

## INSTRUCTIONS:

Please limit text and utilize bullets when possible. **Bold items that require special attention.** Note any significant changes to revenue. Do not list individual line item changes unless there is a significant change in amount. Please limit memo to less than 3 pages.

### DEPARTMENT

WRRF

### ACTIVITY

Sludge/BioSolids Department

### REVISED ESTIMATE FOR CURRENT FISCAL YEAR (2025/2026)

Items of Concerns for Current Fiscal Year:

- None

Significant Line Item Increases/Decreases for Revised Estimate:

- None

Is Revised Estimate for Activity the same as Approved Budget? If not, explain why:

- Yes

### FY 2026/2027 BUDGET REQUEST

Items of Concern for Fiscal Year 2026/2027 (changes in service levels, revenue, etc. that impact budget):

- None

Significant Line Item Increases/Decreases proposed for FY 2026/2027 (include justification for increases)

- None

Is Budget Request the same as the Revised Estimate for the Previous Fiscal Year? If not, explain why:

- Yes

### FY 2026/2027 CAPITAL OUTLAY REQUESTS

Capital Outlay Requests (item and cost) for FY 2026/2027 (item and cost)

- 8" x 660' Supply Hose: \$8,900
- 48' Flatbed Trailer-Harbor Hose/Float Hauler \$15,000

**Function:**  
Business Type

**Department:**  
Water Pollution Control

**Activity:**  
**Biosolids Operations**

	Actual 2023/2024	Actual 2024/2025	Budget 2025/2026	Revised Estimate 2025/2026	Budget 2026/2027	Percent Change
<b>Expenditure Summary</b>						
Personal Services	\$ 310,064	\$ 333,695	\$ 323,100	\$ 322,300	\$ 333,500	3.22%
Commodities	58,072	105,125	87,300	87,300	87,300	0.00%
Contractual Services	60,427	32,538	37,600	37,600	37,600	0.00%
Capital Outlay	64,047	313,778	42,800	42,100	23,900	-44.16%
Transfers	-	-	-	-	-	
Total Expenditures	<u>\$ 492,610</u>	<u>\$ 785,136</u>	<u>\$ 490,800</u>	<u>\$ 489,300</u>	<u>\$ 482,300</u>	-1.73%
<b>Funding Sources</b>						
Sewer Charges	<u>\$ 492,610</u>	<u>\$ 785,136</u>	<u>\$ 490,800</u>	<u>\$ 489,300</u>	<u>\$ 482,300</u>	-1.73%

<b>Personnel Schedule</b>						
	Actual 2023/2024	Actual 2024/2025	Budget 2025/2026	Revised Estimate 2025/2026	Budget 2026/2027	Budget Amount 2026/2027
<b>Full Time:</b>						
Solids Handling Leadworker	1.00	1.00	1.00	1.00	1.00	
Treatment Plant Mechanic I	1.00	1.00	1.00	1.00	-	
Treatment Plant Mechanic II	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>2.00</u>	
<b>Total</b>	3.00	3.00	3.00	3.00	3.00	\$ 205,900
Overtime						20,600
Employee Benefits						<u>107,000</u>
Total Personal Services						<u>\$ 333,500</u>

<b>Capital Outlay</b>			
<b>Item</b>	<b>Quantity</b>	<b>Replacement</b>	<b>Amount</b>
8"x 660' Supply Hoes	1	Yes	\$ 8,900
48' Flatbed Trailer - Harbor Dredge Hose	1	No	<u>15,000</u>
			<u>\$ 23,900</u>

