

From: Kathie Kuzawa – Biosolids Program Coordinator, ESD – City of Grand Rapids

To: Interested Parties – Grand Rapids ESD Biosolids Program

Regarding: Goals for 2011

Each year at this time the Environmental Services Departments Biosolids EMS team advises interested parties of the proposed goals for the next year. I have included the proposed goals with this short letter. The EMS Team of the Environmental Services Department of the City of Grand Rapids hopes that you will have time to send us some feedback regarding these goals. If you have any questions regarding these goals, I would be more than happy to answer them or direct you to someone better qualified to answer your questions. You can contact me at (616) 456-3635.

We are planning on performing an internal audit of our Biosolids EMS Program for this year. We have advised the National Biosolids Partnership of this and are awaiting feed-back.

Thank you for your time and interest.



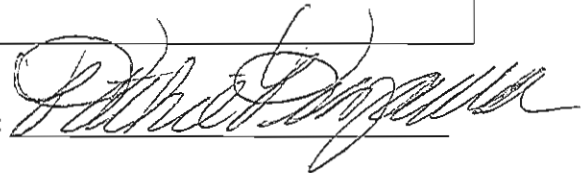
Kathie Kuzawa – EMS Coordinator

Form 5.2 Public Participation – Annual Goals and Objectives Selection

Public Participation in Annual Biosolids EMS Goals and Objectives Selection	
<p>Purpose: Annually during the last quarter of the calendar year the City will identify new goals and objectives for the following calendar year. As part of this process the City will actively seek input from interested parties through use of this ranking form which will be distributed to interested parties and encouraging their participation in the continuous improvement process. Input received from the ranking forms will be used in setting goals and objectives for the next calendar year.</p> <p>Instructions: Rank the listed candidate goals and objectives beginning with one (1) as the most important to you and so forth. Include any other suggested goals and objectives in the comment section. Sign and date the form and return the completed form as specified in the attached cover letter.</p>	
Rank	Suggested Goals and Objectives
	Clean all sanitary sewers 24" and smaller in diameter once every five years in order to maintain the integrity of the biosolids, protect the environment and avoid system upsets that can result in sanitary sewage back-ups in residences and business facilities, violation of applicable local, state and federal regulations as well as public health and safety concerns (previously the goal had include only those sewers 15" and smaller in diameter).
	Provide commendable customer service by maintaining a 75% satisfaction rating among those citizens we have serviced by surveying customers that have reported possible issues with the collection system and those that have participated in the "Footing Drain Disconnection Program".
	Improve performance of assets by exposing high maintenance systems and/or equipment through better utilization of our CMMS's reporting function to track man-hour utilization and maintenance classifications (predictive and corrective).
	To improve BOD removal, nitrification/dentrification and phosphorus removal in the north plant.
	Educate the customers by providing a minimum of one "Environmental Tip" that is associated with a "Critical Control Point" of the Biosolids EMS Program.
	Upgrade the "Computerized Maintenance Management Program" (to Maximo 7.1) in order to maintain the sanitary sewer system and treatment facilities and equipment in a more cost effective and pro-active manner.
	Perform quarterly analysis on the Wastewater Treatment Plant biosolids and compare the results to the tables found in federal regulation 503.
<p>Comments (Include any other goals and objectives you would like considered):</p>	

Completion date: (MM/DD/YYYY) 12/01/2010

Name (Print): Kathie Kuzawa

Signature: 

Kuzawa, Kathie

From: Schipper, Dave (DNRE) [SCHIPPERD@michigan.gov]
Sent: Wednesday, December 01, 2010 3:07 PM
To: Kuzawa, Kathie
Subject: Grand Rapids Biosolids EMS proposed goals

Thank you for providing the EMS proposed goals for our review.

Dave Schipper
Michigan Department of Natural Resources and Environment
Environmental Resource Management Division
Grand Rapids/Kalamazoo Districts
616-356-0276
schipperd@michigan.gov

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"The DNRE's mission is to conserve, manage, protect and promote Michigan's environmental, natural resource and related economic interests for current and future generations."

From: Kuzawa, Kathie [<mailto:kkuzawa@ci.grand-rapids.mi.us>]

Sent: Wednesday, December 01, 2010 2:34 PM

To: Charles Cordes; Schipper, Dave (DNRE); Doug Wood; EditorGRPress; DeLong, Eric; Gayle McCrath; James Laninga; Gillespie, Joseph; Ken Herman; Mike Wetzel; Ottawa CountyHealth Department Adam London; Pam Ritzema; Robb Carr; Tom Kent; WMEAC

Subject: