

Agenda

SPECIAL MEETING

ENVIRONMENTAL SERVICES COMMISSION

450 - 110th Avenue NE (City Hall)
Conference Room 1E-112
Thursday, May 29, 2014
6:30PM Regular Meeting

	<u>Ppt.</u>	<u>Time</u>	<u>Page</u> <u>No.</u>	<u>Action</u>
1. Call to Order – Brad Helland, Chair				
2. Oral Communications Note: Three-minute limit per person, maximum of three persons for each side of topic. Additional comments may be heard at Agenda Item 9.				
3. Approval of Agenda *			1	X
4. Approval of Minutes • From May 15 th moved to Moved to June 19 th meeting agenda				
5. Reports & Summaries • ESC Calendar/Council Calendar *			2 – 5	
6. New Business • Utilities Budget Proposals <i>Lucy Liu, Assistant Director-Resource Mgmt. & Customer Svc.</i> <i>Martin Chaw, Fiscal Manager-Resource Mgmt. & Customer Svc.</i>			6 - 51	
7. Commissions Report				
8. Director's Office Report				
9. Continued Oral Communications				
10. Adjournment				

* Materials included in packet

Materials separate from packet

Wheelchair accessible. American Sign Language (ASL) interpretation available upon request by calling (425) 452-6466 (v) at least 48 hours in advance. Assistance for the hearing-impaired: Dial 711.

2014

Tentative Council Calendar

May 14						
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June 14						
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September 14						
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June

- 2** Consent: Motion to Award
Construction of 147th Lane
Sewer (Paul/Regan)
Consent: Res Auth Execution
of PSA to Natural Systems
for Newport Creek Fish
Passage Final Design (Paul/
Regan)

July

- 7** Motion to Award Construction
of 147th Ln NE at NE 9th
St. Sanitary Sewer Replace-
ment (Paul/Regan)
Motion to Award Construction
of Overlay & Pavement
Restoration 2014 project
(Paul/Regan)

21

- Motion to Award Construction
of Alcove Culvert Relining
(Paul/Regan)
Motion to Award Construction
of Horizon View #3 Water
Pump Station Rehabilita-
tion (Paul/Regan)

August

- 4** Motion to Award Construction
of Clyde Hill Res Recoat -
Paul/Regan

November 14						
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Key:

Agenda item description – **Consent:** Waste Reduction & Recycling Grant

Assistant Director's Name or designated staff that will

be available to attend Mayor's meeting

Staff Name – material content expert

2014 Pending Council

Bellevue/Redmond Consolidation of Sewer Agreements

Prof Svcs Agrmt Wagner Architects for Eastgate Yard Maintenance (Regan)

Katie/2014 Calendars/Pending Council Calendar

Updated 3/12/14

2014

Tentative Environmental Services Commission Calendar

May 14						
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June

- 19** Asset Mgmt. Annual Update (Bill Heubach)
 Utilities Budget Proposal Recommendation (Lucy Liu/Martin Chaw)
 Wastewater Claims (Joe Harbour/Tony Marcum)
 Water System Plan: Introduce Project & Review system analysis criteria & methods (Doug Lane)

December

- 18** Water System Plan: Deliver Draft Plan (Doug Lane)

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July

- 17** CIP Tour focused on proposed investments (Scott Taylor/Regan Sidie/Pam Maloney)
 Preliminary Financial Forecast (Lucy Liu/Martin Chaw)
 Water System Plan: Policy Review Started (Doug Lane)

December 14						
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August

- 21** Recess

January 15						
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September

- 18** Comprehensive Plan Update Status Briefing (Pam Maloney)
 Solid Waste Contract Performance Audit & Customer Survey Results (Susan Fife-Ferris)
 Water Rate Design (Lucy Liu/Martin Chaw)
 Water System Plan: Policy Review Continued (Doug Lane)

August 14						
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September 14						
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October

- 16** Review Proposed Utilities Budget (Lucy Liu/Martin Chaw)
 Water System Plan: Results of system analysis (Doug Lane)

March 15						
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October 14						
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November

- 20** Public Hearing on proposed Utilities Budget (Lucy Liu)
 Water System Plan: Plan Findings & Recommendations (Doug Lane)

April 15						
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2014 Pending – ESC:

Status Reports on the following issue will be made when there are significant development:

- Shoreline Mgmt. Plan (Paul)
- Stormwater 101 (Paul)

Katie/2014 Calendars/Pending ESC Calendar

Updated 5/6/14



MEMORANDUM

- Action
 Discussion
 Information

Date: May 22, 2014

To: Environmental Services Commission

From: Nav Ota, Utilities Director

Lucy Liu, Assistant Utilities Director – Resource Management and Customer Service
Martin Chaw, Fiscal Manager – Resource Management and Customer Service

Re: 2015-2016 Utilities Biennial Budget Proposals

Action Required

No action by the Commission is required at this time. This is an informational briefing.

Background

As you recall, on May 15, staff reviewed with the Commission Waterworks Utility Financial Policies and Utilities 2015-2021 CIP budget proposals and three (3) associated 2015-2016 operating budget proposals.

On May 29, staff will review with the Commission the remaining operating budget proposals for the 2015-2016 biennium.

Materials will be provided under separate cover prior to the meeting for your review in preparation for these discussion items.

Next Steps

On June 19, staff will seek the Commission's final comments on and recommendation of the 2015-2016 Utilities capital and operating budget proposals to the City's Budget Results Teams.

**Utilities Department
2015-2016 Operating Budget Proposals (\$1,000s)**

Category / Proposal # and Title	Service Level Change +: add; -:cut	Proposed 2015-16	2016 FTEs/LTEs	Page
CIP RELATED OPERATING PROPOSALS				
Capital Related Operating Budget Proposals				
140.01NA Capital Project Delivery	+	\$7,507	27.21	5
140.39DA Operating Transfer to CIP		50,001	-	6
140.48DA Operating Transfer to R&R		12,951	-	7
		70,458	27.21	
Subtotal - Capital Related		\$70,458	27.21	
FINANCIAL OBLIGATIONS				
1. Wholesale and RCFC Payments				
140.37NA Cascade Regional Capital Facility Charges		4,000	-	9
140.61NA Utilities Water Supply Purchase and Sewage Disposal		103,754	0.50	10
		107,754	0.50	
2. Taxes and Franchise Fees				
140.34NA Utility Taxes and Franchise Fees		23,945	-	11
		23,945	-	
3. Payments to General Fund (Interfunds)				
		TBD	TBD	
4. Operating Reserves				
		TBD	TBD	
Subtotal - Financial Obligations		\$131,699	0.50	
LOCAL OPERATIONS				
5. New Requests				
140.62NA Utility Mobile Workforce (New Service Level Request)	+	992	1.00	13
		992	1.00	

Utilities Department 2015-2016 Operating Budget Proposals (\$1,000s)

Category / Proposal # and Title	Service Level Change +: add; -:cut	Proposed 2015-16	2016 FTEs/LTEs	Page
5. Customer Service / Outreach				
140.29NA Utilities Rate Relief Program		1,417	0.70	14
140.30NA Solid Waste, Waste Prevention, and Recycling		1,955	2.82	15
140.31DA Storm and Surface Water Pollution Prevention		1,081	2.63	16
140.32NA Water Systems and Conservation		316	0.60	17
140.33PA Utilities Customer Service and Billing		2,376	8.11	18
140.45DA Utility Water Meter Reading		1,117	5.80	19
		8,261	20.66	
6. Engineering - Development Services				
110.01NA Development Services Information Delivery		815	3.45	20
110.02NA Policy Implementation, Code Amendments, & Consulting Service		414	1.58	21
110.03NA Development Services Review Services		1,076	4.60	22
110.04NA Development Services Inspection Services		1,178	5.27	23
		3,483	14.90	
7. Engineering - Utility System Planning				
140.11NA Utility Asset Management Program		1,191	4.00	24
140.63NA Utility Planning and Systems Analysis		2,286	6.09	25
		3,476	10.09	
8. Operations and Maintenance - Water				
140.13NA Water Mains and Service Lines Repair Program		3,050	10.45	26
140.14NA Water Distribution System Preventive Maintenance Program		1,654	6.85	27
140.15NA Water Pump Station, Reservoir and PRV Maintenance Program		2,216	4.30	28
140.16NA Water Meter Repair and Replacement Program		1,067	2.25	29
140.17NA Water Service Installation and Upgrade Program		458	1.00	30
		8,445	24.85	
9. Operations and Maintenance - Sewer				
140.18NA Sewer Mains, Laterals and Manhole Repair Program		2,116	7.50	31
140.19NA Sewer Condition Assessment Program		1,434	5.45	32
140.20NA Sewer Mainline Preventive Maintenance Program		1,852	7.10	33
140.21NA Sewer Pump Station Maintenance, Operations, and Repair Program		1,776	5.55	34
		7,178	25.60	

Utilities Department 2015-2016 Operating Budget Proposals (\$1,000s)

Category / Proposal # and Title	Service Level Change +: add; -: cut	Proposed 2015-16	2016 FTEs/LTEs	Page
10. Operations and Maintenance - Surface Water				
140.22NA Storm and Surface Water Repair and Installation Program		1,705	4.65	35
140.23NA Storm and Surface Water Infrastructure Condition Assessment		505	1.20	36
140.24NA Storm & Surface Water Preventive Maintenance Program		3,441	10.70	37
		5,651	16.55	
11. Regulatory				
140.26PA Water Quality Regulatory Compliance and Monitoring Programs		1,016	2.80	38
140.27DA Private Utility Systems Maintenance Programs		1,162	4.75	39
140.44NA Utility Locates Program		795	3.65	40
140.64NA Citywide NPDES Management		677	1.00	41
		3,650	12.20	
12. Support Systems / Assets				
140.25NA Utilities Telemetry and Security Systems		1,161	3.80	42
140.47DA Asset Replacement		1,598		43
140.49DA Fiscal Management		1,597	6.00	44
140.60NA Utilities Computer and Systems Support		1,960	4.20	45
		6,315	14.00	
13. Department Management				
140.42NA Utilities Department Management and Support		1,452	4.00	46
		1,452	4.00	
Subtotal - Local Operations		\$48,904	143.85	
Grand Total*		\$251,061	171.56	

* Excludes Interfunds and Operating Reserves.
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May 29, 2014

CAPITAL RELATED OPERATING BUDGET PROPOSALS

Note: The proposals in this section was presented to the Environmental Services Commission on May 15, 2014.

2015-2016 Utility Operating Budget Proposals

Proposal Title	Capital Project Delivery
Proposal Number	140.01INA
Proposal Budget (2015-2016)	\$7,506,792 26.21 FTEs/1.00 LTEs (2016)
Outcome	Healthy and Sustainable Environment

Executive Summary

Capital Project Delivery develops and implements cost-effective capital investment projects necessary to accomplish the City's \$211 million 2015-2021 Utility Capital Investment Program (CIP), averaging \$30 million per year. These projects are necessary to continue to provide utility services to Bellevue's citizens including providing drinking water, removing wastewater, managing surface water runoff, and eliminating impacts on the health of Bellevue's streams, lakes, wetlands, plants, and wildlife. This proposal includes staff and resources needed to develop, manage, design, and construct projects that accomplish the proposed 2015-2021 CIP.

