

Sewer

Agency Budget by Fund

| Fund | 2020 Actual | 2021 Adopted | 2021 Actual | 2022 Adopted | 2023 C2C | 2023 Request |
|---------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Sewer Utility | 41,800,279 | 51,329,180 | 49,108,042 | 49,553,720 | 50,390,032 | 54,131,240 |
| Total | 41,800,279 | 51,329,180 | 49,108,042 | 49,553,720 | 50,390,032 | 54,131,240 |

Agency Budget by Service

| Service | 2020 Actual | 2021 Adopted | 2021 Actual | 2022 Adopted | 2023 C2C | 2023 Request |
|-----------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Sewer Engineering And Admin | 12,342,704 | 16,662,587 | 10,411,172 | 14,996,792 | 15,619,000 | 17,353,841 |
| Sewer Operations | 29,457,575 | 34,666,593 | 38,696,869 | 34,556,928 | 34,771,032 | 36,777,399 |
| Total | 41,800,279 | 51,329,180 | 49,108,042 | 49,553,720 | 50,390,032 | 54,131,240 |

Agency Budget by Major-Revenue

| Major Revenue | 2020 Actual | 2021 Adopted | 2021 Actual | 2022 Adopted | 2023 C2C | 2023 Request |
|----------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Intergov Revenues | (116,482) | (78,030) | - | - | - | - |
| Charges For Services | (43,262,725) | (49,346,360) | (47,486,718) | (48,274,080) | (49,110,392) | (52,692,000) |
| Licenses And Permits | (16,421) | (51,600) | (12,342) | (51,600) | (51,600) | (15,200) |
| Fine Forfeiture Asmt | (444,145) | (1,070,000) | (1,086,362) | (920,000) | (920,000) | (920,000) |
| Invest Other Contrib | (260,387) | (650,000) | (193,587) | (170,000) | (170,000) | (188,800) |
| Misc Revenue | (1,394) | (1,390) | (1,001) | (1,390) | (1,390) | - |
| Other Finance Source | (292,084) | (131,800) | (317,147) | (136,650) | (136,650) | (315,240) |
| Transfer In | (19,344) | - | (10,885) | - | - | - |
| Total | (44,412,982) | (51,329,180) | (49,108,042) | (49,553,720) | (50,390,032) | (54,131,240) |

Agency Budget by Major-Expense

| Major Expense | 2020 Actual | 2021 Adopted | 2021 Actual | 2022 Adopted | 2023 C2C | 2023 Request |
|----------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Salaries | 3,036,141 | 3,406,042 | 2,954,214 | 3,264,772 | 3,571,318 | 3,211,954 |
| Benefits | 993,954 | 1,635,252 | 853,459 | 1,526,901 | 1,644,574 | 1,643,657 |
| Supplies | 392,145 | 504,660 | 274,253 | 506,450 | 506,450 | 512,690 |
| Purchased Services | 26,427,402 | 31,404,396 | 33,345,815 | 30,999,974 | 31,031,762 | 33,537,439 |
| Debt Othr Financing | 8,094,802 | 10,327,585 | 8,921,840 | 8,978,112 | 9,428,392 | 11,367,121 |
| Inter Depart Charges | 3,124,985 | 3,034,245 | 3,052,504 | 3,246,511 | 3,176,536 | 3,248,379 |
| Inter Depart Billing | (458,523) | (483,000) | (483,808) | (495,000) | (495,000) | (495,000) |
| Transfer Out | 189,375 | 1,500,000 | 189,765 | 1,526,000 | 1,526,000 | 1,105,000 |
| Total | 41,800,279 | 51,329,180 | 49,108,042 | 49,553,720 | 50,390,032 | 54,131,240 |



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Principal Architect 2
Bryan Cooper, AIA
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John S. Fahrney, P.E.
Chris Petykowski, P.E.
Janet Schmidt, P.E.
Principal Engineer 1
Christina M. Bachmann, P.E.
Mark D. Moder, P.E.
James M. Wolfe, P.E.
Financial Manager
Steven B. Danner-Rivers

TO: Dave Schmiedicke, Finance Director
FROM: Kathy Cryan, Interim Engineering Manager
DATE: July 22, 2022
SUBJECT: 2023 Operating Budget Transmittal Memo
Sewer Utility

CC: Mayor; Deputy Mayors; Budget & Program Evaluation Staff

GOALS OF AGENCY'S OPERATING BUDGET

The Sewer Utility is responsible for the planning, design, evaluation, construction, rehabilitation, maintenance, and repair of the City's sanitary sewer collection system. The sanitary sewer collection system includes 800 miles of sewer main, 30 lift stations, and 20,000+ sanitary sewer access structures. Every day this system transports 22.4 million gallons of wastewater to the Nine Springs Wastewater Treatment Plant where it treated before being safely released back into the environment.

