



# Weekly Management Report

## January 12, 2024

- 1. Minutes**      Burbank Police Commission  
Meeting on November 15, 2023  
**Police Department**
  
- 2. Memo**        Burbank Hospitality Association  
Meeting on November 15, 2023  
**Community Development Department**
  
- 3. Minutes**      Sustainable Burbank Commission  
Meeting on November 13, 2023  
**Public Works Department**
  
- 4. Notice**        Cancellation of Regular Meeting on January 15, 2024  
of the Burbank-Glendale-Pasadena Airport Authority  
**Burbank-Glendale-Pasadena Airport Authority**
  
- 5. Minutes**      Burbank Water and Power Board Meeting  
On December 7, 2023  
**Water and Power**
  
- 6. Report**        November 2023 Operating Results  
**Water and Power**



**November 15, 2023**

A regular meeting of the Burbank Police Commission was held in the Council Chamber of City Hall, 275 East Olive Avenue, on the above date. The meeting was called to order at 1805 hours by Commission Chair Coomes.

**CALL TO ORDER**

Present: Commissioners Chapman, Coomes, Elman, Forouzan, Hacobian, and Wenzel

Also Present: Chief Albanese, Captain Cornils, Police Administrator Padgett, Lieutenants Brimway and Losacco, Sergeants Laufer and Turner, Senior Assistant City Attorney Johal, and Executive Assistant Nakamura

**FLAG SALUTE**

The flag salute was led by Chair Coomes.

**COMMISSION ANNOUNCEMENTS AND REPORTING OUT BY COMMISSION AD HOC SUBCOMMITTEES**

Commissioners reported out on events/meetings attended.

**FIRST PERIOD OF ORAL COMMUNICATIONS**

None

**RESPONSE TO ORAL COMMUNICATIONS**

None

**APPROVAL OF MINUTES FROM OCTOBER 18, 2023**

A motion was made by Commissioner Chapman, with a second by Commissioner Hacobian, to approve the minutes from the October 18<sup>th</sup> meeting. Motion carried by consensus, with one abstention by Commissioner Forouzan.

**ITEMS OF BUSINESS**

- 1. Presentation, discussion, and recommendations, if applicable, of the recommendations presented in the Racial and Identity Profiling Act (RIPA) annual report specific to the Burbank Police Department**

AB953 is the Racial and Identity Profiling Act which requires all law enforcement agencies to collect perceived demographic and other detailed data when making pedestrian and traffic stops. The Department began collecting data in 2022. Audits are routinely conducted by supervisors to verify accuracy of data before being sent to the DOJ.

The RIPA Board analyzes the data and publishes annual reports; in addition, the body also analyzes Departments' training program, their policies and practices, and make policy recommendations for eliminating racial and identity profiling.

Lieutenant Brimway reviewed the Department's policies and procedures, citizen complaint statistics for 2022 related to bias/race (3 for the entire year), and compliance to RIPA recommendations.

November 15, 2023

**Meeting of the Burbank Police Commission**

Page 2

**2. Presentation, discussion, and recommendations, if applicable, on trends of domestic violence with respect to mental health, substance abuse, and coming out of the Covid pandemic**

Sergeant Laufer presented statistics from 2018 to present, with notable comparisons of incidents which occurred during the Covid pandemic and those involving drugs and alcohol.

**3. Presentation, discussion, and recommendations, if applicable, on mailbox thefts including types of property taken, trends, and patterns of investigative actions**

Lieutenant Losacco described mailbox fishing, where criminals use sticky rodent traps to retrieve mail from the blue USPS mailboxes around the community.

**4. Announcements by the Police Chief - brief announcements regarding upcoming events and/or items of note related to the police department**

Chief Albanese announced:

11/17 Holiday in the Park 5-9pm

12/9 Gun buyback event 9-12 pm

12/14 Shop with a Cop 5-7 pm

Police Administrator Courtney Padgett will be promoted to Assistant City Manager, replacing Judie Wilke, in 2024. Viviana Garzon has been selected to assume the responsibility of Police Administrator.

**INTRODUCTION OF AGENDA ITEMS FOR FUTURE MEETINGS**

Motion made by Chair Coomes, seconded by Commissioner Elman, for a presentation and discussion on the Military Equipment Report. Motion carried by consensus.

Motion made by Commissioner Forouzan, seconded by Commissioner Elman, for a presentation and discussion on DUI stats, and the strategies and enforcement efforts effected during the holiday season (Thanksgiving to New Years Day). Motion carried by consensus.

Future Agenda Item: Motion made by Commissioner Elman, seconded by Chair Coomes, for a presentation and discussion on an update of the 2023-2025 Strategic Plan report. Motion carried by consensus.

Future Agenda Item: Motion made by Commissioner Elman, seconded by Commissioner Hacobian, for the presentation and discussion on the General Plan 2035 to be pushed to a future meeting per a request by the Chief. Motion carried by consensus.

**NEXT MEETING DATE**

The next scheduled meeting of the Police Commission will be Wednesday, January 17, 2024 at 1800 hours.

**ADJOURNMENT**

There being no further business to come before the Commission, the meeting adjourned at 2035 hours.

Mike Elman  
Secretary, Burbank Police Commission





# MEMORANDUM



## COMMUNITY DEVELOPMENT



---

**DATE:** January 4, 2024

**TO:** Justin Hess, City Manager

**FROM:** Patrick Prescott, Community Development Director  
VIA: Simone McFarland, Asst. Community Development Director  
Mary Hamzoian, Economic Development Manager  
BY: Odette Zakarian, Administrative Analyst I

Two handwritten signatures in blue ink. The first signature is a stylized "P" and the second is a stylized "M".

**SUBJECT:** Burbank Hospitality Association Meeting – November 15, 2023

---

- Universal Parks & Resorts Vacations (UPRV) gave the Board an update on the 2023 program and presented the roadmap for 2024. In 2023, there were 10 Burbank hotels signed up for the program. Burbank hotels had a record year with UPRV, with room night volume increasing more than 130% in FY 22-23. The Board approved renewal for 12 hotels in 2024 at an investment of \$120,000.
- Visit Burbank is working with Visit California, Brand USA, and Warner Bros. Studio Tours Hollywood to partner on the upcoming International Pow Wow tourism event which will be held in Los Angeles May 3-7, 2024. Partnership includes a familiarization tour and events for tour operators. The Board made a motion to approve up to \$25,000 to fund these events.



**SUSTAINABLE BURBANK COMMISSION  
NOVEMBER 13, 2023, MINUTES**

**I. CALL TO ORDER**

The meeting of the Sustainable Burbank Commission was held in the Community Services Building, Room 104, 150 N Third St., on the above date. Chair Victoria Kirschenbaum called the meeting to order at 5:00 p.m.

**II. ROLL CALL**

**Members Present:**

Victoria Kirschenbaum (Chair)  
Robin Gemmill (Vice Chair)  
Alissandra Valdez  
Limor Zimskind  
Jason Bennett (5:14 PM)  
Adrine Der-Tavitian  
Kevin O'Brien  
Jenny Deahl  
Jared Cavagnuolo

**Members Absent:**

**Council Members, Liaisons, and Staff Present:**

Ken Berkman – Public Works Director  
John Molinar – Asst. Public Works Director - Streets & Waste Management  
Berenice Quintero – Senior Clerk – Recording Secretary  
Drew Johnstone – Sustainability Officer, Burbank Water & Power (BWP)  
Daniel Villa – Senior Planner, Community Development Department (CDD)

**III. ORAL COMMUNICATIONS** (Limited to items on the printed agenda or items regarding the business of the Sustainable Burbank Commission. The Commission has adopted rules to limit oral communications to 3 minutes; however, the Commission reserves the right to shorten this time period.)

**A. Public Communication**

There were no public speakers.

**B. Commission Member Communication**

Commissioner Jenny Deahl announced that she attended the Parks and Recreation Board meeting on November 9<sup>th</sup>.

Chair Victoria Kirschenbaum announced that she and Vice Chair Robin Gemmill attended the Aleppo Pine Tree communication outreach event.

Commissioner Limor Zimskind requested that the Parks and Recreation Board updates be sent to the Commission prior to their meetings.

**C. Staff Communication**

Ken Berkman informed the Commission of Council Members Nikki Perez and Tamala Takahashi's regrets for their absence.

**IV. APPROVAL OF MINUTES**

Ms. Kirschenbaum moved, and Ms. Deahl seconded a motion to approve the October 16, 2023, draft minutes with the exception that the dates on the upcoming sustainability related council agenda items be removed. The motion was approved by Ms. Gemmill, Ms. Valdez, Mr. Bennett, Ms. Zimskind, Ms. Der-Tavitian, Mr. O'Brien, and Mr. Cavagnuolo.

**V. GOLDEN STATE SPECIFIC PLAN UPDATE**

Senior Planner Daniel Villa provided an update to the Commission on the Golden State Specific Plan and requested feedback (attachment 1). Daniel will provide another update on Phase 4 of the plan to the Commission at a future meeting.

**VI. DISCUSSION OF THE 2024 DRAFT MEETING CALENDAR**

Ms. Kirschenbaum moved, and Mr. O'Brien seconded a motion to approve the 2024 Draft Meeting Calendar (attachment 2); all present approved.

**VII. CONSIDERATION OF A NEW MEETING LOCATION – JANUARY 2024 MEETING**

Ms. Kirschenbaum moved, and Ms. Deahl seconded a motion to move the January 8, 2024, meeting to the Burbank Recycle Center; all present approved.

**VIII. AD HOC WORK PLAN DEVELOPMENT SUBCOMMITTEE**

The subcommittee provided an update to the Commission on the meeting they had with Staff regarding the Commission's Work Plan.

**IX. CONSIDERATION TO SEND A LETTER TO CITY COUNCIL TO HAVE STAFF PRIORITIZE CREATING AN URBAN FOREST PLAN AS OUTLINED IN THE GREENHOUSE GAS REDUCTION PLAN**

Ms. Kirschenbaum and Ms. Gemmill provided an update to the Commission about the drafted letter to City Council. Ms. Kirschenbaum moved, and Ms. Deahl seconded a motion to approve the letter City Council with Ms. Zimskind's amendments (attachment 3); all present approved. Ms. Kirschenbaum moved, and Ms. Gemmill seconded a motion to send the letter to City Council immediately and have Ms. Kirschenbaum speak to Council at the November 14<sup>th</sup> City Council meeting regarding the letter; all present approved.

**X. AD HOC GREENHOUSE GAS REDUCTION PLAN SUBCOMMITTEE**

Ms. Kirschenbaum moved, and Ms. Gemmill seconded a motion that the Greenhouse Gas Reduction Plan Subcommittee write a letter to City Council in support of the Integrated Resource Plan, but with concerns going forward, and to discuss and vote on the letter during the January 8, 2024, meeting; all present approved. Mr. Bennett provided an update to the Commission on Burbank Water and Power's Drought Contingency Plan (attachment 4).

**XI. AD HOC SINGLE USE PLASTIC BAN IMPLEMENTATION SUBCOMMITTEE**

Ms. Kirschenbaum moved, and Mr. O'Brien seconded a motion to send the Commission's approved position of the Single-Use Foodware Plastics, Toxics and Litter Reduction Ordinance to City Council and for Ms. Kirschenbaum to speak on the position when the ordinance is before Council. The motion was approved by Ms. Gemmill, Ms. Kirschenbaum, Mr. O'Brien, Mr. Cavagnuolo, Ms. Valdez, Ms. Deahl, and Ms. Der-Tavitian. Ms. Zimskind and Mr. Bennett did not approve the motion. The motion passed with 7 supporting votes and 2 opposing votes.

Ms. Kirschenbaum requested to hold a special meeting in December. Staff stated that a special meeting request could only be considered if it is on the agenda. Ms. Kirschenbaum moved, and Ms. Deahl seconded a motion that the Single Use Plastic Ban Implementation Subcommittee draft a letter explaining the Commission's position on the ordinance and for the letter to be discussed and voted on at their January 8, 2024, meeting. All present approved except for Mr. Bennett abstaining.

**XII. DISCUSS UPCOMING SUSTAINABILITY RELATED COUNCIL AGENDA ITEMS**

1. 2024 Integrated Resource Plan – Approval (December 5, 2023)
2. Single-Use Foodware Regulations – Introduction

**XIII. INTRODUCTION OF ADDITIONAL AGENDA ITEMS**

1. Review of the Sustainable Burbank Commission's Ad Hoc Subcommittees

**FUTURE AGENDA ITEMS**

- GGRP Carbon Sequestration Update (Community Development Department) (TBD)
- Urban Forestry Plan Presentation by Parks and Recreation (TBD)

**XIV. ADJOURNMENT**

The meeting was adjourned at 6:26 p.m. The next meeting will be held on Monday, January 8, 2024, at 5:00 p.m. at the Burbank Recycle Center.

Respectfully submitted,

John Molinar, Assistant Public Works Director - Street & Waste Management

JM: ad

DRAFT





January 11, 2024

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

The Airport Authority administrative offices will recognize the observance of Martin Luther King Jr. Day on Monday, January 15, 2024, and our Administrative office will be closed. Therefore, notice is hereby given that the regular meeting of the Burbank-Glendale-Pasadena Airport Authority scheduled for Monday, January 15, 2024, in the Airport Skyroom of Hollywood Burbank Airport, 2627 N. Hollywood Way, Burbank, CA 91505, has been cancelled.

NOTICE is hereby given that a special meeting of the Burbank-Glendale-Pasadena Airport Authority will be held on Tuesday, January 16, 2024, at 9:00 a.m., in the Airport Skyroom of Hollywood Burbank Airport, 2627 N. Hollywood Way, Burbank, CA 91505.

