

Program Description

The Wastewater Division is responsible for the collection and treatment of domestic and industrial wastewater generated in the Missoula sewer areas. Administration, maintenance, operation, monitoring, testing and the pretreatment program are the primary functions of the Division. These activities are conducted under the Montana Pollution Discharge Elimination System (MPDES) permit issued by the Montana Department Environmental Quality (MDEQ) and the National Pollution Discharge Elimination System (NPDES) permit issued by the United States Environmental Protection Agency (USEPA). Additionally, the Division strives for beneficial reuse of residual by-products of wastewater treatment.

The Wastewater Division is separated into four distinct sections:

- Wastewater Collection
- Wastewater Treatment
- Wastewater Administration
- Wastewater Pretreatment / Laboratory

Goals & Objectives

Wastewater Collection Goals and Objectives

- Maintain clean and free-flowing conditions in all sewer mains at all times.
- Video inspect all sewer mains every 10 years
- Hydro-clean and root cut all sewer mains in the City bi-annually.
- Maintain all individual and community Septic Tank Effluent Pumping systems throughout the sewer service area including STEP tank solids pumping.
- Implement new technologies for maintenance and maintenance management as they become available.
- Provide around the clock emergency response to all sewer emergency calls.
- Minimize inflow and infiltration of ground water into sewer lines to minimize unnecessary hydraulic flows in to the treatment facility with line repair and rehabilitation.
- Identify projects and assist the Engineering Division in implementing collection system spot repair, line and manhole rehabilitation work.
- Investigate and report all sewer damage claims.

Wastewater Treatment Goals and Objectives

- Comply at all times with the requirements of the MPDES and NPDES permits.
- Exceed the water quality requirements in the discharge permit for all parameters.
- Perform preventive maintenance to all treatment facility equipment.
- Provide around the clock emergency response for the treatment facility.
- Involve all treatment staff in process control, maintenance and improvements made of the facility.
- Implement new technologies for improved water quality and maintenance management as they become available.
- Provide educational outreach of the treatment facilities for area schools and other interested citizens.

Wastewater Administration Goals and Objectives

- Provide oversight supervision and direction for the entire Wastewater Division.
- Comply with Environmental Protection Agency mandates as they relate to the pretreatment of wastes accepted at the wastewater facilities.
- Provide training opportunities for all staff, emphasizing communication, teamwork, leadership, management and safety.
- Identify, plan and oversee upgrade and improvement projects including alternative treatment strategies.
- Participate with Federal, State regarding future changes to MPDES permit such as Total Maximum Daily Load allocations.

- Participate with local and regional environmental organizations such as the Clark Fork Coalition, the Tri-State Water Quality Council and the Watershed Education Network.
- Implement new (2006) MPDES permit requirements in accordance with compliance schedules including influent metering by 2011.

Wastewater Pretreatment / Laboratory Goals and Objectives

Laboratory

- Perform permit required in-house sampling and analysis including and arrange for outside contract analysis.
- Prepare MPDES and NPDES monthly, quarterly and annual reports.
- Perform maintenance, calibration of lab equipment and maintain a QA/QC (quality assurance/quality control) program to ensure analytical accuracy.
- Research new equipment and methods.
- Support wastewater treatment process control with sampling and analysis

Pretreatment Program

- Prevent interference with treatment, operations, pass through, and contamination of sludge through,
 - Maintaining legal authority and an enforcement response plan
 - Annually review local limits
 - Prepare annual pretreatment and sludge reports
 - Identify, permit, monitor, and inspect all Significant Industrial Users (SIU) and Minor Industrial Users (MIU)
- Work with other City departments concerning SIU and MIU variances and sewer billing.
- Oversee hauled waste program (septic system wastes)
- Investigate reported issues concerning SIUs and MIUs.
- Identify all new SIUs and MIUs
- Sample sectors of the collection system to identify localized conditions.
- Provide sampling, analysis and support for outside organizations such as the Tri-State Water Quality Council, the Missoula Water Quality District and the City County Health Department Household Hazardous Waste Program.
- Provide plant data to the public through requests and the City web page.

FINANCIAL SUMMARY

Budget by Object of Expenditure Category	Actual FY 2009	Amended FY 2010	Actual FY 2010	Adopted FY 2011	Increase * (Decrease)	Percent Change
Personal Services	\$ 1,383,708	\$ 1,423,884	1,305,975	1,349,352	\$ (74,532)	-5%
Supplies	394,211	413,070	449,097	413,070	\$ -	0%
Purchased Services	1,063,791	1,161,784	1,014,542	1,219,461	\$ 57,677	5%
Miscellaneous	905,999	885,284	919,122	989,281	\$ 103,997	12%
Debt Service	-	-	-	-	\$ -	
Capital Outlay	1,000	-	(54,936)	-	\$ -	
Total	\$ 3,748,709	\$ 3,884,022	\$ 3,633,799	\$ 3,971,164	\$ 87,142	2%

STAFFING SUMMARY

Title	Actual FY 2008	Actual FY 2009	Actual FY 2010	Adopted FY 2011
WASTEWATER SUPERINTENDENT	1.00	1.00	1.00	1.00
COLLECTION & MAINTENANCE SUPERVISOR	1.00	1.00	1.00	1.00
WASTEWATER PLANT SUPERVISOR	1.00	1.00	1.00	1.00
PRE-TREATMENT LAB SUPERVISOR	1.00	1.00	1.00	1.00
LAB TECHNICIAN	1.00	1.00	1.00	1.00
LAB TECHNICIAN	1.00	1.00	1.00	1.00
PLANT OPERATOR	1.00	1.00	1.00	1.00
PLANT OPERATOR	1.00	1.00	1.00	1.00
PLANT OPERATOR	1.00	1.00	1.00	1.00
PLANT OPERATOR	1.00	1.00	1.00	1.00
PLANT OPERATOR	1.00	1.00	1.00	1.00
COLLECTION SYSTEM MAINTENANCE TECHNICIAN	1.00	1.00	1.00	1.00
COLLECTION SYSTEM MAINTENANCE TECHNICIAN	1.00	1.00	1.00	1.00
COLLECTION SYSTEM MAINTENANCE TECHNICIAN	1.00	1.00	1.00	1.00
COLLECTION SYSTEM MAINTENANCE TECHNICIAN	1.00	1.00	1.00	1.00
COLLECTION SYSTEM MAINTENANCE TECHNICIAN	1.00	1.00	1.00	1.00
COLLECTION SYSTEM MAINTENANCE TECHNICIAN	1.00	1.00	1.00	1.00
COLLECTION SYSTEM MAINTENANCE TECHNICIAN	1.00	1.00	1.00	1.00
COLLECTION SYSTEM MAINTENANCE TECHNICIAN	1.00	1.00	1.00	1.00
ADMINISTRATIVE SECRETARY	1.00	1.00	1.00	1.00
INTERMITTENT LABORERS/INTERN	1.20	1.20	1.00	0.50
Total	22.20	22.20	22.00	21.50

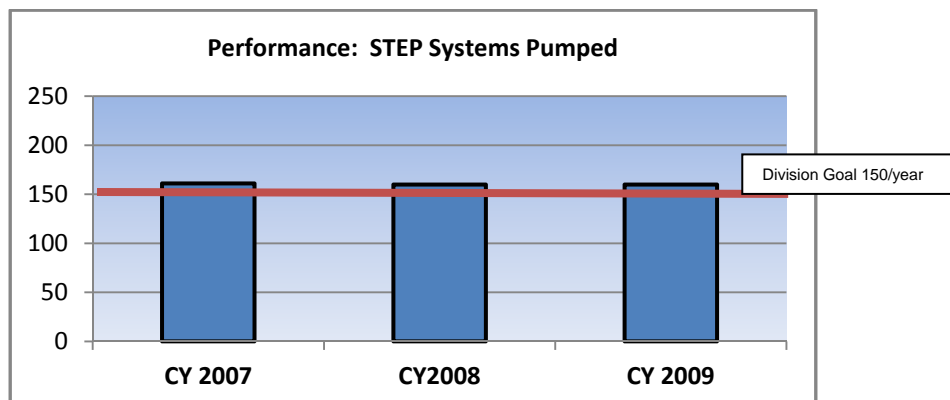
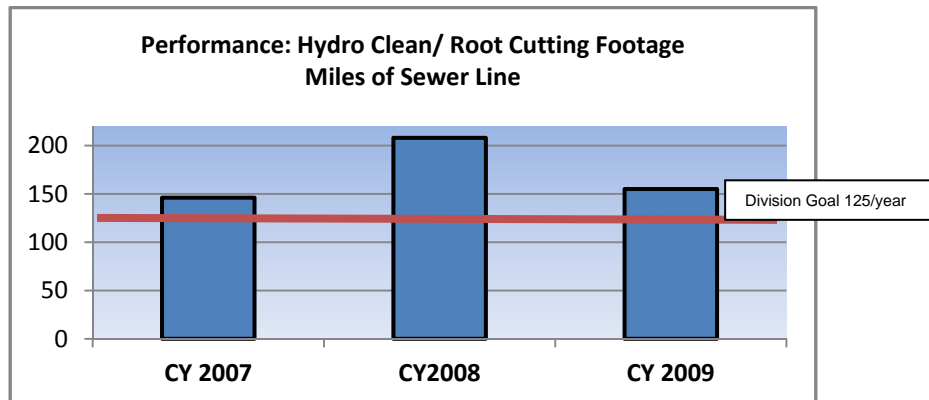
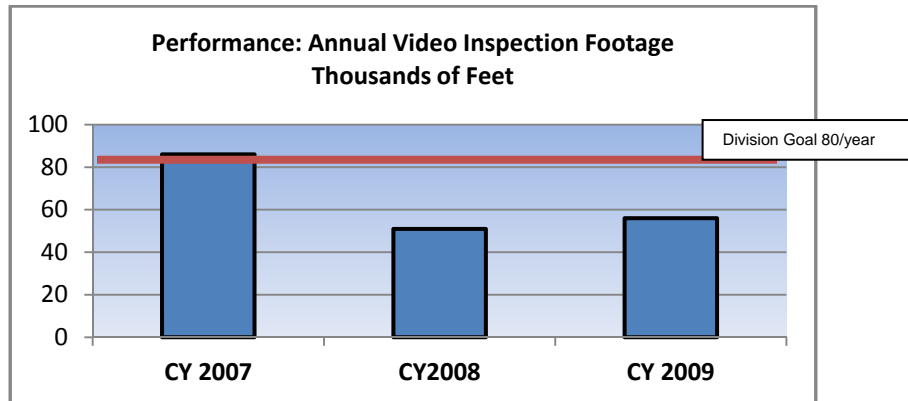
2011 Budget Highlights

Purchased Services:

- No new Purchased Services requested.

New Operating Requests Funded:

- No new operating requests made.



City Council Strategic Goals & Department's Implementation Strategy

The City Council established a set of Strategic Goals for city government. Listed below are the Council's goals, followed by the methods by which the Wastewater Department is striving to fulfill the Council's goals.

Goal 1 – Organizational Management – *Sustain and enhance our ability to be an efficient, effective, accountable, responsive and respected City Organization.*

- Assist Public Works in adding new layers to the Geographical Information System (GIS) for the Wastewater collection system.
- Continue preventing Sanitary Sewer Overflows (SSO) in sewer area.
- Comply at all times with the requirements of the MPDES and NPDES permits

Goal 2 – Community Livability – *As a community we promote a safe, healthy, economically and environmentally sustainable Missoula.*

- Maintain clean and free-flowing conditions in all sewer mains at all times.
- Continue pursuing the goals for septic system reduction and sewer main repair to protect ground water and drinking water sources.
- Plan for sewer service expansion as recommended in the Wastewater Facilities plan.
- Exceed the water quality requirements in the discharge permit for all parameters to ensure recreational use of the Clark Fork River.
- Continue to address and implement better control odor at the WWTP and facilitate odor control at the Eko Compost facility.

Goal 3 – Community Involvement – *We encourage citizen involvement and ownership in our community.*

- Continue educational tours and project involvement with area schools.
 - Continue participation with local and regional environmental groups.
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Performance Measures & Workload Indicators

Performance Measures

Measure	Actual FY 2009	Amended FY 2010	Actual FY 2010	Adopted FY 2011
1 . Continue scheduled maintenance on the collection system to prevent sanitary sewer over flows, sewer back ups and identify and repair sewer lines prone to ground water infiltration	100%	100%	100%	100%
2 . Continue to exceed MPDES permit requirements for discharge into the Clark Ford River and use the Wastewater Facility Plan and other source material to plan for future growth and regulatory changes.	100%	100%	100%	100%
3 . Continue to operate a certified laboratory. Continue 100% compliance with SIU inspections	100%	100%	100%	100%

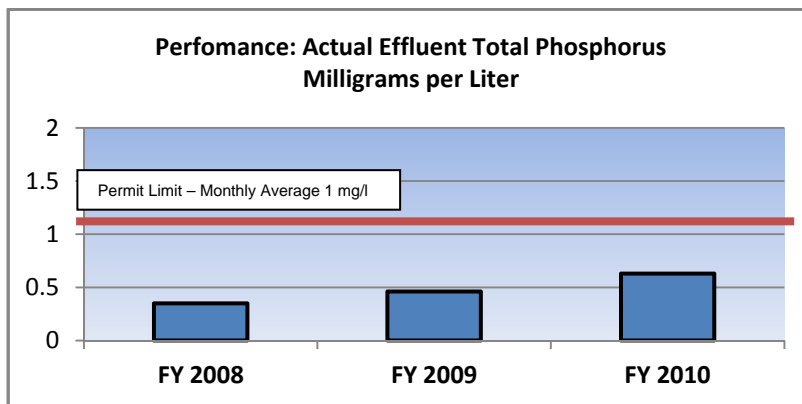
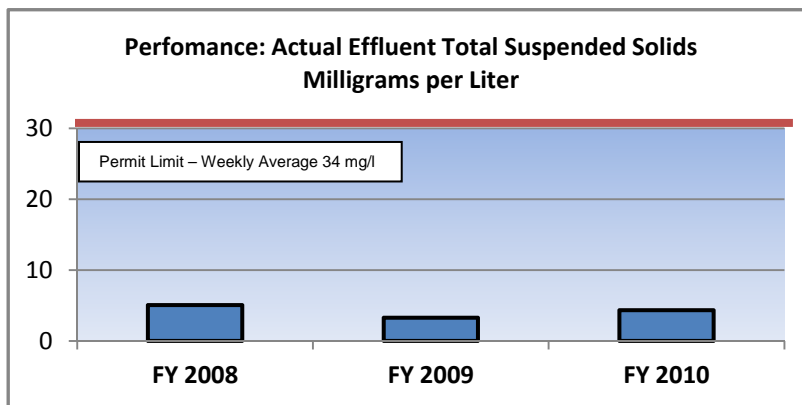
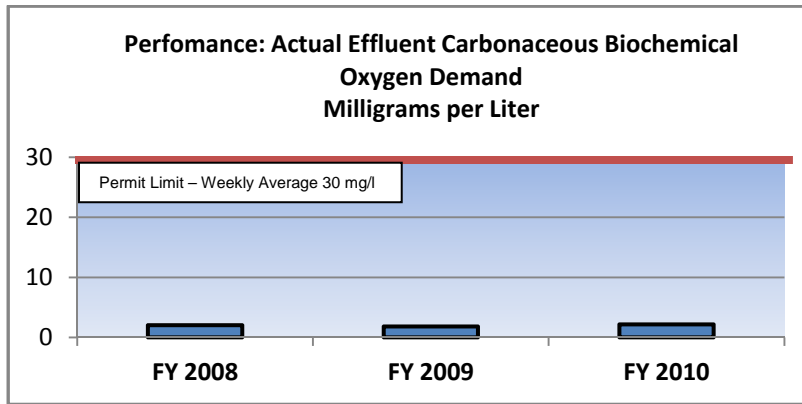
Historical data has been estimated.

