

FINANCE & BUSINESS REPORT
July 2014
Dale Langferman
Manager of Finance & Business Operations

Income and expenses continue to be within a few percentage points of our annual plan. We know of no reason that this should change over the next few months. We continue to monitor utilities and maintenance costs as they seem to be the most volatile. Included this month is the quarterly balance sheet recap.

We have begun to gather information for the 2015 Annual Plan. Managers and supervisors are currently working on the long range capital plan. As this is completed over the next month, we will work on the capital detail for next year and our projected expenses for 2015. The board's first chance to review the expenses will be in September.

Let me know if you have any questions that I can answer prior to the board meeting.

Water Income Comparison							
Y T D as of 6/30/14							
	2014 Plan	2013 Actual	2014 Actual	2013 Act. Vs	2014 Plan vs		Fav/(unfav)
				2014 Act.	Diff	Diff	
Residential	\$ 1,002,000	\$ 1,015,560	\$ 1,046,332	\$ 30,772	\$ 44,332	4.4%	
Industrial	\$ 338,000	\$ 335,584	\$ 342,627	\$ 7,043	\$ 4,627	1.4%	
Fire Prot.	\$ 325,800	\$ 324,740	\$ 347,994	\$ 23,254	\$ 22,194	6.8%	
Commercial	\$ 184,000	\$ 179,895	\$ 166,779	\$ (13,116)	\$ (17,221)	-9.4%	
Spec. Contr.	\$ 89,000	\$ 88,222	\$ 99,380	\$ 11,158	\$ 10,380	11.7%	
Other	\$ 213,487	\$ 217,361	\$ 195,604	\$ (21,757)	\$ (17,883)	-8.4%	
Total	\$ 2,152,287	\$ 2,161,362	\$ 2,198,716	\$ 37,354	\$ 46,429	2.2%	

Figure 1a: Water Income Table

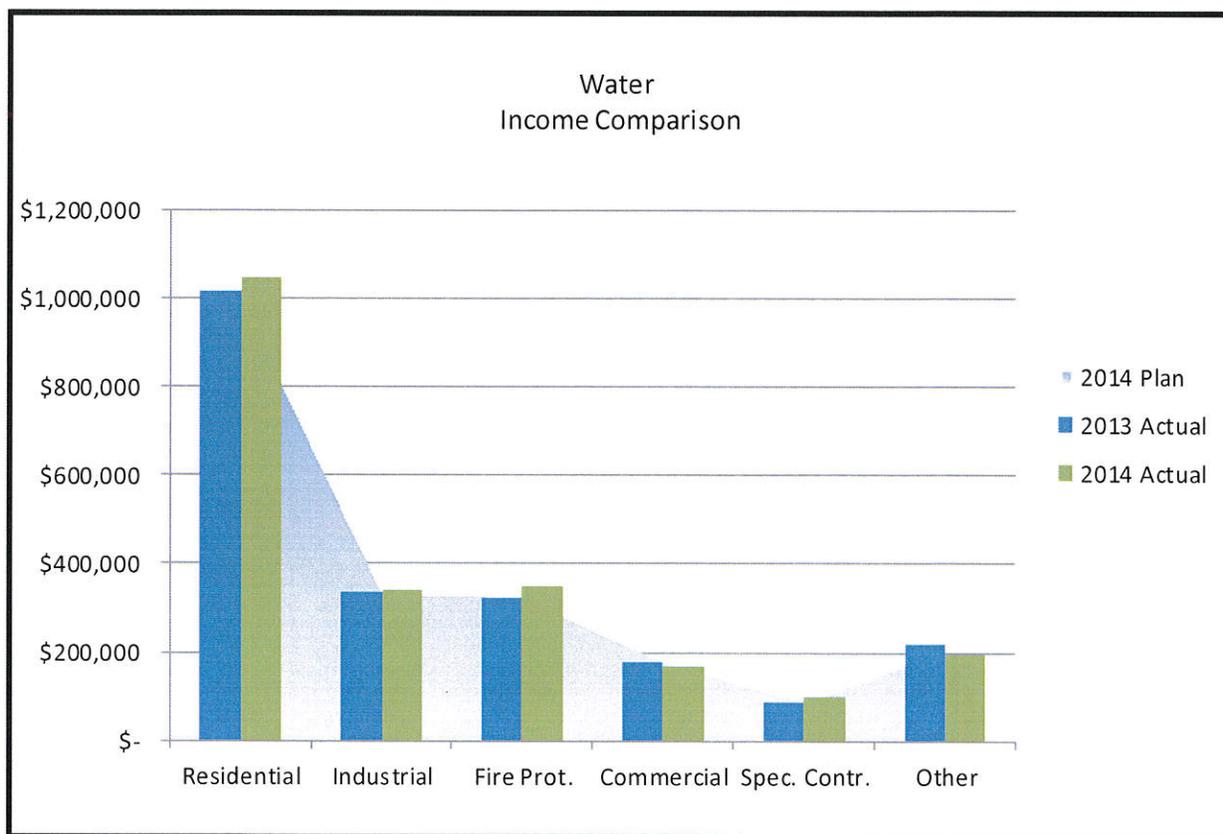


Figure 1b: Water Income Chart

Wastewater Income Comparison						
Y T D as of 6/30/14						
	2014 Plan	2013 Actual	2014 Actual	2013 Act. Vs 2014 Act. Diff	2014 Plan vs 2014 Actual Diff	Fav/(unfav)
Residential	\$ 3,391,000	\$ 3,395,765	\$ 3,412,649	\$ 16,884	\$ 21,649	0.6%
Industrial	\$ 1,087,527	\$ 1,185,739	\$ 1,114,836	\$ (70,903)	\$ 27,309	2.5%
Fire Prot.	\$ -	\$ -	\$ -	\$ -	\$ -	
Commercial	\$ 618,000	\$ 609,697	\$ 614,170	\$ 4,473	\$ (3,830)	-0.6%
Spec. Contr.	\$ 281,000	\$ 275,563	\$ 262,177	\$ (13,386)	\$ (18,823)	-6.7%
Other	\$ 237,220	\$ 294,100	\$ 260,350	\$ (33,750)	\$ 23,130	9.8%
Total	\$ 5,614,747	\$ 5,760,864	\$ 5,664,182	\$ (96,682)	\$ 49,435	0.9%

