

Water & Resource Recovery Center

WATER & RESOURCE RECOVERY CENTER DEPARTMENT

Budget Highlights	FY 2013/14 Actual	FY 2014/15 Adopted	FY 2014/15 Amended	FY 2015/16 Recomm'd	% Change from Adopted FY 2014/15
Requirements					
Employee Expense	1,313,609	1,640,985	1,629,548	1,547,104	-5.7%
Supplies and Services	2,911,036	2,230,713	2,257,039	2,474,513	10.9%
Machinery and Equipment	<u>45,783</u>	<u>65,240</u>	<u>65,240</u>	<u>35,060</u>	<u>-46.3%</u>
Subtotal	4,270,428	3,936,938	3,951,827	4,056,677	3.0%
Engineering -Sewer Admin.	124,225	139,535	143,843	153,308	9.9%
Public Works Sewer Maintenance Charges	696,991	715,369	731,465	710,507	-0.7%
Administrative Overhead Recharge	<u>984,790</u>	<u>1,095,299</u>	<u>1,095,299</u>	<u>750,505</u>	<u>-31.5%</u>
Total Requirements w/o Debt	6,076,434	5,887,141	5,922,434	5,670,997	-3.7%
Debt Service	<u>4,206,994</u>	<u>4,865,185</u>	<u>4,865,185</u>	<u>4,904,514</u>	<u>0.8%</u>
Total Requirements	10,283,428	10,752,326	10,787,619	10,575,511	-1.6%
Resources					
Operating Revenue	10,405,158	11,202,558	11,202,558	11,851,028	5.8%
Payments to Depreciation	<u>(460,000)</u>	<u>(412,000)</u>	<u>(412,000)</u>	<u>(1,155,671)</u>	<u>180.5%</u>
Total Resources	9,945,158	10,790,558	10,790,558	10,695,357	-0.9%
Net Operating Surplus (Deficit)	(338,270)	38,232	2,939	119,846	81,614
Personnel - Authorized FTE	18.16	18.16	18.16	17.16	

* Revenues include a 10% rate increase (\$88,439 for each 1%), generating \$707,512 for the Operating budget and \$176,878 for the Capital budget.

Improvement Package Summary

1 of 3

This improvement package would provide a full-time Environmental Coordinator at GE-31B. The Environmental Coordinator would be responsible for the following programs; Industrial Pretreatment; FOG; Spill Prevention, Control, and Countermeasures Plan (SPCC); and 503 Bio-Solids Coordination. The W&RRC Environmental Coordinator would also be responsible for keeping abreast of current and forthcoming environmental issues and would be available to assist other City of Dubuque Departments with environmental issues as needed. The position will be funded by the elimination of two unfilled Operator positions (-\$140,408). There is a net savings of \$69,429.

Related Cost: \$ 70,979 Sewage User Fees – Recurring
Related Cost Savings: (\$140,408) Sewage User Fees – Recurring
Net Savings: \$69,429
Sewage User Fee Impact: -.79%
Activity: W&RRC Plant Operations

Recommend -Yes

2 of 3

This improvement package would provide an Electrician with a work vehicle containing specialized tools and supplies needed for electrical work.

Related Cost: \$ 24,000 Sewage User Fees – Non-Recurring
Sewage User Fee Impact: +.27%
Activity: W&RRC Plant Operations

Recommend -No

3 of 3

This improvement package would purchase a Skid Steer to be used in multiple ways around Water and Resource Recovery Center, lift stations, for snow removal, and moving large pipe and equipment for emergency work at Cedar Street Station, Catfish and others as needed.

Related Cost: \$ 48,000 Sewage User Fees – Non-Recurring
Sewage User Fee Impact: +.54%
Activity: W&RRC Plant Operations

Recommend -No

Significant Line Items at Maintenance Level
(Without Recommended Improvement Packages)

Employee Expense

1. The City wage plan for non-bargaining unit employees will not increase and bargaining unit employees will receive a 2.25% wage increase in FY 2016.
2. Iowa Public Employee Retirement System (IPERS) City contribution remains at 8.93% and the employee contribution remains at 6.18% in FY 2016.
3. The City portion of health insurance expense decreased from \$1,190 in FY 2015 to \$1,040 in FY 2016 per month per contract, resulting in a savings of \$32,400.
4. Worker's Compensation increased from \$39,004 in FY 2015 to \$41,901 in FY 2016 based on FY 2015 plus 7%.
5. FY 2016 is the fourth year that eligible retirees with at least twenty years of continuous service in a full-time position or retired as a result of a disability and are eligible for pension payments from the pension system can receive payment of their sick leave balance with a maximum payment of one-hundred twenty sick days payable bi-weekly over a five year period. Sick leave payout expense of \$16,024 is budgeted in Water & Resource Recovery Center (for three employees) in FY 2016.

6. Safety Equipment decreased from \$4,350 in FY 2015 to \$2,500 in FY 2016. The decrease is due to the purchase of four gas monitors in FY 2015 (\$1,850). Gas monitors are only replaced as needed and usually last three to four years.

Supplies & Services

7. Uniforms Purchases increased from \$1,500 in FY 2015 to \$2,000 in FY 2016 based on an average of FY 2014 and FY 2015.
8. Data Processing increased from \$7,143 in FY 2015 to \$9,664 in FY 2016 based on an increase in software licensing.
9. Property Insurance increased from \$83,194 in FY 2015 to \$99,162 in FY 2016 based on FY 2015 actual plus 7%.
10. Sales Tax increased from \$222,000 in FY 2015 to \$250,000 in FY 2016 based on FY 2014 actual plus 2%.
11. Conferences Travel increased from \$6,390 FY 2015 to \$10,070 in FY 2016 due to a staff member to attend Intercultural Competency Training in Portland, OR in FY 2016.
12. Gas Utility increased from \$25,000 in FY 2015 to \$35,000 in FY 2016. Seven Separate Buildings at the Water and Resource Recovery Center use gas for heat. OSHA requires constant air changes which increases the cost. Gas is also used for the digesters and the flare.
13. Fuel Oil Utility decreased from \$20,000 in FY 2015 to \$12,000 in FY 2016. Most of the fuel is for the standby generators. The FY 2016 request is based on FY 2014 and FY 2015 year-to-date usage.
14. Water increased from \$25,000 in FY 2015 to \$35,000 in FY 2016 based on new water meters at the pumping stations.
15. Telephone decreased from \$13,131 in FY 2015 to \$7,996 in FY 2016 based on FY 2014 actual.
16. Radio and Pager expense increased from \$1,510 in FY 2015 to \$12,000 in FY 2016 based on FY 2014 actual and FY 2015 year-to-date which includes SCADA radios for the lift stations.
17. Motor Vehicle Fuel increased from \$10,052 in FY 2015 to \$11,038 in FY 2016 based on FY 2014 actual less 20%.
18. Motor Vehicle Maintenance increased from \$3,000 in FY 2015 to \$6,875 in FY 2016 based on FY 2013 and FY 2014 actuals and a 10% increase in the Public Works Garage overhead rate.
19. Machinery and Equipment Maintenance increased from \$100,000 in FY 2015 to \$150,000 in FY 2016 based on FY 2014 actual. In addition many warranties will be expiring in FY 2016.
20. Major Repair Element increased from \$40,000 in FY 2015 to \$71,000 in FY 2016 based on FY 2014 actual of \$115,128. In addition many warranties will be expiring in FY 2016.
21. Meter Maintenance increased from \$0 in FY 2015 to \$10,000 in FY 2016 based on FY 2014 actual of \$12,711. This expense is for backflow testing.

