

2013 Public Services Section Annual Report

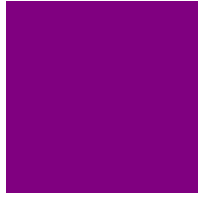
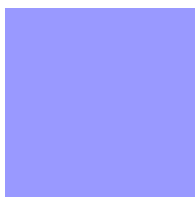


Airport

Engineering

Public Utilities

Public Works





MISSION STATEMENT

The mission of the City of St. Cloud is to provide quality cost effective public services.

ORGANIZATIONAL MISSION AND VALUES

- ◆ Excellence and quality in delivery of services
- ◆ Fiscal responsibility
- ◆ Ethics and integrity
- ◆ Respecting residents as owners
- ◆ Open and honest communications
- ◆ Professionalism
- ◆ Visionary leadership and planning



March 27, 2014

TO: Mayor Dave Kleis
City Council Members
Dr. Michael Williams, City Administrator

FR: Patrick Shea, Public Services Director

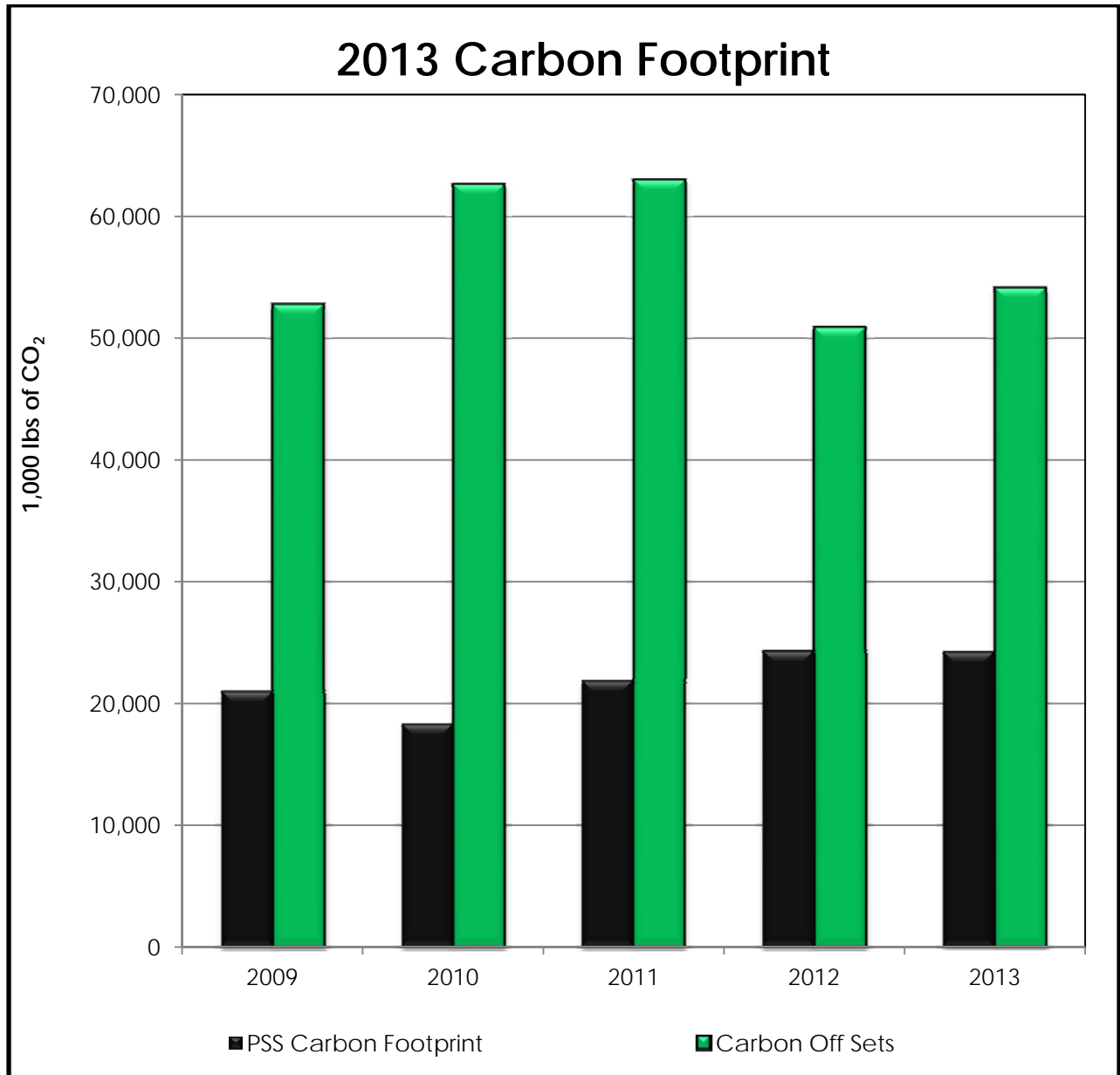
Enclosed is the **2013 PUBLIC SERVICES SECTION ANNUAL REPORT**. The report includes information from the four Departments in the Public Services Section; Airport, Engineering, Public Utilities and Public Works.

