WaterSMART: Drought Response Program
Drought Contingency Planning Grants for FY2021

Burbank Water & Power
Drought Contingency Plan

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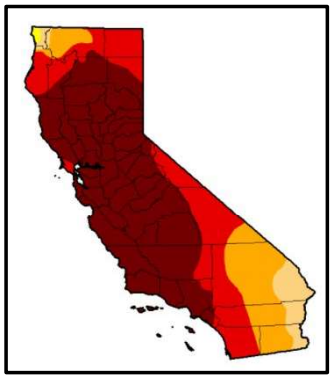

January 6, 2021

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SECTION 1. TECHNICAL PROPOSAL AND EVALUATION CRITERIA

1. Executive Summary

Date: January 6, 2021
Applicant Name: City of Burbank Water & Power (BWP)
City: Burbank
County: Los Angeles
State: California

One Paragraph Project Summary

BWP requests $175,000 to develop the *City of Burbank Drought Contingency Plan*. The total project cost is estimated at $350,000. The two-year project will be implemented in two phases: Phase I will include competitive procurement of an expert Consultant and development of the Detailed Work Plan. Phase II will be devoted to the development of the Drought Contingency Plan. To ensure that the Plan considers the viewpoints, expertise, and input of a diverse range of stakeholders, BWP initiated recruitment of project supporters during the development of the grant application. A Task Force has been formed which includes the most critical internal and external stakeholders. These include (but are not limited to) the Metropolitan Water District of Southern California (Metropolitan), which is the source of all of Burbank's potable water, and the Chamber of Commerce and Burbank Sustainability Commission, which represent the voice of the business community and residents, respectively. With no rights to any native groundwater, Burbank is 100% reliant on imported water from Metropolitan, and is thus highly vulnerable to supply and drought threats facing the State Water Project and the Colorado River (the source of Metropolitan's water). California's most recent drought highlighted Burbank's vulnerability, and the need to proactively address future droughts which are expected to be more frequent and intense due to the ongoing and accelerating effects of climate change.

Project Timeline

The project is anticipated to begin in October 2021 and will be complete by September 2023, for a total of 24 months. Phase I of the project is expected to last six months; Phase II of the project is expected to last 18 month.

Federal Facility

The proposed project is not located on a federal facility. However, BWP imports 100% of its water from Metropolitan which receives its water from the Colorado River and the State Water Project. BOR manages and operates the Colorado River system including project planning, public and water-user relations, and supervision of project operation and maintenance (e.g., dams and powerplants). BOR and the California Department of Water Resources together operate the State Water project under a Coordinated Operation Agreement which outlines water quality, water flow, and other operational issues, as well as cost sharing to meet joint

responsibilities under the Endangered Species Act, including monitoring and habitat restoration.

2. Project Location/Background Data

The City of Burbank (population 107,700) is located in Los Angeles County, in southern California approximately 12 miles north of downtown Los Angeles (see Fig. 1). The City covers approximately 17 square miles (10,880 acres) of the eastern end of the San Fernando Valley. Burbank Water and Power is the City department responsible for providing reliable, affordable and sustainable water and electric services for Burbank's residents and businesses. Annual potable sales average 17,339 acre-feet-year (AFY); with residential (74%) and commercial usages (24%) accounting for the majority. BWP delivers approximately 3,200 AF of recycled water per year. Unaccounted-for water in Burbank (2.9%) is well below the industry average (approximately 7%).

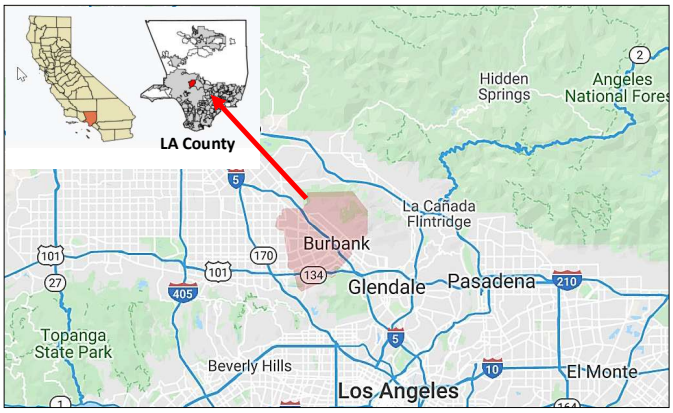

Fig. 1: The Planning Area (City of Burbank, CA)

Burbank is located in the San Fernando Basin (also known as the Upper Los Angeles River Area (ULARA)) and the Los Angeles River Watershed (see Fig. 2). The City of Los Angeles owns all native groundwater rights per a 1979 Judgement; however, the Judgment also included provisions for an Import Return Credit (IRC), storage of imported water in the aquifer, stored water credits, and Physical Solution Water for Burbank and other parties. Burbank is entitled to an IRC of 20% of all water delivered in Burbank, including recycled water, since all of the water delivered in Burbank originates from outside ULARA (i.e., imported from Metropolitan) and percolates into the aquifer, becoming part of the groundwater supply. The IRC is calculated on an annual basis by the ULARA Watermaster.

BWP's Water System. Burbank is 100% dependent on imported water for potable supplies. BWP's potable water supply is purchased from Metropolitan which imports the water from Northern California via the State Water Project (SWP) and also the Colorado River via the Colorado River Aqueduct (CRA). Burbank's potable water system includes approximately 286 miles of pipelines ranging in size from 30 inches to 1-1/2 inches in diameter, 35 booster pumps, 21 tanks and reservoirs, eight wells, five Metropolitan connections, and over 26,000 service connections. Burbank is entitled to spread or percolate imported water into the aquifer thus creating the groundwater credits described above; they are also entitled to accumulate or store these groundwater credits if they are unused in the year they are earned or created. BWP's recycled water system is comprised of approximately 34 miles of pipelines, seven pump stations, six pressure zones, and six storage tanks. Recycled water is produced at the Burbank

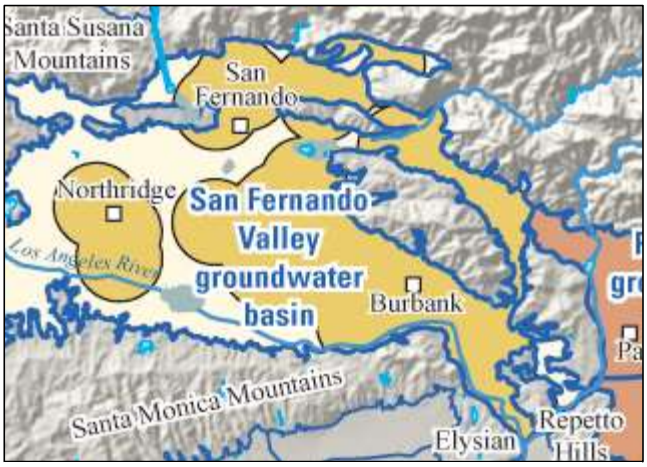

Fig. 2: The City is located in the San Fernando Basin and the Los Angeles River Watershed

Water Reclamation Plant where 8.5 MGD of sewage is treated daily, and is delivered via an independent distribution system. All groundwater extracted in Burbank (via groundwater credits) is treated to remove Volatile Organic Compounds at the Burbank Operable Unit prior to entering the distribution system.

