

# City of Franklin, Tennessee Water Management

Operating & Capital Equipment

Biennial Budget

Fiscal Years 2014 & 2015



#### **Board of Mayor & Aldermen**

Dr. Ken Moore, Mayor

Beverly Burger Clyde Barnhill

Dana McLendon Pearl Bransford

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Mark Hilty, Water Management Director

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#### Water Management

Mark S. Hilty, Director

The Water Management Department's vision, in support of the City's vision statement, is to continually strive to enhance quality of life through exceptional, responsive, and cost effective water resources services. These services include drinking water treatment and distribution, wastewater collection and treatment, and reclaimed water distribution for customers located primarily in the City of Franklin.

To achieve this vision it is necessary to safely and efficiently deliver drinking water, sanitary sewer and reclaimed water services to our customers. The Water Management Department continues to evolve through formalization and refinement of practices and through the implementation of the Integrated Water Resources Plan.

This biennial budget was developed to further refine operations to achieve the department's vision, in support of the City of Franklin's goals and objectives. Revenues and expenditures for each division are presented in consolidated Sections as follows:

Division	Section
Water Distribution	Water
Water Treatment	Water
Utility Billing	Water
Wastewater Collection	Wastewater
Wastewater Treatment	Wastewater
Utility Administration	Wastewater
Reclaimed Water	Reclaimed Water

Water and wastewater are independent business units of the City of Franklin and are required to be self-sufficient entities. These utilities are not subsidized by local taxes, paying the General Fund monies to cover the costs of services such as payroll, human resources and other support activities. Reclaimed water, while presented as its own section, is an alternative disposal method of treated sanitary sewer. This disposal method in effect, increases the discharge capacity of the wastewater treatment plant (primarily during summer months) and provides a cost effective source of irrigation water within the reclaimed water distribution system while providing revenue to support its operation.



## **Water Section**

### Water Section Overview

The Water Section comprises the Water Treatment and Distribution Divisions and the Utility Billing Division. The activities of these divisions are summarized below.

- The Water Treatment facility is located on Lewisburg Pike. Staff at the plant perform numerous functions including water treatment, compliance sampling, and assisting Water Distribution service crews with system maintenance and operation.
- The Water Distribution service crews maintain approximately 275 miles of distribution lines, six (6) booster stations, and seven (7) finished water reservoirs with a capacity of 11.5 million gallons.
- The Utility Billing Division is the interface between the Water Management Department and Revenue Management. The division is responsible for collecting metering data and working with the Water Distribution Division to perform meter repairs, replacments, and to restore or terminate water service.

## Water Section Goals & Strategic Initiatives

The primary goal for the Water Section is to continue to provide safe, reliable drinking water to customers. The Water Section has been working to refine practices and policies to better serve customers including the drafting of revisions to municipal code, review of internal work flow related to customer service requests and work orders and training and educating staff. Some of the ongoing work includes refinements to scheduled the flushing program and to the standard operating procedures.

A key strategic initiative is working through preliminary design of upgrades to the Water Treatment Facility. The aging facility currently uses conventional treatment technologies to treat water. Staff has been working with design consultants to evaluate various treatment technologies specific to Harpeth River and raw water reservoir water. Some of the considerations during this process include regulatory compliance (existing and future), taste and odor, lifecycle costs and operational considerations.

An ongoing project that he Water Section has been working through is leak detection surveys. Due to scheduling conflicts the Water Section was unable to contract with a leak detection firm in FY 2013. This work is proposed to continue in FY 2014 to finish initial leak detection surveys on the entire system and establish systematic surveys to be initiated in FY 2015.

#### Water Section

#### Consumption and Revenues

The water customer base has increased 175 accounts from FY 2012 to FY 2013. The average consumption for residential customers in FY 2013 was approximately 6,220 gallons per month. This consumption level has remained relatively flat since FY 2010 ranging from 6,160 gal/month to 6,410 gal/month. The table below presents the account information and consumption values (residential and commercial totals) from FY 2007 through FY 2013.

Year	Customer Accounts	Annual Total (Million Gallons)	Monthly Average - Residential and Commercial (Gallons)
FY 07	16,194	1,662	8,554
FY 08	16,360	1,628	8,294
FY 09	16,444	1,576	7,989
FY 10	16,426	1,443	7,318
FY 11	16,454	1,489	7,539
FY 12	16,530	1,508	7,601
FY 13	16,705	1,492	7,444

Rate based revenues are projected to be at 99.4% of the budget. The tables below present a two year history, FY 2013 budgeted and estimated figures, the proposed bugets for FY 2014 and 2015 and projected revenues throught FY 2020. The FY 2014 and FY 2015 budget revenues are based on the approved rate adjustment scheduled for January 1, 2014 and projected growth within the service area.

#### **Revenues through Budget 2015**

	Actual 2012	Budget 2013	Estd 2013	Budget 2014	Budget 2015
Available Funds					
INTEREST INCOME	18,726	15,600	15,600	15,600	15,600
RENTAL INCOME	23,273	11,600	21,600	20,000	20,000
SALE OF SURPLUS ASSETS	(26,066)	0	7,793	0	0
TOTAL USE OF MONEY & PROPERTY	15,933	27,200	44,993	35,600	35,600
MISCELLANEOUS OTHER REVENUE	1,252	0	0	0	0
TOTAL OTHER REVENUE	1,252	0	0	0	0
CUSTOMER SERVICE	8,875,354	9,007,500	8,952,401	9,489,546	9,679,336
PENALTIES	217,210	247,650	250,000	260,000	265,000
SERVICE CHARGES	159,580	103,000	148,500	95,000	95,000
INSPECTION FEES	60,877	66,950	61,353	60,000	60,000
OTHER SERVICE REVENUE	68,766	103,000	101,082	91,800	91,800
TOTAL CUSTOMER SERVICE	9,381,787	9,528,100	9,513,336	9,996,346	10,191,136
CONTRIBUTIONS FROM DEVELOPER	327,880	0	0	0	0
INSTALLATION FEE	55,323	25,750	97,663	75,000	75,000
TOTAL CAPITAL CONTRIBUTIONS	383,203	25,750	97,663	75,000	75,000
Total Available Funds	9,782,175	9,581,050	9,655,992	10,106,946	10,301,736

#### **Revenues Forecast 2016 through 2020**

	Forecast 2016	Forecast 2017	Forecast 2018	Forecast 2019	Forecast 2020
Available Funds					
INTEREST INCOME	15,600	15,600	15,600	15,600	15,600
RENTAL INCOME	20,000	20,000	20,000	20,000	20,000
TOTAL USE OF MONEY & PROPERTY	35,600	35,600	35,600	35,600	35,600
CUSTOMER SERVICE	9,872,923	10,070,381	10,271,789	10,477,225	10,686,770
PENALTIES	270,000	275,000	280,000	285,000	290,000
SERVICE CHARGES	95,000	95,000	95,000	95,000	95,000
INSPECTION FEES	60,000	60,000	60,000	60,000	60,000
OTHER SERVICE REVENUE	91,800	91,800	91,800	91,800	91,800
TOTAL CUSTOMER SERVICE	10,389,723	10,592,181	10,798,589	11,009,025	11,223,570
INSTALLATION FEE	75,000	75,000	75,000	75,000	75,000
TOTAL CAPITAL CONTRIBUTIONS	75,000	75,000	75,000	75,000	75,000
Total Available Funds	10,500,323	10,702,781	10,909,189	11,119,625	11,334,170

## Water Section Water Expenditures

**Personnel** – The staffing tables below present the position, pay grade, the proposed number of budgeted positions for FY 2014 and FY 2015, and the projected positions for FY 2016 through FY 2020. There are no proposed staffing changes in the Water Section for the planning horizon. Also included is the anticipated pay grade of the position based on the compensation and classification study currently being evaluated by the Board of Mayor and Aldermen and is subject to change based on the Board's decisions regarding this matter. Appendix A presents the overall department organization.

