



11333 N. Cedarburg Road
Mequon, WI 53092
Phone: 262-236-2934
Fax: 262-242-9655

www.ci.mequon.wi.us

Public Works/Engineering
Taped and Televised

SEWER UTILITY DISTRICT COMMISSION

Thursday, October 27, 2022

7:00 PM

Christine Nuernberg Hall

Agenda

- 1) Call to Order, Roll Call
- 2) Approval of Meeting Minutes
Action requested: review and approve
 - a. Sewer Utility District Commission - Regular Meeting - Sep 13, 2022 7:15 PM
- 3) Consent Agenda
 - a. **RESOLUTION 3987** A Resolution Authorizing Execution of a Sanitary Service Deferral Agreement for the Property Located at 8813 West Mequon Road
 - b. **RESOLUTION 3986** A Resolution Authorizing Execution of a Sanitary Service Deferral Agreement for the Property Located at 13120 North West Shoreland Drive
- 4) Discussion Items
 - a. Lift Station E - Replacement Site Selection and Preliminary Cost Estimate
 - b. Lift Station E Back-up Pumping System Consideration
 - c. Discussion on Sewer Utility Mill Rate
- 5) Resolutions
Action requested: review and recommend approval
 - a. **RESOLUTION 3991** A Resolution Adopting the Fiscal Year 2023 Sanitary Sewer Utility Budget and Establishing the 2023 Sanitary Sewer User Fee Schedule
- 6) Adjourn

Dated: October 27, 2022

/s/ Andrew Nerbun, Mayor

Notice is hereby given that a quorum of other governmental bodies may be present at this meeting to present, discuss and/or gather information about a subject over which they have decision-making responsibility, although they will not take formal action thereto at this meeting.

Persons with disabilities requiring accommodations for attendance at this meeting should contact the City Clerk's Office at 262-236-2914, twenty-four (24) hours in advance of the meeting.

Any questions regarding this agenda may be directed to the City Administrator's Office at 262-236-2941, Monday through Friday, 8:00 AM – 4:30 PM



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SEWER UTILITY DISTRICT COMMISSION

Tuesday, September 13, 2022

7:15 PM

Christine Nuernberg Hall

Minutes

1) Call to Order, Roll Call

Present:

Commissioner Andrew Nerbun
Commissioner Glenn Bushee
Commissioner Mark Gierl
Commissioner Jeffrey Hansher
Commissioner Dale Mayr
Commissioner Brian Parrish
Commissioner Kathleen Schneider
Commissioner Robert Strzelczyk
Vacant Seat -- **Excused**

Also present were City Clerk Fochs, City Administrator Jones, City Attorney Sajdak, Deputy Director of Utilities Driscoll, Public Works Administration Schlereth, Fire Chief Bialk, Deputy Fire Chief Zellmann, press and interested public.

2) Approval of Meeting Minutes

a. Sewer Utility District Commission - Regular Meeting - Aug 10, 2022 7:00 PM

RESULT: **Approved by Voice Acclamation [Unanimous]**

3) Resolutions

Action requested: review and recommend approval

- a. **RESOLUTION 3980** A Resolution Approving an Amendment to a Funding Agreement Between the City of Mequon and the Milwaukee Metropolitan Sewerage District, Increasing the Amount by \$726,343 for Sewer Lateral Work to Reduce Infiltration and Inflow from Private Property Sources

Deputy Director Driscoll explained that the original completion date was scheduled for March 31, 2023. As a result of the resolutions to reject bids in Fall 2021, and award

Minutes Acceptance: Minutes of Sep 13, 2022 7:15 PM (Approval of Meeting Minutes)

consultant contract to rebid as four separate projects the completion date has been extended to June 30, 2023.

Commissioner Nerbun stated Resolution 3980 will move onto Common Council.

- b. **RESOLUTION 3981** A Resolution Approving Award of a Contract to Install Building Sewer Lateral Clean-outs in the Riverdale Park Lift Station "F" Area to MJ Construction, Inc. of Milwaukee, Wisconsin, in the Amount of \$755,060

RESULT: **Approved by Voice Acclamation [Unanimous]**

MOVED BY: Commissioner Strzelczyk

SECONDED BY: Commissioner Schneider

AYES: Nerbun, Bushee, Gierl, Hansher, Mayr, Parrish, Schneider, Strzelczyk

4) Adjourn

- a. Motion to Adjourn

RESULT: **Approved by Voice Acclamation [Unanimous]**

MOVED BY: Commissioner Mayr

SECONDED BY: Commissioner Gierl

AYES: Nerbun, Bushee, Gierl, Hansher, Mayr, Parrish, Schneider, Strzelczyk

Respectfully Submitted,

Karen Schlereth
Administrative Assistant

Minutes Acceptance: Minutes of Sep 13, 2022 7:15 PM (Approval of Meeting Minutes)



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Office of Sewer Utility District Commission

TO: Sewer Utility District Commission
FROM: Kevin Driscoll, Deputy Director of Utilities
DATE: October 27, 2022
SUBJECT: RESOLUTION 3987 A Resolution Authorizing Execution of a Sanitary Service Deferral Agreement for the Property Located at 8813 West Mequon Road

Background

The property owners, Victoria Hanneman and Tolu Aldini, are requesting a deferral to the City's sanitary connection requirement, in order to install a mound system at 8813 West Mequon Road. For a map see Exhibit A. The existing lot is unimproved on the south side of Mequon Road. This parcel is in the sanitary sewer service area. Sanitary sewer is available within 200 feet, however the sanitary sewer is on the north side of Mequon Road, approximately 20 feet north of the curb.

The City of Mequon Code of Ordinances require a connection to available sanitary sewer, if legally possible and practicable.

Analysis

The City of Mequon Code of Ordinance Section 58-600 part (e) reads:

(e) Construction of residential or business structures on a lot located within 200 feet of a city sewer line requires connection to the sewer line if legally possible and practicable.

On October 13, 2022, the property owners transmitted a letter that explained how connection was not practicable. The letter stated concerns that connection was unreasonable due to the significant work on Mequon Road that would result in traffic impacts and the contractor's doubting their ability to accurately estimate the cost to successfully complete the work. See Exhibit B.

Open cut and directional drilling are options, and staff inquired with the property owner if they received any quotes to complete that work to make a connection. The property owner responded that they would be charged \$600 for a quote and that the cost of the work would be at least \$100,000 because the state highway would have to be temporarily shutdown with traffic control and the other costs associated with the necessary restoration of the road and surrounding areas.

The Sewer Utility has not included construction of a lateral in the annual budget to coincide with the WisDOT Mequon Road project, anticipated for 2026, and the property owner argues that it is not practicable that individual property owners would be expected to install both the private and public side sanitary lateral connections across a four-lane state highway. If in the future the

Sewer Utility extends the public lateral to the property line, the home would be required to connect to the utility, when their privately owned wastewater treatment system fails and if there is a sewer lateral available for connection. Therefore, staff is in favor of a deferral to the connection requirement.

Fiscal Impact

This parcel is in the sanitary sewer service area, and the deferral agreement requires the property owner to pay sanitary tax for capital charges. MMSD capital charges apply to properties within the sewer service area regardless of connection status. If the property owners do not pay the capital charges, the other properties within the utility would need to supplement the capital charges from MMSD. See deferral agreement terms in Exhibit C.

Recommendation

The Sewer Utility District Commission may grant the deferral of a sanitary sewer lateral connection conditioned upon the following:

- A conditional building permit
- Approval and recorded Deferral Agreement prior to occupancy

Attachments:

Exhibit A - Map (PDF)

Exhibit B - Deferral Request 8813 Mequon Rd (PDF)

Exhibit C - Sanitary Service Deferral Agreement_Template (PDF)

COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION 3987

A Resolution Authorizing Execution of a Sanitary Service Deferral Agreement for the Property
Located at 8813 West Mequon Road

RECITALS

A. The City of Mequon Code of Ordinances Section 58-600 establishes that construction of residential or business structures on a lot located within 200 feet of a city sewer line requires connection to the sewer line if legally possible and practicable.

B. On October 13, 2022, the property owner of 8813 West Mequon Road, requested a deferral from connection to sanitary sewer, and staff reviewed the request.

C. This location 8813 West Mequon Road is in the sanitary sewer service area, and the City of Mequon incurs capital charges from MMSD for this location.

D. Staff reviewed this request and connection is legally possible however not practicable due to the lack of a public lateral extending to the property line and the requirement to cross four lanes of a state highway, Mequon Road.

E. Staff recommends that the City enter into a deferral agreement such that the property owner continue payment of capital charges passed through from MMSD and install a privately owned wastewater treatment system.

F. The Sanitary Utility District Commission at its meeting on October 27, 2022, endorsed staff's recommendation.

BASED UPON THE FOREGOING RECITALS, IT IS RESOLVED by the Common Council of the City of Mequon, Wisconsin that:

1. The attached Sanitary Service Deferral Agreement between the City of Mequon and Tolulope Oladini, owner of 8813 West Mequon Road, is approved, subject to any clerical, technical and/or legal changes deemed necessary and appropriate by the City Attorney.

2. The Mayor and the City Clerk are authorized and directed to execute and deliver the same.

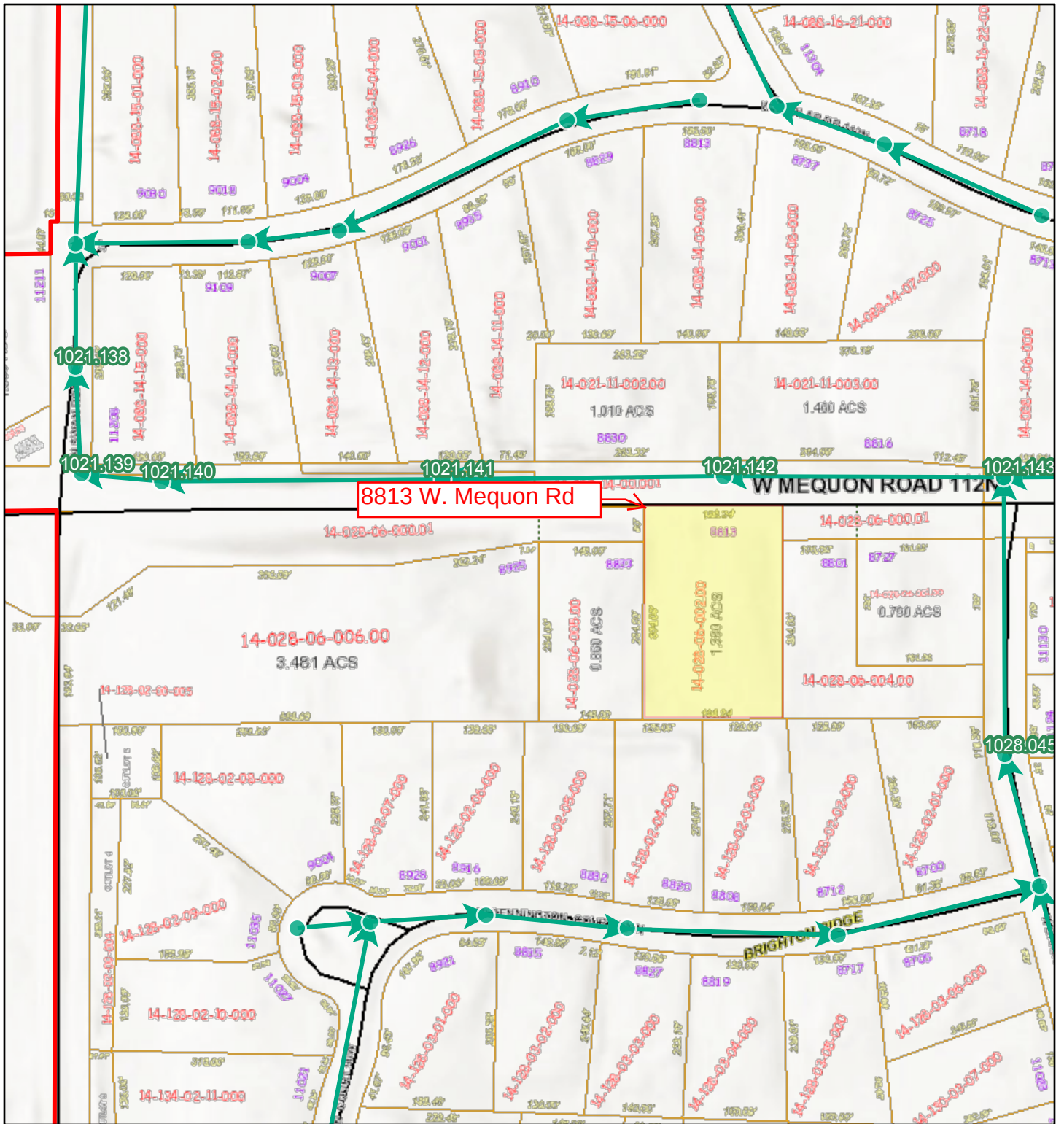
Approved by: Andrew Nerbun, Mayor

Date Approved: October 27, 2022

I certify that the foregoing Resolution was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on October 27, 2022.

Caroline Fochs, City Clerk

City of Mequon



10/17/2022, 3:23:25 PM

1:3,280

Sanitary Structures

Manhole

Sanitary Pipes

Main

Sewer Service Areas

Parcels

Road Reservation

Road Right-of-Way

Condominium

Gap

Overlap

Tax Parcel

Historical Parcel Lines

Local Roads

Private Road

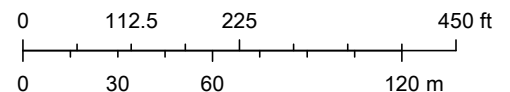
Town/Public Road

Highways

US Highway

State Highway

County Road



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Victoria Hanneman and Tolu Oladini

6834 Obikoba circle Mequon, WI 53092

Tolu.oladini@gmail.com, 7083631283

10/12/2022

Kevin Driscoll

City of Mequon

11333 N Cedarburg Rd, Mequon, WI 53092

(262) 236-2937

kdriscoll@ci.mequon.wi.us

Dear Kevin,

We are writing to you to formally request a sanitary deferral from the City of Mequon for the property located at 8813 W Mequon Rd, Mequon, WI 53092. The property has sewer access across the street on the north side and the sewer is not more than 200 ft from the property but it is unreasonable to attempt a connection because of the costs for the quote, contractors doubting their ability to accurately estimate the cost, and the overall nuisance to the neighbors, city and surrounding areas.

We deem this poses a significant issue for all parties since the road is a state highway. The linear footage from the connection point to home location is 190ft (due to set back ordinance for the state Hwy). This poses a significant increase in linear footage and therefore cost of the sewer line. In addition to this, the sewer must run under the roadway which will require significant work on Mequon Rd and make the cost to install the lateral unreasonable.

The road will be redone in 2026 and it makes much more sense for all parties affected to extend a lateral at that point when the roadway is already opened up. We are aware of the bacteriological concerns of a septic system vs a sewer and have attached the agreement. All parties prefer a sewer system but the site constraints make it impractical and cost prohibitive to attempt access at this time. We are requesting the deferral and to be allowed to put in a POWTS mound system at the future home. Attached are soil and percolation tests for the septic system.

Sincerely,

Victoria Hanneman and Tolu Oladini

Document Number	SANITARY SERVICE DEFERRAL AGREEMENT Document Name	
This Sanitary Services Deferral Agreement (the "Agreement") is made by and between the City of Mequon (d/b/a the "City") and _____ (the "Developer") (collectively, the "Parties," individually, a "Party"). WHEREAS, the Developer is proposing a commercial building (the "Development") at _____ (Tax ID _____) within the City's Sanitary Utility District; and WHEREAS, the Parties agree that at this time, it is in the best interests of the Parties that the Development not be connected to the City of Mequon Sanitary Utility District; and WHEREAS, the City reserves the right to require a connection to the sanitary system with a change in use or extension of adjacent service. NOW, THEREFORE, in consideration of the mutual promises set forth in this Agreement and other good and valuable consideration, the receipt and sufficiency of which are acknowledged, the Parties hereby agree as follows:		Recording Data Name and Return Address City Engineer 11333 N Cedarburg Road Mequon, WI 53092 Parcel Identification Number

1. The Parties expressly agree that the Developer is obligated to connect to the City of Mequon Sanitary Utility District pursuant to the existing ordinance requirements; however, the City grants the Developer and future owners of the Development a deferral on the terms set forth in this Agreement..
 - 1.1 Developer, its successors and assigns, agrees not to seek a waiver from its obligation under the ordinances from the City during the term of this Agreement.
 - 1.2 Developer expressly agrees that the Development shall be constructed and used in compliance with the use and building site plan approval granted by the City Planning Commission on _____. Should the use change result in a condition such that continuous use of a private onsite wastewater treatment system ("POWTS") will negatively impact adjacent properties, or the POWTS fails and alternate service is required, this Agreement shall be null and void and the Developer shall connect the Development to the City of Mequon Sanitary Utility District as soon as is practicable, unless agreed upon by the Parties.
2. The Parties expressly agree that in the event the Developer is required, pursuant to Section 1.2, to connect to the City of Mequon Sanitary Utility District, the cost to install the service lateral is the sole responsibility of the Developer or, if the Developer has sold the Development, to its successor in title.
 - 2.1 The City of Mequon shall provide notice to the title holder of the Development pursuant to Section 6 of this Agreement if a service connection is required for the development (the "Connection Notice"). Developer shall have six (6) months from the date of the Connection Notice to connect to the City of Mequon sanitary system.
 - 2.1.1 The Connection Notice may be extended by mutual written agreement of the Parties.
 - 2.2 The Developer is required to pay the annual MMSD sanitary sewer capital charge.

