

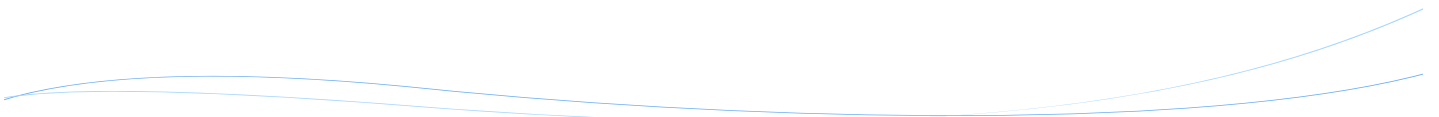
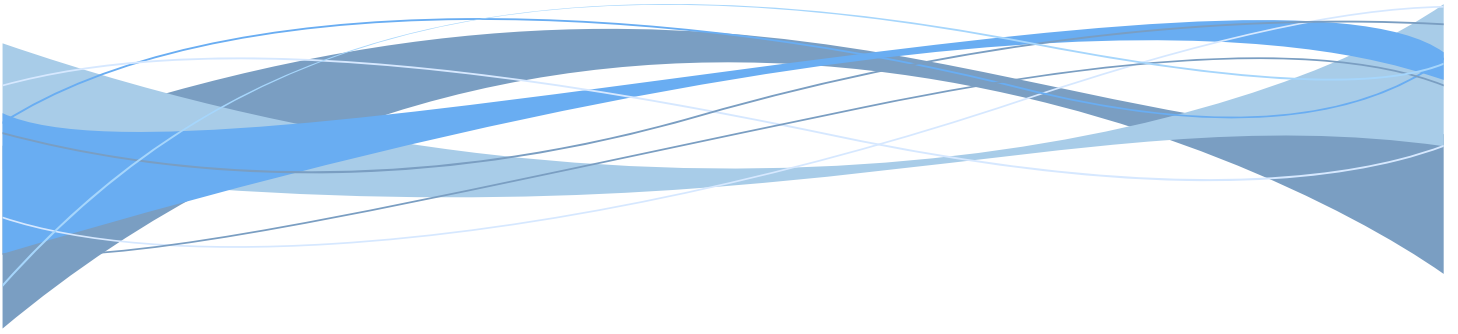


2015 ANNUAL REPORT

Prepared For The: **City of Parma**



By the DEPARTMENT OF PUBLIC WORKS





OVERVIEW

Established in 1919, the office of the Cuyahoga County Sanitary Engineer was created to provide administrative authority in matters of wastewater, storm water, and water supply management. In 2012, the Sanitary Engineering Division (formerly CCSE) became a part of the Cuyahoga County Department of Public Works, and now operates under County Executive Armond Budish.

Our focus on maintenance and repair of aging sewer lines, needs assessment, engineering feasibility studies, as well as other infrastructure-related issues, has a direct impact on commercial and residential development, job creation, and expanded tax base in the communities served by the Department of Public Works.

This Division is a major source of information and guidance that mayors, municipal engineers, and service directors rely on when making infrastructure decisions within their community. The Division has considerable experience in the maintenance, repair, and rehabilitation of sanitary and storm sewer lines. Moreover, the Division has much expertise with respect to the operation and maintenance of pump stations.

The Sanitary Engineering Division currently operates in 36 communities. It maintains more than 1,200 miles of sanitary sewers, operates 56 sewage-pumping stations, and maintains two wastewater treatment plants. The Division performs these services on county-owned facilities and through community agreements. In a number of communities storm sewer maintenance is also provided.

Working in cooperation with the Ohio Environmental Protection Agency (Ohio EPA), the Northeast Ohio Regional Sewer District (NEORS), various communities, and the Cuyahoga County Board of Health; the Division works to maintain water quality through the identification and investigation of illicit discharges as well as the construction of new sanitary sewers.

All operating funds for the Division are generated through fees and assessments. The Division does not receive a subsidy from the county's general fund.

The Sanitary Engineering Division of the Department of Public Works has been in the forefront of regionalism efforts. With services provided to more than half of the county's 59 communities, the Division continues to maintain reasonable rates and improve infrastructure throughout the area.