**WATER SECTION - Proposed Personnel** 

UTILITY BILLING							
		ANTICIDATED	DUDCETED	DUDGETED	AAAFAIDED EV	DUDGETED	BUDGETED
		ANTICIPATED	BUDGETED	BUDGETED	AMENDED FY	BUDGETED	BUDGETED
POSITION	PAY GRADE	PAY GRADE	FY 2012	FY 2013	2013	FY 2014	FY 2015
Meter Reader Sr	10	С	1	1	1	1	1
MeterReader	9	В	2	2	2	2	2
TOTALS			3	3	3	3	3
WATER DISTRIBUTION							
			BUDGETED	BUDGETED	AMENDED FY		
		ANTICIPATED	FY 2012 FULL-	FY 2013 FULL-	2013 FULL-	BUDGETED	BUDGETED
POSITION	PAY GRADE	PAY GRADE	TIME	TIME	TIME	FY 2014	FY 2015
Service Division Superintendent	20	1	1	1	1	1	1
Water Distribution Assistant Superintendent	19	G	1	1	1	1	1
Utilities Crew Chief	13	E	3	3	3	3	3
Backflow Inspector	16	D	2	2	2	2	2
Administrative Assistant	12	D	1	1	1	1	1
Stock Room Supervisor	12	D	1	1	1	1	1
Equipment Operator Senior	11	D	2	3	2	2	2
Utility Service Worker Sr	10	С	4	5	4	4	4
TOTALS			15	17	15	15	15
WATER TREATMENT PLANT							
			BUDGETED	BUDGETED	AMENDED FY		

			BUDGETED	BUDGETED	AMENDED FY		
		ANTICIPATED	FY 2012 FULL-	FY 2013 FULL-	2013 FULL-	BUDGETED	BUDGETED
POSITION	PAY GRADE	PAY GRADE	TIME	TIME	TIME	FY 2014	FY 2015
Water Plant Superintendent	20	Н	1	1	1	1	1
Water Plant Assistant Superintendent	19	G	1	1	1	1	1
Water Operator Sr	16	E	5	5	5	5	5
Water Operator 2	13	TBD	2	2	2	2	2
Administrative Assistant	12	D	1	1	1	1	1
Water Operator 1	11	D	3	3	3	3	3
TOTALS	•		13	13	13	13	13
WATER SECTION TOTALS			31	33	31	31	31

**WATER SECTION - Projected Personnel** 

UTILITY BILLING							
POSITION	PAY GRADE	ANTICIPATED PAY GRADE	PROJECTED FY 2016	PROJECTED FY 2017	PROJECTED FY 2018	PROJECTED FY 2019	PROJECTED FY 2020
Meter Reader Sr	10	C	1	1	1	1	1
Meter Reader	9	В	2	2	2	2	2
TOTALS			3	3	3	3	3
WATER DISTRIBUTION			-		-		-
POSITION	PAY GRADE	ANTICIPATED PAY GRADE	PROJECTED FY 2016	PROJECTED FY 2017	PROJECTED FY 2018	PROJECTED FY 2019	PROJECTED FY 2020
Service Division Superintendent	20	I	1	1	1	1	1
Water Distribution Assistant Superintendent	19	G	1	1	1	1	1
Utilities Crew Chief	13	E	3	3	3	3	3
Backflow Inspector	16	D	2	2	2	2	2
Administrative Assistant	12	D	1	1	1	1	1
Stock Room Supervisor	12	D	1	1	1	1	1
Equipment Operator Senior	11	D	2	2	2	2	2
Utility Service Worker Sr	10	С	4	4	4	4	4
TOTALS			15	15	15	15	15
WATER TREATMENT PLANT							
POSITION	PAY GRADE	ANTICIPATED PAY GRADE	PROJECTED FY 2016	PROJECTED FY 2017	PROJECTED FY 2018	PROJECTED FY 2019	PROJECTED FY 2020
Water Plant Superintendent	20	Н	1	1	1	1	1
Water Plant Assistant Superintendent	19	G	1	1	1	1	1
Water Operator Sr	16	E	5	5	5	5	5
Water Operator 2	13	TBD	2	2	2	2	2
Administrative Assistant	12	D	1	1	1	1	1
Water Operator 1	11	D	3	3	3	3	3
TOTALS			13	13	13	13	13
WATER SECTION TOTALS			31	31	31	31	31

**Operations** – The largest operations expense in the Water Section continues to be the purchase of finished water. Expenditures on purchased water can fluctuate depending on a number of factors. Some of these factors include Franklin Water Treatment capacities, weather, financial considerations, and water resource conservation efforts. The expenditure for FY 2013 is approximately \$3,000,000, nearly \$350,000 less than the expense in FY 2012.

Indirect Expenses also is a large expense item in the Water Section. These expenses include payment to the General Fund for customer service, utility billing, and other support functions such as Engineering and Human Resources.

Utilities are estimated to be approximately \$230,000 for FY 2013. Electricity is the primary cost, and is necessary for booster pump stations in the distribution system, high service and raw water pumps at the Water Treatment Plant, and other day to day needs. Raw water pumping expenditures has decreased since the rehabilitation work to the reservoir. Additionally, the Water Section is taking steps to evaluate and reduce electrical consumption based on the efforts taken in the Wastewater Section.

**Operations Capital** – Operations Capital expenditures are related to equipment and vehicles directly related to operations versus system replacement or expansion. As originally presented in the FY 2013 Budget Amendment, the Water Management Department has evaluated the annual cost of replacement of operations capital items based on present day replacement value,

anticipated lifecycle, and a projected annual increase in replacement cost of five percent. The department hopes to achieve the following goals by using this approach:

- Provide for adequate funding of operations capital,
- Avoid significant swings in required funding from one budget to another, and
- Provide more stable data in performing cost of service analyses.

This process was applied to operations capital expenditures on machinery and equipment, vehicals, information technology expenditures, and buildings.

