



11333 N. Cedarburg Road
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Water Utility
Taped and Televised

MEQUON MUNICIPAL WATER UTILITY COMMISSION

Thursday, October 28, 2021

6:30 PM

Christine Nuernberg Hall

Agenda

- 1) Call to Order, Roll Call
- 2) Approval of Meeting Minutes
Action requested: review and approve
 - a. October 12, 2021 Minutes

3) Action Item

Discussion and Action

- a. Adoption of the Fiscal Year 2022 Mequon Water Utility Budget
 - b. Authorization of 2022 Water Meter Purchase
 - c. Water Connection Policy
- 4) Adjourn

Dated: October 28, 2021

/s/ John Wirth, Chair

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 Public Works Office at 262-236-2913, Monday through Friday, 7:00 AM - 3:30 PM.



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MEQUON MUNICIPAL WATER UTILITY COMMISSION

Tuesday, October 12, 2021

7:30 PM

Christine Nuernberg Hall

Minutes

1) Call to Order, Roll Call

Commissioner Wirth called the meeting to order at 7:33 PM.

Present:

Commissioner John Wirth
Commissioner Robert Strzelczyk
Commissioner Glenn Bushee
Commissioner Dale Mayr
Commissioner Jeffrey Hansher
Commissioner Mark Gierl
Commissioner Brian Parrish
Commissioner Kathleen Schneider
Commissioner Andrew Nerbun

Also present were City Administrator Jones, City Attorney Sajdak, City Clerk Fochs, Director of Public Works/City Engineer Lundeen, Deputy Director of Utilities Driscoll, Water Utility/City Water LLC Director of Operations Voigt, and Administrative Assistant Deuster.

2) Approval of Meeting Minutes

a. September 9, 2021 Minutes

RESULT: **Approved [Unanimous]**

MOVED BY: Commissioner Mayr

SECONDED BY: Commissioner Schneider

AYES:	Wirth, Strzelczyk, Bushee, Mayr, Hansher, Gierl, Parrish, Schneider, Nerbun
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3) Action Item

Discussion and Action

- a. Authorizing a Contract to Relocate the Water Main under I-43 at Highland Rd Bridge to Globe Contractors, Inc., not to exceed the amount of \$606,000

- Motion to Authorize a Contract to Relocate the Water Main under I-43 at Highland Road Bridge to Globe Contractors, Inc., not to exceed the amount of \$606,000.

Commissioner Nerbun inquired if this counts toward the funding we signed up a few years ago?

Director of Public Works/City Engineer Lundeen clarified this does not, it is a part of the 90/10 cost share. The agreement was previously approved this is the administration. This is a reimbursable so the Water Utility will pay in full and then be reimbursed later.

RESULT: **Approved by Voice Acclamation [Unanimous]**
MOVED BY: Commissioner Nerbun
SECONDED BY: Commissioner Schneider

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

4) Adjourn

- a. Motion to Adjourn at 7:36 PM.

RESULT: **Approved by Voice Acclamation [Unanimous]**
MOVED BY: Commissioner Parrish
SECONDED BY: Commissioner Nerbun

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

Respectfully Submitted,

Casey Deuster
 Administrative Assistant



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Office of Mequon Municipal Water Utility Commission

TO: Mequon Municipal Water Utility Commission
FROM: Kevin Driscoll, Deputy Director of Utilities
DATE: October 18, 2021
SUBJECT: Adoption of the Fiscal Year 2022 Mequon Water Utility Budget

Background

The Mequon Water Utility funds and budget are handled separately from the City's general operating and capital budgets in accordance with the referendum and ordinance establishing the Mequon Water Utility. The following materials include a proposed 2022 budget for consideration and adoption by the Water Utility Commission (WUC).

Attached to this staff report are two exhibits:

- Exhibit A details the capital funds as proposed for the Water Utility.
- Exhibit B provides the budgeting and financial data based on the Public Service Commission of Wisconsin's (PSCW) chart of accounts.

Analysis

The Water Utility Budget is funded exclusively through user charges. The user charge funds annual operation and maintenance expenses and ongoing capital project needs. A breakdown of the 2022 Mequon Water Utility Budget is attached.

FY2021 Accomplishments:

The water utility manages, maintains and operates the City's water mains, pressure reducing valves, booster stations, valves and hydrants. In 2021, the Water Utility accomplished a number of objectives including:

- As of October 18th, 2021, the Water Utility has added 33 new customers in 2021, for a total of 4,671 utility customers.
- The Water Utility flushed 1,186 fire hydrants and started valve turning (28 to date), and will continue turning until the end of the year.
- The Utility completed its Sanitary Survey with the Department of Natural Resources this fall.
- There was a lot of construction in the Utility this year. The Mequon-Thiensville School District installed Public Water Service to 6 of the 7 schools in the City. There were also four new construction projects, including:
 - 1) the Neighborhood Hospital on North Port Washington Road
 - 2) Oriole Lane water main extension, just South of Mequon Road
 - 3) Madison Medical on Highland Road
 - 4) The Enclave Subdivision, Phase 5, on North Wauwatosa Road
- Starting this Fall and continuing into 2022, the Utility will be working on two

construction projects that are associated with the I-43 expansion project: the County Line Road water main relocation project, and the Highland Road Bridge water main relocation project.

FY2022 Projects and Objectives:

Following are projects or elements that will influence the 2022 budget:

- Complete the standard meter replacement program in 2022.
- Continue installing water meters when new customers are added.
- Continue flushing hydrants and valve turning for system maintenance.
- Replace hydrants and valves based on annual system maintenance.
- There are several water main extension projects that are proposed for FY2022, including:
 - 1) Phase VI of The Enclave Development
 - 2) I-43 expansion projects
- Purchased water costs will rise in FY2022. Milwaukee Water Works will be filing a full rate case this year. Mequon Water Utility staff have been working with the Wholesale Water Group to mitigate the extent possible. The North Shore Water Commission typically raises rates by a nominal percentage every year. The Water Utility is no longer permitted to complete a purchase water adjustment and would instead need to complete a simplified rate case to pass the cost through to its customers. Once the new rates are established, staff will update the Water Utility Commission.
- Abandon the Reservoirs at Whitman Place and Ville du Parc.
- Complete System Storage Study to bring water tower online, such as inspection, painting and water level controls.

Fiscal Impact

The proposed FY2022 Mequon Water Utility budget is attached to this memo (please note numbers preceded by a negative sign (-) represent revenues, and figures without a negative sign are presented as expenditures). With a level user rate, the majority of the expenses remain consistent with previous years. Please see the historic charges chart below:

	2016	2017	2018	2019	2020	2021	2022
Service Charge (quarterly)	\$31.29	\$31.30	\$31.30	\$31.30	\$31.31	\$31.31	\$31.31
Public Fire (quarterly)	\$30.28	\$30.28	\$30.29	\$30.29	\$30.29	\$30.29	\$30.29
Volumetric (per 1,000 gallons)	\$5.03	\$5.08	\$5.13	\$5.13	\$5.17	\$5.17	\$5.17

- **Water Service Charge:** Fixed charge based on capacity of service and maintenance of the water system; determined by meter size (cost shown for average residential meter).
- **Public Fire Protection Charge:** Fixed charge based on the additional costs and capacity that are needed to provide adequate capacity to fight a fire; determined by meter size (cost shown for average residential meter).

- **Water Volume Charge:** Variable charge based on the number of gallons of water used during the quarterly billing period.

