

# Sewer Utility

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## *Agency Overview*

### Agency Mission

The mission of the Sewer Utility is to provide waste water collection for the City of Madison.

### Agency Overview

The Agency oversees the collection, conveyance, and treatment of City waste water. The Sewer Utility transfers the waste water via design, construction, and maintenance of the sewer and lift station system throughout the City.

### 2018 Budget Highlights

#### The 2018 Adopted Budget:

- Anticipates a 3% rate increase attributed to projected debt service costs and increased sewage treatment charges.
- Reflects increased personnel costs based on allocating staff time to capital funded projects (\$200,000).
- Reflects increased Madison Metropolitan Sewerage District (MMSD) charges based on anticipated trends (\$934,500).



# Sewer Utility

Function: Public Works & Transportation

## Service Overview

### Service: Sewer Engineering & Administration

#### Service Description

This service is responsible for: (1) the inspection, design, evaluation, and construction of sewer collection system, (2) reviewing and inspecting permits related to sanitary sewer system excavation and plugging. The goal of this service is to centrally plan and monitor the City's sewer system.

#### 2018 Planned Activities

- Review current construction inspection standards for sanitary sewer installation to enhance guidelines.
- Refine and adopt an asset management plan to reduce the existing infrastructure deficit and evaluate future funding options.

#### Service Budget by Account Type

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Revenue	(9,979,131)	(11,889,896)	(10,930,488)	(11,453,583)	(11,543,550)	(11,543,550)
Expense	9,979,131	11,642,208	11,459,070	11,453,583	11,541,647	11,541,647
<b>Net Service Budget</b>	<b>\$ -</b>	<b>\$ (247,688)</b>	<b>\$ 528,582</b>	<b>\$ -</b>	<b>\$ (1,903)</b>	<b>\$ (1,903)</b>

### Service: Sewer Operations

#### Service Description

This service is responsible for the City's sanitary collection system operation and maintenance for the 760 miles of sanitary sewer mains. The goal of the service is to effectively maintain, repair, rehabilitate, and construct the sewer system infrastructure.

#### 2018 Planned Activities

- Implement a GIS Computerized Maintenance Management System (CMMS) transitioning the field work order system to a paperless model.
- Conduct a review of Sewer Utility assets to assign criticality ratings and risk assessments.
- Develop a Closed Circuit Television (CCTV) sewer inspection schedule for the entire sewer system on a 10-year cycle.

#### Service Budget by Account Type

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Revenue	(26,165,183)	(25,416,970)	(26,251,327)	(26,809,547)	(26,809,547)	(26,809,547)
Expense	26,165,183	25,664,658	25,722,745	26,809,547	26,811,450	26,811,450
<b>Net Service Budget</b>	<b>\$ -</b>	<b>\$ 247,688</b>	<b>\$ (528,582)</b>	<b>\$ -</b>	<b>\$ 1,903</b>	<b>\$ 1,903</b>

# Sewer Utility

Function: Public Works & Transportation

## Line Item Detail

Agency Primary Fund: Sewer Utility

### Intergovernmental Revenues

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Federal Revenues Operating	(134,484)	(133,910)	(124,667)	(123,030)	(123,030)	(123,030)
<b>TOTAL</b>	<b>\$ (134,484)</b>	<b>\$ (133,910)</b>	<b>\$ (124,667)</b>	<b>\$ (123,030)</b>	<b>\$ (123,030)</b>	<b>\$ (123,030)</b>