GOALS

The Sanitary Division has three (3) major goals.

1. Operate and maintain the sanitary sewerage systems within the communities to meet the goals and objectives of the EPA Capacity Management Operation and Maintenance (CMOM) guidelines.
2. Provide guidelines for the design and construction through the *"Uniform Standards for Sewerage Improvements"* and the *"Rules and Regulations."*
3. Issue sewer connection permits and provide construction inspection for new sanitary sewers and new connections to existing sanitary sewers.
- 4.

The goals of the Division are attained through the activities of our three (3) main groups working together: Maintenance Services; Engineering and Construction Services; and, Administrative Services.

MAINTENANCE SERVICES

- Reduce the number of flooded basements by decreasing mainline blockage, minimize the inflow/infiltration of storm water in the sanitary system, and evaluate the structural integrity of the sewerage system;
- Increase efficiency to reduce operating cost and produce more available funding for capital improvement projects;
- Operate wastewater treatment plants in compliance of National Pollution Discharge Elimination System (NPDES) permit parameters;
- Maintain and inspect the existing collection system to meet EPA CMOM maintenance goals;
- Operate and maintain pumping stations; and operational checks (EPA permit compliance).



ENGINEERING AND CONSTRUCTION SERVICES

- Task Order preparation for repairs and rehabilitation;
- Plan review and approval of all new sewer improvements within the county service area;
- Engineering analysis (required for operation of facilities and the collection system);
- Capital improvement planning;
- Construction management;
- Provide guidelines for new construction through use of *Uniform Standards for Sewerage Improvements*;
- Provide infrastructure needs assessment for communities;
- Project design;
- Construction inspection of new wastewater collection systems within the county service area; and,
- Record keeping, as-built plans and test tee location.



ADMINISTRATIVE SERVICES

- Issuance of connection permits;
- Issuance of sewer builders' licenses;
- Mapping and spatial analysis for design and service management;
- Geographical Information Systems (GIS) for development and implementation;
- Fiscal oversight of annual operating budget and capital improvement budget;
- Grant and loan administration; and,
- Licensing and permitting of more than 200 contractors

SUMMARY OF MAINTENANCE SERVICES

▪ SEWERS

- High-pressure jetting of sewers in the right-of-way, approximately 320 miles of sewers;
- Point repairs of sewers, force mains, and structures;
- Cleaning of service laterals, more than 9,000 houses annually;
- Inflow and Infiltration testing;
- Televising of lines to identify possible failures or deficiencies, approximately 280 miles of sewers;
- Licensed operators to monitor the condition of the treatment plants and pumping stations, as well as implement upgrades and preventative maintenance; and,
- Emergency maintenance and 24-hour on-call team for resident issues.



The Sewer Maintenance section provides a full-service program to clean, evaluate, maintain structural integrity, and perform construction on sanitary and storm sewers. The objective of the program is the cleaning of all sanitary sewers every three years and performing video inspection every six years which is well within the NEORS's *"Best Management Practices"* guidelines.

The Division cleans more than 9,000 house connections annually. The goal is to alleviate sewer back-ups by clearing blocked mains and cleaning service connections to restore sewer capacity.

The Department of Public Works has an Inflow and Infiltration (I&I) section within the Lateral Service Department. This section uses flow meters to monitor sanitary mainlines during both dry and wet weather conditions to quantify wastewater flow in the system. Smoke and dye testing is used to identify sources of clean water into the sanitary sewer system. When used in unison, the flow quantification and source identification can identify sewers in need of rehabilitation or capacity enhancement.



▪ **PUMPING STATIONS**

The County operates 56 pumping stations throughout the 36 service communities. A Supervisory Control and Data Acquisition (SCADA) system monitors the stations. The system provides alarms and operational status through a central computer that is accessed from a remote computer providing 24-hour monitoring. New pump stations are added to the SCADA as they come on-line. Our maintenance staff consists of experienced mechanics and electricians enabling us to repair most problems in-house, therefore keeping costs down. Their preventive maintenance program and dedication to the job has reduced emergency call-outs and overflows.



