Weekly Management Report
August 28, 2020

1.	**Synopsis**	Sustainable Burbank Commission Meeting on August 17, 2020 **Public Works Department**
2.	**Memo**	Shared Use Mobility Devices **Community Development Department**
3.	**Minutes**	Civil Service Board Meeting on August 5, 2020 **Management Services Department**
4.	**Minutes**	Burbank Water and Power Board Meeting on August 6, 2020 **Water and Power**
5.	**Report**	July 2020 Operating Results **Water and Power**

CITY OF BURBANK
SUSTAINABLE BURBANK COMMISSION

Virtual Meeting Held Online
August 17, 2020
5:00 P.M.

This agenda lists each item of business that the Sustainable Burbank Commission may discuss or take action on at this meeting. Copies of staff reports and all other written documentation relating to each agenda item can be made available by calling (818) 238-3800. Copies are available for public inspection and review at the Public Works Field Services counter at the Public Works Yard located at 124 S. Lake Street.

In compliance with the Americans with Disabilities Act (ADA), if any special assistance is needed to participate in this meeting, please contact the City's ADA Coordinator at (818) 238-5424 (voice) or (818) 238-5035 TDD. Advance notification of 48 hours will permit the City to make reasonable accommodations to assure accessibility.

NOTICE IS HEREBY GIVEN that a regular Sustainable Burbank Commission meeting will be held by video conference/teleconference on Monday, August 17, 2020, at 5:00 p.m., to discuss matters on the attached agenda. This online meeting is held pursuant to Executive Order N-29-20 issued by California Governor Gavin Newsom which suspends certain requirements of the Ralph M. Brown Act. City facilities are closed to the public until further notice and the public will not be able to physically attend the Sustainable Burbank Commission meeting.

Balancing the health risks associated with the Coronavirus (COVID-19), while appreciating the public's right to conduct the people's business in a transparent and open manner, during the current State of Emergency and in the interest of public health and safety, most-and possibly all-of the Sustainable Burbank Commissioners will be participating in the meeting by teleconference. The City is providing alternatives to in-person attendance for listening and participating in Sustainable Burbank Commission meetings.

*In lieu of in-person attendance, members of the public may participate in the meeting via web https://burbankca.webex.com/burbankca/onstage/g.php?MTID=e021b6f0251e3318fe3d9c8406e8b4383

If you experience difficulties connecting, you may also listen to the meeting by calling United States Toll +1-408-418-9388 - Access code: 146 518 8477.

Public Comment: To speak during the Public Comment period during the meeting, use the link above to join the web conference by 5:00 pm. City staff will connect speakers with the Commission Chair when the Public Comment portion of the agenda is announced.

I. CALL TO ORDER

II. ROLL CALL

III. GREEN SPOTLIGHT AWARD
This agenda item is being tabled until the "Safer at Home" order is lifted.

IV. ORAL COMMUNICATIONS (Limited to items on the printed agenda or items regarding the business of the Sustainable Burbank Commission. The Commission has adopted rules to limit oral communications to 2 minutes; however, the Commission reserves the right to extend this time period.)

A. Public Communication
   a. To speak during the Public Comment period during the meeting, use the link listed above.
B. Commission Member Communication
C. Staff Communication

V. APPROVAL OF MINUTES July 20 2020

VI. STAFF FROM BURBANK WATER AND POWER (BWP) TO DISCUSS ENERGY USAGE DURING COVID-19

At its July 20, 2020 meeting, Commissioners agreed to invite staff from BWP to discuss energy usage during Covid-19. The Commission may ask questions, engage in discussion, provide feedback, and entertain a motion regarding further action on this item if desired.

VII. STAFF FROM RECYLE CENTER TO DISCUSS ORGANICS

At its July 20, 2020, meeting, the Commissioners agreed to have staff from the Recycle Center discuss organics. The Commission may ask questions, engage in discussion, provide feedback, and entertain a motion regarding further action on this item if desired.

VIII. WORKPLAN DEVELOPMENT

At its June 15, 2020 meeting, Commissioners agreed to begin the process of developing a workplan. The Commission may ask questions, engage in discussion, provide feedback, and entertain a motion regarding further action on this item if desired.

IX. AD HOC COMMUNITY ENGAGEMENT PHASE 2 SUBCOMMITTEE REPORT

At its June 18, 2018, meeting, the Commissioners agreed to form the ad hoc Community Engagement Phase I & Phase 2 Subcommittee. Phase 1 is complete and community engagement goals have been approved by the Commission. Phase 2 will focus on enacting the goals. The ad hoc subcommittee will provide the Commission with an update on the group's progress and proposed future direction for discussion and Commission direction. The Commission may ask questions, engage in discussion, provide feedback, and entertain a motion regarding further action on this item if desired. Members of the ad hoc Community Engagement Phase 2 Subcommittee include Ms. Kirschenbaum, Ms. Robb, Ms. Tenenbaum, and Ms. Zimskind.

X. AD HOC SUSTAINABILITY- RELATED ACTION PLANS UPDATE SUBCOMMITTEE REPORT

At its November 18, 2019 meeting, the Commission agreed to disband the ad hoc Greenhouse Gas Reduction Plan Subcommittee and rename the ad hoc Sustainability Action Plan Subcommittee to the ad hoc Sustainability-related Plans Update. The Subcommittee will review the City's current sustainability-related action plans and offer recommendations for updates to the action plans. The Commission may ask questions, engage in discussion, provide feedback, and entertain a motion regarding further action on this item if desired. Members of the ad hoc Sustainability-related Action Plans Update Subcommittee include Ms. Robb, Ms. Schanberger, Ms. Tenenbaum, and Mr. Weber.

XI. AD HOC HOLLYWOOD BURBANK AIRPORT REDEVELOPMENT SUBCOMMITTEE REPORT

At its July 15, 2019 meeting, the Commissioners agreed to form the ad hoc Hollywood Burbank Airport Redevelopment Subcommittee to 1) draft a letter urging the Council to require a LEED certification higher than silver for the airport's redevelopment project, 2) ensure that the City's plastic ban policy applies to the airport, and 3) connect with airport commissioners from Glendale and Pasadena to discuss the Airport's redevelopment. The Commission may ask questions, engage in discussion, provide feedback, and entertain a motion regarding further action on this item if desired. Members of the ad hoc Hollywood

Burbank Airport Redevelopment Subcommittee include Mr. O'Brien, Ms. Robb, Ms. Schanberger, and Ms. Zimskind.

XII. AD HOC EQUITY AND ECONOMIC SUSTAINABILITY SUBCOMMITTEE REPORT

At its February 3, 2020 meeting, the Commission agreed to form the ad hoc Equity and Economic Sustainability Subcommittee. The ad hoc Subcommittee will explore and make recommendations regarding equity and economic aspects of sustainability in the City. The Commission may ask questions, engage in discussion, provide feedback, and entertain a motion regarding further action on this item if desired. Members of the ad hoc Equity and Economic Sustainability Subcommittee include Ms. Gemmill, Mr. Weber, and Ms. Zimskind.

XIII. DISCUSS UPCOMING SUSTAINABILITY RELATED COUNCIL AGENDA ITEMS

The Commission may review and discuss upcoming Council agenda items that are related to sustainability matters. The Commission may ask questions of staff, engage in discussion, provide feedback, and entertain a motion regarding further action on this item if desired.

XIV. INTRODUCTION OF ADDITIONAL AGENDA ITEMS

Those present at the May 14, 2009, Sustainable Burbank Task Force (now the Sustainable Burbank Commission) meeting, voted unanimously that members can suggest agenda items and obtain consensus from the group to have the items added to a future agenda.

XV. GREEN SPOTLIGHT AWARD FOR SEPTEMBER 21, 2020

The Commission will review applications, if any, and select one if its members to identify a Burbank Green Spotlight Award winner for September 2020.

XVI. ADJOURNMENT

To Monday, September 21, 2020 at 5:00 p.m., location to be determined at a later date.

MEMORANDUM

CITY OF BURBANK

COMMUNITY DEVELOPMENT

DATE: August 26, 2020

TO: Justin Hess, City Manager

FROM: Patrick Prescott, Community Development Director P.P.
VIA: David Kriske, Asst. Community Development Director, Transportation
BY: Nicholas Burant, Administrative Analyst

SUBJECT: Shared Use Mobility Devices

BACKGROUND

The purpose of this report is to provide an update on proposed regulations for shared use mobility regulations. The City Council received a report describing staff's proposed regulations on June 25, 2019. At the meeting, the City Council directed staff to further develop their proposal and bring the item back to the Transportation Commission for additional input and recommendations.

DISCUSSION

Staff's initial proposal presented to the City Council in June 2019 was to regulate all shared use mobility devices under a comprehensive regulatory program. The program would have allowed 1000 devices from up to five companies to operate in the City, created detailed rules for parking, maintenance, and the removal of improperly parked devices. The program comprised of an ordinance, administrative regulations, a new set of fees, and a contract with Girard & Peterson for the removal of improperly parked devices.

At the meeting, the City Council expressed concerns about staff's proposed regulations. Specifically, the City Council asked that the regulations be more tailored to Burbank's needs regarding community engagement, interaction with horses in the Rancho District, and where devices can operate. The City Council directed staff to review the proposed regulations in light of these concerns and then return to the Transportation Commission with an updated proposal, seeking further input.

Updated Regulations Presented to Transportation Commission

In response to the City Council's direction, staff updated their proposal based on the City Council's comments. These adjustments included more detailed community outreach requirements, a plan for right of way signs for scooter/pedestrian/horse interactions in the Rancho District, and prohibiting scooters on 35 miles per hour roads. Staff presented these revised regulations to the Transportation Commission at their September 16, 2019, meeting. The Commission had three concerns with staff's revised proposal. First, the Commission believed that the proposed regulations would not prevent shared use mobility devices from becoming a nuisance in Burbank. They believed that the devices would create unsightly conditions in neighborhoods, could contribute to lowered property values, and would block the sidewalk for pedestrians. Second, the Commission felt that Burbank's infrastructure is not ready for scooters. State law is more restrictive on where scooters can be ridden than where bicycles can be ridden. Scooters can only be ridden on roads with posted speed limits of 25 miles per hour or slower, or on faster roads only if there are bicycle lanes. Since Burbank's infrastructure limits where scooters can be ridden, they felt that riding them in Burbank would raise safety concerns. Third, the Commission felt that bicycles are safer to ride than scooters, as most people know how to ride bikes, while electric scooters are not as widely known. The scooters' acceleration can be more sudden than one might anticipate, and the brakes take some getting used to. Thus, the Commission felt that should the City wish to offer a shared-use mobility device to promote travel options, that only shared-use mobility bicycles be allowed. After reviewing staff's revised proposal, the Commission voted to recommend that shared use scooters be banned in the City, but that shared use bicycles be allowed to operate under the revised regulations proposed by staff.

