



Weekly Management Report

March 1, 2019

1. **Synopsis** Transportation Commission Meeting of
January 28, 2019
Community Development Department

2. **Synopsis** Burbank Hospitality Association Meeting of
January 28, 2019
Community Development Department

3. **Synopsis** Planning Board Actions of February 25, 2019
Community Development Department

4. **Minutes** Burbank Water and Power Board
Meeting of February 7, 2019
Burbank Water and Power Department

5. **Report** January 2019 Operating Results
Burbank Water and Power Department

6. **Synopsis** Transportation Commission Meeting
February 25, 2019
Community Development Department

memorandum

DATE: January 30, 2019

TO: Ron Davis, City Manager

FROM: Patrick Prescott, Community Development Director *duc for PP*

SUBJECT: **January 28, 2019 Transportation Commission Meeting Synopsis**

- Staff discussed the security and safety of the Downtown Metrolink Station. In September, the Commission asked staff to find and implement methods to improve security at the station. Staff reported that the current security company recently attended the Police Department Roll Call meeting to improve coordination. Furthermore, Transportation staff indicated that they had reached out to the Police Department and asked for more frequent patrols, a requested obliged by the Police Department.
- Staff also discussed plans to partner with the Downtown Burbank Property Based Business Improvement District on a new security, ambassador, and homelessness outreach service for the Downtown Burbank area. This service would replace the current security services at the Station. Staff expects it to begin towards the end of the current fiscal year. The Commission was supportive of the new security service. Staff discussed parking at the Downtown Burbank Metrolink Station. Staff stated that they will seek Council direction on citywide parking management, which could impact plans to manage parking at the Metrolink Station, including how to implement preferential parking for transit users. The Commission was supportive of these efforts. Vice Chair Diel asked to work with staff to provide parking for Rose Parade float volunteers.
- The Commission asked for more improvements such as adding signs noting California Penal Code 640 and 647. Chair Ehrhardt introduced a motion recommending that the City must do all that it can in order to improve the safety and security at the Station. The motion was seconded by Mr. Anthony and was approved 3-1, with Mr. Richards abstaining.
- Staff continued the discussion of the results of the Comprehensive Operational Analysis. The discourse touched on route alignments, cost considerations, the larger regional transit system at large, and changing demographic and employment patterns. Mr. Anthony introduced a motion recommending that the City Council do one of the following two options:
 - Implement the overarching policies and route configurations that had been recommended at the November 2018 Commission meeting. The policies are that the fixed route bus service should be (a) point to point service, (b) 15 minute frequency, (c) regional transit hub connections, and (d) all day service. The recommended route configurations are: (a) from the Downtown Burbank Metrolink Station to the Universal City LA Metro Station, (b) From the North Hollywood LA Metro Station to Downtown Burbank along Magnolia Boulevard, and (c) From the North Hollywood LA Metro Station to the Hollywood-Burbank Airport with possible service to the Empire Center area. This system would be given a three year trial period to determine its effectiveness.



memorandum

If the City Council does not implement the new system, the Commission recommends the current system should be shut down completely on December 31, 2020 and to direct City staff to research and develop alternative transportation projects to fund with those funds that were being used for BurbankBus. The Commission further recommended that City staff be forward-thinking in the types of projects funded.

The motion was seconded by Vice Chair Diel and was approved 5-0.



memorandum

DATE: February 21, 2019

TO: Ron Davis, City Manager

FROM: Patrick Prescott, Community Development Director *DUPK/PP*
Via: Simone McFarland, Assistant Community Development Director-
Business and Economic Development

**SUBJECT: BURBANK HOSPITALITY ASSOCIATION (BHA) MEETING SYNOPSIS
– JANUARY 28, 2019**

- The Board reviewed and approved the 2016-17 Burbank Hospitality Association audit as presented. A copy of this audit will be provided to the City of Burbank's Financial Services Director.
- The Board approved transferring 5% or \$16,523 of the current Destination Development Budget to the Marketing Budget per the Management District Plan. The transferred funds will be used for Familiarization Tour (FAM) with 40 online travel agents from Hotelbeds.com staying at the Coast Annabel Hotel from April 10-13, 2019.
- Downtown Burbank staff reported on the 2018 Burbank Beer Festival and Winter Wine Walk events which took place in Downtown Burbank in October and November. In 2018, the Burbank Beer Festival resulted in 59 room nights and the Winter Wine Walk Resulted in 53 room nights.

memorandum

DATE: February 26, 2019

TO: Ron Davis, City Manager

FROM: Patrick Prescott, Community Development Director *Joe L. P. Prescott*
Fred Ramirez, Assistant Community Development Director *FR*
Scott Plambaeck, Deputy City Planner *SP*

SUBJECT: **Planning Board Actions of February 25, 2019**

At the Planning Board meeting of February 25, 2019, the Planning Board held a noticed public hearing to consider the following item:

Public Hearing

- 1. Project No. 16-0004646 | General Plan Amendment, Planned Development, Development Agreement, Development Review, Tentative Parcel Map and associated Environmental Impact Report | Avion Burbank Project - 3001 N. Hollywood Way**

The Board considered a request from the Applicant for City Council consideration to amend the General Plan, approve a Planned Development zoning designation for the subject site, enter into a Development Agreement, and approved the associated entitlements as well certification of the Project's Environmental Impact Report (EIR) in order to development the following: six (6) industrial/buildings; nine (9) two-story office buildings; two (2) retail/restaurant buildings; a 150-room hotel on a 61 acre site with associated City utility and infrastructure improvements totaling more than \$23.6 million. Subsequent to the public hearing and deliberation, the Board voted 5-0 to recommend to the City Council approval of the requested entitlements and certification of the EIR. The item, which includes the Board's recommendation, will now be forwarded for consideration by the City Council at a future public hearing.

Attendance

Present: Rizzotti, Eaton, Liu, Atteukenian, Hadian.

Absent:

**BURBANK WATER AND POWER BOARD
MINUTES OF MEETING
FEBRUARY 7, 2019**

Mr. Eskandar called the regular meeting of the Burbank Water and Power Board to order at 5:08 p.m. in the third floor Boardroom of the BWP Administration Building, 164 W. Magnolia Boulevard, Burbank, California.

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

ROLL CALL

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

Board Absent: None

Staff Present: Mr. Somoano, General Manager, BWP; Mr. Chwang, Senior Assistant City Attorney; Mr. Liu, Chief Financial Officer; Mr. Ancheta, Assistant General Manager, Electrical; Mr. Compton, Assistant General Manager, Chief Technology Officer; Mr. Wilson, Assistant General Manager, Water; Mr. Tunncliff, Assistant General Manager Customer Service and Marketing; Mr. Flores, Marketing Manager; Mr. Hernandez, Assistant Manager/Customer Service Operations; Mr. Kulkarni, Marketing Associate; Mr. Hammond, Manager Energy Control Center; Mr. Messineo, Assistant Power Production Superintendent; Mr. Mitchell, Water Maintenance – Construction Superintendent; Mr. Thompson, Manager Water Engineering/Planning; Mr. Hernandez, Manager Transmission and Distribution Engineering; Mr. Sleiman, Principal Electrical Engineer; Mr. Arraj, Electrical Engineering Associate; Ms. Waloejo, Financial Planning and Risk Manager; Mr. Swe, Utility Rates Manager; Ms. Mao, Financial Analyst; Ms. Kalomian, Financial Analyst; Ms. Osborne, Principal Utility Accounting Analyst; Mr. Lippert, Manager, Telecommunications; Mr. Aquino, Administrative Officer; Ms. Titus, Legislative Analyst; Ms. Kramer, Recording Secretary

INTRODUCTION OF ADDITIONAL AGENDA ITEMS

None requested. Mr. Somoano requested to move the first few information from staff items to the beginning of the agenda, following the Consent Calendar.

ORAL COMMUNICATIONS

Ms. Kirshenbaum spoke to the Board. She recently purchased her first electric vehicle (EV) and she thanked the Board and the utility for their support of EV's. She found the chargers in Burbank to be conveniently located and easy to use.

Ms. Kirschenbaum also expressed her appreciation to see that participating in IPP repowering was not included in the top three scenarios in BWP's IRP.

Ms. Sutliff spoke to the Board and introduced herself as a 60-year resident of Burbank. Ms. Sutliff introduced Mr. O'Neil who addressed the Board on her behalf. Mr. O'Neil discussed a recent utility bill that the Sutliff's received totaling almost \$4,900. This high bill was due to a water leak on their property. Mr. O'Neil explained that deer roam in the hills on the Sutliff's property and that the leak was caused by a deer that hit a pipe while jumping over it. Mr. O'Neil questioned why the Sutliff's smart meter did not catch this issue and why BWP did not contact the residents to notify them of a potential problem. Due to the fact that the Sutliff's did not receive sufficient notice, they incurred an unusually high water bill. Mr. O'Neil requested that the Board offer some type of relief or negotiate the total amount owed.

BOARD AND STAFF RESPONSE TO ORAL COMMUNICATIONS

Mr. Eskandar thanked Ms. Kirshenbaum for returning with nice comments for the Board.

Regarding the Sutliff's bill, Mr. Eskandar appreciates that the resident addressed the issue with the Board, however, the BWP Board does not have any legal authority nor oversight to review and/or negotiate utility bills or waive any fees. Mr. Eskandar advised that Staff is currently assessing the situation and working with the resident through the prescribed policy related to such issues.

Mr. Smith agreed with the Chair, and also mentioned that the Board does review policies and could potentially review the process for handling leaks, and notifications.

Mr. Herman would also like to look at the policy regarding leaks and notifications, in an effort to minimize water loss and promote conservation, it's worth discussing.

Mr. Somoano and Mr. Tunnicliff responded to Board Member questions. Mr. Tunnicliff explained the leak alert program which Burbank residents have the option to enroll in.