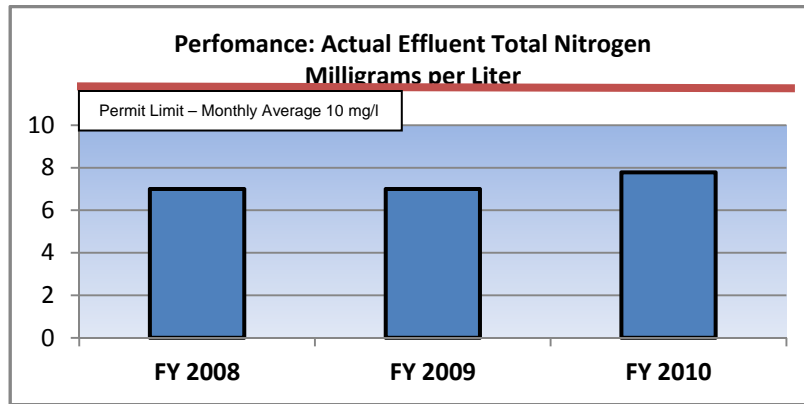
Workload Indicators

Indicator	Actual FY 2009	Amended FY2010	Actual FY2010	Adopted FY2011
1 . Annual sewer main hydro-cleaning/root cutting (feet)	823,680	750,000	818,000	750,000
2 . Annual sewer main video inspection (feet)	51,000	80,000	56,000	50,000
3 . Annual STEP tanks pumped	160	150	160	150
4 . Treated plant effluent cBOD and TSS	<5 mg/l	<5 mg/l	<5 mg/l	<5 mg/l
5 . Treated plan effluent phosphorus	0.7 mg/l	<0.5 mg/l	0.63 mg/l	<0.5 mg/l
6 . Treat plan effluent nitrogen	7 mg/l	<7 mg/l	7.78 mg/l	<7 mg/l
7 . Laboratory QA/QC certification	Pass	Pass	Pass	Pass
8 . 11 Annual SIU inspections	100%	100%	92%	100%
9 . Annual MIU inspections	5%	5%	3%	5%

Historical data has been estimated.

Wastewater Treatment Performance Measures





Pretreatment/ Laboratory Performance Measures

Year	Laboratory QA/QC	11 Annual SIU Inspections	Annual MIU Inspections
2008	Passed all	100%	05%
2009	Passed all	100%	05%
2010	Passed all	100%	05%

Program Description - (5311)

This fund receives the revenues of the different Sewer Enterprise funds and distributes them according to need. The primary revenue source is the user fees charged to users of the Sewage system.

Activities and Objectives

To receive and transfer approximately \$6,272,053 in sewer use fees, delinquencies and interest on investments during Fiscal Year 2011.

INTER-FUND TRANSFERS OUT

Transfer to Sewer Operating Budget	\$ 3,971,164
Transfer to Sewer Revenue Bond Series 1992A Bond Debt Service	85,880
Transfer to Sewer Revenue Bond Series 1992B Bond Debt Service	161,780
Transfer to Sewer Revenue Bond Series 1999 Bond Debt Service	133,940
Transfer to Sewer Revenue bond Series 2000 Bond Debt Service	52,840
Transfer to Sewer Revenue Bond Series 2001 Bond Debt Service	33,100
Transfer to Sewer R&D Fund	451,750
Transfer to Sewer Revenue Bond Series 2002 Bond Debt Service	94,560
Transfer to Sewer Revenue Bond Series 2002 Bond Debt Service	366,040
Transfer to Sewer Revenue Bond Series 2003 Bond Debt Service	271,525
Transfer to Sewer Revenue Bond Series 2004 Bond Debt Service	264,463
Transfer to Sewer Revenue Bond Series 2005 Bond Debt Service	119,663
Transfer to Sewer Revenue Bond Series 2005 Bond Debt Service	25,195
Transfer to Sewer Revenue Bond Series 2010A Bond Debt Service	4,287
Transfer to Sewer Revenue Bond Series 2010B Bond Debt Service	45,866
Transfer to General Fund	190,000

Total \$ 6,272,053

FINANCIAL SUMMARY

Budget by Object of Expenditure Category	Actual FY 2009	Amended FY 2010	Actual FY 2010	Adopted FY 2011	Increase * (Decrease)	Percent Change
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	
Supplies	-	-	-	-	-	
Purchased Services	-	-	-	-	-	
Miscellaneous	5,795,730	6,369,310	5,811,035	6,272,053	(97,257)	-2%
Debt Service	-	-	-	-	-	
Capital Outlay	-	-	-	-	-	
Total	\$ 5,795,730	\$ 6,369,310	\$ 5,811,035	\$ 6,272,053	\$ (97,257)	-2%

Program Description – (5315)

This fund accounts for the receipts and disbursements made pursuant to the two loan programs available to offset the costs of sewer connections for residential properties.

Activities and Objectives

The City Sewer Loan Program was created to provide financial assistance to property owners to connect to sanitary sewer. Eligibility requirements include: home has to be owner occupied, property has to be less than 50,000 square feet in size and owners need to be below Federal HUD Median Household Income 80% Limit level. This program is not available to properties outside the City limits.

There are two payment alternatives: 1) the loan payments are deferred and do not have to be paid off until the property or owners no longer meet the eligibility requirements; or 2) the loan is paid off over eight years. Both options accrue interest at the rate established for the City’s Sidewalk and Curb Warrants (currently 4.991%)

The Bank Sewer Loan Program was created in FY95 in conjunction with local banks and credit unions. The participating banks and credit unions provide loans for the connection costs to the City sewer system and the City guarantees the loan, providing that the property owners complete the City’s application and related City forms. If a loan is defaulted on, the City buys the loan and places it as a lien on the property. Residential properties, including rentals and multi-family units are eligible for this program. This program is available to residential properties in or out of the City limits.