The Public Services Section is proud of the progress made in providing services to residents, businesses and visitors of the City of St. Cloud. The following pages include notable activities and accomplishments.

Please contact a Public Services Section Leadership Team member or me with any questions or comments.

CARBON FOOTPRINT

Attached is the tabulation of 2013 energy consumption by fuel type and associated carbon dioxide (CO₂) emissions for the various Public Services operations. The tabulation includes sources of energy consumption; supplies and materials are not included. Carbon offsets include power generation at the Hydroelectric Generation Facility and the beneficial reuse of treated biosolids.



CARBON FOOTPRINT

Carbon Dioxide Emissions

	<u>Electricity</u> (kwh)	<u>Natural Gas</u> (ccf)	<u>Gasoline</u> (gal)	<u>Diesel</u> (gal)	<u>Carbon Footprint</u> (lbs of CO ₂)	<u>Carbon Footprint</u> (metric tons of CO ₂)
Airport						
Control Tower	79,360	2,104			99,883	45.3
Airline Building	293,860	21,356			527,751	239.4
SRE (Shop)	19,880	5,823			86,666	39.3
St. Cloud Aviation	96,600	1,297			106,867	48.5
Fleet			1,487	4,725	133,743	60.7
Total	489,700	30,580	1,487	4,725	954,909	433.1
Engineering						
Fleet			1,329		25,783	11.7
Traffic & Lighting			6,130	397	1,434,652	650.7
Total			7,459	397	25,783	11.7
Public Works						
CMF	443,742	31,100			883,845	400.9
Fleet			19,320	90,135	2,375,805	1,077.6
3 Parking Ramps	762,200				896,347	406.6
Public Restroom	447	679			8,429	3.8
Total	1,206,389	31,779	19,320	90,135	4,164,426	1,889.0
Public Utilities						
WTF	4,947,623	65,888			6,585,341	2,987.1
Calvary Hill	296,960	1,181			349,225	158.4
2 Towers	19,295				22,691	10.3
WTF Fleet			8,838	4,236	265,496	120.4
WWTF	7,106,388	86,358			9,362,319	4,246.7
WW Generator				2,251		
32 LS	441,440				519,133	235.5
TriCity Emerg Gen				97		
Main LS	1,302,258			377	1,531,455	694.7
WWTF Fleet			2,251	20,050	488,779	221.7
Hydroelectric		432	72	66	7,890	3.6
Total	14,113,964	153,859	11,161	27,077	19,132,331	8,678.3
Total Public Services Section						
	<u>Electricity</u> (kwh)	<u>Natural Gas</u> (ccf)	<u>Gasoline</u> (gal)	<u>Diesel</u> (gal)	<u>Carbon Footprint</u> (lbs of CO ₂)	<u>Carbon Footprint</u> (metric tons of CO ₂)
Total	15,810,053	216,218	39,427	122,334	24,277,449	11,012.1

