Utility Advisory Committee Water Resources and Waste ReSources 2021 Budget Review



Olympia



September 3, 2020

Agenda

UAC Role

Utility Reserves

Capital Facilities Plans

Operating Budgets

Storm and Surface Water Rates

General Facilities Charges



UAC Role

- Provide advice to the City Council, the City Manager's office, the Planning Commission, and the Public Works Department in developing the Capital Facility Plan.
- Provide policy advice and direction on the setting of utility rates.

Utility Missions



The **Drinking Water Utility's** mission is to provide and protect healthy drinking water for the community.



The **Wastewater Utility's** mission is to collect and convey wastewater, also known as sewage, to treatment facilities in a manner that protects the health of both the public and the environment.



The **Stormwater Utility's** mission is to reduce flooding, improve water quality, and protect and enhance aquatic habitat in Olympia.



The **Waste ReSources** Utility's mission is to lead and inspire our community toward a waste-free future.

Utility Resources Above Reserves

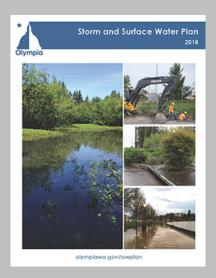
	Drinking Water	Wastewater	Storm & Surface Water	Waste ReSources
Operating	\$ 571,245	\$ 2,543,438	\$ 830,203	\$ 1,391,647
Operating Reserves	\$ 3,296,481	\$ 709,196	\$ 581,209	\$ 1,266,842
Capital	\$ 7,040,358	\$ 8,603,077	\$ 2,796,668	\$ 367,775

Note: These are "soft" actuals as of 9/3/20. The month of August isn't officially closed.



Water Resources Plans

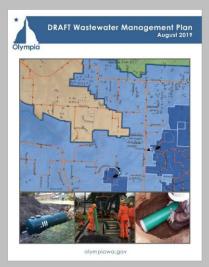
Storm and Surface Water Plan



No planning requirement.

Completed in 2018.

Wastewater Management Plan



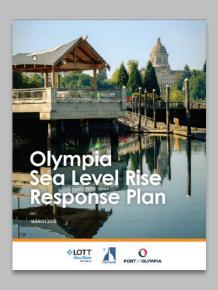
Required only at wastewater utility establishment.
Completed in 2020.

Water System Plan



Required to be updated every 6 years. Update in progress, due January 2022.

Sea Level Rise



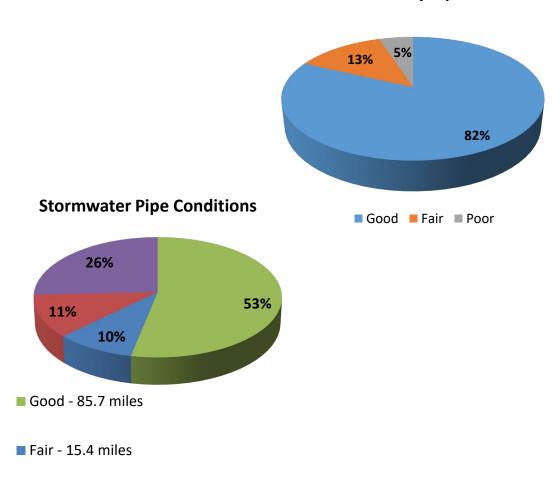
Infrastructure Replacement Decisions

Asset Management

- •A process for maintaining a desired level of customer service at the best appropriate cost
- Key steps for asset management include:
 - Making an inventory of assets
 - Evaluating conditions and performance
 - ODeveloping plans to maintain, repair and replace



Wastewater Gravity Pipe Conditions



Infrastructure Decisions Teams



STOPS TEAM – In 2019:

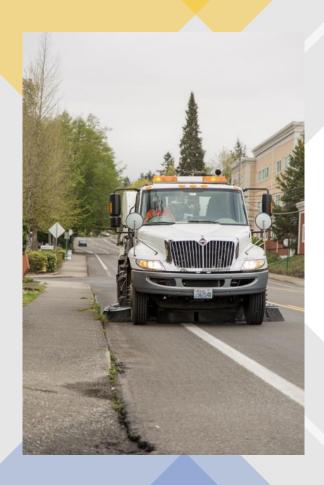
Corrected 19 drainage issues Identified 4 capital projects

