

WASTEWATER

ACTIVITIES

- *Wastewater Collection Services
- *Wastewater Treatment Services
- *Wastewater Customer Services
- *Wastewater System Debt Service
- *Wastewater General Program Operations
- *Wastewater Capital Construction



DESCRIPTION

This program includes the treatment plant, pumping stations, collection piping system, and support services systems that collectively provide wastewater services to the enterprise's customers.

	ACTUAL FY'16 \$	ACTUAL FY'17 \$	BUDGET FY'18 \$	MANAGER RECOMMEND FY'19 \$	COMMITTEE APPROVED FY'19 \$	COUNCIL ADOPTED FY'19 \$	PROJECTED FY'20 \$
Program Generated Resources	17,342,524	19,785,087	32,121,442	21,590,660	21,590,660	21,590,660	10,893,088
Total Resources	17,342,524	19,785,087	32,121,442	21,590,660	21,590,660	21,590,660	10,893,088
Requirements							
Wastewater Collection	678,957	692,323	867,328	901,737	901,737	901,737	914,372
Wastewater Treatment	2,120,468	2,085,420	2,330,099	2,509,709	2,509,709	2,509,709	2,555,695
Customer Services	389,612	397,281	443,787	362,783	362,783	362,783	365,889
Debt Services	931,485	489,854	486,063	1,716,213	1,716,213	1,716,213	1,717,213
General Program Operations	4,844,623	5,489,097	3,957,250	2,568,459	2,568,459	2,568,459	3,037,940
Capital Construction	8,377,379	10,631,112	24,036,915	13,531,759	13,531,759	13,531,759	2,301,979
Total Requirements	17,342,524	19,785,087	32,121,442	21,590,660	21,590,660	21,590,660	10,893,088

Program: Utilities/Wastewater Program

Services Delivered:

The Wastewater Program goal is to meet the area's current and future wastewater collection and treatment needs, protecting human health, welfare, and the environment.

The process of collection, treatment, and disposal of wastewater is one of the basic functions of our City. With a primary focus on public safety and the environment, this utility collects wastewater from customers, conveys it to the City's Water Restoration Plant for treatment, and ultimately discharges a treated effluent to the Rogue River. Solids removed during the treatment phase are trucked to Drycreek Landfill in White City for disposal.

System goals are to protect the river, assure a healthy and safe community environment, and provide capacity for community growth and economic prosperity. At the Water Restoration Plant, the wastewater of our community is treated to a level that is compatible with the Rogue River, into which it discharges. The Wastewater Program works within strict environmental standards established by the Federal Water Quality Act, through the National Pollutant Discharge Elimination System (NPDES), with oversight by the Oregon Department of Environmental Quality (DEQ).

The wastewater system includes the treatment plant, pumping stations, collection system piping, and support service systems. The utility is an enterprise fund, with all costs of the system borne by ratepayers. The budget is structured in the following major activities:

Wastewater Collection Services	Debt Service
Wastewater Treatment	General Program Operations
Customer Service	Capital Improvements

This program provides services to over 13,000 accounts.

FY'19 Anticipated Accomplishments & Corresponding Council Goal - Strategic Plan Item:

Maintain, Operate, and Expand our Infrastructure to Meet Community Needs

Objective 3: Ensure sewer infrastructure needs are met

Action 1: Upgrade the Water Restoration Plant (PAVE). ***

- Now that construction is underway, staff will continue to work with the contractor to construct and deliver the upgrade project.

Action 2: Update Collections CCTV capabilities to allow for lateral location. **

- Currently the City must contract to outside contractors to accurately locate a customer's lateral off of a sewer main. Expanded capabilities will allow the City to respond faster to customer requests as well as be more accurate when providing service tap location.

Action 4: Implement manhole inflow/infiltration elimination program in the Redwood area.*

- Staff will conduct extensive investigation and develop capital improvement projects to eliminate inflow in the Redwood area.

Program: Utilities/Wastewater Program

FY'18 Activity Review:

- Several sewer main segments have been replaced in the core of the community, as per the Sewer Collection Master Plan.
- Construction has begun on the Phase II Water Restoration Plant Upgrade.



Program: Utilities/Wastewater Program

Program Financial Summary

Resources	ACTUAL	ACTUAL	BUDGET	MANAGER	COMMITTEE	COUNCIL	PROJECTED
	FY'16	FY'17	FY'18	RECOMMEND	APPROVED	ADOPTED	FY'20
	\$	\$	\$	\$	\$	\$	\$
Beginning Balance	<u>2,638,999</u>	<u>2,773,126</u>	<u>1,764,877</u>	<u>1,364,251</u>	<u>1,364,251</u>	<u>1,364,251</u>	<u>1,366,459</u>
Current Resources							
Activity Generated							
Sewage Fees	6,265,563	6,331,116	6,295,150	6,670,150	6,670,150	6,670,150	7,200,150
Direct Charges	11,545	14,043	8,000	8,000	8,000	8,000	8,000
Revenue Other Agencies	0	11,736	0	0	0	0	0
Interest	16,986	9,657	10,500	10,500	10,500	10,500	10,500
Other Revenue	32,052	14,297	6,000	6,000	6,000	6,000	6,000
Capital Construction	<u>8,377,379</u>	<u>10,631,112</u>	<u>24,036,915</u>	<u>13,531,759</u>	<u>13,531,759</u>	<u>13,531,759</u>	<u>2,301,979</u>
Total Current Revenues	<u>14,703,525</u>	<u>17,011,961</u>	<u>30,356,565</u>	<u>20,226,409</u>	<u>20,226,409</u>	<u>20,226,409</u>	<u>9,526,629</u>
Total Resources	<u>17,342,524</u>	<u>19,785,087</u>	<u>32,121,442</u>	<u>21,590,660</u>	<u>21,590,660</u>	<u>21,590,660</u>	<u>10,893,088</u>