Evaluating a Shared Use Mobility Device Ban

To assess the Transportation Commission's recommendation to ban shared-use scooters, staff has identified an alternative regulatory framework that could achieve this goal. A scooter ban requires two complementary approaches. The first is to have the shared use mobility companies geofence their devices so that they cannot enter the City. Geofences are methods by which the scooter operators identify areas where scooters are being ridden and modifying their behavior if the devices travel into prohibited areas. They work by either slowing down the devices so that they are essentially inoperable, or by not letting users finish their rides inside the boundaries of prohibited areas.

The second approach to implementing a scooter ban is an enforcement mechanism. Effective geofencing by the scooter operators would likely prevent most scooters from entering the City limits. If, however, scooters are found within the City, staff must have a mechanism to remove them. Under staff's original proposed regulations, scooter operators would consent to the City enforcing its regulations and offset the City's costs

by paying fees. If scooters are banned, enforcement is more difficult, and costs cannot be recovered by fees.

Under a scooter ban, there are two options for enforcement: a proactive system where either the City or a contractor does patrols for scooters on a regular basis, or a reactive system where the City only responds to complaints as they arise. The primary difference between a reactive and proactive enforcement model is the cost, which could range from $10,000 to $140,000, respectively, per year. The City Council would have to amend its annual budget to pay for enforcement should scooters be banned.

Latest Shared Use Mobility Device Developments

Since the Transportation Commission's September meeting, two developments caused changes in how shared-use mobility devices operate in the City. First, in early 2020 Bird, Lime, and Sherpa all instituted geofences around Burbank. These companies are those that currently operate in or near the City. Since these geofences have been implemented, complaints about scooters operating in Burbank have declined significantly. Because of this recent development, staff delayed returning to the City Council while it monitors the implementation of these geofences, because their usage greatly influences if a scooter ban can be administered effectively.

Second, the shared-use mobility operators changed operations in response to the COVID-19 pandemic. Many operators suspended operations; Lime, for example, pulled all its scooters out of operation in March 2020, and Bird has significantly curtailed operations in the Los Angeles area in March 2020.

Since then these same operators have resumed operations. While it is unclear if their operations are back at a pre-pandemic level, Sherpa, Bird, and Lime are all operating in North Hollywood. The geofences that each company had implemented in early 2020 are still operational, and are still effective in keeping scooters out of the City. The success of the geofences that keep the scooters out of Burbank indicates that the geofences alone are a sufficient enforcement mechanism on their own for shared use mobility devices at this time, as shared use mobility devices are currently not permitted to operate in the City. Staff will continue to monitor the operations of scooters in North Hollywood to ensure that those currently deployed are geofenced from entering Burbank, and that any new companies who deploy in North Hollywood implement a geofence as well.

The COVID-19 pandemic has also significantly changed commuting and travel patterns for residents and visitors alike. As such, staff recommends holding off on any shared use mobility regulations, even for bicycles, as it is unclear whether any shared use bicycle companies will be interested in deploying in Burbank due to potentially low ridership. Staff therefore recommends holding off on any shared use mobility regulations until the COVID-19 pandemic has significantly subsided and travel and commute patterns have returned to a more normal state of affairs, such as when the studios resume production

on their lots. Staff will also research other options for shared use mobility, such as private contractors or the Metro Bike Share Program to determine if they are suitable for Burbank.

CONCLUSION

As staff has continued to evaluate variations of possible shared use mobility device regulations in response to Transportation Commission and City Council input, the operations of these devices continues to be dynamic. The shared use mobility companies operating in North Hollywood have implemented geofences around Burbank that have been very successful in keeping shared use mobility devices out of Burbank without regulations. Complaints and nuisances caused by these devices has been greatly reduced since early 2020. Further, shared use mobility operations outside of Burbank were put on pause by the COVID-19 pandemic, which has affected all travel and commuting patterns. Travel and commuting patterns, along with the operations of the shared use mobility companies, are still being impacted by the pandemic.

Staff does not currently recommend pursuing shared use mobility regulations while both of these factors are currently keeping device activity extremely low in Burbank. When COVID has diminished and pre-COVID travel patterns on public transit return staff will bring the issue of shared use mobility back to the City Council for the consideration of prohibition or regulation. In the meantime, staff will monitor and research shared use mobility that might fit the City's needs. Furthermore, if shared use mobility activity in Burbank increases staff will return to Council with an enforcement mechanism for Council to consider.

August 5, 2020
4:30 p.m.

The regular meeting of the Civil Service Board was held by video conference/teleconference on the above date.

Roll Call

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

Also present:
Jacqui Batayneh, Senior Administrative Analyst
Brady Griffin, Human Resources Manager
David Lasher, Administrative Analyst II
Betsy McClinton, Management Services Director
Jina Oh, Senior Assistant City Attorney
Katie Picha, Administrative Analyst II
April Rios, Human Resources Manager
Rene Sanchez, Human Resources Technician II
Jessica Sandoval, Executive Assistant
Julianne Venturo, Ast Management Services Director

Future Agenda Items

None

Open Public Comment Period of Oral Communications

None

Election of Officers

MOTION CARRIED: It was moved by Ms. Ovsepyan, seconded by Ms. Waltman and carried 5-0 to appoint Ms. Barnes as Chair. It was moved by Ms. Waltman, seconded by Ms. Barnes and carried 5-0 to appoint Ms. Ovsepyan as Vice-Chair. It was moved by Ms. Ovsepyan and seconded by Ms. Barnes and carried 5-0 to appoint Ms. Waltman as Secretary.

Approval of Minutes

MOTION CARRIED: It was moved by Ms. Waltman, seconded by Ms.Barnes and carried 5-0 to approve the minutes of the regular meeting of July 1, 2020.

Proposed Amendments to Classification Plan

None

Recruitment and Selection Report – July 2020

RECOMMENDATION: Note and file.

Appointments and Assignments

For the month of August 2020, there was one provisional appointment extension. The extension was being sought on behalf of the Public Works Department.

MOTION CARRIED: It was moved by Ms. Barnes, seconded by Ms. Ovsepyan and carried 5-0 to approve the Appointments and Assignments for the month August 2020.

Adjournment

The regular meeting of the Civil Service Board was adjourned at 4:53 p.m.

Julianne Venturo
Assistant Management Services Director

APPROVED:

_____DATE_____
Matthew Doyle, Chairperson

_____DATE_____
Iveta Ovsepyan, Secretary

7A.
UNAPPROVED

BURBANK WATER AND POWER BOARD
MINUTES OF MEETING
AUGUST 6, 2020

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

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

ROLL CALL

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

Board Absent: Ms. LaCamera

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. Tunnicliff, Assistant General Manager Customer Service and Marketing; Mr. Wilson, Assistant General Manager, Water; Mr. Kigerl, Environmental Engineer; Ms. Edwards, Manager Customer Service Operations; Mr. Flores, Marketing Manager; Ms. Kaczmarek, Manager Customer Service Operations; Ms. Sarkissian, Manager Customer Service Operations; Mr. Hernandez, Assistant Manager Customer Service Operations; Mr. Ortiz, Customer Service Supervisor; Ms. Waloejo, Financial Planning and Risk Manager; Ms. Kalomian, Financial Accounting Manager; Mr. Oganesyan, Manager Technology; Mr. Aquino, Administrative Officer; Ms. Titus, Legislative Analyst; Ms. Kramer, Recording Secretary

INTRODUCTION OF ADDITIONAL AGENDA ITEMS

None requested.

ORAL COMMUNICATIONS

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

BOARD AND STAFF RESPONSE TO ORAL COMMUNICATIONS

None.

SELECTION OF BWP BOARD CHAIR AND VICE CHAIR

Mr. Smith called for nominations for Board Chair and Vice Chair. It was moved by Mr. Herman, seconded by Mr. Ford, and carried 6-0 to approve the nomination of Ms. LaCamera as Board Chair and Mr. Brody as Vice Chair to serve for Fiscal Year 2020/21.

ANNOUNCEMENTS

The General Manager had no new announcements.

CONSENT CALENDAR

MINUTES

It was moved by Mr. Eskandar, seconded by Mr. Ford, noting two abstentions from Mr. Bardin and Mr. Herman, and carried 4-0, to approve the meeting minutes of the regular meeting of June 04, 2020.

REPORTS TO THE BOARD

BWP OPERATIONS AND FINANCIAL REPORTS

Mr. Liu presented BWP's financial update and operating report for the month of June 2020.

Mr. Liu, Mr. Somoano, Mr. Kigerl, and Mr. Bleveans responded to Board Member questions.

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

AUTHORIZE A SERVICE AGREEMENT WITH CAL MICROTURBINE FOR PLANNED AND UNPLANNED MAINTENANCE OF THE LANDFILL GAS TO ENERGY MICROTURBINES

BWP recently completed the repowering of the Burbank Landfill with four Capstone microturbines (and associated equipment) to again generate renewable energy from the gas produced by the landfill.

In the context of this repowering, Mr. Kigerl discussed the specialized planned and unplanned long-term maintenance needs of these microturbines to ensure reliable, cost-effective renewable energy generation from the landfill gas. Mr. Kigerl discussed BWP's options for this long-term maintenance, from time and materials arrangements to comprehensive multi-year service agreements. Based on an analysis of these options, Mr. Kigerl proposed that BWP enter into a 15-year service agreement with Capstone's regional distributer Cal Microturbine for this long-term maintenance as the most cost-effective and risk mitigating approach for the repowering. Mr. Kigerl, Mr. Bleveans, and Mr. Somoano responded to Board Member questions.

It was moved by Mr. Eskandar, seconded by Mr. Herman, and carried 6-0 that the BWP Board recommends that the City Council approve and authorize the General Manager of BWP as designee of the City Manager to:

1. Enter into a 15-year service agreement with Cal Microturbine for planned and unplanned maintenance of the Landfill Gas to Energy microturbines at the Burbank Landfill; and

2. Execute any ancillary documents necessary to effectuate the implementation thereof.

INFORMATION ON IMPACTS OF SUSPENSION OF LATE FEES AND SERVICE DISCONNECTIONS IN RESPONSE TO COVID-19 ORDERS

Staff provided the Board with an overview of the number of customers in arrears, and the increase in customer debt that has taken place since March 2020. Staff will continue to track and analyze the trends associated with customer debt throughout the pandemic. Mr. Tunnicliff, Mr. Flores, and Ms. Kaczmarek responded to Board Member questions.

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

MITIGATION MEASURES IN RESPONSE TO COVID-19

Mr. Bleveans presented a summary of BWP's operational and financial mitigation actions and contingency planning efforts to-date across electric, water, and shared services in the context of BWP's continuing efforts to provide safe, reliable, affordable, and sustainable services to Burbank under the unique risks and uncertainties of COVID-19. Mr. Bleveans described BWP's comprehensive approach to this analysis and discussed revenues, operating expenses, capital investments, and potential borrowing relative to both the current fiscal year and five-year forecasts.

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

INFORMATION FROM STAFF

LEGISLATIVE UPDATE

Ms. Titus highlighted federal COVID-19 related legislation, and bills which BWP is monitoring.

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

WATER SUPPLY UPDATE

Mr. Wilson discussed water supply and water storage levels.