Description of change over previous biennium

This proposal includes an increase of \$2.0 million and 4.0 FTEs and 1.0 LTE to support the delivery of the proposed level of CIP projects, including assessing the condition of existing stormwater/wastewater pipelines and project inspection/administration. New staffing include 2.0 FTE Sr. Engineers, 2.0 FTE Sr. Construction Inspectors, and 1.0 LTE Sr. Engineering Technician. These increases are needed to enable delivery of the proposed level of CIP projects. Without these increases, the proposed scope and type of projects will need to be scaled back accordingly.

Proposal Financial Summary	Adopted 2013-2014 Budget			Proposed 2015-2016 Budget		Biennium Change		
	2013	2014	Total 2013-2014	2015	2016	Total 2015-2016	Dollar Change	Percent Change
Expenditures	\$2,647	\$2,856	\$5,503	\$3,619	\$3,888	\$7,507	\$2,003	36.4%
FTEs								
FTEs	21.21	22.21	n/a	25.21	26.21	n/a	n/a	n/a
LTEs	0.00	0.00	n/a	1.00	1.00	n/a	n/a	n/a

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May 29, 2014; 2013/2014 budget information adjusted for internal housekeeping changes to reflect the true cost of service delivery.

2015-2016 Utility Operating Budget Proposals

Proposal Title Operating Transfer to CIP
Proposal Number 140.39DA
Proposal Budget (2015-2016) \$50,000,608 0 FTEs/LTEs
Outcome Healthy and Sustainable Environment

The objective of financial planning for long-term capital investment is grounded on the principles of smooth rate transitions, maintaining high credit ratings, providing for financial flexibility and achieving inter-generational equity (City Comprehensive Financial Management Policies 10.1.II.A). Consistent with this policy, the vast majority of funding for Utilities' capital projects are provided by monthly transfer of rate revenues to the Utility Capital Investment Project. The amount of funding is determined by projecting the capital program's long-term cash flow requirements in a manner that result in smooth annual rate transitions while addressing short- and long-term rate impacts. This proposal establishes the annual transfers to the CIP in accordance with this policy.

Description of change over previous biennium

Rate revenues are the primary source of funding for: 1) the proposed CIP, and 2) long-term capital funding needs through the Utility Capital Facilities Renewal and Replacement (R&R) account. Both transfers work in tandem to provide a comprehensive source of funding for the City's current and long-term CIP needs. This proposal is consistent with City financial management policies. No changes to this historical approach to funding the CIP is anticipated as part of this proposal.

Proposal Financial Summary	Adopted 2013-2014 Budget			Proposed 2015-2016 Budget			Biennium Change	
	2013	2014	Total 2013-2014	2015	2016	Total 2015-2016	Dollar Change	Percent Change
Expenditures	\$20,596	\$27,888	\$48,483	\$25,558	\$24,443	\$50,001	\$1,517	3.1%
FTEs								
FTEs	0.00	0.00	n/a	0.00	0.00	n/a	n/a	n/a
LTEs	0.00	0.00	n/a	0.00	0.00	n/a	n/a	n/a

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 May 29, 2014

2015-2016 Utility Operating Budget Proposals

Proposal Title Operating Transfer to R&R
Proposal Number 140.48DA
Proposal Budget (2015-2016) \$12,950,692 0 FTEs/LTEs
Outcome Healthy and Sustainable Environment

Executive Summary

Established by the City Council in 1995, and memorialized in the City's Comprehensive Financial Management Policy 10.1.II.D, the Utility Capital Facilities Renewal and Replacement (R&R) account proactively sets aside funds each year to replace the City's utility infrastructure as it ages, thereby avoiding the need for large rate spikes and ensuring that each generation of ratepayers pays its fair share of the burden of replacing these systems. Bellevue Utilities has infrastructure with a replacement value of about \$3.5 billion. This proposal represents the annual transfer of rate revenue to fund future capital renewals and replacements consistent with this financial policy.

Description of change over previous biennium

Rate revenues are the primary source of funding for: 1) the proposed CIP, and 2) long-term capital funding needs through the Utility Capital Facilities Renewal and Replacement (R&R) account. Both transfers work in tandem to provide a comprehensive source of funding for the City's current and long-term CIP needs. This proposal is consistent with City financial management policies. No changes to this historical approach to funding the CIP is anticipated as part of this proposal.

Proposal Financial Summary	Adopted 2013-2014 Budget			Proposed 2015-2016 Budget			Biennium Change	
	2013	2014	Total 2013-2014	2015	2016	Total 2015-2016	Dollar Change	Percent Change
Expenditures	\$4,742	\$1,355	\$6,098	\$5,217	\$7,733	\$12,951	\$6,853	112.4%
FTEs								
FTEs	0.00	0.00	n/a	0.00	0.00	n/a	n/a	n/a
LTEs	0.00	0.00	n/a	0.00	0.00	n/a	n/a	n/a

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 May 29, 2014

FINANCIAL OBLIGATIONS

2015-2016 Utility Operating Budget Proposals

Proposal Title	Cascade Regional Capital Facility Charges
Proposal Number	140.37NA
Proposal Budget (2015-2016)	\$4,000,000 0 FTEs/LTEs
Outcome	Healthy and Sustainable Environment

Executive Summary

The City's wholesale water supplier, Cascade Water Alliance (CWA), establishes rates to cover the cost of providing water to its members. Bellevue is a member of the CWA. One component of these rates is a fee assessed on each new connection for the equitable recovery of growth-related costs pertaining to Cascade's water supply system. The City has a policy of ensuring that "growth pays for growth" (City Comprehensive Financial Management Policies 10.1.III.A). Under this policy it is the responsibility of the party seeking Utility service to make and pay for any extensions and/or upgrades to the Utility systems that are needed to provide service to their property; Bellevue Utilities passes these charges directly through to customers connecting to the water system.

Description of change over previous biennium

This activity is 100% supported by direct charges assessed to new connections and redevelopments/upgrades to water services. This proposal covers the remittance of the Regional Capital Facility Charge (RCFC) to Cascade. RCFCs are collected and paid as outlined by Bellevue City Code 24.02.065 and Interlocal Contract, Cascade Water Alliance, December 15, 2004.

Proposal Financial Summary (\$1,000s)

	Adopted 2013-2014 Budget			Proposed 2015-2016 Budget			Biennium Change	
	2013	2014	Total 2013-2014	2015	2016	Total 2015-2016	Dollar Change	Percent Change
Expenditures	\$1,012	\$1,038	\$2,050	\$2,000	\$2,000	\$4,000	\$1,950	95.1%
FTEs	0.00	0.00	n/a	0.00	0.00	n/a	n/a	n/a
LTEs	0.00	0.00	n/a	0.00	0.00	n/a	n/a	n/a

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May 29, 2014

2015-2016 Utility Operating Budget Proposals

Proposal Title	Utilities Water Supply Purchase and Sewage Disposal		
Proposal Number	140.61NA		
Proposal Budget (2015-2016)	\$103,754,026	0.5 FTEs/LTEs	
Outcome	Healthy and Sustainable Environment		

Executive Summary

This proposal continues the City's current purchase of wholesale water supply from the Cascade Water Alliance as described above and continues the City's purchase of wholesale sewage treatment and disposal services from King County Metro.

Water: The purchase of wholesale water supply from the Cascade Water Alliance allows Bellevue Utilities to provide water service to over 40,000 service connections in the Bellevue Utilities service area, which includes Clyde Hill, Medina, Yarrow Point, Hunts Point, and Issaquah (South Cove area). In 2013, about 5.8 billion gallons of water were used by customers of Bellevue Utilities.

Sewer: The City of Bellevue provides sewage collection and transmission services for customers within its service area but does not provide treatment. The purchase of wholesale sewage treatment and disposal services from King County Metro allows Bellevue Utilities to provide sewer service to over 38,000 service connections in the City of Bellevue and surrounding jurisdictions. In 2013, over 3.0 billion gallons of sewage was sent to King County for treatment and disposal by Bellevue Utilities on behalf of its customers. In 2013-2014, this proposal was included under two separate proposals, #140.35, Purchase of Water Supply and #140.36, Sewage Treatment and Disposal.

Description of change over previous biennium

Forecasted expenses in 2015 and 2016 are based upon contractual provisions with the CWA and approved Metro wastewater treatment rates as established by the King County Council.

Proposal Financial Summary (\$1,000s)	Adopted 2013-2014 Budget			Proposed 2015-2016 Budget			Biennium Change	
	2013	2014	Total 2013-2014	2015	2016	Total 2015-2016	Dollar Change	Percent Change
Expenditures	\$47,573	\$48,624	\$96,196	\$51,580	\$52,174	\$103,754	\$7,558	7.9%
FTEs								
FTEs	0.50	0.50	n/a	0.50	0.50	n/a	n/a	n/a
LTEs	0.00	0.00	n/a	0.00	0.00	n/a	n/a	n/a

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May 29, 2014

2015-2016 Utility Operating Budget Proposals

Proposal Title	Utility Taxes and Franchise Fees
Proposal Number	140.34NA
Proposal Budget (2015-2016)	\$23,944,637 0 FTEs/LTEs
Outcome	Healthy and Sustainable Environment

Executive Summary

Bellevue Utilities is required to pay State Utility and Business and Occupation (B&O) taxes (RCW 82.04.220 and 82.16.020), City of Bellevue Utility Taxes (BCC 4.10.025), and a franchise fee to neighboring communities that have a franchise agreement with the City to provide water and wastewater services in their jurisdiction. These payments are required by State and Local laws and binding agreements with neighboring jurisdictions. These taxes and fees are passed through directly to utility rate payers and included in their bi-monthly bills.

Description of change over previous biennium

The value of this request is a function of anticipated utility rate revenues. No changes to the City of Bellevue's or State's tax or franchise fee rates are anticipated.

Proposal Financial Summary (\$1,000s)	Adopted 2013-2014 Budget			Proposed 2015-2016 Budget			Biennium Change	
	2013	2014	Total 2013-2014	2015	2016	Total 2015-2016	Dollar Change	Percent Change
Expenditures	\$10,568	\$11,268	\$21,836	\$11,713	\$12,231	\$23,945	\$2,109	9.7%
FTEs								
FTEs	0.00	0.00	n/a	0.00	0.00	n/a	n/a	n/a
LTEs	0.00	0.00	n/a	0.00	0.00	n/a	n/a	n/a

K:\Secured\Bus_Admin - Finance\2015-2016 Budget\ESC\May 15 2014 - Round 1 proposals\4 2015-2016 Operating Summaries for ESC - published.xlsx\Index
May 29, 2014

SECTION 2:

LOCAL OPERATIONS

2015-2016 Utility Operating Budget Proposals

Proposal Title	Utility Mobile Workforce (New Service Level Request)		
Proposal Number	140.62NA		
Proposal Budget (2015-2016)	\$992,360	1 FTEs/LTEs	
Outcome	Healthy and Sustainable Environment		

Executive Summary

This proposal funds IT hardware and additional mobile software that front-ends our Maximo work management system to support deployment of mobile workforce solutions for field staff performing operations and maintenance activities. The overarching goal is to improve the operational efficiency and effectiveness of staff performing work in the field. Direct program benefits from a mobile workforce platform include: real-time data access and uploads in the following areas: utility maps; remote work order dispatching and documentation; field data entry to eliminate "double entry" of work order and asset documentation first from paper then into Maximo; ability to query historical information regarding past work, customer interactions and asset information. Having real-time access to this information leads to better customer service and response -- and we keep staff deployed in the field. Planned and reactive work activities are enhanced when staff has field access via a mobile workforce.

