



Weekly Management Report

November 8, 2019

- 1. Minutes** Civil Service Board Meeting on October 2, 2019
Management Services Department

- 2. Minutes** Burbank Water and Power Board Meeting on
October 3, 2019
Water and Power Department

- 3. Report** September 2019 Operating Results
Water and Power Department

- 4. Memo** Conduct of Homeless Individual(s) in Magnolia Park
Police Department

October 2, 2019
4:30 p.m.

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

Roll Call

Members present: Matthew Doyle, Chairperson
Linda Barnes, Vice-Chairperson
Iveta Ovsepyan, Secretary

Members not present: Miguel Porras
Jacqueline Waltman

Also present: Grace Coroado-Cervantes, Senior Administrative Analyst
Garen Essakhanian, Network Support Analyst IV
Marisa Garcia, Acting Park, Rec and Community Serv Dir
Brady Griffin, Human Resources Manager
Kristen Hauptli, Administrative Analyst II
Betsy McClinton, Management Services Director
Jason Miller, Ast Info Technology Director - Operations
Jina Oh, Senior Assistant City Attorney
Katie Picha, Administrative Analyst II
Sherry Richardson, Administrative Officer
April Rios, Human Resources Manager
Rene Sanchez, Human Resources Technician II
Jessica Sandoval, Executive Assistant
Kristen Smith, Deputy Dir – Park, Rec & Community Serv
Julianne Venturo, Ast Management Services Director

Additional Agenda Items

None

Open Public Comment Period of Oral Communications

None

Approval of Minutes

MOTION CARRIED: It was moved by Ms. Barnes, seconded by Ms.Ovsepyan and carried 3-0 to approve the minutes of the regular meeting of September 4, 2019 as amended.

Proposed Amendments to Classification Plan

None

Recruitment and Selection Report – September 2019

RECOMMENDATION: Note and file.

Expedited Recruitment Quarterly Report

RECOMMENDATION: Note and file.

Appointments and Assignments

For the month of October 2019, there was one provisional appointment extension, one temporary appointment extension, and one temporary assignment extension needed. The extensions were being sought on behalf of the City Treasurer's Office, Parks and Recreation Department, and the Information Technology Department.

MOTION CARRIED: It was moved by Ms. Ovsepyan, seconded by Ms. Barnes and carried 3-0 to approve the Appointments and Assignments for the month of October 2019.

Additional Leave Quarterly Report

RECOMMENDATION: Note and file.

Annual List of Professional Services Agreements with Sole Proprietors and Individuals

RECOMMENDATION: Note and file.

Adjournment

The regular meeting of the Civil Service Board was adjourned at 4:57 p.m.

Julianne Ventura
Assistant Management Services Director

APPROVED:

_____ DATE _____
Matthew Doyle, Chairperson

_____ DATE _____
Iveta Ovsepyan, Secretary

**BURBANK WATER AND POWER BOARD
MINUTES OF MEETING
OCTOBER 3, 2019**

Mr. Smith called the regular meeting of the Burbank Water and Power Board to order at 5:10 p.m. in the third floor Boardroom of the BWP Administration Building, 164 W. Magnolia Boulevard, Burbank, California.

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

ROLL CALL

Board Present: Mr. Smith, Ms. LaCamera, Mr. Brody, Mr. Eskandar, Mr. Ford, Mr. Herman, 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. Bleveans, Assistant General Manager, Power Supply; Mr. Compton, Assistant General Manager, Chief Technology Officer; Mr. Tunncliff, Assistant General Manager Customer Service and Marketing; Mr. Wilson, Assistant General Manager, Water; Mr. Thompson, Principal Civil Engineer, BWP; Mr. Sheikh, Senior Civil Engineer, BWP; Mr. Flores, Marketing Manager; Mr. Kidd, Electrical Engineering Associate; Ms. Soloyan, Marketing Associate; Ms. Sarkissian, Customer Service Supervisor; Mr. Swe, Utility Rates Manager; Ms. Kramer, Recording Secretary

INTRODUCTION OF ADDITIONAL AGENDA ITEMS

None requested.

ORAL COMMUNICATIONS

Mr. Goldstein addressed the Board. Mr. Goldstein heard of a house fire that allegedly started due to a smart meter that caught on fire. He has done some research through the internet that implies that smart meters may be prone to catching fire. Mr. Goldstein would like more information on Burbank's smart meters.

BOARD AND STAFF RESPONSE TO ORAL COMMUNICATIONS

Mr. Somoano responded. He believes that the investigations done by Pacific Gas and Electric (PG&E) concluded that the cause of the fire was actually related to the conditions of the electric panel or old equipment at the facility during installation. Mr. Somoano is not aware of any meters in Burbank that have had related issues and caught fire. Mr. Somoano advised that the meters installed in Burbank go through an inspection process prior to installation. Mr. Smith also mentioned that he has not heard of this being a current issue in the industry.

CONSENT CALENDAR

MINUTES

It was moved by Mr. Eskandar, seconded by Mr. Herman and carried 7-0 to approve the meeting minutes of the regular meeting of September 05, 2019.

CALIFORNIA MUNICIPAL UTILITIES ASSOCIATION (CMUA) UPDATE

Mr. Moline, Executive Director, CMUA, presented an update on California 2019 legislative and regulatory highlights and upcoming challenges. CMUA partners with community owned utilities to support reliable, sustainable, affordable services through advocacy, education and relationships.

Mr. Moline and Mr. Somoano responded to Board Member questions.

REPORTS TO THE BOARD

BWP OPERATIONS AND FINANCIAL REPORTS

Mr. Liu presented BWP's financial update and operating report for the month of August 2019.

Mr. Liu, Mr. Somoano, Mr. Tunncliff, Mr. Ancheta, and Mr. Blevians responded to Board Member questions and comments.

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

FOURTH AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH TERRANEARPMC, LLC FOR OPERATION AND MAINTENANCE OF THE BURBANK OPERABLE UNIT

Mr. Thompson presented an overview of the Fourth Amendment of the Professional Services Agreement (PSA) with TerranearPMC, LLC for operation and maintenance of the Burbank Operable Unit (BOU). The cost of the PSA will be paid by Lockheed-Martin pursuant to the San Fernando Valley Area 1, Burbank Operable Unit Second Consent Decree. The Fourth PSA Amendment will cover the O&M period of December 12, 2019, through December 11, 2020.

It was moved by Mr. Eskandar, seconded by Mr. Herman, and carried 7-0 that the Burbank Water and Power Board endorse and authorize the General Manager of BWP to approve the Fourth Amendment to the PSA with TerranearPMC, LLC for operation and maintenance of the BOU for an amount not to exceed \$6,500,000 for labor, insurance, and the contractor's authorized reimbursable indirect costs to operate the facility.

APPROVAL OF A PROFESSIONAL SERVICE AGREEMENT WITH HDR, INC. TO PERFORM A WATER SYSTEM RISK ASSESSMENT AND EMERGENCY RESPONSE PLAN DEVELOPMENT, PER AWIA OF 2018

Mr. Sheikh presented an overview of the Professional Service Agreement with HDR, INC in order to perform a Risk and Resiliency Assessment of our water system and to develop and Emergency Response

Plan. This assessment is federally mandated by America's Water Infrastructure Act of 2018, and must be certified complete to the Environmental Protection Agency by March 31, 2020.

It was moved by Mr. Eskandar, seconded by Mr. Herman and carried 7-0 that the Burbank Water and Power Board authorize the General Manager of Burbank Water and Power to execute the PSA with HDR, Inc. in an amount not to exceed \$225,000 to perform this federally mandated risk assessment of the water system.

ENDORSE THE APPROVAL BY THE BURBANK CITY COUNCIL OF A RESIDENTIAL USED ELECTRIC VEHICLE REBATE PROGRAM

Mr. Flores, and Mr. Kidd presented information regarding BWP's plan to support transportation electrification by proposing a \$1000 rebate for residential customers for the purchase of a used Electric Vehicle.

Mr. Flores, Mr. Kidd, Mr. Somoano, and Mr. Dutiel, a consultant with Corepoint, responded to Board Member questions.