CONSENT CALENDAR

MINUTES

It was moved by Mr. Herman, seconded by Mr. Brody, and carried 7-0 to approve the Consent Calendar, which included the minutes of the special meeting of January 14, 2019 and the regular meeting of January 17, 2019.

INFORMATION FROM STAFF

LOW CARBON FUEL STANDARD PROGRAM

Mr. Kulkarni presented an overview of California's Low Carbon Fuel Standard (LCFS) program. The goal of the LCFS program is to reduce carbon intensity in transportation fuels as compared to conventional petroleum fuels, such as gasoline and diesel.

Mr. Kulkarni responded to Board Member questions.

PORTAL UPDATE

Mr. Flores provided an update on the project timeline for the new customer web portal. Mr. Flores responded to Board Member questions.

LEGISLATIVE UPDATE

Ms. Titus presented a state and federal legislative update and distributed a handout of key bills that she is tracking and monitoring. Ms. Titus discussed CMUA's annual Capitol Day held in Sacramento, which she and Mr. Somoano attended.

Ms. Titus and Mr. Somoano responded to Board Member questions.

REPORTS TO THE BOARD

BWP OPERATIONS AND FINANCIAL REPORTS

Mr. Liu presented the monthly operating report and financials for the month ending December 2018. Mr. Liu responded to Board Member questions.

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

AWARD OF CONTRACT FOR DISTRIBUTION UNDERGROUND CONDUIT SYSTEM AND RELATED SUBSTRUCTURE IMPROVEMENTS CITYWIDE –BID SCHEDULE NO. 1464 TO VCI UTILITY SERVICES, LLC DBA VANTAGE UTILITY SERVICES

Mr. Arraj presented a bid summary for Bid Schedule 1464 with Vantage Utility Services. The scope of work for this Bid Schedule is for construction work, which includes the installation of various concrete-encased conduit systems, pull boxes, manholes, transformer and padmount equipment pads, and pole risers. This contract is for the period of one year with the option for Burbank to renew up to three more years on a year-to-year basis.

Mr. Arraj and Mr. Somoano responded to Board Member question.

It was moved by Mr. Smith, seconded by Mr. Herman, and carried 7-0 to approve Staff's recommendation that the Burbank Water and Power Board approve the award of the Distribution Underground Conduit System and Related Substructure Improvements Citywide-Bid Schedule No. 1464 to Vantage Utility Services.

PROPOSED FY 2019-20 ANNUAL BUDGET AND RATES

Mr. Somoano gave a presentation on the proposed fiscal year 2019-20 budget. Mr. Somoano presented highlights, budget drivers, and reserve levels for both the Water and Electric Funds. Staff proposed a water rate increase of 4.9% and a 1% increase to the Electric Fund. Mr. Swe gave a presentation regarding the water rate design.

Mr. Somoano, Mr. Swe, and Staff responded to Board Member questions and comments.

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

The Chair called for a brief recess at 8:24 pm.

The Chair called the meeting back to order at 8:43 pm

INFORMATION FROM STAFF

WATER UPDATE

Mr. Wilson reviewed State Water Project allocations, water supply and water storage.

Mr. Wilson responded to Board Member questions.

COMMENTS AND REQUESTS FROM BOARD MEMBERS

Mr. Brody commented on Ms. Sutliff's situation. He believes she was advised to attend the Board Meeting in order to present her case to the Board and request some type of relief for her bill. Mr. Eskandar and Mr. Chwang responded that the BWP Board does not have the authority to make this type of decision.

Mr. Ford also commented on Ms. Sutliff's request for assistance. He's not sure if the Board should be in a position to offer relief or discounts related to a residents utility bill. However, this could be a possible opportunity to market the leak alert notifications and encourage residents to sign up for the notices in order to avoid situations like these.

Mr. Herman commented on LADWP's boring project. There is a very large, gray wall surrounding the site, and he wishes LA would do something about this as it is very unsightly, and the project is anticipated to continue for a couple more years.

Mr. Panahon appreciates staff's responses to his questions. The budget review process was very informative. He hopes the Board's feedback was helpful for staff as well.

Ms. LaCamera echoed Mr. Panahon's comments on the budget process. Staff did a great job, and she learned a great deal.

Mr. Smith commented on a few different recycled water programs that other utilities have developed or are in the process of developing. The City of Pasadena launched a greywater program, Burbank may want to look closely at that program and study the effects. MWD is also working on a large-scale recycled water program. Burbank could explore this program and review the benefits of participating in it. As part of the initial phase of that project, MWD is opening up a plant in the City of Carson and will be hosting an open house in the near future. It may be beneficial for the Board to attend this open house.

Mr. Smith also mentioned that getting residents to sign up for online accounts and services could be difficult. Staff may want to look at any incentives we could offer to encourage residents to use online services.

Mr. Eskandar appreciates the effort from all the Board Members, especially Mr. Brody and Mr. Panahon as the newest members, for their thorough review of the budget materials. This allowed the Board and Staff to have a good discussion this evening and he appreciates it.

ADJOURNMENT

The meeting was adjourned at 10:28 pm. The next scheduled Board meeting is March 7, 2019 and will be held in the third floor Boardroom at Burbank Water and Power.

Lyndsey Kramer
Recording Secretary

Jorge Somoano
Secretary to the Board

Philippe Eskandar, Chair, BWP Board



**CITY OF BURBANK
BURBANK WATER AND POWER
STAFF REPORT**

DATE: March 7, 2019
TO: BWP Board
FROM: Jorge Somoano, General Manager, BWP
SUBJECT: January 2019 Operating Results

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

SAFETY

Burbank Water and Power experienced two OSHA reportable injuries, one of which resulted in lost time during the month of January 2019.

Water Financial Results

For the month of January, Potable water usage was 3% (13 million gallons) lower than budgeted and Potable Water Revenues were \$107,000 lower than budgeted. Recycled water usage was 22% (14 million gallons) lower than budgeted partially due to slightly more rainfall than the monthly January average. Recycled Water Revenues were \$57,000 lower than budgeted. January Water Supply Expenses were \$71,000 lower than budgeted due to lower demand. January's Gross Margin was \$93,000 lower than budgeted. Net Income was -\$313,000, which was \$93,000 lower than budgeted.

January fiscal-year-to-date (FYTD) Potable water usage was 2% (54 million gallons) lower than budgeted. FYTD January Potable Water Revenues were \$469,000 lower than budgeted. FYTD recycled usage was 9% (57 million gallons) lower than budgeted and Recycled Water Revenues were \$284,000 lower than budgeted. FYTD Water Supply Expenses were \$10,000 lower than budgeted. The FYTD January Gross Margin was \$745,000 lower than budgeted. Operating Expenses were \$560,000 lower than budgeted. Net Income was \$2,022,000, which was \$98,000 lower than budgeted.

Electric Financial Results

For the month of January, electric loads were 6% lower than budgeted due to conservation. Retail Sales were \$884,000 lower than budgeted. January Power Supply Expenses were \$1,246,000 lower than budgeted primarily due to prior period true up credits and lower retail load. January's wholesale margin was \$16,000 higher than budgeted. January's Gross Margin was \$377,000 higher than budgeted. Net Income was \$208,000 which was \$377,000 higher than budgeted.

FYTD January electric loads were 2% lower than budgeted primarily due to conservation. Retail Sales were \$740,000 lower than budgeted. FYTD Power Supply Expenses were \$699,000 lower than budgeted. FYTD Gross Margin was \$491,000 lower than budgeted.

January FYTD Operating Expenses were \$2,230,000 lower than budgeted. Net Income was \$10,382,000 which was \$1,871,000 higher than budgeted.

WATER DIVISION

State Water Project Update

On January 25, 2019, the Department of Water Resources (DWR) increased the State Water Project (SWP) Allocation Table A amounts from 10% to 15%, consistent with the long-term water supply contracts and public policy. The increase was based upon several factors including existing storage in SWP reservoirs, SWP operational constraints such as the Biological Opinions of Delta Smelt and Salmonids and the 2019 contractor demands.

Burbank's Water Use

The table below shows water use in Burbank during January 2019 compared to January 2018 measured in gallons per capita per day (gpcd). Also shown is a comparison of Burbank's average water use through the end of January 2018 and 2019 on a fiscal year basis (i.e., July 1 through January 31).

	Average Monthly Use	Average Monthly Use Fiscal Year Basis
January 2018	119 gpcd	137 gpcd
January 2019	106 gpcd	135 gpcd

These figures show steady water use and are well below the target use of 157 gpcd that must be met by the year 2020.

Burbank Operating Unit (BOU) Water Production

The table below provides the operational data for the BOU for the month of January. The contract operator performed weekly and monthly sampling for the treatment plant and wells.

	Availability	Capacity Factor	Average Flow Rate (FY Total)
November 2018	88.2%	70.8%	6,370 gpm
December 2018	98.5%	65.3%	5,877 gpm
January 2019	95.63%	64.2%	5,775gpm

Water continued to be spread at the Lopez and Pacoima spreading grounds. In January 595 acre-feet was spread increasing the amount of water spread to 6,941 acre-feet for the 2018/19 fiscal year.

PROJECT UPDATES

Programming and wiring for the Burbank/Los Angeles potable water interconnect was completed in September. Coordination with LADWP for disinfection, hydrostatic testing and commissioning is underway. The connection is scheduled to be complete by April 30, 2019.

Seismic valve sensors and hardware are being installed at Reservoirs #1 and #5; valve control software, which will enable BWP to program the closing positions of the valve actuators that will automatically activate during a sizable seismic event are now being programmed. An uninterruptible power supply (UPS) system will be added to Reservoir #1 and programming is projected to be finished in mid-April 2019.

Work began in March 2018 to replace plug and pressure reducing valves in the blending facility at the Valley Pumping Plant. The second pressure-reducing valve was installed in late October and one of the two plug valves was installed in December. Modifications to the automatic control system and the installation of the second plug valve will be completed by June 1, 2019.

