

2

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## WEBINAR MODERATOR



Stephanie Passarelli Benchmarking Program Manager American Water Works Association

Stephanie Passarelli is the Benchmarking Program Manager with the American Water Works Association. She is the staff liaison to the Management and Leadership Division and associated management committees. She is a Registered Civil Engineer in the State of Colorado with 22 years of experience in the industry including AWWA, environmental consulting, wastewater treatment facility, and the Water Research Foundation.

4

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3

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6

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## PANEL OF EXPERTS



Michael Sweeney, PhD Deputy Executive Director Toho Water Authority



Igor Lugonja Special Projects Manager, Water Resources Department City of St. Petersburg



**Jhoanna Murray** Business Analyst City of Tulsa



Debbie Cosgrove Financial Manager Chesterfield County Department of Utilities



7

8

## AGENDA

I.	Introduction and Getting Started with AWWA Benchmarking	Michael Sweeney, PhD
11.	Building Continuous Improvement Culture Through Utility Benchmarking and StPeteStat Initiative	Igor Jugonja
.	City of Tulsa – The Financial Discoveries Through Benchmarking	Jhoanna Murray
IV.	Chesterfield County's Experience with AWWA Benchmarking	Debbie Cosgrove



7

## **ASK THE EXPERTS**



Michael Sweeney, PhD Toho Water Authority



Igor Lugonja City of St. Petersburg



Jhoanna Murray City of Tulsa

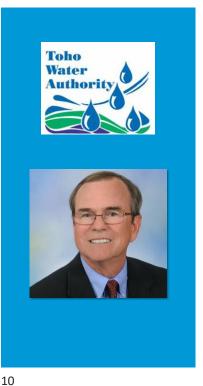


Debbie Cosgrove Chesterfield County Department of Utilities

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## INTRODUCTION AND GETTING STARTED WITH AWWA BENCHMARKING

Michael Sweeney, Ph.D. Deputy Executive Director Toho Water Authority Kissimmee, Florida

10

## PURPOSE OR LEARNING OBJECTIVES

- What to expect from benchmarking
- · How to approach benchmarking
- What are some challenges to prepare for
- · What are some tips for the road



11

## WHAT IS BENCHMARKING?

- A benchmark is a measurement of performance of note that becomes a goal with which to strive to attain
- Involves gathering information about best practices used by world-class organizations
- More recently been used by many organizations as part of an overall performance improvement process.
- Both metric and process benchmarking used to gauge how well an organization is working
- Grew in importance in the 1990's to defend or support utility privatization

## **BENCHMARKING HELPS ANSWER THESE QUESTIONS...**

- How well are we doing?
- · How do we compare with similar organizations?
- Are we getting value for our money?
- How do we start a continuous improvement program?



13

13

## CHALLENGES TO USING BENCHMARKING

- It is easy to get "wrapped around the axle" deriving or interpreting numerical results
- · Numbers resulting from an "inexact science"
- "Tail wagging the dog"
  - Efficiency vs. effectiveness
- "Apples to oranges" comparisons
  - Size, location, complexity, definition differences



## **GOING A STEP FURTHER**



- Florida utilities have joined with a benchmarking consortium (FBC)
- · Uses an effective, very collaborative, and interactive approach
- Created an additional set of PIs that reflect Florida's water interests
- · Conduct a seminar once or twice per year
- Established and/or strengthened contacts between utilities to generate and share data and practices

## **FBC SERVICE AREAS**

15

- Animal Services (AS)
- Building Development (BD)
- Code Enforcement (CE)
- Environmental Management (EM)
- Fire Rescue (FR)
- Fleet Management (FM)
- Human Resources (HR)
- Information Technology (IT)
- Parks and Recreation (PR)

- Police Services (PO)
- Purchasing (PU)
- Risk Management (RM)
- Road Repair (RR)
- Stormwater Drainage Maintenance (SD)
- Solid Waste (Collection) (SC)
- Solid Waste (Disposal)
- Traffic Engineering (TE)
- Water and Wastewater (WW)

16

## **TIPS AND ADVICE**

- · Divide and conquer data gathering
- · Collaborate with regional peers
- Resist regarding it as a competition
- It's not just about the metrics... benchmarking is a essential conversation starter
- Sharing best practices drives sustained improvement
- Periodically revisit your goals derived from benchmarking



