

WASTEWATER

ACTIVITIES

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



DESCRIPTION

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

	ACTUAL FY'13 \$	ACTUAL FY'14 \$	BUDGET FY'15 \$	MANAGER RECOMMEND FY'16 \$	COMMITTEE APPROVED FY'16 \$	COUNCIL ADOPTED FY'16 \$	PROJECTED FY'17 \$
Program Generated Resources	11,206,154	12,711,616	13,282,044	13,930,327	13,930,327	13,930,327	10,193,339
Total Resources	<u>11,206,154</u>	<u>12,711,616</u>	<u>13,282,044</u>	<u>13,930,327</u>	<u>13,930,327</u>	<u>13,930,327</u>	<u>10,193,339</u>
Requirements							
Wastewater Collection	664,654	642,126	777,652	797,981	797,981	797,981	826,179
Wastewater Treatment	1,653,176	1,765,760	2,278,209	2,308,712	2,308,712	2,308,712	2,345,817
Jo Gro	609,560	461,440	0	0	0	0	0
Customer Services	264,006	389,728	408,653	418,989	418,989	418,989	428,090
Debt Service	492,015	939,362	941,963	933,713	933,713	933,713	491,063
General Program Operations	3,129,275	3,628,412	3,438,105	3,372,036	3,372,036	3,372,036	3,369,597
Capital Construction	4,393,468	4,884,788	5,437,462	6,098,896	6,098,896	6,098,896	2,732,593
Total Requirements	<u>11,206,154</u>	<u>12,711,616</u>	<u>13,282,044</u>	<u>13,930,327</u>	<u>13,930,327</u>	<u>13,930,327</u>	<u>10,193,339</u>

Program: Utilities/Wastewater Program

Services Delivered:

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

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

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

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

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

This program provides services to approximately 13,000 accounts.

FY'16 Anticipated Accomplishments & Corresponding Council Goal - Strategic Plan Item:

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

Objective 1: Plan and develop infrastructure

Action 2: Complete Sewer Master Plan.

- The Wastewater Collection System Master Plan has been initiated and should be completed in FY'16.

Objective 3: Ensure sewer infrastructure needs are met

Action 2: Evaluate Wastewater Treatment Plant expansion.

- The Wastewater Treatment Facility Plan has been completed. Plant expansion will proceed following a determination as to the future strategic plan for the wastewater utility.

Action 3: Design and construct the necessary Webster Wastewater Pump Station No. 1 improvement project.

- A plan for the replacement of this facility will proceed following the completion of the feasibility analysis.

Action 4: Initiate upgrades to the Water Restoration Plant SCADA hardware and software.

- A comprehensive analysis of the SCADA system is being performed. System upgrades will begin following the completion of the analysis.

Program: Utilities/Wastewater Program

FY'15 Activity Review:

- Several sewer main segments have been replaced in the core of the community as per the Sewer Collection Master Plan.
- Construction began on the upgraded UV disinfection unit.
- Feasibility analysis commenced on Webster Pump Station improvements.
- Preliminary SCADA planning started.
- Based on Council direction, the JO-GRO co-composting facility was shut down in FY'14. The property was transferred to Republic Services on February 14th, 2014 for recycling and materials handling operations.



Program: Utilities/Wastewater Program

Program Financial Summary

Resources	ACTUAL	ACTUAL	BUDGET	MANAGER RECOMMEND	COMMITTEE APPROVED	COUNCIL ADOPTED	PROJECTED
	FY'13	FY'14	FY'15	FY'16	FY'16	FY'16	FY'17
	\$	\$	\$	\$	\$	\$	\$
Beginning Balance	<u>1,636,013</u>	<u>1,836,455</u>	<u>1,933,582</u>	<u>1,738,431</u>	<u>1,738,431</u>	<u>1,738,431</u>	<u>1,255,346</u>
Current Resources							
Activity Generated							
Sewage Fees	4,858,821	5,917,304	5,845,600	6,027,600	6,027,600	6,027,600	6,148,500
Redwood Sanitary Sewer Svc.	239,638	0	0	0	0	0	0
Direct Charges	19,495	12,077	11,900	11,900	11,900	11,900	11,900
Interest	8,794	26,002	11,500	11,500	11,500	11,500	3,000
Other Revenue	49,925	34,990	42,000	42,000	42,000	42,000	42,000
Capital Construction	<u>4,393,468</u>	<u>4,884,788</u>	<u>5,437,462</u>	<u>6,098,896</u>	<u>6,098,896</u>	<u>6,098,896</u>	<u>2,732,593</u>
Total Current Revenues	<u>9,570,141</u>	<u>10,875,161</u>	<u>11,348,462</u>	<u>12,191,896</u>	<u>12,191,896</u>	<u>12,191,896</u>	<u>8,937,993</u>
Total Resources	<u>11,206,154</u>	<u>12,711,616</u>	<u>13,282,044</u>	<u>13,930,327</u>	<u>13,930,327</u>	<u>13,930,327</u>	<u>10,193,339</u>

Requirements	ACTUAL	ACTUAL	BUDGET	MANAGER RECOMMEND	COMMITTEE APPROVED	COUNCIL ADOPTED	PROJECTED
	FY'13	FY'14	FY'15	FY'16	FY'16	FY'16	FY'17
	\$	\$	\$	\$	\$	\$	\$
Wastewater Collection	664,654	642,126	777,652	797,981	797,981	797,981	826,179
Wastewater Treatment	1,653,176	1,765,760	2,278,209	2,308,712	2,308,712	2,308,712	2,345,817
Customer Services	264,006	389,728	408,653	418,989	418,989	418,989	428,090
Jo Gro	598,458	461,440	0	0	0	0	0
General Program Operations	12,000	14,311	24,050	24,050	24,050	24,050	25,000
Capital Construction	<u>4,393,468</u>	<u>4,884,788</u>	<u>5,437,462</u>	<u>6,098,896</u>	<u>6,098,896</u>	<u>6,098,896</u>	<u>2,732,593</u>
Indirect Charges	329,070	345,526	366,690	373,640	373,640	373,640	372,330
Debt Service	492,015	939,362	941,963	933,713	933,713	933,713	491,063
Transfers Out	<u>962,852</u>	<u>1,034,000</u>	<u>1,782,392</u>	<u>1,719,000</u>	<u>1,719,000</u>	<u>1,719,000</u>	<u>1,853,000</u>
Subtotal Expenditures	<u>9,369,699</u>	<u>10,477,041</u>	<u>12,017,071</u>	<u>12,674,981</u>	<u>12,674,981</u>	<u>12,674,981</u>	<u>9,074,072</u>
Contingency	0	0	1,264,973	1,255,346	1,255,346	1,255,346	1,119,267
Ending Balance	<u>1,836,455</u>	<u>2,234,575</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Requirements	<u>11,206,154</u>	<u>12,711,616</u>	<u>13,282,044</u>	<u>13,930,327</u>	<u>13,930,327</u>	<u>13,930,327</u>	<u>10,193,339</u>

