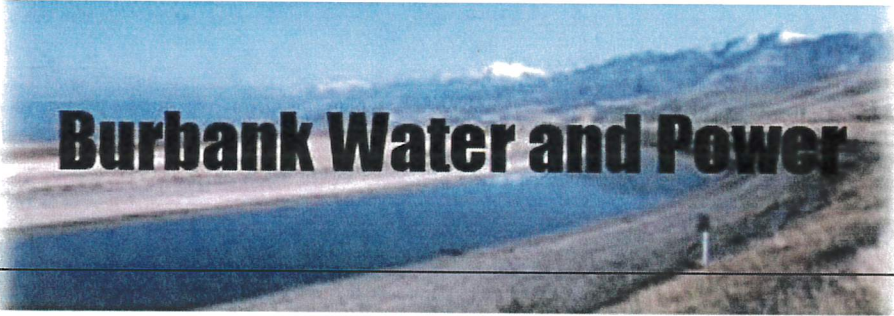
Power Production

BWP Campus Stormwater Improvement Project

Construction of the onsite improvements for the BWP Campus Stormwater Improvement Project (Project) began on June 17, 2024. The existing sewer line was rerouted, and the contractor began drilling and installing beams for the shoring system. The shoring system was completed in mid-July. Excavation was completed near the end of July. The precast concrete stormwater storage basin and lift station were installed in August. The onsite work is expected to be complete by October 1, 2024.

Offsite construction work began on June 24, 2024. The contractor excavated and installed the 36" reinforced concrete pipe and poured the bases for the manholes. Additionally, six palm trees were removed from the island near the Magnolia bridge. The palm trees will be replaced at the end of the project. Work at the channel wall was completed near the end of July. The contractor will be replacing sidewalks, curb and gutter and repaving the street in August. The offsite work is expected to be completed this September.

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.



**Financial Report
Preliminary June 2024**

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

MTD Actual FY 23-24	MTD Budget FY 23-24	\$ Variance	% Variance		YTD Actual FY 23-24	YTD Budget FY 23-24	\$ Variance	% Variance
86,253	92,265	(6,012)	(7%) ^(a)	NEL MWh	994,288	1,074,285	(79,997)	(7%) ^(A)
				Retail				
\$ 14,173	\$ 15,557	\$ (1,385)	(9%)	Retail Sales	\$ 173,347	\$ 187,269	\$ (13,922)	(7%)
439	571	(133)	(23%) ^(b)	Other Revenues ⁽³⁾	5,768	6,854	(1,086)	(16%) ^(B)
<u>12,993</u>	<u>13,300</u>	<u>308</u>	<u>2%</u> ^(c)	Retail Power Supply & Transmission	<u>111,009</u>	<u>144,389</u>	<u>33,380</u>	<u>23%</u> ^(C)
1,619	2,828	(1,210)	(43%)	Retail Margin	68,106	49,735	18,371	37%
				Wholesale				
744	17,231	(16,487)	(96%)	Wholesale Sales	14,326	50,000	(35,674)	(71%)
<u>580</u>	<u>16,887</u>	<u>16,307</u>	<u>97%</u>	Wholesale Power Supply	<u>12,069</u>	<u>49,000</u>	<u>36,931</u>	<u>75%</u>
164	345	(181)	(52%)	Wholesale Margin	<u>2,257</u>	<u>1,000</u>	<u>1,257</u>	<u>126%</u>
<u>1,783</u>	<u>3,173</u>	<u>(1,390)</u>	<u>(44%)</u>	Gross Margin	<u>70,364</u>	<u>50,735</u>	<u>19,629</u>	<u>39%</u>
				Operating Expenses				
1,276	944	(332)	(35%) ^(d)	Distribution	11,956	11,332	(624)	(6%)
193	137	(56)	(41%) ^(e)	GM-Admin & Safety	1,421	1,714	293	17% ^(D)
327	522	195	37% ^(f)	Finance, Fleet, & Warehouse	5,096	6,356	1,259	20% ^(E)
576	584	9	1%	Transfer to General Fund for Cost Allocation	6,908	7,011	103	1%
367	597	230	39% ^(g)	Customer Service	5,521	6,430	910	14% ^(F)
124	247	123	50% ^(h)	Marketing & Sustainability	1,572	2,961	1,389	47% ^(G)
341	583	242	42% ⁽ⁱ⁾	Public Benefits	2,752	6,998	4,245	61% ^(H)
344	190	(154)	(81%) ^(j)	Security/Oper Technology	2,390	2,084	(306)	(15%) ^(I)
211	164	(47)	(29%) ^(k)	Telecom	1,786	2,002	216	11% ^(J)
336	285	(52)	(18%) ^(l)	Construction & Maintenance	2,498	3,418	919	27% ^(K)
<u>2,029</u>	<u>1,780</u>	<u>(249)</u>	<u>(14%)</u>	Depreciation	<u>19,484</u>	<u>21,356</u>	<u>1,872</u>	<u>9%</u>
6,124	6,032	(91)	(2%)	Total Operating Expenses	<u>61,384</u>	<u>71,661</u>	<u>10,277</u>	<u>14%</u>
\$ (4,341)	\$ (2,859)	\$ (1,482)	(52%)	Operating Income/(Loss)	\$ 8,980	\$ (20,926)	\$ 29,906	143%

