



November 2022 Member Outreach Requests

There were no requests to the GLWA Administration for the month of November. Attached is the executive summary from each work group meeting held in November that highlights the topics covered and the action items that stemmed from the meeting.

EXECUTIVE SUMMARY



Communications & Education Work Group

22 Participants

November 3, 2022

MEETING TOPIC:

- Updates & Announcements:
 - FY 2024 Charges Rollout series:
 - Charges Rollout #2 Units of Service, November 16, 2022, 1pm – 3pm
 - Charges Rollout #3 Proposed FY 2024 Revenue Requirements, Thursday, January 12, 2023, 9am – 12pm
 - Charges Rollout #4 Feedback on Service Charges and Review of Proposed Revenue Requirements, Thursday, January 19, 2023, 1pm – 3pm
 - Reminder: GLWA-Healthy Urban Waters Research Symposium, November 15, 2022, 12pm – 2pm (virtual)
- Source Water Intake Protection Program (SWIPP) Video and Enviroscope Demonstration
- Roundtable Discussion
- Planning for 2023
- Facility Tour

REQUESTS TO GLWA ADMINISTRATION:

- None.

DECISIONS:

- None.

ACTION ITEMS:

- None.

EXECUTIVE SUMMARY



Capital Improvement Plan (CIP) Work Group

46 Participants

November 15, 2022

MEETING TOPIC:

- Updates & Announcements:
 - GLWA-HUW Research Symposium, November 15, 2022 12pm – 2pm, via Zoom
 - FY 2024 Charges Rollout #2 Units of Service, November 16, 2022, 1pm – 3pm, via Zoom
 - One Water Partnership, November 29, 2022 *in person* at VisTaTech Center in Livonia
- Economic Outlook Task Force Findings
- FY 2024 – FY 2028 CIP Discussion Draft 1
- Procurement Focus & Vendor Outreach Updates

REQUESTS TO GLWA ADMINISTRATION:

- None.

DECISIONS:

- None.

ACTION ITEMS:

- None.

EXECUTIVE SUMMARY



Charges Rollout #2: Units of Service

78 Participants

November 16, 2022

MEETING TOPIC:

- Water and Wastewater Charges: Regional Perspective
- Water System Units of Service
- Wastewater System Units of Service

REQUESTS TO GLWA ADMINISTRATION:

- None.

DECISIONS:

- None.

ACTION ITEMS:

- None.

EXECUTIVE SUMMARY



Water Management Best Practices

11 Participants

November 16, 2022

MEETING TOPIC:

- Roundtable Discussion
- Identifying Best Practices in the Water Sector
- Developing a Regional Operator Education Hub
- Announcements and Updates:
 - FY 2024 Charges Rollout series:
 - Charges Rollout #3 Proposed FY 2024 Revenue Requirements, Thursday, January 12, 2023, 9am – 12pm
 - Charges Rollout #4 Feedback on Service Charges and Review of Proposed Revenue Requirements, Thursday, January 19, 2023, 1pm – 3pm
 - *All Charges Rollout meetings will be VIRTUAL*
 - One Water Partnership Meeting, November 29, 2022, *in person at VisTaTech Center at Schoolcraft College, Livonia*

REQUESTS TO GLWA ADMINISTRATION:

- None.

DECISIONS:

- None.

ACTION ITEMS:

- Lori Byron to invite vendors of commonly used materials and supplies, such as chlorine and meters to a future meeting to discuss the issues they are facing.
- Lori Byron to meet with GLWA's Public Affairs team to identify next steps in organizing tours of the Water Works Plant facility during Drinking Water Week, May 7-13, 2023.

EXECUTIVE SUMMARY



Wastewater Analytics Task Force (WATF)

29 Participants

November 18, 2022

MEETING TOPIC:

- Conner Facility Update
- Draft Flow Balance Results for Fiscal Year 2022

REQUESTS TO GLWA ADMINISTRATION:

- None.

DECISIONS:

- None.

ACTION ITEMS:

- CDM Smith/GLWA will meet with those members who exceeded their contract values in FY 2022; afterward, they will share additional information with the WATF.

EXECUTIVE SUMMARY



One Water Partnership

111 Participants (~58 in person, ~53 virtual)

November 29, 2022

MEETING TOPIC:

- Reflections on 2022
- GLWA Planning Services and Organizational Development 2023 Priorities
- Watershed Hub Work Group: Investigational Grab Sampling Program
- Co-Chair Elections
- Tri-County Summit: Water Infrastructure
- Scorecard 2022
- Updates & Announcements:
 - FY 2024 Charges Rollout series:
 - Charges Rollout #3 Proposed FY 2024 Revenue Requirements, Thursday, January 12, 2023, 9am – 12pm (virtual)
 - Charges Rollout #4 Feedback on Service Charges and Review of Proposed Revenue Requirements, Thursday, January 19, 2023, 1pm – 3pm (virtual)
 - AWWA Regional Membership
 - 2023 Member Outreach Work Group calendar in development
 - Water Residential Assistance Program (WRAP) changes

REQUESTS TO GLWA ADMINISTRATION:

- None.

DECISIONS:

- None.

ACTION ITEMS:

- None.



December 2022 Member Outreach Requests

There were no requests to the GLWA Administration for the month of December. Attached is the executive summary from each work group meeting held in December that highlights the topics covered and the action items that stemmed from the meeting.

EXECUTIVE SUMMARY



Water Analytical Work Group (AWG)

43 Participants

December 6, 2022

MEETING TOPIC:

- GLWA Annual System Water Audit Report
- Planning for 2023 & Proposed Meeting Calendar
- Updates and Announcements
 - FY 2024 Charges Rollout series:
 - Charges Rollout #3 Proposed FY 2024 Revenue Requirements, Thursday, January 12, 2023, 9am – 12pm (virtual)
 - Charges Rollout #4 Feedback on Service Charges and Review of Proposed Revenue Requirements, Thursday, January 19, 2023, 1pm – 3pm (virtual)

REQUESTS TO GLWA ADMINISTRATION:

- None.

DECISIONS:

- None.