#### **Expenditures through Budget 2015**

Second Description Services   17,172   12,400   12,335   10,250   10,450   10,450   10,500   116,200   1			Actual 2012	Budget 2013	Estd 2013	Budget 2014	Budget 2015
Section   Coloration   Colora	PERS	ONNEL					
OPERATIONS         1,618,380         1,862,456         1,666,171         1,887,404         1,949,829           OPERATIONS           82100         Transportation Services         4,724         3,687         610         1,350         1,350           82200         Operating Services         17,172         12,400         12,335         15,000         15,840           82300         Notices Subscriptions Publication         10,569         11,250         5,135         10,250         10,450           82400         Utilities         252,579         273,625         233,466         252,850         264,902           82500         Contractual Services         735,494         35,000         164,084         55,000         55,000           82600         Repair & Maintenance Services         260,576         189,500         172,057         112,000         116,420           82700         Employee Programs         433         1,600         1,594         7,400         7,400           82800         Professional Development/Travel         2,669         8,490         11,539         8,900         8,900           83100         Office Supplies         5,123         4,350         4,101         4,500         4,500	81100	Salaries & Wages	1,090,217	1,285,123	1,137,634	1,328,338	1,374,009
OPERATIONS           82100         Transportation Services         4,724         3,687         610         1,350         1,350           82200         Operating Services         17,172         12,400         12,335         15,000         15,840           82300         Notices Subscriptions Publication         10,569         11,250         5,135         10,250         10,450           82400         Utilities         252,579         273,625         23,466         252,850         264,902           82500         Contractual Services         735,494         35,000         164,084         55,000         55,000           82600         Repair & Maintenance Services         260,576         189,500         172,057         112,000         116,420           82700         Employee Programs         433         1,600         1,594         7,400         7,400           82800         Professional Development/Travel         2,669         8,490         11,539         8,900         8,900           83100         Office Supplies         5,123         4,350         4,101         4,500         4,500           83200         Poreating Supplies         358,021         288,400         280,407         275,750         28	81400	Employee Benefits	528,163	577,333	528,537	559,065	575,820
82100 Transportation Services	TOTAL	PERSONNEL	1,618,380	1,862,456	1,666,171	1,887,404	1,949,829
82100 Transportation Services		_					
82100 Transportation Services							
82200         Operating Services         17,172         12,400         12,335         15,000         15,840           82300         Notices Subscriptions Publication         10,569         11,250         5,135         10,250         10,450           82400         Utilities         252,579         273,625         233,456         252,850         264,902           82500         Contractual Services         735,494         35,000         164,084         55,000         55,000           82600         Repair & Maintenance Services         260,576         189,500         172,057         112,000         116,420           82700         Employee Programs         433         1,600         1,594         7,400         7,400           82800         Professional Development/Travel         2,669         8,490         11,539         8,900         8,900           83100         Office Supplies         5,123         4,350         4,101         4,500         4,500           83200         Operating Supplies         358,021         208,400         280,467         275,750         283,790           83300         Fuel & Mileage         26,301         26,500         44,705         30,200         32,012           83400	OPER	RATIONS					
82300 Notices Subscriptions Publication 82400 Utilities 82500 Contractual Services 82500 Contractual Services 8260,576 82600 Repair & Maintenance Services 8260,576 82600 Repair & Maintenance Services 8260,576 82700 Employee Programs 82700 Epolograms 82700 Epolograms 82700 Epolograms 82700 Employee Programs 82700 Machinery & Equipment (<\$25,000) 82700 Epolograms 82700		Transportation Services	4,724	3,687			1,350
82400 Utilities							15,840
82500         Contractual Services         735,494         35,000         164,084         55,000         55,000           82600         Repair & Maintenance Services         260,576         189,500         172,057         112,000         116,420           82700         Employee Programs         433         1,600         1,594         7,400         7,400           82800         Professional Development/Travel         2,669         8,490         11,539         8,900         8,900           83100         Office Supplies         5,123         4,350         4,101         4,500         4,500           83200         Operating Supplies         358,021         208,400         280,467         275,750         283,790           83300         Fuel & Mileage         26,301         26,500         44,705         30,200         32,012           83400         Supplies for Resale         3,344,868         3,400,000         3,000,000         3,500,000         3,600,000           83500         Machinery & Equipment (<\$25,000)		• • • • • • • • • • • • • • • • • • • •					10,450
82600         Repair & Maintenance Services         260,576         189,500         172,057         112,000         116,420           82700         Employee Programs         433         1,600         1,594         7,400         7,400           82800         Professional Development/Travel         2,669         8,490         11,539         8,900         8,900           83100         Office Supplies         5,123         4,350         4,101         4,500         4,500           83200         Operating Supplies         358,021         208,400         280,467         275,750         283,790           83300         Fuel & Mileage         26,301         26,500         44,705         30,200         32,012           83400         Supplies for Resale         3,344,868         3,400,000         3,000,000         3,500,000         3,600,000           83500         Repair & Maintenance Supplies         315,635         250,250         328,482         249,300         256,772           84000         Operational Units         965,211         1,033,983         1,058,823         1,090,588           85100         Property & Liability Costs         1,296,930         60,950         42,775         89,076         91,748           85200					,		
82700 Employee Programs	82500	Contractual Services	735,494	35,000	164,084	55,000	55,000
82800 Professional Development/Travel 2,669 8,490 11,539 8,900 8,900 83100 Office Supplies 5,123 4,350 4,101 4,500 4,500 83200 Operating Supplies 358,021 208,400 280,467 275,750 283,790 83300 Fuel & Mileage 26,301 26,500 44,705 30,200 3,2012 83400 Supplies for Resale 3,344,868 3,400,000 3,000,000 3,500,000 3,600,000 83500 Machinery & Equipment (<\$25,000) 123,049 61,025 10,675 61,300 62,265 83600 Repair & Maintenance Supplies 315,635 250,250 328,482 249,300 256,772 84000 Operational Units 965,211 1,033,983 1,033,983 1,058,823 1,090,588 85100 Property & Liability Costs 1,296,930 60,950 42,775 89,076 91,748 85200 Rentals 545 2,050 23,526 2,000 2,030 85300 Permits 28,294 38,100 31,136 38,100 40,005 85500 Financial Fees 32,814 40,050 61,643 41,800 41,854 86000 Debt Service and Lease Payments 71,548 209,963 224,245 209,739 209,821 TOTAL OPERATIONS 7,852,555 5,871,173 5,686,548 6,023,338 6,195,646 CAPITAL  89200 Buildings 0 0 0 0 0 2,000 2,100 89300 Improvements 0 1,000,000 495,235 1,300,000 1,300,000 89500 Machinery & Equipment (>\$25,000) 0 432,000 135,595 185,000 189,250	82600	Repair & Maintenance Services	260,576	189,500	172,057	112,000	116,420
83100 Office Supplies		Employee Programs	433	1,600	1,594	7,400	7,400
83200 Operating Supplies 358,021 208,400 280,467 275,750 283,790 83300 Fuel & Mileage 26,301 26,500 44,705 30,200 32,012 83400 Supplies for Resale 3,344,868 3,400,000 3,000,000 3,500,000 3,600,000 83500 Machinery & Equipment (<\$25,000) 123,049 61,025 10,675 61,300 62,265 83600 Repair & Maintenance Supplies 315,635 250,250 328,482 249,300 256,772 84000 Operational Units 965,211 1,033,983 1,033,983 1,058,823 1,099,588 85100 Property & Liability Costs 1,296,930 60,950 42,775 89,076 91,748 85200 Rentals 545 2,050 23,526 2,000 2,030 85300 Permits 28,294 38,100 31,136 38,100 40,005 85500 Financial Fees 32,814 40,050 61,643 41,800 41,854 86000 Debt Service and Lease Payments 71,548 209,963 224,245 209,739 209,821 TOTAL OPERATIONS 7,852,555 5,871,173 5,686,548 6,023,338 6,195,646 CAPITAL  89200 Buildings 0 0 0 0 0 2,000 2,100 89300 Improvements 0 1,000,000 495,235 1,300,000 1,300,000 89500 Machinery & Equipment (>\$25,000) 0 432,000 135,595 185,000 189,250	82800	Professional Development/Travel	2,669		11,539	8,900	8,900