TOTAL FUND EXPENDITURES - \$20,000

FINANCIAL SUMMARY

Budget by Object of Expenditure Category	Actual FY 2009	Amended FY 2010	Actual FY 2010	Adopted FY 2011	Increase * (Decrease)	Percent Change
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	
Supplies	-	-	-	-	-	
Purchased Services	-	-	8,522	-	-	
Miscellaneous	23,465	22,973	-	20,000	(2,973)	-13%
Debt Service	-	-	-	-	-	
Capital Outlay	-	-	-	-	-	
Total	\$ 23,465	\$ 22,973	\$ 8,522	\$ 20,000	\$ (2,973)	-13%

Program Description – (5320)

The Wastewater Treatment Replacement and Depreciation fund was established to account for the Wastewater Treatment Plant's fixed assets, fund balance, and depreciation reserves. The balance of Sewer Use Fees that are not needed for operations or debt service is accumulated in the R & D fund for future capital replacement and improvements.

Activities and Objectives

The projects scheduled for the Wastewater Treatment R & D fund are listed below.

1. **Miscellaneous Sewer Main Repairs:** Minor repair projects to the existing collection system (Account 360: \$100,000).
2. **Miscellaneous WWTP Repair Projects:** This appropriation is for repair projects to the existing Wastewater Treatment Plant infrastructure that cannot be anticipate (Account 360: \$100,000).
3. **Sewer Line Rehabilitation Projects:** Rehabilitate/upgrade old sewer line assets through both excavation and replacement of lines or some type of "slip lining" technique or manhole installations (Account 360: \$100,000).
4. **Lateral Sewer Main Extensions:** Provide lateral mains under new street construction projects to prevent the need to dig up street for future sewer line development. Costs may be recovered when future connections occur (Account 360: \$10,000).
5. **Russell Street Sewer Interceptor:** Project to replace the existing pumps and convert to gravity sewer systems in the Russell Street Area (Account 350: \$25,000).
6. **Sewage Lift Station Upgrade/Rehab:** Continue installation of high water alarm systems on community STEP tanks currently without alarms and replace existing effluent lines on existing twenty tanks (Account 350: \$35,000)
7. **Truck replacement:** One full size pick-up and one mid-size pickup to replace (Account 940: \$60,000).
8. **State Mandated Eden's Update:** State is changing Tax ID numbers from a 7 digit number to a 10 digit number. Charges for update \$2,750 (Account 350).
9. **Flow-based study:** contract with Kees Corsmitt & Staff at Red Oak Consulting (Account 350: \$19,000).

Total Purchased Services: \$391,750

Total Expenditures: \$60,000

FINANCIAL SUMMARY

Budget by Object of Expenditure Category	Actual FY 2009	Amended FY 2010	Actual FY 2010	Adopted FY 2011	Increase * (Decrease)	Percent Change
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	
Supplies	-	-	-	-	-	
Purchased Services	587,599	490,000	114,597	391,750	(98,250)	-20%
Miscellaneous	306,828	640,638	-	-	(640,638)	-100%
Debt Service	-	-	-	-	-	
Capital Outlay	(460,766)	315,000	500,876	60,000	(255,000)	-81%
Total	\$ 433,660	\$ 1,445,638	\$ 615,472	\$ 451,750	\$ (993,888)	-69%

Program Description – (5325)

This fund is established to segregate expenditures and revenues of the Sewer Development Fee. The fee is charged on new sewer connections to reflect a contribution by new customers toward the cost of the existing physical plant and sewer lines. This contribution compensates existing users for the Sewer plant and additions which were built to allow sufficient capacity for future community growth.

Activities and Objectives

Sewer Development Fees are earmarked for necessary sewer projects related to new connections and sewer system capacity expansion. The City Council has to give prior approval to any expenditure from the Sewer Development Fee Fund.

\$100,000 is appropriated for various projects that may come up as the year progresses where it is appropriate to increase capacity of a private line being installed for future users.

The expenditures for FY 2011 are as follows:

- Airport Interceptor – CIP #WW-07. Funding for some initial design and planning services for extending the sewer from the Airport to the “Wye” area. - \$50,000
- Russell Street Interceptor - \$25,000
- Reserve Street Sewage Lift Station Upgrade/Rehab - \$35,000
- Oversizing Assistance - \$100,000

TOTAL FUND EXPENDITURES - \$ 210,000

FINANCIAL SUMMARY

Budget by Object of Expenditure Category	Actual FY 2009	Amended FY 2010	Actual FY 2010	Adopted FY 2011	Increase * (Decrease)	Percent Change
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	
Supplies	-	-	-	-	-	
Purchased Services	-	-	-	-	-	
Miscellaneous	1,056,966	600,000	432,875	110,000	(490,000)	-82%
Debt Service	-	-	-	-	-	
Capital Outlay	6,006	-	659,251	100,000	100,000	
Total	\$ 1,062,972	\$ 600,000	\$ 1,092,126	\$ 210,000	\$ (390,000)	-65%

Program Description – (5340)

The fund accounts for the receipts and expenditures for major Sewage Plant construction projects. The primary funding sources for such projects are revenue bonds, grants, and the State Revolving Fund (SRF) Program which was established with the final EPA appropriations for state and local wastewater treatment projects.