ACTION ITEMS:

- The SAMO team will perform additional analysis to further refine the estimate of cost savings from the reduction of net system water loss.
- Chandan Sood will share with GLWA leadership the request from several Members that participation in the Retail vs. Wholesale Demand Analysis be mandatory and transparent.
- Bridgeport to contact Members who participated in the review of the Units of Service System Water Audit Phase 3 Scope of Work to test their appetite for reviewing a scope of work for the next phase.



January 2023 Member Outreach Requests

There were no requests to the GLWA Administration for the month of December. Attached is the executive summary from each work group meeting held in December that highlights the topics covered and the action items that stemmed from the meeting.

EXECUTIVE SUMMARY



Charges Rollout #3: FY 2024 Proposed Revenue Requirement and Charges

156 Participants

January 12, 2023

MEETING TOPIC:

- Proposed FY 2024 and FY 2025 Water and Wastewater Biennial Budget and Five-Year Financial Plan Update
- FY 2024 Water Charges Presentation
- FY 2024 Wastewater Charges Presentation

REQUESTS TO GLWA ADMINISTRATION:

- None.

DECISIONS:

- None.

ACTION ITEMS:

- Questions asked during the Charges Rollout meetings #3 have been compiled with responses and are provided as an addendum to the meeting summary.

Charges Rollout #3: FY 2024 Proposed Revenue Requirement and Charges Meeting Summary
January 12, 2023, 9:00 a.m. - 12:00 p.m.



Next Meeting: Charges Rollout #4: Feedback on Service Charges and Review of Proposed FY 2024 Revenue Requirements, January 19, 2023, 1pm – 3pm

Meeting Highlights and Discussions

1. Welcome and Agenda Review – Brittany Galisdorfer, Bridgeport Consulting

2. Welcome from CEO – Suzanne Coffey, GLWA

- GLWA CEO Suzanne Coffey highlighted 3 key takeaways that were also referenced in the 1/9/23 letter to Member Partners:
 - Charges: The system-wide charges revenue increase is 2.75% for both water and sewer – well below the rate of inflation.
 - Bad debt recovery: Highland Park bad debt expense is not included in the FY 2024 charges.
 - Contract Alignment Process (CAP): For water system Member Partners, the CAP outcomes reflected in the proposed FY 2024 charges create short-term variability while promoting long-term stability.

3. Proposed FY 2024 and FY 2025 Water and Wastewater Biennial Budget and Five-Year Financial Plan Update – Nicolette Bateson and Lisa Mancini, GLWA

- Nicolette Bateson, Chief Financial Officer & Treasurer for GLWA and Lisa Mancini, Financial Planning & Analysis Manager for GLWA, gave an overview of the Proposed FY 2024 and FY 2025 Revenue Requirement and Five-Year Financial Plan Update. [See presentation for additional details.](#)
- GLWA has developed, and updates annually, its Financial Plan, a set of documents that chart the financial course to long-term sustainability. Financial Plan documents include the FY 2024 and FY 2025 Biennial Budget and Five-Year Plan (FY 2024 – FY 2028), the Ten-Year Financial Plan through FY 2033, the FY 2024 – FY 2028 Five-Year Capital Improvement Plan, the FY 2024 Cost of Service Study from The Foster Group, the One Pager series, as well as additional supporting documents provided to the GLWA Board and its Audit Committee.
- There are several agreements that establish requirements and guidelines for GLWA’s financial plan, including:
 - Lease establishing GLWA
 - Water and Sewer Services Agreements between GLWA and the City of Detroit
 - Master Bond Ordinance(s) authorizing issuance of debt by GLWA
 - Trust Agreement(s) supporting the Master Bond Ordinances
 - 2018 GLWA/DWSD Memorandum of Understanding (MOU)
- Supporting materials, including the [FY 2024 Proposed Budget One Pager](#), [FY 2024 Proposed Charges One Pager](#), [FY 2024 Cost of Service Study and Service Charge Recommendations](#), and other documents are available on the Member Outreach Portal.
- Due to recent inflationary pressures, the overall FY 2024 GLWA operating budget reflects a 9.0% increase compared to the originally approved FY 2023 budget,

largely driven by commodity price increases. The FY 2025 operating budget increase is ~5.7%, followed by a return to annual increases of ~2.0% for the remainder of the five-year financial plan period (FY 2026 – FY 2028).

- The proposed FY 2024 Water System Charge Adjustment (the amount by which revenues from existing charges must be adjusted to meet budgeted revenue requirements) is a 2.75% increase. This is the result of a 4.0% budget increase, less 1.25% of increased investment income and positive sales revenue variance.
- Charge adjustments for individual Member Partners will vary based on their relative use of the system, which determines the portion of the annual revenue requirement allocated to them.
- The proposed FY 2024 Sewer Charge Adjustment is a uniform 2.81% increase for all Member Partners: a 2.75% FY 2024 budget increase and a 0.06% increase to recognize contractual amounts related to the OMID-Specific Cost Pool. Because there is no change in Sewer SHARES for FY 2024, the proposed charges for individual Member Partners are uniformly increased relative to the revenue requirement increase.
- GLWA Board approval is required to approve each component of the “financial plan”: Capital Improvement Program (CIP), Operations and Maintenance (O & M) expense, capital financing elements of the budget, as well as charges.

4. Water Charges – Bart Foster, The Foster Group

- In addition to impacts from the 2022 Contract Alignment Process (CAP), in which GLWA and Member Partners negotiated updated contract values for the next four-year contract period, FY 2024 charge adjustments will also fully implement the FY 2024 Cost of Service Study for all Member Partners for the first time since the FY 2020 Water Charges.
- For FY 2021, FY 2022, and FY 2023, water charge adjustments for individual Member Partners were uniformly increased relative to the revenue requirement increase.
- FY 2024 charge adjustments vary significantly among Member Partners due to relative changes in contract demands, changes in projected sales volumes and implementation of the FY 2024 Cost of Service Study.
- Member Partners and GLWA developed the CAP as an intentional strategy to concentrate changes to charges in the same year, creating variability in one out of every four years while promoting stability in the other three years. Thus, once every four years, there is a charge “reset.”
- Contractual obligations in fixed amounts for the Detroit Ownership Adjustment (established by the Lease) and Flint’s share of Karegnondi Water Authority (KWA) debt (from which GLWA obtains raw water rights) add ~8.4% to the Wholesale Revenue Requirements.