The Sewer Utility's goals are:

- Convey wastewater to the Nine Springs Wastewater Treatment Plant with minimum inflow, infiltration, or exfiltration.
- Prevent sanitary sewer overflows and the potential resulting public health hazards.
- Reduce inconvenience and damage by responsibly handling service interruptions.
- Eliminate claims and legal fees related to sewer back-ups by providing immediate, concerned and efficient service to all emergency calls.
- Protect municipal investment by increasing the useful life and capacities of the system and parts.
- Use operating funds efficiently.
- Perform all activities safely and avoid injury.

The Sewer Utility is **"Green and Resilient"**. We are a leader in stewardship of our water resources. We are committed to eliminating preventable sewer backups and sanitary sewer overflows to protect the public health and environment. Through our activities, infiltration is reduced, pipes in poor condition are repaired or replaced, pipes are cleaned on a regular schedule, and problematic sections of pipes are maintained more frequently. The result has been a reliable system with a record low number of sewer backups. In addition to the routine activities associated with running the Sewer Utility, specific 2023 initiatives include the following:

- The sewer capacity model for the high residential growth areas downtown including the UW campus area and the isthmus area east of the Capitol and west of the Yahara River is underway and will continue in 2023.
- The Utility will continue to study drainage areas that have a history of excessive clear water infiltrating into the sewer system during severe rain events. Current areas of concern include the area draining to the Mid Town Lift station near Hawks Landing development, the area draining to the Madison Metropolitan Sewerage District (MMSD) Lift Station located on Johns Street at Sargent

Street, and the area draining to the City’s Truax Lift Station located on Anderson Street near Grimm Street. The Utility also intends to initiate a study of the City sewers draining to MMSD’s First Street Lift Station (located next to the Madison Public Market site). MMSD has identified this lift station having high pump run times during rain events. The 2023 Operating Budget intends to expand our capabilities for flow monitoring through purchasing 2 new flow meters and rebuilding our other 3 meters.

- The sewer lining program is our most cost effective rehabilitation method for sanitary sewer. The Utility evaluated newer technology for the program and has now switched to exclusively using ultraviolet curing of the liner. The resulting product is a superior liner that does better in sewers prone to groundwater infiltration. The installation process also has minimal styrene odor when compared to the hot water and steam curing process used previously. UV cured liners cost more but we feel that end product is well worth the additional expense.

The Sewer Utility strives to be a model of “**Effective Government**”. The Sewer Utility provides efficient and reliable service that supports all Madison residents and businesses. We collaborate with the Wisconsin Department of Natural Resources, Madison Metropolitan Sewerage District, private developers, and other stakeholders to improve efficiency and achieve our shared goals.

RACIAL EQUITY AND SOCIAL JUSTICE

Reliable sanitary sewer service is essential to protecting public health. Sewer repair and maintenance is based on pipe/pump station condition, history of clogging, and other needs to assure this service is provided equitably and reliably. Every sewer main in the City’s system has been televised in the past 10 years to assess and rate its condition. These sewer condition ratings are factored into project identification for Public Works projects in conjunction with transportation, stormwater and water utility needs. The project prioritization tool includes an equity component to assure we are equitably investing in the City’s infrastructure.

We will continue working to increase the diversity of our workforce by actively recruiting women and people of color. This includes a variety of activities including, but not limited to, using the Equitable Hiring Tool; developing an individual outreach and recruitment plan for external hiring processes; participating in targeted job and career fairs, outreach activities at local schools and community events; and filling positions at the trainee level.

