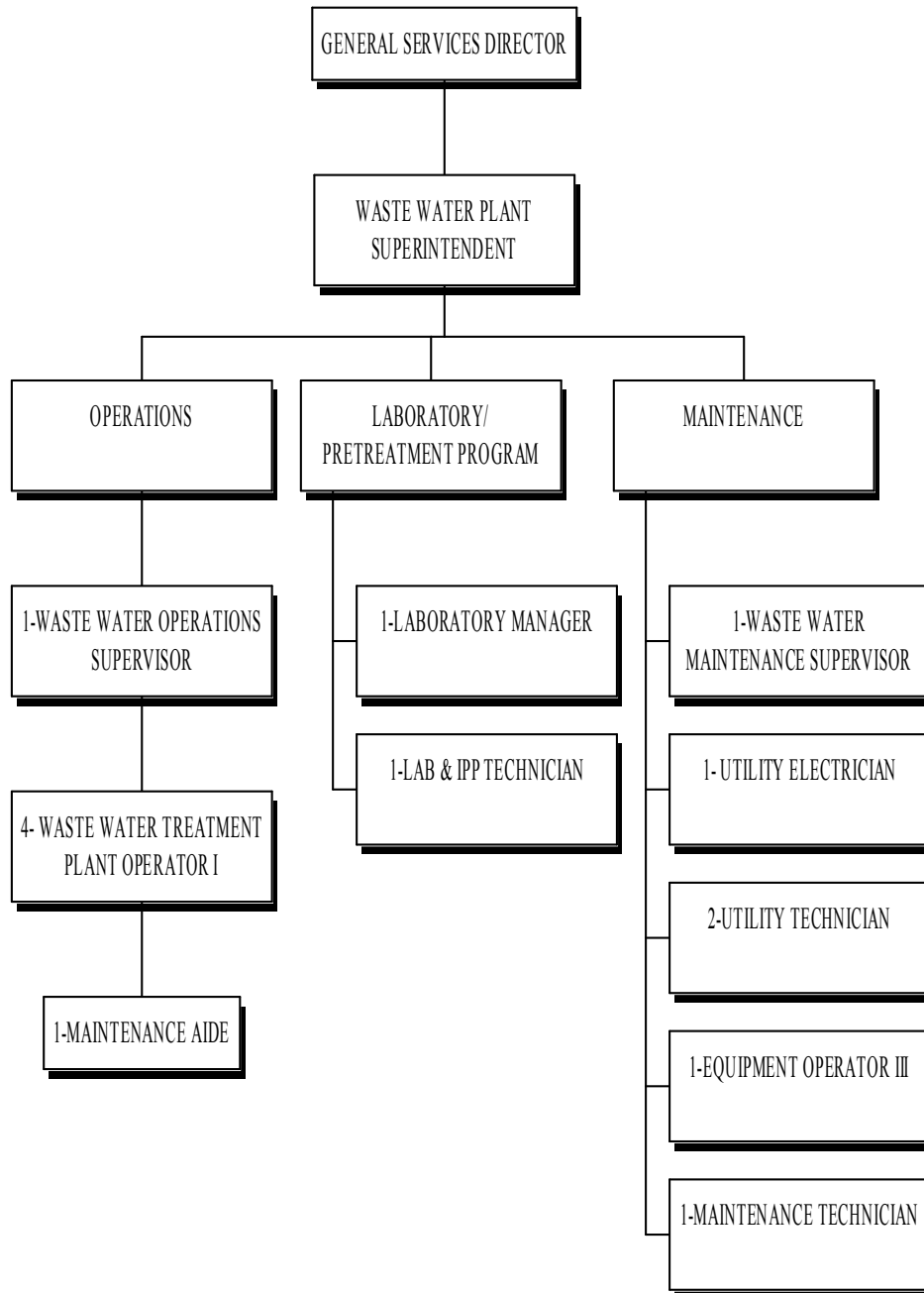

WASTEWATER UTILITY FUND

GENERAL SERVICES DEPARTMENT
WASTEWATER UTILITY STAFF

WASTEWATER UTILITY FUND**BUDGET DETAIL**

<u>POSITION TITLE</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Wastewater Plant Superintendent	1.0	1.0	1.0	1.0
Laboratory Manager	1.0	1.0	1.0	1.0
Utility Electrician	1.0	1.0	1.0	1.0
Lab & IPP Technician	1.0	1.0	1.0	1.0
Wastewater Plant Operator I	4.0	4.0	4.0	4.0
Maintenance Technician	1.0	1.0	1.0	1.0
Equipment Operator III	1.0	1.0	1.0	1.0
Maintenance Aide	1.0	1.0	1.0	1.0
Utility Technician	2.0	2.0	2.0	2.0
Wastewater Maintenance Supervisor	1.0	1.0	1.0	1.0
Wastewater Operations Supervisor	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
Total	15.0	15.0	15.0	15.0

PROGRAM HIGHLIGHTS WASTEWATER UTILITY FUND

<u>SERVICE INDICATOR</u>	<u>Actual 2011</u>	<u>Actual 2012</u>	<u>Estimate 2013</u>	<u>Projected 2014</u>
1. Wastewater Processed CWWTP (MGD)	4.58	4.10	3.85	4.00
2. Wastewater Processed PWWTP (MGD)	0.46	0.49	0.42	0.45
3. IPP Monitoring Activities	81	72	75	75
4. IPP Industries in non-compliance	0	0	0	0
5. Concord Septage Processed (MG)	0.25	0.26	0.25	0.25
6. Out of Town Septage Processed (MG)	1.61	1.57	1.50	1.55
7. Leachate Processed (MG)	5.03	6.22	5.45	5.00
8. Contracted Sludge Processed (MG)	0.99	1.31	1.50	1.30
9. Hall Street Odor Complaints	5	10	4	6
10. Class A Biosolids produced (wet tons)	7,022	6,563	6,600	6,300
11. Class B Biosolids produced (wet tons)	444	270	340	700
12. Penacook Odor Complaints	0	0	0	0

2014 GOALS

1. Experience no exceptions of NPDES permit requirements.
2. Continue to actively monitor and control energy consumption at all wastewater facilities.
3. Complete construction of the second phase of recommended odor control improvements at the Hall Street Wastewater Treatment Facility initiated in FY 2013.
4. Successfully implement projects as funded in the FY 2014 Capital Improvement Program.
5. Renew the agreement with New England Waste Services, Inc. for treatment of landfill leachate from the North Country Environmental Services landfill in Bethlehem, NH.
6. Evaluate appropriate information related to Wastewater Division and associated activities to facilitate expansion of the Department's website.
7. Facilitate discussions with appropriate City agencies to develop and implement an applicable program for control of FOG (fats, oil & grease) discharges from commercial restaurants/kitchens.