POWER SUPPLY UPDATE

No new update was provided.

COMMENTS AND REQUESTS FROM BOARD MEMBERS

Mr. Smith noted some recent directives from the federal government regarding cyber security. Mr. Smith hopes that the next cyber security update from staff will cover BWP's plan for an actual cyber security attack.

Mr. Herman commented on a recent experience he had with BWP in reporting a streetlight that was out. The response from BWP was great, and very timely. Mr. Herman also informed the Board and staff that he will be running for the Burbank City Council.

Mr. Eskandar welcomed Mr. Bardin to the BWP Board. Mr. Eskandar also thanked everyone for their continued support of his position on the Board. Mr. Eskandar is interested in looking at utility easements in relation to private property, to see if it's possible for the utility to administratively vacate unneeded portions of these easements.

Mr. Ford also welcomed Mr. Bardin to the Board.

Mr. Bardin thanked everyone for the warm welcome. Mr. Bardin also commented on a positive experience he had with BWP staff who helped to answer some questions he had relating to pool permits.

Mr. Brody commended Mr. Smith on an incredible job at chairing the online Board meetings, and thanked Mr. Smith for his leadership as Board Chair. Mr. Brody echoed Mr. Eskandar and Mr. Bardin's comments as he too had a recent positive interaction with BWP's Customer Service staff.

Mr. Somoano also recognized Mr. Smith's ability in leading the online Board meetings. Mr. Somoano advised that staff will look into Mr. Eskandar's questions related to easements.

ADJOURNMENT

The meeting was adjourned at 7:40 pm. The next scheduled Board meeting is September 3, 2020 and will be held by video conference/teleconference.

Lyndsey Kramer
Recording Secretary

Jorge Somoano
Secretary to the Board

Robert Brody, Vice Chair, BWP Board

WATER AND POWER

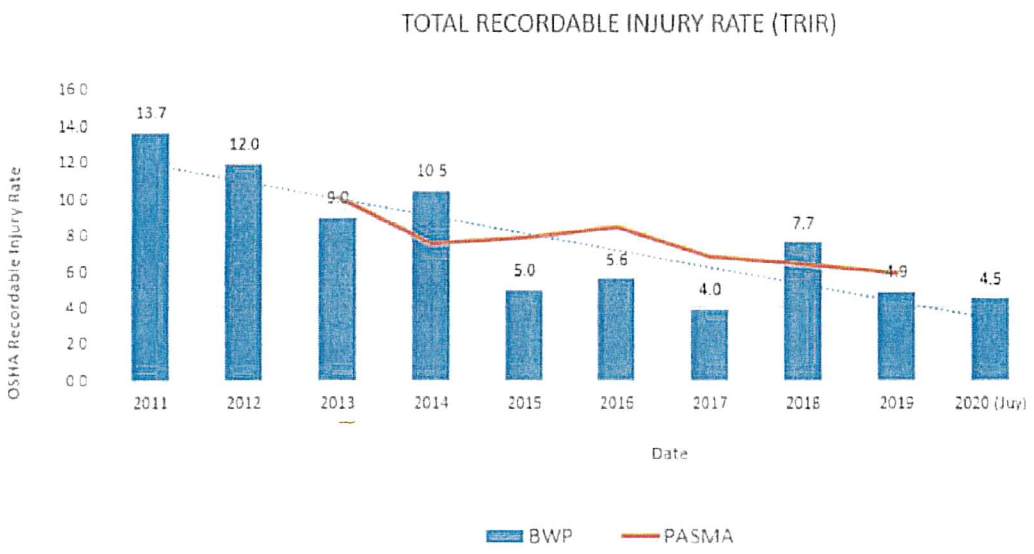
CITY OF BURBANK
BURBANK WATER AND POWER
STAFF REPORT

DATE: September 3, 2020
TO: BWP Board
FROM: Jorge Somoano, General Manager, BWP
SUBJECT: July 2020 Operating Results

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

SAFETY

For the month of July, BWP experienced zero OSHA recordable injuries. BWP's 12 month rolling rate for the end of this reporting period is 4.5.



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

Water Estimated Financial Results

For the month of July, Potable Water usage was 3% (13 million gallons) lower than budgeted and Potable Water Revenues were $113,000 better than budgeted. Recycled Water usage was on budget and Recycled Water Revenues were $5,000 worse than budgeted. July Water Supply Expenses were $148,000 better than budgeted. July's Gross Margin was $154,000 better than budgeted. Net Income was a loss of $98,000, which was $154,000 better than budgeted.

Electric Estimated Financial Results

For the month of July, electric loads were 11% lower than budgeted. Retail Sales were $2,699,000 worse than budgeted. July Power Supply Expenses were $1,271,000 better than budgeted. July's Wholesale Margin was $502,000 better than budgeted. July's Gross Margin was $1,206,000 worse than budgeted. Net Income was a loss of $1,881,000, which was $1,206,000 worse than budgeted.

COVID-19 "Safer at Home" Order Impacts

Financial Impacts

July's results reflect the fourth full month of the impacts resulting from the COVID-19 pandemic "Safer at Home" order (Order) issued on March 19, 2020. With many Burbank commercial enterprises being closed or curtailing operations, this order has, and is anticipated to continue to, significantly impact commercial demand for water and energy in Burbank.

Based on the estimated impacts of the Order, the current year's adopted budget has a 5% lower energy demand and a 3% lower potable water usage as compared to last year's budget.

The July potable water usage was 3% below the budgeted amount, primarily as result of lower demand from commercial customers. Commercial customers account for approximately 25% of Burbank's water potable sales.

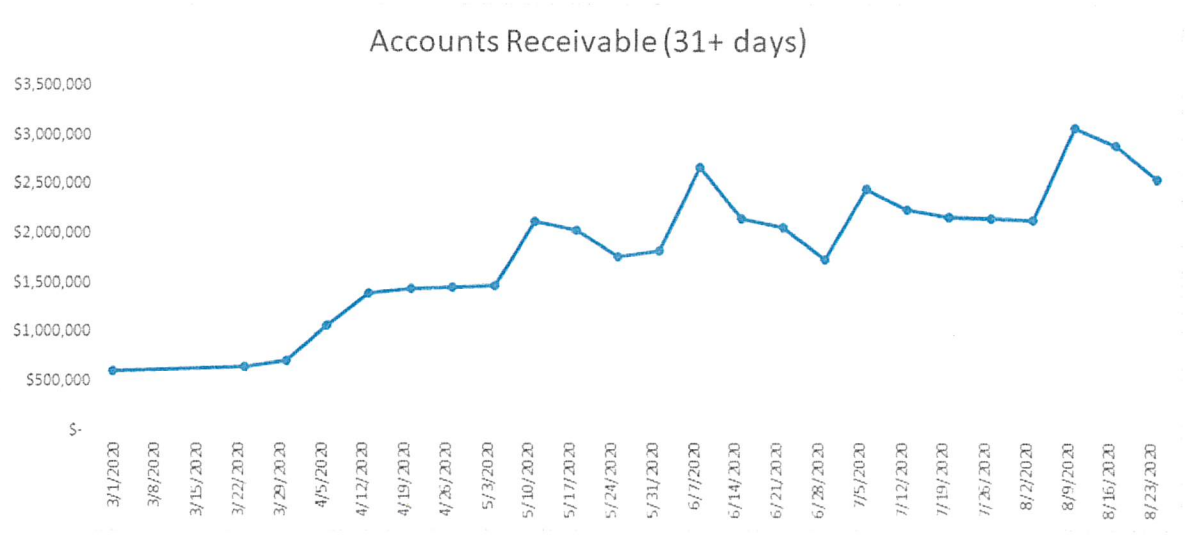
The July energy usage was 11% below the budgeted amount, primarily as a result of lower demand from commercial customers. Since commercial customers account for approximately 75% of electric sales, the Electric Fund is impacted more by the Order than the Water Fund.

At the August 6 Board meeting, staff presented "what if" scenarios with four different energy and water demand recovery dates beginning in October 2020, January 2021, April 2021 and July 2021. As compared to the budget, the Water Fund scenarios resulted in lower net incomes ranging from $41,000 to $321,000 and the

Electric Fund scenarios resulted in lower net incomes ranging from $4,600,000 to $8,600,000.

Accounts Receivables

The chart below shows the drastic increase for receivables that are over 31 days old for BWP's Electric and Water Funds.



***Excludes in-lieu and UUT**

WATER DIVISION

State Water Project Update

On May 22, 2020, the Department of Water Resources (DWR) increased the State Water Project (SWP) Allocation Table A from 15% to 20% due to above-average precipitation in May. **By contrast, last year's allocation ended at 75%.**

Lake Oroville, the SWP's largest reservoir, is currently at 51% of capacity and 72% of average for this time of year. Shasta Lake, the Central Valley Project's (CVP) largest reservoir, is at 56% of capacity and 82% of average. In Southern California, SWP's Castaic Lake is at 93% of capacity and 111% of average.

A 20% allocation amounts to 843,696 acre-feet of water.

Burbank's Water Use

The table below shows water use in Burbank during July 2020 compared to July 2019 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
July 2019	154 gpcd	131 gpcd
July 2020	155 gpcd	136 gpcd

These figures show annual water use is on target to be below 157 gpcd that must be met by the year 2020.

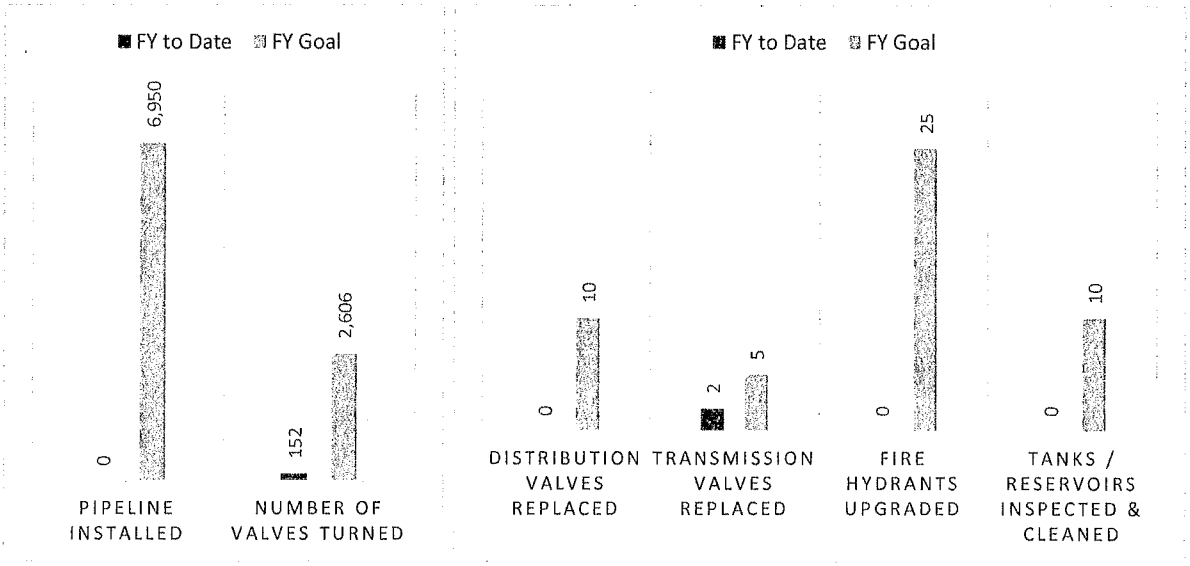
Burbank Operating Unit (BOU) Water Production