Cash Flow Analysis	2020 Actual	2021 Budgeted	2021 Projected	2022 Proposed
Cash/Cash Equivalents Balance 1/1	\$4,623,721	\$4,791,552	\$4,791,552	\$4,775,094
Net Income	1,131,772	964,064	921,777	885,110
Plus: Depreciation	596,919	615,000	615,000	615,000
Less: Debt Payments	(850,000)	(900,000)	(900,000)	(935,000)
Less: Capital Projects	(623,625)	(593,500)	(566,000)	(318,024)
Capital Project Spending	(87,235)	(87,234)	(87,235)	(87,235)
Net Change in Cash/Cash Equivalents	\$167,831	(\$1,670)	(\$16,458)	\$159,851
Cash/Cash Equivalents Balance 12/31	\$4,791,552	\$4,789,882	\$4,775,094	\$4,934,945
Restricted for Bond Covenant	1,700,484	1,652,908	1,700,484	1,700,484
Reserved for Capital Projects	355,440	342,639	69,440	151,416
Unassigned	2,755,628	2,794,335	3,005,170	3,053,245

Recommendation

Staff recommends that Water Utility Commission review and adopt the FY2022 budget.

Attachments:

Exhibit A - 2022 Water Capital Project Budget (PDF)

Exhibit B - 2022 Water Operations Budget (PDF)

WATER CAPITAL PROJECT BUDGET

Capital projects for the Water Utility are system improvements and replacements outside of the normal operation and maintenance of the system. These projects typically are defined by their cost (>\$5,000), increased lifespan (10 years or more), and overall benefit to the system. Additionally, unlike maintenance and operation, which applies to the current utility infrastructure in place, capital projects usually involve the addition of new infrastructure to the system. Due to the singular nature of capital projects and the cost associated with them, proper planning and funding is required to reduce large increases in annual budget demands. Therefore, the Mequon Water Utility provides self-funding for capital expenditures based on a combination of user charges, developer's fees, and connection fees for new customers. This allows large capital projects to be planned and funded without drastic changes in the annual budget, large scale borrowing, or changes to water rates.

Prior to 2017, the Utility was unable to self-fund capital projects. In the early years of utility ownership, the bond covenant and the revenue bond payments severely limited the Utility's ability to properly plan and fund system improvements and replacements. However, during the first twelve years of ownership the Mequon Water Utility was steadily growing through new developments in Mequon, Bayside and Thiensville. These projects increased the size of the water utility by roughly 50% (just under 3,000 customers in 2009 to approximately 4,650 customers today). In 2017, the Utility re-negotiated its revenue bonds, and based on the reduced principal payments and increased customer counts, the utility has the financial ability to self-fund capital reserves.

Table 1 – History of Self-Funded Capital Budgets

	2017	2018	2019	2020	2021
Total Self-Funding Capital	\$250,000	\$150,000	\$150,000	\$200,000	\$300,000

The Mequon Water Utility was started in the late 1990's. Initially, the Utility was a composite of several earlier private subdivision well systems that interconnected and formed a public utility. As such, the age of the utility is beyond 20 years old. As the utility ages, components of the system will approach the end of their predicted life span or may have outlived their effectiveness. The utility is also continuously growing as existing subdivisions convert from private wells systems to public water, or new subdivisions are developed and connected. Due to the combination of these factors, the utility is entering an era where large scale capital projects, as identified in the master plan, will be needed in order to secure additional supply, redundancy, improved service, or meet regulations as a growing utility.

WATER CAPITAL PROJECT BUDGET

Table 2 – Self-Funded Capital Budgets

Account Name	2022	2023	2024	2025	2026
1. System Storage	\$40,000	\$40,000	\$100,000	\$150,000	\$150,000
2. System Supply & Control	\$5,000	\$5,000	\$30,000	\$30,000	\$30,000
3. Water Meter Replacement	\$85,000	\$85,000	\$85,000	\$85,000	\$85,000
4. Buried Utility Plant	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
5. Equipment Replacement	\$5,000	\$5,000	\$20,000	\$20,000	\$20,000
6. Utility Finance	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
7. Betterment of Service	\$250,000	\$250,000	\$200,000	\$200,000	\$200,000
TOTALS	\$400,000	\$400,000	\$450,000	\$500,000	\$500,000

While the self-funded capital accounts are established as sinking funds to provide for level budgeting and long term funding, the water utility has identified a number of specific projects that would utilize the funding. For some projects, the account will require funding over a multi-year budget cycle in order to achieve sufficient funding. The scale or proportion of funding established for each individual account is intended to match the priority and need for the water utility.

1. System Storage

The System Storage Fund is a sinking fund utilized to maintain existing storage facilities throughout the system. Currently there are 4 storage facilities in the Utility, which require regular scheduled inspections, repairs and painting. Furthermore, this fund incorporates proactive engineering and planning to potentially include additional storage as the Utility grows.

Prioritized projects include:

- System Storage Study/Water Tower Inspection - \$20,000
- Water Tower Improvements - \$450,000
- Donges Bay PRV Pit & SCADA Modifications - \$50,000
- Existing Ground Reservoir Abandonments (1) at \$60,000 (2) at \$30,000 each

2. System Supply & Control Fund

The System Supply and Control Fund is a sinking fund utilized to upgrade, install, and expand SCADA (System Control And Data Acquisition) equipment in the Utility. Also included are improvements or additions to supply sources, equipment, or facilities. Long term projects and priorities revolve around ensuring the Mequon Water Utility can supply peak day demand to customers. Per NR 811.26, “[...] If more than 2 [pumping] units are installed, the total number of units shall have sufficient capacity so that if any one pump is taken out of service, the remaining pumps are capable of supplying the peak demand.” In MWU’s situation, pumping units are considered to be sources of supply as the Utility purchases all of its water. Currently, the firm water supply is sufficient to meet maximum day demands. However, if the MWW supply was out of service due to an emergency, all water for the high- and medium-pressure districts would need to be supplied by the booster pump on Port Washington Road. The Utility contractually meets current peak day

WATER CAPITAL PROJECT BUDGET

demands, however there are hydraulic limitations to providing water from the Port Washington Road booster station to the high-pressure zone for extended periods of time.

Prioritized projects include:

- NSW Contract Revision - \$50,000
- 2nd Milwaukee Meter Pit - \$400,000
- 2nd Milwaukee Connection Loop - \$1,500,000
- NSW Booster Revision - \$50,000

3. Water Meter Replacement Fund

The PSCW requires water utilities to replace residential water meters once every 20 years. Based on utility growth – which started in 1998, MWU has been replacing water meters annually for several years. While the exact number of meters to replace varies yearly, a general estimation of 5% of the system per year gives a useful approximation of the scale and number of meters. For the next 5-year span, the approximate number of meters needing to be replaced every year is 320.

Prioritized projects include:

- 320 Meter Replacements per year - \$85,000 per year

4. Buried Utility Plant Fund

The buried Utility Plant Fund incorporates replacement and maintenance of all aging infrastructures that fails in the field. Examples include copper water laterals, water valves, auxiliary valves, and hydrants, along with scheduled water main replacements. It is more difficult to establish a prioritization list within this fund, due to the various types of infrastructure involved and the differing replacement/repair options for each infrastructure. Additionally, the prioritization list could fluctuate heavily from year-to-year as additional valves, and hydrants are identified for repair during the yearly flushing and exercising program.