Activities and Objectives

WWTF Headworks Replacement – Activity budget equals \$ 10,500,000
 Revenue source is Sewer Revenue bonds.

TOTAL FUND EXPENDITURES - \$ 10,500,000

FINANCIAL SUMMARY

Budget by Object of Expenditure Category	Actual FY 2009	Amended FY 2010	Actual FY 2010	Adopted FY 2011	Increase * (Decrease)	Percent Change
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	
Supplies	(4,108)	-	-	-	-	
Purchased Services	-	-	-	-	-	
Miscellaneous	250,000	-	-	-	-	
Debt Service	-	-	-	-	-	
Capital Outlay	-	13,791,946	8,770	10,500,000	(3,291,946)	-24%
Total	\$ 245,892	\$ 13,791,946	\$ 8,770	\$ 10,500,000	\$ (3,291,946)	-24%

Program Description – **(5361, 5362, 5363, 5364, 5365, 5371, 5373, 5375, 5377, 5379, 5381, 5383, 5384)**

These funds account for the three existing Sewer Revenue Bonds, two 1992 bond issues to the State of Montana SRF revolving loan program, a 1999 bond issue to the State of Montana SRF revolving loan program and a 2000 bond issue to the State of Montana SRF revolving loan program. Expenditures from the funds are for the yearly debt service payments.

Activities and Objectives

2001 Sewer Revenue Bond (5361) - To make yearly debt service on the bonds that were issued to finance the installation of the Bellvue Interceptor. **\$33,100**

2000 Series B Sewer Revenue Bond (5362) - To make yearly debt service on the Series 2000B bonds that were issued to finance the installation of the Reserve Street collector and Pineview interceptor. **\$52,840**

1992 Series A Revenue Bond (5363) - To make yearly debt service on the Series 1992A bonds that were issued to finance the installation of the renovated wastewater treatment plant clarifiers and the Wapikiya/Bellevue cost overruns. **\$85,880**

1992 Series B Revenue Bond (5364) - To make yearly debt service on the Series 1992A bonds that were issued to finance the installation of the two new sewer lines in Reserve Street during 1992. Part of the capacity of these lines is to serve the Wapikiya/Bellevue and East Cold Springs areas while the other line is to accommodate possible expansion of the system into the Target Range area. **\$161,780**

1999 Sewer Revenue Bond (5365) - To make yearly debt service on the Series 1998 bonds that were issued to finance the installation of the East Reserve Street collector, Mullan Road interceptor, administration building refurbish and engineering for the new treatment plant. **\$133,940**

2002 Sewer Revenue Bond (5371) - To make yearly debt service on the bonds that were issued to finance the installation of the 39th Street/SW Higgins-Bellvue Interceptor and the treatment plant upgrade. **\$94,560**

2002 Sewer Revenue Bond (5373) - To make yearly debt service on the bonds that were issued to finance the upgrade of the treatment plant. **\$366,040**

2002 Sewer Revenue Bond (5375) - To make yearly debt service on the bonds that were issued to finance the upgrade of the treatment plant. **\$271,525**

2004 Sewer Revenue Bond (5377) - To make yearly debt service on the bonds that were issued to finance the upgrade of the treatment plant. **\$264,463**

2005 Sewer Revenue Bond (5379) - To make yearly debt service on the bonds that were issued to finance the upgrade/extension of sewer lines on Birch/Broadway/Lincolnwood Phase I/Gilbert. **\$119,663**

2005 Sewer Revenue Bond (5381) - To make yearly debt service on the bonds that were issued to finance the upgrade/extension of sewer lines on Lincolnwood Phase II. **\$25,195**

2010 Sewer Revenue Bond Series A(5383) - To make yearly debt service on the bonds that were issued to finance the upgrade/extension of sewer lines on Lolo Street. **\$4,287**

2010 Sewer Revenue Bond Series B(5384) - To make yearly debt service on the bonds that were issued to finance the upgrade/extension of sewer lines on the west side of the Rattlesnake valley. **\$45,866**

FINANCIAL SUMMARY

Budget by Object of Expenditure Category	Actual FY 2009	Amended FY 2010	Actual FY 2010	Adopted FY 2011	Increase * (Decrease)	Percent Change
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	
Supplies	-	-	-	-	-	
Purchased Services	-	-	-	-	-	
Miscellaneous	371	-	-	-	-	
Debt Service	607,159	1,619,058	1,616,885	1,989,868	370,810	23%
Capital Outlay	-	-	-	-	-	
Total	\$ 607,530	\$ 1,619,058	\$ 1,616,885	\$ 1,989,868	\$ 370,810	23%

Program Description

The goal of this activity is to provide quality aquatics programs, opportunities and facilities for citizens of all ages, interests, and abilities thus giving every resident as well as guests an opportunity for lifetime leisure skills, water safety skills and active, healthy life styles.

City Council Strategic Goals & Department's Implementation Strategy

The City Council established a set of Strategic Goals for city government. Listed below are the Council's goals, followed by the methods by which the Parks & Recreation Department is striving to fulfill the Council's goals.

Goal 1 – Funding & Service

- CLASS Facility & Registration software updates are installed. Work continues with CLASS and Finance to refine, and add additional components to allow increase use of on line registration for programs, field and facility reservations to increase revenue through convenient services for customers.

Goal 2 – Dignity for All Citizens

- Promote healthy Aquatics Programs
- Scholarships offer all residents opportunity to participate.
- Programming and faculty evaluations by customers and citizens lead to program changes and improvements.
- Increase participation on indoor programs such as swimming lessons for all ages and programs for seniors and adults focusing on fitness. Additional programs for kayaking, snorkeling, water polo league were offered as well.