Stormwater Operations Problem Solving (STOPs)

Wastewater Operations Problem Solving (WWOPs)

Drinking Water Coordination Team

+ City Project Planning GIS Data Layer



Storm & Surface Water: Key Priorities 2021

- Ellis Creek / East Bay Drive Fish Passage Design Grant
- (Complete) Neighborhood LID Design Project Existing Design Grant
- Expanded Street Sweeper Program Pending Grant/Loan
- Brawne Ave Water Quality Retrofit Design— Pending Grant/Loan
- Downtown Flood Mitigation/Sea Level Rise
- Condition Rating
- (Complete) Cooper Point/Black Lake Stormwater Conveyance Analysis



SSW Key Priorities: 2021-2026

- Aquatic Habitat Improvement Projects
 - 5 Possible Projects Grant funded
- Water Quality Retrofits
 - 5 Possible Projects Grant funded
- Conveyance Spot Repairs
- Flooding Projects
 - Ascension & 4th Ave Pond + 6 more *Grant* funded
- Design Schneider Creek Fish Passage



Key Priorities



New to CFP in 2021

- Phase II Cityworks Software Implementation
- Percival Creek Sewer Re-routing Design *Grant/Loan*

Key Priorities – 2021

- (Complete) Stratford Lane Septic Tank Effluent Pumping (STEP) Construction
- Lift Station Upgrades Construction Old Port 1 and Miller & Central
- Construction Sewer Extensions Van Epps and 6th Avenue – Subject to Latecomer Reimbursements
- Sewer Extension Project Selection & Design –
 Subject to Latecomer Reimbursements
- "Asset Management" Annual Projects
 - Cured-in-Place Pipe (CIPP) Projects
 - Pipe Spot Repairs, Maintenance Hole Repairs

Key Priorities 2022 - 2026

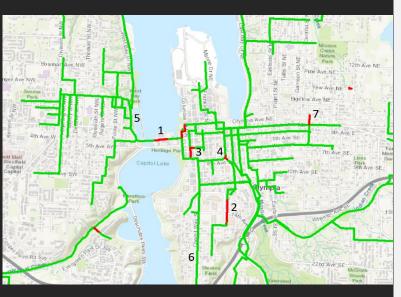


Figure 10.1 Areas with risk of flooding under peak hour conditions for a 10-year storm

New Pipe Capacity Upgrades

- 4th Ave Sewer Design 2022
- 4th Ave Sewer Construction 2023
- Jefferson St Phase I Design 2025
- Jefferson St Phase I Construction 2026

Lift Station Upgrades

- Miller & Ann Design 2022
- Miller & Ann Construction 2023
- Rossmoor Design 2023
- Rossmoor Construction 2024
- Old Port II Design 2025
- Old Port II Lift Construction 2026





New to CFP in 2021

 Percival Utility Bridge – Water Repair – Grant/Loan

Key Priorities – 2021

- (Complete) Elliot and Fir Street Reservoir Seismic Repairs - Loan
- Boulevard Road Reservoir Seismic Repairs
- (Complete) Water System Plan
- (Complete) Franklin St Main Replacement
- Design Elliott Ave Main Replacement
- "Asset Management" Annual Projects
 - Asset Management Program; Distribution Main Assessment; Aging Water Mains

Key Priorities 2022 - 2026

Main Replacements

- Fones Road Water Main Replacement Construction
- Aging Water Main Replacement

Main Extensions

- Eastside St & Henderson Blvd
- South Bay Road Subject to Latecomers Reimbursement

