



Weekly Management Report

January 14, 2022

- 1. Minutes** Burbank Water & Power Board Meeting
on December 2, 2021
Water & Power Department

- 2. Report** November 2021 Operating Results
Water & Power Department

- 3. Notice** Cancellation of Regular Meeting on January 17, 2022
and Notice of Special Meeting of the Burbank-Glendale-
Pasadena Airport Authority on Tuesday,
January 18, 2022
Burbank-Glendale-Pasadena Airport Authority

- 4. Memo** Landlord-Tenant Commission
Meeting on December 6, 2021
Community Development Department

- 5. Memo** Comparing City of Los Angeles, County of Los
Angeles and City of Burbank Vaccine Mandates
for Private Businesses
City Manager

**BURBANK WATER AND POWER BOARD
MINUTES OF MEETING
DECEMBER 2, 2021**

Mr. Brody called the regular meeting of the Burbank Water and Power Board to order at 5:03 p.m. by video conference/teleconference. This online meeting was held pursuant to Executive Order N-29-20 issued by California Governor Gavin Newsom which suspends certain requirements of the Ralph M. Brown Act.

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

ROLL CALL

Board Present: Mr. Brody, Mr. Ford, Mr. Bardin, Mr. Eskandar, Mr. Herman Ms. LaCamera, Mr. Smith

Board Absent: None.

Staff Present: Ms. Lindell, General Manager, BWP; Mr. Chwang, Senior Assistant City Attorney; Mr. Liu, Chief Financial Officer; Mr. Compton, Assistant General Manager, Chief Technology Officer; Mr. Tunncliff, Assistant General Manager, Customer Service and Marketing; Mr. Wilson, Assistant General Manager, Water; Mr. Sleiman, Assistant General Manager, Electrical; Ms. Samra, Assistant General Manager, Power; Mr. Aquino, Administrative Officer; Ms. Titus, Legislative Analyst; Ms. Carreon, Customer Service Supervisor; Ms. Sarkissian, Manager Customer Service Operations; Mr. Mellon, acting Power Resources Manager; Mr. Clark, Senior Electrical Engineer; Mr. Hernandez, Manager T&D Engineering; Mr. Casillas, acting Recording Secretary

INTRODUCTION OF ADDITIONAL AGENDA ITEMS

None requested.

ORAL COMMUNICATIONS

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

BOARD AND STAFF RESPONSE TO ORAL COMMUNICATIONS

None.

GENERAL MANAGER REPORT

Ms. Lindell gave an update to the Board on COVID-19 noting a recent implementation of a software tool for tracking vaccinations following City Council's decision for mandatory vaccinations.

Ms. Lindell then updated the Board on the continuous developments in Burbank and the significant number of sustainability efforts. Ms. Lindell informed the Board on a huge additional workload that was not budgeted in the power supply division as a result of long-term contracts that are required by regulations. Ms. Lindell continued to inform the Board on the affects from such additional workload in correlation to staffing. Additionally, Ms. Lindell mentioned to the Board that BWP will be asking for five new positions in the upcoming fiscal year budget. Ms. Lindell continued to update the Board on BWP's efforts on modernizing the workforce which would include the modernization of twenty-four existing positions to different roles.

Ms. Lindell gave an update on the consistent cost pressures BWP has faced in relation to gas prices running double in comparison to what they have been in previous years. Ms. Lindell informed the Board on the impact the current consumer price index, inflation, and supply chain issues have on BWP. Ms. Lindell then updated the Board on BWP's cost savings from the past twelve months, which equates to about \$18.88 million.

Lastly, Ms. Lindell updated the Board on whether BWP is against natural gas, as requested by Chairman Brody. Ms. Lindell referenced Burbank's greenhouse gas reduction plan, which will be brought to the Board in the first quarter of next year.

CONSENT CALENDAR

MINUTES

It was moved by Mr. Herman, seconded by Mr. Eskandar, and carried 7-0 to approve the meeting minutes of the regular meeting of November 4, 2021.

REPORTS TO THE BOARD

ADOPTION OF THE BURBANK WATER AND POWER RENEWABLE PORTFOLIO STANDARD PROCUREMENT PLAN AND ENFORCEMENT PROGRAM VERSION 3

Ms. Samra presented BWP's updated Renewable Portfolio Standard Procurement Plan and Enforcement Program.

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

It was moved by Mr. Ford, seconded by Mr. Herman, and carried 6-0 for the BWP Board to recommend that the City Council adopt and ratify the proposed BWP Renewable Portfolio Standard Procurement Plan and Enforcement Program Version 3.

Mr. Brody was not present during the vote.

BWP OPERATIONS AND FINANCIAL REPORTS

Mr. Liu presented BWP's financial update for the month of September 2021.

Mr. Liu responded to board member questions.

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

COVID-19 IMPACT UPDATE

Ms. Carreon presented an update on the number of customers in arrears and the status of associated debt. Ms. Carreon also reported out on the breakdown of applications for the COVID-19 Job Loss Bill Credit Program and the Rental and Utilities Assistance Program. Staff continues to work with customers impacted by COVID-19 through payment plan arrangements. Ms. Carreon also presented an update on the California Arrearage Payment Program (CAPP).

Ms. Carreon responded to board member questions.

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

UPDATE TO BURBANK WATER AND POWER RULES AND REGULATIONS GOVERNING UTILITY SERVICE

Mr. Tunncliff provided an update to the Board on proposed changes to the BWP Rules and Regulations Governing Utility Service.

Mr. Tunncliff and Mr. Sleiman responded to board member questions.

It was moved by Mr. Ford, seconded by Mr. Herman, and carried 6-0 for the BWP Board to recommend that the City Council adopt the updated BWP Rules and Regulations.

Mr. Brody was not present during the vote.

RENEWAL OF THE AUTHORITY OF THE GENERAL MANAGER OF BURBANK WATER AND POWER, AS DESIGNEE OF THE CITY MANAGER, TO ENTER INTO CONTRACTS FOR POWER SUPPLY PRODUCTS AND SERVICES WITH A TERM UP TO FIVE YEARS, WITH SUCH AUTHORITY EXPIRING IN FIVE YEARS ON DECEMBER 31, 2026

Mr. Mellon presented to the Board a resolution renewing the BWP General Manager's five-year contract term authority for power supply products and services.

It was moved by Mr. Ford, seconded by Mr. Herman, and carried 6-0 for the BWP Board to recommend that the City Council adopt a resolution authorizing the General Manager of BWP, as designee of the City Manager, to undertake short-term sales and purchases of up to five years in duration for products and services necessary for operation of the City's electric utility.

Mr. Brody was not present during the vote.

APPROVAL OF THE CHANGE ORDER TO CONTRACT WITH DOTY BROS. EQUIPMENT COMPANY – BID SCHEDULE NO. 1498

Mr. Clark will present a change order to contract with Doty Bros. Equipment Company – Bid Schedule No. 1498.

It was moved by Mr. Eskandar, seconded by Mr. Herman, and carried 6-0 for the BWP Board to recommend that the City Council adopt the updated BWP Rules and Regulations.

Mr. Brody was not present during the vote.

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

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

WATER DIVISION UPDATE

Mr. Wilson reported out that one of the division's water pipeline projects will be budgeted to next fiscal year due to unexpected work. Mr. Wilson updated the Board on the increase in plan reviews in just the water division. Mr. Wilson informed the Board on the plan to upgrade a vacant Senior Clerk position to a Water Service Planner position. Mr. Wilson updated the Board on an initial allocation of the state water project to zero percent. Mr. Wilson continued to inform the Board on the water usage number for the month of November, which had a fifteen percent reduction.

Mr. Wilson responded to board member questions.

ELECTRIC SERVICES UPDATE

Mr. Sleiman updated the board on the increase in developments, highlighting a few major developments such as the La Terra development, Warner Ranch development, Tesla Fast Charger developments. Mr. Sleiman informed the Board on electric division's staffing issues, citing the regular overtime use his engineering staff and crews are doing as a result of low staffing numbers.

Mr. Sleiman responded to board member questions.

COMMENTS AND REQUESTS FROM BOARD MEMBERS

Mr. Herman wanted to confirm the next scheduled Board meeting in January. Mr. Herman finished by wishing everyone a happy holiday season.

Mr. Eskandar commented on how quickly the December Board meeting went by. Mr. Eskandar also highlighted two staff members who visited his home for meter change outs who came back later in the day after the general contractor had to do something that was not originally done.

Mr. Brody echoed the other board members comments and confirmed if next month's Board meeting would be in person or virtual.

ADJOURNMENT

The meeting was adjourned at 7:25 p.m. The next scheduled board meeting is scheduled for January 20, 2022 and will be held by video conference/teleconference.

Armando Casillas
Acting Recording Secretary

Dawn Roth Lindell
Secretary to the Board

Robbie Brody, BWP Board Chair



CITY OF BURBANK BURBANK WATER AND POWER STAFF REPORT

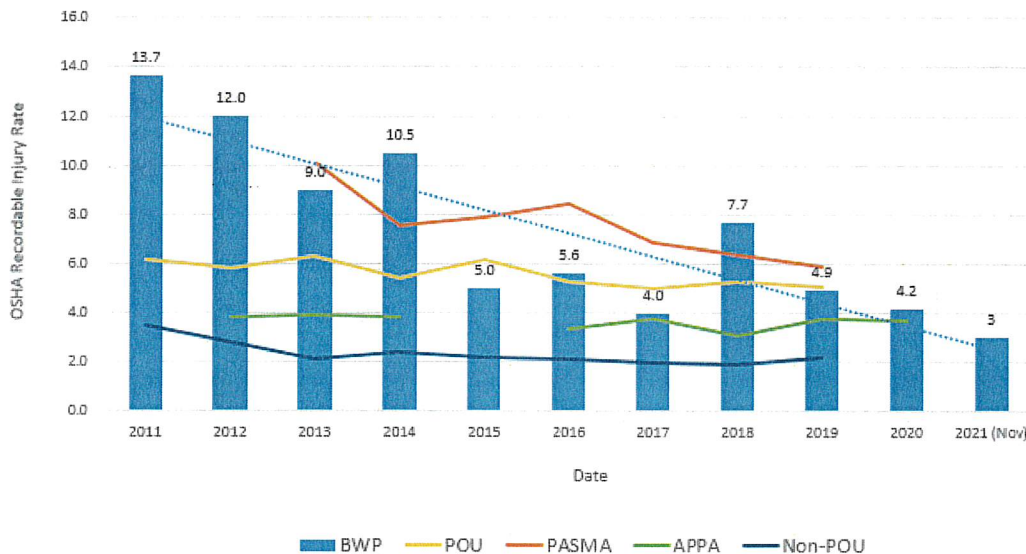
DATE: January 20, 2022
TO: BWP Board
FROM: Dawn Roth Lindell, General Manager, BWP *Dawn Roth Lindell*
SUBJECT: November 2021 Operating Results

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

SAFETY

For this reporting period BWP experienced no OSHA recordable injuries. BWP's 12 month rolling average rate is 3.0.

TOTAL RECORDABLE INJURY RATE (TRIR)



OSHA Recordable Injury Rate = No. of recordable cases per 100 full time employees. Current year expressed as 12 month rolling average
 PASMA - Public Agency Safety Management Association (Utilities only Data)
 POU - Publicly Owned Utilities - Bureau of Labor Statistics
 APPA - American Public Power Authority - Average recordable injury rate for similar sized organization. Category F = 250K - 1MM manhours/year
 Non-POU - Bureau of Labor Statistics, all non-governmental utility services

Electric Financial Results

For the electric fund, October energy demand was 14% below budget. For the month of October, net income (NI) was \$283,000, which was \$1,555,000 worse than budgeted. The unfavorable result was primarily attributed to lower retail sales than

planned and higher retail power supply expenses than planned, offset partially by lower than planned operating expenses.

Fiscal-year-to-date (FYTD) energy usage was 8% below budget. For FYTD October, NI was \$58,000, which was \$3,410,000 worse than budgeted. The unfavorable result was primarily attributed to lower retail sales as a result of COVID-19, higher natural gas prices & transmission expenses, and Lake unit repairs, offset partially by lower operating expenses and the wholesale asset utilization program.

For additional details, please see the attached financial statements.

Water Financial Results

For the water fund, MTD potable water demand was lower than budget. Recently, the Governor called for all Californians to voluntarily reduce water use by 15% from 2020 levels. As the result, October's water demand was 9% lower than budget and was 10% lower compared to October 2020. For the month of October, NI was \$555,000, which was \$331,000 better than budgeted. The favorable result was primarily attributed to lower water supply expense as a result of using more Valley/BOU water than planned and lower operating expenses, offset partially by lower potable water sales than planned.

FYTD potable water demand was 5% below budget. For FYTD October, NI was \$1,993,000, which was \$1,160,000 better than budgeted. The favorable result was primarily attributed to lower water supply expense as a result of using more Valley/BOU water than planned and lower operating expenses, offset partially by lower potable water sales than planned.

For additional details, please see the attached financial statements.

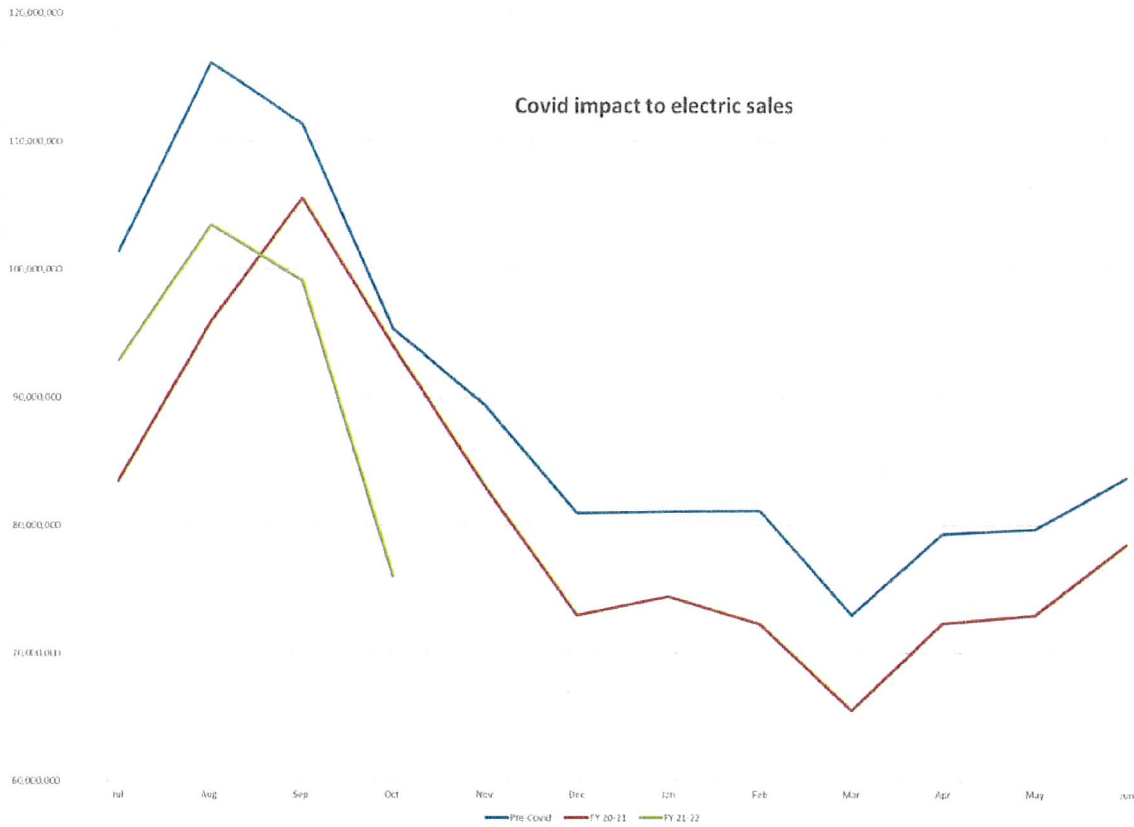
COVID-19 and Drought Impacts

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

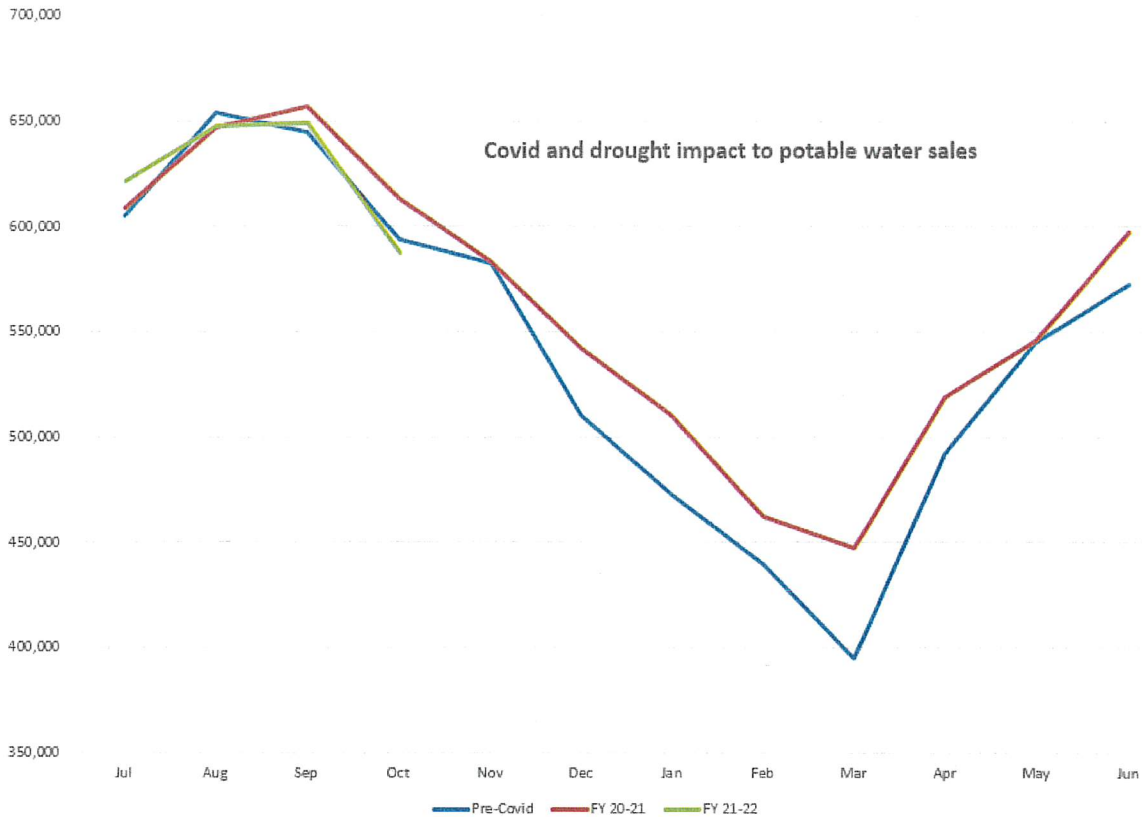
The current year's adopted budget was based on partial economic recoveries from prior year's budget adjustment related to the pandemic. Both energy and water demand are budgeted to increase by 1.2% and 0.5% from the prior fiscal year, respectively. Recent data has shown that the impact of COVID-19 has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