22. Equipment Maintenance Contract increased from \$11,740 in FY 2015 to \$87,000 in FY 2016 due to the \$80,000 contract for the microturbine factory protection plan.
23. Lift Station Maintenance increased from \$85,000 in FY 2015 to \$105,000 in FY 2016. This budget line item includes \$70,000 for the cleaning of 14 lift stations; \$20,000 for repairs and replacing pumps and motors; \$6,500 for repairs to the Asbury lift station and \$8,500 for repairs to the Harbor lift station.
24. Instrumentation Maintenance Contracts decreased from \$55,000 in FY 2015 to \$14,740 in FY 2016 based on a \$12,000 contract for services for plant operations and lift stations and \$2,740 for fire protection.
25. Landfill Fees decreased from \$45,000 in FY 2015 to \$35,000 in 2016 based on FY 2014 actual plus the finalization of ash removal.
26. Consultant Services increased from \$0 in FY 2015 to \$17,000 in FY 2016 and represents funding for services from consultant engineers to help with computer-SCADA-and PLC issues as they arise. Consultant engineers designed the plant computer and data systems. This funding will also help with environmental issues the Spill Prevention, Control, and Countermeasure Plan and help with some safety plan development.
27. Hauling Services decreased from \$313,400 in FY 2015 to \$298,400 in FY 2016 based on the fixed rate of bio-solids management of \$170,400 and the variable costs of \$128,000 based on 18 wet tons per day at \$19.50 per ton.

Machinery & Equipment

28. Equipment replacement items at the maintenance level include (\$35,060):

Shop Equipment-power & hand tools	\$10,500
Laboratory Equipment	\$23,500
Custodial Equipment	\$ 500
Smartphone & Accessories	\$ 440
Cell Phones (2)	\$ 120

Debt Service

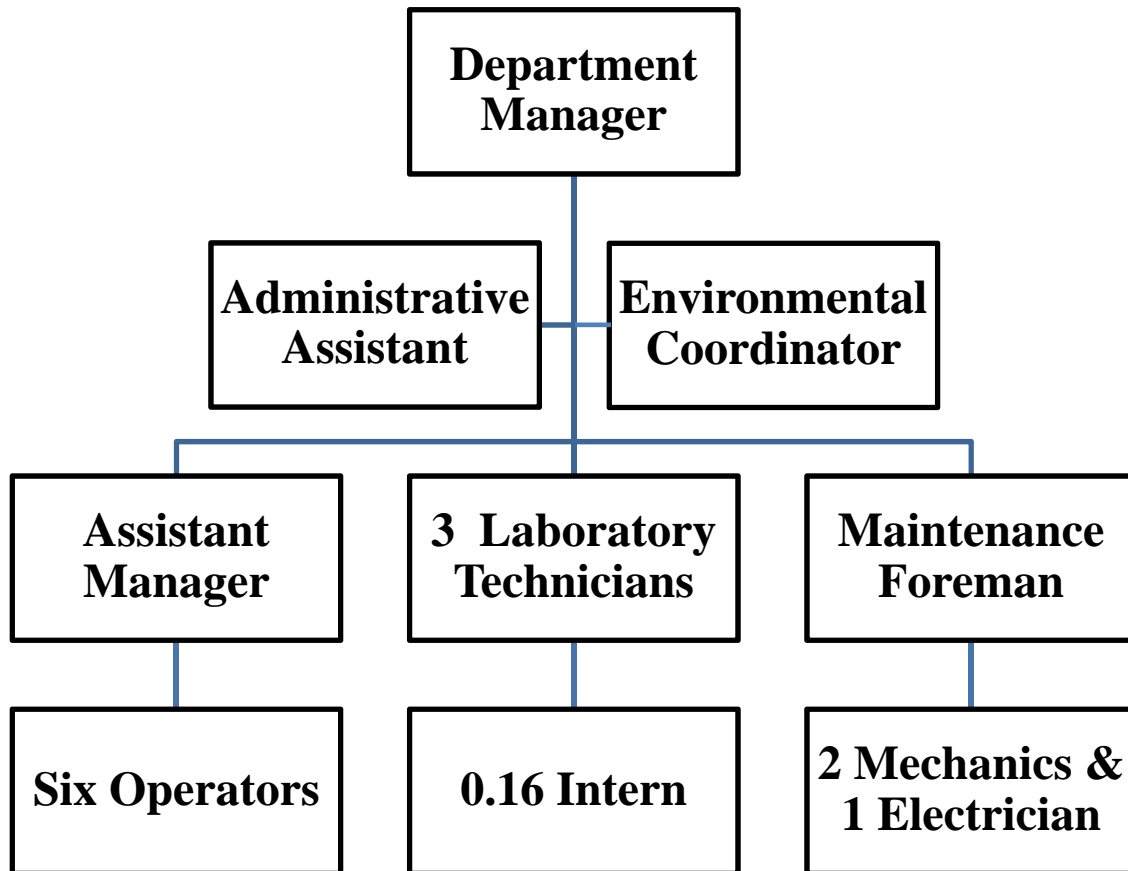
29. Debt service payments for FY 2016 are as follows (\$4,904,514):

\$ 139,608 Asbury Plaza Lift
\$ 62,920 SRF North Fork Catfish Creek
\$3,700,003 SRF Water & Resource Recovery Center Plant Upgrades and Cogeneration
\$ 63,641 2010 Sanitary Sewer Improvements
\$ 99,308 2011 Sanitary Sewer Improvements
\$ 109,044 2012 Sanitary Sewer Improvements
\$ 218,425 SRF Meter Change-Out Program
\$ 43,508 2013 Sanitary Sewer Improvements
\$ 181,425 2015 Sanitary Sewer Improvements
\$ 186,901 SRF Cogen
\$ 99,731 2016 Planned Sanitary Sewer Improvements

Revenue

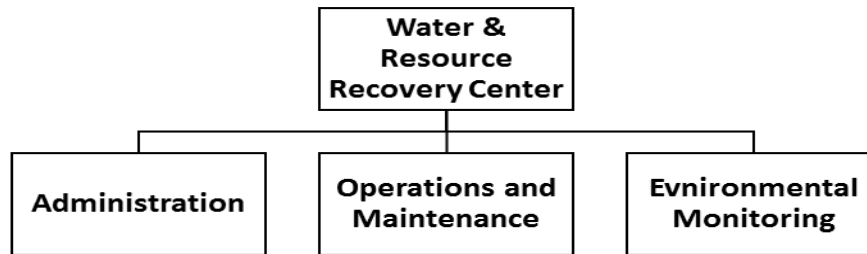
30. The budget includes a 10% rate increase effective July 1, 2015.
31. Sewage dumping fees increased from \$76,500 in FY 2015 to \$80,000 in FY 2016 based on FY 2014 plus 5%.
32. The Water and Resource Recovery Center's four largest industrial customers are projecting changes in revenues as follows:
 - Swiss Valley Farms increased from \$147,300 in FY 2015 to \$380,000 in FY 2016 based on past and current usage;
 - Hormel Foods remains at \$160,000 in FY 2016 based on past and current usage;
 - Inland Protein decreased from \$160,000 in FY 2015 to \$150,000 in FY 2016 based on past and current usage; and
 - San Rouesslot increased from \$553,000 in FY 2015 to \$660,000 in FY 2016 based on past and current usage.
33. High Strength Waste revenue decreased from \$275,000 in FY 2015 to \$200,000 in FY 2016 based on FY 2014 actual and year-to-date FY 2015. This revenue represents other entities paying the City to take high strength waste which will be used in the anaerobic digesters to generate additional energy using the micro-turbines.
34. Fats, Oils and Grease Permit and Dumping fees increased from \$0 in FY 2015 to \$82,500 in FY 2016 based on new permit requirements for fats, oils and grease.