5. Wastewater Charges – Bart Foster, The Foster Group

- The proposed FY 2024 Sewer System Charge Adjustment is a uniform 2.81% increase for all Member Partners: a 2.75% FY 2024 budget increase and a 0.06% increase to recognize contractual amounts related to the OMID-Specific Cost Pool. Because there is no change in Sewer SHARES for FY 2024, the proposed charges for individual Member Partners are uniformly increased relative to the revenue requirement increase.
- In addition to the revenue requirement, proposed Member Partner Sewer Charges include \$5.5 million annually related to the Detroit Ownership Adjustment established by the Lease.
- SHARES are scheduled to be adjusted (or “reset”) for FY 2025 Charges.

6. Next Steps and Adjourn – Brittany Galisdorfer, Bridgeport

- Next meeting, Charges Rollout # 4
 - January 19, 2023, 1:00 p.m.- 3:00 p.m.
 - One-on-one office hours available January 17, and 18, 2023

Participants:

Last Name	First Name	Organization	Email
Ahsan	Aamir	Hamtramck, City of	sahsan@hamtramckcity.com
Allen	Danielle	Shelby Township	allend@shelbytwp.org
Amormino	Richard	Washington Township	amorminor@washingtontwpmi.org
Anderson	Kathy	Redford Township	kanderson@redfordtwp.com
Antosik	Dan	Ferndale	dantosik@ferndalemi.gov
Appel	Mike	Burtchville Township	btwpsupervisor@comcast.net
Arbaugh	Robert	GLWA	robert.arbaugh@glwater.org
Axtell	Dave	Harrison Township	daxtell@harrison-township.org
Babcock	Bryan	St. Clair Shores	babcockb@scsmi.net
Baker	Greg	Ash Township	gbaker@ashtownship.org
Baker	Brian	Macomb County/GLWA Board	brian.baker@macombgov.org
Baptiste	Esther	GLWA	esther.baptiste@glwater.org
Bateson	Nickie	GLWA	nicolette.bateson@glwater.org
Belair	Bob	Northville Township	bbelair@twp.northville.mi.us
Belew	Guy	GLWA	guy.belew@glwater.org
Bellmore	Chuck	Clinton Township	c.bellmore@clintontownship-mi.gov
Bivins	Jerome	Inkster	bivins@cityofinkster.com
Blackburn	Luther	YCUA	LBlackburn@ycua.org
Blum	Randall	Eastpointe, City of	rblum@eastpointecity.org
Bradley	Jarion	Metro Consultants for Highland Park	jbradley@metroca.net
Brink	Phil	CDM Smith	BrinkPN@cdmsmith.com
Brown	Gary	DWSD/GLWA Board	gary.brown@detroitmi.gov
Brown	Michael	Flint, City of	mjbbrown@cityofflint.com
Brown	Randal	GLWA	randal.brown@glwater.org
Budny	James	Grosse Ile Township	jbudny@grosseile.com
Buiten	Mike	Wayne, City of	mbuiten@cityofwayne.com
Burt	Michelle	GLWA	michelle.burt@glwater.org
Byrd	Brad	Canton Township	brad.byrd@canton-mi.org
Byron	Lori	Bridgeport	lori@bridgeportllc.com
Caldwell	Jody	GLWA	jody.caldwell@glwater.org
Chesney	Mark	Greenwood Energy Center	mark.chesney@dteenergy.com
Chirolla	Raphael	Oakland County WRC	chirollar@oakgov.com
Coffey	Suzanne	GLWA	suzanne.coffey@glwater.org
Collins	Charise	GLWA	charise.collins@glwater.org
Conrad	Robert	Dearborn Heights, City of	rconrad@ci.dearborn-heights.mi.us
Cox	Carrie	Oakland County WRC	coxc@oakgov.com
Danci	John	Sumpter Township	johndanci@sumptertwp.org
Danosky	Justin	Brownstown	jdanosky@brownstown-mi.org
DeAngelis	John	Hamtramck, City of	jdeangelis@hamtramckcity.org
DeCoster	David	Oak Park, City of	ddecoster@oakparkmi.gov

Deman	Jason	Auburn Hills	jdeman@auburnhills.org
Dennis	Mike	Redford Township	mdennis@redfordtwp.org
Domine	Mike	Northville, City of	mdomine@plymouthmi.gov
Doroszewitz	Bob	Plymouth Township	bdoroszewitz@plymouthtwp.org
Dungee	Scott	Flint, City of	sdungee@cityofflint.org
Echols	Laurie	GLWA	laurie.echols@glwater.org
Esper	Jason	Washington Township	esperj@washingtontwpmi.org
Eudy	Chuck	Farmington, City of	ceudy@farmgov.com
Fedewa	Nick	GLWA	nicholas.fedewa@glwater.org
Fellrath	Patrick	Plymouth Township	pfellrath@plymouthtwp.org
Ferrell	Ryan	Livonia, City of	r.ferrell@livonia.gov
Fladger	Pam	GLWA	pamela.fladger@glwater.org
Flaisher	David	US Treasury Small Business	dflaisher@gmail.com
Foster	Bart	The Foster Group	bfoster@fostergroupllc.com
Galisdorfer	Brittany	Bridgeport	brittany@bridgeportllc.com
Garland	Kim	GLWA	kim.garland@glwater.org
Gee	Sherri	GLWA	sherri.gee@glwater.org
Gharbie	Karen	Chesterfield Township	kgharbie@chesterfieldtwp.org
Gillery	Tina	GLWA	tina.gillery@glwater.org
Gold	Daniel	GLWA	daniel.gold@glwater.org
Gosine	Anil	DWSD	anil.gosine@detroitmi.gov
Graham	Jeff	Lapeer, City of	jgraham@ci.lapeer.mi.us
Gray	Larry	Commerce Township	lgray@commercetwp.com
Gronevelt	Rhett	OHM Advisors	rhett.gronevelt@ohm-advisors.com
Gushard	Tammy	Farmington Hills, City of	TGushard@fhgov.com
Haapala	Ed	West Bloomfield Township	EHaapala@wbtownship.org
Halwani	Mike	Arcadis	Mike.Halwani@arcadis.com
Hammond	Bruce	C.E. Raines	bhammond@charlesraines.com
Hampton	Nadine	GLWA	nadine.hampton@glwater.org
Harrigan	Dwayne	YCUA	dharrigan@ycua.org
Holtz	Eric	Flat Rock, City of	DPS@FlatRockMI.org
Holtz	Scott	Sumpter Township	scottholtz@sumptertwp.org
Hupp	Craig	Hupp Consulting, LLC	rchgrossepointe@gmail.com
Hurd	Heather	Riverview, City of	hhurd@cityofriverview.com
Hurks	Phyllis	GLWA	phyllis.hurks@glwater.org
Ingram	Katrina	GLWA	katrina.ingram@glwater.org
Jackson	Lavonda	GLWA	lavonda.jackson@glwater.org
Jarocki	Corey	Dearborn, City of	cjarocki@ci.dearborn.mi.us
Johnson	Rodney	Hamtramck, City of	rjohnson@hamtramckcity.com
Johnson	Kevin	Macomb Township	johnsonk@macomb-mi.gov
Kaunelis	Vyto	OHM Advisors	vyto.kaunelis@ohm-advisors.com
Keesler	Kim	Almont, Village of	kkeesler@almontvillage.org
Knepper	Susan	OHM Advisors	susan.knepper@ohm-advisors.com
Koester	Laurie	GLWA	laurie.koester@glwater.org
Kosiara	Paul	Chesterfield Township	pkosiara@chesterfieldtwp.org
Koss	Dave	Warren, City of	dkoss@cityofwarren.org
Kozak	Mike	Giffels Webster	mkozak@giffelswebster.com
Kramer	Jordie	GLWA	jordie.kramer@glwater.org
Kumpula	Connie	Livonia, City of	ckumpula@livonia.gov
Kunath	Linda	Madison Heights	LindaKunath@madison-heights.org