3. The Parties expressly agree that this document shall be binding upon any successors, assigns and heirs of the Parties. It is the intention of the Parties that this document be recorded with the Ozaukee County Register of Deeds and that the obligations set forth in this document run with the specific properties within the Development.
4. This Agreement shall remain in full force and effect unless terminated by mutual agreement of the Parties in writing.
5. Any notice sent in relation to this Agreement shall not be considered to be effective unless sent by Certified United States mail to the following addresses:

5.1 To the City of Mequon:

Director of Public Works/City Engineer
City of Mequon
11333 N. Cedarburg Road 60W
Mequon, WI 53092-1930

5.2 To Developer:

Either Party may change its address for notice by providing notice of said change to the other Party.

6. This Agreement shall be governed by and construed under the internal laws of the State of Wisconsin.
7. This Agreement represents the complete understanding between the Parties and any amendment to this Agreement must be agreed to in writing by the Parties.

CITY OF MEQUON

By: _____
Signature

Name: _____
Type or Print

Date: _____

DEVELOPER

By: _____
Signature

Name: _____
Type or Print

Date: _____

Approved by: _____
Brian C. Sajdak, City Attorney



11333 N. Cedarburg Road
 Mequon, WI 53092
 Phone: 262-236-2913
 Fax: 262-242-9655

www.ci.mequon.wi.us

Office of Sewer Utility District Commission

TO: Sewer Utility District Commission
FROM: Kevin Driscoll, Deputy Director of Utilities
DATE: October 27, 2022
SUBJECT: RESOLUTION 3986 A Resolution Authorizing Execution of a Sanitary Service Deferral Agreement for the Property Located at 13120 North West Shoreland Drive

Background

The property owner, Greg Devorkin, is requesting a deferral to the City's sanitary connection requirement, in order to install a holding tank system at 13120 North West Shoreland Drive. For a map, see Exhibit A. This parcel is in the sanitary sewer service area, and sanitary sewer is available in the right-of-way within 200 feet. However the available sanitary sewer is up the hill approximately 140 feet from the southwest corner of the subject lot. Therefore, a gravity fed sanitary lateral is not a viable option.

The City of Mequon Code of Ordinance requires a connection to available sanitary sewer, if legally possible and practicable.

Analysis

The City of Mequon Code of Ordinance Section 58-600 part (e) reads:

(e) Construction of residential or business structures on a lot located within 200 feet of a city sewer line requires connection to the sewer line if legally possible and practicable.

On October 13, 2022, the property owner sent a letter that gravity sewer extension is not practical to extend from the existing dead end sanitary manhole due to elevation change at the bottom of the hill. The installation of a grinder pump and private forcemain is an option, and has been implemented in other locations in Mequon. A private forcemain could be installed by directional drilling, and staff inquired with the property owner if they received any quotes to complete that work to make a connection. The property owner responded that they had not, but the holding tank would not disrupt the public right-of-way. See Exhibit B.

Fiscal Impact

This parcel is in the sanitary sewer service area, and the deferral agreement requires the property owner to pay sanitary tax for capital charges. MMSD capital charges apply to properties within the sewer service area regardless of connection status. If the property owner does not pay the capital charges, the other properties within the utility would need to supplement the capital charges from MMSD. For deferral agreement terms, see Exhibit C.

Recommendation

The Sewer Utility District Commission may grant the deferral of a sanitary sewer lateral connection based upon the following:

- A conditional building permit
- Approval and recorded Deferral Agreement prior to occupancy

Attachments:

Exhibit A - Map (PDF)

Exhibit B - Request for Sanitary Service Deferral (13120 N. West Shoreland) (PDF)

Exhibit C - Sanitary Service Deferral Agreement_Template (PDF)

COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION 3986

A Resolution Authorizing Execution of a Sanitary Service Deferral Agreement for the Property
Located at 13120 North West Shoreland Drive

RECITALS

A. The City of Mequon Code of Ordinances Section 58-600 establishes that construction of residential or business structures on a lot located within 200 feet of a city sewer line requires connection to the sewer line if legally possible and practicable.

B. On October 13, 2022, the property manager of 13120 North West Shoreland, requested a deferral from connection to sanitary sewer, and staff reviewed the request.

C. This location 13120 North West Shoreland Drive is in the sanitary sewer service area, and the City of Mequon incurs capital charges from MMSD for this location.

D. Staff reviewed this request and connection is legally possible to a dead-end sanitary manhole, however that structure is located 140 feet up the hill and a gravity sewer cannot be installed.

E. Staff recommends that the City enter into a deferral agreement such that the property owner pay capital charges passed through from MMSD and install a privately owned wastewater treatment system.

F. The Sanitary Utility District Commission at its meeting on October 27, 2022, endorsed staff's recommendation.

BASED UPON THE FOREGOING RECITALS, IT IS RESOLVED by the Common Council of the City of Mequon, Wisconsin that:

1. The attached Sanitary Service Deferral Agreement between the City of Mequon and the property owner of 13120 North West Shoreland Drive, is approved, subject to any clerical, technical and/or legal changes deemed necessary and appropriate by the City Attorney.

2. The Mayor and the City Clerk are authorized and directed to execute and deliver the same.

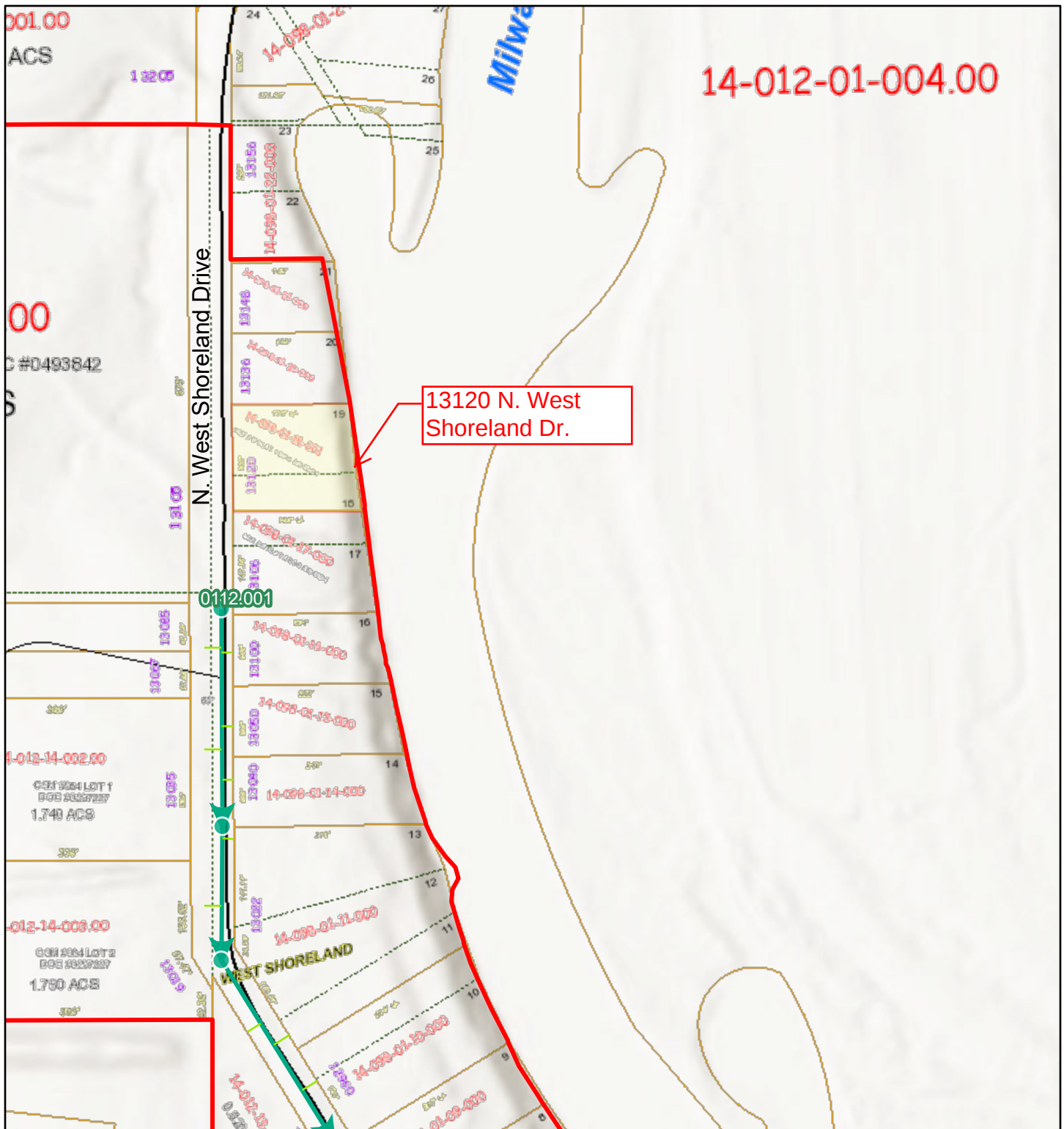
Approved by: Andrew Nerbun, Mayor

Date Approved: October 27, 2022

I certify that the foregoing Resolution was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on October 27, 2022.

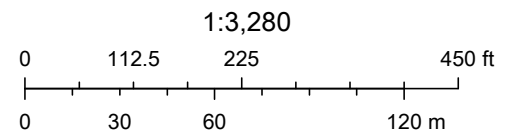
Caroline Fochs, City Clerk

City of Mequon



10/17/2022, 3:21:56 PM

Sanitary Structures	Parcels	Historical Parcel Lines
● Manhole	□ Road Reservation	Local Roads
Sanitary Pipes	□ Road Right-of-Way	Private Road
— Lateral	□ Condominium	Town/Public Road
➔ Main	□ Gap	Highways
□ Sewer Service Areas	▨ Overlap	— US Highway
	□ Tax Parcel	— State Highway



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Greg Devorkin
13106 N. West Shoreland Drive
Mequon WI, 53092

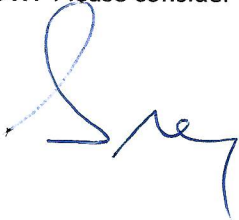
Thursday, October 13, 2022

Kevin Driscoll, P.E.
Deputy Director of Utilities
City of Mequon
11333 N. Cedarburg Rd. | Mequon, WI 53092

Dear Kevin,

I am writing a letter of "Request for Deferral ". I Request a deferral to the connection requirement, due to lack of practicable access and request permission to proceed with installing a private system (HOLDING TANK). The property address is 13120 N. West Shoreland and is very close to the limits but within the sanitary sewer service area and also within 200 feet of available sewer that is in the right-of-way. The Main stops South of the property but is 15'+/- higher at its end location than the elevation of my property. I request the deferral to connect based on the fact that I cannot install a traditional gravity lateral system. The additional cost to install a lift station is extremely expensive and has not been required for any other properties North of mine. I feel the install of a Holding Tank is a much more practical solution. This will keep construction for the sewer work on my property and not disrupt the public ROW. Please consider my request.

Thanks,
Greg



Document Number	SANITARY SERVICE DEFERRAL AGREEMENT Document Name	
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 - 1.2 Developer expressly agrees that the Development shall be constructed and used in compliance with the use and building site plan approval granted by the City Planning Commission on _____. Should the use change result in a condition such that continuous use of a private onsite wastewater treatment system ("POWTS") will negatively impact adjacent properties, or the POWTS fails and alternate service is required, this Agreement shall be null and void and the Developer shall connect the Development to the City of Mequon Sanitary Utility District as soon as is practicable, unless agreed upon by the Parties.
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 - 2.2 The Developer is required to pay the annual MMSD sanitary sewer capital charge.

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City of Mequon
11333 N. Cedarburg Road 60W
Mequon, WI 53092-1930

5.2 To Developer:

Either Party may change its address for notice by providing notice of said change to the other Party.

6. This Agreement shall be governed by and construed under the internal laws of the State of Wisconsin.
7. This Agreement represents the complete understanding between the Parties and any amendment to this Agreement must be agreed to in writing by the Parties.

CITY OF MEQUON

By: _____
Signature

Name: _____
Type or Print

Date: _____

DEVELOPER

By: _____
Signature

Name: _____
Type or Print

Date: _____

Approved by: _____
Brian C. Sajdak, City Attorney



11333 N. Cedarburg Road
Mequon, WI 53092-1930
Phone:
Fax: 262-242-9655

www.ci.mequon.wi.us

Office of Sewer Utility District Commission

TO: Sewer Utility District Commission
FROM: Kevin Driscoll, Deputy Director of Utilities
DATE: October 14, 2022
SUBJECT: Lift Station E - Replacement Site Selection and Preliminary Cost Estimate

Background

The East Trunk Sewer (ETS) is the main trunkline sewer that serves the east side of the City. Previous studies identified a number of capacity issues within ETS that are included in the Sewer Utility's capital planning. With the completion of the capacity upgrade project in 2019, the next project identified was the replacement of Lift Station E (LS E), the lift station on Ranch Road. In early 2021, the City received a report based upon a condition assessment for the Lift Station E (Ranch Road) that recommended replacement. Due to the existing connections into that lift station, replacement in the same location is not feasible, while keeping the existing station operational.

Sewer Utility staff commenced a site selection criteria effort to identify feasible locations for the new lift station, based upon the basic design and space required. On October 28, 2021, the Sewer Utility District Commission authorized staff to enter into negotiations to obtain an easement or site acquisition for the replacement of LS E. After efforts which included outreach letters, public information meetings, and negotiating with one property owner for an appraisal to consider an easement, no property owners are willing to move forward. Therefore Sewer Utility staff reviewed the next, best viable option for a replacement location.

Analysis

The best viable option is to relocate LS E into the right-of-way at Laguna Drive (extended) north of the dead end (see Exhibit A). There is sufficient space to construct the new lift station without the acquisition of property or an easement.

Currently a multi-use pedestrian trail exists in that right-of-way corridor and would be impacted by the new lift station. If the location is authorized, the pedestrian access path can remain, provided some necessary modifications during construction activities.

A new building is anticipated to be approximately 25 feet wide and allow vehicular access in addition to pedestrian access within the right-of-way. This location is less than 1,000 feet to existing infrastructure and within close proximity. Gravity sewers and force mains will need to be extended and connected to make the new lift station fully operational. This close proximity avoids higher construction costs to extend infrastructure if another option were considered.

Staff is requesting Sewer Utility District Commission consensus to pursue this location for the reconstruction of LS E.

Fiscal Impact

Defining the site selection is critical to determining the costs for design and construction of the new LS E. As indicated, LS E accepts flow from several locations and lift stations, and that will need to be rerouted to the new station. Likewise the site available will determine the

configuration of the lift station itself, and the need for architecture, landscaping as screening, and if the recommended site is selected, rerouting a pedestrian path.

Construction cost estimates range from \$4.6-\$6.2M for the new lift station. A consultant's design cost is typically 3-5% of construction costs, but will vary depending on the final scope of services. This includes connection of existing gravity system to the new station (~1,000 feet of 36-inch diameter pipe), connection of new force mains to existing force mains (~750 feet for two force mains at 16-inch diameter), and a lift station building with space for four 3,500 gallons per minute pumps along with room for future expansion.

Please note that the replacement of LS E is considered the second major project within the ETS, and additional capacity improvements are anticipated, after the LS E project first moves forward. Those projects are outlined in the capital project exhibit of proposed the 2023 Sewer Utility Budget for Fiscal Year 2023.

Once the site is selected, the design process can move forward and Utility staff will return to the Commission with updates.