Figure 2a: Wastewater Income Table

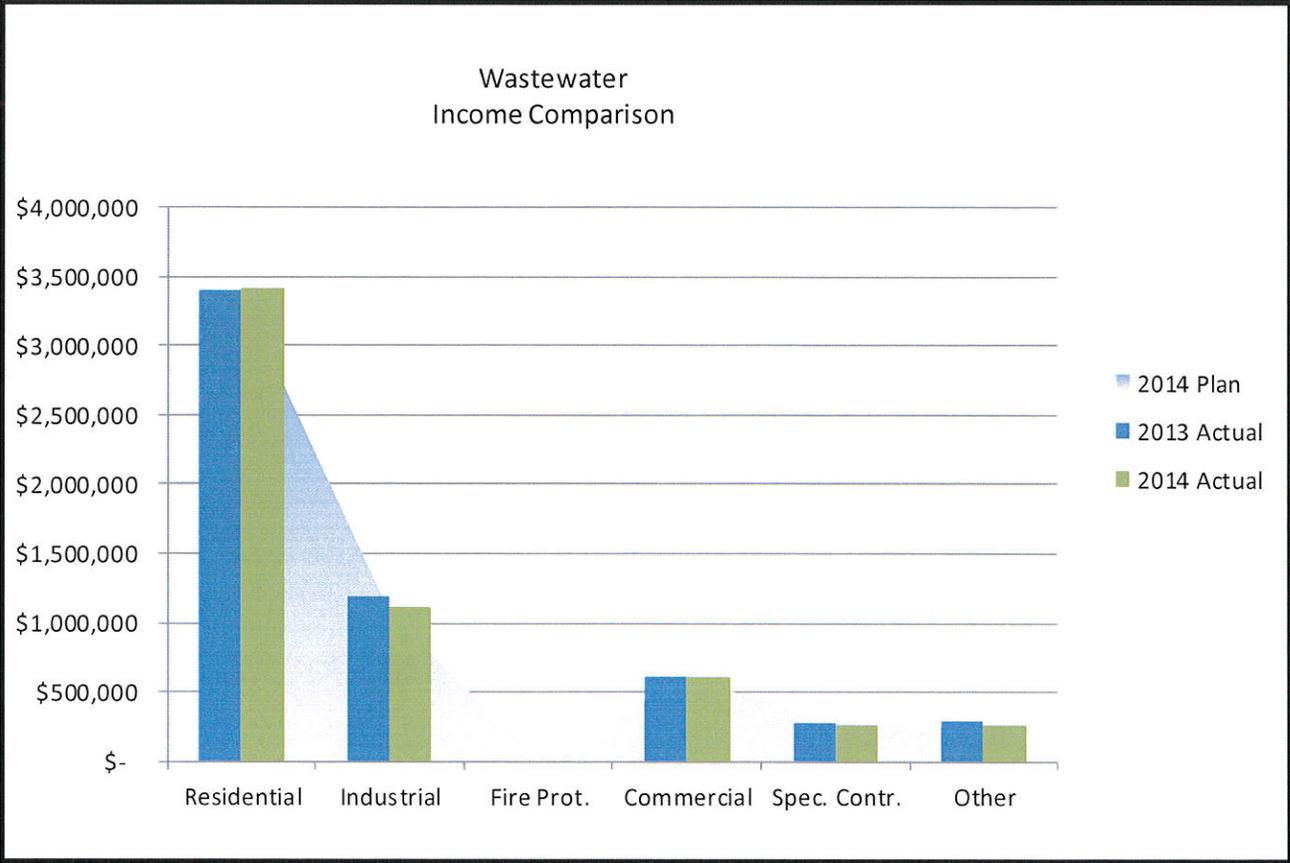


Figure 2b: Wastewater Income Chart

Water Expense Comparison							
Y T D as of 06/30/14							
	2014 Plan	2013 Actual	2014 Actual	2013 Act. Vs	2014 Plan vs		Fav/(unfav)
				2014 Act.	Diff	2014 Actual	
Personnel	\$ 721,165	\$ 675,143	\$ 720,208	\$ (45,065)	\$ 957	0.1%	
Supplies	\$ 310,732	\$ 251,349	\$ 280,680	\$ (29,331)	\$ 30,051	9.7%	
Utilities	\$ 268,677	\$ 251,371	\$ 252,568	\$ (1,197)	\$ 16,109	6.0%	
Maintenance	\$ 173,211	\$ 133,095	\$ 179,962	\$ (46,867)	\$ (6,751)	-3.9%	
Other	\$ 208,911	\$ 223,875	\$ 174,274	\$ 49,601	\$ 34,637	16.6%	
Depreciation	\$ 489,483	\$ 505,831	\$ 482,898	\$ 22,933	\$ 6,585	1.3%	
Interest	\$ -	\$ 9,441	\$ -	\$ 9,441	\$ -	#DIV/0!	
Total	\$ 2,172,179	\$ 2,050,105	\$ 2,090,590	\$ (40,485)	\$ 81,589	3.8%	

