



## UTILITY SERVICES

<u>FUNDING BY PROGRAM AREA</u>	<u>2009 REQUESTED</u>	<u>2009 RECOMMEND</u>
<b>BASIC UTILITY SERVICES</b>		
Water		
Water Plant	\$1,585,014	\$1,699,754
Capital Facilities	500,000	500,000
Refunds	22,000	22,000
<b>SUBTOTAL</b>	<b>2,107,014</b>	<b>2,221,754</b>
Water Reclamation		
Water Reclamation Plant	1,598,325	1,687,125
Capital Facilities	0	50,000
Refunds	30,000	30,000
<b>SUBTOTAL</b>	<b>1,628,325</b>	<b>1,767,125</b>
Solid Waste		
Curbside Recycling	410,025	413,300
Refunds	1,000	1,000
<b>SUBTOTAL</b>	<b>411,025</b>	<b>414,300</b>
Storm Water Drainage		
Storm Water Drainage	20,000	20,000
Capital Facilities	750,000	250,000
Refunds	1,000	1,000
<b>SUBTOTAL</b>	<b>771,000</b>	<b>271,000</b>
<b>Total</b>	<b>\$4,917,364</b>	<b>\$4,674,179</b>

Department:	Division:	Fund:	Account No:
Utility Services	Water Treatment	Water	550-07
Resource Summary	2007	2008	2009
Expenditure Categories	Actual	Budget	Requested
Personal Services	\$ 760,327	\$ 775,768	\$ 797,754
Operation and Maintenance	559,861	548,500	565,260
Capital Outlay	106,681	250,000	222,000
Total	<u>\$ 1,426,869</u>	<u>\$ 1,574,268</u>	<u>\$ 1,585,014</u>
Total Positions	10	10	10
Funding by Source			
Water	<u>\$ 1,426,869</u>	<u>\$ 1,574,268</u>	<u>\$ 1,585,014</u>
Total	<u>\$ 1,426,869</u>	<u>\$ 1,574,268</u>	<u>\$ 1,585,014</u>

Program Description:

Supply, pumping and filtration of potable water for the City of Kent are the major responsibilities of this division. The City's water plant treated an average 2.74 million gallons per day (MGD) in 2007, with a present capacity of 6 MGD. With modification, the plant capacity can be doubled. Development of a secondary wellfield to ensure an adequate future water supply is a major concern of the Administration.

Program Comments:

The 2009 recommended operating budget reflects an increase of \$58,500 or 10.7% as compared to the 2008 budget. Price increases in fuel, utilities and chemicals contributed to the increases of \$5,000 in vehicle fuel, \$53,000 in utilities and \$3,000 in materials and supplies.

The 2009 recommended capital reflects the items that were presented in the five year capital plan. The plant manager will determine how to best allocate the approved \$25,000 in miscellaneous plant equipment

Department: Utility Services      Division: Water Production      Fund: Water      Account No: 550-07

Line Description	2007 Actual	2008 Budget	2009 Requested	2009 Recommend
11 Employee - Regular Salaries	\$ 494,331	509,000	\$ 522,504	\$ 522,504
14 Retirement (PERS)	73,207	80,453	82,620	82,620
15 Medicare	5,597	4,913	5,020	5,020
16 Health Insurance	108,270	106,000	110,000	110,000
17 Uniform & Clothing Allow.	819	900	900	900
18 Overtime	69,322	65,668	67,638	67,638
19 Unemploy & Workers' Comp	8,781	8,834	9,072	9,072
<b>Total Personal Services</b>	<b>\$ 760,327</b>	<b>\$ 775,768</b>	<b>\$ 797,754</b>	<b>\$ 797,754</b>