It was moved by Mr. Eskandar, seconded by Mr. Panahon and carried 7-0 that the Burbank Water and Power Board endorse the approval by the Burbank City Council of a Residential Used Electric Rebate Program.

SMART THERMOSTAT REBATE AMOUNT INCREASE

Mr. Flores presented information regarding BWP's proposal to increase the rebates for smart thermostats.

Mr. Flores and Mr. Somoano responded to Board Member questions.

It was moved by Mr. Eskandar, seconded by Mr. Panahon and carried 7-0 that the Burbank Water and Power Board endorse City Council approval to increase the smart thermostat rebate from \$50 to \$75 for smart thermostats purchased in Burbank and from \$25 to \$50 for smart thermostats purchases outside of Burbank or through an online retailer.

INFORMATION FROM STAFF

TIME OF DAY COUNCIL STUDY SESSION UPDATE

Mr. Swe briefed the Board on the recent City Council Study Session regarding time of day rates. Staff received feedback from the Council and from members of the public during the Study Session, and plans to bring back additional updates to the Board as this item progresses.

LEGISLATIVE UPDATE

A legislative handout was distributed to the Board. Mr. Somoano highlighted the newly passed SB 210; the heavy duty inspection and maintenance program for heavy duty fleet trucks.

WATER SUPPLY UPDATE

Mr. Wilson presented an update on water supply. The 2018-19 water year concluded with plentiful amounts of water supply and storage. Mr. Wilson also updated the Board on the status of the Beachwood Pump Station. Mr. Wilson and Mr. Somoano responded to Board Member questions.

POWER SUPPLY UPDATE

Mr. Bleveans presented an update on power supply. Mr. Bleveans discussed energy capacity concerns in California as a whole in the upcoming years as renewable energy (especially solar) resources are added to the system, peak demand shifts from afternoon to the early evening, and natural gas-fired generation capacity is retired. BWP recognizes the potential challenges to its own operations in these developments and is taking steps to mitigate risks consistent with BWP's 2019 Integrated Resource Plan, including resource positioning and implementation of time of day rates. Mr. Bleveans and Mr. Somoano responded to Board Member questions.

COMMENTS AND REQUESTS FROM BOARD MEMBERS

Mr. Brody commented that staff did a great job on the presentations this evening.

Mr. Ford inquired if Burbank has enough volumetric water in our reservoir to do our own pumped hydro storage. Mr. Somoano responded. Mr. Ford also commented that the state recently passed legislation that allows for municipal banking, and inquired if this provides any advantage for Burbank and the rate payers. Mr. Liu and Mr. Somoano responded.

Ms. LaCamera commented that she attended the Council Study Session regarding time of day rates. Staff did a great job presenting the information and it's good to see that staff is addressing some of the feedback they received from the City Council.

Mr. Smith commented that although we ended this year with a water surplus, Southern California can go from a surplus to a drought very easily. Burbank should remain consistent thinking about ways to utilize our recycled water, and in balancing the message of conservation and abundance.

ADJOURNMENT

The meeting was adjourned at 8:20 pm. The next scheduled Board meeting is November 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

Jordan Smith, Chair, BWP Board



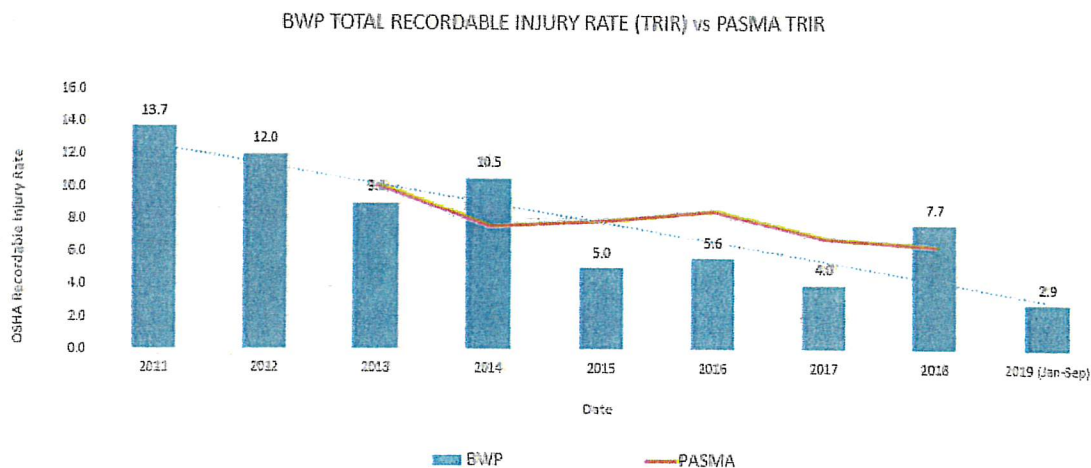
CITY OF BURBANK BURBANK WATER AND POWER STAFF REPORT

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

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

SAFETY

For the month of September, BWP experienced zero OSHA recordable injuries. BWP's year to date (Jan – Sep) OSHA recordable rate decreased from 3.6 in July to 2.9 for the end of September.



OSHA Recordable Injury Rate = No. of recordable cases per 100 full time employees.
PASMA - Public Agency Safety Management Association (Utilities only Data)
2019 Data = 12 month rolling average

Water Estimated Financial Results

For the month of September, Potable Water usage was 9% (50 million gallons) lower than budgeted and Potable Water Revenues were \$82,000 lower than budgeted. Recycled Water usage was 8% (9 million gallons) higher than budgeted and Recycled Water Revenues were \$9,000 higher than budgeted due to a billing adjustment. September Water Supply Expenses were \$123,000 lower than budgeted, corresponding to lower demand. September's Gross Margin was \$4,000 higher than budgeted. Net Income was \$374,000, which was \$4,000 higher than budgeted.

September fiscal-year-to-date (FYTD) Potable Water usage was 5% (82 million gallons) lower than budgeted. FYTD September Potable Water Revenues were \$70,000 higher than budgeted. FYTD Recycled Water usage was 1% (4 million gallons) lower than budgeted and Recycled Water Revenues were \$49,000 lower than budgeted. FYTD Water Supply Expenses were \$258,000 lower than budgeted, corresponding to lower demand. The FYTD September Gross Margin was \$154,000 better than budgeted. Operating Expenses were \$229,000 lower than budgeted. Net Income was \$882,000, which was \$297,000 better than budgeted.

Electric Estimated Financial Results

For the month of September, electric loads were 4% lower than budgeted due to conservation. Retail Sales were \$330,000 lower than budgeted. September Power Supply Expenses were \$905,000 lower than budgeted primarily due to lower energy prices and economic dispatch (the managing and optimizing of resources to meet system load). September's Wholesale Margin was \$3,000 lower than budgeted. September's Gross Margin was \$382,000 higher than budgeted. Net Income was \$1,542,000, which was \$382,000 higher than budgeted.

FYTD September electric loads were 4% lower than budgeted due to conservation. Retail Sales were \$2,008,000 lower than budgeted. FYTD Power Supply Expenses were \$3,477,000 lower than budgeted primarily due to lower energy prices and economic dispatch (the managing and optimizing of resources to meet system load), and lower than planned renewables. FYTD Wholesale Margin was \$166,000 lower than budgeted. FYTD Gross Margin was \$913,000 better than budgeted. September FYTD Operating Expenses were \$486,000 lower than budgeted. Net Income was \$2,344,000, which was \$1,357,000 better than budgeted.

WATER DIVISION

State Water Project Update

On June 20, 2019, the Department of Water Resources (DWR) increased the State Water Project (SWP) Allocation Table A amounts from 70% to 75%. This is the final allocation for the calendar year.

Burbank's Water Use

The table below shows water use in Burbank during September 2019 compared to September 2018 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
September 2018	155 gpcd	139 gpcd
September 2019	157 gpcd	131 gpcd

These figures show annual water use is well below the target average 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 rolling quarter of July through September. The contract operator performed weekly and monthly sampling for the treatment plant and wells.