8. Complete a review and update of the Wastewater Treatment Division's Employee Safety Manual.

2013 GOALS STATUS

1. Experience no exceptions of NPDES permit requirements.
9-Month Status: There has been one reported NPDES permit exception for the Hall Street Wastewater Treatment Facility and one NPDES permit exception reported for the Penacook Wastewater Treatment Facility.
2. Continue to actively monitor and control energy consumption at all wastewater facilities.
9-Month Status: Electric and natural gas consumption data continues to be tracked and evaluated against previous trends. The Division continues to monitor processes, equipment and buildings to ensure that energy consumption is minimized while meeting process requirements. New boilers installed at the Penacook Wastewater Treatment Facility have resulted in significant savings in heating costs during FY 2013.

WASTEWATER UTILITY FUND PROGRAM HIGHLIGHTS

3. Complete construction of the second phase of recommended odor control improvements at the Hall Street Wastewater Treatment Facility.
9-Month Status: The general contractor, T. Buck Construction, is completing equipment and material submittals for review and approval by the City's project engineer, Fay, Spofford & Thorndike. The preliminary construction schedule has been submitted with active construction anticipated to begin on April 8, 2013. The project substantial completion date is projected at this time to be October 16, 2013.
4. Complete construction of current phase of SCADA improvements.
9-Month Status: Woodard & Curran has been contracted to complete the construction and controls integration for this phase of SCADA improvements. Coordination of sub-contractor work schedules is underway with planned project completion in FY 2013.
5. Successfully implement projects as funded in the FY 2013 Capital Improvement Program.
9-Month Status: All projects are on schedule for completion in FY 2013 as planned.
6. Investigate opportunities for efficiency improvements in Laboratory, Operations, and Maintenance sections. Implement appropriate measures based on review with appropriate staff.
9-Month Status: The major area of identified efficiency improvement is an increased utilization of human resource sharing among the maintenance, operations, and laboratory sections, providing these resources to higher priority work efforts. Resource sharing between functional sections has been successfully implemented and being utilized on a regular basis.

