

# 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.

### 2019 Budget Highlights

#### The 2019 Executive Budget:

- Reflects increased funding for software maintenance costs for CAD licensing upgrades to ensure the existing service level for Sewer design work is maintained (\$30,000).
- Reflects increased charges from Fleet for in-house vehicle maintenance instead of contracted maintenance for assets owned by the Sewer Utility because it is more cost effective. An existing Fleet service technician will be stationed at the Engineering facility on Emil Street to provide service on the vehicles (\$45,000).
- Anticipates a 3% rate increase based on increased sewage treatment costs and projected debt service costs (approximately \$9/year for an average residential customer). In 2018 the Sewer Utility rate was increased by 3%.
- Creates two new positions in 2019. Newly created positions include an additional closed-circuit television (CCTV) crew to inspect and assess structural condition of pipes to improve forecasting for future projects:
  - Sewer and Drainage Maintenance Technician fully funded by the Sewer Utility (Total cost \$50,500).
  - Street and Sewer Machine Operator fully funded by the Sewer Utility (Total cost \$43,800).
- Reflects the City's cost allocation model that was developed in 2018. The goal of this methodology is to accurately and consistently allocate central service costs to enterprise agencies receiving services. Charges associated with cost allocation are reflected in the inter-departmental charges & billing major expenditure categories shown in the Line Item Detail section of the agency's budget. Reference the Executive Summary for a full explanation of the methodology, the allocation basis, and summary of allocated costs.

# Sewer Utility

Function: Public Works & Transportation

## Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
<b>Revenue</b>					
Sewer Engineering And Admin	(12,288,630)	(11,543,550)	(11,501,629)	(12,823,037)	(12,823,037)
Sewer Operations	(26,321,573)	(26,809,547)	(27,539,141)	(27,861,073)	(27,861,073)
<b>Total Revenue</b>	<b>\$ (38,610,203)</b>	<b>\$ (38,353,097)</b>	<b>\$ (39,040,770)</b>	<b>\$ (40,684,110)</b>	<b>\$ (40,684,110)</b>
<b>Expense</b>					
Sewer Engineering And Admin	13,454,895	11,541,647	11,513,055	12,823,037	12,428,824
Sewer Operations	25,155,308	26,811,450	27,527,715	27,861,073	28,255,286
<b>Total Expense</b>	<b>\$ 38,610,203</b>	<b>\$ 38,353,097</b>	<b>\$ 39,040,770</b>	<b>\$ 40,684,110</b>	<b>\$ 40,684,110</b>
<b>Net General Fund</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Budget by Fund & Major

Fund: Sewer Utility

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
<b>Revenue</b>					
Intergovernmental Revenues	(124,667)	(123,030)	(123,030)	(111,060)	(111,060)
Charges for Services	(35,926,406)	(37,012,410)	(37,790,050)	(39,341,760)	(39,341,760)
Licenses & Permits	(22,944)	(21,400)	(21,400)	(20,000)	(20,000)
Fine Forfeiture Assessments	(1,761,216)	(620,000)	(620,000)	(620,000)	(620,000)
Investments & Contributions	(665,664)	(380,000)	(380,000)	(480,000)	(480,000)
Misc Revenue	(2,501)	(1,290)	(1,290)	(1,290)	(1,290)
Other Finance Source	(104,696)	(194,967)	(105,000)	(110,000)	(110,000)
Transfer In	(2,109)	-	-	-	-
<b>Total Revenue</b>	<b>\$ (38,610,203)</b>	<b>\$ (38,353,097)</b>	<b>\$ (39,040,770)</b>	<b>\$ (40,684,110)</b>	<b>\$ (40,684,110)</b>
<b>Expense</b>					
Salaries	2,835,461	3,209,060	2,952,082	3,216,593	3,354,024
Benefits	1,287,083	1,592,055	1,345,930	1,288,995	1,250,641
Supplies	479,482	488,000	477,393	481,000	481,000
Purchased Services	22,802,830	23,752,790	24,536,623	25,026,080	25,056,304
Debt & Other Financing	8,708,151	5,878,762	6,296,313	7,779,230	7,406,771
Inter Departmental Charges	2,842,101	3,052,430	3,052,430	3,238,712	3,491,870
Inter Departmental Billing	(344,904)	(380,000)	(380,000)	(384,000)	(394,000)
Transfer Out	-	760,000	760,000	37,500	37,500
<b>Total Expense</b>	<b>\$ 38,610,203</b>	<b>\$ 38,353,097</b>	<b>\$ 39,040,770</b>	<b>\$ 40,684,110</b>	<b>\$ 40,684,110</b>
<b>Net General Fund</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# Sewer Utility

