

ATTACHMENT 1

**CITY OF BELLEVUE
UTILITIES DEPARTMENT
PROPOSED 2021-2022 BUDGET
OPERATING BUDGET PROPOSALS**

**DATE: Aug 6, 2020
PRESENTED TO ESC**

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Utilities Department 2021-2022 Operating Budget Proposals

Category / Proposal # and Title	Amended 2019-2020	Proposed 2021-2022	2020 FTEs/LTEs	2022 FTEs/LTEs
CIP RELATED OPERATING PROPOSALS				
Capital Related Operating Budget Proposals				
140.01NA Capital Project Delivery ^{1 2}	5,309,421	4,762,884	35.91	32.91
140.39DA Operating Transfer to CIP	55,732,929	75,325,334	-	-
140.48DA Operating Transfer to R&R	29,215,502	24,029,645	-	-
	\$ 90,257,852	\$ 104,117,863	35.91	32.91
Subtotal - Capital Related	\$ 90,257,852	\$ 104,117,863	35.91	32.91

¹ 2019-2020 Budget adjusted for internal reorganization of staffing to better align existing resources to departmental service delivery.

² 2019-2020 Budget data for Capital Project Delivery adjusted to reflect consolidation of additional CIP Project Delivery Proposal.

Utilities Department

2021-2022 Operating Budget Proposals

Category / Proposal # and Title	Amended 2019-2020	Proposed 2021-2022	2020 FTEs/LTEs	2022 FTEs/LTEs
FINANCIAL OBLIGATIONS				
1. Wholesale and RCFC Payments				
140.37NA Cascade Regional Capital Facility Charges	4,558,115	4,599,014	-	-
140.61NA Utilities Water Supply Purchase and Sewage Disposal	111,480,076	119,136,550	0.50	0.50
	\$ 116,038,191	\$ 123,735,564	0.50	0.50
2. Taxes and Franchise Fees				
140.34NA Utility Taxes and Franchise Fees	30,543,281	31,390,634	-	-
3. Payments to General Fund (Interfunds)				
999.01NA Interfunds BSAs	1,876,798	1,822,632	-	-
999.02NA Copy Center/Satellite Copiers Rates	169,534	169,627	-	-
999.03NA Indirect Overhead	5,538,171	6,341,262	-	-
999.12NA ECS Maintenance	144,143	136,207	-	-
999.13NA Motor Pool	126,953	134,359	-	-
999.14NA ERF Asset Management	206,478	202,133	-	-
999.15NA Fleet Maintenance	1,678,509	1,631,094	-	-
999.16NA Fuel	511,337	525,151	-	-
999.20NA Facilities Rent	2,027,819	1,924,913	-	-
999.30NA ITD Operations	3,457,945	3,811,563	-	-
999.31NA ITD Replacement	370,007	445,405	-	-
999.40NA General Self Insurance	1,745,000	2,337,000	-	-
999.xxNA Interfund Payments	\$ 17,852,694	\$ 19,481,346	-	-
4. Operating Reserves				
140.40PA Operating Reserves	31,356,503	39,767,241	-	-
Subtotal - Financial Obligations	\$ 195,790,669	\$ 214,374,785	0.50	0.50

Utilities Department

2021-2022 Operating Budget Proposals

Category / Proposal # and Title		Amended 2019-2020	Proposed 2021-2022	2020 FTEs/LTEs	2022 FTEs/LTEs
LOCAL OPERATIONS					
5. Customer Service / Outreach					
140.29NA	Utilities Rate Relief Program ¹	1,423,237	1,492,173	0.95	0.95
140.30NA	Solid Waste Management Waste Prevention and Recycling	2,036,972	2,048,327	3.30	3.30
140.31DA	Storm and Surface Water Pollution Prevention	786,963	803,532	1.55	1.55
140.32NA	Water Systems and Conservation	236,359	256,450	0.25	0.25
140.33NA	Utilities Customer Service and Billing	3,369,319	3,552,813	8.75	8.75
140.45DA	Utility Water Meter Reading	1,240,149	1,069,172	9.00	5.00
		\$ 9,092,999	\$ 9,222,467	23.80	19.80
6. Engineering - Development Services					
110.01NA	Development Services Information Delivery	858,764	891,260	3.45	3.45
110.02NA	Policy Implementation Code Amendments & Consulting Service	484,479	500,753	1.58	1.58
110.03NA	Development Services Review Services	1,206,872	1,229,413	4.60	4.60
110.04NA	Development Services Inspection Services	1,758,496	1,718,605	5.27	5.27
		\$ 4,308,611	\$ 4,340,031	14.90	14.90
7. Engineering - Utility System Planning					
140.11NA	Utility Asset Management Program	1,382,694	1,548,547	5.00	5.00
140.63NA	Utility Planning and Systems Analysis	2,720,725	2,837,068	6.09	6.09
		\$ 4,103,419	\$ 4,385,615	11.09	11.09

¹ 2019-2020 Budget adjusted for internal reorganization of staffing to better align existing resources to departmental service delivery.

Utilities Department

2021-2022 Operating Budget Proposals

Category / Proposal # and Title	Amended 2019-2020	Proposed 2021-2022	2020 FTEs/LTEs	2022 FTEs/LTEs
LOCAL OPERATIONS (continued)				
8. Operations and Maintenance - Water				
140.13NA Water Mains and Service Lines Repair Program	3,579,343	3,896,346	10.65	10.65
140.14NA Water Distribution System Preventive Maintenance Program	1,735,720	1,808,467	6.85	6.85
140.15NA Water Pump Station Reservoir and PRV Maintenance Program	2,928,546	2,428,705	3.70	3.70
140.16NA Water Meter Repair and Replacement Program	913,423	571,169	2.25	2.25
140.17NA Water Service Installation and Upgrade Program	591,161	599,417	1.00	1.00
	\$ 9,748,193	\$ 9,304,104	24.45	24.45
9. Operations and Maintenance - Sewer				
140.18NA Sewer Mains Laterals and Manhole Repair Program	2,208,197	2,164,849	7.00	7.00
140.19NA Sewer Condition Assessment Program	1,251,062	1,252,383	4.45	4.45
140.20NA Sewer Mainline Preventive Maintenance Program	2,255,963	2,338,739	8.30	8.30
140.21NA Sewer Pump Station Maintenance Operations and Repair Program	2,108,779	2,178,234	5.95	5.95
	\$ 7,824,001	\$ 7,934,205	25.70	25.70
10. Operations and Maintenance - Surface Water				
140.22NA Storm and Surface Water Repair and Installation Program	2,064,438	2,122,317	4.65	4.65
140.23NA Storm and Surface Water Infrastructure Condition Assessment	763,067	834,822	1.20	1.20
140.24NA Storm & Surface Water Preventive Maintenance Program	4,082,620	3,965,388	11.75	11.75
	\$ 6,910,125	\$ 6,922,527	17.60	17.60
11. Regulatory				
140.26PA Water Quality Regulatory Compliance and Monitoring Programs	1,684,102	1,783,877	3.30	3.30
140.27DA Private Utility Systems Maintenance Programs	1,364,090	1,466,292	4.55	5.55
140.44NA Utility Locates Program	759,378	915,727	3.40	3.40
	\$ 3,807,570	\$ 4,165,896	11.25	12.25

Utilities Department 2021-2022 Operating Budget Proposals

Category / Proposal # and Title	Amended 2019-2020	Proposed 2021-2022	2020 FTEs/LTEs	2022 FTEs/LTEs
LOCAL OPERATIONS (continued)				
12. Support Systems / Assets				
140.25NA Utilities Telemetry and Security Systems	1,427,035	1,788,031	3.80	3.80
140.47DA Asset Replacement	2,912,794	293,416	-	-
140.49NA Fiscal Management	1,639,639	1,679,273	5.50	5.50
140.60NA Utilities Computer and Systems Support ¹	2,591,759	2,730,460	4.50	4.50
	\$ 8,571,227	\$ 6,491,180	13.80	13.80
13. Department Management				
140.42NA Utilities Department Management and Support ¹	1,800,412	1,910,821	4.00	4.00
	\$ 1,800,412	\$ 1,910,821	4.00	4.00
Subtotal - Local Operations	\$ 56,166,557	\$ 54,676,846	146.59	143.59
Grand Total (includes reserves)	\$ 342,215,078	\$ 373,169,494	183.00	177.00
<i>Grand Total (excludes reserves)</i>	<i>\$ 310,858,575</i>	<i>\$ 333,402,253</i>	<i>183.00</i>	<i>177.00</i>

¹ 2019-2020 Budget adjusted for internal reorganization of staffing to better align existing resources to departmental service delivery.

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CAPITAL RELATED BUDGET PROPOSALS

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title	Capital Project Delivery
Proposal Number	140.01NA
Proposal Budget (2021-2022)	\$4,762,884 29.91 FTEs/3.00 LTEs
Outcome	High Quality Built and Natural Environment

Executive Summary

The Capital Project Delivery proposal funds the internal labor resources for development and implementation of cost-effective capital investment projects necessary to accomplish the City's \$236 million 2021-2027 Utility Capital Investment Program (CIP). Utility CIP projects are necessary to continue to provide utility services to Bellevue's citizens including providing drinking water, removing wastewater, managing surface water runoff, and protecting and enhancing the health of Bellevue's streams, lakes, and wetlands.

Description of change over previous biennium

This proposal now includes LTEs that were assigned to the AMI Implementation Proposal in the previous Biennium. There is a reduction of LTEs in 2021 (1) and 2022 (2) due to the planned completion of the AMI CIP Project that reduces personnel costs for the biennium.

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Capital Project Delivery

Proposal Number 140.01NA

Proposal Financial Summary

	Amended 2019-2020 Budget			Proposed 2021-2022 Budget			Biennium Change	
	2019*	2020*	Total 2019-2020*	2021	2022	Total 2021-2022	Dollar Change	Percent Change
Total	\$ 2,652,771	\$ 2,656,650	\$ 5,309,421	\$ 2,463,761	\$ 2,299,123	\$ 4,762,884	\$ (546,537)	-10.3%
<i>Y/Y % Change</i>		<i>0.1%</i>		<i>-7.3%</i>	<i>-6.7%</i>			

Proposal Staffing Summary

	Amended 2019-2020 Budget		Proposed 2021-2022 Budget	
	2019*	2020*	2021	2022
Total FTEs	28.91	29.91	29.91	29.91
Total LTEs	6.00	6.00	5.00	3.00

** 2019-2020 Budget data reflects an accounting technical adjustment with a net zero impact to the fund and addition of LTEs from the AMI Implementation Proposal.*

Performance Measures and Targets

	2019-2020 Budget		2021-2022 Budget	
	2019 Actual	2020 Target	2021 Target	2022 Target
140.0422: Percent of CIP projects completed within 3 months of estimated completion date	81.48%	80%	80%	80%
140.0114f: Percent of Public Works contracts where the Final Adjusted Contract Amount is less than the Original Bid.	85.71%	100%	100%	100%
140.0183f: Percent of total CIP expended vs budgeted	37.4%	90%	90%	90%
140.0111f: Percent of Public Work contracts requiring warranty repair	0%	5%	5%	5%

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title	Operating Transfer to CIP
Proposal Number	140.39DA
Proposal Budget (2021-2022)	\$75,325,334 0 FTEs/0.00 LTEs
Outcome	High Quality Built and Natural Environment

Executive Summary

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 (Waterworks Utility Financial Policy II.A). Consistent with this policy, the vast majority of funding for Utilities' capital projects is provided by monthly transfer of rate revenues to the Utility Capital Investment Program. 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.

