



Wastewater Funds

Wastewater Fund

The Wastewater Fund accounts for the operation of the Wastewater System, including Administration, Treatment, Collection and Capital Projects/Transfers.

Primary funding comes from the monthly billing of customers.

Wastewater System Development Fund

The Wastewater System Development Fund budgets for major improvements related to the expansion of the wastewater system to handle new growth.

Funding for the Wastewater System Development Fund comes from Wastewater System Development Fees and transfers from the Wastewater Fund and the Water Fund.



Wastewater

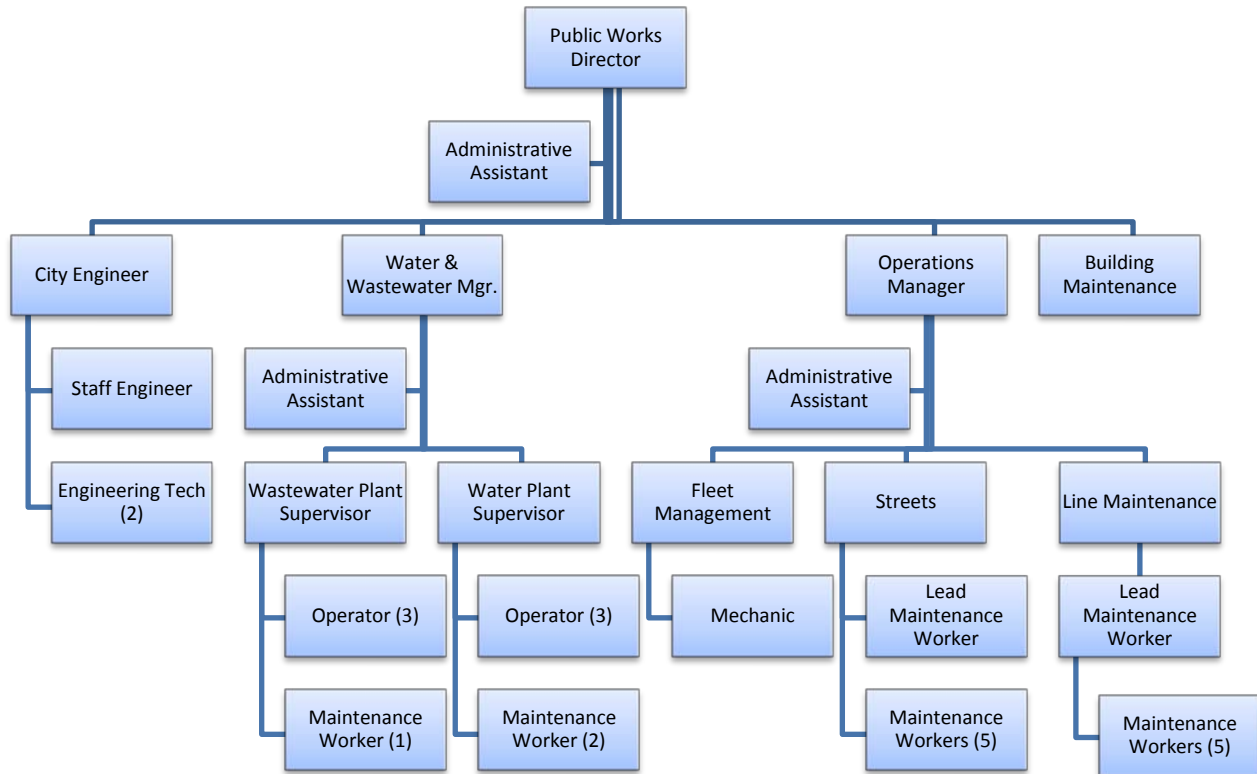
Department Description

The Wastewater Fund is comprised of four programs that include Wastewater Administration, Wastewater Treatment, Wastewater Collection, and Capital Projects/Transfers.

Department Mission Statement

The City of Gardner Water/Wastewater Division is committed to providing collection and treatment of their wastewater to our customers that meets or exceeds all wastewater treatment standards set by the industry, the Federal Government, and the State of Kansas, in the most cost effective manner possible.