For the electric fund, October energy demand was 14% below budget primarily driven by COVID-19. The chart below shows current fiscal year sales compared to prior fiscal year and pre-COVID. This table has not been adjusted for weather.

October sales were 20% lower compared to October pre-COVID. Fiscal year to date sales were 12% lower compared to the same period pre-COVID.



Water sales in general have been minimally impacted by the pandemic. The decrease in commercial sales were offset by an increase in residential demand primarily driven by the pandemic. More recently, the Governor called for all Californians to voluntarily reduce water use by 15% from 2020 levels. As a result, October's water demand was 9% lower than budget and was 10% lower compared to October 2020. The chart below shows current fiscal year potable water sales compared to prior fiscal year and pre-COVID. This table has not been adjusted for weather. October sales were 1.1% lower compared to October pre-COVID. Fiscal year to date sales were 0.3% higher compared to the same period pre-COVID.



Accounts Receivables

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



*Excludes in-lieu and utility users’ tax. The COVID-19 Job Loss Bill Credit Program commenced on December 1, 2020. BWP also began engaging in customer outreach to key commercial accounts on December 17, 2020.

WATER DIVISION

Burbank's Water Use

The table below shows water use in Burbank during **November 2020** compared to **November 2021** measured in gallons per capita per day (gpcd). Also shown is a comparison of Burbank's water use based on a 12-month rolling average.

	Average Monthly Use	Rolling 12 Month Average
Nov 2020	135 gpcd	136 gpcd
Nov 2021	134 gpcd	141 gpcd

The drop in the monthly average water use between November 2020 and November 2021 is 0.7%. We will track and report monthly use with the 2020 values to compare with the Governor's order to reduce consumption by 15%.

	Sep	Oct	Nov	Dec	Jan	Feb	Mar
2020	158	153	135				
2021	155	138	134				
	-1.9%	-9.8%	-0.7%				

Burbank Operating Unit (BOU) Water Production

The table below provides the operational data for the BOU for the months of **December 2020 through November 2021**.

	BOU Capacity Factor	BOU Ave. Flow Rate	Total System Blend % MWD/BOU
20-Dec	86.25%	7,762 gpm	19% / 81%
21-Jan	69.16%	6,224 gpm	24% / 76%
21-Feb	93.55%	8,402 gpm	25% / 75%
21-Mar	96.00%	8,640 gpm	27% / 73%
21-Apr	86.40%	7,776 gpm	21% / 79%
21-May	92.72%	8,344 gpm	20% / 80%
21-Jun	88.61%	7,975 gpm	31% / 69%
21-Jul	91.93%	8,274 gpm	29% / 71%
21-Aug	84.43%	7,598 gpm	35% / 65%
21-Sep	95.98%	8,638 gpm	23% / 77%
21-Oct	91.06%	8,196 gpm	18% / 82%
21-Nov	92.51%	8,326 gpm	14% / 86%
<i>Ave Blend %-last 12 months</i>			24% / 76%

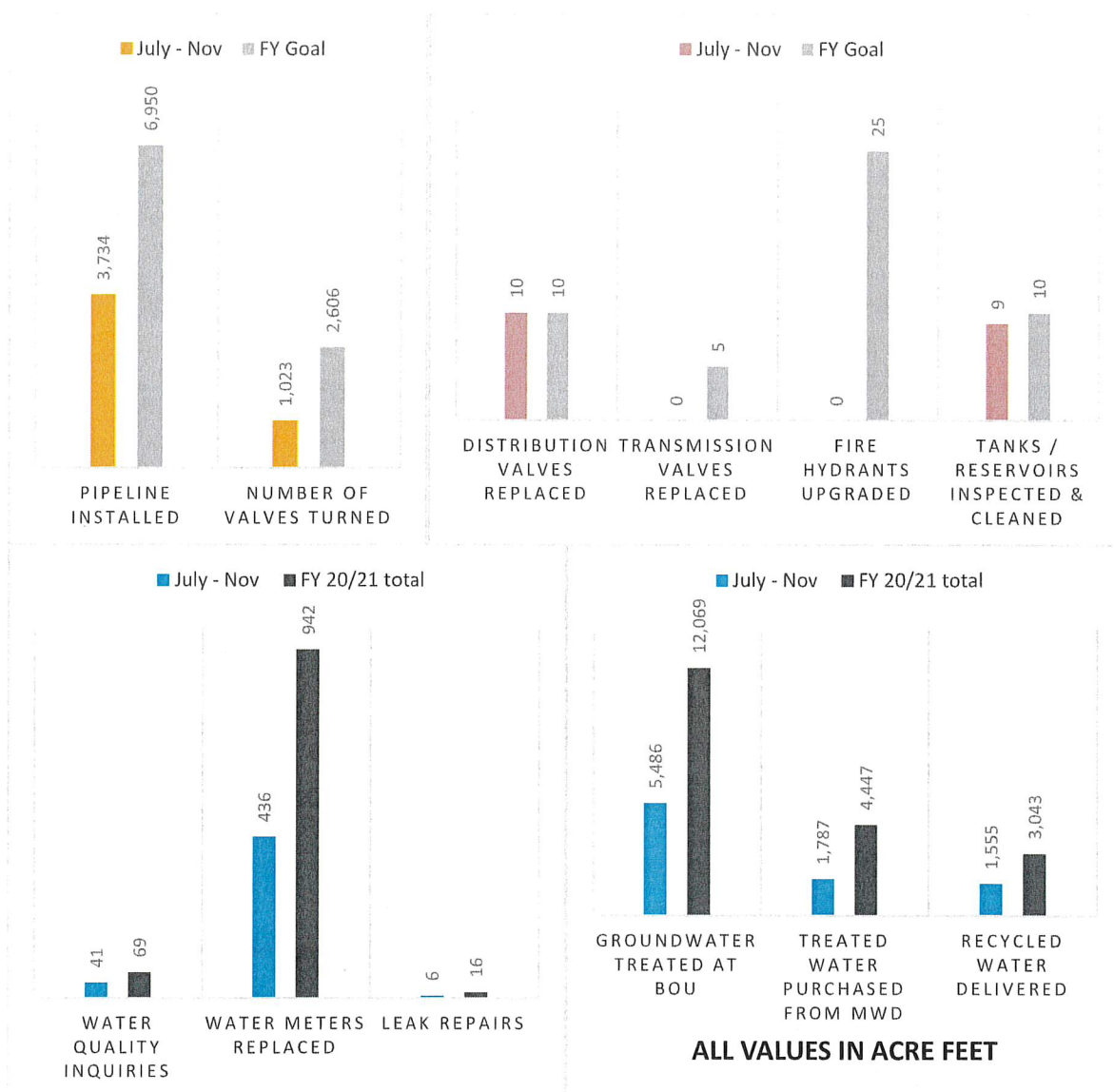
The total system blend percentage represents the total amount of water that was purchased from Metropolitan Water District (MWD) vs. the amount treated by the BOU. This, along with the capacity factor, is an important measure of efficiency. The capacity factor may fluctuate based on demand and plant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

Key Performance Indicators

The graphs below illustrate the progress the water division has made on key performance measures through **November**. Note that the values provided need to be viewed with respect to where we are in the fiscal year. Pipeline installation is **53%** complete and we are **41%** through the fiscal year.

Chlorine gas deliveries have been sporadic and unreliable. Conditions have improved, but the main issue is the availability of truck drivers. To provide a backup to our chlorine gas supplies, staff installed a sodium hypochlorite tank and related equipment so that we now have two forms of chlorine to use (sodium hypochlorite is liquid chlorine – essentially bleach). This spreads the shortage risk across two forms of chlorine instead of relying on just one. Although the availability has slightly improved, **the price of the chemical remains volatile. Since June 2021, the cost of chlorine has increased more than 60%.**

We closely monitor chlorine gas supplies and track it daily.



Leak Alert Notifications

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

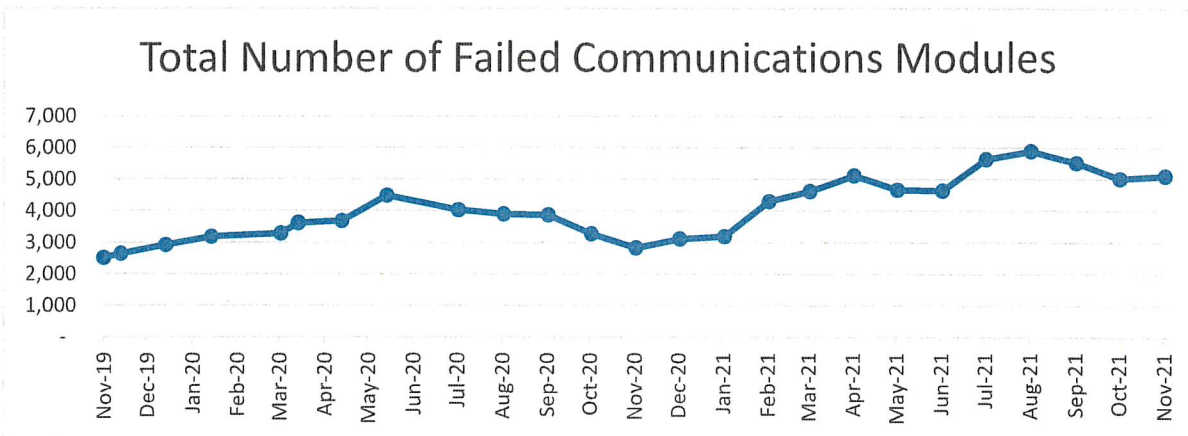
Benefits of AMI technology allow data to be collected rapidly and frequently and can be analyzed to find higher than normal usage and alert customers of leaks. BWP began providing leak alert service to residents who registered to receive notifications. This service, called Water Smart, works by receiving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

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

As of **November 2021**, BWP was not able to receive remote reads for **5,114** water meters out of 27,060 (**19% of the total**) due to failing communications modules and they had to be read manually. **The graph below shows that since November 2019 the failure rate has averaged 104 failures per month.** In March 2021, staff deployed an interim automatic meter reading (AMR) system to read approximately 800 meters with failed communication modules and we are now able to read them.

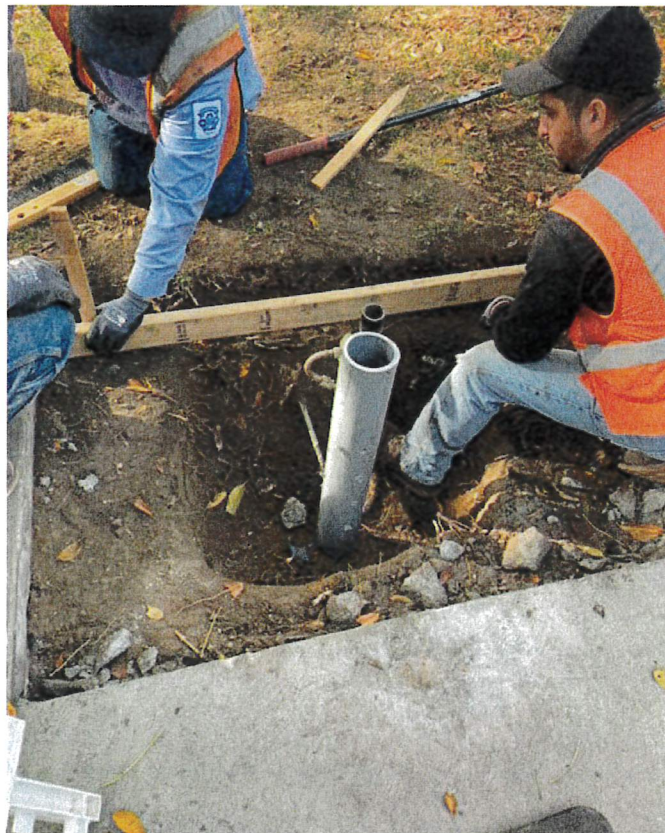
BWP previously notified customers who participate in the leak alert program that the failure of these communication modules prevents the sending of leak alert notifications, and due to continued failures BWP is now in the process of notifying additional customers. The AMR system unfortunately will not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

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



Projects

As part of a joint venture with the Parks, Recreation, and Community Services Department, the Water Division continues to install and upgrade old/out of date and nonfunctioning drinking fountains at various parks. When these upgrades/replacements are performed, the drainage and portions of the plumbing are upgraded and replaced as well. This particular fountain is one of the two being upgraded at McCambridge Park.





ELECTRIC DISTRIBUTION

ELECTRIC RELIABILITY

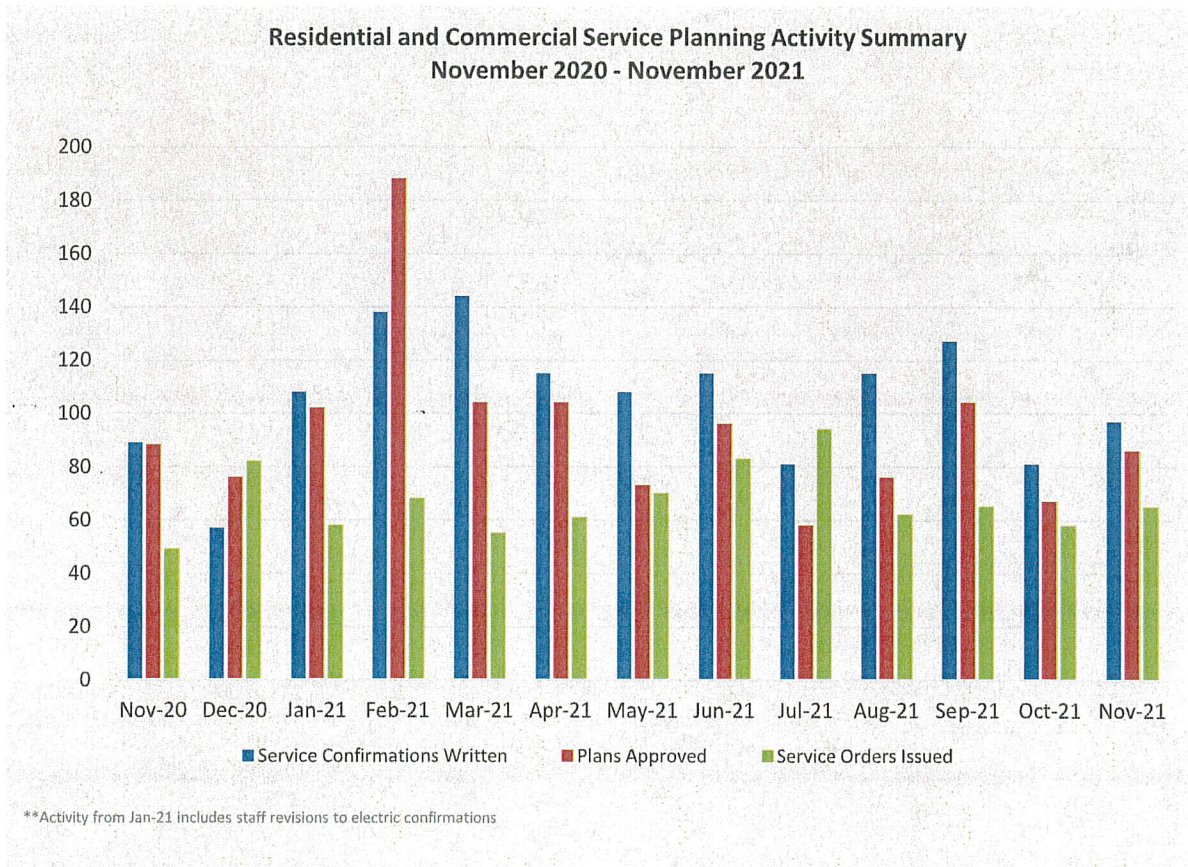
In November 2021, BWP experienced three sustained feeder outages. In the past 12 months, automatic reclosing has reduced customer outage time by approximately 1,309,734 customer minutes.