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Operating Transfer to CIP

Proposal Number 140.39DA

Proposal Financial Summary

	Amended 2019-2020 Budget			Proposed 2021-2022 Budget			Biennium Change	
	2019	2020	Total 2019-2020	2021	2022	Total 2021-2022	Dollar Change	Percent Change
Total	\$ 30,976,325	\$ 24,756,604	\$ 55,732,929	\$ 40,573,167	\$ 34,752,167	\$ 75,325,334	\$ 19,592,405	35.2%
<i>Y/Y % Change</i>		-20.1%		63.9%	-14.3%			

Proposal Staffing Summary

	Amended 2019-2020 Budget		Proposed 2021-2022 Budget	
	2019	2020	2021	2022
Total FTEs	-	-	-	-
Total LTEs	-	-	-	-

Performance Measures and Targets

	2019-2020 Budget		2021-2022 Budget	
	2019 Actual	2020 Target	2021 Target	2022 Target
140.0346: Percentage to target: Operating transfer to CIP account	100.0%	100.0%	100.0%	100.0%
140.0183f: Percent of total CIP expended vs budgeted	37.4%	90.0%	90.0%	90.0%
140.0117: CIP Actual Expenditures versus Budget - Water	40.3%	90.0%	90.0%	90.0%
140.0118: CIP Actual Expenditures versus Budget - Wastewater	29.0%	90.0%	90.0%	90.0%
140.0119: CIP Actual Expenditures versus Budget - Storm Water	40.1%	90.0%	90.0%	90.0%

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title	Operating Transfer to R&R
Proposal Number	140.48DA
Proposal Budget (2021-2022)	\$24,029,645 0 FTEs/0.00 LTEs
Outcome	High Quality Built and Natural Environment

Executive Summary

Established by the City Council in 1995, and memorialized in the Waterworks Utility Financial Policy II.D, the Utility Capital Facilities Renewals and Replacements (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.

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Operating Transfer to R&R

Proposal Number 140.48DA

Proposal Financial Summary

	Amended 2019-2020 Budget			Proposed 2021-2022 Budget			Biennium Change	
	2019	2020	Total 2019-2020	2021	2022	Total 2021-2022	Dollar Change	Percent Change
Total	\$ 10,430,583	\$ 18,784,919	\$ 29,215,502	\$ 7,386,209	\$ 16,643,436	\$ 24,029,645	\$ (5,185,857)	-17.8%
<i>Y/Y % Change</i>		80.1%		-60.7%	125.3%			

Proposal Staffing Summary

	Amended 2019-2020 Budget		Proposed 2021-2022 Budget	
	2019	2020	2021	2022
Total FTEs	-	-	-	-
Total LTEs	-	-	-	-

Performance Measures and Targets

	2019-2020 Budget		2021-2022 Budget	
	2019 Actual	2020 Target	2021 Target	2022 Target
140.0123: Percentage to target: Renewal & Replacement contribution for Water	100%	100%	100%	100%
140.0122: Percentage to target: Renewal & Replacement contribution for Sewer	100%	100%	100%	100%
140.0121: Percentage to target: Renewal & Replacement contribution for Storm	100%	100%	100%	100%

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FINANCIAL OBLIGATIONS BUDGET PROPOSALS

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title	Cascade Regional Capital Facility Charges
Proposal Number	140.37NA
Proposal Budget (2021-2022)	\$4,599,014 0 FTEs/0.00 LTEs
Outcome	High Quality Built and Natural 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. RCFCs are collected and paid as outlined in an interlocal contract with the Cascade Water Alliance (December 15, 2004). The City has a policy of ensuring that "growth pays for growth" (Waterworks Utility Financial Policy 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 is a pass-through expense to the CWA and does not have an impact to water utility rates.

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Cascade Regional Capital Facility Charges

Proposal Number 140.37NA

Proposal Financial Summary

	Amended 2019-2020 Budget			Proposed 2021-2022 Budget			Biennium Change	
	2019	2020	Total 2019-2020	2021	2022	Total 2021-2022	Dollar Change	Percent Change
Total	\$ 2,245,665	\$ 2,312,450	\$ 4,558,115	\$ 2,292,898	\$ 2,306,116	\$ 4,599,014	\$ 40,899	0.9%
<i>Y/Y % Change</i>		3.0%		-0.8%	0.6%			

Proposal Staffing Summary

	Amended 2019-2020 Budget		Proposed 2021-2022 Budget	
	2019	2020	2021	2022
Total FTEs	-	-	-	-
Total LTEs	-	-	-	-

Performance Measures and Targets

	2019-2020 Budget		2021-2022 Budget	
	2019 Actual	2020 Target	2021 Target	2022 Target
140.0354: Percent of Monthly Regional Capital Facility Charge (RCFC) reports submitted by due date	33.33%	100%	100%	100%

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title	Utilities Water Supply Purchase and Sewage Disposal
Proposal Number	140.61NA
Proposal Budget (2021-2022)	\$119,136,550 0.5 FTEs/0.00 LTEs
Outcome	High Performance Government

Executive Summary

This proposal provides for the purchase of clean drinking water from the Cascade Water Alliance and the conveyance and treatment of wastewater by King County Metro. 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, and Hunts Point. 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.

Description of change over previous biennium

Drinking water for the City of Bellevue is purchased from the Cascade Water Alliance (Cascade). Water supply costs are established by Cascade. Cascade's wholesale costs to the City of Bellevue is projected to increase by 3.4% in 2021 and 3% in 2022. Wholesale wastewater treatment costs are established by the King County Wastewater Treatment Division. King County wholesale costs to Bellevue Utilities are projected to increase by 4.5% in 2021 and 4.5% in 2022.

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Utilities Water Supply Purchase and Sewage Disposal

Proposal Number 140.61NA

Proposal Financial Summary

	Amended 2019-2020 Budget			Proposed 2021-2022 Budget			Biennium Change	
	2019	2020	Total 2019-2020	2021	2022	Total 2021-2022	Dollar Change	Percent Change
Total	\$ 55,364,257	\$ 56,115,819	\$ 111,480,076	\$ 58,418,305	\$ 60,718,245	\$ 119,136,550	\$ 7,656,474	6.9%
<i>Y/Y % Change</i>		1.4%		4.1%	3.9%			

Proposal Staffing Summary

	Amended 2019-2020 Budget		Proposed 2021-2022 Budget	
	2019	2020	2021	2022
Total FTEs	0.50	0.50	0.50	0.50
Total LTEs	-	-	-	-

Performance Measures and Targets

	2019-2020 Budget		2021-2022 Budget	
	2019 Actual	2020 Target	2021 Target	2022 Target
140.0412: Number of years for which projected water supply is sufficient to meet future water demand	50	50	50	50
140.0413: Number of years projected wastewater disposal needs are secured	17	16	15	14

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title	Utility Taxes and Franchise Fees
Proposal Number	140.34NA
Proposal Budget (2021-2022)	\$31,390,634 0 FTEs/0.00 LTEs
Outcome	High Quality Built and Natural 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 are included in their bi-monthly utility bills.

Description of change over previous biennium

The value of this request is a function of anticipated utility rate revenues. The increased budget over the previous biennium reflects the additional amount of taxes as a result of the proposed rate increases in 2021 and 2022. No changes to the City of Bellevue's tax rates, or franchise fee rates are anticipated. State Public Utility Tax rates remain unchanged but the State Business & Occupation tax rate has increased from 1.5% to 1.75%.

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Utility Taxes and Franchise Fees

Proposal Number 140.34NA

Proposal Financial Summary

	Amended 2019-2020 Budget			Proposed 2021-2022 Budget			Biennium Change	
	2019	2020	Total 2019-2020	2021	2022	Total 2021-2022	Dollar Change	Percent Change
Total	\$ 14,945,696	\$ 15,597,585	\$ 30,543,281	\$ 15,322,274	\$ 16,068,360	\$ 31,390,634	\$ 847,353	2.8%
<i>Y/Y % Change</i>		4.4%		-1.8%	4.9%			

Proposal Staffing Summary

	Amended 2019-2020 Budget		Proposed 2021-2022 Budget	
	2019	2020	2021	2022
Total FTEs	-	-	-	-
Total LTEs	-	-	-	-

Performance Measures and Targets

	2019-2020 Budget		2021-2022 Budget	
	2019 Actual	2020 Target	2021 Target	2022 Target
140.0352: Percentage of Utility Tax & Franchise Fee payments made by applicable due date	100%	100%	100%	100%

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title	Interfund Payments
Proposal Number	999.xxNA
Proposal Budget (2021-2022)	\$19,481,346 0 FTEs/0.00 LTEs
Outcome	Interfunds

Executive Summary

Interfund transactions represent the payment for services provided by other areas of City government to the Utilities Department. Examples of these services include City Attorney, Finance, Human Resources, and Civic Services. These central administrative services support utility functions.

Description of change over previous biennium

No significant change in level of service is proposed. Expenses in this proposal are determined by other Funds within the City and are based on the allocation of projected costs to each Fund/Department receiving the service. Significant increases to Indirect Overhead, General Self Insurance costs, and Information Technology Operations are the primary drivers.

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Interfund Payments

Proposal Number 999.xxNA

Proposal Financial Summary

	Amended 2019-2020 Budget			Proposed 2021-2022 Budget			Biennium Change	
	2019	2020	Total 2019-2020	2021	2022	Total 2021-2022	Dollar Change	Percent Change
Total	\$ 8,814,270	\$ 9,038,424	\$ 17,852,694	\$ 9,689,003	\$ 9,792,343	\$ 19,481,346	\$ 1,628,652	9.1%
<i>Y/Y % Change</i>		2.5%		7.2%	1.1%			

Proposal Staffing Summary

	Amended 2019-2020 Budget		Proposed 2021-2022 Budget	
	2019	2020	2021	2022
Total FTEs	-	-	-	-
Total LTEs	-	-	-	-

Performance Measures and Targets

	2019-2020 Budget		2021-2022 Budget	
	2019 Actual	2020 Target	2021 Target	2022 Target

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title	Operating Reserves
Proposal Number	140.40PA
Proposal Budget (2021-2022)	\$39,767,241 0 FTEs/0.00 LTEs
Outcome	Reserves

Executive Summary

Operating reserves provide the foundational strength for Utilities to provide water, sewer, and storm drainage services that are critical to the health and safety of the community in both normal and emergency situations. These reserves help ensure continued financial and rate stability, help maintain our Aa1 bond rating and protect utility customers from service disruptions that might otherwise result from unforeseen economic or emergency events. This proposal funds Utilities' operating reserves, including working capital, operating contingencies, and plant (utilities systems) emergency reserves, as well as asset (equipment) replacement reserves (Waterworks Utility Financial Policy V)

Description of change over previous biennium

No changes to existing policies are proposed. Target reserve levels are increasing due to rising expenses. In addition, there is an increase in the 2021-2022 biennium as a result of the 7-year plan to provide smooth and equitable rates.