Reservoir Rehabilitations and Construction

- Hoffman Court Reservoir Loan
- Eastside Reservoir Loan

WATER SYSTEM PLAN				20	20				2021						20	22						
Planning Timeline	MAY	JUN	JUL	AUG	SEP	ОСТ	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FE
Writing team created - kickoff meeting held	*																					
Project website launched 09/01					*																	
Land Use Committee 09/17					*																	П
5 Things article					₩	\Rightarrow																Г
Discussion with UAC on significant issues							*															
Risk and Resiliancy Assessment completed								*														
Discussion with UAC on Goals, Objectives and Strategies												î	Ų									Г
UAC Draft Plan briefing and recommendation															î	Î						
Public and agency review															î	Ų						
Draft plan submitted to DOH																î	Ų					П
SEPA checklist completed																	*					Г
Comments from DOH																			₩	Ų		
Council briefing																			1	J		
Required public hearing/conservation goal setting																				î	\Rightarrow	
DOH approval																					*	
E-newsletter sent (as appropriate)																						

2021: City Utilities



Common Factors

Waste Resources

Drinking Water

Wastewater

Stormwater

• Rate revisions

Operating Budgets: Common Factors

0.5% growth in accounts

1.0% COLA based on union contracts

Benefits based on actual historical values

Cash-funding vehicles

Adjustments in interfund transfers

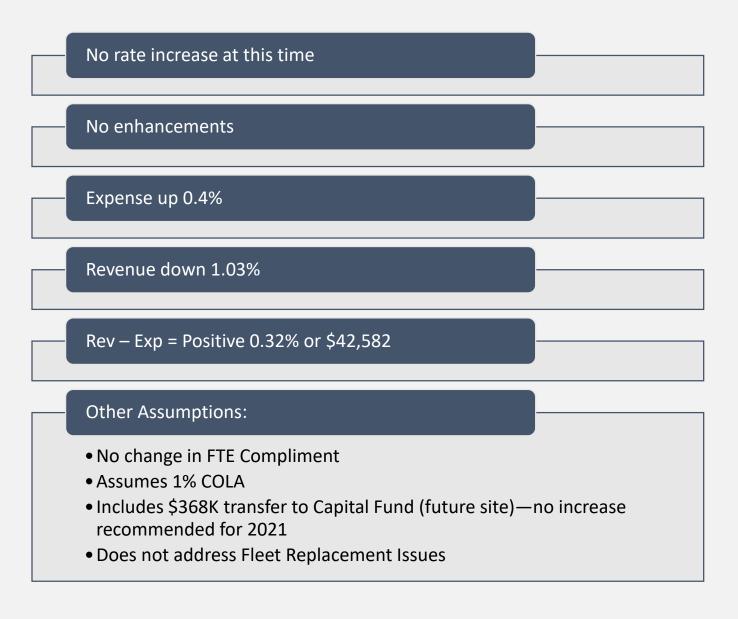
Much easier budgeting process

Proposed financial coordinator in 2021

Public Works Waste Resources – Org Chart



Waste Resources: Budget Overview



Waste Resources – Key Budget Drivers

Residential Program
Revenue has not
recovered from
Recycling Markets

Aging Cart Inventory resulting in increased cart failures

COVID 19 – disrupting revenue streams

Rising Fleet Costs – Capital Outlay Issue

Drop Box – project decrease in hauls

Commercial – customers decrease levels of service

Waste Resources Program Revenues

Revenue	2018 Actual	2019 Actual	2020 Original Budget	2020 Actual YTD	2021 Budget	Varian	ce
Drop Box (Regular) 8604	\$2,417,520	\$2,664,372	\$2,783,697	\$1,420,278	\$ 2,579,992	(\$203,705)	-7.90%
Drop Box (Rentals) 8604	\$111,723	\$ 117,897	\$104,356	\$75,139	\$119,938	\$15,582	12.99%
Residential MSW 8605	\$4,041,983	\$4,296,007	\$4,468,408	\$2,631,852	\$4,490,743	\$22,335	0.50%
RES Sales of Scrap 8605	\$218,766	\$62,550	\$80,000	\$29,928	\$ 58,818	(\$21,182)	-36.01%
Commercial 8606	\$4,467,330	\$4,615,015	\$4,979,300	\$2,745,605	\$5,004,287	\$24,987	0.50%
Organics Collection 8607	\$1,150,538	\$\$1,167,775	\$1,178,114	\$\$711,611	\$1,201,676	\$23,562	1.96%
Total	12,407,860	12,923,616	\$13,593,875	\$7,614,413	\$13,455,454	(\$138,421)	-1.03%