Landis	Michael	Gibraltar, City of	mlandis@cityofgibraltar.net
Lane	Matt	GLWA	matthew.lane@glwater.org
Lasley	Michael	GLWA	EHaapala@wbtownship.org
Laub	John	Rockwood	jlaub@rockwoodmi.org
Lear	Brad	Northville Township	blear@twp.northville.mi.us
Mancini	Lisa	GLWA	lisa.mancini@glwater.org
Mayer	Jason	Giffels Webster	jmayer@giffelswebster.com
McKeen	Jeff	SOCWA	jmckeen@socwa.org
Mehram	Navid	GLWA	navid.mehram@glwater.org
Miller	David	Shelby Township	millerd@shelbytwp.org
Minor	Tim	Applied Science, Inc.	rconrad@ci.dearborn-heights.mi.us
Moggio	Anthony	Rochester, City of	amoggio@rochestermi.org
Mondora	Karen	Farmington Hills, City of	kmondora@fhgov.com
Morreale	Jennifer	HRC for Grosse Pointe Farms	JMorreale@hrcengr.com
Murphy	David	Farmington, City of	dmurphy@farmgov.com
Murray	Tom	Allen Park, City of	tmurray@cityofallenpark.org
Nastally	Chris	GLWA	christopher.nastally@glwater.org
Neubig	Tiffany	Hennessey Engineers	ttneubig@hengineers.com
Nummer	Dave	Wade Trim	dnummer@wadetrim.com
O'Connor	Mitch	Chesterfield Township	moconnor@chesterfieldtwp.org
Olson	Michael	Warren, City of	molson@cityofwarren.org
Onufrak	Kelli	River Rouge, City of	konufrak@cityofriverrouge.org
Oswalt	Jay	GLWA	jay.oswalt@glwater.org
Paolucci	Darin	Eastpointe, City of	dpaolucci@eastpointecity.org
Pawelkowski	Tom	Warren, City of	tpawelkowski@cityofwarren.org
Pesta	Chelsea	Walled Lake, City of	finance@walledlake.com
Petro	Christine	Shelby Township	cpetro@shelbytwp.org
Phillips	Molly	Commerce Township	mphillips@commercetwp.com
Queen	Ed	Wayne, City of	equeen@ci.wayne.mi.us
Ragsdale	Mark	Fraser, City of	dpwsupt@micityoffraser.com
Rahman	Istakur	DWSD	Istakur.Rahman@detroitmi.gov
Ravisangar	Ravi	Brown & Caldwell	Rravisangar@brwncald.com
Richard	Ralph	Taylor, City of	rrichard2@ci.taylor.mi.us
Rohraff	Don	Livonia, City of	drohraff@ci.livonia.mi.us
Rowland	Thomas	Redford Township	trowland@redfordtwp.com
Rushlow	Jacob	Livonia, City of	jrushlow@livonia.gov
Sall	Karen	Trenton, City of	ksall@trenton-mi.com
Sample	Katie	Wayne, City of	ksample@cityofwayne.com
Savage	Megan	GLWA	megan.savage@glwater.org
Schechter	Dan	GHD	daniel.schechter@ghd.com
Schilk	Jennifer	Livonia, City of	jschilk@livonia.gov
Scott	Knyiesha	GLWA	knyiesha.scott@glwater.org
Sedki	Maria	Fishbeck	mesedki@fishbeck.com
Seidel	Kyle	AEW	kseidel@aewinc.com
Selais	Nicole	HRC	nselais@hrcengr.com
Selmi	John	Canton Township	john.selmi@canton-mi.org
Simpson	Garry	West Bloomfield Township	gsimpson@wbtownship.org
Smalley	Sam	DWSD	Samuel.Smalley@detroitmi.gov
Sobota	Joseph	Center Line, City of	jsobota@centerline.gov
Sood	Chandan	GLWA	Samuel.Smalley@detroitmi.gov
Taylor	James	Van Buren Township	jtaylor@vanburen-mi.org