City of Dubuque
WATER & RESOURCE RECOVERY CENTER
ORGANIZATIONAL CHART



WATER & RESOURCE RECOVERY CENTER

The Water & Resource Recovery Center uses technology to effectively clean the water used by the community in such a manner as to allow its safe return to the environment. The process of completing this task also provides the opportunity to extract resources from the water and additional sources for use within the Center and the surrounding community.



Expenditures and Resources by Department and Category

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WATER & RESOURCE RECOVERY CENTER

SUCCESS IS ABOUT PLANNING, PARTNERSHIPS AND PEOPLE LEADING TO OUTCOMES

PLANNING

The W&RRC has ongoing planning and implementation for several environmental issues including spill prevention plans, Bio-Solids Management and Nutrient Reduction.



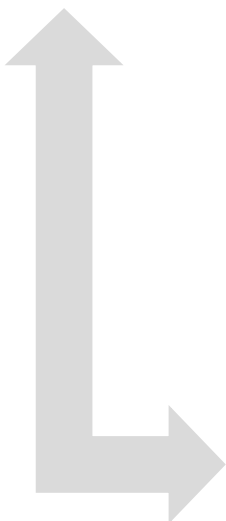
PEOPLE

W&RRC Staff, Health Department, Engineering and Public Works provided the majority of our City relationships. We also have relationships with local industries, the Environmental Stewardship Advisory Commission and Regional/Local Engineers.



PARTNERSHIPS

The W&RRC maintains partnerships with City Departments, Iowa Department of Natural Resources, USEPA, Local Industries and local/regional/service providers.



WATER & RESOURCE RECOVERY CENTER

Detail by Activity

Activity: Administration

Overview

The City of Dubuque's Water & Resource Recovery Center (W&RRC) is a secondary wastewater treatment facility consisting of screening, grit removal, primary treatment, secondary treatment by the oxygen activated sludge process, final clarification, and ultraviolet disinfection. Sludges removed in the secondary treatment process are dewatered using rotary drum thickeners, then blended with sludges removed in the primary treatment process. The blended sludge is then treated by anaerobic digestion. The digested sludge is thickened using dry solids centrifuges, then transported to a holding facility, from where it is applied to crop land as a soil amendment.

W&RRC administration manages the business and various activities of the Water & Resource Recovery Center in a cost effective manner that allows all federal and state water and air quality criteria to be met at a reasonable cost to the community. This includes preparation of operating and capital budgets, interacting with federal and state regulatory agencies, and keeping abreast of new and evolving technologies in the operation of wastewater treatment facilities.

Training is provided to employees of the W&RRC to equip all employees with the required skills to successfully operate a complex technical facility, to maintain and upgrade certifications required by IDNR and keep abreast of current regulations and technologies.

Staff development programs are provided to increase employee's general skills, knowledge and abilities. Staff development includes training activities such as Intercultural Competency, safety training, software training and professional development.

Community Activities/Partnerships/Outreach – Staff at the W&RRC are involved in numerous community activities such as Every Child Every Promise, Intercultural Competency, public speaking engagements and presentations to area schools and colleges.

Engineering for the W&RRC improvements as recommended by the Facility Planning Process began in fy09 and final design was completed and approved in fy10. Construction began in August 2010 with a project substantial completion date of August 29, 2013. Co-Generation of Electricity and Heat began in January of 2014 with the startup of the micro-turbines. Production of electricity from methane produced in the anaerobic digestion process amounts to approximately 80% of the Center's electrical demand. Work is going forward to increase that percentage to 90-100 %.

WATER & RESOURCE RECOVERY CENTER

Funding Summary			
	FY 2013/14 Actual	FY 2014/15 Adopted	FY 2015/16 Recommended
Expenditures	\$4,632,529	\$5,263,805	\$5,331,482
Resources	\$14,000	\$0	\$0
Position Summary			
	FY 2015/16 FTE's		
W&RRC Manager	1.00		
Total FTE's	1.00		

Supporting City and Community Goals

Planned and Managed Growth

- Extra capacity designed into the W&RRC will provide for population and industrial growth for 20 plus years.

Partnering for a Better Dubuque

- Staff at the W&RRC are involved in numerous community activities such as Every Child Every Promise, Intercultural Competency, public speaking engagements and presentations to area schools and colleges.

Financially Responsible City Government and High Performance Organization

- By partnering with local industry to introduce High Strength Wastes (HSW) into the Digesters the W&RRC is able to not only lower operations costs at the W&RRC by producing additional energy but also assist the industries in lowering their operating costs.
- The use of appropriate technologies allows for a modest rate structure even considering recent construction costs for upgrades.

Economic Prosperity

- The use of energy generating technologies rather than simply energy using technologies will assist in providing a stable rate structure for many years to come.

Environmental Integrity

- Two of the major responsibilities of the W&RRC will always be the protection of public health and the environment.

WATER & RESOURCE RECOVERY CENTER

- The elimination of incineration as a bio-solids disposal option fulfills the cleaner air goal of the City of Dubuque's sustainability efforts.
- Greenhouse gas production is reduced by the use of methane generated in the digestion process to be used for energy production thus offsetting the purchase of electricity from coal fired power generation facilities.
- Development of Nutrient Reduction Strategy for the reduction of Nitrogen and Phosphorus from the W&RRC discharge

Performance Measures

Administration – Activity Statement

Manage the business and various activities of the Water & Resource Recovery Center in a cost effective manner that allows all federal and state water and air quality criteria to be met at a reasonable cost to the community.

Goals

- Effectively manage and control the business operations of the W&RRC by the use of extensive data collection and analysis.
- Maintain required professional certifications for successful operation of the W&RRC and stay abreast of current and upcoming regulation from the IDNR and USEPA.
- Provide opportunities' for staff to advance to higher certification levels.
- Develop a Nutrient Reduction Strategy which meets the intent of the program while minimizing costs for the rate-payers.

WATER & RESOURCE RECOVERY CENTER

Objective: Establish stable rates while maintaining performance and capacity.

