

**Sewer****Function: Public Works***Budget Overview*

## Agency Budget by Fund

	<b>2019 Actual</b>	<b>2020 Adopted</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 C2C</b>	<b>2022 Request</b>
Sewer Utility	43,018,324	46,176,529	44,424,661	51,329,180	51,469,774	49,553,720
<b>TOTAL</b>	<b>\$ 43,018,324</b>	<b>\$ 46,176,529</b>	<b>\$ 44,424,661</b>	<b>\$ 51,329,180</b>	<b>\$ 51,469,774</b>	<b>\$ 49,553,720</b>

## Agency Budget by Service

	<b>2019 Actual</b>	<b>2020 Adopted</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 C2C</b>	<b>2022 Request</b>
Sewer Engineering & Admin	13,997,179	14,377,990	14,967,087	16,662,587	16,835,653	15,264,228
Sewer Operations	29,021,144	31,798,539	29,457,575	34,666,593	34,634,121	34,289,492
<b>TOTAL</b>	<b>\$ 43,018,324</b>	<b>\$ 46,176,529</b>	<b>\$ 44,424,661</b>	<b>\$ 51,329,180</b>	<b>\$ 51,469,774</b>	<b>\$ 49,553,720</b>

## Agency Budget by Major-Revenue

	<b>2019 Actual</b>	<b>2020 Adopted</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 C2C</b>	<b>2022 Request</b>
Intergov Revenues	(104,339)	(98,270)	(116,482)	(78,030)	(78,030)	-
Charges For Services	(40,800,885)	(44,658,550)	(43,262,725)	(49,346,360)	(49,346,360)	(48,274,080)
Licenses & Permits	(52,694)	(30,200)	(16,421)	(51,600)	(51,600)	(51,600)
Fine & Forfeiture	(1,110,286)	(620,000)	(444,145)	(1,070,000)	(1,070,000)	(920,000)
Investments & Other Contributions	(662,476)	(450,000)	(260,387)	(650,000)	(650,000)	(170,000)
Misc Revenue	(20,471)	(1,290)	(1,394)	(1,390)	(1,390)	(1,390)
Other Financing Source	(214,864)	(318,219)	(292,084)	(131,800)	(272,394)	(136,650)
Transfer In	(52,308)	-	(31,024)	-	-	-
<b>TOTAL</b>	<b>\$ (43,018,324)</b>	<b>\$ (46,176,529)</b>	<b>\$ (44,424,661)</b>	<b>\$ (51,329,180)</b>	<b>\$ (51,469,774)</b>	<b>\$ (49,553,720)</b>

## Agency Budget by Major-Expenses

	<b>2019 Actual</b>	<b>2020 Adopted</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 C2C</b>	<b>2022 Request</b>
Salaries	3,019,612	3,539,574	3,036,141	3,406,042	3,416,868	3,235,948
Benefits	1,438,261	1,401,922	993,954	1,635,252	1,618,208	1,516,489
Supplies	509,491	529,500	221,191	504,660	504,660	506,450
Purchased Services	26,024,670	28,239,857	30,366,622	31,404,396	31,394,733	30,999,974
Debt & Other Financing	9,124,317	9,360,621	6,950,917	10,327,585	10,327,585	8,853,576
Inter Depart Charges	3,171,718	3,539,055	3,124,985	3,034,245	3,190,720	3,410,283
Inter Depart Billing	(472,756)	(444,000)	(458,523)	(483,000)	(483,000)	(495,000)
Transfer Out	203,010	10,000	189,375	1,500,000	1,500,000	1,526,000
<b>TOTAL</b>	<b>\$ 43,018,324</b>	<b>\$ 46,176,529</b>	<b>\$ 44,424,661</b>	<b>\$ 51,329,180</b>	<b>\$ 51,469,774</b>	<b>\$ 49,553,720</b>



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**Principal Engineer 2**  
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Christopher J. 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.  
**Facilities & Sustainability**  
Bryan Cooper, Principal Architect  
**Land Information & Official Map Manager**  
Eric T. Pederson, P.S.  
**Financial Manager**  
Steven B. Danner-Rivers

**To:** Mayor Satya Rhodes-Conway  
Dave Schmiedicke, Finance Director  
**From:** Robert F Phillips P.E., City Engineer  
**Date:** July 9, 2021  
**Subject:** Sewer Utility 2022 Operating Budget

The Engineering Division is pleased to submit our 2022 Operating Budget for the Sewer Utility, a utility funded entirely through user fees.