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title	Operating Reserves							
Proposal Number	140.40PA							
Proposal Financial Summary								
	Amended 2019-2020 Budget			Proposed 2021-2022 Budget			Biennium Change	
	2019	2020	Total 2019-2020	2021	2022	Total 2021-2022	Dollar Change	Percent Change
Total	\$ 29,518,101	\$ 31,356,503	\$ 31,356,503	\$ 36,438,949	\$ 39,767,241	\$ 39,767,241	\$ 8,410,738	26.8%
Y/Y % Change		6.2%		16.2%	9.1%			

Proposal Staffing Summary		Amended 2019-2020 Budget		Proposed 2021-2022 Budget	
	2019	2020	2021	2022	
Total FTEs	-	-	-	-	
Total LTEs	-	-	-	-	

Performance Measures and Targets	2019-2020 Budget		2021-2022 Budget	
	2019 Actual	2020 Target	2021 Target	2022 Target
140.0134: Percentage to target: Operating Reserves balance for Water Utility	173.8%	100.0%	100.0%	100.0%
140.0135: Percentage to target: Operating Reserves balance for Sewer Utility	122.9%	100.0%	100.0%	100.0%
140.0136: Percentage to target: Operating Reserves balance for Storm Utility	117.9%	100.0%	100.0%	100.0%

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LOCAL OPERATIONS BUDGET PROPOSALS

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title	Utilities Rate Relief Program	
Proposal Number	140.29NA	
Proposal Budget (2021-2022)	\$1,492,173	0.95 FTEs/0.00 LTEs
Outcome	Achieving Human Potential	

Executive Summary

A vibrant and caring community includes a diverse population where there are opportunities for all generations to live well in an environment that is supportive -- one where all residents can strive for a high quality of life. The Utilities Rate Relief Program directly supports these values, providing a safety net for low income senior and permanently disabled customers, as well as low-income customers suffering from a temporary financial shock. The Program provides much-needed utilities rate relief to about 1,100 customers annually. Qualified customers may receive a 70% discount off utilities charges (either as a discount or rebate) or receive up to four months of basic utility charges waived (in the case of financial shock). This program provides approximately \$1 million in assistance to customers.

Description of change over previous biennium

No significant change in operating expenditures or level of service is proposed.

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Utilities Rate Relief Program

Proposal Number 140.29NA

Proposal Financial Summary

	Amended 2019-2020 Budget			Proposed 2021-2022 Budget			Biennium Change	
	2019	2020	Total 2019-2020	2021	2022	Total 2021-2022	Dollar Change	Percent Change
Total	\$ 702,693	\$ 720,544	\$ 1,423,237	\$ 729,713	\$ 762,460	\$ 1,492,173	\$ 68,936	4.8%
<i>Y/Y % Change</i>		2.5%		1.3%	4.5%			

Proposal Staffing Summary

	Amended 2019-2020 Budget		Proposed 2021-2022 Budget	
	2019	2020	2021	2022
Total FTEs	0.95	0.95	0.95	0.95
Total LTEs	-	-	-	-

Performance Measures and Targets

	2019-2020 Budget		2021-2022 Budget	
	2019 Actual	2020 Target	2021 Target	2022 Target
140.0001f: Rate relief program coverage of eligible customers	15.96%	20%	20%	20%

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Solid Waste Management, Waste Prevention, and Recycling

Proposal Number 140.30NA

Proposal Budget (2021-2022) \$2,048,327 3.3 FTEs/0.00 LTEs

Outcome High Quality Built and Natural Environment

Executive Summary

City customers generate approximately 121,000 tons of solid waste annually, 72,000 tons of which is garbage being hauled to the local landfill. Efficient, effective, and responsible management of solid waste (i.e., garbage, recyclables, and organic waste) is critical to ensuring public health and the protection of the environment, maintaining the appearance of the City, contributing to the City's continued economic viability, and contributing to sustainability at the local, regional, and global level. This proposal provides for the management and oversight of the solid waste collection contract with Republic Services, the continuation of many of the City's successful waste prevention and recycling outreach, education, and technical assistance programs and the management of grants that fund many of the City's solid waste-related programs.

Description of change over previous biennium

No significant change in operating expenditures or level of service is proposed.

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Solid Waste Management, Waste Prevention, and Recycling

Proposal Number 140.30NA

Proposal Financial Summary

	Amended 2019-2020 Budget			Proposed 2021-2022 Budget			Biennium Change	
	2019	2020	Total 2019-2020	2021	2022	Total 2021-2022	Dollar Change	Percent Change
Total	\$ 1,005,616	\$ 1,031,356	\$ 2,036,972	\$ 1,013,159	\$ 1,035,168	\$ 2,048,327	\$ 11,355	0.6%
<i>Y/Y % Change</i>		2.6%		-1.8%	2.2%			

Proposal Staffing Summary

	Amended 2019-2020 Budget		Proposed 2021-2022 Budget	
	2019	2020	2021	2022
Total FTEs	3.30	3.30	3.30	3.30
Total LTEs	-	-	-	-

Performance Measures and Targets

	2019-2020 Budget		2021-2022 Budget	
	2019 Actual	2020 Target	2021 Target	2022 Target
140.0437: Number of Solid Waste Contractor Missed Collections Subject to Performance Fees	207	0	0	0
140.0435: Achieve minimum satisfaction score on all survey questions for single family customers	No	Yes	Yes	Yes
140.0433: Achieve overall recycling rate goal of 50% for contracted solid waste services.	38.38%	50%	50%	50%
140.0438: Republic on-time delivery rate of requested carts and drop-boxes	99.77	100	100	100
140.0436: Achieve minimum satisfaction score on all survey questions for multifamily/commercial customers	No	Yes	Yes	Yes

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title	Storm and Surface Water Pollution Prevention	
Proposal Number	140.31DA	
Proposal Budget (2021-2022)	\$803,532	1.55 FTEs/0.00 LTEs
Outcome	High Quality Built and Natural Environment	

Executive Summary

Storm and surface water pollution prevention programs are a key element to achieving Utilities' mission to actively support a healthy and sustainable environment. 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 water flowing into storm drains in Bellevue flows untreated directly into our local streams, lakes, and wetlands. Under this proposal, staff provides mandated residential public education and outreach as required by the National Pollutant Discharge Elimination System (NPDES) Phase II Permit, increasing understanding of storm and surface water issues, and promoting behaviors that prevent pollution locally and regionally. In addition, staff manages and oversees storm and surface water pollution prevention volunteer programs and provides pollution prevention technical support.

Description of change over previous biennium

No significant change in operating expenditures or level of service is proposed.

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Storm and Surface Water Pollution Prevention

Proposal Number 140.31DA

Proposal Financial Summary

	Amended 2019-2020 Budget			Proposed 2021-2022 Budget			Biennium Change	
	2019	2020	Total 2019-2020	2021	2022	Total 2021-2022	Dollar Change	Percent Change
Total	\$ 388,318	\$ 398,645	\$ 786,963	\$ 397,195	\$ 406,337	\$ 803,532	\$ 16,569	2.1%
<i>Y/Y % Change</i>		2.7%		-0.4%	2.3%			

Proposal Staffing Summary

	Amended 2019-2020 Budget		Proposed 2021-2022 Budget	
	2019	2020	2021	2022
Total FTEs	1.55	1.55	1.55	1.55
Total LTEs	-	-	-	-

Performance Measures and Targets

	2019-2020 Budget		2021-2022 Budget	
	2019 Actual	2020 Target	2021 Target	2022 Target
140.0019: Compliant with NPDES permit outreach requirements	Yes	Yes	Yes	Yes
140.0342: Percentage of Bellevue School District 6th Graders that attend the Powerful Choices curriculum.	86.08%	80%	80%	80%
140.0018: Number of students reached by "Be the Solution" and "Blue Team" curriculum	466	450	450	450

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title	Water Systems and Conservation	
Proposal Number	140.32NA	
Proposal Budget (2021-2022)	\$256,450	0.25 FTEs/0.00 LTEs
Outcome	High Quality Built and Natural Environment	

Executive Summary

Conserving and promoting the efficient use of water resources to ensure an adequate supply of clean and safe drinking water into the future is a key element to achieving Utilities' mission to actively support a healthy and sustainable environment that 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 the Cascade Water Alliance for primary water conservation and efficiency program delivery, and supplements Cascade's programs through local programs such as the Waterwise Demonstration Garden, Natural Yard Care programs, and Powerful Choices for the Environment Program, all of which promote the wise use of water and elimination of waste in order meet the City's water use efficiency goals.

Description of change over previous biennium

No significant change in operating expenditures or level of service is proposed.

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Water Systems and Conservation

Proposal Number 140.32NA

Proposal Financial Summary

	Amended 2019-2020 Budget			Proposed 2021-2022 Budget			Biennium Change	
	2019	2020	Total 2019-2020	2021	2022	Total 2021-2022	Dollar Change	Percent Change
Total	\$ 116,639	\$ 119,720	\$ 236,359	\$ 126,686	\$ 129,764	\$ 256,450	\$ 20,091	8.5%
<i>Y/Y % Change</i>		2.6%		5.8%	2.4%			

Proposal Staffing Summary

	Amended 2019-2020 Budget		Proposed 2021-2022 Budget	
	2019	2020	2021	2022
Total FTEs	0.25	0.25	0.25	0.25
Total LTEs	-	-	-	-

Performance Measures and Targets

	2019-2020 Budget		2021-2022 Budget	
	2019 Actual	2020 Target	2021 Target	2022 Target
140.0342: Percentage of Bellevue School District 6th Graders that attend the Powerful Choices curriculum.	86.08%	80%	80%	80%

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title	Utilities Customer Service and Billing	
Proposal Number	140.33NA	
Proposal Budget (2021-2022)	\$3,552,813	8.75 FTEs/0.00 LTEs
Outcome	High Quality Built and Natural Environment	

Executive Summary

The Customer Service and Billing unit is responsible for issuing bi-monthly water, sewer, and stormwater utility billings to approximately 36,000 residential accounts, plus 2,000 commercial and multifamily accounts. This generates revenue of approximately \$136 million for Utilities and Utility taxes of over \$10 million for the General Fund. The Utilities Customer Service and Billing unit mails 5,000 bills each week. In addition, the unit receives up to 125 calls per day, processes 90 moves per week, makes up to 50 reminder (late pay) calls per week, handles an average of 140 pending water disconnects per week and coordinates with field staff for an average of 15 water disconnections/reconnections per week.

