



# Utility Services

<u>FUNDING BY PROGRAM AREA</u>	<u>2016 RECOMMEND</u>
<b>BASIC UTILITY SERVICES</b>	
Water	
Water Plant Operations	\$1,537,289
Water Plant Capital	430,000
Capital Facilities	896,400
<b>SUBTOTAL</b>	<b>2,863,689</b>
Water Reclamation	
Water Rec.Plant Operations	1,872,569
Water Rec. Plant Capital	335,000
Capital Facilities	315,800
<b>SUBTOTAL</b>	<b>2,523,369</b>
Solid Waste	
Curbside Recycling	0
<b>SUBTOTAL</b>	<b>0</b>
Storm Water Drainage	
Storm Water Drainage	0
Capital Facilities	0
<b>SUBTOTAL</b>	<b>0</b>
<b>Total</b>	<b>\$5,387,058</b>

Department: Utility Services	Division: Water Production	Fund: Water	Account No: 201-550-501
Resource Summary	2014	2015	2016
Expenditure Categories	Actual	Budget	Recommend
Personnel Services	\$ 845,969	\$ 895,892	\$ 906,656
Operation and Maintenance	586,461	617,733	630,633
Capital Outlay	222,754	260,000	430,000
Total	<u>\$ 1,655,184</u>	<u>\$ 1,773,625</u>	<u>\$ 1,967,289</u>
Total Positions	10	10	10
Funding by Source			
Water	<u>\$ 1,655,184</u>	<u>\$ 1,773,625</u>	<u>\$ 1,967,289</u>
Total	<u>\$ 1,655,184</u>	<u>\$ 1,773,625</u>	<u>\$ 1,967,289</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 2016 recommended operation and maintenance reflects an increase of 2.09%, or \$12,900.00 as compared to the 2015 budget for the Water Treatment Plant.

Department: Utility Services      Division: Water Production      Fund: Water      Account No: 201-550-501-

Line Description	2014 Actual	2015 Budget	2016 Recommend
7001 Employee - Regular Salaries	\$ 566,786	\$ 580,787	\$ 598,211
7004 Retirement (PERS)	80,060	91,390	92,150
7005 Medicare	8,788	9,465	9,545
7006 Health Insurance	128,638	130,500	135,000
7007 Uniform & Clothing Allow.	0	0	0
7008 Overtime	52,304	72,000	60,000
7009 Unemployment & Workers' Comp	9,393	11,750	11,750
<b>Total Personnel Services</b>	<b>\$ 845,969</b>	<b>\$ 895,892</b>	<b>\$ 906,656</b>
7210 Travel & Transportation	\$ 1,126	\$ 3,500	\$ 3,500
7280 Vehicle Fuel	8,014	10,000	10,000
7310 Utilities	184,395	185,000	198,100
7320 Communications/Postage	6,976	6,200	6,000
7330 Rents & Leases	3,866	5,000	5,000
7340 Professional Services	6,225	6,000	6,000
7350 Maintenance of Equipment & Facility	31,099	35,000	35,000
7360 Insurance & Bonding	34,691	39,233	39,233
7370 Printing, Photocopy, Advertising	587	800	800
7390 Misc. Contractual Service	35,634	40,600	40,600
7410 Office Supplies	689	1,400	1,400
7420 Operating Materials	265,965	278,000	278,000
7440 Small Tools/Minor Equipment	7,194	7,000	7,000
<b>Total Operation &amp; Maintenance</b>	<b>\$ 586,461</b>	<b>\$ 617,733</b>	<b>\$ 630,633</b>
7620 Buildings Sludge Building Modification	0		
7630 Equipment Items>\$2,500	151,109		
WTP Misc Plant Equipment		50,000	50,000
Vehicle Replacement (4x4)(WT-11-04)			30,000
Perrin Press Repair Parts			
Fairchild Tank-Lead Abatement(WT-11-03)		40,000	
Replace Lime Spreader		40,000	
KSU Tank Booster Auto Controls(WT-10-04)		100,000	
7680 Contract	\$ 71,645	\$	\$
SCADA System Upgrade			
Well Cleaning No. 13			
Replace Gravel in Recharge			
Well Cleaning No. 11(WT-15-02)		30,000	0
Remove & Replace Pavement			350,000
<b>Total Capital Outlay</b>	<b>\$ 222,754</b>	<b>\$ 260,000</b>	<b>\$ 430,000</b>
<b>Total</b>	<b>\$ 1,655,184</b>	<b>\$ 1,773,625</b>	<b>\$ 1,967,289</b>