Department Organization Chart



Personnel by Program (FTE)

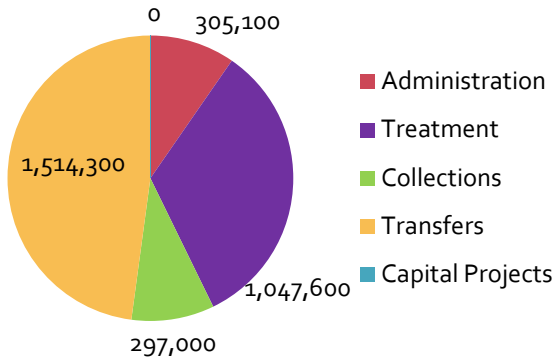
Division Staffing by Program (FTE)	2009	2010	2011
Wastewater Administration	1.0	1.0	1.0
Wastewater Treatment	6.0	6.0	5.0
Wastewater Collection	4.0	3.5	3.5
Total	11.0	10.5	9.5

Core Services

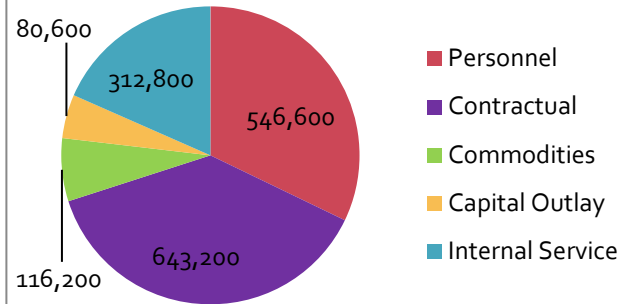
- Collect & Treat Wastewater

Budget Charts

Wastewater Fund All Programs



Wastewater Expenditures by Type



Department Funding by Program

Program Funding	2009 <u>Actual</u>	2010 <u>Budget</u>	2010 <u>Estimate</u>	2011 <u>Budget</u>
Operations:				
Wastewater Administration	\$ 270,337	321,200	292,700	305,100
Wastewater Treatment	\$ 927,131	1,025,500	956,000	1,047,600
Wastewater Collection	\$ <u>316,474</u>	<u>345,300</u>	<u>316,800</u>	<u>297,000</u>
Total	\$1,513,942	1,692,000	1,565,500	1,649,700
Capital Projects	\$ 185,015	0	10,000	0
Transfers	\$ 1,393,300	1,110,700	1,510,700	1,514,300
Fund Total	\$3,092,257	2,802,700	3,086,200	3,164,000
Wastewater Rate Increases	8%	8%	8%	8%

**City of Gardner
Wastewater Fund**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget
	-----	-----	-----	-----
Funds Available Jan 1	1,158,234	573,034	723,441	464,341
Revenue:				
Charges for Services:				
Sewer-Public	2,642,877	2,907,400	2,820,000	3,045,600
Sewer-General Fund	4,889	4,900	4,600	5,000
	-----	-----	-----	-----
Charges for Services Total	2,647,766	2,912,300	2,824,600	3,050,600
Use of Money:				
Interest on Investments	3,213	6,200	2,500	3,000
	-----	-----	-----	-----
Use of Money Total	3,213	6,200	2,500	3,000
Miscellaneous:				
Miscellaneous	6,485	0	0	0
	-----	-----	-----	-----
Miscellaneous Total	6,485	0	0	0
	-----	-----	-----	-----
Revenue Total	2,657,464	2,918,500	2,827,100	3,053,600
	=====	=====	=====	=====
Expenditures:				
Operations:				
Administration	270,337	321,200	292,700	305,100
Treatment	927,131	1,025,500	956,000	1,047,600
Collection	316,474	345,300	316,800	297,000
	-----	-----	-----	-----
Operations Total	1,513,942	1,692,000	1,565,500	1,649,700
Capital Improvement Projects				
UV Replacement/Upgrade (.5)	0	0	0	0
Fiber Project	0	0	10,000	0
Replacements	136,458	0	0	0
Wastewater Master Plan	48,557	0	0	0
	-----	-----	-----	-----
Capital Improvement Projects Total	185,015	0	10,000	0
Transfers Out				
Sewer Development	1,286,000	1,000,000	1,400,000	1,400,000
General Fund	107,300	110,700	110,700	114,300
	-----	-----	-----	-----
	1,393,300	1,110,700	1,510,700	1,514,300
	-----	-----	-----	-----
Expenditures Total	3,092,257	2,802,700	3,086,200	3,164,000
	=====	=====	=====	=====
Surplus/(Shortfall)	(434,793)	115,800	(259,100)	(110,400)
Funds Available Dec 31	723,441	688,834	464,341	353,941
	=====	=====	=====	=====
Percent Available to Revenue	23%	25%	15%	11%