Several reservoir cleaning and inspections took place in January 2019. Water goals are to clean and inspect each tank every 3 years and underground reservoirs every

5 years. Pictured below is reservoir # 2, which is a sub-surface concrete reservoir, built in 1933, with a capacity of 2,500,000 gallons.



Inspectors wash the slopes and floor and inspect for such things as the joint condition and structural integrity.



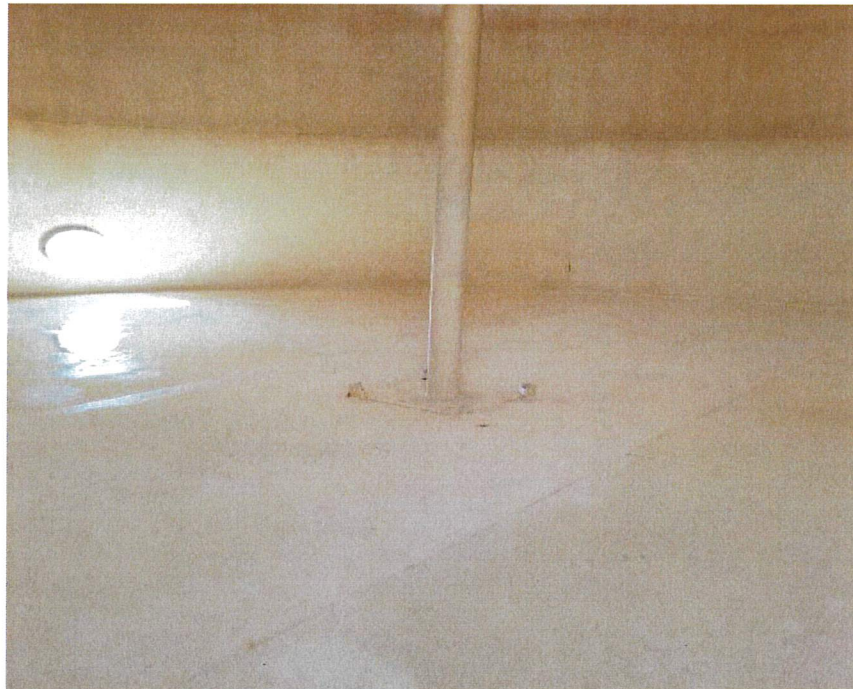
Steel tanks such as Haven and Bel Aire, shown below, are drained, washed, inspected and repaired as needed. The reservoir is fully disinfected and sampled for water quality in accordance with American Water Works Association (AWWA) Standards before they are allowed to be placed back into service.



The external condition of the tanks is inspected, including all valves, appurtenances and bird/insect screens.



Roof joists and columns and interior welds are also inspected.



The column base, manway and floor seams are inspected, especially the connection of the floor to the wall.

The field crew repaired a radial crack on a 6-inch cast iron water main at 1725 Via Montana. The repair was completed using a full circle repair clamp.



The fire hydrant at the corner of Naomi and Willow was replaced as part of the citywide fire hydrant replacement program.





The new hydrant, above, uses the newest technology available and has connections compatible with the latest fire department standards.

DISTRIBUTION

ELECTRIC RELIABILITY

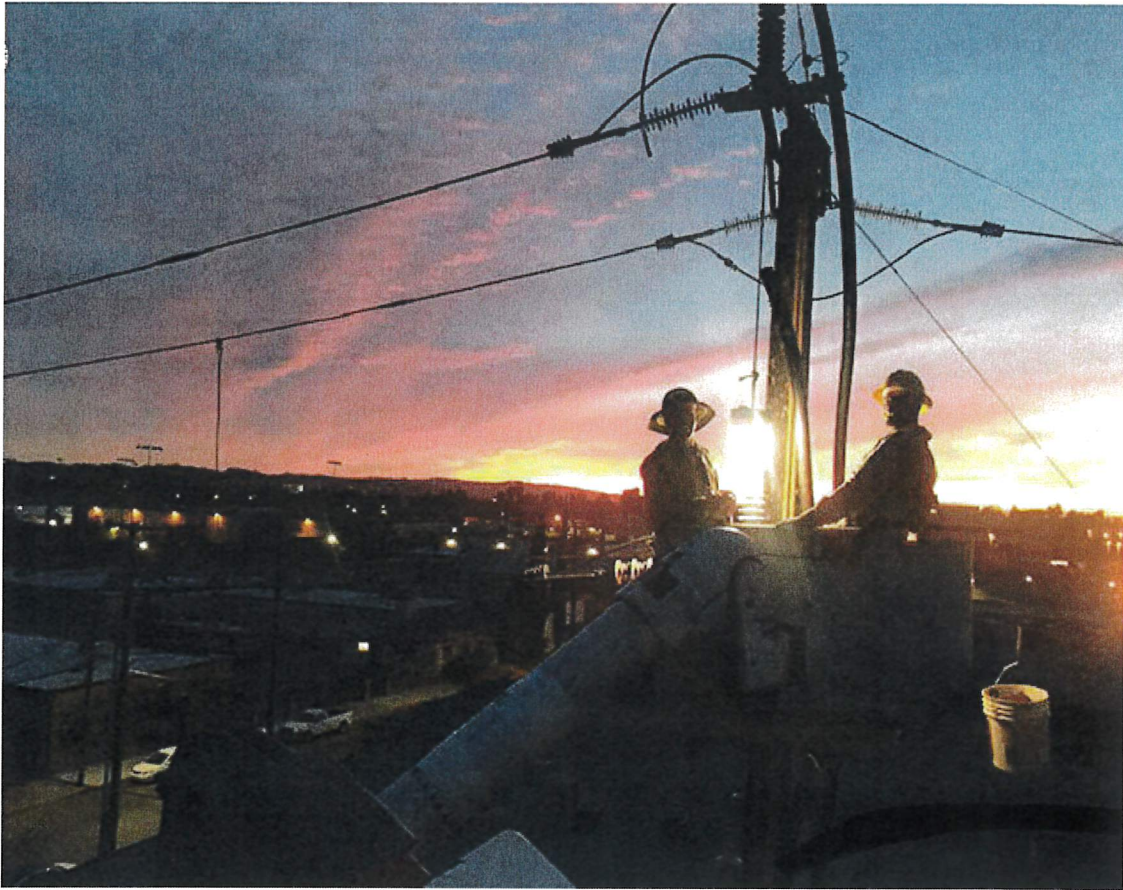
In January 2019, BWP experienced two sustained feeder outages. In the past twelve months, automatic reclosing has reduced customer outage time by approximately 1,320,580 customer minutes.

Reliability Measurement	February 2017 – January 2018	February 2018 – January 2019
Average Outages Per Year (SAIFI)	0.4342	0.4382
Average Outage Duration (CAIDI)	17.34 minutes	48.34 minutes
Average Service Availability	99.999%	99.996%
Average Momentary Outages Per Year (MAIFI)	0.1793	0.3154
No. of Sustained Feeder Outages	10	10
No. of Sustained Outages by Mylar Balloons	2	3
No. of Sustained Outages by Animals	1	0
No. of Sustained Outages by Palm Fronds	2	3

PROJECT UPDATES

Ontario Substation

In January, overhead reconfiguration work on two riser poles was completed in preparation for connecting Ontario Substation to the 69kV system. This work involved rebuilding two riser poles on Vanowen Street and Ontario Street, pulling the last run of 69kV cable to the poles, and terminating the cables at the top of the poles. The 69kV lines were energized by connecting Ontario Substation to Valley Switching Station and Lincoln Switching Station.



69kV Riser Pole Construction on Vanowen Street

Twelve months after initial groundbreaking, Ontario Substation was successfully energized in January. This required extensive efforts from all BWP divisions and other City departments for the on-site substation work as well as the off-site work for extending 69 kV subtransmission lines and 12 kV distribution circuits to the substation. In the coming weeks, the first of numerous customer loads will be added to the substation.



View of 69 kV Switchgear (Left) and Ontario Exterior View (Right)

STREET LIGHTING

LED Replacement Program

In accordance with the 2014 Street Lighting Master Plan, BWP began replacing 100W and 250W high-pressure sodium (HPS) streetlight luminaires with light-emitting diode (LED) luminaires. Replacement is carried out on a maintenance basis, and LEDs are installed daily as the HPS luminaires burn out. Currently, the CREE XSPR LED 42W has been selected to replace the 100W HPS luminaire and the CREE XSP2 LED 101W replaces the 250W HPS luminaire. **To date, 51.60% of the total streetlight luminaires have been converted to LEDs, which translates to an annualized energy savings of 2,499MWh or a 27% reduction in energy consumption. LED conversions have also reduced evening load by 571kW, which shortens the “neck of the duck curve” and reduces the amount of energy generation that BWP needs.**

CUSTOMER SERVICE

Electric Vehicle (EV) Charging Program

41 public EV charging stations are in service, including 2 DC Fast Chargers and 14 curbside stations. As of November 1, 2018, Time of Use (TOU) pricing for public EV charging is 17.36 cents per kilowatt hour (kWh) for Level 1 and Level 2 charging during all hours. For the DC Fast Chargers, the charging rate is 28.17 cents per kWh. Staff continues to monitor usage and maintenance issues.