Water Use, Supply, and Demand. Burbank's water use is urban encompassing residential, commercial, and governmental uses. There are no agricultural water services although some services are used exclusively for landscape irrigation. Potable water uses are primarily residential (74%), followed by commercial (24%) and industrial/government (2%). The annual potable water sales for 2011 through 2015 averaged 7,553,000 CCF (i.e., 5,650 million gallons or 17,339 acre-feet), with the average daily demand of 15.9 million gallons per day (MGD) and a maximum daily demand of 21.9 MGD. Per capita usage averages 196 gallons per capita per day (gpcd). Many non-residential users like schools and parks have been converted to recycled water within the last five years which consequentially eased peak hour and peak season demand. Primary recycled uses include: surface irrigation, cooling towers, industrial processes, firefighting, dust control, sewer flushing, and cleaning of roadways, sidewalks, and outdoor area.

Importance of Local/Regional Partners. Several stakeholders support water supplies, reliability, and sustainability in Burbank. As noted above all imported water is purchased from Metropolitan; Burbank was one of the 13 founding agencies of Metropolitan in 1928 with the objective of securing its future water supplies. Burbank has system interconnections with its sister city of Glendale. Glendale and Burbank's recycled water distribution systems are interconnected at two locations to allow for water exchanges to solve operational issues (e.g., to accommodate a plant shutdown) or short-term shortages. In 2011, BWP finalized an agreement with Los Angeles Department of Water and Power (LADWP) to supply LADWP with recycled water in exchange for additional groundwater credits.

3. Project Description: TASK A—DEVELOP A DROUGHT CONTINGENCY PLAN

The City of Burbank Water and Power (BWP) requests funding to develop a Drought Contingency Plan – Task A. BWP will hire a qualified and experienced consultant to lead Phases I and II of the project via a competitive process. BWP staff will oversee and manage the Consultant's activities and deliverables and provide technical and administrative support to the project. The tasks for the two Phases are described below.

PHASE I (Months 1-6):

Task 1: CONDUCT PROCUREMENT

BWP will conduct a competitive procurement to identify and secure the services of a qualified and experienced consultant, who will be responsible for leading Phases I and II and producing the primary deliverables: Detailed Work Plan (Phase I) and the City of Burbank Drought Contingency Plan (Phase II). The Request for Proposals will include a requirement for demonstrated experience developing drought contingency plans, with a preference for knowledge of the challenges in the San Fernando Basin and Burbank's unique vulnerability. It is estimated the procurement will take up to three months, based on BWP's similar recent experience.

Task 2: FORMALIZE AND IMPLEMENT THE TASK FORCE

BWP has identified a preliminary cadre of stakeholders to serve on the BWP Drought Contingency Planning Task Force. BWP will lead the Task Force, and it will be expanded, as new interested stakeholders are identified. BWP staff will be responsible for formalizing the ***BWP Drought Contingency Task Force*** during months 1-2. BWP has already identified several Task Force members which includes both internal and external stakeholders, including the most significant stakeholder, Metropolitan (a description of the membership and their roles are described in detail in Section 1.4, and letters of support and commitment are included in Section 5). The 'formalization' activities will begin with a one-hour conference call with Task Force members to provide information about the project (goals, objectives, activities, deliverables, and timeline), BOR's expectations, BWP's responsibilities, and the roles of the Task Force and Consultant. Following this conference call, BWP will issue a letter agreement to Task Force members that outlines the responsibilities of the Task Force, identifies recurring meeting dates, and includes a timeline for completion of all tasks and deliverables; this letter will be signed by all Task Force partners. The Task Force will be responsible for providing technical guidance and community input to the development of the Plan throughout the two-year project. This will be accomplished by: 1) regularly scheduled meetings with BWP and the Consultant, and 2) review and comment on all project deliverables. Additional Task Force members may be identified during the development of the Detailed Work Plan, and the Task Force membership will be expanded, as needed.

Task 3: DEVELOP THE DETAILED WORK PLAN

The Consultant will be responsible for developing the Detailed Work Plan under the guidance of BWP staff and the BWP Drought Contingency Task Force. The content of the Detailed Work Plan is expected to include the following:

- Scope and Purpose of the Plan;
- Description and Maps of the Planning Area;
- Background Information (water supplies, water system, local agreements, etc.);
- Detailed Budget and Schedule for Development of the *City of Burbank Drought Contingency Plan*;
- Description of the Six Required Elements of the Plan;

- Administration of the Planning Activities (including roles and responsibilities of BWP staff, the Consultant, and the BWP Drought Contingency Task Force);
- Deliverables (including required performance reporting to BOR and drafts of the *City of Burbank Drought Contingency Plan*); and
- Communication and Outreach Plan (to describe when and how residents, businesses, and other stakeholders will be engaged in the planning process).

BWP understands that explicit approval of the Detailed Work Plan by BOR is required to move forward with Phase II activities.

PHASE II (Months 7-24):

Task 4: UPDATE WATER SUPPLIES AND DEMAND DATA AND INFORMATION

The Consultant and BWP staff will work together to update this information which last appeared in the 2015 Urban Water Management Plan:

- Current and forecasted water supplies (including imported, stored, recycled, and groundwater credits). Metropolitan's updated Urban Water Management Plan is expected in 2020, which will help inform this portion of the inquiry; and
- Current and forecasted water demand, following BWP's own modeling tool.

Task 5: DEVELOP A DROUGHT MONITORING PROGRAM (REQUIRED ELEMENT 1)

The City currently does not conduct any drought monitoring. The Consultant will develop a monitoring program that utilizes existing partner resources to the greatest extent possible (e.g., the National Oceanic and Atmospheric Administration's weather station at the Hollywood-Burbank Airport and Metropolitan's extensive monitoring resources).

Task 6: CONDUCT THE VULNERABILITY ASSESSMENT (REQUIRED ELEMENT 2)

The vulnerability assessment will identify risks associated with drought and the impacts to various sectors throughout the City. The first part of the assessment will evaluate vulnerability in four different sectors: economic, social, physical, and environmental, and identify potential direct and indirect impacts and loses in each sector. For instance, in the economic sector, the vulnerability assessment will identify the number and types of businesses that will be affected by differing levels of drought, and the impact on those businesses directly (capital costs of drought response) and indirectly (economic losses). In the social sector, direct impacts of drought might include unemployment and its trickle-down effects, with indirect impacts such as community disruption and poor health outcomes related to poor air quality. Direct impacts in the physical sector might include constrained operation of power plants and other energy production activities with indirect impacts including progressive deterioration of infrastructure over time. Direct environmental impacts of drought include degraded groundwater quality (thus intensifying water supply pressures), with indirect losses including destruction of fish and wildlife habitat and susceptibility to wildfire. The second part of the assessment will analyze and evaluate future climate change scenarios to develop magnitude and frequency estimates of

expected future droughts, and translate these to the four sectors and the identified direct and indirect impacts.

Task 7: IDENTIFY/EVALUATE/PRIORITIZE MITIGATION ACTIONS (REQUIRED ELEMENT 3)
Using the data from the vulnerability assessment, the project team will identify the full range of possible mitigation actions. These preemptive actions will decrease or eliminate direct and/or indirect impacts in each of the four sectors, and reduce the need for response actions. The project team will evaluate the feasibility and cost of each mitigation action, and then prioritize the list of mitigation actions within each sector and across all sectors. The list of priority mitigation actions will include: scope and cost descriptions, short-term and long-term action items, and a list of responsible parties and their roles. BWP expects that mitigation actions will include (but not limited to) infrastructure improvements to maximize the efficiency of the water system including improvements to the recycled water system such as increased storage capacity and meter improvements. Both of these improvements have already been independently examined and the project will utilize recent, existing information to the greatest extent possible to avoid duplication of effort.