19

Description of change over previous biennium

This is a new service level request. Bellevue Utilities provides water, wastewater and stormwater service to a wide area of over 37 square miles. The Bellevue Service Center (BSC) is located on the north side of town. Field staff are in the field 75-90% of working hours. This proposal will leverage the use of technology by allowing staff to remotely view, query and document work orders and asset conditions as the work is dispatched and performed, thereby enabling staff to use time while in the field more efficiently and productively. Estimated savings include labor hour savings due to eliminating duplicate data entry (2,100 hours by 2016) and printing costs.

Proposal Financial Summary (\$1,000s)

Expenditures	Adopted 2013-2014 Budget			Proposed 2015-2016 Budget			Biennium Change	
	2013 \$0	2014 \$0	Total 2013-2014 \$0	2015 \$561	2016 \$431	Total 2015-2016 \$992	Dollar Change \$992	Percent Change n/a
FTEs								
FTEs	0.00	0.00	n/a	0.00	0.00	n/a	n/a	n/a
LTEs	0.00	0.00	n/a	1.00	1.00	n/a	n/a	n/a

K:\Secured\Bus_Admin - Finance\2015-2016 Budget\ESC\May 15 2014 - Round 1 proposals\4 2015-2016 Operating Summaries for ESC -- published.xlsx|Index
May 29, 2014

2015-2016 Utility Operating Budget Proposals

Proposal Title	Utilities Rate Relief Program		
Proposal Number	140.29NA		
Proposal Budget (2015-2016)	\$1,417,096	0.7 FTEs/LTEs	
Outcome	Healthy and Sustainable Environment		

Executive Summary

The Utilities Rate Relief Program is a support and safety net for Bellevue's low income senior and permanently disabled citizens. The program currently provides much-needed utilities rate relief to approximately 1,250 participants annually. These low income customers receive either a 40% or 75% discount off their Utilities costs. There are two groups of customers – those that pay utilities costs directly to the Utilities, known as "Direct Customers," who get the discount applied directly to their Utilities bill, and those who pay through rental payments to a third-party, known as "Indirect Customers," who receive a relief check representing their discount from the previous year. In 2015, this program will provide approximately \$831,500 in assistance to Direct and Indirect Customers combined.

Description of change over previous biennium

The Utilities Rate Relief Program is entirely supported by utility rates, and is designed to be a support and safety net for Bellevue's low income senior and permanently disabled citizens. To participate, customers must be over 62 years of age or permanently disabled, and meet income qualifications. These requirements are prescribed by BCC 24.10. The requested budget increase reflect the anticipated amount of rebates that will be made in 2015 and 2016.

Proposal Financial Summary (\$1,000s)

	Adopted 2013-2014 Budget		Proposed 2015-2016 Budget		Biennium Change	
	2013	2014	2015	2016	Dollar Change	Percent Change
Expenditures	\$616	\$693	\$686	\$731	\$107	8.2%
		Total		Total		
		2013-2014	2015-2016	2015-2016		
		\$1,310	\$1,417			
FTEs						
FTEs	0.70	0.70	0.70	0.70	n/a	n/a
LTEs	0.00	0.00	0.00	0.00	n/a	n/a

K:\Secured\Bus_Admin - Finance\2015-2016 Budget\ESC\May 15 2014 - Round 1 proposals\14 2015-2016 Operating Summaries for ESC - published.xlsx\index
May 29, 2014

2015-2016 Utility Operating Budget Proposals

Proposal Title Solid Waste, Waste Prevention, and Recycling
Proposal Number 140.30NA
Proposal Budget (2015-2016) \$1,954,905 2.82 FTEs/LTEs
Outcome Healthy and Sustainable Environment

Executive Summary

City customers generate approximately 121,000 tons of solid waste annually, 66,000 tons of which is garbage that must be hauled to the local landfill. Efficient and effective management of solid waste (i.e., garbage, recyclables, and organic waste) is critical to the health and appearance of the City, its continued economic viability, and the sustainability of both the local and global environment. This proposal provides for the management of the solid waste collection contract with Republic Services, the continuation of the City's successful waste prevention and recycling programs, and the exploration of what the City will do in 2028 when it leaves the King County solid waste transfer and disposal system.

Description of change over previous biennium

No significant changes are proposed over the previous biennium.

Expenditures	Adopted 2013-2014 Budget			Proposed 2015-2016 Budget			Biennium Change	
	2013	2014	Total 2013-2014	2015	2016	Total 2015-2016	Dollar Change	Percent Change
FTEs	\$939	\$950	\$1,889	\$968	\$987	\$1,955	\$66	3.5%
FTEs	2.82	2.82	n/a	2.82	2.82	n/a	n/a	n/a
LTEs	0.00	0.00	n/a	0.00	0.00	n/a	n/a	n/a

K:\Secured\Bus_Admin - Finance\2015-2016 Budget\ESC\May 15 2014 - Round 1 proposals\4-2015-2016 Operating Summaries for ESC -- published.xlsx\Index
 May 29, 2014

2015-2016 Utility Operating Budget Proposals

Proposal Title Storm and Surface Water Pollution Prevention
Proposal Number 140.31DA
Proposal Budget (2015-2016) \$1,080,964 2.63 FTEs/LTEs
Outcome Healthy and Sustainable Environment

Executive Summary

On an average day, tens of thousands of pounds of toxic chemicals enter Puget Sound's waterways, most of which is carried by storm and surface water that runs off roads, driveways, rooftops, yards, and other developed land. Most people are not aware that water flowing into storm drains is not treated. Under this proposal, staff provides mandated public education and outreach to residents and businesses as required by the National Pollutant Discharge Elimination System (NPDES) Permit, increasing understanding of storm and surface water issues, and promoting behaviors that prevent pollution locally and regionally.

This program will continue current efforts to monitor toxic chemicals flowing off roads, driveways, rooftops, yards, and other developed land, which can impact storm and surface water quality and lead to devastating impacts on the health of local lakes, streams, and wetlands, and the fish and wildlife populations that depend on them.

Description of change over previous biennium

No significant changes are proposed over the previous biennium.

Proposal Financial Summary (\$1,000s)	Adopted 2013-2014 Budget			Proposed 2015-2016 Budget			Biennium Change	
	2013	2014	Total 2013-2014	2015	2016	Total 2015-2016	Dollar Change	Percent Change
Expenditures	\$510	\$523	\$1,034	\$533	\$548	\$1,081	\$47	4.6%
FTEs								
FTEs	2.63	2.63	n/a	2.63	2.63	n/a	n/a	n/a
LTEs	0.00	0.00	n/a	0.00	0.00	n/a	n/a	n/a

K:\Secured\Bus_Admin - Finance\2015-2016 Budget\ESC\May 15 2014 - Round 1 proposals\4 2015-2016 Operating Summaries for ESC - published.xlsx\Index
 May 29, 2014

2015-2016 Utility Operating Budget Proposals

Proposal Title	Water Systems and Conservation		
Proposal Number	140.32NA		
Proposal Budget (2015-2016)	\$315,678	0.6 FTEs/LTEs	
Outcome	Healthy and Sustainable Environment		

Executive Summary

Conserving and promoting the efficient use of water resources to ensure an adequate supply of clean, safe drinking water into the future is critical to human health, the City's continued economic viability, and the sustainability of both the local and global environment. The City leverages resources by looking to Cascade Water Alliance for primary water conservation and efficiency program delivery, and supplements Cascade's programs through the management of the Waterwise Garden, the delivery of Natural Yard Care programs, and the provision of the Powerful Choices for the Environment program to 6th graders, all of which promote the wise use of water and elimination of waste in order meet the City's water use efficiency goals.

In compliance with state requirements and under the City's agreement with Cascade Water Alliance (Cascade), Cascade set a six-year regional water use efficiency savings goal that covers 2014-2019. The City's portion of this goal roughly translates to 228,000 gpd of savings on an annual basis and 380,000 gpd of savings during peak season by the end 2019.

Description of change over previous biennium

No significant changes are proposed over the previous biennium.

Proposal Financial Summary (\$1,000s)	Adopted 2013-2014 Budget			Proposed 2015-2016 Budget			Biennium Change	
	2013	2014	Total 2013-2014	2015	2016	Total 2015-2016	Dollar Change	Percent Change
Expenditures	\$148	\$152	\$300	\$156	\$160	\$316	\$16	5.4%
FTEs								
FTEs	0.60	0.60	n/a	0.60	0.60	n/a	n/a	n/a
LTEs	0.00	0.00	n/a	0.00	0.00	n/a	n/a	n/a

K:\Secure\Bus_Admin - Finance\2015-2016 Budget\ESC\May 15 2014 - Round 1 proposals\4 2015-2016 Operating Summaries for ESC -- published.xlsx\Index
May 29, 2014

2015-2016 Utility Operating Budget Proposals

Proposal Title	Utilities Customer Service and Billing		
Proposal Number	140.33PA		
Proposal Budget (2015-2016)	\$2,375,956	8.11 FTEs/LTEs	
Outcome	Healthy and Sustainable Environment		
Executive Summary	<p>Utilities Customer Service and Billing bills and manages 38,000 service connections for 130,000 customers in Bellevue and surrounding communities. Utilities bills for water, wastewater, and storm drainage services, services which are necessary to foster a healthy and sustainable environment. Services are entirely supported by ratepayers. The billings for approximately 36,000 residential and 2,000 commercial and multi-family accounts generate rate revenue of over \$119 million for Utilities and utility taxes of almost \$8 million for the General Fund.</p>		

Description of change over previous biennium

No significant changes are proposed over the previous biennium.

Proposal Financial Summary (\$1,000s)	Adopted 2013-2014 Budget			Proposed 2015-2016 Budget			Biennium Change	
	2013	2014	Total 2013-2014	2015	2016	Total 2015-2016	Dollar Change	Percent Change
Expenditures	\$1,071	\$1,105	\$2,176	\$1,168	\$1,208	\$2,376	\$200	9.2%
FTEs								
FTEs	8.11	8.11	n/a	8.11	8.11	n/a	n/a	n/a
LTEs	0.00	0.00	n/a	0.00	0.00	n/a	n/a	n/a

K:\Secured\Bus_Admin - Finance\2015-2016 Budget\ESC\May 15 2014 - Round 1 proposals\4 2015-2016 Operating Summaries for ESC - published.xlsx\Index
May 29, 2014

2015-2016 Utility Operating Budget Proposals

Proposal Title	Utility Water Meter Reading		
Proposal Number	140.45DA		
Proposal Budget (2015-2016)	\$1,116,540	5.8 FTEs/LTEs	
Outcome	Healthy and Sustainable Environment		

Executive Summary

This proposal provides services to read customer meters for all residential and commercial accounts in the water utility service area that includes the City of Bellevue, adjacent communities of Clyde Hill, Hunts Point, Medina, Yarrow Point, and sections of Kirkland, and Issaquah. Meter reading is essential to maintaining water and wastewater revenue flow and equity among ratepayers (winter water consumption is used as the consumption basis for wastewater billing). Other services are provided directly to property owners at their home or business, such as help locating leaks and meter turn-offs.

