

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

Maintenance/Operations

REVISED ESTIMATE FOR CURRENT FISCAL YEAR (2025/2026)

Items of Concerns for Current Fiscal Year:

- Admin/Operations roof is leaking badly in multiple spots, hoping to limp by until July.
- Safety Coordinator needs to be assigned/position made.

Significant Line Item Increases/Decreases for Revised Estimate:

- 52220 Sewage Treatment Chemicals: Increased \$40,000.00. We have already used the majority of this line item's existing \$40,000.00 that was budgeted. This will reduce maintenance and repair costs of over \$5,000.00 per pump repair which was 2-3 times a month, line jetting 4-5 times a year at \$4,000.00/jetting, other chemical costs. Hoping that this can be reduced in the future.
- 53120 Electrical Supplies: Decreased \$5,400.00 due to better inventory management.
- 53210 Inventory Material: Decreased \$7,000.00 due to better inventory management.
- 53310 Asphalt: Decrease \$7,000.00 due to larger project replacement and not small patching.
- 62210 Uniform & Laundry: Increased \$1,400.00 due to increased cost for floor mats and rag laundry.
- 62240 Landfill Fees: Increase \$1,500 due to actual cost of fees up to mid December. Changes at the transfer station have increased our costs.
- 62530 Misc Technical Services: Increase \$13,000.00 for hiring a safety consultant (\$6,000.00) to build the new safety program and the new boiler maintenance program (\$7,000.00).
- 67130 Outside Services-Mat/Lab: Increase \$20,000.00 due to Crawford LAB MAU Project \$22,178.00, Crawford \$16,514.67 HSW line replacement. Only \$8,800.00 left in budget.
- 67320 Operating Equip Repair: Increase \$20,000.00 due to NW Mechanical bill of \$15,103 extra boiler repair, replacement of biogas valves as they fail.

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

- No, \$53,100.00 increase over Approved Budget for multiple unforeseen repairs to equipment listed above, increased chemical cost.

FY 2026/2027 BUDGET REQUEST

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

- No items of concern

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

- 52220 Sewage Treatment Chemicals: Increase \$20,000.00. This chemical will reduce the amount of labor, hiring out jetting and parts for pumps by more than \$20,000.00 annually.
- 61340 Computer Software Repair/Maint: Increase \$10,000.00 due to Esco taking over our integration and updated old programs that are not functioning or needing improved.
- 67130 Outside Service: Decrease \$30,000.00. With the coming project most of the call for outside service should go down significantly.
- 67320 Operating Equipment Repair: Decrease \$20,000.00. With the coming project, most of the expense of repairs will be new equipment.

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

- No, Budget Request is \$22,300.00 lower than the Revised Estimate for the Previous Fiscal Year.

FY 2026/2027 CAPITAL OUTLAY REQUESTS

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

- Admin/Operations Roof Replacement: \$130,000.00. This roof is leaking in multiple locations causing damage to the ceiling under it and electronics that the water runs into. This roof is past it's life cycle based on the condition. It has been patched throughout the years already, and was inspected to verify it is bad.
- Septage Wet Well Pump Replacement: \$25,000.00. We have already rebuilt one pump within the past year. The second pump is in need of a rebuild now. We will install the new pump in its place and rebuild the existing pump as a spare
- Tuck Pointing on Admin building: \$50,000.00. The outer brick has been damaged from water entering the backside of the brick from the leaking roof. Brick is cracking and will be falling off of the building if we let it go any longer.