Reliability Measurement	December 2019 – November 2020	December 2020 – November 2021
Average Outages Per Customer Per Year (SAIFI)	0.4759	0.2185
Average Outage Duration (CAIDI)	21.84 minutes	42.52 minutes
Average Service Availability	99.998%	99.998%
Average Momentary Outages Per Customer Per Year (MAIFI)	0.3639	0.3128
No. of Sustained Feeder Outages	14	9
No. of Sustained Outages by Mylar Balloons	2	2
No. of Sustained Outages by Animals	1	0
No. of Sustained Outages by Palm Fronds	0	1

PROJECT UPDATES

Residential and Commercial Service Planning Activities

BWP provides our residential and commercial customers with the electrical power they need for new services or upgrades to their existing service. In order for a customer to obtain a building permit for their construction, BWP service planners must visit the customer's facility and fill out an electric service confirmation form which details what type of service is required and how it will be served. After reviewing and approving a customer's electrical plans, BWP service planners issue service orders to our field crews to carry out the inspections and electrical service work. **The typical lead time for an electric service confirmation has been 2-3 days, however due to the recent increase in volume lead times have increased to an average of three to four weeks.** The graph below summarizes monthly activity for our residential and commercial service planning group within the T&D engineering section.



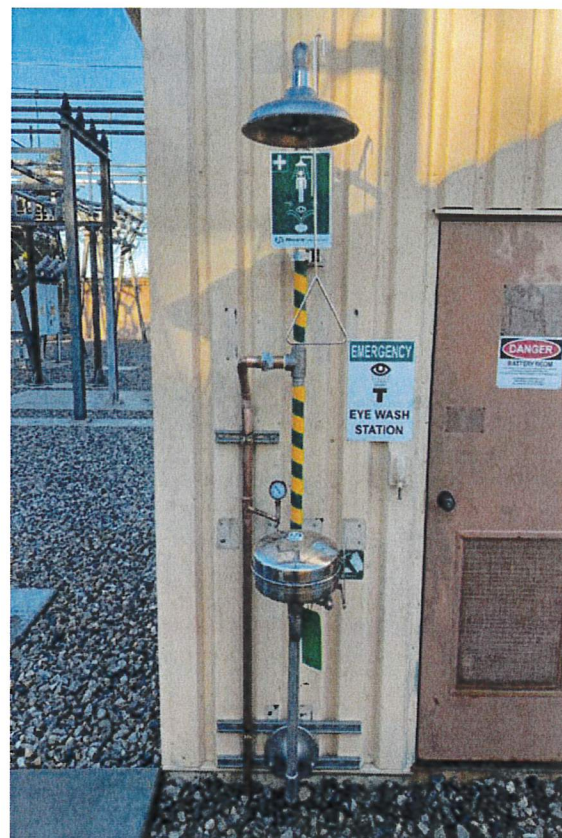
Substation Safety Eye Wash/Shower Upgrades

To meet the latest updated industry safety standards, substation eyewash/safety showers, which are used to address accidental contact with battery acid from substation batteries, are being upgraded. The new eyewash/safety showers provide additional safety features for BWP personnel including:

- hands-free operation of the safety showers once it is activated

- simultaneous use of the safety shower and the eyewash
- compliance with current water flow rate standards

This program started last fiscal year, where four substation safety showers were upgraded, and continued this fiscal year where another four were upgraded at the Victory, Lincoln, Flower, and Clybourn substations. In total, eight stations have been completed through this program and the rest of the upgrades at the remaining substations will be tackled within the next several years. Below are before and after pictures of the upgrades at the Clybourn substation.

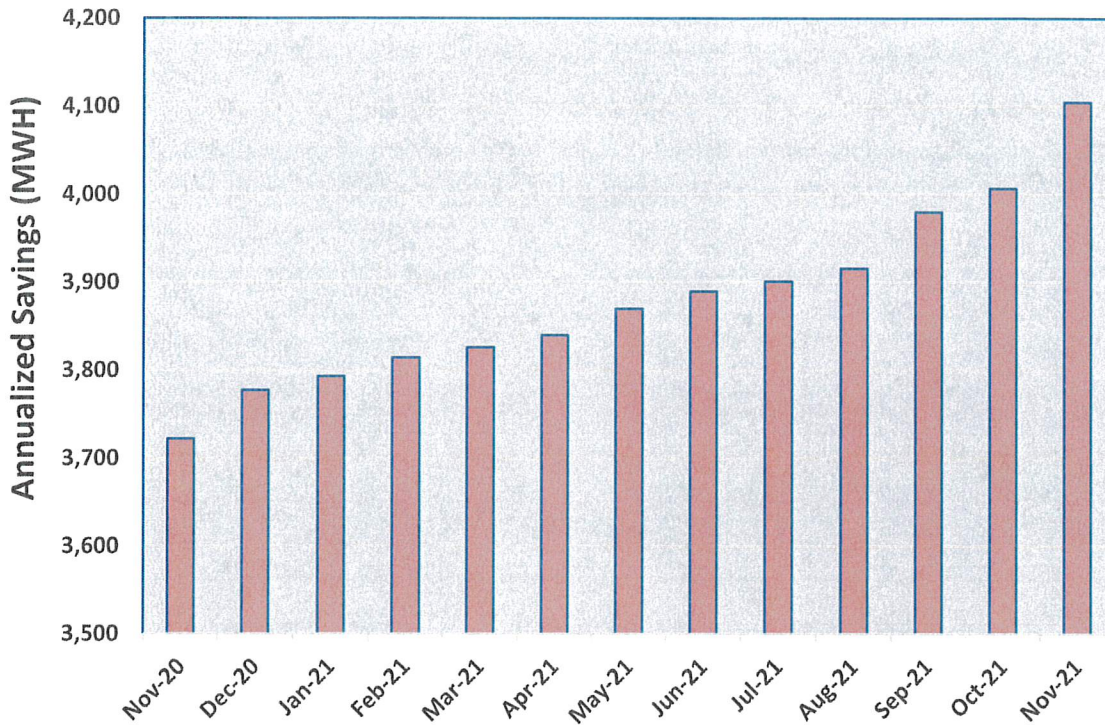


STREET LIGHTING

LED Replacement Program

In accordance with the Street Lighting Master Plan, BWP is replacing high-pressure sodium (HPS) street light luminaires with light-emitting diodes (LED) luminaires. Replacement is carried out on a maintenance basis, and LEDs are installed daily as the HPS luminaires burn out. The LED replacements consume approximately 60% less energy. **To date, 75.72% of the total street light luminaires have been converted to LEDs, which translates to an annualized energy savings of 4,105 MWh or a 44.29% reduction in energy consumption. LED conversions have also reduced evening load by 951 kW,** which shortens the “neck of the duck curve” and reduces the amount of energy generation that BWP needs. The graph below shows the annualized energy savings in MWh for the past 13 months.

Annualized Energy Savings November 2020 - November 2021



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

Wireless Telecom Attachments

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

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

	Confirmations in Progress	Written Confirmations	Plan Sign-offs	WTA Work Orders Issued	WTA Sites Energized
Total	72	175	13	6	18

CUSTOMER SERVICE

Customer Service Operations

BWP continues to assist customers through the COVID-19 pandemic. Customer service representatives assist customers, make payment arrangements to reduce the amount in arrears, and provide additional resources to help customers manage their finances related to their utility bill. Various financial programs are offered including the Low-Income Residential Assistance Program (LIRAP), California Arrearage Payment Program (CAPP), and California Water and Wastewater Arrearage Payment Program (CWWAPP).

BWP Call Center Call Types & Volume

Call Types	% of Calls
Balance	13%
Residential Start	10%
Update Account	8%
Residential Stop	8%
Solid Waste	6%

	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	% Inc/Dec
Call Volume	3,055	3,684	3,383	2,897	3,384	3,017	2,799	3,468	3,186	2,594	3,841	3,235	2,845	-12.1%

Call volume decreased by **12%** in **November**. The majority of the calls were related to balance and residential change of account requests. Customers continue to validate their balance; however, we are not seeing an uptake of customers requesting to set up payment arrangements. As BWP offers residents various financial assistance programs, we will continue to encourage payment arrangements and work with our customers to reduce our arrears.

Online Account Manager

The enrollment in the online account manager (OAM) is currently at 59% of all active accounts; increases in enrollments have also been on the rise since the COVID-19 pandemic. Of all registered accounts, about 82% are paperless customers helping BWP reduce costs and reduce carbon emissions. BWP will continue its efforts to drive customers to the OAM, paperless, and auto pay. These initiatives will continue to drive down costs.

The OAM adoption plan consists of three phases. Phase one was to build awareness and promotion through broad communications. The second phase is to provide targeted messages to segments that have not adopted the OAM. The third phase is to provide incentives to adopt the OAM.

Currently, about 86% of customers that have not adopted the OAM are residential. Therefore, phase two and three will be focused on residential customers to continue to increase adoption. The adoption plan is currently in phase two.

Marketing is promoting OAM utilizing every owned channel, including on-bill messaging, *Digital Currents*, print *Currents*, social media, and BWP's website.

Channel	Duration/Measurement
Bill Graphics	~40,000 printed bills (two bill cycles)
Social Media	1,093 customers through organic reach
Digital Currents – August 2021	~27,000 residents, 53.4% open rate ¹ 18 unique clicks on the OAM ad
Digital Currents – July 2021	~27,000 residents, 53.4% open rate ¹ 22 unique clicks on the OAM ad
Print Currents	OAM ad will run in the November 2021 print issue of <i>Currents</i> .

Phase two efforts have not yielded a significant increase in OAM active users. To increase adoption, the marketing team believes customers may need incentives to convert to OAM. Phase three was initially targeted to begin in the third quarter of 2021. Marketing researched incentives that other utilities offer their customers for online account registration and paperless billing.

Most neighboring utilities are not currently offering an incentive for online account or paperless billing enrollment, as illustrated in the table below.

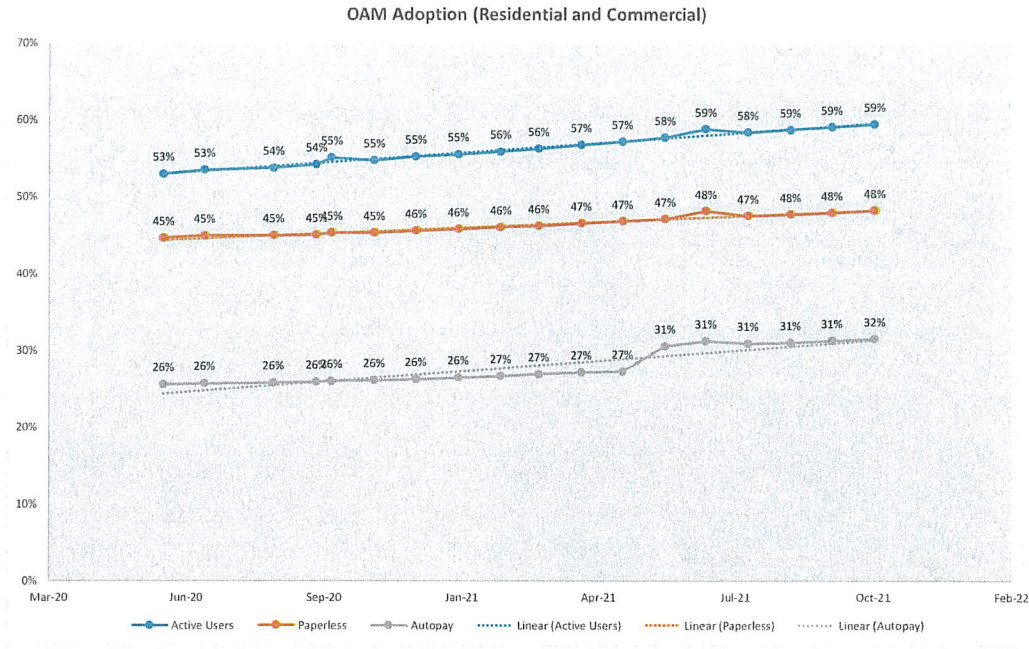
Utility	Online Account Incentive	Paperless Billing Incentive
Glendale Water and Power	No	No
Pasadena Water and Power	No	No
LADWP	No	Yes, \$10
Anaheim	No	No
SMUD	No	No
SCE	No	No
PG&E	No	No
SoCal Gas	No	No

While researching, the Marketing team also reviewed a 2021 Customer Service Insights Study conducted by First Quartile Consulting. The study shows that more than half of utility customers have set up online accounts. Utilities with the highest online account adoption have 66% of customers enrolled in an online account.

The Marketing team continues to work on developing a recommendation for an online account management registration incentive. Additionally, the team is developing a supporting marketing and outreach campaign that will launch in January 2022.

Below is the chart outlining activity for the OAM:

¹ The average email open rate for government agencies is 23%.



	Active	% of Total Active Accounts
Active Users	31,183	59%
Paperless	25,280	48%
Autopay	16,531	32%

BWP’s Energy Efficiency and Water Savings – Fiscal Year to November 30, 2021

Changes in state and local COVID-19 orders allow services to be **performed** for efficiency programs requiring home or onsite visits. BWP collaborated with vendors to ensure proper protocols to **provide** services and comply with health orders.

As a result, the Refrigerator Exchange Program resumed in June 2021. **Since resuming service, a total of 48** refrigerators have been exchanged **and 19 of those** refrigerators **were exchanged in November**. In addition, the Home Improvement Program (HIP) resumed in September 2021, with its new and refreshed program offerings. With the re-launch of these two key efficiency programs, all programs that were temporarily suspended due to COVID-19 are now back in operation; **however, with the recent COVID-19 surge, the programs were once again temporarily suspended and will be reevaluated to restart in January 2022.**

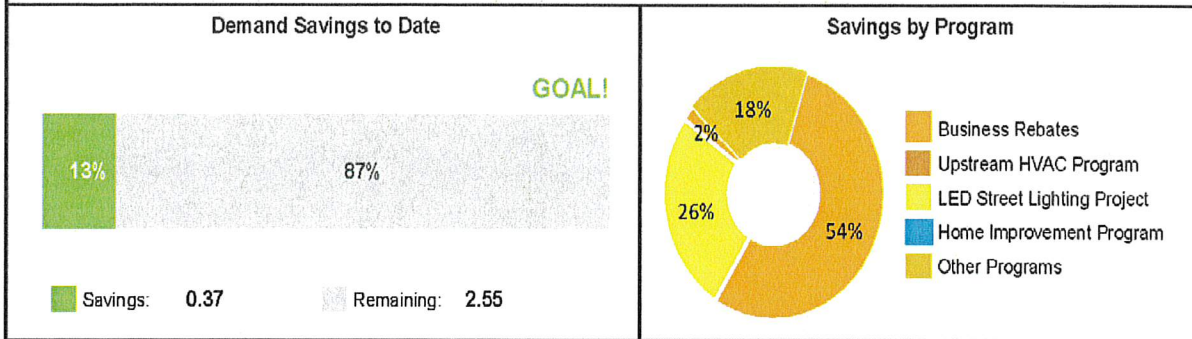
The HIP offers energy-water surveys and efficiency measure installations to all Burbank single-family **residential, multi-family residential, and multi-family common area customers**. Some of the HIP new services include direct installation services of weather-based irrigation controllers, high-efficiency sprinkler heads, soil moisture sensors for low-income single-family and multi-family common area customers, and the properties within the disadvantaged community areas of Burbank. Furthermore, the program now offers

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

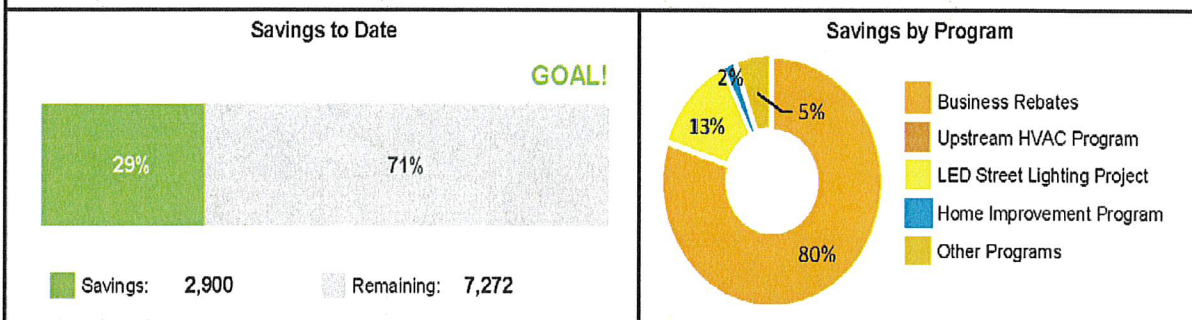
HIP participation increased in November with 39 participants. Home Improvement program participation contributes substantially to the reported savings for the month of November. Staff will continue to promote all energy and water efficiency services to increase adoption throughout the year.