Requirements	ACTUAL	ACTUAL	BUDGET	MANAGER	COMMITTEE	COUNCIL	PROJECTED
	FY'16	FY'17	FY'18	RECOMMEND	APPROVED	ADOPTED	FY'20
	\$	\$	\$	\$	\$	\$	\$
Wastewater Collection	678,957	692,323	867,328	901,737	901,737	901,737	914,372
Wastewater Treatment	2,120,469	2,085,420	2,330,099	2,509,709	2,509,709	2,509,709	2,555,695
Customer Services	389,612	397,281	443,787	362,783	362,783	362,783	365,889
General Program Operations	14,104	17,778	18,700	20,000	20,000	20,000	25,200
Capital Construction	<u>8,377,379</u>	<u>10,631,112</u>	<u>24,036,915</u>	<u>13,531,759</u>	<u>13,531,759</u>	<u>13,531,759</u>	<u>2,301,979</u>
Indirect Charges	338,392	328,915	376,500	382,000	382,000	382,000	389,000
Debt Service	931,485	489,854	486,063	1,716,213	1,716,213	1,716,213	1,717,213
Transfers Out	<u>1,719,000</u>	<u>3,143,300</u>	<u>2,400,000</u>	<u>800,000</u>	<u>800,000</u>	<u>800,000</u>	<u>900,000</u>
Subtotal Expenditures	<u>14,569,398</u>	<u>17,785,983</u>	<u>30,959,392</u>	<u>20,224,201</u>	<u>20,224,201</u>	<u>20,224,201</u>	<u>9,169,348</u>
Contingency	0	0	1,162,050	1,366,459	1,366,459	1,366,459	1,723,740
Ending Balance	<u>2,773,126</u>	<u>1,999,104</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Requirements	<u>17,342,524</u>	<u>19,785,087</u>	<u>32,121,442</u>	<u>21,590,660</u>	<u>21,590,660</u>	<u>21,590,660</u>	<u>10,893,088</u>

Program: Utilities/Wastewater – Wastewater Collection

Services Delivered:

This activity is responsible for ensuring the safe, uninterrupted operation of sanitary sewer lines within the community and meeting State and Federal standards. The services delivered are administered through distinct programs: customer service, inspection services, system maintenance, and general operations. The duties encompassed in these programs include sewer main repair and cleaning, manhole repair, clean-out repair, TV inspection of new and existing sewer lines, easement maintenance, and emergency service calls. The Collection Division provides support to both contractors involved in new construction and The Water Distribution staff during their normal course of business.

Performance Measurements:

Wastewater Collection Performance Measures

Indicator	2015-16		2016-17		2017-18	2018-19	2019-20
	Actual	Est	Actual	Est	Est	Actual	Est
Outputs							
Miles of Sanitary Sewer Receiving Routine Cleaning	28.40	41.25	24.49	41.25	41.25	28.40	41.25
Effectiveness	Actual	Goal	Actual	Goal	Goal	Actual	Goal
Percentage of Public Sewer System Undergoing Routine Cleaning	<25%	25%	<25%	25%	25%	<25%	25%
Sewer Blockages Response Time (In Hours)	<1	<1	<1	<1	<1	<1	<1
Efficiency	Actual	Goal	Actual	Goal	Goal	Actual	Goal
Miles of Sanitary Sewer Maintained per FTE	14.20	20.65	12.25	20.65	20.65	14.20	20.65
Number of Hours Required to Respond to After-hours Emergency Situations	<1	<1	<1	<1	<1	<1	<1

FY'19 Anticipated Accomplishments & Corresponding Council Goal - Strategic Plan Item:

Provide Cooperative, Shared Leadership Involving Council, Staff and Community

Objective 3: Ensure efficiency and effectiveness in City operation

- **Action 6:** Implementation of Asset Management software will be fully operational in FY19. **
- Continue multiple utility administered contracts for emergency repairs of failed public sewer main lines.
- Continue contract root foaming of public sewer mainlines.

Maintain, Operate and Expand Our Infrastructure to Meet Community Needs

Objective 3: Ensure sewer infrastructure needs are met

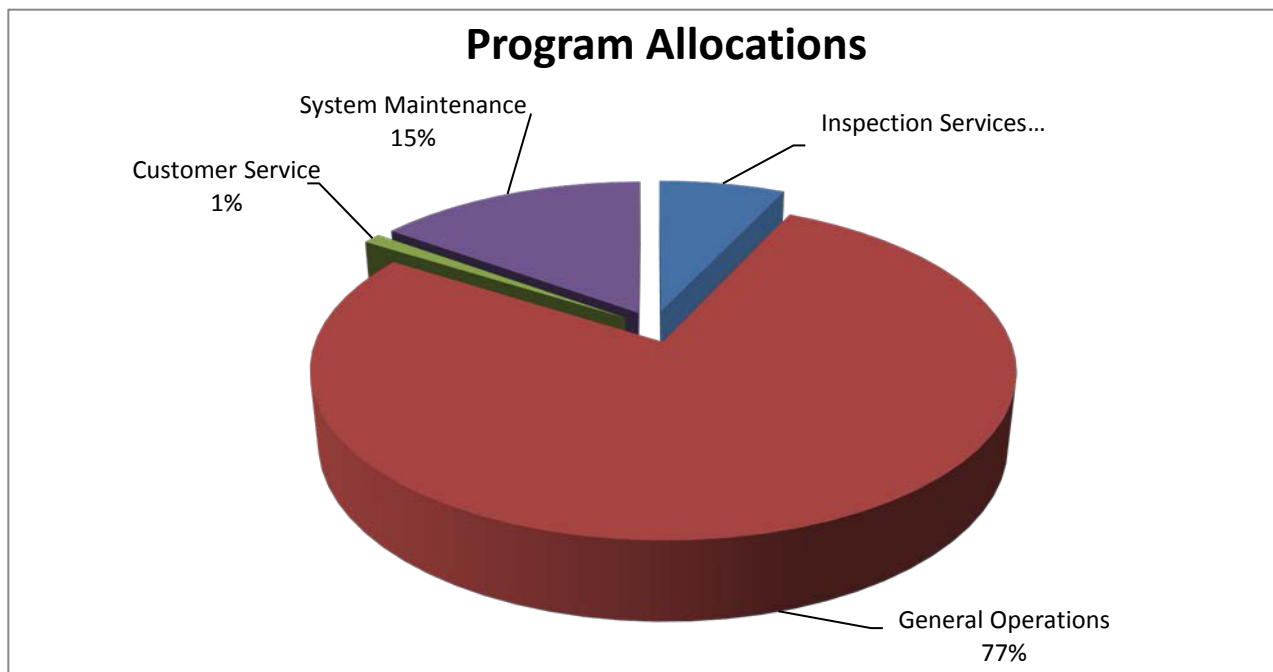
- **Action 2:** An upgrade to our CCTV system will be incorporated to assist in lateral location capabilities. **
- **Action 3:** Implement manhole inflow/infiltration elimination program in the Redwood area.
- Continue routine cleaning of all other sewer mains on a rotating four year basis.
- Sewer lines will be replaced, in the core areas of the community, to meet the objective of structural replacement of deteriorating sewer mains as defined in the Wastewater Collection System Master Plan.