This proposal requests funding for meter reading staff, supplies, and equipment necessary to read, record, and report customer water consumption for customer billing purposes. Activities include reading all commercial and residential water meters, close out water meter accounts and re-read meters, and shut-off and turn-on meters due to delinquent accounts.

Description of change over previous biennium

The change in staffing and expenditures related to this request do not represent a change in the total number of authorized departmental FTEs/LTEs or expenditures. Rather these changes are proposed to better reflect the true cost of this service. Increase in proposed expenditures in 2015 reflect one-time costs associated with purchase of a new vehicle for meter reading staff.

Proposal Financial Summary (\$1,000s)

	Adopted 2013-2014 Budget			Proposed 2015-2016 Budget			Biennium Change	
	2013	2014	Total 2013-2014	2015	2016	Total 2015-2016	Dollar Change	Percent Change
Expenditures	\$505	\$520	\$1,024	\$570	\$547	\$1,117	\$92	9.0%
FTEs	5.85	5.85	n/a	5.80	5.80	n/a	n/a	n/a
LTEs	0.00	0.00	n/a	0.00	0.00	n/a	n/a	n/a

K:\Secured\Bus_Admin - Finance\2015-2016 Budget\ESC\May 15 2014 - Round 1 proposals\4 2015-2016 Operating Summaries for ESC -- published.xlsx\Index
May 29, 2014; 2013/2014 budget information adjusted for internal housekeeping changes to reflect the true cost of service delivery.

2015-2016 Utility Operating Budget Proposals

Proposal Title	Development Services Information Delivery		
Proposal Number	110.01NA		
Proposal Budget (2015-2016)	\$814,994	3.45 FTEs/LTEs	
Outcome	Responsive Government		

Executive Summary

The Development Services (DS) Information Delivery function will support the Responsive Government outcome by providing broad access to development services information regarding properties, public and private development projects, development and construction codes and standards, inspection and enforcement procedures, public records, permit processes, timelines, and fees. Service delivery is provided consistent with customer-driven service expectations that focus on quality, customer experience, timeliness, and predictability.

The Utilities Department provides development inspection services of water, sewer and surface water facilities constructed or proposed to be constructed in the City. This summary represents the Utilities Department's share of this proposal only.

Description of change over previous biennium

The change in staffing and expenditures related to this request do not represent a change in the total number of authorized departmental FTEs/LTEs or expenditures. Rather these changes are proposed to better reflect the true cost of this service. Utilities identified staff who should have been charging to Development Services functions for a portion of their time and this reallocation is a cost recovery effort.

Proposal Financial Summary	Adopted 2013-2014 Budget			Proposed 2015-2016 Budget			Biennium Change	
	2013	2014	Total 2013-2014	2015	2016	Total 2015-2016	Dollar Change	Percent Change
Expenditures	\$316	\$325	\$641	\$397	\$418	\$815	\$174	27.1%
FTEs								
FTEs	2.73	2.73	n/a	3.40	3.45	n/a	n/a	n/a
LTEs	0.00	0.00	n/a	0.00	0.00	n/a	n/a	n/a

K:\Secured\Bus_Admin - Finance\2015-2016 Budget\ESC\May 15 2014 - Round 1 proposals\4 2015-2016 Operating Summaries for ESC - published.xlsx\index
May 29, 2014

2015-2016 Utility Operating Budget Proposals

Proposal Title	Policy Implementation, Code Amendments, & Consulting Service		
Proposal Number	110.02NA		
Proposal Budget (2015-2016)	\$414,325	1.58 FTEs/LTEs	
Outcome	Responsive Government		

Executive Summary

The Policy Development function of Development Services (DS) supports the Responsive Government outcome by implementing adopted City plans (e.g., Downtown Livability, Eastgate/I-90) and state and federal mandates (e.g., Shoreline Management Act, Critical Areas Update, NPDES) through amendments to codes, standards, and procedures. It aligns regional plans (e.g., Eastlink) with the Community Vision and values by providing development-related consulting advice. Delivering on Policy Development commitments to respond to community priorities maintains public trust and ensures delivery of customer-focused service. This proposal includes internal staff time, outside professional services (as needed), and code and policy implementation.

The Utilities Department provides development inspection services of water, sewer and surface water facilities constructed or proposed to be constructed in the City. This summary represents the Utilities Department's share of this proposal only.

Description of change over previous biennium

The funding for this request reflects Utilities proportionate share of the work effort.

Proposal Financial Summary	Adopted 2013-2014 Budget				Proposed 2015-2016 Budget			Biennium Change	
	2013	2014	2013-2014 Total	2015	2016	2015-2016 Total	Dollar Change	Percent Change	
Expenditures	\$212	\$218	\$430	\$204	\$211	\$414	-\$16	-3.7%	
FTEs	1.58	1.58	n/a	1.58	1.58	n/a	n/a	n/a	
LTEs	0.00	0.00	n/a	0.00	0.00	n/a	n/a	n/a	

K:\Secured\Bus_Admin - Finance\2015-2016 Budget\ESC\May 15 2014 - Round 1 Proposals\14 2015-2016 Operating Summaries for ESC - published.xlsx|Index
May 29, 2014

2015-2016 Utility Operating Budget Proposals

Proposal Title	Development Services Review Services		
Proposal Number	110.03NA		
Proposal Budget (2015-2016)	\$1,075,891	4.6 FTEs/LTEs	
Outcome	Economic Growth and Competitiveness		

Executive Summary

This proposal provides for Development Services (DS) review of designs and applications for private and public development projects. DS issues 12,000 to 14,000 permits and approvals per year that contribute to the economic prosperity of the City. The goals of development review are to ensure that buildings are safe, that land uses and project designs are consistent with the community vision, that the environment is protected, that traffic impacts are managed, and that developer-built utilities and other infrastructure meet the city's standards.

The Utilities Department provides development inspection services of water, sewer and stormwater facilities constructed or proposed to be constructed in the City. This summary represents the Utilities Department's share of this proposal only.

Description of change over previous biennium

The change in staffing and expenditures related to this request do not represent a change in the total number of authorized departmental FTEs/LTEs or expenditures. Rather these changes are proposed to better reflect the true cost of this service.

Proposal Financial Summary	Adopted 2013-2014 Budget			Proposed 2015-2016 Budget			Biennium Change	
	2013	2014	Total 2013-2014	2015	2016	Total 2015-2016	Dollar Change	Percent Change
Expenditures	\$394	\$581	\$975	\$529	\$547	\$1,076	\$101	10.4%
FTEs								
FTEs	3.52	5.52	n/a	4.60	4.60	n/a	n/a	n/a
LTEs	0.00	0.00	n/a	0.00	0.00	n/a	n/a	n/a

K:\Secured\Bus_Admin - Finance\2015-2016 Budget\ESC\May 15 2014 - Round 1 Proposals\4 2015-2016 Operating Summaries for ESC -- published.xlsx\Index
May 29, 2014

2015-2016 Utility Operating Budget Proposals

Proposal Title Development Services Inspection Services
Proposal Number 110.04NA
Proposal Budget (2015-2016) \$1,178,174 5.27 FTEs/LTEs
Outcome Safe Community

Executive Summary

This proposal provides for cross-departmental inspection services of all development & East Link related construction activity in order to provide safe buildings, appropriate construction of turnkey public infrastructure, protection of property and the environment while supporting economic development. Inspection services levels are sustained through development cycles by adjusting staffing levels based on demand for services and supporting permit fee revenue. City of Bellevue staff performed 48,482 inspections in 2012 and 58,500 in 2013. Sound Transit's East Link project will impact inspection services functions in 2015-2016 and will result in a request for additional funding for staffing over and above current staff requests. A quality built environment supported by both public and private infrastructure is key to sustained economic vitality and competitiveness.

The Utilities Department provides development inspection services of water, sewer and stormwater facilities constructed or proposed to be constructed as part of proposed East link light-rail project. This summary represents the Utilities Department's share of this proposal only.

Description of change over previous biennium

The change in staffing and expenditures related to this request do not represent a change in the total number of authorized departmental FTEs/LTEs or expenditures. Rather these changes are proposed to better reflect the true cost of this service.

Proposal Financial Summary	Adopted 2013-2014 Budget				Proposed 2015-2016 Budget			Biennium Change	
	2013	2014	Total 2013-2014	2015	2016	Total 2015-2016	Dollar Change	Percent Change	
Expenditures	\$321	\$330	\$651	\$505	\$673	\$1,178	\$527	81.0%	
FTEs	2.97	2.97	n/a	4.32	5.27	n/a	n/a	n/a	
LTEs	0.00	0.00	n/a	0.00	0.00	n/a	n/a	n/a	

K:\Secured\Bus_Admin - Finance\2015-2016 Budget\ESC\May 15 2014 - Round 1 Proposals\4 2015-2016 Operating Summaries for ESC -- published.xlsx\Index
 May 29, 2014

2015-2016 Utility Operating Budget Proposals

Proposal Title	Utility Asset Management Program		
Proposal Number	140.11NA		
Proposal Budget (2015-2016)	\$1,190,599	4 FTEs/LTEs	
Outcome	Healthy and Sustainable Environment		

Executive Summary

This proposal funds the Utility Asset Management Program (AMP), to determine the resources needed to operate, maintain, repair, and eventually replace or rehabilitate utility system assets and assures they are used cost effectively. Prudent and proactive management of the City's vast network of utility infrastructure is critical to ensuring sustained services and minimizing failures within the system.

Bellevue Utilities operates more than \$3.5 billion worth of utility assets such as pipelines, pump stations and reservoirs. AMP develops and employs strategies to assess asset condition so that service levels expected by customers and required by state and federal regulations are provided at the lowest cost. More than 50% of Utility assets are at least halfway through their useful life. As assets age they continue to deteriorate; maintenance, repair, rehabilitation and replacement costs increase, making it even more critical that resources are used effectively.

Description of change over previous biennium

The change in staffing and expenditures related to this request do not represent a change in the total number of authorized departmental FTEs/LTEs or expenditures. Rather these changes are proposed to better reflect the true cost of this service.