▪ **WASTEWATER TREATMENT PLANTS**

The County operates two package wastewater treatment plants. The standards are set for each facility by the Ohio EPA through the National Pollution Discharge Elimination System (NPDES) permit. The support staff consists of wastewater operators licensed by the Ohio EPA who monitor the conditions of the plants and make necessary process adjustments to meet the NPDES permit.

▪ **CAPACITY, MANAGEMENT, OPERATION, AND MAINTENANCE PROGRAM (CMOM)**

The CMOM Program is a set of “best management practices” that have been developed by the industry and are applied over the life cycle of the collection system. It is these general practices that are taken into consideration when a system is being reviewed by a federal or state agency. Improvement and recommendations are provided by such agencies based on deficiencies identified in the sanitary sewer system.

We continue to work with the NEORS D through their community discharge program and the Ohio EPA to ensure that our department’s best practices meet the CMOM goals.

SUMMARY OF ENGINEERING AND CONSTRUCTION SERVICES

This section provides technical services to its customers including capital project planning, grant and loan administration, design engineering, construction management, and inspection of sanitary and storm sewers, pump stations, and wastewater treatment facilities.

A sewer repair and rehabilitation program is managed through in-house personnel supplemented with two outside contractors. Task orders for repair and rehabilitation are issued based on video inspection information and requests from the communities.

A specific Engineer is assigned to each community to provide an individual contact for collection system related issues.

Design plans are reviewed for more than 50 construction projects per year on behalf of member communities. Engineering also coordinates and analyzes the results of field testing and flow monitoring in order to detect and eliminate storm water inflow/infiltration from the sanitary sewer system and illicit discharges to the storm sewer system. Record drawings are prepared, then scanned and filed for record keeping. Information on the new sewers and service connections are provided to our IT personnel for incorporation in the GIS.

These departments also oversee capital construction projects and develop financial packages in the form of grants and loans obtained from the state of Ohio. These funds are utilized for lining, repairing, replacing, and rehabilitating existing sanitary and storm sewerage systems.

The construction staff provides inspection for all new sanitary sewers and service laterals connecting to existing sewers. The Inspectors ensure that projects are constructed in conformance to design plans and specifications and the *"Uniform Standards."*





SUMMARY OF ADMINISTRATIVE SERVICES

▪ **PERMITS**

This department operates in 36 member communities and its major functions include the licensing, bonding, and permitting of more than 200 contractors. They also maintain the permanent records for sewer construction projects and provide information to all county departments, engineering consulting firms, contractors, and the public.

▪ **FINANCE**

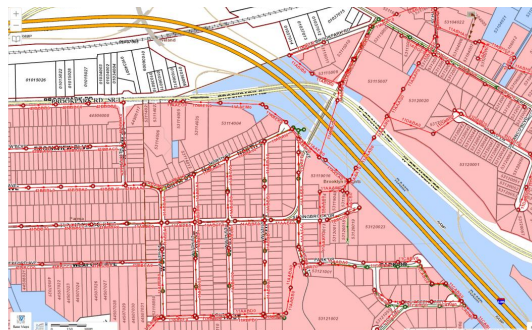
Finance provides support services to various units within the Public Works Department. Automated cost accounting programs and systems ensure accurate tracking and monitoring of expenditures, revenues, rate structures and other data that provide financing for capital projects and operational budgets. All systems and programs are operated under generally accepted accounting principles.

The Department of Public Works oversees an annual storm and sanitary sewer operating budget in excess of \$16 million. Finance is responsible for accounts receivable, accounts payable, cost accounting, audit, inventory control, capital project financing, purchasing, and sewer assessment revenue management for member communities.

▪ **INFORMATION TECHNOLOGY**

Information Technology (IT) provides computer and analytical support to internal end-users and communities within the department. It is responsible for the design, implementation and maintenance of geographical map-based and other relational database systems, as well as guiding data acquisition tasks throughout the Division. The computerized mapping program catalogues the location of sewer systems and performs analysis on spatial data. This ability supports the planning, design, and maintenance of sewer systems, and ensures user fees are appropriately assessed and collected. Furthermore, the mapping program now features attached permits and engineering drawings.

Our Geographical Information System (GIS) is continually being expanded to include information on repair and rehabilitation activities as well as system maintenance and inspection activities. Information is shared between the county, member communities, and the NEORSD to better identify areas of responsibility.