Function: Public Works & Transportation

## Service Overview

### Service: Sewer Engineering And Admin

#### 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.

#### 2019 Planned Activities

- Maintain the existing level of service to rehabilitate and replace system assets based on condition to ensure the assets function as designed.
- 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

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(12,288,630)	(11,543,550)	(11,501,629)	(12,823,037)	(12,823,037)
Expense	13,454,895	11,541,647	11,513,055	12,823,037	12,428,824
<b>Net Service Budget</b>	<b>\$ 1,166,265</b>	<b>\$ (1,903)</b>	<b>\$ 11,426</b>	<b>\$ -</b>	<b>(394,213)</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.

#### 2019 Planned Activities

- Maintain the existing level of service for scheduled preventive maintenance and cleaning of existing sewer lines.
- Continue open-cut and trenchless sewer repairs when applicable to maintain system functionality.
- Implement a Closed Circuit Television (CCTV) sewer inspection and condition assessment of the entire system over a 10-year period.
- Conduct a review of Sewer Utility assets to assign criticality ratings and risk assessments.
- Implement a GIS Computerized Maintenance Management System (CMMS) transitioning the field work order system to a paperless model.

#### Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(26,321,573)	(26,809,547)	(27,539,141)	(27,861,073)	(27,861,073)
Expense	25,155,308	26,811,450	27,527,715	27,861,073	28,255,286
<b>Net Service Budget</b>	<b>\$ (1,166,265)</b>	<b>\$ 1,903</b>	<b>\$ (11,426)</b>	<b>\$ -</b>	<b>394,213</b>

# Sewer Utility

Function: Public Works & Transportation

## Line Item Detail

Agency Primary Fund: Sewer Utility

### Intergovernmental Revenues

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Federal Revenues Operating	(124,667)	(123,030)	(123,030)	(111,060)	(111,060)
<b>TOTAL</b>	<b>\$ (124,667)</b>	<b>\$ (123,030)</b>	<b>\$ (123,030)</b>	<b>\$ (111,060)</b>	<b>\$ (111,060)</b>

### Charges for Service

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Misc Charges for Service	(303,997)	(60,000)	(60,000)	(100,000)	(100,000)
Engineering Services	(68,059)	(60,000)	(60,000)	(60,000)	(60,000)
Sale Of Recyclables	(3,778)	(5,000)	(5,000)	(5,000)	(5,000)
Reimbursement Of Expense	(358,457)	(250,000)	(250,000)	(250,000)	(250,000)
Utility Fee	(6,575,897)	(6,758,590)	(6,902,042)	(7,180,910)	(7,180,910)
Residential	(16,854,866)	(17,165,810)	(17,530,158)	(18,238,450)	(18,238,450)
Commercial	(6,013,230)	(6,682,300)	(6,824,139)	(7,099,860)	(7,099,860)
Industrial	(1,427,316)	(1,311,100)	(1,338,926)	(1,393,020)	(1,393,020)
Public Authorities	(4,320,806)	(4,719,610)	(4,819,785)	(5,014,520)	(5,014,520)
<b>TOTAL</b>	<b>\$ (35,926,406)</b>	<b>\$ (37,012,410)</b>	<b>\$ (37,790,050)</b>	<b>\$ (39,341,760)</b>	<b>\$ (39,341,760)</b>

### Licenses & Permits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Building Permits	(2,280)	(1,600)	(1,600)	(2,000)	(2,000)
Street Opening Permits	(2,400)	(4,800)	(4,800)	(3,000)	(3,000)
Other Permits	(18,264)	(15,000)	(15,000)	(15,000)	(15,000)
<b>TOTAL</b>	<b>\$ (22,944)</b>	<b>\$ (21,400)</b>	<b>\$ (21,400)</b>	<b>\$ (20,000)</b>	<b>\$ (20,000)</b>