Proposal Financial Summary	Adopted 2013-2014 Budget			Proposed 2015-2016 Budget			Biennium Change	
	2013	2014	Total 2013-2014	2015	2016	Total 2015-2016	Dollar Change	Percent Change
Expenditures	\$674	\$691	\$1,366	\$603	\$588	\$1,191	-\$175	-12.8%
FTEs								
FTEs	5.34	5.34	n/a	4.00	4.00	n/a	n/a	n/a
LTEs	0.00	0.00	n/a	1.00	0.00	n/a	n/a	n/a

K:\Secured\Bus_Admin - Finance\2015-2016 Budget\ESC\May 15 2014 - Round 1 proposals\14 2015-2016 Operating Summaries for ESC - published.xlsx\Index
May 29, 2014

2015-2016 Utility Operating Budget Proposals

Proposal Title	Utility Planning and Systems Analysis		
Proposal Number	140.63NA		
Proposal Budget (2015-2016)	\$2,285,511	6.09 FTEs/LTEs	
Outcome	Healthy and Sustainable Environment		

Executive Summary

This proposal supports system analysis and comprehensive planning for three utilities: drinking water, wastewater, and stormwater systems. Demand for Utilities services changes over time, so the systems require periodic assessment of their capacity and integrity for conveyance, quantity and quality of flows, impacts on the natural environment, and opportunities for rehabilitation and improvements. System analysis provides the current state of the systems for capacity, integrity, and condition. The system plans guide projects and programs to continually improve Utility functions. System analysis supports customer requests for data, such as available sewer capacity, fire flow levels, and stream flow summaries. Stream health indicators are important as stormwater conveyance depends on local streams and influences their condition. Drinking water and wastewater comprehensive system plans have state mandated update requirements. Stormwater plan update intervals are set by city policy. Proposals 140.09NA, Utility Comprehensive Planning, and 140.12NA, Utility Systems Analysis, from the last biennium were combined and are presented in this proposal.

Description of change over previous biennium

Proposed increases over the previous biennium reflect funding for assessing the presence of invasive New Zealand Mudsnails in local streams and parks and basin studies and non-CIP studies to identify problems and opportunities for system improvement. The change in staffing and expenditures related to this request do not represent a change in the total number of authorized departmental FTEs/LTEs or expenditures. Rather these changes are proposed to better reflect the true cost of this service.

Proposal Financial Summary

	Adopted 2013-2014 Budget			Proposed 2015-2016 Budget			Biennium Change	
	2013	2014	Total	2015	2016	Total	Dollar Change	Percent Change
Expenditures	\$1,056	\$1,006	\$2,062	\$1,125	\$1,160	\$2,286	\$224	10.8%
FTEs								
FTEs	6.75	5.75	n/a	6.09	6.09	n/a	n/a	n/a
LTEs	0.00	0.00	n/a	0.00	0.00	n/a	n/a	n/a

K:\Secured\Bus_Admin - Finance\2015-2016 Budget\ESC\May 15 2014 - Round 1 Proposals\4 2015-2016 Operating Summaries for ESC -- published.xlsx\Index
May 29, 2014, 2013/2014 budget information adjusted for internal housekeeping changes to reflect the true cost of service delivery.

2015-2016 Utility Operating Budget Proposals

Proposal Title	Water Mains and Service Lines Repair Program		
Proposal Number	140.13NA		
Proposal Budget (2015-2016)	\$3,049,612	10.45 FTEs/LTEs	
Outcome	Healthy and Sustainable Environment		

Executive Summary

The primary objective of the water repair program is to fix system breaks, stop leaks, protect drinking water quality, restore water service to customers, and mitigate environmental damage. The City also benefits financially from efficient repairs that minimize revenue loss and claims for damages. Failure from the water system infrastructure can have catastrophic consequences, including damaged property, roadways, the natural environment and water service interruption to homes and the businesses. While Utilities has sound water maintenance and capital improvement programs, main breaks can occur at any time and are increasing as the water infrastructure ages. Examples of services included in this proposal include leak detection services, repairs to broken, leaking or malfunctioning water mains, service lines, fire hydrants, and control valves.

The City's drinking water system includes 620 miles of water mains, 10,000 valves, 40,810 water service connections, and 6,000 fire hydrants. The water infrastructure is aging and most of the system is well past its mid-life. As a result, the drinking water system is experiencing more failures at increasing costs. This proposal requests the resources necessary to quickly respond to and repair drinking water infrastructure in order to minimize service disruption, property damage and claims for damages, revenue loss and the protection of drinking water quality.

Description of change over previous biennium

The change in staffing and expenditures related to this request do not represent a change in the total number of authorized departmental FTEs/LTEs or expenditures. Rather these changes are proposed to better reflect the true cost of this service.

Proposal Financial Summary (\$1,000s)	Adopted 2013-2014 Budget			Proposed 2015-2016 Budget			Biennium Change	
	2013	2014	Total 2013-2014	2015	2016	Total 2015-2016	Dollar Change	Percent Change
Expenditures	\$1,386	\$1,409	\$2,794	\$1,508	\$1,542	\$3,050	\$255	9.1%
FTEs								
FTEs	10.58	10.58	n/a	10.45	10.45	n/a	n/a	n/a
LTEs	0.00	0.00	n/a	0.00	0.00	n/a	n/a	n/a

K:\Secured\Bus_Admin - Finance\2015-2016 Budget\ESC\May 15 2014 - Round 1 proposals\14 2015-2016 Operating Summaries for ESC - published.xlsx\Index
May 29, 2014; 2013/2014 budget information adjusted for internal housekeeping changes to reflect the true cost of service delivery.

2015-2016 Utility Operating Budget Proposals

Proposal Title	Water Distribution System Preventive Maintenance Program		
Proposal Number	140.14NA		
Proposal Budget (2015-2016)	\$1,654,036	6.85 FTEs/LTEs	
Outcome	Healthy and Sustainable Environment		

Executive Summary

Preventive maintenance services ensure the ongoing safety and operational integrity of the drinking water distribution system. Services include annual inspection and maintenance of fire hydrants, isolation valves, and system flushing (cleaning) programs. These programs extend the useful life of the drinking water system, are critical for system function and reliability, and maintain safe, high-quality drinking water for residents and businesses. Lack of adequate water system maintenance impacts the ability to quickly repair water main breaks, increases the chance of waterborne disease and problems with water quality. It could also result in fire hydrants and valves that do not work when needed for firefighting or other emergencies.

The City's drinking water system includes 620 miles of water mains, 10,000 valves, 40,810 water service connections, and 6,000 fire hydrants. The water infrastructure is aging and most of the system is well past its mid-life. Timely and proactive preventive maintenance is critical to ensuring the reliability and functionality of the water utility system.

Description of change over previous biennium

No significant changes are proposed in the 2015-2016 biennium.

Proposal Financial Summary (\$1,000s)

	Adopted 2013-2014 Budget			Proposed 2015-2016 Budget			Biennium Change	
	2013	2014	Total 2013-2014	2015	2016	Total 2015-2016	Dollar Change	Percent Change
Expenditures	\$776	\$793	\$1,569	\$833	\$821	\$1,654	\$85	5.4%
FTEs								
FTEs	6.85	6.85	n/a	6.85	6.85	n/a	n/a	n/a
LTEs	0.00	0.00	n/a	0.00	0.00	n/a	n/a	n/a

K:\Secured\Bus_Admin - Finance\2015-2016 Budget\ESC\May 15 2014 - Round 1 proposals\4 2015-2016 Operating Summaries for ESC - published.xlsx\Index
May 29, 2014; 2013/2014 budget information adjusted for internal housekeeping changes to reflect the true cost of service delivery.

2015-2016 Utility Operating Budget Proposals

Proposal Title	Water Pump Station, Reservoir and PRV Maintenance Program		
Proposal Number	140.15NA		
Proposal Budget (2015-2016)	\$2,215,995	4.3 FTEs/LTEs	
Outcome	Healthy and Sustainable Environment		

Executive Summary

This proposal provides necessary preventive maintenance and repair throughout the public drinking water system. These services extend the useful life of assets; avoid costs associated with catastrophic failures and increase system reliability while maintaining drinking water quality. Bellevue's unique topography (with elevations ranging from sea level to 1,440 feet) requires a complicated system of reservoirs, pump stations, and pressure regulating valves (PRVs) to provide safe water and adequate fire flow throughout the service area. Due to the likelihood and high consequences of failure if preventive maintenance services are not provided, this proposal supports the goals for reliability and performance of the drinking water storage and delivery system.

Funding for this proposal provides the necessary resources to efficiently deliver an average daily demand of 16.7 million gallons per day (GPD) and peak summer demands averaging 32.8 million gallons per day (MGD) to customers, and maintain storage capacity of 42.5 million gallons for fire flow and peak demand. The proposal provides resources to ensure water supply and water quality of the drinking water system, and repair/replace pumps, motors, and valves as needed.

Description of change over previous biennium

No significant changes are proposed in the 2015-2016 biennium.

Proposal Financial Summary (\$1,000s)

	Adopted 2013-2014 Budget			Proposed 2015-2016 Budget			Biennium Change	
	2013	2014	Total 2013-2014	2015	2016	Total 2015-2016	Dollar Change	Percent Change
Expenditures	\$1,122	\$1,132	\$2,254	\$1,160	\$1,056	\$2,216	-\$38	-1.7%
FTEs								
FTEs	4.30	4.30	n/a	4.30	4.30	n/a	n/a	n/a
LTEs	0.00	0.00	n/a	0.00	0.00	n/a	n/a	n/a

K:\Secured\Bus_Admin - Finance\2015-2016 Budget\ESC\May 15 2014 - Round 1 proposals\14 2015-2016 Operating Summaries for ESC - published.xlsx\Index
May 29, 2014; 2013/2014 budget information adjusted for internal housekeeping changes to reflect the true cost of service delivery.

2015-2016 Utility Operating Budget Proposals

Proposal Title	Water Meter Repair and Replacement Program		
Proposal Number	140.16NA		
Proposal Budget (2015-2016)	\$1,066,613	2.25 FTEs/LTEs	
Outcome	Healthy and Sustainable Environment		

Executive Summary

This proposal provides for regular testing, calibration, repair and replacement of City-owned water meters at established intervals to ensure meter accuracy for water and sewer revenue collection, equitable billing and rates, early leak detection for the customer, and to promote water conservation. Accurate water meters ensure fair and equitable billing for water and sewer services. Under-registering water meters result in lost revenues which are spread to the rest of the rate base. Resources in this proposal replace 2000 older water meters in accordance with AWWA and manufacturer recommendations on a 20 year replacement cycle. Meter box maintenance activities are included to ensure safe access for meter reading and to shut off the water service in the event of an emergency.

The proposal provides resources to ensure timely testing, calibration and repair/replacement of city-owned water meters. There is a nominal increase in materials costs built in to this proposal to reflect the increased cost of no lead parts now required by the State.

Description of change over previous biennium

The change in staffing and expenditures related to this request do not represent a change in the total number of authorized departmental FTEs/LTEs or expenditures. Rather these changes are proposed to better reflect the true cost of this service.

Proposal Financial Summary (\$1,000s)	Adopted 2013-2014 Budget			Proposed 2015-2016 Budget			Biennium Change	
	2013	2014	Total 2013-2014	2015	2016	Total 2015-2016	Dollar Change	Percent Change
Expenditures	\$455	\$461	\$916	\$532	\$535	\$1,067	\$151	16.4%
FTEs								
FTEs	2.30	2.30	n/a	2.25	2.25	n/a	n/a	n/a
LTEs	0.00	0.00	n/a	0.00	0.00	n/a	n/a	n/a

K:\Secure\Bus_Admin - Finance\2015-2016 Budget\ESC\May 15 2014 - Round 1 proposals\4 2015-2016 Operating Summaries for ESC - published.xlsx\Index
 May 29, 2014; 2013/2014 budget information adjusted for internal housekeeping changes to reflect the true cost of service delivery.