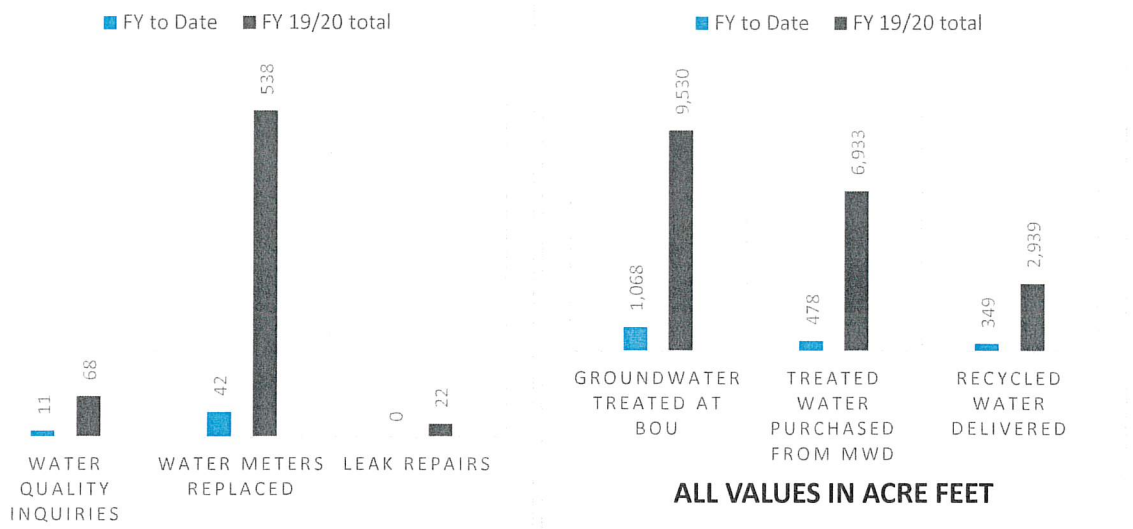
The table below provides the operational data for the BOU for the rolling quarter of May through July.

	Capacity Factor	Average Flow Rate (FY Total)
May 20	68.87%	6199 gpm
June20	73.23%	6591 gpm
July 20	87.63%	7887 gpm

Key Performance Indicators

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





Leak Alert Notifications

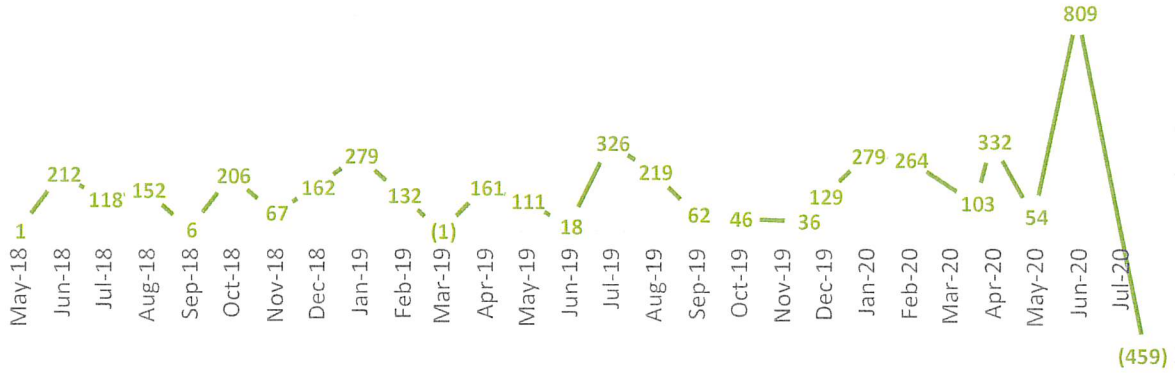
During the Fall of 2009, BWP began installing an Automated Metering Infrastructure (AMI) System by Itron. The system consists of endpoints that connect directly to the meter to get the meter read. The water use was transmitted by radio from the endpoints located in the meter box and received by 10 collectors stationed throughout the City. The data was "backhauled" or bundled using the Tropos radio system and delivered to database servers that accepted and processed the meter data. Full deployment of the system (approximately 26,000 endpoints) was completed in 18 months.

Benefits of AMI technology allow data to be collected rapidly and frequently and can be analyzed to find higher than normal usage and alert customers of leaks. BWP began providing Leak Alert service to residents who registered to receive notifications. This service, Water Smart, works by receiving hourly water usage from the meter and analyzes this data to determine if a leak might be present based on continuous usage. Since 2015, we have provided 11,756 leak alerts to customers. Unfortunately, a high volume of communication modules are not working reliably and replacement units are no longer produced.

As of July 2020, 4,026 communication modules are not working properly out of 26,985 meters (about 15%). That is a decrease of 459 meters since last month. A collector failed (that would account for the large number of meters not read) and we are checking the meter database for possible errors (the number of meters that were read increased since June).

We previously notified customers who participate in the Leak Alert Program that the failure of these communication modules prevents the sending of Leak Alert Notifications, and due to continued failures, we are now in the process of notifying additional customers.

FAILED METERS PER MONTH



Projects

Kenwood & Cohasset:

In this picture, our water service crew is transferring a domestic 2-inch water service line from a 6-inch cast iron main that will be abandoned to a new 12-inch ductile iron water main. Doing so increases water system reliability and provides greater hydraulic capacity.

Shown below are two pits – a launching pit and a receiving pit. A "power mole" is used to bore from one pit to the other and the water service line can then be installed without having to trench across the whole street and lessens the impact to traffic. Using trenchless methods like this makes for a more timely and cost efficient street repair.

ELECTRIC DISTRIBUTION

ELECTRIC RELIABILITY

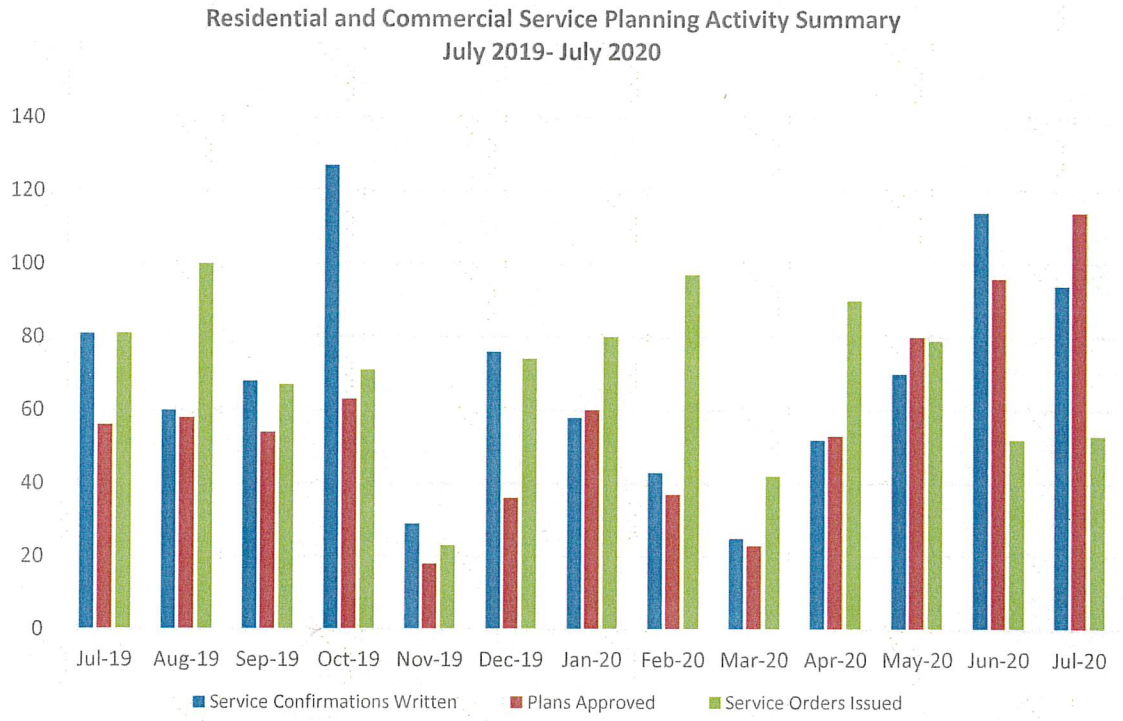
In July 2020, BWP did not experience any sustained feeder outages. In the past 12 months, automatic reclosing has reduced customer outage time by approximately 1,691,099 customer minutes.

Reliability Measurement	August 2018 – July 2019	August 2019 – July 2020
Average Outages Per Year (SAIFI)	0.4170	0.3982
Average Outage Duration (CAIDI)	37.56 minutes	20.78 minutes
Average Service Availability	99.997%	99.998%
Average Momentary Outages Per Year (MAIFI)	0.3373	0.4039
No. of Sustained Feeder Outages	13	9
No. of Sustained Outages by Mylar Balloons	1	2
No. of Sustained Outages by Animals	0	1
No. of Sustained Outages by Palm Fronds	3	0

PROJECT UPDATES

Residential and Commercial Service Planning Activities

BWP provides our residential and commercial customers with the electrical power they need for new services or upgrades to their existing service. In order for a customer to obtain a Building Permit for their construction, BWP Service Planners must visit the customer's facility and fill out an Electric Service Confirmation form which details what type of service is required and how it will be served. After reviewing and approving a customer's electrical plans, BWP Service Planners issue service orders to our field crews to carry out the inspections and electrical service work. The graph below summarizes monthly activity for our Residential and Commercial Service Planning group within the Electrical Engineering Section.