Program: Utilities/Wastewater – Wastewater Collection

Services Delivered:

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

Performance Measurements:

Wastewater Collection Performance Measures

Indicator	2012-13		2013-14		2014-15	2015-16	2016-17
	Actual	Est	Actual	Est	Est	Est	Est
Outputs							
Miles of sanitary sewer receiving routine cleaning	30.6	44	38.9	41.25	41.25	41.25	41.25
Effectiveness	Actual	Goal	Actual	Goal	Goal	Goal	Goal
Percentage of public sewer system undergoing routine cleaning	<25%	25%	<25%	25%	25%	25%	25%
Sewer blockages response time in hours	<1	<1	<1	<1	<1	<1	<1
Efficiency	Actual	Goal	Actual	Goal	Goal	Goal	Goal
Miles of sanitary sewer maintained per FTE	15.3	22	19.47	20.65	20.65	20.65	20.65
Number of hours required to respond to after-hours emergency situations	<1	<1	<1	<1	<1	<1	<1

FY'16 Anticipated Accomplishments & Corresponding Council Goal - Strategic Plan Item:

Provide Cooperative, Shared Leadership Involving Council, Staff and Community

Objective 3: Ensure efficiency and effectiveness in City operation

- Continue multiple utility administered contracts for emergency repairs of failed public sewer main lines.
- Continue contract root foaming of public sewer mainlines.

Objective 3: Provide outstanding customer service in all areas of operations

- Excellence in customer service and protection of the environment shall remain the highest priorities in this activity.

Maintain, Operate and Expand Our Infrastructure to Meet Community Needs

Objective 3: Ensure sewer infrastructure needs are met

- Continue cleaning of problem sewer lines every six months.
- Continue routine cleaning of all other sewer mains on a rotating four year basis.
- All new sewer lines, manholes and clean-outs will continue to be inspected prior to system inclusion.
- Sewer line failures shall be promptly repaired with minimum impact to the public.

Action 1: Upgrade sewer lines.

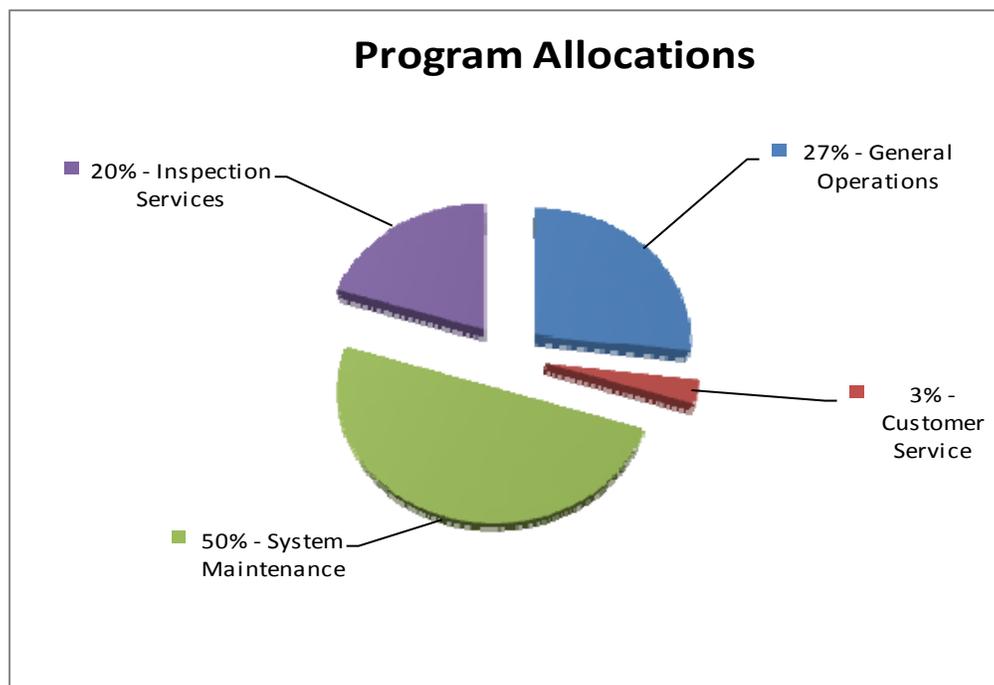
- Sewer lines will be replaced, in the core of the community, to meet the objective of structural replacement of deteriorating sewer mains as defined in the Wastewater Collection System Master Plan.

Program: Utilities/ Wastewater – Wastewater Collection

Budget Highlights:

Increased attention shall continue to be devoted to the re-inspection of existing public sewer lines, utilizing “tilt and pan” camera technology to improve departmental records and monitor system defects. Focused dye testing, manhole replacement, and mainline repairs shall also continue. Collection crew support shall continue during the major pipe line replacement projects. The wastewater collection system previously served by RSSSD has been incorporated into the City of Grants Pass Collection System for maintenance by city crews.

Growth of the collection system’s service area is anticipated to significantly increase during FY’16. The FY’16 budget contains continued funding for emergency contract sewer line repairs and root foaming. The capital budget collection system maintenance includes continued funding for the purchase of stainless steel repair sleeves to complete trenchless pipe repairs.