Description of change over previous biennium

The annual budget for this program is increased to reflect additional fees from anticipated higher use of bank cards by customers for bill payment.

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Utilities Customer Service and Billing

Proposal Number 140.33NA

Proposal Financial Summary

	Amended 2019-2020 Budget			Proposed 2021-2022 Budget			Biennium Change	
	2019	2020	Total 2019-2020	2021	2022	Total 2021-2022	Dollar Change	Percent Change
Total	\$ 1,622,753	\$ 1,746,566	\$ 3,369,319	\$ 1,715,210	\$ 1,837,603	\$ 3,552,813	\$ 183,494	5.4%
<i>Y/Y % Change</i>		7.6%		-1.8%	7.1%			

Proposal Staffing Summary

	Amended 2019-2020 Budget		Proposed 2021-2022 Budget	
	2019	2020	2021	2022
Total FTEs	8.75	8.75	8.75	8.75
Total LTEs	-	-	-	-

Performance Measures and Targets

	2019-2020 Budget		2021-2022 Budget	
	2019 Actual	2020 Target	2021 Target	2022 Target
140.0025: Customer Calls Abandoned	2.8%	7%	7%	7%
140.0026: Average Customer Hold Time (in seconds)	25.25	35	35	35
140.0027f: Customer satisfaction survey (weekly Customer Service & Billing)	96.5%	80%	80%	80%

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title	Utility Water Meter Reading
Proposal Number	140.45DA
Proposal Budget (2021-2022)	\$1,069,172 4 FTEs/1.00 LTEs
Outcome	High Quality Built and Natural 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, and Yarrow Point. Meter reading is essential to maintaining water and wastewater revenue flow and equity among ratepayers. Other services are provided directly to property owners at their home or business, to include assistance in locating leaks and meter turn-offs.

Description of change over previous biennium

LTEs were hired to provide flexibility in workforce management during AMI Implementation. As this project comes to a close, 2 LTEs and 2 FTEs will be eliminated in the 2021-2022 biennium.

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title	Utility Water Meter Reading
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Proposal Number **140.45DA**

Proposal Financial Summary

	Amended 2019-2020 Budget			Proposed 2021-2022 Budget			Biennium Change	
			Total			Total	Dollar	Percent
	2019	2020	2019-2020	2021	2022	2021-2022	Change	Change
Total	\$ 608,854	\$ 631,295	\$ 1,240,149	\$ 629,455	\$ 439,717	\$ 1,069,172	\$ (170,977)	-13.8%
<i>Y/Y % Change</i>		3.7%		-0.3%	-30.1%			

Proposal Staffing Summary

	<u>Amended 2019-2020 Budget</u>		<u>Proposed 2021-2022 Budget</u>	
	2019	2020	2021	2022
Total FTEs	6.00	6.00	6.00	4.00
Total LTEs	3.00	3.00	3.00	1.00

Performance Measures and Targets

Performance Measures and Targets	2019-2020 Budget		2021-2022 Budget	
	2019 Actual	2020 Target	2021 Target	2022 Target
140.0254f: Meter reading accuracy	99.98%	99.75%	99.75%	99.75%
140.0316f: Meter reading productivity in meter reads per hour	46	43	43	43
140.0401f: Total cost per meter read	\$0.90	\$1.30	\$1.30	\$1.30

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Development Services Information Delivery

Proposal Number 110.01NA

Proposal Budget (2021-2022) \$891,260 3.45 FTEs/0.00 LTEs

Outcome High Performance Government

Executive Summary

The Development Services (DS) Information Delivery function supports the High Performance Government strategic target by providing customers broad access to development services information regarding properties, public and private development projects, development and construction codes and standards, and inspection services. This proposal supports the delivery of information regarding code enforcement procedures, access to public records, permit processes and timelines, and permit fees. The DS Information Delivery function delivers services consistent with customer-driven and City of Bellevue expectations that focus on quality, customer experience, timeliness and predictability. This proposal supports the delivery of information in a variety of formats intended to provide equitable access to city government functions within DS. The DS Information Delivery function supports the Development Services Review Services proposal by encouraging and facilitating quality permit applications.

Description of change over previous biennium

No significant change in operating expenditures or level of service is proposed.

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Development Services Information Delivery

Proposal Number 110.01NA

Proposal Financial Summary

	Amended 2019-2020 Budget			Proposed 2021-2022 Budget			Biennium Change	
	2019	2020	Total 2019-2020	2021	2022	Total 2021-2022	Dollar Change	Percent Change
Total	\$ 423,640	\$ 435,124	\$ 858,764	\$ 440,716	\$ 450,544	\$ 891,260	\$ 32,496	3.8%
<i>Y/Y % Change</i>		2.7%		1.3%	2.2%			

Proposal Staffing Summary

	Amended 2019-2020 Budget		Proposed 2021-2022 Budget	
	2019	2020	2021	2022
Total FTEs	-	-	3.45	3.45
Total LTEs	-	-	-	-

Performance Measures and Targets

	2019-2020 Budget		2021-2022 Budget	
	2019 Actual	2020 Target	2021 Target	2022 Target

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title	Policy Implementation Code Amendments & Consulting Service	
Proposal Number	110.02NA	
Proposal Budget (2021-2022)	\$500,753	1.58 FTEs/0.00 LTEs
Outcome	High Performance Government	

Executive Summary

The Policy Development function of Development Services (DS) supports the High Performance Government outcome by implementing adopted City plans (e.g., East Main, Downtown Livability) and state and federal mandates (e.g., WA Urban Housing Supply legislation, I-Codes update, floodplain regulations update) through amendments to codes, standards, and procedures. It aligns regional plans (e.g., Eastlink, I-405 access, Eastrail) with the Community Vision and Values by providing development-related consulting advice. Delivering on Policy Development commitments (e.g., Affordable Housing Strategy, Economic Development Strategy) 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.

Description of change over previous biennium

No significant change in operating expenditures or level of service is proposed.

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Policy Implementation Code Amendments & Consulting Service

Proposal Number 110.02NA

Proposal Financial Summary

	Amended 2019-2020 Budget			Proposed 2021-2022 Budget			Biennium Change	
	2019	2020	Total 2019-2020	2021	2022	Total 2021-2022	Dollar Change	Percent Change
Total	\$ 238,978	\$ 245,501	\$ 484,479	\$ 247,672	\$ 253,081	\$ 500,753	\$ 16,274	3.4%
<i>Y/Y % Change</i>		2.7%		0.9%	2.2%			

Proposal Staffing Summary

	Amended 2019-2020 Budget		Proposed 2021-2022 Budget	
	2019	2020	2021	2022
Total FTEs	1.58	1.58	1.58	1.58
Total LTEs	-	-	-	-

Performance Measures and Targets

	2019-2020 Budget		2021-2022 Budget	
	2019 Actual	2020 Target	2021 Target	2022 Target

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title	Development Services Review Services
Proposal Number	110.03NA
Proposal Budget (2021-2022)	\$1,229,413 4.6 FTEs/0.00 LTEs
Outcome	High Quality Built and Natural Environment

Executive Summary

Development Services (DS) reviews designs and applications for private and public development projects for conformance with adopted local, state, and national codes. DS issues 14,000 to 16,000 permits per year that contribute to the economic prosperity of the City. The goals of development review are to ensure that buildings are safe, land uses and project designs are consistent with the community vision, the environment is protected, traffic impacts are managed, and developer-built utilities and other infrastructure meet the city's standards. DS strives to be a regional leader by providing clear, predictable comprehensive and innovative services for our customers to create safe buildings and a thriving community.

Description of change over previous biennium

No significant change in operating expenditures or level of service is proposed.

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Development Services Review Services

Proposal Number 110.03NA

Proposal Financial Summary

	Amended 2019-2020 Budget			Proposed 2021-2022 Budget			Biennium Change	
	2019	2020	Total 2019-2020	2021	2022	Total 2021-2022	Dollar Change	Percent Change
Total	\$ 595,313	\$ 611,559	\$ 1,206,872	\$ 608,310	\$ 621,103	\$ 1,229,413	\$ 22,541	1.9%
<i>Y/Y % Change</i>		2.7%		-0.5%	2.1%			

Proposal Staffing Summary

	Amended 2019-2020 Budget		Proposed 2021-2022 Budget	
	2019	2020	2021	2022
Total FTEs	4.60	4.60	4.60	4.60
Total LTEs	-	-	-	-

Performance Measures and Targets

	2019-2020 Budget		2021-2022 Budget	
	2019 Actual	2020 Target	2021 Target	2022 Target

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title	Development Services Inspection Services	
Proposal Number	110.04NA	
Proposal Budget (2021-2022)	\$1,718,605	5.27 FTEs/0.00 LTEs
Outcome	High Performance Government	

Executive Summary

This proposal provides for a quality built environment supported by cross-departmental inspection services of all development related construction activity to provide safe buildings, appropriate construction of turnkey public infrastructure, protection of property and the environment while supporting economic development and competitiveness. Inspection service levels are sustained through development cycles by adjusting staffing levels based on demand for services and supporting permit fee revenue. DS performed +/- 92.5k inspections in 2018 and 92.5k in 2019. Permits issued in 2018 - 2019 have been consistent at +/- 15k per year. Inspections in the first quarter of 2020 are on track meet or exceed the same time frames of 2018 and 2019. Development will continue to impact inspection services functions in 2021-2022.

Description of change over previous biennium

No significant change in operating expenditures or level of service is proposed.

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Development Services Inspection Services

Proposal Number 110.04NA

Proposal Financial Summary

	Amended 2019-2020 Budget			Proposed 2021-2022 Budget			Biennium Change	
	2019	2020	Total 2019-2020	2021	2022	Total 2021-2022	Dollar Change	Percent Change
Total	\$ 871,261	\$ 887,235	\$ 1,758,496	\$ 849,606	\$ 868,999	\$ 1,718,605	\$ (39,891)	-2.3%
<i>Y/Y % Change</i>		1.8%		-4.2%	2.3%			

Proposal Staffing Summary

	Amended 2019-2020 Budget		Proposed 2021-2022 Budget	
	2019	2020	2021	2022
Total FTEs	5.27	5.27	5.27	5.27
Total LTEs	-	-	-	-

Performance Measures and Targets

	2019-2020 Budget		2021-2022 Budget	
	2019 Actual	2020 Target	2021 Target	2022 Target

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title	Utility Asset Management Program
Proposal Number	140.11NA
Proposal Budget (2021-2022)	\$1,548,547 5 FTEs/0.00 LTEs
Outcome	High Quality Built and Natural Environment

Executive Summary

This proposal funds the implementation of the Utilities Strategic Asset Management Plan. Implementation of this plan is focused to strategically develop and implement leading asset management practices necessary to operate, repair, maintain and the eventual replacement or rehabilitation of the Utilities infrastructure. The estimated replacement cost of these assets; such as pipelines, pump stations and reservoirs is valued at \$3.5 Billion. As assets age they continue to deteriorate; maintenance, repair, rehabilitation and replacement costs increase, making it even more critical that resources are managed effectively. More than 50% of the Utilities assets are at least halfway through their useful life. Therefore, it is imperative that Utilities capitalizes on employing the strategies and tactics necessary to proactively manage asset condition and performance so that the level of service expected by customers and required by state and federal regulations is provided at the lowest cost.