Task 8: IDENTIFY/EVALUATE/PRIORITIZE RESPONSE ACTIONS (REQUIRED ELEMENT 4)
Using data from the vulnerability assessment, the project team will also identify the full range of possible drought response actions for each vulnerability identified in each sector. Response actions will be prioritized within and across sectors, and each response action will include a list of activities, responsible parties and their roles, and timeline by individual activity and for the overall response action. This task is expected to include a thorough review of the existing Sustainable Water Use Ordinance (last amended in 2016). The review will include assessing the Ordinance's Stages of Drought, associated definitions, restrictions, and enforcement against best practices in other nearby cities, against performance in the last drought, and in light of other data collected including the vulnerability assessment, plans for local drought monitoring, and planned mitigation actions. The team will also assess the effectiveness of the associated public outreach and engagement, and identify where improvements and enhancements can be made, i.e., use of new and emerging social media channels or better use of traditional media channels. Other response actions will likely include development of an MS Excel-based rolling action item list (RAIL) for managing the water supply and distribution during each drought stage (i.e., which users will have access, how, and when) according to the findings of the vulnerability assessment.

Task 9: IDENTIFY THE OPERATIONAL AND ADMINISTRATIVE FRAMEWORK FOR IMPLEMENTATION (REQUIRED ELEMENT 5) The project team will develop an implementation framework that describes the steps to put the new Plan into action and who will be responsible for each identified action. This framework will identify: 1) SMART objectives (specific, measureable, appropriate, realistic, and time-framed) that are tied to Tasks 4-8 (above); 2) for each objective, identify the responsible organization(s), specific responsible staff, and backup staff persons; 3) a timeline for each objective; and 4) resources needed to complete each

objective (e.g., completion of earlier objectives, additional staff or other resources, permits or authorizations). The implementation framework will be MS Excel-based; it will be developed by the project Consultant and maintained by BWP during Plan implementation.

Task 10: DESCRIPTION OF THE PLANNING PROJECT AND THE PROCESS FOR UPDATING THE PLAN (REQUIRED ELEMENT 6) For the record, the team will document the procedures, processes, and actions taken to develop the City of Burbank Drought Contingency Plan. The description will be organized by BOR's six required plan elements and will describe the role of all stakeholders in the planning process. This section of the Plan will also outline the proposed process for updating the Plan to include: 1) minimum frequency for Plan updates, 2) recommended actions or lessons learned from the original Plan development, 3) administrative roles and responsibilities for the update, and 4) a funding plan for the Plan update including cash and in-kind contributions from project stakeholders.

Task 11: DEVELOP/REVIEW/APPROVAL OF THE DRAFT AND FINAL CITY OF BURBANK DROUGHT CONTINGENCY PLAN The Consultant will be responsible for compiling all of the data and information from Tasks 1-10 into the draft Plan and submitting to the BWP and Task Force for review and edits. The edited draft Plan will be provided to the BOR for review and approval. The final Plan will be submitted to the City Council for review and approval, and this last critical step will be spearheaded by BWP and the Sustainable Burbank Commission (which was established by the Council to advise them in these types of matters).

4. Evaluation Criteria

E.1.1. Evaluation Criterion A - Need for a Drought Contingency Plan or Plan Update

Severity of the risks to water supplies that will be addressed in the Drought Contingency Plan. Burbank does not have ownership rights to naturally occurring water underneath the City and is dependent on imported water (treated and untreated) purchased from the Metropolitan Water District of Southern California. The reliance on imported water (and the reliability of that supply) is the **core risk** facing the City and the primary driver for the funding request to develop a city-specific Drought Contingency Plan. Other major drought concerns include increased water demand, and impacts on water quality and the economy.

Reliability of the Water Supply from Metropolitan: Metropolitan imports its water from Northern California via the State Water Project and also the Colorado River via the Colorado River Aqueduct. Metropolitan invests significant resources in both systems – expanding, repairing, and upgrading facilities. However, forces beyond their control are potential limiting factors on these supplies: ongoing drought (in the near-term) and climate change (in the long-term). The Colorado River, in particular, is extremely vulnerable. Forty million people, 5 million acres of farmland, the economies of seven states, and diverse ecosystems and wildlife depend on its water. But the river is in the midst of an historic drought and is stressed. As of 2019, Lake Powell, the upper river basin's largest reservoir, was 55% full. In the lower river basin, Lake Mead is at 40% capacity, and water use already exceeds

allocations. The first ever Colorado River Drought Contingency Plan launched in 2020 to bring unprecedented changes to the way the river is run, including cutbacks in water use by some states. For the State Water Project, the supply depends—in part—on rainfall and snowpack, variables that are both threatened by climate change. California's Fourth Climate Change Assessment warns that by 2050, the average water supply from snowpack is projected to decline to two-thirds of historical levels, and extreme heat days are expected to increase in number and intensity. With increased numbers of dry days, several of the State's models indicate an increased occurrence of dry years and strings of dry years resulting in more frequent and more intense droughts. The Colorado River and the State Water Project are vulnerable, and their vulnerability present a significant risk to the City of Burbank. The Fourth Climate Change Assessment implores local governments to "***build institutional capacity*** to ensure the resilience of individuals, communities, natural systems, and infrastructure" in the face of ongoing and increasing climate change.

Increased Water Demand: Compounding the above-noted concerns is expected population growth and associated growth in water demand. The City estimates population growth of about 10% by the year 2040, which is aligned with expected growth in Los Angeles County. However, the greatest amount of growth in the next several decades is expected to be in the commercial area. The City expects to see an intensification of commercial land use in the downtown area and an increased amount of mixed-use development (i.e., residential/ commercial/retail) along transportation corridors and transportation nodes. All this new development translates to increased water demand. Metropolitan's projected water demands for Burbank exceed BWP's own estimates: 7,604 AF in 2030 (8.5% higher than BWP's estimate) and 7,725 in 2040 (22.5% higher than BWP's estimate). BWP must close this troubling gap. BWP is committed to a renewed focus on conservation programming and increased production and use of recycled water; the proposed drought contingency plan will support these efforts.

Year	2025	2030	2035	2040
Population	113,179	114,850	115,680	118,821

Fig. 3: Population Growth Projections, City of Burbank

Impact on Water Quality: Water quality concerns are two-fold:

1) BWP's potable water supply is composed of surface water resources provided by Metropolitan and groundwater credits (per the Basin adjudication), and thus the groundwater credits are a critical part of potable supplies. The San Fernando Basin is the site of four EPA superfund sites. Area 1 is a 20-square-mile area of contaminated groundwater located primarily in North Hollywood and Burbank that was added to the Superfund list in 1986. Numerous responsible parties contaminated groundwater in the region with volatile organic compounds including trichloroethylene (TCE) and perchloroethylene (PCE), hexavalent

chromium, 1,4-dioxane, 1,2,3-trichloroproprane (TCP), n-nitrosodimethylamine (NDMA), perchlorate, and other pollutants.

2) Quality issues with water imported from Metropolitan also have an impact. For part of 2015, 100% of the water Burbank received from Metropolitan was from the Colorado River due to the drought and the State restricting access to the State Water Project. Salinity of the Colorado River is a major water-quality issue as it raises water treatment costs.

Impact on the Economy: The economic impact of a future severe or extended drought is concerning. Limited water supplies could disrupt businesses throughout Burbank, and closures of some industrial and commercial facilities are perhaps possible. The City has not conducted economic modeling to assess losses and impact of a severe, ongoing drought, but this will be included in the vulnerability assessment portion of the proposed project.