	Capacity Factor	Average Flow Rate (FY Total)
July-19	76%	6,840 gpm
Aug-19	71.13%	6,402 gpm
Sept-19	76.3%	6,867 gpm

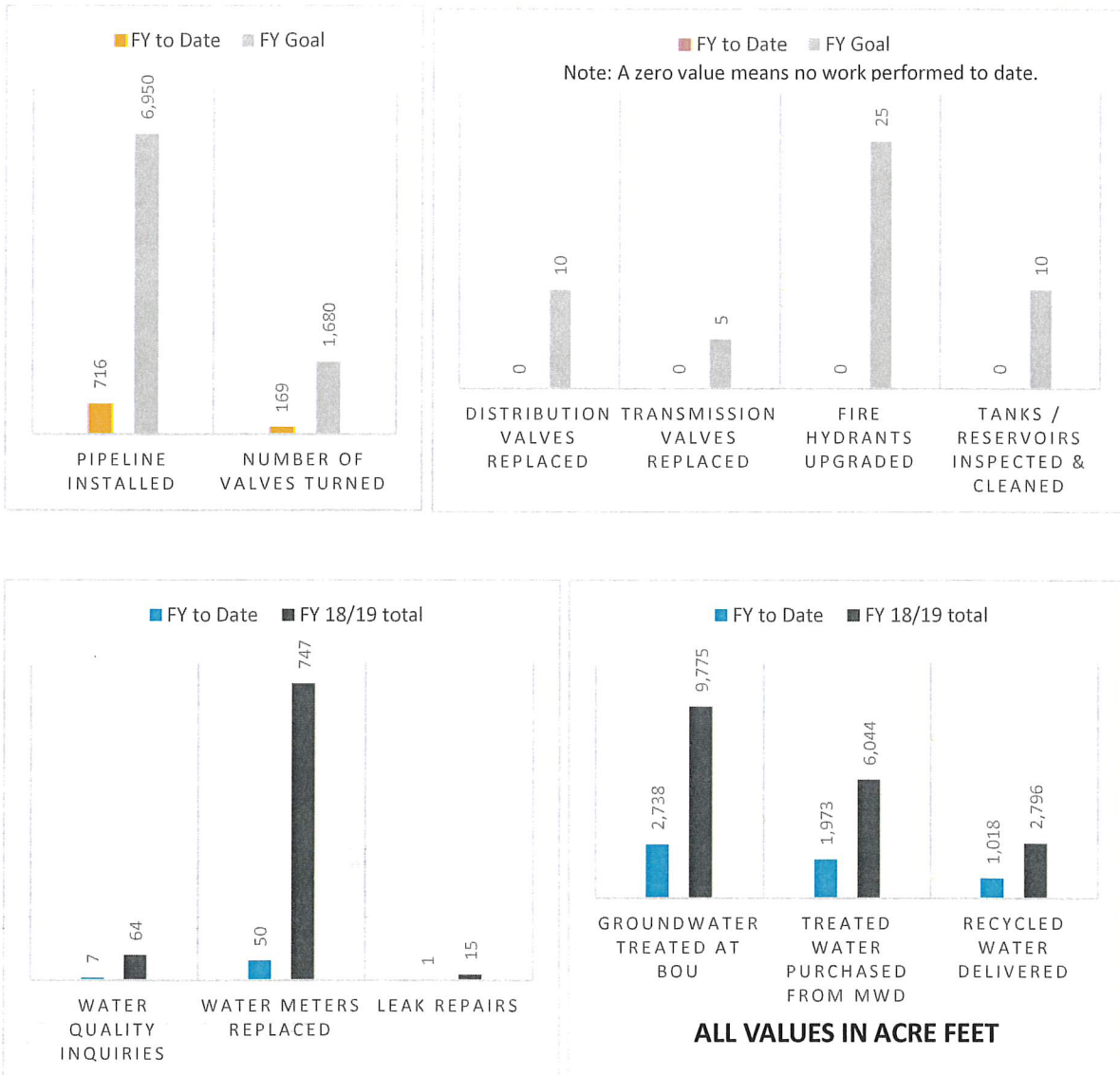
Project Updates

Due to the bountiful 2019 water year, MWD added excess water supply to its storage facilities. The available water exceeded MWD's capacity to place water into its storage facilities so MWD authorized use from the previously created Cyclic Storage Program to allow Member Agencies to store water in their groundwater basins and then pay for the water later.

Burbank agreed to spread up to 14,000 acre-feet of Cyclic Storage Water by the end of this calendar year. BWP has completed spreading of about 6,971 acre-feet of water for this calendar year. The spreading water was shut off on August 22 in order for Los Angeles County Flood Control District to perform annual maintenance activities. The spreading ground facilities will return to active status in early October.

Key Performance Indicators

The graphs below illustrate the progress the Water Division has made on key performance measures.



Magnolia Blvd and First Street

A 12-inch cast-iron water main break and repair in front of Flapper's Comedy Club occurred on September 30. Photos show the mainline crew replacing an eight-foot section of a 12-inch cast-iron main due to a lateral crack in the pipe.



ELECTRIC RELIABILITY

In September 2019, BWP did not experience any sustained feeder outages. In the past 12 months, automatic reclosing has reduced customer outage time by approximately 1,658,561 customer minutes.

Reliability Measurement	October 2017- September 2018	October 2018 - September 2019
Average Outages Per Year (SAIFI)	0.2762	0.4020
Average Outage Duration (CAIDI)	38.82 minutes	39.8 minutes
Average Service Availability	99.998%	99.997%
Average Momentary Outages Per Year (MAIFI)	0.2332	0.3961
No. of Sustained Feeder Outages	7	13
No. of Sustained Outages by Mylar Balloons	3	2
No. of Sustained Outages by Animals	0	0
No. of Sustained Outages by Palm Fronds	0	3

PROJECT UPDATES

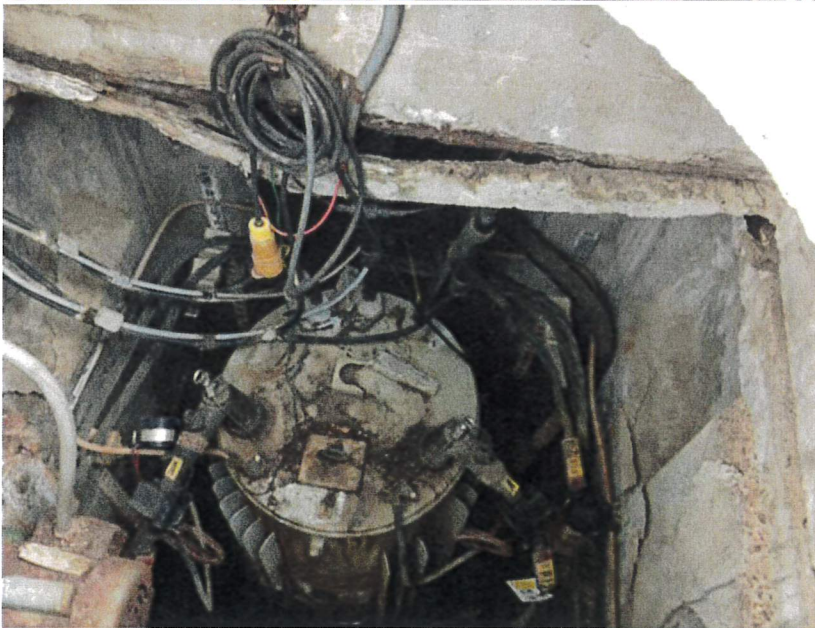
N-17 & 18 4-12kV Conversion

Construction for the 12kV rebuild of the N-17 and N-18 circuits is in progress. Fifty-two poles were installed. Thirty poles were installed by crane and 22 were hand set. Work on two pole lines east of Catalina St., south of Verdugo Ave. and west of Buena Vista St. are complete. Work on remaining three property lines and alley north of Verdugo Ave. and west of Buena Vista St. is estimated to be done by the end of October 2019. Feeders N-15 & 17 will be converted to 12kV by early December 2019.

Vault Modernization Program

Work was completed to modernize three existing subsurface transformer vaults to the current padmount transformer standard. The existing deteriorated vault structures were replaced with new pull boxes, and new transformer pads were set. Two new retaining walls were constructed to provide structural support to the adjacent hillside in front of homes. BWP crews also completed the removal of the old transformers, replaced the primary cable, and installed new padmount transformers. These upgrades will provide substantial safety enhancements, sustain our outstanding reliability, and lower our overall maintenance costs. There are 22 remaining subsurface transformers that will be replaced over the course of the next two years.