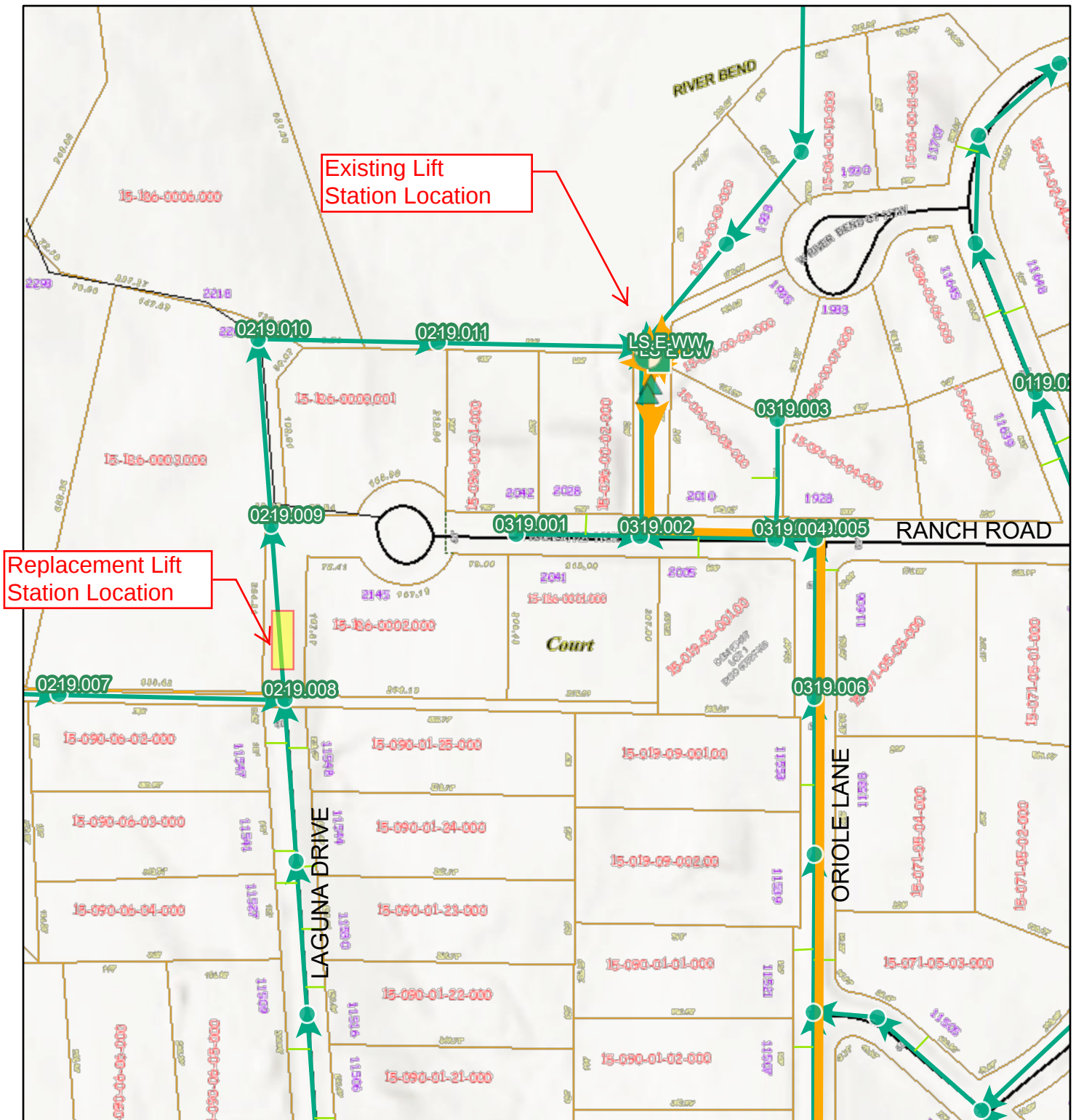
Recommendation

Staff requests that the Sewer Utility District Commission authorize staff to move the project forward with the site selection as shown in Exhibit A. Identification of the site is critical for staff to define a scope of services for design, determine adjacent property impacts, solicit feedback through public information meetings, and address any additional budget considerations.

Attachments:

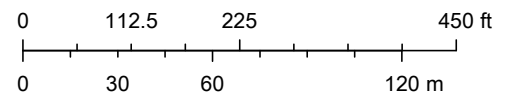
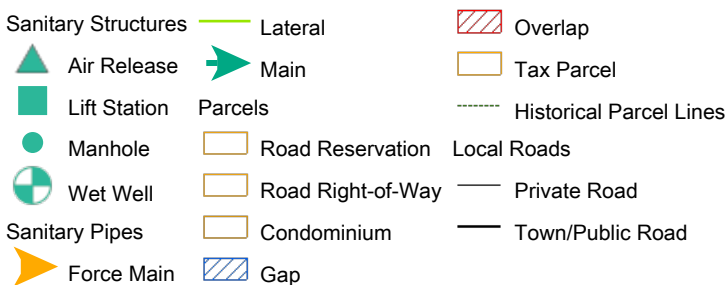
Exhibit A - Map (PDF)

City of Mequon



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1:3,280



Esri Community Maps Contributors, © OpenStreetMap, Microsoft, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA, Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA,



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Office of Sewer Utility District Commission

TO: Sewer Utility District Commission
FROM: Kevin Driscoll, Deputy Director of Utilities
DATE: October 19, 2022
SUBJECT: Lift Station E Back-up Pumping System Consideration

Background

In addition to the replacement of Lift Station E (LS E) on Ranch Road, the condition assessment recommended consideration of several improvements to address operational and maintenance issues in the interim. Most notably, LS E currently has two electrical feeds. No back-up generator or automatic back-up pumping system is located on site. Over the last eight years, each year power failures have occurred to each one of the dual electrical feeds, however not simultaneously. These temporary power failures are due to incidents such as high winds and tree blow down or an accident where someone's vehicle impacts a power pole that knocks it over and out of service. If both of the power feeds go out then the station pumps would become temporarily inoperable and out of service. The station operates at up to 6,000 gallons per minute (gpm) during wet weather and 1,500 gpm during dry weather. For reference, the amount or volume of domestic wastewater flow handled by LS E is roughly equivalent to filling up the City's pool every 45 minutes or 3 hours, respectively for wet weather and dry weather operations. The Sewer Utility typically dispatches portable back-up pumps to address power outages and/or high wet wells, but none of the pumps has the capacity to handle the volume of flow at LS E.

Please note that an overflow due to a power failure would not only impact LS E, but those properties and residents that ultimately discharge to LS E. Power failure and high wet wells put the system at risk of surcharging, which could and historically has resulted in basement backups. The sewershed, or properties contributing directly to LS E, and those sewersheds that are processed through LS E are shown in the attached Exhibit A.

Based upon the condition assessment and risk, a back-up pumping system was designed to continue operations of the station in the event dual power failure to avoid a catastrophic event and dire predicament. On April 12, 2022, the Sewer Utility District Commission awarded a contract to design a back-up pumping system to operate until a new lift station can be built. A copy of the consultant memo (dated 6/28/2022) evaluating a back-up generator compared to a back-up pumping system, that uses natural gas or diesel fuel, is enclosed as Exhibit B. The revised cost estimate (dated 8/29/2022) for back-up pumping system, with diesel fuel, is enclosed as Exhibit C. The diesel fuel allows for relocation, in contrast to a fixed natural gas hard piping.

Pending the approval of site selection for LS E, the anticipated schedule for replacement is 24 to 30 months once a site is selected and established.

Analysis

The Sewer Utility's condition assessment identified vulnerability with electric service connections, and the potential for pump failure. In the event both electrical feeds go out, then the station would be inoperable without a back-up power source. If electrical power source becomes

temporarily unavailable, then a swimming pool sized volume would need to be pumped every half hour and/or bypassed to avoid basement back-ups during severe wet weather events.

In September the contract documents were advertised to procure and install an onsite automatic back-up pumping system with capacity of 3,000 gallons per minute. Two bids were opened on Tuesday, September 27, 2022, and are summarized below and in Exhibit D.

Contractor	Amount
August Winter and Son	\$598,000
Mid-City	\$656,900

If this contract is authorized, this back-up pumping system would be functional in summer 2023, with anticipated supply chain delivery schedule of 3-4 months. In addition, this back-up pumping system would be on stand-by for the full duration LS E operation, until it is replaced, in potentially 24-30 months.

This back-up pumping system is intended to maintain system reliability in the event of a power outage. This diesel back-up pumping system also has the ability for relocation in the future to another lift station or can be considered for resale. The resale cost in 3 years cannot be predicted and that is unknown but would generally be based on wear and tear of the pump. However, at this time pump resale can be more than 50% of the original pump cost for standby pumps with only a few years of use.

The bids were opened on September 27, 2022, and remain valid for 45 days until Friday, November 11, 2022. Therefore, the Sewer Utility District Commission and Common Council must either approve the contract award or reject the bids at the November 9 meeting.

Fiscal Impact

The low bidder is August Winter and Son at \$598,000. Funding is available to procure and install a back-up pumping system at LS E but would substantially reduce the balance available for the replacement.

Recommendation

Sewer Utility staff is concerned regarding the risk to public infrastructure and private property if there was a catastrophic power failure at LS E, before the replacement project is complete. An automatic back-up pumping system is one of the best options to mitigate surcharging should there be an overflow. The expenditure of \$598,000 significantly reduces the available funding for not only the replacement of LS E, but other identified capital projects.

If the Sewer Utility District Commission authorizes the site selection for the LS E replacement and an attainable funding source is identified, then LS E replacement will ultimately address those issues identified. Acknowledging the risk of not implementing a back-up pumping system until LS E is replaced, staff is seeking feedback from the Sewer Utility District Commission on the award or rejection of the bids.

Please note if the Sewer Utility District Commission directs staff to bring a resolution to reject the bids at the November meeting, Sewer Utility staff will continue to evaluate other less costly alternatives to address surcharging and power failure.

Attachments:

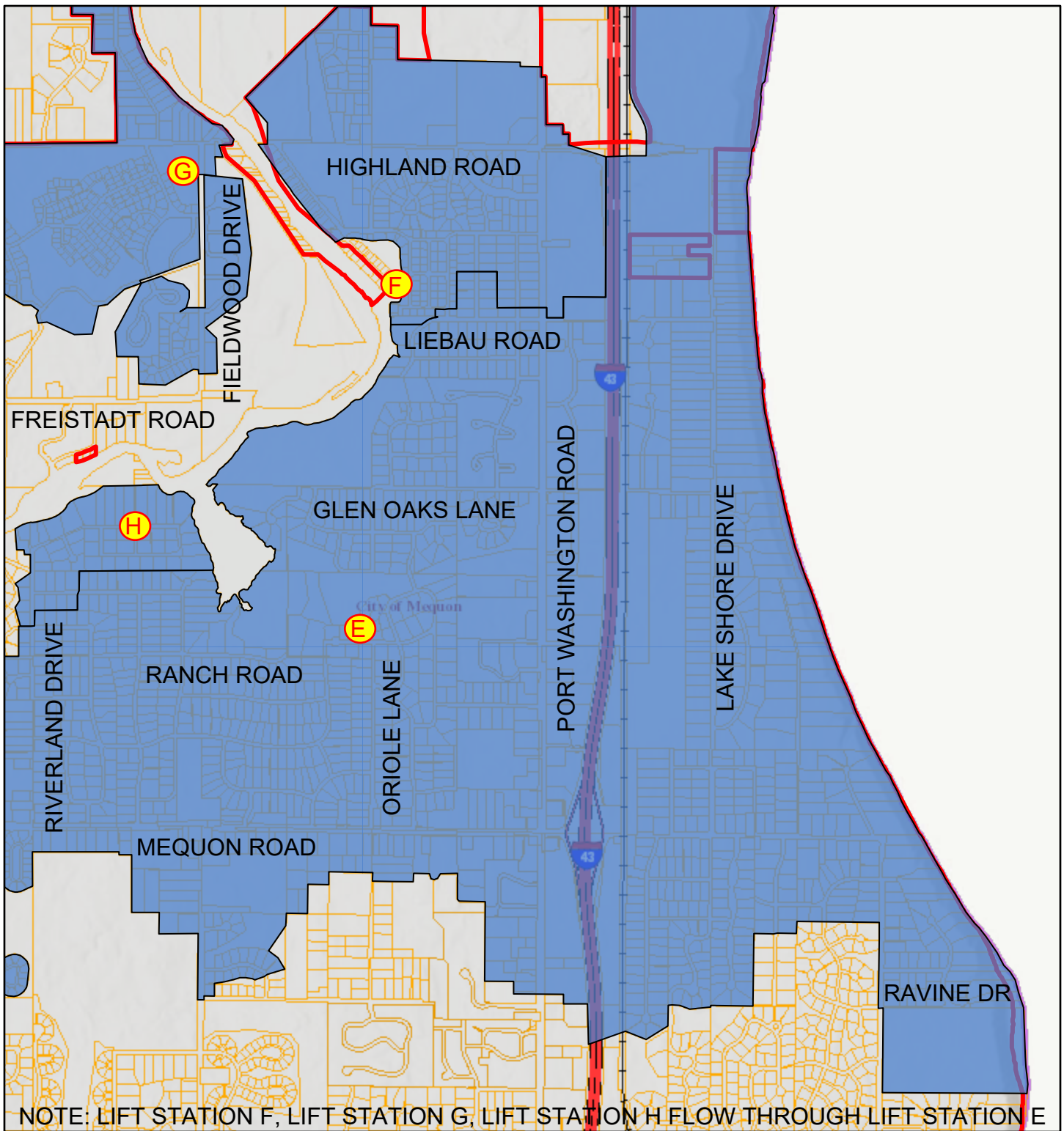
Exhibit A - Map of LS E Area (PDF)

Exhibit B - LS E Preliminary Alternatives Analysis Memo (PDF)

Exhibit C - Capital Cost Analysis (PDF)

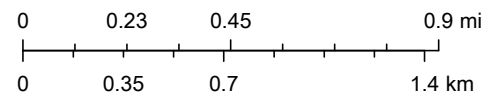
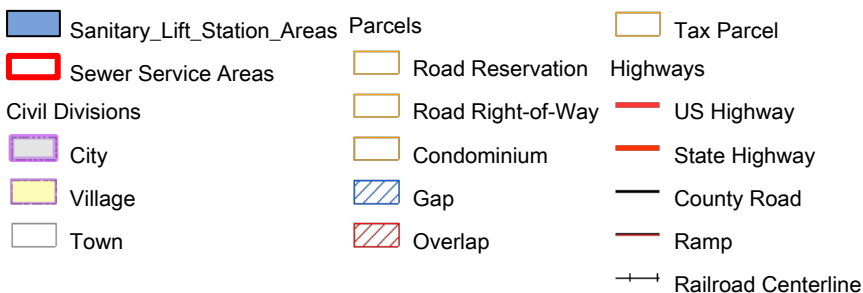
Exhibit D - Bid Summary (#3616) (PDF)

City of Mequon



10/19/2022, 1:35:18 PM

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Esri, NASA, NGA, USGS, FEMA, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA



MEMORANDUM

TO: Kevin Driscoll

FROM: Al Bush

DATE: Revised 6/28/2022

RE: Mequon Lift Station E Emergency Pumping Preliminary Alternatives Analysis
SEH No. 167297 14.00

Presented within this memorandum is the Preliminary Alternatives Analysis as detailed as Task 1A in the SEH project schedule and scope. Alternatives analyzed, per City of Mequon direction, included the following:

- Alternative 1: Natural Gas Powered Emergency Pump
- Alternative 2: Natural Gas Generator

Mequon's Lift Station E (LS E), originally constructed in 1965, is the largest lift station in Mequon's sanitary sewer collection system. LS E currently has two separate utility power sources for redundancy. However, in the event of a regional power failure event affecting both sources, LS E would be vulnerable and system overflows, basement backups and bypassing could result.

This vulnerability was identified in the January 2021 condition assessment for LS E. In addition, LS E was found to have insufficient firm pumping capacity for peak flow conditions, and a new replacement LS E is recommended to be constructed in the near future. The condition assessment recommended that new LS E be constructed with a future firm pumping capacity of 9,000 gpm. The proposed emergency pump is intended to be a temporary measure, to protect against power failure conditions until new LS E can be constructed.

To address this issue (identified as a critical point of failure in a recent condition assessment), the City of Mequon is considering installation of a portable emergency pump at LS E. The portable pump would be natural gas-powered, and would therefore be unaffected by a regional power failure. The preliminary sizing of the emergency pump is approximately 3,000 gpm, or equal to one of the three existing 125 HP electric motor driven pumps at the station.

Hydraulic modeling of the collection system north of LS E was subsequently performed by SEH, after the condition assessment was completed. During an extreme wet weather event on August 8, 2021, peak flows in excess of the condition assessment findings were observed, on the order of 10,000 to 12,000 gpm including overflows and bypass pumping. The City has initiated a comprehensive hydraulic study of the overall LS E collection system to determine current and future peak flow conditions and potential impacts on new LS E design. This hydraulic study is ongoing.

ALTERNATIVE 1

Alternative 1 proposes installation of a Godwin DPC300, Mersino Global Safeguard, or equivalent skid-mounted emergency pump with manufacturer provided sound enclosure. The pump would be installed on a raised concrete base above the FEMA 100-year flood elevation (elevation 662.60). Its suction would be installed directly into the wet well of LS E, and would discharge into a new valve vault connecting the pump to the common header of the two existing parallel 16" force mains. To protect against freezing conditions, all exposed piping would be insulated and heat traced per manufacturer recommendations, the pump suction and discharge piping would be configured to drain into adjacent sanitary manhole MH-0119-034. Apart from the elevated concrete pad, valve vault, and extension of natural gas service from Ranch Road to LS E, no site alterations are required for this alternative. A preliminary site plan for this option is attached to this memo as Figure 1.

The desired flow rate for emergency pumping is, at minimum, 3,000 gallons per minute (gpm). According to manufacturer provided information, the suction lift conditions will influence the discharge flow rate the pump can provide. Based on set point data and records provided by the City, the suction lift conditions are expected to range from 15-20 ft. At these conditions, it is estimated that the pump will be capable of delivering approximately 3000 gpm with one of the two existing 16-inch force mains in use. If both force mains are operated in parallel with each other (LS E pump discharge header knife gate valve open), then the proposed pump should be able to pump almost 4,000 gpm, based on the results of the City's force main testing efforts conducted during March 2022. Data sheets for the selected Godwin DPC300 and results of the hydraulic analysis are attached to this memorandum.

ALTERNATIVE 2

Alternative 2 proposes installation of a backup generator capable of supplying emergency power to the three existing 125 HP pumps at LS E. The generator would also be installed on a raised concrete base above the 100-year flood elevation. Unlike Alternative 1, this alternative would require extensive site work to flood proof the LS structure. This alternative does not add any pumping capacity. At minimum, site work would include closing off the berm around the site to completely surround LS E, which would necessitate reconfiguring the access road to LS E. A separate storm water pump station would also be necessary, to remove rain water from the area to be enclosed by the berm. Installation of the generator would also require a new transfer switch at the LS. At present, space is extremely limited in the electrical room of the LS, and reconfigurations to the space may be necessary for installation of the transfer switch. To evaluate this alternative, a Kohler 400REOZJC was selected for sizing and budgetary purposes. Manufacturer provided information is attached to this memorandum.