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

Dial in: (818) 862-3332

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



BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

Special Meeting of January 16, 2024

9.00 A.M.

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



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

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



*The following activities are prohibited:*

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



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



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

## AGENDA

Tuesday, January 16, 2024

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA
4. PUBLIC COMMENT (Public comment will be limited to a total of 20 minutes at the beginning of the meeting and will continue at the conclusion of the meeting, if necessary. Comments are limited to 3 minutes each, and the Authority President may limit this time if reasonable under the circumstances.)
5. CONSENT CALENDAR (Includes Minutes. Items on the Consent Calendar are generally routine in nature and may be acted upon by one motion unless removed for separate consideration.)
  - a. Committee Minutes  
(For Note and File)
    - 1) Operations and Development Committee
      - (i) October 16, 2023 **[See page 1]**
    - 2) Legal, Government and Environmental Affairs Committee
      - (i) October 16, 2023 **[See page 4]**
    - 3) Finance and Administration Committee
      - (i) November 13, 2023 **[See page 6]**
  - b. Commission Minutes  
(For Approval)
    - 1) December 18, 2023 **[See page 8]**
  - c. Treasurer's Report
    - 1) August 2023 **[See page 14]**
    - 2) September 2023 **[See page 42]**
  - d. Second Extension Option **[See page 73]**  
Airfield Lighting System Professional Services Agreement  
Royal Electric Company
  - e. Award of Contract **[See page 76]**  
Airport Noise Compatibility (Part 150) Study Consultant

- f. Comment Letter on Draft Environmental Assessment for Proposed Hollywood Burbank Airport Departure Procedure Amendments

**[See page 80]**

6. ITEMS FOR COMMISSION INFORMATION

- a. ACI-NA Marketing and Communication Awards
- b. FY 2013 Economic Benefit Study

7. CLOSED SESSION

- a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION  
(California Government Code Section 54956.9(d)(1))  
Name of Case: City of Los Angeles v. FAA et. al. (Case No. 21-71170)(9<sup>th</sup> Cir. 2021)

8. ITEMS PULLED FROM CONSENT CALENDAR

9. EXECUTIVE DIRECTOR COMMENTS

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

11. PUBLIC COMMENT

12. ADJOURNMENT

## COMMISSION NEWSLETTER

Tuesday, January 16, 2024

*[Regarding agenda items]*

### 5. CONSENT CALENDAR

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

- a. COMMITTEE MINUTES. Approved minutes of the Operations and Development Committee meeting of October 16, 2023; approved minutes of the Legal, Government and Environmental Committee meeting of October 16, 2023; and approved minutes of the Finance and Administration Committee special meeting of November 13, 2023; are included in the agenda packet for information purposes.
- b. COMMISSION MINUTES. A draft copy of the December 18, 2023, Commission special meeting minutes are attached for the Commission's review and approval.
- c. TREASURER'S REPORTS. The Treasurer's Reports for August 2023 and September 2023 are included in the agenda packet. At its meeting on December 18, 2023, the Finance and Administration Committee voted unanimously (3-0) to recommend that the Commission note and file these reports.
- d. SECOND EXTENSION OPTION – AIRFIELD LIGHTING SYSTEM PROFESSIONAL SERVICES – ROYAL ELECTRIC COMPANY. A staff report is included in the agenda packet. At its meeting on December 18, 2023, the Operations and Development Committee voted (2-0, 1 absent) to recommend that the Commission authorize the exercise of the second of two one-year extension options for the Airfield Lighting System Professional Services Agreement with Vellutini Corporation dba Royal Electric Company.
- e. AWARD OF CONTRACT – AIRPORT NOISE COMPATIBILITY (PART 150) STUDY CONSULTANT. A staff report is included in the agenda packet. At its meeting on December 18, 2023, the Legal, Government and Environmental Affairs Committee voted (2-0, 1 absent) to recommend that the Commission award a Professional Services Agreement in the amount of \$1,981,871 to Harris Miller Miller and Hanson for the preparation of an Airport Noise Compatibility Study pursuant to Code of Federal Regulations Title 14, Part 150.
- f. COMMENT LETTER ON DRAFT ENVIRONMENTAL ASSESSMENT FOR PROPOSED HOLLYWOOD BURBANK AIRPORT DEPARTURE PROCEDURE AMENDMENTS. A staff report is included in the agenda packet. Staff seeks approval from the Commission to authorize President Williams to send the Federal Aviation Administration ("FAA") the attached comment letter on the Draft Environmental Assessment for proposed Hollywood Burbank Airport departure procedure amendments. This comment letter reiterates the Commission's

longstanding recommendation that, to the extent possible consistent with public safety, the FAA reinstate the historical flight procedures and flight patterns for aircraft operators at the Airport.

**6. ITEMS FOR COMMISSION INFORMATION**

- a. **ACI-NA MARKETING AND COMMUNICATIONS AWARDS.** No staff report attached. Airports Council International – North America (ACI-NA) has awarded Hollywood Burbank Airport top industry honors for two of its marketing-communications programs.

As part of the annual “ACI-NA Excellence in Airport Marketing, Communications and Customer Experience Awards,” the airport received first place honors for “Overall Marketing Program (Medium Sized Airports)” and “Partnership With Carriers.”

- b. **FY 2013 ECONOMIC BENEFIT STUDY.** No staff report attached. At the request of the Commission, a copy of the FY 2013 Economic Benefit Study is included in the agenda package. With the Guaranteed Maximum Price for the Replacement Passenger Terminal Project anticipated in April, Staff recommends undertaking any future consideration for a study after the major contracts for the Replacement Passenger Terminal are completed.



**BURBANK WATER AND POWER BOARD  
MINUTES OF MEETING  
DECEMBER 7, 2023**

Mr. Malotte called the regular meeting of the Burbank Water and Power Board to order at 6:10 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

**BOARD ABSENT:** Ms. LaCamera; Mr. LeMasters; Ms. Tenenbaum

**STAFF PRESENT:** Ms. Lindell, General Manager – BWP; Mr. Chwang, Senior Assistant City Attorney; Mr. Lillio, Chief Financial Officer; Mr. Aquino, Assistant General Manager – Customer Service Operations; Mr. Wilson, Assistant General Manager – Water Systems; Mr. Compton, Assistant General Manager – Chief Technology Officer; Mr. Sleiman, Assistant General Manager – Electric Systems; Ms. Edwards, Assistant General Manager – Sustainability, Marketing & Strategy; Mr. Messineo, Power Production Manager; Mr. Johnstone, Sustainability Officer; Ms. Barrientos, acting Administrative Officer; Mr. Casillas, Senior Administrative Analyst; Mr. Maruca, Legislative Analyst; Ms. Meza, Senior Secretary; Ms. Luz, Senior Secretary;

**ORAL COMMUNICATIONS**

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

**BOARD AND STAFF RESPONSE TO ORAL COMMUNICATIONS**

None.

**GENERAL MANAGER REPORT**

Ms. Lindell began her report by informing the board that on November 8, 2023, the Utah Associated Municipal Power Systems and NuScale Power Corporation announced the mutual termination of the Carbon Free Power Project (CFPP).

Next, Ms. Lindell announced that the BWP 2024 Integrated Resource Plan was unanimously approved by City Council on Tuesday, December 5, 2023 (4-0, Mayor Anthony was absent). Ms. Lindell recognized Ms. Samra, Mr. D'Aquila, community members, the Stakeholder Technical Advisory Group (STAG), and Ms. Samra's team for their efforts in seeing this through and meeting the deadline.

BWP Board Meeting Minutes

December 7, 2023

Lastly, Ms. Lindell informed the board that the January BWP Board meeting will be held on the third Thursday of the month, January 18, 2024, at the same time, 5 pm, inside the board room.

## **CONSENT CALENDAR**

### **MINUTES**

It was moved by Mr. Eskandar, seconded by Mr. Luddy, carried 4 – 0 (Ms. LaCamera, Mr. LeMasters, and Ms. Tenenbaum were absent) to approve the meeting minutes of the regular meeting of November 2, 2023.

### **PRESENTATIONS**

#### **INTERNAL AUDIT FINDINGS ON CALIFORNIA ARREARAGE ASSISTANCE PROGRAM**

Mr. Aquino, Assistant General Manager – Customer Service Operations, presented the internal audit findings on the California Arrearage Assistant Program.

Mr. Aquino, Ms. Lindell, and Chris Chwang responded to board questions.

### **REPORTS TO THE BOARD**

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

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

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

#### **RECOMMENDATION FOR THE CITY COUNCIL TO ADOPT RESOLUTION APPROVING APPLICATION FOR THE EXTENDED CALIFORNIA WATER AND WASTEWATER ARREARAGE PAYMENT PROGRAM**

Mr. Aquino presented to the board the extended California Water and Wastewater Arrearage Payment Program.

It was moved by Mr. Eskandar, seconded by Mr. Luddy, carried 4 – 0 (Ms. LaCamera, Mr. LeMasters, and Ms. Tenenbaum were absent) to recommend to the City Council adopt a resolution approving BWP to apply to the California State Water Resource Control Board for the Extended California Water and Wastewater Arrearage Payment Program (CWWAPP), and authorizing the BWP General Manager to execute an application for this and all subsequent CWWAPP, and upon receipt of funds, apply credits to delinquent water and wastewater accounts.

### **INFORMATION FROM STAFF**

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

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



**LEGISLATIVE UPDATE**

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

Mr. Maruca responded to board member questions.

**CUSTOMER SERVICE UPDATE**

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

Mr. Aquino responded to board member questions.

**WATER DIVISION UPDATE**

Mr. Wilson updated the board on BWP's water use monitoring data and current drought conditions based on the current rainfall levels. Mr. Wilson highlighted the water waste observation data and informed the board of the timeline scheduled to update the Sustainable Water Use Ordinance. Mr. Wilson also noted that the water bond balance is on target. Mr. Wilson informed the board that BWP received a grant from the California Office of Emergency Services and Federal Emergency Management Agency for 1.2 million dollars to replace 34 pipeline segments across the Verdugo Fault.

Mr. Wilson responded to board member questions.

**ELECTRIC SERVICES UPDATE**

Mr. Sleiman updated the board on his division's successful staffing in the field crew positions; however, the division continues to have staffing issues in the engineering section. Additionally, Mr. Sleiman updated the board on the supply chain issues impacting lead time on electric equipment.

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

**COMMENTS AND REQUESTS FROM BOARD MEMBERS**

Mr. Malotte wished everyone happy holidays and thanked the public for being present and for waiting on the delay.

**ADJOURNMENT**

The meeting was adjourned at 7:29 p.m. The next regular board meeting is scheduled for January 18, 2024, and will be held in the third-floor board room at Burbank Water and Power Ron E. Davis Administration Building.

---

Armando Casillas  
Recording Secretary

---

Dawn Roth Lindell  
Secretary to the Board

---

Christopher Malotte, BWP Board Chair



# STAFF REPORT

7A.



## WATER AND POWER

---

**DATE:** January 18, 2024

**TO:** Burbank Water and Power Board

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

**SUBJECT:** November 2023 Operating Results

---

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

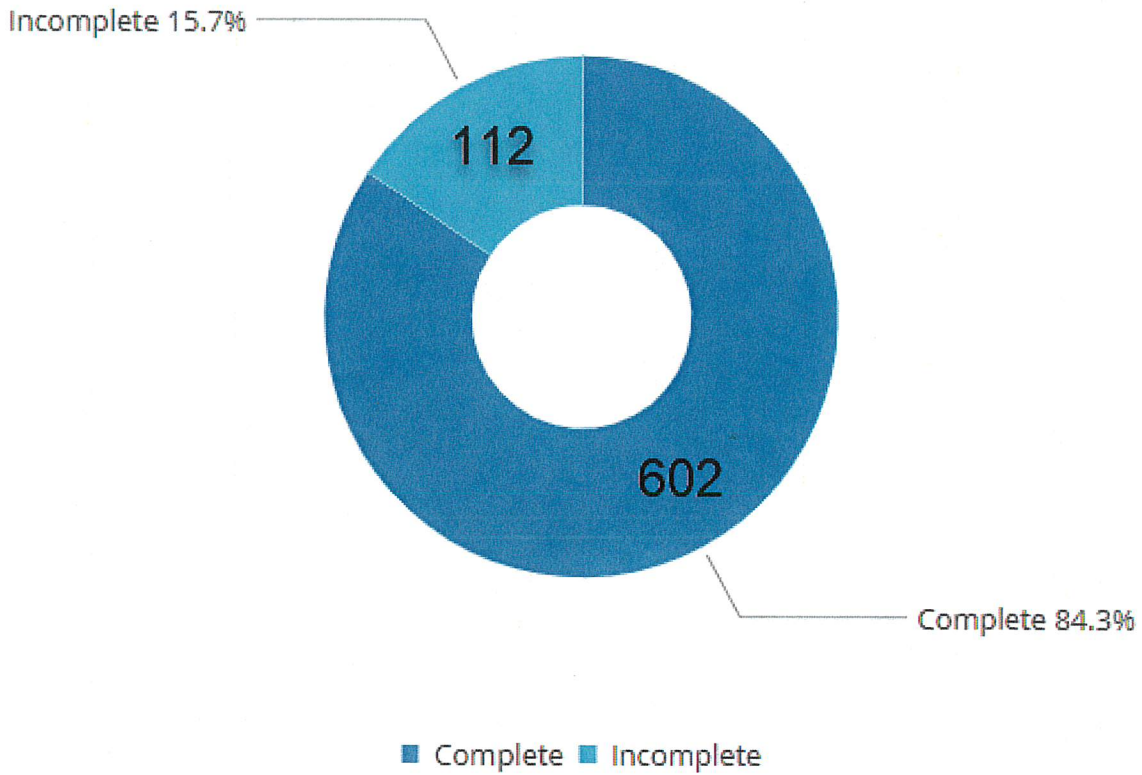
### SAFETY

As a progressive and proactive utility, Burbank Water and Power (BWP) tracks all environmental, health, and safety (EHS) related events, such as observations, near misses, and incidents. Staff tracks action items for these events from start to closure to prevent the recurrence of injury or damage to the city or public property. BWP continues to exceed its goal of closing 80% of action items. BWP has closed **84.3%** of corrective and preventative action items since the start of capturing and tracking in May 2019.

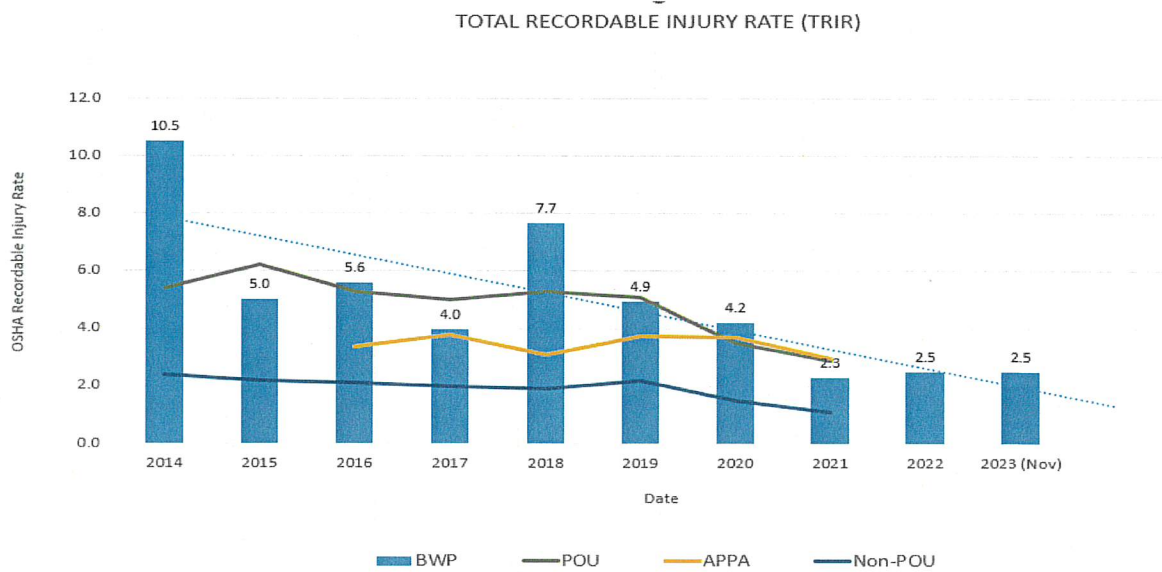
BWP continues to make progress in its efforts to improve employee engagement, as measured by the number of incidents, near misses, and observation reports received from employees. By reporting these events, we create opportunities to learn and prevent harm to people, the environment, and property. From January 1, 2023, to present, BWP has received **215 EHS-related reports** to count towards the 2023 annual goal of 250.

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

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



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



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

### Electric Financial Results

In **October**, energy demand was **5%** lower than budget. Net income was **\$1,218,000**, which was **\$1,350,000** more than budgeted. The **favorable** variance was primarily attributed to **lower than planned power supply & transmission expenses and lower than planned operating expenses**, partially offset by lower than planned retail sales.