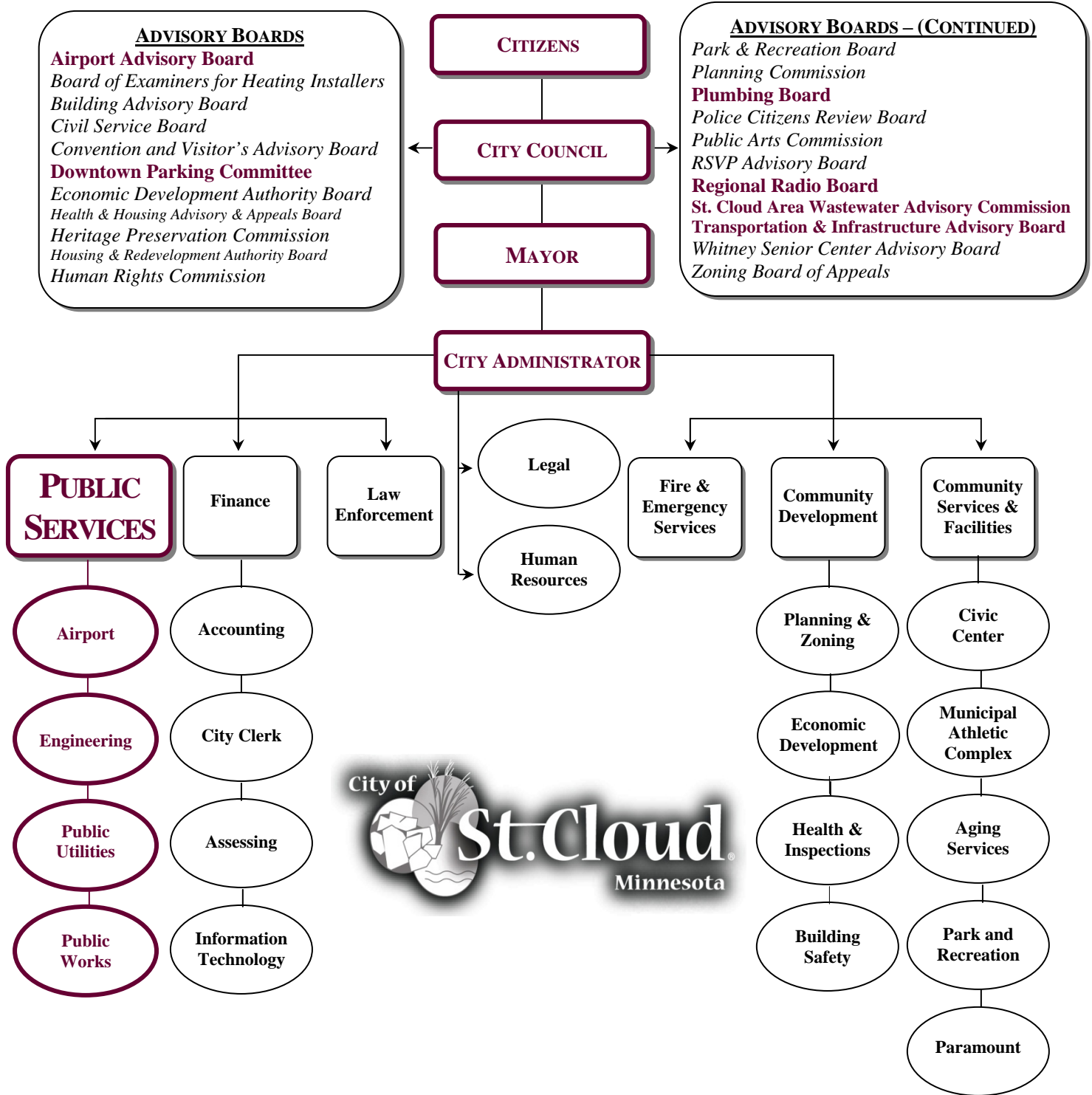
Carbon Off Sets

	<u>Electricity</u> (kwh)	<u>Natural Gas</u> (ccf)	<u>Gasoline</u> (gal)	<u>Diesel</u> (gal)	<u>Carbon Footprint</u> (lbs of CO ₂)	<u>Carbon Footprint</u> (metric tons of CO ₂)
Public Utilities						
Biosolids Recycling					1,406,368	637.9
Hydroelectric	44,845,740				52,738,590	23,921.8
Total					54,144,958	24,559.7

Carbon Equivalents (lbs of CO₂)

1 kwh = 0.95 (airport only); 1 kwh = 1.176; 1ccf = 11.64; 1 gal gasoline = 19.4; 1 gal diesel = 22.2; 1 mi = 26 mpg

ORGANIZATIONAL CHART



PUBLIC SERVICES CONTACT INFORMATION

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Steven Foss, City Engineer

Engineering Department
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St. Cloud, MN 56301
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Fax: (320) 255-7250
E-mail: Steven.Foss@ci.stcloud.mn.us

William Towle, Airport Director

St. Cloud Regional Airport
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St. Cloud, MN 56304
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E-mail: William.Towle@ci.stcloud.mn.us

PUBLIC SERVICES SECTION MISSION STATEMENT



PUBLIC SERVICES MISSION STATEMENT

Pursue excellence in serving the community of St. Cloud in the area of Public Services.