Department:  
Utility Services

Division:  
Water Reclamation

Fund:  
Sewer

Account No:  
202-550-503

Resource Summary Expenditure Categories	2014 Actual	2015 Budget	2016 Recommend
Personnel Services	\$ 1,110,606	\$ 1,129,126	\$ 1,162,410
Operation and Maintenance	650,997	712,759	710,159
Capital Outlay	<u>1,297,642</u>	<u>904,000</u>	<u>335,000</u>
Total	<u>\$ 3,059,245</u>	<u>\$ 2,745,885</u>	<u>\$ 2,207,569</u>
Total Positions	13	13	13
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Funding by Source			
Sewer	\$ 3,059,245	\$ 2,745,885	\$ 2,207,569
Lab	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>\$ 3,059,245</u>	<u>\$ 2,745,885</u>	<u>\$ 2,207,569</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 2016 recommended operation and maintenance reflects a decrease of 0.04%, or \$2,600.00 compared to the 2015 budget.

Also of note is the fact that the 2016 budget amounts now include the Lab, which was previously split out separately prior to the 2015 budget.

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

Line Description	2014 Actual	2015 Budget	2016 Recommend
7001 Employee - Regular Salaries	\$ 803,475	\$ 791,815	\$ 815,570
7004 Retirement (PERS)	103,840	114,565	117,900
7005 Medicare	9,512	11,866	12,210
7006 Health Insurance	159,900	169,650	175,500
7007 Uniform & Clothing Allowance	0	0	0
7008 Overtime	21,563	26,500	26,500
7009 Unemployment & Workers' Comp	12,316	14,730	14,730
<b>Total Personnel Services</b>	<b>\$ 1,110,606</b>	<b>\$ 1,129,126</b>	<b>\$ 1,162,410</b>
7210 Travel & Transportation	\$ 2,753	\$ 6,200	\$ 7,200
7280 Vehicle Fuel	9,862	11,000	11,000
7310 Utilities	191,653	191,100	191,100
7320 Communications/Postage	10,402	11,000	11,500
7330 Rents & Leases	1,880	5,000	5,000
7340 Professional Services	17,113	48,000	30,500
7350 Maintenance of Equipment & Facility	59,652	60,000	65,000
7360 Insurance & Bonding	38,022	42,709	42,709
7370 Printing, Photocopy, Advertising	814	350	350
7390 Misc. Contractual Service	104,286	126,000	129,800
7410 Office Supplies	1,249	1,800	2,000
7420 Operating Materials	212,863	200,000	210,000
7440 Small Tools/Minor Equipment	448	9,600	4,000
<b>Total Operation &amp; Maintenance</b>	<b>\$ 650,997</b>	<b>\$ 712,759</b>	<b>\$ 710,159</b>
7630 Equipment Items > \$2,500	\$ 163,552	\$	\$
WRF-Misc Plant Equipment		50,000	50,000
Electrical Generator Study			45,000
Digester Roof Repair/Replacement		10,000	
2-Digester Heat Exchanger		522,000	
MCC Replacement Project, Ph II(WR-14-04)		150,000	170,000
Digester Gas Burner & Safety Equipment		118,000	
Influent Barscreen Rehab Project		22,000	
1- Autosampler		10,000	5,000
Concrete Repair Project(WR-14-09)		5,000	0
WRF Vehicle Replacement(WR-15-04)		17,000	0
Electrical Replacement			15,000
Rebuild Secondary Clarifier			50,000
7680 Contract	1,134,090		
<b>Total Capital Outlay</b>	<b>\$ 1,297,642</b>	<b>\$ 904,000</b>	<b>\$ 335,000</b>
<b>Total</b>	<b>\$ 3,059,245</b>	<b>\$ 2,745,885</b>	<b>\$ 2,207,569</b>