Waste Resources Program Expenditures

Expense	2018 Actual	2019 Actual	2020 Original Budget	2020 Actual YTD	2021 Budget	Variance	
Drop Box 8604	\$2,489,228	\$2,579,765	\$2,801,520	\$1,332,081	\$2,603,556	(\$197,964)	-7.60%
Residential 8605	\$4,323,857	\$4,672,377	\$4,961,435	\$2,563,621	\$5,117,207	\$155,772	3.04%
Commercial 8606	\$4,025,396	\$4,295,009	\$4,290,154	\$2,257,765	\$4,457,248	\$167,094	3.75%
Organics	\$1,023,458	\$1,159,769	\$1,303,374	\$647,763	\$1,234,861	(\$68,513)	-5.55%
Total	\$11,861,939	\$12,706,920	\$13,356,483	\$6,801,230	\$13,412,872	\$56,389	0.42%

Revenue - Expense by Program

	2020 Budget	2021 Budget	Difference	%	2021 Revenue	Net Position	%
Expenditure Request	\$13,356,483	\$13,412,872	\$56,389	0.4%	\$13,455,454	\$42,582	0.32%
Drop Box 8604	\$2,801,520	\$2,603,556	-\$197,964	-7.1%	\$2,699,930	\$96,374	3.57%
Residential 8605	\$4,961,435	\$5,117,207	\$155,772	3.1%	\$4,549,561	(\$567,646)	-12.48%
Commercial 8606	\$4,290,154	\$4,457,248	\$167,094	3.9%	\$5,004,287	\$547,039	10.93%
Organics	\$1,303,374	\$1,234,861	-\$68,513	-5.3%	\$1,201,676	(\$33,185)	-2.76%



Public Works Water Resources

Org Chart



Eric Christensen
Water Resources Director

Stormwater/Wastewater Operations

Water Quality and Cross Connection Control

Drinking Water Operations

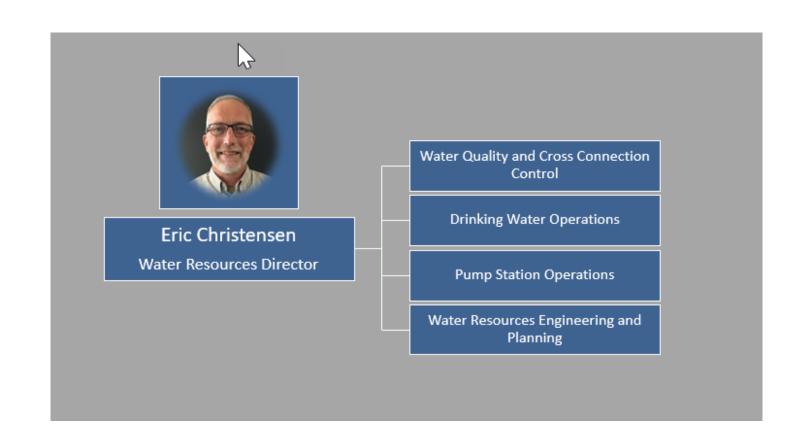
Pump Station Operations

Water Resources Engineering and Planning

Environmental Services

Vegetation Management

Public Works
Drinking
Water:
Org Chart



Drinking Water: Key Budget Drivers

- 0.5% account growth: \$79K revenue increase
- Salary and Benefits: \$44.5K increase
- Interfund Payments: \$71.1K increase
- Professional Services: \$15K increase
- Refinancing Bonds: \$68K savings
- Municipal and excise tax adjustments: \$404K reduction
- Woodland Creek Groundwater Recharge Facility: \$15K increase
- CIP Fund \$249K increase: includes meter tech enhancement