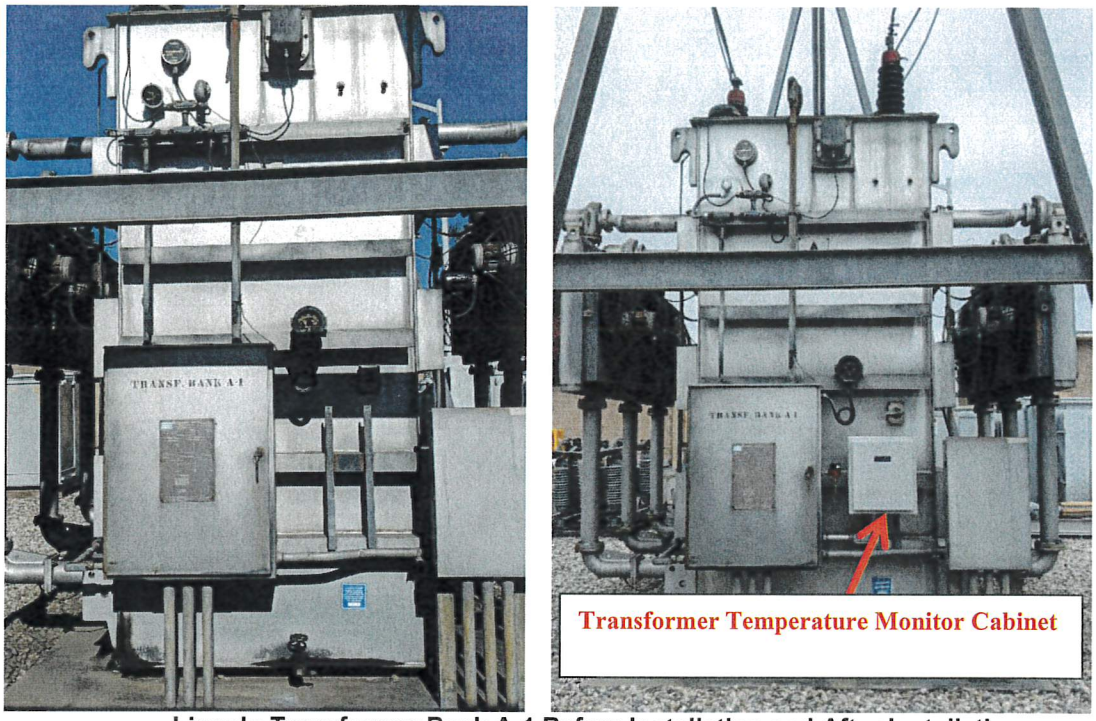


* Nov-19 activity slow down is not representative of a typical November and was the result of a temporary deficiency in labor resources for the service planning group.
** Mar-20 activity slow down is due to the coronavirus pandemic.

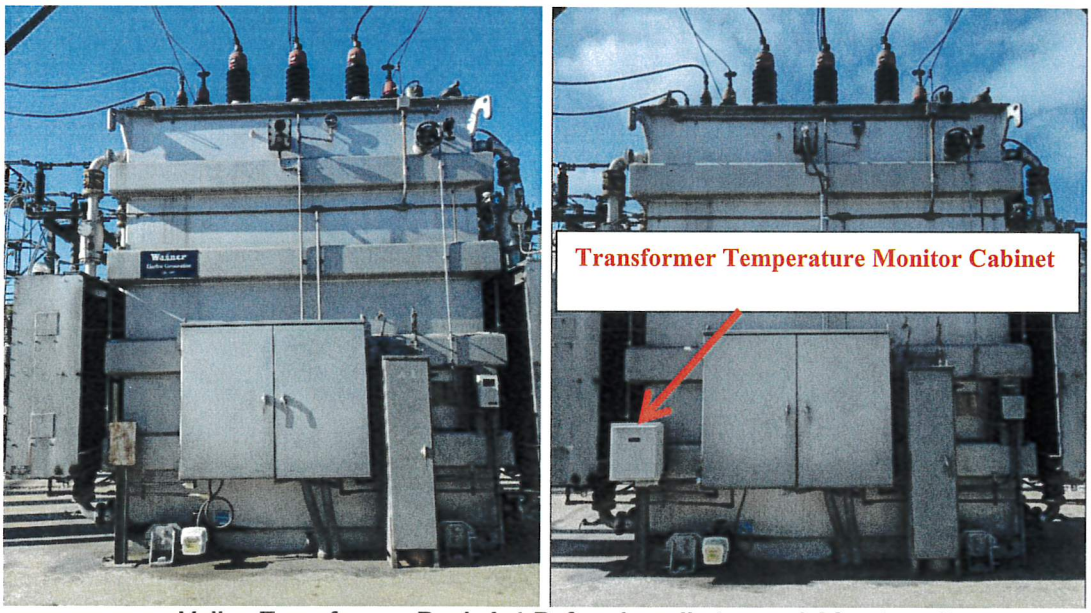
Transformer Temperature Monitor Installations at Lincoln and Valley

BWP has been in the process of installing new temperature monitors for 38 of its 42 substation transformer banks (the remaining four transformer banks already have temperature monitors). As of now, 27 temperature monitors have been installed on some of our oldest or most heavily loaded substation transformers. Pursuant to the Electric Distribution Master Plan, BWP has targeted to complete the remaining installations by Fiscal Year 2022-23.

In July, BWP installed transformer temperature sensors and two transformer temperature monitors to each of the substations at Lincoln and Valley. The new monitors transmit transformer oil and winding temperatures to the Energy Control Center (ECC) and allow for automatic control, as well as remote control of transformer cooling fans from the ECC. System operators and engineers will use temperature information to quickly identify abnormal operating conditions and determine whether a substation transformer is loaded beyond its normal rating.



Lincoln Transformer Bank A-1 Before Installation and After Installation



Valley Transformer Bank A-1 Before Installation and After Installation

4 kV Circuit Breaker Replacement at Clybourn

The 4 kV circuit breaker used for isolating the Clybourn Cap Bank was not opening as quickly as designed. After performing additional maintenance on this breaker, it was determined that it could not be brought back to original design specifications. As such, this breaker was removed and replaced with new vacuum circuit breaker (VCB). The new VCB opens faster than the original breaker which means they do a better job of protecting equipment and reducing arc flash exposure to personnel.

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, 65.46% of the total streetlight luminaires have been converted to LEDs, which translates to an annualized energy savings of 3,423 MWh or a 36.93% reduction in energy consumption. LED conversions have also reduced evening load by 781 kW, which shortens the "neck of the duck curve" and reduces the amount of energy generation that BWP needs.

CUSTOMER SERVICE

Customer Service Operations

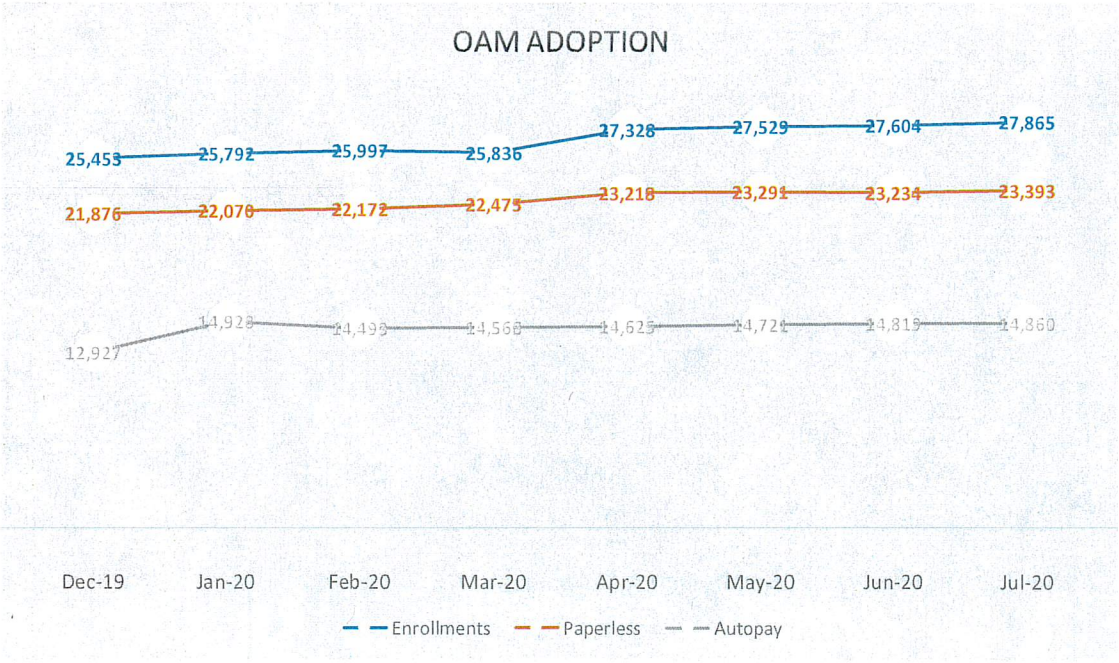
Call volume increased by 11% in July. The increase was mainly due to an influx of scam calls where scammers threatened to disconnect service if a payment was not made immediately. Customer Service and Marketing continue to take proactive measures to inform customers of this scam, especially since BWP is currently not disconnecting services due to the current economic condition. As a result of the moratorium placed on disconnecting services and late fees, BWP has seen a decline in receivables in recent months. However, July proved to be favorable with a 15% increase in payments.

Call Types	% of Calls
Balance	22%
Scam	10%
Residential Stop Service	8%
Residential Start Service	6%
Update Customer Account Info	5%

	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	% Inc/Dec
Call Volume	5,507	5,417	4,675	5,374	4,330	5,389	4,778	4,337	4,320	3,543	3,392	3,582	**4,055**	**11.0%**

Online Account Manager

The enrollment in the Online Account Manager (OAM) is currently at 53% of all active accounts; increase in enrollments have also been on the rise since the COVID-19 pandemic. Of all registered accounts, about 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 the end of 2021. Below is the chart outlining activity for the OAM:



	Active	% of Total Active Accounts
Active Users	27,865	53%
Paperless	23,393	45%
Autopay	14,819	28%

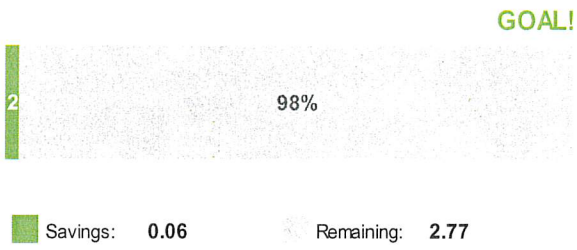
BWP's Energy Efficiency and Water Savings – Fiscal Year to July 31, 2020

To comply with State and Local COVID-19 orders, energy efficiency programs that required home visits were suspended through **July 2020 as the new fiscal year began. As a result of the continued program suspensions due to COVID-19, program activities were significantly reduced for the month of July 2020. However,** commercial program participation continues to significantly contribute to the reported savings for the month of **July 2020,** mostly from the BWP Business Rebates program utilized by some of the largest commercial customers. Incentives for large projects have incentive caps but yield total project efficiency savings.