83300 Fuel & Mileage 26,301 26,500 44,705 30,200 32,012 83400 Supplies for Resale 3,344,868 3,400,000 3,000,000 3,500,000 3,600,000 83500 Machinery & Equipment (<\$25,000) 123,049 61,025 10,675 61,300 62,265 83600 Repair & Maintenance Supplies 315,635 250,250 328,482 249,300 256,772 84000 Operational Units 965,211 1,033,983 1,033,983 1,058,823 1,090,588 85100 Property & Liability Costs 1,296,930 60,950 42,775 89,076 91,748 85200 Rentals 545 2,050 23,526 2,000 2,030 85500 Financial Fees 32,814 40,050 61,643 41,800 40,005 85500 Financial Fees 32,814 40,050 61,643 41,800 41,854 86000 Debt Service and Lease Payments 71,548 209,963 224,245 209,739 209,821 TOTAL OPERATIONS 7,852,555 5,871,173 5,686,548 6,023,338 6,195,646  CAPITAL  89200 Buildings 0 0 0 0 0 2,000 2,100 89300 Improvements 0 1,000,000 495,235 1,300,000 1,300,000 89500 Machinery & Equipment (>\$25,000) 0 432,000 135,595 185,000 189,250		Office Supplies	5,123	4,350	4,101	4,500	4,500
83400 Supplies for Resale 3,344,868 3,400,000 3,000,000 3,500,000 3,600,000 83500 Machinery & Equipment (<\$25,000) 123,049 61,025 10,675 61,300 62,265 83600 Repair & Maintenance Supplies 315,635 250,250 328,482 249,300 256,772 84000 Operational Units 965,211 1,033,983 1,033,983 1,058,823 1,090,588 85100 Property & Liability Costs 1,296,930 60,950 42,775 89,076 91,748 85200 Rentals 545 2,050 23,526 2,000 2,030 85300 Permits 28,294 38,100 31,136 38,100 40,005 85500 Financial Fees 32,814 40,050 61,643 41,800 41,854 86000 Debt Service and Lease Payments 71,548 209,963 224,245 209,739 209,821 TOTAL OPERATIONS 7,852,555 5,871,173 5,686,548 6,023,338 6,195,646 CAPITAL  89200 Buildings 0 0 0 0 2,000 2,100 89300 Improvements 0 1,000,000 495,235 1,300,000 1,300,000 89500 Machinery & Equipment (>\$25,000) 0 432,000 135,595 185,000 189,250		Operating Supplies	358,021	208,400	280,467	275,750	283,790
83500 Machinery & Equipment (<\$25,000)	83300	Fuel & Mileage	26,301	26,500	44,705	30,200	32,012
83600 Repair & Maintenance Supplies 315,635 250,250 328,482 249,300 256,772 84000 Operational Units 965,211 1,033,983 1,033,983 1,058,823 1,090,588 85100 Property & Liability Costs 1,296,930 60,950 42,775 89,076 91,748 85200 Rentals 545 2,050 23,526 2,000 2,030 85300 Permits 28,294 38,100 31,136 38,100 40,005 85500 Financial Fees 32,814 40,050 61,643 41,800 41,854 86000 Debt Service and Lease Payments 71,548 209,963 224,245 209,739 209,821 TOTAL OPERATIONS 7,852,555 5,871,173 5,686,548 6,023,338 6,195,646 CAPITAL  89200 Buildings 0 0 0 0 2,000 2,100 89300 Improvements 0 1,000,000 495,235 1,300,000 1,300,000 89500 Machinery & Equipment (>\$25,000) 0 432,000 135,595 185,000 189,250	83400	Supplies for Resale	3,344,868	3,400,000	3,000,000	3,500,000	3,600,000
84000 Operational Units 965,211 1,033,983 1,033,983 1,058,823 1,090,588 85100 Property & Liability Costs 1,296,930 60,950 42,775 89,076 91,748 85200 Rentals 545 2,050 23,526 2,000 2,030 85300 Permits 28,294 38,100 31,136 38,100 40,005 85500 Financial Fees 32,814 40,050 61,643 41,800 41,854 86000 Debt Service and Lease Payments 71,548 209,963 224,245 209,739 209,821 TOTAL OPERATIONS 7,852,555 5,871,173 5,686,548 6,023,338 6,195,646  CAPITAL  89200 Buildings 0 0 0 0 2,000 2,100 89300 Improvements 0 1,000,000 495,235 1,300,000 1,300,000 89500 Machinery & Equipment (>\$25,000) 0 432,000 135,595 185,000 189,250	83500	Machinery & Equipment (<\$25,000)	123,049	61,025	10,675	61,300	62,265
85100 Property & Liability Costs 1,296,930 60,950 42,775 89,076 91,748 85200 Rentals 545 2,050 23,526 2,000 2,030 85300 Permits 28,294 38,100 31,136 38,100 40,005 85500 Financial Fees 32,814 40,050 61,643 41,800 41,854 86000 Debt Service and Lease Payments 71,548 209,963 224,245 209,739 209,821 TOTAL OPERATIONS 7,852,555 5,871,173 5,686,548 6,023,338 6,195,646  CAPITAL  89200 Buildings 0 0 0 0 2,000 2,100 89300 Improvements 0 1,000,000 495,235 1,300,000 1,300,000 89500 Machinery & Equipment (>\$25,000) 0 432,000 135,595 185,000 189,250	83600	Repair & Maintenance Supplies	315,635	250,250	328,482	249,300	256,772
85200         Rentals         545         2,050         23,526         2,000         2,030           85300         Permits         28,294         38,100         31,136         38,100         40,005           85500         Financial Fees         32,814         40,050         61,643         41,800         41,854           86000         Debt Service and Lease Payments         71,548         209,963         224,245         209,739         209,821           TOTAL OPERATIONS         7,852,555         5,871,173         5,686,548         6,023,338         6,195,646           CAPITAL           89200         Buildings         0         0         0         2,000         2,100           89300         Improvements         0         1,000,000         495,235         1,300,000         1,300,000           89500         Machinery & Equipment (>\$25,000)         0         432,000         135,595         185,000         189,250	84000	Operational Units	965,211	1,033,983	1,033,983	1,058,823	1,090,588
85300 Permits 28,294 38,100 31,136 38,100 40,005 85500 Financial Fees 32,814 40,050 61,643 41,800 41,854 86000 Debt Service and Lease Payments 71,548 209,963 224,245 209,739 209,821 TOTAL OPERATIONS 7,852,555 5,871,173 5,686,548 6,023,338 6,195,646 CAPITAL 89200 Buildings 0 0 0 0 2,000 2,100 89300 Improvements 0 1,000,000 495,235 1,300,000 1,300,000 89500 Machinery & Equipment (>\$25,000) 0 432,000 135,595 185,000 189,250	85100	Property & Liability Costs	1,296,930	60,950	42,775	89,076	91,748
85500 Financial Fees 32,814 40,050 61,643 41,800 41,854 86000 Debt Service and Lease Payments 71,548 209,963 224,245 209,739 209,821 TOTAL OPERATIONS 7,852,555 5,871,173 5,686,548 6,023,338 6,195,646 CAPITAL 89200 Buildings 0 0 0 0 2,000 2,100 89300 Improvements 0 1,000,000 495,235 1,300,000 1,300,000 89500 Machinery & Equipment (>\$25,000) 0 432,000 135,595 185,000 189,250	85200	Rentals	545	2,050	23,526	2,000	2,030
86000 Debt Service and Lease Payments 71,548 209,963 224,245 209,739 209,821 TOTAL OPERATIONS 7,852,555 5,871,173 5,686,548 6,023,338 6,195,646 CAPITAL  89200 Buildings 0 0 0 0 2,000 2,100 89300 Improvements 0 1,000,000 495,235 1,300,000 1,300,000 89500 Machinery & Equipment (>\$25,000) 0 432,000 135,595 185,000 189,250	85300	Permits	28,294	38,100	31,136	38,100	40,005
TOTAL OPERATIONS  7,852,555  5,871,173  5,686,548  6,023,338  6,195,646  CAPITAL  89200 Buildings  0  0  0  2,000  2,100  89300 Improvements  0  1,000,000  495,235  1,300,000  1,300,000  89500 Machinery & Equipment (>\$25,000)  0  432,000  135,595  185,000  189,250	85500	Financial Fees	32,814	40,050	61,643	41,800	41,854
CAPITAL           89200         Buildings         0         0         0         2,000         2,100           89300         Improvements         0         1,000,000         495,235         1,300,000         1,300,000           89500         Machinery & Equipment (>\$25,000)         0         432,000         135,595         185,000         189,250	86000	Debt Service and Lease Payments	71,548	209,963	224,245	209,739	209,821
89200         Buildings         0         0         0         2,000         2,100           89300         Improvements         0         1,000,000         495,235         1,300,000         1,300,000           89500         Machinery & Equipment (>\$25,000)         0         432,000         135,595         185,000         189,250	TOTAL	OPERATIONS	7,852,555	5,871,173	5,686,548	6,023,338	6,195,646
89200         Buildings         0         0         0         2,000         2,100           89300         Improvements         0         1,000,000         495,235         1,300,000         1,300,000           89500         Machinery & Equipment (>\$25,000)         0         432,000         135,595         185,000         189,250		_					
89200         Buildings         0         0         0         2,000         2,100           89300         Improvements         0         1,000,000         495,235         1,300,000         1,300,000           89500         Machinery & Equipment (>\$25,000)         0         432,000         135,595         185,000         189,250	CAPI	ΤΔΙ					
89300 Improvements 0 1,000,000 495,235 1,300,000 1,300,000 89500 Machinery & Equipment (>\$25,000) 0 432,000 135,595 185,000 189,250			0	0	0	2,000	2 400
89500 Machinery & Equipment (>\$25,000) 0 432,000 135,595 185,000 189,250		_	_	•	•	_,	
			_	-,,			
TOTAL CAPITAL 0 1,432,000 630,830 1,487,000 1,491,350		· · · · · · · · · · · · · · · · · · ·		,		,	•
	TOTAL	CAPITAL	0	1,432,000	630,830	1,487,000	1,491,350
TOTAL EXPENDITURES 9,470,935 9,165,629 7,983,549 9,397,742 9,636,826	TOTA	L EXPENDITURES	9,470,935	9,165,629	7,983,549	9,397,742	9,636,826