Prioritized projects include:

- Hydrant Replacement (per year) - \$30,000
- Valve Replacement (per year)- \$30,000

5. Equipment Fund

The Equipment Fund is a sinking fund utilized to upgrade and replace water utility equipment. Examples include Utility Truck/Van, Dump Truck, significant tools, or analyzers. By nature of the equipment, this is a difficult fund to budget and prioritize purchases, as often equipment has no estimated lifespan and may simply quit working, requiring a fairly urgent replacement and repair.

- 2023 – Replace 801 (2006 KUV Utility Van with 135,000 Miles) with new Utility Truck - \$70,000

WATER CAPITAL PROJECT BUDGET

6. Utility Finance Fund

The Utility Finance Fund is a sinking fund utilized to upgrade, install, and expand software and equipment utilized to collect meter readings and bill the utility customers. Because of the scale of efforts needed to implement changes related to meter reading collection and billing, there are typically few major projects or changes related to this fund. Most changes are related to maintenance of the existing system and upgrading/repairing the existing functions and capabilities. However, given that the Utility is pursuing a meter replacement program for the first time in 2018, some thought should be given to changing or replacing the existing metering and billing system to better serve customers in the future (once a significant portion of the meters have been replaced).

Prioritized projects include:

- Migration to AMI Metering System - \$350,000
- Billing System Revision - \$90,000

7. Betterment of Service Fund

The Betterment of Service (BOS) Fund is a sinking fund utilized to upgrade, install, and expand the utility plant with projects that benefit ALL customers of the system, but may not have a specific “sponsor” or “development” with which it serves. This improvement can be in quantity, quality, or reliability of water service, or any other sufficient reason. The two best examples of these projects include water main system loops and water quality loops.

Prioritized projects include:

- Buntrock Avenue Loop - \$525,000 (2023 payment due to Thiensville)
- Industrial Drive Loop - \$290,000
- Hidden River Condos Loop - \$220,000
- Mequon Rd (River to Riverland) Loop - \$495,000
- Stonefields V Subdivision Loop - \$230,000
- Lac du Cours Loop - \$100,000
- Columbia Creek Subdivision Loop - \$420,000
- Hidden Reserve & Gebhardt Farms Loop - \$260,000

The annual budget process establishes the total capital funding allowed, as well as allocates those funds among the various accounts. The expenditure of those capital funds follows the City’s procurement policy, generally requiring Water Utility Commission authorization. While staff will work according to the prioritization of projects below, the Water Utility Commission ultimately controls which projects will be awarded on an annual basis.

WATER CAPITAL PROJECT BUDGET

Table 3 – 5-Year Project Plan

	2022	2023	2024	2025	2026
1) System Storage Fund					
System storage study - Tower Inspection	\$20,000				
Reservoir Abandonments	\$60,000		\$30,000	\$30,000	
2) System Supply & Control Fund					
NSWC Booster Revision			\$50,000		
3) Water Meter Replacement Fund					
320 Meter Replacements	\$85,000	\$85,000	\$85,000	\$85,000	\$85,000
4) Buried Utility Plant Fund					
Hydrant/Valve Replacements	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000
5) Equipment Fund					
Vehicle Replacement			\$70,000		
7) Betterment of Service Fund					
Thiensville Buntrock Loop		\$525,000			
CAPITAL EXPENSES TOTAL	\$225,000	\$670,000	\$295,000	\$175,000	\$145,000

Accumulation of capital funds allows for level funding and minimizes fluctuations in user rates. Some capital projects require large scale funding and several years' worth of funding prior to utilization of the funds.

Table 4 - Cash Flow Analysis – Approved Capital Budget

	2021	2022	2023	2024	2025	2026
Funds Available (Jan.1)	\$335,000	\$69,000	\$150,976	(\$119,024)	\$35,976	\$360,976
Capital Revenue	\$300,000	\$400,000	\$400,000	\$450,000	\$500,000	\$500,000
Total Construction Funds Available	\$635,000	\$469,000	\$550,976	\$330,976	\$535,976	\$860,976
Expenses*	\$566,000	\$318,024	\$670,000	\$295,000	\$175,000	\$145,000
End of Year Balance	\$69,000	\$150,976	(\$119,024)	\$35,976	\$360,976	\$615,976

*\$183,024 of expenses anticipated to the MWU after the 90/10 WisDOT reimbursement for the Water Main relocation projects at Highland Road and County Line Road for the I-43 Expansion.

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NEXT YEAR / CURRENT YEAR BUDGET ANALYSISP
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PROJECTION: 622 2022 SEWER AND WATER UTILITY BUDGETS

FOR PERIOD 99

ACCOUNTS FOR:

Water UT Fund			2020 ACTUAL	2021 ORIG BUD	2021 REVISED BUD	2021 ACTUAL	2021 PROJECTION	2022 DEPT HEAD	COMMENT
58	OTHER REVENUE								
620679	458203	Amort - BP	-87,234.94	-87,234.00	-87,234.00	.00	-87,235.00	-87,235.00	
	TOTAL OTHER REVENUE		-87,234.94	-87,234.00	-87,234.00	.00	-87,235.00	-87,235.00	
59	INVESTMENT REVENUE								
620679	459101	Interest	-63,802.56	-50,000.00	-50,000.00	-7,460.18	-15,000.00	-15,000.00	
	TOTAL INVESTMENT REVENUE		-63,802.56	-50,000.00	-50,000.00	-7,460.18	-15,000.00	-15,000.00	
62	WATER - SALES								
620679	462401	Water Res	-1,346,550.11	-1,175,000.00	-1,175,000.00	-1,044,049.10	-1,175,000.00	-1,260,000.00	
620679	462402	Water Com	-430,707.51	-470,000.00	-470,000.00	-365,527.69	-470,000.00	-475,000.00	
620679	462403	Water Ind	.00	.00	.00	.00	.00	.00	
620679	462404	Water PA	-7,523.07	-9,500.00	-9,500.00	-7,676.10	-9,500.00	-8,500.00	
620679	462405	Water MF	-116,667.13	-160,000.00	-160,000.00	-100,203.64	-160,000.00	-130,000.00	
620679	462406	Water IRR	-72,720.86	-60,000.00	-60,000.00	-81,665.45	-83,000.00	83,000.00	
620679	462411	ResSrvChg	-564,923.60	-566,500.00	-566,500.00	-427,665.30	-566,500.00	-570,000.00	
620679	462412	ComSrvChg	-97,237.71	-97,000.00	-97,000.00	-73,879.60	-97,000.00	-99,000.00	
620679	462413	IndSrvChrg	.00	.00	.00	.00	.00	.00	
620679	462414	PubAuthSrv	-4,842.03	-5,080.00	-5,080.00	-3,631.71	-5,080.00	-5,000.00	
620679	462415	MultFamCrg	-20,846.77	-21,000.00	-21,000.00	-15,631.91	-21,000.00	-21,000.00	
620679	462416	IrrSrvChrg	-12,496.68	-12,500.00	-12,500.00	-9,370.43	-12,500.00	-12,500.00	
620679	462462	Priv Fire	-49,330.32	-48,000.00	-48,000.00	-38,679.43	-48,000.00	-53,000.00	
620679	462463	Pub Fire	-740,435.77	-740,000.00	-740,000.00	-560,047.92	-740,000.00	-750,000.00	
620679	462465	OthSales	.00	.00	.00	.00	.00	.00	
	TOTAL WATER - SALES		-3,464,281.56	-3,364,580.00	-3,364,580.00	-2,728,028.28	-3,387,580.00	-3,301,000.00	
63	WATER - OTHER OPERAT								
620679	463701	LatePnlty	-1,521.29	-5,000.00	-5,000.00	-6,249.81	-7,000.00	-7,000.00	
620679	463702	TaxCertFee	-2,475.74	-1,400.00	-1,400.00	7.40	-1,400.00	-1,400.00	
620679	463772	WtrRents	-94,502.35	-87,000.00	-87,000.00	-38,256.04	-95,000.00	-95,000.00	
620679	463774	WaterOCR	-1,485.00	-1,500.00	-1,500.00	-4,465.27	-4,800.00	-4,800.00	
	TOTAL WATER - OTHER OPERAT		-99,984.38	-94,900.00	-94,900.00	-48,963.72	-108,200.00	-108,200.00	
64	WATER - NON OPERATIN								
620679	464421	Non-Op Inc	-2,040.88	-1,000.00	-1,000.00	-13,201.65	-15,000.00	-15,000.00	
620679	465421	ContrCap	-125,741.59	-30,000.00	-30,000.00	-19,511.95	-24,000.00	-30,000.00	
	TOTAL WATER - NON OPERATIN		-127,782.47	-31,000.00	-31,000.00	-32,713.60	-39,000.00	-45,000.00	
65	SOURCE OF SUPPLY EXP								
620679	602001	PurchWater	856,805.02	845,000.00	845,000.00	845,000.04	885,000.00	845,000.00	