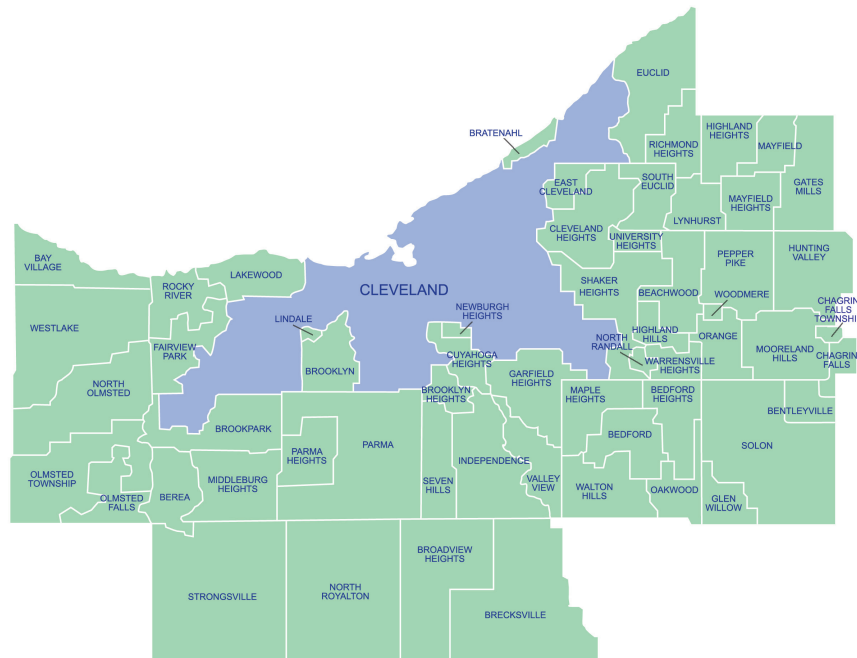


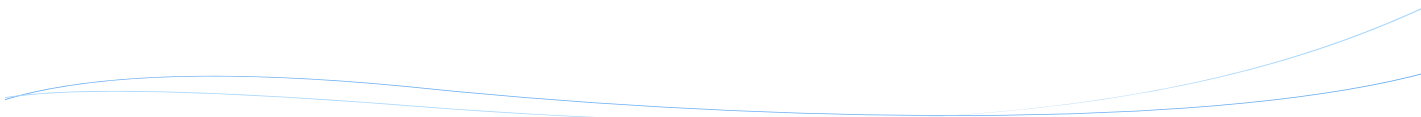
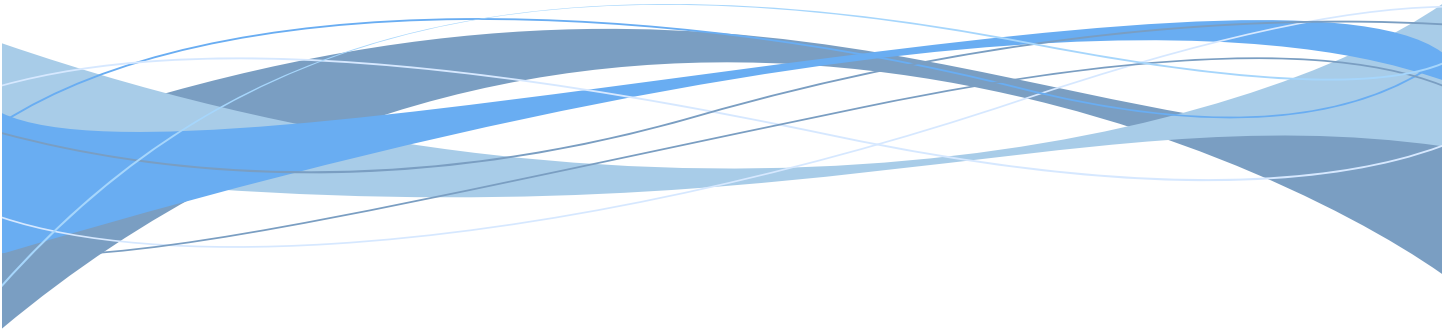
APPENDIX DESCRIPTION*

The following appendices contain a variety of reports representing the services provided to communities in 2015. The Public Works Department follows a manhole-to-manhole, sewer segment-based accounting method for jet cleaning and TV (video) inspection maintenance services. The first two reports contain listings of the collection system cleaned and inspected for the year by street. The following report discloses the more significant projects submitted and reviewed by the Permit and Engineering and Construction Departments during the year for your community. Smaller review services such as house connections or ongoing, intermittent review of large multi-phase projects spanning several years of development are not shown on this report. The final appendices provide a breakdown of operating expenses, capital project costs contracted for the community, as well as additional services including house visits, inflow/infiltration studies, and construction activity.