### *Major Goals*

The primary objective of the City of Madison’s Sewer Utility is to safely convey wastewater to the Nine Springs Wastewater Treatment Plant. This requires a combination of design, construction and maintenance of our system of sewers and lift stations. 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 2022 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 was delayed due to the pandemic but will continue in 2022.
- 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, 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 for the City of Madison sewers that drain to John Q Hammons Drive at the Madison City limits. The City intends to transfer the sewer located at the City limits across the Madison Marriot hotel parking lot to MMSD but we are looking to confirm that the basin is not prone infiltration prior to the transfer.
- The sewer lining program is our most cost effective rehabilitation method for sanitary sewer. The Utility will be evaluating the program and newer technology now available including ultraviolet curing of the liner. A modification of the program may result.

### *COVID Recovery*

The Sewer Utility was not significantly impacted by the pandemic.

### *2022 Request & Equity*

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.

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.

### *2022 Request & Sustainability*

More frequent intense storms from climate change impact the sewer utility. High ground water levels, high lake levels and flooding are common in Madison and elsewhere today. When storm water enters the sanitary sewer system, treatment costs increase. Sewer Utility staff are constantly monitoring the system to help determine where the greatest needs are. The Sewer Utility's increased use of trenchless methods of repair and rehabilitation where feasible is a triple win – it's less expensive than traditional open cut methods of construction, it's faster and less disruptive to our residents and businesses, and it has a significantly lower carbon footprint than traditional open cut methods of construction. Our staff are continually researching new materials and methods to reduce our impact on the environment.

### *Major Changes in the 2022 Operating Request*

None.

### *Summary of Reductions*

None.

### *Optional Supplemental Request*

None.

### *Impact on rates*

The Sewer Utility anticipates a 5% rate increase. The higher rate is due primarily to anticipated increases in charges from the Madison Metropolitan Sewerage District (74% of increase) and diminishing interest gained on reserves due to lower yields (21% of increase).

cc: Katie Crawley, Deputy Mayor  
Christine Koh, Budget and Program Evaluation Manager  
Stephanie Mabrey, Budget Analyst  
Steve Danner-Rivers, Engineering Finance Manager  
Kathy Cryan, Deputy Division Manager  
Greg Fries, Deputy City Engineer

# 2022 Operating Budget

## Service Budget Proposal

### 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.

### Part 1: Base Budget Proposal

### BUDGET INFORMATION

	2019 Actual	2020 Adopted	2020 Actual	2021 Adopted	2022 C2C	2022 Request
<i>Budget by Fund</i>						
General-Net	\$0	\$0	\$0	\$0	\$0	\$0
Other-Expenditures	\$6,518,602	\$14,377,990	\$14,967,087	\$16,662,587	\$16,835,653	\$15,264,228
<i>Total</i>	<i>\$6,518,602</i>	<i>\$14,377,990</i>	<i>\$14,967,087</i>	<i>\$16,662,587</i>	<i>\$16,835,653</i>	<i>\$15,264,228</i>
<i>Budget by Major</i>						
Revenue	\$0	\$0	\$0	\$0	\$0	\$0
Personnel	\$1,730,261	\$1,959,356	\$1,264,601	\$2,071,665	\$2,090,125	\$1,901,076
Non-Personnel	\$2,453,753	\$9,921,836	\$11,284,459	\$12,408,677	\$12,406,808	\$10,814,794
Agency Billings	\$2,334,588	\$2,496,798	\$2,418,026	\$2,182,245	\$2,338,720	\$2,548,358
<i>Total</i>	<i>\$6,518,602</i>	<i>\$14,377,990</i>	<i>\$14,967,086</i>	<i>\$16,662,587</i>	<i>\$16,835,653</i>	<i>\$15,264,228</i>
FTEs		13.77		13.77	13.77	12.57

### PRIORITY

Citywide Element

Describe how this service advances the Citywide Element:

Green & Resilient - 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 efficient and achieve our shared goals.