Attachment: Exhibit B - 2022 Water Operations Budget (6759 : Proposed FY 2022 Water Utility Budget)

10/20/2021 13:50
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NEXT YEAR / CURRENT YEAR BUDGET ANALYSISP
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PROJECTION: 622 2022 SEWER AND WATER UTILITY BUDGETS

FOR PERIOD 99

ACCOUNTS FOR:

Water UT Fund	2020 ACTUAL	2021 ORIG BUD	2021 REVISED BUD	2021 ACTUAL	2021 PROJECTION	2022 DEPT HEAD	COMMENT
620679 614001 WellSpring	.00	15,000.00	15,000.00	.00	.00	18,000.00	
TOTAL SOURCE OF SUPPLY EXP	856,805.02	860,000.00	860,000.00	845,000.04	885,000.00	863,000.00	
66 PUMPING EXPENSES							
620679 620001 PumpSupEng	4,796.74	2,400.00	2,400.00	1,600.00	2,400.00	2,400.00	
620679 623001 PumpPower	7,853.66	10,500.00	10,500.00	7,101.22	10,500.00	10,500.00	
620679 626003 Misc Pump	1,384.18	2,000.00	2,000.00	872.14	2,000.00	2,000.00	
620679 631003 Maint of S	.00	.00	.00	.00	.00	3,000.00	
620679 633001 Pump Labor	3,539.38	2,100.00	2,100.00	3,367.80	4,500.00	4,500.00	
620679 633002 PumpMat	.00	.00	.00	.00	.00	.00	
620679 633003 PumpExp	2,492.15	2,000.00	2,000.00	2,250.00	2,250.00	2,500.00	
TOTAL PUMPING EXPENSES	20,066.11	19,000.00	19,000.00	15,191.16	21,650.00	24,900.00	
67 TRANS & DISTRIBUTION							
620679 660001 T&DSupEng	45,458.43	56,400.00	56,400.00	17,600.00	56,400.00	56,400.00	
620679 661001 Stor Labor	2,256.56	2,375.00	2,375.00	1,358.86	2,375.00	2,500.00	
620679 662001 T&DLabor	87,979.48	77,600.00	77,600.00	51,153.49	69,000.00	78,000.00	
620679 662002 T&DMat	450.34	2,500.00	2,500.00	2,000.00	1,250.00	2,500.00	
620679 662003 T&DExp	52,735.36	48,000.00	48,000.00	55,079.59	60,000.00	60,000.00	
620679 663001 MeterLabor	7,212.84	38,850.00	38,850.00	52,314.04	55,000.00	40,000.00	
620679 663002 MeterMat	.00	.00	.00	.00	.00	500.00	
620679 663003 MeterExp	13.40	100.00	100.00	.00	100.00	500.00	
620679 664001 CustInsLab	3,773.24	4,900.00	4,900.00	14,693.74	15,000.00	22,000.00	
620679 664002 CustInsMat	.00	.00	.00	.00	.00	.00	
620679 664003 CustInsExp	1,725.37	2,500.00	2,500.00	3,657.85	2,500.00	2,500.00	
620679 665001 Misc Labor	5,422.08	5,000.00	5,000.00	3,654.31	5,000.00	5,000.00	
620679 665002 Misc Mat	740.74	750.00	750.00	2,631.24	750.00	3,000.00	
620679 670001 Maint Sup	24,000.00	24,000.00	24,000.00	16,000.23	24,000.00	24,000.00	
620679 672001 MaintRes	7,548.68	5,820.00	5,820.00	9,144.38	9,200.00	12,000.00	
620679 672002 ResMateria	.00	.00	.00	.00	.00	.00	
620679 672003 ResExpense	187.50	500.00	500.00	33.38	500.00	500.00	
620679 673001 MaintMains	15,426.93	21,165.00	21,165.00	8,052.92	21,165.00	21,165.00	
620679 673002 MainsMat	8,024.66	15,000.00	15,000.00	18,031.20	25,000.00	25,000.00	
620679 673003 MainsExp	14,566.18	40,000.00	40,000.00	52,207.63	40,000.00	40,000.00	
620679 675001 MaintServ	60,262.35	54,580.00	54,580.00	38,012.37	50,680.00	54,580.00	
620679 675002 ServiceMat	1,765.49	10,000.00	10,000.00	17,517.20	13,300.00	13,000.00	
620679 675003 ServiceExp	19,776.89	3,000.00	3,000.00	5,957.85	5,800.00	5,000.00	
620679 676001 MaintMeter	2,866.44	2,680.00	2,680.00	2,016.97	2,680.00	3,000.00	
620679 676002 MetersMat	.00	800.00	800.00	.00	800.00	800.00	
620679 676003 MetersExp	61.85	100.00	100.00	246.00	100.00	150.00	
620679 677001 MaintHyd	14,208.46	17,220.00	17,220.00	10,387.11	17,220.00	18,000.00	
620679 677002 HydrantMat	3,132.52	13,000.00	13,000.00	6,375.62	13,000.00	13,000.00	

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PROJECTION: 622 2022 SEWER AND WATER UTILITY BUDGETS

FOR PERIOD 99

ACCOUNTS FOR:

Water UT Fund	2020 ACTUAL	2021 ORIG BUD	2021 REVISED BUD	2021 ACTUAL	2021 PROJECTION	2022 DEPT HEAD	COMMENT
620679 677003 HydrantExp	.00	5,000.00	5,000.00	.00	5,000.00	5,000.00	
TOTAL TRANS & DISTRIBUTION	379,595.79	451,840.00	451,840.00	388,125.98	495,820.00	508,095.00	
68 CUSTOMER ACCOUNTS EX							
620679 901001 CustAccSup	47,202.73	47,843.00	47,843.00	54,708.35	72,684.00	74,548.00	
620679 902001 MetReadLab	4,938.90	7,810.00	7,810.00	2,728.90	7,810.00	5,000.00	
620679 902002 MetReadMat	.00	.00	.00	.00	.00	.00	
620679 902003 MetReadExp	4,371.76	6,400.00	6,400.00	6,000.00	6,400.00	6,880.00	
620679 903001 AcctLabor	54,546.39	57,583.00	57,583.00	3,200.00	32,800.00	36,800.00	
620679 903002 AcctMat	5,736.45	8,000.00	8,000.00	7,722.30	8,000.00	8,000.00	
620679 903003 AcctExp	430.15	500.00	500.00	296.75	500.00	475.00	
620679 904001 UncollAcct	.00	.00	.00	.00	.00	.00	
620679 906001 CustomerEd	7,200.00	7,200.00	7,200.00	4,800.00	7,200.00	7,200.00	
TOTAL CUSTOMER ACCOUNTS EX	124,426.38	135,336.00	135,336.00	79,456.30	135,394.00	138,903.00	
69 PROJECT FUNDING							
620679 469009 TransferIn	-727,193.69	.00	.00	.00	.00	.00	
TOTAL PROJECT FUNDING	-727,193.69	.00	.00	.00	.00	.00	
73 FRINGE BENEFITS							
620679 673101 Social Sec	3,015.45	4,851.00	4,851.00	3,603.76	4,851.00	4,881.00	
620679 673102 Retirement	2,802.44	4,497.00	4,497.00	3,422.79	4,497.00	4,456.00	
620679 673103 WC Ins	1,351.14	1,387.00	1,387.00	1,354.18	1,387.00	1,420.00	
620679 673201 Health Ins	7,983.28	15,977.00	15,977.00	12,582.79	15,977.00	16,375.00	
620679 673202 Dental Ins	341.64	684.00	684.00	554.95	684.00	684.00	
620679 673203 Life Insur	46.48	220.00	220.00	167.16	220.00	224.00	
620679 673204 Disability	165.20	270.00	270.00	206.86	270.00	270.00	
TOTAL FRINGE BENEFITS	15,705.63	27,886.00	27,886.00	21,892.49	27,886.00	28,310.00	
76 ADMIN & GENERAL EXP							
620679 676205 OPEB Pen	-20,817.00	.00	.00	.00	.00	.00	
620679 920001 Adm/GenSal	84,403.75	92,800.00	92,800.00	13,981.83	68,800.00	95,300.00	
620679 921001 OffSupp	5,528.66	1,000.00	1,000.00	4,119.99	4,500.00	5,000.00	
620679 923001 OutService	12,440.05	14,000.00	14,000.00	12,631.00	14,000.00	11,700.00	
620679 924001 PropIns	4,168.61	4,000.00	4,000.00	907.02	4,000.00	4,000.00	
620679 925003 Inj & Dama	.00	.00	.00	434.39	.00	.00	
620679 926007 Train Sem	.00	500.00	500.00	350.00	500.00	1,500.00	
620679 928001 RegCommExp	14,587.93	20,500.00	20,500.00	20,713.86	20,500.00	20,500.00	
620679 930001 MiscGenExp	3,599.98	3,600.00	3,600.00	2,459.98	3,600.00	3,600.00	
620679 931001 RentalCost	18,050.00	16,841.00	16,841.00	.00	16,841.00	18,000.00	

Attachment: Exhibit B - 2022 Water Operations Budget (6759 : Proposed FY 2022 Water Utility Budget)

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PROJECTION: 622 2022 SEWER AND WATER UTILITY BUDGETS

FOR PERIOD 99

ACCOUNTS FOR:

Water UT Fund	2020 ACTUAL	2021 ORIG BUD	2021 REVISED BUD	2021 ACTUAL	2021 PROJECTION	2022 DEPT HEAD	COMMENT
TOTAL ADMIN & GENERAL EXP	121,961.98	153,241.00	153,241.00	55,598.07	132,741.00	159,600.00	
95 OPERATING EXPENSES							
620679 696601 TaxesPaid	.00	.00	.00	.00	.00	.00	
TOTAL OPERATING EXPENSES	.00	.00	.00	.00	.00	.00	
96 NON-OPERATING EXPENS							
620679 696121 MF DeprEx	596,919.34	615,000.00	615,000.00	.00	615,000.00	615,000.00	
620679 696204 Amort Bond	.00	.00	.00	.00	.00	.00	
620679 696401 Principal	.00	.00	.00	.00	.00	.00	
620679 696501 Interest	440,606.71	400,472.00	400,472.00	126,419.51	400,872.00	362,442.00	
620679 696502 WtrDebtSrv	875.00	875.00	875.00	514.58	875.00	875.00	
620679 696701 IntMunAdv	.00	.00	.00	.00	.00	.00	
TOTAL NON-OPERATING EXPENS	1,038,401.05	1,016,347.00	1,016,347.00	126,934.09	1,016,747.00	978,317.00	
TOTAL Water UT Fund	-2,013,317.64	-964,064.00	-964,064.00	-1,284,967.65	-921,777.00	-855,310.00	
TOTAL REVENUE	-4,570,279.60	-3,627,714.00	-3,627,714.00	-2,817,165.78	-3,637,015.00	-3,556,435.00	
TOTAL EXPENSE	2,556,961.96	2,663,650.00	2,663,650.00	1,532,198.13	2,715,238.00	2,701,125.00	
GRAND TOTAL	-2,013,317.64	-964,064.00	-964,064.00	-1,284,967.65	-921,777.00	-855,310.00	

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BUDGET PROJECTION 622 2022 SEWER AND WATER UTILITY BUDGETS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	DEPT HEAD	PERCENT CHANGE
620679	458203	Amort - Bond Premium	-87,234.00	-87,235.00	-87,235.00	.00
	0620-10-679-000-458203-					
620679	459101	Interest-Investments	-50,000.00	-15,000.00	-15,000.00	-70.00
	0620-10-679-000-459101-					
620679	462401	Metered Residential Sales	-1,175,000.00	-1,175,000.00	-1,260,000.00	7.23
	0620-10-679-000-462401-					
620679	462402	Metered Commercial Sales	-470,000.00	-470,000.00	-475,000.00	1.06
	0620-10-679-000-462402-					
620679	462403	Metered Industrial Sales	.00	.00	.00	.00
	0620-10-679-000-462403-					
620679	462404	Metered Public Authority Sales	-9,500.00	-9,500.00	-8,500.00	-10.53
	0620-10-679-000-462404-					
620679	462405	Metered Multi-Family sales	-160,000.00	-160,000.00	-130,000.00	-18.75
	0620-10-679-000-462405-					
620679	462406	Metered Irrigation Sales	-60,000.00	-83,000.00	83,000.00	-238.33
	0620-10-679-000-462406-					
620679	462411	Residential Service Charge	-566,500.00	-566,500.00	-570,000.00	.62
	0620-10-679-000-462411-					
620679	462412	Commercial Service Charge	-97,000.00	-97,000.00	-99,000.00	2.06
	0620-10-679-000-462412-					
620679	462413	Industrial Service Charge	.00	.00	.00	.00
	0620-10-679-000-462413-					
620679	462414	Public Authority Service Chrg	-5,080.00	-5,080.00	-5,000.00	-1.57
	0620-10-679-000-462414-					
620679	462415	Multi Family Service Charge	-21,000.00	-21,000.00	-21,000.00	.00
	0620-10-679-000-462415-					
620679	462416	Irrigation Service Charge	-12,500.00	-12,500.00	-12,500.00	.00
	0620-10-679-000-462416-					
620679	462462	Private Fire Protection	-48,000.00	-48,000.00	-53,000.00	10.42
	0620-10-679-000-462462-					
620679	462463	Public Fire Protection	-740,000.00	-740,000.00	-750,000.00	1.35
	0620-10-679-000-462463-					