CITY OF MUSCATINE
DETAILED EXPENDITURE CLASSIFICATION
FORM 2

FUNCTION: BUSINESS TYPE		DEPARTMENT: WATER POLLUTION CONTROL						ACTIVITY: PLANT 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								Inc Safety Coord W/O Safety Coord		
41XXX	REGULAR SALARIES & WAGES	\$548,296	\$531,790	\$573,600	\$119,889	\$448,798	\$568,687	\$568,700	\$680,100	\$616,400	
42XXX	PART TIME SALARIES & WAGES	0	0	0	0	0	\$0	0	0	0	
43XXX	OVERTIME SALARIES & WAGES	13,055	15,702	11,000	2,899	8,101	\$11,000	11,000	11,000	11,000	
44XXX	OTHER SALARIES & WAGES	1,113	949	1,000	203	772	\$975	1,000	1,200	1,200	
45XXX	PENSION & RETIREMENT	91,484	91,613	100,100	20,558	78,216	\$98,774	98,800	118,300	107,400	
46XXX	INSURANCE	205,734	171,820	178,700	45,348	116,307	\$161,655	161,600	195,700	168,000	
	SUBTOTAL	\$859,682	\$811,874	\$864,400	\$188,897	\$652,194	\$841,091	\$841,100	\$1,006,300	\$904,000	\$0
	COMMODITIES										
51XXX	OFFICE SUPPLIES	\$314	\$1,544	\$400	\$0	\$400	\$400	\$400	\$400	\$400	\$0
52XXX	OPERATING SUPPLIES	95,418	61,510	66,700	14,353	89,347	103,700	103,700	124,000	124,000	0
53XXX	REPAIR & MAINTENANCE SUPPLIES	101,398	104,655	126,700	9,020	87,780	96,800	96,800	96,800	96,800	0
	SUBTOTAL	\$197,130	\$167,709	\$193,800	\$23,373	\$177,527	\$200,900	\$200,900	\$221,200	\$221,200	\$0
	CONTRACTUAL SERVICES										
61XXX	PROFESSIONAL FEES	\$22,921	\$22,759	\$30,900	\$0	\$30,900	\$30,900	\$30,900	\$40,900	\$40,900	\$0
62XXX	TECHNICAL SERVICES	44,626	48,645	37,400	6,600	44,900	51,500	51,500	51,500	51,500	0
63XXX	RENTALS	0	0	1,500	372	128	500	500	500	500	0
64XXX	TRAVEL AND EDUCATION	8,172	3,366	6,700	4,665	2,335	7,000	7,000	4,400	4,400	0
65XXX	COMMUNICATIONS & UTILITIES	484,946	405,199	412,300	60,688	350,612	411,300	411,300	411,300	411,300	0
66XXX	INSURANCE	0	0	0	0	0	0	0	0	0	0
67XXX	REPAIR & MAINTENANCE SERVICES	74,401	190,691	120,600	7,519	144,881	152,400	152,400	102,400	102,400	0
68XXX	AID TO AGENCIES	0	0	0	0	0	0	0	0	0	0
69XXX	MISCELLANEOUS	57,041	76,337	74,900	6,853	69,847	76,700	76,700	76,700	76,700	0
	SUBTOTAL	\$692,107	\$746,997	\$684,300	\$86,697	\$643,603	\$730,300	\$730,300	\$687,700	\$687,700	\$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	145,400	11,793	125,000	0	155,776	\$155,776	155,800	180,000	180,000	
74XXX	EQUIPMENT	108,405	131,387	150,000	204,465	21,346	\$225,811	225,800	25,000	25,000	
	SUBTOTAL	\$253,805	\$143,180	\$275,000	\$204,465	\$177,122	\$381,587	\$381,600	\$205,000	\$205,000	\$0
9XXXX	TRANSFERS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	TOTAL EXPENDITURES	\$2,002,724	\$1,869,760	\$2,017,500	\$503,432	\$1,650,446	\$2,153,878	\$2,153,900	\$2,120,200	\$2,017,900	\$0

Form 11

FY 2026/2027 Budget

Five Year Capital Outlay Projections - ___Ops/Maint_____ Department/Division

		Capital Outlay Classification (Check One)				
		Vehicles	Equip- ment	Improve- ments	Other	Estimated Cost
Fiscal Year 2026/2027						
1.	Operations Roof Replacement			X		130,000
2.	Septage WW Pump		X			25,000
3.	Tuck Pointing Admin Building			X		50,000
4.						
5.						
6.						
7.						
8.						
Fiscal Year Total						205,000
Fiscal Year 2027/2028						
1.	Asphalt UV/DAF Driveway			X		60,000
2.	Digester Building Roof Replacement			X		75,000
3.	DAF Flight Replacement		X			70,000
4.	Lab Humidifer		X			30,000
5.						
6.						
7.						
8.						
Fiscal Year Total						235,000
Fiscal Year 2028/2029						
1.	Replace Truck 612	X				45,000
2.	John Deere 244J Loader Replacement		X			125,000
3.	Blower Building roof replacement			X		75,000
4.						
5.						
6.						
7.						
8.						
Fiscal Year Total						245,000
Fiscal Year 2029/2030						
1.	Replace Truck 641	X				50,000
2.	Shop/Admin Roof Top HVAC Project		X			200,000
3.	DAF Compressors		X			15,000
4.	Roughing Filter Roof			X		75,000
5.						
6.						
7.						
8.						
Fiscal Year Total						340,000
Fiscal Year 2030/2031						
1.	DAF Vac Pad Concrete (HD Trucks)			X		225,000
2.	Admin Garage Doors			X		130,000
3.	John Deere Gator Replacement		X			40,000
4.						
5.						
6.						
7.						
8.						
Fiscal Year Total						395,000
Grand Total						1,420,000