BEFORE



AFTER



STREET LIGHTING

LED Replacement Program

In accordance with the Street Lighting Master Plan, BWP is replacing 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. The LED replacements consume approximately 60% less energy. To date, 59.86% of the total streetlight luminaires have been converted to LEDs, which translates to an annualized energy savings of 3,229MWh or a 34.84% reduction in energy consumption. LED conversions have also reduced evening load by 737kW, which shortens the “neck of the duck curve” and reduces the amount of energy generation that BWP needs.

CUSTOMER SERVICE

Customer Service Operations

Customer Service recently hired a Full Time Field Service Representative to complete our Field Service team. We also hired two “As-Needed” employees to help staff in the Call Center to bring down customer wait times. In addition, we have interviewed four 10-hour part-time positions to increase availability and flexibility in our Call Center staffing.

Online Account Manager

The adoption of the Online Account Manager (OAM) continues to be over 50% of all active accounts. Of all registered accounts, close to 90% 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. BWP’s second milestone is to have 80% of all active accounts registered on the OAM by 2021.

Call volume levels are now at or below the levels before going live with the OAM. Through customer feedback, BWP is looking for ways to make improvements that will be part of the next phase of the OAM project, including usage data and outage notifications. Below is the chart outlining activity for the Online Account Manager:

	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Total	% of Total*
Enrollments	18,498	6,317	3,052	1,742	1,294	1,126	1,002	33,031	63%
Paperless	17,047	5,704	3,045	1,729	1,288	1,119	992	30,924	59%
Autopay	2,354	2,376	1,170	985	614	559	455	13,546	26%

* Percent as compared to all active BWP accounts.

Below is the chart outlining call volume since the launch of the Online Account Manager:

	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	% Inc/Dec
Call Volume	7227	5740	6310	5029	5507	5417	4675	-16%

Call Types	% of Calls
Balance	48%
Account/PIN #	15%
Disconnect/Reconnect	13%
Payment Extension	10%
Other	14%

Electric Vehicle (EV) Charging Program

Forty-five public EV charging ports are installed in Burbank, including two DC Fast Chargers and 18 curbside chargers. As of June 1, 2019, Time of Use (TOU) pricing for public EV charging is \$0.1736 per kilowatt-hour (kWh) for Level 1 and Level 2 off-peak, and \$.3069 per kWh on-peak. For the DC Fast Chargers, the charging rate is \$0.2817 per kWh off-peak and \$0.4980 per kWh on-peak. At this time, six Level 2 charging ports have been unable to be updated to the summer pricing. This is due to software issues with the chargers.

Month of usage	Chargers Available	Usage in kWh	Gross Revenue	GHG reduced in kg	kWh/ Station/ Day	% Peak Sessions	Charging Occupancy
Sep 2019	34	15,978	\$3,099	6,711	12	24%	16%
Aug 2019	36	17,738	\$3,638	7,450	13	24%	14%
Jul 2019	41	19,804	\$3,765	8,318	15	22%	16%
Jun 2019	42	24,374	\$4,303	10,237	19	21%	23%
May 2019	42	25,756	\$4,783	10,818	19	21%	22%
Apr 2019	42	26,501	\$4,981	11,131	20	21%	20%
Mar 2019	42	24,810	\$4,507	10,420	18	20%	17%
Feb 2019 ¹	44	20,127	\$3,277	8,453	17	23%	17%
Jan 2019	44	20,706	\$3,511	8,696	16	22%	18%
Dec 2018	45	22,889	\$3,991	9,613	18	21%	19%
Nov 2018 ²	45	22,145	\$3,879	9,301	18	20%	20%
Oct 2018 ³	45	23,141	\$3,957	9,719	18	20%	21%
Sep 2018	45	18,592	\$3,665	7,809	17	18%	20%
Aug 2018	45	18,613	\$3,757	7,818	23	21%	23%

¹ Includes four new Ontario Substation curbside chargers installed mid-February.

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

³ Includes 16 new public Level 2 chargers installed mid-September.

September revenue is down due to maintenance issues. Eleven charging ports were out of service during September. The most significant loss is from the DC Fast Charger at the Lakeside Shopping Center, which first went offline in July. Repairs on the Chargepoint Level 2 chargers are projected for November, and the curbside chargers are projected to be repaired/replaced in December. The DC Fast Charger at the Lakeside Shopping Center is now back in service as of October 16.

Port Location	# of Ports	Out of Service Date	Issue	Expected Back in Service Date
133 E. Orange Grove	1	19-Feb	Internal failure	19-Nov
2034 N. Hollywood Way	2	19-Mar	Cable retractor failure	19-Nov
Lakeside Shopping Center (DC FC)	1	19-Jul	Fuse failure	19-Oct
1113 W. Alameda Ave.	2	19-Aug	Cable retractor failure	19-Nov
520 N. Glenoaks Blvd.	1	19-Aug	Cable retractor failure	19-Nov
533 S. Glenoaks Blvd	2	19-Aug	Cable retractor failure	19-Nov
340 N. Buena Vista St.	1	19-Sep	Cable retractor failure	19-Dec
2116 Glenoaks Blvd.	1	19-Oct	Cable retractor failure	19-Dec

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
Sep 2019	5	21	820	8,111
Aug 2019	10	16	815	8,073
Jul 2019*	6	6	805	8,012
Jun 2019	12	100	799	7,962
May 2019	10	88	787	7,889
Apr 2019	8	78	777	7,833
Mar 2019	11	70	769	7,788
Feb 2019	5	59	758	7,707
Jan 2019	15	54	753	7,677
Dec 2018	10	39	738	7,530
Nov 2018	6	29	728	7,375
Oct 2018	9	23	722	7,351
Sep 2018	5	14	713	7,289
Aug 2018	5	9	708	7,256

* Start of new fiscal year.

TECHNOLOGY

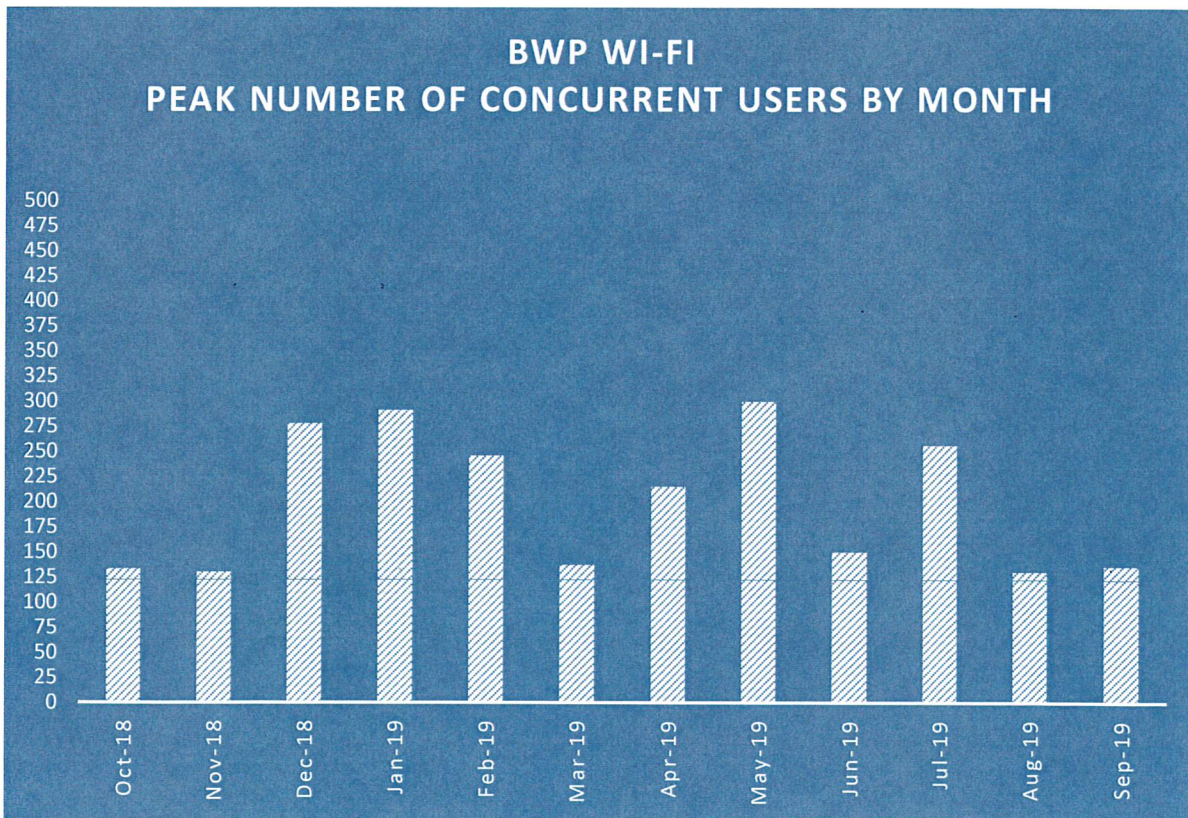
Broadband Services (ONE Burbank)