MISSION STATEMENT RESPONSE

Duty to Community:

- ◆ Staff will represent the City in a professional manner and respect residents as valued customers to provide services that represent good value and quality in a timely fashion.
- ◆ Provide for the design, construction, operation and maintenance of municipal utility systems including the sanitary sewer collection system, the water distribution system and the storm drain conveyance system.
- ◆ Safely convey and treat wastewater to produce effluent that provides a healthy aquatic environment and reusable biosolids.
- ◆ Treat and provide drinking water that promotes the health and well being of the citizens of St. Cloud.
- ◆ Safely provide efficient, user-friendly solid waste and recycling collection services.
- ◆ Efficiently operate and maintain a public parking system to augment downtown parking needs.
- ◆ Provide for the effective and efficient design, construction, operation and maintenance of the City surface transportation system including streets, trails, sidewalks, traffic signal control systems and street lighting systems.
- ◆ Provide a safe, well-equipped and maintained Airport to promote air service that meets the needs of Central Minnesota.

- ◆ Maintain the stormwater system to promote clean water and environmental stewardship that increases public awareness through a meaningful water quality education program.
- ◆ Produce renewable energy from the Mississippi River in a safe and efficient manner.

Duty to Department & Employees

- ◆ Provide a work environment that treats employees with respect and consideration, encourages a safe work environment, employee training and growth.
- ◆ Promote a supervisory environment that listens and practices a positive approach to work place issues.