Month of usage	Usage in kWh	Gross Revenue	GHG reduced in kg	kWh/ Station/ Day	% Peak Sessions	Parking Occupancy	Charging Occupancy
Jan 2019	20,706	\$3,511	8,696	16	22%	22%	18%
Dec 2018	22,889	\$3,991	9,613	18	21%	24%	19%
Nov 2018 ⁵	22,145	\$3,879	9,301	18	20%	25%	20%
Oct 2018 ⁴	23,141	\$3,957	9,719	18	20%	24%	21%
Sep 2018 ⁴	18,592	\$3,665	7,809	17	18%	23%	20%
Aug 2018	18,613	\$3,757	7,818	23	21%	27%	23%
July 2018 ³	19,352	\$3,909	8,128	23	19%	28%	24%
Jun 2018 ¹	18,561	\$3,697	7,796	22	20%	29%	24%
May 2018	20,512	\$3,695	8,615	24	19%	32%	27%
Apr 2018	20,643	\$3,729	8,670	25	20%	30%	25%
Mar 2018	19,414	\$3,459	8,154	22	21%	26%	22%
Feb 2018	19,884	\$3,666	8,351	25	21%	30%	25%
Jan 2018	24,790	\$4,927	10,412	29	21%	30%	24%
Dec 2017	24,402	\$4,757	10,249	28	21%	30%	24%
Nov 2017 ²	21,410	\$3,996	8,992	26	21%	29%	24%
Oct 2017	23,000	\$4,828	9,660	27	20%	32%	27%
Sep 2017	20,755	\$4,307	8,717	25	20%	31%	25%
Aug 2017	22,207	\$4,669	9,327	26	23%	31%	26%
Jul 2017	22,981	\$4,845	9,652	27	22%	30%	25%
Jun 2017 ¹	21,456	\$4,513	9,011	26	23%	31%	27%
May 2017	21,693	\$4,063	9,111	25	19%	29%	24%
Apr 2017	18,699	\$3,461	7,854	22	20%	26%	21%
Mar 2017	20,151	\$3,777	8,464	23	20%	27%	22%
Feb 2017	17,697	\$3,358	7,433	23	21%	24%	20%
Jan 2017	19,499	\$3,611	8,189	23	20%	26%	22%

¹ The higher \$/kWh reflects the start of summer peak pricing for public EV charging.

² The lower \$/kWh reflects the end of summer peak pricing for public EV charging.

³ Usage increased despite 2 curbside stations taken offline due to the elimination of street parking.

⁴ Includes 16 new public Level 2 chargers installed mid-September.

⁵ Includes the new DC Fast Charger and the removal of 2 chargers due to the Burbank Town Center project.

Rooftop Solar

The table below tracks the total number and capacity of installed customer owned rooftop solar photovoltaic systems in Burbank.

Month	Number of Solar Systems Installed This Month	Number of Solar Systems Installed FYTD	Total Solar Systems in Burbank	Total Solar Kilowatts
January 2019	15	54	753	7,677
December 2018	10	39	738	7,530
November 2018	6	29	728	7,375
October 2018	9	23	722	7,351
September 2018	5	14	713	7,289
August 2018	5	9	708	7,256
July 2018*	4	4	703	7,227
June 2018	8	99	699	7,112
May 2018	5	91	690	6,946
April 2018	9	86	685	6,911
March 2018	7	77	676	6,868
February 2018	5	70	669	6,832
January 2018	4	65	664	6,808
December 2017	9	61	660	6,777
November 2017	11	52	651	6,713
October 2017	13	41	640	6,630
September 2017	8	28	627	6,446
August 2017	15	20	619	6,405
July 2017*	5	5	604	6,302
June 2017	12	133	599	6,277
May 2017	8	121	587	5,601
April 2017	7	113	579	5,561
March 2017	8	106	572	5,529
February 2017	8	98	564	5,491
January 2017	21	90	556	5,379

* Start of new fiscal year.

TECHNOLOGY

Broadband Services (ONE Burbank)

	January 2019 New Orders	Revenues for January 2019	FYTD 2018-19 Revenues	FYTD Budget
Lit	0	\$113,917	\$765,697	\$945,000
Dark	1	\$203,365	\$1,390,930	\$1,417,500
Total	1	\$317,282	\$2,156,627	\$2,362,500

Values in the table above represent invoiced amounts for monthly recurring revenues only. Actual booked revenues through January 2019 are \$2,221,717.

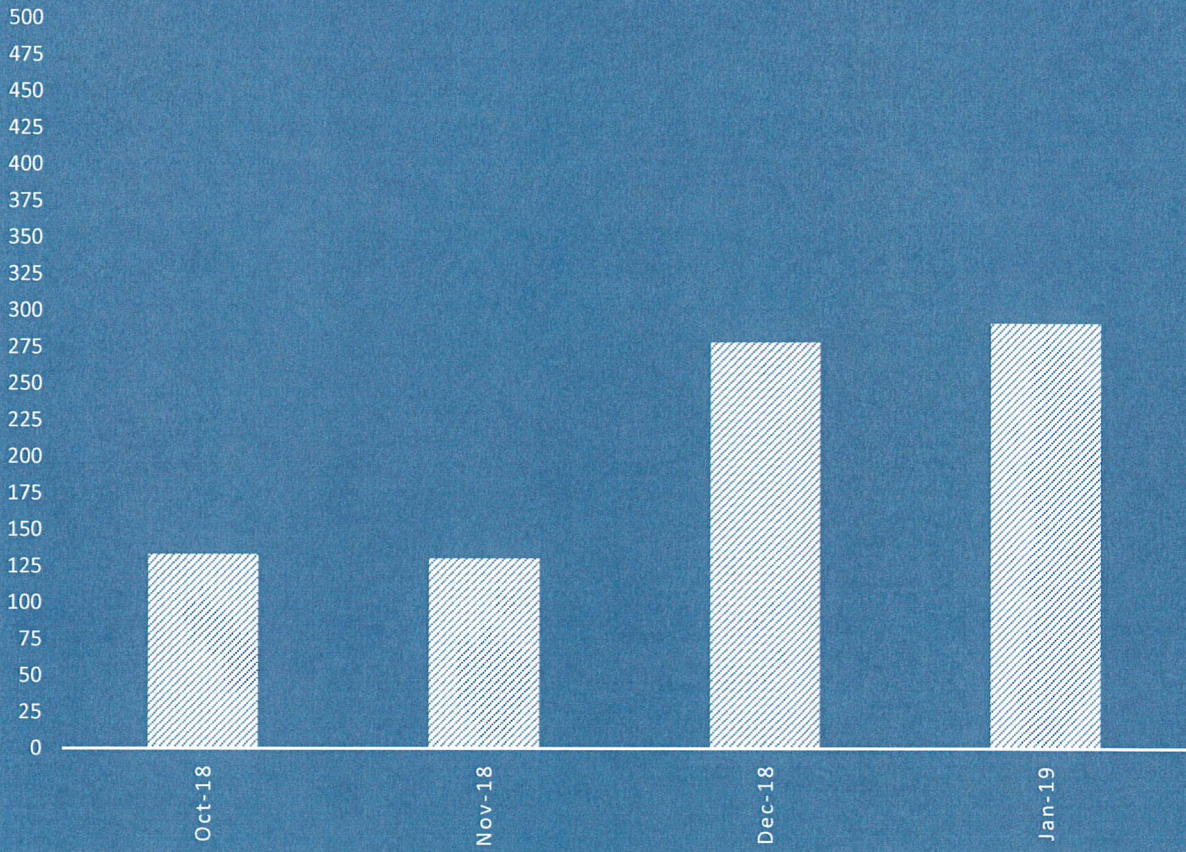
BWP WiFi

On August 17, 2015, BWP WiFi launched throughout the City of Burbank as a free citywide wireless community broadband service.

BWP recently implemented new network security measures to safeguard and improve the reliability of BWP WiFi. These measures streamline overhead traffic and help to eliminate nefarious traffic. End users will experience a more robust, secure network, while BWP's metering assets that use the wireless networks will also be more secure.

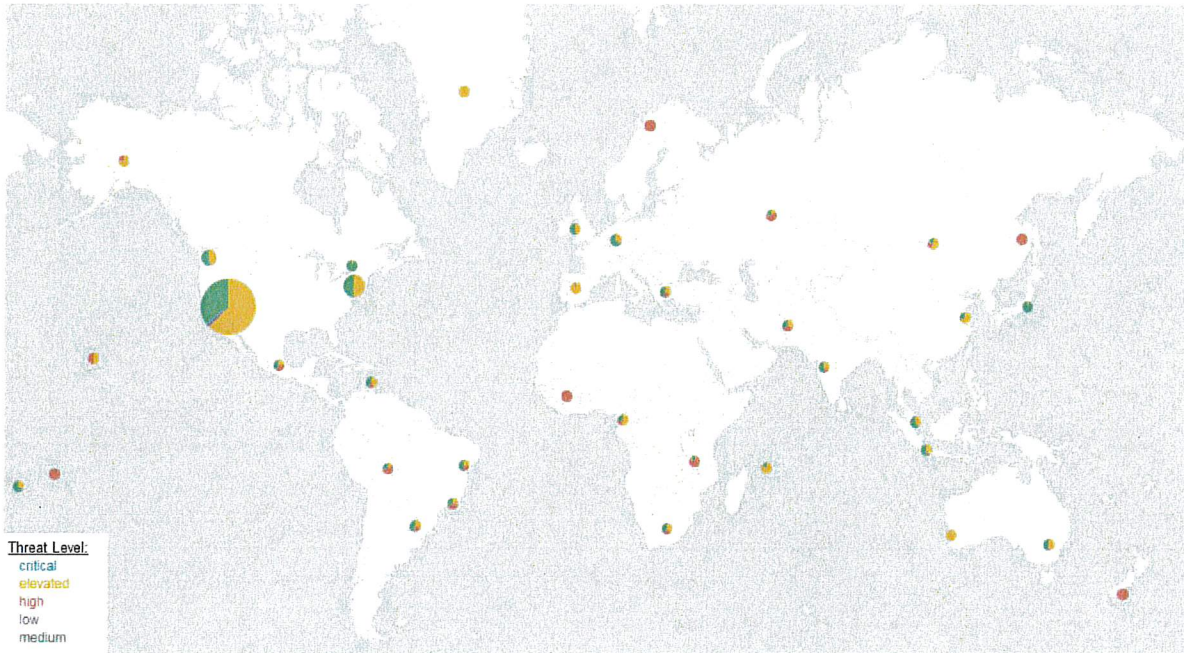
Before these improvements, the number of peak users reported included active users as well as user devices that had disconnected from the network. Now, we are able to report just the number of users that are truly active and communicating to the internet (email, browsing, streaming, etc.) Our reports going forward will provide a clearer and more accurate picture to gauge actual usage of BWP WiFi.

