

City of Appleton
Wastewater Treatment
Summary Budget to Actual Report
For the Six Months Ending June 30, 2014

Description	Year to Date Expense	Encumbered Amount	Total Actual and Encumbered	Full Year Amended Budget	Percent of Amended Budget
Utility Administration	109,069	81	109,150	247,078	44.2 %
Wastewater Treatment	1,520,681	2,310	1,522,991	3,609,841	42.2 %
Biosolids Management	71,396	563	70,833	597,735	11.9 %
Lab & Pretreatment	143,938	2,298	141,640	295,629	47.9 %
Lift Stations	49,066	0	49,066	95,497	51.4 %
Wastewater Maintenance	0	0	0	0	.0 %
Utilities Capital Improvement	132,291	0	132,291	2,174,764	6.1 %
Utilities FMD Projects	71,635	0	71,635	437,135	16.4 %
Total	2,098,076	470	2,097,606	7,457,679	28.1 %

DEPARTMENT OF UTILITIES
WASTEWATER TREATMENT DIVISION
Mid-Year 2014 Review

Significant Events January through June 2014:

- ✓ A cost benefit analysis of emissions control devices for the water and wastewater treatment plants was completed prior to the State issuing the first emissions permit for the facility.
- ✓ Wastewater computer modeling was used to produce and evaluate different phosphorus processes. The information will be used to compile options to meet the Fox River Total Maximum Daily Load (TMDL).
- ✓ The Fox Wolf Watershed Alliance Project reported the feasibility and risk of partnering with other publicly owned treatment plants along the lower Fox River to meet phosphorus standards set by the TMDL.
- ✓ A low level phosphorus analyzer was purchased to support full scale phosphorus testing. The testing will occur in the fall of the year.
- ✓ The Compliance Maintenance Annual Report (eCMAR) for 2013 was submitted to WDNR in June. The overall letter grade received is an "A" with a grade point average of 3.86.
- ✓ An engineer was selected for the design of the Everett Street Lift Station. The station no longer meets capacity requirements for the service area.
- ✓ An engineering firm was selected to create specifications for maintenance and coatings of the hauled waste receiving station and secondary digesters.
- ✓ An engineering firm was selected to create specifications for an upgrade to the primary digester gas mixing system. The project, when complete, will reduce energy costs for mixing.
- ✓ Bidding documents were created for updating the preliminary treatment processes including two fine screens and a compactor/washer.

Areas of Primary Concentration for Remainder of 2014:

- ✓ An update to the sewer use ordinance will be recommended. The local limit ordinance will be recommended to update the municipal code.
- ✓ Construction of two fine screens and a washer compactor system. The preliminary treatment systems will also include an emergency bypass, conveyance systems and new lighting. Engineering for the Total Maximum Daily Load (TMDL) project will complete full scale demonstration testing. The effort will produce data to support chemical treatment options. The engineer will also finalize their report of meeting phosphorus compliance options.
- ✓ An inspection of two secondary digesters, a filtrate tank, and the hauled waste receiving station will aid in the creation of a maintenance plan to refurbish the tanks.
- ✓ The biosolids compost project continues to produce batches of USCC compost. The next batch will occur in August.
- ✓ Construction of a sludge storage building column and wall plate storage facility.
- ✓ Maintenance and coatings of two secondary digesters and the receiving station.

**WASTEWATER
2014 BUDGET PERFORMANCE DATA**

Program / Criteria	Actual 2012	Actual 2013	Target 2014	2014		Projected 2014
				Mid Year	End of Year	
5411 Utility Administration						
Client Benefits / Impacts						
Safe Work Environment						
# of workers comp claims / year	1	1	0	0		0
# of first aid entries per year	11	9	10	6		10
Strategic Outcomes						
Effective Use of Budgeted Funds						
% of operational budget for plant & lift station dollars obligated	84%	92%	100%	43%		100%
Work Process Outputs						
Government reports prepared						
# of reports filed						
Compliance Report (CMAR)	1	1	1	1		1
Biosolids Annual Report	1	1	1	0		1
Pretreatment Report	2	2	2	0		2
Discharge Report (DMR)	12	12	12	6		12