CITY OF MUSCATINE  
DETAILED EXPENDITURE CLASSIFICATION  
FORM 2

FUNCTION: BUSINESS TYPE		DEPARTMENT: WATER POLLUTION CONTROL						ACTIVITY: BIOSOLIDS OPERATIONS			
ACCT NO.	ACCOUNT CLASSIFICATION	ACTUAL FISCAL YEAR 2023/2024	ACTUAL FISCAL YEAR 2024/2025	BUDGET FISCAL YEAR 2025/2026	FIRST 3 MOS FISCAL YEAR 2025/2026	LAST 9 MOS FISCAL YEAR 2025/2026	ESTIMATE FISCAL YEAR 2025/2026	CITY ADMIN ESTIMATE FISCAL YEAR 2025/2026	BUDGET REQUEST FISCAL YEAR 2026/2027	CITY ADMIN REVISION FISCAL YEAR 2026/2027	APPROVED BUDGET 2026/2027
(A)	(B)	(C)	(D)	(E)	(F1)	(F2)	(F)	(G)	(H)	(I)	(J)
PERSONAL SERVICES											
41XXX	REGULAR SALARIES & WAGES	\$182,618	\$192,965	\$198,800	\$44,939	\$153,859	\$198,798	\$198,800	\$205,900	\$205,900	
42XXX	PART TIME SALARIES & WAGES	0	0	0	0	0	\$0	0	0	0	
43XXX	OVERTIME SALARIES & WAGES	30,494	38,594	20,600	4,949	15,651	\$20,600	20,600	20,600	20,600	
44XXX	OTHER SALARIES & WAGES	975	936	1,100	221	878	\$1,099	1,100	1,100	1,100	
45XXX	PENSION & RETIREMENT	35,594	38,686	37,600	8,332	29,119	\$37,451	37,500	38,900	38,900	
46XXX	INSURANCE	60,383	62,514	65,000	17,534	46,816	\$64,350	64,300	67,000	67,000	
SUBTOTAL		\$310,064	\$333,695	\$323,100	\$75,975	\$246,323	\$322,298	\$322,300	\$333,500	\$333,500	\$0
COMMODITIES											
51XXX	OFFICE SUPPLIES	\$0	\$0	\$100	\$0	\$100	\$100	\$100	\$100	\$100	\$0
52XXX	OPERATING SUPPLIES	33,039	43,560	38,100	14,713	23,387	38,100	38,100	38,100	38,100	0
53XXX	REPAIR & MAINTENANCE SUPPLIES	25,033	61,565	49,100	3,479	45,621	49,100	49,100	49,100	49,100	0
SUBTOTAL		\$58,072	\$105,125	\$87,300	\$18,192	\$69,108	\$87,300	\$87,300	\$87,300	\$87,300	\$0
CONTRACTUAL SERVICES											
61XXX	PROFESSIONAL FEES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
62XXX	TECHNICAL SERVICES	10,981	4,212	10,500	1,716	8,784	10,500	10,500	10,500	10,500	0
63XXX	RENTALS	0	0	2,500	0	2,500	2,500	2,500	2,500	2,500	0
64XXX	TRAVEL AND EDUCATION	1,311	390	900	0	900	900	900	900	900	0
65XXX	COMMUNICATIONS & UTILITIES	3,590	3,616	3,500	1,525	1,975	3,500	3,500	3,500	3,500	0
66XXX	INSURANCE	0	0	0	0	0	0	0	0	0	0
67XXX	REPAIR & MAINTENANCE SERVICES	43,047	23,851	19,000	287	18,713	19,000	19,000	19,000	19,000	0
68XXX	AID TO AGENCIES	0	0	0	0	0	0	0	0	0	0
69XXX	MISCELLANEOUS	1,498	469	1,200	0	1,200	1,200	1,200	1,200	1,200	0
SUBTOTAL		\$60,427	\$32,538	\$37,600	\$3,528	\$34,072	\$37,600	\$37,600	\$37,600	\$37,600	\$0
CAPITAL OUTLAY											
71XXX	LAND	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
72XXX	BUILDINGS	0	0	0	0	0	\$0	0	0	0	
73XXX	IMPROVEMENTS	0	287,011	0	0	0	\$0	0	0	0	
74XXX	EQUIPMENT	64,047	26,767	42,800	14,689	27,400	\$42,089	42,100	23,900	23,900	
SUBTOTAL		\$64,047	\$313,778	\$42,800	\$14,689	\$27,400	\$42,089	\$42,100	\$23,900	\$23,900	\$0
9XXXX	TRANSFERS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES		\$492,610	\$785,136	\$490,800	\$112,384	\$376,903	\$489,287	\$489,300	\$482,300	\$482,300	\$0