### Fine Forfeiture & Assessments

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Spec Assessments Capital	(1,628,057)	(500,000)	(500,000)	(500,000)	(500,000)
Late Fees	(133,160)	(120,000)	(120,000)	(120,000)	(120,000)
<b>TOTAL</b>	<b>\$ (1,761,216)</b>	<b>\$ (620,000)</b>	<b>\$ (620,000)</b>	<b>\$ (620,000)</b>	<b>\$ (620,000)</b>

### Investments & Contributions

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Interest	(665,664)	(380,000)	(380,000)	(480,000)	(480,000)
<b>TOTAL</b>	<b>\$ (665,664)</b>	<b>\$ (380,000)</b>	<b>\$ (380,000)</b>	<b>\$ (480,000)</b>	<b>\$ (480,000)</b>

### Misc Revenue

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Miscellaneous Revenue	(2,501)	(1,290)	(1,290)	(1,290)	(1,290)
<b>TOTAL</b>	<b>\$ (2,501)</b>	<b>\$ (1,290)</b>	<b>\$ (1,290)</b>	<b>\$ (1,290)</b>	<b>\$ (1,290)</b>

### Other Finance Sources

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Sale Of Assets	(19,396)	(25,000)	(25,000)	(25,000)	(25,000)
Trade In Allowance	(85,300)	(80,000)	(80,000)	(85,000)	(85,000)
Fund Balance Applied	-	(89,967)	-	-	-
<b>TOTAL</b>	<b>\$ (104,696)</b>	<b>\$ (194,967)</b>	<b>\$ (105,000)</b>	<b>\$ (110,000)</b>	<b>\$ (110,000)</b>

### Transfer In

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Transfer In From Insurance	(2,109)	-	-	-	-
<b>TOTAL</b>	<b>\$ (2,109)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# Sewer Utility

Function: Public Works & Transportation

## Line Item Detail

Agency Primary Fund: Sewer Utility

### Salaries

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Permanent Wages	2,462,792	2,744,200	2,554,725	2,740,085	2,877,516
Salary Savings	-	(51,180)	-	(51,180)	(51,180)
Pending Personnel	-	-	-	11,648	11,648
Premium Pay	7,842	10,500	6,797	10,500	10,500
Workers Compensation Wages	1,501	-	4,923	-	-
Compensated Absence	97,199	155,000	97,147	155,000	155,000
Hourly Wages	36,525	90,490	51,508	90,490	90,490
Overtime Wages Permanent	229,340	258,460	236,331	258,460	258,460
Overtime Wages Hourly	251	1,590	34	1,590	1,590
Election Officials Wages	12	-	616	-	-
<b>TOTAL</b>	<b>\$ 2,835,461</b>	<b>\$ 3,209,060</b>	<b>\$ 2,952,082</b>	<b>\$ 3,216,593</b>	<b>\$ 3,354,024</b>

### Benefits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Comp Absence Escrow	26,227	40,000	150,000	40,000	40,000
Health Insurance Benefit	526,747	551,988	524,289	507,380	484,478
Wage Insurance Benefit	8,062	14,152	8,374	13,378	13,196
Health Insurance Retiree	-	36,653	-	36,653	36,653
WRS	186,716	321,323	182,104	197,266	190,639
FICA Medicare Benefits	209,001	364,028	208,105	230,407	221,198
Licenses & Certifications	349	1,500	400	1,500	1,500
Post Employment Health Plans	17,497	17,411	17,658	17,411	17,977
Other Post Emplmnt Benefit	98,476	80,000	90,000	80,000	80,000
Pension Expense	214,008	165,000	165,000	165,000	165,000
<b>TOTAL</b>	<b>\$ 1,287,083</b>	<b>\$ 1,592,055</b>	<b>\$ 1,345,930</b>	<b>\$ 1,288,995</b>	<b>\$ 1,250,641</b>