Trent	David	Almont, Village of	dtrent@almontvillage.org
Trosper	Paul	Troy, City of	P.Trosper@troymi.gov
Varney	Jennifer	Sterling Heights	jvarney@sterling-heights.net
Walby	Kip	SEMSD	kwalby@semsd.org
Walby	Kip	SEMSD	kwalby@semsd.org
Walsh	Phyllis	GLWA	phyllis.walsh@glwater.org
Walton	Mariah	Eastpointe, City of	mwalton@eastpointecity.org
Way	Michael	Grosse Pointe Shores	mway@gpshoresmi.gov
Webster	D		
Wiktorowski	Sandi	Northville, City of	swiktorowski@ci.northville.mi.us
Williams	Sam	GLWA	samhat.williams@glwater.org
Wilson	Tom	Livonia, City of	twilson@ci.livonia.mi.us
Wolfson	Bill	GLWA	Bill.Wolfson@glwater.org
Young	Tim	Hazel Park, City of	tyoung@hazelpark.org
Zdrowski	Michelle	GLWA	michelle.zdrowski@glwater.org
Zick	Matthew	Flat Rock, City of	zicklawoffice@gmail.com
		Bruce Township	supervisor@brucetwp.org

January 12, 2023 Charges Rollout #3 – Participant Questions & Follow-up

Q1: Could you provide more information about staffing costs, including historic costs?

Response: See [Charges Rollout #4 presentation](#) dated January 19, 2023.

Q2: Will the alignment of the CIP be significant enough to warrant modifications to the financial plan?

Response: See [Charges Rollout #4 presentation](#) dated January 19, 2023. Future forecast updates will reflect key developments regarding CIP progress and availability of funding sources from SRF and capital markets.

Q3: Can more specific information be provided on the revenue requirement projections in FY2026-FY2028?

Response: See [Charges Rollout #4 presentation](#) dated January 19, 2023.

Q4: Request for the sheets similar to what was sent in FY2020 (preliminary charges) and previous to the CAP which show the breakdown of total cost pool dollars and a communities' share.

Response: Material has been developed and is available for Member Partners upon request. Email outreach@glwater.org.

Q5: Request for historical water service charge schedule calculations for a Member Partner.

Response: Material has been developed and is available for Member Partners upon request. Email outreach@glwater.org.

Q6: On page 14, Table I, of the 2024 Cost of Service PDF file, shows the legacy pension cost going to zero. Is this permanent? The legacy pension accelerated payment is shown as dropping nearly in half. When does this costs end?

Response: Couple of items to note:

- a) The agreement that lays out the terms of cost sharing of the closed, former defined benefit pension system for the DWSD was among the key foundational agreements that was precedent to the operating effective date of GLWA. That [pension agreement](#) is available on the GLWA website. The parties to the agreement are the City of Detroit (via DWSD), GLWA, and the Detroit General Retirement System (DGRS).

2023.01.12 Charges Rollout #3 – Questions (continued)

- b) The terms of the agreement required that DWSD and GLWA combined, fund the entire actuarial liability at the time over a ten-year period resulting in an annual payment of accelerated \$45.4 million annual payment.
- c) Since this funding requirement was over 10 years rather than a typical amortization period of 30 years, a portion of the annual payment for budget purposes is treated as a “normal cost” and is included in the operating budget. The remaining accelerated portion is treated as payment of a debt, so it is not included in the operating budget but is included in the overall budget as a non-operating expense.
- d) The current year (FY 2023) is the last year for which the accelerated \$45.4 million annual payment (combined GLWA & DWSD and Water and Sewer) was dictated by the foundational agreements.
- e) Since this liability is subject to annual actuarial valuation, the amount due has increased and decreased over time due to typical pension system actuarial factors such as investment rate of return, actuarial assumptions, and level of retiree payouts. After the initial ten-year period, any subsequent liability is commonly referred to as the “tail liability”.
- f) For planning purposes, the budgeted FY 2024 “tail liability” obligation is being reduced to from \$45.4M to \$10M in total for DWSD and GLWA. That liability is split 70.3% GLWA and 29.7% DWSD with 43% allocated to Water Operations and 57% allocated to Sewer Operations. The remaining tail liability is now allocated as a non-operating expense. The legacy pension total is based on annual actuarial analysis. Actuarial and audit reports are also posted on the GLWA website.

Q7: Was there a table that shows every member's increase in a single view?

Response: The tables are in the Cost of Service Study, pdf pages 28-30 of 97.

Q8: Any thoughts on revising the volume estimating methodology to eliminate the 1% annual reduction in off-peak volumes and to exclude the unusually low summer of 2021 from the peak months?

Response: GLWA plans to continue with the current process for at least one more year before evaluating the merits of making a change. The policy is designed to ensure full revenue recovery and stability in the overall financial plan and has worked well.

Q9: What year of asset records are being used for capital costs?

Response: FY 2022 – as noted in the [FY 2024 cost of service study report dated December 30, 2022](#) and posted on GLWA's website and distributed to Member Partners enrolled in the Member Partner Outreach portal.

Q10: Have mod customers actually been paying shares for FY 2020, 21, & 22?

Response: [See Charges Rollout #4 presentation](#) dated January 19, 2023.

Q11: Desire to compare cost pool changes from 2020 to 2024.

Response: See [Charges Rollout #4 presentation](#) dated January 19, 2023.

Q12: Is it appropriate to say that costs are 90% max day/peak hour?

Response: See [Charges Rollout #4 presentation](#) dated January 19, 2023.

Q13: Member Partners used to have two sheets for their charge calculation, is this the new format for their charge sheet?

Response: Yes. GLWA continues to strive to improve charges development and roll out communication tools. Additional material has been developed and is available for Member Partners upon request.

Q14: Is there a guidance document that walks them through how this calc sheet works?

Response: See [Charges Rollout #4 presentation](#) dated January 19, 2023.

Q15: What's the current thinking on any sewer methodology revisions for FY 2025?

Response: No methodology changes are planned for sewer, but data used in the methodology will be updated to expand the number of years of flow volumes used in calculations and the cost of service will be updated. There are still decisions to be made about which cost pools to allocate certain CIP projects.

Q16: Is the net effect of uniform changes for 3 years, then adjustments concentrated in the 4th, contribute to the variability that some customers are experiencing in the preliminary proposed charges?

Response: Yes, this is the case for some customers.

Q17: Which has more impact on charges for a customer, max day and peak hour flow rate or the annual flow rate? Is the absolute value of max day used in calculations or the ratio of max day to average day?