Existing or potential drought conditions to be addressed in the Drought Contingency Plan. The targeted geographic area is the City of Burbank, California. California experienced some measure of drought for 376 consecutive months between 2011 and 2018; Burbank experienced drought for 96 consecutive months. The drought that spanned water years 2012 through 2016 included the driest four-year statewide precipitation on record and the smallest Sierra-Cascades snowpack on record (2015, with 5% of average). It was marked by extraordinary heat: 2014, 2015 and 2016 were California's first, second, and third warmest year in terms of statewide average temperatures. Burbank was among the worst hit areas during these drought years (2015 through 2017, see Fig. 4). Former Gov. Jerry Brown declared an emergency drought declaration in 2014 and in 2015 ordered urban areas to reduce water use by 25%. In response, the City of Burbank reduced water use significantly, exceeding the benchmark by two percentage points by 2014. Residents and businesses shouldered the burden. Gardens, lawns, and trees were left to die on residential, commercial, and government land, as the city limited irrigation sprinkler use — the largest use of water — to twice a week to help meet the state mandate. The drought pushed large commercial users (such as hospitals and the entertainment studios) to explore and complete conversion to recycled water for non-potable uses. During the worst of the drought, BWP considered cutting supply to facilities still using potable water for uses such as irrigation.

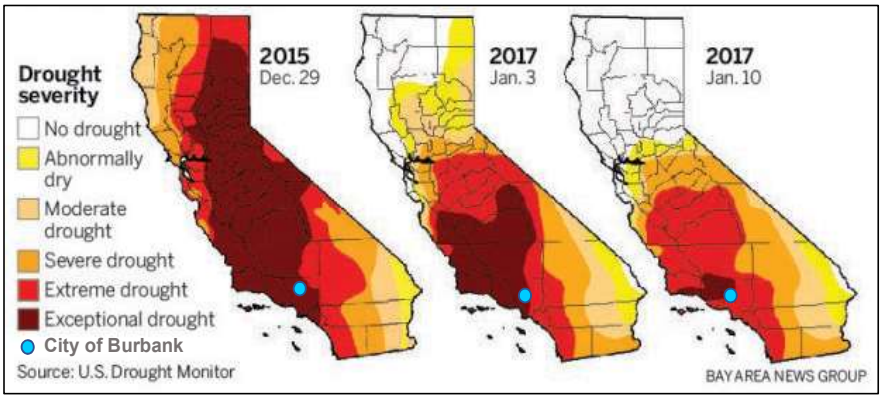

Fig. 4: Exceptional/Extreme Drought in City of Burbank, 2015-17

The two other recent drought periods were 1976-1977 and 1987-1992. In the 1976-1977 drought period there was no shortage of water in Burbank. However, customers were encouraged to voluntarily conserve water. These voluntary efforts resulted in about a 16% reduction in water usage which mitigated the possible effects of the drought on Burbank. During the 1987-1992 drought period, Burbank initiated several water conservation measures. The initial measure was voluntary conservation, which achieved about a 10% reduction in water usage. In April 1991, a conservation ordinance required a mandatory 20% reduction, with a drought surcharge for customers who failed to comply. For the 12 months after this ordinance, a 25% reduction in water usage was achieved.

Historically, since 1850, California has experienced eleven periods of significant drought, which corresponds to about one drought period every 15 years, on average. *California's Fourth Climate Change Assessment* (2018) cautions that the number of extremes experienced in the state in the last 5-10 years (drought, wildfire, and whiplash weather that goes from one extreme to another) are consistent with what model projections are pointing toward. The Assessment predicts rising average temperatures, a reduction in the average Sierra Nevada snowpack, rising sea levels, and more intense and large wildfires.

Describe the status of any existing planning efforts. This is the first *city-specific* Drought Contingency Plan for the City of Burbank. The proposed Plan will build on other local efforts, and the project will use these resources to the greatest extent possible in order to avoid duplication of effort. These related planning efforts include:

- *Recycled Water Optimization Study (2020)*. With no rights to the native groundwater and reliance on imported potable water, recycled water is important to Burbank's water supply and resiliency. This study assessed the City's recycled water system under existing and future demand conditions, and proposes capital and operational improvements.
- *BWP Urban Water Management Plan (to come)*. BWP will begin updating its *2015 Urban Water Management Plan* in 2021. The 2015 UWMP included less than two pages on drought planning. The proposed project will provide significant support for that portion of the updated UWMP. The UWMP will also provide updated water supply and demand data.
- *Metropolitan Water District of Southern California – Urban Water Management Plan* (to come). Metropolitan will begin updating its UWMP in 2021. Their UWMP will provide the most up-to-date forecast on the availability and demand for water from the State Water Project and the Colorado River.
- *2020 AWIA (America's Water Infrastructure Act) Risk Assessment and Emergency Response Plan* (required by the EPA; focused on natural hazards and malevolent acts).

E.1.2. Evaluation Criterion B— Inclusion of Stakeholders

Committed Stakeholders: BWP Drought Contingency Task Force. BWP is fortunate to work closely with experts throughout Burbank from community, private, and governmental agencies. The stakeholders listed below have agreed to participate and their letters of commitment and support are included in Section 5.

- Burbank Water and Power (BWP). BWP's Water Division developed this grant application; they will serve as the Chair of the Task Force, and will drive the overall planning process. BWP's Customer Service Division will also be represented on the Task Force. This Division is responsible for BWP's water conservation programming and drought ordinance enforcement, and will play a key role in providing input during the planning process.
- Metropolitan Water District of Southern California. Metropolitan is the project's most critical stakeholder as they are the source of the City's potable water. BWP has a strong existing relationship with Metropolitan, and their participation is critical as a source of data, information, and guidance.
- Burbank Chamber of Commerce. The Chamber of Commerce was recruited to be the voice of the business community and to advocate on behalf of the City's economy. The Chamber is a strong community force with over 1,000 member businesses representing more than 33,000 employees. The Chamber will provide important connections to the business community including the entertainment industry, the City's primary economic driver. The Chamber will ensure that the needs of every segment of the entertainment industry is considered from the major players (such as The Walt Disney Company) to the thousands of medium and small businesses that support the industry. The Chamber will provide information about the project on their website and social media.
- Burbank Sustainable Commission. The Commission was recruited to be the voice of the City's 107,700 residents – to ensure that their needs, concerns, and desires are considered. Six of the Commission's nine members are required to be Burbank residents. The Commission reports to the Council. BWP believes that resident support (and ownership) of the Plan will be critical for its successful implementation. The Commission will also ensure that proposed Plan is aligned with the *Burbank Sustainability Action Plan*, and that the City Council is kept apprised of the proposed project's activities and findings.
- City of Burbank - Community Development Department. This Department provides policy recommendations regarding the long-term growth of the community and guides development through the implementation of the City's adopted plans, regulations, and codes. The Department is strongly connected to residents and businesses, and will provide additional connections to those stakeholders.
- City of Burbank - Emergency Management Coordinator. The Coordinator develops, implements, and updates comprehensive emergency management plans and operations to mitigate, prepare for, respond to, and recover from the effects of any and all natural or manmade hazards. The Coordinator's work is directly aligned with the proposed planning effort, and he can bring a wealth of knowledge about other hazard mitigation planning that is occurring in the City.

BWP will issue a letter of agreement to explicitly identify all entities serving on the Task Force, and the roles and commitment of each. The agreement will identify recurring meeting dates, a timeline for completion of all tasks and deliverables, and will be signed by all Task Force partners. Other possible partners will likely be identified as the planning process commences and additional supportive needs are identified. BWP's proposed staff includes a team member

dedicated to coordinating Task Force activities, and this staff member will be responsible for outreach to new partners as they are identified.

Supportive Partners. Additional stakeholders were identified who will not serve on the Task Force, but have indicated their full support of this project (see letters of support in Section 5). The partners includes the City of Glendale which has water system interconnections and agreements with BWP, and the Upper Los Angeles River Area (ULARA) Watermaster which calculates Burbank's annual groundwater credits in the San Fernando Basin.