MAJOR CHANGES IN THE 2023 OPERATING REQUEST

The Engineering Division relies on a “grow our own” strategy to not only attract diverse candidates for positions in Engineering but to develop and retain them. Our cost-to-continue budget includes funding for position studies submitted to Human Resources in 2022. It also proposes to reclassify/recreate a number of positions in 2023. All costs associated with these position changes are included in our cost-to-continue budget. These positions are funded through a combination of funding mechanisms including reallocations, cost-sharing with utilities, private developer fees-for-service, and capital projects. Position changes proposed in our 2023 operating budget request include the following:

- New Positions
 - Create 2.0 FTE Leadworker 1s and 1.0 FTE Operator 2 position. For 6 months of the year these positions work with **mi-te** (Madison Infrastructure Training – Engineering) Program trainees performing concrete flat work and sanitary and storm sewer structure repairs. The remainder of the year they will supplement existing crews. The Sewer Utility will fund sewer related work performed by these positions.
 - Create 1.0 FTE Engineering Equity and Engagement Specialist – In order to advance our equity and engagement efforts and make meaningful change we believe is critical to have a position dedicated to this work. The Sewer Utility will fund a share of the costs of this position.

- **Reclassification**
 - Engineering Financial Manager. We intend to submit a position study request to Human Resource with recommendation that the Engineering Financial Manager should be reclassified to the same range as the Water Utility Financial Manager and the Police and DCEP Admin Services Manager.
- **Promotional Opportunities**
 - Recreate 3.0 FTE Program Assistant 1 positions to create 2 FTE Trainee positions (Engineering Human Resources Analyst and Account Technician) and 1.0 FTE Program Assistant 2.
 - Recreate 1.0 Maintenance Mechanic 1s as Maintenance Mechanic 2s
 - Recreate 3.0 Engineer 3s as Engineer 4s

ENTERPRISE AGENCIES

The Sewer Utility budget is funded entirely through user fees. This fee applies to every parcel connected to the City’s sanitary sewer collection system. Overall, revenues were not dramatically impacted by the pandemic. Decreased commercial usage was offset by increased residential usage.

Sewer Utility rates consist of a base charge along with usage charges. The current average rate for a homeowner is \$34.0.50 per month or \$408.72 annually. Madison Metropolitan Sewerage District treatment charges account for 60% of the Sewer Utility’s total operating budget and subsequently customer costs.

The Sewer Utility anticipates a 5% rate increase. The majority of the projected rate increase is due to increase in debt service (44%) and anticipated increases in treatment charges from the Madison Metropolitan Sewerage District (36% of increase).

SUMMARY OF REDUCTIONS (NON-ENTERPRISE AGENCIES)

N/A

TOWN OF MADISON

Operating costs related to the Town of Madison final attachment have been included in our budget request. The three existing Town lift stations need to major rehabilitation and/or replacement. We have included this work in the out years of the Sewer Utility 2023 Capital Budget Request. The Town sanitary sewers have not been maintained to City standards. We intend to clean and televise all Town sewers as soon as final attachment occurs so mains can be put on an appropriate preventive maintenance cleaning to prevent back-ups. We will televise all sewers to assess condition and rate condition. This data will be used to identify and prioritize needed improvements for the City as a whole so we are addressing the most significant issues first and that our investments in infrastructure are equitable.

OPTIONAL SUPPLEMENTAL REQUEST

None

2023 Operating Budget

Service Budget Proposal

PART 1: IDENTIFYING INFORMATION

SELECT YOUR AGENCY:

Sewer Utility

SELECT YOUR AGENCY'S SERVICE:

Sewer Engineering & Admin

SERVICE NUMBER:

831

SERVICE DESCRIPTION:

This service is responsible for (1) the inspection, design, evaluation, and construction of the City's sewer collection system, (2) reviewing and inspecting permits related to sanitary sewer system excavation and plugging, and (3) collection of sewer area connection fees as well as impact fees related to municipal sewer improvements. The goal of this service is to centrally plan and monitor the City's sewer system.

Are any updates required for the "Service Description"?

This service is responsible for the inspection, planning, design, evaluation, and construction of the City's sanitary sewer collection system. The sanitary sewer collection system includes 800 miles of sewer main, 30 lift stations, and 20,000+ sanitary sewer access structures. The Sanitary Sewer Utility reviews and inspects permits related to sanitary sewer system excavation and plugging. The Sanitary Sewer Utility also collects sewer area connection fees as well as impact fees related to municipal sewer improvements. The Sanitary Sewer Utility consistently implements measures to reduce inflow and infiltration (I&I); one of these measures is lining of approximately 9 miles of sanitary sewer per year. The Sanitary Sewer Utility also completes all regulatory reporting requirements with City's CMOM (Capacity, Management, Operation and Maintenance) for the WDNR (Wisconsin Department of Natural Resources).