A map is enclosed showing areas where collection system mainlines were jet cleaned and TV inspected, construction crew activity locations, house visits and if house lateral connections needed to be cleaned or inspected. The DVD provided contains a PDF file of the map, which can be copied for distribution. Adobe Corporation's free reader software is required and can be downloaded from www.adobe.com.

*** Please note:** These appendix reports are provided only to communities for which the specific service is provided by the Department of Public Works. For example, if regularly scheduled mainline cleaning service is not provided for your community, a map was not produced. Similarly, if project review or capital project management services are not provided to your community, then there is no corresponding report. Certain communities are provided limited maintenance on county improvement mainlines and/or facilities only.





Section A-1

Community Streets Cleaned*

* No service provided if section is blank

Collection System Jet Cleaning - 2015

PARMA

STREET	NUMBER OF SEGMENTS	JET FT
ABBOT DRIVE	4	626
ALBERTLY AVENUE	12	3,509
BAVARIA AVENUE	2	442
BELMERE DRIVE	2	600
BRADLEY AVENUE	3	507
BREMEN AVENUE	2	678
BROADROCK COURT	3	360
BROADVIEW ROAD	10	1,328
CHARLES AVENUE	26	7,408
CHESTERFIELD AVENUE	9	3,046
CONCORD DRIVE	8	2,100
DALESIDE DRIVE	2	320
DAY DRIVE	19	4,315
DEERFIELD DRIVE	1	305
DELLWOOD DRIVE	1	301
DRESDEN	5	1,613
ELSMERE	2	569
ESSEN AVENUE	5	1,600
FORTUNE AVENUE	7	1,957
FRANKFORT AVENUE	1	289
GEORGE AVENUE	1	295
GLENN DRIVE	8	1,186
HARWOOD DRIVE	5	997
HAVERHILL AVENUE	1	360
INGLESIDE DRIVE	5	1,476
KENILWORTH AVENUE	6	1,835
KEY WEST DRIVE	1	245
KING RICHARD DRIVE	7	1,862
KNOLLWOOD DRIVE	7	1,387
KOCH DRIVE	5	1,016
LANCELOT DRIVE	17	3,167
LANYARD DRIVE	4	1,188
LUCERNE AVENUE	2	155
LYNETT DRIVE	1	276
MANCHESTER ROAD	2	520
MANHATTAN AVENUE	3	698
MAPLECREST AVENUE	2	557

Collection System Jet Cleaning - 2015

PARMA

STREET	NUMBER OF SEGMENTS	JET FT
MARLBOROUGH AVENUE	12	2,912
MERKLE AVENUE	8	2,588
MORNINGSIDE DRIVE	1	281
OAKWOOD ROAD	16	4,025
PARKLEIGH DRIVE	6	1,718
PARKVIEW EASEMENT	2	356
RAVENSWOOD DRIVE	3	882
RIDGEFIELD AVENUE	3	767
S CANTERBURY	3	989
SANDY HOOK DRIVE	20	4,086
SELWICK DRIVE	1	0
SNOW ROAD	1	178
SOUTH PARK BOULEVARD	19	3,571
SPRAGUE ROAD	2	401
STANBURY ROAD	1	236
STATE ROAD	3	441
STRATFORD DRIVE	2	0
SUN VISTA DRIVE	1	403
THEOTA AVENUE	6	1,519
TUXEDO AVENUE	2	609
VELMA AVENUE	11	3,374
W RIDGEWOOD DRIVE	1	320
WEST 10 STREET	3	1,061
WEST 29 STREET	7	1,894
WEST 48 STREET	2	629
WEST 78 STREET	3	599
WEST MORELAND ROAD	17	4,323
WEST PLEASANT VALLEY	1	320
WEST RIDGEWOOD DRIVE	1	198
WEST SPRAGUE ROAD	2	630
WOODWAY AVENUE	1	229
Grand Total:	362	88,632