	September 2019 New Orders	Revenues for September 2019	FYTD 2019-20 Revenues	FYTD Budget
Lit	2	\$111,794	\$341,334	\$385,000
Dark	0	\$191,015	\$576,170	\$577,500
Total	2	\$302,809	\$917,504	\$962,500

BWP WiFi

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

The table below reports the number of users that are active and communicating to the internet (email, browsing, streaming, etc.)



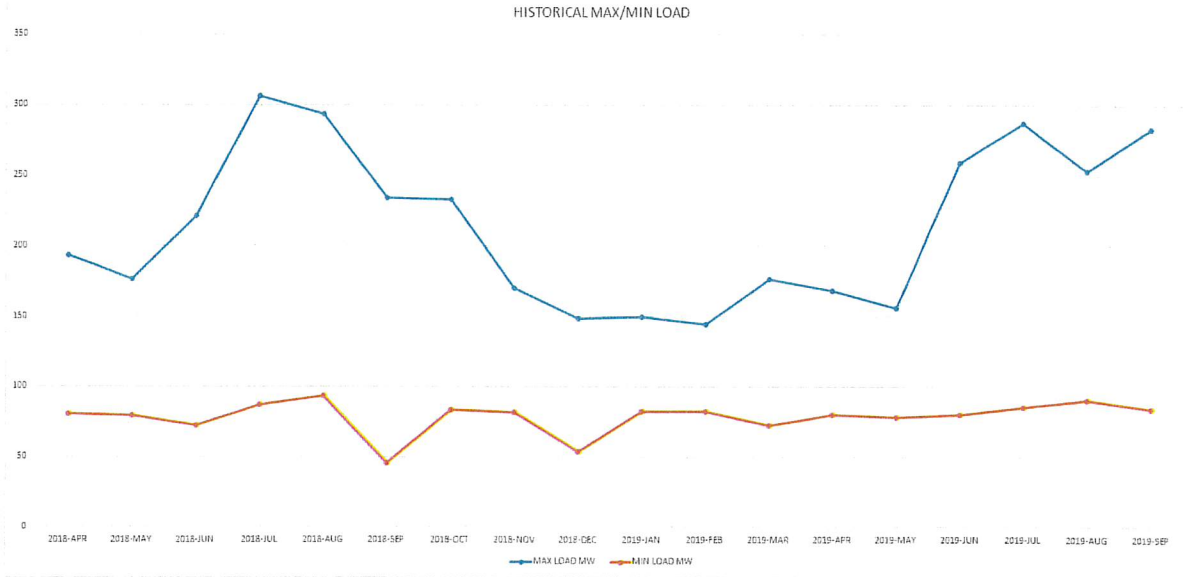
Cyber Security Update – September 2019

BWP is currently implementing technology improvements which will impact the way cyber security data is gathered and metrics are reported going forward. BWP will make every effort to provide accurate and relevant data within these reports, however, as necessary technology improvements are required, these reports and the data referenced within them may change.

POWER SUPPLY

BWP SYSTEM OPERATIONS:

The maximum load for September 2019 was 282.7 MW at 3:31 PM on Wednesday, September 4, and the minimum load was 81.5 MW at 2:49 AM on Monday, September 30.



YEAR	MAX LOAD	MAX DATE
2018	306.3 MW	06-Jul-18 16:41:28
2017	322.1 MW	31-Aug-17 16:02:52
2016	308.52 MW	20-Jun-16 16:46:20
2015	306.23 MW	09-Sep-15 15:42:00
2014	316.68 MW	16-Sep-14 15:52:04

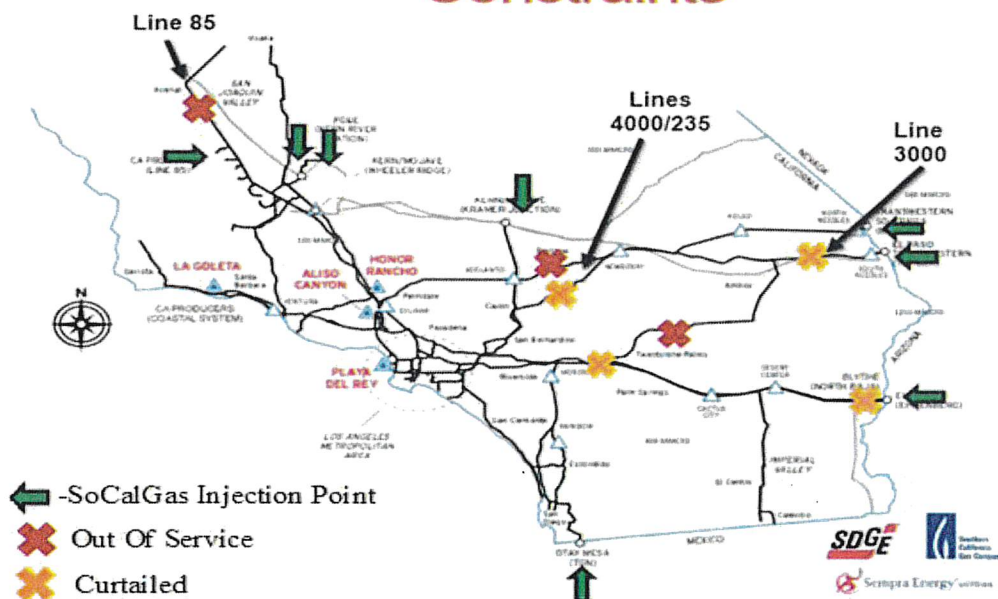
The Burbank power system did not experience abnormal weather or natural gas supply issues for September 2019.

Southern California continues to experience 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 component is storage operating constraints resulting from the CPUC's July 23, 2019 Aliso Canyon Withdrawal Protocol restricting the use of the Aliso Canyon. The

CUPC's updated withdrawal protocol is still restrictive, but is less restrictive than the previous protocol, in that Aliso Canyon was only allowed to be withdrawn from it if curtailment was imminent, but now can occur under less acute circumstances. This will likely reduce the number and severity of single day gas price blowouts.

SoCalGas reported two recent, minor withdrawals from Aliso Canyon: one on August 28 and the other on September 6.

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. **SoCalGas reports that it has found multiple, additional leaks in the pipeline. Line 235-2 returned to service on October 15 at a reduced pressure. The in-line inspection is now underway and is scheduled to be completed on November 1.**

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)	Starts
Olive 1	0%	0	0	0	0
Olive 2	0%	0	0	0	0
Lake 1	100%	60	2,345	433	6
MPP	87%	720	137,936	5,364	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 One was placed online 6 times during the month of September.

Magnolia Power Project (MPP)

	September	FYTD	YTD
Availability	100%	96%	95%
Unit Capacity Factor (240 MW)	80%	77%	74%

There were no plant trips or other outages at MPP during September 2019.

Tieton Hydropower Project (Tieton)

Tieton's annual generation season began on March 22 with limited water flow provided by the United States Bureau of Reclamation (USBR), which carried out "fish pulse" operations designed to encourage upward spawning migration of spring salmon. Fish pulsing was conducted until March 27 when water flow was reduced and generation was no longer possible until later in April. Tieton generated 8,719 MWhs in September, which is 12.1 percent below the average of 9,919 MWhs for September. This is due to a low snow pack season last winter, which is the snowmelt water source for Rimrock Reservoir that supplies Tieton. Generation typically ends mid-October and maintenance will occur once water flow is no longer sufficient to generate.