2015-2016 Utility Operating Budget Proposals

Proposal Title	Water Service Installation and Upgrade Program		
Proposal Number	140.17NA		
Proposal Budget (2015-2016)	\$458,345	1 FTEs/LTEs	
Outcome	Healthy and Sustainable Environment		

Executive Summary

This proposal provides resources for the installation of drinking water service for new homes and businesses to obtain occupancy permits without costly delays to the property owner or contractor. Utilities perform water main shutdowns, water main condition assessments, and pipe work to install new water services. Asphalt cuts and excavations needed for installation are completed by private contractors under the right-of-way (ROW) use permit process. This hybrid Utility/contractor approach to water service installations provides timely installation of new services for developers, condition assessment data critical for asset management, minimizes customer service impacts of water shutdowns and assures consistent quality control and sanitation while supporting economic development.

Water service connections support community growth and economic development if they are performed expeditiously and minimize construction delays. Commercial and residential development requires water service prior to occupancy, so delays can be very costly for customers and contractors. This service is cost-reimbursed by the development community.

Description of change over previous biennium

The increase in funding reflect the anticipated level of development activity and a nominal increase in materials costs built in to this proposal to reflect the increased cost of no lead parts now required by the State.

Proposal Financial Summary (\$1,000s)	Adopted 2013-2014 Budget			Proposed 2015-2016 Budget			Biennium Change	
	2013	2014	Total 2013-2014	2015	2016	Total 2015-2016	Dollar Change	Percent Change
Expenditures	\$83	\$85	\$168	\$228	\$230	\$458	\$290	172.5%
FTEs								
FTEs	1.00	1.00	n/a	1.00	1.00	n/a	n/a	n/a
LTEs	0.00	0.00	n/a	0.00	0.00	n/a	n/a	n/a

K:\Secured\Bus_Admin - Finance\2015-2016 Budget\ESC\May_15_2014 - Round 1 proposals\4 2015-2016 Operating Summaries for ESC - published.xlsx\Index
May 29, 2014

2015-2016 Utility Operating Budget Proposals

Proposal Title Sewer Mains, Laterals and Manhole Repair Program
Proposal Number 140.18NA
Proposal Budget (2015-2016) \$2,115,602 7.5 FTEs/LTEs
Outcome Healthy and Sustainable Environment

Executive Summary

The City of Bellevue's Sewer section is responsible for operation, maintenance, and repair of 680 miles of buried or submerged pipe and 14,132 manholes and cleanouts (maintenance access structures) within its service territory. This proposal provides repair services for the sewer collection system. These repairs correct deficiencies predominately due to aging infrastructure and allow the City to get the most use out of each pipe and manhole over the life of the asset for the least long-term cost. Raw sewage contains viruses, bacteria, chemicals and other pathogens that are an extreme threat to public health and the environment when not managed and contained within the sewer collection system. Broken or defective sewer mains and connections result in blockages and overflows of sewage that can flood and contaminate customer's homes, businesses or the environment; create public health issues and result in costly liability claims to the City.

The long-term goal is to eliminate the backlog and keep pace with newly identified repair needs on an ongoing basis. The condition assessment program continues to find an average of 15 new defects a month.

Description of change over previous biennium

The change in staffing and expenditures related to this request do not represent a change in the total number of authorized departmental FTEs/LTEs or expenditures. Rather these changes are proposed to better reflect the true cost of this service.

Proposal Financial Summary (\$1,000s)	Adopted 2013-2014 Budget			Proposed 2015-2016 Budget			Biennium Change	
	2013	2014	Total 2013-2014	2015	2016	Total 2015-2016	Dollar Change	Percent Change
Expenditures	\$951	\$971	\$1,921	\$1,045	\$1,071	\$2,116	\$194	10.1%
FTEs								
FTEs	8.25	8.25	n/a	7.50	7.50	n/a	n/a	n/a
LTEs	0.00	0.00	n/a	0.00	0.00	n/a	n/a	n/a

K:\Secured\Bus_Admin\2015-2016 Budget\ESC\May 15 2014 - Round 1 proposals\4 2015-2016 Operating Summaries for ESC -- published.xlsx\Index
 May 29, 2014; 2013/2014 budget information adjusted for internal housekeeping changes to reflect the true cost of service delivery.

2015-2016 Utility Operating Budget Proposals

Proposal Title	Sewer Condition Assessment Program		
Proposal Number	140.19NA		
Proposal Budget (2015-2016)	\$1,434,411	5.45 FTEs/LTEs	
Outcome	Healthy and Sustainable Environment		

Executive Summary

The Sewer Condition Assessment Program uses Closed Circuit TV (CCTV) equipment to provide digital images of the inside of sewer pipes and stubs in the right-of-way (ROW) to identify and evaluate pipe defects that need repair and document less severe defects that need regular maintenance. Sewer pipe defects can cause catastrophic failures resulting in blockages, backups and sewer overflows which impact customers, public health, and the environment. In addition, identifying and repairing sewer defects prior to road overlay activities minimizes pavement impacts and lowers restoration costs. Condition assessment is the digital recording, evaluation, and reporting of CCTV video of sewer mains and service stubs. CCTV data is used by Utilities Engineering and Operations and Maintenance to identify and prioritize repairs and determine which pipe defects can be deferred for future monitoring. This data also provides needed information to proactively manage the sewer system including the development of long-term renewal and rehabilitation CIP programs.

As discussed in Proposal #140.18, the City of Bellevue's Sewer section is responsible for operation, maintenance, repair of 680 miles of buried or submerged pipe and 14,132 manholes and cleanouts (maintenance access structures) within its service territory. Most of this system is aging and requires scheduled and emergency repairs to ensure reliability and service to Bellevue's citizens and businesses.

Description of change over previous biennium

The change in staffing and expenditures related to this request do not represent a change in the total number of authorized departmental FTEs/LTEs or expenditures. Rather these changes are proposed to better reflect the true cost of this service.

Proposal Financial Summary (\$1,000s)	Adopted 2013-2014 Budget		Proposed 2015-2016 Budget		Biennium Change	
	2013	2014	2015	2016	Dollar Change	Percent Change
Expenditures	\$650	\$666	\$708	\$727	\$118	9.0%
	Total		Total			
		2013-2014	2015-2016			
		\$1,316	\$1,434			
FTEs						
FTEs	5.58	5.58	5.45	5.45	n/a	n/a
LTEs	0.00	0.00	0.00	0.00	n/a	n/a

K:\Secured\Bus_Admin - Finance\2015-2016 Budget\ESC\May 15 2014 - Round 1 proposals\04 2015-2016 Operating Summaries for ESC - published.xlsx\Index May 29, 2014, 2013/2014 budget information adjusted for internal housekeeping changes to reflect the true cost of service delivery.

2015-2016 Utility Operating Budget Proposals

Proposal Title	Sewer Mainline Preventive Maintenance Program						
Proposal Number	140.20NA						
Proposal Budget (2015-2016)	\$1,851,857	7.1 FTEs/LTEs					
Outcome	Healthy and Sustainable Environment						
Executive Summary	<p>This proposal provides preventive maintenance cleaning services on the sewer collection system to keep the lines clear. These services include root sawing to remove tree root intrusion, pipe cleaning using high pressure jetting, and other mechanical means, and flushing to remove grease, solids and other debris that collect in sewer pipes and cause blockages and overflows.</p> <p>Preventive maintenance services lower service interruptions due to blockages, the associated claims due to backups, and minimize overflows which impact the environment and public health. This preventive maintenance program allows us to maximize the life of the sewer system for the least long-term cost.</p>						
Description of change over previous biennium	<p>The change in staffing and expenditures related to this request do not represent a change in the total number of authorized departmental FTEs/LTEs or expenditures. Rather these changes are proposed to better reflect the true cost of this service.</p>						
Proposal Financial Summary (\$1,000s)	Adopted 2013-2014 Budget	Proposed 2015-2016 Budget	Biennium Change				
	Total	Total	Dollar				
	2013	2014	2015	2016	2015-2016	Change	Percent
Expenditures	\$774	\$791	\$904	\$948	\$1,852	\$286	18.3%
FTEs	6.59	6.59	7.10	7.10	n/a	n/a	n/a
LTEs	0.00	0.00	0.00	0.00	n/a	n/a	n/a

K:\Secure\Bus_Admin - Finance\2015-2016 Budget\ESC\May 15 2014 - Round 1 proposals\4 2015-2016 Operating Summaries for ESC -- published.xlsx\Index
 May 29, 2014; 2013/2014 budget information adjusted for internal housekeeping changes to reflect the true cost of service delivery.

2015-2016 Utility Operating Budget Proposals

Proposal Title	Sewer Pump Station Maintenance, Operations, and Repair Program		
Proposal Number	140.21NA		
Proposal Budget (2015-2016)	\$1,776,376	5.55 FTEs/LTEs	
Outcome	Healthy and Sustainable Environment		

Executive Summary

This proposal provides sewer pump station maintenance and repairs to help minimize failures that cause sewer backups and overflows to the environment that can result in beach closures and surface water quality concerns. In addition, sewer backups can require a homeowner to move out or a business to close until cleanup is completed. Bellevue's unique topography with elevations ranging from sea level to 1,440 feet requires a diverse and complicated system of pump stations to provide continual service 24 hours a day/365 days a year. This proposal provides staff, vehicles, tools, equipment, and supplies for maintenance, operations, and repair services for sewer pump stations in the sewer collection system. These services ensure the 46 sewer pump stations, located along Lake Washington and Lake Sammamish, are adequately maintained and operating properly to minimize sewer blockages and overflows which impact customers: public health, and the environment.

Description of change over previous biennium

The change in staffing and expenditures related to this request do not represent a change in the total number of authorized departmental FTEs/LTEs or expenditures. Rather these changes are proposed to better reflect the true cost of this service.

Proposal Financial Summary (\$1,000s)	Adopted 2013-2014 Budget		Proposed 2015-2016 Budget		Biennium Change	
	2013	2014	2015	2016	Dollar Change	Percent Change
Expenditures	\$794	\$808	\$890	\$887	\$175	10.9%
	Total: 2013-2014		Total: 2015-2016			
		\$1,602		\$1,776		
FTEs						
FTEs	5.05	5.05	5.55	5.55	n/a	n/a
LTEs	0.00	0.00	0.00	0.00	n/a	n/a

K:\Secured\Bus_Admin - Finance\2015-2016 Budget\ESC\May 15 2014 - Round 1 proposals\14 2015-2016 Operating Summaries for ESC - published.xlsx\index
May 29, 2014; 2013/2014 budget information adjusted for internal housekeeping changes to reflect the true cost of service delivery.

2015-2016 Utility Operating Budget Proposals

Proposal Title	Storm and Surface Water Repair and Installation Program		
Proposal Number	140.22NA		
Proposal Budget (2015-2016)	\$1,704,556	4.65 FTEs/LTEs	
Outcome	Healthy and Sustainable Environment		

Executive Summary

The Storm and Surface Water System within the City of Bellevue is comprised of a network of public and privately owned pipes, open channels, catch basins, manholes, streams and detention facilities both above and below ground. This proposal provides repair and installation services for publicly owned drainage system components to ensure that the municipal storm drainage system functions as designed. This aids to protect life, property, and the environment during major storm and flooding events, and to reduce pollution entering streams and lakes. Much of the repair work surrounding the storm & surface water system is mandated under the National Pollution Discharge and Elimination System permit (NPDES). This proposal requests the resources necessary to quickly respond to and infrastructure repairs and installations.