Energy Efficiency Savings FYTD 2021-2022 Period ending on 11/30/2021

1% Demand Goal = 2.92 MW

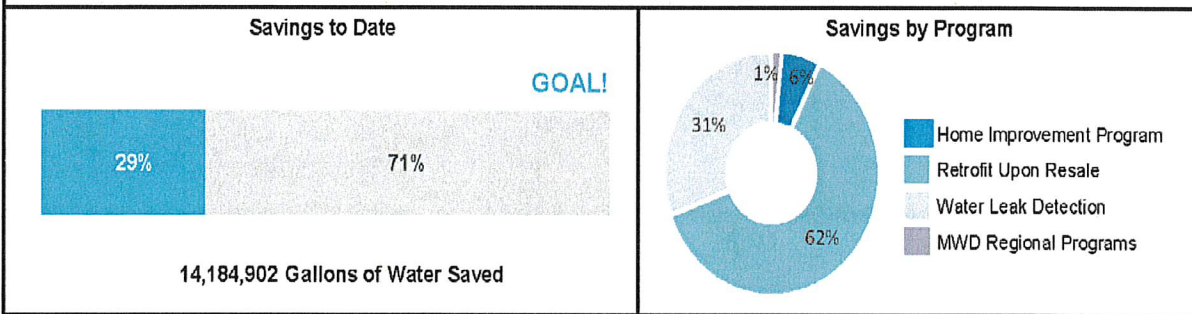


1% Consumption Savings Goal = 10,172 MWh



Water Savings Goal FYTD 2021-2022

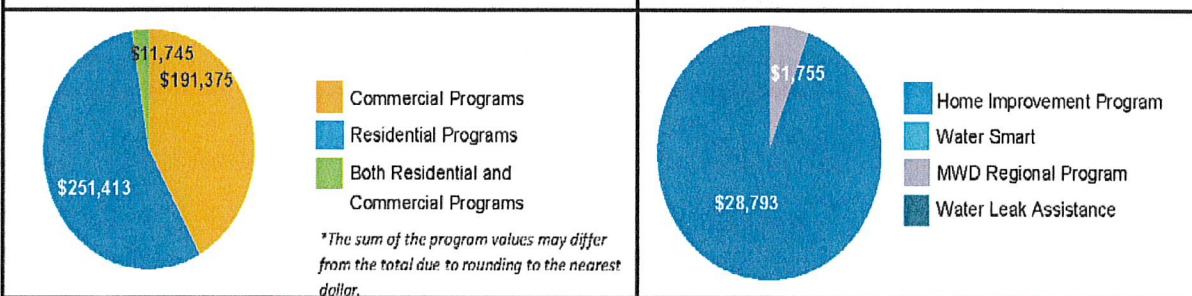
1% (49,630,000 Gallons) Potable Water Savings Goal



Efficiency Investments FYTD 2021-2022

*Electric Programs: \$454,534

Water Programs: \$30,548



Electric Vehicle (EV) Charging Program

Seventy-three public EV charging ports are installed in Burbank, including 2 DC fast chargers and 24 curbside ports. The public charging rate is \$0.1753 per kWh for Level 1 and Level 2 charging stations, and \$0.2817 per kWh for DC fast chargers.

Public Charging Energy Delivery

In November, the per port average revenue was \$93. Per port monthly revenues continue to stay above \$90, much improved from our **average** monthly low of \$60 per port **March 2020 to February 2021**.

Period	Average Usage	Average Total Revenue	Average Per Port Revenue	Notes
December 2019 - February 2020	28,047 kWh	\$ 4,779	\$ 101	Pre-COVID, all units operational
March 2020 - February 2021	14,211 kWh	\$ 2,724	\$ 60	COVID downturn
March 2021 - May 2021	23,889 kWh	\$ 4,299	\$ 91	COVID recovery period
June 2021 - October 2021	35,678 kWh	\$ 6,990	\$ 98	Post-installation of new ports
November 2021	37,828 kWh	\$ 7,050	\$ 93	Most recent month

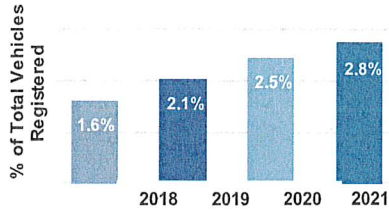
Commercial Rebate Program

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

An application for 24 ports is currently being processed, **one of our key accounts has applied for a rebate for an additional 8 charging ports**, and staff has received calls from commercial customers interested in applying for as many as 40 ports (the maximum allowed under the new rebate program).

Transportation Electrification 2021-2022 Period ending on 11/30/2021

EV Growth in Burbank*



Total EV/PHEV DMV Vehicle Registrations

2021:	2,233
2020:	2,236
2019:	1,912
2018:	1,494

* DMV data as of Jan 01 of the reporting year

Transportation Electrification Initiatives for FY 2021-2022

Used EV Rebates

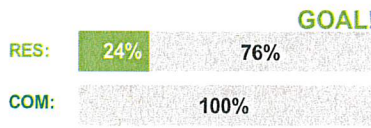
Goal: 40



Given: 21 Remaining: 19

Charging Station Rebates

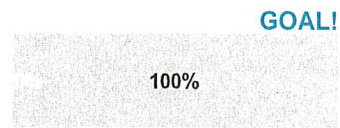
RES. Goal: 50 COM. Goal: 40



Residential: 12 Remaining (Res): 38
Commercial: 0 Remaining (Com): 40

Public Charging Ports

Goal: 40



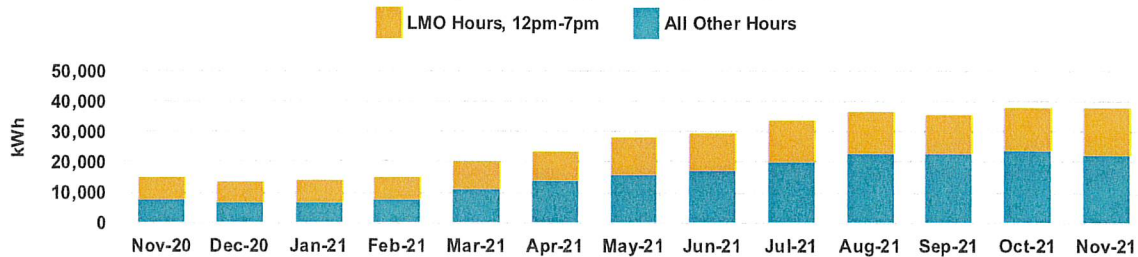
Installed: 0 Remaining: 40

Public Charging Port Statistics

	Public Charging Ports		Total Sessions	Total Energy	Total Revenue	Total GHG Reduced*	¹ Peak Charging Sessions	² Charging Occupancy
	Total Ports	Total Available						
November:	73	73	3,752	37,828	\$7,050	21,790	21%	15%
Average:	73	73	3,642	36,345	\$7,200	20,936	20%	14%
FY Total:	73	73	18,210	181,725	\$36,002	104,680	20%	14%

* 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

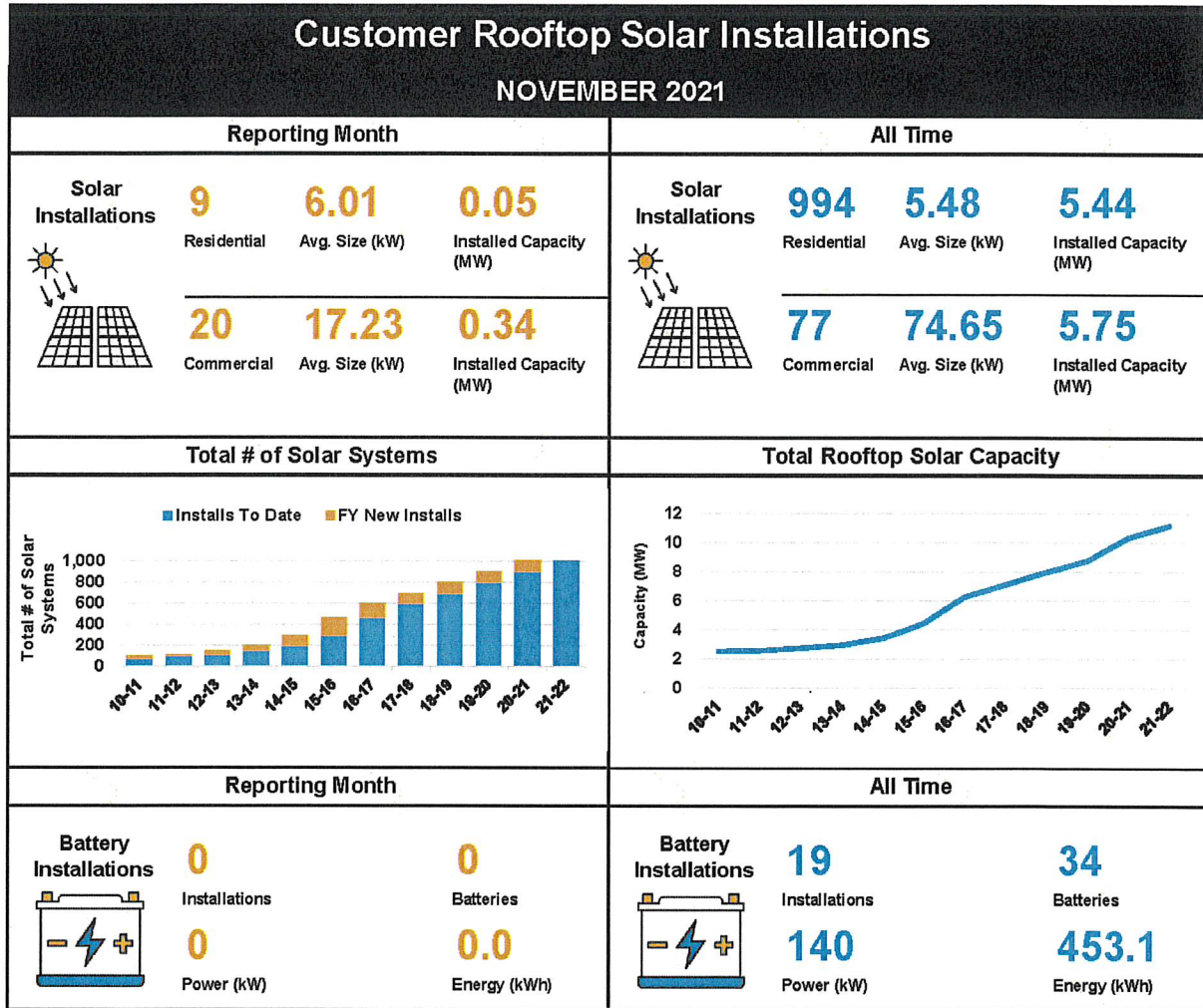


¹Peak is defined as 4 – 7 PM, as is reflected in the Public EV Charging Station rate

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

Rooftop Solar and Battery Installations

Customer owned rooftop solar system installations continue to grow. Burbank Water and Power does not provide rebates for installing these systems. However, overall, lower equipment costs and 26% Federal Investment Tax Credit in 2021 make purchasing solar and/or battery systems more accessible. System capacity and number of installations are tracked monthly and in total below.



TECHNOLOGY

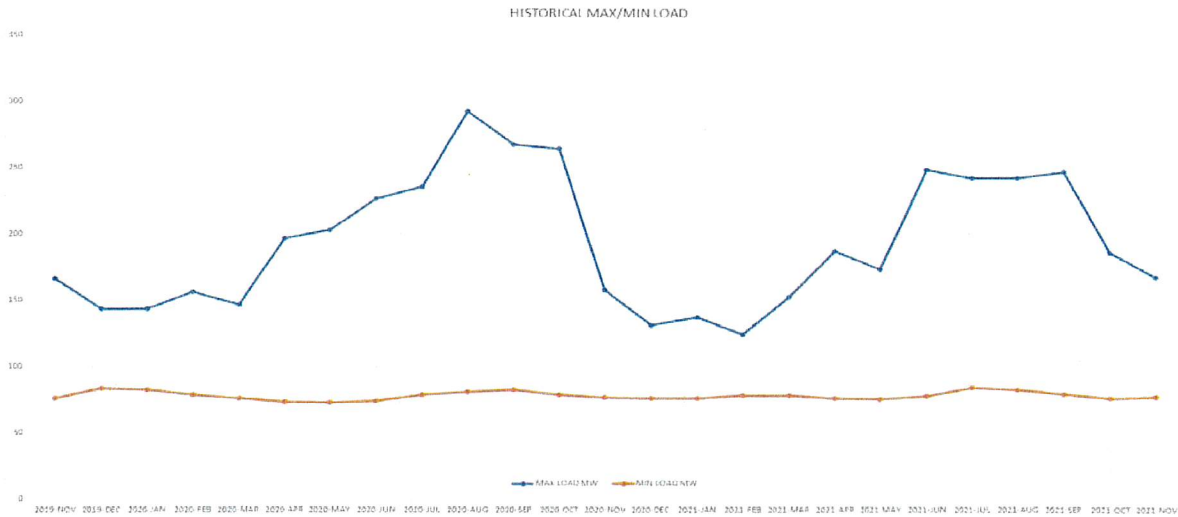
Broadband Services (ONEBurbank)

	November 2021 New Orders	Revenues for November 2021	FYTD 2021-22 Revenues	FYTD Budget
Lit	3	\$147,181	\$737,297	\$675,000
Dark	2	\$178,090	\$919,950	\$1,012,500
Total	5	\$325,271	\$1,657,247	\$1,687,500

POWER SUPPLY

BWP SYSTEM OPERATIONS:

The maximum load for November 2021 was 167 MW at 3:12 PM on November 12, and the minimum load was 77 MW at 2:40 AM on November 29.



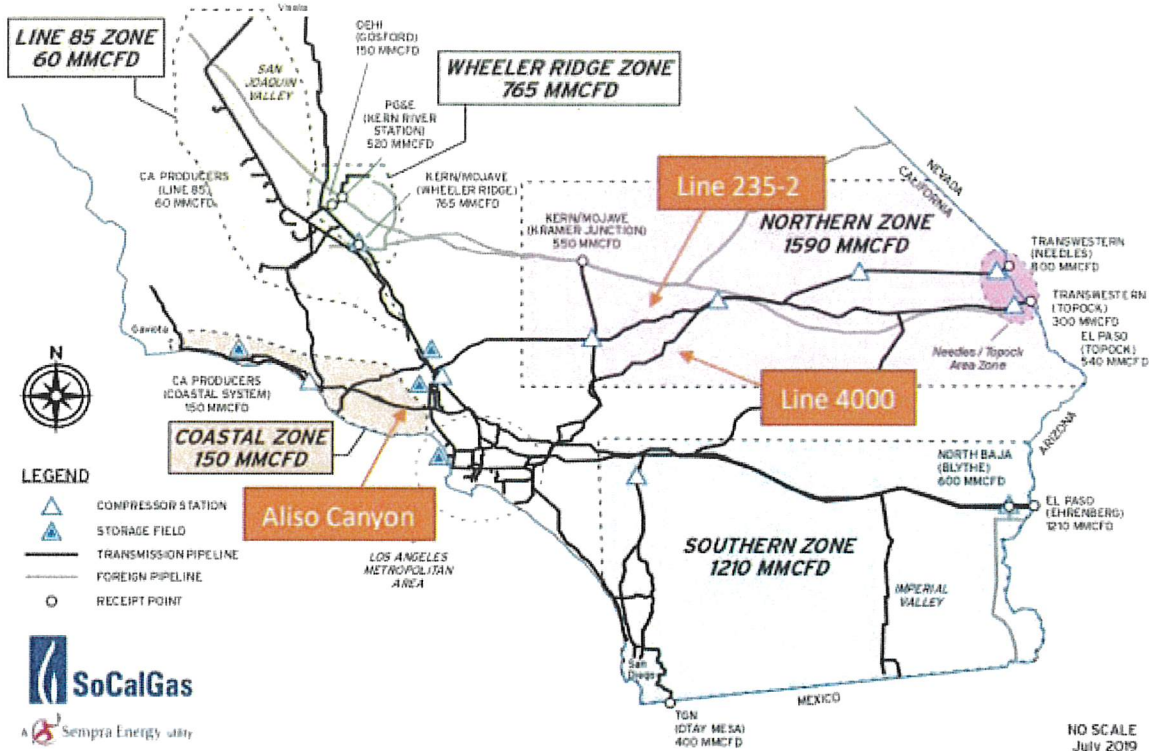
Minimum load values corrected for Sept & Dec 2018.