Program: Utilities/ Wastewater – Wastewater Collection

Budget Highlights:

Attention shall continue to be devoted to the re-inspection of existing public sewer lines, utilizing “tilt and pan” camera technology to improve departmental records and monitor system defects. Focused dye testing, manhole replacement, and mainline repairs shall also continue. Collection crew support shall continue during the major pipe-line replacement projects. All new public sewer lines shall be cleaned and TV inspected prior to their inclusion to the sewer system.

Growth of the collection system’s service area is anticipated to continue to increase during FY’19. The FY’19 budget contains continued funding for emergency contract sewer line repairs and root foaming. The capital budget collection system maintenance includes continued funding for the purchase of stainless steel repair sleeves to complete trenchless pipe repairs.



FY’18 Activity Review:

Crews provided TV inspection services during the replacement of defective clay sewer mains, located in public alleys between SW G & H Streets from 3rd to 6th Street. Routine cleaning and TV inspection of the existing collection system continued in FY’18. Re-inspection of existing sewer lines to document changes in pipeline conditions continued utilizing “tilt-and-pan” camera technology. Pressurized sewer mains, air release valves, and vacuum release valves located within the Redwood Area also received routine cleaning and maintenance by City crews. Crews discovered a large hole in a sewer main on NE F Street at Mill Street, which has been on a 6 month clean schedule. CCTV inspections revealed the entire main needed to be replaced due to heavy corrosion so a capital project was created to replace the line.

Program: Utilities/Wastewater – Wastewater Collection

Financial Summary

Requirements	ACTUAL	ACTUAL	BUDGET	MANAGER	COMMITTEE	COUNCIL	PROJECTED
	FY'16	FY'17	FY'18	RECOMMEND	APPROVED	ADOPTED	FY'20
	\$	\$	\$	\$	\$	\$	\$
Personnel Services	488,632	518,371	620,955	645,055	645,055	645,055	655,839
Materials & Supplies	15,894	18,223	52,370	41,870	41,870	41,870	41,870
Contractual/Prof Services	121,620	104,093	142,367	177,386	177,386	177,386	179,237
Direct Charges	51,636	51,636	51,636	25,426	25,426	25,426	25,426
Capital Outlay	<u>1,175</u>	<u>0</u>	<u>0</u>	<u>12,000</u>	<u>12,000</u>	<u>12,000</u>	<u>12,000</u>
Total Requirements	<u>678,957</u>	<u>692,323</u>	<u>867,328</u>	<u>901,737</u>	<u>901,737</u>	<u>901,737</u>	<u>914,372</u>

Capital Outlay/By Item

Mini Camera System			<u>0</u>	<u>12,000</u>	<u>12,000</u>	<u>12,000</u>	<u>12,000</u>
Total Capital Outlay			<u>0</u>	<u>12,000</u>	<u>12,000</u>	<u>12,000</u>	<u>12,000</u>

Personnel

	BUDGET	BUDGET	BUDGET	MANAGER	COMMITTEE	COUNCIL	PROJECTED
	FY'16	FY'17	FY'18	RECOMMEND	APPROVED	ADOPTED	FY'20
	#	#	#	#	#	#	#
Utility Field Supervisor	0.00	0.00	1.00	1.00	1.00	1.00	1.00
Utility Worker III	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Utility Worker	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
<i>Subtotal</i>	<i>4.00</i>	<i>4.00</i>	<i>5.00</i>	<i>5.00</i>	<i>5.00</i>	<i>5.00</i>	<i>5.00</i>
Public Works Director							
From: Water Treatment	0.08	0.08	0.17	0.17	0.17	0.17	0.17
Public Works Assistant Director							
From: Water Treatment	0.00	0.00	0.17	0.17	0.17	0.17	0.17
Utility Field Superintendent							
From: Water Distribution	0.50	0.50	0.00	0.00	0.00	0.00	0.00
Utility Worker							
From: Water Distribution	0.50	0.50	0.50	0.33	0.33	0.33	0.33
Office Assistant I							
From: Water Distribution	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Department Support Technician							
From: Water Treatment	<u>0.08</u>	<u>0.08</u>	<u>0.17</u>	<u>0.17</u>	<u>0.17</u>	<u>0.17</u>	<u>0.17</u>
<i>Subtotal Distributed</i>	<i>1.66</i>	<i>1.66</i>	<i>1.51</i>	<i>1.34</i>	<i>1.34</i>	<i>1.34</i>	<i>1.34</i>
Total Positions	<u>5.66</u>	<u>5.66</u>	<u>6.51</u>	<u>6.34</u>	<u>6.34</u>	<u>6.34</u>	<u>6.34</u>
Temporary/Seasonal Hours	<u>355</u>	<u>355</u>	<u>1,200</u>	<u>1,200</u>	<u>1,200</u>	<u>1,200</u>	<u>1,200</u>

Program: Utilities/ Wastewater – Wastewater Treatment

Services Delivered:

This activity provides for the processing and safe disposal of collected wastewater as required, meeting State and Federal standards, ensuring no harmful effects on the community or the environment. These services are delivered through six programs: support services, operations, maintenance, solids disposal, lift/pump stations, and pretreatment. In addition, this activity provides contract services to the non-operational Merlin Landfill for closure maintenance services.

Performance Measurements:

Wastewater Treatment Performance Measures

Indicator	2015-16		2016-17		2017-18	2018-19	2019-20
	Actual	Est	Actual	Est	Est	Est	Est
Outputs							
Gallons of Water Treated (In Billions)	2.36	2.25	2.67	2.80	2.00	2.60	2.60
Effectiveness	Actual	Goal	Actual	Goal	Goal	Goal	Goal
Pounds of Active Dry Polymer per Dry Ton of Feed Solids	27.6	<28	22.3	<28	<28	<28	<28
Percentage of Time Met or Exceeded State and Federal Standards	100%	100%	100%	100%	100%	100%	100%
Efficiency	Actual	Goal	Actual	Goal	Goal	Goal	Goal
Direct Operations and Maintenance Costs per Million Gallons Treated*	\$642	<\$825	\$601	<\$825	<\$830	<\$830	<\$835
Average kwh per Million Gallons Treated	1853	<2,550	1367	<2,550	<2,500	<2,500	<2,500

*The national median cost for Direct Operations and Maintenance Costs per Million Gallons Treated per the AWWA Benchmarking Survey based upon the most recent data (2011) is \$945. This includes: Support Services, Operations, Maintenance, and Pretreatment departments. Not included are: Solids Disposal and Pump Stations.