Department:  
Utility Services

Division:  
Solid Waste

Fund:  
Solid Waste

Account No:  
205-550-506

Resource Summary Expenditure Categories	2014 Actual	2015 Budget	2016 Recommend
Personnel Services	\$	\$	\$
Operation and Maintenance	313,538		
Capital Outlay	0		
Total	<u>\$ 313,538</u>	<u>\$ 0</u>	<u>\$ 0</u>
Total Positions	0	0	0
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Funding by Source			
Solid Waste	\$ 313,538	\$ 0	\$ 0
Total	<u>\$ 313,538</u>	<u>\$ 0</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 was 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:	Division:	Fund:	Account No:
Utility Services	Solid Waste	Solid Waste	205-05-550-506

Line Description	2014 Actual	2015 Budget	2016 Recommend
7210 Travel & Transportaion	\$ 0	\$	
7320 Communications/Postage	772		
7340 Professional Services			
7350 Maintenance of Equipment & Facilit	3		
7360 Insurance & Bonding			
7370 Printing, Photocopy & Advertising			
7390 Misc. Contractual Service	309,039		
7410 Office Supplies	500		
7420 Operating Materials	2,720		
7440 Small Tools/Minor Equipment	504		
<b>Total Operation &amp; Maintenance</b>	<b>\$ 313,538</b>	<b>\$ 0</b>	<b>0</b>
7630 Equipment Items > \$500	\$ 0	\$ 0	0
<b>Total Capital Outlay</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>0</b>
<b>Total</b>	<b>\$ 313,538</b>	<b>\$ 0</b>	<b>0</b>

Department:  
Utility Services

Division:  
Storm Water Drainage

Fund:  
Storm Water Drainage

Account No:  
208-550-507

Resource Summary Expenditure Categories	2014 Actual	2015 Budget	2016 Recommend
Personnel Services	\$	\$	\$
Operation and Maintenance	33,240		
Capital Outlay			
Total	<u>\$ 33,240</u>	<u>\$ 0</u>	<u>\$ 0</u>
Total Positions	0	0	0
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Funding by Source			
Storm Water Drainage	\$ 33,240	\$ 0	\$ 0
Total	<u>\$ 33,240</u>	<u>\$ 0</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.

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Program Comments:

The expenditure budget for this section was 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	2014 Actual	2015 Budget	2016 Recommend
7210 Travel & Transportaion	\$ 260	\$	
7280 Vehicle Fuel			
7320 Communications/Postage			
7340 Professional Services	12,804		
7350 Maintenance of Equipment & Facility	43		
7360 Insurance & Bonding	4,508		
7370 Printing, Photocopy & Advertising			
7390 Misc. Contractual Service	14,606		
7410 Office Supplies	500		
7420 Operating Materials	15		
7440 Small Tools/Minor Equipment	504		
<b>Total Operation &amp; Maintenance</b>	<b>\$ 33,240</b>	<b>\$ 0</b>	<b>\$ 0</b>
7630 Equipment		0	
7680 Contract		0	
<b>Total Capital Outlay</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Total</b>	<b>\$ 33,240</b>	<b>\$ 0</b>	<b>\$ 0</b>