### Supplies

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Office Supplies	4,369	6,000	5,000	6,000	6,000
Copy Printing Supplies	5,370	6,000	5,200	6,000	6,000
Furniture	1,965	1,000	1,000	2,000	2,000
Hardware Supplies	1,843	5,000	4,500	5,000	5,000
Software Lic & Supplies	2,585	7,000	3,000	12,000	12,000
Postage	10,469	10,500	10,000	10,500	10,500
Books & Subscriptions	66	500	100	500	500
Work Supplies	130,927	175,000	178,844	150,000	150,000
Safety Supplies	11,452	10,000	21,928	12,000	12,000
Uniform Clothing Supplies	3,667	5,000	3,700	5,000	5,000
Food And Beverage	69	-	162	-	-
Building Supplies	12,348	1,000	5,000	-	-
Easements & Encroachments	-	-	1,002	-	-
Landscaping Supplies	1,957	800	1,000	2,000	2,000
Trees Shrubs Plants	-	200	-	-	-
Machinery And Equipment	201,374	160,000	147,775	170,000	170,000
Equipment Supplies	91,021	100,000	89,182	100,000	100,000
<b>TOTAL</b>	<b>\$ 479,482</b>	<b>\$ 488,000</b>	<b>\$ 477,393</b>	<b>\$ 481,000</b>	<b>\$ 481,000</b>

**Sewer Utility**

Function:

**Public Works & Transportation***Line Item Detail***Agency Primary Fund: Sewer Utility****Purchased Services**

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Natural Gas	6,631	11,150	23,945	9,200	9,200
Electricity	84,937	90,000	112,222	97,400	97,400
Water	26,570	36,960	31,249	36,360	36,360
Sewer	1,379	1,450	1,353	1,720	1,720
Stormwater	4,401	4,640	4,708	4,710	4,710
Telephone	3,416	3,805	3,500	1,150	1,150
Cellular Telephone	2,856	3,072	2,895	3,032	3,032
Building Improv Repair Maint	9,860	5,000	2,835	5,000	5,000
Waste Disposal	21,970,951	22,652,000	23,664,359	24,004,000	24,004,000
Custodial Bldg Use Charges	25,919	27,125	27,125	31,458	32,189
Landfill	1,906	4,600	3,395	5,600	5,600
Grounds Improv Repair Maint	918	-	-	-	-
Equipment Mntc	60,915	50,000	55,106	60,000	60,000
System & Software Mntc	30,648	32,865	34,066	30,000	59,493
Vehicle Repair & Mntc	110,968	125,000	115,000	79,800	79,800
Rental Of Equipment	4,180	3,500	2,999	3,500	3,500
Street Mntc	57,509	100,000	112,888	100,000	100,000
Plant In Service Mntc	202,892	425,000	200,001	425,000	425,000
Recruitment	740	500	959	750	750
Mileage	5,539	4,500	5,023	5,500	5,500
Conferences & Training	8,525	15,000	12,100	15,000	15,000
Memberships	595	653	401	750	750
Uniform Laundry	3,612	5,000	3,381	5,000	5,000
Medical Services	734	2,400	1,124	1,000	1,000
Audit Services	3,711	5,300	3,700	5,430	5,430
Delivery Freight Charges	402	1,000	792	1,000	1,000
Storage Services	622	720	481	720	720
Mortgage & Title Services	775	-	210	-	-
Consulting Services	13,405	20,000	20,000	20,000	20,000
Advertising Services	952	1,500	990	1,500	1,500
Locating Marking Services	12,811	12,200	12,811	13,500	13,500
Lab Services	8,423	8,000	8,000	8,500	8,500
Parking Towing Services	1,007	1,500	649	1,500	1,500
Security Services	-	750	-	-	-
Other Services & Expenses	118,739	32,000	51,669	32,000	32,000
Taxes & Special Assessments	3,211	57,500	2,763	3,500	3,500
Permits & Licenses	12,170	8,100	13,924	12,500	12,500
<b>TOTAL</b>	<b>\$ 22,802,830</b>	<b>\$ 23,752,790</b>	<b>\$ 24,536,623</b>	<b>\$ 25,026,080</b>	<b>\$ 25,056,304</b>