FY'19 Anticipated Accomplishments & Corresponding Council Goal - Strategic Plan Item:

Maintain, Operate, and Expand our Infrastructure to Meet Community Needs

Objective 3: Ensure sewer infrastructure needs are met

Action 1: Expand Water Restoration Plant (PAVE). ***

- Continue construction of the treatment facilities as appropriate, which will include: blower replacement and dedicated building, electrical upgrade, a third primary treatment tank, doubling aeration basin size, refurbishing the gravity thickener, SCADA replacement, and a more comprehensive vector truck solids receiving facility.

Action 4: Begin Webster Lift Station No. 2 alternatives study/design/construction.*

- Following some planning and radio communication feasibility, upgrade the controls and communication to more modern and reliable standards.

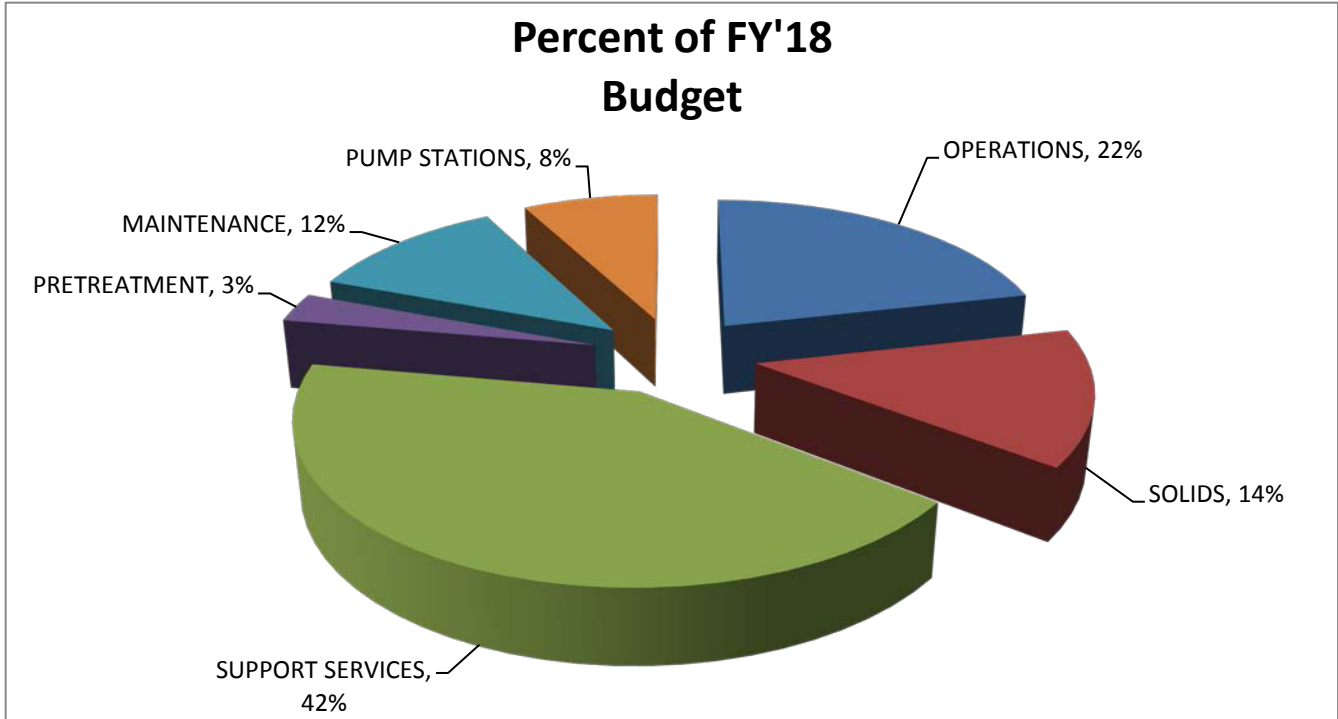
Program: Utilities/Wastewater – Wastewater Treatment

Budget Highlights:

- This budget includes funds to rebuild one of the Water Restoration Plant (WRP) Influent Pumps and one of the Darneille Pump Station's pumps.
- This budget includes costs for contracted solids hauling and disposal at Dry Creek Landfill.
- Included are increased maintenance and operations funds for the increased size and complexity of the newly upgraded WRP facility.

FY'18 Activity Review:

During the 2018 budget year, this activity will treat an estimated 1.90 billion gallons of wastewater and dispose of an estimated 5,119 wet tons of biosolids to Dry Creek Landfill.



Program: Utilities/ Wastewater – Wastewater Treatment

Financial Summary

Requirements	ACTUAL FY'16 \$	ACTUAL FY'17 \$	BUDGET FY'18 \$	MANAGER RECOMMEND FY'19 \$	COMMITTEE APPROVED FY'19 \$	COUNCIL ADOPTED FY'19 \$	PROJECTED FY'20 \$
Personnel Services	770,523	816,807	831,052	865,085	865,085	865,085	882,459
Materials & Supplies	321,025	327,239	373,200	432,700	432,700	432,700	425,600
Contractual/Prof Services	1,026,880	939,331	1,123,804	1,209,422	1,209,422	1,209,422	1,245,134
Direct Charges	<u>2,040</u>	<u>2,043</u>	<u>2,043</u>	<u>2,502</u>	<u>2,502</u>	<u>2,502</u>	<u>2,502</u>
Total Requirements	<u>2,120,468</u>	<u>2,085,420</u>	<u>2,330,099</u>	<u>2,509,709</u>	<u>2,509,709</u>	<u>2,509,709</u>	<u>2,555,695</u>



Program: Utilities/Wastewater – Wastewater Treatment

Personnel

	BUDGET FY'16 #	BUDGET FY'17 #	BUDGET FY'18 #	MANAGER RECOMMEND FY'19 #	COMMITTEE APPROVED FY'19 #	COUNCIL ADOPTED FY'19 #	PROJECTED FY'20 #
Utility Plant Superintendent	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Treatment Plant Specialist	6.00	6.00	6.00	6.00	6.00	6.00	6.00
Utility Worker	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
<i>Subtotal</i>	<i>8.00</i>	<i>8.00</i>	<i>8.00</i>	<i>8.00</i>	<i>8.00</i>	<i>8.00</i>	<i>8.00</i>
Public Works Director							
From: Water Treatment	0.23	0.23	0.17	0.17	0.17	0.17	0.17
Public Works Assistant Director							
From: Water Treatment	0.00	0.00	0.17	0.17	0.17	0.17	0.17
Department Support Technician							
From: Water Treatment	<u>0.23</u>	<u>0.23</u>	<u>0.17</u>	<u>0.17</u>	<u>0.17</u>	<u>0.17</u>	<u>0.17</u>
<i>Subtotal Distributed</i>	<i>0.46</i>	<i>0.46</i>	<i>0.51</i>	<i>0.51</i>	<i>0.51</i>	<i>0.51</i>	<i>0.51</i>
Total Positions	<u>8.46</u>	<u>8.46</u>	<u>8.51</u>	<u>8.51</u>	<u>8.51</u>	<u>8.51</u>	<u>8.51</u>
Temporary/Seasonal Hours	<u>0.00</u>	<u>1,200</u>	<u>1,200</u>	<u>1,200</u>	<u>1,200</u>	<u>1,200</u>	<u>1,200</u>