Other Opportunities for Engagement and Input. Task Force members will be encouraged to invite their constituents to attend Task Force meetings—as observers—to provide an additional opportunity for community engagement in the planning process and to reach the diverse demographics within Burbank's residents and business community. BWP will also post regular updates on the planning process to their website and social media channels, and offer residents and businesses yet another opportunity to provide feedback and input during the course of the project.

E.1.3. Evaluation Criterion C— Project Implementation

Describe the approach for addressing the six required elements of a Drought Contingency Plan within the two-year timeframe. BWP is committed to BOR's established planning framework and to the six required elements of drought contingency planning. BWP's anticipated activities for each required element are outlined in the above Project Description. BWP's implementation approach will be nested on two levels: technical and contextual.

Technical Approach: BWP will rely on an experienced Consultant to ensure that the planning process and the resulting Drought Contingency Plan are based on *technical expertise and experience*. The procurement will require the successful Consultant to demonstrate recent, directly-related experience developing drought contingency plans of similar size and scope to the proposed project. BWP will initiate procurement immediately upon grant award to ensure that the Consultant is involved in the entirety of the Phase I preliminary planning activities that will underpin the entire project.

Contextual Approach: BWP and the Consultant will rely on the BWP Drought Contingency Task Force to provide *contextual guidance and input from stakeholders*. The stakeholders (described earlier) will bring ideas, data, concerns, and input that are critical to developing a successful Plan that reflects the concerns of the business community and residents. The Task Force will: 1) have standing monthly Task Force meetings during Phase I and every other month during Phase II to discuss ongoing planning activities and provide input (a minimum of 15 meetings); and 2) review and comment on all project deliverables. During the development of this proposal, BWP began recruitment of the Task Force which will guide the development of the Detailed Work Plan (Phase I) and the development of the City of

Burbank Drought Contingency Plan (Phase II). The proposed two-year project will be conducted in two phases (see Fig. 5):

- Phase I (Months 1-6): Consultant procurement will be complete by Month 3. The project team will work with BOR to develop the Detailed Work Plan.
- Phase II (Months 7-24): Using the Detailed Work Plan, the Consultant will develop the City of Burbank Drought Contingency Plan with guidance from BWP and the Task Force.

Fig. 5: Project Schedule

		YEAR 1												YEAR 2											
Task Number	TASK	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
	PHASE I																								
Task 1	Conduct Procurement																								
Task 2	Formalize and Implement the Task Force																								
Task 3	Develop the Detailed Work Plan																								
	PHASE II																								
Task 4	Update Water Supplies and Demand Data and Information																								
Task 5	Develop a Drought Monitoring Process																								
Task 6	Conduct the Vulnerability Assessment																								
Task 7	Identify/Evaluate/Prioritize Mitigation Actions																								
Task 8	Identify/Evaluate/Prioritize Response Actions																								
Task 9	Identify the Operational and Administrative Framework																								
Task 10	Description of the Planning Project and the Process for Updating the Plan																								
Task 11	Develop/Review/Approval of the Draft and Final Drought Contingency Plan																								

Existing Data and Models are Available. The project team will identify partners who have access to data and models to support the project. For instance, to build the new drought monitoring program (required element 1), the City will work with the NOAA weather station at the Hollywood-Burbank Airport to utilize their database which includes daily readings on precipitation, humidity, temperature, heat index, winds, etc. The drought monitoring program will: 1) outline a process for the monitoring and analysis of these data, and 2) regular monitoring of forecasts from Metropolitan on the status of their water supplies. Similarly, for the vulnerability assessment (required element 2), the Consultant will analyze the various models available to forecast drought. These might include Cal-Adapt (https://cal-adapt.org/) which includes forecasting tools and projected drought scenarios; the U.S. Drought Monitor; and models used Metropolitan.

Experienced BWP Staff and Planning Consultant will Support the Project. The project will rely on an experienced Consultant who will be engaged by the end of Month 3 and who will be responsible for the technical aspects of the project during both Phase I and II. A team of four BWP staff (three technical and one administrative staff) will support the project, manage the Consultant, and coordinate the Task Force. The three technical staff include:

Project Director – Michael Thompson. Mr. Thompson is a Professional Civil Engineer with more than 30 years of experience working with water agencies. He has extensive experience managing staff, overseeing project budgets and schedules, and providing oversight to complex projects. Currently, he is the Manager of BWP's Water Engineering and Planning Section where he manages a staff of 14 staff and leads a variety of projects. Currently, he is evaluating BWP's granular activated carbon treatment system for rehabilitation. Previously, he served as Senior Civil Engineer for nine years at the Castaic Lake (CA) Water Agency where he managed all planning, design, and construction of capital improvement projects.

Project Coordinator – Kody Whisman. Mr. Whisman is a Civil Engineering Associate with BWP. He has been with the Department for 3.5 years. He works on capital improvement and maintenance projects at key water facilities, tracks system water volume data, produces relevant reports, assists with finance reporting and budget development, and provides general engineering support for production and operations personnel. His current engagements include aiding in the overhaul of the Valley Pumping Plant as well as the development of Burbank's Urban Water Management Plan. Previously, Mr. Whisman completed an internship with Metropolitan where he assisted the Colorado River Aqueduct team with maintenance and construction activities.

Stakeholder/Task Force Coordinator – Tiffany Titus. Ms. Titus has served as a Legislative Analyst at BWP for nearly five years. In this role, she manages legislative and regulatory affairs for water, power, and telecommunications operations. She also supports numerous BWP projects by coordinating community outreach and engagement activities including public/community meetings, speaking engagements, etc. Annually, she is responsible for coordination and community education/outreach in the City for Metropolitan's annual infrastructure inspection tours of their facilities (e.g., State Water Project and others) as well as local recycled water demonstration project tours.

E.1.4. Evaluation Criterion D—Nexus to Reclamation

The proposed project is not located on a federal facility. However, BWP imports 100% of its water from the Metropolitan Water District of Southern California, which receives its water from the Colorado River and the State Water Project. BOR manages and operates the Colorado River system including project planning, public and water-user relations, and supervision of project operation and maintenance (e.g., dams and powerplants). BOR and the California Department of Water Resources together operate the State Water Project under a Coordinated Operation Agreement which outlines water quality, water flow, and other operational issues, as well as cost sharing to meet joint responsibilities under the Endangered Species Act such as monitoring and habitat restoration.

E.1.5. Evaluation Criterion E—Department of the Interior and BOR Priorities

Department of the Interior Priorities

1. **Creating a conservation stewardship legacy second only to Teddy Roosevelt**
   a. **Utilize science to identify best practices to manage land and water resources and adapt to changes in the environment**

To ensure decision-making in light of the best available science, the proposed Plan will explore new technologies in multiple areas such as recycled water treatment, water management, etc. Also, BWP intends to hire an expert Consultant to develop the plan to ensure we are relying on the knowledge of subject matter experts regarding drought and best innovative practices. The Plan will rely on BWP and Metropolitan's scientific modeling for monitoring near and long-term water availability and developing a framework for predicting the probability of future droughts or confirming an existing drought. This includes a process for the collection, analysis, and dissemination of water availability and other drought-related data.