ALTERNATIVES ANALYSIS

Advantages and disadvantages of the two alternatives are shown in Table 1, and the cost comparison of each alternative is presented in Table 2. Detailed capital cost estimates are attached to this memorandum.

Table 1 – Advantages and Disadvantages of Alternatives

Alternative 1	Alternative 2
ADVANTAGES	
Provides additional pumping capacity	Can be sized to provide emergency power to all 4 existing pumps
Provides some collection system protection from flooding without structural modifications	Requires no piping modifications
Larger units can be provided to add capacity. Site conditions may limit footprint of emergency pump	Can be relocated once new LS E is constructed
Does not require modification of existing electrical switchgear	
Requires minimal site modifications	
Can be relocated once new LS E is constructed	
DISADVANTAGES	
Selected size does not provide full redundancy to existing pumping capacity	Does not provide any additional pumping capacity
Requires piping modifications	Requires addition of a site stormwater lift station and extensive site modifications to protect lift station from flooding
Freeze protection required for pump, suction, and discharge piping	Requires modifications to existing switchgear

Table 2 – Alternatives Analysis

Criteria	Alternative 1	Alternative 2
Construction Cost Estimate	\$484,000	\$646,000
Additional Pumping Capacity Provided	Yes	No
Site Modifications Required	Minimal	Extensive
Future Use	Sell to offset initial cost or purchase trailer to use as mobile emergency pumping	Can be moved to provide backup power at another location

Memorandum
June 28, 2022
Page 4

RECOMMENDATIONS

Based on the analysis detailed above, it is recommended that the City of Mequon pursue Alternative 1, installation of a natural gas powered Godwin DPC300, Mersino Global Safeguard, or equivalent skid mounted emergency pump. It is the most cost effective solution until a new LS E can be constructed, and it provides additional pumping capacity in the case of a high flow event. The City has indicated that it does not have frequent issues with power failures at the site, and already has a redundant electrical feed to the LS. A backup generator would provide a level of redundancy, but would not provide any additional pumping capacity to combat high flow events. Additionally, the backup pumping system alternative requires minimal site alterations. Considering that the City plans to construct a new LS E in the near future, extensive alterations to LS E site are not desirable. The site is limited and bordered by private properties, and easements would be necessary for site alterations outside of the existing utility easement and outlot. Alternative 1 presents the best short term flexibility in pumping operations, and adds a level of redundancy and capacity desired in the aims of this project.

SP

Attachments:

Figures C1, C2, and C3 – Preliminary Design Drawings
Hydraulic Analysis
Godwin DPC300 Pump Information
Mersino Global Pump Information
Kohler 400REOZJC Generator Information
Capital Cost Estimates

**CITY OF MEQUON
LS E Emergency Pumping**

**ALTERNATIVE NO. 1-
GODWIN EMERGENCY PUMP**

COST ESTIMATE SUMMARY

General Description

This alternative considers installing new Godwin natural gas powered emergency pump as backup pumping system in case of power failure or the station becomes overwhelmed by a high flow event.

Summary of Initial Costs

Estimated Construction Cost Without Contingency		\$328,000
Contingency	20%	\$65,600
Estimated Construction Cost Without Markup		\$393,600
Contractor Overhead & Profit Markup	15%	\$59,040
General Conditions	5%	\$19,680
Prime Contractor Markup	3%	\$11,808
Estimated Construction Cost		\$484,128
Engineering (Design & Construction)	0%	\$0
Bond Counsel		\$0
Administration		\$0
Interim Interest		\$0
Legal Review		\$0
Total Initial Cost		\$484,000

**CITY OF MEQUON
LS E Emergency Pumping**

**ALTERNATIVE NO. 1-
GODWIN EMERGENCY PUMP**

INITIAL COST ESTIMATE

<u>ITEM</u>	<u>Units</u>	<u>Quantity</u>	<u>Unit Cost (\$)</u>	<u>Initial Cost (\$)</u>	<u>Service Life</u>
<u>Structural</u>					
Earthwork	See Detailed Worksheet			\$1,650	N/A
Concrete	See Detailed Worksheet			\$52,417	50
Metals	See Detailed Worksheet			\$2,875	50
Buildings	See Detailed Worksheet			\$0	50
Demolition	See Detailed Worksheet			\$10,000	N/A

Process Mechanical & Control Equipment and Major Piping Systems

Emergency Pumping System

Godwin DPC300 with Controls	LS	1	\$150,000	\$172,500	\$172,500	5
Piping & Valves	LS	1	\$20,000	\$23,000	\$23,000	5

<u>Total Construction Cost Percentage-Based Estimate:</u>	Assumed % of Construction Cost	
<u>Process-Mechanical Piping Systems</u>	10%	\$26,244
<u>HVAC & Plumbing</u>	0%	\$0
<u>Electrical & Controls</u>	10%	\$26,244
<u>Non-Structural Sitework & Yard Piping</u>	5%	\$13,122

Sub-Total Without Contingency or Markup	\$328,000
Present Worth of Sub-Total	\$328,000

**CITY OF MEQUON
LS E Emergency Pumping**

**ALTERNATIVE NO. 2-
BACKUP GENERATOR**

COST ESTIMATE SUMMARY

General Description

This alternative considers installing new Kohler natural gas generator on LS E site to provide backup power. This alternative would also require floodproofing the site by sealing the berm and redirecting site access so as to prevent flooding of the lift station structure.

Summary of Initial Costs

Estimated Construction Cost Without Contingency		\$438,000
Contingency	20%	\$87,600
Estimated Construction Cost Without Markup		\$525,600
Contractor Overhead & Profit Markup	15%	\$78,840
General Conditions	5%	\$26,280
Prime Contractor Markup	3%	\$15,768
Estimated Construction Cost		\$646,488
Engineering (Design & Construction)	0%	\$0
Bond Counsel		\$0
Administration		\$0
Interim Interest		\$0
Legal Review		\$0
Total Initial Cost		\$646,000

**CITY OF MEQUON
LS E Emergency Pumping**

**ALTERNATIVE NO. 2-
BACKUP GENERATOR**

INITIAL COST ESTIMATE

<u>ITEM</u>	<u>Units</u>	<u>Quantity</u>	<u>Unit Cost (\$)</u>	<u>Initial Cost (\$)</u>	<u>Service Life</u>
Structural					
Earthwork	See Detailed Worksheet			\$39,215	N/A
Concrete	See Detailed Worksheet			\$51,750	50
Metals	See Detailed Worksheet			\$0	50
Buildings	See Detailed Worksheet			\$0	50
Demolition	See Detailed Worksheet			\$15,000	N/A

Process Mechanical & Control Equipment and Major Piping Systems

Emergency Generator System

Kohler 400REOZJC	LS	1	\$200,000	\$230,000	\$230,000	5
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Site Stormwater Pumping Station

4' Diameter Precast WW	LS	1	\$10,000	\$11,500	\$11,500	5
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Pumps, Piping, Controls	LS	1	\$15,000	\$17,250	\$17,250	6
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<u>Total Construction Cost Percentage-Based Estimates</u>	<u>Assumed % of Construction Cost</u>	
Process-Mechanical Piping Systems	0%	\$0
HVAC & Plumbing	0%	\$0
Electrical & Controls	20%	\$72,943
Non-Structural Sitework & Yard Piping	0%	\$0

Sub-Total Without Contingency or Markup	\$438,000
Present Worth of Sub-Total	\$438,000

**CITY OF MEQUON
LS E Emergency Pumping**

**ALTERNATIVE NO. 3
DIESEL EMERGENCY PUMP**

COST ESTIMATE SUMMARY

General Description

This alternative considers installing new Mersino diesel powered emergency pump as backup pumping system in case of power failure or the station becomes overwhelmed by a high flow event.

Summary of Initial Costs

Estimated Construction Cost Without Contingency		\$429,000
Contingency	10%	\$42,900
Estimated Construction Cost Without Markup		\$471,900
Contractor Overhead & Profit Markup	15%	\$70,785
General Conditions	5%	\$23,595
Prime Contractor Markup	3%	\$14,157
Estimated Construction Cost		\$580,437
Engineering (Design & Construction)	0%	\$0
Bond Counsel		\$0
Administration		\$0
Interim Interest		\$0
Legal Review		\$0
Total Initial Cost		\$580,000

**CITY OF MEQUON
LS E Emergency Pumping**

**ALTERNATIVE NO. 3
DIESEL EMERGENCY PUMP**

INITIAL COST ESTIMATE

<u>ITEM</u>	<u>Units</u>	<u>Quantity</u>	<u>Unit Cost (\$)</u>	<u>Initial Cost (\$)</u>	<u>Service Life</u>
<u>Structural</u>					
Earthwork	See Detailed Worksheet			\$1,650	N/A
Concrete	See Detailed Worksheet			\$52,417	50
Metals	See Detailed Worksheet			\$2,875	50
Buildings	See Detailed Worksheet			\$0	50
Demolition	See Detailed Worksheet			\$10,000	N/A

Process Mechanical & Control Equipment and Major Piping Systems

Emergency Pumping System

Mersino 12GST with Controls	LS	1	\$210,000	\$241,500	\$241,500	5
Piping & Valves	LS	1	\$30,000	\$34,500	\$34,500	5

<u>Total Construction Cost Percentage-Based Estimate:</u>	Assumed % of Construction Cost	
<u>Process-Mechanical Piping Systems</u>	10%	\$34,294
<u>HVAC & Plumbing</u>	0%	\$0
<u>Electrical & Controls</u>	10%	\$34,294
<u>Non-Structural Sitework & Yard Piping</u>	5%	\$17,147

Sub-Total Without Contingency or Markup	\$429,000
Present Worth of Sub-Total	\$429,000



**CITY OF MEQUON
SEWER UTILITY**

BIDS RECEIVED FOR:

Back-Up Pumping System for Lift Station E, #3616

BID OPENING: 9/27/2022 1:00 PM
DATE TIME

Contractor	General PRE-QUAL	Bid Bond	ADDENDUM No. 1	Base Bid	Alternate Bid
August Winter & Sons, Inc.	X	X	X	\$598,000.00	\$593,000.00
Mid City Corporation	X	X	X	\$656,900.00	\$634,900.00



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Office of Sewer Utility District Commission

TO: Sewer Utility District Commission
FROM: Kevin Driscoll, Deputy Director of Utilities
DATE: October 27, 2022
SUBJECT: Discussion on Sewer Utility Mill Rate

Background

The funds generated from the Sewer Tax Levy are utilized for capital funding. A large portion of the capital funding is a pass through to MMSD and the amount is based upon the total assessed value of property within the sewer service area, regardless of whether a property is connected to the public sewer system. That is why the charges are passed through the Sewer Tax Levy, rather than as a fee on the quarterly utility bills.

The MMSD capital projects are vital to the Sewer Utility's operation, as among other benefits MMSD provides wastewater treatment so that the Sewer Utility does not need to own or maintain its own treatment plant.

In addition to the MMSD capital needs for the infrastructure system downstream of the Sewer Utility's infrastructure, the Sewer Utility also has capital needs. The full capital project list is included as Exhibit A of the Sewer Budget item on the same agenda. Please note, that based upon the need to replace the Lift Station E (LS E), Ranch Road lift station, staff is projecting a cash flow deficit in 2024. That means at the current mill and user rates, there is not sufficient funding to complete this project.

While the LS E project is one of the largest capital obligations included in the capital program, the project is only the second in a series of projects required to address existing capacity issues within the East Trunk Sewer system. The first project was the construction of the large diameter sewer south of Donges Bay Road connecting into the MMSD system at County Line Road. As noted, the second project is scheduled as the replacement of LS E, where both aging infrastructure and capacity issues result in the potential for surcharging in wet weather events. Surcharging within the public system, in turn, risks basement backups for customers connected to the system.

After LS E design and construction, additional recommendations will be presented to the Sewer Utility Commission for either storage, or other improvements to reduce the system surcharging and mitigate some of the basement backups.

Analysis

To address the projected structural deficit in the cash flow for the capital accounts, Staff is requesting consideration of capital funding options. This memo will focus on the options for increasing the mill rate and/or borrowing. Depending on the outcome of this discussion, Staff will incorporate the final decision on the mill rate in the ordinance before the Sewer Utility District Commission and Common Council at the November 9th meeting. If further funding options are to be considered, such as the terms and conditions for a borrowing or an increase in the user rates, those options can be discussed at a future meeting. However, the mill rate must be set at the November 9th meeting.

Generating a policy similar to the one proposed for the Water Utility, to set minimum cash reserves for the unassigned funds is another way to allocate funds to capital project needs. Staff will look for feedback from the Sewer Utility District Commission as to whether a policy should be placed on a future agenda.

Fiscal Impact

Please find below an overview of a number of funding options that include a one-time mill rate increase, a series of mill rate increases, and debt financing.

Option 1 - Flat Rate, No Increase

Mill rate: 1.62 (Actual 2022)
 Incremental Revenue: \$0
 Bill Increase \$450k House: \$0

	2022	2023	2024	2025	2026
Budget Available (Jan.1)	\$4,499,456	\$4,707,221	\$4,351,221	(\$1,143,279)	(\$2,326,279)
Capital Funding	\$1,350,000	\$1,803,500	\$1,850,000	\$1,900,000	\$1,950,000
Total Funds Available	\$5,849,456	\$6,510,721	\$6,201,221	\$756,779	(\$376,279)
Capital Expenses	\$1,142,235	\$2,159,500	\$7,344,500	\$3,083,000	\$3,776,000
End of Year Balance	\$4,707,221	\$4,351,221	(\$1,143,279)	(\$2,326,279)	(\$4,152,279)

This level of self-funding is not sufficient for projected work in 2024 including LS E replacement. Additional funds would be required to complete the LS E Replacement project and future projects. Without additional funding that would result in a delay in implementing capital projects, and reallocating funds for capital projects would be evaluated.

Option 2 - Inflationary Increase

Mill rate: 1.65 in 2023 (with anticipated Increase of 0.03 year over year)
 Incremental Revenue: \$135,717(2023);\$271,434(2024); \$407,151(2025); \$542,868(2026)
 Bill Increase \$450k House: \$13 in 2023, \$54 in 2024, \$81 in 2025, \$108 in 2026

	2022	2023	2024	2025	2026
Budget Available (Jan.1)	\$4,499,456	\$4,707,221	\$4,486,938	(\$736,128)	(\$1,511,977)
Capital Funding	\$1,350,000	\$1,939,217	\$2,121,434	\$2,307,151	\$2,662,868
Total Funds Available	\$5,849,456	\$6,646,438	\$6,608,372	\$1,571,023	\$1,150,891
Capital Expenses	\$1,142,235	\$2,159,500	\$7,344,500	\$3,083,000	\$3,776,000
End of Year Balance	\$4,707,221	\$4,486,938	(\$736,128)	(\$1,511,977)	(\$2,625,109)

This level of self-funding adjusts for inflation each year however it is not sufficient for projected work in 2024 including LS E replacement estimate. Additional funds would be required to complete the LS E Replacement project. Without additional funding that would result in a delay in implementing capital projects, and reallocating funds for capital projects would be evaluated. Additional consideration of incremental funding increase over several years is outlined next.

Option 3 - Incremental Adjustment (Revert to 2022 approved rate 0.06, increase year over year)

Mill rate: 1.68 in 2023, 1.74 in 2024, 1.80 in 2025, 1.86 in 2026
 Incremental Revenue: \$271,434(2023);\$542,868(2024);\$814,302(2025); 1,085,736(2026)
 Bill Increase \$450k House: \$27 in 2023, \$54 in 2024, \$81 in 2025, \$108 in 2026

	2022	2023	2024	2025	2026
Budget Available (Jan.1)	\$4,499,456	\$4,707,221	\$4,622,655	(\$328,977)	(\$697,675)
Capital Funding	\$1,350,000	\$2,074,934	\$2,392,868	\$2,714,302	\$3,205,736
Total Funds Available	\$5,849,456	\$6,782,155	\$7,015,523	\$2,385,325	\$2,508,061
Capital Expenses	\$1,142,235	\$2,159,500	\$7,344,500	\$3,083,000	\$3,776,000
End of Year Balance	\$4,707,221	\$4,622,655	(\$328,977)	(\$697,675)	(\$1,267,939)

This level of self-funding reverts back to the 2022 approved mill rate of 1.68, prior to revaluation. However, this level of self-funding is not sufficient to fully cover work in 2024 including LS E replacement. While this is a progressive increase that absorbs an increase over time, rather than a sudden increase, additional funds would be required to complete the LS E Replacement project and future projects. Without additional funding that would result in a delay in implementing capital projects, and reallocating funds for capital projects would be evaluated. Additional consideration of a one time funding increase is outlined below.