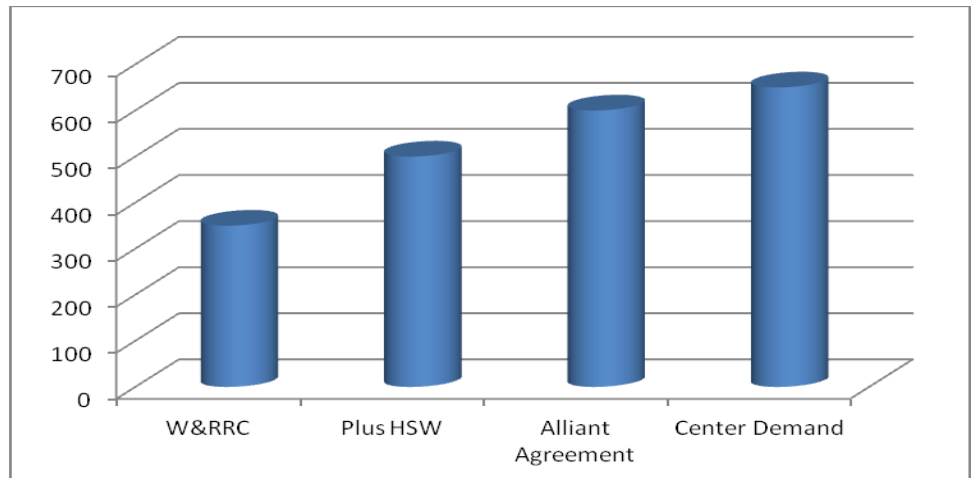
While still accounting for construction costs the sewer use rates for fy14 and proposed fy15 are still reasonable in relationship to the larger cities in the State.

Current Rates 2014-15		fy15	
Rank		800cf(6000 g)	
1	Council Bluffs	\$	17.21
2	Cedar Rapids	\$	21.93
3	Waterloo	\$	22.40
4	Ames	\$	31.02
5	Dubuque	\$	33.51
6	Sioux City	\$	34.55
7	West Des Moines	\$	36.10
8	Davenport	\$	34.95
9	Iowa City	\$	36.08
10	Des Moines	\$	38.79
	avg (10 only)	\$	33.65
	avg wo Dubuque	\$	30.04

Objective: High Strength Wastes (HSW) to Digesters/Increased Energy Production

Increased addition of HSW to the digesters will provide for additional revenue for the W&RRC and over time will allow the W&RRC to produce most of the energy needed to operate the Center.

- Increased Gas Production via the Introduction of HSW
- Matching Center KW Demands with HSW Introduction
- Alliant agreement to allow increase KW production



WATER & RESOURCE RECOVERY CENTER

Objective: Development of Nutrient Reduction Strategy

The City of Dubuque is required under its new NPDES permit to develop a strategy for the reduction of total nitrogen and total phosphorous from the W&RRC effluent. This reduction could have a significant impact on the rate structure in the future and needs to be carefully developed. Data collection began in October 2013 and will continue to January 2014. The Nutrient Reduction Strategy will be completed and submitted to IDNR October 2015.

Objective: Reduction of Electrical Costs

In addition to increased energy production through the introduction of High Strength Wastes (HSW). The W&RRC has an agreement with Alliant Energy to take part in the interruptible service program offered by Alliant. This will allow the W&RRC to reduce electrical cost by approximately \$40,000 by using the generating capability provided for in the W&RRC upgrade project.

WATER & RESOURCE RECOVERY CENTER

Detail by Activity

Activity: Operations and Maintenance

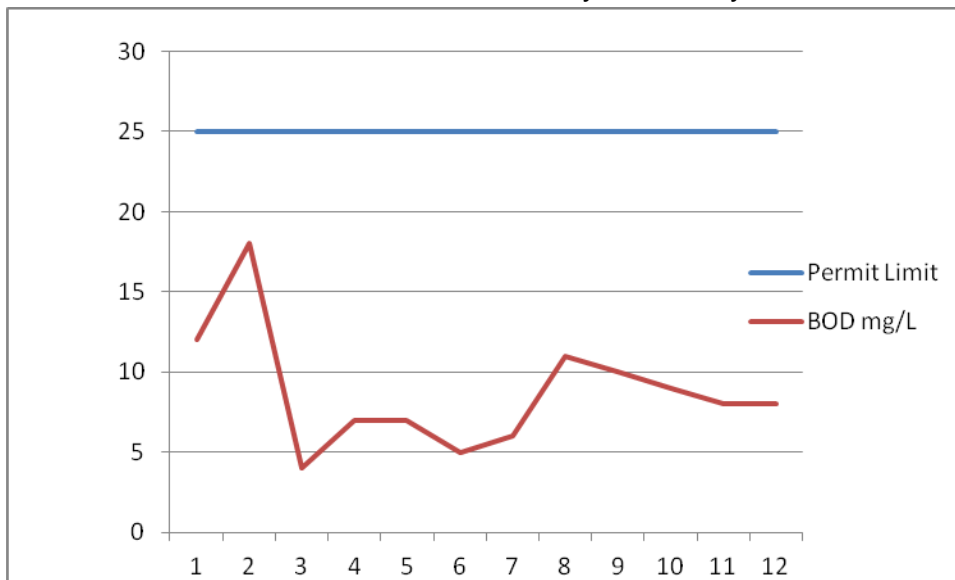
Overview

Operations and maintenance of the W&RRC consists of maintaining equipment and records necessary to collect, pump, treat and dispose of the liquid wastes discharged into the sanitary sewer system as required by state and federal regulatory agencies at the lowest possible cost while still effecting appropriate maintenance programs for plant reliability; operating and maintaining 14 pumping stations located in every section of the City of Dubuque; Repair and maintain all equipment required for the successful and efficient operation of the W&RRC. Keep essential spare parts in stock and maintain records for effective operation of the W&RRC.

Center Operations

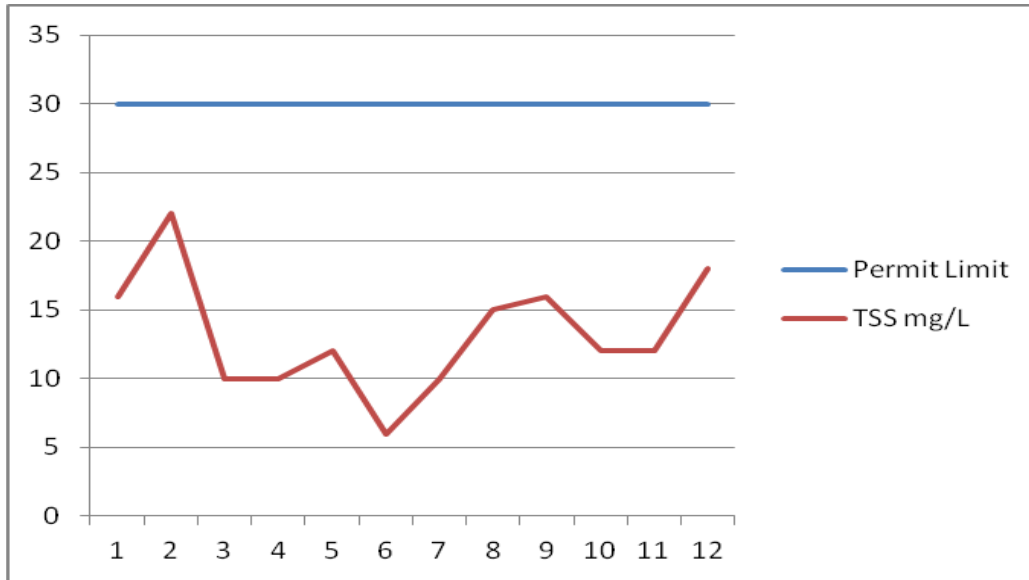
For FY14 the Water & Resource Recovery Center (W&RRC) treated an average 7.237 million gallons per day (M.G.D.) or 2642 million gallons for the year. Of the 7.237 MGD, 0.662 MGD, approximately 9 percent of the flow was from industrial activity. The average removal of the applied biological oxygen demand (B.O.D.) was 98 percent. Approximately 26 percent of the applied B.O.D. was related to industrial activity. The average removal of the total suspended solids (T.S.S.) was 97 percent. Approximately 8 percent of the T.S.S. was related to industrial activity.