### ACTIVITIES PERFORMED BY THIS SERVICE

Activity	% of Effort	Description
Utility Management and Administration	30	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	

Manage sanitary sewer construction of Public Works projects to assure construction complies with plans and specifications. Oversee day-to-day construction activities from pre-bid meeting to warranty closeout. Review and respond to RFIs and change order requests. Track quantities and authorize partial and final payments. Prepare as-builts. Perform preliminary surveys, construction staking, and as-built surveys.

GIS

5

Create and maintain sanitary sewer infrastructure assets (e.g. pipes, structures, laterals, lift stations, etc.) in GIS for asset and work order management.

**SERVICE BUDGET CHANGES**

Service Impact

What is the proposed change to the service's budget from cost to continue to agency request?

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

Personnel-Permanent Positions

Are you proposing an allocation change to the FTEs for this service?

Type	Fund	Amount	Description
Perm Wages	<input type="text" value="8300"/>	<input type="text" value="(\$105,506)"/>	Reallocation of Permanent Wages Across Funds
Benefits	<input type="text" value="8300"/>	<input type="text" value="(\$59,347)"/>	Fringe Benefits Changes due to Reallocations
<b>Total</b>		<input type="text" value="(\$164,853)"/>	

Explain the assumptions behind the allocation change.

The vast majority of the Engineering Division's staff are funded through multiple sources including the general fund, Storm Utility, Sewer Utility, Landfill Fee and others. Few are funded by the general fund alone. Engineering has reviewed all positions to determine if they are properly allocated among the various funding sources. Through that review it was determined that some staff members should have a larger general fund allocation while others should have less. There are many positions involved in the reallocation and it would be inefficient to try to show them as a reduction proposal.

What is the justification behind the allocation change?

The salary allocations included in this operating budget proposal more accurately reflect the work performed by each employee.

Personnel-Other Personnel Spending

Are you requesting additional personnel spending for non-annualized pay?

Type	Fund	Amount	Description
Overtime	<input type="text"/>	<input type="text"/>	
Premium Pay	<input type="text"/>	<input type="text"/>	
Hourly	<input type="text" value="2110"/>	<input type="text" value="\$12,550"/>	Hourly Wages
<b>Total</b>		<input type="text" value="\$12,550"/>	

Explain the assumptions behind the requested funding.

What is the justification behind the increased funding?

Revenue

Are you proposing a change to the service's budgeted revenue?

Are you proposing an increase or a decrease to the budgeted revenue?

Fund	Major	Amount	Description
<input type="text" value="2110"/>	<input type="text" value="4****"/>	<input type="text" value="(\$1,565,805)"/>	Federal Rebate, Customer Revenue, Interest Income

Explain the assumptions behind the change to budgeted revenue.

Revenue projections

What is the justification behind the proposed change?

CTC revenue was higher than what 2021 Revised Budget had after setting the 2021 rates so overall reduction vs CTC even though actually a 5% rate increase.

**Non-Personnel**

Are you requesting additional non-personnel funding for this service?

Yes

Fund	Major	Amount	Description
2110	57xxx	\$101,214	Inter-D from Fleet Services

Explain the assumptions behind the requested funding.

Based on recent experience

What is the justification behind the increased funding?

Inter-D Budget for Fleet Services in CTC not reflective of recent experience

**Part 2: 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. Please respond to the following questions and incorporate these responses into your budget narrative to ensure racial equity is included in decision-making.*

1. Describe how Black, Indigenous, and People of Color (BIPOC), people living with lower incomes, and people who are otherwise marginalized (because of gender, age, home language, etc.) would be affected by the proposed budget or budget change(s)? Please consider the following to answer this question:

A properly functioning sewer system with adequate capacity to handle connected flows is essential to preventing public health hazards and protecting the environment. The proposed budget allows us to assure that our wastewater collections system has adequate capacity to handle new connections and that aging infrastructure is regularly replaced to provide reliable and affordable sewer service to all members of our community.

The City’s proactive approach to capacity assurance, replacement of aging infrastructure, and preventive maintenance combine to provide a system that experiences a very low rate of sewer overflow and backups. The majority of basement back ups that homeowners experience are caused by problems in the private sewer lateral. Sewer backups are expensive to recover from and pose potential health hazards to residents. Climate change has led to an increase in the frequency and intensity of wet weather events. These events can overload the system and cause basement backups in homes that are not equipped with a Backwater Valve (BWV). In response we have implemented a BWV Reimbursement program to incentivize homeowner’s to install BWVs to protect their homes from basement backups. This program was publicized via a press release, social media, and our website. Additionally, we sent a postcard to 1- and 2-family home owners in environmental justice areas.

a. Describe who directly benefits, who indirectly benefits, and who does not benefit from the proposed budget or budget change from 2021. Are there any opportunities in this budget to address gaps, remove barriers, or more equitably distribute services?

Access to reliable sewer service is an essential, basic service which benefits all members of our community.

b. What information or data do you have about how this service is accessed by or affects BIPOC populations, people living with lower incomes, and people who are otherwise marginalized (because of disability, age, gender, etc.)? Have you asked for their perspectives directly and, if so, how have you incorporated their feedback?

All homes and businesses located within the City of Madison are connected to the City’s sewer system.

c. List any community partners and other City agencies who are affected by, care about, or already working on issues related to this service. Have you asked for their perspectives directly and, if so, how have you incorporated their feedback?

All members of the community use and are impacted by the City’s sewer system. Project information meetings are held in advance of projects to provide for community input.

Wisconsin DNR, Madison Metropolitan Sewerage District(MMSD), Capital Area Regional Planning Commission(CARPC), and City Planning all provide input for planned sewer project whether it is a new facility or a replacement of a facility. City Planning and City Engineering work closely together when neighborhood plans are prepared for both city expansion and areas planned for redevelopment.

d. Does the proposed budget, or budget change from 2021, potentially harm specific populations or communities? Consider that not changing a budget item might also be considered an “action” and could affect populations differently.

No

e. How will you continue to communicate with your stakeholders (from 1b and 1c above) in this process?

Each year a brochure is included with a municipal services bill to all customers. This brochure provides information on recommended maintenance for homeowner's backwater valve and recommended cleaning of the sewer lateral. City Engineering's website has an educational component that provides information to our customers about the City's sewer collection system, our maintenance efforts (cleaning, televising, and repair work) and what can and cannot be flushed. Social media, press releases and mailers are done to alert the community of planned projects or problems with the sewer system. Problems can be Sanitary Sewer Overflows (SSOs), excessive grease in the sewer, sanitary wipes causing problems at a pumping station, repair work. Project Information Meetings (P.I.M) are used to provide details about the planned project while also receiving input from the community in the immediate area of a project prior to bidding out the work.

2. Is the proposed budget or budget change related to a recommendation from any of the City's teams or initiatives that connect community need with opportunities to advance racial equity, inclusion, and social justice (e.g., NRTs, RESJI, LCET, MAC, WIC, Equitable Workforce Plans)?

Yes  No

If so, please identify the respective group and recommendation.

**Part 3: Proposed Budget Reduction**

What is 5% of the agency's net budget?

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.

Activity	\$Amount	Description
<b>Total</b>	\$0	

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?

Does the proposed reduction result in eliminating permanent positions?

If yes, what is the decrease in FTEs:

Does the proposed reduction impact other agencies (i.e. Fleet Services)?