ADDITIONAL 2013 ACCOMPLISHMENTS:

1. Initiated new agreement with Casella Waste Systems, Inc. for processing of wastewater sludge from Franklin Pierce University, Rindge, NH.
2. Drained, cleaned, and inspected Sequencing Batch Reactor #2 at the Penacook Wastewater Treatment Facility.
3. Annual NPDES compliance inspections conducted by the NH Department of Environmental Services for both wastewater treatment facilities resulted in positive reports with no noted deficiencies or recommendations.
4. Completed installation of a new rotary lobe pump and variable frequency drive for waste activated sludge removal at the Hall Street Wastewater Treatment Facility.
5. Completed repair and retrofit of north grit removal system equipment. Retrofit included modifications to upper drive unit sprockets and take-up assembly, grit collection auger bushings and stub shaft, and installation of new stainless steel lubrication lines.
6. Completed installation of new hazardous atmosphere monitoring equipment in the influent building at the Hall Street Wastewater Treatment Facility.
7. Completed installation of upgraded process chemical controllers on the sludge holding tank odor control scrubber at the Hall Street Wastewater Treatment Facility.
8. Removed, cleaned and reinstalled the treatment media in both stages of the sludge holding tank odor control scrubber at the Hall Street Wastewater Treatment Facility.

BUDGET SUMMARY**WASTEWATER UTILITY FUND**

WASTEWATER UTILITY	2013 BUDGETED (CURRENT)	2013 ESTIMATED	2014 BUDGET
REVENUE	\$7,011,970	\$6,846,490	\$7,096,860
EXPENDITURES	\$7,037,413	\$6,803,233	\$7,475,418
NET INCOME (LOSS)		\$43,257	(\$378,558)
BEGINNING WORKING CAPITAL		\$1,934,438	\$2,140,295
CURRENT PORTION OF STATE GRANT		\$162,600	\$0
ENDING WORKING CAPITAL		\$2,140,295	\$1,761,737

Note: Reserve

This fund has goals of attaining and maintaining reserves for operations, capital, and rate stabilization:

- Operations: 25% of operating expense less debt service and pay-as-you-go capital.
- Capital: 25% of debt service but not less than \$500,000.
- Rate Stabilization: 10% of operating revenue or no less than \$500,000.

A rate increase of 2.5% is proposed in FY 2014.