## Form 11

## FY 2026/2027 Budget

## Five Year Capital Outlay Projections - BioSolids\_ Department/Division

		Capital Outlay Classification (Check One)				Estimated Cost
Fiscal Year 2026/2027		Vehicles	Equip- ment	Improve- ments	Other	
1.	8"x 660' Supply hose				x	8,900
2.	48' Flatbed Trailer-Harbor Dredge Hoses		x			15,000
3.						
4.						
5.						
6.						
7.						
8.						
Fiscal Year Total						23,900
Fiscal Year 2027/2028						
1.	6"x660' Supply Hose				x	7,700
2.	5"x660' Drag Hose				x	8,700
3.						
4.						
5.						
6.						
7.						
8.						
Fiscal Year Total						16,400
Fiscal Year 2028/2029						
1.	Cornell 4" Solids pump		x			12,500
2.	5"x660' Drag Hose				x	8,700
3.	6"x660' Supply Hose				x	7,700
4.						
5.						
6.						
7.						
8.						
Fiscal Year Total						28,900
Fiscal Year 2029/2030						
1.	6"x660' Supply Hose				x	8,000
2.	5"x660' Drag Hose				x	9,000
3.	Tractor to replace '85 Allis Chalmers		x			200,000
4.						
5.						
6.						
7.						
8.						
Fiscal Year Total						217,000
Fiscal Year 2030/2031						
1.	6"x660' Supply Hose				x	8,000
2.	5"x660' Drag Hose				x	9,000
3.						
4.						
5.						
6.						
7.						
8.						
Fiscal Year Total						17,000
Grand Total						303,200

Form 12

FY 2026/2027 Budget

Department-Prioritized Budget Reductions if Necessary

		Reductions Needed Based on Form 2 Department Budget Request for 2026/2027		
		If 1%	If 3%	If 5%
Amount of Reduction Needed Based on Form 2 Amounts (Personal Services + Commodities + Contractual) x %		\$ 4,584	\$ 13,752	\$ 22,920
Detail of Potential Reductions:				
Account	Description			
Personal Services Accounts:				
Commodities Accounts:				
53120	Electrical Supplies	25	75	125
53130	Plumbing Supplies	100	200	400
53140	Painting Supplies	100	200	300
53150	Misc. Building Supplies	50	75	100
53210	Inventory Materials	1,809	9,202	15,995
53220	Non-Inventory	2,000	3,000	4,000
53340	Other Surfacing Materials	500	1,000	2,000
Contractual Services Accounts:				
Total Department-Prioritized Budget Reductions		\$ 4,584	\$ 13,752	\$ 22,920
Difference Over (Under) Targeted Amount		\$ -	\$ -	\$ -

**CITY OF MUSCATINE  
2026/2027 BUDGET**

**GOALS & OBJECTIVES  
For 2026/2027**

**DEPARTMENT:**

WRRF

**ACTIVITY:**

BioSolids Department

**STATUS REPORT ON 2025/2026 OBJECTIVES:**

- Continue to review and improve the land application program (work with farmers, sampling, *education* and all other items needed). **Steve Brereton, John Swails, and I, went to the BioSolids Conference at DMACC in Des Moines on Wednesday, March 19<sup>th</sup> 2025.**
- Apply roughly 10,000,000 gallons of BioSolids to 480 acres of land. (Originally 474 acres. Farmer expanded the land in Lutheran Homes' fields in fall of '24.) **477 acres done, 10,380,706 gal. of BioSolids applied.**
- Dredge Muscatine's boat harbor and river front as needed. **We were able to get the dredge into the harbor this year. Our hope was to dredge before, during, and/or after BioSolids land application. The weather had other plans and the Dredge ended up frozen in place in the harbor.**
- Work with airport staff to continue efficient mowing at the airport (1,250+ acres each year). **John Swails mowed this season and did a great job. He was able to mow 3 times this year.**
- Continue to wash, maintain, and repaint equipment as needed to keep a clean professional appearance. **We were unable to paint at the pump house. Equipment is cleaned regularly.**
- Plant and maintain wild flowers and grasses around the BioSolids lagoons, bio cells, and pollinator plots around the City of Muscatine. **John Swails has been mowing the Pollinator Park, Lagoon native plants, and the Sampson Plot when needed throughout the year. Bio cells, throughout Muscatine, are done by, Brian Cox.**
- Purchase a 5 in. dragline hose and a 6 in. supply hose for spares for the BioSolids Land Application program. **We lost 2- 5" hoses this year due to snagging metal in the fields. We used the money that was for a 6", to purchase 2- 5" hoses, during land application. Fall of 2025.**
- Continue to assist operations, maintenance, and lift station staff as needed.
- Prepare and submit reports required by the EPA (Environmental Protection Agency) and IDNR (Iowa Department of Natural Resources) **Will be done in February 2026**
- Paint and label BioSolids manifold system in the fields for a better understanding of the pipe layout to new comers. **We were not able to get to this last year. I plan to move on this as soon as the weather gets better.**