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BUDGET PROJECTION 622 2022 SEWER AND WATER UTILITY BUDGETS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	DEPT HEAD	PERCENT CHANGE
620679	462465	Other Sales of Water	.00	.00	.00	.00
	0620-10-679-000-462465-					
620679	463701	Late Penalty Revenue	-5,000.00	-7,000.00	-7,000.00	40.00
	0620-10-679-000-463701-					
620679	463702	Tax Certification Fees	-1,400.00	-1,400.00	-1,400.00	.00
	0620-10-679-000-463702-					
620679	463772	Water Rents / Cell Leases	-87,000.00	-95,000.00	-95,000.00	9.20
	0620-10-679-000-463772-					
	US Cellular		1.00	38,000.00	-38,000.00	
	T Mobile		1.00	38,000.00	-38,000.00	
	Misc		1.00	19,000.00	-19,000.00	
620679	463774	Water Other Customer Rev	-1,500.00	-4,800.00	-4,800.00	220.00
	0620-10-679-000-463774-					
620679	464421	Misc Non-Operating Income	-1,000.00	-15,000.00	-15,000.00	1,400.00
	0620-10-679-000-464421-					
620679	465421	Capital Contributions	-30,000.00	-24,000.00	-30,000.00	.00
	0620-10-679-000-465421-					
	River Road Wellhouse Abandonment		1.00	30,000.00	-30,000.00	
620679	469009	Transfers In	.00	.00	.00	.00
	0620-10-679-000-469009-					
620679	602001	Purchased Water	845,000.00	885,000.00	845,000.00	.00
	0620-10-679-000-602001-					
	Milwaukee Water Works		1.00	643,500.00	643,500.00	
	North Shore Water		1.00	201,500.00	201,500.00	
620679	614001	Maintenance of Wells/Springs	15,000.00	.00	18,000.00	20.00
	0620-10-679-000-614001-					
	Abandonment of MBP 1 Well		1.00	18,000.00	18,000.00	
620679	620001	Pumping Superv & Engineering	2,400.00	2,400.00	2,400.00	.00
	0620-10-679-000-620001-					
	City Water Management Contract		12.00	200.00	2,400.00	
620679	623001	Electric/Power For Pumping	10,500.00	10,500.00	10,500.00	.00
	0620-10-679-000-623001-					
			1.00	10,500.00	10,500.00	
620679	626003	Miscellaneous Pumping Expenses	2,000.00	2,000.00	2,000.00	.00
	0620-10-679-000-626003-					
			1.00	2,000.00	2,000.00	

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BUDGET PROJECTION 622 2022 SEWER AND WATER UTILITY BUDGETS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	DEPT HEAD	PERCENT CHANGE
620679	631003	Maint of Structures	.00	.00	3,000.00	.00
	0620-10-679-000-631003-		1.00	3,000.00	3,000.00	
620679	633001	Maintenance of Pump Equip	2,100.00	4,500.00	4,500.00	114.29
	0620-10-679-000-633001-		1.00	4,500.00	4,500.00	
	City Water Operations Contract					
620679	633002	Maint of Pump Equip Materials	.00	.00	.00	.00
	0620-10-679-000-633002-					
620679	633003	Maint of Pump Equip Expenses	2,000.00	2,250.00	2,500.00	25.00
	0620-10-679-000-633003-		1.00	2,500.00	2,500.00	
620679	660001	T&D Supervision & Engineering	56,400.00	56,400.00	56,400.00	.00
	0620-10-679-000-660001-		12.00	2,200.00	26,400.00	
	City Water Management Contract		1.00	30,000.00	30,000.00	
	City of Mequon Chargeback					
620679	661001	Storage Facilities Labor	2,375.00	2,375.00	2,500.00	5.26
	0620-10-679-000-661001-		1.00	2,500.00	2,500.00	
	City Water Operations Contract					
620679	662001	T&D Lines Labor	77,600.00	69,000.00	78,000.00	.52
	0620-10-679-000-662001-		1.00	78,000.00	78,000.00	
	City Water Operations Contract					
620679	662002	T&D Lines Materials	2,500.00	1,250.00	2,500.00	.00
	0620-10-679-000-662002-		1.00	1,250.00	1,250.00	
	TOOLS & EQUIPMENT		1.00	1,250.00	1,250.00	
	WATER TESTING CHEMICALS/REAGENTS		1.00	1,250.00	1,250.00	
620679	662003	T&D Lines Expenses	48,000.00	60,000.00	60,000.00	25.00
	0620-10-679-000-662003-		1.00	35,000.00	35,000.00	
	USIC - LOCATING SERVICES		1.00	25,000.00	25,000.00	
	WATER TESTING, SAMPLING, FLEET					
	CHARGEBACKS					
620679	663001	Meter Labor	38,850.00	55,000.00	40,000.00	2.96
	0620-10-679-000-663001-		1.00	30,800.00	30,800.00	
	CITY WATER METER SWAP PROJECT		1.00	9,200.00	9,200.00	
	City Water Operations Contract					
620679	663002	Meter Materials	.00	.00	500.00	.00
	0620-10-679-000-663002-		1.00	500.00	500.00	

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BUDGET PROJECTION 622 2022 SEWER AND WATER UTILITY BUDGETS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	DEPT HEAD	PERCENT CHANGE
620679	663003	Meter Expenses	100.00	100.00	500.00	400.00
	0620-10-679-000-663003-	Motor Fuels & Lubricants	1.00	500.00	500.00	
620679	664001	Customer Installations Labor	4,900.00	15,000.00	22,000.00	348.98
	0620-10-679-000-664001-	City Water Operations Contract	1.00	22,000.00	22,000.00	
620679	664002	Customer Installations Materia	.00	.00	.00	.00
	0620-10-679-000-664002-					
620679	664003	Customer Installations Expense	2,500.00	2,500.00	2,500.00	.00
	0620-10-679-000-664003-	Motor Fuels & Lubricant	1.00	2,500.00	2,500.00	
620679	665001	Misc Expenses Labor	5,000.00	5,000.00	5,000.00	.00
	0620-10-679-000-665001-	City Water Operations Contract	1.00	5,000.00	5,000.00	
620679	665002	Misc T&D Materials	750.00	750.00	3,000.00	300.00
	0620-10-679-000-665002-		1.00	3,000.00	3,000.00	
620679	670001	Maintenance Supervision	24,000.00	24,000.00	24,000.00	.00
	0620-10-679-000-670001-	City Water Management Contract	12.00	2,000.00	24,000.00	
620679	672001	Maintenance of Reservoirs	5,820.00	9,200.00	12,000.00	106.19
	0620-10-679-000-672001-	City Water Operations Contract	1.00	12,000.00	12,000.00	
620679	672002	Maintenance of Res Materials	.00	.00	.00	.00
	0620-10-679-000-672002-					
620679	672003	Maintenance of Res Expenses	500.00	500.00	500.00	.00
	0620-10-679-000-672003-		1.00	500.00	500.00	
620679	673001	Maintenance of Mains	21,165.00	21,165.00	21,165.00	.00
	0620-10-679-000-673001-	City Water Operations Contract	1.00	21,165.00	21,165.00	
620679	673002	Maintenance of Mains Materials	15,000.00	25,000.00	25,000.00	66.67
	0620-10-679-000-673002-	Valve Replacement	1.00	25,000.00	25,000.00	
620679	673003	Maintenance of Mains Expenses	40,000.00	40,000.00	40,000.00	.00
	0620-10-679-000-673003-	Maintenance of Mains Expenses	1.00	37,000.00	37,000.00	
		Motor Fuels & Lubricant	1.00	3,000.00	3,000.00	