### Charges for Service

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Misc Charges for Service	(55,430)	(50,000)	(62,530)	(60,000)	(60,000)	(60,000)
Engineering Services	(90,106)	(50,000)	(81,683)	(60,000)	(60,000)	(60,000)
Sale Of Recyclables	(5,841)	(5,000)	(3,218)	(5,000)	(5,000)	(5,000)
Reimbursement Of Expense	(295,556)	(250,000)	(263,056)	(250,000)	(250,000)	(250,000)
Utility Fee	(6,246,281)	(6,534,840)	(6,561,735)	(6,758,590)	(6,758,590)	(6,758,590)
Residential	(15,511,487)	(16,597,520)	(16,665,832)	(17,165,810)	(17,165,810)	(17,165,810)
Commercial	(6,484,844)	(6,461,080)	(6,487,672)	(6,682,300)	(6,682,300)	(6,682,300)
Industrial	(944,086)	(1,267,690)	(1,272,908)	(1,311,100)	(1,311,100)	(1,311,100)
Public Authorities	(4,530,989)	(4,563,360)	(4,582,142)	(4,719,610)	(4,719,610)	(4,719,610)
<b>TOTAL</b>	<b>\$ (34,164,619)</b>	<b>\$ (35,779,490)</b>	<b>\$ (35,980,775)</b>	<b>\$ (37,012,410)</b>	<b>\$ (37,012,410)</b>	<b>\$ (37,012,410)</b>

### Licenses & Permits

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Building Permits	(552)	(1,600)	-	(1,600)	(1,600)	(1,600)
Street Opening Permits	(4,800)	(4,500)	(1,000)	(4,800)	(4,800)	(4,800)
Other Permits	(13,583)	(15,000)	(9,075)	(15,000)	(15,000)	(15,000)
<b>TOTAL</b>	<b>\$ (18,935)</b>	<b>\$ (21,100)</b>	<b>\$ (10,075)</b>	<b>\$ (21,400)</b>	<b>\$ (21,400)</b>	<b>\$ (21,400)</b>

### Fine Forefeiture & Assessments

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Spec Assessments Capital	(463,632)	(500,000)	(500,000)	(500,000)	(500,000)	(500,000)
Late Fees	(113,573)	(120,000)	(115,424)	(120,000)	(120,000)	(120,000)
<b>TOTAL</b>	<b>\$ (577,205)</b>	<b>\$ (620,000)</b>	<b>\$ (615,424)</b>	<b>\$ (620,000)</b>	<b>\$ (620,000)</b>	<b>\$ (620,000)</b>

### Investments & Contributions

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Interest	(385,737)	(344,700)	(344,700)	(380,000)	(380,000)	(380,000)
Contributions & Donations	(937,887)	-	-	-	-	-
<b>TOTAL</b>	<b>\$ (1,323,623)</b>	<b>\$ (344,700)</b>	<b>\$ (344,700)</b>	<b>\$ (380,000)</b>	<b>\$ (380,000)</b>	<b>\$ (380,000)</b>

### Misc Revenue

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Miscellaneous Revenue	(13,114)	(3,320)	(12,030)	(1,290)	(1,290)	(1,290)
<b>TOTAL</b>	<b>\$ (13,114)</b>	<b>\$ (3,320)</b>	<b>\$ (12,030)</b>	<b>\$ (1,290)</b>	<b>\$ (1,290)</b>	<b>\$ (1,290)</b>

### Other Finance Sources

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Sale Of Assets	(79,340)	-	(7,026)	(25,000)	(25,000)	(25,000)
Trade In Allowance	(81,900)	(60,000)	(82,900)	(80,000)	(80,000)	(80,000)
(Gain) Loss On Sale Of Asset	249,854	-	-	-	-	-
Fund Balance Applied	-	(344,346)	-	-	(89,967)	(89,967)
<b>TOTAL</b>	<b>\$ 88,614</b>	<b>\$ (404,346)</b>	<b>\$ (89,926)</b>	<b>\$ (105,000)</b>	<b>\$ (194,967)</b>	<b>\$ (194,967)</b>

### Transfer In

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Transfer In From Insurance	(948)	-	(4,219)	-	-	-
<b>TOTAL</b>	<b>\$ (948)</b>	<b>\$ -</b>	<b>\$ (4,219)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Sewer Utility**Function: **Public Works & Transportation***Line Item Detail*Agency Primary Fund: **Sewer Utility****Salaries**