Fiscal-year-to-date (FYTD) energy demand was **8%** lower than budget. For FYTD **October**, net income was **\$12,086,000**, which was **\$8,547,000** more than budgeted. 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

In **October**, potable water demand was **8%** lower than budget. Burbank remains in Stage III of the Sustainable Water Use Ordinance, which limits outdoor watering to two days a week on Tuesday and Saturday from April to October. Net income was **\$707,000**, which was **\$523,000** more than budgeted. 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.

FYTD potable water demand was **10%** lower than budget. For FYTD **October**, net income was **\$2,946,000** which was **\$2,396,000** more than budgeted. 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.

### Inflation

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

- Emissions control system upgrade for the Lake One Unit – an increase of 25% from \$2 million to \$2.5 million
- A renewable solar, plus energy storage project – an increase of 71%, from \$35/MWh to \$60/MWh
- New substation buildout – an increase of 47% from ~\$17M to ~\$25M
- Rebuild substation - an increase of 67% from ~\$9M to ~\$15M
- Transformers – an increase of 100%, and lead time is 1-3 years

- Network core upgrade – an increase of 24% from ~\$1.25M to ~\$1.56M
- Fiber optic cable – an increase of 20%
- Copper coils for 1-inch service lines – an increase of 100% from \$4.33 to \$8.65 per foot
- 8-inch ductile iron pipe – an increase of 52% from \$17.12 to \$26.10 per foot
- 12-inch ductile iron pipe – an increase of 79% from \$25.10 to \$44.84 per foot
- Fire hydrant – an increase of 41% from \$3,151 to \$4,457
- Water meter boxes 59%
- Other increases in materials:
  - Plastic conduit 125%
  - Chlorine gas 207.5%
  - Ammonia gas 100%
  - Plastic 57.7%
  - Metals 35.5%
  - Precast concrete products 12.8%
  - Concrete 9.9%
  - Paving materials: 14%
  - Bleach 72% increase from \$1.15 to \$1.98 per gallon
  - Aqueous ammonia 123% increase from \$930 to \$2,073 per ton
  - Liquid Caustic 23% increase from \$735 to \$907 per ton
  - Sulfuric Acid 83% increase from \$.112 to \$.206 per pound
  - CEMs gases 12%
  - Oil/Lubrication 40-50%

**Vacancies**

The table below shows the number of vacant positions throughout the utility. As of **November 2023**, **9.8%** of the budgeted positions were vacant. This has decreased from 12.1% in January 2023. The vacancy rate was impacted by the citywide hiring freeze during 2020 and 2021. The Management Services Department has worked hard over the past year to address the vacancies. Some vacancies have remained open because we are limited to specific apprentice class sizes. This is expected to trend down to below 10% over the next year. With both MWD and LADWP hiring craft employees at higher wages than we pay, we continue to see some attrition there.

Total Budgeted Positions	356
Total Positions Filled	321
Total Positions Vacant	35

## WATER DIVISION

### Burbank's Water Use

The table below shows water use in Burbank during **November 2023** compared to **November 2020**, measured in gallons per capita per day (gpcd). Similar to the past two years, the baseline year of 2020 is used for consistency. Although the governor's request to voluntarily reduce water consumption has been rescinded, we will still continue to track our water use. The table below shows that water use has been reduced in every month during the last 12-month period when compared to 2020 water use.

	<b>Average Monthly Use</b>
<b>November 2020</b>	<b>136 gpcd</b>
<b>November 2023</b>	<b>119 gpcd</b>

	Dec 2022	Jan 2023	Feb 2023	Mar 2023	Apr 2023	May 2023	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	<b><u>Nov 2023</u></b>
<b><u>2020</u></b>	132	125	126	104	112	141	149	157	162	159	153	<b><u>136</u></b>
<b><u>Goal</u></b>	112	106	107	88	95	119	127	134	138	135	130	<b><u>116</u></b>
<b><u>Actual</u></b>	96	89	102	84	101	114	115	134	134	126	125	<b><u>119</u></b>
<b><u>% Diff.</u></b>	-27.3%	-28.8%	-19.1%	-19.2%	-9.8%	-19.2%	-22.8%	-14.7%	-17.4%	-20.5%	-18.3%	<b><u>-12.7%</u></b>

Water use, in terms of gpcd, during **November 2023** was **12.7%** less than the **November 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 the efficient use of our water resources. **So far, we have reduced cumulative water use this fiscal year by 16.1%.**

**Burbank Operating Unit (BOU) Water Production**

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

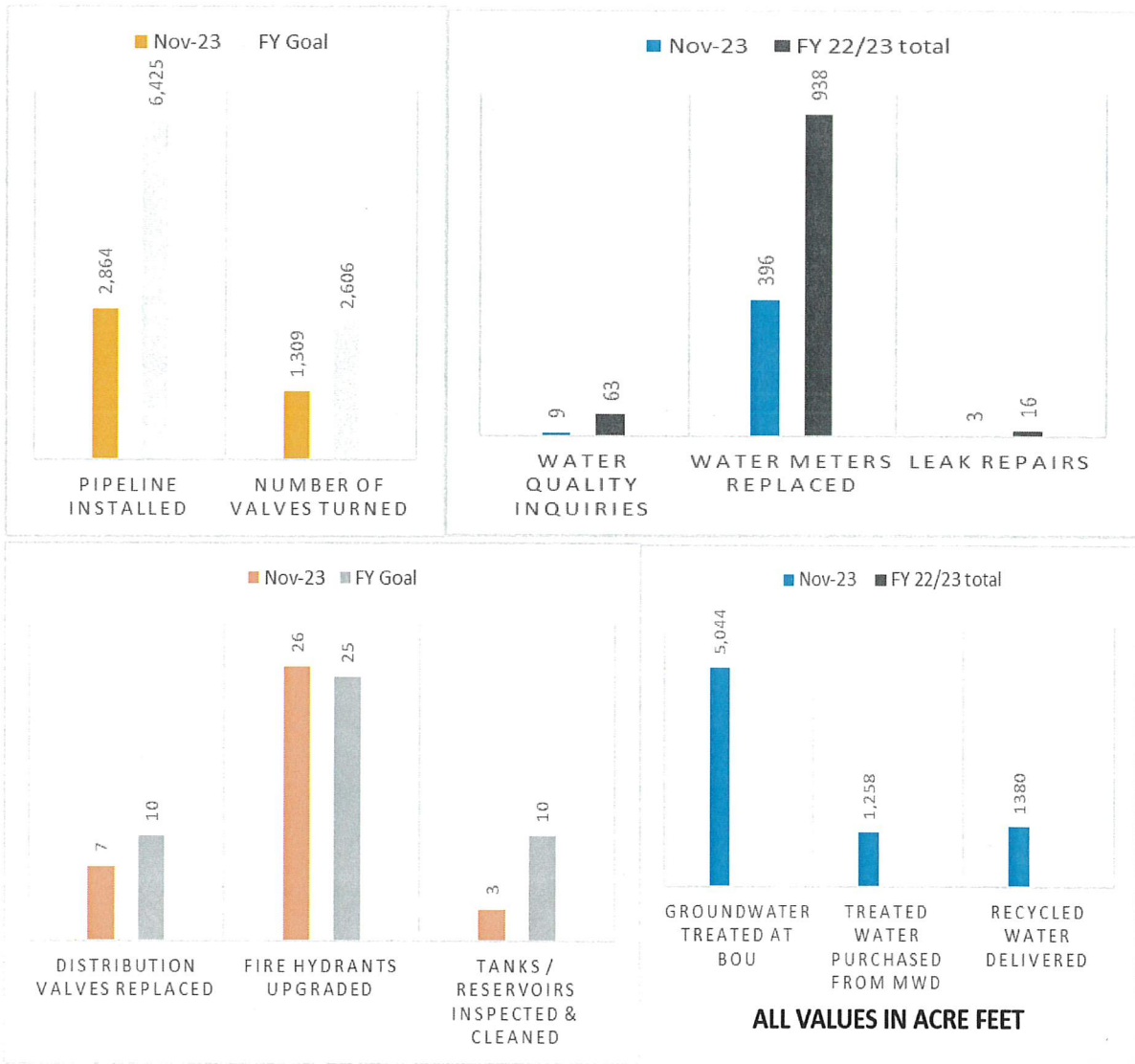
Month	BOU Capacity Factor	BOU Ave. Flow Rate	Total System Blend % MWD/BOU
22-Dec	64.60%	5,814 gpm	17% / 83%
23-Jan	60.62%	5,456 gpm	17% / 83%
23-Feb	65.47%	5,892 gpm	18%/82%
23-Mar	54.56%	4,911 gpm	20%/80%
23-Apr	68.18%	6,136 gpm	17%/83%
23-May	73.12%	6,581gpm	13%/87%
23-Jun	80.69%	7,262gpm	13%/87%
23-Jul	80.13%	7,212 gpm	25%/75%
23-Aug	76.75%	6,908 gpm	27%/73%
23-Sep	85.32%	7,679 gpm	16%/84%
23-Oct	89.06%	8,015 gpm	11%/89%
23-Nov	83.27%	7,494 gpm	13%/87%
<i>Ave Blend %-last 12 months</i>			18%/82%

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



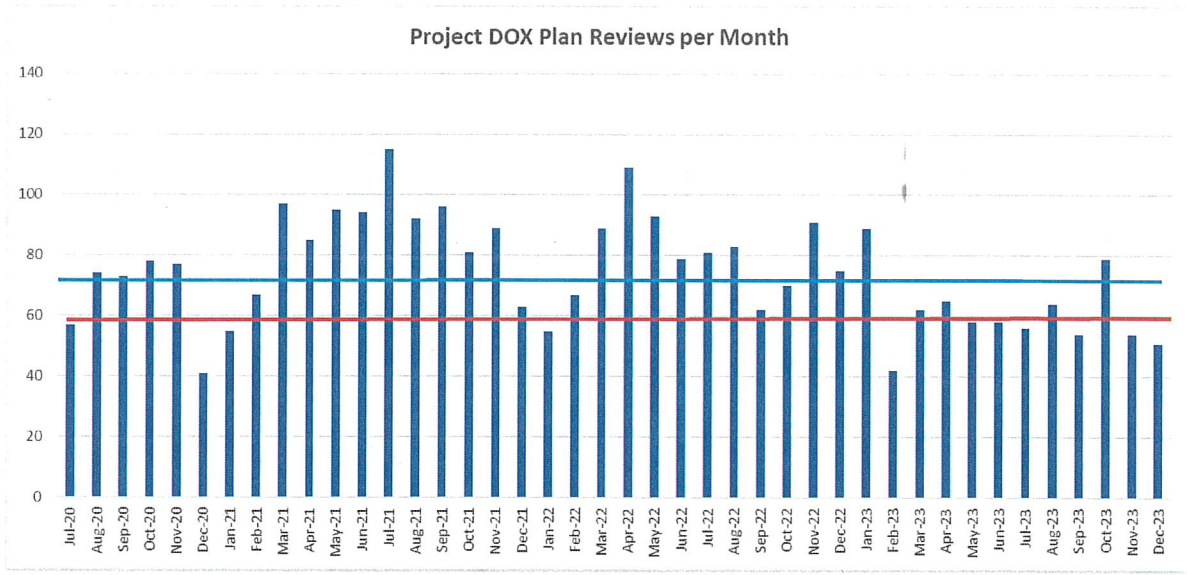
## Key Performance Indicators

The graphs below illustrate the progress the water division has made on key performance indicators through **November**.

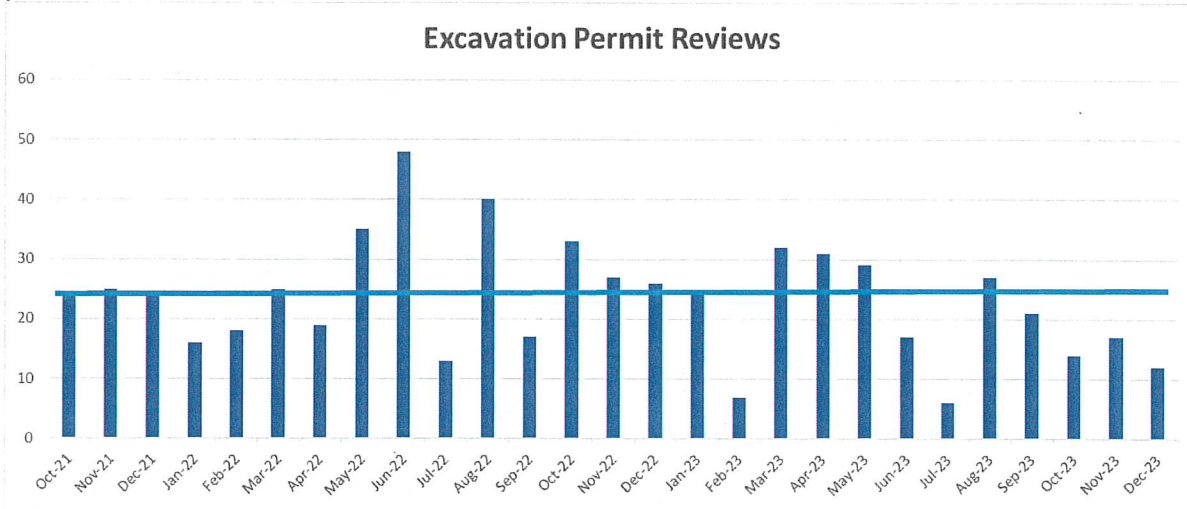


## Plan Reviews

The Water Division has seen a significant increase in plan reviews starting with the onset of the COVID-19 pandemic, and we began tracking them in July 2020. Most of the plan reviews are ADUs (accessory dwelling units). **The number of plan reviews in December 2023 was 51 less than the prior month of 54, and the number of excavation permit reviews decreased from 17 in November 2023 to 12 in December 2023.**



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



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

**Leak Alert Notifications**

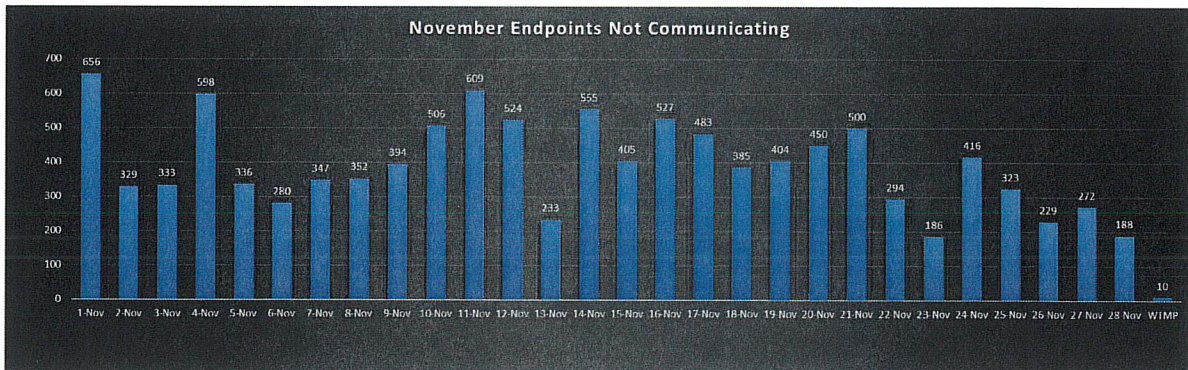
In 2009, BWP began installing an automated metering infrastructure (AMI) system by Itron. Full deployment of the system (approximately 26,000 endpoints for water) was completed in 2011.