ENVIRONMENTAL

Air Quality

On June 28, BWP submitted two application packages to the South Coast Air Quality Management District (SCAQMD) in order to renew the existing Title V Operating Permits for Lake One and for MPP. These applications are currently being reviewed by the SCAQMD. Once the SCAQMD completes their review of the application packages and issues draft permits, the draft permits will go to the Environmental Protection Agency (EPA) for a 45-day review period. After the 45-day review period is completed, final permits will be issued to BWP for Lake One and MPP to continue operations. The permits will cover another five-year operating period.

On July 17, another application package was submitted to the SCAQMD to revise MPP's Title V Operating Permit. This application is to approve and include general electric upgrades to the combustion turbine, which will allow MPP to operate at a lower minimum load output (MW) while still complying with existing requirements. Upgrades cannot be installed until a revised permit is approved and this process is being managed independently of the five-year permit renewal. **This application is currently being reviewed by the SCAQMD and will go to the EPA for a 45-day review period once the SCAQMD issues a draft permit. After the 45-day period is completed, a final permit will be issued.**

PROJECT UPDATES:

Power Resources

Transmission Update

Negotiations with LADWP, for several existing Transmission Service Agreements, including those associated with Hoover Dam and IPP generation resources are ongoing. A one-year extension of the existing Hoover Transmission Service Agreement was approved by consent by City Council on August 13.

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 filed the 2019 IRP with the California Energy Commission (CEC) on April 2, 2019, in advance of the April 30 deadline. The CEC is required to make two separate findings on IRPs: first, that the IRP is complete (i.e., all required components were included) and second, that the IRP is consistent with the requirements of SB350. The CEC confirmed that BWP's 2019 IRP is complete on May 14, 2019. On July 29, the

Executive Director of the CEC filed a determination finding that BWP's 2019 IRP to be consistent with the requirements of SB350. The CEC plans to bring the determination to its November 2019 business meeting for adoption, which will formally close the 2019 IRP filing process for BWP.

Intermountain Power Project (Delta, UT) Renewal Progress

BWP communicated our recommendation for a path forward regarding IPP repowering on June 20 to the BWP Board. The Board voted 7-0 to recommend that City Council 1) authorize and direct the BWP General Manager to reduce Burbank's participation in the renewal of the Intermountain Power Project from 35 megawatts (MW) to 28 MW (a 20% reduction) and 2) approve and authorize the BWP General Manager to execute each of the Entitlement Assignment Agreement (Southern Transmission System) and the Entitlement Assignment Agreement (Northern Transmission System) together with all ancillary documents necessary to effectuate the foregoing.

BWP presented these recommendations to the City Council on July 23; Council approved, with a vote of 4-1.

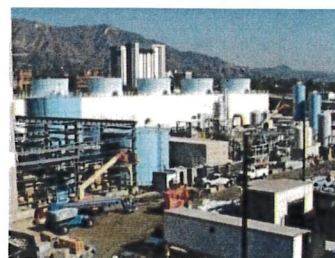
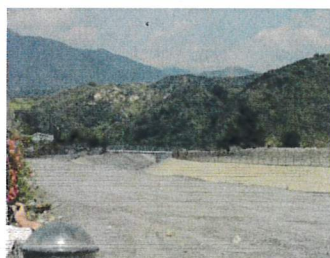
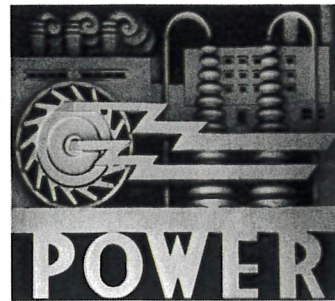
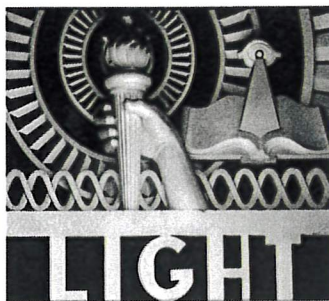
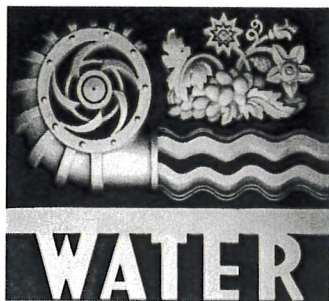
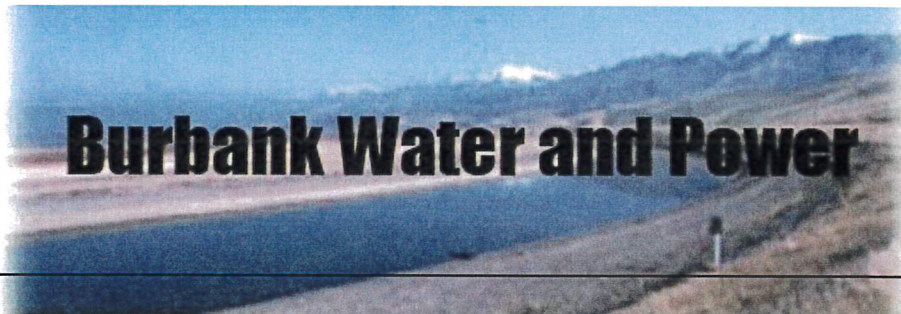
BWP informed the Intermountain Power Agency (IPA) and LADWP, in its capacity as IPP Operating Agent, of our decision to participate in the repowering project at a reduced level, in advance of the August 3, 2019 deadline.

The Entitlement Assignment Agreements are pending approval by LADWP's governing bodies.

Power Generation

Landfill Gas to Energy Project

The project remains on schedule and within budget. Start of construction is pending approval by City Building and Safety of resubmitted civil/structural plans and calculations. Work is expected to proceed ahead of schedule once this permit is received.



**Estimated Financial Report
September-19**

UNAUDITED

**Burbank Water and Power
Electric Fund (496)**

**Estimated Statement of Changes in Net Assets (1) (2) (5)
MTD and FYTD September 2019**

(\$ in 000's except MWh Sales)

MTD FY 19-20	MTD Sep-19 Budget	\$ Variance (2)	% Variance	FYTD FY 19-20	FYTD Sep-19 Budget	\$ Variance (2)	% Variance
104,869	109,321	(4,452)	(4%) (a)	326,708	341,086	(14,378)	(4%) (A)
NEL MWh							
Retail							
\$ 16,232	\$ 16,562	\$ (330)	(2%)	\$ 49,477	\$ 51,486	\$ (2,008)	(4%)
397	587	(190)	(32%) (b)	1,371	1,761	(390)	(22%) (B)
10,363	11,268	905	8% (c)	31,283	34,760	3,477	10% (C)
6,266	5,881	385	7%	19,565	18,487	1,078	6%
884	3,204	(2,320)	(72%)	2,831	16,613	(13,783)	(83%)
807	3,124	2,317	74%	2,581	16,198	13,617	84%
77	80	(3)	(4%)	250	415	(166)	(40%)
6,343	5,961	382	6%	19,815	18,902	913	5%
Retail Power Supply & Transmission							
Retail Margin							
Wholesale							
Wholesale Sales							
Wholesale Power Supply							
Wholesale Margin							
Gross Margin							
Operating Expenses							
921	921	-	0%	2,767	2,817	50	2%
120	120	-	0%	312	352	40	11%
226	226	-	0%	640	668	28	4%
507	507	-	0%	1,511	1,522	11	1%
446	446	-	0%	1,070	1,337	267	20% (D)
449	449	-	0%	1,371	1,402	31	2%
189	189	-	0%	612	521	(91)	(17%) (E)
110	110	-	0%	341	364	23	6%
183	183	-	0%	474	548	74	13% (F)
1,575	1,575	-	0%	4,670	4,724	53	1%
4,725	4,725	-	0% (d)	13,767	14,253	486	3%
\$ 1,618	\$ 1,236	\$ 382	31%	\$ 6,048	\$ 4,649	\$ 1,398	30%

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

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
a.	Electric Usage in MWh	104,869	109,321	(4,452)	NEL is 4% lower than budget due to conservation. For the month of September, average high temperature was 86.5°F, compared to the normal of 87.4°F. MTD CDD were 283 versus the 15 year average of 277.
b.	Other Revenues	397	587	(190)	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	10,363	11,268	905	The favorable variance is attributable to various components within Retail Power Supply & Transmission. Please refer to page 5 for additional details.
d.	Total Operating Expenses	4,725	4,725	-	Expenses for September 2019 are estimated at budgeted values.

