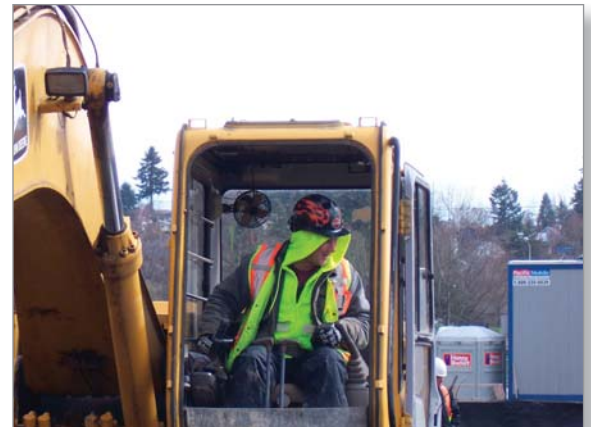


Executive Director

Noteworthy

- Fish and Wildlife Property – On December 7, the Executive Director met with City Manager Steve Hall, Port of Olympia Marketing and Business Development Director Kari Qvigstad and State General Administration (GA) consultants to discuss continued process for the State Fish and Wildlife property, which lies to the west of the Budd Inlet Treatment Plant. GA has hired a consultant to develop information for the Legislature in support of the surplus process. The GA consultant has drafted a report for the Legislature, which incorporated the position paper submitted jointly by LOTT, the City, and the Port.
- East Bay Consortium – The East Bay Consortium Executives met in November to update the status of the projects. Among the highlights, it was reported that the efforts with the State Department of Ecology to develop an environmental cleanup strategy were nearing the final stages. There are still some issues of contention with Ecology, but work continues to resolve them. Construction work on the infrastructure improvements continues, and is behind. The delay does not appear to negatively affect any of the partner projects at this time. Initial design meetings are being scheduled with the partners on the Plaza development.



Budget / Revenue

Budget Performance					
	Operations	Debt Service	Capital/AMP	Reserve	Total
2009 Budget	\$11,327,257	\$6,337,460	\$26,749,295	N/A	\$44,414,011
November Status (92%)	\$9,449,839	\$6,385,655	\$16,761,483	N/A	\$32,596,977
Percentage	83%	100.7%	63%	N/A	73%
Cash on the Books	\$8,417,119	\$4,672,589	\$17,089,326	\$9,000,000	\$39,179,034

Note: The number shown for the debt service budget is an estimate only. Actual debt service amounts can and do change between the time the budget is adopted and when they're paid. For 2009, the amount paid for the Public Works Trust Fund Loan for pre-construction of the primary sedimentation tanks was larger than estimated.

Revenue Through October	
WSC	\$14,865,010
CDC	\$2,787,818

Number of ERUs			
	Thru Oct 2008	Thru Oct 2009	% Change
Lacey	184,876	191,520	3.6%
Olympia	245,975	243,353	-1.1%
Tumwater	83,935	87,583	4.3%
Total	514,786	522,456	1.5%

Number of CDC Payments Received						
	2006	2007	2008	Thru Oct 2008	Thru Oct 2009	% Change
Lacey	1888	1129	688	620	405	-35%
Olympia	439	219	201	114	225	97%
Tumwater	208	400	288	269	90	-67%
Total	2535	1748	1177	1003	720	-28%

The table above shows the number of new ERUs for which CDC payments have been received.

Administration / Legal

Personnel Vacancy Rate

The current vacancy rate is 1.6%.

Time Loss

There were no employees on time loss in November.

Safety Incidents

There was one recorded safety incident in November. No medical attention was sought, and no claim resulted.

Noteworthy

- Labor-Management Committee Members – The 2010 Labor-Management Committee will be comprised of the following employees: For labor, Terri Prather (co-chair), Brock Logan, Donna Bradshaw, Dan Beckley, John Damitio, and Rob Tinsley. For management, the representatives will be Rick Hughes (co-chair), Laurie Pierce, Ben McConkey, Mike Seelig, Ken Butti, and Paula Williamson. Farah Derosier will continue as the committee scribe.



- Management Reviews – Several members of LOTT’s Management Team received feedback from 360 reviews, which were conducted in October. The reviews and feedback are designed to continually increase management effectiveness. Each employee who participated will also receive an individual session with the management consultant who administered the 360 evaluation.
- Wellness Potluck – The Wellness Committee sponsored a Healthy One-Pot Meals Potluck on November 4.

Communications / Environmental

News Stories

There were no significant stories during the month of November.