If yes, which agencies:

Describe why the proposed reduction was chosen.

Explain the impacts of the proposed reduction on the end user of the service. Summarize these impacts in the context of the questions asked in Part 2 of this form. How can impacts of this reduction be mitigated?

**Section 4: Optional Supplemental Request**

**NOTE:** Agencies may submit one supplemental request in their 2022 budget request. Please include the request in the most relevant service. If multiple supplemental requests are submitted, agencies will be required to choose one to be presented for consideration for the Executive Budget. 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. Agencies should not include Town of Madison requests in this section.

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
<b>Total</b>	0	

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		
<b>Total</b>	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)?

If yes, which agencies?

Describe why the proposed increase is critical.



# 2022 Operating Budget

## Service Budget Proposal

### 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.

### Part 1: Base Budget Proposal

### BUDGET INFORMATION

	2019 Actual	2020 Adopted	2020 Actual	2021 Adopted	2022 C2C	2022 Request
<i>Budget by Fund</i>						
General-Net	\$0	\$0	\$0	\$0	\$0	\$0
Other-Expenditures	\$29,021,144	\$31,798,539	\$29,457,575	\$34,666,593	\$34,634,121	\$34,289,492
<i>Total</i>	<i>\$29,021,144</i>	<i>\$31,798,539</i>	<i>\$29,457,575</i>	<i>\$34,666,593</i>	<i>\$34,634,121</i>	<i>\$34,289,492</i>
<i>Budget by Major</i>						
Revenue	\$0	\$0	\$0	\$0	\$0	\$0
Personnel	\$2,727,612	\$2,982,140	\$2,765,494	\$2,969,629	\$2,944,951	\$2,851,361
Non-Personnel	\$25,929,159	\$28,218,142	\$26,443,646	\$31,327,964	\$31,320,170	\$31,071,206
Agency Billings	\$364,374	\$598,257	\$248,435	\$369,000	\$369,000	\$366,925
<i>Total</i>	<i>\$29,021,145</i>	<i>\$31,798,539</i>	<i>\$29,457,575</i>	<i>\$34,666,593</i>	<i>\$34,634,121</i>	<i>\$34,289,492</i>
FTEs		30.30		30.30	30.30	29.05

### PRIORITY

Citywide Element

Describe how this service advances the Citywide Element:

Protect public health and the environment by eliminating preventable sewer back ups and overflows.

### 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.

### SERVICE BUDGET CHANGES

#### Service Impact

What is the proposed change to the service's budget from cost to continue to agency request?

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

#### Personnel-Permanent Positions

Are you proposing an allocation change to the FTEs for this service?

Type	Fund	Amount	Description
Perm Wages	8300	(\$91,964)	Reallocation of Permanent Wages Across Funds
Benefits	8300	(\$45,403)	Fringe Benefits Changes due to Reallocations
<b>Total</b>		<b>(\$137,367)</b>	

Explain the assumptions behind the allocation change.

What is the justification behind the allocation change?

#### Personnel-Other Personnel Spending

Are you requesting additional personnel spending for non-annualized pay?

Type	Fund	Amount	Description
Overtime	<input type="text"/>	<input type="text"/>	<input type="text"/>
Premium Pay	<input type="text"/>	<input type="text"/>	<input type="text"/>
Hourly	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>Total</b>		<b>\$0</b>	

Explain the assumptions behind the requested funding.

What is the justification behind the increased funding?

#### Revenue

Are you proposing a change to the service's budgeted revenue?

Are you proposing an increase or a decrease to the budgeted revenue?

Decrease

Fund	Major	Amount	Description
2110	4xxx	\$350,249	Primarily Customer Revenue

Explain the assumptions behind the change to budgeted revenue.

Increases to offset higher anticipated treatment costs

What is the justification behind the proposed change?

CTC revenue was higher than what 2021 Revised Budget had after setting the 2021 rates so overall reduction vs CTC even though actually a 5% rate increase.

Non-Personnel

Are you requesting additional non-personnel funding for this service?