YEAR	MAX LOAD	MAX DATE
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
2017	322.1 MW	31-Aug-17 16:02

The Burbank power system did not experience any operational issues or natural gas supply issues for November 2021. Burbank had multiple days of red flag warnings in November.

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.

Image 1: Receipt Points & Transmission Zone Firm Capacities



ELECTRICITY GENERATION:

BWP Generating Facilities

Unit	Availability	Operating Hrs	MWH (Net)	Net Heat Rate (Btu/kWh)	Number of Starts
Olive 1	0%	0	0	0	0
Olive 2	0%	0	0	0	0
Lake 1	100%	0	0	-	0
MPP	100%	720	126,357	7,569	0

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

Lake 1 experienced operational concerns in late **2020**. As a result, it was removed and shipped to a certified facility in Houston, TX for inspection and repairs. The inspection findings indicated the need to replace multiple components that were worn beyond allowable limits and BWP is now proceeding with a full turbine overhaul. **Revised estimates included a possible February 2022 return to service and a leased turbine remains installed to mitigate risks. The leased turbine was placed online zero times during the month of November.**

Magnolia Power Project (MPP)

	November	FYTD	YTD
Availability	100%	98%	71%
Unit Capacity Factor (240 MW)	73%	70%	49%

There were no plant trips or other outages at MPP during the month of November. MPP was shut down on Friday, December 10, 2021, to perform an offline water wash of the combustion turbine compressor, as well as balance of plant maintenance. MPP was restarted on Monday, December 13, 2021.

Tieton Hydropower Project (Tieton)

Tieton's 2021 generation season began April 5, 2021 with a single generation unit due to limited water flow controlled by the United States Bureau of Reclamation (BOR). The generation season for 2021 ended on October 18 when water flow was no longer available.

ENVIRONMENTAL

Air Quality

There are no air quality updates at this time.

Storm Water

The State Water Resources Control Board Industrial General Permit requires industrial facilities to collect, at a minimum, four storm water samples per reporting year and compare them to statewide regulatory limits. On October 25, 2021, the first set of storm water samples was collected for the current reporting year. The results from these samples continue to indicate ongoing compliance issues with metals, specifically zinc and copper. Samples were also collected from the offsite influent that commingles with BWP's storm water discharge. The offsite samples also exceeded the limits for metals.

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

limits will apply until the improvement project is complete. Milestone achievements are required, and project completion must be achieved by November 17, 2023.

PROJECT UPDATES:

Power Resources

Renewable Portfolio Standard (RPS) Compliance

BWP continues to be on track to meet RPS compliance requirements for calendar year 2021. The calendar year 2021 goal is 35.75% RPS. BWP staff continues to evaluate renewable resources in order to meet future compliance requirements. Staff submitted the RPS report to the California Energy Commission in August. Staff is in the process of negotiating two long-term power contracts in order to meet future compliance obligations.

Integrated Resource Plan (IRP) Update

As BWP moves forward with an update to the IRP, it is possible that it may look different, and it may be a document that provides a path towards BWP's many compliance requirements. Concurrently, BWP is starting to review options for a new IRP which is due to the CEC in 2024. Stakeholder engagement efforts, compliance and costs will be some of the major factors in the 2024 IRP. The first draft of the Request for Proposal (RFP) for the IRP is done. The plan is to release the RFP in spring of 2022 after it has been reviewed by additional staff members and legal.

Intermountain Power Project (Delta, UT) Renewal Progress

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

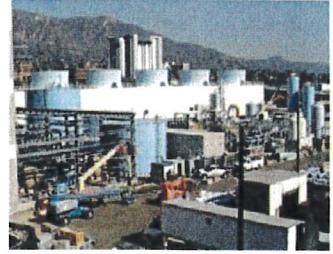
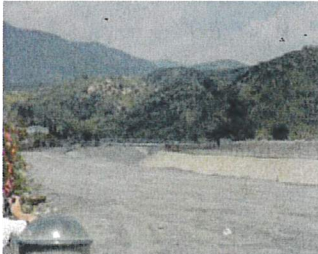
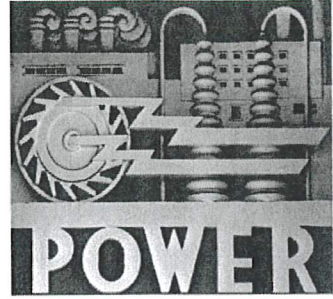
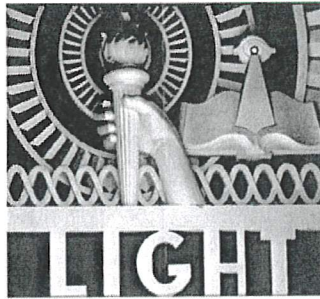
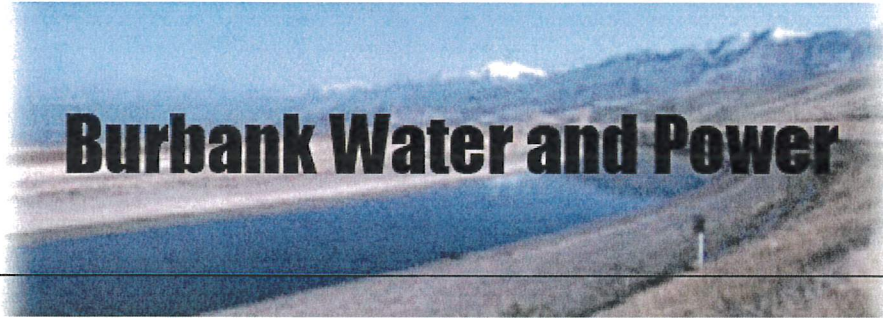
Staff continues to actively work with Intermountain Power Agency on cost increases due to the Hydrogen Betterments Project and coal supply issues. In regard to the coal supply concerns, IPP participants have agreed to limit output of the IPP units to maintain a minimum megawatt supply sufficient to preserve the integrity of the Southern Transmission System direct current lines and meet the participants minimal needs during the less critical times of the year. This operational change should allow for growth of the existing coal pile sufficient to meet the critical needs of the participants which more typically occur during the third quarter of the calendar year. Updates will be provided as more details are made available.

Power Production

Lake One Power Plant Emissions Retrofit Project

A bid specification for the Lake One Power Plant Emissions Retrofit Project was completed on December 1, 2021. The Request for Proposals (RFP) package is currently with Purchasing for review. Once Purchasing has completed their review, the package will be submitted to the City Attorney's Office and the City Manager for review. It is estimated that the RFP will be announced to the Public around the end of January 2022.

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



**Financial Report
October-21**

**Burbank Water and Power
Electric Fund (496)
Statement of Changes in Net Assets ^{(1) (2)}
MTD and FYTD October 2021
(\$ in 000's except MWh Sales)**

MTD Actual FY 20-21	MTD Budget FY 20-21	\$ Variance	% Variance		YTD Actual FY 20-21	YTD Budget FY 20-21	\$ Variance	% Variance
80,723	93,424	(12,701)	(14%) ^(a)	NEL MWh	388,522	421,534	(33,012)	(8%) ^(A)
				Retail				
\$ 12,304	\$ 14,497	\$ (2,194)	(15%)	Retail Sales	\$ 59,615	\$ 64,567	\$ (4,952)	(8%)
382	566	(184)	(33%)	Other Revenues	1,559	2,265	(706)	(31%) ^(B)
8,298	7,885	(413)	(5%) ^(b)	Retail Power Supply & Transmission	41,201	39,057	(2,144)	(5%) ^(C)
4,388	7,179	(2,791)	(39%)	Retail Margin	19,973	27,775	(7,803)	(28%)
				Wholesale				
1,023	1,985	(962)	(48%)	Wholesale Sales	8,169	19,659	(11,490)	(58%)
901	1,951	1,051	54%	Wholesale Power Supply	6,987	19,373	12,386	64%
122	34	89	262%	Wholesale Margin	1,182	286	896	314%
4,510	7,212	(2,702)	(37%)	Gross Margin	21,155	28,061	(6,906)	(25%)
				Operating Expenses				
558	1,019	460	45% ^(c)	Distribution	2,871	4,026	1,155	29% ^(D)
145	128	(17)	(13%)	Administration/Safety	580	528	(52)	(10%)
136	268	132	49% ^(d)	Finance, Fleet, & Warehouse	559	1,070	511	48% ^(E)
513	519	6	1%	Transfer to General Fund for Cost Allocation	2,053	2,075	22	1%
328	502	174	35% ^(e)	Customer Service, Marketing & Conservation	1,707	2,273	566	25% ^(F)
259	401	141	35% ^(f)	Public Benefits	1,403	1,786	383	21% ^(G)
280	144	(136)	(94%) ^(g)	Security/Oper Technology	1,013	571	(442)	(77%) ^(H)
115	124	9	7%	Telecom	407	519	112	22%
146	202	57	28% ^(h)	Construction & Maintenance	439	815	376	46% ^(I)
1,718	1,881	163	9%	Depreciation	7,251	7,522	271	4%
4,198	5,188	990	19%	Total Operating Expenses	18,283	21,186	2,903	14%
\$ 312	\$ 2,024	\$ (1,712)	(85%)	Operating Income/(Loss)	\$ 2,872	\$ 6,875	\$ (4,004)	(58%)

**Burbank Water and Power
Electric Fund (496)
Statement of Changes in Net Assets ^{(1) (2)}
MTD and FYTD October 2021**

(\$ in 000's)

MTD Actual FY 20-21	MTD Budget FY 20-21	\$ Variance	% Variance		YTD Actual FY 20-21	YTD Budget FY 20-21	\$ Variance	% Variance
\$ 312	\$ 2,024	\$ (1,712)	(85%)	Operating Income/(Loss)	\$ 2,872	\$ 6,875	\$ (4,004)	(58%)
				Other Income/(Expenses)				
51	66	(15)	(23%)	Interest Income	307	265	42	16%
199	26	173	662% ⁽ⁱ⁾	Other Income/(Expense) ⁽⁴⁾	(2,003)	(2,555)	552	22%
(279)	(279)	-	0%	Bond Interest/ (Expense)	(1,117)	(1,117)	-	0%
(29)	(187)	158	84%	Total Other Income/(Expenses)	(2,814)	(3,408)	594	17%
283	1,837	(1,555)	(85%)	Net Income	58	3,468	(3,410)	(98%)
15	1,215	(1,200)	(99%) ⁽ⁱ⁾	Capital Contributions (AIC)	1,094	4,858	(3,764)	(77%) ^(j)
<u>\$ 297</u>	<u>\$ 3,052</u>	<u>\$ (2,755)</u>	<u>(90%)</u>	Net Change in Net Assets	<u>\$ 1,152</u>	<u>\$ 8,326</u>	<u>\$ (7,174)</u>	<u>(86%)</u>

1. This report may not foot due to rounding.

2. () = Unfavorable.

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

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

**Burbank Water and Power
Electric Fund (496)
Statement of Changes in Net Assets - Footnotes
MTD October 2021
(\$ in 000's)**

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
a.	Electric Usage in MWh	80,723	93,424	(12,701)	NEL is 14% lower than budget, which is driven primarily by the closing of businesses within Burbank due to the pandemic orders beginning on March 19th, 2020. The average high temperature in October was 78.7°F, compared to the 15-year average high temperature of 82.3°F. The average low temperature was 50.9°F, compared to the 15-year average low temperature of 54.5°F. MTD CDD were 79 versus the 15-year average of 140.
b.	Retail Power Supply & Transmission	8,298	7,885	(413)	The unfavorable variance is attributable to various components within Retail Power Supply & Transmission. Please refer to page 5 for additional details.
c.	Distribution	558	1,019	460	The favorable variance is primarily attributable to the timing of capital labor and work for others and vacancies.
d.	Finance, Fleet, & Warehouse	136	268	132	The favorable variance is primarily attributable to vacancies and the timing of software purchases and professional and private contractual services.
e.	Customer Service, Marketing & Conservation	328	502	174	The favorable variance is primarily attributable to vacancies and the timing of professional services and software.
f.	Public Benefits	259	401	141	Lifeline discounts of \$44k are recorded as a reduction to retail sales but are budgeted as an expense. The balance of the variance is attributable to lower than planned electric retail sales.
g.	Security/Oper Technology	280	144	(136)	The unfavorable variance is primarily attributable to the timing of software/hardware purchases and the timing of capital labor and work for others.
h.	Construction & Maintenance	146	202	57	The favorable variance is primarily attributable to the timing of custodial services and vacancies.
i.	Other Income/(Expense)	199	26	173	The favorable variance is primarily attributable to the timing of expenses related to Low Carbon Fuel Standard credits.
j.	Capital Contributions (AIC)	15	1,215	(1,200)	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 2021
(\$ in 000's)**

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
A.	Electric Usage in MWh	388,522	421,534	(33,012)	- NEL is 8% lower than budget, which is driven primarily by the closing of businesses within Burbank due to the pandemic orders beginning on March 19th, 2020. The YTD average high temperature was 85.6°F, compared to the 15-year average high temperature of 86.4°F. The YTD average low temperature was 58.8°F, compared to the 15-year average low temperature of 60.4°F. YTD CDD were 997 versus the 15-year average of 1,084.
B.	Other Revenues	1,559	2,265	(706)	- Other revenues include transmission, telecom and internet revenues as well as other items such as damaged property recovery, connection fees, late fees, and tampering fees which tend to fluctuate. The unfavorable variance is also attributable to the moratorium on fees in light of the COVID-19 pandemic.
C.	Retail Power Supply & Transmission	41,201	39,057	(2,144)	- The unfavorable variance is attributable to various components within Retail Power Supply & Transmission. Please refer to page 6 for additional details.
D.	Distribution	2,871	4,026	1,155	- The favorable variance is primarily attributable to more capital labor and work for others than planned, vacancies and the timing of private contractual services.
E.	Finance, Fleet, & Warehouse	559	1,070	511	- The favorable variance is primarily attributable to vacancies and the timing of software purchases and professional services.
F.	Customer Service, Marketing & Conservation	1,707	2,273	566	- The favorable variance is primarily attributable to vacancies and the timing of professional services.
G.	Public Benefits	1,403	1,786	383	- Lifeline discounts of \$205k are recorded as a reduction to retail sales but are budgeted as an expense. The balance of the variance is attributable to lower than planned electric retail sales.
H.	Security/Oper Technology	1,013	571	(442)	- The unfavorable variance is primarily attributable to the timing of capital labor and work for others and to the timing of software and hardware purchases.
I.	Construction & Maintenance	439	815	376	- The favorable variance is primarily attributable to the timing of capital labor and work for others, professional and custodial services, and building ground maintenance and repairs.
J.	Capital Contributions (AIC)	1,094	4,858	(3,764)	- The unfavorable variance is attributable to the timing of AIC projects.