Figure 3a: Water Expense Table

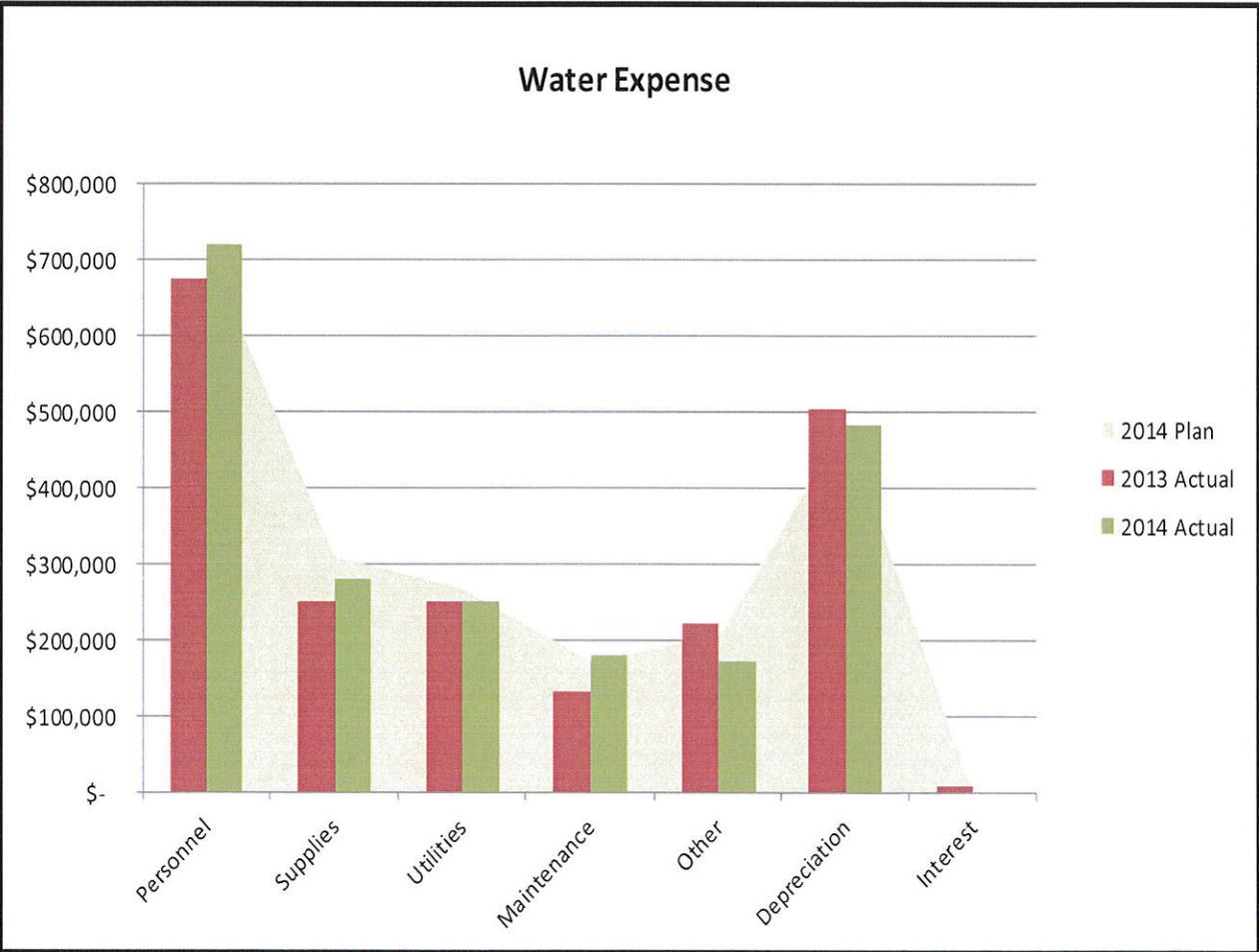


Figure 3b: Water Expense Chart

Wastewater Expense Comparison						
Y T D as of 06/30/14						
	2014 Plan	2013 Actual	2014 Actual	2013 Act. Vs 2014 Act. Diff	2014 Plan vs 2014 Actual Diff	Fav/(unfav)
Personnel	\$ 1,075,401	\$ 1,042,982	\$ 1,055,593	\$ (12,611)	\$ 19,808	1.8%
Supplies	\$ 162,896	\$ 137,955	\$ 161,453	\$ (23,498)	\$ 1,443	0.9%
Utilities	\$ 404,744	\$ 407,371	\$ 461,643	\$ (54,272)	\$ (56,899)	-14.1%
Maintenance	\$ 73,161	\$ 59,828	\$ 62,486	\$ (2,658)	\$ 10,675	14.6%
Other	\$ 307,644	\$ 332,568	\$ 322,643	\$ 9,925	\$ (14,999)	-4.9%
Depreciation	\$ 1,456,256	\$ 1,472,886	\$ 1,555,536	\$ (82,650)	\$ (99,280)	-6.8%
Interest	\$ 1,045,016	\$ 1,106,652	\$ 1,044,879	\$ 61,773	\$ 137	0.0%
Total	\$ 4,525,117	\$ 4,560,242	\$ 4,664,233	\$ (103,991)	\$ (139,116)	-3.1%

Figure 4a: Wastewater Expense Table

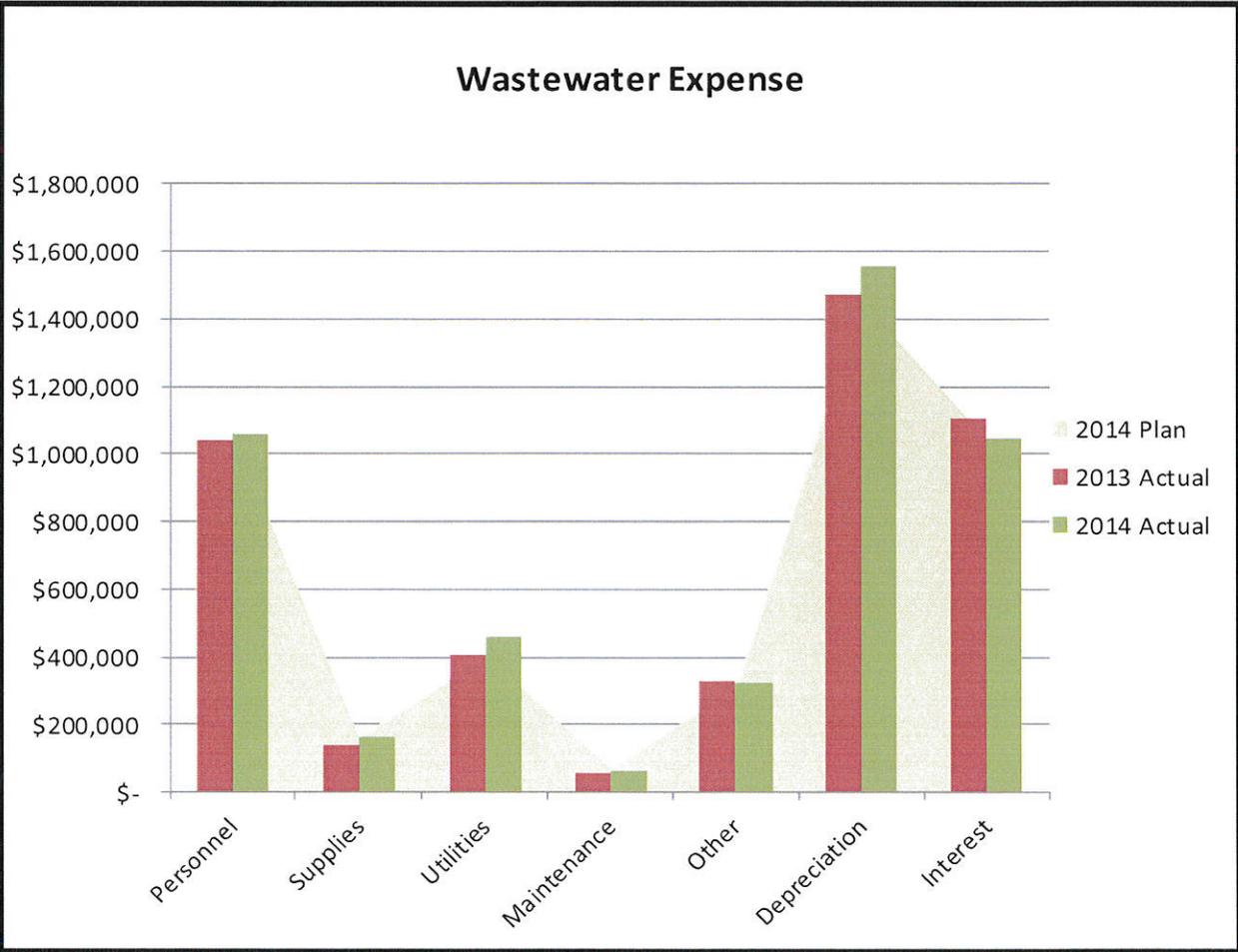


Figure 4b: Wastewater Expense Chart

Cash Analysis 2014		
	Water	Sewer
Beginning Cash 1/1/14		
Oper	1,886,910.03	1,356,515.70
Deposits	106,751.58	180,184.12
Bond Reserve		3,800,000.00
B & I		4,079,110.67
Depreciation	2,149,459.25	8,913,442.97
Beg Balance	4,143,120.86	18,329,253.46
Income	2,384,619.73	5,666,548.92
Operating Expense	(1,939,062.98)	(2,089,206.09)
Capital Expenditures	(243,307.91)	(906,606.51)
Debt Payments		(4,827,589.52)
Other (Inc)/Exp	(36,402.56)	(8,007.78)
	4,308,967.14	16,164,392.48
Ending Cash 6/30/14		
Oper	1,793,493.13	1,760,553.42
Deposits	107,319.94	185,289.12
Bond Res	-	3,800,000.00
B & I	-	2,036,683.17
Depreciation	2,408,154.07	8,381,866.77
End Balance	4,308,967.14	16,164,392.48
Net Change in Cash	165,846.28	(2,164,860.98)