2. **Restoring trust with local communities**
   a. **Be a better neighbor with those closest to our resources by improving dialogue and relationships with persons and entities bordering our lands**

Stakeholder engagement is a core operating principal for successful drought management practices. BWP has developed critical partnerships with public, private, and non-profit organizations (both internal and external to the City) who will provide input from the vantage point of every relevant stakeholder. Several of these critical entities will comprise the BWP Drought Contingency Task Force which will dedicate their time and expertise to developing and implementing the Plan. The Task Force partners include: 1) Metropolitan (supplier for the City's water), 2) the Chamber of Commerce which will represent the thousands of businesses in Burbank, 3) the Burbank Sustainability Commission which will represent the City's 107,700 residents and liaison with the City Council, and 4) multiple entities from the City of Burbank including staff from BWP, the Emergency Management Department, the Community Development Department, and others. The planning effort will bring together stakeholders with diverse missions, but with a common goal of establishing a plan that will advance environmental resilience while protecting the City's economy and quality of life. BWP has also received enthusiastic support from neighboring city of Glendale with which BWP has water system interconnections, and from the Upper Los Angeles River Area Watermaster which calculates annual groundwater credits for Burbank. Letters of commitment and/or support from these important stakeholders and partners are included in Section 5, below.

<u>Bureau of Reclamation Priorities</u>

Leverage Science and Technology to Improve Water Supply Reliability to Communities. This response is the same as the response provided in item 1.a, above.

Address Ongoing Drought. The purpose of the project is to prepare for and minimize the impacts of future droughts by developing a *city-specific* Plan. The proposed planning process will follow BOR's standardized procedural steps which are proven approaches to drought planning. The proposed project will be the first drought planning effort in Burbank, and is critically important because of the City's heightened vulnerability due to its reliance on imported water.

*****End 15-page Technical Proposal*****

SECTION 2. PROJECT BUDGET

1. Funding Plan and Letters of Commitment

A. FUNDING PLAN

Source of Non-Federal Cost Share. BWP will provide all of the non-federal cost share ($175,000), which is equivalent to 50% of the total project cost of $350,000, as shown in Table 1 (below). These non-federal costs consist of:

1) Salaries and associated fringe benefits for BWP staff to:
   a) Administer the project and grant;
   b) Provide engineering and other assistance to the Consultant;
   c) Coordinate task force and public outreach activities; and
   d) Provide clerical/administrative support to the project.
2) Cash contribution from BWP's Capital Improvement Program Fund.

There are no third party in-kind or non-federal costs.

Costs Incurred Prior to Award. No costs for the proposed project have been incurred to date.

B. LETTERS OF FUNDING COMMITMENT

Not applicable. There are no third-party funding sources for the proposed project.

2. Budget Proposal

Table 1: TOTAL PROJECT COST (Phase I and II)

SOURCE	AMOUNT
Requested Federal Funding (reimbursement)	$175,000
Costs to be paid by the applicant	$175,000
Value of third-party contributions	$0
TOTAL	**$350,000**

Table 2: SUMMARY OF NON-FEDERAL AND FEDERAL FUNDING SOURCES (Phase I and II)

FUNDING SOURCES	AMOUNT
Non-Federal Entities	
1. BWP – Direct Labor and Fringe	$75,000
2. BWP – Capital Improvement Program Fund	$100,000
Non-Federal Subtotal	$175,000
REQUESTED RECLAMATION FUNDING	**$175,000**

Table 3: BUDGET PROPOSAL (Phase I ONLY)

Budget Item Description	Bargaining Unit*	Computation		Quantity Type	Total Cost
		$/Unit	Quantity		
Salaries and Wages (effective 7/1/2021)					
Thompson, M. (Proj Dir)	BMA	86.22	50	Hrs	$4,311
Whisman, K. (Proj Coord/Eng support)	BCEA	47.50	75	Hrs	$3,563
Titus, T. (Stakeholder/Task Force Coord)	BMA	53.82	100	Hrs	$5,382
Clerical (unnamed at Exec Sec rate)	BCEA	34.17	60	Hrs	$2,050
Fringe Benefits					
Full-Time Employees (BCEA: 41.4%)	BCEA			Amt	$2,322
Full-Time Employees (BMA: 27.8%)	BMA			Amt	$2,692
Part-Time Employees		0	0		$0
Travel					
NOT APPLICABLE		0	0		$0
Supplies/Materials					
NOT APPLICABLE		0	0		$0
Contractual					
Planning Consultant		150	150	Hrs	$22,500
Third-Party Contributions					
NOT APPLICABLE		0	0		$0
Other					
NOT APPLICABLE		0	0		$0
TOTAL DIRECT COSTS					$40,129
Indirect Costs (58.2% of Salaries, Wages, and Fringe)					$11,819
TOTAL ESTIMATED PROJECT COSTS (Phase I)					**$51,948**

***** Bargaining Unit: There are two different classes of employees within the City of Burbank:
BCEA – Burbank City Employees Association
BMA – Burbank Management Association

3. Budget Narrative (Phase I Only)

Salaries and Wages

Total salaries for BWP staff of **$15,307** are anticipated for Phase I of the project (Months 1-6):

1) **Project Director – Michael Thompson (BWP Water Engineering Manager)** – Mr. Thompson will spend 2.4% of his time (approximately 50 hours during months 1-6) to provide executive-level oversight to the project. He will conduct procurement activities; manage the Consultant and other proposed BWP staff (described below); manage development of the Detailed Work Plan; liaison with upper-level BWP staff on project activities and outcomes; provide quality control reviews of project's performance reports; and serve as the main point of contact with BOR. Anticipated cost: $86.22 per hour x 50 hours = $4,311.

2) **Project Coordinator/Civil Engineering Assistant – Kody Whisman (BWP Civil Engineering Assistant)** – Mr. Whisman will spend approximately 3.6% of his time assisting the Consultant and Project Director with day-to-day project activities. He will monitor and track the project budget and schedule; implement procurement activities; develop the project's performance reports; and other duties, as needed. Anticipated cost: $47.50 per hour x 75 hours = $3,563.

3) **Stakeholder/Task Force Coordinator – Tiffany Titus (BWP Legislative Analyst)**. Ms. Titus will spend approximately 4.8% of her time managing stakeholder and public engagement in the project. She will be responsible for coordinating the activities of the **BWP Drought Contingency Task Force** including formalizing the task force membership and providing information to members, developing and finalizing letter agreements with the members, managing meeting logistics, and designing, coordinating, and implementing all public outreach about the project. Anticipated cost: $53.82 per hour x 100 hours = $5,382.

4) **Clerical/Administrative Assistant – to be named after award.** The assistant will provide administrative and clerical support to BWP staff and the Consultant. Anticipated cost: $34.17 per hour x 60 hours = $2,050.

Fringe Benefits

Fringe benefits total **$5,014**. This figure is for the staff identified above and the rate varies by employee classification (i.e., bargaining unit) as summarized in the table below:

BCEA – Burbank City Employees Association (Whisman and Clerical)
BMA – Burbank Management Association (Thompson and Titus)