#### **Expenditures Forecast 2016 through 2020**

		Forecast 2016	Forecast 2017	Forecast 2018	Forecast 2019	Forecast 2020
PERS	ONNEL					
81100	Salaries & Wages	1,385,824	1,426,319	1,468,029	1,510,989	1,555,239
81400	Employee Benefits	593,079	610,855	629,160	648,016	667,440
TOTAL	PERSONNEL	1,978,903	2,037,174	2,097,189	2,159,005	2,222,679
	-					
OPER	ATIONS					
82100	Transportation Services	1,350	1,350	1,350	1,350	1,350
82200	Operating Services	16,762	17,775	18,886	20,105	21,444
82300	Notices Subscriptions Publication	10,660	10,881	11,112	11,355	11,610
82400	Utilities	277,534	290,781	304,674	319,239	334,515
82500	Contractual Services	55,000	55,000	55,000	55,000	55,000
82600	Repair & Maintenance Services	121,016	125,797	130,771	135,942	141,318
82700	Employee Programs	7,400	7,400	7,400	7,400	7,400
82800	Professional Development/Travel	8,900	8,900	8,900	8,900	8,900
83100	Office Supplies	4,500	4,500	4,500	4,500	4,500
83200	Operating Supplies	309,134	337,012	367,679	401,411	438,518
83300	Fuel & Mileage	33,932	35,968	38,126	40,414	42,839
83400	Supplies for Resale	3,800,000	3,900,000	4,050,000	4,200,000	4,375,000
83500	Machinery & Equipment (<\$25,000)		68,647	72,080	75,684	79,467
83600 84000	Repair & Maintenance Supplies	264,468	272,394	280,561	288,967	297,628
85100	Operational Units	1,123,306	1,157,005	1,191,715	1,227,466	1,264,290
85200	Property & Liability Costs Rentals	94,500 2.061	97,332 2.093	100,256 2,126	103,261 2,159	106,360 2.194
85300	Permits	42,006	-,	46,311	48,627	51,057
85500	Financial Fees		44,106			•
86000		41,910	41,967	42,026 209,754	42,087	42,149
	Debt Service and Lease Payments	209,851	209,828		209,628	209,799
IOIAL	OPERATIONS	6,489,668	6,688,736	6,943,226	7,203,494	7,495,338
CAPI	ΓΔΙ					
89200	Buildings	2,205	2,315	2.431	2,553	2,680
89300	Improvements	1,300,000	1,300,000	1,300,000	1,500,000	1,500,000
89500	Machinery & Equipment (>\$25,000)	193,713	198,398	203,318	208,484	213,908
		•			,	
IOIAL	CAPITAL	1,495,918	1,500,713	1,505,749	1,711,037	1,716,588
TOTA	L EXPENDITURES	9,964,489	10,226,623	10,546,164	11,073,536	11,434,605
			, , , , , , , , , , , , , , , , , , , ,		, , , , , , , , , , , , , , , , , , , ,	,,



## **Wastewater Section**

## Wastewater Section Overview

The Wastewater Section includes the Wastewater Collection, Water Reclamation, Maintenance, and Utility Administration Divisions.

The City of Franklin operates an activated sludge treatment facility located at 135 Claude Yates Drive. The City of Franklin presently has a National Pollutant Discharge Elimination System Permit (NPDES) for treatment and discharge of twelve (12) million gallons of treated effluent per day. Limits and procedures were incorporated into the NPDES Permit that allows the City of Franklin to operate a reclaimed water network. This Division is facing increasing regulatory constraints from EPA and TDEC in the area of Local Limit Loading Reductions to the Harpeth River and additional Capacity Management Operation Maintenance (CMOM) Initiative requirements. The City is currently operating under an expired NPDES permit, awaiting issuance of new permit from the Tennessee Department of Environment and Conservation (TDEC).

The Wastewater Collection Division is responsible for the operation and maintenance of the wastewater collection system including gravity sewer lines, force main lines and sewage lift stations located throughout the service area. Under this division, there are crews that are assigned to the replacement and extension of the wastewater collection system which collects and transports wastewater to the treatment plant. It is anticipated that this division will be facing an increasing workload in order to maintain compliance with EPA's **Capacity Management Operation** Maintenance (CMOM) Initiative requirements.



## Wastewater Section Goals and Strategic Initiatives

The primary goal for the Wastewater Section is to effectively operate the collection system with no sanitary sewer overflows and to produce high quality effluent water for distribution in the reclaimed water system and discharge to the Harpeth River that meets or exceeds permit requirements. As with the Water Section, the Wastewater Section is enhancing and implementing various programs to improve customer service, regulatory compliance, and overall operations.

One ongoing initiative is the department's energy management program. Water Reclamation Facility staff participated in an energy management partnership with the United States

Environmental Protection Agency (EPA), the Tennessee Valley Authority (TVA) and the Tennessee Department of Environment and Conservation (TDEC). Department representatives have worked with this group to develop an energy management analysis with the goal to identify operational changes to reduce electricity consumption. The team involved with this process will be working with other divisions of the department in FY 2014 and FY 2015 to apply the lessons learned and expand the departments energy management program.

In addition to this program, the Water Reclamation Facility is participating with TVA's EnerNOC program. The plant participated in two demand response events in FY 2012, exceeding the targeted reduction of 400 kW during both periods. The division has already participated in two events in FY 2013. Based on preliminary results, the participation in both events were successful at meeting the 400 kW target reduction.

Electrical costs per thousand gallons of water treated in FY 2011 and FY 2012 was approximately \$0.35 and \$0.33 respectively. In FY 2013, it is projected that the cost per thousand gallons treated is approximately \$0.29. This equates to approximately \$140,000 to \$220,000 annual savings relative to the FY 2011 and FY 2012 costs per thousand gallons.

The wastewater collection division continues to perform inspections of the sanitary sewer system to evaluate condition, risk and maintenance needs. In FY 2013 the division has inspected approximately 220,000 feet (over 41 miles) miles of sanitary sewer. The data captured through these inpsections are being used to prioritize maintenance activities and to develop improvement projects based on risk and condition.

#### Wastewater Section <u>Service</u> Volumes and Revenues

The sanitary sewer customer base has shown greater signs of growth primarily due to areas within the Mallory Valley and HB&TS Utility Districts. FY 2013 customer accounts are approximately 21,130 relative FY 2012 accounts totaling 20,645.

Rate based revenues are projected to be at 109% of the budget. The tables below present a two year history, FY 2013 budgeted and estimated figures, the proposed bugets for FY 2014 and 2015 and projected revenues throught FY 2020. The FY 2014 and FY 2015 budget revenues are based on the approved rate adjustment scheduled for January 1, 2014 and projected growth within the service area.

#### **Revenues through Budget 2015**

	Actual 2012	Budget 2013	Estd 2013	Budget 2014	Budget 2015
Available Funds					
FEDERAL ARRA # 7	42,219	0	0	0	0
TOTAL INTERGOVERNMENTAL	42,219	0	0	0	0
INTEREST INCOME	46,064	15,600	22,843	16,000	16,000
RENTAL INCOME	0	0	1,800	0	0
SALE OF SURPLUS ASSETS	(152,425)	0	0	0	0
TOTAL USE OF MONEY & PROPERTY	(106,361)	15,600	24,643	16,000	16,000
MISCELLANEOUS OTHER REVENUE	0	180	0	0	0
TOTAL OTHER REVENUE	0	180	0	0	0
CUSTOMER SERVICE	11,500,186	11,094,000	12,094,217	12,858,178	13,199,442
INSPECTION FEES	32,290	0	75,298	50,000	50,000
OTHER SERVICE REVENUE	31,745	0	60,000	40,000	40,000
TOTAL CUSTOMER SERVICE	11,564,221	11,094,000	12,229,515	12,948,178	13,289,442
CONTRIBUTIONS FROM DEVELOPER	1,534,440	0	0	0	0
CONTRIBUTIONS - OTHERS	592,553	0	0	0	0
INSTALLATION FEE	140,723	77,250	160,170	125,000	125,000
TOTAL CAPITAL CONTRIBUTIONS	2,267,716	77,250	160,170	125,000	125,000
Total Available Funds	13,767,795	11,187,030	12,414,328	13,089,178	13,430,442

#### **Revenues Forecast 2016 through 2020**

	Forecast 2016	Forecast 2017	Forecast 2018	Forecast 2019	Forecast 2020
Available Funds					
INTEREST INCOME	16,000	16,000	16,000	16,000	16,000
TOTAL USE OF MONEY & PROPERTY	16,000	16,000	16,000	16,000	16,000
CUSTOMER SERVICE	13,555,431	13,928,239	14,317,963	14,650,252	14,991,483
INSPECTION FEES	50,000	50,000	50,000	50,000	50,000
OTHER SERVICE REVENUE	40,000	40,000	40,000	40,000	40,000
TOTAL CUSTOMER SERVICE	13,645,431	14,018,239	14,407,963	14,740,252	15,081,483
INSTALLATION FEE	125,000	125,000	125,000	125,000	125,000
TOTAL CAPITAL CONTRIBUTIONS	125,000	125,000	125,000	125,000	125,000
Total Available Funds	13,786,431	14,159,239	14,548,963	14,881,252	15,222,483

## Wastewater Section Wastewater Expenditures

**Personnel** – The Water Management Department is requesting the following personnel changes:

- Eliminate two vacant Secretary positions one from Utility Administration and one from the Water Reclamation Facility.
- Add an Office Manager position that accurately characterizes the activities being performed by the Administrative Assistant in Utility Administration. Retain the Administrative Assistant position to provide support in service request and work order

documentation and to provide assistance to treatment facilities for documentation of daily activities reported on the monthly operations reports to regulatory agencies.