BWP WI-FI PEAK NUMBER OF CONCURRENT USERS BY MONTH

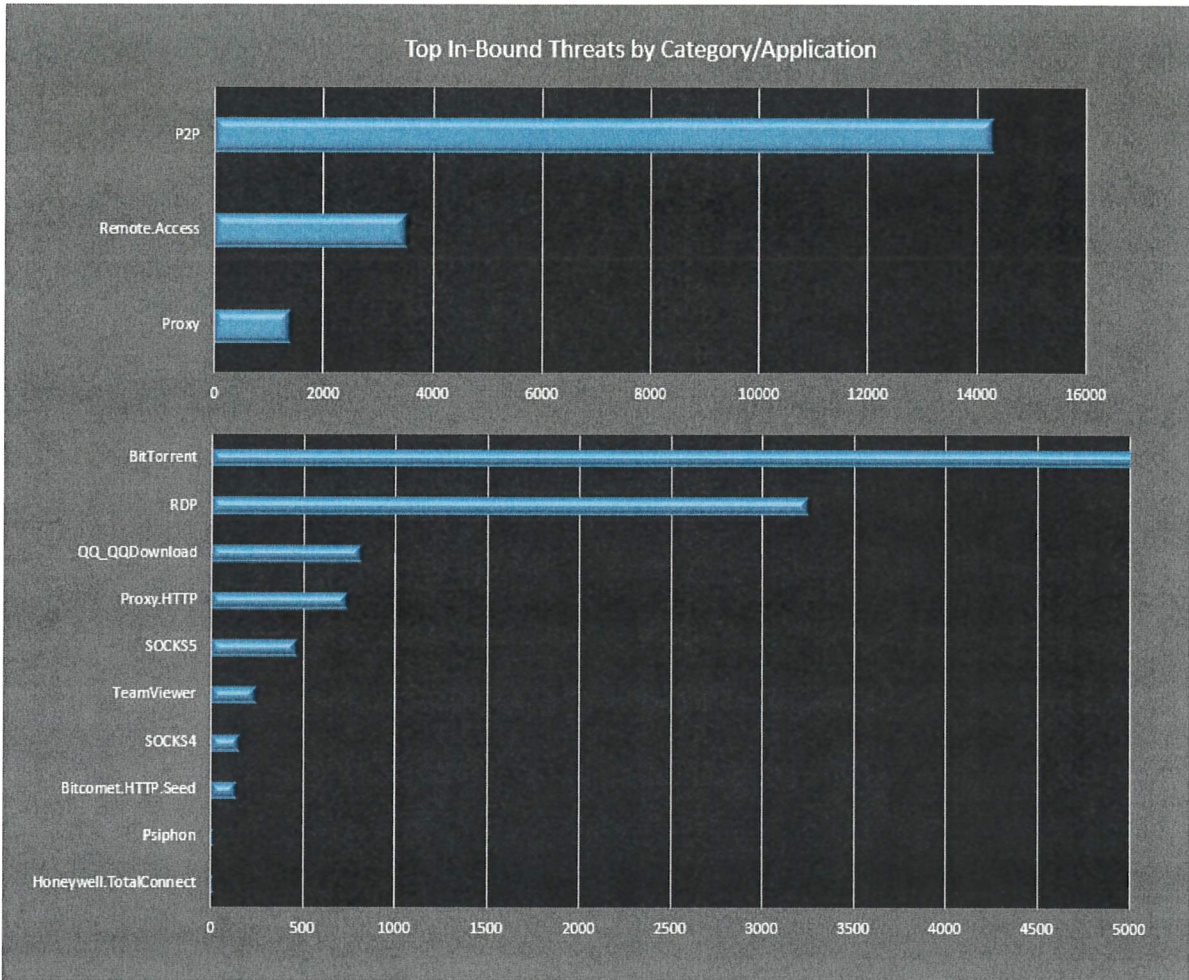


Cyber Security Update – January 2019

The BWP cyber security risk factor was 2.4 out of 5.0 for the month of January. Operational Technology successfully prevented over 183 million cyber security threats of which over 57% were elevated or critical.



In-bound cyber threats by source location



Top In-bound cyber threats by category/application

RISK FACTOR



RISK FACTOR: The risk levels (1=lowest to 5=highest) indicate the application’s relative security risk based on a variety of factors and criteria such as whether the application can share files, is prone to misuse, or tries to evade firewalls.

POWER SUPPLY

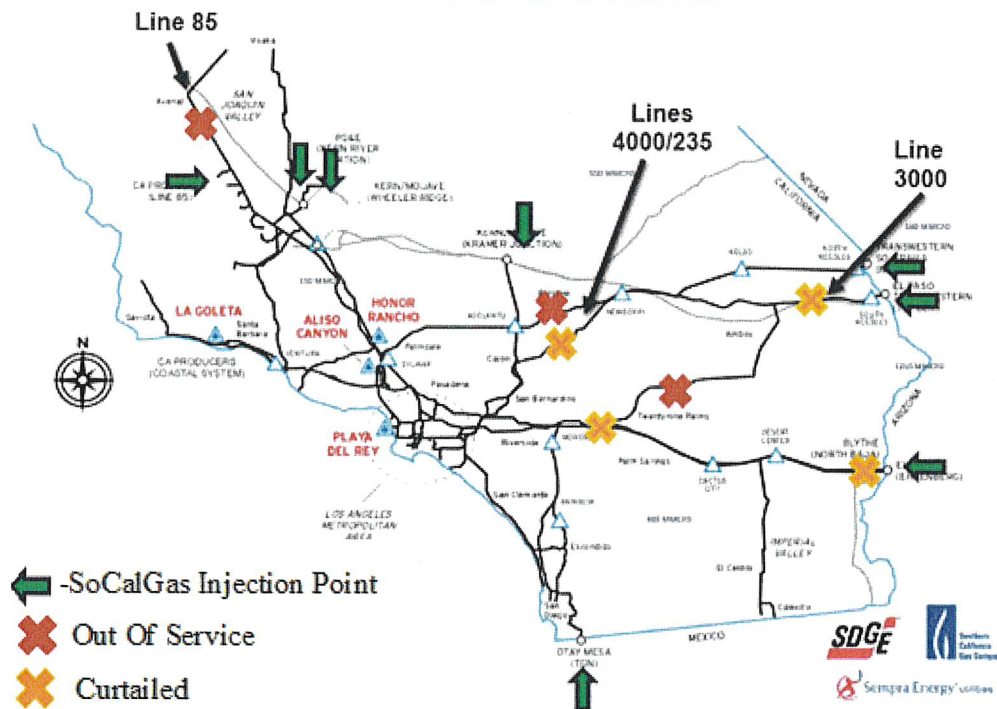
BWP SYSTEM OPERATIONS:

The maximum load for January 2019 was 149.3 MW at 1:08 PM on Monday, January 14, and the minimum load was 82 MW at 2:27 AM on Monday, January 28.

The Burbank power system did not experience extreme weather or natural gas supply issues for January. SoCal Gas issued a curtailment for electric generation customers on the SoCal Gas system, effective 00:01 on February 6, 2019 through 23:59 on February 8, 2019. This curtailment for electric generation customers did not affect Magnolia or Lake power plants. Copper Mountain Solar 3 experienced normal cloud cover during the month and thus, normal levels of intermittency in its output.

The Southern California area is experiencing natural gas reliability and affordability challenges because of supply and demand mismatches. SoCal Gas' 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 and more readily addressed component is storage operating constraints resulting from the CPUC's November 2, 2017 Aliso Canyon Withdrawal Protocol restricting the use of the Aliso Canyon.

SoCalGas System Receipt Points and Constraints



Line 235-2

Line 235-2 (largely a 1957 vintage pipeline) has been out of service for assessment and remediation since a rupture occurred on the pipeline on October 1, 2017. SoCal Gas has remediated and repaired the ruptured segment, but, as detailed below, SoCal Gas has also initiated additional work to assess, analyze, and repair other segments on Line 235-2 that are of the same “family” of pipeline. The estimated time of restoration to reduced operation is April 2019.

Line 4000

Following the Line 235-2 rupture, SoCal Gas reduced the pressure of Line 4000 (largely a 1960 vintage pipeline) because it is in the same “family” of pipelines as Line 235-2. SoCal Gas lowered the pressure to increase the factor of safety on the pipeline until SoCal Gas can conduct further analysis of Line 4000 based on what is learned from Line 235-2. In addition, this increased safety margin reduced the safety risk to employees working on Line 235-2, which is in close proximity to Line 4000 for the first 5-6 miles. Line 4000 will continue operating at reduced pressure until testing and maintenance work is complete to mitigate potential pipeline anomalies, like those found on Line 235-2.

Line 3000

Line 3000 (largely a 1957 vintage pipeline) returned to service at reduced operating pressure on September 17, 2018, allowing receipts from the Topock area. The full scope of the Line 3000 project to date included more than 10 miles of non-

consecutive pipeline replacements, coating remediation, and cathodic protection insulator installations at more than 246 job sites that span approximately 125 miles, traversing challenging terrain and overcoming significant environmental challenges.