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

(\$ in 000's)								
MTD Actual FY 23-24	MTD Budget FY 23-24	\$ Variance	% Variance		YTD Actual FY 23-24	YTD Budget FY 23-24	\$ Variance	% Variance
\$ (4,341)	\$ (2,859)	\$ (1,482)	(52%)	Operating Income(Loss)	\$ 8,980	\$ (20,926)	\$ 29,906	143%
				Other Income(Expenses)				
410	387	23	6% ^(m)	Interest Income	8,006	4,647	3,359	72% ^(L)
4	210	(206)	(98%) ⁽ⁿ⁾	Other Income/(Expense) ⁽⁴⁾	1,596	1,521	75	5%
(763)	(775)	11	1%	Bond Interest/ (Expense)	(9,284)	(9,295)	11	0%
(349)	(177)	(172)	(97%)	Total Other Income/(Expense)	319	(3,127)	3,445	110%
(4,690)	(3,036)	(1,654)	(54%)	Net Income	9,299	(24,053)	33,352	139%
306	1,415	(1,109)	(78%) ^(o)	Capital Contributions (AIC)	2,418	16,981	(14,563)	(86%) ^(M)
<u>\$ (4,384)</u>	<u>\$ (1,621)</u>	<u>\$ (2,763)</u>	<u>(170%)</u>	Net Change in Net Assets	<u>\$ 11,717</u>	<u>\$ (7,072)</u>	<u>\$ 18,789</u>	<u>266%</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 Preliminary June 2024
(\$ in 000's)**

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
(a)	Electric Usage in MWh	86,253	92,265	(6,012)	- NEL is 7% lower than budget. The average high temperature in June was 82°F, compared to the 15-year average high temperature of 81°F. The average low temperature was 58°F, compared to the 15-year average low temperature of 59°F. MTD CDD were 160 versus the 15-year average of 165. HDD was 4 versus the 15-year average of 8.
(b)	Other Revenues	439	571	(133)	- 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	12,993	13,300	308	- The favorable variance is attributable to various components within Retail Power Supply and Transmission. Please refer to page 5 for additional details.
(d)	Distribution	1,276	944	(332)	- The unfavorable variance is primarily attributable to lower than planned capital work and to the timing of private contractual service and special departmental supplies.
(e)	GM-Admin & Safety	193	137	(56)	- The unfavorable variance is primarily attributable to the timing of professional services.
(f)	Finance, Fleet, & Warehouse	327	522	195	- The favorable variance is primarily attributable to vacancies and higher than planned work for other departments.
(g)	Customer Service	367	597	230	- The favorable variance is attributable to a reduction to bad debt expense for the 4th quarter, and lower than planned software and hardware expense.
(h)	Marketing & Sustainability	124	247	123	- The favorable variance is primarily attributable to vacancies and lower than planned rebates, professional services, private contractual services, and memberships.
(i)	Public Benefits	341	583	242	- The favorable variance is primarily attributable to lower than planned program spending.
(j)	Security/Operations Technology	344	190	(154)	- The unfavorable variance is primarily attributable to the timing of software & hardware support.
(k)	Telecom	211	164	(47)	- The unfavorable variance is primarily attributable to higher than planned contractual services.
(l)	Construction & Maintenance	336	285	(52)	- The unfavorable variance is primarily attributable to higher than planned private contractual services and special departmental supplies.
(m)	Interest Income	410	387	23	- 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.
(n)	Other Income/(Expense)	4	210	(206)	- 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. The BABS subsidy income accrual is pending year-end adjustments.
(o)	Capital Contributions (AIC)	306	1,415	(1,109)	- The unfavorable variance is attributable to pending year-end adjustments for AIC revenue accruals.