- Eliminate one Utility Crew Chief position (currently vacant) in the Wastewater Collection Division.
- Shift two Wastewater Operator 1 positions to Wastewater Operator Senior positions. The goal is to have adequate coverage of Wastewater Operator Senior positions to cover all shifts.

The staffing tables below present the position, pay grade, the proposed number of budgeted positions for FY 2014 and FY 2015, and the projected positions for FY 2016 through FY 2020. Also included is the anticipated pay grade of the position based on the compensation and classification study currently being evaluated by the Board of Mayor and Aldermen and is subject to change based on the Board's decisions regarding this matter. Appendix A presents the overall organization for the department



#### **WASTEWATER SECTION - Proposed Personnel**

UTILITY ADMINISTRATION	ILVVAILKS		. Сросси го				
			BUDGETED	BUDGETED	AMENDED FY		
		ANTICIPATED	FY 2012 FULL-	FY 2013 FULL-	2013 FULL-	BUDGETED	BUDGETED
POSITION	PAY GRADE	PAY GRADE	TIME	TIME	TIME	FY 2014	FY 2015
Director	25	L	1	1	1	1	1
Assistant Director of Operations	23	J	1	1	1	1	1
Assistant Director of Administration and Policy	23	Jest	0	0	1	1	1
GIS Specialist	17	E	1	1	1	1	1
Administrative Assistant	12	D	1	1	1	1	1
Utility Inspector	17	E	3	3	3	3	3
Secretary	9	-	1	1	1	0	0
Office Manager	16	F	0	0	0	1	1
Utilities Project Manager	21	Н	1	1	1	1	1
Grounds Maintenance Worker (Seasonal)	9	В	0	0	0	2	2
TOTALS			9	9	10	12	12
WASTEWATER COLLECTION							
			BUDGETED	BUDGETED	AMENDED FY		
		ANTICIPATED	FY 2012 FULL-	FY 2013 FULL-	2013 FULL-	BUDGETED	BUDGETED
POSITION	PAY GRADE	PAY GRADE	TIME	TIME	TIME	FY 2014	FY 2015
Wastewater Collection Assistant Superintendent	19	Н	1	1	1	1	1
Construction Supervisor	16	TBD	1	1	1	1	1
Television Sewer Inspector	15	D	2	2	2	2	2
Lift Station Technician	14	E	4	4	0	0	0
Utilities Crew Chief	13	E	4	4	4	3	3
Equipment Operator Senior	11	D	2	2	2	2	2
Sewer Equipment Technician	11	D	4	4	4	4	4
Utility Service Worker Sr	10	С	5	5	5	5	5
TOTALS			23	23	19	18	18
WATER RECLAMATION							
			BUDGETED	BUDGETED	AMENDED FY		
		ANTICIPATED	FY 2012 FULL-	FY 2013 FULL-	2013 FULL-	BUDGETED	BUDGETED
POSITION	PAY GRADE	PAY GRADE	TIME	TIME	TIME	FY 2014	FY 2015
Wastewater Plant Superintendent	20	I	1	1	1	1	1
Asst Wastewater Superintendent	19	G	1	1	1	1	1
Industrial Pretreatment Coordinator	17	G	1	1	1	1	1
Wastewater Operator Sr	16	E	3	3	3	5	5
Wastewater Maintenance Technician	14	E	1	1	0	0	0
Heavy Equipment Operator	12	E	2	2	2	2	2
Wastewater Operator 1	11	D	10	10	10	8	8
Secretary	9	-	1	1	1	0	0
TOTALS			20	20	19	18	18
MAINTENANCE							
			BUDGETED	BUDGETED	AMENDED FY		
			FY 2012 FULL-		2013 FULL-	BUDGETED	BUDGETED
POSITION	PAY GRADE	PAY GRADE	TIME	TIME	TIME	FY 2014	FY 2015
Maintenance Supervisor	19 EST	H	0	0	1	1	1
Maintenance Technician	14 EST	E	0	0	4	4	4
TOTALS			0	0	5	5	5
WASTEWATER SECTION TOTALS			52	52	53	53	53

#### **WASTEWATER SECTION - Projected Personnel**

PAY GRADE   PAY GRADE   PROJECTED   PROJECTED   PROJECTED   PROJECTED   PROJECTED   PROJECTED   PROSITION   PROJECTED   PROJ	UTILITY ADMINISTRATION							
POSITION								
Director	POSITION	DAY CDADE						
Assistant Director of Operations         23         Jest         1								
Assistant Director of Administration and Policy   23   Jest   1   1   1   1   1   1   1   1   1								
Secretary								
Administrative Assistant   12	•							
Utility Inspector	•							
Secretary         9         -         0         0         0         0         0           Office Manager         16         F         1 <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td>								
Description	•	=:			-			
Utilities Project Manager	•			-				-
PAY GRADE   PAY GRADE   PAY GRADE   PROJECTED   PROJ								
TOTALS								
NATICIPATE   PROJECTED   PRO		9	В					
PAY GRADE   PAY				12	12	12	12	12
PAY GRADE   PAY GRADE   PAY GRADE   PAY GRADE   PY 2016   PY 2018   PY 2019   PY 2020	WASTEWATER COLLECTION							
PAY GRADE   PAY GRADE   PAY GRADE   PAY GRADE   PY 2016   PY 2018   PY 2019   PY 2020			ANTICIDATED	PROJECTER	PROJECTER	PROJECTER	PROJECTER	DDOLECTED
Wastewater Collection Assistant Superintendent   19	POCITION	DAY CDADE						
Construction Supervisor								
Television Sewer Inspector	·							
Lift Station Technician	•							
Utilities Crew Chief	•							
Equipment Operator Senior         11         D         2         3         3         3           Sewer Equipment Technician         11         D         4         4         4         4         4           Utility Service Worker Sr         10         C         5         6         6         6         6           TOTALS         18         21         21         21         21           WATER RECLAMATION           WATER RECLAMATION           PAY GRADE         PROJECTED				-	-	-	•	-
Sewer Equipment Technician         11         D         4<					-	-	-	-
TOTALS   18   21   21   21   21   21   21   21								
National State   18	• •							
WATER RECLAMATION         ANTICIPATED         PROJECTED		10	· ·					
POSITION         PAY GRADE         PAY GRADE         PROJECTED PAY GRADE         PROJECTED FY 2016         PROJECTED FY 2017         PROJECTED FY 2018         PROJECTED FY 2020           Wastewater Plant Superintendent         20         I         1				10	21	21	21	21
POSITION         PAY GRADE         PAY GRADE         FY 2016         FY 2017         FY 2018         FY 2019         FY 2020           Wastewater Plant Superintendent         20         I         1	WATER RECLAIMATION							
POSITION         PAY GRADE         PAY GRADE         FY 2016         FY 2017         FY 2018         FY 2019         FY 2020           Wastewater Plant Superintendent         20         I         1			ANTICIDATED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
Wastewater Plant Superintendent         20         I         1         <	POSITION	DAV GRADE						
Asst Wastewater Superintendent         19         G         1         1         1         1         1           Industrial Pretreatment Coordinator         17         G         1         1         1         1         1           Wastewater Operator Sr         16         E         5         5         5         5         5           Wastewater Maintenance Technician         14         E         0         0         0         0         0           Heavy Equipment Operator         12         E         2 <t< td=""><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></t<>								
Industrial Pretreatment Coordinator	•		· ·					
Wastewater Operator Sr         16         E         5         5         5         5           Wastewater Maintenance Technician         14         E         0         0         0         0           Heavy Equipment Operator         12         E         2	•							
Wastewater Maintenance Technician         14         E         0         0         0         0         0           Heavy Equipment Operator         12         E         2								
Heavy Equipment Operator         12         E         2 <td>•</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td>	•							
Wastewater Operator 1         11         D         8         8         8         8         8           Secretary         9         -         0         0         0         0         0           TOTALS         18         18         18         18         18         18           MAINTENANCE           POSITION         PROJECTED         PR					-		-	-
Secretary         9         -         0         0         0         0         0           TOTALS         18         18         18         18         18           MAINTENANCE           BPOSITION         ANTICIPATED PROJECTED PROJEC								
TOTALS         18	•							
MAINTENANCE         ANTICIPATED PROJECTED PROJECTED PROJECTED FY 2016         PROJECTED FY 2016         PROJECTED FY 2017         PROJECTED FY 2018         PROJECTED FY 2019         PROJECTED FY 2010           Maintenance Supervisor         19 EST         H         1         4         <		<u> </u>	<u> </u>					
POSITION         PAY GRADE         PAY GRADE         PAY GRADE         PROJECTED         PROJECTED <th< td=""><td></td><td></td><td></td><td>10</td><td>10</td><td>10</td><td>10</td><td>10</td></th<>				10	10	10	10	10
POSITION         PAY GRADE         PAY GRADE         FY 2016         FY 2017         FY 2018         FY 2019         FY 2020           Maintenance Supervisor         19 EST         H         1         1         1         1         1         1         1         1         1         1         4	MAINTENANCE							
POSITION         PAY GRADE         PAY GRADE         FY 2016         FY 2017         FY 2018         FY 2019         FY 2020           Maintenance Supervisor         19 EST         H         1         1         1         1         1         1         1         1         1         1         4			ΔΝΤΙCΙΡΔΤΕΩ	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
Maintenance Supervisor         19 EST         H         1         1         1         1         1           Maintenance Technician         14 EST         E         4         4         4         4         4           TOTALS         5         5         5         5         5	POSITION	PAY GRADE						
Maintenance Technician         14 EST         E         4         4         4         4         4           TOTALS         5         5         5         5         5								
TOTALS 5 5 5 5 5								
		1. 231						
	WASTEWATER SECTION TOTALS			53	56	56	56	56

