



Department of Public Works
Engineering Division

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Financial Manager

Steven B. Danner-Rivers

July 11, 2018

To: Dave Schmiedicke, Finance Director

From: Robert F. Phillips, City Engineer

Subject: Engineering Division's 2019 Storm Water Utility Budget

The Engineering Division is pleased to submit our 2019 Operating Budget for the Storm Water Utility, a utility funded entirely through user fees.

The primary objective of the City of Madison's Storm Water Utility is to safely convey storm water, reduce flooding and improve the quality of our lakes and streams. Catch basins and specialized treatment devices are cleaned on a regular basis and ponds, rain gardens, and other best management practices are constructed to reduce total suspended solids (TSS) and phosphorus entering the receiving waters. Greenways are constructed and reconstructed and shorelines are repaired to reduce erosion. Pollinator habitat is created through better greenway and pond maintenance.

In addition to the routine activities associated with running the Storm Water Utility, specific 2019 initiatives include the design and construction of various improvements to reduce flooding and continuing our emergency management planning for a flooding event associated with high lake levels. The Storm Water Utility is also planning to continue our alternative vegetative maintenance program which promotes the growth of pollinator friendly habitat and control of noxious weeds and invasive species. Work is performed by Operation Fresh Start (OFS) trainees. In addition to the direct benefits of this program, the partnership with OFS has provided Engineering an opportunity to expand its recruitment efforts for new hires and provided a more diverse pool of candidates. Other 2019 initiatives include continuing to measure the depth of sediment in ponds so that a good program for pond sediment maintenance can be established, and implementing a Computerized Maintenance Management System (CMMS). The budget also includes \$80,000 for the Streets Division to provide additional street sweeping.

The Engineering Division has submitted four supplemental requests that are partially funded by the Storm Water Utility.

1. Computer Aided Design (CAD) Licensing – City agencies are undergoing a conversion from Microstation to AutoCAD / ArcGIS for our design and mapping needs. This conversion started in 2018. Yearly maintenance fees are required for 2019.
2. Public Information Officer (PIO) – The Engineering Division currently has no PIO. With over \$90 million in Public Works Construction, a PIO will help the Engineering Division to better communicate with the public.
3. Construction Crew – This request, consisting of a three person crew, will enable the Storm Water Utility to undertake additional construction projects to address localized drainage and flooding issues. The request, if funded, would enable the Utility to more quickly respond to resident requests and provide for

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the cost effective construction of various storm water related improvements.

4. Surveyor 2 – The Engineering Division relies on private sector surveyors for our preconstruction land survey needs. This position would allow the Engineering Division to provide this service in house, increasing the quality of the information that is provided to our designers.

A Storm Utility rate increase of approximately 4% is expected. The increase is mostly attributed to an increase in debt service. If you have any questions, please feel free to contact Steve Danner-Rivers or myself.

Sincerely,



Robert F. Phillips, P.E.
City Engineer

RFP:

cc: Travis Martin

Agency: Stormwater

Proposed Budget

	Cost to Continue	Proposed	Change
Revenue	-\$16,781,382	-\$17,330,110	-\$548,728
Expenditures	\$16,781,382	\$17,330,110	\$548,728
Net	\$0	\$0	\$0
	2018	Proposed	Change
FTEs	12	12	0

Request Analysis

2017 Budget

Overbudget	No
2017 Analysis	

2018 Projection

Deficit	No
Projection Analysis	

2019 Request

Budget Request Changes	Stormwater Utility's 2019 request reflects increased revenue budgets for an anticipated 4% rate increase in 2019. Supplies and Purchased Services are largely consistent with C2C; a \$110k decrease in consulting services year-over-year reflects removal of a one-time contract for Stormwater planning services. Fleet Service has also agreed to assign one existing Fleet Technician to the Emil Street facility location to maintain the Storm/Sewer Utility vehicles in 2019; that service change results in a line item transfer of \$25k from vehicle maintenance to Fleet Service Inter-D charges in 2019. A reclassification of position #4100 from Custodial Worker 3 to Program Assistant 1 proposed in the 2019 request is resulting in a shift of the positions personnel cost from the GF to the utility budgets, which is seen within the pending personnel line item amount. Additionally streets division is assigning additional costs to the Stormwater Street Sweeping program in 2019 which is reflected in the Pending Personnel amount.
Change in Service	No
Service Impact	
Staffing Levels & Payroll Allocations	A reclassification of position #4100 from Custodial Worker 3 to Program Assistant 1 proposed in the 2019 request is resulting in a shift of the positions personnel cost from the GF to the utility budgets, which is seen within the pending personnel line item amount. Additionally, Streets division is assigning additional costs to the Stormwater Street Sweeping program in 2019 which is reflected in the Pending Personnel amount.