City of Gardner Annual Budget

Program: All
 Department: Public Works 443
 Fund: Wastewater Fund 531

Classification		FY 09 Actual	FY 10 Budget	FY 10 Estimate	FY 11 Budget
Personal Services					
11	01 Full-Time	391,102	406,000	357,000	365,500
11	02 Overtime	20,278	21,000	21,000	18,900
21	01 Health & Dental Insurance	48,435	53,900	49,500	48,600
21	02 Life Insurance	558	600	600	600
22	01 Social Security	29,044	32,600	28,900	29,500
22	03 Unemployment Compensation	1,368	2,800	2,800	2,600
23	01 KPERs Retirement	23,715	32,100	26,800	28,900
23	05 Deferred Compensation	8,054	2,100	2,400	2,300
		522,554	551,100	489,000	496,900
Contractual Services					
31	15 Outsourced Services	30,006	53,500	53,000	58,100
40	01 Water	2,530	14,800	8,000	8,000
40	03 Telephone	14,031	13,400	13,400	13,400
40	05 Electricity	323,207	345,000	345,000	362,000
43	01 R&M Buildings	631	2,000	2,000	2,000
43	02 R&M Equipment	54,070	55,400	55,900	91,100
43	05 R&M Vehicle	4,400	4,500	4,500	4,500
44	02 Equip./Vehicle Rentals	368	1,200	1,200	1,200
46	01 Meetings/Training/Travel	1,971	6,600	7,700	8,000
46	02 Dues/Subscriptions	1,660	1,500	1,300	1,300
47	39 Sludge Removal	90,000	89,000	89,000	93,500
		522,932	586,900	581,300	643,200
Commodities					
52	02 Small Tools	1,952	4,200	4,200	4,200
52	04 Vehicle Supplies	10,503	7,000	7,100	7,100
52	09 Fuel & Fluids	20,041	29,800	24,000	25,000
52	12 Utility System Supplies	4,522	20,600	17,600	18,000
52	13 Chemicals	35,609	53,500	44,700	47,400
52	20 Operating Supplies	5,760	10,800	10,700	11,000
53	02 Clothing & Uniforms	2,744	3,600	3,500	3,500
		81,131	129,500	111,800	116,200
Capital Outlay					
61	04 Equipment	932	40,000	28,400	18,000
61	09 Vehicles	94,942	50,300	50,300	62,600
		95,874	90,300	78,700	80,600
Internal Services					
91	Building Services	10,923	9,400	9,400	10,400
91	IT Services	19,766	15,600	15,600	17,000
91	Risk Services	67,744	78,800	72,600	71,700
91	Utility Billing	193,018	230,400	207,100	213,700
		291,451	334,200	304,700	312,800
Total Expenditures		1,513,942	1,692,000	1,565,500	1,649,700



Wastewater Administration

Program Description

Provides leadership and project management for the Wastewater Division and ensures daily operations are effective and efficient. Billing is also budgeted here. The Wastewater Administration Program is split with the Water Administration Program.

2011 Program Goals and Objectives

Manage for future growth

- Begin design of Treatment Plant expansion

Increase commercial and industrial investments within the City

- Continue to implement the South Cedar Creek BD for wastewater

2010 Program Anticipated Accomplishments

Manage for future growth

- Prepare map of lift station capacities and current loadings
- Research options to expand plant capacity without full 2.5 MGD expansion

Increase commercial and industrial investments within the City

- South Cedar Creek BD wastewater
- Inspect construction of Horizon Trail lift station

Improve Organizational Capacity

- Gardner Leadership Program

Manage the economic recovery

- Examine ideas for developers to pay more of their share of development and review fees and charges

Core Performance Measures

Citizen Survey Satisfaction:	<u>2005</u>	<u>2007</u>	<u>2009</u>
Adequacy of City's wastewater system	58%	65%	72%

<u>Program Measurements:</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
	<u>Actual</u>	<u>Est.</u>	<u>Est.</u>