WASTEWATER UTILITY FUND**BUDGET DETAIL**

ADMINISTRATION						
	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	2013 BUDGETED	2013 ESTIMATED	2014 BUDGET
REVENUE						
MISC REVENUE NOT ANTICIPATED	\$17,415	\$30	\$46,466	\$0	\$2,350	\$0
SEWER USER CHARGE	\$5,210,183	\$5,891,748	\$5,979,868	\$6,082,670	\$6,070,000	\$6,183,820
STEAM SERVICE CHARGE	(\$2)	\$0	\$0	\$0	\$0	\$0
INDSTRL TRMNT PERMITS	\$935	\$2,120	\$1,205	\$1,100	\$1,400	\$1,100
LEACHATE PROCESSING	\$169,932	\$210,283	\$260,457	\$160,000	\$215,000	\$197,500
SEPTAGE PROCESSING	\$192,658	\$142,820	\$147,827	\$150,000	\$135,000	\$148,000
SLUDGE PROCESSING	\$60,926	\$56,926	\$63,175	\$55,000	\$72,500	\$65,000
INTEREST, COSTS AND PENALTIES	\$28,122	\$23,500	\$28,651	\$24,200	\$26,900	\$24,200
INTEREST ON INVESTMENTS	\$12,109	\$3,866	\$3,494	\$2,260	\$6,000	\$6,000
SEWER SERV CHG-BOSCAWEN	\$173,164	\$136,935	\$137,224	\$165,000	\$136,000	\$136,000
SEWER SERV CHG-BOW	\$55,200	\$51,991	\$52,598	\$50,000	\$50,710	\$36,000
LABOR REC-SALE SERVICE	\$4,767	\$7,086	\$1,897	\$9,000	\$3,000	\$6,000
INDUST PRE TRMNT PROGRAM	\$1,735	\$2,889	\$2,548	\$2,000	\$1,300	\$2,000
MISC REVENUE NOT ANTICIPATED	\$902	\$3,615	\$7,080	\$0	\$3,100	\$0
SEWER INVESTMENT FEE	\$0	\$0	\$20,155	\$50,000	\$38,500	\$40,000
STATE & OTHER DEBT SHARE	\$57,225	\$47,526	\$38,226	\$199,230	\$34,660	\$197,450
UTILITY DEMAND COMPENSATION	\$21,423	\$9,570	\$4,926	\$7,500	\$5,800	\$0
RETIREE HEALTH INS-NHRS SHARE	\$0	\$0	\$0	\$39,340	\$34,820	\$39,340
RETIREE HEALTH INS-RETIREE SHR	\$0	\$0	\$0	\$14,670	\$9,450	\$14,450
Total	\$6,006,693	\$6,590,903	\$6,795,796	\$7,011,970	\$6,846,490	\$7,096,860
	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	2013 BUDGETED	2013 ESTIMATED	2014 BUDGET
APPROPRIATIONS						
COMPENSATION	\$24,192	\$24,355	\$26,499	\$24,700	\$24,860	\$25,270
RETIREE HEALTH BENEFITS	\$0	\$0	\$0	\$90,230	\$82,160	\$87,515
OUTSIDE SERVICES	\$3,394	\$3,008	\$3,800	\$5,420	\$4,420	\$9,570
INSURANCES	\$701	\$790	\$791	\$930	\$960	\$750
ADMIN SHARE TO GEN SERV	\$155,710	\$147,700	\$154,230	\$159,540	\$159,540	\$159,540
OVERHEAD\FRINGE BENEFITS	\$17,558	\$18,069	\$20,051	\$19,350	\$19,435	\$19,090
ADMIN OH PAYMENT TO GENERAL	\$451,700	\$451,700	\$470,000	\$506,800	\$506,800	\$544,040
Total	\$653,255	\$645,622	\$675,371	\$806,970	\$798,175	\$845,775

BUDGET DETAIL**WASTEWATER UTILITY FUND****METERING, BILLING & ENG SVCS**

	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	2013 BUDGETED	2013 ESTIMATED	2014 BUDGET
APPROPRIATIONS						
COMPENSATION	\$0	\$0	\$0	\$167,420	\$151,860	\$172,990
OUTSIDE SERVICES	\$0	\$0	\$0	\$27,500	\$24,300	\$28,340
SUPPLIES	\$0	\$0	\$0	\$42,370	\$41,090	\$43,440
INSURANCES	\$0	\$0	\$0	\$3,480	\$3,270	\$10,360
CD ADMIN & ENGINEERING	\$79,270	\$86,470	\$79,420	\$76,580	\$76,580	\$88,820
OVERHEAD\FRINGE BENEFITS	\$0	\$0	\$0	\$126,110	\$110,360	\$130,320
UTILITY ADMIN CHARGES	\$304,847	\$384,160	\$490,389	\$0	\$0	\$0
Total	\$384,117	\$470,630	\$569,809	\$443,460	\$407,460	\$474,270