Option 4 - One Time Adjustment

Mill rate: 1.76 (2023), 1.76 (2024), 1.76 (2025), 1.76 (2026)
 Incremental Revenue: \$633,346
 Bill Increase \$450k House: \$63 (2023), \$63 (2024), \$63 (2025), \$63 (2026)

	2022	2023	2024	2025	2026
Budget Available (Jan.1)	\$4,499,456	\$4,707,221	\$4,982,567	\$123,413	(\$426,241)
Capital Funding	\$1,350,000	\$2,436,846	\$2,483,346	\$2,533,346	\$2,753,346
Total Funds Available	\$5,849,456	\$7,144,067	\$7,467,913	\$2,656,759	\$2,327,105
Capital Expenses	\$1,142,235	\$2,159,500	\$7,344,500	\$3,083,000	\$3,776,000
End of Year Balance	\$4,707,221	\$4,982,567	\$123,413	(\$426,241)	(\$1,448,895)

This one-time increase based upon current capital estimates, with a goal to keep level moving forward, but still subject to MMSD charges. This level of self-funding is sufficient for projected work in 2024 including LS E replacement. This increase also provides additional self-funding required for anticipated to complete future capital projects, after the LS E Replacement project, as identified in Exhibit A of the 2023 Sewer Utility Budget. To avoid any delays in implementing future capital projects, reallocating funds for capital projects would be evaluated.

Option 5 - Debt Financing

As indicated in Option 1, holding the mill rate flat at 1.62 for the 2023 budget does not provide sufficient self-funding. An alternate approach to self-funding is debt financing. This debt financing option would fund the LS E project along with future capital improvement projects through 2026, however the interest on \$4.2M of borrowing over 15 years at 5% is calculated to be over \$1.5M. The mill rate would also need to increase next year by an estimated nine cents to 1.71 and would need to continue until the 2018 debt issue payments conclude (end partially in 2031, fully in 2032). Issuing debt in a rising interest rate environment comes with a much more significant cost than the previous debt issue in early 2022 as the projected interest rate is more than double. Additionally, having the Sewer Utility take on debt reduces the City's capacity for bank qualified borrowing which would in turn increase the City's cost of borrowing should there be a need to issue debt for other purposes in 2024.

Option 5 - Debt Financing		Debt Issue Assumptions			
		Principal:	\$ 4,200,000	Mill rate at 1.71 in	\$ 0.09
Mill rate at 1.62 in 2023	-	Interest Rate:	5%	Incremental Reven	\$ 407,151
Incremental Revenue	-	Maturity:	15 Years	Bill Increase \$450k	\$ 40
Bill Increase \$450k House	-	Total Interest:	\$ 1,869,564		
	2022	2023	2024	2025	2026
Funds Available (Jan.1)	4,499,456	4,707,221	4,351,221	3,056,721	1,873,721
Capital Revenue	1,350,000	1,803,500	6,050,000	1,900,000	1,950,000
Total Construction Funds Available	5,849,456	6,510,721	10,401,221	4,956,721	3,823,721
Expenses	1,142,235	2,159,500	7,344,500	3,083,000	3,776,000
End of Year Balance	4,707,221	4,351,221	3,056,721	1,873,721	47,721

Recommendation

Staff recommends a mill rate of 1.76 for FY 2023. This mill rate allows for self-funding of the projected capital needs identified in the capital plan and does not rely on borrowing. As capital projects are completed and future capital needs are refined or identified, Staff will continue to evaluate options for funding. The approved mill rate will be incorporated into the ordinance for recommendation and action at the November 9th meetings.

In addition to establishing the mill rate, Staff recommends consideration of a policy to address unassigned funds. If the Commission is willing to consider a policy, that will be presented at a future meeting.



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Office of Sewer Utility District Commission

TO: Sewer Utility District Commission
FROM: Kevin Driscoll, Deputy Director of Utilities
DATE: October 14, 2022
SUBJECT: RESOLUTION 3991 A Resolution Adopting the Fiscal Year 2023 Sanitary Sewer Utility Budget and Establishing the 2023 Sanitary Sewer User Fee Schedule

Background

The City's sanitary sewer budget, the basis for establishing sanitary sewer user charges, is administered separately from the City's general operating and capital budgets. This is based on the City's original determination to treat sanitary sewer operations as an enterprise operation. The following materials include a proposed 2023 budget for review and recommendation by the Sewer Utility District Commission (SUDC).

Attached to this staff report are three exhibits - A, B & C:

- Exhibit A details the capital funds as proposed for the sewer utility.
- Exhibit B provides the calculation for the establishment of the user rate.
- Exhibit C provides the budgeting and financial data based on the chart of accounts for the Sewer Utility.

Analysis

The sanitary sewer budget is comprised of two parts: property taxes and user charges. The property tax portion of the budget pays for MMSD annual capital charges and self-funds for Sewer Utility capital projects. The proposed FY2023 budget attached to this memo identifies a proposed mill rate of \$1.62 per \$1,000 assessed value. Please note that there is a separate item scheduled on the agenda to discuss staff's recommendation for an increase to the mill rate to address capital needs, most notably the replacement of Lift Station E (Ranch Road). If the SUDC authorizes a mill rate other than \$1.62 per \$1,000 assessed value, then staff will update the budget documents for approval at the November 9th Common Council meeting. Please note that the mill rate for sewer is set via ordinance, which will be proposed for recommendation by the SUDC and approval by the Common Council on November 9th, pending the outcome of the discussion.

That \$1.62 tax levy would generate \$1,803,500 in capital self-funding. The user charge portion of the budget funds annual operation and maintenance expenses and several ongoing capital needs, such as the design for replacement of the Ranch Road Lift Station "E". A full detail of capital projects are outlined in Exhibit A.

The user charges are billed differently for residential and non-residential accounts. Residential accounts receive a flat quarterly fee and non-residential accounts are charged based upon

volumetric water uses. Both fees are based upon a combination of the pass-through charges to the Sewer Utility from MMSD and Sewer Utility operation and maintenance costs. The full detail of the calculation for user fees are detailed in Exhibit B.

FY2022 Accomplishments:

The City's sewer utility manages, maintains and operates all of the City's sanitary sewer mains, 23 lift stations, manholes and siphons. In 2022, the Sewer Utility accomplished a number of objectives including:

- Continued efforts toward compliance with the Compliance Maintenance Annual Report (CMAR) and Capacity, Management, Operation and Maintenance (CMOM) programs to reduce the number and magnitude of releases from the sanitary sewers to the environment, while protecting sewage collection and treatment facilities from high flows.
- Continued commercial sewer meter replacements and improvements.
- Of 3,873 structures, 898 manholes were inspected and 71 rehabilitated with grouting; internal/external were applied seals as part of a preventive maintenance program and Inflow/Infiltration (I/I) reduction on manholes in conjunction with the roadway maintenance program.
- Of approximately 183 miles of sewer pipeline, continued the Sewer Utility's 5-year maintenance cycle (water jet cleaned 140,000 feet, televised 21,700 feet of mainline sewer to date due to CCTV equipment issue).
- Continued to collect and update City infrastructure data and incorporate into GIS.
- Updated Hydraulic for East Trunk Sewershed and drafted a 5-year Planning Study that identified necessary improvements in LS E, F, G Areas.
- Repaired Ranch Road Lift Station "E" pump #4.
- Opened bids for Ranch Road Lift Station "E" back-up pumping system contract.
- Held public information meetings and performed outreach to secure a site for replacing Ranch Lift Station E outside of the floodplain and to increase capacity.
- Monitored meters and reviewed monthly metering reports for the East Trunk Relief Sewer operations and PPI/I Priority areas (LS E,F,H) following wet weather events.
- Completed Sewer Lateral Work, Manhole and Mainline Rehabilitation in the Riverdale Park Lift Station "F" and Riverland Drive Lift Station "H" areas.
- Completed rehabilitation of 2,400 feet of sanitary collection system in Country Club Drive, 365 feet in Cedarburg Road and 389 feet in the easement west of Port Washington Road south of Glen Oaks Lane.
- Repaired sewer laterals in Cedarburg Road from County Line Road to Mequon Road.
- Constructed flow equalization in Cedarburg Road at Donges Bay Road and Sherwood Drive, per funding agreement for the WisDOT STH 57 paving contract.
- Completed lateral repairs in Cedarburg Road prior to STH 57 resurfacing in 2022.
- Constructed flow equalization in Cedarburg Road at Donges Bay Road and Sherwood Drive.
- Replaced pumps at 4 locations: River Road Lift Station C, Grace Av. Lift Station D,

Riverland Drive Lift Station H and Juniper Lane Lift Station L.

- Secured an \$953,000 Funding Agreement with MMSD and prepared a contract for Sewer Lateral Work to test and seal with grout 217 laterals in the Riverland Drive LS H and Riverdale Park LS F Areas, over 9,500 linear feet.
- Cover two years completed 180 Clear Water Compliance Inspections that required 2 corrections.
- Secured a \$756,000 Funding Agreement with MMSD for work on up to 506 Sewer Laterals in the Lift Station E area generally bounded by Port Washington Road, Mequon Road, Riverland Road and the Milwaukee River.
- Continued flow monitoring at 12 locations in the Central Trunk.
- Installed flow meters at 3 locations: Station O, Station R, Station Q.
- Designed Tamerlane Drive Lift Station O capacity improvements to replace the pumps and add a second forcemain along County Line Rd.
- Awarded Contract to Examine sewers in STH 167 / Mequon Road from Port Washington Road to Milwaukee River in advance of WisDOT Paving project.

FY2023 Projects and Objectives:

The following detail are projects and elements that will influence the 2023 budget:

- Design the Lift Station E replacement at Laguna Drive (extended).
- Advertise for Bid the Lift Station E replacement at Laguna Drive (extended).
- Establish capacity improvement approach. Decide on either lower cost storage, or more expensive relay and/or relief sewers.
 - Relief sewers identified at various locations near Ranch Road LS E. Refer to staff memo on LS E, and additional budget details in Exhibit A.
 - Potential storage site requirements: easements at Fieldwood Drive LS G and Riverdale Park LS F; but no easement required for storage at the Port Washington Road Fire Station in the LS E basin.
- Design gravity sewer capacity improvements Ranch Road extended from Laguna Drive to a point 1,000ft east of St. James Lane.
- Design capacity improvements in the Fieldwood Drive Lift Station “G” area
- Continue efforts toward compliance with the CMAR, CMOM and MMSD Chapter 13 programs.
- Perform required upgrades, modifications and/or improvements and maintenance on the public sanitary sewer system to provide a consistent level of service in all but the most extreme and unfavorable conditions.
- Perform preventive maintenance on manholes and sewer pipes on regular intervals.
- Ensure that appropriate condition assessments are conducted on sewer assets.
- Confirm the existence of any sanitary system components that do not function according to established reliability standards.
- Continue collection system staff training on operations and potential hazards, and provide proper equipment and safety gear.
- Continue to collect and update City’s infrastructure data, easement records and incorporate into GIS.

- Evaluate SCADA upgrades.
- Install flow meters on lift stations to monitor sewersheds.
- Acquire and install additional flow meters, perform quarterly monitoring reports to verify the Central Trunk sewer flow allocation and system capacity to monitor infill development.
- Contract for the assessment of Heritage Siphon, the River Road Lift Station D iron pipe crossing under the Milwaukee River, and Lac du Cours cast iron laterals.
- Add onsite generators to lift stations that currently do not have any and replace older obsolete generators (Finalize easements, address any zoning requirements and award contracts for generator installations at lift stations H,Q & K).
- Complete planning study of Central Trunk sewers that can allow for future development and infill, including flow equalization at Mequon Road (STH 167 & STH 57 intersection).
- Substantially complete Sewer Lateral Work by testing and sealing from mains in the Lift Station E area generally bounded by Port Washington Road, Mequon Road, Riverland Road and the Milwaukee River.
- Complete Design Study Report for sewers in STH 167 / Mequon Road from Port Washington Road to Milwaukee River in advance of WisDOT Paving project.

Fiscal Impact

The proposed FY2023 Sewer Utility budget is attached to this memo. Table 1 below summarizes the history of the various sewer fees for the past five years. Please note that the mill rate was previously reduced when the Sewer Utility opted out of MMSD's Green Infrastructure program. The mill rate was lowered again in 2022 due to re-valuation of property assessments to keep tax bills level. As previously noted, a separate agenda item will address recommended considerations for the mill rate.

Table 1 - Historic Charges Chart

	2018	2019	2020	2021	2022
Residential User Charge (Quarterly):	\$71.00	\$72.00	\$73.00	\$73.00	\$74.00
Non-Residential User Charge Rate:	\$5.887/ 1,000gal	\$6.343/ 1,000gal	\$6.765/ 1,000gal	\$6.765/ 1,000gal	\$6.844/ 1,000gal
Sewer District Tax Rate:	\$1.89/ \$1,000	\$1.90/ \$1,000	\$1.81/ \$1,000	\$1.81/ \$1,000	\$1.62/ \$1,000

- **Residential User Charge (per Quarter):** Fixed charge based upon capacity of service and maintenance of the sewer system for a residential equivalent unit.
- **Non-Residential User Charge Rate:** Variable charge based on volume to address increased operations and maintenance charges due to volume of flow.
- **Sewer District Tax Rate:** Fixed charge based upon the cost of annual capital charges from the Milwaukee Metropolitan Sewerage District (MMSD) and self-funding for the Sewer Utility capital projects.

User Rate

The user rates are proposed to increase because operating costs have increased. The user rates are made up of City operation and maintenance costs, in addition to pass through costs of MMSD operation and maintenance (O&M) costs. The City's operation and maintenance costs have remained level, but MMSD's O&M charges increased since 2022. The Sewer Utility passes through MMSD capital charges and costs for operation and maintenance, where overall these combined MMSD charges have remained relatively stable. However, for FY2023 MMSD shifted costs from capital to O&M and that impacts the Mequon Sewer Utility rates, as a pass-through cost. This results in an increase to the quarterly residential user charge by 1%, and it also increases the non-residential user charge rate by 6%. More detail on the 2023 calculation of sewer user charges and these percentage increases is in the Exhibit B.

Table 2 - Cash Flow Analysis*

Cash Flow Analysis	2021 Actual	2022 Budgeted	2022 Projected	2023 Proposed
Cash/Cash Equivalents Balance (January 1st)	\$7,902,120	\$7,928,210	\$8,202,586	\$8,429,709
Net Income	1,667,669	1,555,000	1,711,700	2,047,500
Plus: Depreciation	1,049,431	1,200,000	1,125,000	1,200,000
Less: Debt Payments	(1,355,000)	(1,405,000)	(1,405,000)	(1,455,000)
Less: Capital Projects	(999,292)	(2,821,000)	(1,142,235)	(2,312,000)
Less: Amort on Bond Premium	(62,342)	(62,342)	(62,342)	(62,342)
Net Change in Cash / Cash Equivalents	300,466	(1,533,342)	227,123	(581,842)
Cash/Cash Equivalents Balance (December 31st)	\$8,202,586	\$6,394,868	\$8,429,709	\$7,847,867
Restricted Unspent Bond Proceeds	-	-	-	-
Reserved for Capital Projects	5,264,351	3,239,343	5,407,407	4,898,907
Unassigned	2,938,235	3,155,525	3,022,302	2,948,960

* Additional budget detail of Capital Improvements Projects are found in Exhibit A. This includes estimated construction cost in the amount of \$4.6~\$6.2M to replace lift station E, based on the 2021 Condition Assessment and 2022 Engineer's Estimate from hydraulic modeling.

Recommendation

Staff recommends that the Sanitary Utility District Commission favorably endorse, and the Common Council approve the resolution for the 2023 sanitary sewer budget and establishing the 2023 sanitary sewer user fee schedule as follows.

	2023
Residential User Charge (Quarterly):	\$75.00

Non-Residential User Charge Rate:	\$7.26 / 1000 gal
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Attachments:

Exhibit A - 2023 Capital Fund Details (PDF)

Exhibit B - 2023 Sewer Budget Rate data (PDF)

Exhibit C - 2023 Sewer Budget Details (PDF)

COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION 3991

A Resolution Adopting the Fiscal Year 2023 Sanitary Sewer Utility Budget and Establishing the
2023 Sanitary Sewer User Fee Schedule

A. The City's sanitary sewer operations are administered within an enterprise/utility type accounting system, separate from the City's general operating and capital budgets.

B. The establishment of an equitable schedule of sewer user charge rates for January 1 through December 31, 2023 requires that an operating budget for the sanitary sewer operations be adopted.

C. The Sewer Utility District Commission at their meeting on October 27, 2022 has reviewed a schedule of sewer user fee rates for 2023 necessary to support the sewer budget and has recommended approval of such.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Mequon that:

1. The 2023 Sanitary Sewer Budget attached hereto is adopted.
2. The following schedule of sewer user charge rates is established for the year 2023:

Residential (non-metered):	\$75.00 per quarter per unit / \$300 per year
Residential and Commercial Metered:	\$7.26 / 1,000 gallons

Approved by: Andrew Nerbun, Mayor

Date Approved: October 27, 2022

I certify that the foregoing Resolution was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on October 27, 2022.

Caroline Fochs, City Clerk

2023 SEWER CAPITAL PROJECT FUND

The Sewer Utility applies user fees to provide capital self-funding. The types of projects included in the Sewer Capital Project Fund are based upon an expected life-cycle of greater than 10 years, where a depreciable asset value is established.

The utility has been successful in self-funding a number of projects. These projects are improvements to extend the service life of the system, add capacity and provide efficiency in addition to keeping the collection system functional and avoiding non-compliance. In the last decade, past projects funded from reserves include lift station pump and force main replacements, all three phases of the Cedarburg Road Mequon-Thiensville Interceptor Rehabilitation, Donges Bay Road Flow Equalization, and various subdivision gravity sewer pipe rehabilitation projects, including testing and sealing with grout in Riverland Drive and Riverdale Park areas, along with various cured-in-place pipe lining installations. By providing capital funding for these projects, user rates have remained stable.