The benefits of AMI technology allow data to be collected rapidly and frequently and can be analyzed to find higher than normal usage and alert customers of leaks. BWP began providing leak alert service to residents who registered to receive notifications. This



service, called Water Smart, works by receiving hourly water usage from the meter and analyzing this data to determine if a leak might be present based on continuous usage. In **November 2023**, WaterSmart sent out **494** notifications to customers, including **500** email leak alerts, **39** print leak alerts, **7** text message leak alerts, and **0** voice alert.

Unfortunately, a high number of water meter communication modules are not working reliably, and replacement units are no longer manufactured. As of **November 30, 2023**, BWP was unable to receive remote reads for **11,124** water meters out of **26,920** (41% of the total) due to failing communication modules, and they had to be read manually.



In March 2021, staff deployed an interim automatic meter reading (AMR) system to read meters with failed communication modules. However, the interim AMR system does not automatically send data back to BWP. Instead, the meters are read once each month and customers with broken communication modules are not able to receive leak alerts.

BWP notified customers who participate in the leak alert program that the failure of these communication modules prevents the sending of leak alert notifications. Due to the continuing failures, BWP continually notifies the affected customers that they are vulnerable to unnoticed leaks causing water damage and bills that could reach thousands of dollars as well as unnecessary and significant water waste.

The remaining schedule for the AMI project is provided below:

- January 2024 – Network Installation, Software Integration, Field Testing
- **March 2024 to June 2025** – Full Deployment
- **June – 2025** – Project Completion

### **Burbank’s Path to Sustainable Water Use**

We continue to amplify the water conservation message through all marketing communication channels to encourage water savings and compliance with the required ordinances. The combination of communication and rebate offerings has resulted in **16.7%** water savings through FY 2023/24.



## Project Updates

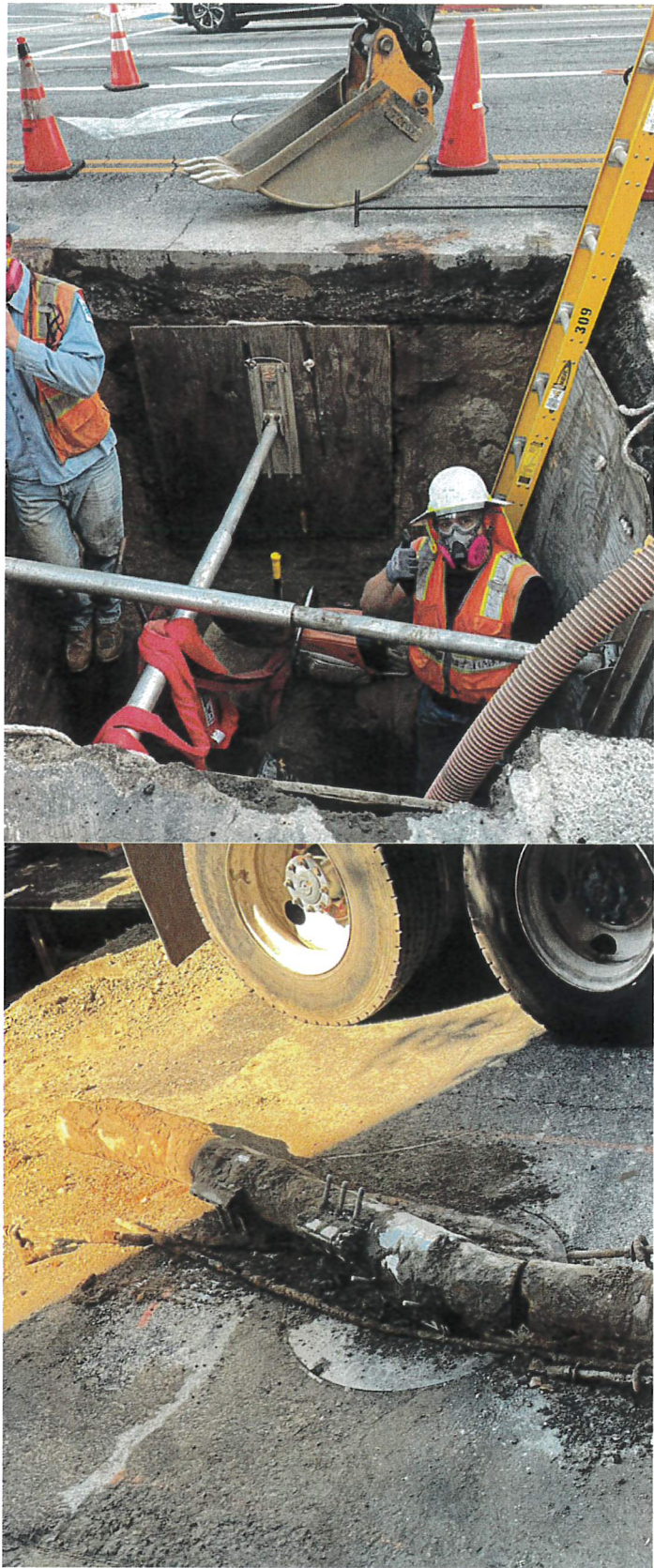
### **Alameda Ave and Buena Vista St:**

The water crew is shown replacing a 6” fire hydrant lateral. This steel lateral was installed in the late 1940s. This original steel lateral has had multiple leaks over the past 75+ years, and it was time for a replacement. During the replacement of this hydrant lateral, water crews took advantage of the immediate shutdown and installed a new auxiliary hydrant valve at the same time. As we have mentioned in the past, annual distribution valve maintenance and replacement is part of BWP’s capital improvement program. Our goal is to replace 10 or more of these valves each year. So far, we have replaced 7 valves this fiscal year. Replacing these valves is an important part of our water master plan, and doing so improves water quality by allowing the water to flow in multiple directions to eliminate water stagnation and, in cases of emergency or maintenance, ensures that we minimize interruption of service to our customers by having valves that can be relied on to work properly.

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







## ELECTRIC DISTRIBUTION

### ELECTRIC RELIABILITY

In **November 2023**, Burbank Water and Power (BWP) experienced **no sustained feeder outage**. In the past 12 months, automatic reclosing has reduced customer outage time by approximately **714,720 customer minutes**.

<b>Reliability Measurement</b>	<b>December 2021 – November 2022</b>	<b>December 2022 – November 2023</b>
Average Outages Per Customer Per Year (SAIFI)	<b>0.2678</b>	<b>0.3701</b>
Average Outage Time Experienced Per Year (SAIDI)	<b>9.06 minutes</b>	<b>20.8 minutes</b>
Average Restoration Time (CAIDI)	<b>33.82 minutes</b>	<b>56.2 minutes</b>
Average Service Availability	99.998%	99.996%
Average Momentary Outages Per Customer Per Year (MAIFI)	<b>0.2382</b>	<b>0.1707</b>
No. of Sustained Feeder Outages	<b>11</b>	<b>22</b>
No. of Sustained Outages by Mylar Balloons	<b>2</b>	<b>2</b>
No. of Sustained Outages by Animals	<b>0</b>	<b>1</b>
No. of Sustained Outages by Palm Fronds	<b>1</b>	<b>3</b>

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

### Supply Chain

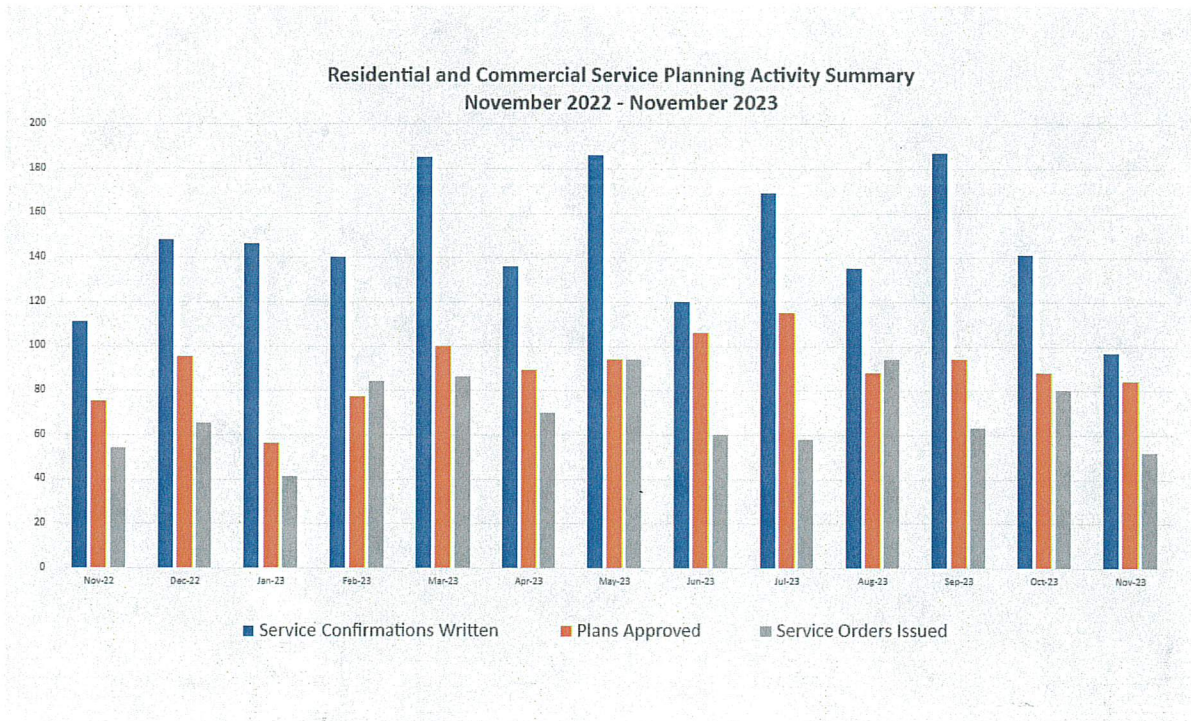
The pandemic has heavily impacted the electric utility industry over the last several years. Pricing and lead times for equipment have increased at an accelerated pace. Below is a list of lead times for the most common distribution equipment:

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



## Residential and Commercial Service Planning Activities

BWP provides our residential and commercial customers with the electrical power they need for new services or upgrades to their existing services. In order for a customer to obtain a building permit for their construction, BWP service planners must visit the customer's facility and fill out an electric service confirmation form, which details what type of service is required and how it will be served. After reviewing and approving a customer's electrical plans, BWP service planners issue service orders to our field crews to carry out the inspections and electrical service work. The graph below summarizes the monthly activity for our residential and commercial service planning group within the T&D engineering section.



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



**Project update: Lake Street conduit upgrades**

In December, BWP's contractor Doty Bros., completed the installation of new underground distribution conduits on Lake Street. This work upgrades BWP's underground electric infrastructure and allows the system to increase the electric capacity flowing out of the Burbank distribution substation to the 777 Front Street development. This work completes Phase 1 of the electric improvements for the 777 Front Street development. BWP Line crews will begin the installation of underground cable inside the conduit next month.







## **STREET LIGHTING**

### **LED Replacement Program**

In accordance with the Street Lighting Master Plan, BWP is replacing high-pressure sodium (HPS) street light luminaires with light-emitting diodes (LED) luminaires. Replacement is carried out on a maintenance basis, and LEDs are installed as the HPS luminaires burn out. LED replacements consume approximately 60% less energy. To date, 91.79% of the total street light luminaires have been converted to LEDs, translating to an annualized energy savings of 5,383 MWh or a 58.09% reduction in energy consumption. LED conversions have also reduced the evening load by 1,247 kW, shortening the “neck of the duck curve” and reducing the energy generation BWP needs.

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

### **Wireless Telecom Attachments**

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

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

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

## CUSTOMER SERVICE OPERATIONS

Customer Service Representatives (CSR) assist customers by making payment arrangements to reduce the amount in arrears and provide additional resources to help customers manage their finances related to their utility bills. On January 31, 2023, City Council approved (4-1) to resume normal operations by restarting disconnections for residential customers with past due balances beyond 60 days, effective April 3, 2023.

As of **December 14, 2023**, we have **1,503** customers who have an active payment arrangement, resulting in a reduction of arrears by **\$2,929,992**. **1,458** arrangements are for residential customers totaling **\$2,699,499** and **45** arrangements are for commercial customers totaling **\$230,492**. These arrangement amounts are comparable to the volume and amount of payment arrangements seen last month. BWP will continue to encourage payment arrangements to assist our customers in managing their outstanding arrears.

As of **December 1, 2023**, the 61-plus day arrears total **\$523,349**, which is a **64%** reduction in residential past due balances beyond 60 days, compared to April 11, 2023, when it was \$1,446,665. On April 11, 2023, there were 2,933 residential customers with past-due balances beyond 60 days. As of **December 1, 2023**, there are **571** residential customers with at least 60 plus days of arrears. Of these **571** residential customers, **16** receive the Lifeline rate for low-income seniors over the age of 62 and disabled customers, and **24** customers receive the Burbank Utility Service Subsidy (BUSS).

Staff continues to call these customers to establish payment arrangements. Staff personally calls each Lifeline and BUSS customer before they are scheduled for disconnection, in addition to leaving a hang tag at the door of the customer advising them to contact us to avoid disconnection. By taking these additional steps, customers have either made payments or established payment arrangements, which have avoided disconnection. As of **December 14, 2023**, no Lifeline or BUSS customers have been disconnected for non-payment. However, one Life Support customer was disconnected in error on July 5, 2023, and one Lifeline customer was disconnected in error on October 5, 2023. Staff reconnected the services for both accounts immediately upon recognizing the human error, called the customer and waived disconnection fees.

Since BWP resumed disconnecting residential customers with past due balances beyond 60 days, as of **December 14, 2023**, staff has disconnected services to **2,022** customers and has collected **\$693,110** in funds.

On August 4, 2022, the BWP Board reviewed and passed the proposal to resume disconnections for small commercial customers beginning September 1, 2022, with a 7-0 vote. On August 23, 2022, City Council voted 3-1 to approve resuming power disconnections and late fees for small commercial customers effective September 1, 2022. After receiving approval from City Council, BWP immediately began notifying all small commercial customers via letter, e-mail, and automated phone calls. Small



commercial customers eligible for disconnection began receiving an official notice on September 6, 2022.

BWP began disconnecting small commercial customers for non-payment effective September 29, 2022. From September 29, 2022, through **December 14, 2023**, **256** small commercial customers have been disconnected for non-payment, resulting in a reduction in arrears of **\$270,950**. **As of December 14, 2023**, **19** small commercial customers established payment arrangements totaling **\$96,660**. The **19** small commercial customers on payment arrangements are no longer eligible for disconnection as long as they continue to meet the terms of the arrangement.

As of November 2, 2022, 159 small commercial customers had arrears over 60 days and were eligible for disconnection. **As of December 14, 2023**, **that number has fallen to 111**. This indicates that small commercial customers are continuing to make payments or enrolling in payment arrangements to avoid disconnections.