W&RRC BOD Removal Performance July 2013-July 2014



WATER & RESOURCE RECOVERY CENTER

W&RRC TSS Removal Performance July 2013 – July 2014



Funding Summary			
	FY 2013/14 Actual	FY 2014/15 Adopted	FY 2015/16 Recommended
Expenditures	\$5,674,136	\$5,462,199	\$5,979,113
Resources	\$10,228,335	\$11,033,558	\$11,684,328
Position Summary			
	FY 2015/16 FTE's		
Assistant W&RRC Plant Manager	1.00		
W&RRC Maintenance Supervisor	1.00		
Equipment Mechanic	2.00		
Maintenance Electrician	1.00		
Plant Operator Grade I	2.00		
Plant Operator Grade II	4.00		
Confidential Account Clerk	1.00		
Total FTE's	12.00		

WATER & RESOURCE RECOVERY CENTER

Supporting City and Community Goals

Financially Responsible City Government and High Performance Organization

- Successful operation of the WRCC at a high performance lowers overall operating costs while maintaining critical City of Dubuque Infrastructure.

Economic Prosperity

- Stable rates by will assist economic development by allowing current industries to expand operations and to attract additional industry.

Environmental Integrity

- The successful operation of the W&RRC is key for the protection of public health and the environment along with meeting the requirements of the City of Dubuque's NPDES permit.

Operations and Maintenance – Activity Statement

Maintain efficient operations and maintenance of the W&RRC to assure for treatment of the City of Dubuque's wastewater in the most cost effective manner possible while protecting the environment and citizens from exposure to pollution in the Mississippi River.

Goals

- Maintain proper operation and maintenance of pumping stations throughout the City of Dubuque to ensure that untreated wastewater is not discharged to streets, storm sewers or creeks/ivers where citizens may come in contact with this potentially dangerous material.
- Along with W&RRC Administration assist in developing and maintaining a Maintenance Management System using W&RRC SCADA data collection and online O&M Manuals
- Continuing education of all operations and maintenance staff.
- Assist staff by providing opportunities to progress to higher levels of certification.

Objective: Continue Establishment of a Maintenance Management System

An effective maintenance plan is required to keep the W&RRC and pumping stations operating at high level of reliability and cost effectiveness. This will protect the investment of the Citizens of Dubuque and stabilize the rate structure for citizens and industry.

Objective: All operations staff to have at least Grade II Certification

A higher level of training for all operators will lead to a more efficient operation of the W&RRC.

WATER & RESOURCE RECOVERY CENTER

Detail by Activity

Activity: Environmental Monitoring

Overview

The Environmental Monitoring Section performs the chemical, biological and bacterial sampling and analysis associated with the operations of the W&RRC and assists in the operations of additional City Departments and the community by providing analytical services.

The function of the Industrial Pretreatment Program (IPP) is to eliminate from industrial sources those materials which may cause pass through and/or interference with the operation of the City of Dubuque's Publicly Owned Treatment Works (POTW).

Working in conjunction with many City of Dubuque Departments to operate and maintain the Fats, Oils and Grease (FOG) program. The FOG program is aimed at eliminating Sanitary Sewer Overflows (SSO) caused by the discharge of excessive amount of fats, oils and greases into the sanitary sewer system.

Funding Summary			
	FY 2013/14 Actual	FY 2014/15 Adopted	FY 2015/16 Recommended
Expenditures	\$436,763	\$438,322	\$420,587
Resources	\$162,823	\$169,000	\$166,700
Position Summary			
	FY 2015/16 FTE's		
Lab Technician	3.00		
Environmental Coordinator	1.00		
Intern	0.16		
Total FTE's	4.16		

Supporting City and Community Goals

Partnering for a Better Dubuque

- The Environmental Monitoring Section partners with various City of Dubuque Departments to provide analytical services in addition to providing water and waste water analysis for surrounding communities and local industries.

Financially Responsible City Government and High Performance Organization

- The Environmental Monitoring Section helps assure that Industrial Clients of the W&RRC are contributing a fair portion financially to the operation of the W&RRC based on laboratory analysis.

WATER & RESOURCE RECOVERY CENTER

Social/Cultural Vibrancy

- Staff of the W&RRC Environmental Monitoring Section are involved in various activities in the community including Intercultural Competency and Every Child Every Promise.

Environmental Integrity

- Environmental Monitoring Section (EMS) performs laboratory analysis to assure the citizens of Dubuque that the drinking water supply is safe.
- EMS insures compliance with the City of Dubuque’s water quality discharge permit for the W&RRC

Performance Measures

Environmental Monitoring – Activity Statement

Monitor the quality of water discharged from the Water & Resource Recovery Center to assure environmental stewardship and adherence to State and Federal regulations and the environmental goals of the Citizens of Dubuque.

Goals

- Monitor the quality of water discharged to the Mississippi River from the W&RRC to assure compliance with the City of Dubuque’s NPDES permit.
- Through the Industrial Pretreatment Program, provide technical support for local industries and assist in compliance with federal and state environmental regulations.
- Maintain a Fats, Oil and Grease program (FOG) to protect the sanitary sewer system from blockages caused by excessive FOG buildup in the system.
- Assist in the development of the City of Dubuque’s Nutrient Reduction Strategy.

Objective: Certification for additional parameters such as TKN, TN, and TP

Development and implementation of the Nutrient Reduction Strategy requires additional Laboratory analysis. Performing these tests in house will reduce costs and increase Performance of the W&RRC.

Objective: Assist the Water Department in monitoring the safety of the City of Dubuque water supply by collecting and analyzing 16 water samples per week from various locations within the City of Dubuque.