17

17

18

## BENCHMARKING IS REALLY WORTH THE EFFORT AND IS AN ESSENTIAL TOOL

- Today you need every viable tool and approach to succeed
- The challenges faced today are far more complex than anything our predecessors faced
- Benchmarking serves as your compass and altimeter
- Advantages overcome and disadvantages



## **ASK THE EXPERTS**



Michael Sweeney, PhD Toho Water Authority



Igor Lugonja City of St. Petersburg



Jhoanna Murray City of Tulsa



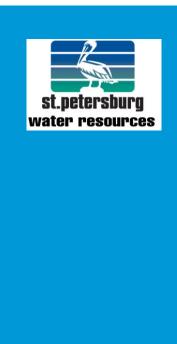
Debbie Cosgrove Chesterfield County Department of Utilities

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## BUILDING CONTINUOUS IMPROVEMENT CULTURE THROUGH UTILITY BENCHMARKING AND STPETESTAT INITIATIVE

Igor Lugonja Special Projects Manager City of St. Petersburg Water Resources Department

20

## CITY OF ST. PETERSBURG WATER RESOURCES DEPARTMENT

- 364 employee department under Public Works Administration
- · Service population 367,000 and service area of 88 square miles
- 94,000 Water, 83,000 Sewer, 11,000 Reclaimed Water
- 3 Water Reclamation Facilities 56 MGD, 1 Water Treatment Plant 68 MGD
- 1,500 miles of water mains, 282 miles reclaimed mains, 949 miles of gravity and forcemains

21

## **BUILDING CONTINUOUS IMPROVEMENT TOOLBOX**

American	Public	Works	Association
	Accre	ditatio	n

 Self-assessment – Continuous Improvement Exercise



Strategic Planning

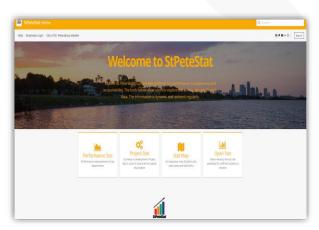
- APWA requirement
- Well-run Utility must have
- Department's first ever plan
- Adding to our C.I. toolbox



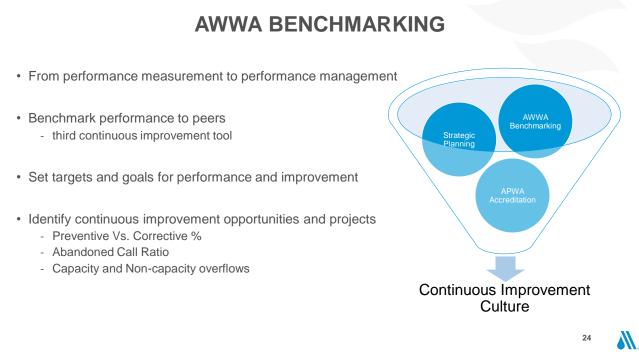
21

## ST. PETE STAT INITIATIVE

- · Data driven decision making
- Transparent failures and successes
- Accountable
- · Results driven
- · Internal performance measurement dashboards







## **ASK THE EXPERTS**



Michael Sweeney, PhD Toho Water Authority



Igor Lugonja City of St. Petersburg



Jhoanna Murray City of Tulsa



Debbie Cosgrove Chesterfield County Department of Utilities

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## CITY OF TULSA – THE FINANCIAL DISCOVERIES THROUGH BENCHMARKING

Jhoanna Murray Business Analyst City of Tulsa

26

## HOW THE BENCHMARKING CHANGED OUR CIP



Comparing the Cash of days on hand to our peer utilities led to a review of CIP program





You don't need to focus on the entire survey to see the benefits

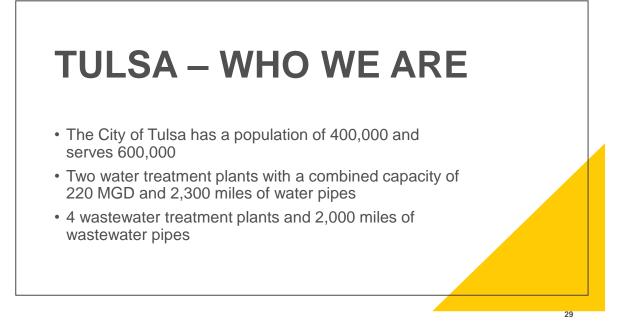
Survey showed us something that we might have missed