ELECTRICITY GENERATION:

BWP Generating Facilities

Unit	Availability	Operating Hrs	MWH (Net)	NO _x , lbs.
Olive 1	0%	0	0	0
Olive 2	0%	0	0	0
Lake 1	100%	9	182	52
MPP	100%	744	137,676	5,697

Olive 1 and 2 remained in dry storage, with a 45-day notice required to restart. Olive 1 and 2 have been in dry storage since 2011 and 2012, respectively.

Lake 1 was available for generation during the entire month. Lake 1 was placed online for a total of 9 hours during the month.

Magnolia Power Project (MPP)

	January	FYTD	YTD
Availability	100%	97%	100%
Unit Capacity Factor (240 MW)	77%	73%	77%

MPP was available for generation during the entire month. MPP was placed online for a total of 744 hours during the month.

Tieton Hydropower Project (Tieton)

Tieton's annual generation season ended on October 19, 2018 and scheduled maintenance began immediately thereafter. **Maintenance has since concluded and generation units are now available for operation. BWP anticipates the United States Bureau of Reclamation will provide water flow in early March to begin the generation season.**

ENVIRONMENTAL

Air Quality

At BWP's request, Lake 1's Title V Permit to Operate is being revised by the South Coast Air Quality Management District (SCAQMD) to allow two starts per day instead of the one start currently allowed. BWP requested this revision to enhance operational flexibility, in

particular, to decrease the need to operate Lake 1 for more hours than is operationally necessary during a single day.

In addition, BWP is currently preparing to renew the Title V Operating Permits for BWP and MPP generating units. The renewal application packages are being prepared for submission to the SCAQMD and the Environmental Protection Agency (EPA). The permits will cover a five-year operating period.

Storm Water

Storm Water samples were collected on January 5 and 12, 2019. The samples were delivered to a certified laboratory for analysis. The analytical results were compared to statewide regulatory limits. Results of the analysis indicated elevated levels of metals (specifically iron, copper and zinc).

Samples collected from storm water run-on to the campus indicated that offsite pollutants are affecting BWP’s storm water quality. BWP is investigating additional best management practices to enhance storm water quality.

PROJECT UPDATES:

Power Resources

Los Angeles Department of Water and Power Open Access Transmission Tariff Update

Los Angeles Department of Water and Power (LADWP) has implemented a new Open Access Transmission Tariff (OATT) effective September 1, 2017. The new OATT rates affect BWP’s cost for services purchased from LADWP under the Balancing Authority Area Services Agreement (BAASA). Changes to the BAASA’s cost of services resulting from the new OATT became effective on February 1, 2018.

Service	Annual cost for services			
	FY 18/19 Under	FY 18/19 If	Variance	% Increase
	<u>New OATT rates</u>	<u>Old OATT Rates</u>		
BAASA Regulation & Frequency Response	\$871,952	\$604,350	(\$267,602)	44.3%
BAASA Contingency Reserves	<u>\$3,462,962</u>	<u>\$3,224,186</u>	<u>(\$238,776)</u>	<u>7.4%</u>
	\$4,334,914	\$3,828,536	(\$506,378)	13.2%

Staff is currently evaluating the new OATT, its impacts, and what next steps should be taken.

Integrated Resource Planning

BWP’s 2019 Integrated Resource Plan (IRP) was adopted by the City Council on December 11, 2018 in accordance with the requirements of Senate Bill 350. In

conjunction with its adoption of the 2019 IRP, Council also established 1) a SB350-compliant process to update the BWP IRP at least every five years and 2) an aspirational goal to achieve a 100% greenhouse gas-free power supply for Burbank by 2040 or sooner, consistent with reliability and affordability.

Pursuant to SB350, BWP is required to file the 2019 IRP with the California Energy Commission by April 1, 2019.

Intermountain Power Project (Delta, UT) Renewal Progress

The Intermountain Power Project (IPP) participants involved with the repowering project have agreed to resize the proposed project to 840 MW, instead of the 1200 MW contemplated earlier. This is being called the “alternative repowering.” This change came about because there is not enough definite interest amongst the renewal participants for 1200 MW of gas-fired capacity. LADWP believes the majority of the renewal project participants will assign their capacity interest back to LA, which would cause LADWP to be left with more generation than it requires. Resizing the project to 840 MW minimizes this risk, while still satisfying the projected needs of the participants. This change requires all existing participants of the renewal power sales agreement to amend both the original power sales agreement and the renewal power sales agreement to reflect the reimaged gas-fired project in Delta, UT.

This resizing of the planned gas-fired power plant does not affect the transmission capacity associated with the project. However, because some current IPP participants have chosen not to participate in the renewal project, BWP’s potential Southern Transmission System (STS) capacity allocation (i.e. between Delta and Southern California) could potentially increase. If BWP chooses to participate in the repowering at its maximum allowable generation interest of 35 MW, BWP would be entitled to 127 MW of capacity on the STS, up from the 108 MW of STS capacity that BWP currently enjoys.

Burbank’s option to terminate or commit to the gas repowering must be decided, and communicated, to the Intermountain Power Agency in writing by August 3, 2019.

Power Generation

Landfill Gas to Energy Project

“Notice to Proceed” was issued to the project contractor Mastec on November 19, 2018. Mastec is now underway with procurement and engineering activities consistent with the Project schedule.

FLEET SERVICES

PROJECT UPDATE:

Substantial construction is complete for the Fleet Services Building Modification Project, with the exception of a few minor punch list items, such as adjustment of sink sensors, replacement of a faulty Insta-Hot unit, paint and grout touch-up, etc. Final Building Approval by Building Division was secured on January 10, 2019, as well as final sign off from Burbank Fire Department. All project areas have been released to Fleet Staff. CWS' contract will be extended from January 5 to mid-February to accommodate the delayed delivery of lockers (vendor issue) and to allow for the completion of all punch-list items. Furniture for the newly constructed spaces has been ordered and is expected to be delivered towards the end of February. Furnishings will be installed by the City's contracted vendor.



Break Room



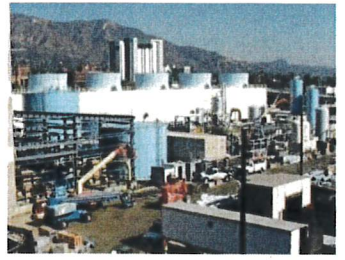
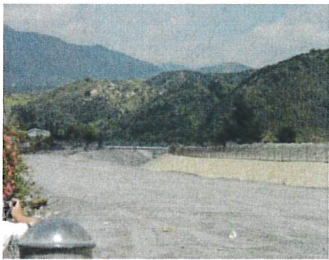
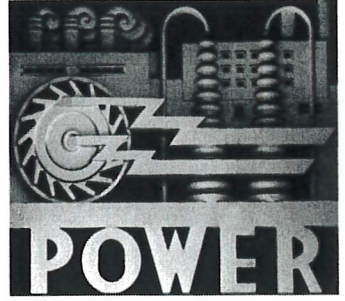
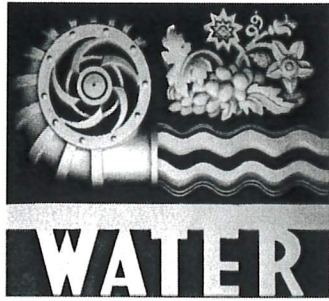
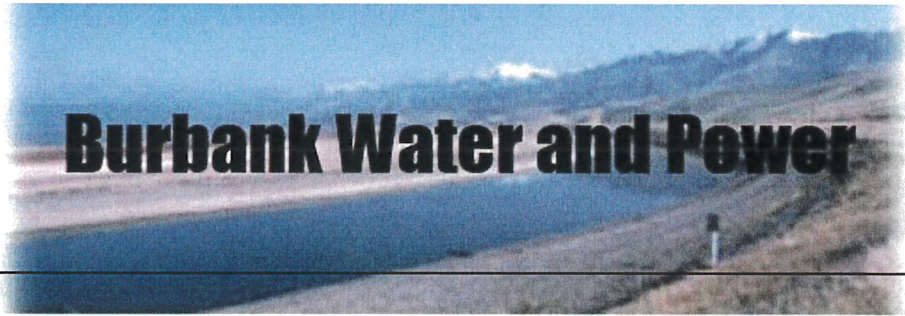
Mezzanine



Men's Locker Room



New, Insulated Windows with Operable Sections



**Estimated Financial Report
January-19**

UNAUDITED

Electric Fund (496)
Estimated Statement of Changes in Net Assets ⁽¹⁾⁽²⁾
MTD and FYTD January 2019
(\$ in 000's except MWh Sales)

MTD FY 18-19	MTD Jan-19 Budget	\$ Variance ⁽³⁾	% Variance		FYTD FY 18-19	FYTD Jan-19 Budget	\$ Variance ⁽³⁾	% Variance
84,244	89,619	(5,375)	(6%) ^(a)	NEL MWh	690,286	703,275	(12,989)	(2%) ^(A)
				Retail				
\$ 11,947	\$ 12,831	\$ (884)	(7%)	Retail Sales	\$ 103,232	\$ 103,972	\$ (740)	(1%)
594	595	(1)	(0%) ^(b)	Other Revenues ⁽⁴⁾	3,674	4,167	(492)	(12%) ^(B)
<u>7,757</u>	<u>9,004</u>	<u>1,246</u>	<u>14%</u> ^(c)	Retail Power Supply & Transmission	<u>66,730</u>	<u>67,429</u>	<u>699</u>	<u>1%</u> ^(C)
4,784	4,423	361	8%	Retail Margin	40,176	40,710	(533)	(1%)
				Wholesale				
782	2,172	(1,389)	(64%)	Wholesale Sales	9,856	32,141	(22,285)	(69%)
<u>712</u>	<u>2,117</u>	<u>(1,405)</u>	<u>(66%)</u>	Wholesale Power Supply	<u>9,010</u>	<u>31,337</u>	<u>22,327</u>	<u>71%</u>
70	54	16	29%	Wholesale Margin	846	804	42	5%
<u>4,854</u>	<u>4,477</u>	<u>377</u>	<u>8%</u>	Gross Margin	<u>41,022</u>	<u>41,513</u>	<u>(491)</u>	<u>(1%)</u>
				Operating Expenses				
945	945	-	0%	Distribution	6,226	6,490	264	4%
122	122	-	0%	Administration/Safety	1,001	783	(218)	(28%) ^(D)
283	283	-	0%	Finance, Fleet, & Warehouse	1,457	1,931	474	25% ^(E)
499	499	-	0%	Transfer to General Fund for Cost Allocation	3,495	3,496	1	0%
392	392	-	0%	Customer Service, Marketing & Conservation	2,514	2,983	469	16% ^(F)
355	355	-	0%	Public Benefits	2,658	2,875	217	8%
153	153	-	0%	Security/Oper Technology	1,249	1,171	(78)	(7%)
109	109	-	0%	Telecom	665	763	98	13%
166	166	-	0%	Construction & Maintenance	818	1,161	343	30% ^(G)
<u>1,567</u>	<u>1,567</u>	<u>-</u>	<u>0%</u>	Depreciation	<u>10,307</u>	<u>10,966</u>	<u>659</u>	<u>6%</u>
4,591	4,591	-	0% ^(d)	Total Operating Expenses	30,389	32,619	2,230	7%
\$ 263	\$ (114)	\$ 377	(331%)	Operating Income(Loss)	\$ 10,633	\$ 8,894	\$ 1,739	20%