Drinking Water Program Expenditures

Expense	2018 Actual	2109 Actual	2020 Original Budget	2020 Actual YTD	2021 Budget	Varia	ıce
10 Salaries and Wages	2,354,491	2,433,387	2,526,799	1,384,840	2,647,652	120,852.50	4.56%
20 Personnel Benefits	991,912	962,905	1,179,315	591,550	1,169,024	(10,291.00)	-0.88%
30 Supplies	799,269	560,671	918,892	253,378	903,380	(15,512)	-1.72%
40 Other Services and Charges	906,057	961,437	1,193,487	365,244	1,223,248	29,761	2.43%
50 Intergovernmental Services and Payment	4,510,390	8,013,280	5,248,014	2,813,249	4,773,167	(474,847)	-9.95%
60 Capital Outlays	36,218	34,013	0	0	0	0	0.00%
70 Debt Service: Principal	1,334,941	1,279,331	1,501,485	0	1,454,332	(47,153)	-3.24%
80 Debt Service: Interest and Related Costs	367,618	328,696	336,722	0	318,622	(18,100)	-5.68%
90 Interfund Payments for Services	2,079,624	2,215,652	2,352,387	1,513,596	2,671,773	319,386	11.95%
99 Non-Expenses	2,057,263	2,087,846	0	-1,393	0	0	0.00%
Total	15,437,783	18,877,218	15,257,101	6,920,464	15,161,198	(95,904)	-0.63%

Drinking Water Program Revenues

Revenue	2018 Actual	2109 Actual	2020 Original Budget	2020 Actual YTD	2021 Budget	Varia	ance
Charges for Service	13,757,020	13,186,246	15,439,450	5,737,229	15,439,450	0	0.00%
Misc Revenue	395,018	529,578	290,470	227,790	290,470	0	0.00%
Other Resources	515,715	4,524,673	0	0	0	0	0.00%
Proprietary/Trust Fund	121,300	353,150	0	0	0	0	0.00%
Total	14,789,053	18,593,647	15,729,920	5,965,019	15,729,920	0	0.00%

Note: Original 2021 budget did not factor in 0.5% account growth



Trends, Challenges & Opportunities

CIP funding: Current \$1,155M – Recommended \$1.4M

Debt financing – 22% of budget

In-house Public Works Construction

Aging infrastructure

- 50 miles of AC pipe beyond life
- Reservoir coatings and seismic upgrades

Risk and Resilience Assessment – implications?

Enhancement Requests

- Move CIP-funded meter tech to Operating Budget
- Vehicle \$11K annually

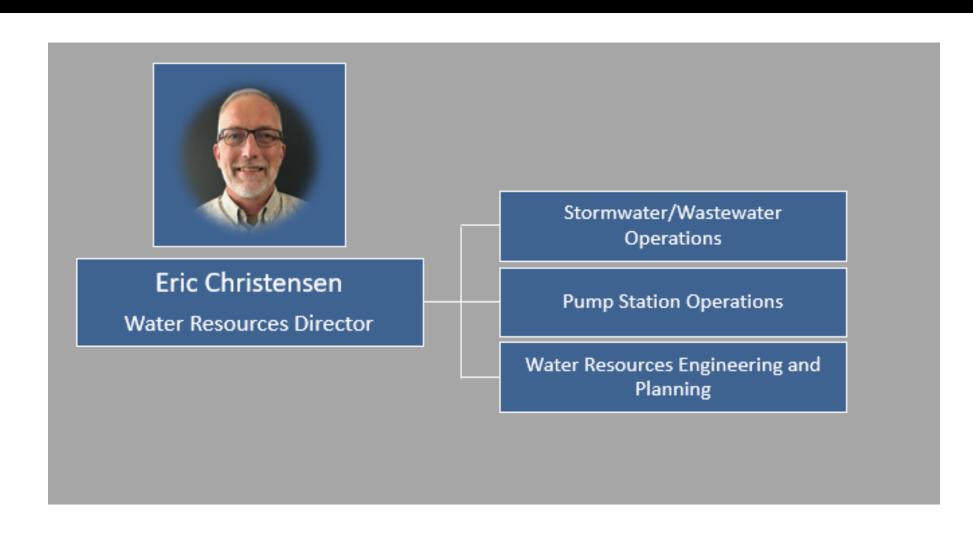




Staff Recommendation

- Hold current rates
- Increase CIP funding by \$249K
- Meter tech position enhancement: revenue neutral
- Vehicle enhancement: \$11K increase