Program / Criteria	Actual 2012	Actual 2013	Target 2014	2014		Projected 2014
				Mid Year	End of Year	
5422 Utility Treatment						
Client Benefits / Impacts						
Environmental Safety						
# of DMR Permit exceedance violations	0	0	0	0		0
Essential Services Provided						
# of gallons of influent treated annually	3,964 MG	4,444 MG	4,250 MG	2,522 MG		4,250 MG
Strategic Outcomes						
Trained Staff						
% of staff adequately trained	82%	93%	100%	90%		100%
Average # of hours training per employee	29	20	25	22		22
High Wastewater Treatment Standards						
CMAR GPA for ten categories	A / 3.86	A / 3.86	A / 4.0	A / 3.86		A / 3.86
# of categorical grades of C or below	0	0	0	0		0
Work Process Outputs						
Efficient Plant Operation						
# of work days lost due to injuries	0	0	0	0		0
# of work orders closed	1,238	1,205	1,300	402		1,000
# of open work orders	533	405	400	585		585
Average # of days to close preventative work orders	52	50	35	34		34

**WASTEWATER
2014 BUDGET PERFORMANCE DATA**

Program / Criteria	Actual 2012	Actual 2013	Target 2014	2014		Projected 2014
				Mid Year	End of Year	
5423 Biosolids Management Program						
Client Benefits / Impacts						
Environmental Safety						
Biosolids Applications # of sites						
with Nitrogen loading exceedences	0	0	0	0		0
with Metal(s) loading exceedences	0	0	0	0		0
Strategic Outcomes						
Beneficial Re-use						
Wet tons applied	15,532	18,095	17,250	10,500		17,250
Wet tons landfilled	0	0	0	0		0
Wet tons composted	2,464	1,226	3,750	860		3,750
Work Process Outputs						
Biosolids Production and Storage						
Tons of biosolids produced	19,634	20,364	21,000	8,958		21,000
CMAR compliance						
# of site monitoring completed	15	27	24	22		30

Program / Criteria	Actual 2012	Actual 2013	Target 2014	2014		Projected 2014
				Mid Year	End of Year	
5424 Laboratory and Pretreatment						
Client Benefits / Impacts						
Environmental Safety						
# of industrial clients	10	10	10	10		10
# of clients in significant non-compliance	0	0	0	0		0
Increase Revenue Sources						
# of permitted haulers	12	11	11	11		11
\$ received from other sources	\$666,900	\$643,934	\$650,000	\$537,666		\$800,000
Strategic Outcomes						
# of pollution minimization initiatives	10	3	4	1		4
Work Process Outputs						
Record Maintenance - DMR						
# DMR and QA/QC samples completed	5,785	7,569	6,125	4,067		6,125
Improvement Treatment Processes						
# process samples analyzed annually*	5,501	4,997	4,900	2,298		4,900
Maintain Industrial Pretreatment Compliance						
# of inspections	10	10	10	0		10
# of sampling events	20	20	20	10		20
# of billable samples for other City depts.	553	419	550	272		550

*includes all compliance, process and billing samples

**includes compost pilot

**WASTEWATER
2014 BUDGET PERFORMANCE DATA**

Program / Criteria	Actual 2012	Actual 2013	Target 2014	2014		Projected 2014
				Mid Year	End of Year	
5425 Utility Lift Stations						
Client Benefits / Impacts						
Sewage Bypasses / Backups # per year attributed to lift stations	0	1	0	0		0
Strategic Outcomes						
Integrity of Lift Stations Maintained # of emergency calls required	13	13	20	9		20
Work Process Outputs						
Response to Work Orders # of preventative work orders	201	185	150	70		140
# of corrective work orders	76	39	70	5		50

Program / Criteria	Actual 2012	Actual 2013	Target 2014	2014		Projected 2014
				Mid Year	End of Year	
5432 Capital Improvements						
Client Benefits / Impacts						
Cost Effective Treatment Processes # of CIP's in budget year	11	9	6	11		11
# of CIP's in five-year plan	15	16	12	14		14
Strategic Outcomes						
Sewer Rate Changes % per year	0%	0%	0%	0%		0%
Work Process Outputs						
Project Management % of projects completed at year-end	45%	78%	100%	9%		55%

City of Appleton
Water Filtration
Summary Budget to Actual Report
For the Six Months Ending June 30, 2014

Description	Year to Date Expense	Encumbered Amount	Total Actual and Encumbered	Full Year Amended Budget	Percent of Amended Budget
Filtration Administration	173,983	100	174,083	356,366	48.8 %
Treatment Operations	2,714,490	5,375	2,709,115	6,289,621	43.1 %
Treatment Capital	1,151,633	0	1,151,633	6,812,844	16.9 %
Treatment FMD Projects	0	28,500	28,500	28,500	100.0 %
Total	4,040,106	23,225	4,063,331	13,487,331	30.1 %