Table 1 – History of Self-Funded Capital Budgets

	2017	2018	2019	2020	2021	2022
Self-Funding Capital	\$1,000,000	\$1,040,000	\$720,000	\$1,420,000	\$1,350,000	\$1,350,000

In 2019, accounts were established for consolidation into five universal sinking fund accounts. This accounting format replaced individual accounts of specific projects for various reasons. The new categorical accounts allow the Sewer Utility to meet long-term needs rather than being project specific. In addition, the funds formed by periodically setting aside money for the replacement of assets give the Sewer Utility the long-term financial ability to perform required capital projects. These sinking funds earmark or reserve funds for specific purposes and categories, rather than only for specific projects. The overall funding levels remain unchanged, only the allocation of funds was modified.

Table 2 – Self-Funded Capital Funds

Account Name	2023	2024	2025	2026	2027
1. Gravity Sanitary Sewer Fund	\$600,000	\$600,000	\$750,000	\$750,000	\$975,000
2. Sanitary Lift Station Fund	\$900,000	\$900,000	\$250,000	\$250,000	\$325,000
3. Sanitary Force Main Fund	\$253,500	\$300,000	\$850,000	\$900,000	\$635,000
4. Asset Management Fund	\$15,000	\$15,000	\$15,000	\$15,000	\$25,000
5. Equipment Replacement	\$35,000	\$35,000	\$35,000	\$35,000	\$40,000
TOTALS	\$1,803,500	\$1,850,000	\$1,900,000	\$1,950,000	\$2,000,000

These self-funded capital accounts are established as sinking funds to provide for level budgeting and long-term funding. The Sewer Utility has also identified specific projects for this funding. For some projects, the respective account requires funding over a multi-year budget cycle in order to achieve adequate financing. For example, the replacement of the City's largest lift station, Ranch Road or LS E, is estimated at \$4.8-\$6.2M and accumulation of annual allocations (along with remaining bond proceeds from 2020 relief sewer project) makes self-funding the replacement of LS E a possibility. The scale or proportion of funding established for each account category is intended to address the priorities of the Sewer Utility. The sinking funds are required for various types of projects. The funds are to address any regulatory requirements and projects identified as a part of a study for system improvements.

2023 SEWER CAPITAL PROJECT FUND

1. Gravity Sanitary Sewer Fund

The Gravity Sewer Fund is required for relay and replacement of over 165 miles of sewer main and 3,873 manhole structures that will require renewal over anticipated life cycles. Methods of sewer installation include open-cut trenching and trenchless technologies such as directional drilling, micro-tunneling, and cured-in-place pipe (CIPP) installation. Capital grouting of sewer mains is another method implored to reduce infiltration into the collection system. Methods for manhole rehabilitation are cementitious or epoxy lining or grouting; otherwise sectional or complete replacement is required. CMOM (Capacity Management, Operations and Maintenance annual report required by the Milwaukee Metropolitan Sewerage District) and CMAR (Compliance Maintenance Annual Report required by the Wisconsin Department of Natural Resources) regulatory requirements for system upgrades are planned, such as reducing inflow and infiltration during wet weather to reduce sanitary sewer overflows and bypass events in locations near the river. As part of the East Trunk System north of Mequon Road, hydraulic modeling efforts were substantially completed in 2022, and additional capacity improvements and a new Lift Station E are anticipated for design in 2023. In addition, improvements to the Tamerlane Drive Lift Station “O” were designed in 2022, following a planning study for the West Trunk was completed in 2021.

Prioritized projects include:

- Design Study and Review of Sanitary Exams in STH 167/Mequon Road from Parkview Drive to Port Washington Road (\$25,000)
- Design Sewer Extension from Ranch Road Lift Station to New Station (\$75,000)
- Construct 1,000 feet of Gravity Sewer to new Lift Station in Laguna Drive (\$1,000,000)
- Design Sewer Capacity Improvements in Basin ME4002, E Area (\$91,000)
1,300 feet in Ranch Road (extended) from Laguna Drive to a point east of St. James Lane
- Construct Sewer Capacity Improvements in ME4002, E Area (\$1,300,000)
- Design Sewer Capacity Improvements in Basin ME4001, E Area (\$135,000)
3,000 feet in Oriole Lane (extended) from Ranch Road to Glen Oaks Lane
- Construct Phase I Sewer Capacity Improvements in ME4001, E Area (\$1,300,000)
- Construct Phase II Sewer Capacity Improvements in ME4001, E Area (\$1,700,000)
- Rehabilitate Sanitary Sewer Mains for PPI/I Priority Area “E” (\$250,000)
- Design Sewer Capacity Improvements in Basin ME4001, F Area (\$75,000)
Construct 1,500 feet in Circle Drive from Center Court to River Forest Drive
- Construct Sewer Capacity Improvements in ME4001, F Area (\$1,500,000)
- Update System Model of East Trunk Sewer north of Mequon Road (\$50,000)
- Rehabilitate Sanitary Sewer Mains for Lift Station Areas A, B and D (\$1,000,000)
- Sanitary Manhole Seal Replacement (\$75,000)
- Design Study Report for Heritage Estates Siphon (\$15,000)
- Design Study Report for River Rd Sewer under Milwaukee River, LS D (\$15,000)

2023 SEWER CAPITAL PROJECT FUND

2. Sanitary Lift Station Fund

The Sanitary Lift Station Fund is required for various types of projects for the 23 existing lift stations including the expansion or replacement of existing lift stations and their appurtenances, as well as the construction of new stations. The funds are also utilized for projects identified as part of condition assessment studies, such as replacing pumps and transfer switches for safety. In addition, CMOM and CMAR regulatory requirements are addressed to minimize sanitary sewer overflows and optimize the system by upsizing pumps, increasing wet well capacity, and upgrading SCADA (system for controls and data acquisition) based on magnetic flow meters. In the event the replacement of a lift station requires funding that exceeds the sinking fund balance, such as potentially for replacement of the Ranch Road Lift Station E, borrowed funds would be necessary for major construction improvements unless the mill rate is increased to accumulate additional funds in 2023 for construction expenses in 2024.

Prioritized projects include:

- Construct Tamerlane Drive Lift Station O Capacity Improvements (\$285,000)
- Design Replacement for Lift Station E* in Laguna Drive, extended (\$167,000)
- Construct Replacement of Lift Station E* in Laguna Drive, extended (\$4,784,000)
- Design Study Report with Preliminary and Final Plans for Fieldwood Drive Lift Station G Capacity Improvements (\$35,000)
- Construct Fieldwood Drive Lift Station “G” Capacity Improvements (\$275,000)
- Replace Pumps, Valves, Motors at Lift Stations F,O,R,S,K (\$50,000/each)
- Install Magnetic Flow Meters at Lift Stations B,C,D,O,R (\$15,000/each)
- Install Emergency Generators at Lift Stations K,H,Q,J,M (\$60,000/each)
- Install Lift Station Transfer Switches at Lift Stations K,H,Q,J,M (\$10,000/each)
- Replace Control Panels (\$10,000/each)
- Replace Cathodic Protection (\$10,000/each)
- Lift Station Pumping Energy Study (\$10,000)
- Replace and Upgrade Transducers (\$5,000/each)
- Decommissioning Studies – Lift Stations P, E** (\$25,000)

** In the 2021 Sewer Utility Budget, bond proceeds from the East Trunk Relief Sewer Project (south of Mequon Road) in the amount of \$3,404,000 were reallocated to replace the Ranch Road Lift Station E. The LS E Condition Assessment completed in 2020 estimated replacement costs ranging from \$4.8M to \$6.2M. A substantial amount of self-funding is available but borrowing or an increase in the mill rate is required for construction in 2024.*

***The decommissioning study will evaluate replacing (or augmenting) lift station operations with gravity sewer extensions, where feasible.*

2023 SEWER CAPITAL PROJECT FUND

3. Sanitary Force Main Fund

The Sanitary Force Main Fund is required for the design, replacement, new construction, retrofits, and large-scale cleaning of over 20 miles of sanitary force main. Prioritized projects outlined below were identified as part of systematic replacement of cast iron force mains, the 2018 force main maintenance study, and 2021 Condition Assessments for Fieldwood Drive LS G and Riverdale Park LS F that are part of the East Trunk System north of Mequon Road. CMOM and CMAR require collection system upgrades and maintenance to maintain and keep the sewer system in compliance with WDNR requirements.

Prioritized projects include:

- Construct Forcemain for Tamerlane Drive Lift Station O (\$440,000)
- Design Force Mains for Lift Station E in Laguna Drive, extended (\$45,000)
- Construct Force Mains for new Lift Station E in Laguna Dr, extended (\$450,000)
- Design Fieldwood Drive Lift Station G Force Main Improvements (\$77,000)
- Construct Fieldwood Drive Lift Station G Force Main Improvements from Woodland Drive to Freistadt Road to Glen Oaks Lane (\$2,200,000)
- Install Force Main Access Ports from Ranch Road Lift Station E for Maintenance (\$25,000)
- Perform Large Diameter Force Main Cleaning from Lift Stations A&E (\$250,000)
- Clean Small Dia. Force Mains under the Milw. River Lift Stations N,V,T (\$75,000)
- Replace Cast Iron Force Main in Huntington Park Lift Station R (\$250,000)
- Secure Easement for Force Main Replacement in Huntington Park Outlot (\$25,000)

4. Asset Management Fund

The Asset Management Fund is a sinking fund utilized to upgrade, install and expand the SCADA (System Control And Data Acquisition) equipment at the utility, and improve/add supply equipment and facilities. Proposed projects include replacing commercial remote access meters, valves, SCADA upgrades, maintaining a computer server for sewer exam records, GIS (geographic information system) upgrades for CMAR and CMOM reporting, evaluation of system life costs and projections, a 20-year planning study of all three major sewersheds, and others. Additional upgrades include installation of new sewer meters.

Prioritized projects include:

- SCADA Study for Sewer Utility (\$25,000)
- Commercial Sewer Meter Replacements (\$10,000)
- Upgrades to Asset Management Geographic Information Systems (\$25,000)
- Flow Meter Installations, Rain Gauge Installation at City Hall and Flow Monitoring in Collection System (\$125,000)
- CCTV Camera Software and Hardware Upgrades (\$25,000)
- GIS Tools for CMAR and CMOM Reporting (\$25,000)

2023 SEWER CAPITAL PROJECT FUND

5. Equipment Replacement Fund

The Equipment Replacement Fund is a sinking fund for the replacement of sewer equipment. It has been utilized previously for the purchase of the City's sewer vacuum truck and camera truck that is shared with Shorewood and Brown Deer. The camera incurs nearly constant operation that requires routine maintenance. Typically, this piece of equipment, last acquired in 2015, is planned for replacement on a 10-year cycle. Other routine equipment replacement includes portable back-up generators for lift stations, portable pumps for bypass operations, and sewer main cleaning equipment such as hoses and jet nozzles. Previous years purchases have included acquisitions to replace pick-up trucks for the sewer maintenance crew, and that sinking fund will continue. Other anticipated purchases include replacement of the hose reel camera or acquisition of a new lateral evaluation televising system (LETS) camera for lateral inspections. This equipment is required to meet CMOM and CMAR required routine cleaning, inspection and condition assessments to maintain system compliance with WDNR requirements.

Prioritized projects include:

- Portable Back-up Generators Replacement (\$20,000)
- Portable Back-up Pumps Replacement (\$15,000)
- Lateral Inspection Camera Acquisition (\$35,000)
- Vacuum Truck Replacement (\$425,000)
- CCTV Camera Replacement (\$125,000)
- Camera Truck Replacement (\$275,000)
- Grout Truck (\$450,000)
- Maintenance Crew Pick-up Trucks Replacement (\$65,000)

REIMBURSABLE CAPITAL ACCOUNT

Private Property Infiltration and Inflow Reimbursement Fund

The PPI/I Fund is for sewer lateral work. This work can be done in stand-alone contracts or in combination with work on the public sewer main contracts. The sewer lateral work has historically been performed in the right-of-way and on private property, where per Code, the City is responsible for the lateral within the right-of-way. The available funding in the amount of \$726,343 was approved by SUDC for allocation to complete the work in LS F area, and goes to MMSD Commission for adoption in November. Additional funding in the amount of \$282,291 is required to complete the work in the LS H Area. The annual allocation from MMSD of approximately \$225,000 is anticipated for the 2021-2030 funding cycle. Also, in October MMSD released a competitive funding application where staff can complete that additional funding request for prioritized projects, including the LS H project. In the event the competitive funding is not awarded to Mequon Sewer Utility, then staff will bring back an item to the Commission to address utilization of the annual allocation from MMSD and/or any considerations for self-funding to complete necessary sewer lateral work.

2023 SEWER CAPITAL PROJECT FUND

Reimbursable Prioritized Sewer Lateral projects include:

- Sanitary Lateral Rehab Contract (PPI/I Targeted Areas) LS F&H (\$953,000)
 - Clean and Examine Laterals completed in 2020-2021
 - Locate Laterals with Sonde completed 2022
 - Test and Seal Laterals from Mains, awarded 2022
 - Install Clean-outs, pending MMSD funding
 - Test and Seal Laterals from Clean-outs, pending MMSD funding
- Sanitary Lateral Contract (PPI/I Targeted Areas) LS E (\$756,000) in 2023

The 5-year project plan is shown in Table 3. The accumulation of capital funds allows for level funding and minimizes fluctuations in user rates. Some capital projects require large-scale funding and/or several years' worth of funding prior to utilization of the funds.

Table 3 – 5 Year Project Plan

Gravity Sanitary Sewer Fund	2023	2024	2025	2026	2027
Design Study Report for Mequon Rd / STH 167 from CTH W to Milw. River	\$25,000				
STH167 Sewer Rehabilitation Work					\$300,000
Laguna Drive Sewer Connection to New Station, Design	\$75,000				
Laguna Drive Sewer Connection to New Station, Construct 1000ft	\$125,000	\$875,000			
Ranch Road (extended) Area E Sewer Improvements, Design	\$91,000				
Ranch Road (extended) Area E Sewer Improvements, Construct 1300 ft		\$650,000	\$650,000		
Glen Oaks Lane Area E Gravity Sewer Improvements, Design	\$67,500	\$67,500			
Glen Oaks Lane Area E Gravity Sewer Improvements, Construct 1300ft, Phase I		\$650,000	\$650,000		
Glen Oaks Area E Gravity Sewer Improvements, Construct 1700ft, Phase II			\$850,000	\$850,000	
Sewer Main Exams and Rehabilitation in PPI/I Targeted Area (E)	\$250,000				
Riverdale Park Area F Gravity Sewer Improvements, Design			\$75,000		
Riverdale Park Area F Gravity Sewer Improvements, Construction				\$750,000	\$750,000
Sewer Main Improvements in Areas A, B, C, D				\$500,000	\$500,000
Update System Hydraulic Modeling with Improvements			\$50,000		
Heritage Estates Siphon Design Study		\$15,000			

Exhibit A

2023 SEWER CAPITAL PROJECT FUND

River Rd at Milw. River Design Study		\$15,000			
Mequon Rd Flow Equalization @ STH 57				\$35,000	\$175,000
Gravity Sanitary Sewer Fund (Category 1) TOTALS	\$633,500	\$2,272,500	\$2,275,000	\$2,135,000	\$1,725,000
Lift Station Fund	2023	2024	2025	2026	2027
Huntington Park Capacity Improvements	\$285,000				
Ranch Rd Lift Station E Design	\$167,000				
Ranch Rd Lift Station E Construction	\$478,000	\$4,306,000			
Fieldwood Drive Lift Station G Design Design Study Report for Improvements		\$35,000			
Construct Fieldwood Drive Lift Station G Capacity Improvements			\$275,000		
Replace Pumps, Valves, Motors (E,F,G,O,R,S,T,U)	\$150,000	\$50,000	\$50,000	\$50,000	\$50,000
Install Magnetic Flow Meters (A,B,C,D,O,R)	\$30,000		\$30,000	\$15,000	\$15,000
Install Lift Station Emergency Generators with Transfer Switches (K,H,Q,J,M)	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000
Replace and Upgrade Transducers, Control Panels and Cathodic Protection	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
Condition Assessments (A,X)				\$50,000	\$50,000
Replacement and Generator Installations			\$50,000	\$50,000	\$50,000
Decommissioning Studies (LS E, P)		\$40,000	\$15,000		
Lift Station Fund (Category 2) TOTALS	\$900,000	\$4,506,000	\$445,000	\$190,000	\$190,000
Force Main Fund	2023	2024	2025	2026	2027
Tamerlane Drive LS O Force Main Construct 2,400ft	\$440,000				
Laguna Drive LS E Force Main Design new Connection	\$45,000				
Laguna Drive LS E Force Main Construct for new Connection		\$450,000			
Lift Station G Force Main Design Capacity Improvements			\$77,000		
Lift Station G Force Main Construct 6,200ft				\$1,100,000	\$1,100,000
Concord Drive Lift Station R Force Main Replacement				\$50,000	\$250,000
Retrofit Force Mains with Access Ports (A,E)			\$20,000	\$10,000	\$10,000
Sanitary Force Main Cleaning (A,E,T,V)			\$150,000	\$75,000	\$75,000
Forcemain Fund (Category 3) TOTALS	\$485,000	\$450,000	\$247,000	\$1,235,000	\$1,435,000

Attachment: Exhibit A - 2023 Capital Fund Details (RESOLUTION 3991 : Resolution Approving the 2023 Sewer Utility Budget)

Exhibit A

2023 SEWER CAPITAL PROJECT FUND

Asset Management Fund	2023	2024	2025	2026	2027
Flow Meters, Rain Gauge, Flow Monitoring Quarterly Reports (East, Central, and West Trunk Gravity System)	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Flow Metering - Lift Stations (A,D,U,O, R,T)	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000
Software Upgrade – CCTV Camera	\$25,000				
GIS Improvement - Sewer Lateral Tools	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
SCADA Study and Upgrades				\$100,000	
Asset Management Fund (Category 4) TOTALS	\$66,000	\$41,000	\$41,000	\$141,000	\$41,000
Equipment Replacement Fund	2023	2024	2025	2026	2027
Equipment Replacement (Trucks, CCTV, Back Up Pumps)	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000
Equipment Replacement Fund (Category 5) TOTALS	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000
TOTALS (Categories 1 to 5)	\$2,159,500	\$7,344,000	\$3,083,000	\$3,776,000	\$3,466,000
PPI/I Reduction – Reimbursable Account	2023	2024	2025	2026	2027
Riverdale Park Lift Station F Area Implementation (ME10005-ME01)	\$726,000				
Riverland Drive Lift Station H Area Implementation (ME10005-ME01)		\$300,000			
Ranch Road Lift Station E Area Implementation (M10005-ME02)	\$756,000				
Continue Priority Sewer Lateral Allocation			\$220,000	\$220,000	\$220,000
Private Property Inflow Infiltration Reduction TOTALS	\$1,482,000	\$300,000	\$220,000	\$220,000	\$220,000

Attachment: Exhibit A - 2023 Capital Fund Details (RESOLUTION 3991 : Resolution Approving the 2023 Sewer Utility Budget)

2023 SEWER CAPITAL PROJECT FUND

The Capital Funding Analysis is shown in Table 4. The available budget with respect to the sinking fund accumulation of capital funds identifies potential shortfalls for capital projects requiring large scale funding.