**Debt & Other Financing**

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Principal	3,455,000	3,545,000	3,545,000	3,950,000	3,950,000
Interest	1,474,993	1,420,000	1,420,000	1,585,000	1,585,000
Bond Notes Issuance Services	13,000	150,000	150,000	-	-
Paying Agent Services	2,600	2,500	2,500	2,600	2,600
Fund Balance Generated	3,762,558	-	1,178,813	-	-
Contingent Reserve	-	761,262	-	2,241,630	1,869,171
<b>TOTAL</b>	<b>\$ 8,708,151</b>	<b>\$ 5,878,762</b>	<b>\$ 6,296,313</b>	<b>\$ 7,779,230</b>	<b>\$ 7,406,771</b>

# Sewer Utility

Function: Public Works & Transportation

## Line Item Detail

Agency Primary Fund: Sewer Utility

### Inter-Departmental Charges

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Charge From GF	-	-	-	-	41,628
ID Charge From Attorney	-	-	-	-	5,962
ID Charge From Clerk	-	-	-	-	565
ID Charge From Finance	-	-	-	-	41,918
ID Charge From Human Resource	-	-	-	-	15,489
ID Charge From Information Tec	15,726	16,380	16,380	16,380	26,958
ID Charge From Treasurer	-	-	-	-	2,706
ID Charge From Engineering	53,506	56,917	56,917	66,249	187,062
ID Charge From Fleet Services	119,527	142,091	142,091	201,861	201,861
ID Charge From Landfill	47,782	65,000	65,000	65,000	65,000
ID Charge From Traffic Eng	2,882	2,675	2,675	2,675	-
ID Charge From Econ Dev	-	-	-	-	1,178
ID Charge From Insurance	25,285	54,485	54,485	57,795	57,795
ID Charge From Workers Comp	-	58,168	58,168	48,752	48,752
ID Charge From Stormwater	201,082	240,000	240,000	240,000	240,000
ID Charge From Water	2,376,310	2,416,714	2,416,714	2,540,000	2,540,000
<b>TOTAL</b>	<b>\$ 2,842,101</b>	<b>\$ 3,052,430</b>	<b>\$ 3,052,430</b>	<b>\$ 3,238,712</b>	<b>\$ 3,476,874</b>

### Inter-Departmental Billings

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Billing To Engineering	(88,826)	(75,000)	(75,000)	(75,000)	(85,000)
ID Billing To Landfill	(18,935)	(20,000)	(20,000)	(24,000)	(24,000)
ID Billing To Stormwater	(237,142)	(285,000)	(285,000)	(285,000)	(285,000)
<b>TOTAL</b>	<b>\$ (344,904)</b>	<b>\$ (380,000)</b>	<b>\$ (380,000)</b>	<b>\$ (384,000)</b>	<b>\$ (394,000)</b>

### Transfer Out

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Transfer Out To Capital	-	760,000	760,000	37,500	37,500
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 760,000</b>	<b>\$ 760,000</b>	<b>\$ 37,500</b>	<b>\$ 37,500</b>

# Sewer Utility

Function: Public Works & Transportation

## Position Summary

	CG	2018 Budget		Request		2019 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ENGINEER	18	2.00	158,953	2.00	131,926	2.00	136,214
ENGR FIELD AIDE	15	1.00	62,914	1.00	51,394	1.00	53,064
ENGR OPER CLK	15	1.00	56,173	1.00	62,594	1.00	64,628
ENGR OPER LDWKR	15	1.00	70,991	1.00	54,153	1.00	55,912
IT SPEC	18	1.00	84,796	1.00	86,738	1.00	89,557
PROG ASST	20	1.00	58,993	1.00	59,532	1.00	61,467
PUB WKS GEN FORE	18	2.00	130,705	2.00	136,700	2.00	141,143
PUB WKS GEN SUPV	18	1.00	77,356	1.00	89,170	1.00	92,068
S/D MAINT TECH	15	10.00	610,381	10.00	606,180	11.00	676,372
SSMO	15	15.00	802,402	15.00	782,627	16.00	851,796
SURVEYOR	15	1.00	73,772	1.00	74,056	1.00	76,462
<b>TOTAL</b>		<b>36.00</b>	<b>\$ 2,187,434</b>	<b>36.00</b>	<b>\$ 2,135,068</b>	<b>38.00</b>	<b>\$ 2,298,682</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.