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Permanent Wages	2,364,297	2,807,901	2,450,359	2,744,200	2,744,200	2,744,200
Salary Savings	-	(51,180)	-	(51,180)	(51,180)	(51,180)
Salary Reimbursed	-	(263,000)	-	-	-	-
Premium Pay	9,420	10,500	6,596	10,500	10,500	10,500
Workers Compensation Wages	184	-	3,001	-	-	-
Compensated Absence	3,267	155,000	100,000	155,000	155,000	155,000
Hourly Wages	71,696	90,490	71,696	90,490	90,490	90,490
Overtime Wages Permanent	247,728	258,460	247,728	258,460	258,460	258,460
Overtime Wages Hourly	697	1,590	477	1,590	1,590	1,590
Election Officials Wages	310	-	23	-	-	-
<b>TOTAL</b>	<b>\$ 2,697,600</b>	<b>\$ 3,009,761</b>	<b>\$ 2,879,880</b>	<b>\$ 3,209,060</b>	<b>\$ 3,209,060</b>	<b>\$ 3,209,060</b>

**Benefits**

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Comp Absence Escrow	40,534	40,000	-	40,000	40,000	40,000
Benefit Savings	-	(120,000)	-	-	-	-
Health Insurance Benefit	493,102	545,951	536,842	545,586	551,988	551,988
Wage Insurance Benefit	8,023	14,455	8,231	14,152	14,152	14,152
Health Insurance Retiree	-	36,653	-	36,653	36,653	36,653
WRS	178,105	328,398	176,723	324,072	321,323	321,323
FICA Medicare Benefits	205,000	369,433	198,041	365,082	364,028	364,028
Licenses & Certifications	528	1,500	150	1,500	1,500	1,500
Post Employment Health Plans	16,084	17,516	17,154	17,411	17,411	17,411
Other Post Emplmnt Benefit	78,833	1,900	75,000	80,000	80,000	80,000
Pension Expense	161,617	-	-	165,000	165,000	165,000
<b>TOTAL</b>	<b>\$ 1,181,827</b>	<b>\$ 1,235,806</b>	<b>\$ 1,012,142</b>	<b>\$ 1,589,456</b>	<b>\$ 1,592,055</b>	<b>\$ 1,592,055</b>

**Supplies**

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Office Supplies	4,626	5,900	4,269	6,000	6,000	6,000
Copy Printing Supplies	5,875	6,000	5,800	6,000	6,000	6,000
Furniture	391	5,000	1,600	1,000	1,000	1,000
Hardware Supplies	6,198	2,500	3,536	5,000	5,000	5,000
Software Lic & Supplies	2,000	2,500	3,254	7,000	7,000	7,000
Postage	10,254	9,500	9,000	10,500	10,500	10,500
Books & Subscriptions	40	500	70	500	500	500
Work Supplies	157,635	150,000	158,312	175,000	175,000	175,000
Safety Supplies	9,864	10,000	13,727	10,000	10,000	10,000
Uniform Clothing Supplies	3,169	5,000	4,229	5,000	5,000	5,000
Food And Beverage	56	-	75	-	-	-
Building Supplies	-	-	24,697	1,000	1,000	1,000
Landscaping Supplies	386	-	2,538	800	800	800
Trees Shrubs Plants	-	200	-	200	200	200
Machinery And Equipment	4,312	177,500	213,959	160,000	160,000	160,000
Equipment Supplies	83,864	100,000	78,928	100,000	100,000	100,000
<b>TOTAL</b>	<b>\$ 288,672</b>	<b>\$ 474,600</b>	<b>\$ 523,995</b>	<b>\$ 488,000</b>	<b>\$ 488,000</b>	<b>\$ 488,000</b>