**Operations and Maintenance** – Operations and maintenance accounts for the largest costs in the Wastewater Section. Utility costs are a large expense item in Wastewater, exceeding \$1,000,000 annually. These costs are associated with aeration of the wastewater for biological processes, pumping, odor control and various other processes and operations.

Indirect Expenses also is a large expense item in the Wastewater Section. As with the Water Section, these expenses include reimbursement to the General Fund for customer service, utility billing, and other support functions such as Engineering and Human Resources.

The FOG program is an ongoing effort to remove fats oils and grease from the collection system to improve conveyance and treatment of wastewater. The work accomplished in FY 2013 has

lead to the recognition of the department through a nomination for the Control Authority Pretreatment Excellence Award. The award is to be presented on July 16, 2013 at the Kentucky Tennessee Water Professionals Conference.

**Operations Capital** – Operations Capital expenditures are related to equipment and vehicles directly related to operations versus system replacement or expansion. As originally presented in the FY 2013 Budget Amendment, the Water Management Department has evaluated the annual cost of replacement of operations capital items based on present day replacement value, anticipated lifecycle, and a projected annual increase in replacement cost of five percent. The department hopes to achieve the following goals by using this approach:

- Provide for adequate funding of operations capital,
- Avoid significant swings in required funding from one budget to another, and
- Provide more stable data in performing cost of service analyses.

This process was applied to operations capital expenditures on machinery and equipment, vehicals, information technology expenditures, and buildings.

#### **Expenditures through Budget 2015**

		Actual 2012	Budget 2013	Estd 2013	Budget 2014	Budget 2015
PERS	ONNEL					
81100	Salaries & Wages	1,972,438	2,384,857	1,937,996	2,371,390	2,447,721
81400	Employee Benefits	954,910	1,027,881	949,577	969,576	998,423
TOTAL	PERSONNEL	2,927,348	3,412,738	2,887,573	3,340,966	3,446,144
	_					
<b>OPER</b>	RATIONS					
82100	Transportation Services	1,912	3,120	2,604	3,350	3,350
82200	Operating Services	338,639	440,200	282,137	305,300	318,510
82300	Notices Subscriptions Publication	11,826	12,700	9,405	19,700	20,305
82400	Utilities	1,342,773	1,411,078	1,303,776	1,422,950	1,494,819
82500	Contractual Services	81,408	164,000	(33,597)	157,000	204,000
82600	Repair & Maintenance Services	195,433	253,300	246,364	235,300	244,320
82700	Employee Programs	748	1,550	1,149	4,750	4,750
82800	Professional Development/Travel	11,519	16,400	19,061	19,500	19,500
83100	Office Supplies	5,591	7,450	5,691	7,650	7,650
83200	Operating Supplies	263,613	239,625	268,798	296,300	321,485
83300	Fuel & Mileage	128,587	141,000	128,000	137,000	145,220
83500	Machinery & Equipment (<\$25,000)	205,258	96,350	42,173	99,320	104,257
83600	Repair & Maintenance Supplies	144,655	202,900	126,214	145,000	149,275
84000	Operational Units	857,965	919,096	1,500,071	941,177	969,412
85100	Property & Liability Costs	3,793,127	128,500	93,786	123,664	127,375
85200	Rentals	752	6,800	5,041	3,850	3,850
85300	Permits	16,533	10,500	13,429	17,000	17,850
85500	Financial Fees	27,242	30,000	80,896	45,000	45,000
85900	Other Business Expenses	0	500	0	0	0
86000	Debt Service and Lease Payments _	540,730	1,070,793	1,094,023	1,348,336	1,316,145
TOTAL	OPERATIONS	7,968,311	5,155,862	5,189,021	5,332,147	5,517,073
	_					
CAPI						
89200	Buildings	0	1,400	0	1,500	1,575
89300	Improvements	0	1,300,000	827,288	2,000,000	2,500,000
89500	Machinery & Equipment (>\$25,000)	0	1,007,500	98,050	1,175,950	905,748
TOTAL	CAPITAL	0	2,308,900	925,338	3,177,450	3,407,323
	_					
TOTA	L EXPENDITURES	10,895,659	10,877,500	9,001,932	11,850,563	12,370,540
IOIA	LEXILIDITORES	10,030,003	10,011,000	3,001,302	11,000,000	12,370,340

#### **Expenditures Forecast 2016 through 2020**

		Forecast 2016	Forecast 2017	Forecast 2018	Forecast 2019	Forecast 2020
PERS	ONNEL					
81100	Salaries & Wages	2,491,117	2,564,140	2,639,355	2,716,825	2,796,619
81400	Employee Benefits	1,028,139	1,058,743	1,090,266	1,122,732	1,156,173
TOTAL	PERSONNEL	3,519,256	3,622,883	3,729,621	3,839,557	3,952,792
	-	-,,	-,,	-,,	-,,	-,,
OPER	ATIONS					
82100	Transportation Services	3,350	3,350	3,350	3,350	3,350
82200	Operating Services	332,381	346,946	362,238	378,294	395,153
82300	Notices Subscriptions Publication	20,941	21,608	22,307	23,043	23,815
82400	Utilities	1,570,314	1,649,609	1,732,908	1,820,400	1,912,307
82500	Contractual Services	206,000	206,000	157,000	157,000	157,000
82600	Repair & Maintenance Services	253,698	263,448	273,586	284,123	295,081
82700	Employee Programs	4,750	4,750	4,750	4,750	4,750
82800	Professional Development/Travel	19,500	19,500	19,500	19,500	19,500
83100	Office Supplies	7,650	7,650	7,650	7,650	7,650
83200	Operating Supplies	349,185	379,651	413,158	450,013	490,549
83300	Fuel & Mileage	153,933	163,169	172,960	183,338	194,337
83500	Machinery & Equipment (<\$25,000)	109,334	114,765	120,364	126,342	132,514
83600	Repair & Maintenance Supplies	153,678	158,213	162,887	167,698	172,652
84000	Operational Units	998,495	1,028,450	1,059,303	1,091,082	1,123,815
85100	Property & Liability Costs	131,196	135,131	139,183	143,361	147,662
85200	Rentals	3,850	3,850	3,850	3,850	3,850
85300	Permits	18,744	19,681	20,665	21,696	22,781
85500	Financial Fees	45,000	45,000	45,000	45,000	45,000
86000	Debt Service and Lease Payments	1,283,548	1,268,546	1,240,235	1,225,217	1,188,842
TOTAL	OPERATIONS	5,665,547	5,839,317	5,960,894	6,155,707	6,340,608
	-					
CADI	FA1					
CAPI						
89200	Buildings	1,654	1,736	1,823	1,914	2,010
89300	Improvements	2,500,000	2,500,000	3,000,000	3,000,000	3,000,000
89500	Machinery & Equipment (>\$25,000)	951,035	998,586	1,048,515	1,100,941	1,155,989
TOTAL	CAPITAL	3,452,689	3,500,322	4,050,338	4,102,855	4,157,999
TOTA	L EXPENDITURES	12,637,492	12,962,522	13,740,853	14,098,119	14,451,399
		,,		,,		1,101,000