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 %		\$ 18,129	\$ 54,387	\$ 90,645
Detail of Potential Reductions:				
Account	Description			
Personal Services Accounts:				
Commodities Accounts:				
52220	Sewage Chemicals	15,000	20,000	22,000
53210	Inventory Materials	1,900	12,500	16,000
53220	Non-Inventory Materials	1,300	2,800	8,600
Contractual Services Accounts:				
61630	Consultant Services		5,000	5,000
64200	Registrations		1,200	1,200
67110	Inside Services Labor		5,000	5,000
67130	Outside Services/Labor			10,000
67200	Building Repair/Maint. Services		8,000	8,000
62530	Misc Tech Services			15,000
Total Department-Prioritized Budget Reductions		\$ 18,200	\$ 54,500	\$ 90,800
Difference Over (Under) Targeted Amount		\$ 71	\$ 113	\$ 155

**CITY OF MUSCATINE
2026/2027 BUDGET**

**GOALS & OBJECTIVES
For 2026/2027**

DEPARTMENT:

Water and Resource Recovery Facility

ACTIVITY:

Operations/Maintenance

OBJECTIVES TO BE ACCOMPLISHED IN 2026/2027:

- Complete the Capital Improvement Plan Project
- Replace Roof above the Operations/Admin/Mens Bathroom
- Clean and organize the parts storage room. Identify and remove obsolete parts
- Continue upgrading lighting to LED lamps
- Replace Grit Building Auger
- Tuck point brick on Admin building
- Upgrade/Repair SCADA within the plant

STATUS REPORT ON 2025/2026 OBJECTIVES:

- Capital Improvement phase 1 has begun. Stanley has been chosen to engineer the project. Waiting on Stanley's to finish engineering and legal approval to get started
- Shop roof has been replaced by Riddel Roofing
- Digesters were cleaned. Internal piping repairs were needed as well. Internal bracing was needed to hold the piping in place. Risers were added to the Biogas intake pipes to help keep sludge from entering and contaminating the gas system. Rubber baffles were installed around the outsides of each digester to try to direct flow in case of an over flow. These will need to be adjusted.
- Plant and Lift Station organization and cleaning has continued to be focused on and has moved forward. This will take years to "complete" but will remain to be a goal until we are back where we need to be.
- Welding shop project has not yet started. Plant staff have been too busy but hoping to get started by Spring.
- Lift Station and Plant Backflow preventors repair/replacement is 90% complete with most major issues resolved. This will be a continuous project as they fail.
- Grit actuators have not been replaced. The cost per actuator was very high. We will look into other

options that may be more cost effective.

NARRATIVE ON RECENT DEPARTMENT/ACTIVITY ACCOMPLISHMENTS:

1. Lab MAU has been a major accomplishment. This has never ran properly since it was installed in 2014. We found many issues and “Band-Aids” that were done throughout the years that caused many call ins and in-op situations. Gas CO2 levels were above 5000ppm and should never go above 400ppm. VFD was bypassed so fan control was not possible. Settings were never initially set on the gas modulation. Bad compressors and controls, start-up filters that were never removed in the coolant lines, etc.
2. Both digesters were cleaned, internal piping repaired
3. Multiple water hydrants that were bad/leaking were replaced
4. Multiple underground water piping leaks were repaired
5. Mini split was installed into the DCB electrical room. Airflow projects were completed to help keep the electrical room cool, and remove heat from the building in the hot months. This building is now more efficient. Old unused water/boiler heat to MAU unit will be removed so we do not have a future hazard from rusted/leaking piping.
6. Boilers are running efficiently on biogas instead of natural gas. Many repairs were needed. Cleaning was greatly needed. We are now set up for a maint. program with NW Mechanical and Dave Vulker. These boilers were running on Natural gas at a 5% efficiency and a large cost. They are now running on Biogas at no cost unless of an emergency, which will now automatically transfer to Natural gas if needed.
7. Papoose lift station has had a major issue with rock entering the bar screen and damaging equipment. This was a major problem but is now cleaned. Crews are almost finished repairing the bent bar screen
8. Lab intake was redesigned and is being replaced. This intake was drawing gasses into the lab from the HSW tank. It will now draw air in from a riser above the building to help eliminate those gasses inside the lab.
9. HSW tank dumping area was re-designed to contain the material being dumped instead of flowing onto the parking lot. A cap was installed to help contain gasses
10. HSW recirculation project was completed, piping replaced, and redesign of plumbing to allow for better control and more efficient cleaning processes and bypassing.
11. HSW air recirculation project has started to help with gas control. We believe these gasses were causing health issues with staff. The new recirculation will draw gasses into the aeration basin to extinguish any possibility of entering the air around the plant.
12. Large Backflow preventor in the Roughing Filter Building has been replaced as it was leaking badly
13. Lab MAU ductwork insulation was repaired/replaced. This was a problem in summer months with high humidity causing condensation drips in the ceiling. Insulation was falling off of the ductwork.
14. Quads were drained and cleaned by plant staff. All 4 incoming valves were in-operable. All 4 outgoing valves were in-operable. These 8 valves were removed and replaced and now we are able to control flow.
15. Many of the Gruvlok piping components in the Grit building were leaking. These pieces were all replaced
16. Penn Valley pumps in DCB were rebuilt multiple times throughout the year
17. Moyno pumps were rebuilt/repared twice
18. Seepex HSW feed pump was rebuilt
19. Blower #3 was removed and rebuilt. This was repaired previously in place but that repair did not fix the problem. Blowers are now being heat scanned and noise checked twice a year.
20. Grit headbox Ionizer project was completed to help eliminate odors
21. John Deere Gator was repaired instead of buying a new Gator. The engine had issues of gas in the oil from being ran and shut off often. We installed a new motor, clutch, and legal lighting to operate around town.
22. Safety Program has been started. Brian has been taking training classes to become the Safety

Coordinator here at the plant. Many safety concerns have been focused on and we are enacting on developing a proper Safety Program within the plant and lift stations. Proper safety equipment and training have been a main focus and we are continuously working towards a safer work environment.

23. Electrical distribution has been a key focus with the CIP project. We have found many electrical issues in the plant and lift stations. With this has come a better understanding on where the problems were. We have found prints to be inaccurate. Through testing, we have this narrowed down and are able to move forward. Main Transfer Switch #3 had not been operated or cleaned since it was installed in 1998. This was a major concern. It does not transfer as it should when we have power outages. This has now been manually operated so we can make a transfer manually if needed in case of an outage.

Overall, the plant is moving forward. There have been major concerns and issues that were hindering the operation/safety within the plant. The lab MAU was a major problem that provide inconstant operation/functionality and was unreliable. This caused many call ins in the past 14 years. It is now under control. Several building's structural integrity was compromised by poor roofing previously installed. This is a major goal to accomplish to save future costs to the structures. Tools, procedures, documentation of work and processes needed a major overhaul so we are working on this heavily. We are trying to utilize the Antero maintenance program to get things back in order and build a structured program to allow more efficient work. If we can build a proper safety program and enforce safer work activities, we can prevent accidents that could either injure our employees or damage equipment here at the plant. Lighting is still being updated, which is also required by OSHA. We are focused on getting everything within OSHA standards. Also enacting a Job Hazard Analyses program to allow employees to be more aware of the hazards prior to starting their daily tasks. Operation of the plant is vital. Many components within the plant were not operational causing stress on the operators and not allowing them to run the plant as it was designed. We are repairing these components and upgrading them to again allow for better efficiencies. The CIP project will replace some of the equipment that have caused a lot of the issues/work like the Penn Valleys particularly. These have been a large problem with rebuilds and repair. The Moyno load out pumps are expensive and parts are not available. These will be replaced in the CIP project. Once these pumps are gone, the crews can focus more time on regular maintenance. Programming in the plant will also allow for a more simplified process and save money on electrical costs.

FORM 1A

**CITY OF MUSCATINE
2025/2026 BUDGET
GOALS & OBJECTIVES**

GOAL STATEMENT:

(Only complete if different from 2025/2026)

OBJECTIVES TO BE ACCOMPLISHED IN 2025/2026:

1. Start work on Electrical CIP project
2. Roofing for Admin/Operations
3. Continue to clean and organize shop, lift stations, and all buildings in the plant
3. Convert Garage to new welding shop
4. Complete LED swap project
5. Replace Grit actuators before they completely fail
6. Replace Grit Auger
7. Tuck pointing on Admin building
8. Update SCADA

FORM 1B

WRRF Performance Activities 2024-25

Preventive maintenance work orders: 517.5 hours

Maintenance activities based on service hours or calendar that our computer generated.

Corrective maintenance work orders: 98.5 hours

Form 1C