**Outstanding Debt**

As of **December 11, 2023**, the following is the current outstanding debt by commodity for all customer classes:

**Aging By Service Type**

Service Type	31-60	61-90	91+	Total	% of Total
Electric Service	1,198,064	259,489	600,417	2,057,970	72%
Water Service	143,534	37,012	69,954	250,501	9%
Fiber Optic Service	130,025	23,097	19,910	173,031	6%
Sewer Service	114,423	35,790	50,436	200,649	7%
Solid Waste Service	99,099	38,682	56,817	194,598	7%
General Service	639	96	231	966	0%
Miscellaneous Service	0	0	18	18	0%
<b>Grand Total</b>	<b>1,685,783</b>	<b>394,167</b>	<b>797,783</b>	<b>2,877,733</b>	<b>100%</b>

As of March 20, 2023, the total arrears were \$6,158,890 for all commodities. As of **December 14, 2023**, this number has dropped to **\$2,877,733**. For all past due balances beyond 61 days, this number fell from \$1,375,677 in June to **\$1,191,950 as of December 14, 2023**, a **13%** reduction. Total pre-COVID arrears as of January 30, 2020, for all commodities was \$1,046,244.60, which included 61 plus day arrears of \$280,176.60.

**BWP Call Center Call Types & Volume**

<b>Customer Contact Types</b>	<b>% of Calls</b>
BALANCE	<b>17%</b>
START/STOP/CLEAN & SHOW	<b>16%</b>
PAYMENT ARRANGEMENTS	<b>8%</b>
UPDATE CUST ACCOUNT INFO	<b>7%</b>
BILL INQUIRE (SOLAR/TOU/SUMMAR'	<b>5%</b>

<b>Month</b>	<b>Call Volume</b>
Nov - 22	3,010
Dec - 22	3,037
Jan - 23	3,277
Feb - 23	3,507
Mar - 23	4,252
Apr - 23	4,069
May - 23	3,850
Jun - 23	3,699
Jul - 23	3,794
Aug - 23	5,128
Sep - 23	4,319
Oct - 23	4,227
<b>Nov - 23</b>	<b>3,846</b>
<b>% Inc/NOV</b>	<b>-9%</b>

Call volume decreased by 9% in November compared to the previous month. The number of calls in November 2023 is 22% higher compared with the number of calls handled in November 2022, which was 3,010.

Customers continue to call regarding their urgent and termination notices, requesting to establish a payment arrangement. In November 2023, 17% of calls were related to their balance, and 8% of calls were from customers requesting a payment arrangement. These numbers were similar to last month. This is a result of customers receiving their disconnection notices and attempting to establish a financial plan. By comparison, in February 2023, prior to BWP restarting the disconnection process for residential customers, less than 1% of customers called to make payment arrangements.

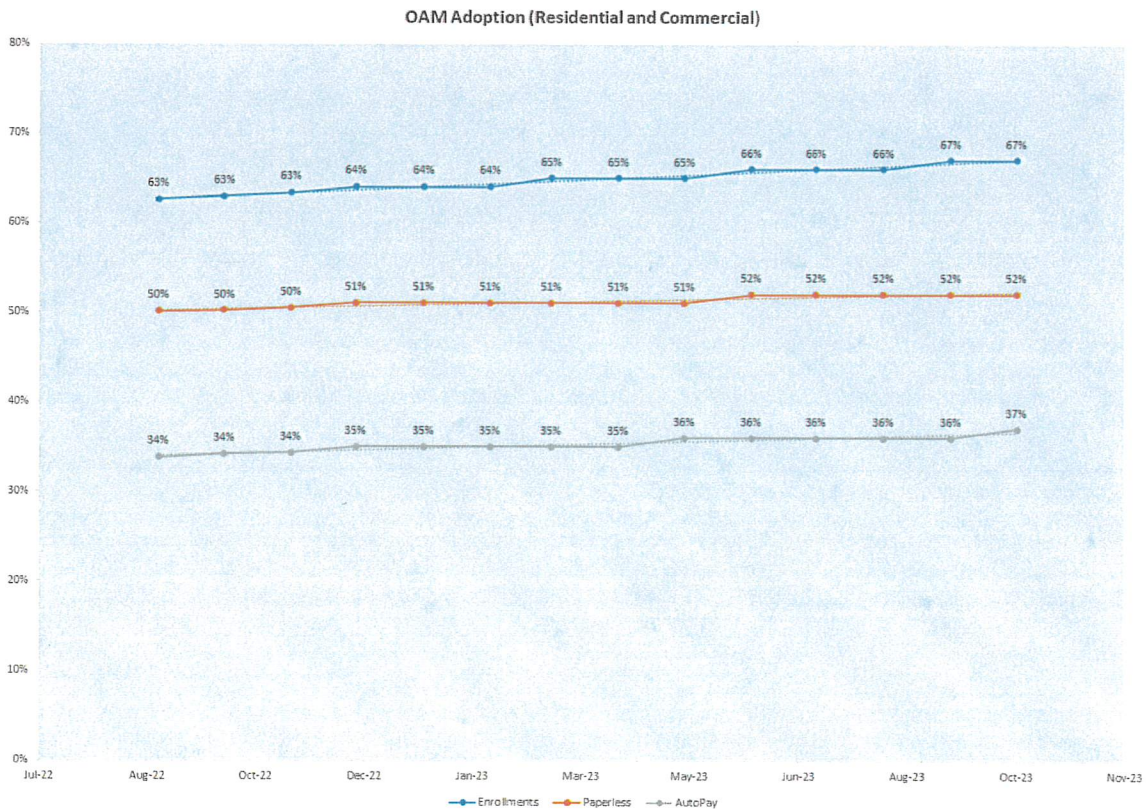


## Online Account Manager

The Online Account Manager (OAM) is BWP's online customer portal. Customers can view their utility bills, make payments, change addresses, and enroll in automated bill and payment notifications. The enrollment in the online account manager (OAM) is currently at **67%** of all active accounts; increases in enrollments have been on the rise since the COVID-19 pandemic. Of the 33% of customers who are not currently enrolled in OAM, 86% of those customers are residential. Of all registered OAM accounts, about **78%** are paperless customers helping BWP reduce costs, save trees, and reduce carbon emissions. BWP will continue its efforts to drive customers to the OAM, paperless, and autopay. These initiatives will continue to drive down costs.

BWP continues to market and promote general OAM outreach campaigns utilizing every owned channel, including on-bill messaging, *Currents* (digital and print), social media, and BWP's website. Last fiscal year BWP set a target to reach 66% OAM adoption before June 30, 2023, and we have met this goal. We have set a new goal of 70% before July 1, 2024. BWP is offering this service to customers who are making payment arrangements, as it can help customers maintain their agreed-upon payment schedules. Since last month, we have added **153 new autopay users and a total of 83 customers went paperless**. BWP continues to utilize social media via a targeted marketing campaign to increase enrollment.

Below is the chart outlining activity for the OAM:



	Active	% of Total Active Accounts
Enrollment	35,239	67%
Paperless	27,527	52%
Autopay	19,275	37%

## SUSTAINABILITY, MARKETING, AND STRATEGY

### Community Outreach and Communications

The month of November featured a popular Burbank holiday event, Holiday in the Park, where thousands of Burbank residents converge to enjoy Holiday festivities. BWP participated with a sizeable street booth, showing our ever-popular electric Ford F-150 and introducing our 2 new conservation programs – Cool Rewards and Home Electrification. The team met with Burbank residents from all walks of life, young couples, Z generation, retirees, homeowners, and renters, and provided relevant information on various conservation programs, financial help, and rebates to fit the demographic. Our engaging setup with games, and fun giveaways created a great atmosphere to connect with the community. We continue to see a high level of engagement at these in-person events, with residents asking about more complex programs such as EV charging support, solar and turf replacement.

November is also the month when we change the water-quality (adj.) days, and that required extensive outgoing communication to the community. We utilized all available communication channels to reach all Burbank residents, including our November Digital Currents, which recorded over 25,000 email opens. The 76% open rate is 3x the normal standard. Digital Currents also highlighted an Internet usage survey and Ask an Expert articles about ECAC (Energy Cost Adjustment Charge) and water quality in Burbank.

We are pleased to see that the continued distribution of educational articles about energy costs and water issues has reduced the incidences of misinformation throughout social media and other public forums.

### Social Media and Web Engagement

In November, we utilized our social channels to amplify important dates such as Veterans Day and Kindness Day. In keeping with the theme of remembering and caring, we added messaging around financial help and commitment to recycling. We also captured the best moments from the Holiday in the Park event and shared them with the community to enjoy.



The social media posts that received the highest impressions were the change in water schedule and the Holiday in the Park post. This suggests that the community is interested in receiving messages about water conservation and special community events.

## Impressions



### Key Account Activity

The Key Account Manager (KAM) completed **seven in-person meetings** and **23 maintenance calls** in the month of **November**. Customers and topics included: **Warner Bros** (the 2000 electric agreement, connecting WB to Melanie Kim regarding the claim process), **Nickelodeon**, **Amarano Hotel**, **Courtyard Hotel**, **Aura Sound**, **ACSCO**, **Service Masters**, **Entertainment Partners**, and **TJ Maxx**. Additional topics included: **Lake Street Conduit Project**, **end-of-the-year reporting**, **water pipe functionality**, **account updates**, and **rebate applications**.

**Two rebate applications** received at the end of **October** were processed in **November**. **TJMaxx** applied for an interior and exterior LED replacement rebate (\$6,311.66 rebate and savings of 63,117 kWh/12.35 kW), and **Warner Brothers** applied for a \$25,000 Gold LEED certification for the **Children’s Research Center** (a savings of 25,000 kWh and 2.85 KW).

Promotion of the **Business Bucks (BB)** program resulted in **0 facility audits**, and **eight customer installs** including: **LEDs**, **photocell sensor**, **exit sign**, and **freezer curtain**, which resulted in annual energy reduction of 25,243.5 kWh and 9.0 kW. **SCPPA** is requesting an extension of the **RHA** contract from their board on **12/21** to ensure the **BB** program continues uninterrupted while the **RFP** is processed.

The **KAM** joined the electric project team to communicate with the businesses along **Lake Street** affected by the conduit work. Using the business’s feedback, **BWP** successfully coordinated beneficial adjustments to the schedule and parking



restrictions, traffic flow, and tree trimming, which resulted in reduced impact on the specialized business operations of Aura Sound, Service Masters, and ACSCO.

Attendance at the APPA Customer Conference afforded the KAM additional education and networking opportunities. By attending the Key Accounts track, KA program best practices were shared, and contacts gained within the Riverside, Pasadena, Glendale, and Azuza Utilities (among others.)

### BWP'S Energy Efficiency and Water Savings

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

The *Home Improvement Program (HIP)* offers energy-water surveys and efficiency measure installations to all Burbank single-family residential, multi-family residential, and multi-family common area customers. Some of the HIP's services include direct installation services of weather-based irrigation controllers, high-efficiency sprinkler heads, soil moisture sensors for low-income single-family and multi-family common area customers, and properties within the disadvantaged community areas of Burbank. Furthermore, the program offers energy-water surveys and the installation of efficiency measures for multi-family common area customers. **This month, 37 households participated in HIP, resulting in annual savings of 34.2 kW in demand, 52,735 kWh of energy, and 555,936 gallons of water.**



A happy customer and participant of the Home Improvement Program.

*BWP's Shade Tree Program* provides an arborist visit and delivers shade trees to help customers shade their properties, reduce A/C usage, and clean the air. **The program received requests for 10 trees this month and delivered 28 trees. Tree deliveries in November represented requests from previous months.**

BWP continues to offer various water conservation programs and incentives to the community. In addition to giveaways of low-flow showerheads and aerators, at no cost, and direct installation of

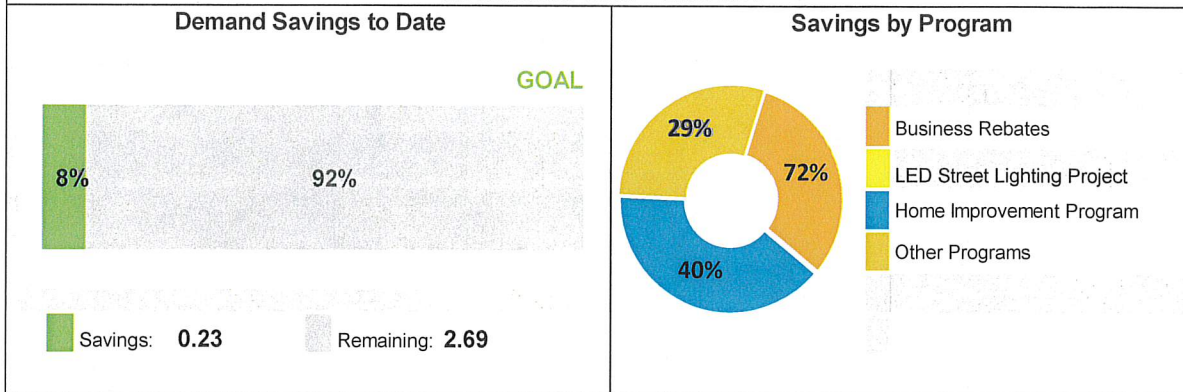
water efficiency measures delivered through the HIP. Burbank residents and businesses are eligible for various water-saving technology rebates funded and administered by the Metropolitan Water District's (MWD) Regional Incentive Program. This month **48** rebates were issued, and a total of **207** were issued throughout the fiscal year. Of those, there were **10** turf replacement rebates this month (saving **541,688** gallons per year) and **30**

turf replacement rebates issued since the beginning of the fiscal year (saving **1,486,548** gallons per year).