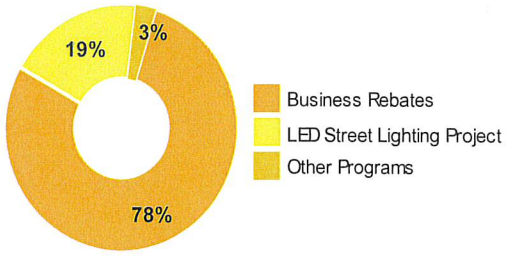
Energy Efficiency Savings FYTD 2020-2021 Period ending on 07/31/2020

1% Demand Goal = 2.83 MW

Demand Savings to Date

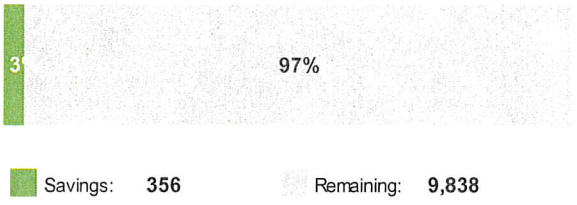


Savings by Program

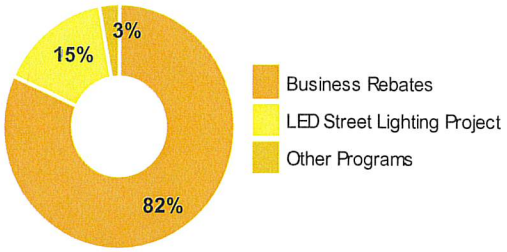


1% Consumption Savings Goal = 10,194 MWh

Savings to Date



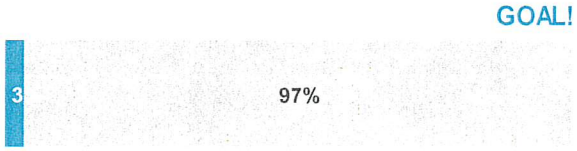
Savings by Program



Water Savings Goal FYTD 2020-2021

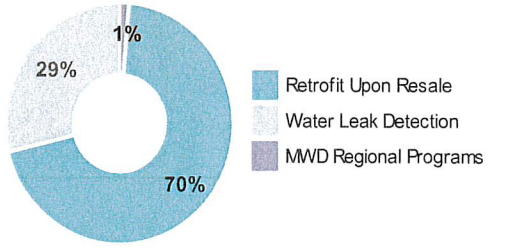
1% (48,907,414 Gallons) Potable Water Savings Goal

Savings to Date



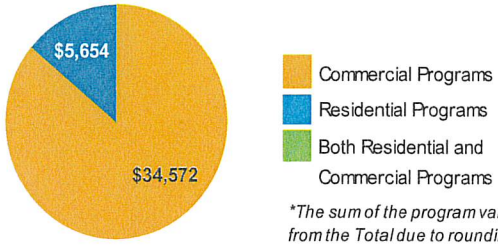
1,709,700 Gallons of Water Saved

Savings by Program



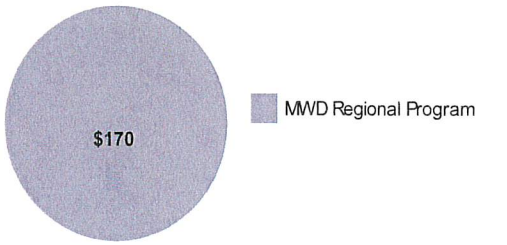
Efficiency Investments FYTD 2020-2021

*Electric Programs: $40,225



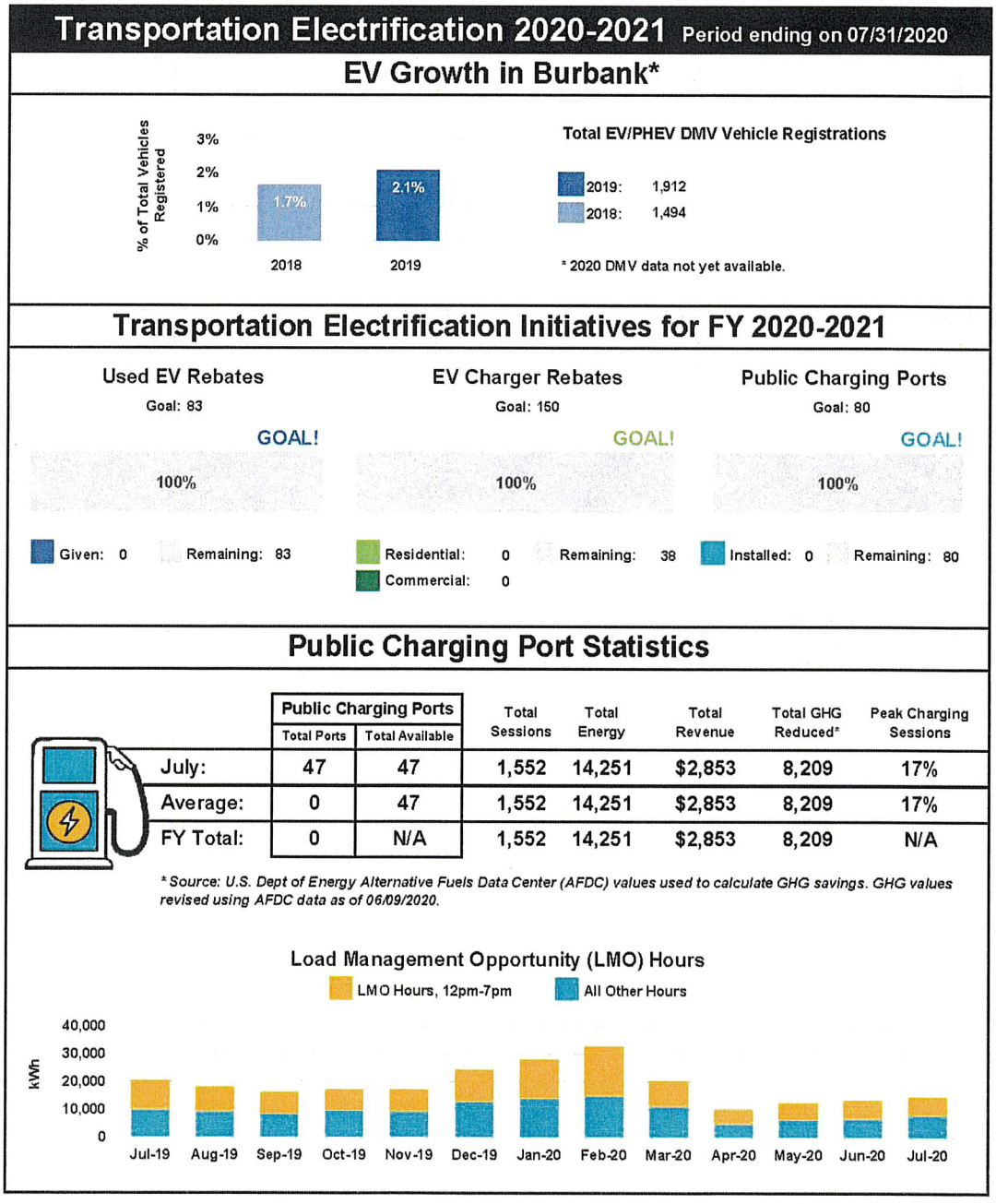
*The sum of the program values differ from the Total due to rounding to the nearest dollar.

Water Programs: $170



Electric Vehicle (EV) Charging Program

Forty-seven public EV charging ports are installed in Burbank, including 2 DC Fast Chargers and 18 curbside chargers. As of June 1, 2020, pricing for public EV charging is $0.3069 per kilowatt-hour (kWh) from 4PM to 7PM and $0.1753 per kWh for all other hours for Level 1 and Level 2. For the DC Fast Chargers, the charging rate is $.4980 per kWh from 4PM to 7PM and is $0.2817 per kWh for all other hours. Reduced public charger usage can likely be attributed to the shelter-in-place order issued in March.



Rooftop Solar and Battery Installations

Customer Rooftop Solar Installations

July 2020

Solar Installations	8	6.10	0.05	Battery Installations	0	
	Residential	Avg. Size (kW)	Installed Capacity (MW)		Total Installations	
	0	0.00	0.00		0	0.0
	Commercial	Avg. Size (kW)	Installed Capacity (MW)		Power (kW)	Energy (kWh)

Total Installations in Burbank (All Time)

Solar Installations	865	5.15	4.46	Battery Installations	17	
	Residential	Avg. Size (kW)	Installed Capacity (MW)		Total Installations	
	50	87.00	4.35		125	346.5
	Commercial	Avg. Size (kW)	Installed Capacity (MW)		Power (kW)	Energy (kWh)

TECHNOLOGY

Broadband Services (ONE Burbank)

	July 2020 New Orders	Revenues for July 2020	FYTD 2020-21 Revenues	FYTD Budget
Lit	1	$117,031	$117,031	$131,667
Dark	1	$193,165	$193,165	$197,500
Total	2	$310,196	$310,196	$329,167

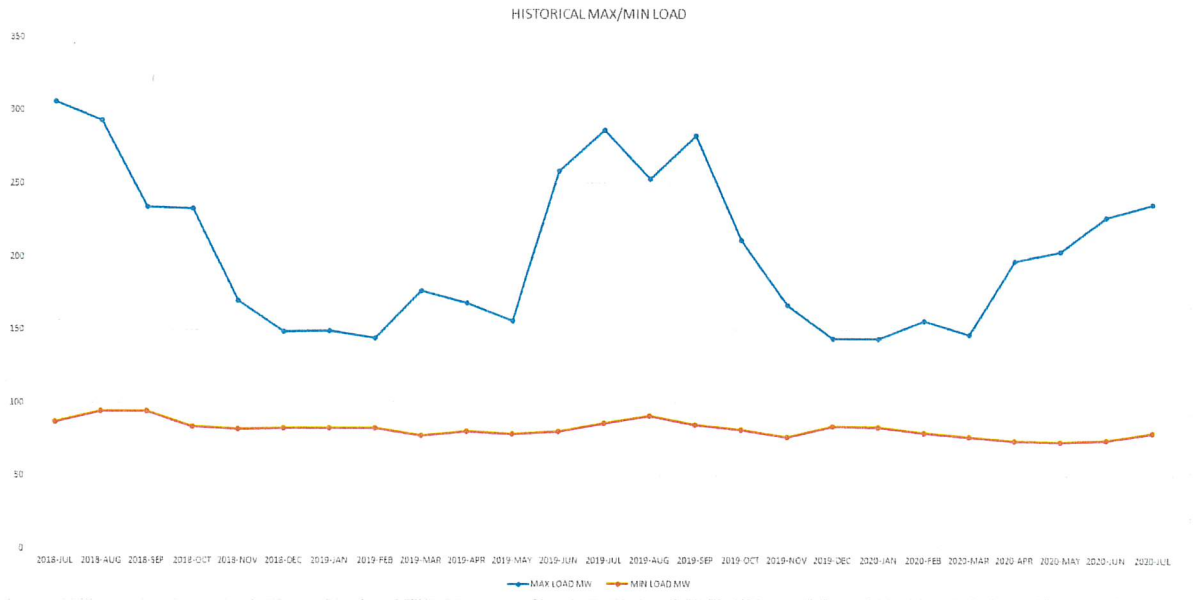
Cyber Security Update – July 2020

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 July 2020 was 235.6 MW at 4:13 PM on July 31, and the minimum load was 78.8 MW at 3:06 AM on July 2.



Minimum load values corrected for Sept & Dec 2018.