Activities performed by this Service

| Activity | % of Effort | Description |
|---------------------------------------|-------------|--|
| Utility Management and Administration | 25 | Plan, direct, and implement sanitary sewer infrastructure design, construction, operations, and maintenance. Provide technical engineering advice and recommendations to City officials. Oversee Utility personnel, budgeting, financial management, asset management, permitting, public information and community engagement, interdepartmental planning and coordination, Board and Commission support, and related administrative and technical activities. |
| Design | 20 | Planning, design and project management for new and replacement or rehabilitation of aging sanitary sewer infrastructure. |
| Construction Inspection | 45 | Well and septic systems can be cost-prohibitive for new home owners. Additionally, repair of an existing well and septic can cause financial vulnerabilities for current home owners. The City's Sanitary Sewer Utility provides reliable sanitary waste disposal for all City properties, thus improving the affordability of housing for all City homeowners. |
| GIS | 10 | Create and maintain sanitary sewer infrastructure assets (e.g. pipes, structures, laterals, lift stations, etc.) in GIS for asset and work order management. |

Insert item

Citywide Element

<https://imagineadisonwi.com/document/comprehensive-plan-adopted>

Green and Resilient

Describe how this service advances the Citywide Element:

The Sewer Utility is a leader in stewardship of our water resources. We are committed to eliminating preventable sewer back up and sanitary sewer overflow to protect the public health and environment.

Effective Government - The Sewer Utility provides efficient and reliable service that supports all Madison residents and businesses. We collaborate with the Wisconsin Department of Natural Resources, Madison Metropolitan Sewerage District, private developers, and other stakeholders to improve efficiency and achieve our shared goals.

Affordable Housing - Well and septic systems can be cost-prohibitive for new home owners. Additionally, repair of an existing well and septic can cause financial vulnerabilities for current home owners. The City's Sanitary Sewer Utility provides reliable sanitary waste disposal for all City properties, thus improving the affordability of housing for all City homeowners.

Part 2: Base Budget Proposal

BUDGET INFORMATION

| | 2020 Actual | 2021 Adopted | 2021 Actual | 2022 Adopted | 2023 C2C | 2023 Request |
|------------------------|----------------------|---------------------|----------------------|---------------------|---------------------|---------------------|
| <i>Budget by Fund</i> | | | | | | |
| General-Net | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Other-Expenditures | \$12,342,704 | \$16,662,587 | \$10,411,172 | \$14,996,792 | \$15,619,000 | \$17,353,841 |
| Total | \$12,342,704 | \$16,662,587 | \$10,411,172 | \$14,996,792 | \$15,619,000 | \$17,353,841 |
| <i>Budget by Major</i> | | | | | | |
| Revenue | (\$13,842,941) | (\$16,689,439) | (\$15,698,922) | (\$15,264,228) | (\$16,100,540) | (\$17,353,841) |
| Personnel | \$1,264,601 | \$2,071,665 | \$1,029,514 | \$1,914,138 | \$2,092,782 | \$1,859,614 |
| Non-Personnel | \$8,660,077 | \$12,408,677 | \$7,144,947 | \$10,939,330 | \$11,416,621 | \$13,096,158 |
| Agency Billings | \$2,418,026 | \$2,182,245 | \$2,236,711 | \$2,143,324 | \$2,109,597 | \$2,398,069 |
| Total | (\$1,500,237) | (\$26,852) | (\$5,287,750) | (\$267,436) | (\$481,540) | \$0 |

Part 3: Service Budget Changes

General Fund agencies may propose changes that are net neutral to their budget. Non-general fund supported agencies may propose changes that they can support with revenue.