Recommended Operating Revenue Budget - Department Total

43 - WATER & RESOURCE RECOVERY

Fund	Account	Account Title	FY13 Actual Revenue	FY14 Actual Revenue	FY15 Adopted Budget	FY16 Recomm'd Budget
610	42230	SEWAGE DISPOSAL PERMITS	0	0	500	500
610	42237	FOG PERMITS	0	0	0	32,500
42 - LICENSES AND PERMITS			0	0	500	33,000
610	43110	INVESTMENT EARNINGS	21,467	25,610	0	0
43 - USE OF MONEY AND PROPERTY			21,467	25,610	0	0
610	51185	WATER TESTS-OUTSIDE	28,638	33,447	45,000	40,000
610	51205	SEWAGE FEES	7,433,692	8,422,793	9,298,062	9,581,428
610	51215	PENALTIES	81,950	98,421	71,000	82,000
610	51218	ARTCO FLEETING	0	550	0	600
610	51220	SWISS VALLEY FARMS	152,570	398,266	147,300	380,000
610	51221	HORMEL FOODS	0	0	160,000	160,000
610	51225	INLAND PROTEIN	159,949	134,852	160,000	150,000
610	51227	HIGH STRENGTH WASTE	0	87,029	275,000	200,000
610	51230	SEWAGE DUMPING FEES	65,875	76,121	76,500	80,000
610	51231	FOG DUMPING FEES	0	0	0	50,000
610	51235	WW IND. PRETREATMENT	25,709	33,847	35,000	38,800
610	51240	SAN ROUESSLOT	556,882	513,366	553,000	660,000
610	51690	LANDFILL PAYMENT-LAB TEST	53,072	49,702	35,000	35,000
51 - CHARGES FOR SERVICES			8,558,338	9,848,394	10,855,862	11,457,828
610	53204	IOWA FUEL TAX REFUND	0	321	0	0
610	53520	WATER SAMPLING-PLANT	31,496	26,278	32,000	30,000
610	53521	WWT SAMPLING-AIRPORT	3,216	3,216	4,000	4,000
610	53523	WWT SAMPLING-OUTSIDE	16,466	16,304	18,000	18,900
610	53610	INSURANCE CLAIMS	604,459	0	0	0
610	53620	REIMBURSEMENTS-GENERAL	6,130	14,138	0	0
610	53630	SALES TAX COLLECTION	216,630	249,274	258,196	275,000
53 - MISCELLANEOUS			878,397	309,530	312,196	327,900
610	54109	SALVAGE SALES	0	92	1,000	1,000
54 - OTHER FINANCING SOURCES			0	92	1,000	1,000
43 - WATER & RESOURCE RECOVERY TOTAL			9,458,202	10,183,627	11,169,558	11,819,728

Recommended Operating Expenditure Budget - Department Total 43 - WATER & RESOURCE RECOVERY

Fund	Account	Account Title	FY13 Actual Expense	FY14 Actual Expense	FY15 Adopted Budget	FY 16 Recomm'd Budget
610	61010	FULL-TIME EMPLOYEES	792,110	746,254	1,027,094	1,009,996
610	61030	SEASONAL EMPLOYEES	2,119	7,580	4,036	4,112
610	61050	OVERTIME PAY	85,709	76,990	59,765	59,765
610	61071	HOLIDAY PAY-OVERTIME	20,441	17,529	17,221	17,221
610	61091	SICK LEAVE PAYOFF	9,377	14,961	14,885	14,885
610	61092	VACATION PAYOFF	17,294	6,057	0	0
610	61099	WAGE ADJUSTMENT	0	0	20,460	0
610	61310	IPERS	77,879	75,079	99,756	97,434
610	61320	SOCIAL SECURITY	68,933	64,442	93,421	84,608
610	61410	HEALTH INSURANCE	201,269	259,931	257,040	212,160
610	61415	WORKMENS' COMPENSATION	32,401	38,709	39,004	41,901
610	61416	LIFE INSURANCE	656	618	2,053	2,022
610	61620	UNIFORM ALLOWANCE	94	185	900	0
610	61640	SAFETY EQUIPMENT	154	4,905	4,350	2,500
610	61660	EMPLOYEE PHYSICALS	233	370	500	250
610	61665	OTHER MEDICAL COSTS	0	0	500	250
61 - WAGES AND BENEFITS			1,308,670	1,313,609	1,640,985	1,547,104
610	62010	OFFICE SUPPLIES	1,628	1,563	300	1,890
610	62011	UNIFORM PURCHASES	1,703	3,016	1,500	2,000
610	62030	POSTAGE AND SHIPPING	1,811	1,681	1,900	2,085
610	62034	REPAIR PARTS/SUPPLIES	0	0	9,268	9,768
610	62050	OFFICE EQUIPMENT MAINT	185	0	0	0
610	62061	DP EQUIP. MAINT CONTRACTS	5,512	5,999	7,143	9,664
610	62065	LAB SUPPLIES	14,935	17,753	47,755	45,925
610	62090	PRINTING & BINDING	751	1,472	850	1,150
610	62110	COPYING/REPRODUCTION	247	268	250	355
610	62130	LEGAL NOTICES & ADS	0	5,629	240	250
610	62170	SUBSCRIPTIONS-BOOKS-MAPS	0	0	150	150
610	62190	DUES & MEMBERSHIPS	3,635	2,760	875	915
610	62206	PROPERTY INSURANCE	44,389	79,232	83,194	99,162
610	62207	BOILER INSURANCE	5,453	5,447	5,447	5,659
610	62208	GENERAL LIABILITY INSURAN	13,122	14,727	13,606	13,411
610	62210	SALES TAX	212,353	245,660	222,000	250,000
610	62310	TRAVEL-CONFERENCES	3,167	3,479	6,390	10,070
610	62320	TRAVEL-CITY BUSINESS	256	681	520	210
610	62340	MILEAGE/LOCAL TRANSP	0	0	300	200
610	62360	EDUCATION & TRAINING	2,982	1,618	2,900	2,900
610	62411	UTILITY EXP-ELECTRICITY	411,880	437,288	295,000	290,000
610	62412	UTILITY EXP-GAS	80,661	152,151	25,000	28,000
610	62414	UTILITY EXP-FUEL OIL	0	0	20,000	12,000
610	62415	UTILITY EXPENSE STORMWATR	3,704	3,723	5,000	4,000
610	62416	UTILITY EXP-WATER	58,596	23,455	25,000	48,000
610	62421	TELEPHONE	9,535	7,577	13,131	7,996
610	62424	RADIO/PAGER FEE	2,975	2,294	1,510	12,000