Fringe Benefit	BCEA Factor/Rate	BMA Factor/Rate	BMA Thompson	BCEA Whisman	BMA Titus	BCEA Clerical
City portion of PERS	0.1038	0.0924	$ 16,571.56	$ 10,256.33	$ 10,344.48	$ 7,377.55
Life Insurance	$ 66.12	$ 95.88	$ 95.88	$ 66.12	$ 95.88	$ 66.12
BERMT (Burbank Employees Retirement Medical Trust)	$ 1,299.96	$ 1,299.96	$ 1,299.96	$ 1,299.96	$ 1,299.96	$ 1,299.96
457 Match	$ 650.04	$ 900.00	$ 900.00	$ 650.04	$ 900.00	$ 650.04
Wellness Program	$ 225.00	$ 525.00	$ 525.00	$ 225.00	$ 525.00	$ 225.00
EAP (Employee Assistance Program)	$ 78.00	$ 78.00	$ 78.00	$ 78.00	$ 78.00	$ 78.00
Long Term Disability	0.0743	0.00743	$ 1,332.54	$ 7,341.48	$ 831.81	$ 5,280.85
Vision	$ 192.72	$ 192.72	$ 192.72	$ 192.72	$ 192.72	$ 192.72
Flex (Medical Plan)	$ 11,404.68	$ 13,832.88	$ 13,832.88	$ 11,404.68	$ 13,832.88	$ 11,404.68
ACA PCORI (Affordable Care Act)	$ 2.04	$ 2.04	$ 2.04	$ 2.04	$ 2.04	$ 2.04
Dental Insurance	$ 1,244.04	$ 1,244.04	$ 1,244.04	$ 1,244.04	$ 1,244.04	$ 1,244.04
OPEB (Other Post Employment Benefits)	0.0190	0.0190	$ 3,407.57	$ 1,877.36	$ 2,127.11	$ 1,350.42
Workers Comp (20/21 rates):						
Non-Manual - 9410	0.0092	0.0092	$ 1,649.98	$ 909.04	$ 1,029.97	$ -
Clerical - 8810	0.0574	0.0574	$ -	$ -	$ -	$ 4,079.68
Medicare	0.0145	0.0145	$ 2,600.52	$ 1,432.72	$ 1,623.32	$ 1,030.58
Total fringe costs (annualized)			$ 43,732.70	$ 36,979.53	$ 34,127.22	$ 34,281.68
Fringe Rate in %			**24.4%**	**37.4%**	**30.5%**	**48.2%**
Applicable Fringe Costs Chargeable to Grant			**$ 1,051**	**$ 1,333**	**$ 1,641**	**$ 989**

Travel – NOT APPLICABLE

Equipment – NOT APPLICABLE

Materials and Supplies – NOT APPLICABLE

Contractual

Total costs for contractual/consultant work is estimated at $22,500.

1) Expert Planning Consultant: The Consultant will be responsible for developing the Detailed Work Plan under the guidance of BWP staff.
   - Anticipated cost: 150 hours x $150/hour = $22,500
   - How cost was estimated: The proposed Project Director contacted a local planning consultancy to inquire about costs for this project; all costs are based on the estimate provided.
   - Procurement method: BWP will conduct a competitive procurement, as required.

Third-Party In-Kind Contributions – NOT APPLICABLE

Other – NOT APPLICABLE

Indirect Costs

BWP does not have a negotiated federal rate; however, the rate used by BWP is an based on an internal burden calculation by BWP's Finance Department that is updated annually to recover costs of direct labor for indirect support.

The overall indirect rate applied in this grant is **58.2%**
($3,851 + $7,968 = $11,819) / (total salaries+fringe = $20,321)

This rate is based on the total burden rate minus fringe benefit costs, by Bargaining Unit, as follows:

Burden rate of 110% less BCEA fringe rate of 41.4% = indirect rate of 68.6% = **$3,851**

Whisman:	$3,563
Clerical:	$2,050
	$5,613 * 0.686 = $3,850.5

Burden rate of 110% less BMA fringe rate of 27.8% = indirect rate of 82.2% = **$7,968**

Thompson:	$4,311
Titus:	$5,382
	$9,693 * 0.822 = $7,967.6

Total Costs (Phase I only)

Total costs for Phase I including the Federal and non-Federal cost-share amounts are estimated to be $51,948.

SECTION 3. REQUIRED PERMITS OR APPROVALS: **Not applicable**

SECTION 4. EXISTING DROUGHT CONTINGENCY PLAN: **Not Applicable**

SECTION 5. LETTERS OF PROJECT SUPPORT

Metropolitan Water District of Southern California
Burbank Chamber of Commerce
Sustainable Burbank Commission
City of Glendale Department of Water and Power
Upper Los Angeles River Area (ULARA) Watermaster

THE METROPOLITAN WATER DISTRICT
OF SOUTHERN CALIFORNIA

Office of the General Manager

December 29, 2020

Mr. David Bernhardt, Secretary
U.S. Department of the Interior
Bureau of Reclamation
Denver Federal Center
Bldg. 67, Room 152
Denver, Colorado 80225

Dear Secretary Bernhardt:

The Metropolitan Water District of Southern California (Metropolitan) is pleased to submit this letter of support for Burbank Water and Power's (BWP) application to develop a Drought Contingency Plan. Metropolitan is a state-established water district with 26 member agencies – cities and public water agencies – that serve 19 million people in six counties. Metropolitan imports water from Northern California via the State Water Project and the Colorado River via the Colorado River Aqueduct to supplement local supplies and help members develop increased water conservation, recycling, storage and other resource management programs.

MWD strongly supports this effort as it is directly aligned with many of our goals and objectives including support for member agencies' efforts to facilitate drought preparedness and drought response projects and programs. Metropolitan provides **all** of Burbank's potable water. Our members' reliance on Metropolitan is challenged as climate change, unprecedented drought cycles, and growing demands threaten water supplies. Compounding these challenges is the forecasted increasing demand for Metropolitan supplies from 1.65 million acre–feet in 2018/19 to 1.80 million acre–feet by 2027/28.

Metropolitan will be glad to provide guidance to the proposed planning task force and provide data and information to the project, as needed. Metropolitan has a strong working relationship with BWP and has participated in many of their previous planning efforts, including the development of their Urban Water Management Plan in 2015 (with additional participation anticipated on the update of that plan in 2020). While Metropolitan works at the regional level to ensure resiliency of our water supplies, it is critical that local agencies do their part. Thank you for your consideration of BWP's application. Metropolitan is confident that their stakeholder engagement will be robust, and that their planning process will be comprehensive, thorough, and sound.

Sincerely,

Jeffrey Kightlinger
General Manager
The Metropolitan Water District of Southern California

700 N. Alameda Street, Los Angeles, California 90012 • Mailing Address: Box 54153, Los Angeles, California 90054-0153 • Telephone (213) 217-6000

Secretary David Bernhardt
Page 2
December 29, 2020

cc: Marsha Ramos, Metropolitan Water District Director
1545 Victory Blvd. 2nd Floor
Glendale, CA 91201-0000

Burbank City Council
Burbank City Hall
275 E Olive Ave
Burbank, CA 91502

700 N. Alameda Street, Los Angeles, California 90012 • Mailing Address: Box 54153, Los Angeles, California 90054-0153 • Telephone (213) 217-6000

BURBANK
CHAMBER OF COMMERCE

December 18, 2020

Mr. David Bernhardt, Secretary
U.S. Department of the Interior
Bureau of Reclamation
Denver Federal Center
Bldg. 67, Room 152
Denver, Colorado 80225

Subject: Support for Burbank Water and Power's BOR Grant Application

Dear Mr. Bernhardt:

On behalf of the Burbank Chamber of Commerce, I am happy to provide this letter to demonstrate our enthusiasm for Burbank Water and Power (BWP) Department's grant application to the Bureau of Reclamation. The Chamber is considered the City's leading business advocate helping to promote economic growth and prosperity, serving as a vital strategic partner in initiatives that enhance and preserve the quality of life within our community, and providing valued services to our diverse business members. The Burbank Chamber of Commerce represents nearly 1,000 member businesses with more than 33,000 employees.