Goal 3 – Harmonious Natural/Build Environment

- Accessibility of facilities has been recognized as leader in community and Department will publish this information to encourage use by all abilities.
- Continue to research and implement energy reduction programs, such as solar panels at Splash.

Goals & Objectives

- Provide a safe and enjoyable swimming environment with a focus on safety and fun through proper maintenance, chemical balance, quality staffing and training.
- Provide maximum opportunity for recreation and learning in the water through lessons, open swim, fitness, adventure activities, community water safety education programs and special events.
- Increase patrons' interaction with nature and the outdoors through their awareness of safety issues and water safety in regards to open water, using programs such as Learn to Swim, Jr. Lifeguard and Jr. Instructor and providing a more secure beginner's environment for Outdoor programs like Kayaking by partnering with local businesses to provide introductory programming.
- Provide and expand offerings of successful Red Cross programs such as Learn to Swim, Water Safety Instructor, Lifeguard Certification First Aid and CPR
- Aquatics facilities at Currents in McCormick Park and Splash Montana in Playfair Park will emphasize family fun and recreation, swimming fitness and fun, for all members of society, and place for special occasions.

- Establish the Lake at Splash Montana as the preferred facility to host aquatic athletic events such as swim meets, triathlons, and water polo and inner-tube polo tournaments.
- Currents will emphasize lessons, fitness and year round swimming as well as provide an affordable birthday party venue
- Efficiently operate several spray parks that are free to use and which will serve as primary park attractions.
- ADA accessible aquatics facilities engage all users in a friendly, safe environment.
- Establish maintenance schedule for all aquatics facilities to prolong life of facility and enhance quality of experience. Optimize maintenance procedures to be cost and energy effective as possible, including working with Johnson Controls, Inc. to determine energy savings efficiencies and pay backs.
- Write risk management manuals, maintenance management manuals, financial manuals, and implement approved process, practices, standards and procedures.
- Operate the facilities from a quasi-business stand point to best utilize the investment made by city taxpayers and to provide for future growth and expansion.

FINANCIAL SUMMARY

Budget by Object of Expenditure Category	Actual FY 2009	Amended FY 2010	Actual FY 2010	Adopted FY 2011	Increase * (Decrease)	Percent Change
Personal Services	\$ 620,862	\$ 643,793	\$ 604,075	\$ 661,054	\$ 17,261	3%
Supplies	112,392	208,850	165,605	196,350	(12,500)	-6%
Purchased Services	319,265	399,928	272,219	361,428	(38,500)	-10%
Miscellaneous	-	20,000	-	-	(20,000)	-100%
Debt Service	-	-	-	-	-	
Capital Outlay	25,249	-	-	20,000	20,000	
Total	\$ 1,077,768	\$ 1,272,571	\$ 1,041,898	\$ 1,238,832	\$ (33,739)	-3%

STAFFING SUMMARY

Title	Actual FY 2008	Actual FY 2009	Actual FY 2010	Adopted FY 2011
AQUATICS STAFF				
AQUATICS SUPERVISOR	1.00	1.00	1.00	1.00
AQUATICS SUPPORT SPECIALIST	1.00	1.00	1.00	1.00
ASSISTANT A QUATICS SPECIALIST	1.00	1.00	1.00	1.00
LEVEL 1 INTERMITTENT RECREATION	3.30	3.30	3.30	3.30
LEVEL 2 INTERMITTENT RECREATION	14.90	14.90	14.90	14.90
LEVEL 3 INTERMITTENT RECREATION	3.56	3.56	3.56	3.56
LEVEL 4 INTERMITTENT RECREATION	2.25	2.25	2.25	2.25
LEVEL 5 INTERMITTENT RECREATION	0.95	0.95	0.95	0.95
LEVEL 5 INTERMITTENT SPECIALTY INSTRL	0.49	0.49	0.49	0.49
PART TIME CASHIER	1.61	1.61	1.61	1.61
PART TIME CUSTODIAN	0.75	0.75	0.75	0.75
Total	30.81	30.81	30.81	30.81

2010-2011 Budget Highlights

Accomplishments included:

- ❖ Created an inner-tube polo league at Splash Montana and established a recurring event known as the Tube Bowl. This program, which started as a fall and winter program at Currents, has been so successful, that the University of Montana has picked it up and is currently running an intermural Tube Polo league up at the Grizzly Pool.
- ❖ Participated in the city-wide JCI Energy Audit to identify possible energy saving measures.
- ❖ Successfully implemented a energy conservation plan that decreased energy usage and expense at Currents saving over \$10,000.
- ❖ Partnering with Operations we were able to locate and purchase 4 fuel efficient vehicle one of which is use during our Splash Deck maintenance routes. This vehicle is distinctive enough that we were able to use it during the Homecoming parade, to further market our programs and show that our department strives to meet Missoula's sense of conservation.
- ❖ Created and prepared an RFP for the purchase and installation of a UV sanitation system for Currents. Currently waiting the budget decision to follow through and post the request.
- ❖ Researched and formulated a plan to retrofit the pools and spa at both facilities to comply with the new federal Virginia Graeme Baker Act. Currently in the process of purchasing the equipment and labor for the project.
- ❖ Increased gross revenue from Private Group Lessons by a total of \$7,686 for both facilities, all on top of maintaining a staff retention rate of 71%.