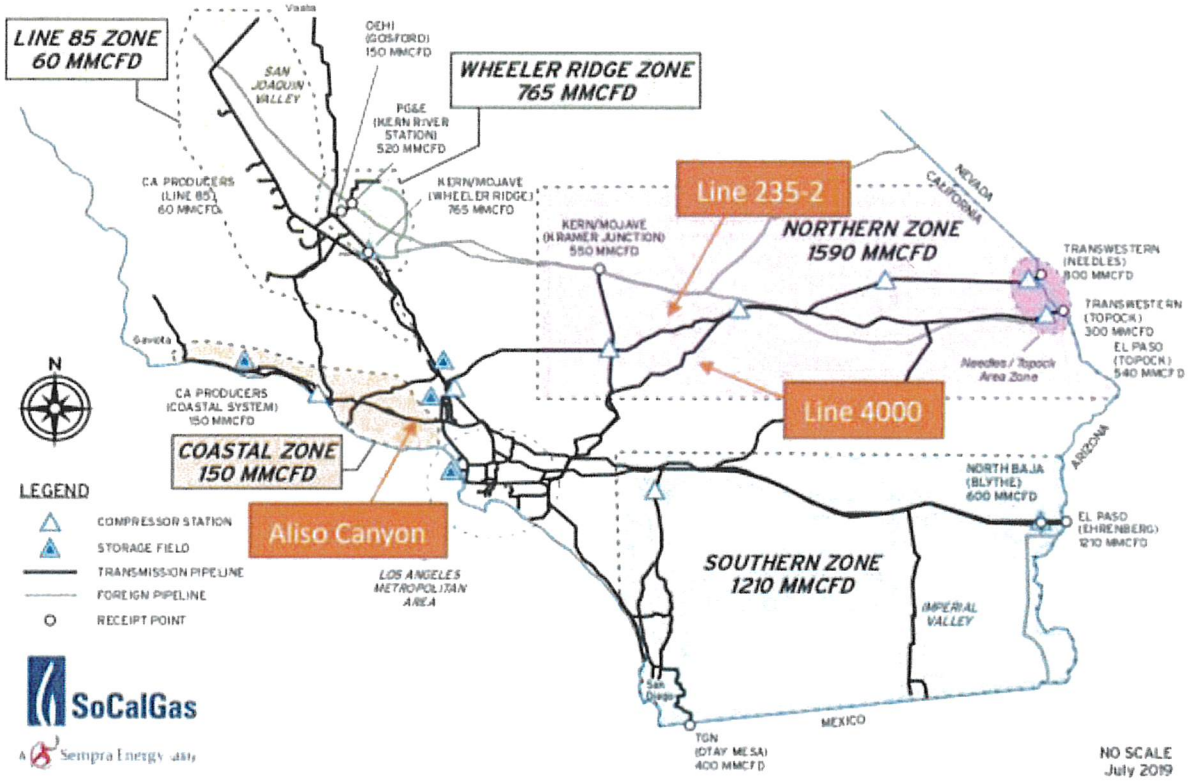
YEAR	MAX LOAD	MAX DATE
2020	235.6 MW	31-July-20 16:13:33
2019	282.66 MW	04-Sep-19 15:31:17
2018	306.3 MW	06-Jul-18 16:41:28
2017	322.1 MW	31-Aug-17 16:02:52
2016	308.52 MW	20-Jun-16 16:46:20

The Burbank power system did experience a heat wave but did not experience any natural gas supply issues for July 2020.

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 from the CPUC restricting the use of the Aliso Canyon Storage Facility. The current effective withdrawal protocol is restrictive but is less restrictive than the previous protocol, in that Aliso Canyon was only allowed to be withdrawn from if curtailment was imminent, but now can occur under less acute circumstances.

Image 1: Receipt Points & Transmission Zone Firm Capacities



Line 235-2

Line 235-2 (largely a 1957 vintage pipeline) was again removed from service on January 27, 2020 after a preliminary report was received indicating a single location that needed to be immediately remediated. The repair has been completed and the pipeline was returned to service at a reduced pressure on February 17, 2020.

SoCal Gas used two vendors to perform In-line Inspections (ILI) in October 2019. The ILI reports showed the repairs needed to be made to the line. Those repairs are now complete, and the current return to service date in ENVOY is September 1, 2020. The re-pressurization process is currently progressing without delays.

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 was taken out of service on September 19, 2019 for validation digs. Line 4000 returned to service on October 24, 2019 at reduced pressure.

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%**	**49**	**1,629**	**369**	**7**
MPP	**100%**	**744**	**137,540**	**5,604**	**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 seven times during the month of July.**

Magnolia Power Project (MPP)

	July	FYTD	YTD
Availability	**100%**	**100%**	**79%**
Unit Capacity Factor (240 MW)	**77%**	**77%**	**57%**

There were no plant trips or other outages at MPP during the month of July. The next outage is scheduled for September 11-14, 2020, to perform an offline water wash of the combustion turbine.

Tieton Hydropower Project (Tieton)

Generation began April 6, 2020 with limited water flow controlled by the United States Bureau of Reclamation (USBR). Water flow has varied and allowed for generation up to 18 MW with both units operating for a brief period in July. Rimrock Reservoir, which supplies water to Tieton, is at 93% full and the USBR water management goal remains storage control. This status will fluctuate reservoir output depending on the desired reservoir level as well as the rate of water input resulting from snowmelt and other contributing sources.

ENVIRONMENTAL

Air Quality

There are no air quality updates at this time.

Storm Water

The State Water Resources Control Board Industrial General Permit requires industrial facilities to collect, at a minimum, four storm water samples per reporting year (July 1- June 30) and compare them to statewide regulatory limits. BWP has not taken any storm water samples during the new reporting year of 2020/2021. The sample analytical results for the previous reporting year continue to indicate elevated levels of zinc. BWP has completed most of the environmental review process for the storm water improvement project to address the BWP campus storm water compliance issues. The environmental review process will be finalized when the project goes to City Council for approval. BWP has hired MNS Engineers to prepare the final 100% design plans, as well as provide ancillary engineering support for the storm water improvement project. BWP has received 60% draft engineering plans which are currently under review. After the final design is completed, a bid package will be prepared.

PROJECT UPDATES:

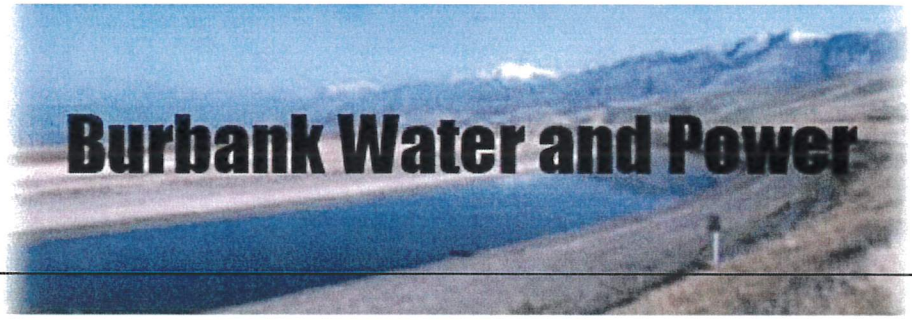
Power Resources

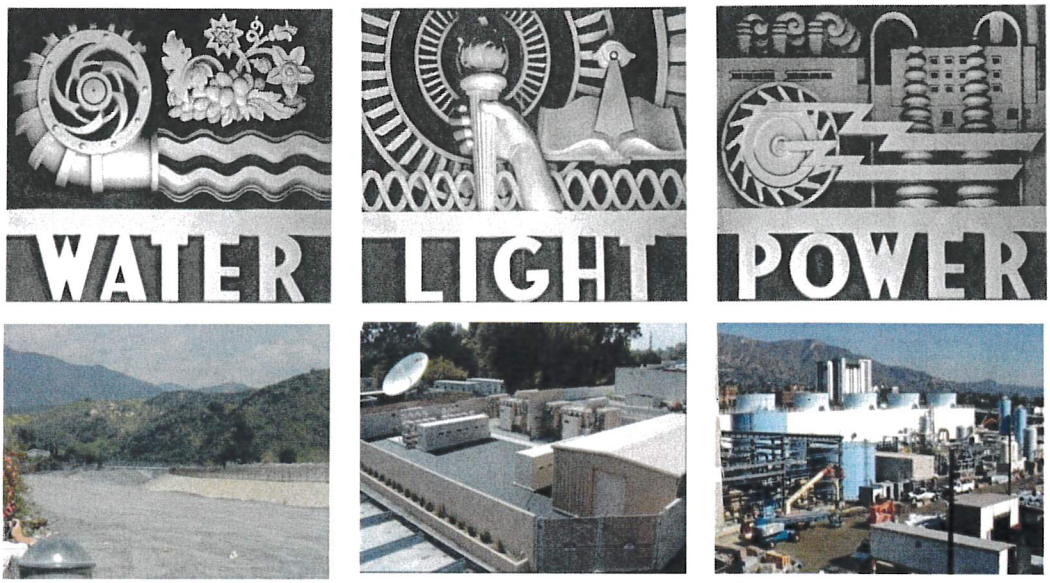
Transmission Update

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, 2019. The IPP related Transmission Service Agreement expires in 2027.

Intermountain Power Project (Delta, UT) Renewal Progress

LADWP, BWP and GWP (the IPP repowering participants) are working together to create a detailed roadmap for green hydrogen production, storage, and power generation at IPP. In the medium-term, the participants are targeting 30% green hydrogen combustion by July 2025, when the repowered project is scheduled to come on-line.





Estimated Financial Report
July-20

UNAUDITED

Burbank Water and Power
Electric Fund (496)
Estimated Statement of Changes in Net Assets [1] [2] [5]
MTD and FYTD July 2020
($ in 000's except MWh Sales)

MTD FY 20-21	MTD Jul-20 Budget	$ Variance [2]	% Variance		FYTD FY 20-21	FYTD Jul-20 Budget	$ Variance [2]	% Variance
97,000	109,083	(12,083)	(11%) [a]	NEL MWh	97,000	109,083	(12,083)	(11%)
				Retail				
$ 14,563	$ 17,262	$ (2,699)	(16%)	Retail Sales	$ 14,563	$ 17,262	$ (2,699)	(16%)
342	622	(280)	(45%) [b]	Other Revenues [3]	342	622	(280)	(45%)
9,532	10,804	1,271	12% [c]	Retail Power Supply & Transmission	9,532	10,804	1,271	12%
5,372	7,080	(1,708)	(24%)	**Retail Margin**	5,372	7,080	(1,708)	(24%)
				Wholesale				
2,712	7,524	(4,812)	(64%)	Wholesale Sales	2,712	7,524	(4,812)	(64%)
2,059	7,373	5,314	72%	Wholesale Power Supply	2,059	7,373	5,314	72%
652	150	502	333%	**Wholesale Margin**	652	150	502	333%
6,024	7,231	(1,206)	(17%)	**Gross Margin**	6,024	7,231	(1,206)	(17%)
				Operating Expenses				
1,045	1,045	-	0%	Distribution	1,045	1,045	-	0%
117	117	-	0%	Administration/Safety	117	117	-	0%
232	232	-	0%	Finance, Fleet, & Warehouse	232	232	-	0%
525	525	-	0%	Transfer to General Fund for Cost Allocation	525	525	-	0%
471	471	-	0%	Customer Service, Marketing & Conservation	471	471	-	0%
490	490	-	0%	Public Benefits	490	490	-	0%
35	35	-	0%	Security/Oper Technology	35	35	-	0%
214	214	-	0%	LCFS	214	214		0%
133	133	-	0%	Telecom	133	133	-	0%
187	187	-	0%	Construction & Maintenance	187	187	-	0%
1,781	1,781	-	0%	Depreciation	1,781	1,781	-	0%
5,230	5,230	-	0% [d]	Total Operating Expenses	5,230	5,230	-	0%
$ 795	$ 2,001	$ (1,206)	(60%)	**Operating Income/(Loss)**	$ 795	$ 2,001	$ (1,206)	(60%)