Figure 5a: Cash Analysis Table

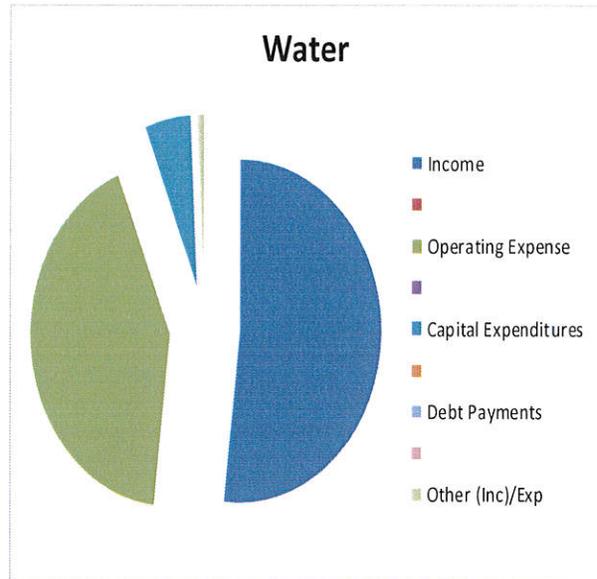


Figure 5b: Water Cash Chart

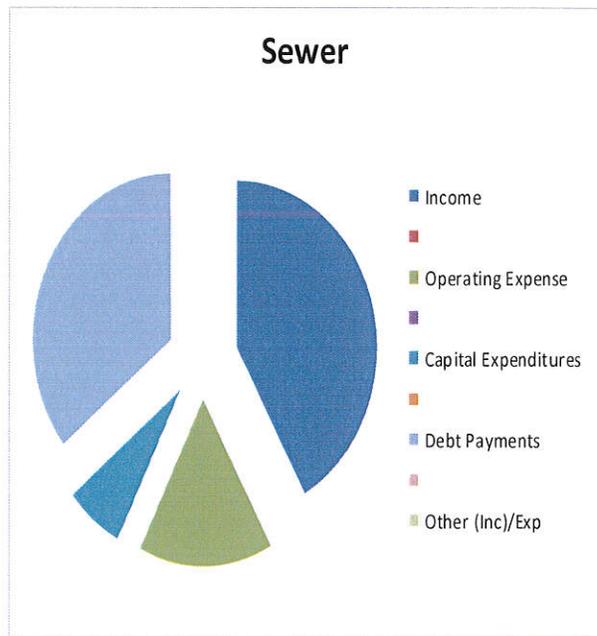


Figure 5c: Sewer Cash Chart

**Columbus City Utilities
Balance Sheet**

	12/31/2013	3/31/2014	6/30/2014	9/30/2014	12/31/2014
Water					
Total Current Assets	2,566,863	2,623,454	2,684,263	-	-
Total Restricted Assets	2,256,210	2,427,997	2,515,474	-	-
Net Fixed Assets	37,276,492	37,097,224	37,023,819	-	-
Total Other Assets	38,965	47,472	26,193	-	-
Total Water Assets	42,138,530	42,196,147	42,249,749	-	-
Total Current Liabilities	244,366	278,151	273,146	-	-
Total L/T Liabilities	-	-	-	-	-
Total Capital	41,894,164	41,917,996	41,976,603	-	-
Total Water Liabilities	42,138,530	42,196,147	42,249,749	-	-
Wastewater					
Total Current Assets	2,361,059	2,366,699	2,796,859	-	-
Total Restricted Assets	17,011,270	13,544,005	14,442,371	-	-
Net Fixed Assets	115,146,470	114,737,396	114,541,386	-	-
Total Other Assets	489,891	476,169	449,129	-	-
Total Wastewater Assets	135,008,690	131,124,269	132,229,745	-	-
Total Current Liabilities	5,012,358	848,634	1,317,031	-	-
Total L/T Liabilities	70,916,000	70,916,000	70,916,000	-	-
Total Capital	59,080,332	59,359,635	59,996,714	-	-
Total Wastewater Liabilities	135,008,690	131,124,269	132,229,745	-	-

Columbus City Utilities
 2014 Actual
 Water

6/30/2014

	Project Name	Budget	Committed	Paid	Balance
Distribution					
W1	Line Extensions/Relocations	10,000	0	0	10,000
W2	Valve Replacement	45,000	0	0	45,000
W3	Jack Hammers	2,500	0	0	2,500
W4	Pump replacements	15,000	0	0	15,000
W5	Locators	3,000	2,268	2,268	732
W6	Directional Drill	10,000	0	0	10,000
W7	Pavement Saw	1,500	0	0	1,500
W8	Portable Radios	5,000	0	0	5,000
WTP					
W9	Valves and Piping Rehab & Replace	45,000	894	894	44,106
W10	Paint plant facilities	50,000	12,516	0	37,484
W11	Concrete Rehab./ Brick Rehab.	15,000	0	0	15,000
W12	Metering Upgrades	30,000	0	0	30,000
W13	Rehab Wells @ WTP#2	50,000	0	0	50,000
W14	Booster Station Upgrade/Replacement	10,000	0	0	10,000
W15	Automation	20,000	8,841	8,841	11,159
W16	Rotork Valving	150,000	148,524	148,501	1,476
W17	WTP Pump & Motor Rehab	7,500	0	0	7,500
Engineering(water)					
W18	Misc Safety & Maint.	7,500	0	0	7,500
W19	Rocky Ford relocation	60,000	0	0	60,000
W20	Indiana Ave. Relocation	25,000	0	0	25,000
Information Systems(water)					
W21	NASERV3 Hard Drive addition	2,000	0	0	2,000
W22	Webserv Replacement	7,000	3,342	3,342	3,658
W23	Brower Server replacement	7,000	0	0	7,000
W24	PC's--replacement	1,500	1,594	1,594	(94)
W25	Printer/MFP replacements/upgrades	1,000	0	0	1,000
W26	Exchange upgrade (hardware, software, gordons)	9,000	2,017	2,017	6,983
W27	Wonderware Systems Platform -WP2 & Collection	10,000	2,400	0	7,600
W28	inHance iRemote for Work Orders	10,000	0	0	10,000
W29	PC software upgrades(Windows)	2,000	0	0	2,000
W30	Upgrade Server OS Software (2008)	4,000	0	0	4,000
W31	Backup Software upgrades	3,000	3,451	3,451	(451)
W32	Crystal Reports (software, license, training)	1,000	0	0	1,000
W33	LAN Connections/Communications	5,000	0	0	5,000
W34	Wireless Communications	1,000	0	0	1,000
W35	Rewire Project/Wire Cabinet	10,000	0	0	10,000
W36	IVR system	25,000	0	0	25,000
W37	Watchguard Firewall replacement	5,000	0	0	5,000
W38	SQL Server software upgrade	4,000	0	0	4,000
W39	Sharepoint intranet setup	2,000	0	0	2,000
Quality Control(water)					
W40	Carpeting	15,000	6,285	6,285	8,715
W41	Replace Lab Cabinets	20,000	0	0	20,000
W42	Saftey Training Supplies	2,000	0	0	2,000
Vehicles(water)					
W43	Dist. Serv. Body 2003 #123	45,000	46,686	0	(1,686)
Contingency					
W44	Contingency	37,675	29,282	9,315	8,393
Totals Water		791,175	268,100	186,508	523,075
CARRYOVER			69,589	41,223	41,223