Recommended Operating Expenditure Budget - Department Total

43 - WATER & RESOURCE RECOVERY

Fund	Account	Account Title	FY13 Actual Expense	FY14 Actual Expense	FY15 Adopted Budget	FY 16 Recomm'd Budget
610	62431	PROPERTY MAINTENANCE	15,733	57,889	30,000	30,000
610	62435	ELEVATOR MAINTENANCE	325	580	332	3,000
610	62436	RENTAL OF SPACE	330	360	0	0
610	62511	FUEL, MOTOR VEHICLE	10,494	12,221	10,052	11,038
610	62521	MOTOR VEHICLE MAINT.	5,808	5,702	3,000	6,875
610	62528	MOTOR VEH. MAINT. OUTSOUR	2,018	457	3,000	2,500
610	62611	MACH/EQUIP MAINTENANCE	66,643	145,786	100,000	150,000
610	62612	MAJOR REPAIR ELEMENT	44,156	115,128	40,000	71,000
610	62613	METER MAINTENANCE	0	12,711	0	10,000
610	62614	EQUIP MAINT CONTRACT	980	7,372	11,740	87,000
610	62621	O2 PLANT MAINTENANCE	56	0	2,000	4,000
610	62623	CETRIFUGE MAINTENANCE	156	504	5,000	5,000
610	62625	LIFT STATION MAINTENANCE	151,164	103,762	85,000	105,000
610	62626	INCINERATOR MAINTENANCE	25	0	0	0
610	62628	INSTRUMENTATION MAINT	4,777	2,377	20,000	17,000
610	62629	INSTR MAINT CONTRACT	88,121	98,724	55,000	14,740
610	62633	CHLORINE	2,786	721	6,000	8,500
610	62638	POLYMER	175,038	174,570	190,000	200,000
610	62639	LIQUID CO2/O2	516,640	549,695	430,000	450,000
610	62671	MISC. OPERATING SUPPLIES	28,267	44,687	0	0
610	62681	LUBRICATION PRODUCTS	2,200	3,200	6,500	6,500
610	62682	INCINERATOR FUEL	22	0	0	0
610	62692	LANDFILL FEES	128,137	92,935	45,000	35,000
610	62696	OUTSIDE COLLECTOR EXPENSE	5,910	6,185	0	0
610	62712	CONSULTING ENGINEERS	0	0	2,500	2,500
610	62713	LEGAL SERVICES	10,335	14,416	0	6,000
610	62716	CONSULTANT SERVICES	0	9,802	0	17,000
610	62726	AUDIT SERVICES	1,650	1,700	2,400	2,500
610	62731	MISCELLANEOUS SERVICES	46,303	7,011	0	0
610	62733	CONTRACT CUSTODIAL	1,920	4,735	24,000	25,000
610	62736	CATERING SERVICES	0	913	0	0
610	62747	MACH/EQUIPMENT RENTAL	0	0	6,360	0
610	62763	PAYMENT TO IOWA DNR	1,275	0	5,500	3,500
610	62767	ENVIRON. TESTING/MON.	45,978	90,277	44,700	44,700
610	62780	HAULING SERVICES	338,105	329,142	313,400	298,400
62 - SUPPLIES AND SERVICES			2,574,830	2,911,036	2,230,713	2,474,513
610	63314	PAYROLL OVERHEAD	2,716	0	0	0
63 - ADMIN/OVERHEAD/STORES GAR			2,716	0	0	0
610	71124	MICRO-COMPUTER	0	4,098	0	0
610	71310	AUTO/JEEP REPLACEMENT	0	0	22,000	0
610	71314	TRUCK-REPLACEMENT	66,020	21,020	0	0
610	71410	SHOP EQUIPMENT	6,364	11,795	10,500	10,500
610	71413	LABORATORY EQUIPMENT	7,110	8,678	23,500	23,500
610	71550	MISCELLANEOUS EQUIPMENT	0	0	8,500	0

Recommended Operating Expenditure Budget - Department Total
43 - WATER & RESOURCE RECOVERY

Fund	Account	Account Title	FY13 Actual Expense	FY14 Actual Expense	FY15 Adopted Budget	FY 16 Recomm'd Budget
610	71610	CUSTODIAL EQUIPMENT	0	192	500	500
610	72418	TELEPHONE RELATED	0	0	240	560
71 - EQUIPMENT			79,494	45,783	65,240	35,060
610	74111	PRINCIPAL PAYMENT	362,143	2,634,136	2,908,361	2,931,590
610	74112	INTEREST PAYMENT	1,909,390	1,572,858	1,956,824	1,972,924
74 - DEBT SERVICE			2,271,533	4,206,994	4,865,185	4,904,514
610	91100	TO GENERAL	904,919	984,790	1,095,299	750,505
610	91610	TO SEWAGE FACILITIY OPER	0	0	412,000	0
610	91710	TO SANITARY SEWER CONST	0	460,000	0	1,155,671
91 - TRANSFER TO			904,919	1,444,790	1,507,299	1,906,176
43 - WATER & RESOURCE RECOVERY TOTAL			7,142,162	9,922,212	10,309,422	10,867,367

Recommended Expenditure Budget Report by Activity & Funding Source

43 - WATER & RESOURCE RECOVERY

UNDISTRIBUTED - 10610

FUNDING SOURCE: SEWAGE FACILITY OPERATION

Account	FY13 Actual Expense	FY14 Actual Expense	FY15 Adopted Budget	FY16 Recomm'd Budget
SUPPLIES AND SERVICES	5,887	6,175	0	0
TRANSFER TO	904,919	1,444,790	1,507,299	1,906,176
UNDISTRIBUTED	910,806	1,450,965	1,507,299	1,906,176

WPC ADMINISTRATION - 43100

FUNDING SOURCE: SEWAGE FACILITY OPERATION

Account	FY13 Actual Expense	FY14 Actual Expense	FY15 Adopted Budget	FY16 Recomm'd Budget
ADMIN/OVERHEAD/STORES GAR	2,716	0	0	0
DEBT SERVICE	2,271,533	4,206,994	4,865,185	4,904,514
EQUIPMENT	0	4,098	22,000	440
SUPPLIES AND SERVICES	239,144	286,016	238,909	290,499
WAGES AND BENEFITS	128,447	135,420	137,711	136,029
WRRP ADMINISTRATION	2,641,841	4,632,529	5,263,805	5,331,482

WPC PLANT OPERATIONS - 43400

FUNDING SOURCE: SEWAGE FACILITY OPERATION

Account	FY13 Actual Expense	FY14 Actual Expense	FY15 Adopted Budget	FY16 Recomm'd Budget
EQUIPMENT	51,364	11,987	11,120	11,120
SUPPLIES AND SERVICES	2,213,937	2,492,147	1,870,985	2,065,938
WAGES AND BENEFITS	928,822	897,822	1,217,891	1,132,064
WRR PLANT OPERATIONS	3,194,123	3,401,955	3,099,996	3,209,122

ENVIRON-MONITORING - 43700

FUNDING SOURCE: SEWAGE FACILITY OPERATION

Account	FY13 Actual Expense	FY14 Actual Expense	FY15 Adopted Budget	FY16 Recomm'd Budget
EQUIPMENT	28,130	29,698	32,120	23,500
SUPPLIES AND SERVICES	115,863	126,698	120,819	118,076
WAGES AND BENEFITS	251,400	280,367	285,383	279,011
ENVIRON-MONITORING	395,392	436,763	438,322	420,587
WATER & RESOURCE RECOVERY TOTAL	\$7,142,162.08	\$9,922,212.00	\$10,309,422.00	\$10,867,367.00