October 2021 Budget to Actual P&L Variance Highlights - Electric Fund
(\$ in 000's)

	Variance Month-to-Date		
	Favorable Items	Unfavorable Items	Budget to Actual Variance
<u>MTD NET INCOME/(LOSS): \$283</u>	\$ -	\$ (1,555)	\$ (1,555)

MTD GROSS MARGIN VARIANCE

Retail Sales	-	(2,194)	(2,194)
Power Supply and Transmission:			
- Lower retail load	279	-	279
- Lower than planned renewables cost and other	347	-	347
- Lower transmission	15	-	15
- Higher energy prices	-	(681)	(681)
- Higher coal prices	-	(228)	(228)
- Higher O&M	-	(17)	(17)
- Retail load management and economic dispatch	-	(128)	(128)
Other Revenues	-	(184)	(184)
Wholesale Margin	89	-	89
Total	\$ 730	\$ (3,432)	\$ (2,702)

MTD O&M AND OTHER VARIANCES

Distribution	460	-	460
Administration/Safety	-	(17)	(17)
Finance, Fleet, & Warehouse	132	-	132
Customer Service, Marketing & Conservation	174	-	174
Public Benefits	141	-	141
Security/Oper Technology	-	(136)	(136)
Telecom	9	-	9
Construction & Maintenance	57	-	57
Depreciation expense	163	-	163
All other	163	-	163
Total	\$ 1,300	\$ (151)	\$ 1,148

October 2021 Budget to Actual P&L Variance Highlights - Electric Fund
(\$ in 000's)

	Variance Fiscal Year-to-Date		
	Favorable Items	Unfavorable Items	Budget to Actual Variance
<u>FYTD NET INCOME/(LOSS): \$58</u>	\$ -	(3,410)	\$ (3,410)
<u>FYTD GROSS MARGIN VARIANCE</u>			
Retail Sales	-	(4,952)	(4,952)
Power Supply and Transmission			
- Lower retail load	726	-	726
- Lower than planned renewables cost and other	950	-	950
- Lower transmission	365	-	365
- Higher energy prices	-	(2,606)	(2,606)
- Higher coal prices	-	(228)	(228)
- Lower O&M	642	-	642
- Lake unit repairs	-	(2,750)	(2,750)
- Retail load management and economic dispatch	757	-	757
Other Revenues	-	(706)	(706)
Wholesale Margin	896	-	896
Total	\$ 4,337	\$ (11,242)	\$ (6,906)
<u>FYTD O&M AND OTHER VARIANCES</u>			
Distribution	1,155	-	1,155
Administration/Safety	-	(52)	(52)
Finance, Fleet, & Warehouse	511	-	511
Customer Service, Marketing & Conservation	566	-	566
Public Benefits	383	-	383
Security/Oper Technology	-	(442)	(442)
Telecom	112	-	112
Construction & Maintenance	376	-	376
Depreciation expense	271	-	271
All other	616	-	616
Total	\$ 3,991	\$ (494)	\$ 3,497

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

	Oct-21	Sep-21	Jun-21	Mar-21	Dec-20	Sep-20	Jun-20	Jun-19	Recommended Reserves	Minimum Reserves
Cash and Investments										
General Operating Reserve	\$ 73,747	\$ 70,437 ^(b)	\$ 73,156	\$ 70,186	\$ 65,223	\$ 65,133 ^(b)	\$ 52,719 ^{(d)(e)}	\$ 67,320 ^(b)	\$ 52,010	\$ 37,570
Capital & Debt Reduction Fund	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	21,000	5,200
BWP Projects Reserve Deposits at SCPPA ^(a)	3,762	3,762	3,740	4,210	6,021	3,769	17,163	16,817		
Sub-Total Cash and Investments	87,509	84,199	86,896	84,396	81,244	78,902	79,882	94,137	73,010	42,770
Customer Deposits	(7,544)	(7,870)	(4,245)	(2,722)	(3,083)	(1,486)	(1,811)	(5,641)		
Public Benefits Obligation	(8,620)	(8,584)	(8,128)	(8,198)	(8,287)	(7,826)	(6,990)	(6,069)		
Pacific Northwest DC Intertie	-	-	-	-	(45)	(48)	(62)	(2,218)		
Low Carbon Fuel Standard ^(c)	(2,850)	(2,855)	(2,999)	(2,470)	(3,273)	(3,394)	(3,642)	(2,267)		
IPP Decommission	(2,000)	(2,000)	(2,000)	-	-	-	-	-		
Cash and Investments (less Commitments)	66,495	62,889	69,523	71,005	66,556	66,149	67,376	77,942	73,010	42,770

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

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

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

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

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

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

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

**Burbank Water and Power
Water Fund (497)
Statement of Changes in Net Assets ^{(1) (2)}
MTD and FYTD October 2021
(\$ in 000's except Gallons)**

MTD Actual FY 20-21	MTD Budget FY 20-21	\$ Variance	% Variance		YTD Actual FY 20-21	YTD Budget FY 20-21	\$ Variance	% Variance
446	490	(44)	(9%) ^(a)	Water put into the system in Millions of Gallons	1,972	2,085	(113)	(5%) ^(A)
85	89	(4)	(4%)	Metered Recycled Water in Millions of Gallons	425	408	17	4%
				Operating Revenues				
\$ 2,520	\$ 2,710	\$ (190)	(7%)	Potable Water	\$ 10,933	\$ 11,530	\$ (596)	(5%)
352	360	(8)	(2%)	Recycled Water	1,731	1,615	116	7%
170	120	50	42%	Other Revenue ⁽³⁾	570	482	88	18%
<u>3,043</u>	<u>3,191</u>	<u>(148)</u>	<u>(5%)</u>	Total Operating Revenues	<u>13,234</u>	<u>13,626</u>	<u>(392)</u>	<u>(3%)</u>
941	1,220	279	23% ^(b)	Water Supply Expense	4,424	5,279	855	16% ^(B)
<u>2,102</u>	<u>1,971</u>	<u>131</u>	<u>7%</u>	Gross Margin	<u>8,810</u>	<u>8,347</u>	<u>463</u>	<u>6%</u>
				Operating Expenses				
718	776	58	7%	Operations & Maintenance - Potable	2,685	3,104	419	14% ^(C)
124	139	14	10%	Operations & Maintenance - Recycled	640	555	(85)	(15%) ^(D)
148	228	80	35% ^(c)	Operations & Maintenance - Shared Services	731	905	174	19% ^(E)
143	144	0	0%	Transfer to General Fund for Cost Allocation	573	574	1	0%
<u>345</u>	<u>373</u>	<u>28</u>	<u>8%</u>	Depreciation	<u>1,381</u>	<u>1,491</u>	<u>109</u>	<u>7%</u>
<u>1,478</u>	<u>1,658</u>	<u>181</u>	<u>11%</u>	Total Operating Expenses	<u>6,011</u>	<u>6,630</u>	<u>619</u>	<u>9%</u>
<u>624</u>	<u>312</u>	<u>311</u>	<u>100%</u>	Operating Income/(Loss)	<u>2,799</u>	<u>1,717</u>	<u>1,082</u>	<u>63%</u>
				Other Income/(Expenses)				
10	11	(0)	(2%)	Interest Income	53	43	11	25%
64	49	15	30%	Other Income/(Expense) ⁽⁴⁾	(289)	(335)	46	14%
(143)	(148)	(5)	(4%)	Bond Interest/(Expense)	(571)	(592)	21	4%
<u>(69)</u>	<u>(89)</u>	<u>20</u>	<u>23%</u>	Total Other Income/(Expenses)	<u>(806)</u>	<u>(884)</u>	<u>78</u>	<u>9%</u>
<u>555</u>	<u>224</u>	<u>331</u>	<u>148%</u>	Net Income/(Loss)	<u>1,993</u>	<u>833</u>	<u>1,160</u>	<u>139%</u>
8	33	(24)	(75%)	Capital Contributions (AIC)	389	131	259	198%
<u>\$ 563</u>	<u>\$ 257</u>	<u>\$ 307</u>	<u>120%</u>	Net Change in Net Assets	<u>\$ 2,383</u>	<u>\$ 964</u>	<u>\$ 1,419</u>	<u>147%</u>

1. This report may not foot due to rounding.

2. () = Unfavorable

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

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

**Burbank Water and Power
Water Fund (497)
Statement of Changes in Net Assets - Footnotes
MTD October 2021
(\$ in 000's except Gallons)**

Foot- note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
a.	Water put into the system in Millions of Gallons	446	490	(44)	- Potable water demand was below budget most likely due to conservation. The average high temperature in October was 78.7°F, compared to the 15-year average high temperature of 82.3°F. The average low temperature was 50.9°F, compared to the 15-year average low temperature of 54.5°F. MTD CDD were 79 versus the 15-year average of 140.
b.	Water Supply Expense	941	1,220	279	- The favorable variance is a result of using more Valley/BOU water than planned which is less costly than imported MWD water.
c.	Operations & Maintenance - Shared Services	148	228	80	- The favorable variance is attributable to lower than planned shared expenses (Customer Service, Finance and Administration) from the Electric Fund.

**Burbank Water and Power
Water Fund (497)
Statement of Changes in Net Assets - Footnotes
FYTD October 2021
(\$ in 000's except Gallons)**

Foot- note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
A.	Water put into the system in Millions of Gallons	1,972	2,085	(113)	- Potable water demand was below budget most likely due to conservation. The FYTD average high temperature was 85.6°F, compared to the 15-year average high temperature of 86.4°F. The FYTD average low temperature was 58.8°F, compared to the 15-year average low temperature of 60.4°F. FYTD CDD were 997 versus the 15-year average of 1,084.
B.	Water Supply Expense	4,424	5,279	855	- The favorable variance is a result of using more Valley/BOU water than planned which is less costly than imported MWD water.
C.	Operations & Maintenance - Potable	2,685	3,104	419	- The favorable variance is primarily attributable to the timing of professional and private contractual services.
D.	Operations & Maintenance - Recycled	640	555	(85)	- The unfavorable variance is primarily attributable to the timing of professional services.
E.	Operations & Maintenance - Shared Services	731	905	174	- The favorable variance is attributable to lower than planned shared expenses (Customer Service, Finance and Administration) from the Electric Fund.

October 2021 Budget to Actual P&L Variance Highlights - Water Fund
(\$ in 000's)

	Variance Month-to-Date		
	Favorable Items	Unfavorable Items	Budget to Actual Variance
<u>MTD NET INCOME (LOSS): \$555</u>	\$ 331	\$ -	\$ 331
<u>MTD GROSS MARGIN VARIANCE</u>			
Potable Revenues	-	(190)	(190)
Recycled Revenues	-	(8)	(8)
Other Revenue	50	-	50
Water Supply Expense	279	-	279
Total	329	\$ (198)	\$ 131

FYTD O&M AND OTHER VARIANCES

Potable O&M	58	-	58
Recycled Water O&M	14	-	14
Allocated O&M	80	-	80
Depreciation Expense	28	-	28
All Other	20	-	20
Total	\$ 200	\$ -	\$ 200

October 2021 Budget to Actual P&L Variance Highlights - Water Fund
(\$ in 000's)

	Variance Fiscal Year-to-Date		
	<u>Favorable Items</u>	<u>Unfavorable Items</u>	<u>Budget to Actual Variance</u>
<u>FYTD NET INCOME: \$1,993</u>	\$ 1,160	\$ -	\$ 1,160
<u>FYTD GROSS MARGIN VARIANCE</u>			
Potable Revenues	-	(596)	(596)
Recycled Revenues	116	-	116
Other Revenue	88	-	88
Water Supply Expense	855	-	855
Total	<u>\$ 1,060</u>	<u>\$ (596)</u>	<u>\$ 463</u>
<u>FYTD O&M AND OTHER VARIANCES</u>			
Potable O&M	419	-	419
Recycled Water O&M	-	(85)	(85)
Allocated O&M	174	-	174
Depreciation Expense	109	-	109
All Other	79	-	79
Total	<u>\$ 782</u>	<u>\$ (85)</u>	<u>\$ 697</u>

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

	<u>Oct-21</u>	<u>Sep-21</u>	<u>Jun-21</u>	<u>Mar-21</u>	<u>Dec-20</u>	<u>Sep-20</u>	<u>Jun-20</u>	<u>Jun-19</u>	<u>Recommended Reserves</u>	<u>Minimum Reserves</u>
Cash and Investments										
General Operating Reserves	\$ 15,097	\$ 14,287 ^(a)	\$ 12,181	\$ 15,066	\$ 13,972	\$ 10,972 ^(a)	\$ 8,395 ^{(a)(d)}	\$ 11,555 ^(b)	\$ 12,630	\$ 8,070
Capital Reserve Fund	2,220	2,220	2,220	2,220	2,220	2,220	2,220	2,220	5,200	1,300
Sub-Total Cash and Investments	17,317	16,507	14,401	17,286	16,192	13,192	10,615	13,775	17,830	9,370
Customer Deposits	(944)	(1,021)	(1,125)	(1,151)	(1,311)	(1,133)	(1,227)	(1,454)		
Cash and Investments (less commitments)	<u>\$ 16,373</u>	<u>\$ 15,487</u>	<u>\$ 13,276</u>	<u>\$ 16,136</u>	<u>\$ 14,882</u>	<u>\$ 12,060</u>	<u>\$ 9,388</u>	<u>\$ 12,321</u>	<u>\$ 17,830</u>	<u>\$ 9,370</u>

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

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

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

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

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



January 13, 2022

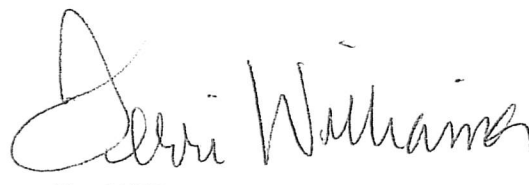
CANCELLATION NOTICE OF A REGULAR MEETING AND
CALL AND NOTICE OF A SPECIAL MEETING
OF THE
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

The Airport Authority administrative offices will be closed on Monday, January 17, 2022, in observance of Martin Luther King, Jr., Day. Therefore, the regular meeting of the Burbank-Glendale-Pasadena Airport Authority scheduled for Monday, January 17, 2022, at 9:00 a.m., 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 18, 2022, at 9:00 a.m., in the Airport Skyroom of Hollywood Burbank Airport, 2627 N. Hollywood Way, Burbank, CA 91505.

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

Dial In: (818) 862-3332



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

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY
Airport Skyroom
Special Meeting of Tuesday, January 18, 2022
9:00 A.M.

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



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

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



The following activities are prohibited:

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



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



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

AGENDA

Tuesday, January 18, 2022

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA
4. PUBLIC COMMENT
5. CONSENT CALENDAR
 - a. Committee Minutes
(For Note and File)
 - 1) Operations and Development Committee
 - (i) November 15, 2021 **[See page 1]**
 - 2) Finance and Administration Committee
 - (i) November 15, 2021 **[See page 3]**
 - 3) Legal, Government and Environmental Affairs Committee
 - (i) November 15, 2021 **[See page 6]**
 - b. Commission Minutes
(For Approval)
 - 1) December 13, 2021 **[See page 8]**
 - 2) January 10, 2022 **[See page 15]**
 - c. Procurement Communications Policy **[See page 17]**
6. ITEMS FOR COMMISSION APPROVAL
 - a. Approval for Access to Install One Groundwater Monitoring Well **[See page 22]**
7. ITEMS FOR COMMISSION INFORMATION
 - a. November 2021 Passenger and Cargo Statistics **[See page 24]**
 - b. November 2021 Transportation Network Company Statistics
 - c. November 2021 Parking Revenue Statistics
 - d. Report on Replacement Passenger Terminal Ad Hoc Committee Meeting of December 20, 2021

8. CLOSED SESSION

a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

(California Government Code Section 54956.9(d)(1))

Name of Case: City of Los Angeles v. FAA et al. (Case No. 21-71170)

9. EXECUTIVE DIRECTOR COMMENTS

10. COMMISSIONER COMMENTS

(Other updates and information items, if any)

11. ADJOURNMENT

COMMISSION NEWSLETTER

Tuesday, January 18, 2022

[Regarding agenda items]

5. **CONSENT CALENDAR**
(Consent Calendar items may be enacted by one motion. There will be no separate discussion on these items unless a Commissioner so requests, in which event the item will be removed from the Consent Calendar and considered in its normal sequence on the agenda.)
 - a. **COMMITTEE MINUTES.** Approved minutes of the Operations and Development Committee meeting of November 15, 2021; approved minutes of the Finance and Administration Committee meeting of November 15, 2021; and approved minutes of the Legal, Government and Environmental Affairs Committee meeting of November 15, 2021, are included in the agenda packet for information purposes.
 - b. **COMMISSION MINUTES.** Draft minutes of the special December 13, 2021, Commission meeting and draft minutes of the special January 10, 2022, Commission meeting are attached for the Commission's review and approval.
 - c. **PROCUREMENT COMMUNICATIONS POLICY.** A staff report is included in the agenda packet. At its meeting on December 13, 2021, the Legal, Government and Environmental Affairs Committee voted unanimously (3-0) to recommend that the Commission adopt the proposed Resolution No. 492 to formally establish a procurement communications policy.
6. **ITEMS FOR COMMISSION APPROVAL**
 - a. **APPROVAL FOR ACCESS TO INSTALL ONE GROUNDWATER MONITORING WELL.** A staff report is included in the agenda packet. At its meeting on December 13, 2021, the Legal, Government and Environmental Affairs Committee voted unanimously (3-0) to recommend that the Commission approve to grant Lockheed Martin Corporation ("Lockheed") access to Authority property to add one Groundwater Monitoring Well outside the Air Operations Area boundary. Lockheed will bear at tis own expense all costs related to the new Well.
7. **ITEMS FOR COMMISSION INFORMATION**
 - a. **NOVEMBER 2021 PASSENGER AND AIR CARGO STATISTICS.** A staff report is included in the agenda packet. The November 2021 passenger count of 483,145 was down 8% compared to November of 2019's 525,279 passengers. Also compared to November of 2019, air carrier aircraft operations in November 2021 decreased 3.5%, while cargo volume was down 1%, at 8.3 million pounds.
 - b. **NOVEMBER 2021 TRANSPORTATION NETWORK STATISTICS.** No staff report attached. Staff will update the Commission on TNC activity for the month of November 2021.