FY’15 Activity Review:

Crews provided TV inspection services during the replacement of four aging clay and concrete sewer mains located in public alleys west of SW Pine Street and between NW 5TH and NW 6TH Streets. Routine cleaning and TV inspection of the existing collection system continued at an increased pace in FY’15. Re-inspection of existing sewer lines to document changes in pipeline conditions continued utilizing “tilt-and-pan” camera technology. Pressurized sewer mains, air release valves, and vacuum release valves located within the Redwood Area also received routine cleaning and maintenance by City crews.

Program: Utilities/Wastewater – Wastewater Collection

Financial Summary

Requirements	ACTUAL	ACTUAL	BUDGET	MANAGER RECOMMEND	COMMITTEE APPROVED	COUNCIL ADOPTED	PROJECTED
	FY'13	FY'14	FY'15	FY'16	FY'16	FY'16	FY'17
	\$	\$	\$	\$	\$	\$	\$
Personnel Services	438,701	460,670	500,984	522,997	522,997	522,997	512,362
Materials & Supplies	18,564	14,470	40,530	40,180	40,180	40,180	40,180
Contractual/Prof Services	121,413	117,240	167,772	171,168	171,168	171,168	170,968
Direct Charges	61,434	49,746	52,366	51,636	51,636	51,636	52,669
Capital Outlay	<u>24,542</u>	<u>0</u>	<u>16,000</u>	<u>12,000</u>	<u>12,000</u>	<u>12,000</u>	<u>50,000</u>
Total Requirements	<u>664,654</u>	<u>642,126</u>	<u>777,652</u>	<u>797,981</u>	<u>797,981</u>	<u>797,981</u>	<u>826,179</u>

Personnel

	BUDGET	BUDGET	BUDGET	MANAGER RECOMMEND	COMMITTEE APPROVED	COUNCIL ADOPTED	PROJECTED
	FY'13	FY'14	FY'15	FY'16	FY'16	FY'16	FY'17
	#	#	#	#	#	#	#
Utility Specialist	0.00	0.00	1.00	1.00	1.00	1.00	1.00
Utility Worker	<u>4.00</u>	<u>4.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
<i>Subtotal</i>	<i>4.00</i>						
Public Works Director							
From: Water Treatment	0.08	0.08	0.08	0.08	0.08	0.08	0.08
Utility Field Superintendent							
From: Water Distribution	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Utility Worker							
From: Water Distribution	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Office Assistant I							
From: Water Distribution	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Department Support Technician							
From: Water Treatment	<u>0.08</u>						
<i>Subtotal Distributed</i>	<i>1.66</i>						
Total Positions	<u>5.66</u>						

Capital Outlay/By Item

Trenchless Repair Sleeves	16,000	12,000	12,000	12,000	10,000
Collection Syst. Mgmt. Data Base	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>40,000</u>
Total Capital Outlay	<u>16,000</u>	<u>12,000</u>	<u>12,000</u>	<u>12,000</u>	<u>50,000</u>

Program: Utilities/ Wastewater – Wastewater Treatment

Services Delivered:

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

Performance Measurements:

Wastewater Treatment Performance Measures

Indicator	2012-13		2013-14		2014-15	2015-16	2016-17
	Actual	Est	Actual	Est	Est	Est	Est
Outputs							
Gallons of water treated (in billions)	2.125	2.17	1.786	2.17	1.985	2.10	2.10
Effectiveness	Actual	Goal	Actual	Goal	Goal	Goal	Goal
Pounds of active dry polymer per dry ton of feed solids	25.9	<25	25.6	<25	<25	<28	<28
Percentage of time meet or exceed State and Federal standards	100%	100%	100%	100%	100%	100%	100%
Efficiency	Actual	Goal	Actual	Goal	Goal	Goal	Goal
Direct Operations and Maintenance Costs Per Million Gallons Treated*	\$663	<\$730	\$827	<\$745	<\$825	<\$850	<\$875
Average Kwh per million gallons treated	2,077	<2,550	2,325	<2,550	<2,550	<2,550	<2,550

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

FY'16 Anticipated Accomplishments & Corresponding Council Goal - Strategic Plan Item:

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

Objective 3: Ensure sewer infrastructure needs are met

Action 2: Evaluate Wastewater Treatment Plant expansion.

- Following completion of the Strategic Planning effort, the plan to expand the wastewater treatment facilities will proceed as appropriate.

Action 3: Design and construct the necessary Webster Wastewater Pump Station No. 1 improvement project.

- Following the feasibility analysis of pump station alternatives, the design and construction of the appropriate improvements will proceed.

Action 4: Initiate upgrades to the Water Restoration Plant SCADA hardware and software.

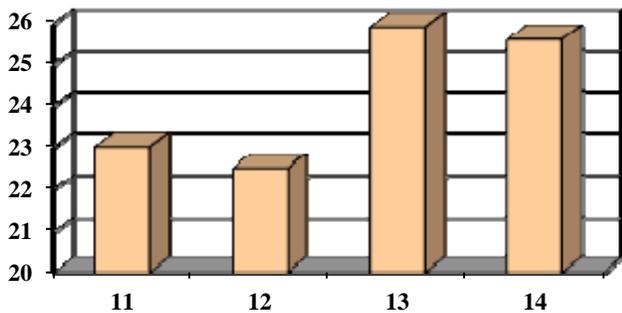
- The SCADA system will be upgraded per the recommendations of the system analysis.
- Treating the community's wastewater to meet State and Federal standards will remain the main objective of this activity.

Program: Utilities/Wastewater – Wastewater Treatment

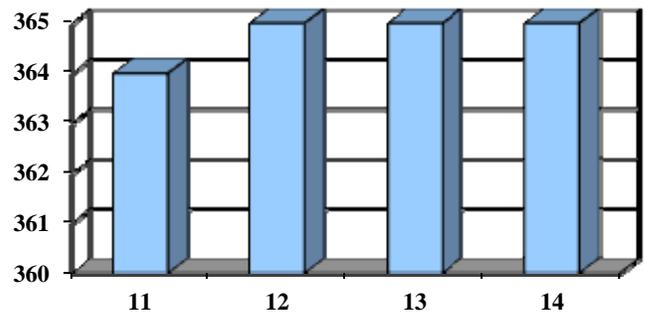
Budget Highlights:

- This Budget includes funds to rebuild one of the WRP Influent Pumps and one of the Darneille Pump Station Pumps.
- This Budget includes funds to remove abandoned buildings and equipment from the Redwood Pump Station site.