21 Travel & Transportation	\$ 3,157	\$ 3,500	\$ 3,500	\$ 3,500
28 Vehicle Fuel	11,919	11,000	18,800	16,000
31 Utilities	202,565	195,000	198,900	248,000
32 Communications/Postage	8,223	6,000	6,120	6,000
33 Rents & Leases	6,129	7,000	7,000	7,000
34 Professional Services	15,330	7,000	7,000	4,500
35 Maint. of Equip & Facil	27,690	30,000	27,000	27,000
36 Insurance & Bonding	33,474	37,000	37,000	37,000
37 Printing, Photocopy, Advert	723	800	800	800
39 Misc. Contractual Service	36,790	40,000	40,800	40,000
41 Office Supplies	1,398	1,400	1,400	1,400
42 Operating Materials	207,167	207,000	211,140	210,000
44 Small Tools/Minor Equip.	5,296	2,800	5,800	5,800
<b>Total Operation &amp; Maintenance</b>	<b>\$ 559,861</b>	<b>\$ 548,500</b>	<b>\$ 565,260</b>	<b>\$ 607,000</b>

68 Contract	\$ 18,353	\$ 125,000		
Water Tank Replacement Study			\$ 20,000	\$ 20,000
Water Plant Facility Plan			0	75,000
63 Equipment Items>\$2,500	\$ 88,328	\$ 125,000		
Miscellaneous Plant Equipment			\$ 25,000	\$ 25,000
Front End Loader			150,000	150,000
Service Dept. Radio Upgrade (25%)			5,000	5,000
Alarm System Upgrade - Phase I			22,000	20,000
62 Buildings	\$ 0	\$ 0	\$ 0	\$ 0
<b>Total Capital Outlay</b>	<b>\$ 106,681</b>	<b>\$ 250,000</b>	<b>\$ 222,000</b>	<b>\$ 295,000</b>

**Total**      \$ 1,426,869      \$ 1,574,268      \$ 1,585,014      \$ 1,699,754

Department:	Division:	Fund:	Account No:
Utility Services	Water Reclamation	Sewer	550-15
Resource Summary	2007	2008	2009
Expenditure Categories	Actual	Budget	Requested
Personal Services	\$ 731,596	\$ 755,917	\$ 782,975
Operation and Maintenance	528,981	619,350	639,850
Capital Outlay	50,130	191,000	175,500
Total	<u>\$ 1,310,707</u>	<u>\$ 1,566,267</u>	<u>\$ 1,598,325</u>
Total Positions	10	10	10
Funding by Source	2007	2008	2009
Sewer	\$ 1,310,707	\$ 1,566,267	\$ 1,598,325
Total	<u>\$ 1,310,707</u>	<u>\$ 1,566,267</u>	<u>\$ 1,598,325</u>

Program Description:

The City of Kent wastewater treatment facility has a design flow of 5.0 MGD and is currently treating an average flow of 2.34 MGD (2007). The treatment process is termed advanced secondary activated sludge, since it incorporates the chemical removal of phosphorus and the biological removal of ammonia from the waste stream. In addition to the operation and maintenance of the treatment facilities, this division is also responsible for the operation and maintenance of seven sewage lift stations.

Major processes include barscreen, grit removal, preaeration, primary clarification, aeration, secondary clarification, chlorination, dechlorination, post aeration, dissolved air floatation, anaerobic digestion, belt press sludge dewatering and sludge disposal. Treatment effluent is discharged to the Cuyahoga River via an NPDES permit issued by the Ohio EPA. Stabilized cake sludge is applied to agricultural farmland via a sludge management plan issued and approved by the Ohio EPA.

Program Comments:

The 2009 operation and maintenance budget reflects an overall increase of \$47,800 or 7.7% as compared to the 2008 budget. The most significant change is an increase in utilities of \$31,000 based upon the historical level of expenditures, coupled with anticipated price increases. Also contributing to the overall change is growth related to anticipated price increases in the following areas - \$17,000 in contractual services for sludge disposal, \$6,000 in operating materials for chemicals and \$2,000 in fuel.

The 2009 recommended capital reflects the items that were presented in the five year capital plan. The plant manager will determine how to best allocate the approved \$25,000 in miscellaneous plant equipment.