Burbank Water and Power
Electric Fund (496)
Estimated Statement of Changes in Net Assets [1] [2] [5]
MTD and FYTD July 2020

($ In 000's)

MTD FY 20-21	MTD Jul-20 Budget	$ Variance [2]	% Variance		FYTD FY 20-21	FYTD Jul-20 Budget	$ Variance [2]	% Variance
$ 795	$ 2,001	$ (1,206)	(60%)	**Operating Income/(Loss)**	$ 795	$ 2,001	$ (1,206)	(60%)
				Other Income/(Expenses)				
142	142	-	0%	Interest Income	142	142	-	0%
(2,533)	(2,533)	-	0%	Other Income/(Expense) [4]	(2,533)	(2,533)	-	0%
(284)	(284)	-	0%	Bond Interest/ (Expense)	(284)	(284)	-	0%
(2,676)	(2,676)	-	0%	Total Other Income/(Expenses)	(2,676)	(2,676)	-	0%
(1,881)	(674)	(1,206)	(179%)	**Net Income**	(1,881)	(674)	(1,206)	(179%)
1,054	1,054	-	0%	Capital Contributions (AIC)	1,054	1,054	-	0%
$ (826)	$ 380	$ (1,206)	(318%)	**Net Change in Net Assets**	$ (826)	$ 380	$ (1,206)	(318%)

1. This report may not foot due to rounding.
2. ( ) = Unfavorable.
3. Other Revenues include transmission, telecom and Internet revenues as well as other items such as damaged property recovery, connection fees, late fees, and tampering fees.
4. Other Income/(Expense) includes a one-time payment to CalPERS (for pension) and miscellaneous revenue from the sale of scrap materials, inventory, and assets, as well as BABS subsidy.
5. MTD and FYTD are estimated for July 2020.

Burbank Water and Power
Electric Fund (496)
Estimated Statement of Changes in Net Assets - Footnotes
MTD July 2020
($ in 000's)

Foot-note #	Accounts/Description	Actual	Budget	Variance to Budget		Explanation
a.	Electric Usage in MWh	97,000	109,083	(12,083)	-	NEL is 11% lower than budget, which is driven primarily by the closing of businesses within Burbank due to the "Safer at home" order issued by Los Angeles County officials and California Governor Newsom on March 19th, 2020. The July average high temperature was 86.9°F, the same as the 15 year average high temperature of 86.9°F. MTD CDD were 268 versus the 15 year average of 322.
b.	Other Revenues	342	622	(280)	-	Other revenues include transmission, telecom and internet revenues as well as other items such as damaged property recovery, connection fees, late fees, and tampering fees which tend to fluctuate.
c.	Retail Power Supply & Transmission	9,532	10,804	1,271	-	The favorable variance is attributable to various components within Retail Power Supply & Transmission. Please refer to page 4 for additional details.
d.	Total Operating Expenses	5,230	5,230	-	-	Expenses for July 2020 are estimated at budgeted values.

Estimated July 2020 Budget to Actual P&L Variance Highlights - Electric Fund
($ in 000's)

	Variance Month-to-Date		
	Favorable Items	Unfavorable Items	Budget to Actual Variance
MTD NET INCOME/(LOSS): ($1,881)		$ (1,206)	$ (1,206)
MTD GROSS MARGIN VARIANCE			
Retail Sales		(2,699)	(2,699)
Power Supply and Transmission			
- Economic dispatch and lower energy prices	754		754
- Lower retail load	266		266
- Lower transmission	151		151
- Lower than planned renewables	100		100
Other Revenues & Other income/(Expenses)		(280)	(280)
Wholesale Margin	503		503
Total	$ 1,774	$ (2,980)	$ (1,206)

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

	Jul-20	Jun-20	Mar-20	Dec-19	Sep-19	Jun-19	Recommended Reserves	Minimum Reserves
Cash and Investments								
General Operating Reserve	$ 52,137 [f]	$ 50,561 [d] [e]	$ 63,968	$ 67,481	$ 62,047	$ 67,320 [b]	$ 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	12,804 [g]	17,163	17,062	17,014	16,912	16,817		
Sub-Total Cash and Investments	74,941	77,724	91,029	94,495	88,959	94,137	73,010	42,770
Customer Deposits	(1,643)	(1,811)	(6,300)	(6,632)	(4,822)	(5,641)		
Public Benefits Obligation	(7,360)	(6,990)	(6,849)	(7,125)	(6,607)	(6,069)		
Pacific Northwest DC Intertie	(62)	(62)	(255)	(855)	(1,389)	(2,218)		
Low Carbon Fuel Standard [c]	(3,397)	(3,642)	(2,267)	(2,267)	(2,267)	(2,267)		
Cash and Investments (less Commitments)	**62,479**	**65,219**	**75,360**	**77,615**	**73,874**	**77,942**	**73,010**	**42,770**

[a] The Statement of Cash Balances may not add up due to rounding.

[b] Includes a $3.95M loan to the Water Fund for the purchase of cyclic storage water.

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

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

[e] Includes a $2.5M loan to the Water Fund for the purchase of cyclic storage water. Amount is still being reviewed.

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

[g] Includes a $4.4M drawdown to pay SCPPA for June and July power invoices.

Burbank Water and Power
Water Fund (497)
Estimated Statement of Changes in Net Assets [1] [2] [5]
MTD and FYTD July 2020
($ in 000's except Gallons)

MTD FY 20-21	MTD Jul-20 Budget	$ Variance [2]	% Variance		FYTD FY 20-21	FYTD Jul-20 Budget	$ Variance [2]	% Variance
508	521	(13)	(3%) [a]	Water put into the system in Millions of Gallons	508	521	(13)	(3%)
111	110	0	0% [b]	Metered Recycled Water in Millions of Gallons	111	110	0	0%
				Operating Revenues				
2,826	2,713	$ 113	4% [c]	Potable Water	2,826	2,713	$ 113	4%
445	450	(5)	(1%)	Recycled Water	445	450	(5)	(1%)
21	122	(101)	(83%) [d]	Other Revenue [3]	21	122	(101)	(83%)
3,292	3,285	7	0%	Total Operating Revenues	3,292	3,285	7	0%
1,137	1,285	148	12% [e]	Water Supply Expense	1,137	1,285	148	12%
2,155	2,000	154	8%	**Gross Margin**	2,155	2,000	154	8%
				Operating Expenses				
748	748	-	0%	Operations & Maintenance - Potable	748	748	-	0%
139	139	-	0%	Operations & Maintenance - Recycled	139	139	-	0%
213	213	-	0%	Allocated O&M	213	213	-	0%
175	175	-	0%	Transfer to General Fund for Cost Allocation	175	175	-	0%
355	355	-	0%	Depreciation	355	355	-	0%
1,630	1,630	-	0% [f]	Total Operating Expenses	1,630	1,630	-	0%
524	370	154	42%	**Operating Income/(Loss)**	524	370	154	42%
				Other Income/(Expenses)				
21	21	-	0%	Interest Income	21	21	-	0%
45	45	-	0%	Other Income/(Expense) [4]	45	45	-	0%
(688)	(688)	-	0%	Bond Interest/(Expense)	(688)	(688)	-	0%
(622)	(622)	-	0%	Total Other Income/(Expenses)	(622)	(622)	-	0%
(98)	(252)	154	61%	**Net Income/(Loss)**	(98)	(252)	154	61%
94	94	-	0%	Aid in Construction	94	94	-	0%
$ (4)	$ (159)	$ 154	97%	**Net Change in Net Assets**	$ (4)	$ (159)	$ 154	97%

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 a one-time payment to CalPERS (for pension) and miscellaneous revenue from the sale of scrap materials, inventory, and assets.
5. MTD and FYTD are estimated for July 2020.

Burbank Water and Power
Water Fund (497)
Estimated Statement of Changes in Net Assets - Footnotes
MTD July 2020
($ 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	508	521	(13)	- Potable water demand was lower than budget. The July average high temperature was 86.9°F, the same as the 15 year average high temperature of 86.9°F. MTD CDD were 268 versus the 15 year average of 322.
b.	Recycled Water Usage in Millions of Gallons	111	110	0	- Recycled water demand was on budget. Please refer to footnote (a).
c.	Potable Water Revenue	2,826	2,713	113	- The WCAC impact decreased potable water revenues by $30k MTD. Without this adjustment, potable water revenues would be favorable by 5%.

	MTD Actual
WCAC Revenue	$1,167
WCAC Expenses	$1,137
WCAC revenue deferral/(accrual)	**$30**

d.	Other Revenue	21	122	(101)	- Other revenues include items such as damaged property recovery, connection fees, late fees, and tampering fees, which tend to fluctuate.
e.	Water Supply Expense	1,137	1,285	148	- The favorable variance was a result of using more Valley/BOU water which is cheaper to produce than imported MWD water.
f.	Total Operating Expenses	1,630	1,630	-	- Expenses for July 2020 are at budgeted values.

Estimated July 2020 Budget to Actual P&L Variance Highlights - Water Fund
($ in 000's)

	Variance Month-to-Date		
	Favorable Items	Unfavorable Items	Budget to Actual Variance
MTD NET INCOME (LOSS): ($98)	$ 154		$ 154
MTD GROSS MARGIN VARIANCE			
Potable Revenues	113		113
Recycled Revenues		(5)	(5)
Other Revenue		(101)	(101)
Water Supply Expense	148		148
Total	261	$ (106)	$ 154

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

	Jul-20	Jun-20	Mar-20	Dec-19	Sep-19	Jun-19	Recommended Reserves	Minimum Reserves
Cash and Investments								
General Operating Reserves	$ 9,911 [e]	$ 8,878 [c][d]	$ 8,826	$ 16,341	$ 13,174	$ 11,555 [b]	$ 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	12,131	11,098	11,046	18,561	15,394	13,775	17,830	9,370
Customer Deposits	(1,172)	(1,227)	(1,504)	(1,650)	(1,252)	(1,454)		
Cash and Investments (less commitments)	**$ 10,959**	**$ 9,871**	**$ 9,543**	**$ 16,911**	**$ 14,142**	**$ 12,321**	**$ 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] Includes early redemption of the 2010A Water Bonds ($2.07M).
[d] Includes a $2.5M loan from the Electric Fund for the purchase of cyclic storage water. Amount is still being reviewed.
[e] Includes a one-time payment to CalPERS (for pension) in the amount of $440k.