- c. NOVEMBER 2021 PARKING STATISTICS. No staff report attached. Staff will present parking revenue data for the month of November 2021.
- d. REPORT ON REPLACEMENT PASSENGER TERMINAL AD HOC COMMITTEE MEETING OF DECEMBER 20, 2021. No staff report attached. Staff will report on the RPT Ad Hoc Committee meeting of December 20, 2021.

MEMORANDUM



COMMUNITY DEVELOPMENT

DATE: December 16, 2021

TO: Justin Hess, City Manager

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

SUBJECT: Landlord-Tenant Commission Meeting – December 6, 2021

- Seven members of the public attended the Zoom meeting. One member had questions additional questions regarding their tenant information form which was submitted the mid-month for case follow-up by Commissioner Smith. The Commission provided legal resources and informed the tenant to contact the City's Building and Safety division for unit repairs. The other five members were listening for educational purposes.
- Commissioners provided updates on five cases related to utility fees, repairs, business permit in unit, rent increases, noise disturbances, and general questions regarding AB 1482. The Commission provided mediation, legal resources and information is also posted on the City's Housing page.
- The Commission approved the amended draft minutes of November 1, 2021.
- The Commission voted to reschedule the January meeting to January 10, 2022.
- The meeting adjourned at 6:56 pm.

MEMORANDUM



CITY MANAGER'S OFFICE

DATE: January 14, 2022

TO: City Council

FROM: Justin Hess, City Manager *Jessie Wren for Justin Hess*
VIA: Simone McFarland, Public Information Officer
Jonathan Jones, Public Information Specialist
BY: Mary Movsesyan, Administrative Analyst II

SUBJECT: City Manager Tracking List #2447: Comparing City of Los Angeles, County of Los Angeles, and City of Burbank Vaccine Mandates for Private Businesses

On December 7, 2021, Vice-Mayor Anthony requested a memo comparing City of Los Angeles, County of Los Angeles, and City of Burbank vaccine mandates for private businesses.

County of Los Angeles

The City of Burbank continues to comply with orders from the Los Angeles County Department of Public Health (County) (Attachment 1) which requires COVID-19 vaccine verification for both Mega Events (indoor events with 500+ attendees or outdoor events 5,000+ attendees) and bars, breweries, wineries, distilleries, nightclubs, and lounges. Included is language that requires all customers and employees to wear face masks in all indoor settings, as well as Indoor or Outdoor Mega Events, regardless of vaccination status. As of December 15, 2021, California is also mandating that masks be worn in all indoor public settings that affects the entire State regardless of COVID-19 vaccination status, through January 15, 2022. Despite the statewide mandate, the County has in place its own indoor mask mandate, which the City of Burbank continues to comply with and will do so until the order has been lifted by the County.

Specific key provisions for the County Vaccine Mandate include:

- Indoor Mega Events: Must show proof of full vaccination against COVID-19 or a pre-entry negative COVID-19 (diagnostic) test result prior to entry. Children under the age of two years are exempt.
- Outdoor Mega Events: All attendees ages 12 years and over must show proof of full vaccination against COVID-19 or a pre-entry negative COVID-19 (diagnostic) test result prior to entry. Children under the age of two years are exempt.
- Bars, breweries, wineries, and distilleries: Operators must verify that all patrons ages 12 and over and onsite employees are fully vaccinated for entry into the facility to obtain indoor services. Patrons who do not provide proof of vaccination may be seated and served in the outdoor portion of the facility. Certain persons, who wear a well-fitted mask may be permitted to enter the indoor portion of the facility temporarily for limited purposes, such as, to make a delivery or pick-up; to provide a service or repair; for an emergency or regulatory visit; to utilize the restroom; or to pick-up a to-go order.
- Nightclubs and lounges: Operators must verify that all patrons and on-site employees are fully vaccinated against COVID-19. Patrons who do not provide proof of vaccination may only be seated and/or served in outdoor portions of the facility. Certain persons, who must wear a well-fitted mask, may be permitted to enter the indoor portion of the facility temporarily for limited purposes such as to make a delivery or pick-up; to provide a service or repair; for an emergency or regulatory visit; to utilize the restroom; or to pick-up a to-go order.

City of Los Angeles

The City of Los Angeles has a stricter vaccine mandate, which includes an expanded list of businesses and provisions. The City of Los Angeles' Vaccine Mandate Ordinance, or SafePassLA (Attachment 2), requires proof of vaccination against COVID-19 to enter the indoor portions of food establishments, gyms, entertainment and recreational locations, personal care establishments, and outdoor events within the City, as well as certain City facilities.

Key Provisions for the City of Los Angeles Vaccine Mandate Ordinance include:

- Food & Beverage Establishments: All patrons eligible to receive a COVID-19 Vaccine, are required to show proof of full vaccination against COVID-19 to enter restaurants, bars, fast food establishments, brewery, winery and distillery tasting rooms, cafeterias, food courts, banquet halls, and hotel ballrooms.
- Gyms & Fitness Venues: All patrons eligible to receive a COVID-19 Vaccine, are required to show proof of full vaccination against COVID-19 to enter yoga, Pilates, cycling, barre, and dance studios. This also includes fitness centers in hotel gyms and any facility used for conducting indoor group fitness classes.

- Entertainment & Recreation Venues: All patrons eligible to receive a COVID-19 Vaccine, are required to show proof of full vaccination against COVID-19 to enter movie theaters, bowling alleys, arcades, card rooms, family entertainment centers, play areas, pool and billiard halls, and other recreational game centers, performing arts theaters, music and concert venues, live performance venues and adult entertainment venues.
- Personal Care Establishments: All patrons eligible to receive a COVID-19 Vaccine, are required to show proof of full vaccination against COVID-19 to enter spas, nail salons, hair salons, barbershops, tanning salons, tattoo and piercing shops, and massage therapy.
- Outdoor Event Venues (events with 5,000-9,999 attendees): All patrons eligible to receive a COVID-19 Vaccine, are required to show proof of full vaccination against COVID-19 or a negative COVID-19 test taken within 72 hours of entry in lieu of proof of vaccination.

A patron may be exempt from demonstrating proof of COVID-19 vaccination prior to entering an indoor portion of a covered location if they are entitled to reasonable accommodation due to a medical condition, restriction, or a sincerely held religious belief. To be eligible for an exemption due to a medical condition or restriction, or a sincerely held religious belief, a patron must provide the covered location with a verbal self-attestation to qualify for the exemption.

If the covered location determines that the patron has met the exemption requirements, the patron should be directed to use an outdoor area. If an outdoor area is not available, the patron may be permitted to use an indoor area by providing proof of a negative COVID-19 test taken within 72 hours before entry and photo identification.

The City of Los Angeles Ordinance does not apply to the City of Burbank and only impacts the following neighborhoods (or cities) within the City of Los Angeles: West Hollywood, Santa Monica, Beverly Hills, Culver City, Malibu, San Fernando, Calabasas, Inglewood, and Avalon.

City of Burbank Outreach Efforts

The City of Burbank understands that the two different vaccination requirements can be confusing and misleading to Burbank's residents, businesses, and visitors. To help mitigate this, the Public Information Office has created an informational flyer comparing County of LA's and City of LA's requirements (Attachment 3). The flyer has been shared with local businesses and business contacts, posted across all City of Burbank social media accounts, added to the City of Burbank website, and sent out via email to City of Burbank registered emails. Flyers are also readily available at all City of Burbank buildings. The Public Information Office continues to work with the Los Angeles County Department of Public Health and Board of Supervisors Office to educate and inform Burbank residents and businesses about the ongoing COVID-19 information including

vaccination information, resources, and updated health officer orders. All COVID-19 updates are regularly shared on social media, the website, and on the City's designated COVID-19 webpage.

Attachments:

Attachment 1 – Los Angeles County Public Health Vaccination Requirement

Attachment 2 – City of Los Angeles Ordinance No. 187219 Requiring Full Vaccination to Enter Certain Indoor Locations and Large Events

Attachment 3 – City of Burbank Vaccine Mandate Informational Flyer



COVID-19 VACCINATION OR TEST REQUIREMENT

Overview for Covered Businesses



ATTACHMENT 1

Recent updates: (changes highlighted in yellow)

12/20/21: Updated to reflect edits to the County Health Officer Order made to align with the State Health Officer Order regarding timing of tests for admission to events.

In response to the ongoing community transmission of COVID-19 and the presence of **new and emerging variants**, the new [Health Officer Order](#) requires certain higher risk businesses to take additional steps to ensure the safety of their customers and employees, including verification of vaccination status prior to entry. Requiring vaccination for those entering these businesses will help to reduce community spread, lower the risk to workers, and encourage residents to get vaccinated. Vaccines are safe and effective, widely available in the County, and the best way to reduce the risk of getting sick from COVID-19.

Per published reports, factors that increase the risk of infection, including transmission to people more than 6 feet away, include:

- **Enclosed spaces with inadequate ventilation or air handling** that allow for build-up of exhaled respiratory fluids, especially very fine droplets and aerosol particles, in the air.
- **Increased exhalation of respiratory fluids** that can occur when an infectious person is engaged in physical exertion or raises their voice (e.g., exercising, shouting, singing).
- **Prolonged exposure** to these conditions.

Large events, such as Mega Events, present increased risk for COVID-19 transmission because attendees are spending long periods of time physically close to large numbers of people they don't usually interact with, thereby increasing the risk that respiratory particles containing COVID-19 virus will be transmitted between attendees. Businesses that serve food and beverages to customers indoors are also considered higher-risk settings for COVID-19 transmission because persons, both vaccinated and unvaccinated, are indoors, often without face masks, for an extended time.

Key Provisions

Below are the updated Health Officer Order requirements for both Mega Events (indoor events with 1,000+ attendees or outdoor events 10,000+ attendees) and bars, breweries, wineries, distilleries, nightclubs, and lounges. Note that all customers and employees must continue to wear face masks while at Indoor or Outdoor Mega Events regardless of vaccination status.

- ✓ Mega Events:
 - ✓ All attendees at Indoor Mega Events must show proof of full vaccination against COVID-19 or a negative **viral** test result prior to entry. Children under the age of two years are exempt.
 - **If providing a negative test result, it must be either:**





COVID-19 VACCINATION OR TEST REQUIREMENT

Overview for Covered Businesses

- A PCR test taken within 2 days of the event; or
 - An antigen test taken within 1 day of the event.
- ✓ All attendees ages 5 years and over at Outdoor Mega Events must show proof of full vaccination against COVID-19 or negative viral test result prior to entry. Children under the age of five years are exempt.
 - If providing a negative test result, it must be either:
 - A PCR test taken within 2 days of the event; or
 - An antigen test taken within 1 day of the event.
- ✓ Operators of Mega Events are required to cross-check proof of vaccination or negative COVID-19 viral test results for attendees who are 18 years or older against a photo identification.
- ✓ Attestation is not sufficient to prove vaccination status or test results.
- ✓ See the [Vaccine Verification Guide](#) and the [Test Verification Guide](#) for step-by-step instructions.
- ✓ Bars, breweries, wineries, and distilleries:
 - ✓ Operators must verify that all patrons ages 12 and over and on-site employees are fully vaccinated for entry into the facility to obtain indoor services. See the [Vaccine Verification Guide](#) for step-by-step instructions.
 - ✓ Patrons who do not provide proof of vaccination may be seated and served in the outdoor portion of the facility.
 - Certain persons, who wear a well-fitted mask may be permitted to enter the indoor portion of the facility temporarily for limited purposes, such as, to make a delivery or pick-up; to provide a service or repair; for an emergency or regulatory visit; to utilize the restroom; or to pick-up a to-go order.
- ✓ Nightclubs and lounges:
 - ✓ Operators must verify that all patrons and on-site employees are fully vaccinated against COVID-19. See the [Vaccine Verification Guide](#) for step-by-step instructions.
 - ✓ Patrons who do not provide proof of vaccination may only be seated and/or served in outdoor portions of the facility.
 - Certain persons, who must wear a well-fitted mask, may be permitted to enter the indoor portion of the facility temporarily for limited purposes such as to make a delivery or pick-up; to provide a service or repair; for an emergency or regulatory visit; to utilize the restroom; or to pick-up a to-go order.

In addition to the requirements above, the Health Officer Order **strongly recommends** that restaurants and other food facilities reserve the indoor areas of their establishments for individuals who are able to



COVID-19 VACCINATION OR TEST REQUIREMENT

Overview for Covered Businesses

present proof of full vaccination against COVID-19 prior to entry. This should not apply to persons wearing a well-fitting mask who enter the indoor portion of the facility temporarily for limited purposes, such as to make a delivery or pick-up; to provide a service or repair; for an emergency or regulatory visit; to utilize the restroom; or to pick-up a to-go order.

Additional Resources

Please visit the following sites for more information about how to comply with the new Health Officer Order:

- General Information about vaccination and [how to set up a vaccination clinic](#) at your worksite can be found at [VaccinateLACounty.com](https://www.vaccinatelacounty.com).
- See the LA County [Visual Guidance Verifying Proof of COVID-19 Vaccination](#) for more detailed information and step-by-step verification instructions with images of different vaccine documentation.
- See LA County [Visual Guidance Verifying Proof of a Negative COVID-19 Test](#) for detailed instructions about how to verify COVID-19 test results.
- See [FAQ for Event Operators](#) for specific questions related to the vaccination or test requirement for Mega Events.
- See [FAQ for Nightclubs, Bars, Lounges, Breweries, Wineries, and Distilleries](#) for specific questions related to the vaccination requirement for these businesses.
- See the [Business COVID-19 Safety Compliance Certificate Program](#) website for training materials.



187219

ORDINANCE NO. _____

An ordinance adding Article 10 to Chapter XX of the Los Angeles Municipal Code to require proof of full vaccination with a COVID-19 vaccine to enter certain indoor public locations, large events, and City buildings.

**THE PEOPLE OF THE CITY OF LOS ANGELES
DO ORDAIN AS FOLLOWS:**

Section. 1. Article 10 is added to Chapter XX of the Los Angeles Municipal Code to read as follows:

ARTICLE 10

**PROOF OF FULL VACCINATION WITH A COVID-19 VACCINE REQUIRED TO
ENTER CERTAIN PUBLIC LOCATIONS**

SEC. 200.120. PURPOSE.

The COVID-19 pandemic remains a significant challenge in the City of Los Angeles, particularly in light of the highly contagious delta variant. COVID-19 daily cases and community transmission remain high and, according to health experts, are likely to increase during the coming weeks because respiratory viruses spread more easily in the fall and winter months. The United States Centers for Disease Control and Prevention, California Department of Public Health, and County of Los Angeles Department of Public Health (DPH) uniformly recommend widespread vaccination in order to combat the spread of COVID-19, protect those who cannot be vaccinated by reason of age, safeguard the capacity of the local health care system, and prevent unnecessary and premature deaths. Although vaccines are widely available in the City, many eligible residents are not yet vaccinated. If there is not a significant increase in vaccination coverage, local health experts warn that there will be a cycle of repeated surges every few months. The City has an interest in increasing vaccination rates which, in turn, will help stem the spread of COVID-19 and protect its residents against a disease that threatens the health, safety, and wellbeing of everyone.

On August 24, 2021, the DPH issued a memorandum titled Evaluation of COVID-19 Vaccine Requirements for Indoor Public Spaces, which explained that “[b]ecause Los Angeles County is and has remained at a level of high community transmission, additional layers of protection in certain indoor settings where COVID-19 transmission is more likely to occur must be considered to avoid further negative impacts to the populous and business community.” DPH recommended a vaccination requirement for “indoor public settings that present a higher risk of transmission . . . because of exceptions to the universal indoor masking requirement, increased levels of physical exertion by customers, or large numbers of people at an establishment or the close proximity of employees and/or customers for long periods of time.” DPH allowed for municipalities to require more stringent measures.