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BUDGET PROJECTION 622 2022 SEWER AND WATER UTILITY BUDGETS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	DEPT HEAD	PERCENT CHANGE
620679	673101	Social Security	4,851.00	4,851.00	4,881.00	.62
	0620-10-679-000-673101-		.00	.00	1,515.00	
		SZYMANSKI, PAMELA J(100131)	.00	.00	354.00	
		SZYMANSKI, PAMELA J(100131)	.00	.00	2,441.00	
		DRISCOLL, KEVIN R(100498)	.00	.00	571.00	
		DRISCOLL, KEVIN R(100498)	.00	.00		
620679	673102	Retirement	4,497.00	4,497.00	4,456.00	-.91
	0620-10-679-000-673102-		.00	.00	1,668.00	
		SZYMANSKI, PAMELA J(100131)	.00	.00	2,788.00	
		DRISCOLL, KEVIN R(100498)				
620679	673103	Worker's Comp Insurance	1,387.00	1,387.00	1,420.00	2.38
	0620-10-679-000-673103-					
620679	673201	Health Insurance	15,977.00	15,977.00	16,375.00	2.49
	0620-10-679-000-673201-		.00	.00	4,619.00	
		SZYMANSKI, PAMELA J(100131)	.00	.00	11,756.00	
		DRISCOLL, KEVIN R(100498)				
620679	673202	Dental Insurance	684.00	684.00	684.00	.00
	0620-10-679-000-673202-		.00	.00	175.00	
		SZYMANSKI, PAMELA J(100131)	.00	.00	509.00	
		DRISCOLL, KEVIN R(100498)				
620679	673203	Life Insurance	220.00	220.00	224.00	1.82
	0620-10-679-000-673203-		.00	.00	176.00	
		SZYMANSKI, PAMELA J(100131)	.00	.00	48.00	
		DRISCOLL, KEVIN R(100498)				
620679	673204	Long Term Disability	270.00	270.00	270.00	.00
	0620-10-679-000-673204-					
620679	675001	Maintenance of Services	54,580.00	50,680.00	54,580.00	.00
	0620-10-679-000-675001-					
		City Water Operations Contract	1.00	54,580.00	54,580.00	

Attachment: Exhibit B - 2022 Water Operations Budget (6759 : Proposed FY 2022 Water Utility Budget)

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DEPARTMENT BUDGET REQUESTSP 6
bgdeptrq

BUDGET PROJECTION 622 2022 SEWER AND WATER UTILITY BUDGETS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	DEPT HEAD	PERCENT CHANGE
620679	675002	Maintenance of Services Mat	10,000.00	13,300.00	13,000.00	30.00
	0620-10-679-000-675002-		1.00	13,000.00	13,000.00	
620679	675003	Maintenance of Services Exp	3,000.00	5,800.00	5,000.00	66.67
	0620-10-679-000-675003-		1.00	2,450.00	2,450.00	
		Maintenance of Services Expense	1.00	2,550.00	2,550.00	
		Motor Fuels & Lubricants	1.00			
620679	676001	Maintenance of Meters	2,680.00	2,680.00	3,000.00	11.94
	0620-10-679-000-676001-		1.00	3,000.00	3,000.00	
		City Water Operations Contract				
620679	676002	Maintenance of Meters Mat	800.00	800.00	800.00	.00
	0620-10-679-000-676002-		1.00	800.00	800.00	
620679	676003	Maintenance of Meters Exp	100.00	100.00	150.00	50.00
	0620-10-679-000-676003-		1.00	150.00	150.00	
620679	676205	OPEB & Supp Pension Expense	.00	.00	.00	.00
	0620-10-679-000-676205-					
620679	677001	Maintenance of Hydrants	17,220.00	17,220.00	18,000.00	4.53
	0620-10-679-000-677001-		1.00	18,000.00	18,000.00	
		City Water Operations Contract				
620679	677002	Maintenance of Hydrants Mat	13,000.00	13,000.00	13,000.00	.00
	0620-10-679-000-677002-		1.00	13,000.00	13,000.00	
620679	677003	Maintenance of Hydrants Exp	5,000.00	5,000.00	5,000.00	.00
	0620-10-679-000-677003-		1.00	4,150.00	4,150.00	
		Maintenance of Hydrants Expense	1.00	850.00	850.00	
		Motor Fuels & Lubricants	1.00			
620679	696121	MF Depreciation Expense	615,000.00	615,000.00	615,000.00	.00
	0620-10-679-000-696121-					
620679	696204	Amortization-Bond Discount	.00	.00	.00	.00
	0620-10-679-000-696204-					
620679	696401	Principal-Bonds	.00	.00	.00	.00
	0620-10-679-000-696401-					
620679	696501	Interest-Bonds	400,472.00	400,872.00	362,442.00	-9.50
	0620-10-679-000-696501-		1.00	48,410.00	48,410.00	
		Amortize Loss on Refunding	1.00	314,032.00	314,032.00	
		2022 Debt Service				

Attachment: Exhibit B - 2022 Water Operations Budget (6759 : Proposed FY 2022 Water Utility Budget)

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DEPARTMENT BUDGET REQUESTSP 7
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BUDGET PROJECTION 622 2022 SEWER AND WATER UTILITY BUDGETS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	DEPT HEAD	PERCENT CHANGE
620679	696502	Water Debt Service	875.00	875.00	875.00	.00
	0620-10-679-000-696502-					
620679	696601	Taxes Paid	.00	.00	.00	.00
	0620-10-679-000-696601-					
620679	696701	Interest-Municipal Advances	.00	.00	.00	.00
	0620-10-679-000-696701-					
620679	901001	Customer Accounts Supervision	47,843.00	72,684.00	74,548.00	55.82
	0620-10-679-000-901001-					
		SZYMANSKI, PAMELA J(100131)	.50	51,318.00	25,659.00	
		DRISCOLL, KEVIN R(100498)	.50	85,778.00	42,889.00	
		City Water Management Contract	12.00	500.00	6,000.00	
620679	902001	Meter Reading Labor	7,810.00	7,810.00	5,000.00	-35.98
	0620-10-679-000-902001-					
		City Water Operations Contract	1.00	5,000.00	5,000.00	
620679	902002	Meter Reading Materials	.00	.00	.00	.00
	0620-10-679-000-902002-					
620679	902003	Meter Reading Expenses	6,400.00	6,400.00	6,880.00	7.50
	0620-10-679-000-902003-					
		Itron Meter Reading Software	1.00	3,000.00	3,000.00	
		Chargeback for City Car	4.00	220.00	880.00	
		Midwest Meter - MVRs Upgrade	1.00	3,000.00	3,000.00	
		Implementation				
620679	903001	Accounting/Collecting Labor	57,583.00	32,800.00	36,800.00	-36.09
	0620-10-679-000-903001-					
		City Water Management Contract	12.00	400.00	4,800.00	
		PAM SZYMANSKI	1.00	.00	.00	
		City of Mequon Chargeback	1.00	32,000.00	32,000.00	
620679	903002	Accounting/Collecting Material	8,000.00	8,000.00	8,000.00	.00
	0620-10-679-000-903002-					
		Postage	1.00	8,000.00	8,000.00	
620679	903003	Accounting/Collecting Expenses	500.00	500.00	475.00	-5.00
	0620-10-679-000-903003-					
		BANK FEES	1.00	475.00	475.00	
620679	904001	Uncollectible Accounts	.00	.00	.00	.00
	0620-10-679-000-904001-					