Public Works Wastewater – Org Chart



Wastewater: Key Budget Drivers

- 0.5% account growth: \$37.4K revenue increase
- Salary and Benefits: \$121K increase (2020 realized)
- Interfund Payments: \$46.7K increase
- Bond refinancing: \$59K savings
- Professional Services: \$10K increase
- Root clearing and STEP pumping contracts: \$22K increase
- Municipal and excise taxes: \$72K reduction



Wastewater Program Expenditures City Only

Expense	2018 Actual	2109 Actual	2020 Original Budget	2020 Actual YTD	2021 Budget	Varia	ince
10 Salaries and Wages	1,063,986	1,064,497	1,180,929	627,151	1,302,691	121,762	9.35%
20 Personnel Benefits	368,257	332,627	526,416	238,977	487,640	-38,776	-7.95%
30 Supplies	301,381	179,522	350,046	86,567	350,046	0	0.00%
40 Other Services and Charges	331,032	346,257	448,707	169,015	480,717	32,010	6.66%
50 Intergovernmental Services and Payment	3,373,260	5,053,584	3,781,933	1,990,451	3,710,203	-71,730	-1.93%
60 Capital Outlays	15,169	10,336	0	14,785	0	0	0.00%
70 Debt Service: Principal	96,469	96,611	96,759	94,334	96,910	151	0.16%
80 Debt Service: Interest and Related Costs	7,373	7,478	6,357	5,266	5,746	(611)	-10.63%
90 Interfund Payments for Services	1,070,358	1,103,330	1,215,151	732,363	1,202,862	(12,289)	-1.02%
99 Non-Expenses	1,659,770	1,684,563	0	231	0	0	0.00%
Total	8,287,055	9,878,805	7,606,298	3,959,140	7,636,815	30,517	0.40%

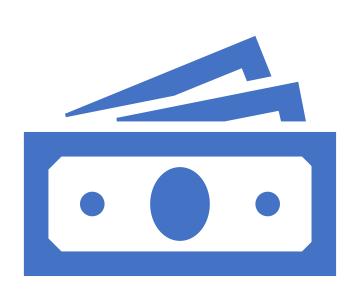
Wastewater Program Revenues City Only

Revenue	2018 Actual	2109 Actual	2020 Original Budget	2020 Actual YTD	2021 Budget	Varia	ınce
Charges for Service	7,125,274	7,091,959	7,453,899	4,910,627	7,609,483	155,584	2.04%
Misc Revenue	91,986	207,416	28,500	38,200	28,500	0.00	0.00%
Other Resources	23,915	0	0	0	0	0.00	0.00%
Proprietary/Trust Fund	291,646	466,368	0	555	0	0.00	0.00%
Total	7,532,821	7,765,743	7,482,399	4,949,382	7,637,983	155,584	2.04%

Note: This does not account for a 0.5%: \$37.4K account growth



Trends, Challenges & Opportunities



- CIP funding Current \$741K –
 Recommended \$2.5M
- Municipal and excise taxes are 32% of budget
- In-house Public Works Construction
- Aging infrastructure capacity challenges
- New work order software
- Strong GFC revenue

Enhancement Requests

None

Staff Recommendation



Hold current rates – cash-fund revenue deficit



If possible, create separate fund for LOTT



Anticipate CIP funding increases in future year



No enhancements

Public Works Stormwater – Org Chart



Storm and Surface Water: Key Budget Drivers

• 0.5% account growth: \$29K

Past Decisions:

- Habitat Salary and Benefits: \$213K reduction in CIP funding not realized
- Dropped roadway fees \$244K revenue reduction
- Transportation CIP funding \$150K reduction in CIP funding not realized