**Burbank Water and Power
Electric Fund (496)
Estimated Statement of Changes in Net Assets ^{(1) (2)}
MTD and FYTD January 2019**

(\$ in 000's)								
MTD FY 18-19	MTD Jan-19 Budget	\$ Variance ⁽³⁾	% Variance		FYTD FY 18-19	FYTD Jan-19 Budget	\$ Variance ⁽³⁾	% Variance
\$ 263	\$ (114)	\$ 377	(331%)	Operating Income/(Loss)	\$ 10,633	\$ 8,894	\$ 1,739	20%
				Other Income/(Expenses)				
181	181	-	0%	Interest Income	1,338	1,268	70	5%
125	125	-	0%	Other Income/(Expense) ⁽⁵⁾	941	878	62	7%
(361)	(361)	-	0%	Bond Interest/ (Expense)	(2,529)	(2,529)	(0)	(0%)
(55)	(55)	-	0%	Total Other Income/(Expenses)	(251)	(383)	132	34%
208	(168)	377	(224%)	Net Income	10,382	8,511	1,871	22%
490	490	-	0%	Capital Contributions (AIC)	716	1,429	(713)	(50%) ⁽⁴⁾
<u>\$ 699</u>	<u>\$ 322</u>	<u>\$ 377</u>	<u>117%</u>	Net Change in Net Assets (Net Income)	<u>\$ 11,098</u>	<u>\$ 9,941</u>	<u>\$ 1,158</u>	<u>12%</u>

1. After the passing of Measure T in June 2018, electric utility bills now reflect a separate line item in the amount of the utility transfer to the City. Reported electric retail revenues and expenses on the utility's financial statements do not reflect the transfer, and the transfer no longer impacts the utility's financial results. This change in financial reporting took effect with July 2018 financial reporting and should be taken into account when comparing results to prior periods.
2. This report may not foot due to rounding.
3. () = Unfavorable
4. 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.
5. Other Income/(Expense) includes miscellaneous revenue from the sale of scrap materials, inventory, and assets, as well as BABS subsidy.

Burbank Water and Power
Electric Fund (496)
Estimated Statement of Changes in Net Assets - Footnotes
MTD January 2019
(\$ in 000's)

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
a.	Electric Usage in MWh	84,244	89,619	(5,375)	- NEL is 6.00% lower than budget due to conservation. For the month of January average high temperature was 68.6°F and the 15 year average high temperature was 70.3°F. MTD HDD were 260 versus the 30 year average of 276.
b.	Other Revenues	594	595	(1)	- Other revenues are at budgeted values.
c.	Retail Power Supply & Transmission	7,757	9,004	1,246	- The favorable variance is attributable to various components within Retail Power Supply & Transmission, including prior period true up credits and lower retail load. Please refer to page A-6 for additional details.
d.	Total Operating Expenses	4,591	4,591	-	- Expenses for January 2019 are estimated at budgeted values.

**Burbank Water and Power
Electric Fund (496)
Estimated Statement of Changes in Net Assets - Footnotes
FYTD January 2019
(\$ in 000's)**

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
A.	Electric Usage in MWh	690,286	703,275	(12,989)	- NEL is 1.85% lower than budget due to conservation. FYTD average high temperature was 80.9°F and the 15 year average high temperature was 79.8°F. FYTD CDD were 1,248 versus the 30 year average of 1,077.
B.	Other Revenues	3,674	4,167	(492)	- The unfavorable variance is partially attributable to lower than planned Telecom revenues. Other revenues also include items such as damaged property recovery, connection fees, late fees, and tampering fees which tend to fluctuate.
C.	Retail Power Supply & Transmission	66,730	67,429	699	- The favorable variance is attributable to various components within Retail Power Supply & Transmission, including prior period true up credits and lower retail load. Please refer to page A-7 for additional details.
D.	Administration/Safety	1,001	783	(218)	- The unfavorable variance is primarily attributable to the timing of payments for membership dues to the California Municipal Utilities Association (CMUA).
E.	Finance, Fleet, & Warehouse	1,457	1,931	474	- The favorable variance is primarily attributable to timing of expenditures for software, professional services, auto equipment maintenance and repair, and event sponsorship.
F.	Customer Service, Marketing & Conservation	2,514	2,983	469	- The favorable variance is primarily attributable to timing of expenditures for professional services, software, and salary savings due to vacant positions.
G.	Construction & Maintenance	818	1,161	343	- The favorable variance is primarily attributable to timing of expenditures for custodial services, building grounds maintenance & repair, private contractual services, and receiving credit for higher than planned O&M work performed for other departments.
H.	Capital Contributions (AIC)	716	1,429	(713)	- The unfavorable variance is primarily attributable to the timing of AIC projects.

Estimated January 2019 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): \$208</u>	\$ 377		\$ 377
<u>MTD GROSS MARGIN VARIANCE</u>			
Retail Sales		(884)	(884)
Power Supply and Transmission			
- Prior period true up credits	1,060		1,060
- Lower retail load	191		191
- Economic dispatch	80		80
- Lower transmission expenses than planned	48		48
- More renewable energy than planned		(133)	(133)
Other Revenues		(1)	(1)
Wholesale Margin	16		16
Total	<u>1,395</u>	<u>(1,018)</u>	<u>377</u>

Estimated January 2019 Budget to Actual P&L Variance Highlights - Electric 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: \$10,382</u>	1,871		1,871
<u>FYTD GROSS MARGIN VARIANCE</u>			
Retail Sales		(740)	(740)
Power Supply and Transmission			
- Higher energy and fuel prices, net of economic dispatch		(1,475)	(1,475)
- A ten day unplanned outage at IPP		(630)	(630)
- A seven day unplanned outage at MPP		(531)	(531)
- Prior period true up credits	2,248		2,248
- Lower retail load	369		369
- Lower than planned transmission expenses	368		368
- Lower than planned O&M expenses	350		350
Wholesale Margin	42		42
Other Revenues		(492)	(492)
Total	<u>3,377</u>	<u>(3,868)</u>	<u>(491)</u>
<u>FYTD EXPENSE AND OTHER VARIANCES</u>			
Depreciation expense	659		659
Finance, Fleet, & Warehouse	474		474
Customer Service, Marketing & Conservation	469		469
Construction & Maintenance	343		343
Distribution	264		264
All other	153		153
Total	<u>2,362</u>	<u>-</u>	<u>2,362</u>

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

	Jan-19	Dec-18	Nov-18	Oct-18	Jun-18	Jun-17	Recommended Reserves	Minimum Reserves
Cash and Investments								
General Operating Reserve	\$ 77,002	\$ 76,141	\$ 77,995	\$ 80,221	\$ 78,993	\$ 70,572	\$ 52,010	\$ 37,570
Capital & Debt Reduction Fund	10,000	10,000	10,000	10,000	10,000	10,000	21,000	5,200
BWP Projects Reserve Deposits at SCPPA	16,655	16,648	16,609	16,560	16,492	15,787		
Sub-Total Cash and Investments	<u>103,657</u>	<u>102,789</u>	<u>104,604</u>	<u>106,781</u>	<u>105,485</u>	<u>96,358</u>	<u>73,010</u>	<u>42,770</u>
Capital Commitments	(266) ^(b)	(266)	(2,338)	(5,425)	(6,740)	(16,446)		
Customer Deposits	(4,694) ^(c)	(5,266) ^(c)	(5,234) ^(c)	(2,797)	(5,432)	(4,533)		
Public Benefits Obligation	(6,359)	(6,359)	(6,331)	(6,613)	(5,549)	(4,520)		
Pacific Northwest DC Intertie	(3,175)	(5,113)	(5,113)	(5,113)	(7,455)	(8,765)		
Low Carbon Standard Fuel ^(d)	(1,240)	(1,242)	(1,242)	(1,242)	(1,251)	-		
Cash and Investments (less Commitments)	<u>87,923</u>	<u>84,542</u>	<u>84,344</u>	<u>85,589</u>	<u>79,059</u>	<u>62,095</u>	<u>73,010</u>	<u>42,770</u>

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

^(b) Denotes capital commitment for the Ontario Distribution Station and 4kV to 12kV conversion of circuits.

^(c) Includes a \$2.5M customer deposit for new service for LADWP at Johnny Carson Park.

^(d) Denotes funds reserved related to the sale of Low Carbon Fuel Standard (LCFS) credits.