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

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget	Explanation
A.	Electric Usage in MWh	326,708	341,086	(14,378)	- NEL is 4% lower than budget due to conservation. FYTD average high temperature was 87.5°F and the 15 year average high temperature was 87.5°F. FYTD CDD were 927 versus the 15 year average of 926.
B.	Other Revenues	1,371	1,761	(390)	- 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	31,283	34,760	3,477	- The favorable variance is attributable to various components within Retail Power Supply & Transmission. Please refer to page 6 for additional details.
D.	Customer Service, Marketing & Conservation	1,070	1,337	267	- The favorable variance is primarily attributable to lower than planned spending on professional services, and savings on salaries and related benefits due to several vacant positions.
E.	Security/Oper Technology	612	521	(91)	- The unfavorable variance is primarily attributable to unamortized software / hardware and membership dues expenses. Also contributing to the unfavorable variance is less work than planned for other groups.
F.	Construction & Maintenance	474	548	74	- The favorable variance is due to lower than planned facility maintenance and service requests.
G.	Other Income/(Expense)	(3,174)	(3,116)	(58)	- Other Income/(Expense) includes miscellaneous revenue from the sale of scrap materials, inventory, and assets, as well as BABS subsidy. For July 2019, includes one-time pension payment to CalPERS of \$3.43M.

**Estimated September 2019 Budget to Actual P&L Variance Highlights - Electric Fund
(\$ in 000's)**

	Variance Month-to-Date		
	<u>Favorable Items</u>	<u>Unfavorable Items</u>	<u>Budget to Actual Variance</u>
<u>MTD NET INCOME/(LOSS): \$1,542</u>	\$ 382		\$ 382
 <u>MTD GROSS MARGIN VARIANCE</u>			
Retail Sales		(330)	(330)
Power Supply and Transmission			
- Lower energy prices and economic dispatch	640		640
- Lower retail load	115		115
- Lower transmission expenses than planned	80		80
- Lower than planned renewables	70		70
Other Revenues		(190)	(190)
Wholesale Margin		(3)	(3)
Total	<u>905</u>	<u>(523)</u>	<u>382</u>

Estimated September 2019 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): \$2,344</u>	\$ 1,357		\$ 1,357
<u>FYTD GROSS MARGIN VARIANCE</u>			
Retail Sales		(2,008)	(2,008)
Power Supply and Transmission			
- Lower energy prices and economic dispatch	2,329		2,329
- Lower retail load	388		388
- Lower O&M expenses than planned	300		300
- Lower than planned transmission expenses	292		292
- Lower than planned renewables	168		168
Other Revenues		(390)	(390)
Wholesale Margin		(166)	(166)
Total	3,477	(2,564)	913
<u>FYTD EXPENSE AND OTHER VARIANCES</u>			
Customer Service, Marketing & Conservation	267		267
Construction & Maintenance	74		74
Depreciation expense	53		53
Distribution	50		50
Administration/Safety	40		40
Public Benefits	31		31
Finance, Fleet, & Warehouse	28		28
Telecom	23		23
Security/Oper Technology		(91)	(91)
All other		(31)	(31)
Total	566	(122)	444

**Burbank Water and Power
Electric Fund (496)**

**Estimated Statement of Cash Balances ^(a)
(\$ in 000's)**

	Sep-19	Aug-19	Jul-19	Jun-19	Jun-18	Recommended Reserves	Minimum Reserves
Cash and Investments							
General Operating Reserve	\$ 60,995	\$ 59,213	\$ 58,852 ^(b)	\$ 67,320 ^(b)	\$ 78,993	\$ 52,010	\$ 37,570
Capital & Debt Reduction Fund	10,000	10,000	10,000	10,000	10,000	21,000	5,200
BWP Projects Reserve Deposits at SCPPA	16,912	16,871	16,831	16,817	16,492		
Sub-Total Cash and Investments	<u>87,906</u>	<u>86,084</u>	<u>85,684</u>	<u>94,137</u>	<u>105,485</u>	<u>73,010</u>	<u>42,770</u>
Capital Commitments					(6,740) ^(c)		
Customer Deposits	(4,822)	(4,268)	(4,109)	(5,641)	(5,432)		
Public Benefits Obligation	(6,605)	(6,787)	(6,535)	(6,069)	(5,549)		
Pacific Northwest DC Inter tie	(1,410)	(1,410)	(1,410)	(2,218)	(7,455)		
Low Carbon Standard Fuel ^(d)	(2,267)	(2,267)	(2,267)	(2,267) ^(e)	(1,251)		
Cash and Investments (less Commitments)	<u>72,803</u>	<u>71,353</u>	<u>71,364</u>	<u>77,942</u>	<u>79,059</u>	<u>73,010</u>	<u>42,770</u>

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

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

^(e) Includes the sale of \$1.15M of LCFS credits.

^(f) Includes one-time pension payment to CalPERS of \$3.43M, and an annual required pension contribution of \$5.71.

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

**Estimated Statement of Changes in Net Assets ^{(1) (2) (6)}
MTD and FYTD September 2019
(\$ in 000's except Gallons)**

MTD FY 19-20	MTD Sep-19 Budget	\$ Variance ⁽²⁾	% Variance		FYTD FY 19-20	FYTD Sep-19 Budget	\$ Variance ⁽²⁾	% Variance
498	548	(50)	(9%) ^(a)	Water put into the system in Millions of Gallons	1,531	1,613	(82)	(5%) ^(A)
112	104	9	8% ^(b)	Metered Recycled Water in Millions of Gallons	327	331	(4)	(1%) ^(B)
Operating Revenues								
\$	2,783	\$ (82)	(3%) ^(c)	Potable Water	\$ 8,637	\$ 8,567	\$ 70	1% ^(C)
434	424	9	2%	Recycled Water	1,308	1,357	(49)	(4%)
16	62	(46)	(74%) ^(d)	Other Revenue ⁽³⁾	61	186	(125)	(67%) ^(D)
3,233	3,352	(119)	(4%)	Total Operating Revenues	10,005	10,110	(104)	(1%)
1,182	1,305	123	9% ^(e)	Water Supply Expense	3,688	3,946	258	7% ^(E)
2,051	2,047	4	0%	Gross Margin	6,318	6,164	154	2%
Operating Expenses								
689	689	-	0%	Operations & Maintenance - Potable	1,961	2,068	106	5% ^(F)
138	138	-	0%	Operations & Maintenance - Recycled	382	412	30	7%
210	210	-	0%	Allocated O&M	566	624	59	9% ^(G)
172	172	-	0%	Transfer to General Fund for Cost Allocation	522	517	(5)	(1%)
370	370	-	0%	Depreciation	1,070	1,109	39	4%
1,579	1,579	-	0% ^(f)	Total Operating Expenses	4,501	4,730	229	5%
Other Income/(Expenses)								
21	21	-	0%	Interest Income	64	64	0	0%
39	39	0	0%	Other Income/(Expense) ⁽⁴⁾	(510)	(436)	(74)	(17%) ^(H)
(159)	(159)	-	0%	Bond Interest/(Expense)	(489)	(476)	(13)	(3%)
(96)	(99)	0	0%	Total Other Income/(Expenses)	(935)	(848)	(86)	(10%)
374	370	4	1%	Net Income/(Loss)	882	585	297	51%
40	40	-	0%	Aid in Construction	116	121	(5)	(4%)
\$ 414	\$ 410	\$ 4	1%	Net Change in Net Assets (Net Income)	\$ 988	\$ 706	\$ 283	41%

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.