Response: The absolute value is used, but because Detroit is the largest water user in the system, its max day is the largest value in the system.

Q18: On the sewer side, there are annual calculations to show what potential adjustments may be required during the next Mod year. Does it make sense to try and do something similar on water to avoid the "surprise"?

Response: The Water Charge Methodology Work Group can discuss the idea of performing this annual calculation, however because the water methodology is more complex than sewer, the exercise may not provide the same benefits as on the sewer side.

EXECUTIVE SUMMARY



Water Management Best Practices

14 Participants

January 18, 2023

MEETING TOPIC:

- Roundtable discussion
- Developing a Best Practices Operator Training Workshop
- Supply Chain Impacts on Water Meter Availability and Future Outlook
- Promoting Careers in the Water Sector via School Visit and Facility Tour
- Updates and Announcements:
 - FY 2024 Charges Rollout #4 Feedback on Service Charges and Review of Proposed Revenue Requirements, Thursday, January 19, 2023
 - Water System Workshop, Tuesday, March 7, 2023, 9am – 11am
 - HR Member Roundtable, Wednesday, March 15, 2023, time and location TBD

REQUESTS TO GLWA ADMINISTRATION:

- None.

DECISIONS:

- None.

ACTION ITEMS:

- Lori Byron to work with Kieyona Bailey and Jim Taylor to develop a draft Operator Training workshop agenda for the WMBP to review at the March 15, 2023 meeting.
- Lori Byron to schedule a meeting with Terry Daniel, Andrae Savage, and Public Affairs team members to identify next steps in organizing facility tours.

EXECUTIVE SUMMARY



Charges Rollout #4: FY 2024 Feedback on Service Charges and Review of Proposed FY 2024 Revenue Requirements

98 Participants

January 19, 2023

MEETING TOPIC:

- Proposed FY 2023 and FY 2024 Water and Wastewater Budget and Five-Year Financial Plan Update
- Further Discussion of Hot Topics from Charges Roll Out # 3
- Water & Wastewater Charges Q&A
- Next Steps

REQUESTS TO GLWA ADMINISTRATION:

- None.

DECISIONS:

- None.

ACTION ITEMS:

- Questions asked during the Charges Rollout meetings #3 and #4 have been compiled with responses, and are provided as an addendum to the meeting summary.

**Charges Rollout #4: Feedback on Service Charges
and Review of Proposed FY 2024 Revenue
Requirements
Meeting Summary
January 19, 2023, 1:00 pm – 3:00 pm**



Next Meeting: The rollout series for FY 2024 Charges season has concluded.

Meeting Highlights and Discussions

- 1. Welcome and Agenda Review – Brittany Galisdorfer, Bridgeport**
- 2. Proposed FY 2023 and FY 2024 Water and Wastewater Budget and Five-Year Financial Plan Update – Nicolette Bateson**
 - [See the presentation for further details](#)
 - GLWA has developed, and updates annually, its Financial Plan, a set of documents that chart the financial course to long-term sustainability. Financial Plan documents include the [FY 2024 and FY 2025 Biennial Budget and Five Year Plan \(FY 2024 – FY 2028\)](#), the Ten-Year Financial Plan through FY 2033, the FY 2024 – FY 2028 Five-Year Capital Improvement Plan, the [FY 2024 Cost of Service Study from The Foster Group](#), the One Pager series ([BUDGET](#) and [Proposed Charges](#)), as well as additional supporting documents provided to the GLWA Board and its Audit Committee.
 - There are several agreements that establish requirements and guidelines for GLWA’s financial plan, including:
 - Lease establishing GLWA
 - Water and Sewer Services Agreements between GLWA and the City of Detroit
 - Master Bond Ordinance(s) authorizing issuance of debt by GLWA
 - Trust Agreement(s) supporting the Master Bond Ordinances
 - 2018 GLWA/DWSD Memorandum of Understanding (MOU)
 - GLWA’s BUDGET or revenue requirement includes 3 key categories:
 - Operations and maintenance expenses
 - Capital program expenses (inclusive of debt service and deposits to the Improvement & Extension Fund)
 - Non-operating expenses such as GLWA’s share of the closed, legacy DWSD pension liability pool, Water Residential Assistance Program (WRAP) deposit, and the Lease Payment
 - Operations and maintenance budget trends
 - While GLWA strives to contain the Operations and Maintenance budget for water and wastewater to a 2% annual increase, extraordinary inflation pressures result in higher increases for FY 2024 and FY 2025, followed by a return to annual increases of ~2.0% for the remainder of the five-year financial plan period (FY 2026 – FY 2028).
 - GLWA budgets for staffing using a Full Time Equivalent metric, prorating the budgeted FTE expense by quarter. Due to long lead times for many roles, vacant positions are budgeted as .25 FTE.

- While budgeted amounts for Contractual Services increased 6% from FY 2018 to FY 2024, Chemicals increased 136% over the same time period, due to supply chain impacts.
- Capital Finance Plan
 - Increased reliance on debt in the five-year financial plan is driven by cost increases in the CIP for projects to support system resiliency and service reliability. GLWA continues to aggressively pursue alternate sources of funding (such as grants and low interest loans).
- GLWA's average system charge adjustment for the period FY 2018 – FY 2024 is 2.2% for water and 0.9% for wastewater.