On September 17, 2021, DPH issued an Order titled Responding Together at Work and in the Community (Order) with the stated goal of slowing the continuously high trends in and level of transmission of COVID-19. The Order advises “[t]he best way to reduce the current level of community transmission and to prevent future surges is for everyone who is eligible, including those who have recovered from a COVID-19 infection, to get fully vaccinated as soon as possible.” Specifically, the DPH Order mandates proof of vaccination or a negative COVID-19 test for Mega Events defined as event with large crowds, including indoor events with greater than 1,000 attendees and outdoor events with greater than 10,000 attendees. The DPH Order also requires proof of vaccination for all indoor spaces at bars, breweries, wineries, distilleries, nightclubs, and lounges. The locations covered under the DPH Order are required to follow the mandates of the Order. The Order also strongly recommends that operators of all restaurants verify the COVID-19 vaccination status of their patrons for indoor service. The Order does not supersede any stricter limitation imposed by a local public entity and, in announcing the Order, the DPH applauded cities across the County for creating additional safeguards in spaces where people are intermingling with the use of targeted vaccination mandates.

In light of the DPH's guidance, requiring vaccination of all eligible individuals who frequent recreational indoor businesses that allow groups of unassociated individuals to interact for long periods of time where patrons remove their masks to eat or drink, engage in heavy physical exertion, or do not adequately physically distance, will provide the strongest protection to the health and safety of the City's residents, including those who for reasons of age cannot be vaccinated. Requiring vaccination or proof of a negative COVID-19 test for large outdoor events between 5,000 and 9,999 attendees also will address several factors that increase the risk of transmission at those events, including crowding, prolonged duration, removal of masks for eating or drinking, and the increased likelihood contagious persons are present when a larger number of people are gathered. Additionally, requiring vaccination for individuals who enter City buildings will protect the health and safety of the City's workforce who themselves must be vaccinated and will protect the public health at large. These requirements also offer an alternative approach to stringent public health measures such as complete business closures that have been implemented previously. The City of Los Angeles Department of Airports must follow federal regulations concerning air travel and should consider best practices employed by other large airports with respect to protecting its employees and travelers.

The City therefore seeks to promote the health, safety, and welfare of its residents, to protect its workers, and to encourage vaccination, by requiring proof of full vaccination with a COVID-19 vaccine to enter recreational locations and events within the City that routinely allow for higher-risk interaction, and City buildings where City workers put themselves at risk to provide services to the general public. On the premises of these establishments, implementation of a vaccination requirement is critical in order to protect the City's employees, residents, visitors, and businesses, while also attempting to avoid future shutdowns and maintain the City's economic

recovery. Nothing herein shall be interpreted to supersede or modify any Orders issued by the DPH, State Public Health Officer, or federal government.

SEC. 200.121. DEFINITIONS.

The following definitions shall apply to this article.

- A. **City** means the City of Los Angeles.
- B. **Citation** means an Administrative Citation issued pursuant to Article 1.2 of Chapter 1 of this Code.
- C. **City Building** means the Indoor Portion of any building, structure, or premises belonging to or under the control of the City.
- D. **Covered Location** means any of the following locations in the City:
 - 1. Establishments where food or beverages are served, including, but not limited to, restaurants, bars, fast food establishments, coffee shops, tasting rooms, cafeterias, food courts, breweries, wineries, distilleries, banquet halls, and hotel ballrooms;
 - 2. Gyms and fitness venues, including, but not limited to: gyms, recreation facilities, fitness centers, yoga, pilates, cycling, barre, and dance studios, hotel gyms, boxing and kickboxing gyms, fitness boot camps, and other facilities used for conducting indoor group fitness classes;
 - 3. Entertainment and recreation venues, including, but not limited to, movie theaters, music and concert venues, live performance venues, adult entertainment venues, commercial event and party venues, sports arenas, convention centers, exhibition halls, museums, malls, shopping centers, performing arts theaters, bowling alleys, arcades, card rooms, family entertainment centers, play areas, pool and billiard halls, and other recreational game centers;
 - 4. Personal care establishments, including spas, nail salons, hair salons, barbershops, tanning salons, estheticians, skin care and cosmetology services, body art professionals, piercing shops, and massage therapy, except as medically required.

A Covered Location does not include any location that does not have an Indoor Portion. A Covered Location does not include any location that is required by a DPH Order to check proof of COVID-19 vaccination status prior to providing indoor service.

Nothing in this article shall be interpreted to preclude locations in the City that are not included in the above list from issuing vaccination requirements. Nothing in this

article shall be interpreted to preclude Covered Locations from issuing more stringent requirements than required by this article.

E. **COVID-19** means coronavirus disease 2019, the infectious disease caused by the SARS-CoV-2 virus that resulted in a global pandemic, including variants thereof.

F. **COVID-19 Vaccine** means a vaccine authorized to prevent COVID-19 by the United States Food and Drug Administration (FDA), including by way of an emergency use authorization, or by the World Health Organization (WHO).

G. **Full Vaccination/Fully Vaccinated** means 14 or more days after completing the entire recommended series of vaccination with a COVID-19 Vaccine. Currently, an individual is considered Fully Vaccinated at least two weeks after receiving a second dose of the Pfizer or Moderna COVID-19 Vaccine or two weeks after receiving the single dose of the Johnson & Johnson Janssen COVID-19 Vaccine.

H. **Individual Eligible for a COVID-19 Vaccine** means a person for whom a COVID-19 Vaccine is authorized for use by the FDA, including by way of an emergency use authorization or, in the case of a foreign visitor or traveler, a person for whom a COVID-19 Vaccine is authorized by the WHO.

I. **Indoor Portion** means any part of a Covered Location or City Facility with a roof or overhang that is enclosed by at least three walls, except that the following will not be considered an Indoor Portion: (1) a structure on the sidewalk or roadway if it is entirely open on the side facing the sidewalk; and (2) an outdoor dining structure for individual parties, such as a plastic dome, if it has adequate ventilation to allow for air circulation.

J. **Non-resident Performer** means a non-resident performing artist, non-resident professional athlete or sports team, or non-resident individual accompanying a performing artist or sports team as part of their regular employment.

K. **Outdoor Large Event** means an outdoor event with between 5,000 and 9,999 attendees. An Outdoor Large Event includes conventions, conferences, expos, concerts, shows, nightclubs, sporting events, live events and entertainment, fairs, festivals, parades, theme parks, amusement parks, water parks, large private events or gatherings, marathons or endurance races, and car shows. Outdoor Large Events may have either assigned or unassigned seating, and may be either general admission or gated, ticketed, and permitted events.

L. **Patron** means an Individual Eligible to Receive a COVID-19 Vaccine who enters, patronizes, attends an event, or purchases goods or services at a Covered Location or Outdoor Large Event.

M. Photo Identification means an original or copy of an identification card, including:

1. Driver's license;
2. Government issued identification card;
3. School or work identification card; or
4. Passport.

N. Proof of Negative COVID-19 Test means a printed document, email or text message displayed on a phone, from a test provider or laboratory that shows results of a polymerase chain reaction (PCR) or antigen COVID-19 test that either has Emergency Use Authorization (EUA) by the U.S. Food and Drug Administration or is operating per the Laboratory Developed Test requirements by the U.S. Centers for Medicare and Medicaid Services, that was conducted within 72 hours before entry into a Covered Location, City Facility, or Outdoor Large Event. The printed document, email, or text message must include the person's name, type of test performed, date of the test, and negative test result.

O. Proof of Vaccination means one of the following demonstrating proof of Full Vaccination:

1. A vaccination card issued by the United States Centers for Disease Control and Prevention (CDC) COVID-19 vaccination card, which includes the name of the person vaccinated, type of vaccine provided, and date last dose administered, or similar documentation issued by another foreign governmental agency;
2. A photo of a vaccination card (both sides), compliant with Subsection O.1, above, as a separate physical photograph or stored on a phone or electronic device;
3. Documentation of vaccination from a licensed healthcare provider;
or
4. A personal digital COVID-19 vaccine record issued by the State of California or similar documentation issued by another state, local, or foreign governmental jurisdiction, or by a private company. California residents can visit the State of California's Digital COVID-19 Vaccine Record website at myvaccinerecord.cdph.ca.gov and download a QR Code on a phone.

SEC. 200.122. PROOF OF VACCINATION REQUIRED FOR A PATRON TO ENTER INDOOR PORTION OF A COVERED LOCATION.

A. Beginning on October 21, 2021, a Covered Location shall display prominently on its premises, visible to Patrons prior to entrance, an advisory notice informing Patrons that, beginning on November 4, 2021, Proof of Vaccination is required to enter any Indoor Portion of a Covered Location.

B. Beginning on November 4, 2021, a Covered Location shall require each Patron to provide Proof of Vaccination upon entering an Indoor Portion of a Covered Location. A Covered Location shall require Proof of Vaccination upon the Patron's first in-person interaction with staff. A Covered Location is required to cross-check Proof of Vaccination for each Patron who appears to be 18 years of age or older against Photo Identification. Subject to the exemptions below, a Patron shall not be permitted to enter an Indoor Portion of a Covered Location without Proof of Vaccination.

1. A Patron may be exempt from the requirements of this section if they are entitled under any applicable law to a reasonable accommodation for a medical condition or restriction or a sincerely held religious belief, as follows.

a. To be eligible for an exemption due to a medical condition or restriction, the Patron must provide the Covered Location with a self-attestation that the Patron has a medical condition or restriction that qualifies the Patron for the exemption.

b. To be eligible for an exemption due to a sincerely held religious belief, the Patron must provide the Covered Location with a self-attestation that the Patron has a sincerely held religious belief that qualifies the Patron for the exemption.

2. If a Covered Location determines a Patron has met the requirements of an exemption pursuant to this section because of a medical condition or restriction or sincerely held religious belief, the Covered Location shall require the Patron to use the portion of a Covered Location that is not an Indoor Portion. If such use is not available, the Patron may be permitted to enter an Indoor Portion of a Covered location by providing Proof of Negative COVID-19 Test and Photo Identification.

3. A Patron who does not provide Proof of Vaccination and who does not qualify for an exemption may use the portion of a Covered Location that is not an Indoor Portion. A Patron who does not provide Proof of Vaccination may be allowed to enter an Indoor Portion of a Covered Location for brief and limited periods of time to use the restroom, order, pick-up, or pay for food or drink "to-go," or perform necessary repairs, provided that the Patron wears a well-fitting mask at all times while in the Indoor Portion of the Covered Location. To the extent feasible, a Covered Location may offer service outside for a Patron who

does not provide Proof of Vaccination, including curbside pickup, drive thru, delivery, and outdoor seating and dining.

4. This section does not apply to a Non-resident Performer, who enters a Covered Location for purposes of performing or competing.

C. A Covered Location must develop and keep a written record describing the protocol for implementing and enforcing the requirements of this article.

SEC. 200.123. PROOF OF VACCINATION REQUIRED TO ENTER AN INDOOR PORTION OF A CITY FACILITY.

A. Beginning on October 21, 2021, a City Facility shall display prominently on its premises, visible to any persons upon entrance, an advisory notice that, beginning on November 4, 2021, Proof of Vaccination is required to enter any Indoor Portion of a City Facility.

B. Beginning on November 4, 2021, an Individual Eligible for a COVID-19 Vaccine shall provide Proof of Vaccination upon entering an Indoor Portion of a City Facility. A City employee at a City Facility is required to cross-check Proof of Vaccination for each individual who appears to be 18 years of age or older against Photo Identification.

C. An Individual Eligible for a COVID-19 Vaccine who does not provide Proof of Vaccination will be provided alternative arrangements for access to government services, to be determined on a case-by-case basis by each department, including, but not limited to, online or remote service, service outdoors, or providing Proof of Negative COVID-19 Test prior to entering any Indoor Portion of a City Facility.

D. This section does not apply to any individual City employee or contractor covered by the COVID-19 Vaccination Requirement for all Current and Future City Employees, Los Angeles Administrative Code Section 4.700 et seq. This section does not apply to a Non-resident Performer who enters a City Facility for purposes of performing or competing.

SEC. 200.124. PROOF OF VACCINATION OR PROOF OF NEGATIVE COVID-19 TEST REQUIRED TO ATTEND OUTDOOR LARGE EVENT.

Beginning on November 4, 2021, an operator of an Outdoor Large Event that is ticketed or held in a defined space with controlled points of entry must verify Proof of Vaccination or Proof of Negative COVID-19 Test for each Patron, prior to entry to the event. An Outdoor Large Event is required to cross-check Proof of Vaccination or Proof of Negative COVID-19 Test for each Patron who appears to be 18 years of age or older against Photo Identification. This section does not apply to a Non-resident Performer, who enters an Outdoor Large Event for purposes of performing or competing.

SEC. 200.125. COMPLIANCE.

A. An operator of a Covered Location or Outdoor Large Event may be issued a Citation for violation of any provision of this article and shall be subject to the following fines:

1. A warning and a notice to correct for a first violation;
2. An administrative fine of \$1,000 for a second violation;
3. An administrative fine of \$2,000 for a third violation;
4. An administrative fine of \$5,000 for a fourth and each subsequent violation.

B. This section shall be enforced beginning on November 29, 2021.

SEC. 200.126. RULES AND REGULATIONS.

The Economic and Workforce Development Department shall promulgate and update as necessary Rules and Regulations consistent with this article for further clarification of the provisions of this article.

SEC. 200.127. SEVERABILITY.

If any subsection, sentence, clause or phrase of this article, or its application to any person or circumstance, is for any reason held to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this article, including its application to other persons or circumstances. The City Council hereby declares that it would have adopted this article and each and every subsection, sentence, clause and phrase thereof not declared invalid or unconstitutional, without regard to whether any portion of the article would be subsequently declared invalid or unconstitutional.

SEC. 200.128. NO CONFLICT WITH FEDERAL OR STATE LAW.

Nothing in this article shall be interpreted so as to create any power or duty in conflict with any state or federal law.

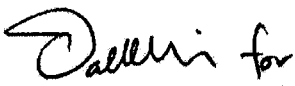
SEC. 200.129. SUNSET.

This article shall sunset upon the lifting of the Declaration of Emergency declared by the Mayor of Los Angeles on March 4, 2020.

Sec. 2. The City Clerk shall certify to the passage of this ordinance and have it published in accordance with Council policy, either in a daily newspaper circulated in the City of Los Angeles or by posting for ten days in three public places in the City of Los Angeles: one copy on the bulletin board located at the Main Street entrance to the Los Angeles City Hall; one copy on the bulletin board located at the Main Street entrance to the Los Angeles City Hall East; and one copy on the bulletin board located at the Temple Street entrance to the Los Angeles County Hall of Records.

Approved as to Form and Legality

MICHAEL N. FEUER, City Attorney

By 
DANIA MINASSIAN
Deputy City Attorney

Date 10/6/2021

File No. 21-0878

M:\GENERAL COUNSEL DIVISION\ORDINANCES AND REPORTS\ORDINANCES - FINAL YELLOW\LAMC Art. 10, Chapter XX Vaccine Mandate 10.6.21.docx

The Clerk of the City of Los Angeles hereby certifies that the foregoing ordinance was passed by the Council of the City of Los Angeles.

CITY CLERK

MAYOR



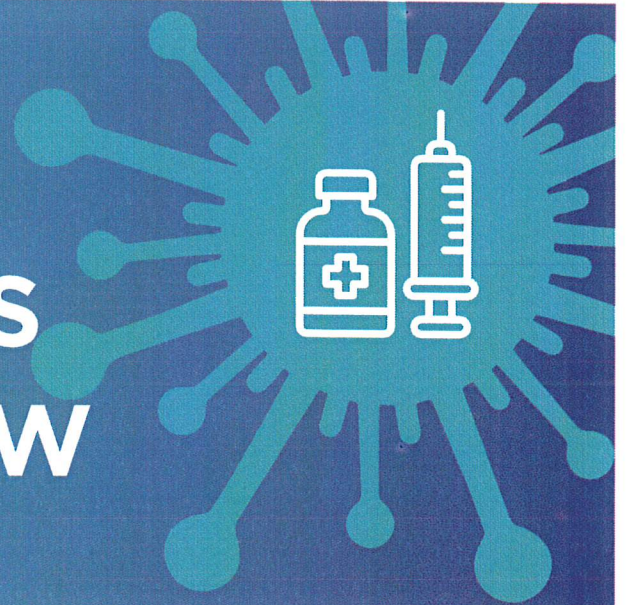


Ordinance Passed October 6, 2021

Approved 10/06/2021

Published Date: 10-08-21
Ordinance Effective Date: 11-08-21

LA COUNTY VACCINATION REQUIREMENTS EFFECTIVE NOW



Burbank continues to comply with LA County's Health Orders which requires COVID-19 vaccine verification for customers and onsite employees at **INDOOR*** portions of bars, wineries, breweries, night clubs, and lounges. **CUSTOMERS AND EMPLOYEES MUST BE FULLY VACCINATED BY NOVEMBER 4.**

** Outdoor areas are not included.*

► For more about Vaccine Requirements in Burbank:



City of LA has further vaccine mandates that require proof of vaccination to enter additional indoor places including restaurants, gyms, spas, and more.

THOSE REQUIREMENTS DO NOT APPLY TO BURBANK.

► Find out more here: <https://www.lacity.org/>