27

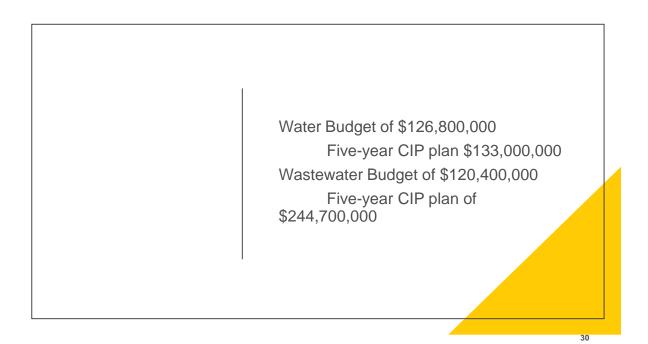


28

**FIRST OF** Even thought the Arkansas River runs through the IT'S KIND city of Tulsa, both of Tulsa's main water sources are located more than 35 miles away. In 1922, work began on construction of a pipeline to Spavinaw, a stream located 50 miles northeast of Tulsa. For its time, the Spavinaw project was extremely ambitious The project cost \$7.5 million (\$262 million in today's money). Once completed, Spavinaw Reservoir was the largest lake in Oklahoma and the pipeline carrying the water 55 miles to the city was the longest in the country at the time. The pipeline became operational in 1924, when Spavinaw water first flowed to the Mohawk pumping station.



29



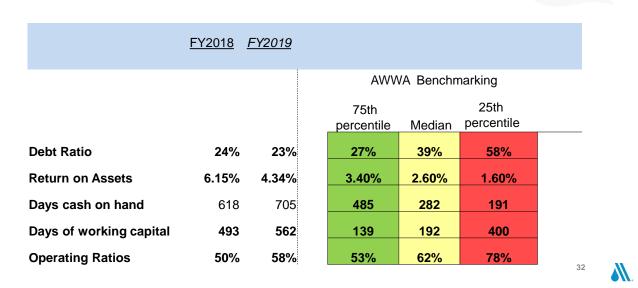
# JUST STARTING OUT IN BENCHMARKING

Participated in the survey for 3 years

Each year we respond to a few more questions

Annual report mimics the benchmarking report

31

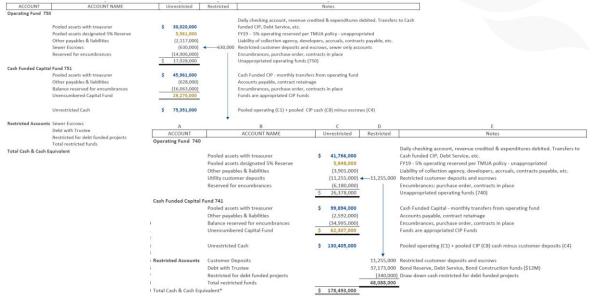


## WHAT WE FOUND

32

31





34

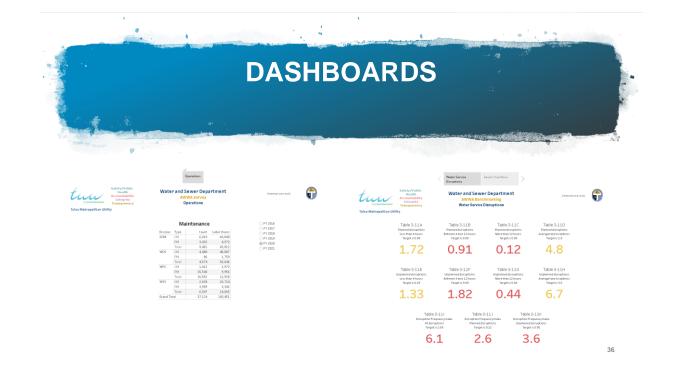
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	SUMM	ARY						_		_								1
	TMUA	WATER FUNDING	3 STATUS															
	as of:	9/30/2018																
	А	в	с		D	E	F		G		н		1		J	к	L	
	FUND	PROJECT	PROJECT DESCRIPTION		REVISED BUDGET	ENCUMBRANCES	PERCENT ENCUMBERED	1	JNENCUMBERED BALANCE	н	OLD FOR PROJECT	EX	PEND ON OTHER PROJECTS	RELEA	ASE AND CLOSE	STATUS	REMARKS	
1	7400	N/A	N/A	\$ 2	237,856,955.03	\$ 30,729,987.52	62%	s	89,721,443.12	s	79,576,741.96	s	9,484,231.57	s	646,320.05	Active		1
2	7401	N/A	N/A	s	7,320,000.00	\$ 124,451.29	100%	s	9,152.05	\$	-	s		s	9,152.05	Active	Release and Close	]
3	7402	N/A	N/A	s	1,294,825.00	s -	100%	\$		\$	-	s	-	\$	-	Complete	Complete	]
4	7403	N/A	N/A	s	5,100,000.00	s -	95%	s	249,837.96	\$	249,837.96	\$	-	s	-	Active		1
5	7404	N/A	N/A	s	13,030,000.00	\$ 20,000.00	99%	s	90,597.90	\$	-	s	26,994.45	s	-	Active		1
6	7405	N/A	N/A	s :	20,350,000.00	\$ 1,445,698.71	100%	s	1.1	s		s	-	s	-	Active		1
7	7406	N/A	N/A	s	16,450,000.00	\$ 924,451.55	100%	s	(2.38)	s	(2.38)	s	-	s	-	Active		1
8	7407	N/A	N/A	\$	15,140,000.00	\$ 2,693,414.82	19%	\$	12,203,128.88	\$	12,203,128.88	s	-	s	-	Active		
9	7408	N/A	N/A	s	416,091.94	s -	100%	s		\$	-	s		s	-	Complete	Complete	
10		TO	TALS	\$ 3	16,957,871.97	\$ 35,938,003.89	68%	\$	102,274,157.53	\$	92,029,706.42	\$	9,511,226.02	\$	655,472.10			1