Storm and Surface Water: Key Budget Drivers

- Transfer of sweeper from Transportation +\$87K net increase
- Salaries and Benefits increase
 - Sweeper Operator, 2 Maintenance Workers, 1% COLA and step increases +\$218.7K
- Vehicle Cost Increases:
 - Street Sweeper \$107K
 - New Vegetation Crew vehicles \$14K
 - Fleet changes \$19K
- Interfund Payments: \$40K increase
- Municipal and excise taxes: \$98K reduction
- CIP Funding: \$312.7K reduction
- Treatment system maintenance: \$22K increase
- Professional Services: \$10K increase



Storm & Surface Water Program Expenditure

Expense	2018 Actual	2109 Actual	2020 Original Budget	2020 Actual YTD	2021 Budget	Variance	
10 Salaries and Wages	1,424,649	1,678,500	1,797,903	760,091	1,952,212	154,309	7.90%
20 Personnel Benefits	477,587	636,203	691,114	269,354	755,494	64,380	8.52%
30 Supplies	152,231	127,870	156,900	64,005	159,150	2,250	1.41%
40 Other Services and Charges	284,209	411,908	372,680	112,003	438,283	65,603	14.97%
50 Intergovernmental Services and Payment	1,656,101	2,642,955	1,989,929	1,050,765	1,459,549	(530,380)	-36.34%
60 Capital Outlays	12,764	0	0	4,928	0	0	0.00%
90 Interfund Payments for Services	1,182,590	1,266,196	1,340,705	801,585	1,441,041	100,336	6.96%
99 Non-Expenses	780,662	787,995	0	-584	0	0	0.00%
Total	5,970,793	7,551,627	6,349,231	3,062,147	6,205,729	(143,502)	-2.31%

Storm & Surface Water Program Revenues

Revenue	2018 Actual	2109 Actual	2020 Original Budget	2020 Actual YTD	2021 Budget	Variance	
Charges for Service	5,361,131	5,812,085	5,698,256	3,384,174	6,143,634	445,378	7.25%
Intergovernmental Revenues	17,166	23,109	0	48,233	0	0	0.00%
Misc Revenue	35,531	79,547	12,500	16,727	12,500	0	0.00%
Other Resources	54,315	10,949	0	0	49,595	49,595	100.00%
Proprietary/Trust Fund	25,450	155,650	0	0	0	0	0.00%
Total	5,493,593	6,081,340	5,710,756	3,449,134	6,205,729	494,973	7.98%

Note: This does not account for a 0.5%: \$29K account growth Vegetation Management enhancement is factored in

Trends, Challenges & Opportunities

- CIP funding Current \$652K –
 Recommended \$1.7M
- Increasing requirements of NPDES Permit
- In-house Public Works Construction
- Aging infrastructure
- Cooper Point and Black Lake Conveyance
- Fish passage regulations
- New work order software

Enhancement Requests

Vegetation/Habitat Management work section

Recommendations

- 7.5% rate increase
 - Adjust CIP funding at \$500K (\$313K reduction)
- Approve Vegetation Management enhancement
- Cash-fund vehicle purchase costs+ \$128K



Residential Rates

	2018 Rate	2018 % Increase	2019 Rate	2019 % Increase	2020 Rates	2020 % Increase	Proposed 2021 Rates	2021 % Increase
Drinking Water	\$56.75	4.4%	\$56.75	0.0%	\$60.32	6.30%	\$60.32	0.00%
Wastewater - Min.	\$26.58	0.0%	\$26.58	0.0%	\$26.64	0.21%	\$26.64	0.00%
Wastewater - Max.	\$42.94	0.0%	\$42.94	0.0%	\$43.03	0.21%	\$43.03	0.00%
Waste ReSources	\$49.10	6.0%	\$51.80	5.5%	\$53.52	3.33%	\$53.52	0.00%
Storm and Surface Water	\$26.74	0.0%	\$28.10	5.1%	\$29.09	3.54%	\$31.28	7.50%
LOTT	\$77.28	2.0%	\$79.60	3.0%	\$82.00	3.00%	\$84.46	3.00%
TOTAL (Min.):	\$236.45	2.9%	\$242.83	2.7%	\$251.58	3.60%	\$256.22	1.85%
TOTAL (Max.):	\$252.81	2.7%	\$259.19	2.5%	\$267.97	3.39%	\$272.61	1.73%
Total Increase (Min.)	\$6.69	2.9%	\$6.38	2.7%	\$8.75	3.60%	\$4.64	1.85%
Total Increase (Max.)	\$6.69	2.7%	\$6.38	2.5%	\$8.78	3.39%	\$4.64	1.73%