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

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
(A)	Electric Usage in MWh	994,288	1,074,285	(79,997)	- NEL is 7% lower than budget. The FYTD average high temperature was 77°F, compared to the 15-year average high temperature of 78°F. The FYTD average low temperature was 52°F, compared to the 15-year average low temperature of 52°F. YTD CDD were 1,249 versus the 15-year average of 1,418.
(B)	Other Revenues	5,768	6,854	(1,086)	- 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	111,009	144,389	33,380	- The favorable variance is attributable to various components within Retail Power Supply & Transmission. Please refer to page 6 for additional details.
(D)	GM-Admin & Safety	1,421	1,714	293	- The favorable variance is primarily attributable to lower than planned travel, training and professional services.
(E)	Finance, Fleet, & Warehouse	5,096	6,356	1,259	- The favorable variance is primarily attributable to vacancies and to lower than planned professional services, private contractual services, and software and hardware support.
(F)	Customer Service	5,521	6,430	910	- The favorable variance is primarily attributable to lower than planned fringe benefits resulting from the use of project temporaries, other professional services and software and hardware support, as well as a change in the calculation for inventory overhead charges. Year-end adjustments are pending for accounting review of charges connected with the CC&B upgrade project.
(G)	Marketing & Sustainability	1,572	2,961	1,389	- The favorable variance is primarily attributable to vacancies, and lower than planned rebates, professional services, and memberships.
(H)	Public Benefits	2,752	6,998	4,245	- The favorable variance is primarily attributable to lower than planned program spending.
(I)	Security/Oper Technology	2,390	2,084	(306)	- The unfavorable variance is primarily attributable to lower than planned capital work and work for others, offset by vacancies, professional services, and lower than planned software & hardware support.
(J)	Telecom	1,786	2,002	216	- The favorable variance is primarily attributable to vacancies and to lower than planned professional services, special departmental supplies and software & hardware support, offset by higher than planned private contractual services.
(K)	Construction & Maintenance	2,498	3,418	919	- The favorable variance is primarily attributable to vacancies, and to lower than planned custodial services and building grounds maintenance & repair.
(L)	Interest Income	8,006	4,647	3,359	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 lower than planned bond drawdowns as well as an increasing interest rate environment resulting in higher investment returns.
(M)	Capital Contributions (AIC)	2,418	16,981	(14,563)	- The unfavorable variance is attributable to pending year-end adjustments for AIC revenue accruals.

Preliminary June 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): \$(4,690)</u>	\$ -	\$ (1,654)	\$ (1,654)
<u>MTD GROSS MARGIN VARIANCE</u>			
Retail Sales	-	(1,385)	(1,385)
Power Supply and Transmission:			
- Lower retail load	266	-	266
- Higher than planned renewables cost and other	-	(1,264)	(1,264)
- Lower transmission	473	-	473
- Lower energy prices	699	-	699
- Minimum operation for IPP and Hydrogen Betterment	-	(70)	(70)
- Lower O&M	-	(122)	(122)
- Retail load management and economic dispatch	326	-	326
Other Revenues	-	(133)	(133)
Wholesale Margin	-	(181)	(181)
Total	<u>1,764</u>	<u>(3,154)</u>	<u>(1,390)</u>
<u>MTD O&M AND OTHER VARIANCES</u>			
Distribution	-	(332)	(332)
GM-Admin & Safety	-	(56)	(56)
Finance, Fleet, & Warehouse	195	-	195
Customer Service	230	-	230
Marketing & Sustainability	123	-	123
Public Benefits	242	-	242
Security/Operations Technology	-	(154)	(154)
Telecom	-	(47)	(47)
Construction & Maintenance	-	(52)	(52)
Depreciation expense	-	(249)	(249)
All other	-	(164)	(164)
Total	<u>790</u>	<u>(1,055)</u>	<u>(264)</u>