3. Further Discussion of Hot Topics from Charges Roll Out # 3 – Nicolette Bateson, GLWA & Bart Foster, The Foster Group

- [See the presentation for further details](#)
- On January 17 and 18, 2023, Bart Foster and Matt Lane met with 9 water Member Partners and 3 wastewater Member Partners to review community-specific charges and answer questions. Questions generally fell within the following topics:
 - *Mod/No Mod: Charge Simplicity & Stability Strategies*
 - Member Partners and GLWA developed the Contract Alignment Process (CAP) as an intentional strategy to concentrate impacts to water charges in the same year, creating variability in one out of every four years while promoting stability in the other three years.
 - Members were asked, via a poll, to what degree the system-wide FY 2024 water charge variability due to the CAP aligned with their expectations.
 - 56% responded that the variability generally aligned with their expectations
 - 17% responded that there was more variability than expected
 - 5% responded that there was less variability than expected
 - For FY 2021, FY 2022, and FY 2023, water charge adjustments for individual Member Partners were uniformly increased relative to the revenue requirement increase, except for a few Members with out-of-cycle demand changes.
 - After uniform sewer charge adjustments for FY 2022, FY 2023, and FY 2024, Sewer SHARES are scheduled to be adjusted for FY 2025 to expand the number of years of flow volume data used in the calculations and to implement the sewer cost of service study.
 - *Impact of "CAP Plus" reset*
 - In addition to impacts from the CAP, in which GLWA and Member Partners negotiated updated contract values for the next four-year contract period, FY 2024 charge adjustments will also fully implement the FY 2024 Cost of Service Study for all Member Partners for the first time since the FY 2020 Water Charges.
 - Concentrating the CAP, changes in projected sales volumes, and implementation of the FY 2024 Cost of Service Study creates a charge "reset."
 - *Interest in Historical Water Units of Service or SHARES*
 - Material is available to Member Partners upon request. Email outreach@glwater.com.
 - *Schedule / Scope for Water Charge Methodology Review*

- A subgroup of Member Partners has been meeting for ~8 months to explore potential modifications to the existing methodology, with stability and simplicity as core objectives guiding the evaluation.
 - *Process for “interim” contract demand re-openers*
 - Member Partners wishing to pursue an interim change to contract demands may bring the request to the appropriate work group (Water Analytical Work Group or the Wastewater Analytics Task Force) for review and evaluation. Contact outreach@glwater.org for more information on the process.
 - *History / rationale for DWSD / Flint contractual credits*
 - Obligations in fixed amounts for the Detroit Ownership Adjustment were established by the [Regional Water Supply System Lease](#) and the [Regional Sewage Disposal System Lease](#) as part of the founding of GLWA.
 - [Agreements](#) between the City of Flint, the Genesee County Drain Commissioner’s Office, the State of Michigan, and the Karegnondi Water Authority (KWA) allows GLWA to provide water to Flint, as well as to obtain raw water rights from KWA, which ensures system redundancy for GLWA’s Member Partners.

4. Water & Wastewater Charges Q&A – Nicolette Bateson, GLWA & Bart Foster, The Foster Group

- Questions asked during the Charges Rollout #3 and #4 meeting have been compiled with responses and are provided as an addendum to the meeting summaries.
- 83% of those who participated in the following poll question, “To what degree do you feel prepared to communicate about your charges with others?” responded “I feel very well prepared” or “I feel sufficiently prepared.”

5. Next Steps – Nicolette Bateson, GLWA

- Friday, January 20, 2023, individual Member Partner Proposed Charge Worksheets will be mailed to the designee indicated in the contract.
- Wednesday, February 22, 2023, GLWA’s Board of Directors will meet: public hearing for the biennial budget and schedule of charges
- After approval by GLWA’s Board of Directors, the biennial budget and schedule of charges will be effective July 1, 2023.
- Approved Charge Worksheets will be mailed to Member Partners after Board Action.

6. Closing – Suzanne Coffey, GLWA and Brittany Galisdorfer, Bridgeport

- GLWA has developed tools to help Member Partners communicate charges information to stakeholders. Please contact outreach@glwater.org with suggestions for additional materials or for assistance from GLWA team members.

Participants:

Last Name	First Name	Organization	Email
Amormino	Rich	Washington Township	amorminor@washingtontwpmi.org
Appel	Michael	Burtchville	btwpsupervisor@comcast.net
Arbaugh	Robert	GLWA	robert.arbaugh@glwater.org
Babcock	Bryan	St. Clair Shores	babcockb@scsmi.net
Baker	Brian	Macomb County / GLWA Board	brian.baker@macombgov.org
Baptiste	Esther	GLWA	esther.baptiste@glwater.org
Bateson	Nicolette	GLWA	nicolette.Bateson@glwater.org

Belair	Bob	Northville Township	bbelair@twp.northville.mi.us
Belew	Guy	GLWA	guy.belew@glwater.org
Bivins	Jerome	Inkster	bivins@cityofinkster.com
Blackburn	Luther	YCUA	LBlackburn@ycua.org
Bradley	Jarion	Metro Consulting for Highland Park	jbradley@metroca.net
Brown	Randal	GLWA	randal.brown@glwater.org
Burt	Michelle	GLWA	michelle.burt@glwater.org
Byron	Lori	Bridgeport	lori@bridgeportllc.com
Caldwell	Jody	GLWA	jody.caldwell@glwater.org
Chesney	Mark	Greenwood Energy Center	mark.chesney@dteenergy.com
Chirolla	Raphael	Oakland County WRC	chirollar@oakgov.com
Coffey	Suzanne	GLWA	suzanne.coffey@glwater.org
Collins	Charise	GLWA	charise.collins@glwater.org
Conrad	Robert	Dearborn Heights	rconrad@ci.dearborn-heights.mi.us
DeCoster	David	Oak Park	ddecoster@oakparkmi.gov
Demam	Jason	Auburn Hills	jdeman@auburnhills.org
Dennis	Mike	Redford Township	mdennis@redfordtwp.com
Duncan	Elizabeth	GLWA	elizabeth.duncan@glwater.org
Echols	Laurie	GLWA	laurie.echols@glwater.org
Esper	Jason	Washington Township	esperj@washingtontwpmi.org
Eudy	Chuck	Farmington	ceudy@farmgov.com
Fedewa	Nick	GLWA	nicholas.fedewa@glwater.org
Ferrell	Ryan	Livonia	rferrell@livonia.gov
Flaisher	David	US Treasury	dflaisher@gmail.com
Foster	Bart	The Foster Group	bfoster@fostergroupllc.com
Galisdorfer	Brittany	Bridgeport	brittany@bridgeportllc.com
Garland	Kim	GLWA	kim.garland@glwater.org
Gee	Sherri	GLWA	sherri.gee@glwater.org
Gillery	Tina	GLWA	tina.gillery@glwater.org
Gold	Daniel	GLWA	daniel.gold@glwater.org
Griffin	Eric	GLWA	eric.griffin@glwater.org
Gushard	Tammy	Farmington Hills	TGushard@fhgov.com
Haapala	Ed	West Bloomfield Township	EHaapala@wbtownship.org
Halwani	Mike	Arcadis	Mike.Halwani@arcadis.com
Hammond	Bruce	CE Raines Company	bhammond@charlesraines.com
Harrigan	Dwayne	YCUA	dharrigan@ycua.org
Holtz	Scott	Sumpter Township	scottholtz@sumptertwp.org
Hurd	Heather	Riverview	hhurd@cityofriverview.com
Hurks	Phyllis	GLWA	phyllis.hurks@glwater.org
Ingram	Katrina	GLWA	katrina.ingram@glwater.org
Jackson	Lavonda	GLWA	lavonda.jackson@glwater.org
Johnson	Kevin	Macomb Township	johnsonk@macomb-mi.gov
Kaunelis	Vyto	OHM Advisors	vyto.kaunelis@ohm-advisors.com
King	Todd	GLWA	todd.king@glwater.org
Knepper	Susan	OHM Advisors for NOCWA	susan.knepper@ohm-advisors.com
Koss	Dave	Warren	dkoss@cityofwarren.org
Kumpula	Connie	Livonia	ckumpula@livonia.gov
Lane	Matt	GLWA	matthew.lane@glwater.org
Lasley	Michael	GLWA	michael.lasley@glwater.org
Laub	John	Rockwood	jlaub@rockwoodmi.org
Lawrence	Kevin	Van Buren Township	KLawrence@vanburen-mi.org
Lear	Brad	Northville Township	blear@twp.northville.mi.us