Program: Utilities/Wastewater – Customer Services

Services Delivered:

Customer Service provides for the billing and collection of customer charges, legal services, engineering required for wastewater activities and timely courteous responses to the needs of individual customers regarding their City utility accounts.

Performance Measurements:

Waste Water Customer Services Performance Measures

Indicator	2015-2016		2016-2017		2017-18	2018-19	2019-20
	Actual	Est	Actual	Est	Est	Est	Est
Outputs							
Number of Wastewater Customers	13,342	13,000	13,486	13,500	13,500	13,500	13,500
Effectiveness	Actual	Goal	Actual	Goal	Goal	Goal	Goal
Uncollectable Accounts as a % of Revenue	0.0%	<1%	0.01%	<1%	<1%	<1%	<1%
Efficiency	Actual	Goal	Actual	Goal	Goal	Goal	Goal
Finance Direct Charges per Waste Water Cust.	\$1.29	<\$2.50	\$1.53	<\$2.50	<\$2.50	<\$2.50	<\$2.50

FY'19 Anticipated Accomplishments & Corresponding Council Goal - Strategic Plan Item:

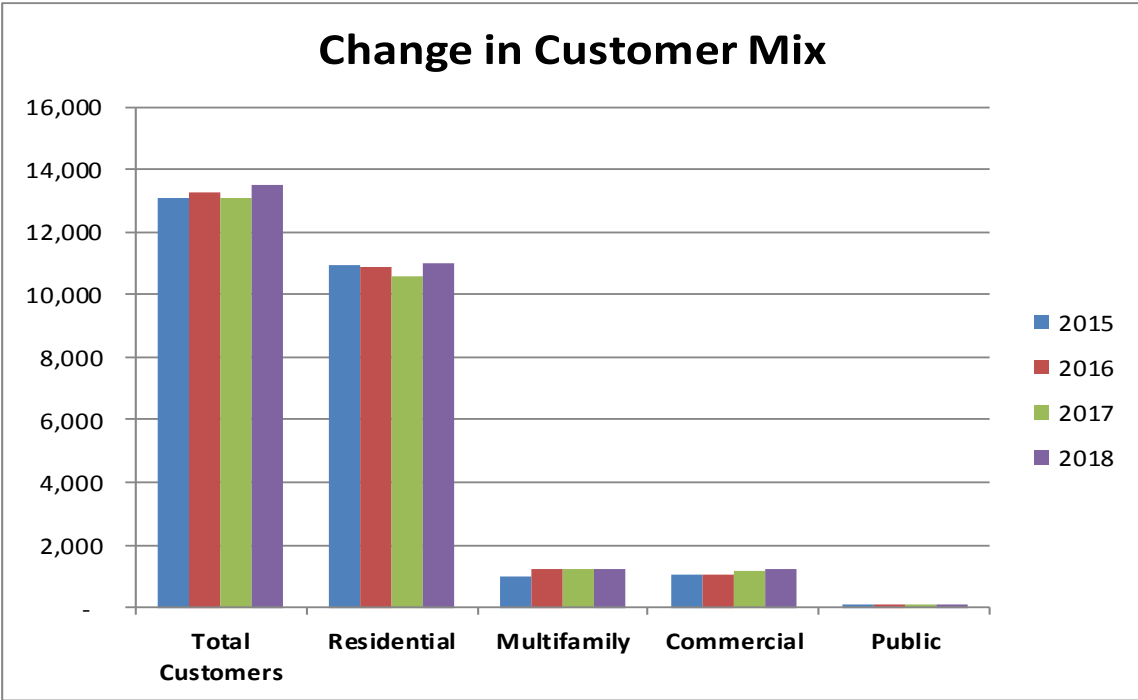
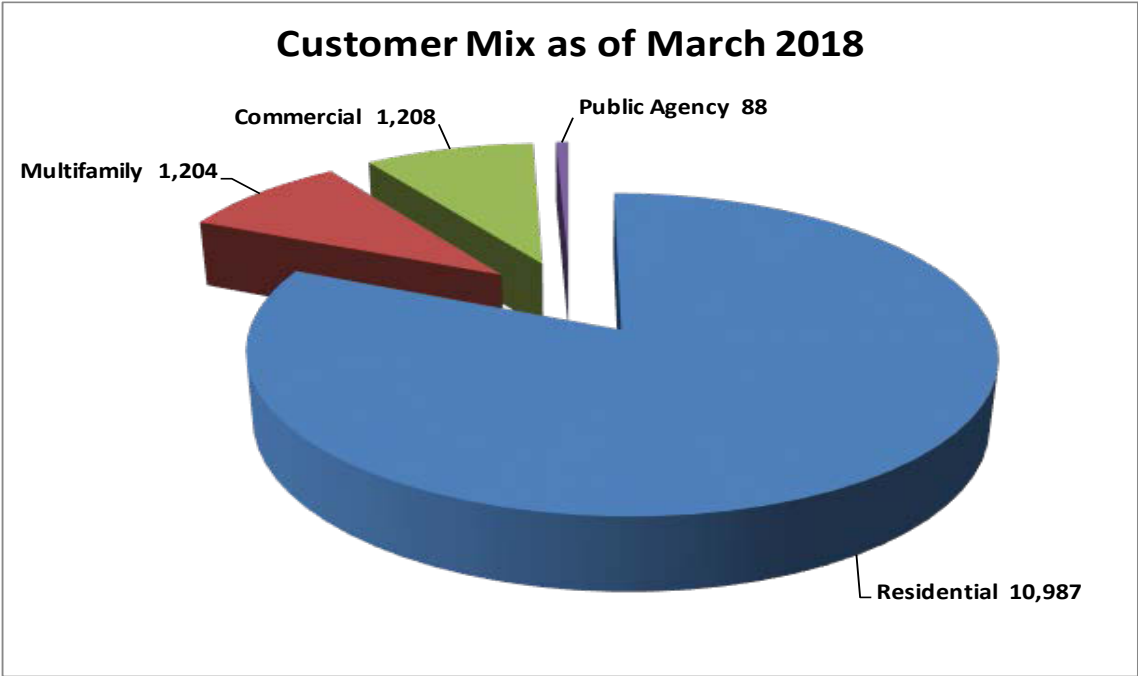
Provide Cooperative, Shared Leadership Involving Council, Staff and Community

Objective 3: Ensure efficiency and effectiveness in City operations

- Bill the 13,400+ City sewer customers monthly and maintain timely records on all accounts.
- Provide information regarding sewer line locations, new service requests, and local improvement district financing.