This budget includes costs for contracted solids hauling and disposal at the Drycreek Landfill.



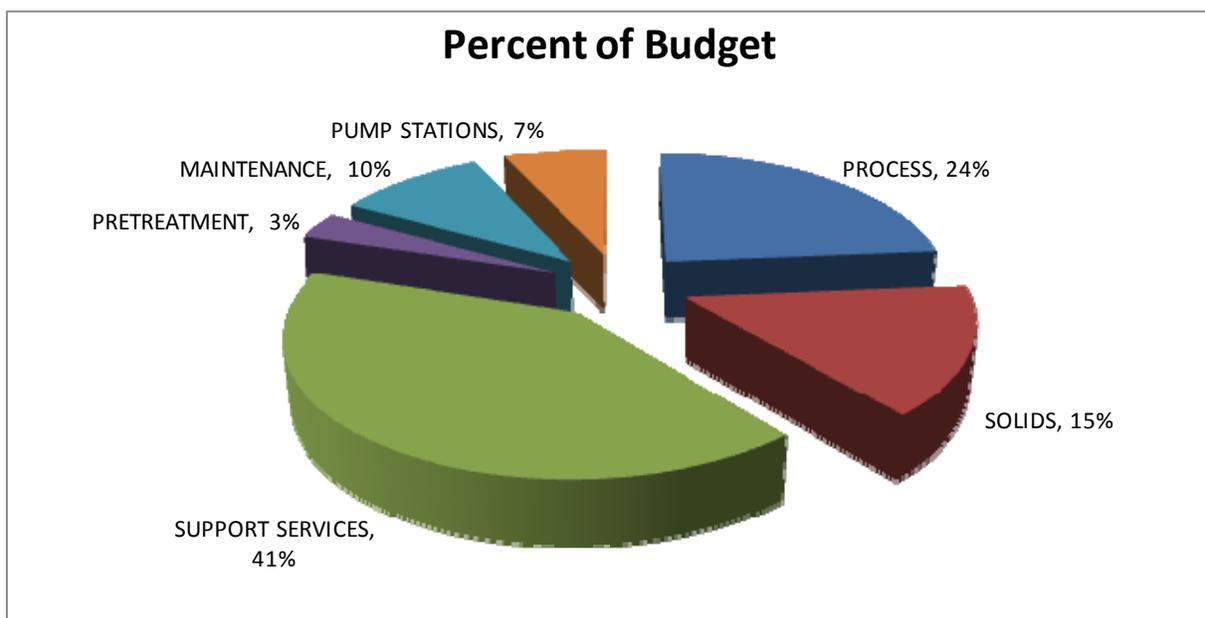
■ Pounds active polymer per dry ton feed solids



■ Days treated wastewater met State and Federal standards

FY'15 Activity Review:

During the 2015 budget year, this activity will treat an estimated 1.99 billion gallons of wastewater and disposed of an estimated 4,028 wet tons of biosolids to the Dry Creek Landfill.



Program: Utilities/ Wastewater – Wastewater Treatment

Financial Summary

Requirements	ACTUAL	ACTUAL	BUDGET	MANAGER RECOMMEND	COMMITTEE APPROVED	COUNCIL ADOPTED	PROJECTED
	FY'13	FY'14	FY'15	FY'16	FY'16	FY'16	FY'17
	\$	\$	\$	\$	\$	\$	\$
Personnel Services	650,391	652,828	798,992	820,564	820,564	820,564	847,941
Materials & Supplies	250,782	322,214	333,000	347,000	347,000	347,000	348,700
Contractual/Prof Services	737,105	788,184	1,142,734	1,137,705	1,137,705	1,137,705	1,147,092
Direct Charges	14,898	1,976	2,083	2,043	2,043	2,043	2,084
Capital Outlay	<u>0</u>	<u>558</u>	<u>1,400</u>	<u>1,400</u>	<u>1,400</u>	<u>1,400</u>	<u>0</u>
Total Requirements	<u>1,653,176</u>	<u>1,765,760</u>	<u>2,278,209</u>	<u>2,308,712</u>	<u>2,308,712</u>	<u>2,308,712</u>	<u>2,345,817</u>

Program: Utilities/Wastewater – Wastewater Treatment

Personnel

	BUDGET	BUDGET	BUDGET	MANAGER	COMMITTEE	COUNCIL	
	FY'13	FY'14	FY'15	RECOMMEND	APPROVED	ADOPTED	PROJECTED
	#	#	#	FY'16	FY'16	FY'16	FY'17
Utility Plant Superintendent	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Treatment Plant Specialist	5.00	5.00	5.00	5.00	5.00	5.00	5.00
Utility Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Utility Worker	<u>3.00*</u>	<u>3.00*</u>	<u>3.00*</u>	<u>3.00*</u>	<u>3.00*</u>	<u>3.00*</u>	<u>3.00*</u>
<i>Subtotal</i>	<i>10.00</i>	<i>10.00</i>	<i>10.00</i>	<i>10.00</i>	<i>10.00</i>	<i>10.00</i>	<i>10.00</i>
Public Works Director							
From: Water Treatment	0.23	0.23	0.23	0.23	0.23	0.23	0.23
Utility Plant Superintendent							
To: JO-GRO™	(0.25)	(0.25)	(0.00)	(0.00)	(0.00)	(0.00)	(0.00)
Trmt. Plant Spec – Operations							
To: JO-GRO™	(0.50)	(0.50)	(0.00)	(0.00)	(0.00)	(0.00)	(0.00)
Utility Worker							
To: JO-GRO™	(0.50)	(0.50)	(0.00)	(0.00)	(0.00)	(0.00)	(0.00)
Department Support Technician							
From: Water Treatment	<u>0.23</u>	<u>0.23</u>	<u>0.23</u>	<u>0.23</u>	<u>0.23</u>	<u>0.23</u>	<u>0.23</u>
<i>Subtotal Distributed</i>	<i>(0.79)</i>	<i>(0.79)</i>	<i>0.46</i>	<i>0.46</i>	<i>0.46</i>	<i>0.46</i>	<i>0.46</i>
Total Positions	<u>9.21</u>	<u>9.21</u>	<u>10.46</u>	<u>10.46</u>	<u>10.46</u>	<u>10.46</u>	<u>10.46</u>
Total Un-Funded Positions	(0.50)	(0.50)	(2.00)	(2.00)	(2.00)	(2.00)	(2.00)
Total Funded Positions	<u>8.71</u>	<u>8.71</u>	<u>8.46</u>	<u>8.46</u>	<u>8.46</u>	<u>8.46</u>	<u>8.46</u>