- Build a burn permit and burn wild flower areas needed, to better incentivize wild flowers to grow. **We only were able to burn two plots this year. Sampson, and a small section of the South section of the Pollinator Park.**
- Dig up the valves at the BioSolids lagoon that allows water to come back to the plant. It is seized up and thus we were unable to send water back to the quads through the main pump out line to help clear sand and Struvite buildup for maintenance and operations. **We were unable to get to this but have it planned for Spring 2026.**
- We also have 4 underground valves that are starting to get really hard to turn. We need to have them dug up to get them cleaned up and/or rebuilt and to function properly. **We have decided that we do not even need to use, or shut these valves. So, for now, we are leaving them as is.**
- Continue overseeing the MORC facility maintenance, MORC operations and paperwork, and continue working with the sources bringing the product into the MORC facility.
- Get a better schedule set up to maintain the lagoon grass cutting and devise a better way to protect the tie downs so they don't get hit by the mowers so often. **The Lagoon was mowed only 2 times in 2025. It was an overgrown jungle out there. I plan to personally go out to do the work. Depending on anyone else has only failed.**
- Have the Lagoon Dredge diesel motor rebuilt. The dredge was built in the early 1980's. It has 10,000+ hours on the motor and has never been rebuilt or gone through. **We had it looked at and decided, for now, the motor was in a sound enough shape to continue operation. We check oils and antifreeze regularly. And will perform P.M.'s as needed.**

## **NARRATIVE ON RECENT DEPARTMENT/ACTIVITY ACCOMPLISHMENTS:**

1. Projects completed for the BioSolids program:
  - a) Completed land application season. Applied **10,380,706** gal. to **477** acres of land.
  - b) Collected **10** soil samples (information from samples is relayed to farmers and tracked by the Lead-worker).
  - c) Mowed, cut trees, and maintained pollinators at the Pollinator Park, Sampson Pollinator Park, and Lagoon Pollinator area, as needed.
  - d) Continue training of the Land Application process to **3** employees. (John Swails, Dean Schlapkohl, Shawn Jacobs)
  - e) Steve B. hard surfaced injector sweeps used for BioSolids application.
  - f) Pumped approximately 2,197,652 gal. of water from the lagoon to the WRRF (Water & Resource Recovery Facility).
  - g) Acquire parts and information for the rebuild and overhaul of the BioSolids Lagoon Dredge.
2. Biosolids crew assisted maintenance staff with the following projects:
  - a) Some miscellaneous projects around the plant.
  - b) Steve B. completed welding and fabrication projects as needed.
  - c) Hauled grit to the Landfill as needed throughout the year.
  - d) Assisted in PM & CM work orders as needed.
  - e) Snow removal at the plant.
  - f) John Swails and James W. Allen are also in rotation for being on-call and doing weekend samples.
3. Assisted Lift Station staff with the following projects:
  - a) Steve B. completed welding and fabrication projects as needed.
  - b) Assisted with snow removal.
  - c) Help when pumps, motors, and drive shafts need removed or installed.
4. Airport mowing:
  - a) Kept airport mowed, as needed, to keep a clean and professional appearance. (Mowed 3 times mowing 400+ acres each time).
5. Lab:
  - a) Miscellaneous equipment hookups and general heater issues.
  - b) Snow removal from Sidewalks, Salt sidewalks.
6. Leadworker:
  - a) Assisted with above projects.
  - b) Prepared Biosolids budget.
  - c) Reported lab analysis results from the soil samples, and the BioSolids composite taken during land application, to the farmers.
  - d) Continued to train John Swails and Shawn Jacobs in operating the Dredge and running the pump house. They ran the dredge in alternating shifts through this BioSolids application season. Primarily, John Swails operated the dredge. Shawn covered for John when John was absent.
  - e) Managed the land application process requiring the BioSolids crew (now with only 2 permanent members - Steve Brereton and James W. Allen) instead of the 3 Full Time employees we used to have when Ron Lacina was the Lead Worker. We end up borrowing 1 person from the MORC crew.



This action leaves Dean Schlapkohl being the sole MORC Operator when John Swails is working in the field for the BioSolids Land Application Season.

- f) Prepare and submitted reports for the Federal EPA and the Iowa Department of Natural Resources.
- g) Perform duties as a member of the Iowa Water Environment Association BioSolids Committee. We meet at DMACC quarterly for this meeting.