Description of change over previous biennium

This proposal includes \$125k for implementation of key elements of the Utilities' Strategic Asset Management Plan (SAMP), including systems development and integration to support our updated Asset Management strategy.

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Utility Asset Management Program

Proposal Number 140.11NA

Proposal Financial Summary

	Amended 2019-2020 Budget			Proposed 2021-2022 Budget			Biennium Change	
	2019	2020	Total 2019-2020	2021	2022	Total 2021-2022	Dollar Change	Percent Change
Total	\$ 681,443	\$ 701,251	\$ 1,382,694	\$ 779,902	\$ 768,645	\$ 1,548,547	\$ 165,853	12.0%
<i>Y/Y % Change</i>		2.9%		11.2%	-1.4%			

Proposal Staffing Summary

	Amended 2019-2020 Budget		Proposed 2021-2022 Budget	
	2019	2020	2021	2022
Total FTEs	5.00	5.00	5.00	5.00
Total LTEs	-	-	-	-

Performance Measures and Targets

	2019-2020 Budget		2021-2022 Budget	
	2019 Actual	2020 Target	2021 Target	2022 Target
140.0097: Drainage system pipeline failures	0	5	5	5
140.0092f: Percentage of sewer pump stations rehabilitated within their useful life (25 years)	70.27%	65%	65%	65%
140.0430f: Wastewater overflow events per 100 miles of pipe	3.31	4	4	4
140.0085f: Percentage of water pump stations rehabilitated within their useful life (25 years)	40.91%	76%	76%	76%
140.0082f: Condition related water main failures per 100 miles of water main	1.64	5	5	5

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title	Utility Planning and Systems Analysis	
Proposal Number	140.63NA	
Proposal Budget (2021-2022)	\$2,837,068	6.09 FTEs/0.00 LTEs
Outcome	High Quality Built and Natural Environment	

Executive Summary

This proposal supports utility planning and analysis for the water, wastewater, and stormwater systems. Demand for Utility services changes over time, necessitating periodic assessment of infrastructure capacity and integrity, impacts on the natural environment, and requirements for rehabilitation/improvements.

Description of change over previous biennium

No significant change in operating expenditures or level of service is proposed.

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Utility Planning and Systems Analysis

Proposal Number 140.63NA

Proposal Financial Summary

	Amended 2019-2020 Budget			Proposed 2021-2022 Budget			Biennium Change	
	2019	2020	Total 2019-2020	2021	2022	Total 2021-2022	Dollar Change	Percent Change
Total	\$ 1,442,328	\$ 1,278,397	\$ 2,720,725	\$ 1,330,219	\$ 1,506,849	\$ 2,837,068	\$ 116,343	4.3%
<i>Y/Y % Change</i>		-11.4%		4.1%	13.3%			

Proposal Staffing Summary

	Amended 2019-2020 Budget		Proposed 2021-2022 Budget	
	2019	2020	2021	2022
Total FTEs	6.09	6.09	6.09	6.09
Total LTEs	-	-	-	-

Performance Measures and Targets

	2019-2020 Budget		2021-2022 Budget	
	2019 Actual	2020 Target	2021 Target	2022 Target
140.0414: Has lack of system capacity restricted or prevented any new development or redevelopment (System Capacity Planning)	No	No	No	No
140.0305: Structural flooding occurrences for storms less than a 100 year storm event (Storm Water)	12	1.25	0	0
140.0307f: Percent of requests for fire flow data provided within 2 weeks (Water)	90.88%	90%	90%	90%
140.0104f: Percent of requests for available wastewater capacity completed within 2 weeks	81.58%	90%	90%	90%

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Water Mains and Service Lines Repair Program

Proposal Number 140.13NA

Proposal Budget (2021-2022) \$3,896,346 10.65 FTEs/0.00 LTEs

Outcome High Quality Built and Natural Environment

Executive Summary

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

Description of change over previous biennium

Costs associated with Asphalt Restoration have increased over the prior biennium due to more work being performed and the cost of Transportation required Grind & Overlay work trending up.

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Water Mains and Service Lines Repair Program

Proposal Number 140.13NA

Proposal Financial Summary

	Amended 2019-2020 Budget			Proposed 2021-2022 Budget			Biennium Change	
	2019	2020	Total 2019-2020	2021	2022	Total 2021-2022	Dollar Change	Percent Change
Total	\$ 1,762,904	\$ 1,816,439	\$ 3,579,343	\$ 1,922,478	\$ 1,973,868	\$ 3,896,346	\$ 317,003	8.9%
<i>Y/Y % Change</i>		3.0%		5.8%	2.7%			

Proposal Staffing Summary

	Amended 2019-2020 Budget		Proposed 2021-2022 Budget	
	2019	2020	2021	2022
Total FTEs	10.65	10.65	10.65	10.65
Total LTEs	-	-	-	-

Performance Measures and Targets

	2019-2020 Budget		2021-2022 Budget	
	2019 Actual	2020 Target	2021 Target	2022 Target
140.0246: Number of water service repairs	206	200	200	200
140.0212f: Unplanned water service interruptions per 1,000 customer accounts	2.34	3	3	3
140.0247: Number of water main repairs	25	30	30	30
140.0215: Water distribution system - water loss percentage (most recent year)	7.1%	6%	6%	6%

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Water Distribution System Preventive Maintenance Program

Proposal Number 140.14NA

Proposal Budget (2021-2022) \$1,808,467 6.85 FTEs/0.00 LTEs

Outcome High Quality Built and Natural Environment

Executive Summary

Water is required to sustain life, convey waste, protect against fire and to keep our parks and open spaces green and healthy. This proposal funds preventive maintenance of the drinking water infrastructure. Bellevue's water system is a network of components that deliver almost 6 billion gallons of drinking water a year. Preventive maintenance ensures the ongoing safety and operational integrity of the distribution system. Services include annual inspection and maintenance of fire hydrants, isolation valves, and other important components to the water system. These programs 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 other water quality concerns. It could also result in fire hydrants and valves not working when needed for firefighting or other emergencies.

Description of change over previous biennium

No significant change in operating expenditures or level of service is proposed.

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Water Distribution System Preventive Maintenance Program

Proposal Number 140.14NA

Proposal Financial Summary

	Amended 2019-2020 Budget			Proposed 2021-2022 Budget			Biennium Change	
	2019	2020	Total 2019-2020	2021	2022	Total 2021-2022	Dollar Change	Percent Change
Total	\$ 853,513	\$ 882,207	\$ 1,735,720	\$ 892,965	\$ 915,502	\$ 1,808,467	\$ 72,747	4.2%
<i>Y/Y % Change</i>		3.4%		1.2%	2.5%			

Proposal Staffing Summary

	Amended 2019-2020 Budget		Proposed 2021-2022 Budget	
	2019	2020	2021	2022
Total FTEs	6.85	6.85	6.85	6.85
Total LTEs	-	-	-	-

Performance Measures and Targets

	2019-2020 Budget		2021-2022 Budget	
	2019 Actual	2020 Target	2021 Target	2022 Target
140.0257: Number of water claims paid due to system failure	11	5	5	5
140.0258: Number of water claims paid greater than \$20,000 due to system failure	2	0	0	0
140.0220f: Percentage of fire hydrants inspected	59.6%	50%	50%	50%
140.0223f: Percentage of water system isolation valves inspected	56.41%	50%	50%	50%
140.0216: Number of fire hydrants that fail fireflow delivery at time of inspection	5	0	0	0
140.0378: Total cost of Water claims paid	\$263,056	\$200,000	\$200,000	\$200,000

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Water Pump Station, Reservoir and PRV Maintenance Program

Proposal Number 140.15NA

Proposal Budget (2021-2022) \$2,428,705 3.7 FTEs/0.00 LTEs

Outcome High Quality Built and Natural Environment

Executive Summary

Water is required to sustain life, convey waste, protect against fire and to keep our parks and open spaces green and healthy. This proposal provides necessary preventive maintenance and repair of water pump stations, reservoirs and pressure regulating valves (PRVs) 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 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.

Description of change over previous biennium

This proposal included a large one-time Reservoir Coating project for \$750K in the last biennium.

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Water Pump Station, Reservoir and PRV Maintenance Program

Proposal Number 140.15NA

Proposal Financial Summary

	Amended 2019-2020 Budget			Proposed 2021-2022 Budget			Biennium Change	
	2019	2020	Total 2019-2020	2021	2022	Total 2021-2022	Dollar Change	Percent Change
Total	\$ 1,823,436	\$ 1,105,110	\$ 2,928,546	\$ 1,199,849	\$ 1,228,856	\$ 2,428,705	\$ (499,841)	-17.1%
<i>Y/Y % Change</i>		-39.4%		8.6%	2.4%			

Proposal Staffing Summary

	Amended 2019-2020 Budget		Proposed 2021-2022 Budget	
	2019	2020	2021	2022
Total FTEs	3.70	3.70	3.70	3.70
Total LTEs	-	-	-	-

Performance Measures and Targets

	2019-2020 Budget		2021-2022 Budget	
	2019 Actual	2020 Target	2021 Target	2022 Target
140.0226: Number of Water System Pressure Reducing Valve failures per year	2	0	0	0
140.0232f: Percent of reservoirs cleaned	12%	20%	20%	20%
140.0227: Number of water pump failures per year	1	0	0	0
140.0228: Number of reservoirs taken out of service as a result of drinking water quality concerns	0	0	0	0
140.0229f: Percent of Water System Pressure Reducing Valves maintained	17.95%	20%	20%	20%

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Water Meter Repair and Replacement Program

Proposal Number 140.16NA

Proposal Budget (2021-2022) \$571,169 2.25 FTEs/0.00 LTEs

Outcome High Quality Built and Natural 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. 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.

Description of change over previous biennium

Material costs for meter replacement in 2021-2022 has been significantly reduced as a result of the Advanced Metering Infrastructure (AMI) CIP Project that is currently being implemented.