Presentations and Tours

Staff gave presentations to six classes during November:

- Olympic View Elementary 5th Grade (11/5, 26 and 11/19, 28)
- McKenny Elementary 5th Grade (11/12, 27)
- Marshall Middle School (11/30, 2 classes, 30 and 32)

Two tours were conducted during November, both at the Budd Inlet Treatment Plant – St. Martin’s University Environmental Science class (11/9, 23); citizen and college student (11/18, 2)



Inquiries

Staff responded to 35 requests for information received during November from customers, citizens, LOTT partner jurisdictions, and other cities and wastewater utilities.

Reclaimed Water Highlights

Staff attended two meetings as part of the State Reclaimed Water Use Rule process:

- Trace Organics Subcommittee, November 16 – This committee is considering potential rule text regarding pharmaceuticals, personal care products, and endocrine disrupting compounds. At this meeting, the group prepared recommendations to forward to the Rule Advisory Committee.
- Reclaimed Water Use Rule Advisory Committee, December 2 – The group reviewed definitions for the new rule, and responded to comments from the Trace Organics and Water Rights Impairment sub-committees.

Water Conservation

Five WaterSmart rebates were awarded in November. Comfort Inn in Tumwater received a rebate of \$3,629 to replace a commercial grade washing machine for flow reduction of 425 gallons per day. The Tumwater Fire Department replaced four urinals for a flow reduction of 57 gallons per day and a rebate of \$1,086. New Market Skills Center received a rebate for \$2,064 to replace six urinals for a savings of 279 gallons per day. M. Parsons Plaza, a new office building in Tumwater, installed better-than-code fixtures for a rebate of \$4,970 and flow reduction of 313 gallons per day. The Washington

State Department of General Administration received a rebate of \$243,265 for replacing toilets, urinals, aerators, and dish sprayers in twelve buildings on the Capitol Campus for a flow reduction of 18,061 gallons per day.

The commercial High-Efficiency Toilet (HET) Replacement Program will result in installation of over 420 HETs in businesses and institutions in Lacey, Olympia, and Tumwater. Using the conservative estimation of 44 gallons per day per fixture, the total flow reduction from the 2009 program is approximately 18,480 gallons per day.



The residential High-Efficiency Toilet Program has issued 388 vouchers (with additional requests still in process for December). This popular program has resulted in an estimated flow reduction of 14,356 gallons per day.

WashWise rebates were also popular in 2009, with over 1,012 issued. This represents approximately 22,264 gallons per day in flow reduction.

Noteworthy

- Woodland Creek Reclaimed Water Infiltration Facility – On December 7, LOTT staff joined Lacey and Olympia staff for a meeting with Ecology and State Department of Health representatives to discuss the scope of hydrogeologic analysis and regulatory issues for design and permitting of an infiltration facility as part of the water rights mitigation plan developed by the two cities. The cities have contracted with HDR and Pacific Groundwater Group to conduct the analysis.
- Education Program Planning – During November, staff met with the Hands On Children’s Museum, Olympia School District, and South Sound Estuary Association to discuss ways to collaborate on education and outreach. A mailing was sent to 39 other groups/agencies to introduce the Education Center and collaborative ideas. Other meetings are being planned.

Engineering

Construction Change Orders

The Administrative/Education Center Building Project is approximately 69% complete and is within budget and on-time. Change order package 6 was approved in November for \$8,663. The total cost is now \$13,081,666, with only 0.84% change orders.

Project Updates

Mottman Road Interceptor Replacement – Donovan Excavating, Inc. has mobilized and is completing erosion control and protection measures. Tunnel construction will begin in January.

Deschutes to Tumwater Reclaimed Water Pipeline:

- Tumwater Reclaimed Water Pipeline – The contractor for the Tumwater section from the Tumwater Falls Park to the Golf Course is Hos Brothers Construction. This construction contract was just awarded at the November Board meeting. The pre-construction conference was held December 3. Construction in Tumwater Falls Park and along Capitol Boulevard started December 7. Construction next week is expected to include boring pits at Capitol and E Street, and work in Tumwater Falls Park, and along Capitol Boulevard. An informational newsletter will be posted on LOTT’s website by the end of this week to keep the public informed of construction impacts.

- Heritage/Marathon Park Reclaimed Water Modification – The contractor for this project segment is Donovan Excavating, Inc. (The same contractor as Mottman Road.) This construction contract was just awarded at the November Board meeting. The pre-construction conference was held December 4. Public information signs have been produced, and will be placed around the parks.

Mullen Road Reclaimed Water Line – LOTT will have 3,400 feet of 12-inch pipe installed as part of Lacey’s Mullen Road Extension project. Lacey will be opening bids on December 17.

