



Utility Services

<u>FUNDING BY PROGRAM AREA</u>	<u>2015 RECOMMEND</u>
BASIC UTILITY SERVICES	
Water	
Water Plant- Operations	\$1,513,625
Water Plant Capital	260,000
Capital Facilities	453,720
SUBTOTAL	2,227,345
Water Reclamation	
Water Rec. Plant Operations	1,841,885
Water Rec. Plant Capital	904,000
Capital Facilities	303,720
SUBTOTAL	3,049,605
Solid Waste	
Curbside Recycling	0
SUBTOTAL	0
Storm Water Drainage	
Storm Water Drainage	0
Capital Facilities	203,720
SUBTOTAL	203,720
Total	\$5,480,670

Department:	Division:	Fund:	Account No:
Utility Services	Water Production	Water	550-07
Resource Summary	2013	2014	2015
Expenditure Categories	Actual	Budget	Recommend
Personnel Services	\$ 806,087	\$ 868,062	\$ 895,892
Operation and Maintenance	580,283	601,533	617,733
Capital Outlay	490,604	598,800	260,000
Total	<u>\$ 1,876,974</u>	<u>\$ 2,068,395</u>	<u>\$ 1,773,625</u>
Total Positions	10	10	10
Funding by Source			
Water	\$ 1,876,974	\$ 2,068,395	\$ 1,773,625
Total	<u>\$ 1,876,974</u>	<u>\$ 2,068,395</u>	<u>\$ 1,773,625</u>

Program Description:

Supply, filtration, pumping and storage of potable water for the City of Kent are the major responsibilities of this division. The City's water plant treats an average 2.46 million gallons of water per day (MGD) with a present capacity of 6 MGD. With modification, the plant capacity can be doubled. Development of a secondary well field to ensure an adequate future water supply is a major concern of the administration.

Program Comments:

The 2015 recommended operation and maintenance reflects an increase of 2.69%, or \$16,200 as compared to the 2014 budget for the Water Treatment Plant.

Department: Utility Services	Division: Water Production	Fund: Water	Account No: 201-550-501-
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Line Description	2013 Actual	2014 Budget	2015 Recommend
7001 Employee - Regular Salaries	\$ 511,498	\$ 563,870	\$ 580,787
7004 Retirement (PERS)	81,829	88,266	91,390
7005 Medicare	8,290	9,209	9,465
7006 Health Insurance	122,151	123,000	130,500
7007 Uniform & Clothing Allow.	0	0	0
7008 Overtime	72,084	71,236	72,000
7009 Unemployment & Workers' Comp	10,235	12,481	11,750
Total Personnel Services	\$ 806,087	\$ 868,062	\$ 895,892
7210 Travel & Transportation	\$ 3,088	\$ 3,500	\$ 3,500
7280 Vehicle Fuel	7,352	12,000	10,000
7310 Utilities	173,818	181,000	185,000
7320 Communications/Postage	6,109	6,000	6,200
7330 Rents & Leases	845	7,000	5,000
7340 Professional Services	4,335	6,000	6,000
7350 Maintenance of Equipment & Facility	35,990	27,000	35,000
7360 Insurance & Bonding	34,719	39,233	39,233
7370 Printing, Photocopy, Advertising	744	800	800
7390 Misc. Contractual Service	34,029	40,600	40,600
7410 Office Supplies	957	1,400	1,400
7420 Operating Materials	271,364	270,000	278,000
7440 Small Tools/Minor Equipment	6,933	7,000	7,000
Total Operation & Maintenance	\$ 580,283	\$ 601,533	\$ 617,733
7620 Buildings	0		
Sludge Building Modification			
7630 Equipment Items>\$2,500	96,024		
WTP Misc Plant Equipment		50,000	50,000
Vehicle Replacement (4x4)(WT-11-04)		30,000	
Perrin Press Repair Parts		60,000	
Fairchild Tank-Lead Abatement(WT-11-03)		381,300	40,000
Replace Lime Spreader			40,000
KSU Tank Booster Auto Controls(WT-10-04)			100,000
7680 Contract	\$ 394,580	\$	
SCADA System Upgrade		17,500	
Well Cleaning No. 13		30,000	
Replace Gravel in Recharge		30,000	
Well Cleaning No. 11(WT-15-02)			30,000
Total Capital Outlay	\$ 490,604	\$ 598,800	\$ 260,000
Total	\$ 1,876,974	\$ 2,068,395	\$ 1,773,625