Table 4 – Capital Funding Analysis with Mill Rate at 1.62

	2022	2023	2024	2025	2026
Budget Available (Jan.1)*	\$4,499,456	\$4,707,221	\$4,351,221	(\$1,143,279)	(\$2,326,279)
Capital Funding	\$1,350,000	\$1,803,500	\$1,850,000	\$1,900,000	\$1,950,000
Total Funds Available	\$5,849,456	\$6,510,721	\$6,201,221	\$756,779	(\$376,279)
Capital Expenses	\$1,142,235	\$2,159,500	\$7,344,500	\$3,083,000	\$3,776,000
End of Year Balance**	\$4,707,221	\$4,351,221	(\$1,143,279)	(\$2,326,279)	(\$4,152,279)

*Includes the \$3.404M debt proceeds \$19.4M from the East Trunk Sewer project financing in 2018 minus \$15.9M in expenditures.

**In 2024 the capital funding analysis year-end balance is projected as a deficit that would require borrowing to complete the Replacement of the Lift Station E along Ranch Road. This work at LS E as part of the East Trunk Sewer work north of Mequon Road is anticipated for design in 2023 and construction in 2024. Additional work for capacity improvements to the gravity system and lift stations have also been identified. A determination on the type of capacity improvements, relief sewer or storage facilities will need to be made. For purposes of this budget, the more expensive relief sewer is accounted for in Exhibit A.

2023 CALCULATION OF SEWER USER CHARGE RATES

Exhibit B

<u>Rate Components</u>	<u>Annual Cost</u>	<u>Total (1,000 gals)</u>	<u>2023 Rate (1,000 gals)</u>	<u>2022 Rate (1,000 gals)</u>	<u>Change</u>	
MMSD O&M	\$1,672,293	478,206	\$3.497	\$3.050	0.447	
Mequon O&M	\$1,375,635	478,206	\$2.877	\$2.943	(0.066)	
Self Funded Capital	\$424,500	478,206	\$0.888	\$0.850	0.037	
Capital Debt Service	\$0	478,206	0.000	\$0.000	0.000	
Totals:	\$3,472,428		\$7.261	\$6.844	0.418	6.1%

Quarterly Flat Rate

<u>Customer Type</u>	<u>Rate (1,000 gals)</u>	<u>MMSD ROF</u>	<u>MMSD ERU</u>	<u>Days</u>	<u>2023</u>	<u>2022</u>	<u>Change</u>
Residential	\$7.261	2.31	49.0	365	\$75.00	\$74.00	1.3%
			41,314				

Estimated Flow Volume:

<u>Customer Type</u>	<u>Customers</u>	<u>MMSD ROF</u>	<u>MMSD ERU</u>	<u>Days</u>	<u>Total 2023 (1,000 gals)</u>	<u>2022</u>	<u>2023 Revenues</u>
Residential	7,484	2.31	49.0	365	309,206	317,162	\$2,245,258
Commercial	472	N/A	N/A	N/A	169,000	172,000	\$1,227,170
Totals:	7,957				478,206	489,162	\$3,472,428

MMSD O&M Charges

	<u>2023</u>	<u>2022</u>	<u>Change</u>	<u>% Change</u>
Estimated User Charge Billings Provided from MMSD	\$1,672,293	\$1,492,138	\$180,155	12.07%

Mequon O&M Charges

<u>Expense Type</u>	<u>2023</u>	<u>2022</u>	<u>Change</u>
Total Operating Costs	\$7,810,987	\$7,899,316	(\$88,329)
* Less - MMSD O&M	(\$1,672,293)	(\$1,492,138)	(\$180,155)
** Less - MMSD Capital	(\$4,604,759)	(\$4,911,405)	\$306,646
*** Less - Other Income	(\$158,300)	(\$56,300)	(\$102,000)
Totals:	\$1,375,635	\$1,439,473	(\$63,838)

* MMSD O&M costs are calculated as a separate component and need to be deducted in order not to be counted twice.

** MMSD sewer capital charges are paid through the tax levy and should not be included in the amount needed to be covered through user fees.

*** Interest, Late fees, and Misc revenues reduce the amount of the Mequon O&M charges needed to be covered through user fees.

	<u>2023</u>	<u>2022</u>	<u>Change</u>
<u>Tax Exempt Capital Rate</u>			
Budgeted MMSD Capital Costs	\$4,604,759	\$4,911,405	(\$306,646)
Mequon Capital Costs	\$260,000	\$0	\$260,000
(CSM, MATC, Concordia)			
Total annual estimated sewer flow	478,206	489,162	-10,956
Calculated rate per 1,000 gallons	\$10.17	\$10.04	1.3%

Attachment: Exhibit B - 2023 Sewer Budget Rate data (RESOLUTION 3991 : Resolution Approving the 2023 Sewer Utility Budget)

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PROJECTION: 623 2023 SEWER AND WATER UTILITY BUDGETS

FOR PERIOD 99

ACCOUNTS FOR:

Sewer UT Fund	2021 ACTUAL	2022 ORIG BUD	2022 REVISED BUD	2022 ACTUAL	2022 PROJECTION	2023 DEPT HEAD	COMMENT
610669 Sewer UT Operations							
35 TAXES							
610669 435101 Prop Tax	.00	.00	.00	.00	.00	.00	
TOTAL TAXES	.00	.00	.00	.00	.00	.00	
45 GENERAL FEES							
610669 445106 Misc Rev	.00	.00	.00	-40,350.00	.00	.00	
TOTAL GENERAL FEES	.00	.00	.00	-40,350.00	.00	.00	
55 SPECIAL ASSESSMENTS							
610669 455102 Special As	.00	-2,000.00	-2,000.00	.00	.00	.00	
610669 455103 S/A Intere	-262.29	-300.00	-300.00	.00	-300.00	-300.00	
TOTAL SPECIAL ASSESSMENTS	-262.29	-2,300.00	-2,300.00	.00	-300.00	-300.00	
58 OTHER REVENUE							
610669 458201 LTDebtPrd	.00	.00	.00	.00	.00	.00	
610669 458203 Amort - BP	-62,341.65	-62,342.00	-62,342.00	.00	-62,341.65	-62,342.00	
610669 458301 PILOT Rev	-47,195.16	-11,000.00	-11,000.00	-10,185.49	-10,185.49	-11,000.00	
610669 458302 Prior Year	.00	.00	.00	.00	.00	.00	
610669 458303 RevReduct	.00	.00	.00	.00	.00	.00	
610669 458501 OtherGrant	.00	.00	.00	.00	.00	.00	
TOTAL OTHER REVENUE	-109,536.81	-73,342.00	-73,342.00	-10,185.49	-72,527.14	-73,342.00	
59 INVESTMENT REVENUE							
610669 459101 Interest	1,033.44	-30,000.00	-30,000.00	76,743.58	.00	-120,000.00	
610669 459102 PrcdsCapLe	.00	.00	.00	.00	.00	.00	
TOTAL INVESTMENT REVENUE	1,033.44	-30,000.00	-30,000.00	76,743.58	.00	-120,000.00	
60 SEWER - OPERATING							
610669 460201 ResMeas	-928,776.39	-799,734.00	-799,734.00	-671,701.62	-799,734.00	-855,966.00	
610669 460202 PubAuth	.00	.00	.00	.00	.00	.00	
610669 460203 ComMeas	-1,208,432.56	-1,177,094.00	-1,177,094.00	-838,386.29	-1,095,000.00	-1,227,170.00	
610669 460204 SrvMMSDCap	.00	.00	.00	.00	.00	.00	
610669 460205 ResFlat	-1,353,055.00	-1,370,783.00	-1,370,783.00	-1,027,725.51	-1,370,783.00	-1,389,292.00	
610669 460206 TaxExptCap	-468,514.54	-420,000.00	-420,000.00	-278,115.33	-420,000.00	-429,000.00	
610669 460208 Misc Opera	-20,605.35	-15,000.00	-15,000.00	-17,290.68	-17,290.68	-15,000.00	

Attachment: Exhibit C - 2023 Sewer Budget Details (RESOLUTION 3991 : Resolution Approving the 2023

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PROJECTION: 623 2023 SEWER AND WATER UTILITY BUDGETS

FOR PERIOD 99

ACCOUNTS FOR:

Sewer UT Fund	2021 ACTUAL	2022 ORIG BUD	2022 REVISED BUD	2022 ACTUAL	2022 PROJECTION	2023 DEPT HEAD	COMMENT
TOTAL SEWER - OPERATING	-3,979,383.84	-3,782,611.00	-3,782,611.00	-2,833,219.43	-3,702,807.68	-3,916,428.00	
61 SEWER - NON OPERATIN							
610669 461101 Sewer Prop	-7,063,475.00	-7,213,956.00	-7,213,956.00	-7,213,955.99	-7,213,955.99	-7,343,170.00	
610669 461102 Sewer Gran	.00	.00	.00	.00	.00	.00	
610669 461302 Int S/A	.00	.00	.00	.00	.00	.00	
TOTAL SEWER - NON OPERATIN	-7,063,475.00	-7,213,956.00	-7,213,956.00	-7,213,955.99	-7,213,955.99	-7,343,170.00	
63 WATER - OTHER OPERAT							
610669 463701 LatePnlty	-12,815.18	-9,000.00	-9,000.00	-11,488.55	-12,000.00	-12,000.00	
610669 463702 TaxCertFee	.00	.00	.00	.00	.00	.00	
TOTAL WATER - OTHER OPERAT	-12,815.18	-9,000.00	-9,000.00	-11,488.55	-12,000.00	-12,000.00	
64 WATER - NON OPERATIN							
610669 465421 ContrCap	-1,076,919.10	.00	.00	.00	.00	.00	
TOTAL WATER - NON OPERATIN	-1,076,919.10	.00	.00	.00	.00	.00	
69 PROJECT FUNDING							
610669 469009 TransferIn	.00	.00	.00	.00	.00	.00	
TOTAL PROJECT FUNDING	.00	.00	.00	.00	.00	.00	
70 SALARIES							
610669 670101 Salaries	384,227.41	514,141.00	514,141.00	327,171.11	394,771.00	524,943.00	
610669 670104 Vacation	.00	.00	.00	.00	.00	.00	
610669 670105 Sick Pay	.00	.00	.00	.00	.00	.00	
610669 670106 CompTime	25,426.07	15,000.00	15,000.00	19,395.44	24,000.00	25,000.00	
610669 670201 OverTime	2,570.53	6,000.00	6,000.00	1,344.12	3,000.00	3,000.00	
610669 670202 Stand By	9,664.68	16,000.00	16,000.00	1,063.26	3,000.00	10,000.00	
610669 670205 FMLA	.00	.00	.00	3,288.48	3,288.48	.00	
610669 670206 EmergLeave	.00	.00	.00	.00	.00	.00	
610669 670301 Longevity	.00	.00	.00	.00	.00	.00	
610669 670401 MuniSupSvs	156,554.47	179,000.00	179,000.00	.00	180,000.00	192,000.00	
TOTAL SALARIES	578,443.16	730,141.00	730,141.00	352,262.41	608,059.48	754,943.00	
73 FRINGE BENEFITS							
610669 673101 Social Sec	33,366.00	38,425.00	38,425.00	27,143.38	36,632.00	39,046.00	
610669 673102 Retirement	31,489.52	33,161.00	33,161.00	24,561.19	34,611.00	35,200.00	
610669 673103 W/C Insure	15,325.55	16,089.00	16,089.00	13,767.66	13,800.00	13,800.00	

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PROJECTION: 623 2023 SEWER AND WATER UTILITY BUDGETS
FOR PERIOD 99
ACCOUNTS FOR:

Sewer	UT	Fund	2021 ACTUAL	2022 ORIG BUD	2022 REVISED BUD	2022 ACTUAL	2022 PROJECTION	2023 DEPT HEAD	COMMENT
610669	673104	UnempComp	.00	.00	.00	.00	.00	.00	
610669	673201	Health Ins	124,804.59	139,494.00	139,494.00	102,782.80	137,277.00	145,612.00	
610669	673202	Dental Ins	5,007.66	5,962.00	5,962.00	4,102.44	5,963.00	5,788.00	
610669	673203	Life Ins	1,439.59	1,501.00	1,501.00	1,146.52	1,809.00	1,543.00	
610669	673204	Disability	1,569.88	2,250.00	2,250.00	1,323.66	2,250.00	2,250.00	
TOTAL FRINGE BENEFITS			213,002.79	236,882.00	236,882.00	174,827.65	232,342.00	243,239.00	
75	OTHER STAFF COSTS								
610669	675101	Uniforms	2,070.00	2,250.00	2,250.00	.00	2,100.00	2,250.00	
TOTAL OTHER STAFF COSTS			2,070.00	2,250.00	2,250.00	.00	2,100.00	2,250.00	
76	ADMIN & GENERAL EXP								
610669	676205	OPEB Pen	-58,130.00	7,000.00	7,000.00	.00	.00	.00	
TOTAL ADMIN & GENERAL EXP			-58,130.00	7,000.00	7,000.00	.00	.00	.00	
80	MATERIALS & SUPPLIES								
610669	680101	Office Sup	231.51	1,000.00	1,000.00	181.36	250.00	1,000.00	
610669	680301	WS-Admin	18,015.25	20,000.00	20,000.00	20,709.62	15,000.00	17,000.00	
610669	680402	Motor Fuel	11,407.87	15,000.00	15,000.00	12,343.32	12,500.00	17,500.00	
610669	680504	Telephone	1,675.09	2,000.00	2,000.00	1,214.46	1,641.00	2,000.00	
610669	680505	Postage	9,802.21	14,500.00	14,500.00	10,975.83	12,500.00	14,500.00	
TOTAL MATERIALS & SUPPLIES			41,131.93	52,500.00	52,500.00	45,424.59	41,891.00	52,000.00	
83	PURCHASED SERVICES								
610669	683101	Cnsult-Gen	21,653.15	25,000.00	25,000.00	21,105.04	24,380.00	24,000.00	
610669	683201	Cntrct-Gen	20,828.39	23,000.00	23,000.00	7,532.47	22,130.00	23,500.00	
610669	683202	Cntrct-Mnt	6,334.02	5,000.00	5,000.00	1,300.82	2,455.00	5,000.00	
610669	683401	Liab Ins	28,106.50	20,000.00	20,000.00	.00	30,000.00	28,500.00	
610669	683402	Auto Insur	4,081.60	5,500.00	5,500.00	4,922.95	4,922.95	5,000.00	
610669	683501	Train/Conf	3,265.00	7,500.00	7,500.00	8,275.22	5,889.00	7,500.00	
610669	683702	Misc.Servs	.00	.00	.00	.00	.00	.00	
610669	683901	Contingenc	.00	.00	.00	.00	.00	.00	
TOTAL PURCHASED SERVICES			84,268.66	86,000.00	86,000.00	43,136.50	89,776.95	93,500.00	
88	EQUIPMENT / LEASES								
610669	688120	Rentals	61,101.00	61,000.00	61,000.00	2,200.00	62,000.00	68,000.00	
TOTAL EQUIPMENT / LEASES			61,101.00	61,000.00	61,000.00	2,200.00	62,000.00	68,000.00	
95	OPERATING EXPENSES								
610669	695102	Power/Fuel	80,495.91	100,000.00	100,000.00	75,803.78	84,285.00	100,000.00	

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CITY OF MEQUON
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS
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Attachment: Exhibit C - 2023 Sewer Budget Details (RESOLUTION 3991 : Resolution Approving the 2023