Stormwater Utility

Function: Public Works & Transportation

Position Summary

	2018			Request		2019		Adopted	
	CG	FTEs	Amount	FTEs	Amount	FTEs	Amount	FTEs	Amount
CONSTRUCT INSP	15	1.00	72,746	1.00	73,196	-	-	-	-
ENGINEER	18	4.00	294,490	4.00	303,111	-	-	-	-
ENGR OPER LDWKR	15	2.00	127,854	2.00	129,999	-	-	-	-
ENGR PROG SPEC	16	1.00	81,977	1.00	82,292	-	-	-	-
PW DEV MGR	18	1.00	87,213	1.00	96,516	-	-	-	-
SSMO	15	3.00	160,902	3.00	174,760	-	-	-	-
TOTAL		12.00	\$ 825,182	12.00	\$ 859,874	-	\$ -	-	\$ -

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.

2019 Operating Budget: Service Proposals

SERVICE IDENTIFYING INFORMATION

SELECT YOUR AGENCY:

Stormwater Utility

SELECT YOUR AGENCY'S SERVICE:

Stormwater Engineering and Administration

SERVICE DESCRIPTION:

The Stormwater Utility provides services for design, review, construction, and maintenance of a storm system including storm sewer pipe, open channel systems and ponds which are responsible for reducing flooding, improving the water quality of the lakes and waterways, and complying with the Wisconsin Pollutant Discharge Elimination System (WPDES) discharge permit. The goals of the agency include reducing the total suspended solids (TSS) and total phosphorous (TP) within the City's stormwater runoff by working with neighboring municipalities, regulatory agencies, and public watershed organizations.

SERVICE BUDGET - ALL FUNDS

	2017 Budget	2018 Budget	2019 Cost to Continue	2019 Request	Change
Revenue	-10,767,358	-10,966,759	-11,050,156	-10,852,393	197,763
Expense	10,576,296	10,960,636	11,011,504	10,852,393	-159,111
Net Budget	-191,062	-6,123	-38,652	0	38,652

2019 PROPOSAL

1. Explain the budgetary changes proposed from 2019 Cost to Continue to the 2019 Request.

Update of various line items to reflect current projected activity, including reallocation amongst services.

2. Explain the operational impact of the proposed changes from 2019 Cost to Continue to 2019 Request.

No operational impacts are anticipated

SERVICE GOALS

1. Who is the recipient of this service?

- Madison Stormwater Utility ratepayers
- Residents
- Businesses and their employees and customers
- Visitors to our City

2. What activities are you responsible for providing under this service?

- Policy Development
- Inter-agency long term planning and coordination
- Plan and permitting review services (erosion control, stormwater management, connections and abandonments
- Impact and private development fee collection and management
- Asset inventory and financial reporting
- 5 Year Capital Improvement Program
- Stormwater Utility management including user rate updates, credits and billing
- Flood Planning and Mitigation
- Modeling
- Regulatory compliance and reporting
- Stormwater Pollution Prevention Plan (SWPPP) development and monitoring
- Planning and design of stormwater infrastructure (new development, redevelopment, reconstruction, TSS/TP Reduction/Control, system upgrades, flood mitigation, etc.)
- Public information Water Quality Outreach and Education
- Project estimating, budgeting and reporting
- Project management, construction inspection and contract administration services
- Erosion control and stormwater management inspection and reporting
- Greenway condition assessment, rating and scheduled preventive maintenance
- Survey – construction staking and as-built
- Respond to customer questions and concerns
- Encroachment management

3. How do you define success within this service?

- Comply with regulatory requirements
- Reduce total suspended solids (TSS) and total phosphorous (TP) in the City's stormwater runoff prior to discharge to our surface waters
- Design, construct and inspect storm sewers and drainage areas to provide adequate capacity to convey all peak design flows
- Expand storm sewer and drainage system as necessary to accommodate the growth of the City minimizing the cost to current City residents
- Provide adequate capacity to convey all peak design flows
- Minimize flooding due to storm events
- Protect municipal investment by increasing the useful life and capacities of the system and parts
- Use operating funds efficiently