Preliminary June 2024 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): \$9,299</u>	\$ 33,352	-	\$ 33,352
<u>FYTD GROSS MARGIN VARIANCE</u>			
Retail Sales	-	(13,922)	(13,922)
Power Supply and Transmission			
- Lower retail load	2,355	-	2,355
- Lower than planned renewables cost and other	2,224	-	2,224
- Lower transmission	5,057	-	5,057
- Lower energy prices	4,139	-	4,139
- New minimum for IPP and Hydrogen Betterment	8,348	-	8,348
- Lower O&M	4,702	-	4,702
- Retail load management and economic dispatch	3,878	-	3,878
- SCPPA True-up and prior period adjustments	2,677	-	2,677
Other Revenues	-	(1,086)	(1,086)
Wholesale Margin	1,257	-	1,257
Total	\$ 34,637	\$ (15,008)	\$ 19,629
<u>FYTD O&M AND OTHER VARIANCES</u>			
Distribution	-	(624)	(624)
GM-Admin & Safety	293	-	293
Finance, Fleet, & Warehouse	1,259	-	1,259
Customer Service	910	-	910
Marketing & Sustainability	1,389	-	1,389
Public Benefits	4,245	-	4,245
Security/Oper Technology	-	(306)	(306)
Telecom	216	-	216
Construction & Maintenance	919	-	919
Depreciation expense	1,872	-	1,872
All other	3,548	-	3,548
Total	\$ 14,652	\$ (930)	\$ 13,723

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

	Jun-24	Mar-24	Dec-23	Sep-23	Jun-23	Jun-22	Jun-21	Recommended Reserves		Minimum Reserves
								Low	High	
Cash and Investments										
General Operating Reserve	\$ 101,785	\$ 95,557	\$ 81,859	\$ 70,736	\$ 52,200	\$ 89,212	\$ 73,156	\$ 82,003	\$ 123,004 ^(b)	\$ 53,814 ^(b)
Capital & Debt Reduction Fund	-	-	-	-	- ^(c)	10,000	10,000	-	-	-
BWP Projects Reserve Deposits at SCPPA	4,808	4,742	4,708	4,815	4,580	3,794	3,740	-	-	-
Sub-Total Cash and Investments	106,593	100,299	86,566	75,351	56,780	83,007	86,896	82,003	123,004	53,814
Commitments										
Customer Deposits	(22,519)	(21,229)	(14,101)	(13,897)	(10,976)	(9,939)	(4,245)	-	-	-
Public Benefits Obligation	(10,829)	(11,105)	(11,338)	(11,340)	(10,710)	(9,315)	(8,128)	-	-	-
Low Carbon Fuel Standard ^(d)	(2,499)	(3,065)	(2,328)	(3,180)	(3,289)	(3,464)	(2,999)	-	-	-
IPP Decommission	-	-	-	-	- ^(e)	(2,000)	(2,000)	-	-	-
Sub-Total Cash and Investments (less Commitments)	70,777	64,899	58,598	46,935	31,806	58,288	69,523	82,003	123,004	53,814
Bond Proceeds										
Bond Proceeds on Deposit with Trustee	71,430	85,905	93,914	101,836	120,107	-	-	-	-	-
Total Cash and Investments and Bond Proceeds (less Commitments)	142,207	150,804	152,513	148,771	151,913	58,288	69,523	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.

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

MTD Actual FY 23-24	MTD Budget FY 23-24	\$ Variance	% Variance		YTD Actual FY 23-24	YTD Budget FY 23-24	\$ Variance	% Variance
398	447	(49)	(11%)	Water put into the system in Millions of Gallons	4,488	4,995	(506)	(10%)
90	93	(3)	(3%)	Metered Recycled Water in Millions of Gallons	939	1,034	(96)	(9%)
				Operating Revenues				
\$ 2,694	\$ 2,996	\$ (302)	(10%) ^(a)	Potable Water	\$ 30,284	\$ 34,003	\$ (3,719)	(11%) ^(A)
441	478	(37)	(8%) ^(b)	Recycled Water	4,604	5,343	(738)	(14%) ^(B)
85	129	(44)	(34%)	Other Revenue ⁽³⁾	1,456	1,549	(93)	(6%)
3,220	3,603	(384)	(11%)	Total Operating Revenues	36,346	40,895	(4,551)	(11%)
1,011	1,359	348	26% ^(c)	Water Supply Expense	11,804	15,230	3,426	22% ^(C)
2,209	2,244	(36)	(2%)	Gross Margin	24,541	25,666	(1,125)	(4%)
				Operating Expenses				
1,165	803	(363)	(45%) ^(d)	Operations & Maintenance - Potable	11,062	12,630	1,568	12% ^(D)
97	155	59	38% ^(e)	Operations & Maintenance - Recycled	1,208	1,869	661	35% ^(E)
358	383	25	7% ^(f)	Operations & Maintenance - Shared Services	3,289	4,592	1,303	28% ^(F)
135	137	3	2%	Transfer to General Fund for Cost Allocation	1,617	1,648	31	2%
403	381	(22)	(6%)	Depreciation	4,477	4,572	94	2%
2,158	1,860	(298)	(16%)	Total Operating Expenses	21,653	25,311	3,658	14%
51	385	(334)	(87%)	Operating Income/(Loss)	2,888	355	2,533	713%
				Other Income/(Expenses)				
54	39	15	40% ^(g)	Interest Income	1,395	462	933	202% ^(G)
84	42	42	101% ^(h)	Other Income/(Expense) ⁽⁴⁾	624	305	319	105% ^(H)
(206)	(237)	31	13%	Bond Interest/(Expense)	(2,514)	(2,844)	331	12%
(67)	(156)	89	57%	Total Other Income/(Expenses)	(494)	(2,077)	1,583	76%
(17)	228	(245)	(107%)	Net Income/(Loss)	2,394	(1,722)	4,116	239%
9	53	(44)	(83%) ⁽ⁱ⁾	Capital Contributions (AIC)	201	634	(433)	(68%) ^(I)
\$ (8)	\$ 281	\$ (289)	(103%)	Net Change in Net Assets	\$ 2,595	\$ (1,088)	\$ 3,683	339%