Proposed Changes

| Fund | Major | Org | Object | \$ Change | Description |
|---------------------|--------------------|-------|--------|--------------------|---|
| 2110 - SEWER UTILI' | 54 - PURCHASED SE | 83110 | 54695 | \$100,000 | Affordability Credit |
| 2110 - SEWER UTILI' | 56 - DEBT OTHR FIN | 83110 | 56110 | \$1,001,000 | Debt Principal |
| 2110 - SEWER UTILI' | 57 - INTER DEPART | | | \$208,491 | Inter-D Charges from Cost Allocation Plan moved from 832 reflective of where they will actually appear when charged |
| 2110 - SEWER UTILI' | 43 - CHARGES FOR | | | (\$1,086,101) | Increase in Customer Revenue |
| 2110 - SEWER UTILI' | 48 - OTHER FINANC | 83110 | 48110 | (\$175,000) | Sale of Assets - reflects selling of old factors rather than trading them in |
| TOTAL | | | | \$48,390.00 | |

Insert item

What are the service level impacts of the proposed funding changes?

No anticipated service level impacts

Explain the assumptions behind the changes.

Assumes customer affordability credit will be approved by PSC; assumes borrowing of \$15.1 million in 2022; 5% Rate Increase proposed

What is the justification behind the proposed change?

Reflects known plans

Are you proposing any personnel allocation changes?

No

Part 4: Racial Equity and Social Justice

We are continuing our efforts to articulate and prioritize racial equity and social justice in the City's budget and operations. Prioritize equity over equality. "Equity" is often conflated with the term "equality" (meaning sameness). Equity implies that an individual may need to experience or receive something different (not equal) in order to achieve fairness and access.

We encourage you to focus on how this service impacts marginalized populations and addresses the greatest needs, instead of discussing how the service will benefit everyone equally.

1. What specific inequities does this service intend to address? How and for whom?

This service is responsible for utility management, design, inspection and asset management of the sanitary sewer system. Private wells and septic systems can be cost-prohibitive for many homeowners and small businesses, and repairs can cause financial vulnerabilities. A properly functioning sanitary sewer system with adequate capacity to handle connected flows is essential to preventing public health hazards and protecting the environment. The proposed budget assures that the city's wastewater collections system has adequate capacity to handle new connections and that aging infrastructure is regularly replaced to provide equitable, reliable and affordable sewer service to our community. This service also includes sanitary sewer asset management system. This asset management system contributes to data-driven research to evaluate levels of service, and informs much of the data we use for GIS-based Racial Equity and Social Justice analysis and initiatives, including the backwater value program (BWV) that provides funding for private installation of BWV's, prioritizing advertising to neighborhoods that are within the MPO's environmental justice areas.

Lastly, this service funds repair and replacement of sanitary sewer infrastructure. Selection of facilities for repair is part of the street reconstruction internal evaluation process that guides the Transportation Improvement Program (TIP). The street reconstruction evaluation incorporates demographic analysis, to reduce inequitable prioritization of street reconstruction, which often include sanitary sewer replacement.

2. What data helped shape your proposal? Data includes qualitative and quantitative information such as community input, demographics, qualified census tracts, environmental justice areas, and other sources. Additionally, include specific recommendations from a Racial Equity and Social Justice Analysis, if available.

The Sewer Utility uses a variety of demographic data to evaluate demographics, this includes the MPO's Environmental Justice Areas, Census Bureau ACS data, as well as locations of sanitary backups, and the Cityworks and GIS based asset management and mapping systems

3. Is the proposed budget or budget change related to a recommendation from a Neighborhood Resource Team (NRT)? If yes, please identify the NRT and recommendation. Be as specific as possible.

No

Part 5: Proposed Budget Reduction

Agencies are asked to provide a 1% reduction to their general, library, and internal service (e.g. fleet) fund budgets to address the City's structural deficit.

Enterprise Agencies: Enterprise agencies are not required to propose reductions, as long as there are sufficient revenues to cover proposed expenses. Enterprise agencies may skip this section and move to Part 6.

What is 1% of the agency's net budget (general, library, and fleet funds only)?

What is the proposed reduction to this service's budget?

Explain how you would change the activities and the level of service as a result of implementing the funding decrease to this service. List changes by service activity identified above. Add a separate line for each reduction.