**NOTE: ALL ACTIVITY MOVED TO SERVICE ADMIN 2-26**

Department: Utility Services	Division: Capital Facilities	Fund: Water, Sewer & Storm	Account No: 201-550-502 202-550-505 208-550-508
Resource Summary	2014	2015	2016
Expenditure Categories	Actual	Budget	Recommend
Personnel Services	\$	\$	\$
Operation and Maintenance	28,536		
Capital Outlay	<u>413,057</u>	<u>961,160</u>	<u>1,212,200</u>
Total	<u>\$ 441,593</u>	<u>\$ 961,160</u>	<u>\$ 1,212,200</u>
<b>Total Positions</b>	<b>0</b>	<b>0</b>	<b>0</b>
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Funding by Source			
Water	\$ 20,708	\$ 453,720	\$ 896,400
Sewer	0	303,720	315,800
Storm Water Drainage	<u>420,885</u>	<u>203,720</u>	<u>0</u>
Total	<u>\$ 441,593</u>	<u>\$ 961,160</u>	<u>\$ 1,212,200</u>
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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:	Division:	Fund:	Account No:
Utility Services	Capital Facilities	Water, Sewer & Storm Water Drainage	201-550-502- 202-550-505- 208-550-508-

Line Description	2014 Actual	2015 Budget	2016 Recommend
7340 Professional Services	28,536		
7360 Insurance & Bonding	0		
7370 Printing, Photocopy & Advertising	0		
7420 Operating Materials	0		
<b>Total Operation &amp; Maintenance</b>	<b>\$ 28,536</b>	<b>\$ 0</b>	<b>\$ 0</b>
7610 Lands	\$ 0	\$	
7630 Equipment	1,620		
<b>Confined Space Entry Unit4(FD-15-06)</b>		11,160	
7680 Contract	411,437		
<b>Area Q Ph.5 (Irma/Diedrich)-Construction</b>	0	150,000	
<b>Summit St Traffic(1992-013)</b>		380,000	
<b>Pine Street Constr-Ph II(2010-010)</b>		0	64,000
<b>Annual Street Program</b>			0
<b>Garth/Spaulding/Suzanne(2013-013)</b>		95,000	
<b>Majors(2014-002)</b>		85,000	
<b>Farmbrook(2014-003)</b>		90,000	
<b>KSU Meter(2014-004)</b>		150,000	
<b>Hudson Rd. Water Main Replacement</b>			700,000
<b>Southwest Sanitary Pump Station</b>			200,000
<b>Avondale/Berkley Loop Waterline</b>			20,000
<b>Tonkin Court Reconstruction</b>			130,200
<b>Valleyview/Morris Water and Storm</b>			38,000
<b>River Street Sanitary Swr Replacement</b>			60,000
<b>Total Capital Outlay</b>	<b>\$ 413,057</b>	<b>\$ 961,160</b>	<b>\$ 1,212,200</b>
<b>Total</b>	<b>\$ 441,593</b>	<b>\$ 961,160</b>	<b>\$ 1,212,200</b>

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	2016 Total
7340 Professional Services				0
7360 Insurance & Bonding				0
7370 Printing, Photocopy & Advertising				0
7420 Operating Materials				0
<b>Total Operation &amp; Maintenance</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>0</b>
7610 Land				0
7630 Capital Equipment > \$2500				0
<b>Confined Space Entry Unit4(FD-15-06)</b>				0
7680 Contract				0
<b>Hudson Rd. Water Main Replacement</b>	700,000	0		700,000
<b>Southwest Sanitary Pump Station</b>	0	200,000		200,000
<b>Avondale/Berkley Loop Waterline</b>	20,000	0		20,000
<b>Tonkin Court Reconstruction</b>	74,400	55,800		130,200
<b>Valleyview/Morris Water and Storm</b>	38,000	0		38,000
<b>Pine Street Constr-Ph II(2010-010)</b>	64,000	0		64,000
<b>River Street Sanitary Swr Replacement</b>	0	60,000		60,000
<b>Annual Street Program</b>			0	0
<b>Total Capital Outlay</b>	<b>\$ 896,400</b>	<b>\$ 315,800</b>	<b>\$ 0</b>	<b>1,212,200</b>
<b>Total</b>	<b>\$ 896,400</b>	<b>\$ 315,800</b>	<b>\$ 0</b>	<b>1,212,200</b>