# Sewer Utility

Function: Public Works & Transportation

## Line Item Detail

Agency Primary Fund: Sewer Utility

### Purchased Services

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Natural Gas	5,790	11,250	19,959	11,150	11,150	11,150
Electricity	76,712	84,800	97,257	90,000	90,000	90,000
Water	24,687	21,290	1,593	36,960	36,960	36,960
Sewer	1,238	1,580	1,145	1,450	1,450	1,450
Stormwater	4,131	4,430	3,607	4,640	4,640	4,640
Telephone	3,070	3,290	2,828	3,805	3,805	3,805
Cellular Telephone	2,207	2,305	1,808	3,072	3,072	3,072
Building Improv Repair Maint	4,980	5,000	9,373	5,000	5,000	5,000
Waste Disposal	22,311,565	21,717,500	22,311,565	22,652,000	22,652,000	22,652,000
Facility Rental	94	-	-	-	-	-
Custodial Bldg Use Charges	26,800	27,125	27,125	27,125	27,125	27,125
Landfill	2,622	3,600	2,057	4,600	4,600	4,600
Grounds Improv Repair Maint	-	-	1,836	-	-	-
Equipment Mntc	55,980	35,000	84,498	50,000	50,000	50,000
System & Software Mntc	31,090	32,815	30,648	32,865	32,865	32,865
Vehicle Repair & Mntc	118,886	115,000	101,396	125,000	125,000	125,000
Rental Of Equipment	2,612	1,000	7,332	3,500	3,500	3,500
Street Mntc	66,416	100,000	137,350	100,000	100,000	100,000
Plant In Service Mntc	766,433	425,000	76,596	425,000	425,000	425,000
Recruitment	130	500	-	500	500	500
Mileage	4,508	4,400	3,193	4,500	4,500	4,500
Conferences & Training	11,758	15,000	12,399	15,000	15,000	15,000
Memberships	632	1,790	131	653	653	653
Uniform Laundry	4,173	5,000	2,373	5,000	5,000	5,000
Medical Services	908	2,400	3,894	2,400	2,400	2,400
Audit Services	3,500	5,200	3,711	5,300	5,300	5,300
Delivery Freight Charges	457	1,000	486	1,000	1,000	1,000
Storage Services	593	720	656	720	720	720
Mortgage & Title Services	-	-	700	-	-	-
Consulting Services	20,249	5,000	13,988	20,000	20,000	20,000
Advertising Services	852	1,500	916	1,500	1,500	1,500
Inspection Services	-	150	-	-	-	-
Surveying Services	2,900	-	-	-	-	-
Locating Marking Services	11,876	11,900	11,876	12,200	12,200	12,200
Lab Services	3,555	8,000	4,000	8,000	8,000	8,000
Parking Towing Services	808	1,500	1,313	1,500	1,500	1,500
Security Services	727	750	740	750	750	750
Other Services & Expenses	31,714	30,000	32,136	32,000	32,000	32,000
Taxes & Special Assessments	1,923	1,000	2,488	57,500	57,500	57,500
Permits & Licenses	8,048	7,500	7,549	8,100	8,100	8,100
<b>TOTAL</b>	<b>\$ 23,614,625</b>	<b>\$ 22,694,295</b>	<b>\$ 23,020,523</b>	<b>\$ 23,752,790</b>	<b>\$ 23,752,790</b>	<b>\$ 23,752,790</b>

### Debt & Other Financing

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Principal	-	3,160,000	3,455,000	3,545,000	3,545,000	3,545,000
Interest	1,163,943	1,330,000	1,480,000	1,420,000	1,420,000	1,420,000
Bond Notes Issuance Services	144,875	-	-	150,000	150,000	150,000
Paying Agent Services	1,800	2,500	2,500	2,500	2,500	2,500
Depreciation	2,183,234	-	-	-	-	-
Fund Balance Generated	1,514,406	-	2,066,548	-	-	-
Contingent Reserve	-	2,677,608	-	761,262	761,262	761,262
<b>TOTAL</b>	<b>\$ 5,008,257</b>	<b>\$ 7,170,108</b>	<b>\$ 7,004,048</b>	<b>\$ 5,878,762</b>	<b>\$ 5,878,762</b>	<b>\$ 5,878,762</b>

**Sewer Utility**Function: **Public Works & Transportation***Line Item Detail*Agency Primary Fund: **Sewer Utility****Inter-Departmental Charges**