CIP PROJECT REVIEW

- Most of our cash is in our CIP program
- Review of all funded projects
- Review of upcoming projects and funding sources

35



36



## STANDARDIZE REPORTING

37



# **ANNUAL REPORT**

38



You don't need to complete the entire survey–focus on question that are important to your operations

Survey results don't have to line up with your organizations goals and objectives

39

ASK THE EXPERTS



Michael Sweeney, PhD Toho Water Authority



Igor Lugonja City of St. Petersburg



Jhoanna Murray City of Tulsa



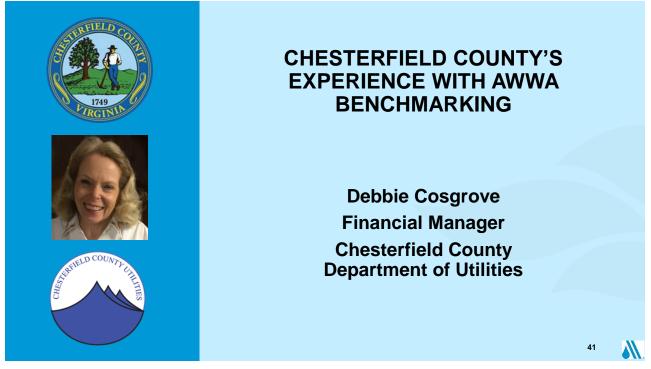
39

Chesterfield County Department of Utilities

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## LEARNING OBJECTIVE

 Understanding how using the AWWA Utility Benchmarking Program and performance measures can strengthen your operations.





- Who is Chesterfield County Department of Utilities
- Benchmarking with AWWA
- Blueprint Chesterfield our strategic plan
- Performance Plan
- Performance Measures

# WHO IS CHESTERFIELD COUNTY DEPARTMENT OF UTILITIES?

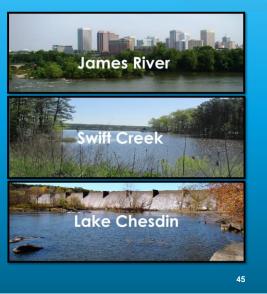


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# WHO IS CHESTERFIELD COUNTY DEPARTMENT OF UTILITIES?

### Water Summary

- Three water sources with a total capacity of over 110 MGD, serving an estimated population of ~328K
- Over 2K miles of water lines
- 24 water storage tanks
- 14 pump stations
- 115K active services



WHO IS CHESTERFIELD COUNTY DEPARTMENT OF UTILITIES?