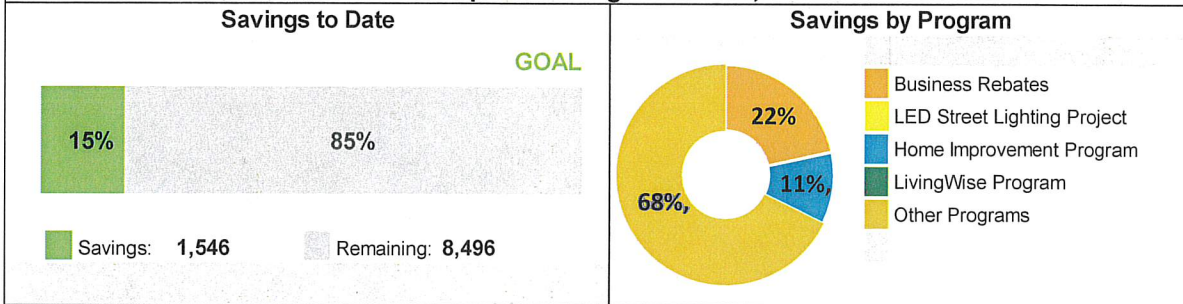
In addition, BWP administers the Hydration Station Program for commercial customers with funding from MWD. The program offers rebates for water bottle filling stations to provide the community with access to safe and reliable tap water while also helping reduce plastic bottle waste. The program had **0**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

## Energy Efficiency Savings FYTD 2023-2024 Period ending on 11/30/2023

1% Demand Goal = 2.93 MW

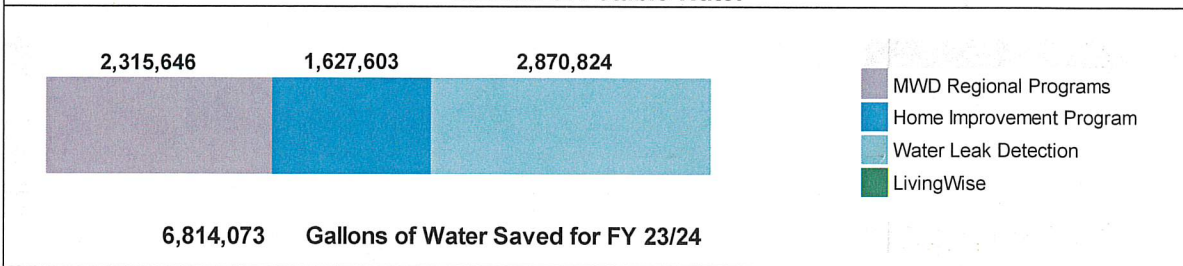


1% Consumption Savings Goal = 10,042 MWh



## Water Efficiency Program Savings

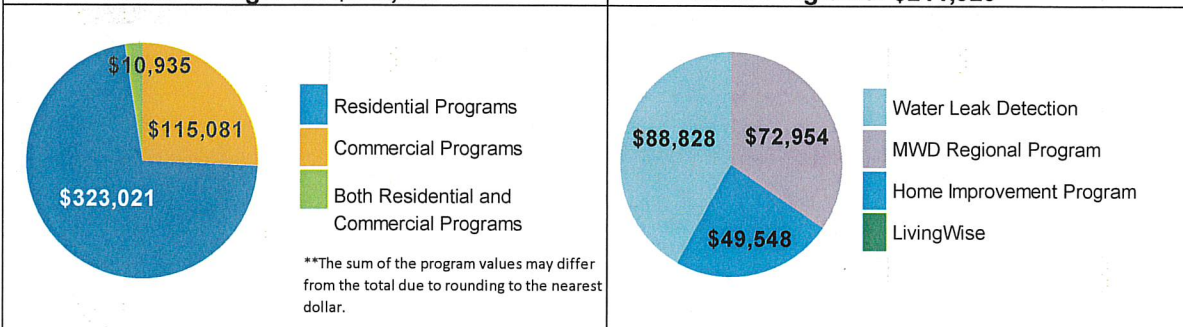
Gallons of Potable Water



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

\*\*Electric Programs: \$449,038

Water Programs: \$211,329



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

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

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

The city now has 99 public EV charging ports, including two DC fast chargers and 40 curbside ports. As of November 1, the public charging rate for level 2 charging is \$0.2091 per kWh, and the public charging rate for DC Fast Chargers is \$0.3391 per kWh at any time.

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

Construction for eight additional level two charging ports at the Buena Vista Library was completed on October 27. Six of the eight ports are available for use, with the other two ports expected to be available by the end of January.

Permits are approved for four additional level two ports at McCambridge Park.

Construction for one new DCFC in the BWP customer parking lot began on 10/11/2023 and is expected to be completed in January.

### **Charging Station Maintenance**

The DCFCs at the Lakeside Shopping Center and Burbank Airport are currently non-operational. These stations are now obsolete and can no longer be able to accept payment. BWP staff are working to procure replacement DCFCs.

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

One commercial charging station rebate for 40 chargers has been distributed this fiscal year to date. No new applications were received in November. A rebate reservation for 22 new charging ports in a multi-family building was submitted in October.

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

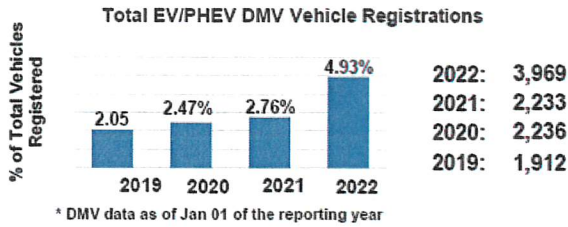
Two residential EV charging station rebates were distributed in November 2023 and a total of 17 have been distributed this fiscal year to date.

No used EV rebates were issued in November 2023, and a total of 17 have been distributed this fiscal year to date.

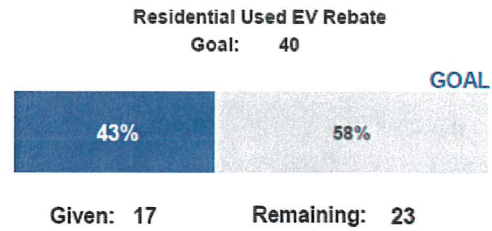


## Transportation Electrification 2023-2024 Period ending on 11/30/2023

### EV Growth in Burbank\*



### Vehicle Rebates



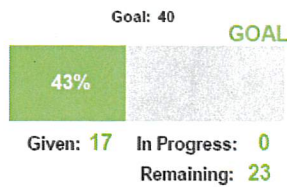
## Transportation Electrification Initiatives for FY 2023-2024

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

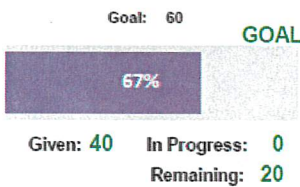
Goal: 114



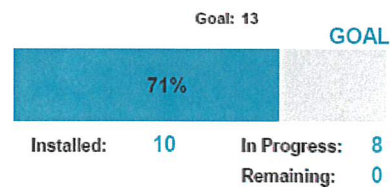
#### Residential Charging Station Rebates



#### Commercial Charging Station Rebates



#### Public Charging Ports



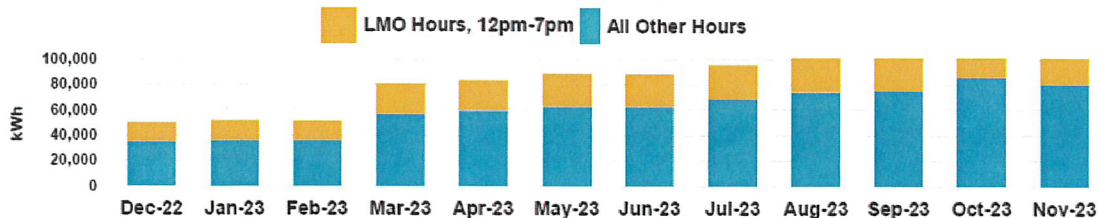
## Public Charging Port Statistics



	Public Charging Ports		Total Sessions	Total Energy (kWh)	Total Revenue	Total GHG *Reduced (kg)	<sup>1</sup> Charging Sessions at Peak	<sup>2</sup> Charging Occupancy
	Total Ports	Total Available						
November:	99	97	6,820	89,833	\$18,731	51,747	20%	24%
Average:	95	94	6,589	85,013	\$17,535	48,970	24%	24%
FY Total:	99	97	32,943	425,067	\$87,677	244,852	24%	24%

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

### Load Management Opportunity (LMO) Hours



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

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

**Distributed Solar and Battery Installations**

Customer-owned rooftop solar system installations continue to grow. BWP does not provide rebates for installing these systems. However, the 30% Federal Investment Tax Credit makes purchasing solar and/or battery systems more accessible.

The following systems were installed this month:

- 7 Residential solar systems with a total capacity of 38.6 kW
- 0 Commercial solar systems
- 0 battery storage systems

This fiscal year to date:

- 85 residential solar systems installed with a total capacity of 636.9 kW
- 2 commercial solar systems installed with a total capacity of 133 kW
- 9 battery storage systems with total power of capacity of 29 kW and total energy capacity of 110 kWh

**TECHNOLOGY**

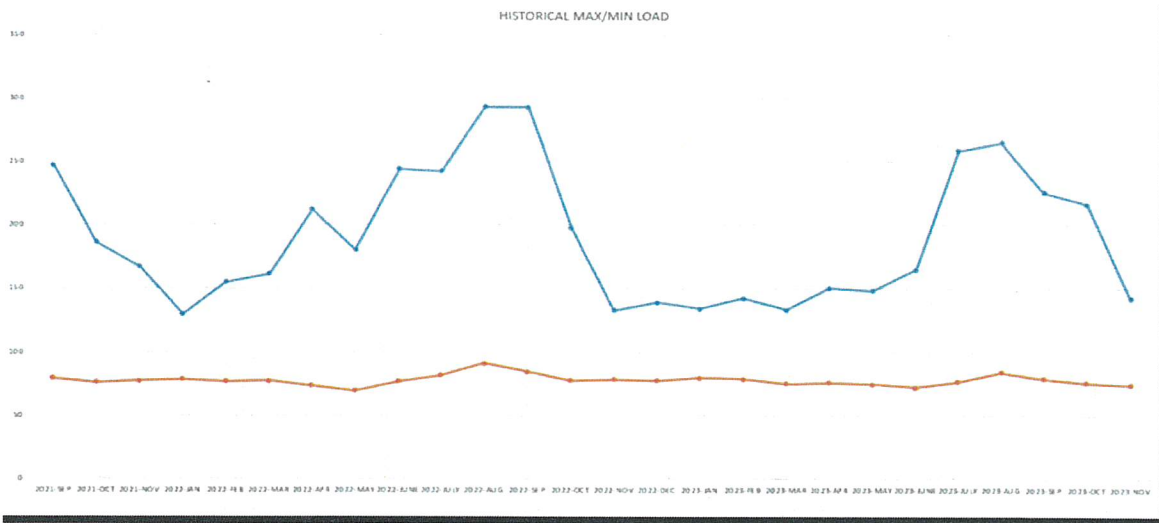
**Broadband Services (ONEBurbank)**

	November 2023 New Orders	Revenues for November 2023	FYTD 2023-24 Revenues	FYTD Budget
Lit	2	\$157,646	\$794,481	\$880,000
Dark	1	\$172,015	\$894,200	\$953,333
Total	3	\$329,661	\$1,688,681	\$1,833,333

**POWER SUPPLY**

**BWP SYSTEM OPERATIONS:**

The maximum load for November 2023 was 142.7 MW at 4:34 PM on November 1, 2023, and the minimum load was 74.2 MW at 3:36 AM on November 24, 2023.



YEAR	MAX LOAD	MAX DATE
2023	265.2 MW	28-Aug-23 15:35
2022	292.8 MW	06-September-22 15:58
2021	248.5 MW	15-June-21 14:57
2020	292.3 MW	18-Aug-20 15:22
2019	282.66 MW	04-Sep-19 15:31
2018	306.3 MW	06-Jul-18 16:41

Southern California continues to experience natural gas reliability and affordability challenges because of supply and demand mismatches. SoCalGas' system capacity and supply are primarily a function of two components: (1) transmission pipelines, which bring gas into and then transport it throughout the system; and (2) underground natural gas storage connected to transmission pipelines near system load. While one component of the system's limited supply is the transmission pipeline reductions and outages, the other critical component is storage operating constraints from the CPUC restricting the use of the Aliso Canyon Storage Facility. The current effective withdrawal protocol is restrictive but is less restrictive than the previous protocol, in that Aliso Canyon was only allowed to be withdrawn from if curtailment was imminent, but now can occur under less acute circumstances. As a result, BWP has not had issues with obtaining adequate gas supplies to operate its natural gas-fired generators; however, the supplies have been at a much higher price than normal due to national and global issues and increases in demand. Limited supply, coupled with high demand, has caused natural gas prices to increase significantly since 2020.

**The table (below) shows that natural gas prices in 2023 are about 2.3 times higher than in 2020.** The price of natural gas jumped due to extreme winter (2021) weather followed by the Russia-Ukraine conflict and peaked in late 2022. In 2023, natural gas prices have decreased through October; increased in November, however, in the last month prices experienced a slight decrease. BWP continues to hedge (procure natural

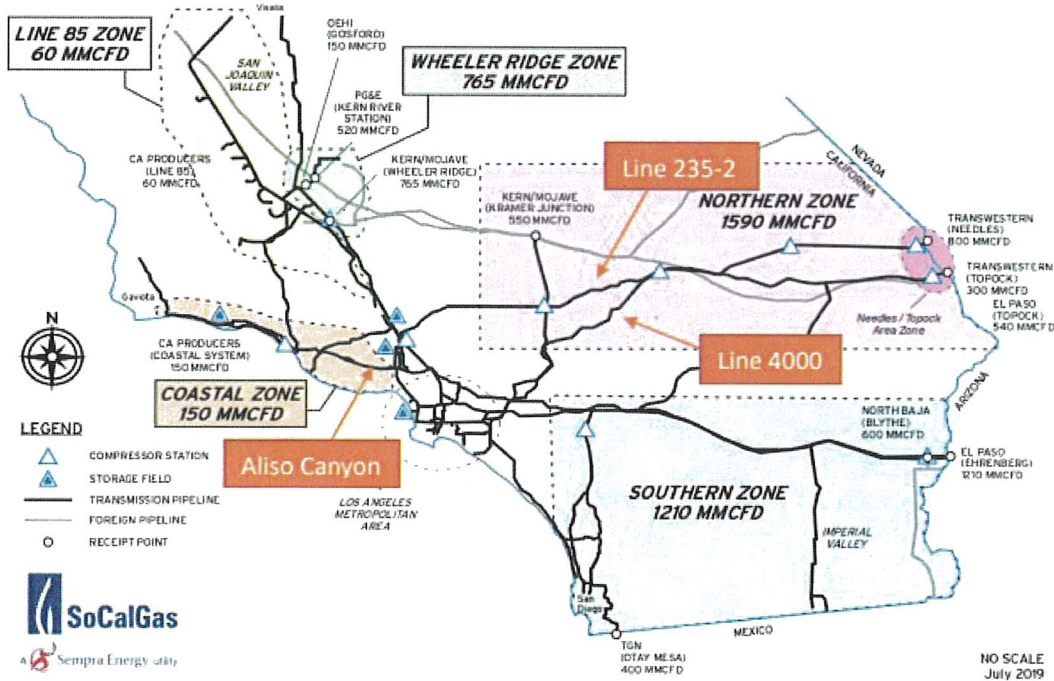


gas at fixed prices for future delivery) to minimize the risk and exposure to extreme pricing. Prices for future delivery remain higher than normal. These higher prices increase BWP's cost of generation, impact market prices for power, and have negative impacts on the budget.

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

We are keeping a close eye on labor issues and inflationary pressures and will provide an update as we get more information. We are also monitoring Senate Bill 1486, which would limit operations at Aliso Canyon post-2027. BWP is a member of the Southern California Generation Coalition (SCGC), which continues to follow and participate in the CPUC's efforts to evaluate alternatives that would minimize or eliminate the use of Aliso Canyon. SCGC (including Burbank) continues to express concerns about reliability and the need to maintain the Aliso Canyon storage facility unless or until an alternative is identified that can supply the products and services that it provides.

Image 1: Receipt Points & Transmission Zone Firm Capacities





Since 2020, gas prices have increased significantly, peaked in 2022 and are currently **2.3 times** the value in 2020. This is a slight decrease over the last month, due to supply capacity being able to meet demand expectations.