Mancini	Lisa	GLWA	lisa.mancini@glwater.org
McKeen	Jeff	SOCWA	jmckeen@socwa.org
Mehram	Navid	GLWA	navid.mehram@glwater.org
Miller	David	Shelby Township	millerd@shelbytwp.org
Minor	Tim	Applied Science, Inc.	tim.minor@asi-detroit.com
Mondora	Karen	Farmington Hills	kmondora@fhgov.com
Morreale	Jennifer	HRC on behalf of Grosse Pointe Farms	JMorreale@hrcengr.com
Murray	Tom	Allen Park	tmurray@cityoffallenpark.org
Olson	Michael	Warren	molson@cityofwarren.org
Ordus	Larrie	Melvindale	commissioner@melvindale.org
Oswalt	Jay	GLWA	jay.oswalt@glwater.org
Pawelkowski	Tom	Warren	tpawelkowski@cityofwarren.org
Petro	Christine	Shelby Township	cpetro@shelbytwp.org
Ravisangar	Ravi	Brown & Caldwell	Rravisangar@brwnncald.com
Rohraff	Don	Livonia	drohraff@ci.livonia.mi.us
Rowland	Thomas	Redford Township	trowland@redfordtwp.com
Rushlow	Jacob	Livonia	jrushlow@livonia.gov
Savage	Megan	GLWA	megan.savage@glwater.org
Schilk	Jennifer	Livonia	jschilk@livonia.gov
Schultz	Scott	GLWA	scott.schultz@glwater.org
Scott	Knyiesha	GLWA	knyiesha.scott@glwater.org
Sedki	Maria	Fishbeck	mesedki@fishbeck.com
Seidel	Kyle	AEW	kseidel@aewinc.com
Selmi	John	Canton	john.selmi@canton-mi.org
Sheldon	Kerry	Bridgeport	kerry@bridgeportllc.com
Simpson	Garry	West Bloomfield Township	gsimpson@wbtownship.org
Sobota	Joseph	Center Line	jsobota@centerline.gov
Sood	Chandan	GLWA	chandan.sood@glwater.org
Taylor	Jim	Van Buren Township	jtaylor@vanburen-mi.org
Touma	S. Douglas	Attorney for Burtchville Township	sdtouma@twfcc.com
Trujillo	Amanda	Flint	ATrujillo@cityofflint.com
Varney	Jennifer	Sterling Heights	jvarney@sterling-heights.net
Walsh	Phyllis	GLWA	phyllis.walsh@glwater.org
Way	Michael	Grosse Pointe Shores	mway@gpshoresmi.gov
Williams	Sam	GLWA	samhat.williams@glwater.org
Wilson	Tom	Livonia	twilson@ci.livonia.mi.us
Wolfson	Bill	GLWA	Bill.Wolfson@glwater.org
Young	Tim	Hazel Park	tyoung@hazelpark.org
Zdrowski	Michelle	GLWA	michelle.zdrowski@glwater.org

EXECUTIVE SUMMARY



Water Analytical Work Group (AWG)

52 Participants

January 24, 2023

MEETING TOPIC:

- Updates and Announcements:
 - Wholesale vs. Retail Water Sales Comparison
 - Units of Service Phase 3 Report
 - Water System Workshop, Thursday, March 9, 2023, 9am – 11am (virtual meeting)
 - HR Member Roundtable, Wednesday, March 15, 2023, time and location TBD (in person meeting)
- Corrosion Control Optimization Study Update
- Member Discussion: Lead Service Line Replacement

REQUESTS TO GLWA ADMINISTRATION:

- None.

DECISIONS:

- None.

ACTION ITEMS:

- None.

EXECUTIVE SUMMARY



Watershed Hub Work Group

10 Participants

January 25, 2023 via Zoom

MEETING TOPIC:

- Updates and announcements
- GLWA Regional Water Quality Monitoring Program Phase 2 locations and parameters
- Planning for March 1, 2023 Watershed Hub webinar
- Investigational Grab Sampling Program status update
- Tri-County Summit: How the Watershed Hub Work Group can be helpful
- What's next for the Watershed Hub Work Group

REQUESTS TO GLWA ADMINISTRATION:

- None.

DECISIONS:

- None.

ACTION ITEMS:

- GLWA Regional Water Quality Monitoring Program: USGS will confirm a lab for CBOD analysis and confirm costs; based on this CBOD may be added as a sampling parameter for one or more sites.
- Dan will connect with the appropriate GLWA representative to invite them to speak at the March 1, 2023 Watershed Hub webinar about the value of the GLWA Regional Water Quality Monitoring Program data (e.g. building a blueprint of the current state of regional water quality, updating the model, research, etc.).
- Dan will include the regional objectives of the Wastewater Master Plan with the meeting summary distribution to seed discussion about next steps for the Group.