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
ID Charge From Information Tec	15,726	15,726	15,726	16,380	16,380	16,380
ID Charge From Public Health	130	-	-	-	-	-
ID Charge From Engineering	51,355	64,167	64,167	56,917	56,917	56,917
ID Charge From Fleet Services	214,016	178,653	178,653	142,091	142,091	142,091
ID Charge From Landfill	63,531	60,000	60,000	65,000	65,000	65,000
ID Charge From Traffic Eng	3,199	4,295	4,295	2,675	2,675	2,675
ID Charge From Insurance	35,082	25,285	25,285	25,285	54,485	54,485
ID Charge From Workers Comp	-	-	-	-	58,168	58,168
ID Charge From Stormwater	236,886	220,000	220,000	240,000	240,000	240,000
ID Charge From Water	2,263,468	2,484,170	2,484,170	2,416,714	2,416,714	2,416,714
<b>TOTAL</b>	<b>\$ 2,883,394</b>	<b>\$ 3,052,296</b>	<b>\$ 3,052,296</b>	<b>\$ 2,965,062</b>	<b>\$ 3,052,430</b>	<b>\$ 3,052,430</b>

**Inter-Departmental Billings**

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
ID Billing To Engineering	(75,483)	(70,000)	(70,000)	(75,000)	(75,000)	(75,000)
ID Billing To Landfill	(18,902)	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)
ID Billing To Stormwater	(219,114)	(290,000)	(290,000)	(285,000)	(285,000)	(285,000)
<b>TOTAL</b>	<b>\$ (313,500)</b>	<b>\$ (380,000)</b>				

**Transfer Out**

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Transfer Out To Capital	783,439	50,000	68,931	760,000	760,000	760,000
<b>TOTAL</b>	<b>\$ 783,439</b>	<b>\$ 50,000</b>	<b>\$ 68,931</b>	<b>\$ 760,000</b>	<b>\$ 760,000</b>	<b>\$ 760,000</b>

# Sewer Utility

## Function: Public Works & Transportation

### Position Summary

	CG	2017 Budget		Request		2018 Executive		Adopted	
		FTEs	Amount	FTEs	Amount	FTEs	Amount	FTEs	Amount
ENGINEER	18	2.00	172,841	2.00	158,953	2.00	158,953	2.00	158,953
ENGR FIELD AIDE	15	1.00	61,681	1.00	62,914	1.00	62,914	1.00	62,914
ENGR OPER CLK	15	1.00	61,131	1.00	56,173	1.00	56,173	1.00	56,173
ENGR OPER LDWKR	15	1.00	69,601	1.00	70,991	1.00	70,991	1.00	70,991
IT SPEC	18	1.00	75,616	1.00	84,796	1.00	84,796	1.00	84,796
PROG ASST	20	1.00	56,131	1.00	58,993	1.00	58,993	1.00	58,993
PUB WKS GEN FORE	18	2.00	123,968	2.00	130,705	2.00	130,705	2.00	130,705
PUB WKS GEN SUPV	18	1.00	75,033	1.00	77,356	1.00	77,356	1.00	77,356
S/D MAINT TECH	15	10.00	607,829	10.00	610,381	10.00	610,381	10.00	610,381
SSMO	15	15.00	804,071	15.00	802,402	15.00	802,402	15.00	802,402
SURVEYOR	15	1.00	72,154	1.00	73,772	1.00	73,772	1.00	73,772
<b>TOTAL</b>		<b>36.00</b>	<b>\$ 2,180,056</b>	<b>36.00</b>	<b>\$ 2,187,434</b>	<b>36.00</b>	<b>\$ 2,187,434</b>	<b>36.00</b>	<b>\$ 2,187,434</b>

Salary amounts recorded on this page are for total budgeted salaries; this amount may differ from budgeted permanent wages as presented in the Line Item Detail due to payroll allocations to other funding sources (capital projects, grants, etc.) or inter-agency services are not reflected in this summary page.