NA

Personnel by Program (FTE)

<u>Program Staffing (FTE)</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>
Wastewater Manager	0.5	0.5	0.5
Administrative Assistant	<u>0.5</u>	<u>0.5</u>	<u>0.5</u>
Total	1.0	1.0	1.0

City of Gardner Annual Budget

Program: Wastewater Administration 4310

Department: Public Works 443

Fund: Wastewater Fund 531

Classification	FY 09 Actual	FY 10 Budget	FY 10 Estimate	FY 11 Budget
-----	-----	-----	-----	-----
Personal Services				
11 01 Full-Time	55,452	55,000	51,000	55,300
21 01 Health & Dental Insurance	8,125	8,700	7,000	6,800
21 02 Life Insurance	56	100	100	100
22 01 Social Security	3,599	4,200	3,900	4,300
22 03 Unemployment Compensation	179	300	300	400
23 01 KPERS Retirement	2,949	3,900	3,700	4,300
	-----	-----	-----	-----
	70,360	72,200	66,000	71,200
Contractual Services				
31 15 Outsourced Services	0	5,000	5,000	5,000
40 03 Telephone	199	200	200	200
46 01 Meetings/Training/Travel	365	1,100	2,200	2,500
46 02 Dues/Subscriptions	120	300	300	300
47 01 Advertising/Legal Notices	58	0	300	100
	-----	-----	-----	-----
	742	6,600	8,000	8,100
Commodities				
52 09 Fuel and Fluids	13	0	0	0
52 20 Operating Supplies	51	500	500	500
	-----	-----	-----	-----
	64	500	500	500
Internal Services				
91 Building Services	1,731	2,900	2,900	3,500
91 IT Services	2,115	3,400	3,400	3,100
91 Risk Services	2,307	5,200	4,800	5,000
91 Utility Billing	193,018	230,400	207,100	213,700
	-----	-----	-----	-----
	199,171	241,900	218,200	225,300
Total Expenditures	270,337	321,200	292,700	305,100



Wastewater Treatment

Program Description

Treats and disposes of wastewater. The plant is operated and maintained to assure compliance with all State and Federal regulations. The Wastewater Treatment division also operates and maintains each of the lift station collection points.

2011 Program Goals and Objectives

Maintain and improve existing services and facilities

- Coordinate with Energy Audit Project to achieve savings in energy costs
- Continue to install load transfer switches in lift stations

Improve Mission Recognition

- Compete for the “Best Operated Plant” through KDHE.

2010 Program Anticipated Accomplishments

Maintain and improve existing services and facilities

- Install load transfer switches in several lift stations

Improve Mission Recognition

- Compete for the “Best Operated Plant” through KDHE.

Manage the economic recovery

- Continue to contain sludge removal costs by reducing the amount of sludge handled.

Core Performance Measures

<u>Program Measurements:</u>	2009	2010	2010	2011
	<u>Actual</u>	<u>Budget.</u>	<u>Est.</u>	<u>Est.</u>
Gallons treated (millions)	770	800	800	830
Cost per million gallons*	\$1,204	1,280	1,200	1,260

Personnel by Program (FTE)

<u>Program Staffing (FTE)</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>
Plant Supervisor	1.0	1.0	1.0
Wastewater Plant Operator	3.0	3.0	3.0
Maintenance Worker	<u>2.0</u>	<u>2.0</u>	<u>1.0</u>
Total	6.0	6.0	5.0