Section A-2

Community Streets Inspected*

* No service provided if section is blank

Collection System TV Inspection - 2015

PARMA

STREET	NUMBER OF SEGMENTS	TV FT
ABBOT DRIVE	5	637
ALDEN DRIVE	9	1,986
ALLANWOOD ROAD	2	558
AMHERST DRIVE	1	284
ANN ARBOR DRIVE	1	81
APOLLO DRIVE	1	159
BERTHA AVENUE	7	1,841
BRADLEY AVENUE	9	1,833
BROADROCK COURT	2	272
BROADVIEW ROAD	5	1,123
CAMBRIDGE DRIVE	3	563
CHARLES AVENUE	23	5,476
CHESTERFIELD AVENUE	6	1,761
CHESTNUT HILLS DRIVE	2	318
DALESIDE DRIVE	4	702
DARTWORTH DRIVE	6	1,630
DAY DRIVE	45	8,553
DELLWOOD DRIVE	11	2,493
ELSMERE	4	995
ESSEN AVENUE	13	2,456
FAIRLAWN DRIVE	2	154
FORTUNE AVENUE	7	1,894
GILBERT AVENUE	2	526
GLENN DRIVE	8	1,220
GRANTWOOD DRIVE	1	106
GROVEWOOD AVENUE	2	530
HOERTZ ROAD	1	214
HOWARD STREET	2	569
JAMESTOWNE DRIVE	5	1,158
KENILWORTH AVENUE	4	1,252
KERNEYWOOD ROAD	2	192
KING RICHARD DRIVE	13	3,324
KOCH DRIVE	8	1,873
LANYARD DRIVE	6	962
LAVERNE AVENUE	13	2,743
LIBERTY AVENUE	6	1,516
LUCERNE AVENUE	2	351

Collection System TV Inspection - 2015

PARMA

STREET	NUMBER OF SEGMENTS	TV FT
LUELDA AVENUE	4	875
MALIBU DRIVE	1	0
MARLBOROUGH AVENUE	6	1,400
MERKLE AVENUE	12	2,657
MILFORD AVENUE	3	374
MORNINGSIDE DRIVE	3	493
NEWCOMB DRIVE	1	175
NEWPORT AVENUE	8	1,940
NORFOLK DRIVE	1	185
NORRIS AVENUE	9	1,893
OAKLAWN DRIVE	3	808
OAKWOOD ROAD	18	4,368
OCALA DRIVE	15	2,658
ORCHARDVIEW ROAD	5	515
PANAMA DRIVE	3	741
PINEGROVE AVENUE	1	331
PRISCILLA AVENUE	8	2,299
RAVENSWOOD DRIVE	12	2,313
RENO DRIVE	3	859
RENWOOD DRIVE	6	1,047
RIDGE ROAD	2	437
RIDGEFIELD AVENUE	3	975
RIDGEWOOD LAKES DRIVE	5	651
ROANOKE DRIVE	5	557
ROSESIDE AVENUE	1	145
SANDY HOOK DRIVE	36	6,151
SNOW ROAD	2	309
SOMIA DRIVE	4	826
SOUTH CANTERBURY ROAD	2	122
SOUTH PARK BOULEVARD	28	4,619
SPRAGUE ROAD	3	486
SPRING GARDEN ROAD	7	1,616
STANDISH AVENUE	6	1,413
STATE ROAD	2	660
STAUNTON DRIVE	5	1,052
STRATFORD DRIVE	2	473
SUN VISTA DRIVE	2	455