### **Wastewater Summary**

- Operate and maintain two wastewater treatment plants with a total capacity of over 41 MGD, serving a population of ~287K
- Over 2K miles of wastewater lines
- 25 pump stations
- 98K active services







Proctors Creek Wastewater Treatment Plant

46

46

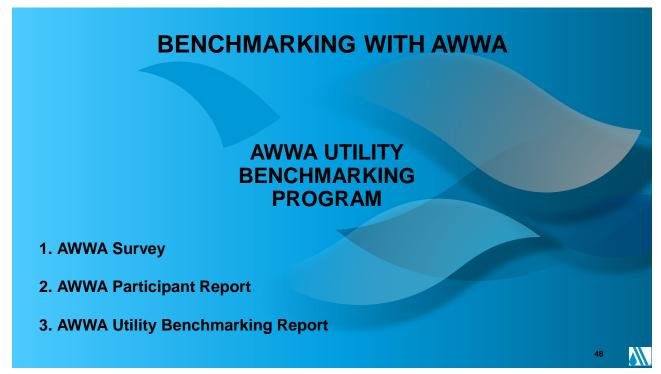
# WHO IS CHESTERFIELD COUNTY DEPARTMENT OF UTILITIES?

### **Awards and Accomplishments**

- Never Violated Safe Drinking Water Act MCL
- 21 years of Partnership for Safe Water Director's Award
- NACO Awards
- National Association of Clean Water Agencies' Excellence in Management and Peak Performance Awards



47



## **BENCHMARKING WITH AWWA**

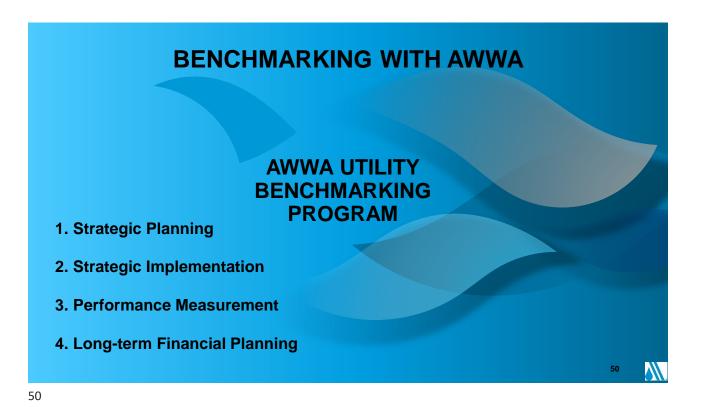
#### ORGANIZATION DEVELOPMENT

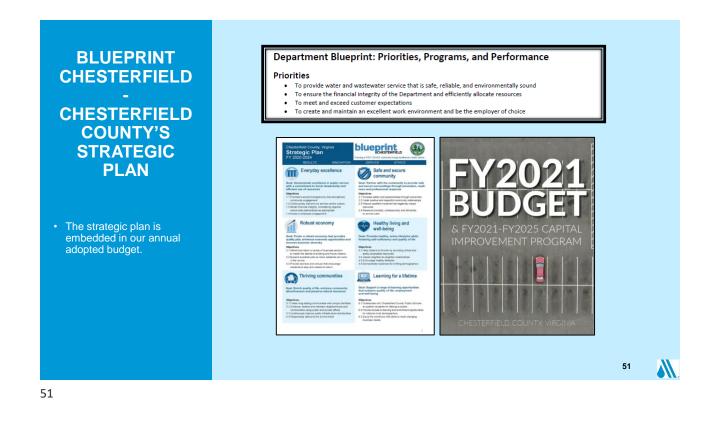
#### Q#1:

For each of the MANAGEMENT PRACTICES listed and described below, please assess your utility's score at the end of the reporting period using the following scale:

- 1. This practice is not practiced at our utility
- 2. This practice is implemented, but only occasionally or without uniformity
- 3. This practice is implemented, but there is room for substantial improvement
- 4. This practice is largely implemented, but there is room for improvement
- 5. This practice is fully implemented at our utility

	Last Year	Repeat?	N/A	Answer		Confidence Level
STRATEGIC PLANNING – a plan is up to date, and progress is tracked and reported to the governing body at least annually.	5	**		5	Score: 1 to 5	





### **CHESTERFIELD** COUNTY DEPARTMENT **OF UTILITIES'** PERFORMANCE **PLAN**

- Our Performance Plan is in line with the goals of the County's Strategic Plan, "Blueprint Chesterfield"
- The plan not only shows us where we are but also where we've been.