City of Gardner Annual Budget

Program: Wastewater Treatment 4320

Department: Public Works 443

Fund: Wastewater Fund 531

Classification		FY 09 Actual	FY 10 Budget	FY 10 Estimate	FY 11 Budget
-----		-----	-----	-----	-----
Personal Services					
11	01 Full-Time	213,951	229,700	198,000	233,400
11	02 Overtime	13,409	15,000	15,000	15,000
21	01 Health & Dental Insurance	28,965	33,100	30,000	42,800
21	02 Life Insurance	307	300	300	300
22	01 Social Security	16,265	18,700	16,300	19,000
22	03 Unemployment Compensation	764	1,700	1,700	1,700
23	01 KPERS Retirement	13,215	19,100	15,000	19,200
23	05 Deferred Compensation	6,978	1,900	1,800	2,100
		-----	-----	-----	-----
		293,854	319,500	278,100	333,500
Contractual Services					
31	15 Outsourced Services	26,290	36,700	36,200	40,200
40	01 Water	2,530	14,800	8,000	8,000
40	03 Telephone	12,390	11,900	11,900	11,900
40	05 Electricity	323,207	345,000	345,000	362,000
43	01 R&M Buildings	631	2,000	2,000	2,000
43	02 R&M Equipment	53,890	52,800	53,300	88,500
43	05 R&M Vehicle	3,118	3,000	3,000	3,000
46	01 Meetings/Training/Travel	772	3,500	3,500	3,500
46	02 Dues/Subscriptions	1,540	1,200	1,000	1,000
47	39 Sludge Removal	90,000	89,000	89,000	93,500
		-----	-----	-----	-----
		514,368	559,900	552,900	613,600
Commodities					
52	02 Small Tools	0	1,000	1,000	1,000
52	04 Vehicle Supplies	2,758	1,500	1,600	1,600
52	09 Fuel and Fluids	11,941	19,800	14,000	14,700
52	12 Utility System Supplies	0	15,000	12,000	12,000
52	13 Chemicals	28,070	45,200	36,400	38,300
52	20 Operating Supplies	4,199	6,700	6,600	6,900
53	02 Clothing & Uniforms	855	1,500	1,400	1,400
		-----	-----	-----	-----
		47,823	90,700	73,000	75,900
Capital Outlay					
61	04 Equipment	0	0	0	18,000
61	09 Vehicles	2,250	0	0	0
		-----	-----	-----	-----
		2,250	0	0	18,000
Internal Services					
91	Building Services	3,239	1,300	1,300	1,400
91	IT Services	17,651	11,100	11,100	12,500
91	Risk Services	47,946	43,000	39,600	42,400
		-----	-----	-----	-----
		68,836	55,400	52,000	56,300
Total Expenditures		927,131	1,025,500	956,000	1,097,300



Wastewater Collection

Program Description

Collects wastewater and ensures conveyance to the treatment facility by maintaining the sanitary sewer lines. This program is half the funding for the Line Maintenance Division and the other half is water distribution.

2011 Program Goals and Objectives

Maintain and improve existing services and facilities

- Implement maintenance programs for manhole inspection and manhole rehab.

Improve Mission Recognition

- Compete in KRWA “Best Distribution System” statewide competition.

2010 Program Anticipated Accomplishments

Manage for future growth

- Perform Acceptance Testing for all new installations and repairs on the water and sewer lines.
- Provide plan review and utility relocation recommendations for Engineering projects. Avoid relocations during construction.

Measure the Success

- Assist Fleet Maintenance in providing reporting by vehicle and class of vehicle of repair, miles, mpg

Core Performance Measures

<u>Program Measurements:</u>	<u>2009</u>	<u>2010</u>	<u>2010</u>	<u>2011</u>
	<u>Actual</u>	<u>Budget</u>	<u>Est.</u>	<u>Est.</u>
Number of sewer backups	5	5	5	5
Number of line breaks repaired	15	15	15	15
Line cleaned (feet)	148,000	150,000	150,000	155,000
Number of complaints	9	12	12	12

Personnel by Program (FTE)

<u>Program Staffing (FTE)</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>
Operations Manager	0.0	0.0	0.25*
Administrative Assistant	0.0	0.0	0.25*
Line Maintenance Supervisor	0.5	0.5	0.00*
Lead Maintenance Worker	0.0	0.0	0.50*
Line Maintenance Workers	<u>3.5</u>	<u>3.0</u>	<u>2.50</u>
Total	4.0	3.5	3.50

*Line Maintenance Supervisor position was eliminated in May 2010 due to the recession. The Operations Manager position was assigned Line Maintenance for Water and Wastewater as well as Streets and Storm Sewer Maintenance. A Maintenance Worker position was changed to Lead Worker position to report to the Operations Manager. Administrative Assistant position was also partially assigned to this area.