Department:	Division:	Fund:	Account No:	
Utility Services	Water Reclamation	Sewer	550-15	
Line Description	2007 Actual	2008 Budget	2009 Requested	2009 Recommend
11 Employee - Regular Salaries	\$ 490,536	\$ 518,190	\$ 536,806	\$ 536,806
14 Retirement (PERS)	70,461	78,185	80,961	80,961
15 Medicare	5,383	3,782	3,935	3,935
16 Health Insurance	107,202	106,000	110,000	110,000
17 Uniform & Clothing Allowance	868	900	900	900
18 Overtime	47,797	40,275	41,483	41,483
19 Unemploy & Workers' Comp	9,349	8,585	8,890	8,890
<b>Total Personal Services</b>	<b>\$ 731,596</b>	<b>\$ 755,917</b>	<b>\$ 782,975</b>	<b>\$ 782,975</b>
21 Travel & Transportation	\$ 6,128	\$ 6,200	\$ 6,200	\$ 6,200
28 Vehicle Fuel	5,245	6,000	11,700	8,000
31 Utilities	258,803	275,000	275,000	306,000
32 Communications/Postage	8,219	9,500	9,500	9,500
33 Rents & Leases	1,562	2,100	2,100	2,100
34 Professional Services	9,329	20,000	12,000	12,000
35 Maint. of Equip & Facil	17,964	50,000	50,000	50,000
36 Insurance & Bonding	36,403	42,000	42,000	42,000
37 Printing, Photocopy, Advert	543	850	650	650
39 Misc. Contractual Service	89,415	94,000	111,000	111,000
41 Office Supplies	776	1,200	1,200	1,200
42 Operating Materials	93,036	111,000	117,000	117,000
44 Small Tools/Minor Equip.	1,558	1,500	1,500	1,500
<b>Total Operation &amp; Maintenance</b>	<b>\$ 528,981</b>	<b>\$ 619,350</b>	<b>\$ 639,850</b>	<b>\$ 667,150</b>
63 Equipment Items > \$2,500	\$ 50,130	\$ 25,000		
Miscellaneous Equipment			\$ 25,000	\$ 25,000
Dissolved Oxygen Meters			20,000	20,000
SCADA Touch Screens for Pump Stations			5,000	0
Pump Station Flow Meters			20,000	20,000
Radio Repeater (25%)			5,000	5,000
Flow Monitors			0	50,000
Vehicle Replacement (4 x 4)			23,000	23,000
68 Contract	\$ 0	\$ 166,000		
Roof Replacement			\$ 9,000	\$ 9,000
Misc. Concrete Repair			8,500	0
Update Facility Plan			85,000	85,000
<b>Total Capital Outlay</b>	<b>\$ 50,130</b>	<b>\$ 191,000</b>	<b>\$ 175,500</b>	<b>\$ 237,000</b>
<b>Total</b>	<b>\$ 1,310,707</b>	<b>\$ 1,566,267</b>	<b>\$ 1,598,325</b>	<b>\$ 1,687,125</b>

Department:	Division:	Fund:	Account No:
Utility Services	Capital Facilities	Water & Sewer	550-24
Resource Summary	2007	2008	2009
Expenditure Categories	Actual	Budget	Requested
Personal Services	\$ 0	\$ 0	\$ 0
Operation and Maintenance	36,553	0	0
Capital Outlay	320,221	2,500,000	1,250,000
Total	\$ <u>356,774</u>	\$ <u>2,500,000</u>	\$ <u>1,250,000</u>
Total Positions	0	0	0
Funding by Source	2007	2008	2009
Water	\$ 350,109	\$ 550,000	\$ 500,000
Sewer	6,665	600,000	0
Storm Water Drainage	0	1,350,000	750,000
Total	\$ <u>356,774</u>	\$ <u>2,500,000</u>	\$ <u>1,250,000</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 are also included in this cost center.

Program Comments:

This division is used to assist implementation of the five year capital improvement plan on an annual basis.