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Water Meter Repair and Replacement Program

Proposal Number 140.16NA

Proposal Financial Summary

	Amended 2019-2020 Budget			Proposed 2021-2022 Budget			Biennium Change	
	2019	2020	Total 2019-2020	2021	2022	Total 2021-2022	Dollar Change	Percent Change
Total	\$ 449,951	\$ 463,472	\$ 913,423	\$ 282,020	\$ 289,149	\$ 571,169	\$ (342,254)	-37.5%
<i>Y/Y % Change</i>		3.0%		-39.2%	2.5%			

Proposal Staffing Summary

	Amended 2019-2020 Budget		Proposed 2021-2022 Budget	
	2019	2020	2021	2022
Total FTEs	2.25	2.25	2.25	2.25
Total LTEs	-	-	-	-

Performance Measures and Targets

	2019-2020 Budget		2021-2022 Budget	
	2019 Actual	2020 Target	2021 Target	2022 Target
140.0235f: Percent of commercial meters that meet accuracy standards at the time of the test	100%	85%	85%	85%
140.0238f: Percent of commercial meters tested annually	2.45%	20%	20%	20%

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title	Water Service Installation and Upgrade Program		
Proposal Number	140.17NA		
Proposal Budget (2021-2022)	\$599,417	1 FTEs/0.00 LTEs	
Outcome	High Quality Built and Natural Environment		

Executive Summary

This proposal provides resources for the installation of drinking water service for new homes and for 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 and condition assessment data critical for asset management. Additionally, it minimizes customer service impacts of water shutdowns and assures consistent quality control and sanitation while supporting economic development.

Description of change over previous biennium

No significant change in operating expenditures or level of service is proposed.

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Water Service Installation and Upgrade Program

Proposal Number 140.17NA

Proposal Financial Summary

	Amended 2019-2020 Budget			Proposed 2021-2022 Budget			Biennium Change	
	2019	2020	Total 2019-2020	2021	2022	Total 2021-2022	Dollar Change	Percent Change
Total	\$ 292,132	\$ 299,029	\$ 591,161	\$ 296,863	\$ 302,554	\$ 599,417	\$ 8,256	1.4%
<i>Y/Y % Change</i>		2.4%		-0.7%	1.9%			

Proposal Staffing Summary

	Amended 2019-2020 Budget		Proposed 2021-2022 Budget	
	2019	2020	2021	2022
Total FTEs	1.00	1.00	1.00	1.00
Total LTEs	-	-	-	-

Performance Measures and Targets

	2019-2020 Budget		2021-2022 Budget	
	2019 Actual	2020 Target	2021 Target	2022 Target
140.0242f: Percent of water service installations completed within four weeks of request	95.59%	100%	100%	100%
140.0245: Number of water service installations	94	90	90	90

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title	Sewer Mains, Laterals and Manhole Repair Program
Proposal Number	140.18NA
Proposal Budget (2021-2022)	\$2,164,849 7 FTEs/0.00 LTEs
Outcome	High Quality Built and Natural Environment

Executive Summary

Wastewater is responsible for operation, maintenance, and repair of approximately 643 miles of pipe and approximately 14,000 manholes and cleanouts (maintenance access structures) within its service territory. This proposal provides repair services for the sewer collection system. These repairs correct deficiencies predominantly 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.

Description of change over previous biennium

No significant change in operating expenditures or level of service is proposed.

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Sewer Mains, Laterals and Manhole Repair Program

Proposal Number 140.18NA

Proposal Financial Summary

	Amended 2019-2020 Budget			Proposed 2021-2022 Budget			Biennium Change	
	2019	2020	Total 2019-2020	2021	2022	Total 2021-2022	Dollar Change	Percent Change
Total	\$ 1,087,736	\$ 1,120,461	\$ 2,208,197	\$ 1,070,848	\$ 1,094,001	\$ 2,164,849	\$ (43,348)	-2.0%
<i>Y/Y % Change</i>		3.0%		-4.4%	2.2%			

Proposal Staffing Summary

	Amended 2019-2020 Budget		Proposed 2021-2022 Budget	
	2019	2020	2021	2022
Total FTEs	7.00	7.00	7.00	7.00
Total LTEs	-	-	-	-

Performance Measures and Targets

	2019-2020 Budget		2021-2022 Budget	
	2019 Actual	2020 Target	2021 Target	2022 Target
140.0338: Number of new wastewater pipe defects identified for repair or replacement	143	100	100	100
140.0187: Number of identified wastewater pipe defects requiring repair within 5 years	848	200	200	200
140.0188: Number of wastewater in-house pipe repairs completed annually	80	100	100	100

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title	Sewer Condition Assessment Program
Proposal Number	140.19NA
Proposal Budget (2021-2022)	\$1,252,383 4.45 FTEs/0.00 LTEs
Outcome	High Quality Built and Natural 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 service 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.

Description of change over previous biennium

No significant change in operating expenditures or level of service is proposed.

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Sewer Condition Assessment Program

Proposal Number 140.19NA

Proposal Financial Summary

	Amended 2019-2020 Budget			Proposed 2021-2022 Budget			Biennium Change	
	2019	2020	Total 2019-2020	2021	2022	Total 2021-2022	Dollar Change	Percent Change
Total	\$ 615,468	\$ 635,594	\$ 1,251,062	\$ 618,756	\$ 633,627	\$ 1,252,383	\$ 1,321	0.1%
<i>Y/Y % Change</i>		3.3%		-2.6%	2.4%			

Proposal Staffing Summary

	Amended 2019-2020 Budget		Proposed 2021-2022 Budget	
	2019	2020	2021	2022
Total FTEs	4.45	4.45	4.45	4.45
Total LTEs	-	-	-	-

Performance Measures and Targets

	2019-2020 Budget		2021-2022 Budget	
	2019 Actual	2020 Target	2021 Target	2022 Target
140.0195: Linear feet of wastewater condition assessment performed	269,758	275,000	275,000	275,000
140.0336f: Percent of wastewater system video inspected	8.03%	8%	8%	8%
140.0338: Number of new wastewater pipe defects identified for repair or replacement	143	100	100	100

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Sewer Mainline Preventive Maintenance Program

Proposal Number 140.20NA

Proposal Budget (2021-2022) \$2,338,739 8.3 FTEs/0.00 LTEs

Outcome High Quality Built and Natural Environment

Executive Summary

This proposal provides preventive maintenance cleaning services on the sewer collection system to keep the lines clear. Preventive maintenance lowers service interruptions due to blockages, the associated claims due to backups, and minimizes overflows which impact the environment and public health. This preventive maintenance program allows us to maximize the life of the sewer system for the lowest long-term cost.

Description of change over previous biennium

No significant change in operating expenditures or level of service is proposed.

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Sewer Mainline Preventive Maintenance Program

Proposal Number 140.20NA

Proposal Financial Summary

	Amended 2019-2020 Budget			Proposed 2021-2022 Budget			Biennium Change	
	2019	2020	Total 2019-2020	2021	2022	Total 2021-2022	Dollar Change	Percent Change
Total	\$ 1,110,558	\$ 1,145,405	\$ 2,255,963	\$ 1,156,081	\$ 1,182,658	\$ 2,338,739	\$ 82,776	3.7%
<i>Y/Y % Change</i>		3.1%		0.9%	2.3%			

Proposal Staffing Summary

	Amended 2019-2020 Budget		Proposed 2021-2022 Budget	
	2019	2020	2021	2022
Total FTEs	8.30	8.30	8.30	8.30
Total LTEs	-	-	-	-

Performance Measures and Targets

	2019-2020 Budget		2021-2022 Budget	
	2019 Actual	2020 Target	2021 Target	2022 Target
140.0379: Total cost of Wastewater claims paid	\$122,416	\$60,000	\$60,000	\$60,000
140.0211: Number of wastewater claims paid due to system failure	21	10	10	10
140.0315: Number of wastewater claims paid greater than \$20,000 due to system failure	2	1	1	1
140.0430f: Wastewater overflow events per 100 miles of pipe	3.31	4	4	4
140.0199f: Percent of wastewater pipe cleaned	19.26%	20%	20%	20%

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Sewer Pump Station Maintenance, Operations and Repair Program

Proposal Number 140.21NA

Proposal Budget (2021-2022) \$2,178,234 5.95 FTEs/0.00 LTEs

Outcome High Quality Built and Natural 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. Overflows 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 the maintenance, operations, and repair of 46 sewer pump stations in the sewer collection system. These services ensure sewer pump stations, predominately located along Lake Washington and Lake Sammamish, are operated and maintained to minimize sewer blockages and overflows which impact customers, public health, and the environment.

Description of change over previous biennium

No significant change in operating expenditures or level of service is proposed.

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Sewer Pump Station Maintenance, Operations and Repair Program

Proposal Number 140.21NA

Proposal Financial Summary

	Amended 2019-2020 Budget			Proposed 2021-2022 Budget			Biennium Change	
	2019	2020	Total 2019-2020	2021	2022	Total 2021-2022	Dollar Change	Percent Change
Total	\$ 1,038,085	\$ 1,070,694	\$ 2,108,779	\$ 1,075,654	\$ 1,102,580	\$ 2,178,234	\$ 69,455	3.3%
<i>Y/Y % Change</i>		3.1%		0.5%	2.5%			

Proposal Staffing Summary

	Amended 2019-2020 Budget		Proposed 2021-2022 Budget	
	2019	2020	2021	2022
Total FTEs	5.95	5.95	5.95	5.95
Total LTEs	-	-	-	-

Performance Measures and Targets

	2019-2020 Budget		2021-2022 Budget	
	2019 Actual	2020 Target	2021 Target	2022 Target
140.0205f: Weather related wastewater pump station overflows per 1,000 customer accounts (value of 0.027 represents 1 overflow)	0.03	0	0	0
140.0202f: Non-weather related pump station overflows per 1,000 wastewater customer accounts (value of 0.027 represent 1 overflow)	0	0	0	0
140.0208f: Percent of wastewater pump station inspections completed as planned	93.92%	100%	100%	100%

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Storm and Surface Water Repair and Installation Program

Proposal Number 140.22NA

Proposal Budget (2021-2022) \$2,122,317 4.65 FTEs/0.00 LTEs

Outcome High Quality Built and Natural 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 in protecting life, property, and the environment during major storm and flooding events, as well as reducing 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).

Description of change over previous biennium

No significant change in operating expenditures or level of service is proposed.