FCS Consultant: 2020 Stormwater Rate Analysis

Single-Family Residential and Duplex Parcels	Existing	Proposed by FCS GROUP
Number of Impervious Square Feet per ERU	2,528 SF	2,882 SF
Applicable Monthly Rate per Parcel	\$13.10	\$0.00
Applicable Monthly Rate per Parcel	\$14.55	\$19.19
Applicable Monthly Rate per Parcel	\$29.10	\$38.37
Commercial, Multi-Family, Industrial, and Governmental Parcels	Existing	Proposed by FCS GROUP
Monthly Administrative Fee per Parcel	\$14.24	\$14.47
Monthly Impervious Area Charge per ERU - Category I	\$5.35	\$4.72
Monthly Impervious Area Charge per ERU - Category II	\$11.18	\$7.55
Monthly Impervious Area Charge per ERU - Category III	\$14.11	\$9.44
Shoreline Rate Adjustment (% of Impervious Area Charge)		0.0%

Residential Rates w/ New Structure

	2018 % 2019 %				2020 % Proposed			
	2018 Rate	Increase	2019 Rate	Increase	2020 Rates	Increase	2021 Rates	Increase
Drinking Water	\$56.75	4.4%	\$56.75	0.0%	\$60.32	6.30%	\$60.32	0.00%
Wastewater - Min.	\$26.58	0.0%	\$26.58	0.0%	\$26.64	0.21%	\$26.64	0.00%
Wastewater - Max.	\$42.94	0.0%	\$42.94	0.0%	\$43.03	0.21%	\$43.03	0.00%
Waste ReSources	\$49.10	6.0%	\$51.80	5.5%	\$53.52	3.33%	\$53.52	0.00%
Storm and Surface								
Water	\$26.74	0.0%	\$28.10	5.1%	\$29.09	3.54%	\$38.37	31.89%
LOTT	\$77.28	2.0%	\$79.60	3.0%	\$82.00	3.00%	\$84.46	3.00%
TOTAL (Min.):	\$236.45	2.9%	\$242.83	2.7%	\$251.58	3.60%	\$263.31	4.67%
TOTAL (Max.):	\$252.81	2.7%	\$259.19	2.5%	\$267.97	3.39%	\$279.71	4.38%
Total Increase (Min.)	\$6.69	2.9%	\$6.38	2.7%	\$8.75	3.60%	\$11.74	4.67%
Total Increase (Max.)	\$6.69	2.7%	\$6.38	2.5%	\$8.78	3.39%	\$11.74	4.38%

General Facilities Charges

	2017	2018	2019	2020	Proposed 2021	\$ Increase	% Increase
Drinking Water	\$3,918	\$4,180	\$4,433	Same as 2019	Same as 2020	\$0	0%
Wastewater	\$3,442	\$3,442	\$3,442	\$3,679.80	Same as 2020	\$0	0%
Storm and Surface Water	\$1,190 plus \$4.50 trip charge	\$1,190 plus \$4.50 trip charge	\$1,190 plus \$4.50 trip charge	Same as 2019	Same as 2020	\$0	0%
LOTT CDC	\$5,354	\$5,579	\$6,049	\$6,231	\$6,417.61	\$185	3.0%
TOTAL:	\$13,904	\$14,391	\$15,230	\$15,650	\$15,835	\$185	1.2%





Questions & Discussion

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- Gary Franks, Public Works Waste ReSources Director, 360.753.8780, <u>gfranks@ci.olympia.wa.us</u>