Columbus City Utilities
2014 Actual
Wastewater

6/30/2014

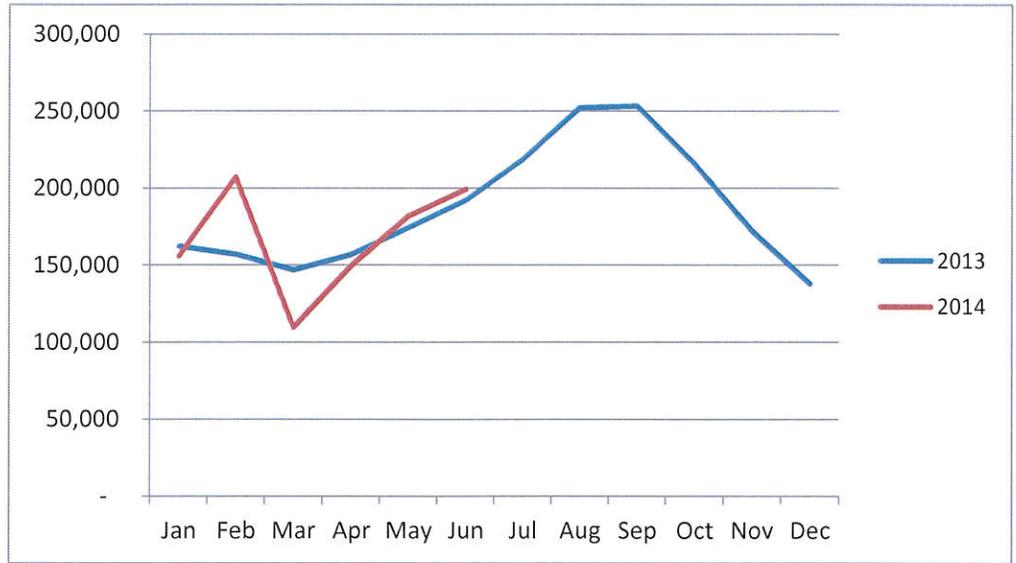
	Project Name	Budget	Committed	Paid	Balance
Collection					
S1	Third St LS replacement (Design)	150,000	33,325	20,798	116,675
S2	Line Extensions	40,000	0	0	40,000
S3	LS Rehabilitations	50,000	0	0	50,000
S4	Water Hose Replacement for Vactor	2,000	1,028	1,028	972
S5	Pipe Saw/Cut Off Saw Replacement	3,000	0	0	3,000
S6	Hydraulic Pump (Lift Station Bypass)	30,000	0	0	30,000
S7	Excavation Upgrade (Combo Unit)	11,000	0	0	11,000
WWTP Equip and Rehab.					
S8	Garden City WWTP Misc Eqp Replacement	10,000	9,347	4,634	653
S9	Haw Creek Headworks/Mariah Misc Eqp Re	10,000	0	0	10,000
Engineering(Wastewater)					
S10	Safety & Misc. Maint	7,500	0	0	7,500
S11	Indiana Ave. Relocation	25,000	0	0	25,000
S12	Dunn Stadium Sewer	85,000	0	0	85,000
S13	Southside Odor Control	80,000	0	0	80,000
S14	Haw Creek Weir Repl (Design)	70,000	0	0	70,000
Administration					
S15	Paint Walls	10,000	877	877	9,123
S16	Windows	2,000	3,960	3,960	(1,960)
S17	HVAC Upgrades	100,000	0	0	100,000
Information Systems(Wastewater)					
S18	NASERV3 Hard Drive addition	2,000	0	0	2,000
S19	Webserv Replacement	7,000	0	0	7,000
S20	Brosver Server replacement	7,000	0	0	7,000
S21	PC's--replacement	1,500	0	0	1,500
S22	Printer/MFP replacements/upgrades	1,000	0	0	1,000
S23	Exchange upgrade (hardware, software, gordons)	9,000	2,017	2,017	6,983
S24	Wonderware Systems Platform -WP2 & Collection	10,000	2,400	0	7,600
S25	inHance iRemote for Work Orders	10,000	0	0	10,000
S26	PC software upgrades(Windows)	2,000	0	0	2,000
S27	Upgrade Server OS Software (2008)	4,000	0	0	4,000
S28	Backup Software upgrades	3,000	3,451	3,451	(451)
S29	Crystal Reports (software, license, training)	1,000	0	0	1,000
S30	LAN Connections/Communications	5,000	0	0	5,000
S31	Wireless Communications	1,000	0	0	1,000
S32	Rewire Project/Wire Cabinet	10,000	0	0	10,000
S33	IVR system	25,000	0	0	25,000
S34	Watchguard Firewall replacement	5,000	0	0	5,000
S35	SQL Server software upgrade	4,000	0	0	4,000
S36	Sharepoint intranet setup	2,000	0	0	2,000
Quality Control					
S37	Automatic Samplers	3,000	0	0	3,000
S38	Rotary Evaporator	8,000	3,821	3,821	4,179
S39	HVAC POP replacement	20,000	0	0	20,000
Vehicles					
S40	WWTP - Pickup 2000 #204	25,000	17,111	0	7,889
S41	Mobile Crane 1994 #293	180,000	0	0	180,000
S42	Coll - 4WD Pickup 2002 #215	30,000	21,884	0	8,116
S43	Coll - TV Truck 2005 #254	250,000	0	0	250,000
S44	Admin - SUV 2002 #501	30,000	0	0	30,000
Contingency					
S45	Contingency	67,050	71,991	71,991	(4,941)
Total Wastewater		1,408,050	171,212	112,577	1,236,838

CARRYOVER

1,162,214 817,909

**Columbus City Utilities
WATER BILLED**

	<u>2013</u>	<u>2014</u>
Jan	162,225	155,914
Feb	156,834	207,198
Mar	146,663	109,634
Apr	156,702	149,370
May	174,263	181,888
Jun	192,112	199,299
Jul	218,504	
Aug	252,053	
Sep	253,183	
Oct	215,562	
Nov	172,159	
Dec	137,742	
Totals	<u>2,238,002</u>	<u>1,003,303</u>



	<u>2013</u>			<u>Billed</u>		<u>2013</u>		
	<u>Gallons</u>	<u>Dollars</u>	<u>\$/Gal.</u>	<u># of Accts</u>	<u># of Accts</u>	<u>Gallons</u>	<u>Dollars</u>	<u>\$/Gal.</u>
Jan	162,225	329,623	2.032	16,834	17,619	155,914	331,460	2.126
Feb	156,834	316,090	2.015	16866	17,615	207,198	388,376	1.874
Mar	146,663	305,279	2.081	16899	17,648	109,634	273,594	2.496
Apr	156,702	321,142	2.049	16991	17,648	149,370	312,766	2.094
May	174,263	342,749	1.967	17063	17,745	181,888	356,678	1.961
Jun	192,112	367,035	1.911	17043	17,827	199,299	373,732	1.875
Jul	218,504	398,829	1.825	17091				#DIV/0!
Aug	252,053	439,208	1.743	17198				#DIV/0!
Sep	253,183	447,775	1.769	17214				#DIV/0!
Oct	215,562	399,841	1.855	17256				#DIV/0!
Nov	172,159	342,774	1.991	17267				#DIV/0!
Dec	137,742	296,114	2.150	17254				#DIV/0!
Totals	<u>2,238,002</u>	<u>4,306,459</u>	<u>1.924</u>	<u>17081</u>	<u>17,684</u>	<u>1,003,303</u>	<u>2,036,606</u>	<u>2.030</u>