41

Description of change over previous biennium

The change in staffing and expenditures related to this request do not represent a change in the total number of authorized departmental FTEs/LTEs or expenditures. Rather these changes are proposed to better reflect the true cost of this service.

Proposal Financial Summary (\$1,000s)	Adopted 2013-2014 Budget			Proposed 2015-2016 Budget			Biennium Change	
	2013	2014	Total 2013-2014	2015	2016	Total 2015-2016	Dollar Change	Percent Change
Expenditures	\$824	\$788	\$1,612	\$836	\$868	\$1,705	\$93	5.7%
FTEs	5.53	5.53	n/a	4.65	4.65	n/a	n/a	n/a
LTEs	0.00	0.00	n/a	0.00	0.00	n/a	n/a	n/a

K:\Secured\Bus_Admin - Finance\2015-2016 Budget\ESC\May 15 2014 - Round 1 proposals\4 2015-2016 Operating Summaries for ESC -- published.xlsx\Index
May 29, 2014; 2013/2014 budget information adjusted for internal housekeeping changes to reflect the true cost of service delivery.

2015-2016 Utility Operating Budget Proposals

Proposal Title	Storm and Surface Water Infrastructure Condition Assessment		
Proposal Number	140.23NA		
Proposal Budget (2015-2016)	\$504,911	1.2 FTEs/LTEs	
Outcome	Healthy and Sustainable Environment		

Executive Summary

The Surface Water O&M Infrastructure Condition Assessment Program uses Closed Circuit TV (CCTV) equipment to provide digital images of the inside of drainage pipes. These images are used to evaluate and identify defects that need repair. Undetected defects can lead to catastrophic failures that have the potential to result in flooding, damage to roadways and down-slope properties, and liability claims. The overall goal of this program is to locate and repair defects within pipes before failures occur and to also assess the system for long-term repair and replacement needs.

Condition assessment provides valuable asset management information for the Utilities repair and replacement program by identifying and documenting overall trends in pipe condition. This is essential information when developing long-term replacement funding strategies for aging infrastructure.

Description of change over previous biennium

Increase in 2015 budget reflects the timing of a LTE Professional Land Surveyor. This position is for one year only. The remaining change in staffing and expenditures related to this request do not represent a change in the total number of authorized departmental FTEs/LTEs or expenditures. Rather these changes are proposed to better reflect the true cost of this service.

Proposal Financial Summary (\$1,000s)

	Adopted 2013-2014 Budget			Proposed 2015-2016 Budget			Biennium Change	
	2013	2014	Total 2013-2014	2015	2016	Total 2015-2016	Dollar Change	Percent Change
Expenditures	\$170	\$239	\$409	\$281	\$224	\$505	\$96	23.5%
FTEs								
FTEs	0.75	0.75	n/a	1.20	1.20	n/a	n/a	n/a
LTEs	0.00	1.00	n/a	2.00	0.00	n/a	n/a	n/a

K:\Secured\Bus_Admin - Finance\2015-2016 Budget\ESC\May 15 2014 - Round 1 proposals\14 2015-2016 Operating Summaries for ESC - published.xlsx\Index
May 29, 2014; 2013/2014 budget information adjusted for internal housekeeping changes to reflect the true cost of service delivery.

2015-2016 Utility Operating Budget Proposals

Proposal Title	Storm & Surface Water Preventive Maintenance Program		
Proposal Number	140.24NA		
Proposal Budget (2015-2016)	\$3,441,112	10.7 FTEs/LTEs	
Outcome	Healthy and Sustainable Environment		

Executive Summary

The resources in this proposal fund preventative maintenance activities related to the City's storm and surface water system. For the drainage system to function correctly and provide adequate flood control, it must be kept free of excessive debris and sediment. These can cause blockages of catch basins and pipes during heavy rains leading to flooding, property damage claims, and environmental degradation. Sediment is also a pollutant. The drainage system contains a variety of water quality facilities that trap oils and other pollutants from roadways and allow for their removal during maintenance. Because the final discharge for all drainage in Bellevue is the City's streams and lakes, system maintenance is essential to keep them free of the sediment and pollutants generated from roadways and other impervious surfaces. The majority of maintenance activities funded by this proposal are mandated under the Federal National Pollutant Discharge Elimination System Permit (NPDES).

Description of change over previous biennium

The change in staffing and expenditures related to this request do not represent a change in the total number of authorized departmental FTEs/LTEs or expenditures. Rather these changes are proposed to better reflect the true cost of this service.

Proposal Financial Summary (\$1,000s)	Adopted 2013-2014 Budget			Proposed 2015-2016 Budget			Biennium Change	
	2013	2014	Total 2013-2014	2015	2016	Total 2015-2016	Dollar Change	Percent Change
Expenditures	\$1,918	\$1,876	\$3,794	\$1,702	\$1,739	\$3,441	-\$353	-9.3%
FTEs								
FTEs	11.00	11.00	n/a	10.70	10.70	n/a	n/a	n/a
LTEs	0.00	0.00	n/a	0.00	0.00	n/a	n/a	n/a

K:\Secured\Bus_Admin - Finance\2015-2016 Budget\ESC\May 15 2014 - Round 1 Proposals\4 2015-2016 Operating Summaries for ESC -- published.xlsx\index
May 29, 2014; 2013/2014 budget information adjusted for internal housekeeping changes to reflect the true cost of service delivery.

2015-2016 Utility Operating Budget Proposals

Proposal Title	Private Utility Systems Maintenance Programs		
Proposal Number	140.27DA		
Proposal Budget (2015-2016)	\$1,162,138	4.75 FTEs/LTEs	
Outcome	Healthy and Sustainable Environment		

Executive Summary

This proposal protects public health by preventing drinking water from backflow cross contamination, reduces pollutants in surface water, and funds Fat's, Oil's and Grease program to reduce sewer blockages and overflows. These programs are mandated by the Federal Safe Drinking Water Act, Clean Water Act, and other regulations. Private Systems Maintenance Programs (PSMP) conduct field inspections and code enforcement at businesses and homes through education and code compliance for private water, stormwater, and wastewater systems to minimize public health risks, flooding, and pollution affecting homes, businesses, and the environment. Cross Connection Control (CCC), Private Drainage Inspection (PDI), Industrial Waste/Fats, Oils, and Grease (FOG) programs provide oversight of private infrastructure through education, inspection, and codes to ensure protection of public health and the environment and to protect the public infrastructure from premature failure or degradation.

This program ensures that appropriate testing and maintenance is performed at businesses and residences to ensure that they reliably protect public health and the environment. These programs provide education, inspection, and enforcement at over 90% of Bellevue's businesses and 4,000 residential properties.

Description of change over previous biennium

The change in staffing and expenditures related to this request do not represent a change in the total number of authorized departmental FTEs/LTEs or expenditures. Rather these changes are proposed to better reflect the true cost of this service.

Expenditures	Adopted 2013-2014 Budget			Proposed 2015-2016 Budget			Biennium Change	
	2013	2014	Total 2013-2014	2015	2016	Total 2015-2016	Dollar Change	Percent Change
FTEs								
FTEs	3.57	3.57	n/a	4.75	4.75	n/a	n/a	n/a
LTEs	0.00	0.00	n/a	0.00	0.00	n/a	n/a	n/a
Expenditures	\$437	\$415	\$852	\$572	\$590	\$1,162	\$310	36.4%

K:\Secure\Bus_Admin - Finance\2015-2016 Budget\ESC\May 15 2014 - Round 1 Proposals\4 2015-2016 Operating Summaries for ESC -- published.xlsx\index
May 29, 2014; 2013/2014 budget information adjusted for internal housekeeping changes to reflect the true cost of service delivery.

2015-2016 Utility Operating Budget Proposals

Proposal Title	Utility Locates Program		
Proposal Number	140.44NA		
Proposal Budget (2015-2016)	\$794,629	3.65 FTEs/LTEs	
Outcome	Healthy and Sustainable Environment		

Executive Summary

This proposal provides resources for Utilities to protect underground City owned and operated utility infrastructure for the three piped utilities provided by the City. The locate program safeguards approximately 1675 miles of City owned underground utility pipelines for the delivery of drinking water and conveyance of surface runoff and sewer pipes by accurately marking utility locations prior to construction excavation in support of development, CIP and franchise utility renewal and repair.

Locators are required by Washington State law to mark underground City owned utilities Responsibilities include responding to excavation notices during normal business hours and after-hours for emergency locates. Locators work closely with the contractors to assure the locate markings are done within the 48-hour time requirement.

Description of change over previous biennium

The change in staffing and expenditures related to this request do not represent a change in the total number of authorized departmental FTEs/LTEs or expenditures. Rather these changes are proposed to better reflect the true cost of this service.

Expenditures	Adopted 2013-2014 Budget			Proposed 2015-2016 Budget			Biennium Change	
	2013	2014	Total 2013-2014	2015	2016	Total 2015-2016	Dollar Change	Percent Change
FTEs								
FTEs	3.80	3.80	n/a	3.65	3.65	n/a	n/a	n/a
LTEs	0.00	0.00	n/a	0.00	0.00	n/a	n/a	n/a
Expenditures	\$380	\$383	\$763	\$392	\$403	\$795	\$32	4.2%

K:\Secured\Bus_Admin - Finance\2015-2016 Budget\ESC\May 15 2014 - Round 1 proposals\14 2015-2016 Operating Summaries for ESC -- published.xlsx\index
May 29, 2014; 2013/2014 budget information adjusted for internal housekeeping changes to reflect the true cost of service delivery.

2015-2016 Utility Operating Budget Proposals

Proposal Title	Citywide NPDES Management
Proposal Number	140.64NA
Proposal Budget (2015-2016)	\$677,426 1 FTEs/LTEs
Outcome	Healthy and Sustainable Environment

Executive Summary

This proposal funds services to implement and support citywide implementation of the National Pollutant Discharge Elimination System (NPDES) Phase II Municipal Stormwater Permit. The permit is a federal Clean Water Act requirement. It requires municipalities to implement a citywide Stormwater Management Program to protect water quality and uses of our lakes, streams and wetlands. Program conditions are phased in over a 5-year permit term, making compliance a moving target. The Permit is revised and reissued every 5 years ("forever"). The over 100 permit conditions impact private property owners and programs in 12 departments. Implementing and supporting departments' implementation of permit conditions, documentation, annual compliance reporting, contract management and providing City Council communication and policy support are part of the services provided by this proposal. Failure to comply with the permit conditions can result in fines, imprisonment and third-party lawsuits. This proposal buys services to direct, manage and administer citywide implementation of the National Pollutant Discharge Elimination System (NPDES) Phase II Municipal Stormwater Permit as well as to help assess, strategize and represent City's interests in future permit development. This proposal was formerly included as part of #140.26, Water Quality Regulatory Compliance and Monitoring.

Description of change over previous biennium

No significant changes are proposed in the 2015-2016 biennium.