#### **GOAL 1: Quality of Our Products and Services**

Goal definition: Provide water and wastewater service that is safe, reliable, and environmentally sound

#### Objectives

- 1.1 Provide water and wastewater services that meet all federal, state, and county compliance standards 1.2 Operate utility facilities as effectively as possible

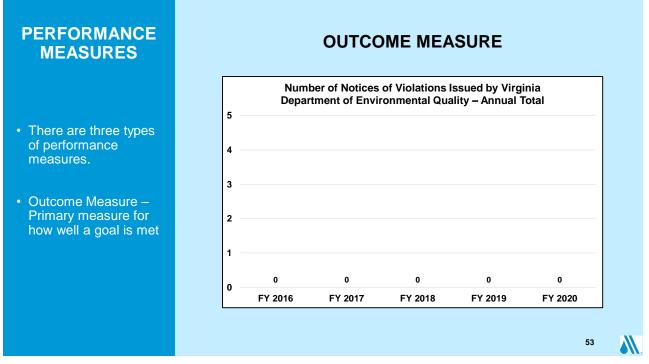
#### Initiatives

- Maintain water production performance standards by continuing to meet criteria in the "Partnership for Safe Drinking Water Program".
- Continuously perform proactive and regulation driven water/wastewater quality analysis and maintain all laboratory testing certifications for both water and wastewater laboratories.

https://www.chesterfield.gov/DocumentCenter/View/3 18/Chesterfield-Utilities-Business-and-Performance-Plan-PDF?bidId=

52

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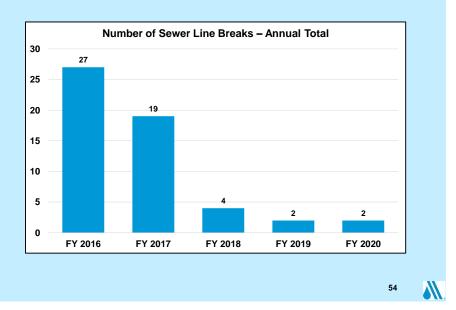
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### PERFORMANCE MEASURES

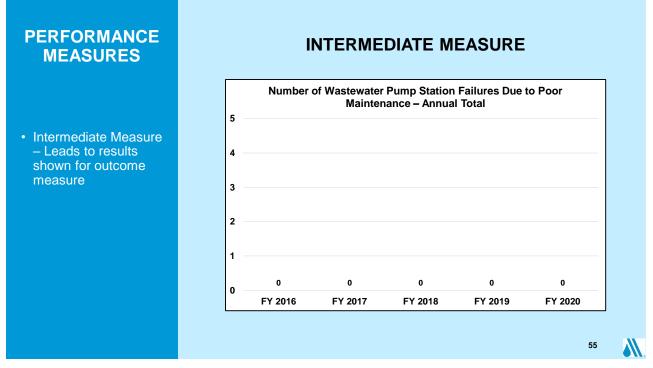
 Intermediate Measure

 Leads to results shown for outcome measure

### **INTERMEDIATE MEASURE**



54



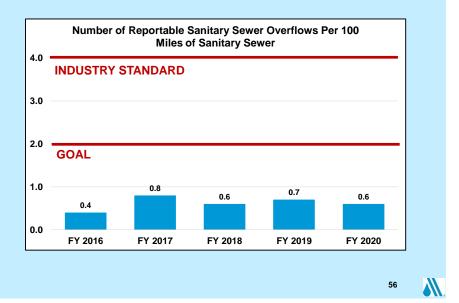
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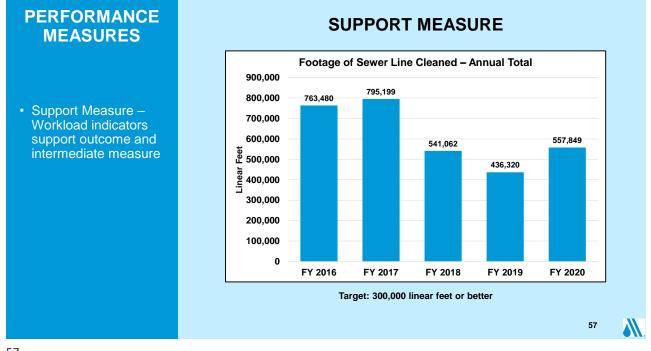
### PERFORMANCE MEASURES