**Columbus City Utilities
Other Payments
Payments Not Shown on Claims Schedule**

Water

Payroll	93,116.38	596,966.12
Health Insurance	20,017.89	117,832.29
Credit Card Fees	2,287.92	13,662.89
Clerk-Treas/Payroll Charges	-	1,200.00
	<u>115,422.19</u>	<u>729,661.30</u>

Wastewater

Payroll	139,224.74	899,610.22
Health Insurance	24,747.74	150,096.95
Credit Card Fees	-	13,662.90
Clerk-Treas/Payroll Charges	2,287.92	1,200.00
	<u>166,260.40</u>	<u>1,064,570.07</u>

UTILITY ENGINEERING REPORT
July 2014
Ed Bergsieker
Manager of Engineering

Wastewater Collection

During the month of June, Collection crews responded to 16 possible main blockage calls. Of those calls, there were 7 that were blocked at the city main. There were 5 laterals located, 6 TV inspections and 1 dye test performed. Several days were required for inspecting, locating and marking laterals for the Indiana Avenue Project. There were several septic tank issues during the month. Several of the tanks had to be pumped out and some had check valves, floats and disconnects replaced. Crews assisted the business office with 147 door tags and 71 disconnects for non-payment in June. Line crews performed normal daily duties and general routine maintenance throughout the month as well.

Lift station crews had a few pump issues in June. A pump, check valve, float, piping and disconnect had to be replaced at 4440 Base Road. Presidential Park and Tudor lift stations had to have the controls and overloads reset and pump ran backwards to free from debris. There was an electrical maintenance issue at Rocky Ford Crossing where crews had to replace an alternator due to it being broken. Level sensors also had to be cleaned at the Rocky Ford Crossing and Day's Trucking lift stations. Repairs were made to the wooden panel for the electric controls at the Tudor lift station and float sensors, bar screens and wet wells had to be cleaned at the 3rd Street lift station. Normal daily duties and general routine maintenance were also performed throughout the month.

Water Distribution

During the month of June, Distribution crews spent many hours repairing a service line leak at 2325 Jonesville Road and at 562 S. Cherry Street. There were 16 meter pit leaks repaired, 4 meter pit lids replaced/repared, 3 meter pits adjusted to grade and 1 meter pit at 4617 Autumn Ridge was damaged and had to be repaired. Hydrant crews serviced a total of 36 hydrants during the month and installed a brand new hydrant at the intersection of Whitney Court and Vickers Drive.

There were 38 new 5/8" services and 4 new 1" services installed this month. Crews changed out 107 meters and replaced them with new radio read meters. A total of 127 new automated meter reading units were also installed. Crews performed normal daily duties and routine maintenance as well throughout the month.

Engineering

The Engineering Department did 32 tap inspections and 1087 line locations in June. These numbers are high for us and we don't see things slowing down. Our Engineering Department has a new Engineering Field Technician replacing a veteran employee of over 30 years. Although we will miss the veteran experience provided by the retired employee, we are looking forward to our new Engineering Field Technician. Staff attended meetings of the Bartholomew County Utility Coordinating Committee.

Columbus Utilities relocation of water and sewer mains has been completed on the Carr Hill Road Project. All relocations went according to plan and the only extra expense associated with the job was a property owner requesting a sewer lateral installation so that he could become a customer of Columbus Utilities.

We have completed the Design Study Phase of the 3rd Street lift Station Relocation and Replacement and Sanitary Sewer Improvements. We will be presenting to the Board this month the results of the Design Study and asking the Board to approve the staff recommendation for the site selection based on the reports summary. Conceptual lift station site layouts and sewer line routing have been completed on 3 of the 4 sites with cost estimates based on these layouts. The 4th site was never developed based on the property owner never returning phone contacts, combined with the site may have additional cost associated with it based on previous usage of the site by fuel storage, which has been speculated it may face cleanup costs from these fuel storage tanks having leaks. Site layout and estimated construction costs are a large part of the site recommendation, but also the fact that the recommended site gets us out of the cities "Gateway" project for the State Street Corridor benefits all parties. And Cummins was not real eager to coordinate with us for their property to become a lift station site. GRW's not to exceed cost for this phase has been maintained.

Water Treatment Plant

In our June 2014 safety meeting, we focused on four topics. They included: 1) reviewing the Safety Data Sheets ("SDS") for **Chlorine** (1-ton gas cylinders), 2) two topics from AWWA's 52-week Safety Manual, 3) 2014 Water Treatment Budget, and 4) upcoming operations/maintenance schedules and capital projects.

We began by reviewing the MSDS for **Chlorine** in order to meet our goal of compliance with CCU's Hazard Communication Plan ("HCP"). **Chlorine** is a yellow green compressed liquefied gas with a pungent odor. Water Treatment staff use **Chlorine** as 1) an oxidizer to improve iron removal during the filtering process and 2) the primary disinfectant in treating ground water for public consumption.

Second, staff members read safety topics from AWWA's 52-Week Safety Manual including "Snakebites" and "Backhoe Safety". Staff engaged in conversation concerning both topics. Recent encounters with snakes while mowing and trimming well sites at WP2 made this topic relevant.

Third, we reviewed Planning Charts for the 2014 Water Treatment budget.

Lastly, we briefed staff on scheduled work and capital projects planned for the next 30-90 days.

Training new employees for operator certification assignments (Tom Harden and Kinny Glaze). All certified operators renewed their IDEM certifications.

SCADAware operating software is installed and functional, operations tests complete. Created a punch list of items to address or complete while still working on punch list items and will work on system-generated reports in July.

Continued 2014 Well Maintenance Plan, having completed all scheduled flow tests at both plants. Cleaned all scheduled wells (well 5 at WP2 was cleaned during the first week of July) and cleaned well 16 (well 1 at WP1 is scheduled for cleaning on the week of July 7, 2014), which was identified during scheduled flow tests.

**WASTEWATER OPERATIONS REPORT
July 2014
Garry Pugh
Manager of Wastewater Operations**

Wastewater Treatment Plant (WWTP) personnel repaired a coolant line leak, filled and checked the cooling system on the Haw Creek Headwork's generator.

The WWTP maintenance department reassembled the repaired disc aerators in preparation of installing them during the second week of July.



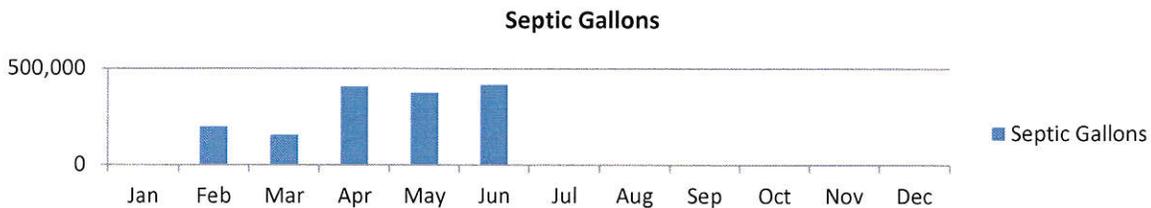
Disc Aerator



Septic Receiving Station

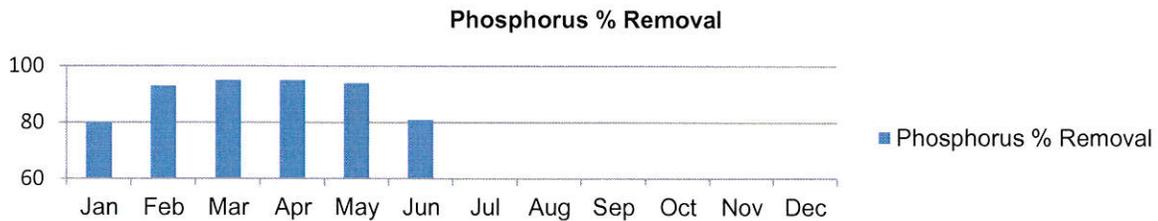
The WWTP received 416,974 gallons of septic waste during June 2014.