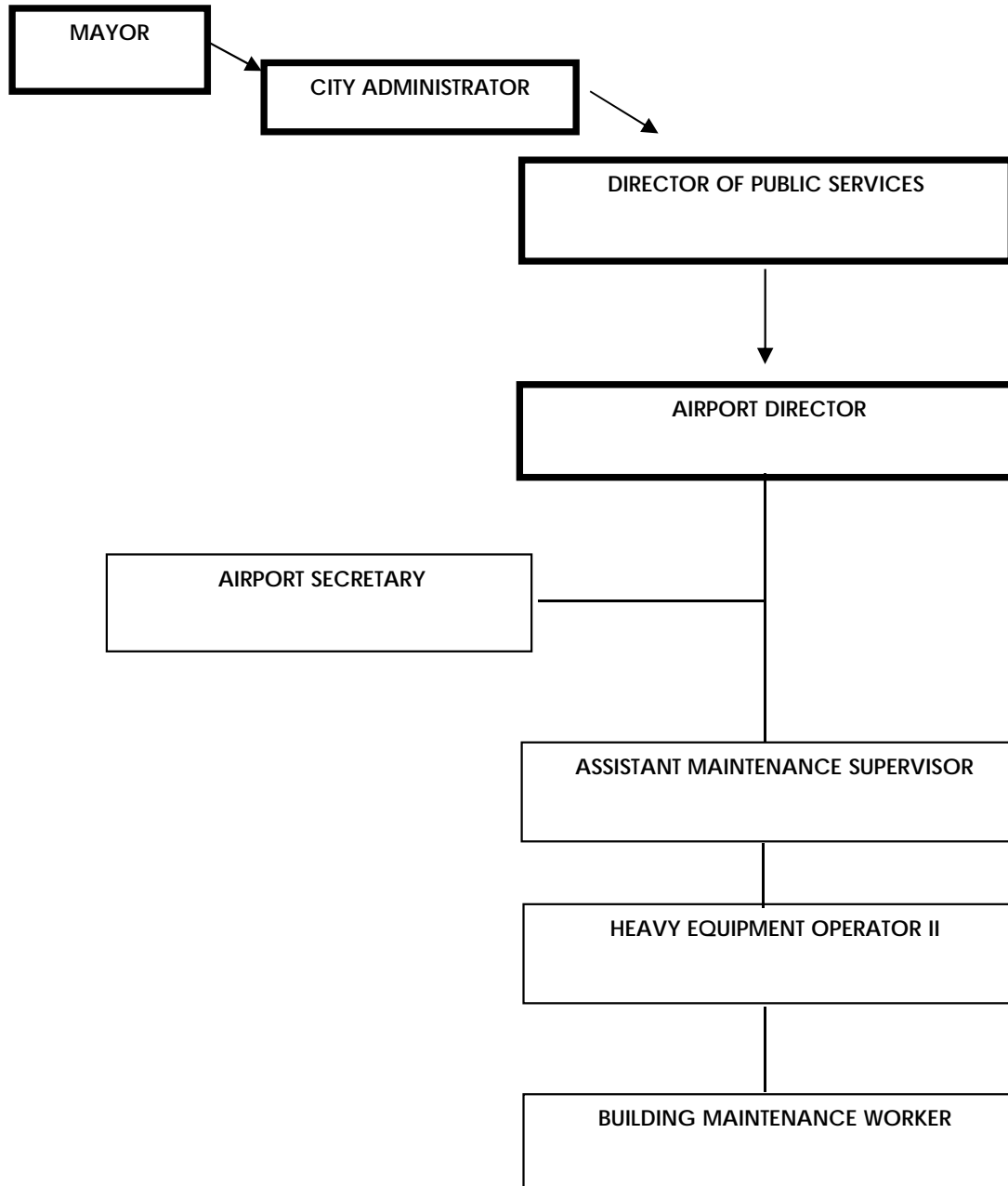
Airport Department

2013

Annual
Report

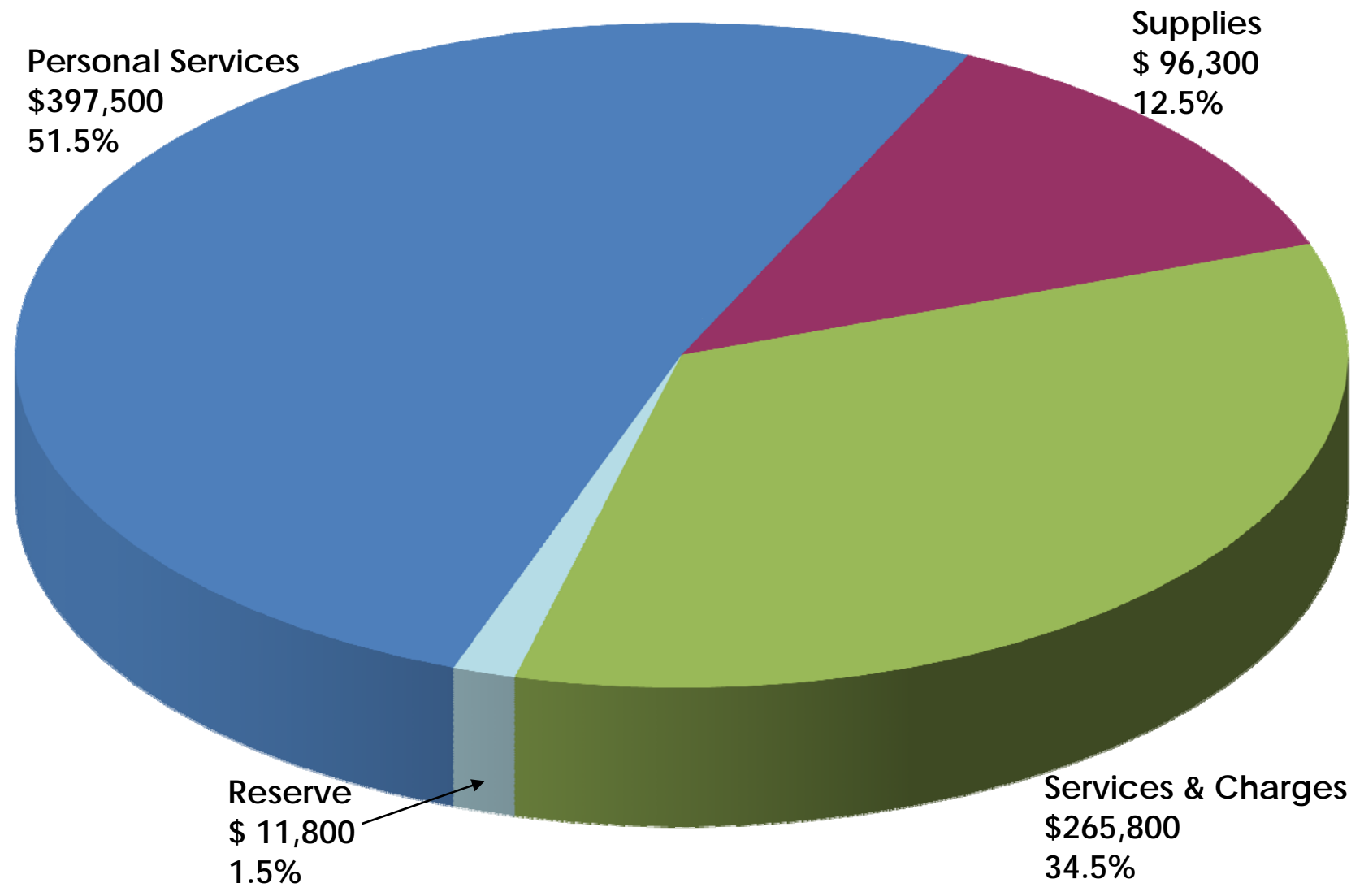


PUBLIC SERVICES SECTION
AIRPORT DEPARTMENT



2013 AIRPORT BUDGET

\$771,400



AIRPORT DEPARTMENT
CONTACT INFORMATION

ST. CLOUD REGIONAL AIRPORT

1550 45th Avenue Southeast

St. Cloud, MN 56304-9535

Phone: (320) 255-7292

Fax: (320) 650-3255

Website: www.stcloudairport.com

E-mail: Airport@ci.stcloud.mn.us



AIRPORT ADVISORY BOARD

Members of the St. Cloud Regional Airport Advisory Board are appointed by the City Council for a three year term. Current board members are:

Members

Roger Bonn	Chairperson
Marc Ree	Vice-chairperson
Dr. Steve Anderson	Secretary
Dr. Mahesh Kumar	Board Member
Wanda Lamprecht	Board Member
Ken Raiber	Board Member
Mike Salaski	Board Member

Meetings are held monthly on the second Monday. Special meetings are scheduled at the request of the Chairman Bonn.

AIRPORT OPERATIONS

The Airport Director and staff are employees of the City of St. Cloud and supervise daily operations. Airport staff includes the Airport Director, Assistant Maintenance Supervisor, Heavy Equipment Operator II, Airport Secretary, and Building Maintenance Worker. Part-time employees are hired to assist with snow removal.

The following pages detail Airport operations during 2013. The information is compiled from billings, records from Airport tenants, information provided by the Minnesota Department of Transportation Office of Aeronautics and the Federal Aviation Administration (FAA).