Department: Utility Services Division: Water Reclamation Fund: Sewer Account No: 550-15

Resource Summary	2013	2014	2015
Expenditure Categories	Actual	Budget	Recommend
Personnel Services	\$ 1,054,810	\$ 1,106,296	\$ 1,129,126
Operation and Maintenance	606,604	754,459	712,759
Capital Outlay	177,253	363,528	904,000
Total	<u>\$ 1,838,667</u>	<u>\$ 2,224,283</u>	<u>\$ 2,745,885</u>
Total Positions	13	13	13
Funding by Source			
Sewer	\$ 1,556,820	\$ 1,905,966	\$ 2,745,885
Lab	281,847	318,317	0
Total	<u>\$ 1,838,667</u>	<u>\$ 2,224,283</u>	<u>\$ 2,745,885</u>

Program Description:

The Kent Water Reclamation Facility has a design flow of 5.0 million gallons per day and is currently treating an average daily flow of 2.30 million gallons (2011 data). The overall treatment process is termed *advanced secondary activated sludge* and utilizes physical, chemical and biological methods for the removal of conventional pollutants in addition to phosphorus and ammonia from the sewage waste stream.

Major treatment processes include influent screening, grit removal, ferrous chloride addition, pre-aeration, primary clarification, alkalinity addition, aeration, secondary clarification, chlorination, de-chlorination, post-aeration, anaerobic digestion, belt press bio-solids dewatering and bio-solids disposal/reuse. The treated water is discharged into the Cuyahoga River via an NPDES permit issued by the Ohio EPA. The stabilized and dewatered bio-solids are transported to the PPG land reclamation site in Barberton, Ohio for the purpose of beneficial reuse.

This division also is responsible for the operation and maintenance of eight off-site sewage pump stations and the Kent Dam waterfall pumping system.

Program Comments:

The 2015 recommended operation and maintenance reflects a decrease of 5.53%, or \$41,700.00 compared to the 2014 budget.

Also of note is the fact that the 2015 O&M budget amount now includes the Lab, which was split out separately in the 2014 budget.

Department: Utility Services Division: Water Reclamation Fund: Sewer Account No: 202-550-503-

Line Description	2013 Actual	2014 Budget	2015 Recommend
7001 Employee - Regular Salaries	\$ 738,161	\$ 768,752	\$ 791,815
7004 Retirement (PERS)	106,196	112,474	114,565
7005 Medicare	8,528	7,758	11,866
7006 Health Insurance	159,900	159,900	169,650
7007 Uniform & Clothing Allowance	28,878	0	0
7008 Overtime	13,147	41,500	26,500
7009 Unemployment & Workers' Comp		15,912	14,730
Total Personnel Services	\$ 1,054,810	\$ 1,106,296	\$ 1,129,126
7210 Travel & Transportation	\$ 3,888	\$ 6,200	\$ 6,200
7280 Vehicle Fuel	9,473	10,000	11,000
7310 Utilities	173,972	194,000	191,100
7320 Communications/Postage	8,513	11,000	11,000
7330 Rents & Leases	2,108	3,000	5,000
7340 Professional Services	42,321	30,000	48,000
7350 Maintenance of Equipment & Facility	37,178	40,000	60,000
7360 Insurance & Bonding	37,795	42,709	42,709
7370 Printing, Photocopy, Advertising	48	250	350
7390 Misc. Contractual Service	101,337	274,000	126,000
7410 Office Supplies	1,247	1,200	1,800
7420 Operating Materials	187,399	136,000	200,000
7440 Small Tools/Minor Equipment	1,325	6,100	9,600
Total Operation & Maintenance	\$ 606,604	\$ 754,459	\$ 712,759
7630 Equipment Items > \$2,500	\$ 122,780	\$	\$
WRF-Misc Plant Equipment		50,000	50,000
Primary Clarifer Sandblast/Paint		85,000	
Fume Hood		5,500	
Distillation/Digestion Unit		14,500	
Motor Control Center-Design		30,000	
SCADA System Upgrade		32,500	
College Tower Lift Station		140,000	
Truck Hoist Replacement		6,028	
Digester Roof Repair/Replacement			10,000
2-Digester Heat Exchanger			522,000
MCC Replacement Project(WR-14-04)			150,000
Digester Gas Burner & Safety Equipment			118,000
Influent Barscreen Rehab Project			22,000
2- Autosmplers			10,000
Concrete Repair Project(WR-14-09)			5,000
WRF Vehicle Replacement(WR-15-04)			17,000
7680 Contract	54,473		
Total Capital Outlay	\$ 177,253	\$ 363,528	\$ 904,000
Total	\$ 1,838,667	\$ 2,224,283	\$ 2,745,885