**CITY OF DUBUQUE, IOWA
DEPARTMENT DETAIL - PERSONNEL COMPLEMENT**

43 WATER AND RESOURCE RECOVERY CENTER

FD	JC	WP-GR	JOB CLASS	FY 2014		FY 2015		FY 2016	
				FTE	BUDGET	FTE	BUDGET	FTE	BUDGET
61010 Full Time Employee Expense									
610	5080	GE-40	WRRC MANAGER	1.00	101,026	1.00	105,100	1.00	105,462
610	3300	GE-35	WRRC ASSIST. MANAGER	1.00	57,843	1.00	59,432	1.00	59,194
610	3030	GE-34	MAINTENANCE SUPERVISOR WWT	1.00	73,270	1.00	76,239	1.00	76,478
610		GE-31	ENVIRONMENTAL COORDINATOR					1.00	50,094
610	2100	GE-31	LAB TECHNICIAN II	3.00	178,617	3.00	185,814	3.00	186,449
610	2900	GE-29	MATERIAL CONTROL CLERK	1.00	41,961	0.00	0	0.00	0
610		GE-25	CONFIDENTIAL ACCOUNT CLERK	0.00	0	1.00	45,293	1.00	45,451
610	2400	OE-14	EQUIPMENT MECHANIC - WWT	2.00	107,222	2.00	110,481	2.00	113,435
610	2800	OE-14	MAINTENANCE ELECTRICIAN	1.00	49,080	1.00	51,056	1.00	52,411
610	2600	OE-13	WWT PLANT OPR CERT GR III & IV	1.00	53,538	0.00	0	0.00	0
610	2500	OE-12	WWT PLANT OPERATOR CERT GR II	4.00	204,049	4.00	214,354	2.00	121,164
610	2450	OE-11	WWT PLANT OPERATOR (NC/GR I C)	3.00	137,649	4.00	194,732	4.00	199,858
			TOTAL FULL TIME EMPLOYEES	18.00	1,004,255	18.00	1,042,500	17.00	1,009,996
61030 SEASONAL EMPLOYEES									
610		NA-38	INTERN	0.16	3,939	0.16	4,097	0.16	4,112
			TOTAL SEASONAL EMPLOYEES	0.16	3,939	0.16	4,097	0.16	4,112
TOTAL WATER RESOURCE AND RECOVERY CE				18.16	1,008,194	18.16	1,046,597	17.16	1,014,108

**CITY OF DUBUQUE, IOWA
ACTIVITY PERSONNEL COMPLEMENT SUMMARY**

Run Date: 01/15/15

ACCT	FD	JC	WP-GR	POSITION CLASS	FY 2014		FY 2015		FY 2016		
					FTE	BUDGET	FTE	BUDGET	FTE	BUDGET	
Water & Resource Recovery Center Administration											
61043100	61010	610	3300	GE-40	WASTEWATER PLANT MANAGER	1.00	101,026	1.00	105,100	1.00	105,462
Total						1.00	101,026	1.00	105,100	1.00	105,462
Water & Resource Recovery Center Plant Operation											
61043100	61010	610	3300	GE-35	WASTEWATER ASSIST PLANT MG	1.00	57,843	1.00	59,432	1.00	59,194
61043400	61010	610	3030	GE-34	MAINTENANCE SUPERVISOR WW	1.00	73,270	1.00	76,239	1.00	76,478
61043400	61010	610	2400	OE-14	EQUIPMENT MECHANIC - WWT	2.00	107,222	2.00	110,481	2.00	113,435
61043400	61010	610		GE-31	ENVIRONMENTAL COORDINATOR	0.00	0	0.00	0	1.00	50,094
61043400	61010	610	2900	GE-29	MATERIAL CONTROL CLERK	1.00	41,961	0.00	0	0.00	0
61043400	61010	610	1000	GE-25	CONFIDENTIAL ACCOUNT CERK	0.00	0	1.00	45,293	1.00	45,451
61043400	61010	610	2500	OE-12	WWT PLANT OPERATOR CERT GF	4.00	204,049	4.00	194,732	4.00	199,858
61043400	61010	610	2450	OE-11	WWT PLANT OPERATOR (NC/GR I	3.00	137,649	4.00	214,354	2.00	121,164
61043400	61010	610	2800	OE-14	MAINTENANCE ELECTRICIAN	1.00	49,080	1.00	51,056	1.00	52,411
61043400	61010	610	2600	OE-13	WWT PLANT OPR CERT GR III & IV	1.00	53,538	0.00	0	0.00	0
Total						14.00	724,612	14.00	751,586	13.00	718,085
Environmental Monitoring Lab-FT											
61043700	61010	610	2100	GE-31	LAB TECHNICIAN II	3.00	178,617	3.00	185,814	3.00	186,449
Total						3.00	178,617	3.00	185,814	3.00	186,449
Environmental Monitoring Lab-Seasonal											
61043700	61030	610	0650	NA-38	FINANCE INTERN-SEASONAL	0.16	3,939	0.16	4,097	0.16	4,112
61043700	61030	610	0650	NA-28	FINANCE INTERN-SEASONAL	0.00	0	0.00	0	0.00	
Total						0.16	3,939	0.16	4,097	0.16	4,112
TOTAL WATER & RESOURCE RECOVERY DEPARTMENT						18.16	1,008,194	18.16	1,046,597	17.16	1,014,108

Capital Improvement Projects by Department/Division

WATER & RESOURCE RECOVERY					
CIP Number	Capital Improvement Project Title	FY 13 Actual Expense	FY 14 Actual Expense	FY 15 Adopted Budget	FY 16 Recomm'd Budget
7101339	SCADA SYSTEM UPGRADE	0	0	0	0
7101345	TERMINAL ST MOTOR REPAIR	45,293	0	0	0
7101837	WRR PLANT RENOVATION	20,241,216	5,675,472	350,000	0
7101837A	WRRP UPGRADE MERC SPILL	611,092	4,867	0	0
7101837B	WRRP UPGRADE COGEN	5,424	777	0	0
7101930	PUMPING STATION TELEMETRY	25,000	48,464	0	0
7102211	TERMINAL ST MAG METER REP	0	0	0	0
7102212	PERRY ST PUMPING UPGRADES	3,119	0	0	0
7102315	BRADLEY ST PMP STATION UP	31,352	0	0	0
7102474	BRADLEY/PERRY FORCE MAIN	0	0	0	0
7102529	NUTRIENT REDUCT STRATEGY	0	0	45,000	0
7102530	OUTFALL MANHOLE	0	0	30,000	315,000
7102597	FOG RECEIVING STATION	0	0	0	75,000
7102598	CLARIFIER REALIGN/REPAIR	0	0	0	38,000
7102599	KERPER PUMP MOTOR/CONTROL	0	0	0	35,000
7102600	CONCRETE PAD GAS COND EQ	0	0	0	11,000
7102601	REPLACEMENT OF RADIOS	0	0	0	6,785
WATER & RESOURCE RECOVERY TOTAL		20,962,496	5,729,579	425,000	480,785

City of Dubuque
Recommended Capital Improvement Program Summary
Fiscal Year 2016-2020

PROGRAM/DEPT	PROJECT DESCRIPTION	SOURCE OF FUNDS	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	TOTAL	PAGE
WATER & RESOURCE RECOVERY CENTER									
Business Type									
	Outfall Manhole Reconstruction	GO Borrowing	\$ 315,000	\$ -	\$ -	\$ -	\$ -	\$ 315,000	123
	Fats Oil and Grease (FOG) Receiving Station	GO Borrowing	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000	124
	Final Clarifier Drive Pier Realignment and Drive Repair	Sanitary Sewer Const Fund	\$ 38,000	\$ 39,140	\$ 40,314	\$ -	\$ -	\$ 117,454	125
	Kerper Pumping Station Motor and Controls Reconstruction	Sanitary Sewer Const Fund	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000	126
	Install a Concrete Pad Adjacent to the Gas Conditioning Equipment	Sanitary Sewer Const Fund	\$ 11,000	\$ -	\$ -	\$ -	\$ -	\$ 11,000	127
	Replacement of Radios. One portable and one base unit	Sanitary Sewer Const Fund	\$ 6,785	\$ -	\$ -	\$ -	\$ -	\$ 6,785	128
	Total - Water & Resource Recovery Center		\$ 480,785	\$ 39,140	\$ 40,314	\$ -	\$ -	\$ 560,239	