ST. CLOUD REGIONAL AIRPORT



The St. Cloud Regional Airport (STC) is owned and operated by the City of St. Cloud. Covering 1,400 acres, Airport features include two intersecting runways, associated taxiways, airline terminal and support area, Airport Rescue & Fire Fighting (ARFF) Facility, two Fixed Based Operators (FBOs), St. Cloud Aviation and Wright Aero, and an Air Traffic Control Tower. The Airport T-Hangar Area serves as the main facility for field maintenance operations and the 74 city-owned T-hangars bays which are leased to individuals, with the exception of the St. Cloud State University Aero Club and one private hangar. The private hangar was built and donated to the City of St. Cloud.

The St. Cloud Regional Airport is classified as a Transport Category Airport by the Federal Aviation Administration (FAA) and is certified under Part 139 of the Federal Aviation Regulations (FAR) – Certification of Airports. Federal Aviation Regulation Part 139 describes FAA rules and requirements for airports serving scheduled air carriers with aircraft seating of nine or more passengers; STC qualifies as a Minnesota primary air carrier airport.

At any given time there are 100 people working for the multiple tenants at STC, which includes the Army Aviation Support Facility. The Airport is vital to development and economic growth in the City of St. Cloud and surrounding communities. According to a recent economic impact study, STC generates approximately \$20 million in annual economic impact for the area.