Department: Utility Services	Division: Capital Facilities	Fund: Water, Sewer & Storm Water Drainage	Account No: 550-24
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Line Description	2007 Actual	2008 Budget	2009 Requested	2009 Recommend
34 Professional Services	\$ 36,381	\$ 0	\$ 0	\$ 0
37 Printing, Photocopy & Advertising	172	0	0	0
<u>Total Operation &amp; Maintenance</u>	<u>\$ 36,553</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

61 Lands	\$ 1,050	\$ 0		
63 Equipment	0	0		
68 Contract	319,171	2,500,000		
Middlebury Road Water Main - Construction			\$ 500,000	\$ 500,000
Sanitary Flow Monitors			0	50,000
Area Q Phase 5 (Irma/Deidrick)			750,000	175,000
Fishcreek Watershed Evaluation			0	75,000

<u>Total Capital Outlay</u>	<u>\$ 320,221</u>	<u>\$ 2,500,000</u>	<u>\$ 1,250,000</u>	<u>\$ 800,000</u>
Total	\$ 356,774	\$ 2,500,000	\$ 1,250,000	\$ 800,000





Department:	Division:	Fund:	Account No:
Utility Services	Capital Facilities	Water, Sewer & Storm Water Drainage	550-24

Line Description	Water	Sewer	Storm Water Drainage	2009 Total
34 Professional Services	\$ 0	\$ 0	\$ 0	\$ 0
<u>Total Operation &amp; Maintenance</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

68 Contract

Middlebury Road Water Main - Constrction	\$ 500,000	\$ 0	\$ 0	\$ 500,000
Sanitary Flow Monitors	0	50,000	0	50,000
Area Q Ph. 5 (Irma/Deidrick)	0	0	175,000	175,000
Fishcreek Watershed Evaluation	0	0	75,000	75,000

<u>Total Capital Outlay</u>	<u>\$ 500,000</u>	<u>\$ 50,000</u>	<u>\$ 250,000</u>	<u>\$ 800,000</u>
Total	\$ 500,000	\$ 50,000	\$ 250,000	\$ 800,000

Department:  
Utility Services

Division:  
Refunds

Fund:  
Water/Sewer/Solid Waste/  
Storm Water Drainage

Account No:  
550-82

Resource Summary Expenditure Categories	2007 Actual	2008 Budget	2009 Requested	2009 Recommend
Personal Services	\$ 0	\$ 0	\$ 0	\$ 0
Operation and Maintenance	38,731	62,000	54,000	54,000
Capital Outlay	0	0	0	0
Total	<u>\$ 38,731</u>	<u>\$ 62,000</u>	<u>\$ 54,000</u>	<u>\$ 54,000</u>
Total Positions	0	0	0	0
Funding by Source				
Water	\$ 19,995	\$ 25,000	\$ 22,000	\$ 22,000
Sewer	18,733	35,000	30,000	30,000
Solid Waste	2	1,000	1,000	1,000
Storm Water Drainage	1	1,000	1,000	1,000
Total	<u>\$ 38,731</u>	<u>\$ 62,000</u>	<u>\$ 54,000</u>	<u>\$ 54,000</u>

Program Description:

This cost center is used to account for refunds of water, sewer, recycling and storm water drainage charges if there is an overpayment on a bill.

Program Comments:

Department: Utility Services	Division: Refunds	Fund: Water/Sewer/Solid Waste	Account No: 550-82
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Line Description	2007 Actual	2008 Budget	2009 Requested	2009 Recommend
71 Refunds	\$ 38,731	62,000	54,000	\$ 54,000
<u>Total Operation &amp; Maintenance</u>	<u>\$ 38,731</u>	<u>\$ 62,000</u>	<u>\$ 54,000</u>	<u>\$ 54,000</u>

<u>Total Capital Outlay</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>
Total	\$ 38,731	\$ 62,000	\$ 54,000	\$ 54,000

Department:	Division:	Fund:	Account No:
Utility Services	Solid Waste	Solid Waste	550-37
Resource Summary	2007	2008	2009
Expenditure Categories	Actual	Budget	Requested
Personal Services	\$ 0	\$ 0	\$ 0
Operation and Maintenance	413,260	393,300	410,025
Capital Outlay	0	0	0
Total	<u>\$ 413,260</u>	<u>\$ 393,300</u>	<u>\$ 410,025</u>
Total Positions	0	0	0
Funding by Source	2007	2008	2009
Solid Waste	\$ 413,260	\$ 393,300	\$ 410,025
Total	<u>\$ 413,260</u>	<u>\$ 393,300</u>	<u>\$ 410,025</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 compost site for residents to drop off yard waste.