PROJECTION: 623 2023 SEWER AND WATER UTILITY BUDGETS
FOR PERIOD 99
ACCOUNTS FOR:

Sewer	UT	Fund	2021 ACTUAL	2022 ORIG BUD	2022 REVISED BUD	2022 ACTUAL	2022 PROJECTION	2023 DEPT HEAD	COMMENT
610669	695103	SystemReh	11,497.50	135,000.00	135,000.00	151,346.75	118,892.00	135,000.00	
610669	695104	TV Equip	6,955.86	15,000.00	15,000.00	94.20	10,000.00	15,000.00	
610669	695105	System Rep	41,398.28	60,000.00	60,000.00	26,104.01	53,705.00	60,000.00	
610669	695108	SewageO&M	1,475,994.56	1,492,138.00	1,492,138.00	1,497,436.00	1,492,138.00	1,672,293.00	
610669	695109	SewageCap	4,935,663.00	4,911,405.00	4,911,405.00	4,896,635.00	4,906,902.00	4,604,759.00	
610669	695111	Transport	2,184.38	5,000.00	5,000.00	1,690.51	2,529.00	5,000.00	
610669	695114	Equip Repl	3,613.03	5,000.00	5,000.00	38.43	3,377.00	5,000.00	
610669	695201	TranCapRes	.00	.00	.00	.00	.00	.00	
TOTAL OPERATING EXPENSES			6,557,802.52	6,723,543.00	6,723,543.00	6,649,148.68	6,671,828.00	6,597,052.00	
96	NON-OPERATING EXPENS								
610669	686604	BadDebt	1,259.59	.00	.00	408.39	.00	.00	
610669	696101	Depreciati	1,049,430.66	1,200,000.00	1,200,000.00	.00	1,125,000.00	1,200,000.00	
610669	696201	Amortizati	.00	.00	.00	.00	.00	.00	
610669	696204	Amort Bond	.00	.00	.00	.00	.00	.00	
610669	696401	Principal	.00	.00	.00	.00	.00	.00	
610669	696501	Interest	510,628.71	456,893.00	456,893.00	347,254.98	456,893.00	406,756.00	
TOTAL NON-OPERATING EXPENS			1,561,318.96	1,656,893.00	1,656,893.00	347,663.37	1,581,893.00	1,606,756.00	
TOTAL Sewer UT Operations			-3,200,349.76	-1,555,000.00	-1,555,000.00	-2,417,792.68	-1,711,700.38	-2,047,500.00	
TOTAL Sewer UT Fund			-3,200,349.76	-1,555,000.00	-1,555,000.00	-2,417,792.68	-1,711,700.38	-2,047,500.00	
TOTAL REVENUE			-12,241,358.78	-11,111,209.00	-11,111,209.00	-10,032,455.88	-11,001,590.81	-11,465,240.00	
TOTAL EXPENSE			9,041,009.02	9,556,209.00	9,556,209.00	7,614,663.20	9,289,890.43	9,417,740.00	
GRAND TOTAL			-3,200,349.76	-1,555,000.00	-1,555,000.00	-2,417,792.68	-1,711,700.38	-2,047,500.00	

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CITY OF MEQUON
DEPARTMENT BUDGET REQUESTS

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BUDGET PROJECTION 623 2023 SEWER AND WATER UTILITY BUDGETS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	DEPT HEAD	PERCENT CHANGE
610669	435101	General Property Tax	.00	.00	.00	.00
	0610-10-669-000-435101-					
610669	445106	Miscellaneous Rev.	.00	.00	.00	.00
	0610-10-669-000-445106-					
610669	455102	Special Assessment Rev	-2,000.00	.00	.00	-100.00
	0610-10-669-000-455102-					
610669	455103	S/A Interest	-300.00	-300.00	-300.00	.00
	0610-10-669-000-455103-					
610669	458201	Long Term Debt Prcds	.00	.00	.00	.00
	0610-10-669-000-458201-					
610669	458203	Amort - Bond Premium	-62,342.00	-62,341.65	-62,342.00	.00
	0610-10-669-000-458203-					
610669	458301	PILOT Revenue	-11,000.00	-10,185.49	-11,000.00	.00
	0610-10-669-000-458301-					
	PILOT Revenue		1.00	11,000.00	-11,000.00	
610669	458302	Prior Years Expense	.00	.00	.00	.00
	0610-10-669-000-458302-					
610669	458303	Revenue Reduction	.00	.00	.00	.00
	0610-10-669-000-458303-					
610669	458501	Other Grants / Donations	.00	.00	.00	.00
	0610-10-669-000-458501-					
610669	459101	Interest-Investments	-30,000.00	.00	-120,000.00	300.00
	0610-10-669-000-459101-					
610669	459102	Proceeds - Capital Lease	.00	.00	.00	.00
	0610-10-669-000-459102-					
610669	460201	Residential-Measured	-799,734.00	-799,734.00	-855,966.00	7.03
	0610-10-669-000-460201-					
610669	460202	Public Authority	.00	.00	.00	.00
	0610-10-669-000-460202-					
610669	460203	Commercial-Measured	-1,177,094.00	-1,095,000.00	-1,227,170.00	4.25
	0610-10-669-000-460203-					
610669	460204	Service-MMSD Capital	.00	.00	.00	.00
	0610-10-669-000-460204-					

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CITY OF MEQUON
DEPARTMENT BUDGET REQUESTS

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BUDGET PROJECTION 623 2023 SEWER AND WATER UTILITY BUDGETS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	DEPT HEAD	PERCENT CHANGE
610669	460205	Residential-Flat Rate	-1,370,783.00	-1,370,783.00	-1,389,292.00	1.35
	0610-10-669-000-460205-					
610669	460206	Tax Exempt Capital Fees	-420,000.00	-420,000.00	-429,000.00	2.14
	0610-10-669-000-460206-					
610669	460208	Misc Operating Revenue	-15,000.00	-17,290.68	-15,000.00	.00
	0610-10-669-000-460208-					
610669	461101	Sewer Property Tax	-7,213,956.00	-7,213,955.99	-7,343,170.00	1.79
	0610-10-669-000-461101-					
610669	461102	Sewer Grant Revenue	.00	.00	.00	.00
	0610-10-669-000-461102-					
610669	461302	Interest-S/A	.00	.00	.00	.00
	0610-10-669-000-461302-					
610669	463701	Late Penalty Revenue	-9,000.00	-12,000.00	-12,000.00	33.33
	0610-10-669-000-463701-					
610669	463702	Tax Certification Fees	.00	.00	.00	.00
	0610-10-669-000-463702-					
610669	465421	Capital Contributions	.00	.00	.00	.00
	0610-10-669-000-465421-					
610669	469009	Transfers In	.00	.00	.00	.00
	0610-10-669-000-469009-					
610669	670101	Salaries	514,141.00	394,771.00	524,943.00	2.10
	0610-10-669-000-670101-					
			1.00	67,743.00	67,743.00	
			1.00	70,978.00	70,978.00	
			1.00	67,743.00	67,743.00	
			1.00	84,149.00	84,149.00	
			.50	88,352.00	44,176.00	
			1.00	50,711.00	50,711.00	
			1.00	50,175.00	50,175.00	
			.50	74,962.00	37,481.00	
			.50	45,334.00	22,667.00	
			1.00	29,120.00	29,120.00	
	INTERNS					
610669	670104	Vacation	.00	.00	.00	.00
	0610-10-669-000-670104-					
610669	670105	Sick Pay	.00	.00	.00	.00
	0610-10-669-000-670105-					

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BUDGET PROJECTION 623 2023 SEWER AND WATER UTILITY BUDGETS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	DEPT HEAD	PERCENT CHANGE
610669	670106	Comp Time	15,000.00	24,000.00	25,000.00	66.67
	0610-10-669-000-670106-					
610669	670201	OverTime	6,000.00	3,000.00	3,000.00	-50.00
	0610-10-669-000-670201-					
610669	670202	Stand By Pay	16,000.00	3,000.00	10,000.00	-37.50
	0610-10-669-000-670202-					
610669	670205	Medical Leave	.00	3,288.48	.00	.00
	0610-10-669-000-670205-					
610669	670206	Emergency Medical Leave	.00	.00	.00	.00
	0610-10-669-000-670206-					
610669	670301	Longevity	.00	.00	.00	.00
	0610-10-669-000-670301-					
610669	670401	Municipal Support Services	179,000.00	180,000.00	192,000.00	7.26
	0610-10-669-000-670401-					
610669	673101	Social Security	38,425.00	36,632.00	39,046.00	1.62
	0610-10-669-000-673101-					
			.00	.00	3,985.00	
			.00	.00	932.00	
			.00	.00	4,022.00	
			.00	.00	941.00	
			.00	.00	3,872.00	
			.00	.00	905.00	
			.00	.00	5,000.00	
			.00	.00	1,169.00	
			.00	.00	2,529.00	
			.00	.00	591.00	
			.00	.00	2,793.00	
			.00	.00	653.00	
			.00	.00	2,769.00	
			.00	.00	648.00	
			.00	.00	2,208.00	
			.00	.00	516.00	
			.00	.00	1,285.00	
			.00	.00	300.00	
	FICA/MEDICARE ON OT & STANDBY PAY		1.00	1,700.00	1,700.00	
	INTERNS		1.00	2,228.00	2,228.00	
610669	673102	Retirement	33,161.00	34,611.00	35,200.00	6.15
	0610-10-669-000-673102-					
			.00	.00	4,606.00	
			.00	.00	4,826.00	
			.00	.00	4,606.00	
			.00	.00	5,722.00	
			.00	.00	3,004.00	
			.00	.00	3,448.00	

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BUDGET PROJECTION 623 2023 SEWER AND WATER UTILITY BUDGETS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	DEPT HEAD	PERCENT CHANGE
			.00	.00	3,412.00	
			.00	.00	2,549.00	
			.00	.00	1,542.00	
		WRS ON STANDBY/OT	1.00	1,485.00	1,485.00	
610669	673103	Worker's Comp Insurance 0610-10-669-000-673103-	16,089.00	13,800.00	13,800.00	-14.23
610669	673104	Unemployment Compensation 0610-10-669-000-673104-	.00	.00	.00	.00
610669	673201	Health Insurance 0610-10-669-000-673201-	139,494.00	137,277.00	145,612.00	4.39
			.00	.00	9,437.00	
			.00	.00	23,197.00	
			.00	.00	23,197.00	
			.00	.00	23,197.00	
			.00	.00	11,599.00	
			.00	.00	9,437.00	
			.00	.00	22,351.00	
			.00	.00	11,598.00	
			.00	.00	11,599.00	
610669	673202	Dental Insurance 0610-10-669-000-673202-	5,962.00	5,963.00	5,788.00	-2.92
			.00	.00	349.00	
			.00	.00	1,018.00	
			.00	.00	1,018.00	
			.00	.00	1,018.00	
			.00	.00	509.00	
			.00	.00	349.00	
			.00	.00	1,018.00	
			.00	.00	509.00	
610669	673203	Life Insurance 0610-10-669-000-673203-	1,501.00	1,809.00	1,543.00	2.80
			.00	.00	225.00	
			.00	.00	83.00	
			.00	.00	225.00	
			.00	.00	572.00	
			.00	.00	49.00	
			.00	.00	46.00	
			.00	.00	51.00	
			.00	.00	254.00	
			.00	.00	38.00	
610669	673204	Long Term Disability 0610-10-669-000-673204-	2,250.00	2,250.00	2,250.00	.00

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BUDGET PROJECTION 623 2023 SEWER AND WATER UTILITY BUDGETS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	DEPT HEAD	PERCENT CHANGE
610669	675101	Uniforms & Clothing	2,250.00	2,100.00	2,250.00	.00
	0610-10-669-000-675101-					
610669	676205	OPEB & Supp Pension Expense	7,000.00	.00	.00	-100.00
	0610-10-669-000-676205-					
610669	680101	Office Supplies	1,000.00	250.00	1,000.00	.00
	0610-10-669-000-680101-					
610669	680301	Work Supplies-Admin	20,000.00	15,000.00	17,000.00	-15.00
	0610-10-669-000-680301-					
610669	680402	Motor Fuels & Lubricant	15,000.00	12,500.00	17,500.00	16.67
	0610-10-669-000-680402-					
610669	680504	Telephone services	2,000.00	1,641.00	2,000.00	.00
	0610-10-669-000-680504-					
610669	680505	Postage	14,500.00	12,500.00	14,500.00	.00
	0610-10-669-000-680505-					
610669	683101	Consultants - General	25,000.00	24,380.00	24,000.00	-4.00
	0610-10-669-000-683101-					
		Lockbox Fees	1.00	4,000.00	4,000.00	
		Metering and Facility Plan Reviews	2.00	5,000.00	10,000.00	
		Condition Assessments	2.00	5,000.00	10,000.00	
610669	683201	Contracted Services - General	23,000.00	22,130.00	23,500.00	2.17
	0610-10-669-000-683201-					
		Dumpster Fees	1.00	5,000.00	5,000.00	
		USIC - Locating Services	1.00	5,000.00	5,000.00	
		Conley Media Bid Advertisement	1.00	1,000.00	1,000.00	
		Audit Services	1.00	12,500.00	12,500.00	
610669	683202	Contracted Services - Maint.	5,000.00	2,455.00	5,000.00	.00
	0610-10-669-000-683202-					
		Veolia Storage Tank	1.00	5,000.00	5,000.00	
610669	683401	Liability Insurance	20,000.00	30,000.00	28,500.00	42.50
	0610-10-669-000-683401-					
			1.00	28,500.00	28,500.00	
610669	683402	Auto Insurance	5,500.00	4,922.95	5,000.00	-9.09
	0610-10-669-000-683402-					
			1.00	5,000.00	5,000.00	
610669	683501	Training/Conferences	7,500.00	5,889.00	7,500.00	.00
	0610-10-669-000-683501-					
			1.00	6,000.00	6,000.00	
		MUNIS TRAINING FOR PROFESSIONAL STAFF	2.00	750.00	1,500.00	

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BUDGET PROJECTION 623 2023 SEWER AND WATER UTILITY BUDGETS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	DEPT HEAD	PERCENT CHANGE
610669	683702	Miscellaneous Services	.00	.00	.00	.00
	0610-10-669-000-683702-					
610669	683901	Contingency	.00	.00	.00	.00
	0610-10-669-000-683901-					
610669	686604	Bad Debt Expense	.00	.00	.00	.00
	0610-10-669-000-686604-					
610669	688120	Rentals	61,000.00	62,000.00	68,000.00	11.48
	0610-10-669-000-688120-					
			1.00	68,000.00	68,000.00	
610669	695102	Power/Fuel - Pumping Stations	100,000.00	84,285.00	100,000.00	.00
	0610-10-669-000-695102-					
			1.00	100,000.00	100,000.00	
610669	695103	System Rehabilitation	135,000.00	118,892.00	135,000.00	.00
	0610-10-669-000-695103-					
		Electrical Repairs - Gilitzer Electric	1.00	25,000.00	25,000.00	
		Sewer Emergency Repairs - DF Tomasin,	1.00	25,000.00	25,000.00	
		Globe				
		SCADA Repairs - Energenecs	1.00	25,000.00	25,000.00	
		Additional System	1.00	60,000.00	60,000.00	
		Rehabilitation/Maintenance				
610669	695104	TV Equipment	15,000.00	10,000.00	15,000.00	.00
	0610-10-669-000-695104-					
			1.00	15,000.00	15,000.00	
610669	695105	System Repairs	60,000.00	53,705.00	60,000.00	.00
	0610-10-669-000-695105-					
		SYSTEM REPAIRS	1.00	60,000.00	60,000.00	
610669	695108	Sewage Treatment-O & M	1,492,138.00	1,492,138.00	1,672,293.00	12.07
	0610-10-669-000-695108-					
		Milwaukee Metro Sewerage District	1.00	1,672,293.00	1,672,293.00	
610669	695109	Sewage Treatment-Capita	4,911,405.00	4,906,902.00	4,604,759.00	-6.24
	0610-10-669-000-695109-					
		Milwaukee Metro Sewerage District	1.00	4,604,759.00	4,604,759.00	
		Capital Charge				
610669	695111	Transportation	5,000.00	2,529.00	5,000.00	.00
	0610-10-669-000-695111-					
			1.00	5,000.00	5,000.00	

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CITY OF MEQUON
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BUDGET PROJECTION 623 2023 SEWER AND WATER UTILITY BUDGETS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	DEPT HEAD	PERCENT CHANGE
610669	695114	Equip Replacement	5,000.00	3,377.00	5,000.00	.00
	0610-10-669-000-695114-		1.00	5,000.00	5,000.00	
610669	695201	Transfer to Capital Reserve	.00	.00	.00	.00
	0610-10-669-000-695201-					
610669	696101	Depreciation	1,200,000.00	1,125,000.00	1,200,000.00	.00
	0610-10-669-000-696101-					
610669	696201	Amortization	.00	.00	.00	.00
	0610-10-669-000-696201-					
610669	696204	Amortization-Bond Discount	.00	.00	.00	.00
	0610-10-669-000-696204-					
610669	696401	Principal-Bonds	.00	.00	.00	.00
	0610-10-669-000-696401-					
610669	696501	Interest-Bonds	456,893.00	456,893.00	406,756.00	-10.97
	0610-10-669-000-696501-					
		BUDGET CEILING:			-1,555,000.00	
		TOTALS:	-1,555,000.00	-1,711,700.38	-2,047,500.00	31.67
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