City of Gardner Annual Budget

Program: Wastewater Collection 4330

Department: Public Works 443

Fund: Wastewater Fund 531

Classification		FY 09 Actual	FY 10 Budget	FY 10 Estimate	FY 11 Budget
-----		-----	-----	-----	-----
Personal Services					
11	01 Full-Time	121,699	121,300	108,000	108,400
11	02 Overtime	6,869	6,000	6,000	6,000
21	01 Health & Dental Insurance	11,345	12,100	12,500	9,300
21	02 Life Insurance	195	200	200	200
22	01 Social Security	9,180	9,700	8,700	8,800
22	03 Unemployment Compensation	425	800	800	700
23	01 KPERS Retirement	7,551	9,100	8,100	8,000
23	05 Deferred Compensation	1,076	200	600	500
		-----	-----	-----	-----
		158,340	159,400	144,900	141,900
Contractual Services					
31	15 Outsources Services	3,716	11,800	11,800	12,900
40	03 Telephone	1,442	1,300	1,300	1,300
43	02 R&M Equipment	180	2,600	2,600	2,600
43	05 R&M Vehicle	1,282	1,500	1,500	1,500
44	02 Equip/vehicle rental	368	1,200	1,200	1,200
46	01 Meetings/Training/Travel	834	2,000	2,000	2,000
		-----	-----	-----	-----
		7,822	20,400	20,400	21,500
Commodities					
52	02 Small Tools	1,952	3,200	3,200	3,200
52	04 Vehicle Supplies	7,745	5,500	5,500	5,500
52	09 Fuel and Fluids	8,087	10,000	10,000	10,300
52	12 Utility System Supplies	4,522	5,600	5,600	6,000
52	13 Chemicals	7,539	8,300	8,300	9,100
52	20 Operating Supplies	1,510	3,600	3,600	3,600
53	02 Clothing & Uniforms	1,889	2,100	2,100	2,100
		-----	-----	-----	-----
		33,244	38,300	38,300	39,800
Capital Outlay					
61	04 Equipment	932	40,000	28,400	0
61	09 Vehicle	92,692	50,300	50,300	62,600
		-----	-----	-----	-----
		93,624	90,300	78,700	62,600
Internal Services					
Building Maintenance		5,953	5,200	5,200	5,500
91	IT Services	0	1,100	1,100	1,400
91	Risk Services	17,491	30,600	28,200	24,300
		-----	-----	-----	-----
		23,444	36,900	34,500	31,200
Total Expenditures		316,474	345,300	316,800	297,000



Wastewater Capital/Transfers

Program Description

This program accounts for major capital maintenance projects within the wastewater fund. The transfer to the General Fund is for payments for accounting and human resource services and the repayment of the removal of the Conestoga Sewer Lagoons; repayment will occur from 2007-2011. Transfers from the Wastewater Fund to the Wastewater Development Fund are used to pay for a portion of improvement necessary to support existing customers.

2011 Program Goals

- NA

2010 Program Anticipated Accomplishments

- Connect remote sites to communications network

Core Performance Measures

- Projects are on time and on budget

Personnel by Program (FTE)

Program Staffing (FTE)	<u>2009</u>	<u>2010</u>	<u>2011</u>
NA			
<u>Projects</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>
Line Replacement	136,458	0	0
Wastewater Master Plan	48,557	0	0
Communication Fiber	<u>0</u>	<u>10,000</u>	<u>0</u>
Total	185,015	10,000	0
<u>Transfers Out</u>			
WW Development Fund	1,286,000	1,400,000	1,400,000
General Fund	<u>107,300</u>	<u>110,700</u>	<u>114,300</u>
Total	1,393,300	1,510,700	1,514,300
Program Total	1,578,315	1,520,700	1,514,300

City of Gardner Annual Budget

Program: Wastewater Capital/Transfers 4340
Department: Public Works 443
Fund: Wastewater Fund 531

			FY 09 Actual	FY 10 Budget	FY 10 Estimate	FY 11 Budget
Classification			-----	-----	-----	-----
Capital Improvement						
62	10	Replacements - Line, manhole, lift station	136,458	0	0	0
		Fiber Project	0	0	10,000	0
		UV Replacement Upgrade (Debt)	0	0	0	0
		Master Plan	48,557	0	0	0
			-----	-----	-----	-----
			185,015	0	10,000	0
Transfers						
80	01	General Fund Transfer	50,000	50,000	50,000	50,000
		General Fund Services	57,300	60,700	60,700	64,300
		Wastewater Development	1,286,000	1,000,000	1,000,000	1,400,000
			-----	-----	-----	-----
			1,393,300	1,110,700	1,110,700	1,514,300
Total Expenditures			1,578,315	1,110,700	1,120,700	1,514,300



Wastewater Development

Department Description

Funds the development of new wastewater systems, system upgrades, and plant expansion. Funded by transfer from Wastewater Fund, Water System Development Fees, and developer reimbursements.