## Reclaimed Water Section

## Reclaimed Water Section Overview

On February 10, 2004, the City of Franklin Board of Mayor and Aldermen officially created the Reclaimed Division through adoption of Title 18, Chapter 4, of the Franklin Municipal Code. With the adoption of Chapter 4, the Water Management Department instituted the enforcement of the State Approved Construction Standards, Regulation and Fee Structures as set forth in the



Ordinance. The Reclaimed Water Section produces and distributes water for commercial and residential irrigation use within the City's water service area.

There are no dedicated personnel assigned to this division. Personnel from the Wastewater Collection Division and Water Distribution Division currently maintain the reclaimed water lines and personnel from the Water Reclamation Plant operate and maintain the pumps and sampling stations.

## Reclaimed Water Section Goals and Strategic Initiatives

The primary goal for the Reclaimed Water Section is to distribute high quality effluent water for irrigation needs of customers. In FY 2014 and 2015, the department will focus particularly on metering of reclaimed water. In general, reclaimed water consumption occurs at relatively high volumes as compared to domestic water. In recent years, there have been a number of meters that have been replaced well before the expected lifecycle. Staff will evaluate meter effectiveness in the reclaimed water application to determine if alternative types of meters are more appropriate to ensure meter accuracy and ultimately accurate revenues.

Though reclaimed water is not an essential service, it is imperative that the Department be able to serve the demands for the system. Depending on growth and technical issues, it is anticipated that the existing Long Lane Water Tank (500,000 gallons) will be converted to a reclaimed storage facility in the coming years. Additional storage facilities are being considered using existing Department property.

## Reclaimed Water Section Revenues

The tables below present a two year history, FY 2013 budgeted and estimated figures, the proposed bugets for FY 2014 and 2015 and projected revenues throught FY 2020.

#### **Revenues through Budget 2015**

	Actual 2012	Budget 2013	Estd 2013	Budget 2014	Budget 2015
Available Funds					
FEDERAL ARRA # 7	178,887	0	0	0	0
TOTAL INTERGOVERNMENTAL	178,887	0	0	0	0
INTEREST INCOME	1,840	510	500	500	500
TOTAL USE OF MONEY & PROPERTY	1,840	510	500	500	500
CUSTOMER SERVICE	146,724	287,740	213,927	200,000	200,000
PENALTIES	282	500	264	500	500
INSPECTION FEES	0	520	2,337	1,000	1,000
OTHER SERVICE REVENUE	0	0	600	500	500
TOTAL CUSTOMER SERVICE	147,006	288,760	217,128	202,000	202,000
INSTALLATION FEE	0	0	4,234	2,000	2,000
TOTAL CAPITAL CONTRIBUTIONS	0	0	4,234	2,000	2,000
Total Available Funds	327,733	289,270	221,862	204,500	204,500

#### Revenues Forecast 2016 through 2020

	Forecast 2016	Forecast 2017	Forecast 2018	Forecast 2019	Forecast 2020
Available Funds					
INTEREST INCOME	500	500	500	500	500
TOTAL USE OF MONEY & PROPERTY	500	500	500	500	500
CUSTOMER SERVICE	200,000	200,000	200,000	200,000	200,000
PENALTIES	500	500	500	500	500
INSPECTION FEES	1,000	1,000	1,000	1,000	1,000
OTHER SERVICE REVENUE	500	500	500	500	500
TOTAL CUSTOMER SERVICE	202,000	202,000	202,000	202,000	202,000
INSTALLATION FEE	2,000	2,000	2,000	2,000	2,000
TOTAL CAPITAL CONTRIBUTIONS	2,000	2,000	2,000	2,000	2,000
Total Available Funds	204,500	204,500	204,500	204,500	204,500

## Reclaimed Water Section Expenditures

#### **Expenditures through Budget 2015**

		Actual 2012	Budget 2013	Estd 2013	Budget 2014	Budget 2015
OPER	ATIONS					
82100	Transportation Services	0	250	0	250	258
82200	Operating Services	0	0	0	0	0
82300	Notices Subscriptions Publication	0	100	0	100	103
82400	Utilities	51	41,600	12	50	52
82500	Contractual Services	7,373	0	0	0	0
82600	Repair & Maintenance Services	0	15,000	0	12,000	12,360
82700	Employee Programs	0	0	0	0	0
82800	Professional Development/Travel	0	0	0	0	0
83100	Office Supplies	0	0	0	0	0
83200	Operating Supplies	75,357	135,700	92,459	100,200	103,206
83300	Fuel & Mileage	0	0	0	0	0
83400	Supplies for Resale	0	0	0	0	0
83500	Machinery & Equipment (<\$25,000)	0	2,000	0	2,000	2,060
83600	Repair & Maintenance Supplies	1,094	20,500	3,447	15,500	15,965
84000	Operational Units	0	0	0	0	0
85100	Property & Liability Costs	82,317	0	0	0	0
85200	Rentals	0	0	0	0	0
85300	Permits	0	0	0	0	0
85500	Financial Fees	0	0	0	0	0
85900	Other Business Expenses	0	0	0	0	0
86000	Debt Service and Lease Payments	18,131	70,692	47,562	65,975	65,975
87000	Appropriations	0	0	0	0	0
88000	Transfers to Other Funds	0	0	0	0	0
TOTAL	OPERATIONS	184,323	285,842	143,480	196,075	199,979
	_					
TOTA	L EXPENDITURES	184,323	285,842	143,480	196,075	199,979

#### **Expenditures Forecast 2016 through 2020**

		Forecast 2016	Forecast 2017	Forecast 2018	Forecast 2019	Forecast 2020
<b>OPER</b>	ATIONS					
82100	Transportation Services	265	273	282	290	298
82200	Operating Services	0	0	0	0	0
82300	Notices Subscriptions Publication	106	109	113	116	119
82400	Utilities	53	55	56	58	60
82500	Contractual Services	0	0	0	0	0
82600	Repair & Maintenance Services	12,732	13,113	13,507	13,911	14,328
82700	Employee Programs	0	0	0	0	0
82800	Professional Development/Travel	0	0	0	0	0
83100	Office Supplies	0	0	0	0	0
83200	Operating Supplies	106,302	109,492	112,776	116,159	119,644
83300	Fuel & Mileage	0	0	0	0	0
83400	Supplies for Resale	0	0	0	0	0
83500	Machinery & Equipment (<\$25,000)	2,122	2,185	2,251	2,319	2,388
83600	Repair & Maintenance Supplies	16,445	16,936	17,446	17,970	18,507
84000	Operational Units	0	0	0	0	0
85100	Property & Liability Costs	0	0	0	0	0
85200	Rentals	0	0	0	0	0
85300	Permits	0	0	0	0	0
85500	Financial Fees	0	0	0	0	0
85900	Other Business Expenses	0	0	0	0	0
86000	Debt Service and Lease Payments	65,975	65,975	65,975	65,975	65,975
87000	Appropriations	0	0	0	0	0
88000	Transfers to Other Funds	0	0	0	0	0
TOTAL	OPERATIONS	204,000	208,138	212,406	216,798	221,319
TOTA	L EXPENDITURES	204,000	208,138	212,406	216,798	221,319

#### Appendix A: Organization

The Water Management Department staffed facilities include the Administration and Service Divisions facility, the Water Reclamation Facility and the Water Treatment Plant. The following organizational chart presents the Water Management Department organization and the staffing per division.

#### **City of Franklin Water Management – Proposed Organization**

FY 2014 and FY 2015 Biennial Budget