The City of Grants Pass Utility Customer Service Department serves approximately 13,450 wastewater utility customers. The goal of the department is to provide excellent customer service to the citizens of Grants Pass. Cost per account for the waste water utility includes costs associated with direct salaries, employee benefits, contracts (such as meter reading), account activation, account maintenance, bill preparation, bill delivery, receipt and processing of payments, collection of delinquent accounts, account write-offs for uncollectable debt, work order generation, and dispatching of field crew worker assigned to customer service to individual customers for various assistance needs. The Customer Service Department strives to provide these services at less than \$2.50 per customer, per month. In addition, with the use of effective communication and the enforcement of the municipal code, far less than 1% of accounts are turned over to collections in final delinquency.

Program: Utilities/Wastewater – Customer Services



Program: Utilities/Wastewater – Customer Services

Budget Highlights:

This budget includes continued use of contracts for meter reading (which is an integral part of how sewer volume rates are established for customers) and bill stuffing services, while maintaining current staffing for the office. Customers will continue to receive the same level of service from the Customer Service office, including: multiple payment acceptance methods, availability of customer service staff to answer questions regarding service and billing, and timely bill generation with delivery via email or first class mail.

FY'18 Activity Review:

The Customer Service office generated approximately 150,497 utility billings, not including bills generated for final accounts, during FY'18 and receipted approximately 167,625 utility payments through a variety of collection methods. These methods include in person, online from individual financial institutions, via mail (including payments forwarded from community drop boxes), online via the City website or drafted from individual bank accounts per customer request. FY'19 is on target to have similar activity. An important statistic, which highlights the level of customer interaction by the office, is that the Customer Service Staff processes approximately 34,400 in person payments on an annual basis. In addition, the customer service department has updated its utility billing software, which allows for customers access to their accounts both during and after normal hours of operation. The customer service staff works to ensure that accurate and detailed information is available to each customer regarding their utility account to include wastewater use, billing, and payment history. This information is available to our customer's via phone, email, and online through Citizen Self-Service.

Financial Summary

Requirements	ACTUAL FY'16 \$	ACTUAL FY'17 \$	BUDGET FY'18 \$	MANAGER RECOMMEND FY'19 \$	COMMITTEE APPROVED FY'19 \$	COUNCIL ADOPTED FY'19 \$	PROJECTED FY'20 \$
Contractual/Prof Services	24,658	25,837	41,219	33,652	33,652	33,652	33,652
Direct Charges	<u>364,954</u>	<u>371,444</u>	<u>402,568</u>	<u>329,131</u>	<u>329,131</u>	<u>329,131</u>	<u>332,237</u>
Total Requirements	<u>389,612</u>	<u>397,281</u>	<u>443,787</u>	<u>362,783</u>	<u>362,783</u>	<u>362,783</u>	<u>365,889</u>

Program: Utilities/Wastewater – Debt Service

Services Delivered:

This activity accounts for the repayment of debt incurred by the Wastewater Utility. A total of \$7,000,000 of State Revolving Loan Fund (SRF) monies were made available to the City for expansion of the Wastewater Treatment Plant and related projects. The SRF loan agreement, R38671, was refinanced in December of 2009 for a net present value savings of \$370,530 over the life of the bond. As of FY'13, the Redwood Sanitary Sewer Service District (RSSSD) was consolidated with the City of Grants Pass Wastewater Utility. RSSSD also had outstanding debt that was refinanced in the 2009 refunding, with a remaining principal balance of \$1,225,000, as of June 30, 2013. In Fiscal year 2018 the Wastewater Utility also bonded a total of \$18,500,000 in two separate offerings to fund the Phase II Water Restoration Plant Upgrade project.

FY'18 Anticipated Accomplishments & Corresponding Council Goal - Strategic Plan Item:

Provide Cooperative, Shared Leadership Involving Council, Staff and Community

Ensure efficiency and effectiveness in City operations

- Make timely debt service payments to avoid late fees or penalties and ensure the City's credit rating and ability to borrow in the future.

Budget Highlights:

The 2009 Refunding Bond debt is scheduled to be paid in full as of FY'23. It has an interest rate of 3.0-4.0%. A debt service schedule for the budgetary period is included here. A full Debt Service schedule can be found in Appendix P.

	FY'16	FY'17	FY'18	FY'19	FY'20
Principal	\$790,000	\$375,000	\$385,000	\$990,000	\$1,025,000
Interest	<u>143,713</u>	<u>116,063</u>	<u>101,063</u>	<u>726,213</u>	<u>692,213</u>
Total	<u>\$933,713</u>	<u>\$491,063</u>	<u>\$486,063</u>	<u>\$1,716,213</u>	<u>\$1,717,213</u>

The budget debt service differs from this schedule due to accruals.

Financial Summary

	ACTUAL FY'16	ACTUAL FY'17	BUDGET FY'18	MANAGER RECOMMEND FY'19	COMMITTEE APPROVED FY'19	COUNCIL ADOPTED FY'19	PROJECTED FY'20
	\$	\$	\$	\$	\$	\$	\$
Debt Service	<u>931,485</u>	<u>489,854</u>	<u>486,063</u>	<u>1,716,213</u>	<u>1,716,213</u>	<u>1,716,213</u>	<u>1,717,213</u>
Total Requirements	<u>931,485</u>	<u>489,854</u>	<u>486,063</u>	<u>1,716,213</u>	<u>1,716,213</u>	<u>1,716,213</u>	<u>1,717,213</u>

Program: Utilities/Wastewater – General Program Operations

Services Delivered:

This activity accounts for expense that is not directly allocated to any single wastewater activity. The contingency is appropriated in this activity, along with transfers to capital projects, payment of administrative overhead, ending fund balances, and debt issuance costs.