WWTP personnel spent 95 hours during June performing preventive maintenance duties.



Solids production for June 2014 was 0.49 solids yield. This was accomplished by setting a 5,000 pounds per day solids wasting rate for the month with no increase or loss in the total plant pounds inventory.

The plant achieved 81% biological phosphorus removal for June 2014.



The following pictures demonstrate the benefit of Biosolids application:



Field #1

This field was planted the same weekend as field #2.

This field did not receive Biosolids; it received commercial fertilizer only.



Field #2

This field located beside field #1 received Biosolids and a small amount of commercial fertilizer.

Plant personnel are currently increasing the solids storage area using concrete barricades. When completed, this will add 750 cubic yards of storage to the solids containment area, which currently holds approximately 550 cubic yards of solids.

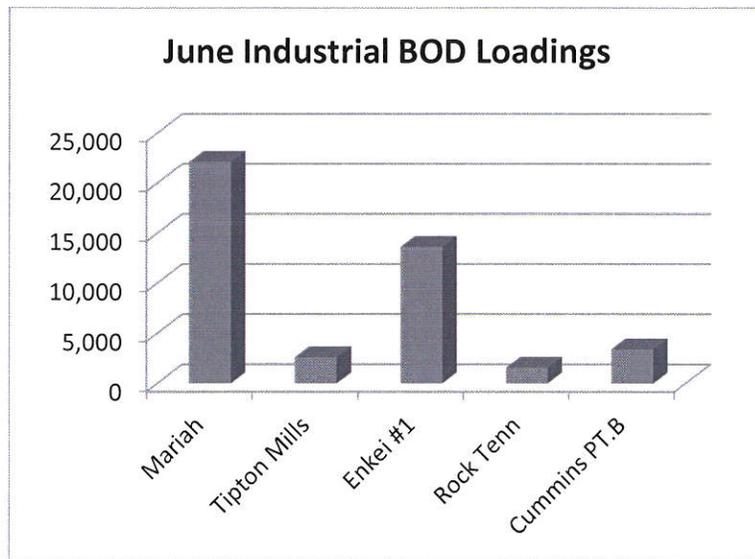


Once completed, the additional storage will measure 60 feet wide X 55 feet long and 6 feet high. At a solids production yield of 0.5, this should increase the total storage capacity to approximately 70 days.

The length of storage time available with the increased capacity will depend upon temperature, rain and the amount of biological and moisture reduction that occurs within the solids while in the storage area.

Pretreatment

The total BOD loading on the WWTP in June was 304,188 pounds. This is about the same as the previous month due to lower flow and slightly higher concentration. The following graph depicts the BOD contributions from several industries.



Another round of sampling was conducted at Cummins Fuel Systems Plant (CFSP) during the week of June 25th to determine the current state of compliance. Three samples were collected during that week. Lab results for the first two were well under the discharge limit. The result for the third sample is pending.

On June 2nd Cummins Technical Center (CTC) reported that process water backed up into test cells indicating a partial blockage of the line leading to the oil/water separator. Some of the flow bypassed the separator but still went through the downstream grease interceptor prior to discharge. Pretreatment staff checked the site the next day and met

with CTC personnel. They reported that they were able to get an emergency crew from National Environmental to pump out the separator and take care of the clog. Pretreatment staff checked the sump and it looked normal.

Hoosier Tool & Die (HTD) asked pretreatment staff to evaluate accumulated mop water for acceptability to discharge to the sewer. A sample of the material was acidified and a relatively thick oil layer formed. Also, the copper, zinc, and lead concentrations exceeded discharge limits. HTD will hire a consultant to determine if the material can be treated so that the resulting treated water would be acceptable. If so, they wanted to determine a drain that they could discharge into. The Collection Department conducted dye tests to trace drains. The results of the dye test for the drain they were hoping to use were inconclusive. Other outlets from inside the building definitely led to the sanitary sewer (see below). Pretreatment staff will stay in close contact with HTD as the project progresses.



Pretreatment Staff prepared a cover letter and sent the annual Total Toxic Organic Compounds (TTO) report to IDEM and EPA. All compounds were below the detection limit.

Pretreatment staff mailed out industrial/commercial survey forms to approximately 80 minor facilities to determine if there are any processes or other activities that warrant further attention.

Laboratory

Industrial testing this month included: Rock-Tenn, Toyota end of pipe, Rightway Fasteners, Enkei #1, Enkei #3, DJG, PMG, Victory, and CFSP.

Bacteria samples from: 2535 Lakecrest Drive for a line repair.

Thermometers were calibrated and labeled with appropriate correction factors in all labs this month against a register NIST thermometer. This is done to establish a correction factor for the thermometers to make sure accurate readings are obtained as part of quality control measures. It is a requirement which be completed on an annual basis.

The WS-215, which is for drinking water, was also received and analyzed this month. Blind standards were received for fluoride, and drinking water bacteriological samples (total and e.coli coliforms), which are currently analyzed for Water Plant 1 & 2 as required by the state. As with the DMR-QA, results are sent to the appropriate agency and evaluated. A comparison report is generated. Laboratories then receive a copy of the true values of the standards tested and the range in which all participating labs' results must fall within, in order to have received a passing mark.

Pool samples were analyzed for bacteria and HPC. This will be part of weekly routine testing for the rest of the swimming pool season.

Fluoride testing has been changed to 2x per week at the request of the water plant.

We began a chlorine demand study on the Tamerix Lake WWTP to establish a data set which will assist us in minimizing chlorination chemicals.

DIRECTOR'S REPORT
July 2014
Keith L. Reeves P.E.

Goals and Objectives - For the past several years, I have been setting annual goals and objectives for the department. With the current administration, the process has become a little more formalized with the stated ultimate goal of tying annual raises to how well these goals were met.