The Airport has a fuel farm consisting of two underground tanks; 12,000-gallon capacity each. One tank has jet-A fuel; the other 100 low-lead fuel. There are also three above-ground steel tanks for unleaded gasoline, on-road diesel and off-road diesel.

Navigational aids on the airfield include precision & non-precision landing aids and lighting systems. Runway 13-31 has high intensity runway lights (HIRL's) and Precision Approach Path Indicator (PAPI's) lights. Both Runway 31 & 13 have a precision Instrument Landing System (ILS) with a Medium Intensity Approach Lighting System and Runway Alignment Indicator Lights (MALSR). Non-precision landing aids on Runway 13-31 include VHF omnidirectional radio range (VOR), distance measuring equipment (DME), and non-directional beacon (NDB) approaches to each end of the runway. Runway 5-23 has medium intensity runway lights (MIRL) and a non-precision global positioning system (GPS) approach to each runway end. Runway 13-31 has future capability for in-pavement lighting. The Airport also has a beacon, compass rose and lighted windsock with a segmented circle.

An Airport Surface Observation System (ASOS) provides 24-hour, up-to-the-minute weather observations which are maintained by the National Weather Service.

The Army Aviation Support Facility is located at STC. The National Guard's 80,000 sq. ft. building/hangar is home to six Blackhawk and six Chinook Helicopters, and has more than 65 full time employees.

AIRPORT SERVICES

Objectives:

Airport Services administers daily airport operations and tenant facilities to ensure all City, Federal Aviation Administration (FAA), and MN Department of Transportation – Office of Aeronautics rules, regulations and ordinances are met. Airport services is responsible for developing, implementing and maintaining airport master plans and five-year Capital Improvement Programs to ensure City and Regional short and long-term airport goals are met. Other objectives include pursuing additional tenants to improve public services and generate additional revenue, and to provide ongoing improvement to the safety and appearance of airport property and grounds.

Description of Services and Programs:

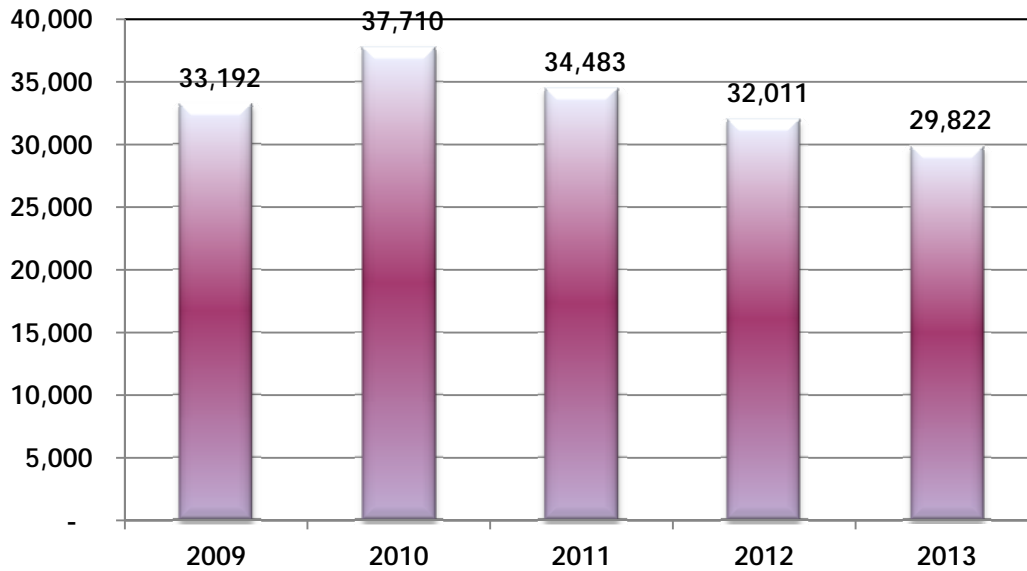
The Airport Department is responsible for operating and maintaining a safe, secure and user-friendly aviation facility that meets Federal and State requirements for airports with scheduled, charter and general aviation air service. The Department is also responsible for the planning and development of airport facilities to meet future aviation demands.