Collection System TV Inspection - 2015

PARMA

STREET	NUMBER OF SEGMENTS	TV FT
THEOTA AVENUE	19	4,646
THORNTON DRIVE	3	666
TORRINGTON AVENUE	9	1,974
TUCSON DRIVE	3	725
TUXEDO AVENUE	21	4,857
VELMA AVENUE	7	1,798
VINEWOOD DRIVE	1	185
WELLINGTON AVENUE	1	243
WEST 10 STREET	3	743
WEST 130 STREET	1	0
WEST 29 STREET	6	1,818
WEST 44 STREET	2	543
WEST 45 STREET	2	588
WEST 46 STREET	4	1,000
WEST 48 STREET	2	642
WEST 49 STREET	3	936
WEST 50 STREET	4	1,122
WEST 52 STREET	4	945
WEST 78 STREET	1	6
WEST MORELAND ROAD	27	6,391
WEST PARKVIEW DRIVE	1	48
WEST PLEASANT VALLEY	1	286
WEST RIDGEWOOD DRIVE	6	464
WEST SPRAGUE ROAD	1	314
WESTMINSTER DRIVE	1	125
WHITTINGTON DRIVE	9	2,481
WINTHROP DRIVE	5	906
WOODLAWN DRIVE	4	764
WOODWAY AVENUE	3	607
YORKTOWN DRIVE	7	1,430
Grand Total:	641	136,436

Section A-3

Projects Status*

* No service provided if section is blank

Project Reviews

Project ID	Project Name	Municipality	Review Date	Approved
15-006	SHEETZ STORE	PARMA	10-Feb-15	N
15-016	TRUENORTH	PARMA	25-Aug-15	Y
15-024	PARMA ASSISTED LIVING	PARMA	27-Oct-15	Y
15-029	JESUIT RETREAT HOUSE ADDITION	PARMA	14-Jul-15	N
15-033	IMPROVEMENT PLANS FOR RESERVE AT 1150	PARMA	29-Jul-15	N
15-040	HUNGRY HOWIES	PARMA	29-Sep-15	N
15-042	PITT-OHIO (SUPPLY TRAIN, GROUND, LTL, TL)	PARMA	9-Oct-15	N
15-044	SPITZER-CHRYSLER, JEEP, DODGE RAM	PARMA	28-Oct-15	N
15-048	CHEVROLET BOULEVARD SEWER REPLACEMENT	PARMA	6-Nov-15	N

Section A-4

Service Program*

* No service provided if section is blank

City of Parma

<u>Type</u>	<u>Community Total</u>
Sanitary Sewers	1,234,325 Feet
Manholes	5,282 (Approximately)

2015 Service Program

<u>Program</u>	<u>2015 Activity</u>
1) High Pressure Cleaning*	88,632 Feet
2) House Service	2,652 Calls
3) Television Inspection*	136,436 Feet
4) Construction Activities	731 Job(s)
5) Smoke and Dye Testing	38 Test(s)
6) Construction Permits Issued	
(Commercial)	12
(Residential)	104
7) Plan Review	9 Plan(s)
8) Construction Inspection	
a) Main Lines Inspected	2046 Feet
b) Service Laterals Inspected	846 Feet

*Information includes footages for sanitary (collection system) and storm sewers.

Section A-5

Community Operating Expenses

City of Parma

2015 Operating Expenses

<u>Activity</u>	<u>Cost</u>
1. Maintenance of Sanitary Sewerage Systems	\$2,960,999
2. Pump Station Operation and Maintenance	\$73,041
3. Waste Water Treatment Plant Maintenance	\$ 0
4. Engineering and/or Inspection	\$324,925
5. Capital Expenses (See Section A-6 if any)	\$764,452
 Total Operating Expenses:	 \$4,123,417

Section A-6

Community Capital Expenses

* No service provided if section is blank

City of Parma

2015 Capital Expenses

West Parkview Lateral Repair	\$ 23,114
Edgehill Lateral Repair	\$ 53,643
West Sprague Pump Station Repair	\$ 2,546
Sprague Culvert Repair Engineering	\$ 20,366
Sun Vista Lateral Repair	\$ 8,323
Sprague Property Acquisition	\$ 40,000
Sprague Culvert Repair	\$ 298,358
Parkview Lateral Repair	\$ 5,799
Torrington Lateral Repair	\$ 14,867
Sewer Lining	\$ 81,968
Fernhill Loan Payment	\$ 102,351
Broadview Drill Drop Loan Payment	\$ 23,446
Sewer Repair Loan Payment	\$ 89,671

Total Capital Expenses: **\$ 764,452**

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