Department:
Utility Services

Division:
Solid Waste

Fund:
Solid Waste

Account No:
550-37

Resource Summary Expenditure Categories	2013 Actual	2014 Budget	2015 Recommend
Personnel Services	\$	\$	\$
Operation and Maintenance	308,338	442,808	
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>\$ 308,338</u>	<u>\$ 442,808</u>	<u>\$ 0</u>
<hr/> Total Positions	0	0	0
Funding by Source			
Solid Waste	\$ 308,338	\$ 442,808	\$ 0
Total	<u>\$ 308,338</u>	<u>\$ 442,808</u>	<u>\$ 0</u>

Program Description:

The Solid Waste cost center was created in response to changes in the solid waste laws for the State of Ohio. The curbside recycling program includes both single and multi-family units. The City also maintains a Yard Waste Transfer Center for residents to drop off yard waste and pick up mulch. The Citywide Residential Trash Collection program is administered by the Service Administration as the newest solid waste program for the City of Kent.

Program Comments:

The expenditure budget for this section has been moved and included within the Service Administration section beginning with the 2015 budget. It has been split out as a separate column within that overall section.

Department: Utility Services	Division: Solid Waste	Fund: Solid Waste	Account No: 205-05-550-506
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Line Description	2013 Actual	2014 Budget	2015 Recommend
7210 Travel & Transportaion	\$ 0	\$ 500	\$ 0
7320 Communications/Postage	605	1,800	
7340 Professional Services		200	
7350 Maintenance of Equipment & Facility		100	
7360 Insurance & Bonding	184	208	
7370 Printing, Photocopy & Advertising		2,000	
7390 Misc. Contractual Service	304,506	430,000	
7410 Office Supplies		500	
7420 Operating Materials	2,718	7,000	
7440 Small Tools/Minor Equipment	325	500	
Total Operation & Maintenance	\$ 308,338	\$ 442,808	\$ 0
7630 Equipment Items > \$500	\$ 0	\$ 0	\$ 0
Total Capital Outlay	\$ 0	\$ 0	\$ 0
Total	\$ 308,338	\$ 442,808	\$ 0

Department: Utility Services Division: Storm Water Drainage Fund: Storm Water Drainage Account No: 550-02

Resource Summary Expenditure Categories	2013 Actual	2014 Budget	2015 Recommend
Personnel Services	\$ 29,126	\$ 58,646	\$ 0
Operation and Maintenance			
Capital Outlay			
Total	<u>\$ 29,126</u>	<u>\$ 58,646</u>	<u>\$ 0</u>
Total Positions	0	0	0
<hr/>			
Funding by Source			
Storm Water Drainage	\$ 29,126	\$ 58,646	\$ 0
Total	<u>\$ 29,126</u>	<u>\$ 58,646</u>	<u>\$ 0</u>

Program Description:

This is a cost center to account for expenditures related to the storm water drainage utility that was created in 1999. Beginning in 2008, this section does not include storm water drainage infrastructure.

Program Comments:

The expenditure budget for this section has been moved and included within the Service Administration section beginning with the 2015 budget. It has been split out as a separate column within that overall section.

Department: Utility Services Division: Storm Water Drainage Fund: Storm Water Drainage Account No: 208-550-507-

Line Description	2013 Actual	2014 Budget	2015 Recommend
7210 Travel & Transportaion	\$ 34	\$ 1,000	\$
7280 Vehicle Fuel			
7320 Communications/Postage		1,000	
7340 Professional Services	12,223	20,000	
7350 Maintenance of Equipment & Facility		500	
7360 Insurance & Bonding	4,553	5,146	
7370 Printing, Photocopy & Advertising		2,000	
7390 Misc. Contractual Service	11,913	23,000	
7410 Office Supplies		1,000	
7420 Operating Materials	9	4,000	
7440 Small Tools/Minor Equipment	394	1,000	
Total Operation & Maintenance	\$ 29,126	\$ 58,646	\$ 0
7630 Equipment		0	
7680 Contract		0	
Total Capital Outlay	\$ 0	\$ 0	\$ 0
Total	\$ 29,126	\$ 58,646	\$ 0