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Storm and Surface Water Repair and Installation Program

Proposal Number 140.22NA

Proposal Financial Summary

	Amended 2019-2020 Budget			Proposed 2021-2022 Budget			Biennium Change	
	2019	2020	Total 2019-2020	2021	2022	Total 2021-2022	Dollar Change	Percent Change
Total	\$ 1,017,010	\$ 1,047,428	\$ 2,064,438	\$ 1,078,926	\$ 1,043,391	\$ 2,122,317	\$ 57,879	2.8%
<i>Y/Y % Change</i>		3.0%		3.0%	-3.3%			

Proposal Staffing Summary

	Amended 2019-2020 Budget		Proposed 2021-2022 Budget	
	2019	2020	2021	2022
Total FTEs	4.65	4.65	4.65	4.65
Total LTEs	-	-	-	-

Performance Measures and Targets

	2019-2020 Budget		2021-2022 Budget	
	2019 Actual	2020 Target	2021 Target	2022 Target
140.0291f: Percentage of Surface Water repairs completed	68.67%	100%	100%	100%
140.0371f: Labor hours per catch basin/manhole repair	1.82	2.5	2.5	2.5

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title	Storm and Surface Water Infrastructure Condition Assessment	
Proposal Number	140.23NA	
Proposal Budget (2021-2022)	\$834,822	1.2 FTEs/0.00 LTEs
Outcome	High Quality Built and Natural Environment	

Executive Summary

The Storm and Surface Water Condition Assessment program performs video inspection of underground stormwater pipe to determine condition and maintenance or repair needs. 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. This program currently inspects an average of 20.7 miles of underground pipe annually with a 20-year ongoing inspection cycle for the Storm and Surface Water system.

Description of change over previous biennium

No significant change in level of service is proposed. Costs are increasing above inflationary levels due to rising costs of backfill materials needed to improve access for planned pond rehabilitation projects.

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title	Storm and Surface Water Infrastructure Condition Assessment
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Proposal Number 140.23NA

Proposal Financial Summary

	Amended 2019-2020 Budget			Proposed 2021-2022 Budget			Biennium Change	
			Total			Total	Dollar	Percent
	2019	2020	2019-2020	2021	2022	2021-2022	Change	Change
Total	\$ 376,466	\$ 386,601	\$ 763,067	\$ 412,403	\$ 422,419	\$ 834,822	\$ 71,755	9.4%
<i>Y/Y % Change</i>		<i>2.7%</i>		<i>6.7%</i>	<i>2.4%</i>			

Proposal Staffing Summary

	<u>Amended 2019-2020 Budget</u>		<u>Proposed 2021-2022 Budget</u>	
	2019	2020	2021	2022
Total FTEs	1.20	1.20	1.20	1.20
Total LTEs	-	-	-	-

Performance Measures and Targets

Performance Measures and Targets	2019-2020 Budget		2021-2022 Budget	
	2019 Actual	2020 Target	2021 Target	2022 Target
140.0295f: Percent of surface water system video inspected	5.2%	5%	5%	5%
140.0296: Linear feet of surface water condition video assessment performed	112,986	107,710	107,710	107,710
140.0294: Number of surface water pipe defects identified through condition assessment activities requiring repair or replacement	150	75	75	75

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title	Storm & Surface Water Preventive Maintenance Program	
Proposal Number	140.24NA	
Proposal Budget (2021-2022)	\$3,965,388	11.75 FTEs/0.00 LTEs
Outcome	High Quality Built and Natural Environment	

Executive Summary

The resources in this proposal fund preventive 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

No significant change in operating expenditures or level of service is proposed.

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title	Storm & Surface Water Preventive Maintenance Program
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Proposal Number 140.24NA

Proposal Financial Summary

	Amended 2019-2020 Budget			Proposed 2021-2022 Budget			Biennium Change	
	2019	2020	Total 2019-2020	2021	2022	Total 2021-2022	Dollar Change	Percent Change
Total	\$ 2,010,017	\$ 2,072,603	\$ 4,082,620	\$ 1,958,479	\$ 2,006,909	\$ 3,965,388	\$ (117,232)	-2.9%
<i>Y/Y % Change</i>		3.1%		-5.5%	2.5%			

Proposal Staffing Summary

	<u>Amended 2019-2020 Budget</u>		<u>Proposed 2021-2022 Budget</u>	
	2019	2020	2021	2022
Total FTEs	11.75	11.75	11.75	11.75
Total LTEs	-	-	-	-

Performance Measures and Targets

Performance Measures and Targets	2019-2020 Budget		2021-2022 Budget	
	2019 Actual	2020 Target	2021 Target	2022 Target
140.0380: Total cost of Storm and Surface Water claims paid	\$61,881	\$25,000	\$25,000	\$25,000
140.0289: Number of surface water claims paid due to system failure	4	0	0	0
140.0290: Number of surface water claims paid greater than \$20,000 due to system failure	1	0	0	0

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Water Quality Regulatory Compliance and Monitoring Programs

Proposal Number 140.26PA

Proposal Budget (2021-2022) \$1,783,877 3.3 FTEs/0.00 LTEs

Outcome High Quality Built and Natural Environment

Executive Summary

This proposal provides Water Quality Regulatory Compliance for Bellevue Utilities. This proposal outlines overall management of the Water Quality/Regulatory Compliance section and establishes the framework for developing programs for field testing, inspection and response to meet requirements set forth by Agencies: SAFE DRINKING WATER ACT outlining sampling, monitoring and reporting requirements for our Drinking water within Bellevue. CLEAN WATER ACT driving the City's National Pollutant Discharge Elimination System (NPDES) permit and establishes requirements for inspection, maintenance, outreach and reporting of Citywide efforts to manage storm and surface water. CITY LAND USE, SEPA determinations and Clear and Grade permits necessary to achieve the project related tasks for daily operations. ENDANGERED SPECIES ACT Regional Road Maintenance Program establishing guidelines for working near sensitive areas.

Description of change over previous biennium

No significant change in operating expenditures or level of service is proposed.

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Water Quality Regulatory Compliance and Monitoring Programs

Proposal Number 140.26PA

Proposal Financial Summary

	Amended 2019-2020 Budget			Proposed 2021-2022 Budget			Biennium Change	
	2019	2020	Total 2019-2020	2021	2022	Total 2021-2022	Dollar Change	Percent Change
Total	\$ 831,320	\$ 852,782	\$ 1,684,102	\$ 881,591	\$ 902,286	\$ 1,783,877	\$ 99,775	5.9%
<i>Y/Y % Change</i>		2.6%		3.4%	2.3%			

Proposal Staffing Summary

	Amended 2019-2020 Budget		Proposed 2021-2022 Budget	
	2019	2020	2021	2022
Total FTEs	3.30	3.30	3.30	3.30
Total LTEs	-	-	-	-

Performance Measures and Targets

	2019-2020 Budget		2021-2022 Budget	
	2019 Actual	2020 Target	2021 Target	2022 Target
140.0264: Percentage of days per year in compliance with state and federal drinking water regulations	100%	100%	100%	100%
140.0270: Compliant with all Surface Water Regulatory Requirements	Yes	Yes	Yes	Yes
140.0265f: Number of drinking water quality complaints per 1,000 water service connections	2.25	2	2	2

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Private Utility Systems Maintenance Programs

Proposal Number 140.27DA

Proposal Budget (2021-2022) \$1,466,292 5.55 FTEs/0.00 LTEs

Outcome High Quality Built and Natural Environment

Executive Summary

This proposal provides funding for Private Utility System Maintenance Program in which City Water Quality inspectors visit private business and residences to inspect private Utility infrastructure to ensure components are working correctly. Staff provide recommendations if maintenance is needed, and follow up to make sure the maintenance was correctly performed. This minimizes the risk to the public drinking water system from potential contamination, our streams and lakes from pollutants and the wastewater system from blockages.

This proposal protects public health by preventing drinking water from cross contamination, reduces pollutants in surface water, and funds the Fats, Oils and Grease program to reduce sewer blockages. These programs are mandated by the FEDERAL SAFE DRINKING WATER ACT, CLEAN WATER ACT, and the King County Industrial Waste Program.

Description of change over previous biennium

The 2019-2024 NPDES permit was recently issued by the Department of Ecology and includes implementation of a new Source Control program that will add one FTE to the Water Quality section in 2022 for the implementation of this new 'Source Control' program. This program will look at how businesses manage materials that have the potential to impact water quality of streams and lakes should a spill/leak occur. The FTE will manage the Source Control program which includes inspection, compliance, education and enforcement should the need arise.

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Private Utility Systems Maintenance Programs

Proposal Number 140.27DA

Proposal Financial Summary

	Amended 2019-2020 Budget			Proposed 2021-2022 Budget			Biennium Change	
	2019	2020	Total 2019-2020	2021	2022	Total 2021-2022	Dollar Change	Percent Change
Total	\$ 672,950	\$ 691,140	\$ 1,364,090	\$ 664,614	\$ 801,678	\$ 1,466,292	\$ 102,202	7.5%
<i>Y/Y % Change</i>		2.7%		-3.8%	20.6%			

Proposal Staffing Summary

	Amended 2019-2020 Budget		Proposed 2021-2022 Budget	
	2019	2020	2021	2022
Total FTEs	4.55	4.55	4.55	5.55
Total LTEs	-	-	-	-

Performance Measures and Targets

	2019-2020 Budget		2021-2022 Budget	
	2019 Actual	2020 Target	2021 Target	2022 Target
140.0272f: Percent of Fat, Oil, Grease removal devices compliant with maintenance requirements	10.88%	50%	50%	50%
140.0278: Number of documented drinking water system backflow events	0	0	0	0
140.0319f: Percent of planned private drainage inspections performed	75.93%	100%	100%	100%
140.0281: Number of backflow assemblies tested annually	12,325	14,900	14,900	14,900

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title	Utility Locates Program	
Proposal Number	140.44NA	
Proposal Budget (2021-2022)	\$915,727	3.4 FTEs/0.00 LTEs
Outcome	High Quality Built and Natural Environment	

Executive Summary

Locators are required by Washington State law to mark underground City-owned utilities. This proposal provides resources for Utilities to protect underground City-owned and operated utility infrastructure. The Utility Locate program safeguards approximately 1500 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.

Description of change over previous biennium

No change in level of service is proposed. Increased operating expense due higher personnel costs and costs associated with mobile workforce data requirements.

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Utility Locates Program

Proposal Number 140.44NA

Proposal Financial Summary

	Amended 2019-2020 Budget			Proposed 2021-2022 Budget			Biennium Change	
	2019	2020	Total 2019-2020	2021	2022	Total 2021-2022	Dollar Change	Percent Change
Total	\$ 373,129	\$ 386,249	\$ 759,378	\$ 452,216	\$ 463,511	\$ 915,727	\$ 156,349	20.6%
<i>Y/Y % Change</i>		3.5%		17.1%	2.5%			

Proposal Staffing Summary

	Amended 2019-2020 Budget		Proposed 2021-2022 Budget	
	2019	2020	2021	2022
Total FTEs	3.40	3.40	3.40	3.40
Total LTEs	-	-	-	-

Performance Measures and Targets

	2019-2020 Budget		2021-2022 Budget	
	2019 Actual	2020 Target	2021 Target	2022 Target
140.0248f: Percent of locates performed within mandated deadlines	99.92%	100%	100%	100%
140.0251: Dollar value of claims paid due to mis-locates	\$0.00	\$0.00	\$0.00	\$0.00
140.0252: Number of damaged assets due to mis-locates	0	0	0	0
140.0253: Number of locates received	41,495	42,000	46,000	50,000

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title	Utilities Telemetry and Security Systems
Proposal Number	140.25NA
Proposal Budget (2021-2022)	\$1,788,031 3.8 FTEs/0.00 LTEs
Outcome	High Quality Built and Natural Environment

Executive Summary

Telemetry and SCADA (Supervisory Control & Data Acquisition) equipment provide continuous automated monitoring and control of utility systems (such as reservoirs and pump stations), significantly reducing the need for on-site staff. This proposal provides for operation, maintenance, and repair of telemetry (remote monitoring and control), providing reservoir levels, water pressures, sewage station levels, storm retention pond levels, and transmission of data to a central SCADA system. Security systems monitor facilities for intrusion and notify of breaches. These systems work to maintain water quality and supply, avoid sewer overflows, and manage regional storm facilities. Ongoing installation, maintenance, and repair is required to ensure equipment performance. Service levels balance the need for reliable delivery of drinking water, removal of sewage, and storm water management with the costs to provide telemetry, SCADA and security.