Goals for 2010 include:

- ❖ Working with the Water Polo community to establish a water polo program at Splash Montana.
- ❖ Establishing a beginner's swim team program for children to try the sport in a comforting and affordable environment, and hopefully to work with other facilities such as the YMCA, and the Peak to create a summer city-wide league.
- ❖ Establishing a Water Safety Education program that operates in the primary schools, alerting children in grades 1 -3 to the need for wise decisions when near an aquatic environment and introducing them to the benefits of the P&R program.
- ❖ Establish tools for more precise tracking of staff hours and scheduling, to increase efficiency without sacrificing safety or our ability to provide our customers the best possible services.
- ❖ Every year has its challenges and 2010 will be no exception. The Aquatics Program is committed to working steadily to excel and overcome any challenges throughout all economic hardships and cool, wet summer weather.

Aquatics Donations - \$20,000

Donations, gifts and fundraiser held and funds earmarked specifically for aquatics needs.

Performance Measures & Workload Indicators

Performance Measures

Measure	Actual FY 2008	Actual FY 2009	Actual FY 2010	Adopted FY 2011
1 . Increase sale of annual passess by 5-10% each year	\$ 87,598	\$ 95,798	\$ 90,370	\$ 95,000
2 . Increase Profit Margin at Crazy Creek Café	32%	34%	34%	36%
3 . Reduction in energy consumption using JCI measures			15%	20%

Workload Indicators

Indicator	Actual FY 2008	Actual FY 2009	Actual FY 2010	Adopted FY 2011
1 . Number of daily admissions at Currents	48,888	49,972	50,000	51,000
2 . Number of daily admissions at Splash	69,980	64,724	65,000	65,000
3 . Number attending sw im lessons at Currents	9,939	11,470	11,500	12,050
4 . Number attending sw im lessons at Splash	4,585	5,450	5,500	5,750
6 . Total Attendance	180,008	196,182	197,000	205,800
Notes: 1. Proforma 2. FY07 Splash Only Opens June 20, Currents Sept 16 3. FY08 50 Meter Opens May 30 at Splash 4. FY09 First year all facilities open for full year 5. FY10 - Aquatics revenue/Expenditure closely reflect FY09 actual numbers				

Program Description

This fund is set up as an internal service fund for the City's self-insured employee health insurance program. The fund receives revenues in the form of monthly employer contributions from all City departments, employee contributions, and payments from retired employees who are given the option of paying monthly insurance premiums to remain on the health insurance plan. Retired employee contributions receive a 15% subsidy from the city.

Goals & Objectives

Each City department is charged per payroll for contributions to the employee health insurance program. The revenue from General Fund tax supported departments originates in special health insurance tax levy funds (2371 and 2372) where state law allows a special tax levy above and beyond the special all-purpose General Fund levy. These revenues are transferred regularly to the General Fund to reimburse the General Fund for the expenditures of the contributions to the health insurance fund. The monthly premium for the health insurance of \$670 per employee was reduced by \$100 per employee per month in FY 2010 to \$570 and is recommended to be increased by \$65 per employee per month in FY 2011 to \$635 per employee per month. The monthly employee dependent charge has not been proposed to be increased over last year. Substantial changes were implemented in FY 2001, 2002, 2003 and 2004 to address both the funding for the City's health benefit plan as well as the cost experience of the plan in the future. The rate of medical inflation nation-wide in many prior fiscal years averaged about 15% while the City averaged over 20% for those fiscal years. The reason for the proposed changes in the past was that the plan could not support the level of costs it was experiencing. In FY 2010 the city is experiencing another difficult plan year. We are projecting that the fund balance will fall to \$1.485 million, a decrease of \$793,000. We are presently projecting that the City's plan will have a fund balance at the end of FY 2011 of approximately \$1.2 million.

Administration Recommendation

Up until seven years ago the City health insurance plan had suffered from significant increases in usage and medical inflation. Since then, the plan had increased its fund balance for six of the last seven years bringing the plan from a deficit of -\$400,000 in FY 2003 to an surplus of \$2,278,000 at the end of FY 2009. This trend did not continue in FY 2010. The Administration had recommended that the Health Insurance levy within the city's cap be reduced in FY 2010 by \$484,305 by reducing the monthly premium for the health insurance from \$670 per employee to \$570 per employee in order to levy that amount of money within the General Fund general levy, thereby avoiding the necessity of cutting any further than has been done for FY 2010. Because the plan has significantly increased its fund balance every year for the prior six years, the fund balance was not projected to be materially reduced by this reduced funding for one year. However, plan utilization along with rising medical inflation went to its highest level in over a decade, driving the fund balance down during FY 2010, contrary to predictions. The administration has recommended that city's funding of the health plan be increased by \$65 per employee per month (\$315,000 per year) for FY 2011. Further increases will be considered in future years. The city is committed to maintaining a 3 month reserve in the health plan.

FINANCIAL SUMMARY

Budget by Object of Expenditure Category	Actual FY 2009	Amended FY 2010	Actual FY 2010	Adopted FY 2011	Increase * (Decrease)	Percent Change
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	
Supplies	-	-	-	-	-	
Purchased Services	4,048,438	4,822,216	5,051,465	4,375,750	(446,466)	-9%
Miscellaneous	-	-	-	-	-	
Debt Service	-	-	-	-	-	
Capital Outlay	-	-	-	-	-	
Total	\$ 4,048,438	\$ 4,822,216	\$ 5,051,465	\$ 4,375,750	\$ (446,466)	-9%

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