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 Preliminary June 2024
(\$ in 000's except Gallons)**

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
(a)	Potable Water Revenue	2,694	2,996	(302)	- Potable water revenue during June 2024 was 10% 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.
(b)	Recycled Water Revenue	441	478	(37)	- Recycled water revenues were lower than planned primarily due to conservation.
(c)	Water Supply Expense	1,011	1,359	348	- The favorable variance is a result of lower demand and using less imported MWD water than planned.
(d)	Operations & Maintenance - Potable	1,165	803	(363)	- The unfavorable variance is primarily attributable to unplanned asphalt and concrete repairs as well as work performed by other departments.
(e)	Operations & Maintenance - Recycled	97	155	59	- 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.
(f)	Operations & Maintenance - Shared Services	358	383	25	- 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.
(g)	Interest Income	54	39	15	- The favorable variance is attributable to interest earned on the funds from the 2021 Water Revenue Bonds, based on higher than planned balances related to the timing of bond drawdowns as well as an increasing interest rate environment resulting in higher investment returns.
(h)	Other Income/(Expense)	84	42	42	- Other Income/(Expense) includes miscellaneous revenue from the sale of scrap materials, inventory, and assets, which tend to fluctuate.
(i)	Capital Contributions (AIC)	9	53	(44)	- The unfavorable variance is attributable to pending year-end adjustments for AIC revenue accruals.

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

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
(A)	Potable Water Revenue	30,284	34,003	(3,719)	- Potable water revenue fiscal year to date was 11% below budget due primarily to conservation and higher than average rainfall. 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 22.77 inches compared to the average of 13.91 inches.
(B)	Recycled Water Revenue	4,604	5,343	(738)	- Recycled water revenues were lower than planned due to lower demand as a result of higher than average rainfall.
(C)	Water Supply Expense	11,804	15,230	3,426	- The favorable variance is a result of lower demand and using less imported MWD water than planned.
(D)	Operations & Maintenance - Potable	11,062	12,630	1,568	- The favorable variance is primarily attributable to vacancies and lower than planned professional services and private contractual services, offset by higher than planned work from other departments as well as unplanned street and pavement repairs.
(E)	Operations & Maintenance - Recycled	1,208	1,869	661	- The favorable variance is primarily attributable to lower than planned maintenance on the recycled system, higher than planned work performed for other departments and lower than planned electricity for water pumping.
(F)	Operations & Maintenance - Shared	3,289	4,592	1,303	- The favorable variance is attributable to lower than planned shared expenses (Marketing & Sustainability, Construction & Maintenance, and GM-Admin & Safety) from the electric fund.
(G)	Interest Income	1,395	462	933	- The favorable variance is attributable to interest earned on the funds from the 2021 Water Revenue Bonds, based on higher than planned balances related to the timing of bond drawdowns as well as an increasing interest rate environment resulting in higher investment returns.
(H)	Other Income/(Expense)	624	305	319	- Other Income/(Expense) includes miscellaneous revenue from the sale of scrap materials, inventory, and assets, which tend to fluctuate.
(I)	Capital Contributions (AIC)	201	634	(433)	- The unfavorable variance is attributable to pending year-end adjustments for AIC revenue accruals.