DEPARTMENT OF UTILITIES
WATER TREATMENT DIVISION
Mid-Year 2014 Review

Significant Events January through June 2014:

- ✓ Contractor award of the Regulatory Upgrade and Process Improvement Project occurred in January.
- ✓ The Supervisory Control and Data Acquisition scope of work, under the RUIP project, has started with programming new systems.
- ✓ #1 through #4 Contactors, and the clearwells
- ✓ Emissions controls devices will not be required due to lower running times proposed with WPPI. Emissions devices were estimated to cost \$200,000
- ✓ A contractor was selected to construct the second Pressure Regulating Valve (PRV) station. The station will interconnect two distribution pressure zones when called upon to do so.
- ✓ The Koch Membrane Systems warranty agreement will not be renewed. The current term ends in June 2015.
- ✓ An engineering firm was selected to perform regulatory inspections of the Lindbergh standpipe along with the two clearwells at the water plant.
- ✓ The annual Consumer Confidence Report (CCR) for 2013 was mailed to all Appleton water customers in June.

Areas of Primary Concentration for Remainder of 2014:

- ✓ Partnering with the RUIP engineer and contractors and ensuring treatment processes (or portions) are available for construction purposes.
- ✓ Integrating new RUIP equipment into the existing treatment train will require cooperation, consultation, and training for staff.
- ✓ New electronic reporting to the State is a component of the RUIP project. Programing will require considerable time and expertise.
- ✓ Providing information and input into the RUIP project will be ongoing throughout the remainder of the year.
- ✓ Complete the Powdered Activated Carbon (PAC) silo combustion mitigation project with the introduction of carbon dioxide into the vessel. Other project elements include the addition of monitoring instruments and control devices.

WATER
2014 BUDGET PERFORMANCE DATA

Program / Criteria	Actual 2012	Actual 2013	Target 2014	2014		Projected 2014
				Mid Year	End of Year	
5321 Treatment Administration						
Client Benefits / Impacts						
Safe Work Environment						
# of workers comp claims / year	0	0	0	0		0
# of first aid entries per year	5	3	6	3		6
Strategic Outcomes						
Effective Use of Budgeted Funds						
% of Operational budget dollars obligated	99%	96%	100%	45%		100%
Work Process Outputs						
Government Reports Prepared						
# of names of regular reports						
CCR Report	1	1	1	1		1
DNR Reports	12	12	12	6		6
SARA Report	1	1	1	1		1

Program / Criteria	Actual 2012	Actual 2013	Target 2014	2014		Projected 2014
				Mid Year	End of Year	
5323 Treatment Operations and Maintenance						
Client Benefits / Impacts						
Adequate Supply of Safe Drinking Water						
% of water sampling tests in compliance per year	100%	100%	100%	100%		100%
# of sprinkling bans	0	0	0	0		0
# of gallons pumped per year	3,311 MG	4,666 MG	3,190 MG	1,610 MG		3,190 MG
Strategic Outcomes						
Trained Staff						
% of staff adequately trained	100%	94%	100%	100%		100%
Average # of hours training per employee	13	24	60	45		45
Work Process Outputs						
Efficient Plant Operation						
# of work days lost due to injuries	0	0	0	0		0
# of work orders closed	1,025	552	1,100	110		550
# of open work orders	93	103	225	129		129
Average # of days to close preventative work orders	89	150	50	47		47
# of reservoirs maintaining pressure per year	6	6	6	6		6
# of membrane repairs	6,753	11,995	15,000	13,337		15,000
Water Towers						
# inspected / painted per year	1 / 0	0 / 0	1 / 0	0 / 0		1 / 0

WATER
2014 BUDGET PERFORMANCE DATA

Program / Criteria	Actual 2012	Actual 2013	Target 2014	2014		Projected 2014
				Mid Year	End of Year	
5325 Treatment Capital Improvements						
Client Benefits / Impacts						
Adequate Water Pressure						
% of tests having adequate pressure	100%	100%	100%	100%		100%
Cost Effective Treatment Processes						
# of CIP's in budget year	7	5	3	7		7
# of CIP's in five-year plan	9	8	6	8		8
Strategic Outcomes						
Water Rate Changes						
% per year	0%	0%	0-3%	0%		0%
Work Process Outputs						
Project Management						
% of projects completed at year-end	43%	20%	100%	14%		57%