*Recap of Unfunded Positions by Fiscal Year:

Utility Worker	0.50	0.50	2.00	2.00	2.00	2.00	2.00
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Capital Outlay/By Item

Computer Upgrade		<u>1,400</u>	<u>1,400</u>	<u>1,400</u>	<u>1,400</u>	<u>0</u>
Total Capital Outlay		<u>1,400</u>	<u>1,400</u>	<u>1,400</u>	<u>1,400</u>	<u>0</u>

Program: Utilities/ Wastewater – JO-GRO™

Services Delivered:

This activity accepted greenwaste from the community for co-composting with wastewater bio-solids from the City's Water Restoration Plant. The Co-Compost material was produced as an "Exceptional quality class A" Co-Compost for resale to the public. This activity also collected construction wood waste material from the community that is recycled by BioMass One for energy production.

Budget Highlights:

As of October 22, 2013 the City began hauling the bio-solids to Dry Creek Landfill in Jackson County. The last of the bio-solids were composted and sold to the public. The operation formally closed to the public on February 13, 2014. The City has leased the site to a private contractor who intends to continue to accept green waste and sell landscaping materials to the public.

Program: Utilities/Wastewater – JO-GRO™

Financial Summary

Requirements	ACTUAL	ACTUAL	BUDGET	MANAGER	COMMITTEE	COUNCIL	PROJECTED
	FY'13	FY'14	FY'15	RECOMMEND	APPROVED	ADOPTED	FY'17
	\$	\$	\$	FY'16	FY'16	FY'16	\$
Personnel Services	247,551	103,145	0	0	0	0	0
Materials & Supplies	82,564	35,946	0	0	0	0	0
Contractual/Prof Services	268,343	322,349	0	0	0	0	0
Transfers Out	<u>11,102</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Requirements	<u>609,560</u>	<u>461,440</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Personnel

	BUDGET	BUDGET	BUDGET	MANAGER	COMMITTEE	COUNCIL	PROJECTED
	FY'13	FY'14	FY'15	RECOMMEND	APPROVED	ADOPTED	FY'17
	#	#	#	FY'16	FY'16	FY'16	#
Utility Specialist	1.00	1.00	0.00	0.00	0.00	0.00	0.00
Utility Worker	<u>2.00</u>	<u>2.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<i>Subtotal</i>	<i>3.00</i>	<i>3.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Public Works Director							
From: Water Treatment	0.03	0.03	0.00	0.00	0.00	0.00	0.00
Utility Plant Superintendent							
From: Wastewater Treatment	0.25	0.25	0.00	0.00	0.00	0.00	0.00
Utility Worker							
From: Wastewater Treatment	0.50*	0.50*	0.00	0.00	0.00	0.00	0.00
Trmt. Plant Spec. – Maintenance							
From: Wastewater Treatment	0.50	0.50	0.00	0.00	0.00	0.00	0.00
Department Support Technician							
From: Water Treatment	<u>0.03</u>	<u>0.03</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<i>Subtotal Distributed</i>	<i>1.31</i>	<i>1.31</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Positions	<u>4.31</u>	<u>4.31</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Un-Funded Positions	(0.50)	(0.50)	(0.00)	(0.00)	(0.00)	(0.00)	(0.00)
Total Funded Positions	<u>3.81</u>	<u>3.81</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

*Recap of Unfunded Positions by Fiscal Year:

Utility Worker	0.50	0.50	0.00	0.00	0.00	0.00	0.00
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Program: Utilities/Wastewater – Customer Services

Services Delivered:

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

Performance Measurements:

Waste Water Customer Services Performance Measures

Indicator	2012-13		2013-14		2014-15	2015-16	2016-17
	Actual	Actual	Actual	Est	Est	Est	Est
Outputs							
Number of wastewater customers	12,936	12,936	13,043	13,000	13,000	13,000	13,000
Effectiveness	Actual	Actual	Actual	Goal	Goal	Goal	Goal
Uncollectable accounts as a % of revenue	.11%	.11%	.03%	<1%	<1%	<1%	<1%
Efficiency	Actual	Actual	Actual	Goal	Goal	Goal	Goal
Finance Direct Charges per Waste Water Cust.	\$2.19	\$2.19	\$1.54	<\$2.50	<\$2.50	<\$2.50	<\$2.50

FY'16 Anticipated Accomplishments & Corresponding Council Goal - Strategic Plan Item:

Provide Cooperative, Shared Leadership Involving Council, Staff and Community

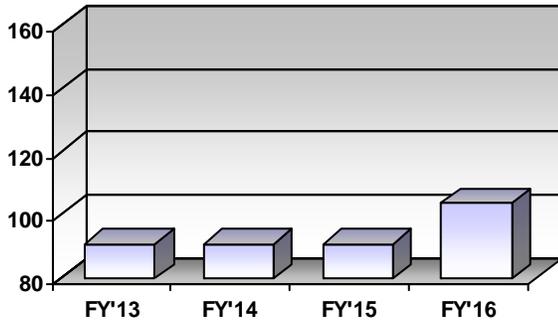
Objective 3: Ensure efficiency and effectiveness in City operations

- Bill the 13,000+ City sewer customers monthly and maintain timely records on all accounts. (This represents a combination of RSSSD customers and City wastewater customers as RSSSD will be dissolved.)
- Provide information regarding sewer line locations, new service requests, and local improvement district financing.