5. MTD is estimated for September 2019; FYTD reports July 2019 actuals, with August and September 2019 estimates.

Burbank Water and Power
Water Fund (497)
Estimated Statement of Changes in Net Assets - Footnotes
MTD September 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	498	548	(50)	- Potable water sales are lower due to lower demand. Burbank received .05 inches of rainfall in September as compared to the monthly normal of 0.23 inches. Average high temperature was 86.5°F, compared to the normal of 87.4°F. MTD CDD were 283 versus the 15 year average of 277.
b.	Recycled Water Usage in Millions of Gallons	112	104	9	- Recycled water sales are higher due to higher consumption by the Power Plant and higher than planned irrigation.
c.	Potable Water Revenue	2,783	2,865	(82)	- The WCAC impact decreased potable water revenues by \$77k MTD. Without this adjustment, potable water revenues would be at budget.
					WCAC Revenue
					WCAC Expenses
					WCAC revenue deferral/(accrual)
d.	Other Revenue	16	62	(46)	- Other revenues include items such as damaged property recovery, connection fees, late fees, and tampering fees, which tend to fluctuate.
e.	Water Supply Expense	1,182	1,305	123	- Water supply expense corresponds with lower demand.
f.	Total Operating Expenses	1,579	1,579	-	- Expenses for September 2019 are at budgeted values.
					MTD Actual
					<u>\$1,259</u>
					\$1,182
					<u><u>\$77</u></u>

**Burbank Water and Power
Water Fund (497)
Estimated Statement of Changes in Net Assets - Footnotes
FYTD September 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	1,531	1,613	(82)	- FYTD Potable water sales are lower due to lower demand. Rainfall season-to-date was .05 inches less than the season normal of 0.32 inches. FYTD CDD were 927 versus the 15 year average of 926.
B.	Metered Recycled Water in Millions of Gallons	327	331	(4)	- FYTD Recycled sales are lower due to lower demand. Rainfall season-to-date was .05 inches less than the season normal of 0.32 inches. FYTD CDD were 927 versus the 15 year average of 926.
C.	Potable Water	8,637	8,567	70	- The WCAC impact increased potable water revenues by \$121k YTD. Without this adjustment, potable revenues would be unfavorable by 1%.
					FYTD Actual
					<u>\$3,567</u>
					WCAC Revenue
					\$3,688
					WCAC Expenses
					<u><u>(\$121)</u></u>
WCAC revenue deferral/(accrual)					
D.	Other Revenue	61	186	(125)	- Other revenues include items such as damaged property recovery, connection fees, late fees, and tampering fees, which tend to fluctuate.
E.	Water Supply Expense	3,688	3,946	258	- Water supply expense corresponds with lower demand.
F.	Operations & Maintenance - Potable	1,961	2,068	106	- The favorable variance is primarily attributable to budgetary savings on salaries and related benefits due to vacant positions, and lower than planned spending on professional services.
G.	Allocated O&M	566	624	59	- The favorable variance is attributable to lower than planned allocated expenses (Customer Service, Admin & Safety, Facilities and Conservation) from the Electric Fund.
H.	Other Income / (Expense)	(510)	(436)	(74)	- Other Income/(Expense) includes miscellaneous revenue from the sale of scrap materials, inventory, and other assets. A one-time pension payment of \$553k was made to CalPERS in July 2019 ; in addition, the CalPERS one-time Electric Fund pension payment of \$118k was allocated to the Water Fund.

**Estimated September 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): \$374</u>	\$ 4		\$ 4
<u>MTD GROSS MARGIN VARIANCE</u>			
Water Supply Expense	123		123
Recycled Revenues	9		9
Potable Revenues		(82)	(82)
Other Revenue		(46)	(46)
Total	132	(128)	4
<u>MTD O&M AND OTHER VARIANCES</u>			
Operating expenses		-	-
Other income/expenses	-		-
Total	-	-	-

Estimated September 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: \$882</u>	\$ 297		\$ 297
<u>FYTD GROSS MARGIN VARIANCE</u>			
Potable Revenues	70		70
Other Revenue		(125)	(125)
Recycled Revenues		(49)	(49)
Water Supply Expense	258		258
Total	328	(174)	154
<u>FYTD O&M AND OTHER VARIANCES</u>			
Potable O&M	106		106
Allocated O&M	59		59
Depreciation Expense	39		39
Recycled Water O&M	30		30
All Other		(91)	(91)
Total	234	(91)	143

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

	Sep-19	Aug-19	Jul-19	Jun-19	Jun-18	Recommended Reserves	Minimum Reserves
Cash and Investments							
General Operating Reserves	\$ 13,289	\$ 11,940	\$ 10,852 ^(d)	\$ 11,555 ^(b)	\$ 10,925	\$ 12,630	\$ 8,070
Capital Reserve Fund	2,220	2,220	2,220	2,220	2,220	5,200	1,300
Sub-Total Cash and Investments	15,509	14,160	13,072	13,775	13,145	17,830	9,370
Customer Deposits	(12)	(12)	(29)	(29)	(607)		
Capital Commitments ^(c)	-	-	-	-	(140)		
Cash and Investments (less commitments)	15,497	14,147	13,043	13,746	12,397	17,830	9,370

^(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) Capital commitment for the recycled water I-5 Freeway second tie crossing project paid in October 2018.

^(d) Includes one-time pension payment of \$.55M to CalPERS, and an annual required pension contribution of \$.91M.

CITY OF BURBANK
POLICE DEPARTMENT
MEMORANDUM



DATE: October 20, 2019

TO: Justin Hess, City Manager

FROM: Scott LaChasse, Chief of Police *Scott LaChasse*
By: Captain Cremins, Patrol Division
Josephine Wilson, Police Administrator

SUBJECT: CITY MANAGER TRACKING LIST NO. 2246 – CONDUCT OF HOMELESS INDIVIDUAL(S) IN MAGNOLIA PARK

On August 20, 2019, the Council requested a follow-up on concerns expressed by a member of the public relative to the conduct of homeless individuals in Magnolia Park.

Background

During the public comment period of the August 20, 2019 City Council meeting, Ms. Diana Rosero brought forth a concern about individuals defecating on a public sidewalk in the Magnolia Park area of the City of Burbank. Her comments coincided with a widely circulated posting on the “Magnolia Mamas” Facebook page, which addressed the same issue. In both instances, there was an articulated perception by community members that suggested the Burbank Police Department (BPD) was either unwilling or uninterested in the enforcement of statutes or local ordinances related to public defecation by individuals who were apparently experiencing homelessness.

Police Enforcement

It is the position of the BPD that enforcement action shall be taken when and wherever appropriate. In the referenced instances, the complained of acts did not occur in the presence of a police officer. This is a significant fact because under California law, misdemeanor crimes have to be committed in the presence of a police officer for the officer to make a legal arrest or issue a citation. The exception to arresting powers is that of a citizen’s arrest wherein a citizen makes a legal misdemeanor arrest not committed in the officer’s presence; and the officer will take custody of the individual once a citizen’s arrest form is completed. It should be noted that police officers can make arrests for felony crimes not committed in their presence, provided there is sufficient probable cause. In this instant case, public defecation is a misdemeanor offense, thus responding officers would have to actually witness the act in order to take enforcement action unless there was an opportunity for a citizen’s arrest.

In cases of criminal behavior that is in-progress, citizens are asked to immediately contact the BPD. For non-emergency situations, the phone number to call is (818) 238-3000. The issue of urination and defecation in public places is one of a myriad of issues that are

commonly associated with mentally ill and homeless persons. The BPD attempts to connect homeless individuals with appropriate services whenever possible. In cases where there is significant criminal behavior occurring, officers will take whatever enforcement action is appropriate under the circumstances.

Enforcement alone will not and cannot resolve homelessness and the associated behaviors. The City is committed to finding solutions to address the ongoing systemic social issues of homelessness that impact the quality of life for all. By working together with local service providers, the County/City of Los Angeles, public/quasi-public entities, businesses, and Burbank citizens, the City can effectively address homelessness through action-oriented solutions. The BPD Mental Health Team will continue to assist individuals with mental challenges and police officers will take whatever enforcement action is appropriate under the circumstances.