COLLECTION SYSTEM

	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	2013 BUDGETED	2013 ESTIMATED	2014 BUDGET
APPROPRIATIONS						
COMPENSATION	\$166,482	\$161,137	\$155,579	\$201,940	\$190,440	\$211,420
EQUIPMENT	\$29,644	\$30,584	\$27,293	\$0	\$0	\$0
OUTSIDE SERVICES	\$11,490	\$8,819	\$4,233	\$16,270	\$11,000	\$14,900
SUPPLIES	\$20,879	\$25,566	\$19,755	\$21,190	\$25,190	\$23,257
UTILITIES	\$14,750	\$19,896	\$13,000	\$21,190	\$13,130	\$13,460
INSURANCES	\$4,417	\$4,889	\$4,666	\$6,600	\$6,980	\$5,450
OVERHEAD\FRINGE BENEFITS	\$116,668	\$115,785	\$112,376	\$149,020	\$144,690	\$174,510
RIGHT-OF-WAY MAINTENANCE	\$120,000	\$55,000	\$55,000	\$55,000	\$55,000	\$55,000
Total	\$484,329	\$421,676	\$391,900	\$471,210	\$446,430	\$497,997

WASTEWATER UTILITY FUND**BUDGET DETAIL****HALL STREET PLANT**

	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	2013 BUDGETED	2013 ESTIMATED	2014 BUDGET
APPROPRIATIONS						
COMPENSATION	\$474,477	\$468,772	\$481,182	\$491,830	\$486,330	\$506,480
OUTSIDE SERVICES	\$23,624	\$30,148	\$47,752	\$41,425	\$42,290	\$59,130
PLANT EQUIPMENT -	\$55,202	\$65,228	\$71,618	\$70,000	\$75,000	\$72,800
SERVICES AND SUPPLIES	\$10,300	\$14,720	\$10,310	\$16,930	\$14,850	\$14,524
VEHICLE EXPENSE	\$12,817	\$6,794	\$487	\$0	\$0	\$0
CHEMICALS	\$247,044	\$250,335	\$217,098	\$271,900	\$256,620	\$268,890
SUPPLIES	\$15,419	\$19,189	\$16,706	\$21,870	\$17,480	\$22,556
UTILITIES	\$554,497	\$452,408	\$391,670	\$421,460	\$368,700	\$430,718
INSURANCES	\$31,966	\$37,438	\$35,992	\$39,410	\$38,670	\$36,080
ALLOCATED SLUDGE & LAB	\$481,346	\$436,666	\$378,215	\$391,888	\$372,750	\$392,990
OVERHEAD\FRINGER BENEFITS	\$307,063	\$304,434	\$310,948	\$356,610	\$357,360	\$374,010
Total	\$2,213,757	\$2,086,131	\$1,961,978	\$2,123,323	\$2,030,050	\$2,178,178

PENACOOK PLANT

	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	2013 BUDGETED	2013 ESTIMATED	2014 BUDGET
APPROPRIATIONS						
COMPENSATION	\$96,561	\$102,936	\$115,259	\$108,120	\$106,660	\$107,170
OUTSIDE SERVICES	\$11,741	\$6,247	\$9,879	\$8,890	\$6,340	\$14,990
PLANT EQUIPMENT -	\$7,412	\$6,119	\$12,533	\$8,320	\$8,800	\$8,900
SERVICES AND SUPPLIES	\$6,620	\$6,334	\$2,436	\$2,930	\$3,110	\$3,030
CHEMICALS	\$1,932	\$2,267	\$2,066	\$2,700	\$1,900	\$2,560
SUPPLIES	\$2,064	\$2,608	\$2,743	\$3,410	\$3,040	\$4,511
VEHICLE MAINTENANCE	\$1,920	\$2,362	\$0	\$0	\$0	\$0
UTILITIES	\$114,429	\$115,472	\$104,343	\$98,650	\$101,998	\$99,194
INSURANCES	\$10,342	\$12,018	\$11,546	\$11,890	\$10,720	\$11,630
ALLOCATED SLUDGE & LAB	\$110,523	\$99,245	\$93,098	\$100,670	\$92,200	\$96,605
OVERHEAD\FRINGER BENEFITS	\$56,624	\$64,347	\$73,234	\$73,570	\$73,620	\$74,600
Total	\$420,169	\$419,953	\$427,138	\$419,150	\$408,388	\$423,190