<b>Calendar Year</b>	<b>\$/MMBtu</b>
2017	\$3.41
2018	\$5.14
2019	\$4.08
2020	\$3.01
2021	\$6.99
2022	\$9.27
<b>2023</b>	<b>\$6.89</b>
<b>Increase since 2020</b>	<b>2.3X</b>

**ELECTRICITY GENERATION:**

**BWP Generating Facilities**

<b>Unit</b>	<b>Availability</b>	<b>Operating Hrs</b>	<b>MWH (Net)</b>	<b>Net Heat Rate (Btu/kWh)</b>	<b>Number of Starts</b>
<b>Olive 1</b>	0%	0	0	0	0
<b>Olive 2</b>	0%	0	0	0	0
<b>Lake 1</b>	0%	0	0	0	0
<b>MPP</b>	100%	720	129,490	7,758	0

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

Lake 1 was not available during the month of November due to construction of the emission system retrofit. The construction of the retrofit project is expected to be completed by February 2024.

**Magnolia Power Project (MPP)**

	<b>November</b>	<b>FYTD</b>	<b>YTD</b>
<b>Availability</b>	100%	98%	97%
<b>Unit Capacity Factor (240 MW)</b>	75%	73%	70%

There were no outages at MPP during the month of November 2023. Preparations were made in November for a planned outage in December. MPP was shut down on December 15, 2023, to perform an offline water wash of the combustion turbine compressor and balance of plant maintenance. MPP was restarted on December 18, 2023.

### **Tieton Hydropower Project (Tieton)**

Generation began on April 10, 2023; Tieton was taken offline for the year on October 17 when water flow was no longer available. Annual maintenance and inspections are occurring, and no major findings have been discovered.

## **ENVIRONMENTAL**

### **Air Quality**

There are no air quality updates at this time.

### **Storm Water**

The State Water Resources Control Board Industrial General Permit requires industrial facilities to collect, at a minimum, four stormwater samples per reporting year and compare them to statewide regulatory limits. On August 20, 2023, the first sample was collected for the current reporting year of July 1, 2023, to June 30, 2024. Although the sample results continue to indicate ongoing compliance issues with the Industrial General Permit metals effluent limitations, specifically iron, zinc, and copper, the results are below the Time Schedule Order interim effluent limitations. Samples are also collected from the offsite influent that commingles with BWP's stormwater discharge. Previous offsite samples also exceeded the limits for metals.

In order to address the stormwater compliance issues, BWP is in the process of implementing a campus stormwater improvement project. BWP initially completed the proposed project's California Environmental Quality Act (CEQA) Initial Study/Mitigated Negative Declaration in 2019. However, recent amendments to the CEQA guidelines now require an update to the CEQA Initial Study/Mitigated Negative Declaration. The updated Initial Study/Mitigated Negative Declaration CEQA public review period ended on July 22, 2022, and responses to comments on the document have been prepared. The BWP Board approved a recommendation to City Council to adopt a resolution to approve the proposed project CEQA Mitigated Negative Declaration, the Mitigation, Monitoring and Reporting Program, and authorizing the BWP General Manager to execute the Notice of Determination during the June 1, 2023, meeting. City Council approved this recommendation on June 13, 2023. The environmental review was expected to be finalized when the project was approved by the Burbank City Council. However, the engineering design and permitting phase has taken longer than originally expected due to the complexity of the project as well as other factors, including the onset of a pandemic. MNS Engineers was contracted to prepare the final design plans, as well as provide

engineering support and permitting support for the project. The project's final design is complete, permitting is ongoing, bid specifications are being prepared, and it is anticipated that a request for proposals (RFP) will be issued for the construction activities in December 2023. As an interim measure, BWP has also applied for time schedule orders (TSOs) that include interim limits, which are achievable for this site. The final TSOs were approved by the Los Angeles Regional Water Quality Control Board (LAWQCB) on June 7, 2021. These TSOs and interim limits will apply until the improvement project is complete. Milestone achievements are required, and project completion must be achieved by March 28, 2025, as required by the amended TSO. BWP submitted a TSO amendment request to the LAWQCB. The amendment consists of consolidating the BWP and MPP facilities into one TSO, requesting coverage for copper, and updating the project schedule. The TSO amendment public review process ended on July 21, 2022, and no comments were received. The amended TSO was finalized on July 31, 2022, and was received in August.

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

## **PROJECT UPDATES**

### **Power Resources**

#### **Renewable Portfolio Standard (RPS) Compliance**

BWP met the calendar year 2022 goal of 38.5% RPS, and we will meet the 41.25% RPS for 2023. BWP staff continues to evaluate renewable resources to meet future compliance requirements. Staff is currently working on additional renewable contracts to maintain RPS compliance for future years.

Prices for long-term renewables have increased approximately 30-100% due to supply chain issues as well as an increase in demand as load-serving entities try to procure renewable resources to meet the state's RPS targets which are increasing by approximately 3% annually.

We continue to experience challenges with negotiations for a new long-term contract for renewables. Staff continues negotiating one contract since early this year and continues to have challenges. **The Tule Hydro Project (Tule) was approved unanimously (4-0) by City Council on December 5, 2023.** Deliveries could start as soon as March 2024, however no later than September 2025.

**Staff has recently started negotiations for 2 additional long term sources of renewables, one is a solar project in Utah and the other is a solar project in the California Independent System Operators system as well as short term purchases to fill meet the RPS needs.**

BWP (via a Southern California Public Power Authority joint procurement) continues negotiating a 38 MW share of a solar project in Utah. There are some potential challenges with the joint procurement timeline that could impact the success of the project and/or delay the start date, but we are working with the parties to resolve those. Staff has completed negotiations of the term sheet (major terms and conditions to be incorporated into Power Purchase Agreement (PPA) and continues negotiating the PPA. As a result of reaching an agreement on the term sheet, the exclusivity agreement was extended 180 days to negotiate the PPA. There have been new developments in the project financing market that have led to proposed price increases and other challenges that we are trying to resolve. If negotiations are successful and result in contract execution, this project would add approximately 10% RPS annually for BWP. BWP concluded negotiations on a 2024 supply of Portfolio Content Category 1 (PCC1) (in state delivered as produced without substitution of energy) renewables in the amount of up to 35,000 MWh which is about 3.5% towards RPS obligations for 2024 compliance. **BWP has initiated two additional short term PCC1 and one Portfolio Content Category 2 contracts.**

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

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

BWP finished the IRP in mid-November. **On December 5, 2023, City Council approved the IRP with a 4-0 vote and the IRP has been submitted to the California Energy Commission prior to the due date.** The final recommendations include negotiating long term transmission service agreements with LADWP and working towards securing a contract with a small modular reactor, in the future.

### **Transmission Update**

BWP is partnering with LADWP on additional renewable contracts and opportunities. BWP will continue to meet with LADWP monthly to discuss transmission needs. The next meeting is scheduled for January. BWP is working with LADWP on the update to the Open Access Transmission Tariff (OATT) process. As of March 2023, LADWP has suspended this OATT process and any potential rate increases will be postponed further. LADWP has not provided any updates on the status of this effort since that time. Staff attended the June LADWP transmission stakeholder meetings and plans to attend all future meetings to represent BWP's concerns.

## **Intermountain Power Project (Delta, UT) Renewal Progress**

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

Staff continues to actively work with Intermountain Power Agency (IPA) on cost increases due to the Hydrogen Betterments Project and coal supply issues. The cost of the IPP renewal project has increased significantly, from \$2.5 billion in 2019 to \$3.6 billion in August 2022. BWP's share was \$86.5 million in 2019 and is now \$141 million (this does not include interest). Staff will continue to track costs and report on them as new data becomes available.

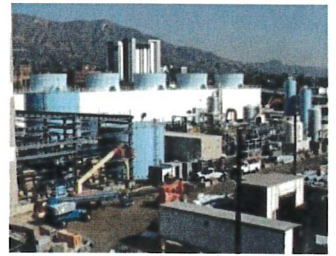
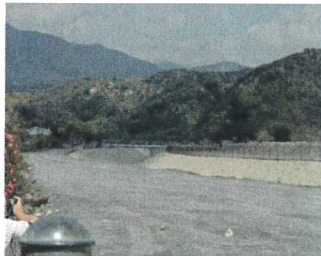
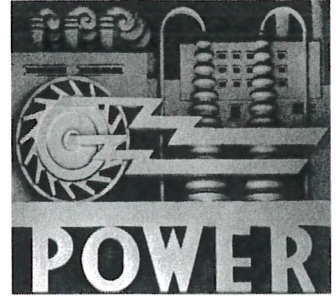
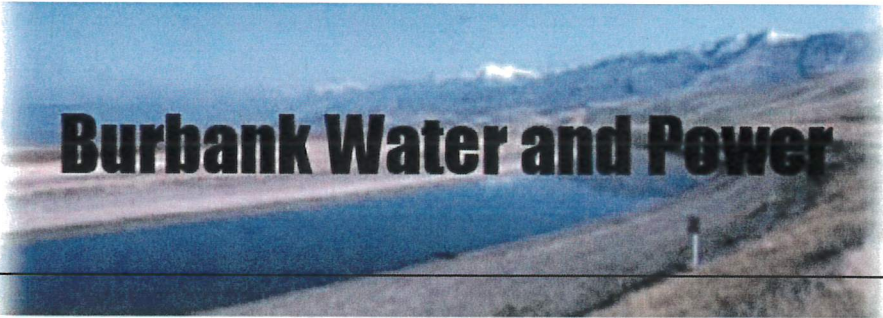
Regarding the coal supply concerns, IPP participants agreed to limit the output of the IPP units to maintain a minimum megawatt supply sufficient to preserve the integrity of the Southern Transmission System direct current lines and meet the participants' minimal needs during the less critical times of the year. For the foreseeable future, we will continue to see limitations with the IPP coal supply. As of November 1, 2023, we have returned to one IPP generator operation at minimum load with the ability for participants to adjust the output hourly. Participants have the flexibility to move the generator within their share of the resource based on their specific coal allocation. One-unit operation is expected to continue through June 30, 2024.

## **Power Production**

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

Construction of the Lake One Power Plant emissions retrofit project began on Wednesday, October 4, 2023. After the removal of insulation, there were several structural cracks found on the transition duct. Staff determined that the best approach was to replace the duct. This is expected to extend the current outage by approximately 9 weeks. Substantial completion of the project is expected during the first quarter of 2024.

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



**Financial Report  
October-23**



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

(\$ in 000's)

	MTD Actual FY 23-24	MTD Budget FY 23-24	\$ Variance	% Variance	YTD Actual FY 23-24	YTD Budget FY 23-24	\$ Variance	% Variance
\$	1,247	\$ 45	\$ 1,202	2673%	\$ 12,720	\$ 5,246	\$ 7,474	142%
	703	387	316	82% <sup>(l)</sup>	2,752	1,549	1,203	78% <sup>(K)</sup>
	(7)	210	(217)	(103%) <sup>(m)</sup>	(486)	(158)	(328)	(208%) <sup>(L)</sup>
	(725)	(775)	50	6%	(2,899)	(3,098)	200	6%
	(29)	(177)	149	84%	(633)	(1,707)	1,074	63%
	1,218	(132)	1,350	1019%	12,086	3,539	8,547	242%
	27	1,415	(1,388)	(98%) <sup>(n)</sup>	1,760	5,660	(3,900)	(69%) <sup>(M)</sup>
\$	1,245	\$ 1,283	\$ (38)	(3%)	\$ 13,847	\$ 9,199	\$ 4,648	51%

1. This report may not foot due to rounding.

2. ( ) = Unfavorable.

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

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



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

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
(a)	Electric Usage in MWh	85,726	90,424	(4,698)	NEL is 5% lower than budget. The average high temperature in October was 85°F, compared to the 15-year average high temperature of 82°F. The average low temperature was 53°F, compared to the 15-year average low temperature of 54°F. MTD CDD were 175 versus the 15-year average of 140. HDD was 16 versus the 15-year average of 30.
(b)	Other Revenues	403	571	(169)	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	9,031	11,996	2,965	The favorable variance is attributable to various components within Retail Power Supply and Transmission. Please refer to page 5 for additional details.
(d)	Distribution	1,497	942	(555)	The unfavorable variance is primarily attributable to the timing of private contractual services and lower than planned capital work.
(e)	Administration/Safety	85	137	51	The favorable variance is primarily attributable to the timing of safety program spending.
(f)	Customer Service	306	503	198	The favorable variance is primarily attributable to vacancies and the timing of software & hardware support.
(g)	Marketing & Sustainability	267	247	(20)	The unfavorable variance is primarily attributable to the timing of rebates.
(h)	Public Benefits	274	583	309	The favorable variance is primarily attributable to the timing of program spending.
(i)	Security/Operations Technology	130	184	55	The favorable variance is primarily attributable to vacancies and the timing of professional services and software & hardware support.
(l)	Telecom	103	164	60	The favorable variance is primarily attributable to one vacancy and the timing of private contractual services.
(k)	Construction & Maintenance	192	285	92	The favorable variance is primarily attributable to vacancies and to the timing of building grounds maintenance and repair and private contractual services.
(l)	Interest Income	703	387	316	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)	(7)	210	(217)	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)	Capital Contributions (AIC)	27	1,415	(1,388)	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 October 2023  
(\$ in 000's)**

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
(A)	Electric Usage in MWh	386,474	419,505	(33,030)	- NEL is 8% lower than budget. FYTD average high temperature was 87°F, compared to the 15-year average high temperature of 79°F. FYTD average low temperature was 60°F, compared to the 15-year average low temperature of 53°F. FYTD CDD were 1,062 versus the 15-year average of 1,401.
(B)	Other Revenues	1,594	2,285	(690)	- 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	38,886	47,764	8,878	- The favorable variance is attributable to various components within Retail Power Supply & Transmission. Please refer to page 6 for additional details.
(D)	Administration / Safety	464	549	85	- The favorable variance is primarily attributable to the timing of safety program spending.
(E)	Customer Service	1,770	2,123	353	- The favorable variance is primarily attributable to vacancies and to the timing of professional services.
(F)	Marketing & Sustainability	539	987	448	- The favorable variance is primarily attributable to vacancies and to the timing of rebates, professional services and memberships and dues.
(G)	Public Benefits	617	2,333	1,715	- The favorable variance is primarily attributable to the timing of program spending.
(H)	Security/Oper Technology	809	732	(77)	- The unfavorable variance is primarily attributable to lower than planned capital work and work for others.
(I)	Telecom	419	690	271	- The favorable variance is primarily attributable to one vacancy and to the timing of private contractual services and professional services.
(J)	Construction & Maintenance	595	1,140	546	- The favorable variance is primarily attributable to vacancies and to the timing of custodial services, building grounds maintenance and repair, and private contractual services.
(K)	Interest Income	2,752	1,549	1,203	The favorable variance is attributable to interest earned on the funds from the 2023 Electric Revenue Bonds, based on higher than planned balances related to the timing of bond drawdowns as well as an increasing interest rate environment resulting in higher investment returns.
(L)	Other Income/(Expense)	(486)	(158)	(328)	- Other Income/(Expense) includes a one-time payment to CalPERS (for pension) and miscellaneous revenue from the sale of scrap materials, inventory, and assets, as well as BABS subsidy. Miscellaneous revenue from the sale of scrap materials, inventory, and assets tend to
(M)	Capital Contributions (AIC)	1,760	5,660	(3,900)	- The unfavorable variance is attributable to the timing of AIC projects.