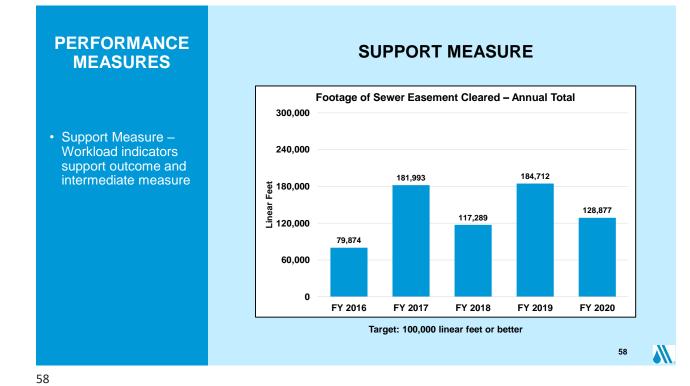
 Intermediate Measure

 Leads to results shown for outcome measure

### **INTERMEDIATE MEASURE**







PERFORMANCE MEASURES	Outcome Measure: Primary measure for how well goal is met	Intermediate Measure: Leads to results shown for outcome measure	Support Measure: Workload indicators supporting Outcome and Intermediate measure
	Number of Notices of Violation Issued by Virginia Department of Environmental Quality - Annual Total	Number of Main Sewer Line Breaks and Damages - Annual Total Number of Wastewater Pump Station Failures Due to Poor Maintenance - Annual Total Number of Reportable Sanitary Sewer Overflows Per 100 Miles of Sanitary Sewer – Annual Total	Footage of Sewer Line Cleaned - Annual Total Footage of Sewer Easement Cleared - Annual Total
			59

59

### PERFORMANCE MEASURES AND BENCHMARKING WITH AWWA

### SERVICE DISRUPTIONS

Q#1:

LEAKS: Record the number of water main leaks addressed by your utility during the reporting period.

A leak refers to an unintended hole or crack in a transmission or distribution pipeline, valve, hydrant, or appurtenance which continuously loses water but that does not result in a disruption of service.

For reporting purposes, do not include planned maintenance, flow testing, etc. Do not include leaks from lateral service lines.

	Last Year	Repeat?	N/A	Answer		Confidence Level
Total number of water main leaks.	12	**		81	Leaks	N/A

ERFORMANCE MEASURES	AND BEN	CHMAR	KING		ww/
2020 (FY19) COMBIN		S PARTICI	PANT RE	PORT	
		C	OMBINED U	JTILITIES	
	Your Utility	75 <sup>th</sup> Percentile	Median	25 <sup>th</sup> Percentile	Count
Water Distribution System Integrity (Leaks per 100 miles of pipe)	4.0	4.1	8.9	22.6	57

61

### PERFORMANCE MEASURES AND BENCHMARKING WITH AWWA

0.04	#1:											
Q#1:	(#1.											
EWER OVERFLOW: Record the total number of sewer overflows experienced by your utility during the												
reporting period.												
		nclude overflows due to limitations or problems with collection or treatment system components under										
	ontrol of the utility.											
control	of the utility.											
		ems wi	thin custom	ner-con	trolled pip	ing and facilities are						
Overflo	ws caused by limitations or probl		thin custom	ner-con	trolled pip	ing and facilities are	:					
Overflo					trolled pip	ing and facilities are						
Overflo	ws caused by limitations or probl	Last	thin custom Repeat?	ner-con	trolled pip	ing and facilities are	Confidence					
Overflo	ws caused by limitations or probl					ing and facilities are						
Overflo	ws caused by limitations or probl	Last				ing and facilities are	Confidence					
Overflo	ws caused by limitations or probl	Last				ing and facilities are Sewer Overflows	Confidence					

62

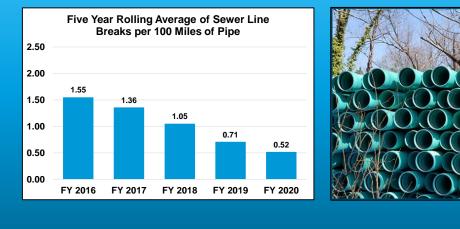
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62

ES AND B	SENCH	ARKI	NG WI	TH AV
	S PARTICI	PANT RE	<u>PORT</u>	
	C	OMBINED (	JTILITIES	
Your Utility	75 <sup>th</sup> Percentile	Median	25 <sup>th</sup> Percentile	Count
0.5	0.5	1.6	3.7	76
	IED UTILITIE Your Utility	IED UTILITIES PARTICI CC Your 75 <sup>th</sup> Utility Percentile	IED UTILITIES PARTICIPANT RE COMBINED U Your 75 <sup>th</sup> Utility <sup>Percentile</sup> Median	Utility Percentile Median Percentile