Proposal Financial Summary (\$1,000s)	Adopted 2013-2014 Budget			Proposed 2015-2016 Budget			Biennium Change	
	2013	2014	Total 2013-2014	2015	2016	Total 2015-2016	Dollar Change	Percent Change
Expenditures	\$290	\$355	\$645	\$365	\$312	\$677	\$32	4.9%
FTEs								
FTEs	1.00	1.00	n/a	1.00	1.00	n/a	n/a	n/a
LTEs	0.00	0.00	n/a	0.00	0.00	n/a	n/a	n/a

K:\Secure\Bus_Admin - Finance\2015-2016 Budget\ESC\May 15 2014 - Round 1 Proposals\4 2015-2016 Operating Summaries for ESC - published.xlsx\Index
May 29, 2014; 2013/2014 budget information adjusted for internal housekeeping changes to reflect the true cost of service delivery.

2015-2016 Utility Operating Budget Proposals

Proposal Title	Utilities Telemetry and Security Systems		
Proposal Number	140.25NA		
Proposal Budget (2015-2016)	\$1,160,504	3.8 FTEs/LTEs	
Outcome	Healthy and Sustainable Environment		

Executive Summary

This proposal provides for maintenance, operation, and repair of utilities telemetry (remote monitoring and data transmittal) sensing and measurement of information such as reservoir levels, water pressure and flows, sewage pump station levels, and storm retention pond levels at remote pump stations/reservoirs and transmission of that information to a central location, SCADA (Supervisory Control & Data Acquisition), and security components of the water, sewer, and surface water systems. Use of telemetry and SCADA equipment enables continuous automated monitoring and control of utility systems and significantly reduces operational staff needs. In addition, security systems continuously monitor water reservoirs and pump stations for signs of intrusion and notify operators of any security breaches 24 hours a day/365 days a year. These systems work to maintain drinking water quality, supply and security, avoid sewer overflows, and effectively manage regional storm water facilities.

Description of change over previous biennium

The change in staffing and expenditures related to this request do not represent a change in the total number of authorized departmental FTEs/LTEs or expenditures. Rather these changes are proposed to better reflect the true cost of this service.

Proposal Financial Summary (\$1,000s)

	Adopted 2013-2014 Budget			Proposed 2015-2016 Budget			Biennium Change	
	2013	2014	Total 2013-2014	2015	2016	Total 2015-2016	Dollar Change	Percent Change
Expenditures	\$438	\$449	\$887	\$573	\$588	\$1,161	\$274	30.8%
FTEs								
FTEs	3.60	3.60	n/a	3.80	3.80	n/a	n/a	n/a
LTEs	0.00	0.00	n/a	0.00	0.00	n/a	n/a	n/a

K:\Secured\Bus_Admin - Finance\2015-2016 Budget\ESC\May 15 2014 - Round 1 Proposals\4 2015-2016 Operating Summaries for ESC - published.xlsx\Index
May 29, 2014; 2013/2014 budget information adjusted for internal housekeeping changes to reflect the true cost of service delivery.

2015-2016 Utility Operating Budget Proposals

Proposal Title	Asset Replacement		
Proposal Number	140.47DA		
Proposal Budget (2015-2016)	\$1,597,750	0 FTEs/LTEs	
Outcome	Healthy and Sustainable Environment		

Executive Summary

Consistent financial management policy dictates systematic Utility funding to replace vehicles and other work equipment that have reached the end of their useful lives (Comprehensive Financial Management Policy 10.1.V.C). Asset Replacement is Utilities' equivalent of the Electronic Replacement Fund (ERF) and Information Technology (IT) Replacement purchases and funds equipment for Water, Wastewater, and Stormwater activities. The utility vehicles and other equipment scheduled to be replaced in 2015-16 are needed to get crews, inspectors, and other staff to construction sites with the equipment and tools needed to perform their jobs. This proposal is funded from asset replacement reserves created specifically for this purpose, so there is no utility rate impact to customers.

This proposal provides funding to utility replace vehicles and other work equipment that have reached the end of their useful lives. The vehicles and other equipment scheduled to be replaced during the 2015-16 budget period are needed to get crews, inspectors, and other staff to construction sites with the equipment and tools needed to perform their jobs. This proposal is funded from asset replacement reserves and does not have an impact on rates. Variations in this request reflect the timing and type of assets scheduled for replacement.

Description of change over previous biennium

During 2015-2016, 14 assets are scheduled for replacement. Major units include two Ford E450's, one excavator, and one Freightliner Jet Rodder.

Proposal Financial Summary (\$1,000s)	Adopted 2013-2014 Budget			Proposed 2015-2016 Budget			Biennium Change	
	2013	2014	Total 2013-2014	2015	2016	Total 2015-2016	Dollar Change	Percent Change
Expenditures	\$3,065	\$1,768	\$4,833	\$981	\$617	\$1,598	-\$3,236	-66.9%
FTEs								
FTEs	0.00	0.00	n/a	0.00	0.00	n/a	n/a	n/a
LTEs	0.00	0.00	n/a	0.00	0.00	n/a	n/a	n/a

K:\Secured\Bus_Admin - Finance (2015-2016 Budget)\ESC\May 15 2014 - Round 1 proposals\4 2015-2016 Operating Summaries for ESC -- published.xlsx\Index
May 29, 2014

2015-2016 Utility Operating Budget Proposals

Proposal Title	Fiscal Management
Proposal Number	140.49DA
Proposal Budget (2015-2016)	\$1,596,559 6 FTEs/LTEs
Outcome	Healthy and Sustainable Environment

Executive Summary

Unlike General Funds departments, Utilities are separate enterprise funds that, by law, must each be self supporting. The objective of the Fiscal Management Team is to support the daily financial operations of the Utilities Department, monitor and report on the Utilities financial condition, conduct rate evaluations to ensure financial sustainability, protect the City's investment by maintaining adequate operating reserves, and act in the best interest of the ratepayers. Financial management of the Utilities are dictated by financial policies as memorialized in the City's Comprehensive Financial Management Policies (10.1). By adhering to these financial policies, taking a long-term approach to financial planning, and practicing vigilant financial management, Bellevue Utilities has earned a Aa1 bond rating (the highest rating possible for a utility our size) and is financially prepared to meet both operational and infrastructure replacement needs.

The Utilities' Fiscal Management Team, comprised of 6.0FTEs and a 2015-2016 biennial budget of \$1.6 million, supports four separate utilities (water, sewer, stormwater, solid waste), each with its own unique operational and capital requirements.

Description of change over previous biennium

No significant changes are proposed over the previous biennium.

Proposal Financial Summary (\$1,000s)

	Adopted 2013-2014 Budget			Proposed 2015-2016 Budget			Biennium Change	
	2013	2014	Total 2013-2014	2015	2016	Total 2015-2016	Dollar Change	Percent Change
Expenditures	\$769	\$859	\$1,628	\$837	\$759	\$1,597	-\$32	-1.9%
FTEs								
FTEs	6.00	6.00	n/a	6.00	6.00	n/a	n/a	n/a
LTEs	0.00	1.00	n/a	0.00	0.00	n/a	n/a	n/a

K:\Secured\Bus_Admin - Finance\2015-2016 Budget\ESC\May 15 2014 - Round 1 proposals\4 2015-2016 Operating Summaries for ESC -- published.xlsx\index
May 29, 2014

2015-2016 Utility Operating Budget Proposals

Proposal Title	Utilities Computer and Systems Support		
Proposal Number	140.60NA		
Proposal Budget (2015-2016)	\$1,960,455	4.2 FTEs/LTEs	
Outcome	Healthy and Sustainable Environment		

Executive Summary

Utilities relies on computers to provide efficient water, sewer, and storm drainage services to customers. This proposal includes all the Utilities' software, hardware, vendor maintenance, professional services, and department personnel who provide business automation user support. While we depend on services from our partners in City Information Technology (IT), this proposal meets them halfway by bringing business knowledge to automated solutions. Unlike General Fund departments, Utilities is funded by rates and must separately account for revenues and expenditures for each business line. Primary business systems include billing, work management, and sewer/storm condition assessment video systems. Many specialized systems also include the water meter reading, engineering design, and water modelling. User support personnel conduct automation planning, implementation/testing support for changes, system training, and process improvement analysis, and reporting. Technology services in this proposal differ from those provided by IT Department, and do not duplicate them. This proposal supports Utilities' share of the enterprise work management system (Maximo) vendor maintenance and the whole of the vendor maintenance for the billing and collections system (CIS).

Note that this item formerly included three separate proposals: #140.46, Customer Service and Billing User Support; #140.51, Utilities Maximo System User Support; and #140.53, Utilities Computer Replacement and Small System Support.

Description of change over previous biennium

Fluctuations in expenditures reflect the timing of department-wide software purchases/upgrades.

Proposal Financial Summary (\$1,000s)	Adopted 2013-2014 Budget			Proposed 2015-2016 Budget			Biennium Change	
	2013	2014	Total 2013-2014	2015	2016	Total 2015-2016	Dollar Change	Percent Change
Expenditures	\$1,820	\$780	\$2,601	\$1,026	\$935	\$1,960	-\$640	-24.6%
FTEs								
FTEs	3.80	3.80	n/a	4.20	4.20	n/a	n/a	n/a
LTEs	0.00	0.00	n/a	0.00	0.00	n/a	n/a	n/a

K:\Secured\Bus_Admin - Finance\2015-2016 Budget\ESCC\May 15 2014 - Round 1 proposals\4 2015-2016 Operating Summaries for ESC -- published.xlsx\Index
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2015-2016 Utility Operating Budget Proposals

Proposal Title	Utilities Department Management and Support		
Proposal Number	140.42NA		
Proposal Budget (2015-2016)	\$1,452,001	4 FTEs/LTEs	
Outcome	Healthy and Sustainable Environment		

Executive Summary

Utilities is a self-supporting enterprise operating within the City of Bellevue, dedicated to actively supporting public health and safety, the environment, a sustainable economy, and neighborhood livability now and into the future. It does so by effectively and efficiently managing four distinct business lines (drinking water, wastewater, storm and surface water systems, and solid waste collection), with an annual operating budget of \$130M, capital budget of \$194M (2013-2019), and 168 staff. Because of the long lives of utility systems, Utilities planning horizon extends 75 years. With its diverse service portfolio, this large and complex department requires strong leadership, strategic vision, clear guidance, and thoughtful management.

Description of change over previous biennium

No significant changes are proposed over the previous biennium.

Proposal Financial Summary (\$1,000s)	Adopted 2013-2014 Budget			Proposed 2015-2016 Budget			Biennium Change	
	2013	2014	Total 2013-2014	2015	2016	Total 2015-2016	Dollar Change	Percent Change
Expenditures	\$669	\$686	\$1,355	\$716	\$736	\$1,452	\$97	7.1%
FTEs								
FTEs	4.00	4.00	n/a	4.00	4.00	n/a	n/a	n/a
LTEs	0.00	0.00	n/a	0.00	0.00	n/a	n/a	n/a

K:\Secured\Bus_Admin - Finance\2015-2016 Budget\ESC\May 15 2014 - Round 1 proposals\4 2015-2016 Operating Summaries for ESC -- published.xlsx\index
May 29, 2014