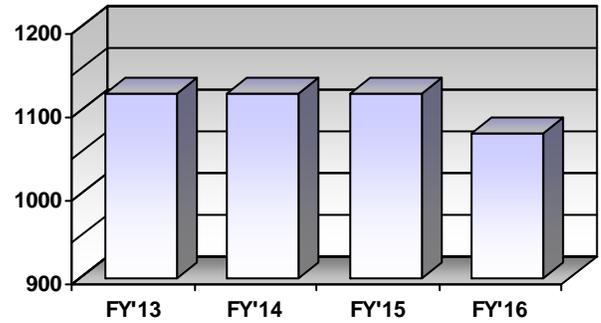
The City of Grants Pass Utility Customer Service Department serves approximately 13,043 waste water utility customers. The goal of the department is to provide excellent customer service to the citizens of Grants Pass. Cost per account for the waste water utility includes costs associated with direct salaries, employee benefits, contracts (such as meter reading), account activation, account maintenance, bill preparation, bill delivery, receipt and processing of payments, collection of delinquent accounts, account write-offs for uncollectable debt, work order generation, and dispatching of field crew worker assigned to customer service to individual customers for various assistance needs. The Customer Service Department strives to provide these services at less than \$2.50 per customer per month. In addition, with the use of effective communication and the enforcement of municipal code far less than 1% of accounts are turned over to collections in final delinquency.

Program: Utilities/Wastewater – Customer Services

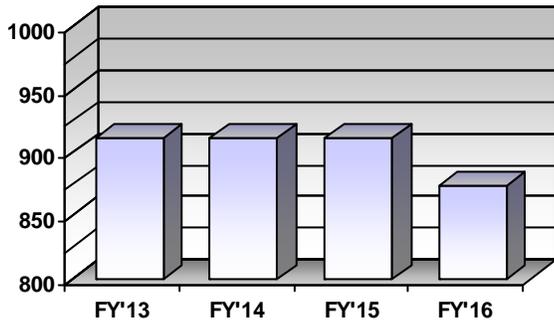
Number of PUBLIC AGENCY Customers



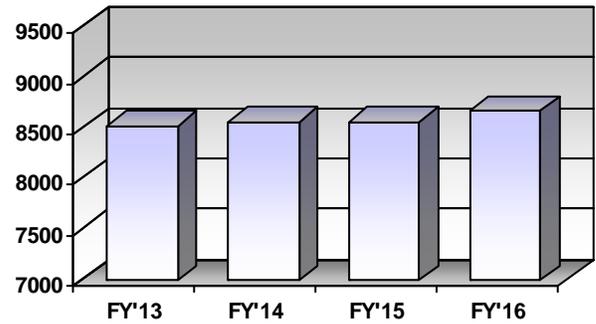
Number of COMMERCIAL Customers



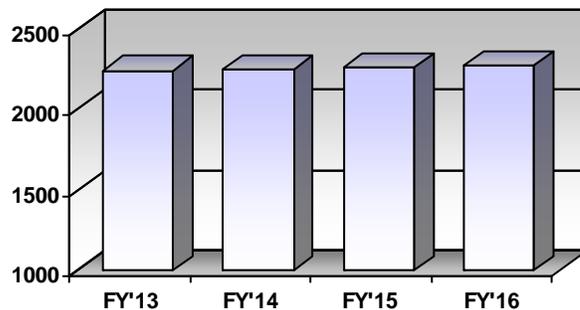
Number of MULTIFAMILY Customers



Number of RESIDENTIAL Customers



Number of REDWOOD Sanitary Sewer Services Customers



Program: Utilities/Wastewater – Customer Services

Budget Highlights:

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

FY'15 Activity Review:

The Customer Service office generated approximately 148,355 utility billings during FY' 15 and receipted approximately 145,094 utility payments through a variety of collection methods including: in person, online from individual financial institutions, via mail (including payments forwarded from community drop boxes), online via the City website or drafted from individual bank accounts per customer request. An important statistic which highlights the level of customer interaction by the office is that approximately 20% of the City utility accounts transfer to a new account holder on an annual basis. All new accounts require individual customer information, account activation, and staff review to ensure accurate account billing.

Financial Summary

Requirements	ACTUAL	ACTUAL	BUDGET	MANAGER	COMMITTEE	COUNCIL	PROJECTED
	FY'13	FY'14	FY'15	RECOMMEND	APPROVED	ADOPTED	
	\$	\$	\$	FY'16	FY'16	FY'16	FY'17
				\$	\$	\$	\$
Contractual/Prof Services	21,635	27,938	42,002	38,363	38,363	38,363	39,756
Direct Charges	<u>242,371</u>	<u>361,790</u>	<u>366,651</u>	<u>380,626</u>	<u>380,626</u>	<u>380,626</u>	<u>388,334</u>
Total Requirements	<u>264,006</u>	<u>389,728</u>	<u>408,653</u>	<u>418,989</u>	<u>418,989</u>	<u>418,989</u>	<u>428,090</u>

Program: Utilities/Wastewater – Debt Service

Services Delivered:

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

FY'16 Anticipated Accomplishments & Corresponding Council Goal - Strategic Plan Item:

Provide Cooperative, Shared Leadership Involving Council, Staff and Community

Ensure efficiency and effectiveness in City operations

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

Budget Highlights:

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

	FY'13	FY'14	FY'15	FY'16	FY'17
Principal	\$320,000	\$330,000	\$745,000	\$775,000	\$790,000
Interest	<u>171,713</u>	<u>162,813</u>	<u>196,763</u>	<u>166,963</u>	<u>143,713</u>
Total	<u>\$491,713</u>	<u>\$492,813</u>	<u>\$941,763</u>	<u>\$941,963</u>	<u>\$933,713</u>

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

Financial Summary

Requirements	ACTUAL	ACTUAL	BUDGET	MANAGER RECOMMEND	COMMITTEE APPROVED	COUNCIL ADOPTED	PROJECTED
	FY'13	FY'14	FY'15	FY'16	FY'16	FY'16	FY'17
	\$	\$	\$	\$	\$	\$	\$
Debt Service	<u>492,015</u>	<u>939,362</u>	<u>941,963</u>	<u>933,713</u>	<u>933,713</u>	<u>933,713</u>	<u>491,063</u>
Total Requirements	<u>492,015</u>	<u>939,362</u>	<u>941,963</u>	<u>933,713</u>	<u>933,713</u>	<u>933,713</u>	<u>491,063</u>

Program: Utilities/Wastewater – General Program Operations

Services Delivered:

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

FY'16 Anticipated Accomplishments & Corresponding Council Goal - Strategic Plan Item:

The contingency funds available in General Program Operations are utilized only with direct City Council authorization. The ending fund balance appropriation may not be altered during the fiscal year. The appropriated funds for capital projects are transferred as soon as they are available. The FY'16 budget provides for \$1,719,000 in transfers to capital projects. This includes \$1,300,000 to Restoration Plant repair/expansion projects, \$555,000 to collection system maintenance and repair, as well as \$30,000 for completion of the Collection System Master Plan.