Responsibilities include indoor and outdoor maintenance of the St. Cloud Regional Airport including lighting systems, snow removal, ice control and grounds keeping. City staff also maintains the buildings including the air traffic control tower, airline terminal, aircraft hangars, fire station and maintenance building. Administrative responsibilities include Master Planning, managing leases and contracts for airport tenants, and compliance with Federal Aviation and State Regulations for a commercial service airport. Staff is committed to providing safety/security protection and fire/emergency response at the Airport.

Highlights in 2013:

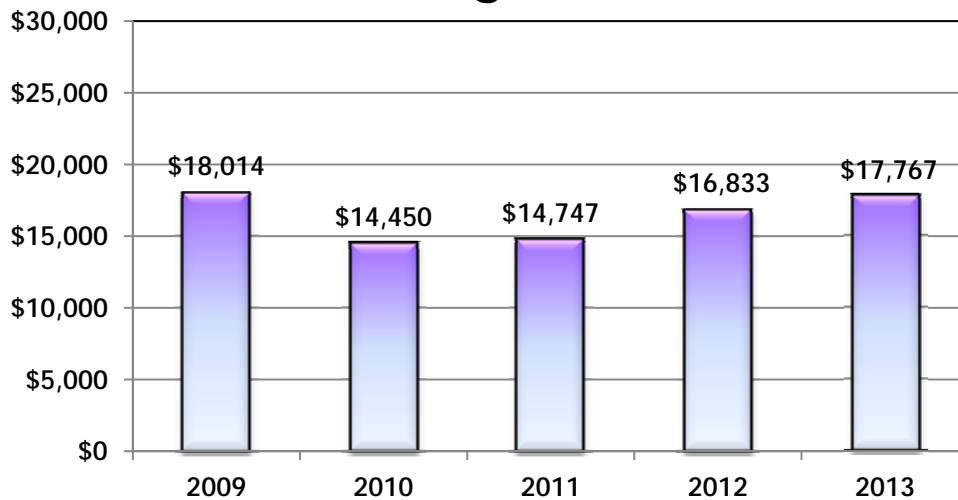
The first Allegiant flight to Phoenix Mesa Gateway Airport in Arizona on was on December 15, 2012 with a 166 passenger MD-80 aircraft. City worked with the Greater St. Cloud Development Corporation to get air service to Chicago O'Hare Airport.

Aircraft Operations



Aircraft operations indicate Airport usage; the information is used by the FAA for funding consideration.

Fuel Flowage Revenue



A fee is added to the price of fuel sold to Airport users. The fee is used for maintenance and capital improvements.

VEHICLE AND EQUIPMENT INVENTORY

<u>UNIT NO.</u>	<u>DESCRIPTION</u>	<u>MODEL YEAR</u>
750	Chevrolet 1 Ton Pickup	2007
751	Chevrolet 1/2 Ton 4x4 Pickup	2006
752	Mack Truck – 4 wheel drive	1984
752A	Snow Plow, Wing & Hitch	1984
752B	V-Box Sander	2001
753	International Plow Truck	1998
753A	Falls Snow Plow w/accessories	1998
754	SMI Snow Blower	1979
755	Ford Explorer	2000
756	Oshkosh Multi-Purpose Truck	2002
756A	Oshkosh Blower Attachment	2002
756B	MB Broom Attachment	2002
757	Oshkosh Truck	2002
757A	Wausau Plow with Accessories	2002
758	Oshkosh Multi-Purpose Truck	2005
758A	Oshkosh Blower Attachment	2005
758B	MB Broom Attachment	2005
759	Premier Deicer Truck	2007
760	John Deere Tractor	2007
760A	John Deere Loader	2007
760B	John Deere Rotary Mower 15 Ft	2007
762	New Holland Tractor	2001
762A	New Holland Loader	2001
762B	Diamond Mower Attachment	2001
762C	Snowblower 108" Attachment	2003
763	Caterpillar Loader	2011
765	John Deere Mower 72"	2007
765A	John Deere Blower 60"	2007
765B	John Deere Broom 60"	2007
767	Honda ATV	2001
770	Generator, Standby (Generac)	1995
772	Generator, Standby (CAT)	2001
774	Generator, Standby (Katolite)	2004
01	ARFF Fire & Rescue Vehicle	1997
02	ARFF Fire & Rescue Vehicle – Striker	2003