If you are proposing revenue increases or other types of changes to meet your net budget reduction, contact your budget analyst to discuss how to enter the information in the form.

| Activity | \$Amount | Description |
|----------|----------|-------------|
| Total | \$0 | |

| Activity | \$Amount | Description |
|--------------|----------|-------------|
| | | |
| Total | \$0 | |

Insert item

Explain the changes by major expenditure category that your agency would implement as a result of the funding decrease to this service.

| Name | \$ Amount | Description |
|-----------------|-----------|-------------|
| Personnel | | |
| Non-Personnel | | |
| Agency Billings | | |
| Total | \$0 | |

Is the City mandated to perform the activities of this service? If so, explain the mandate and mandated service level. If not, are there other local organizations also involved in performing these activities?

Has this reduction been proposed in prior years?

Select... ▼

Does the proposed reduction result in eliminating permanent positions?

Select... ▼

Does the proposed reduction impact other agencies (e.g. administrative or internal service agencies such as IT, Finance, HR, Fleet)?

Select... ▼

Describe why the proposed reduction was chosen.

Explain the impacts of the proposed reduction on the end user of the service. How can impacts of this reduction be mitigated?

Part 6: Optional Supplemental Request

Town of Madison: Agencies requesting additional funding for Town of Madison (ToM) services should enter funding requests below. Enter ToM requests in the most relevant service. You can enter multiple rows for ToM activities as needed. Include "Town of Madison" or "ToM" in the activity name.

Supplemental Request: Agencies may submit one (1) supplemental request in their 2023 budget request. Please include the request in the most relevant service. Requests should only be submitted if agencies identify a critical need. Agencies should first consider reallocating base resources within and among services before proposing budget increases.

What is the proposed funding increase? Explain how you would change the activities and the level of service as a result of implementing the funding increase to this service. List changes by service activity identified above.

| Activity | \$Amount | Description |
|--------------|----------|-------------|
| | | |
| Total | 0 | |

Insert item

Explain the changes by major expenditure category that your agency would implement as a result of the funding increase to this service.

| Name | \$Amount | Description |
|-----------------|----------|-------------|
| Personnel | | |
| Non-Personnel | | |
| Agency Billings | | |
| Total | 0 | |

How will this increase be funded (e.g., General Fund, Library Fund, Capital Fund, Enterprise Fund, Grant Fund, etc.)? Please list the most applicable funding source(s). Follow up with your budget analyst if you are uncertain.

What are the implications of this service increase over the next five years? Identify if this increase is ongoing and if additional increases to funding or personnel would be needed to support this increase.

Does the proposed increase affect workload for any administrative or internal service agencies (e.g., IT, Finance, HR, Fleet)?

Describe why the proposed increase is critical.

Save/Submit

2023 Operating Budget

Service Budget Proposal

PART 1: IDENTIFYING INFORMATION

SELECT YOUR AGENCY:

Sewer Utility

SELECT YOUR AGENCY'S SERVICE:

Sewer Operations

SERVICE NUMBER:

832

SERVICE DESCRIPTION:

This service is responsible for the operation and maintenance of the City's sanitary sewer system, which consists of nearly 800 miles of sanitary sewer mains connected by more than 19,000 sanitary access structures. This system is supported by 30 pumping stations and transports 26.5 million gallons of raw sewage per day from Madison homes and businesses to the Nine Springs Wastewater Treatment Plant (WWTP). The goal of this service is to eliminate preventable main backups and overflows and convey wastewater to the WWTP with minimum inflow, infiltration, and exfiltration to prevent public health hazards and protect the environment.

Are any updates required for the "Service Description"?

This service is responsible for the operation and maintenance of the City's sanitary sewer system, which consists of 800 miles of sewer main and 20,000+ sanitary sewer access structures. This system is supported by 30 lift stations and transports 262.4 million gallons of raw sewage per day from Madison homes and businesses to the Nine Springs Wastewater Treatment Plant (WWTP).