FY'19 Anticipated Accomplishments & Corresponding Council Goal - Strategic Plan Item:

The contingency funds available in General Program Operations are utilized only with direct City Council authorization. The ending fund balance appropriation may not be altered during the fiscal year. The appropriated funds for capital projects are transferred as soon as they are available. The FY'19 budget provides for \$800,000 in transfers to capital projects. This includes transfers to the Water Restoration Plant repair/expansion project, collection system maintenance and repair, as well as Asset Management procurement and installation.

Financial Summary

Requirements	ACTUAL FY'16 \$	ACTUAL FY'17 \$	BUDGET FY'18 \$	MANAGER RECOMMEND FY'19 \$	COMMITTEE APPROVED FY'19 \$	COUNCIL ADOPTED FY'19 \$	PROJECTED FY'20 \$
Personnel Services	0	183	0	0	0	0	0
Direct Charges	13,254	16,795	18,700	20,000	20,000	20,000	25,200
Contractual/Prof Services	850	800	0	0	0	0	0
Indirect Charges	338,392	328,915	376,500	382,000	382,000	382,000	389,000
Transfers Out	<u>1,719,000</u>	<u>3,143,300</u>	<u>2,400,000</u>	<u>800,000</u>	<u>800,000</u>	<u>800,000</u>	<u>900,000</u>
Subtotal Expenditures	<u>2,071,496</u>	<u>3,489,993</u>	<u>2,795,200</u>	<u>1,202,000</u>	<u>1,202,000</u>	<u>1,202,000</u>	<u>1,314,200</u>
Contingencies	0	0	1,162,050	1,366,459	1,366,459	1,366,459	1,723,740
Ending Balance	<u>2,773,126</u>	<u>1,999,104</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Requirements	<u>4,844,622</u>	<u>5,489,097</u>	<u>3,957,250</u>	<u>2,568,459</u>	<u>2,568,459</u>	<u>2,568,459</u>	<u>3,037,940</u>

Program: Utilities/Wastewater – Capital Construction

Services Delivered:

This activity provides for the planning, engineering and construction of sewer lines, pumping stations, and treatment facilities for the Wastewater Program. The Public Works Project Specialist is shown here, but actual expenditures are spread across Wastewater, Water, and Transportation projects.

This portion of the Wastewater system receives financing from System Development Charge revenues and transfers from Wastewater operations. The Wastewater system includes the treatment plant, five pump stations, and the collection system. Major repairs and improvements are financed through this capital budget.

This budget sets aside funds to provide for the major rehabilitation of the treatment plant, pump stations and replacement of deteriorated sewer piping within the collection system.

Personnel:

	BUDGET FY'16 #	BUDGET FY'17 #	BUDGET FY'18 #	MANAGER RECOMMEND FY'19 #	COMMITTEE APPROVED FY'19 #	COUNCIL ADOPTED FY'19 #	PROJECTED FY'20 #
Public Works Project Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00

FY'19 Anticipated Accomplishments & Corresponding Council Goal - Strategic Plan Item:

Maintain, Operate, and Expand our Infrastructure to Meet Community Needs

Objective 3: Ensure sewer infrastructure needs are met

Action 1: Expand Wastewater Plant (PAVE). ***

- Construction of improvements will continue in FY'19.

Action 2: Update collections CCTV capabilities to allow for lateral location. **

- Purchase of appropriate equipment in FY'19.

Action 3: Implement manhole I&I elimination program in the Redwood area.*

- Manholes identified for rehabilitation in FY'18 will undergo various means of rehabilitation to evaluate repair effectiveness.

Action 4: Begin Webster 2 alternatives study/design/construction.*

- Evaluate alternatives to rehabilitate or replace the Webster 2 sewer lift station as resources allow.

Action 5: Develop a pilot plan for CIPP for pipe rehabilitation projects. *

- Evaluate various alternatives to rehabilitate failing pipe versus in kind replacement.

Action 6: Purchase a reserve pump for Darneille Pump Station.*

- Purchase the appropriate pump.

Program: Utilities/Wastewater – Capital Construction

Budget Highlights:

The project listing shows resources across the columns. Columns show the “Actual resources through FY’17”; the re-assessed resource needs of projects using current data for the “Estimated FY’18” column, guiding our “Adopted FY’19” and resources estimated “Through FY’19”. We have “Future Years” and “Total Project” columns for each project. Refer to the Capital Budget Book for more information on individual projects.

The individual project pages describe the project, the need, future and ongoing costs, and the total project cost. The tables show when and where the money is budgeted to come from, and the expenses incurred and budgeted to incur through completion.

FY’18 Activity Review:

- Structural sewer lines were replaced in the core of the City.
- Selection and start of implementation of an Asset Management program.
- Completion of rate study and initiation of SDC study.
- Began construction for the Phase II upgrade.

Program: Utilities/Wastewater – Capital Construction

ACTIVE CAPITAL PROJECT RESOURCES

	Actual Through FY'17	Revised FY'18	Adopted FY'19	Total Through FY'19	Future Years	Total Project
SE0000 Miscellaneous Projects – Fund 728	2,304,156	(370,000)	(795,000)	(795,000)	70,000	2,149,156
SE4964 WRP Phase 2 Expansion	7,326,995	21,125,000	1,957,724	30,409,719	0	29,501,995
SE5080 WRP Structural Repairs	383,000	0	0	383,000	225,000	608,000
SE6012 Western Avenue Sewer Replacement	320,000	220,000	25,000	565,000	1,550,000	2,115,000
SE6112 Sewer Rate Study SE & RS	70,000	0	0	70,000	0	70,000
SE6156 Sewer Mains Related to Overlays	60,000	75,000	0	135,000	1,765,000	1,900,000
SE6198 Collection System Maintenance-Repair	475,000	175,000	275,000	925,000	350,000	1,275,000
SE6199 Pump-Lift Station Equip. Improvement	105,000	100,000	50,000	255,000	40,000	295,000
SE6200 Spaulding Indust. Park WW Infrastruct.	100,000	0	0	100,000	0	100,000
SE6237 General Engineering Services	80,000	20,000	20,000	120,000	80,000	200,000
SE6238 Effluent Mixing Zone Dye Tracer Study	50,000	0	0	50,000	0	50,000
SE6239 WRP Equipment Improvement	150,000	30,000	10,000	190,000	170,000	360,000
SE6334 Public Works Asset Management	0	200,000	130,000	330,000	0	330,000
SE6335 Webster Pump Station No. 2 Rehab	0	25,000	25,000	50,000	750,000	800,000
Total Projects	<u>11,424,151</u>	<u>21,600,000</u>	<u>1,697,724</u>	<u>32,787,719</u>	<u>5,000,000</u>	<u>39,754,151</u>

MISCELLANEOUS WASTEWATER FUNDS

Miscellaneous Projects - SDC Fund 722	857,664	100,800	(247,300)	561,564	2,738,992	3,450,156
Miscellaneous Projects - AFD Fund 725	<u>85,485</u>	<u>0</u>	<u>5,000</u>	<u>90,485</u>	<u>5,000</u>	<u>85,485</u>
Total Miscellaneous Funds	<u>943,149</u>	<u>100,800</u>	<u>(242,300)</u>	<u>652,049</u>	<u>2,743,992</u>	<u>3,535,641</u>

CLOSED OR CANCELLED CAPITAL PROJECT RESOURCES

SE6323 5th St. Sewer Main Structural Repairs	<u>400,000</u>	<u>100,000</u>	<u>0</u>	<u>500,000</u>	<u>0</u>	<u>500,000</u>
Total Closed Projects	<u>400,000</u>	<u>100,000</u>	<u>0</u>	<u>500,000</u>	<u>0</u>	<u>500,000</u>
Grand Total - All Projects	<u>12,767,300</u>	<u>21,800,800</u>	<u>1,455,424</u>	<u>33,939,768</u>	<u>7,743,992</u>	<u>43,789,792</u>

This is a summary sheet of all the Capital Projects that are discussed in detail in the Capital Budget Book.

Program: Utilities/Wastewater – Capital Construction

ACTIVE CAPITAL PROJECT SUMMARIES FOR FY'19

	Adopted FY'19 Beginning Fund Balance	Adopted FY'19 Revenue	Adopted FY'19 Capital Outlay	Adopted FY'19 Transfers	Adopted FY'19 Appropriated Fund Balance
SE0000 Miscellaneous Projects - General Fund 728	982,977	(795,000)	0	0	187,977
SE4964 WRP Phase 2 Expansion	8,927,798	1,957,724	10,885,522	0	0
SE5080 WRP Structural Repairs	238,693	0	238,693	0	0
SE6012 Western Avenue Sewer Replacement	402,314	25,000	427,314	0	0
SE6112 Sewer Rate Study SE & RS	4,388	0	4,388	0	0
SE6156 Sewer Mains Related to Overlays	54,603	0	54,603	0	0
SE6198 Collection System Maintenance-Repair	30,558	275,000	305,558	0	0
SE6199 Pump-Lift Station Equipment Improvement	77,489	50,000	127,489	0	0
SE6200 Spaulding Indust. Park WW Infrastructure	95,000	0	95,000	0	0
SE6237 General Engineering Services	38,349	20,000	58,349	0	0
SE6238 Effluent Mixing Zone Dye Tracer Study	45,000	0	45,000	0	0
SE6239 WRP Equipment Improvement	130,564	10,000	140,564	0	0
SE6334 Public Works Asset Management	50,000	130,000	180,000	0	0
SE6334 Webster Pump Station No. 2 Rehab	<u>0</u>	<u>25,000</u>	<u>25,000</u>	<u>0</u>	<u>0</u>
Total Projects	<u>11,077,733</u>	<u>1,697,724</u>	<u>12,587,480</u>	<u>0</u>	<u>187,977</u>
MISCELLANEOUS WASTEWATER FUNDS					
Miscellaneous Projects - SDC Fund 722	992,961	(247,300)	0	0	745,661
Miscellaneous Projects - AFD Fund 725	<u>5,641</u>	<u>5,000</u>	<u>0</u>	<u>0</u>	<u>10,641</u>
Total Miscellaneous Funds	<u>998,602</u>	<u>(242,300)</u>	<u>0</u>	<u>0</u>	<u>756,302</u>
Grand Total - All Projects	<u>12,076,335</u>	<u>1,455,424</u>	<u>12,587,480</u>	<u>0</u>	<u>944,279</u>

Program: Utilities/Wastewater – Capital Construction

Financial Summary

	BUDGET FY'16 #	BUDGET FY'17 #	BUDGET FY'18 #	MANAGER RECOMMEND FY'19 #	COMMITTEE APPROVED FY'19 #	COUNCIL ADOPTED FY'19 #	PROJECTED FY'20 #
Beginning Fund Balance	<u>5,578,009</u>	<u>6,721,889</u>	<u>6,735,715</u>	<u>12,076,335</u>	<u>12,076,335</u>	<u>12,076,335</u>	<u>944,279</u>
Resources							
Development Charges	658,827	573,287	444,700	448,900	448,900	448,900	448,900
Investment Interest	53,829	81,260	2,500	3,800	3,800	3,800	3,800
Advance Finance Interest	261	148	0	0	0	0	0
SDC Loans	5,458	4,400	4,000	0	0	0	0
General Fund	155,000	220,000	350,000	0	0	0	0
Sewer Fund	1,719,000	3,028,300	2,500,000	865,000	865,000	865,000	900,000
Revenue Other Agencies	206,995	0	0	132,724	132,724	132,724	0
Miscellaneous Revenues	0	0	14,000,000	0	0	0	0
Advance Financing	<u>0</u>	<u>1,828</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>5,000</u>
Total Current Revenues	<u>2,799,370</u>	<u>3,909,223</u>	<u>17,301,200</u>	<u>1,455,424</u>	<u>1,455,424</u>	<u>1,455,424</u>	<u>1,357,700</u>
Total Resources	<u>8,377,379</u>	<u>10,631,112</u>	<u>24,036,915</u>	<u>13,531,759</u>	<u>13,531,759</u>	<u>13,531,759</u>	<u>2,301,979</u>
Requirements							
Capital Outlay	<u>1,655,490</u>	<u>3,576,987</u>	<u>23,111,106</u>	<u>12,587,480</u>	<u>12,587,480</u>	<u>12,587,480</u>	<u>1,425,000</u>
Subtotal Expenditures	<u>1,655,490</u>	<u>3,576,987</u>	<u>23,111,106</u>	<u>12,587,480</u>	<u>12,587,480</u>	<u>12,587,480</u>	<u>1,425,000</u>
Appropriated Fund Balance	<u>6,721,889</u>	<u>7,054,125</u>	<u>925,809</u>	<u>944,279</u>	<u>944,279</u>	<u>944,279</u>	<u>876,979</u>
Total Requirements	<u>8,377,379</u>	<u>10,631,112</u>	<u>24,036,915</u>	<u>13,531,759</u>	<u>13,531,759</u>	<u>13,531,759</u>	<u>2,301,979</u>