**Burbank Water and Power
Water Fund (497)
Estimated Statement of Changes in Net Assets ⁽¹⁾
MTD and FYTD January 2019
(\$ in 000's except Gallons)**

MTD FY 18-19	MTD Jan-19 Budget	\$ Variance ⁽²⁾	% Variance		FYTD FY 18-19	FYTD Jan-19 Budget	\$ Variance ⁽²⁾	% Variance
352	364	(13)	(3%) ^(a)	Water put into the system in Millions of Gallons	3,192	3,245	(54)	(2%) ^(A)
50	64	(14)	(22%) ^(b)	Metered Recycled Water in Millions of Gallons	617	674	(57)	(9%)
Operating Revenues								
1,767	1,873	\$ (107)	(6%) ^(a)	Potable Water	16,828	17,297	\$ (469)	(3%) ^(B)
206	263	(57)	(22%) ^(d)	Recycled Water	2,425	2,709	(284)	(10%)
71	71	0	1%	Other Revenue ⁽³⁾	471	473	(2)	(0%)
<u>2,044</u>	<u>2,207</u>	<u>(163)</u>	<u>(7%)</u>	Total Operating Revenues	<u>19,724</u>	<u>20,479</u>	<u>(755)</u>	<u>(4%)</u>
791	862	71	8% ^(a)	Water Supply Expense	7,350	7,360	10	0%
<u>1,253</u>	<u>1,345</u>	<u>(93)</u>	<u>(7%)</u>	Gross Margin	<u>12,374</u>	<u>13,119</u>	<u>(745)</u>	<u>(6%)</u>
Operating Expenses								
606	606	-	0%	Operations & Maintenance - Potable	4,170	4,257	87	2%
151	151	-	0%	Operations & Maintenance - Recycled	936	1,033	97	9% ^(C)
192	192	-	0%	Allocated O&M	1,168	1,394	226	16% ^(D)
169	169	-	0%	Transfer to General Fund for Cost Allocation	1,169	1,184	15	1%
348	348	-	0%	Depreciation	2,300	2,436	135	6%
<u>1,466</u>	<u>1,466</u>	<u>-</u>	<u>0% ^(f)</u>	Total Operating Expenses	<u>9,742</u>	<u>10,302</u>	<u>560</u>	<u>5%</u>
Other Income/(Expenses)								
16	16	-	0%	Interest Income	152	110	42	39%
44	44	-	0%	Other Income/(Expense) ⁽⁴⁾	353	311	42	13%
(160)	(160)	-	0%	Bond Interest/(Expense)	(1,115)	(1,117)	2	0%
<u>(99)</u>	<u>(99)</u>	<u>-</u>	<u>0%</u>	Total Other Income/(Expenses)	<u>(609)</u>	<u>(696)</u>	<u>87</u>	<u>12%</u>
<u>(313)</u>	<u>(220)</u>	<u>(93)</u>	<u>(42%)</u>	Net Income/(Loss)	<u>2,022</u>	<u>2,121</u>	<u>(98)</u>	<u>(5%)</u>
28	28	-	0%	Aid in Construction	210	195	15	8% ^(E)
<u>\$ (285)</u>	<u>\$ (192)</u>	<u>\$ (93)</u>	<u>(48%)</u>	Net Change in Net Assets (Net Income)	<u>\$ 2,232</u>	<u>\$ 2,315</u>	<u>\$ (83)</u>	<u>(4%)</u>

1. This report may not foot due to rounding.

2. () = Unfavorable

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

4. Other Income/(Expense) includes miscellaneous revenue from the sale of scrap materials, inventory, and assets.

**Burbank Water and Power
Water Fund (497)
Estimated Statement of Changes in Net Assets - Footnotes
MTD January 2019
(\$ in 000's except Gallons)**

Foot- note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation	
a.	Water put into the system in Millions of	352	364	(13)	- Potable water sales are lower partially due to more rainfall than the monthly January average. January rainfall was 5.34 inches versus the monthly historical average of 3.53 inches.	
b.	Recycled Water Usage in Millions of Gallons	50	64	(14)	- Recycled water sales are lower due to lower Irrigation which is due to more rainfall than the monthly January average.	
c.	Potable Water Revenue	1,767	1,873	(107)	- The WCAC impact decreased potable water revenues by \$62k MTD. Without this adjustment, potable water revenues would be unfavorable by 2%.	
						<u>MTD Actual</u>
					WCAC Revenue	854
					WCAC Expenses	791
					WCAC revenue deferral (decreased revenues)	<u>\$ 62</u>
d.	Recycled Water Revenue	206	263	(57)	- MTD Recycled water revenue corresponds with the demand	
e.	Water Supply Expense	791	862	71	- Water supply expense is lower because of lower demand.	
f.	Total Operating Expenses	1,466	1,466	-	- Expenses for January 2019 are at budgeted values.	

**Burbank Water and Power
Water Fund (497)
Estimated Statement of Changes in Net Assets - Footnotes
FYTD January 2019
(\$ in 000's except Gallons)**

Foot- note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation	
A.	Water put into the system in Millions of Gallons	3,192	3,245	(54)	- FYTD Potable water sales are lower due to lower demand for landscaping irrigation. FYTD CDD were 1,248 versus the 30 year average of 1,077. Rainfall season-to-date was 9.32 inches versus the season normal of 8.29 inches.	
B.	Potable Water	16,828	17,297	(469)	- The WCAC impact decreased potable water revenues by \$108k YTD. Without this adjustment, potable revenues would be unfavorable by 2.09%	
						FYTD Actual
					WCAC Revenue	7,458
					WCAC Expenses	7,350
					WCAC revenue deferral (decreased revenues)	\$ 108
C.	Operations & Maintenance - Recycled	936	1,033	97	- The favorable variance is primarily attributable to the timing of payments for professional services and software.	
D.	Allocated O&M	1,168	1,394	226	- The favorable variance is attributable to lower than planned allocated expenses (Customer Service, Finance, and Construction & Maintenance) from the Electric Fund.	
E.	Aid in Construction	210	195	15	- The favorable variance is attributable to the timing of AIC projects.	

**Estimated January 2019 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): -\$313</u>		(93)	(93)
<u>MTD GROSS MARGIN VARIANCE</u>			
Potable Revenues		(107)	(107)
Recycled Revenues		(57)	(57)
Water Supply Expense	71		71
Total	<u>71</u>	<u>(164)</u>	<u>(93)</u>

Estimated January 2019 Budget to Actual P&L Variance Highlights - Water Fund
(in 000's)

	Variance Fiscal Year-to-Date		
	Favorable Items	Unfavorable Items	Budget to Actual Variance
<u>FYTD NET INCOME: \$2,022</u>		(98)	(98)
<u>FYTD GROSS MARGIN VARIANCE</u>			
Potable Revenues		(469)	(469)
Recycled Revenues		(284)	(284)
Other Revenue		(2)	(2)
Water Supply Expense	10		10
Total	10	(755)	(745)
<u>FYTD O&M AND OTHER VARIANCES</u>			
Allocated O&M	226		226
Potable Water O&M	87		87
Depreciation Expense	135		135
Recycled Water O&M	97		97
All Other	102		102
Total	647	-	647

**Burbank Water and Power
Water Fund (497)
Statement of Changes in Cash and Investment Balances ^(a)**

	<u>Jan-19</u>	<u>Dec-18</u>	<u>Nov-18</u>	<u>Oct-18</u>	<u>Jun-18</u>	<u>Jun-17</u>	<u>Recommended Reserves</u>	<u>Minimum Reserves</u>
Cash and Investments								
General Operating Reserves	\$ 11,791 ^(b)	\$ 12,471	\$ 13,846	\$ 13,035	\$ 10,925	\$ 9,542	\$ 12,630	\$ 8,070
Capital Reserve Fund	2,220	2,220	2,220	2,220	2,220	2,220	5,200	1,300
Sub-Total Cash and Investments	<u>14,011</u>	<u>14,691</u>	<u>16,066</u>	<u>15,255</u>	<u>13,145</u>	<u>11,762</u>	<u>17,830</u>	<u>9,370</u>
Customer Deposits	(1,202)	(1,170)	(1,001)	(1,079)	(607)	(786)		
Capital Commitments	0 ^(c)	0	0	0	(140)	(228)		
Cash and Investments (less commitments)	<u><u>12,809</u></u>	<u><u>13,521</u></u>	<u><u>15,065</u></u>	<u><u>14,176</u></u>	<u><u>12,397</u></u>	<u><u>10,749</u></u>	<u><u>17,830</u></u>	<u><u>9,370</u></u>

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

^(b) Includes the partial payment for the purchase of untreated MWD water

^(c) Capital commitment for the recycled water I-5 Freeway second tie crossing project paid in October.

memorandum

DATE: February 27, 2019

TO: Ron Davis, City Manager

FROM: Patrick Prescott, Community Development Director *PKC:APR PP*

SUBJECT: February 25, 2019 Transportation Commission Meeting Synopsis

- Staff discussed the proposed Infrastructure Oversight Board (IOB) and the plans to consolidate the Traffic and Transportation Commissions into the IOB.
- The Commissioners expressed concern that the IOB would focus too much on infrastructure, and that transportation projects, policy, and investment would not get the consideration they deserve. The Commissioners also expressed concern that the IOB would get lost in the minutiae of spending and that the IOB would not provide the high level oversight that the Transportation Commission currently provides.
- Three of the five Commissioners were present for the meeting, and the present Commissioners found it unfair to make any recommendations with two members absent. The Commissioners present passed a motion stating:
 - The Commission is not able to provide a clear and fair recommendation on the future of the Commission with two members absent and unable to provide input.
 - The Commission was not provided enough time to digest the staff report and provide meaningful recommendations.
 - The Commission asked to be provided the recommendation(s) of the Traffic Commission and Sustainability Commission on this topic.
- The two remaining items on the agenda were postponed for a future meeting.