Activities performed by this Service

| Activity | % of Effort | Description |
|-------------------------------------|-------------|---|
| Preventive Maintenance | 50 | Scheduled sewer main cleaning to maintain existing system functionality and eliminate preventable sewer main backups. |
| Repair | 20 | Open cut and trenchless pipe and structure repairs to maintain existing system functionality, reduce I&I, and extend useful life. |
| Inspection and Condition Assessment | 20 | Internal pipeline and structure inspection to assess condition and develop asset condition rating score. Provide onsite inspection of trenchless rehab projects to assure work is done per plans and specifications to protect ratepayers investment. Perform flow monitoring, smoke testing, and dye testing to support capacity and I&I studies. Perform Q&Q sampling to determine industrial customer billing rates. |
| Utility Locating | 3 | Respond to Digger's Hotline requests to locate and mark underground sanitary sewer utilities to prevent damage during excavation. |
| Contracted Services | 3 | Provide sewer cleaning and CCTV inspection service for other City agencies and external customers (e.g. Air National Guard, Dane County Landfill, and Madison Metropolitan Sewerage District). |
| Emergency Response | 3 | Emergency response to reports of sewer back ups, sanitary sewer overflows, sewer gas odors, missing covers, etc. |
| Other | 1 | Respond to calls from residents reporting dead animals in the public right-of-way, sinkholes, etc. Inspect and oversee maintenance of public waste oil sites. |

Insert item

Citywide Element

<https://imagineadisonwi.com/document/comprehensive-plan-adopted>

Describe how this service advances the Citywide Element:

Part 2: Base Budget Proposal

BUDGET INFORMATION

| | 2020 Actual | 2021 Adopted | 2021 Actual | 2022 Adopted | 2023 C2C | 2023 Request |
|------------------------|----------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <i>Budget by Fund</i> | | | | | | |
| General-Net | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Other-Expenditures | \$29,457,575 | \$34,666,593 | \$38,696,869 | \$34,556,928 | \$34,771,032 | \$36,777,399 |
| Total | \$29,457,575 | \$34,666,593 | \$38,696,869 | \$34,556,928 | \$34,771,032 | \$36,777,399 |
| <i>Budget by Major</i> | | | | | | |
| Revenue | (\$30,570,041) | (\$34,639,741) | (\$33,409,119) | (\$34,289,492) | (\$34,289,492) | (\$36,777,399) |
| Personnel | \$2,765,494 | \$2,969,629 | \$2,778,158 | \$2,877,535 | \$3,123,110 | \$2,995,997 |
| Non-Personnel | \$26,443,646 | \$31,327,964 | \$35,586,726 | \$31,071,206 | \$31,075,983 | \$33,426,092 |
| Agency Billings | \$248,435 | \$369,000 | \$331,985 | \$608,187 | \$571,939 | \$355,310 |
| Total | (\$1,112,466) | \$26,852 | \$5,287,750 | \$267,436 | \$481,540 | \$0 |

Part 3: Service Budget Changes

General Fund agencies may propose changes that are net neutral to their budget. Non-general fund supported agencies may propose changes that they can support with revenue.

Proposed Changes

| Fund | Major | Org | Object | \$ Change | Description |
|-----------------------|-----------------------|-------|--------|----------------------|---|
| 2110 - SEWER UTILI' ▼ | 54 - PURCHASED SE ▼ | 83210 | 54215 | \$2,370,000 | Projected MMSD Treatment costs based on projected loadings and assuming similar rate increase as 2022 |
| 2110 - SEWER UTILI' ▼ | 57 - INTER DEPART I ▼ | 83210 | | (\$208,491) | Moving of Inter-D from Cost Allocation Plan to 831 where they will actually be charged |
| 2110 - SEWER UTILI' ▼ | 43 - CHARGES FOR I' ▼ | 83210 | | (\$2,498,907) | Increase in Customer Revenue |
| TOTAL | | | | -\$337,398.00 | |

Insert item

What are the service level impacts of the proposed funding changes?

No anticipated service level impacts

Explain the assumptions behind the changes.

Assumes volumes and strengths consistent with past experience and MMSD rate increase similar to last one; 5% rate increase proposed

What is the justification behind the proposed change?

Reflects known plans

Are you proposing any personnel allocation changes?

No ▼

Part 4: Racial Equity and Social Justice

We are continuing our efforts to articulate and prioritize racial equity and social justice in the City's budget and operations. Prioritize equity over equality. "Equity" is often conflated with the term "equality" (meaning sameness). Equity implies that an individual may need to experience or receive something different (not equal) in order to achieve fairness and access.

We encourage you to focus on how this service impacts marginalized populations and addresses the greatest needs, instead of discussing how the service will benefit everyone equally.