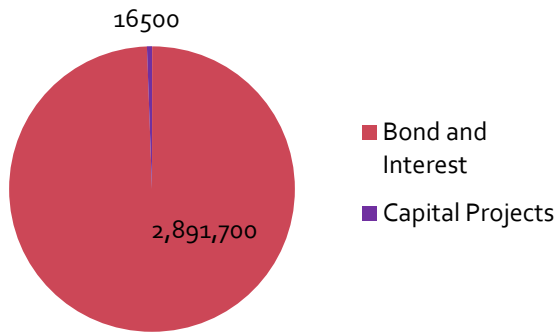
Department Mission Statement

The City of Gardner Water/Wastewater Division is committed to providing collection and treatment of their wastewater to our customers that meets or exceeds all wastewater treatment standards set by the industry, the Federal Government, and the State of Kansas, in the most cost effective manner possible.

Department Funding by Program

Budget Charts

Wastewater Fund All Programs



<u>Program Funding</u>	<u>2009 Actual</u>	<u>2010 Budget</u>	<u>2010 Estimate</u>	<u>2011 Budget</u>
Bond & Interest	\$ 2,915,963	2,841,300	2,800,800	2,891,700
Capital Projects	\$ 23,865	0	0	16,500
Fund Total	\$ 2,939,828	2,841,300	2,800,800	2,908,200

**City of Gardner
Wastewater Development Fund**

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget
Funds Available Jan 1	82,402	273,902	38,491	389,491
Revenue:				
Charges for Services:				
Sewer Sys Development Charge	409,800	677,000	748,800	777,800
Charges for Service Total	409,800	677,000	748,800	777,800
Use of Money:				
Interest on Investments	117	2,000	3,000	4,000
Use of Money Total	117	2,000	3,000	4,000
Transfers In:				
Sewer Fund	1,286,000	1,000,000	1,400,000	1,400,000
Water Fund	1,200,000	1,000,000	1,000,000	1,000,000
Transfers In Total	2,486,000	2,000,000	2,400,000	2,400,000
Revenue Total	2,895,917	2,679,000	3,151,800	3,181,800
Expenditures:				
Bond & Interest:	-	-	-	-
Sewer Fund	-	-	-	-
Kill Creek street/wtr BD (.358) xfer to B&I	26,903	26,400	26,100	26,400
Sewer Revolving Loan-Bull Creek C20-1346-01	148,084	148,100	148,100	148,100
Sewer Revolving Loan-Kill Creek C201514-01	1,318,791	1,318,800	1,318,800	1,318,800
2002-B Kill Creek GO	35,290	39,200	39,200	37,800
2002A-City Hall Bond (xfer)	18,260	19,300	19,300	20,500
2004D Sewer Relief - Grand (445,000)	62,060	61,000	61,000	64,000
2005A -East Lift Station (1.3)	159,208	160,200	160,200	160,900
2008B North Lift Station (6.0)	775,198	765,400	765,400	762,900
2009 Bull Creek lift (116 k) (loan ineligible- 2005 temp)	-	53,000	12,800	12,400
Bull Creek lift (4.2) C201721-01	372,170	249,900	249,900	249,900
South Lift Storage Tank (.68)	-	-	-	-
White Drive Gravity Main Replacement (1.5)	-	-	-	-
White Drive Gravity Main Replacement (1.5)	-	-	-	-
KCWWTP Expanison (13.0)	-	-	-	90,000
Bond & Interest Total	2,915,963	2,841,300	2,800,800	2,891,700
Capital Projects				
S. Lift Station expansion	23,865	-	-	-
Temporary Lift Station Removal	-	-	-	16,500
	23,865	-	-	16,500
Expenditures Total	2,939,828	2,841,300	2,800,800	2,908,200
Surplus/(Shortfall)	(43,911)	(162,300)	351,000	273,600
Funds Available Dec 31	38,491	111,602	389,491	663,091