Description of change over previous biennium

Increased expense in this proposal is due to the migration of pump stations (particularly water sites) to the City enterprise security camera system. This is an upgrade from taking a portable dvd player out to sites in order to review security camera footage. The cost is approximately \$20K per site.

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Utilities Telemetry and Security Systems

Proposal Number 140.25NA

Proposal Financial Summary

	Amended 2019-2020 Budget			Proposed 2021-2022 Budget			Biennium Change	
	2019	2020	Total 2019-2020	2021	2022	Total 2021-2022	Dollar Change	Percent Change
Total	\$ 703,923	\$ 723,112	\$ 1,427,035	\$ 883,421	\$ 904,610	\$ 1,788,031	\$ 360,996	25.3%
<i>Y/Y % Change</i>		2.7%		22.2%	2.4%			

Proposal Staffing Summary

	Amended 2019-2020 Budget		Proposed 2021-2022 Budget	
	2019	2020	2021	2022
Total FTEs	3.80	3.80	3.80	3.80
Total LTEs	-	-	-	-

Performance Measures and Targets

	2019-2020 Budget		2021-2022 Budget	
	2019 Actual	2020 Target	2021 Target	2022 Target
140.0261f: Percent of planned preventive maintenance activities completed at telemetry sites	99.5%	100%	100%	100%
140.0260: Number of security breaches discovered but not detected at the time of the intrusion	0	0	0	0
140.0317: Number of water or sewer pump station failures caused by SCADA/Telemetry failures	0	0	0	0
140.0259: Number of water/sewer service interruptions caused by SCADA/Telemetry system	0	0	0	0

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title	Asset Replacement	
Proposal Number	140.47DA	
Proposal Budget (2021-2022)	\$293,416	0 FTEs/0.00 LTEs
Outcome	Reserves	

Executive Summary

Consistent financial management policy dictates systematic Utility funding to replace vehicles, other work equipment and major technology systems that have reached the end of their useful lives (Waterworks Utility Financial Policy V.C). Asset Replacement is the Utilities' equivalent of the Equipment Rental Fund and Information Technology Replacement programs. The utility vehicles, other equipment and major technology systems scheduled to be replaced are needed to enable crews, inspectors, and other staff to perform services identified in other Utilities proposals. This proposal is funded from asset replacement reserves created specifically for this purpose, so there is no utility rate impact to customers.

Description of change over previous biennium

The type and cost of assets scheduled for replacement vary from year to year which will drive increases and decreases from biennium to biennium. There are a total of 7 assets to be replaced as part of the 2021-2022 budget, compared to 16 in the 2019-2020 budget.

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title	Asset Replacement
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Proposal Number 140.47DA

Proposal Financial Summary

	Amended 2019-2020 Budget			Proposed 2021-2022 Budget			Biennium Change	
			Total			Total	Dollar	Percent
	2019	2020	2019-2020	2021	2022	2021-2022	Change	Change
Total	\$ 1,553,886	\$ 1,358,908	\$ 2,912,794	\$ 163,023	\$ 130,393	\$ 293,416	\$ (2,619,378)	-89.9%
<i>Y/Y % Change</i>		-12.5%		-88.0%	-20.0%			

Proposal Staffing Summary

	<u>Amended 2019-2020 Budget</u>		<u>Proposed 2021-2022 Budget</u>	
	2019	2020	2021	2022
Total FTEs	-	-	-	-
Total LTEs	-	-	-	-

Performance Measures and Targets

Performance Measures and Targets	2019-2020 Budget		2021-2022 Budget	
	2019 Actual	2020 Target	2021 Target	2022 Target
140.0358: Percentage to target: Asset Replacement Account balance	112.82%	100%	100%	100%
140.0360: Percent Variance: Actual Capital Asset expenditures versus Budgeted Capital Asset expenditures	22.65%	100%	100%	100%

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title	Fiscal Management
Proposal Number	140.49NA
Proposal Budget (2021-2022)	\$1,679,273 5.5 FTEs/0.00 LTEs
Outcome	High Performance Government

Executive Summary

The Fiscal Management Team operates as an internal support function and supports the daily financial operations of the Utilities Department by monitoring, developing, and reporting on the Utilities financial condition, conducting rate evaluations to ensure financial sustainability, protecting the City's investment by maintaining adequate operating reserves, and acting in the best interest of the ratepayers. Financial management of the Utilities are dictated by financial policies per the City's Waterworks Utility Financial Policies. By adhering to these financial policies, taking a long-term approach to financial planning, and practicing vigilant financial monitoring and management, Bellevue Utilities is in a good financial position to meet both operational and infrastructure replacement needs.

Description of change over previous biennium

No significant change in operating expenditures or level of service is proposed.

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Fiscal Management

Proposal Number 140.49NA

Proposal Financial Summary

	Amended 2019-2020 Budget			Proposed 2021-2022 Budget			Biennium Change	
	2019	2020	Total 2019-2020	2021	2022	Total 2021-2022	Dollar Change	Percent Change
Total	\$ 808,214	\$ 831,425	\$ 1,639,639	\$ 831,632	\$ 847,641	\$ 1,679,273	\$ 39,634	2.4%
<i>Y/Y % Change</i>		2.9%		0.0%	1.9%			

Proposal Staffing Summary

	Amended 2019-2020 Budget		Proposed 2021-2022 Budget	
	2019	2020	2021	2022
Total FTEs	5.50	5.50	5.50	5.50
Total LTEs	-	-	-	-

Performance Measures and Targets

	2019-2020 Budget		2021-2022 Budget	
	2019 Actual	2020 Target	2021 Target	2022 Target
140.0128f: Operating expenditures vs. amount budgeted	98.49%	100%	100%	100%
140.0471: Percentage of monthly financial reports distributed to BUD within 30 days of reporting period end	100%	100%	100%	100%
140.0470: Percentage of monthly financial reports distributed to workgroup managers within 10 days of reporting period end	100%	100%	100%	100%
140.0472: Percentage of quarterly financial reports distributed to the Budget Office within 45 days of the end of the quarter	100%	100%	100%	100%

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Utilities Computer and Systems Support

Proposal Number 140.60NA

Proposal Budget (2021-2022) \$2,730,460 4.5 FTEs/0.00 LTEs

Outcome High Performance Government

Executive Summary

The Computer and Systems Support proposal supports delivery of efficient and cost effective utility services through leveraged technology solutions. Utilities mail 5,000 utility bills weekly, collects over \$146 million in service revenues annually and delivers services to over 145,000 customers daily in a network of 619 miles of water and 525 miles of sewer pipe, 81 miles of rivers and streams, and 47 water reservoirs and pump stations. This proposal funds all the Utilities' software, hardware, vendor support, professional services, and department personnel who provide business automation support. Systems maintained by this group include billing, work/asset management, field worker mobility, sewer/storm condition assessment video systems, water meter reading, engineering design, and water modelling. System support include automation short and long-range planning, implementation, testing, training, process improvement analysis, and reporting.

Description of change over previous biennium

No significant change in level of service is proposed.

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Utilities Computer and Systems Support

Proposal Number 140.60NA

Proposal Financial Summary

	Amended 2019-2020 Budget			Proposed 2021-2022 Budget			Biennium Change	
	2019	2020	Total 2019-2020	2021	2022	Total 2021-2022	Dollar Change	Percent Change
Total	\$ 1,333,381	\$ 1,258,378	\$ 2,591,759	\$ 1,375,429	\$ 1,355,031	\$ 2,730,460	\$ 138,701	5.4%
<i>Y/Y % Change</i>		-5.6%		9.3%	-1.5%			

Proposal Staffing Summary

	Amended 2019-2020 Budget		Proposed 2021-2022 Budget	
	2019	2020	2021	2022
Total FTEs	5.50	4.50	4.50	4.50
Total LTEs	-	-	-	-

Performance Measures and Targets

	2019-2020 Budget		2021-2022 Budget	
	2019 Actual	2020 Target	2021 Target	2022 Target
140.0339: Percentage of Business Systems user assistance requests completed	100%	80%	80%	80%
140.0155f: Business Systems Project Completion Rate	66.67%	80%	80%	80%

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title	Utilities Department Management and Support
Proposal Number	140.42NA
Proposal Budget (2021-2022)	\$1,910,821 4 FTEs/0.00 LTEs
Outcome	High Quality Built and Natural 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 a current biennial operating budget of \$316M (2019-2020), capital budget of \$225M (2019-2025), and 183 FTEs/LTEs. Each line of business has its own unique operational and capital requirements. Because of the long lives of utility systems, Utilities' planning horizon extends 75-100 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

2021-2022 Utility Operating Budget Proposals

2021-2022 ESC BUDGET NOTEBOOK

Proposal Title Utilities Department Management and Support

Proposal Number 140.42NA

Proposal Financial Summary

	Amended 2019-2020 Budget			Proposed 2021-2022 Budget			Biennium Change	
	2019	2020	Total 2019-2020	2021	2022	Total 2021-2022	Dollar Change	Percent Change
Total	\$ 888,141	\$ 912,271	\$ 1,800,412	\$ 945,193	\$ 965,628	\$ 1,910,821	\$ 110,409	6.1%
<i>Y/Y % Change</i>		2.7%		3.6%	2.2%			

Proposal Staffing Summary

	Amended 2019-2020 Budget		Proposed 2021-2022 Budget	
	2019	2020	2021	2022
Total FTEs	4.00	4.00	4.00	4.00
Total LTEs	-	-	-	-

Performance Measures and Targets

	2019-2020 Budget		2021-2022 Budget	
	2019 Actual	2020 Target	2021 Target	2022 Target
140.0418: Percentage of Utilities customers rating Bellevue Utilities Department services as good value for the money.	85%	90%	90%	90%
140.0306: Utilities services customer satisfaction survey - (Citywide citizen survey)	85%	85%	85%	85%
140.0056: Employee job engagement score (Annual City Employee Survey)	1.24	2	2	2
140.0417: Is the Bellevue Utilities Department an Accredited Agency?	Yes	Yes	Yes	Yes