NOTE: ALL ACTIVITY MOVED TO SERVICE ADMIN 2-26

Department:
Utility Services

Division:
Capital Facilities

Fund:
Water, Sewer & Storm

Account No:
550-24

Resource Summary Expenditure Categories	2013 Actual	2014 Budget	2015 Recommend
Personnel Services	\$	\$	\$
Operation and Maintenance	179,676		
Capital Outlay	188,266	775,000	961,160
Total	<u>\$ 367,942</u>	<u>\$ 775,000</u>	<u>\$ 961,160</u>
Total Positions	0	0	0
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Funding by Source			
Water	\$ 110,118	\$ 331,006	\$ 453,720
Sewer	0	317,528	303,720
Storm Water Drainage	257,824	2,123,185	203,720
Total	<u>\$ 367,942</u>	<u>\$ 2,771,719</u>	<u>\$ 961,160</u>

Program Description:

This cost center covers capital improvements to the water and sewer infrastructure that are not specifically related to plant operations. Beginning in 2008, storm water drainage capital improvements were included in this cost center.

Program Comments:

This division is used to fund implementation of the five year capital improvement plan on an annual basis relative to public utilities. All project expenditures are presented to City Council in the annual CIP Plan Update.

Department: Utility Services	Division: Capital Facilities	Fund: Water, Sewer & Storm Water Drainage	Account No: 301-550-502- 301-550-505- 301-550-508-
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Line Description	2013 Actual	2014 Budget	2015 Recommend
7340 Professional Services	179,595		
7360 Insurance & Bonding	0		
7370 Printing, Photocopy & Advertising	81		
7420 Operating Materials	0		
Total Operation & Maintenance	\$ 179,676	\$ 0	0
7610 Lands	\$ 16,540	\$	
7630 Equipment	0		
Confined Space Entry Unit4(FD-15-06)			11,160
7680 Contract	171,726		
Fishcreek Watershed Study Part 2	0	10,000	
Hudson Rd Watermain Replacement Design	0	120,000	
SW Sanitary Pump Stations System Eval	0	50,000	
Area Q Ph.5 (Irma/Diedrich)-Construction	0	2,034,719	150,000
Annual Sidewalk/Street Program Construction		50,000	
NE Central StormSw/Harvey/Steel Outfall		177,000	
Water Model Update & Calbration		75,000	
Sanitary Sewer Model-Caliabration		50,000	
River Street/Silk Race Storm Outfall		205,000	
Summit St Traffic(1992-013)			380,000
Pine St Phase II(2010-010)			0
Garth/Spaulding/Suzanne(2013-013)			95,000
Majors(2014-002)			85,000
Farmbrook(2014-003)			90,000
KSU Meter(2014-004)			150,000
Total Capital Outlay	\$ 188,266	\$ 2,771,719	\$ 961,160
Total	\$ 367,942	\$ 2,771,719	\$ 961,160

Department:	Division:	Fund:	Account No:
Utility Services	Capital Facilities	Water, Sewer, & Storm Drainage	201-550-502- 202-550-505- 208-550-508-

Line Description	Water	Sewer	Storm Water Drainage	2015 Total
7340 Professional Services				0
7360 Insurance & Bonding				0
7370 Printing, Photocopy & Advertising				0
7420 Operating Materials				0
Total Operation & Maintenance	\$ 0	\$ 0	\$ 0	0
7610 Land				0
7630 Capital Equipment >\$2500				0
Confined Space Entry Unit4(FD-15-06)	3,720	3,720	3,720	11,160
7680 Contract				0
Area Q Phase 5 (2008-006)			150,000	150,000
Summit St Traffic(1992-013)	80,000	300,000		380,000
Pine St Phase II(2010-010)				0
Garth/Spaulding/Suzanne(2013-013)	95,000			95,000
Majors(2014-002)	35,000		50,000	85,000
Farmbrook(2014-003)	90,000			90,000
KSU Meter(2014-004)	150,000			150,000
Total Capital Outlay	\$ 453,720	\$ 303,720	\$ 203,720	961,160
Total	\$ 453,720	\$ 303,720	\$ 203,720	961,160