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

	Variance Month-to-Date		
	<u>Favorable Items</u>	<u>Unfavorable Items</u>	<u>Budget to Actual Variance</u>
<u>MTD NET INCOME (LOSS): \$(17)</u>	\$ -	\$ (245)	\$ (245)
<u>MTD GROSS MARGIN VARIANCE</u>			
Potable Revenues	-	(302)	(302)
Recycled Revenues	-	(37)	(37)
Other Revenue	-	(44)	(44)
Water Supply Expense	348	-	348
Total	<u>348</u>	<u>\$ (384)</u>	<u>\$ (36)</u>
<u>FYTD O&M AND OTHER VARIANCES</u>			
Potable O&M	-	(363)	(363)
Recycled Water O&M	59	-	59
Allocated O&M	25	-	25
Depreciation Expense	-	(22)	(22)
All Other	92	-	92
Total	<u>\$ 175</u>	<u>\$ (384)</u>	<u>\$ (209)</u>

**Preliminary June 2024 Budget to Actual P&L Variance Highlights - Water 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: \$2,394</u>	\$ 4,116	\$ -	\$ 4,116
 <u>FYTD GROSS MARGIN VARIANCE</u>			
Potable Revenues	-	(3,719)	(3,719)
Recycled Revenues	-	(738)	(738)
Other Revenue	-	(93)	(93)
Water Supply Expense	3,426	-	3,426
Total	<u>\$ 3,426</u>	<u>\$ (4,551)</u>	<u>\$ (1,125)</u>
 <u>FYTD O&M AND OTHER VARIANCES</u>			
Potable O&M	1,568	-	1,568
Recycled Water O&M	661	-	661
Allocated O&M	1,303	-	1,303
Depreciation Expense	94	-	94
All Other	1,614	-	1,614
Total	<u>\$ 5,241</u>	<u>\$ -</u>	<u>\$ 5,241</u>

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

	Jun-24	Mar-24	Dec-23	Sep-23	Jun-23	Jun-22	Jun-21	Recommended Reserves		Minimum Reserves
								Low	High	
Cash and Investments										
General Operating Reserves	\$ 19,184	\$ 15,929	\$ 22,667	\$ 25,576	\$ 23,924	\$ 12,759	\$ 12,181	\$ 18,878	\$ 28,316 ^(b)	\$ 11,327 ^(c)
Capital Reserve Fund	-	-	-	-	- ^(b)	2,220	2,220	-	-	-
Sub-Total Cash and Investments	19,184	15,929	22,507	25,576	23,924	14,979	14,401	18,878	28,316	11,327
Commitments										
Customer Deposits	(585)	(677)	(773)	(877)	(511)	(1,052)	(1,125)	-	-	-
Sub-Total Cash and Investments (less Commitments)	18,599	15,252	21,825	24,900	23,413	13,927	13,276	18,878	28,316	11,327
Bond Proceeds										
Bond Proceeds on Deposit with Trustee	6,535 ^(b)	12,239	13,860	15,902	19,465	23,150				
Total Cash and Investments and Bond Proceeds (less Commitments)	25,134	27,491	35,685	40,802	42,878	37,086	13,276	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.



MEMORANDUM



COMMUNITY DEVELOPMENT

DATE: September 3, 2024

TO: Justin Hess, City Manager

FROM: Patrick Prescott, Community Development Director 
VIA: Simone McFarland, Assistant Community Development Director 
BY: Sinai Gonzalez, Administrative Analyst I

SUBJECT: Community Development Goals Committee Meeting – August 26, 2024

The purpose of this memo is to provide a brief overview of the Community Development Block Grant (CDBG) Goals Committee meeting held on August, 26, 2024.

- During Staff Announcements, Robin Savoian, Chair, welcomed the four newly appointed Goals Committee Members. Sinai Gonzalez, Administrative Analyst I, announced the 2024 Boards, Commissions, and Committee Recognitions on October 2, 2024.
- The Goals Committee approved the draft meeting minutes from April 22, 2024.
- Amanda Landry, Principal Planner, and Joseph Pangilinan, Associate Planner, presented the Media District Specific Plan Update.
- During the election of Committee Chair and Vice Chair, Hasmik Vrtanesyan was elected Chair of the Goals Committee, and Karreno Alexanyan was elected Vice Chair of the Goals Committee.
- Staff discussed the Attendance Policy as it applies to Boards, Commissions, and Committees.
- Staff provided an update on FY 2023-24 CDBG-funded projects and the upcoming schedule for Fiscal Year 2024-25.
- The meeting adjourned at 07:11 p.m.