1. What specific inequities does this service intend to address? How and for whom?

This service performs preventive maintenance, repair, inspection, utility locates, and other sanitary related services. Maintenance of private septic systems can be cost-prohibitive for many homeowners and small businesses, with repairs causing financial vulnerabilities. The United Nations Sustainable Development Goals have identified in goal 6 that safe access to clean water and sanitation to all, is critical to address inequities and promoting sustainable development. The City's Sanitary Sewer removes this inequitable burden to safe sanitary access, providing safe, reliable, monitored, and maintained affordable sanitary sewer system. This includes providing inspections, emergency response, and utility locating to maintain efficiencies and minimize risks.

2. What data helped shape your proposal? Data includes qualitative and quantitative information such as community input, demographics, qualified census tracts, environmental justice areas, and other sources. Additionally, include specific recommendations from a Racial Equity and Social Justice Analysis, if available.

The Sewer Utility uses a variety of demographic data to service activities this includes reporting and asset management information maintained through Cityworks, connected to GIS based mapping systems.

3. Is the proposed budget or budget change related to a recommendation from a Neighborhood Resource Team (NRT)? If yes, please identify the NRT and recommendation. Be as specific as possible.

No

Part 5: Proposed Budget Reduction

Agencies are asked to provide a 1% reduction to their general, library, and internal service (e.g. fleet) fund budgets to address the City's structural deficit.

Enterprise Agencies: Enterprise agencies are not required to propose reductions, as long as there are sufficient revenues to cover proposed expenses. Enterprise agencies may skip this section and move to Part 6.

What is 1% of the agency's net budget (general, library, and fleet funds only)?

What is the proposed reduction to this service's budget?

Explain how you would change the activities and the level of service as a result of implementing the funding decrease to this service. List changes by service activity identified above. Add a separate line for each reduction.

If you are proposing revenue increases or other types of changes to meet your net budget reduction, contact your budget analyst to discuss how to enter the information in the form.

| Activity | \$Amount | Description |
|--------------|----------|-------------|
| | | |
| Total | \$0 | |

Insert item

Explain the changes by major expenditure category that your agency would implement as a result of the funding decrease to this service.

| Name | \$ Amount | Description |
|-----------------|-----------|-------------|
| Personnel | | |
| Non-Personnel | | |
| Agency Billings | | |
| Total | \$0 | |

Is the City mandated to perform the activities of this service? If so, explain the mandate and mandated service level. If not, are there other local organizations also involved in performing these activities?

Has this reduction been proposed in prior years? Select... ▼

Does the proposed reduction result in eliminating permanent positions? Select... ▼

Does the proposed reduction impact other agencies (e.g. administrative or internal service agencies such as IT, Finance, HR, Fleet)?
Select... ▼

Describe why the proposed reduction was chosen.

Explain the impacts of the proposed reduction on the end user of the service. How can impacts of this reduction be mitigated?

Part 6: Optional Supplemental Request

Town of Madison: Agencies requesting additional funding for Town of Madison (ToM) services should enter funding requests below. Enter ToM requests in the most relevant service. You can enter multiple rows for ToM activities as needed. Include "Town of Madison" or "ToM" in the activity name.

Supplemental Request: Agencies may submit one (1) supplemental request in their 2023 budget request. Please include the request in the most relevant service. Requests should only be submitted if agencies identify a critical need. Agencies should first consider reallocating base resources within and among services before proposing budget increases.

What is the proposed funding increase? Explain how you would change the activities and the level of service as a result of implementing the funding increase to this service. List changes by service activity identified above.

| Activity | \$Amount | Description |
|--------------|----------|-------------|
| | | |
| Total | 0 | |

Insert item

Explain the changes by major expenditure category that your agency would implement as a result of the funding increase to this service.

| Name | \$Amount | Description |
|-----------------|----------|-------------|
| Personnel | | |
| Non-Personnel | | |
| Agency Billings | | |
| Total | 0 | |

How will this increase be funded (e.g., General Fund, Library Fund, Capital Fund, Enterprise Fund, Grant Fund, etc.)? Please list the most applicable funding source(s). Follow up with your budget analyst if you are uncertain.

What are the implications of this service increase over the next five years? Identify if this increase is ongoing and if additional increases to funding or personnel would be needed to support this increase.

Does the proposed increase affect workload for any administrative or internal service agencies (e.g., IT, Finance, HR, Fleet)?

 

Describe why the proposed increase is critical.

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