Late last year, I asked each supervisor for goals for their functions and then tweaked and consolidated them into a document that I provided to the Board and to City Hall. I have attached the original document as a reference. What follows is a brief update of where we stand to date:

- Non-Rate Charges – The Board has approved all charges and Stan is working on the ordinance that will be presented to City Council. Once they have approved our charges, some will have to be considered by the IURC in what they term a “thirty day filing. I still expect this to be completed by the end of the year although we might decide to delay implementation to ensure that our customers are properly notified.
- Fire Hydrant Obstruction Program – I have been in conversations with the fire chief, and we both believe we can have an effective program using the state fire code as a reference without enacting any new local ordinances. We have a short list of obstructed hydrants, but we intend to ask Utility crews to make note of obstructions during our annual flushing program in September.
- Backflow Prevention – We have renewed our program of notification for backflow testing and are in the process of moving the data into a component of our billing software. Over the course of this and future years, we will build up this database. Also, many of our staff that received training on backflow prevention have since retired, and qualifying new staff members in inspections and testing will be a future goal.
- Employee Portal – IT staff has this effort under development.
- Other issues have delayed some the Collection team's effort, but 7th Street lift station rehabilitation is underway. Park Forrest has been cleaned and de-rooted and cleaning has begun on 8th and 16th Street sewers.
- Valve replacements are being scheduled on 5th Street. (This is proving difficult to do without putting a lot of customers out of service.) We have decided internally, that the 4th Street valves should be expanded into a full main replacement project and we are planning to include that into the capital plan for 2016.
- We expect to meet our hydrant maintenance and meter replacement goals even though we had difficulties getting replacement water meters in a timely manner this year.
- Water treatment personnel (with help from Wastewater Treatment personnel) successfully installed the new actuator valves. They have developed a well cleaning program and have been developing SOP's. While operator training is ongoing, the operator that was planned to obtain his certification this year found other employment and none of our uncertified crew has enough tenure to sit for the exam yet.
- Our land application program is underway at the WWTP although the projected savings do not appear to be as much as we once hoped.

Overall, I would say that we are running a little behind schedule for some of our goals, but remain quite capable of meeting them by the end of the year.

Geographic Information System (GIS) – For better or worse, the GIS has been my proverbial “free-time project” for many years. This year, I have been able to dedicate a little more of my time to getting our database ready for practical use and that’s a good thing, because we have more people in our engineering and water distribution sections that are used to dealing with these kinds of systems and are anxious to have useful information available in this format. We are now making password protected, water and sewer locations available to key personnel through the eGIS web site, and hydrant locations and field inventory numbers are being verified for use in this year’s flushing program. We plan to have further training on field location techniques as well as operations of GIS software for an IT staff member to relieve me of the sole responsibility for keeping the database updated.

Land Application of Solids - I mentioned before that the land application program was working, but not as well as we had hoped. There have been a number of things that have affected this and we’re still investigating them. Basically, the problem seems to be that the total plant pounds (material in suspension in the wastewater) is not going down at the rates we had planned for. The reasons for this appear at this time to be twofold;

- Land availability and the allowable window for application – One of our concerns before we began was whether our dewatering efforts could “keep pace” with the land application process. This has indeed been an issue, and our spring application efforts were cut short when it became important for our farmer to plant. We have tried to correct this by preparing material ahead of time, but our storage is limited and the older material can be a short term source of odor at our site and at the application site. Our farmer is also working with us in a midsummer application, but it’s been a struggle to set aside enough land for this.
- There’s just more material - We’re still investigating sources, but total pounds of Biological Oxygen Demand (BOD) entering the plant have increased by 11% each year since 2012. (More BOD translates, proportionally, to more biosolids.) About half of this increased load seems to be coming from increased septic haulers, and we are investigating our industrial permits to pinpoint the rest.



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GOALS FOR 2014

REVIEW AND UPDATE ALL "NON RATE" CHARGES BY END OF YEAR

- CONNECTION FEES
- ASSESSMENTS
- OUTSIDE SERVICES
 - SEPTAGE DISPOSAL
 - LEACHATE DISPOSAL
 - TAMERIX
 - LABORATORY
- EXTRA STRENGTH SURCHARGES
- ALL ADMINISTRATIVE CHARGES
 - TURN ON-OFF
 - NON-PAYMENT
 - AD CHECK

IMPLEMENT FIRE HYDRANT OBSTRUCTION PROGRAM (WITH FIRE DEPT)

- LEGAL REVIEW WORKED OUT BY MARCH IF ORDINANCE REQ'D
- FULL INVENTORY AND PROPERTY OWNER NOTIFICATION OF OBSTRUCTED HYDRANTS BY JUNE
- CORRECTIONS COMPLETED BY YEAR END

Well Managed City

UPDATE AND IMPLEMENT BACKFLOW PREVENTION PROGRAM BY YEAR END

- PUBLIC EDUCATION ELEMENT – BROCHURES IN SPRING BILLINGS (COMPLETE BY JUNE)
- INDUSTRIAL EDUCATION AND INSPECTION ELEMENT (UPDATE EXISTING MAILING LIST AND SET UP INSPECTION DATABASE BY MARCH)
- ANNUAL INSPECTION MONITORING (IDENTIFY INSPECTION SHORTFALLS AND CONTACT FOR ENFORCEMENT)

CREATE EMPLOYEE PORTAL / INTRANET FOR

- POLICIES
- PROCEDURES
- COMMUNICATIONS

LABORATORY GOALS

- INCREASE LAB CONTRACT SERVICE INCOME BY 25%
- EXPAND LEACHATE DISPOSAL PROGRAM AT WWTP AT LEAST ONE MORE CLIENT/SITE

COLLECTION

- FULL WORKUP, INCLUDING CLEANING, ROOT-SAW, TELEVISED INSPECTION AND INVENTORY FOR TWO TROUBLESOME AREAS (PARK FORREST AND CARRIAGE ESTATES)
- CLEAN AND REMOVE GRIT FROM LARGE DIAMETER SEWERS ON 16TH, 12TH AND 8TH STREETS
- IN-HOUSE REHABILITATION OF LIFT STATION AT 7TH STREET AND HAW CREEK

WATER DISTRIBUTION

- REPLACE VALVES AT 4TH AND LAFAYETTE, 5TH AND LAFAYETTE, 5TH AND PEARL, 4TH AND CALIFORNIA
- CONTINUE PM WORK ON FIRE HYDRANTS (COMPLETE ANOTHER 25%)
- RESPOND TO ALL LEAKS AND SERVICE REQUESTS IN A TIMELY MANNER
 - i. 90% of all new service requests within 14 days
 - ii. 90% of all reported leaks repaired within 30 days
- TAKE AUTOMATIC METER READING PROGRAM TO 95% COMPLETION (INSTALL 1,000 METERS)

Well managed City- Improve Workplace Safety?

WATER TREATMENT

- COMPLETE VALVE ACTUATOR UPDATES AT WATER PLANT (JUNE-JULY, BEFORE HIGH DEMAND)
- ESTABLISH WELL CLEANING PROGRAM TO CLEAN EVERY WELL WITH 30% CAPACITY LOSS (FOUR WELLS IN 2014)
- CONTINUE OPERATOR TRAINING PROGRAM – OBTAIN CERTIFICATION FOR ONE NEW EMPLOYEE
- DEVELOP WRITTEN (AND PERHAPS MORE) SOP'S FOR DAILY AND REGULAR OPERATIONS

WASTEWATER TREATMENT

- DEVELOP SPECIFICATIONS AND SEEK BIDS FOR BIOSOLIDS LAND APPLICATION PROGRAM (BIDS TO BE SOUGHT BEFORE APRIL-MAY APPLICATION)
- EVALUATE SEPTAGE PROGRAM AND DOCUMENT NEW PROCEDURES AND FEES (EARLY IN 2014 COMPLETE BY MARCH)