No

Fund	Major	Amount	Description

Explain the assumptions behind the requested funding.

What is the justification behind the increased funding?

Part 2: 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. Please respond to the following questions and incorporate these responses into your budget narrative to ensure racial equity is included in decision-making.

1. Describe how Black, Indigenous, and People of Color (BIPOC), people living with lower incomes, and people who are otherwise marginalized (because of gender, age, home language, etc.) would be affected by the proposed budget or budget change(s)? Please consider the following to answer this question:

A properly functioning sewer system with adequate capacity to handle connected flows is essential to preventing public health hazards and protecting the environment. Our mission is to maintain and operate the City's wastewater collection system to provide reliable and affordable sewer service to all members of our community.

a. Describe who directly benefits, who indirectly benefits, and who does not benefit from the proposed budget or budget change from 2021. Are there any opportunities in this budget to address gaps, remove barriers, or more equitably distribute services?

Access to reliable sewer service is an essential, basic service which benefits all members of our community.

b. What information or data do you have about how this service is accessed by or affects BIPOC populations, people living with lower incomes, and people who are otherwise marginalized (because of disability, age, gender, etc.)? Have you asked for their perspectives directly and, if so, how have you incorporated their feedback?

All homes and businesses located within the City of Madison are connected to the City's sewer system.

c. List any community partners and other City agencies who are affected by, care about, or already working on issues related to this service. Have you asked for their perspectives directly and, if so, how have you incorporated their feedback?

All members of the community use and are impacted by the City's sewer system.

Because of this, we have worked with a variety of community groups to better our hiring processes. These efforts are ongoing. We have worked with Common Wealth Development, Latino Academy of Workforce Development, Madison Urban League, Operation Fresh Start, WRTP/Big Step to increase our outreach for hiring new employees. Representatives from these organizations have provided invaluable assistance to us by participating on Equitable Hiring Tool teams and interview panels and hosting job fairs and job informational meetings. Their input has resulted in us updating position descriptions, testing and interview processes and increasing our outreach into the community.

d. Does the proposed budget, or budget change from 2021, potentially harm specific

populations or communities? Consider that not changing a budget item might also be considered an "action" and could affect populations differently.

No. The city's sanitary sewer system is connected to all addresses in the city, and that access will continue and be maintained under this budget.

e. How will you continue to communicate with your stakeholders (from 1b and 1c above) in this process?

We maintain robust communications through a wide variety of channels - website; podcasts; social media; cross-connection and backwater valve inspections as part of BWV reimbursement program; annual mailing of "Preventing Sewer Back Ups" brochure with municipal services bill, phone, and publicly accessible counters.

2. Is the proposed budget or budget change related to a recommendation from any of the City's teams or initiatives that connect community need with opportunities to advance racial equity, inclusion, and social justice (e.g., NRTs, RESJI, LCET, MAC, WIC, Equitable Workforce Plans)?

Yes  No

If so, please identify the respective group and recommendation.

### Part 3: Proposed Budget Reduction

What is 5% of the agency's net budget?

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.

Activity	\$Amount	Description
<b>Total</b>	\$0	

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?

Does the proposed reduction result in eliminating permanent positions?

If yes, what is the decrease in FTEs:

Does the proposed reduction impact other agencies (i.e. Fleet Services)?

If yes, which agencies:

Describe why the proposed reduction was chosen.

Explain the impacts of the proposed reduction on the end user of the service. Summarize these impacts in the context of the questions asked in Part 2 of this form. How can impacts of this reduction be mitigated?

**Section 4: Optional Supplemental Request**

**NOTE:** Agencies may submit one supplemental request in their 2022 budget request. Please include the request in the most relevant service. If multiple supplemental requests are submitted, agencies will be required to choose one to be presented for consideration for the Executive Budget. 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. Agencies should not include Town of Madison requests in this section.

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
<b>Total</b>	0	

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		
<b>Total</b>	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)?

If yes, which agencies?

Describe why the proposed increase is critical.