7. M.O.R.C. Supervisor

- a) Oversee the T42 De-packaging operation at the Muscatine Organics Recycling Center. Located at the Transfer Station at 1000 South Houser St. in Muscatine.
- b) Organize and schedule the deliveries of organics to be brought to MORC and be processed.
- c) When the two main operators are not available (John Swails, and/or, Dean Schlapkohl) I would run a load of Organics into the tanker and haul the processed Organics down to WRRF to be offloaded into the High Strength Waste Tank (HSW) to be blended with other haulers material and fed into the Digesters.
- d) Maintain all of the paperwork for loads coming into MORC and loads hauled to the WRRF
- e) Work with sources in getting the weights and C.O.D.'s sent to the proper source points for their record keeping.
- f) One MORC Operator (Dean) was trained and helped Operations at WRRF for 2 months while MORC was down, due to Digester Cleaning, a new sump pit installed at MORC, and the Repair and Reseal on the MORC Tip Floor.

**CITY OF MUSCATINE  
2026/2027 BUDGET  
GOALS & OBJECTIVES**

**GOAL STATEMENT:**

(Only complete if different from 2025/2026)

**OBJECTIVES TO BE ACCOMPLISHED IN 2026/2027:**

- Continue to review and improve the land application program (work with farmers, sampling, education and all other items needed).
- Apply roughly 10,000,000 gallons of BioSolids to 556 acres of land.
- Complete the Harbor Dredge spoil site. It used to be at the old Hawkeye lumber yard. It is now on the North side of 2<sup>nd</sup> St. next to Mad Creek.
- Dredge Muscatine's boat harbor and river front as needed.
- Work with airport staff to continue efficient mowing at the airport (1,000 to 1,250 acres each year).
- Continue to repaint equipment as needed to keep a clean professional appearance. I plan to start this spring. We will be painting the valves at the pump house and the hydrants and valves in the field, in like colors. For instance, the North line might be red. So I will paint the valve that goes to the north line red. Likewise, I will go out to the fields that correspond with that North valve, and will paint the 3 North Hydrants red. There is 1 North line Hydrant in each of these fields:

Tooman/Shepard (they share one Hydrant)

Robinson Farm

Will Farm

There is also two South line Hydrants in each of those fields, except the Will Farm. It only has one.

Lutheran Homes field has 4 Hydrants. Two on the East valve, and two on the North East valve.

- Plant and maintain wild flowers and grasses around the BioSolids lagoons, bio cells, and pollinator plots around the City of Muscatine. Purchase a 5 in. dragline hose and a 6 in. supply hose for spares for the BioSolids Land Application program.
- Continue to assist operations, maintenance, and lift station staff as needed.
- Prepare and submit reports required by the EPA (Environmental Protection Agency) and IDNR (Iowa Department of Natural Resources) by February 19<sup>th</sup>.
- Build a burn plan and burn wild flower areas needed, to better incentivize wild flowers to grow.
- We still need to dig up the valves at the BioSolids lagoon that allows water to come back to the plant. It is seized up and thus we were unable to send water back to the quads through the main pump out line to help clear sand and Struvite buildup for maintenance and operations.
- Continue overseeing the MORC facility maintenance, MORC operations and paperwork, and continue working with the sources bringing the product into the MORC facility.
- Get a better schedule set up to maintain the lagoon grass cutting and devise a better way to protect the tie downs so they don't get hit by the mowers so often.
- Install the new MCC at the Lagoon Pump House. The current MCC was used before it was installed in 1984
- Build a plan to take care of erosion happening at the Lagoons. We would like to put concrete down the three remaining sidewalls in each lagoon. Up to, and around, the tie downs. We lose multiple tie downs each year as they are hit by the lawn mower.

<b>Calendar Year Measures</b>	<b>Actual 2022</b>	<b>Actual 2023</b>	<b>Actual 2024</b>	<b>Actual 2025</b>	<b>Estimated 2026</b>
High Strength Solid Waste Received in Tons (1)	3,913	2,700	2,391	3,901	4,000
HSW Liquid Waste Received in Gallons (1)	1,785,148	1,506,569	1,301,260	2,005,400	2,000,000
Gallons of Sludge/Number of Acres	10,485,813 546	10,268,461/ 474	10,627,789/ 551	10,380,706 477	10,500,000 550