Noteworthy

- Primary Sedimentation Basins – The project design “kick-off” meeting with the selected General Contractor/Contract Manager (GCCM), Mortenson Construction, Inc., was held December 1. The engineering design will now proceed beyond the 30% stage.
- Budd Inlet Treatment Plant Fire Alarm System – This project is currently in final design. The project is scheduled for bid opening February 4, 2010.
- Budd Inlet Treatment Plant Odor Control Study – This project has just begun with Brown and Caldwell.
- On-Call Planning and Engineering Support Contract – A kick-off meeting was held with Parametrix to initiate work on several projects under their On-Call Planning and Engineering Support Contract. One project is to upgrade the Martin Way reclaimed water distribution system to enable the use of reclaimed water at the Martin Way Pump Station. It will eliminate the high use of potable water at the pump station.
- Locates – Staff completed 50 utility locates in November to mark LOTT pipeline utilities for various construction projects throughout Olympia, Lacey, and Tumwater.

Facilities

Permit Compliance

Permit compliance was 100% at the Budd Inlet Treatment Plant, and 100% at the Martin Way Reclaimed Water Plant for the month of November.



Reclaimed Water Production

- Production at the Budd Inlet Reclaimed Water Plant averaged 0.36 million gallons per day (mgd) in November 2009; 3 % of treatment plant flow was used to produce Class A Reclaimed Water.
- Production at the Martin Way Reclaimed Water Plant averaged 1.31 mgd; 5 % of the reclaimed water was reused (all by LOTT).
- LOTT Class A Reclaimed Water production averaged a total of 1.67 mgd. Total reuse was 25.5%; total infiltration 73.6%. The majority of the 0.9 % difference is accounted for as excess reclaimed water from the BITP returned to the process, evaporation at the ponds, line loss, and/or meter accuracy.

Biosolids Production

During November 2009, 26 loads (779.27 wet tons total) of LOTT's biosolids were hauled by Groat Brothers, Inc. of Woodland, Washington to Fire Mountain Farms, Inc. in Onalaska, Washington for Class B land application, averaging 29.97 tons per load.

Methane Production

Of the 3,778,322 cubic feet of digester gas that was generated, about 45% was reused in the boilers, 25% was used in the new cogeneration system, and 30% was flared. (Note – Digester gas is approximately 70% methane.) Over 36,000 kilowatt hours of power were generated, which equates to about \$2,200.

Odor Complaints / ORCAA

Budd Inlet Treatment Plant staff received no citizen complaints during the month of November.

Noteworthy

- New Engine/Generator – Training for plant staff on the new engine/generator system was conducted during November along with the initial testing and runs of the new system. The first extended run of the new engine/generator was performed during the last week of November.
- Industrial Pretreatment Inspections and Monitoring – Environmental Compliance staff completed the remaining semi-annual facility inspections and the annual process wastewater monitoring of all permitted industrial users during the month of November.
- Control Systems Reclassification – Jim Howard, one of our Control Systems Technicians was recently reclassified to Control Systems Technician II to recognize the additional contributions and attributes he brings to the Process Control section. Jim will assume responsibility for coordinating the daily work of the Instrumentation and Electrical Technicians and the Control Systems Technician I. Jim will also serve as the backup for our Systems and Applications Specialist.
- As of December 1 Mike Myers completed a 2.5 year apprenticeship, and is now a journey-level Operator. Congratulations Mike!



Administrative Building / Education Center / Lab

Environmental Cleanup

The construction of the water feature will require additional soil sampling and potential groundwater monitoring. Excavation of the water feature will begin within the next two weeks.

Construction Milestones

Staff contacted the City of Olympia regarding the change in siding material. The Planning Department authorized the new material and the Building Department is reviewing the changes to the plans. The window framing in the tower is being installed, which can be followed by the glazing. After installation of the glazing, the building will be sealed and sheet rock work can be completed.

Treatment Plant Adjustments

Plant staff have been coordinating closely with the contractor to provide assistance as necessary.

Cogeneration Project

The Cogeneration project has reached substantial completion and the contractor is continuing to address punch-list items.

Education Center

The exhibit fabricators are hard at work, with a shop visit to inspect several prototyped exhibit elements scheduled for December 15. LOTT staff members have been busy tracking down the last of the necessary exhibit text, photographs, and supporting materials. Aldrich Pears will submit the last batch of production ready files for LOTT review by the end of the month.



East Bay Development

- The Port's infrastructure construction project will be active throughout the winter and is expected to be complete by March 15, 2010.
- Staff is working with the East Bay partners to negotiate cleanup activities for parcels 4, 5, and 8.



111 Market Street NE, Suite 250
Olympia, WA 98501
(360) 644-2333