Program Comments:

The 2009 recommended operation and maintenance budget reflects an increase of \$20,000 in the contractual services line as compared to the 2008 budget. The amounts budgeted in 2009 for contractual services are as follows: 1) \$335,000 for the curbside recycling contract with the County; 2) \$8,000 for tub grinding; 3) \$65,000 for spring clean-up; and 4) \$2,000 undesignated. The amount for the curbside recycling contract with the County reflects a 6% anticipated price increase and may need to be revised when the pending litigation regarding multi-family accounts is resolved.

Department:  
Utility Services

Division:  
Solid Waste

Fund:  
Solid Waste

Account No:  
550-37

Line Description	2007 Actual	2008 Budget	2009 Requested	2009 Recommend
21 Travel & Transportaion	\$ 0	\$ 0	\$ 0	\$ 0
32 Communications/Postage	930	800	800	800
34 Professional Services	135	500	500	500
35 Maint of Equip & Facil	0	0	100	100
36 Insurance & Bonding	375	800	800	800
39 Misc. Contractual Service	411,739	390,000	410,625	410,000
41 Office Supplies	0	200	200	100
42 Operating Materials	81	200	200	200
44 Small Tools/Minor Equip.	0	800	800	800
<u>Total Operation &amp; Maintenance</u>	<u>\$ 413,260</u>	<u>\$ 393,300</u>	<u>\$ 414,025</u>	<u>\$ 413,300</u>
63 Equipment Items > \$500	\$ 0	\$ 0	\$ 0	\$ 0

<u>Total Capital Outlay</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>
<u>Total</u>	<u>\$ 413,260</u>	<u>\$ 393,300</u>	<u>\$ 414,025</u>	<u>\$ 413,300</u>

Department:	Division:	Fund:	Account No:
Utility Services	Storm Water Drainage	Storm Water Drainage	550-02
Resource Summary	2007	2008	2009
Expenditure Categories	Actual	Budget	Requested
Personal Services	\$ 0	\$ 0	\$ 0
Operation and Maintenance	90,114	20,000	20,000
Capital Outlay	74,391	45,000	0
Total	<u>\$ 164,505</u>	<u>\$ 65,000</u>	<u>\$ 20,000</u>
Total Positions	0	0	0
Funding by Source	2007	2008	2009
Storm Water Drainage	\$ 164,505	\$ 65,000	\$ 20,000
Total	<u>\$ 164,505</u>	<u>\$ 65,000</u>	<u>\$ 20,000</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 2009 recommended operations and maintenance budget includes \$20,000 in professional services to continue implementation of the storm water management plan, primarily the public education component.

The transfer from the storm water drainage fund to income tax to repay the start-up costs will be \$30,000.

Department:  
Utility Services

Division: Storm Water Drainage  
Fund: Storm Water Drainage

Account No:  
550-24

Line Description	2007 Actual	2008 Budget	2009 Requested	2009 Recommend
21 Travel & Transportaion	\$ 0	\$ 0	\$ 0	\$ 0
34 Professional Services	84,435	20,000	20,000	20,000
36 Insurance & Bonding	4,294	0	0	0
37 Printing, Photocopy & Advertising	0	0	0	0
39 Misc. Contractual Service	777	0	0	0
42 Operating Materials	608	0	0	0
<u>Total Operation &amp; Maintenance</u>	<u>\$ 90,114</u>	<u>\$ 20,000</u>	<u>\$ 20,000</u>	<u>\$ 20,000</u>
63 Equipment	\$ 0	\$ 25,000	\$ 0	\$ 0
68 Contract	74,391	0	0	0
<u>Total Capital Outlay</u>	<u>\$ 74,391</u>	<u>\$ 25,000</u>	<u>\$ 0</u>	<u>\$ 0</u>
Total	\$ 164,505	\$ 45,000	\$ 20,000	\$ 20,000