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

	<u>Variance Month-to-Date</u>		
	<u>Favorable</u>	<u>Unfavorable</u>	<u>Budget to</u>
	<u>Items</u>	<u>Items</u>	<u>Actual</u>
			<u>Variance</u>
<b><u>MTD NET INCOME/(LOSS): \$1,218</u></b>	\$ 1,350	\$ -	\$ 1,350
<b><u>MTD GROSS MARGIN VARIANCE</u></b>			
Retail Sales			
Power Supply and Transmission:		(2,020)	(2,020)
- Lower retail load	122		122
- Lower than planned renewables cost and other	89		89
- Lower transmission	276		276
- Lower energy prices	359		359
- New minimum for IPP and Hydrogen Betterment	1,624		1,624
- Retail load management and economic dispatch	252		252
- Timing True-up and prior period adjustments	243		243
Other Revenues	-	(169)	(169)
Wholesale Margin	31	-	31
<b>Total</b>	<b>2,996</b>	<b>(2,189)</b>	<b>807</b>
<b><u>MTD O&amp;M AND OTHER VARIANCES</u></b>			
Distribution		(555)	(555)
Administration/Safety	51	-	51
Finance, Fleet, & Warehouse	-	(19)	(19)
Customer Service	198	-	198
Marketing & Sustainability	-	(20)	(20)
Public Benefits	309	-	309
Security/Operations Technology	55	-	55
Telecom	60	-	60
Construction & Maintenance	92	-	92
Depreciation expense	215	-	215
All other	157	-	157
<b>Total</b>	<b>1,138</b>	<b>(594)</b>	<b>543</b>

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

	<b>Variance Fiscal Year-to-Date</b>		
	<b>Favorable Items</b>	<b>Unfavorable Items</b>	<b>Budget to Actual Variance</b>
<b>FYTD NET INCOME/(LOSS): \$12,086</b>	\$ 8,547	-	\$ 8,547
<b>FYTD GROSS MARGIN VARIANCE</b>			
Retail Sales		(6,001)	(6,001)
Power Supply and Transmission			
- Lower retail load	995	-	995
- Lower than planned renewables cost and other	647	-	647
- Lower transmission	1,071	-	1,071
- Lower energy prices	1,606	-	1,606
- New minimum for IPP and Hydrogen Betterment	1,624	-	1,624
- Lower O&M	1,971	-	1,971
- Retail load management and economic dispatch	721	-	721
- SCPPA True-up and prior period adjustments	243	-	243
Other Revenues	-	(690)	(690)
Wholesale Margin	965	-	965
<b>Total</b>	<b>\$ 9,843</b>	<b>\$ (6,691)</b>	<b>\$ 3,152</b>

	<b>FYTD O&amp;M AND OTHER VARIANCES</b>		
Distribution	-	(4)	(4)
Administration/Safety	85	-	85
Finance, Fleet, & Warehouse	164	-	164
Customer Service	353	-	353
Marketing & Sustainability	448	-	448
Public Benefits	1,715	-	1,715
Security/Oper Technology	-	(77)	(77)
Telecom	271	-	271
Construction & Maintenance	546	-	546
Depreciation expense	787	-	787
All other	1,108	-	1,108
<b>Total</b>	<b>\$ 5,477</b>	<b>\$ (81)</b>	<b>\$ 5,396</b>

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

	Oct-23	Sep-23	Jun-23	Mar-23	Dec-22	Sep-22	Jun-22	Jun-21	Recommended Reserves		Minimum Reserves
									Low	High	
<b>Cash and Investments</b>											
General Operating Reserve	\$ 76,420	\$ 70,736 <sup>(a)(f)</sup>	\$ 52,200	\$ 49,826	\$ 80,850	\$ 57,746	\$ 69,212	\$ 73,156	\$ 82,003	\$ 123,004 <sup>(g)</sup>	\$ 53,814 <sup>(h)</sup>
Capital & Debt Reduction Fund	-	-	- <sup>(e)</sup>	10,000	10,000	10,000	10,000	10,000	-	-	-
BWP Projects Reserve Deposits at SCPFA	4,865	4,815	4,580	4,507	4,489	4,459	3,794	3,740	-	-	-
Sub-Total Cash and Investments	81,085	75,351	56,780	64,333	75,139	72,205	83,007	86,896	82,003	123,004	53,814
<b>Commitments</b>											
Customer Deposits	(13,862)	(13,897)	(10,976)	(10,487)	(10,432)	(9,808)	(9,839)	(4,245)	-	-	-
Public Benefits Obligation	(11,327)	(11,340)	(10,710)	(11,010)	(11,013)	(10,258)	(9,315)	(8,128)	-	-	-
Low Carbon Fuel Standard <sup>(b)</sup>	(2,860)	(3,180)	(3,289)	(3,652)	(3,184)	(3,451)	(3,464)	(2,966)	-	-	-
IPP Decommission	-	-	-	-	-	- <sup>(c)</sup>	(2,000)	(2,000)	-	-	-
Sub-Total Cash and Investments (less Commitments)	53,035	48,335	31,806	39,184	50,510	48,590	58,288	69,523	82,003	123,004	53,814
<b>Bond Proceeds</b>											
Bond Proceeds on Deposit with Trustee	100,824	101,838	120,107	126,658	-	-	-	-	-	-	-
<b>Total Cash and Investments and Bond Proceeds (less Commitments)</b>	<b>153,859</b>	<b>148,771</b>	<b>151,913</b>	<b>165,842</b>	<b>50,510</b>	<b>48,590</b>	<b>58,288</b>	<b>69,523</b>	<b>82,003</b>	<b>123,004</b>	<b>53,814</b>

(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) Includes a one-time payout of the unfunded pension liability to CalPERS in the amount of \$1,031k.  
(f) Includes an annual payment to CalPERS of \$5,770k to pay down the Electric unfunded liability.



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

**Statement of Changes in Net Assets <sup>(1) (2)</sup>  
MTD and FYTD October 2023  
(\$ in 000's except Gallons)**

	MTD Actual FY 23-24	MTD Budget FY 23-24	\$ Variance	% Variance		YTD Actual FY 23-24	YTD Budget FY 23-24	\$ Variance	% Variance
	408	442	(34)	(8%)	Water put into the system in Millions of Gallons	1,680	1,870	(190)	(10%)
	95	111	(16)	(15%)	Metered Recycled Water in Millions of Gallons	428	459	(32)	(7%)
					<b>Operating Revenues</b>				
\$	2,755	\$ 3,192	\$ (437)	(14%) <sup>(a)</sup>	Potable Water	\$ 11,532	\$ 13,150	\$ (1,618)	(12%) <sup>(A)</sup>
	460	571	(112)	(20%) <sup>(b)</sup>	Recycled Water	2,058	2,371	(313)	(13%) <sup>(B)</sup>
	128	129	(1)	(1%)	Other Revenue <sup>(3)</sup>	635	516	119	23% <sup>(C)</sup>
	3,343	3,893	(550)	(14%)	Total Operating Revenues	14,226	16,038	(1,812)	(11%)
	1,009	1,419	410	29% <sup>(c)</sup>	Water Supply Expense	4,410	6,133	1,723	28% <sup>(D)</sup>
	2,335	2,474	(139)	(6%)	Gross Margin	9,816	9,905	(89)	(1%)
					<b>Operating Expenses</b>				
	760	1,076	316	29% <sup>(d)</sup>	Operations & Maintenance - Potable	3,245	4,306	1,060	25% <sup>(E)</sup>
	112	155	44	28% <sup>(e)</sup>	Operations & Maintenance - Recycled	473	622	149	24% <sup>(F)</sup>
	248	383	135	35% <sup>(f)</sup>	Operations & Maintenance - Shared Services	908	1,530	622	41% <sup>(G)</sup>
	135	137	3	2%	Transfer to General Fund for Cost Allocation	539	549	10	2%
	366	381	15	4%	Depreciation	1,466	1,524	58	4%
	1,621	2,133	512	24%	Total Operating Expenses	6,631	8,530	1,899	22%
	714	341	373	109%	Operating Income/(Loss)	3,185	1,375	1,810	132%
					<b>Other Income/(Expenses)</b>				
	137	39	99	256% <sup>(g)</sup>	Interest Income	527	154	373	242% <sup>(H)</sup>
	66	42	24	56% <sup>(h)</sup>	Other Income/(Expense) <sup>(4)</sup>	73	(31)	104	337% <sup>(I)</sup>
	(210)	(237)	27	11%	Bond Interest/(Expense)	(839)	(948)	109	11%
	(7)	(156)	150	96%	Total Other Income/(Expenses)	(239)	(825)	586	71%
	707	184	523	283%	Net Income/(Loss)	2,946	550	2,396	436%
	0	53	(53)	(100%) <sup>(l)</sup>	Capital Contributions (AIC)	25	211	(186)	(88%) <sup>(J)</sup>
\$	707	\$ 237	\$ 470	198%	Net Change in Net Assets	\$ 2,971	\$ 761	\$ 2,210	290%

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 October 2023  
(\$ in 000's except Gallons)**

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
(a)	Potable Water Revenue	2,755	3,192	(437)	- Potable water revenue during October 2023 was 14% below budget due primarily to conservation. Burbank remains in Stage III of the Sustainable Water Use Ordinance. Stage III limits outdoor watering to two days a week on Tuesday and Saturday from April to October.
(b)	Recycled Water Revenue	460	571	(112)	- Recycled water revenues were lower than planned due to lower demand.
(c)	Water Supply Expense	1,009	1,419	410	- The favorable variance is a result of lower demand and using less imported MWD water than planned.
(d)	Operations & Maintenance - Potable	760	1,076	316	- The favorable variance is primarily attributable to vacancies and the timing of professional services and private contractual services.
(e)	Operations & Maintenance - Recycled	112	155	44	- The favorable variance is primarily attributable to lower than planned maintenance on the recycled system and lower than planned electricity for water pumping.
(f)	Operations & Maintenance - Shared Services	248	383	135	- The favorable variance is attributable to lower than planned shared expenses (Customer Service, Finance and Administration) from the Electric Fund.
(g)	Interest Income	137	39	99	- 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)	66	42	24	- Other Income/(Expense) includes miscellaneous revenue from the sale of scrap materials, inventory, and assets, which tend to fluctuate.
(i)	Capital Contributions (AIC)	-	53	(53)	- 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 October 2023  
(\$ in 000's except Gallons)**

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
(A)	Potable Water Revenue	11,532	13,150	(1,618)	- Potable water revenues were lower than planned due 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 3.62 inches compared to the normal 0.73 inches.
(B)	Recycled Water Revenue	2,058	2,371	(313)	- Recycled water revenues were lower than planned due to lower demand as a result of higher than average rainfall. Rainfall FYTD measured 3.62 inches compared to the normal 0.73 inches.
(C)	Other Revenue	635	516	119	- Other revenues include items such as damaged property recovery, connection fees, late fees, and tampering fees, which tend to fluctuate.
(D)	Water Supply Expense	4,410	6,133	1,723	- The favorable variance is a result of lower demand and using less imported MWD water than planned.
(E)	Operations & Maintenance - Potable	3,245	4,306	1,060	- The favorable variance is primarily attributable to vacancies and the timing of professional services and private contractual services.
(F)	Operations & Maintenance - Recycled	473	622	149	- The favorable variance is primarily attributable to lower than planned maintenance on the recycled system and lower than planned electricity for water pumping.
(G)	Operations & Maintenance - Shared	908	1,530	622	- The favorable variance is attributable to lower than planned shared expenses (Customer Service, Finance and Administration) from the Electric Fund.
(H)	Interest Income	527	154	373	- 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.
(I)	Other Income/(Expense)	73	(31)	104	- Other Income/(Expense) include miscellaneous revenue from the sale of scrap materials, inventory, and assets, which tend to fluctuate.
(J)	Capital Contributions (AIC)	25	211	(186)	- The unfavorable variance is attributable to the timing of AIC projects.

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

	Variance Month-to-Date	
	Favorable Items	Unfavorable Items

**MTD NET INCOME (LOSS): \$707**      \$ 523      \$ -      \$ 523

**MTD GROSS MARGIN VARIANCE**

Potable Revenues	-	(437)	(437)
Recycled Revenues	-	(112)	(112)
Other Revenue	-	(1)	(1)
Water Supply Expense	410	-	410
<b>Total</b>	<b>410</b>	<b>(550)</b>	<b>\$(139)</b>

**FYTD O&M AND OTHER VARIANCES**

Potable O&M	316	-	316
Recycled Water O&M	44	-	44
Allocated O&M	135	-	135
Depreciation Expense	15	-	15
All Other	152	-	152
<b>Total</b>	<b>662</b>	<b>-</b>	<b>662</b>

**October 2023 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

<b><u>FYTD NET INCOME: \$2,946</u></b>	\$ 2,396	\$ -	\$ 2,396
<b><u>FYTD GROSS MARGIN VARIANCE</u></b>			
Potable Revenues	-	(1,618)	(1,618)
Recycled Revenues	-	(313)	(313)
Other Revenue	119	-	119
Water Supply Expense	1,723	-	1,723
<b>Total</b>	<b>\$ 1,842</b>	<b>\$ (1,931)</b>	<b>\$ (89)</b>

**FYTD O&M AND OTHER VARIANCES**

Potable O&M	1,060	-	1,060
Recycled Water O&M	149	-	149
Allocated O&M	622	-	622
Depreciation Expense	58	-	58
All Other	596	-	596
<b>Total</b>	<b>\$ 2,485</b>	<b>\$ -</b>	<b>\$ 2,485</b>



**Water Fund (497)**  
**Statement of Changes in Cash and Investment Balances <sup>(a)</sup>**  
**(\$ in 000's)**

	Oct-23	Sep-23	Jun-23	Mar-23	Dec-22	Sep-22	Jun-22	Jun-21	Recommended Reserves		Minimum Reserves
									Low	High	
<b>Cash and Investments</b>											
General Operating Reserves	\$ 19,317 <sup>(a)</sup>	\$ 25,576 <sup>(a)(b)</sup>	\$ 23,024	\$ 19,370	\$ 17,959	\$ 13,889	\$ 12,759	\$ 12,181	\$ 18,878	\$ 28,316 <sup>(b)</sup>	\$ 11,327 <sup>(b)</sup>
Capital Reserve Fund	-	-	- <sup>(b)</sup>	2,220	2,220	2,220	2,220	2,220	-	-	-
Sub-Total Cash and Investments	19,317	25,576	23,024	21,590	20,179	16,109	14,979	14,401	18,878	28,316	11,327
<b>Commitments</b>											
Customer Deposits	(701)	(677)	(511)	(388)	(389)	(387)	(1,052)	(1,125)	-	-	-
Sub-Total Cash and Investments (less Commitments)	18,616	24,899	23,413	21,192	19,790	15,712	13,927	13,276	18,878	28,316	11,327
<b>Bond Proceeds</b>											
Bond Proceeds on Deposit with Trustee	15,687	15,982	19,485	20,128	20,798	22,101	23,159				
<b>Total Cash and Investments and Bond Proceeds (less Commitments)</b>	<b>34,303</b>	<b>40,881</b>	<b>42,898</b>	<b>41,320</b>	<b>40,588</b>	<b>37,813</b>	<b>37,086</b>	<b>13,276</b>	<b>18,878</b>	<b>28,316</b>	<b>11,327</b>

(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) Includes payment for the purchase of physical solution.

(d) Includes a one-time paydown of the unfunded pension liability to CalPERS in the amount of \$148k.

(e) Includes an annual payment to CalPERS of \$1,041K to pay down the Water unfunded liability.