The City of Burbank is known as the "Media Capital of the World", and the entertainment industry is our primary economic driver. We are home to The Walt Disney Company, Warner Bros Studios, The Burbank Studios, Nickelodeon, Cartoon Network, and more. These major studios are supported by thousands of small and medium-sized businesses. Burbank's business community also includes the Hollywood Burbank Airport (important for the entertainment industry and also the regional tourism industry with 90 non-stop flights per day and 5.2 million annual visitors), Providence Saint Joseph Medical Center, Woodbury University, Burbank Unified School District, and many small businesses and enterprises. While the City has approximately 107,700 residents, the population doubles to more than 200,000 during the day with a robust daily workforce. Like other California cities, commercial businesses account for approximately 24% of Burbank's urban water use. We cannot overestimate the importance of water reliability to the economy in Burbank and indirectly on the jobs and financial well-being of thousands of working families. Without established drought mitigation and response procedures, a severe, protracted drought event would be devastating to the business community and residents.

We are glad to learn that the City is being proactive in the face of ongoing climate change, which increases the likelihood of future drought. We know the proposed planning initiative is costly; we also know that without a plan, we are at the mercy of forces beyond our control. On behalf of the business community, the Chamber strongly encourages you to consider Burbank's funding application. The Chamber will participate on the City's proposed project task force so that we can ensure that the voices and needs of our business community are represented and our ideas are considered.

Sincerely,

Jamie Keyser Thomas
Chief Executive Officer
Burbank Chamber of Commerce

December 22, 2020
Mr. David Bernhardt, Secretary
U.S. Department of the Interior
Bureau of Reclamation
Denver Federal Center
Bldg. 67, Room 152
Denver, Colorado 80225
Subject: Support for Burbank Water and Power's BOR Grant Application

Dear Mr. Bernhardt,

The Sustainable Burbank Commission strongly supports the efforts of the City of Burbank to address our vulnerability to drought and climate change via the proposed grant application to develop a Drought Contingency Plan. The City Council established the Sustainable Burbank Task Force (now the Sustainable Burbank Commission) in 2008 to advise and make recommendations to the City Council and engage the community by participating in various public education, outreach, and promotional activities. With nine elected members – of whom six must be Burbank residents – the Commission serves as the voice of the people on policy issues relating to the environment, human capital, transportation, water conservation, energy, and more. The Commission meets monthly to discuss sustainability efforts in Burbank. The City's sustainability goals and objectives are outlined in the Burbank Sustainability Action Plan, which includes 21 specific actions organized into seven urban themes designed to collectively address urban sustainability concerns, including water use efficiency and drinking water protection.

The Commission will gladly be a part of the proposed planning task force. Our participation will ensure that proposed activities are aligned with the Burbank's sustainability goals, that residents are represented in the planning process, and that our City Council is kept apprised of the proposed project's activities and findings. The most recent drought highlighted Burbank's extreme vulnerability due to our reliance on imported water. Other avenues must be explored to ensure resiliency while protecting our resources, economy, and quality of life.

Thank you, in advance, for your consideration of this worthy project.

Sincerely,
Heather Robb
Commission Chair

City of Glendale, California
Glendale Water & Power
Administration

141 N. Glendale Ave., Level 4
Glendale, CA 91206-4975
Tel 818.548.2107 Fax 818.552.2852
www.glendaleca.gov

December 29, 2020

Mr. David Bernhardt, Secretary
U.S. Department of the Interior
Bureau of Reclamation
Denver Federal Center
Bldg. 67, Room 152
Denver, Colorado 80225
Subject: Support for Burbank Water and Power's BOR Grant Application

Dear Mr. Bernhardt:

Glendale Water and Power is pleased to offer our support for Burbank Water and Power's (BWP) application for funding from the Bureau of Reclamation (BOR) to develop a drought contingency plan.

The City of Glendale and Burbank are neighboring cities and partners. Glendale and Burbank have two system interconnections that allow the cities to solve short-term operational problems or needs for extra water. For example, just within the past five years there have been occasions where Glendale used Burbank's recycled water to accommodate its planned plant shutdowns. Similarly, when Burbank's Beachwood sewer pump station failed causing a shortage of recycled water, Glendale delivered recycled water to Burbank so BWP could meet the needs of its recycled water customers. Our partnership has been one of 'exchange' instead of buying and selling water to each other. Like Burbank, Glendale is reliant on imported water. About 70% of Glendale's water is imported from the Metropolitan Water District (MWD), which is sourced from the State Water Project and the Colorado River via the Colorado River Aqueduct. If MWD had to ration water during a drought, both cities would be affected, and our ability to assist each other would be diminished or impossible. As such, the City of Glendale views the proposed project as a win-win situation that supports resiliency, regional benefits and a 'safety net' for both Burbank and Glendale.

We are happy about Burbank's proactive stance to support long-term resiliency to drought. We look forward to hearing more about the project and learning what we can adopt from their new Plan to build regional resiliency. We offer our full support to BWP, and we hope you will find their application worthy of funding.

Sincerely,

Michael E. De Ghetto Digitally signed by Michael E. De Ghetto
Date: 2020.12.29 10:34:09 -08'00'

Michael E. De Ghetto, P.E.
Chief Assistant General Manager – Water
Glendale Water & Power

ULARA
UPPER LOS ANGELES RIVER AREA WATERMASTER
Richard C. Slade, Watermaster

ularawatermaster.com

14051 Burbank Blvd, Suite 300
Sherman Oaks, CA 91401

818-506-0418 PHONE
818-506-1343 FAX

December 18, 2020

Mr. David Bernhardt, Secretary
U.S. Department of the Interior
Bureau of Reclamation
Denver Federal Center
Bldg. 67, Room 152
Denver, Colorado 80225

Re: Letter of Support for Burbank Water and Power
Drought Contingency Plan Funding

Dear Mr. Bernhardt:

Please accept this letter of support from the Upper Los Angeles River Area (ULARA) Watermaster for the City of Burbank Water and Power (BWP) application for funding for a Drought Contingency Plan. Burbank is located in the San Fernando Groundwater Basin, an adjudicated basin within ULARA for which the City of Los Angeles retains all groundwater rights. Burbank is entitled to extract Import Return water, which is calculated as a percentage of all water delivered by BWP; this provision was incorporated into the 1979-dated ULARA Judgment to account for imported water delivered by BWP that originates from outside ULARA, percolates into the local aquifer systems (predominantly as irrigation return flows), and thereby becoming part of the groundwater supply. These import return credits are calculated on an annual basis by the ULARA Watermaster. BWP is extremely vulnerable to drought and other water emergencies due to its reliance on imported water and must examine every option to conserve water and plan for worst case scenarios.

BWP faces pressures on the potable water supply that they receive from the State Water Project and the Colorado River through the Metropolitan Water District of Southern California (MWD). Locally, the San Fernando Basin faces multiple threats and is vulnerable to both groundwater contamination and drought. The San Fernando Valley is home to four USEPA Superfund sites listed on the National Priorities List. Groundwater contamination plumes extend throughout roughly 6,680 acres beneath the cities of Los Angeles and Glendale near the Crystal Springs Wellfield. Additionally, groundwater levels in portions of the ULARA groundwater basins have undergone a general decline in recent years due to prior droughts, increased urbanization and runoff leaving the basin, and continued extractions from the three major pumping parties in San Fernando Basin (BWP, Glendale, and Los Angeles), and other factors. The ULARA Parties continue to work toward increasing groundwater recharge in the ULARA groundwater basins

through numerous projects and policies. Hence, the resiliency of the Basin is directly tied to sustainability efforts of the individual stakeholders including BWP.

The ULARA Watermaster's office has worked with BWP on multiple planning efforts, including their Urban Water Management Plan, and we can attest that their planning processes and procedures are high-quality, and that BWP does make concerted efforts to engage residents and businesses. As Watermaster, I strongly support BWP's proposed project and will provide data and information to them and their consultant, as needed, upon request.

Respectfully Submitted,

Richard C. Slade
ULARA Watermaster