BUDGET DETAIL**WASTEWATER UTILITY FUND****PUMP STATION**

	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	2013 BUDGETED	2013 ESTIMATED	2014 BUDGET
APPROPRIATIONS						
COMPENSATION	\$26,563	\$42,234	\$40,135	\$39,460	\$30,640	\$39,600
EQUIPMENT	\$3,526	\$5,473	\$0	\$0	\$0	\$0
OUTSIDE SERVICES	\$888	\$1,016	\$0	\$1,040	\$500	\$1,080
PLANT EQUIPMENT -	\$961	\$9,975	\$7,810	\$6,680	\$9,660	\$6,000
SUPPLIES	\$226	\$1,836	\$460	\$1,800	\$2,520	\$1,870
HEAT, GENERATOR FUEL	\$6,389	\$7,413	\$5,934	\$6,550	\$6,590	\$6,230
UTILITIES	\$23,708	\$21,642	\$20,663	\$22,370	\$19,670	\$21,300
INSURANCES	\$2,202	\$2,818	\$2,629	\$2,690	\$2,520	\$2,440
OVERHEAD\FRINGS BENEFITS	\$16,542	\$24,739	\$25,158	\$28,500	\$22,430	\$29,220
Total	\$81,005	\$117,147	\$102,788	\$109,090	\$94,530	\$107,740

VEHICLE COSTS

	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	2013 BUDGETED	2013 ESTIMATED	2014 BUDGET
APPROPRIATIONS						
VEH REPAIR SHOP CHARGE	\$0	\$0	\$0	\$19,930	\$19,930	\$19,930
VEHICLE REPAIR, OUTSIDE	\$0	\$0	\$0	\$4,200	\$4,200	\$4,370
GASOLINE, DIESEL, OIL	\$0	\$0	\$0	\$30,880	\$31,000	\$38,618
REPAIR PARTS	\$0	\$0	\$0	\$20,330	\$20,330	\$21,150
AUTO LIAB/COMPREHENSIVE	\$0	\$0	\$0	\$4,580	\$4,110	\$8,600
Total	\$0	\$0	\$0	\$79,920	\$79,570	\$92,668

WASTEWATER UTILITY FUND**BUDGET DETAIL****DEBT SERVICE**

	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	2013 BUDGETED	2013 ESTIMATED	2014 BUDGET
APPROPRIATIONS						
INTEREST	\$493,354	\$536,392	\$491,147	\$501,140	\$481,140	\$538,360
PRINCIPAL	\$1,459,495	\$1,557,517	\$1,752,207	\$1,860,150	\$1,860,150	\$2,093,940
(GAIN) LOSS ON REFUNDING	\$70,571	\$0	\$12,298	\$0	(\$12,590)	\$0
Total	\$2,023,421	\$2,093,908	\$2,255,652	\$2,361,290	\$2,328,700	\$2,632,300

CAPITAL OUTLAY AND TRANSFER

	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	2013 BUDGETED	2013 ESTIMATED	2014 BUDGET
APPROPRIATIONS						
104HALL ST WWTP RENOVATIONS	\$0	\$0	\$0	\$12,000	\$12,000	\$0
245 PLANT EMER CAPITAL REPLC	\$0	\$13,762	\$41,120	\$50,000	\$50,000	\$51,500
6 PENACOOK WWTP RENOVATION	\$0	\$0	\$0	\$20,000	\$18,430	\$0
TRANSFERS OUT	\$97,163	\$62,360	\$195,558	\$141,000	\$129,500	\$171,800
Total	\$97,163	\$76,121	\$236,678	\$223,000	\$209,930	\$223,300

FUNDING IMPACT**WASTEWATER UTILITY FUND**

Fiscal Year 2013

FY 2013 total expenditures are estimated to be approximately 3.3% below budget. The operating and maintenance expenses are estimated to be approximately 7.0% below budget.

FY 2013 total revenues are estimated to be approximately 3.0% below budget.

While FY 2013 had a projected loss, the fund is estimated to have a projected gain for the year.

Fiscal Year 2014

FY 2014 total expenditures are approximately 6.2% above the FY 2013 budget. Operating and maintenance expenditures for FY 2014 are approximately 2.6% higher than the FY 2013 budget. Increases in debt service due to needed capital expenditures account for much of the remaining increased expenditures.

The fund requests a 2.5% increase in rates in FY 2014 and notes that further rate increases will be required in subsequent years in order to reach targeted working capital. The rate increase is necessary to support the continued capital improvements to the wastewater utility.

WASTEWATER UTILITY FUND

NOTES