Financial Summary

Requirements	ACTUAL FY'13 \$	ACTUAL FY'14 \$	BUDGET FY'15 \$	MANAGER RECOMMEND FY'16 \$	COMMITTEE APPROVED FY'16 \$	COUNCIL ADOPTED FY'16 \$	PROJECTED FY'17 \$
Direct Charges	11,875	13,661	23,750	23,750	23,750	23,750	24,700
Contractual/Prof Services	125	650	300	300	300	300	300
Indirect Charges	329,070	345,526	366,690	373,640	373,640	373,640	372,330
Transfers Out	<u>951,750</u>	<u>1,034,000</u>	<u>1,782,392</u>	<u>1,719,000</u>	<u>1,719,000</u>	<u>1,719,000</u>	<u>1,853,000</u>
<i>Subtotal Expenditures</i>	<u>1,292,820</u>	<u>1,393,837</u>	<u>2,173,132</u>	<u>2,116,690</u>	<u>2,116,690</u>	<u>2,116,690</u>	<u>2,250,330</u>
Contingencies	0	0	1,264,973	1,255,346	1,255,346	1,255,346	1,119,267
Ending Balance	<u>1,836,455</u>	<u>2,234,575</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Requirements	<u>3,129,275</u>	<u>3,628,412</u>	<u>3,438,105</u>	<u>3,372,036</u>	<u>3,372,036</u>	<u>3,372,036</u>	<u>3,369,597</u>

Program: Utilities/Wastewater – Capital Construction

Services Delivered:

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

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

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

Personnel:

	BUDGET FY'13 #	BUDGET FY'14 #	BUDGET FY'15 #	MANAGER RECOMMEND FY'16 #	COMMITTEE APPROVED FY'16 #	COUNCIL ADOPTED FY'16 #	PROJECTED FY'17 #
Engineering Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00

FY'16 Anticipated Accomplishments & Corresponding Council Goal - Strategic Plan Item:

Maintain, Operate, and Expand our Infrastructure

Objective 1: Plan and develop infrastructure

Action 2: Complete Sewer Master Plan.

- Work on the Sewer Collection System Master plan has been initiated and should be completed in FY'16.

Objective 3: Ensure sewer infrastructure needs are met

Action 1: Upgrade sewer lines.

- Upgrade sewer lines in the core of the community per the Sewer Collection Master Plan.

Action 2: Evaluate Wastewater Treatment Plant expansion.

- Initiate plant expansion per the Wastewater Treatment Facility Plan Update following the completion of the Strategic Plan.

Action 3: Design and construct the necessary Webster Wastewater Pump Station No. 1 improvement project.

- Design and construction will proceed following completion of the feasibility planning effort.

Action 4: Initiate upgrades to the Water Restoration Plant SCADA hardware and software.

- Upgrades to the SCADA system will be made following the system analysis.

Program: Utilities/Wastewater – Capital Construction

Budget Highlights:

The project listing shows resources across the columns. Columns show the “Actual resources through FY’ 14”; the re-assessed resource needs of projects using current data for the “Revised FY’ 15” column, guiding our “Adopted FY’ 16” and resources estimated “Through FY’ 16”. We have “Future Years” and “Total Project” columns for each project. Refer to the Capital Budget Book for more information on individual projects.

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

FY’15 Activity Review:

- Structural sewer lines were replaced in the core of the City.
- Completed work on the Wastewater Treatment Plant Facility Plan Update.
- Continued work on the Collection System Master Plan in anticipation of the UGB expansion being approved.
- Began feasibility analysis to rehab/replace Webster pump station.
- Began SCADA system evaluation.
- Began construction of new UV disinfection system.

Program: Utilities/Wastewater – Capital Construction

ACTIVE CAPITAL PROJECT RESOURCES

		Actual Through FY'14	Revised FY'15	Adopted FY'16	Total Through FY'16	Future Years	Total Project
SE0000	Miscellaneous Projects - SDC Fund 722	265,264	0	0	265,264	(3,284,736)	(3,234,736)
SE0000	Miscellaneous Projects - AFD Fund 725	83,843	0	0	83,843	83,843	83,843
SE0000	Miscellaneous Projects - General Fund 728	2,303,220	(1,046,880)	(41,000)	1,215,340	(1,599,660)	(1,626,660)
SE4964	WRP Phase 2 Expansion	1,535,000	1,900,000	1,300,000	4,735,000	10,625,000	12,025,000
SE5080	WRP Structural Repairs	233,000	75,000	75,000	383,000	608,000	683,000
SE5081	Collection System Master Plan Update	275,000	0	30,000	305,000	305,000	305,000
SE6012	Western Avenue Sewer Replacement	10,000	0	0	10,000	2,060,000	2,060,000
SE6064	Sewer Main Structural Repairs	1,265,000	550,000	555,000	2,370,000	3,140,000	3,700,000
SE6111	Mill Street Sewer Reconstruction	125,000	0	0	125,000	4,340,000	4,340,000
SE6112	Sewer Rate Study SE & RS	70,000	0	0	70,000	70,000	70,000
SE6156	Sewer Mains Related to Overlays	50,000	0	0	50,000	1,900,000	1,900,000
SE6198	Collection System Maintenance-Repair	125,000	100,000	75,000	300,000	525,000	600,000
SE6199	Pump-Lift Station Equipment Improvement	75,000	10,000	10,000	95,000	125,000	135,000
SE6200	Spaulding Indust. Park WW Infrastructure	100,000	0	0	100,000	100,000	100,000
SE6237	General Engineering Services	0	40,000	20,000	60,000	120,000	140,000
SE6238	Effluent Mixing Zone Dye Tracer Study	0	50,000	0	50,000	50,000	50,000
SE6239	WRP Equipment Improvement	0	50,000	50,000	100,000	250,000	300,000
SE6240	Webster PS No. 1 Rehab	0	750,000	0	750,000	750,000	750,000
SE6241	WRP SCADA System Evaluation	0	50,000	0	50,000	50,000	50,000
	Total Projects	<u>6,515,327</u>	<u>2,528,120</u>	<u>2,074,000</u>	<u>11,117,447</u>	<u>20,217,447</u>	<u>22,430,447</u>