63

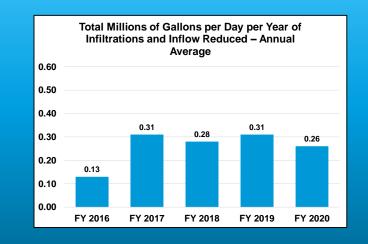
## PERFORMANCE MEASURES – OUR SUCCESS WITH SEWER LINE BREAKS PER 100 MILES OF PIPE



64

64

## PERFORMANCE MEASURES – OUR SUCCESS WITH INFILTRATION AND INFLOW REDUCTION





## **PERFORMANCE MEASURES – OUR SUCCESS**

Below are some sewer line capital improvement projects that helped to improve our sewer line breaks performance measure:

- Sewer line & Manhole Rehabilitation
- Cogbill Rd Sewer Replacement
- Huguenot Village Sewer Rehab
- Ashton Creek Trunk Lining

### We also look at I&I reduction

- I & I Manhole Rehab – Johnson Creek



66

65

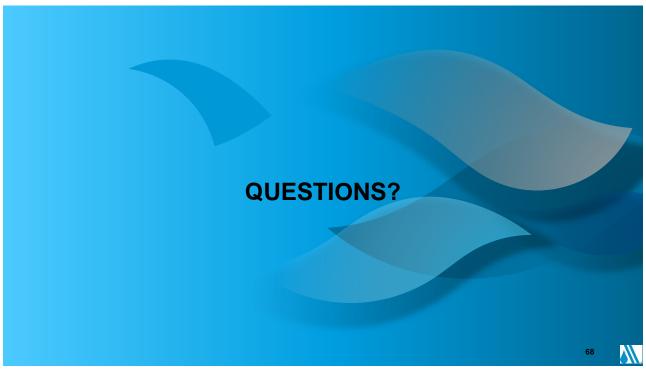
## SUMMARY

The use of strategic planning, long-term financial planning, performance measures and benchmarking supports our goals and initiatives making our performance stronger.









## **ASK THE EXPERTS**



Michael Sweeney, PhD Toho Water Authority



Igor Lugonja City of St. Petersburg



Jhoanna Murray City of Tulsa



Debbie Cosgrove Chesterfield County Department of Utilities

69

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Please specify to whom you are addressing the question.

## **UPCOMING WEBINARS**

Oct 14 - Applying Real-Time Hydraulic Models to Everyday Operations

Oct 15 - FREE Webinar: Innovation Roadmap for Utilities

Oct 16 - Getting the Lead Out: Legal Issues in EPA's Lead & Copper Rule: An AWWA Legal Community Virtual Roundtable Dialogue

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## ADDITIONAL RESOURCES

As a benefit to your registration, we are offering 30% off our publication <u>AWWA Utility</u> <u>Benchmarking: Performance Management for Water and Wastewater</u>. Just enter TAKE30 at checkout for your discount

## THANK YOU FOR JOINING TODAY'S WEBINAR

- As part of your registration, you are entitled to an additional 30-day archive access of today's program.
- Until next time, keep the water safe and secure.

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71

72

## PRESENTER BIOGRAPHY INFORMATION



Mike Sweeney is the Deputy Executive Director of the Toho Water Authority based in Kissimmee Florida since 2011. His 40 years of experience includes serving the City of Indianapolis, the City of Cincinnati MSD and Louisville MSD and served as a consultant for utilities in North America. Mike has been involved with AWWA benchmaring for the past 20 years. He holds a Ph.D. in Environmental Engineering from Purdue University and is a registered professional engineer.



Igor Lugonja manages the continuous improvement initiatives at the City of St. Petersburg Water Resource Department, such as strategic planning, APWA accreditation and performance measurement program. He currently serves as vice-chair of the AWWA Benchmarking Advisory Committee and has over 17 years of experience in public service with the City of St. Petersburg as an analyst and investigator.



Jhoanna has been work in the public sector for almost 9 years, the last three years she's worked as a Business Analyst in the Water & Sewer Department. As a Business Analyst for the City of Tulsa Jhoanna helps plan and manage the Water and Sewer Department.



As the Finance Manager for the Department of Utilities, Debbie Cosgrove, with over 20 years of experience, guides the finance section that supports the Operating Accountant, the Capital Project Accountant, and the Sr. Utilities Rate Analyst. This team reviews, revises and formulates policies and procedures that will ensue the efficient use of the department's financial resources, determines what funding requirements exist, when funds will be needed, and plans for their availability. This team is also responsible for leading the Utilities budget process, financial accounting for assets, revenues and expenses, and determining utility rates

73

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76