4. What strategies are planned for 2019?

- Partner with neighboring municipalities, regulatory agencies, and public watershed organizations.
- Design and construct Urban Best Management Practices.
- Expand implementation of alternative vegetative management of Stormwater management areas.
- Rehabilitate and replace system assets in a planned manner based on condition to assure assets function as designed.
- Coordinate replacements with street reconstruction and resurfacing projects to maximum extent feasible.
- Use trenchless technology to rehabilitate existing sewers where feasible to reduce cost and minimize disruption to residents, businesses and visitors.
- Expansion of services to be funded by developers (new subdivisions) and assessments (existing areas with no current storm sewer).
- Use in-house crews to construct solutions to localized drainage issues.

2019 Operating Budget: Service Proposals

SERVICE IDENTIFYING INFORMATION

SELECT YOUR AGENCY:

Stormwater Utility

SELECT YOUR AGENCY'S SERVICE:

Stormwater Operations

SERVICE DESCRIPTION:

This service is responsible for the operation and maintenance of Stormwater Utility system infrastructure of storm sewer system including 500+ miles of pipe, 40,000+ structures and 1,300+ acres of stormwater management lands. The goal of the service is to maintain, repair, rehabilitate, and construct stormwater system infrastructure to reduce flooding while improving the water quality of our lakes and waterways.

SERVICE BUDGET - ALL FUNDS

	2017 Budget	2018 Budget	2019 Cost to Continue	2019 Request	Change
Revenue	-5,951,142	-5,731,226	-5,731,226	-6,477,717	-746,491
Expense	6,142,204	5,737,349	5,769,878	6,477,717	707,839
Net Budget	191,062	6,123	38,652	0	-38,652

2019 PROPOSAL

1. Explain the budgetary changes proposed from 2019 Cost to Continue to the 2019 Request.

Update of various line items to reflect current projected activity, including reallocation amongst services

2. Explain the operational impact of the proposed changes from 2019 Cost to Continue to 2019 Request.

No operational impacts are anticipated

SERVICE GOALS

1. Who is the recipient of this service?

- Madison Stormwater Utility ratepayers
- Residents
- Businesses and their employees and customers
- Visitors to our City

2. What activities are you responsible for providing under this service?

- Scheduled catch basin and specialized treatment structure cleaning.
- Storm main cleaning
- Stormwater management land maintenance – mowing, tree removal, dredging, snow removal
- Storm grate and cunnette cleaning.
- Proactive and reactive repairs.
- Construction of drainage improvements.
- Emergency Response (flooding, spills, etc.)
- Sand bag site maintenance
- Utility Location and Marking
- CCTV Inspection
- Structure Inspections
- Dry Weather Inspections
- Dam Inspection and Repairs
- Survey – preliminary, construction staking and as-built for in-house projects, pond depths

3. How do you define success within this service?

- Comply with regulatory requirements.
- Reduce the total suspended solids (TSS) and Phosphorus in the City's stormwater runoff prior to discharge to our surface waters.
- Minimize flooding due to storm events.
- Reduce inconvenience and damage of storm events by responsibly responding to flooding 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.

4. What strategies are planned for 2019?

- Continue scheduled preventive maintenance cleaning of existing catch basins and specialized treatment structures. Add newly constructed structures to this program.
- Scheduled mowing of stormwater management areas to eliminate woody growth and control noxious weeds and invasive species.
- Continue post-storm event cleaning of major grates to remove debris prior to next storm event. Expand to include new grates.
- Construct drainage improvements to address local drainage issues.
- Implement a GIS-centric Computerized Maintenance Management System (CMMS) with paperless work orders for field crews.

Supplemental Request

Agency:

Stormwater Utility

Enter Your Agency's Service:

Stormwater Operations

Supplement Title:

Add Stormwater Construction Crew

Amount:

FTE:

- Expansion to Existing Service
- New Initiative

Provide an overview of the supplemental request.

Add Stormwater Construction crew to construct storm sewer improvements to address drainage issues.

What is the desired outcome of the request?

- Better meet increasing demand to address localized drainage issues.
- In-house design-build process is most efficient and cost-effective.
- Engineers field design improvements which are constructed by in-house crews. Streamlined process results in lower construction costs as well as reducing the time and cost of engineering and inspection.
- Provide for faster turn-around in resolving localized drainage issues for our citizens.

How will the desired outcome be measured?

Number of drainage issues resolved per year.