CLOSED OR CANCELLED CAPITAL PROJECT RESOURCES

SE4963	Update WRP Facility Plan	330,000	(28,492)	0	301,508	301,508	301,508
	Total Closed Projects	<u>330,000</u>	<u>(28,492)</u>	<u>0</u>	<u>301,508</u>	<u>301,508</u>	<u>301,508</u>
	Grand Total - All Projects	<u>6,845,327</u>	<u>2,499,628</u>	<u>2,074,000</u>	<u>11,418,955</u>	<u>20,518,955</u>	<u>22,731,955</u>

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

Program: Utilities/Wastewater – Capital Construction

ACTIVE CAPITAL PROJECT SUMMARIES FOR FY'16

	Adopted FY'16 Beginning Fund Balance	Adopted FY'16 Revenue	Adopted FY'16 Capital Outlay	Adopted FY'16 Transfers	Adopted FY'16 Appropriated Fund Balance
SE0000 Miscellaneous Projects - SDC Fund 722	265,264	0	0	0	265,264
SE0000 Miscellaneous Projects - AFD Fund 725	2,903	0	0	0	2,903
SE0000 Miscellaneous Projects - General Fund 728	292,426	(41,000)	0	0	251,426
SE4964 WRP Phase 2 Expansion	2,169,782	1,300,000	3,469,782	0	0
SE5080 WRP Structural Repairs	84,610	75,000	159,610	0	0
SE5081 Collection System Master Plan Update	8,672	30,000	38,672	0	0
SE6012 Western Avenue Sewer Replacement	5,000	0	5,000	0	0
SE6064 Sewer Main Structural Repairs (Multi Phases)	83,370	555,000	638,370	0	0
SE6111 Mill Street Sewer Reconstruction	100,000	0	100,000	0	0
SE6112 Sewer Rate Study SE & RS	35,000	0	35,000	0	0
SE6156 Sewer Mains Related to Overlays	0	0	0	0	0
SE6198 Collection System Maintenance-Repair	152,869	75,000	227,869	0	0
SE6199 Pump-Lift Station Equipment Improvement	40,000	10,000	50,000	0	0
SE6200 Spaulding Indust. Park WW Infrastructure	50,000	0	50,000	0	0
SE6237 General Engineering Services	10,000	20,000	30,000	0	0
SE6238 Effluent Mixing Zone Dye Tracer Study	50,000	0	50,000	0	0
SE6239 WRP Equipment Improvement	0	50,000	50,000	0	0
SE6240 Webster PS No. 1 Rehab	675,000	0	675,000	0	0
SE6241 WRP SCADA System Evaluation	0	0	0	0	0
Total Projects	<u>4,024,896</u>	<u>2,074,000</u>	<u>5,579,303</u>	<u>0</u>	<u>519,593</u>

Program: Utilities/Wastewater – Capital Construction

Financial Summary

	ACTUAL FY'13 \$	ACTUAL FY'14 \$	BUDGET FY'15 \$	MANAGER RECOMMEND FY'16 \$	COMMITTEE APPROVED FY'16 \$	COUNCIL ADOPTED FY'16 \$	PROJECTED FY'17 \$
Beginning Fund Balance	<u>3,152,559</u>	<u>3,452,044</u>	<u>2,938,070</u>	<u>4,024,896</u>	<u>4,024,896</u>	<u>4,024,896</u>	<u>519,593</u>
Resources							
Development Charges	254,974	289,987	150,000	200,000	200,000	200,000	200,000
Investment Interest	17,269	25,321	1,000	0	0	0	0
Advance Finance Interest	397	265	0	0	0	0	0
SDC Loans	7,559	8,171	0	0	0	0	0
General Fund	0	150,000	150,000	155,000	155,000	155,000	160,000
Sewer Fund	951,750	959,000	1,647,392	1,719,000	1,719,000	1,719,000	1,853,000
Equipment Replacement	0	0	550,000	0	0	0	0
RSSSD	5,000	0	0	0	0	0	0
Advance Financing	<u>3,960</u>	<u>0</u>	<u>1,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<i>Total Current Revenues</i>	<u>1,240,909</u>	<u>1,432,744</u>	<u>2,499,392</u>	<u>2,074,000</u>	<u>2,074,000</u>	<u>2,074,000</u>	<u>2,213,000</u>
Total Resources	<u>4,393,468</u>	<u>4,884,788</u>	<u>5,437,462</u>	<u>6,098,896</u>	<u>6,098,896</u>	<u>6,098,896</u>	<u>2,732,593</u>
Requirements							
Capital Outlay	<u>941,424</u>	<u>717,958</u>	<u>5,230,547</u>	<u>5,579,303</u>	<u>5,579,303</u>	<u>5,579,303</u>	<u>2,190,000</u>
<i>Subtotal Expenditures</i>	<u>941,424</u>	<u>717,958</u>	<u>5,230,547</u>	<u>5,579,303</u>	<u>5,579,303</u>	<u>5,579,303</u>	<u>2,190,000</u>
Appropriated Fund Balance	<u>3,452,044</u>	<u>4,166,830</u>	<u>206,915</u>	<u>519,593</u>	<u>519,593</u>	<u>519,593</u>	<u>542,593</u>
Total Requirements	<u>4,393,468</u>	<u>4,884,788</u>	<u>5,437,462</u>	<u>6,098,896</u>	<u>6,098,896</u>	<u>6,098,896</u>	<u>2,732,593</u>

WHERE THE ROGUE RIVER RUNS



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