Attachment: Exhibit B - 2022 Water Operations Budget (6759 : Proposed FY 2022 Water Utility Budget)

10/20/2021 13:49
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DEPARTMENT BUDGET REQUESTSP 8
bgdept rqr

BUDGET PROJECTION 622 2022 SEWER AND WATER UTILITY BUDGETS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	DEPT HEAD	PERCENT CHANGE
620679	906001	Customer Education Service	7,200.00	7,200.00	7,200.00	.00
	0620-10-679-000-906001-	City Water Management Contract	12.00	600.00	7,200.00	
620679	920001	Admin/General Salaries	92,800.00	68,800.00	95,300.00	2.69
	0620-10-679-000-920001-	City Water Operations Contract	1.00	30,300.00	30,300.00	
		City of Mequon Chargeback	1.00	65,000.00	65,000.00	
620679	921001	Office Supplies	1,000.00	4,500.00	5,000.00	400.00
	0620-10-679-000-921001-	Office Supplies	1.00	2,500.00	2,500.00	
		Telephone Services	1.00	2,500.00	2,500.00	
620679	923001	Outside Services Employed	14,000.00	14,000.00	11,700.00	-16.43
	0620-10-679-000-923001-	Baker Tilly	1.00	4,500.00	4,500.00	
		Digger's Hotline Subscription	12.00	600.00	7,200.00	
620679	924001	Property Insurance	4,000.00	4,000.00	4,000.00	.00
	0620-10-679-000-924001-	Auto Insurance	1.00	1,000.00	1,000.00	
		Liability Insurance	1.00	3,000.00	3,000.00	
620679	925003	Injuries & Damages	.00	.00	.00	.00
	0620-10-679-000-925003-					
620679	926007	Training/Seminars	500.00	500.00	1,500.00	200.00
	0620-10-679-000-926007-	MUNIS TRAINING FOR PROFESSIONAL STAFF	2.00	750.00	1,500.00	
620679	928001	Regulatory Commission Expenses	20,500.00	20,500.00	20,500.00	.00
	0620-10-679-000-928001-	City Water - Study to implement	1.00	10,000.00	10,000.00	
		America's Water Infrastructure Act				
		Public Service Commission/Baxter &	1.00	10,500.00	10,500.00	
		Woodman for rate case fees				
620679	930001	Miscellaneous General Expenses	3,600.00	3,600.00	3,600.00	.00
	0620-10-679-000-930001-	City Water Management Contract	12.00	300.00	3,600.00	
620679	931001	Rental Costs	16,841.00	16,841.00	18,000.00	6.88
	0620-10-679-000-931001-	City of Mequon Chargeback for	1.00	18,000.00	18,000.00	
		Office/Shop Space				
		BUDGET CEILING:			-964,064.00	
		TOTALS:	-964,064.00	-921,777.00	-855,310.00	-11.28

** END OF REPORT - Generated by Jennifer Engroff **

Attachment: Exhibit B - 2022 Water Operations Budget (6759 : Proposed FY 2022 Water Utility Budget)



11333 N. Cedarburg Road
Mequon, WI 53092-1930
Phone: 262-242-3100
Fax: 262-242-9655

www.ci.mequon.wi.us

Office of Mequon Municipal Water Utility Commission

TO: Mequon Municipal Water Utility Commission
FROM: Jim Voigt, Director of Operations
DATE: October 28, 2021
SUBJECT: Authorization of 2022 Water Meter Purchase

The Meter Study, approved in March 2018, recommended following a proposed meter replacement schedule. The proposed schedule averages the yearly meter replacements over a 5-year period to meet the Public Service Commission replacement regulations. Based upon the recommended replacement schedule, the Mequon Water Utility should replace 270 meters annually.

Due to ordering difficulties no meters were installed in 2018, however 521 meters were installed in 2019, and that was only 19 meters under the two-year goal of 540 meters replacements. COVID-19 impacted the installation schedule for 2020, as most homeowners did not want staff in their home. We did install 540 meters in 2021, bringing the water utility back on schedule. Given the history with ordering difficulties, staff recommends authorization of purchasing 320 meters, which will provide flexibility for purchase and installation in 2022.

Analysis

Existing meters will be replaced with Badger Meter nutating disc meters and 9-dial encoded registers. In addition to the new meter, new Riva endpoints will be installed in AMR mode and could be converted to an AMI mode in the future, per the recommendations of the Meter Study.

Fiscal Impact

The total cost for the purchase of 320 meters is \$74,885.87, as shown in the table below. There is adequate funding for this purchase as established in the Water Meter Replacement Fund, 620679-741003.

Capital Budget	Unit	Quantity	Unit Price	Total Cost
5/8" Meters	EA	281	\$ 54.56	\$ 15,331.36
3/4" Meters	EA	12	\$ 72.50	\$ 870.00
1" Meters	EA	27	\$ 117.13	\$ 3,162.51
5' Cables	EA	320	\$ 13.03	\$ 4,169.60
Registers	EA	320	\$ 60.82	\$ 19,462.40
Endpoints	EA	320	\$ 85.00	\$ 27,200.00
5' cable & connector	EA	320	\$ 13.00	\$ 4,160.00
Shipping (est.)	LS	1	\$ 500.00	\$ 500.00
			Sub-total	\$ 74,855.87

Recommendation

Staff requests authorization to purchase 320 meters and associated appurtenances in the amount of \$75,000.



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www.ci.mequon.wi.us

Office of Engineering

TO: Mequon Municipal Water Utility Commission
FROM: Kristen Lundeen, Director of Public Works/City Engineer
DATE: October 28, 2021
SUBJECT: Water Connection Policy

Discussion

In December 2020, the Mequon Water Utility (MWU) petitioned the Public Service Commission (PSC) to amend the designated user service area to include all lands within the corporate limits of the City of Mequon. Previously, MWU had self-restricted the designated user service area to match the sewer service area. The previous policy was generated with the belief that the density and type of development that would warrant water service would be located within the sewer service area and that lands outside of the sewer service area would not benefit from public water.

During the Planning Commission Subcommittee's Ulao Creek Neighborhood (previously East Growth Area) policy discussion, the committee determined that expansion of the sewer service area in this location would be cost prohibitive to development. Properties within the sewer service area are subject to sewer tax levy, regardless of connection status. The policy decision was based upon both the cost and the technical constraints of sanitary sewer construction. Availability of gravity service is limited by topography and alternatively lift stations and force mains are restrictive and expensive to operate and maintain long term.

While expanding the sewer service area was deemed too costly, several land use and zoning categories were developed and are currently in the approval process. Many of those potential uses could result in a structure of a size that triggers building code requirements for fire suppression. Therefore, properties could benefit from access to the public water utility, while located outside of the sewer service area.

Expanding the sewer service area also results in a direct cost to the Sewer Utility and subsequently the property owner. The Metropolitan Milwaukee Sewerage District charges annual capital fees based upon the assessed land value within the sewer service area, regardless of connection status because of anticipated growth and planning for future flow allocation. These annual capital fees are levied for all properties in Mequon that lie within the sewer service area. If the property owner does not pay the fee, the Sewer Utility is still charged, which is distributed across the remaining properties.

In contrast for the Water Utility, there is no direct fee or cost to properties within the MWU designated user service area. As a voluntary utility, the MWU does not require existing properties to connect to the public utility. These factors were part of the policy decision to expand the MWU designated user service area to the corporate limits of the City of Mequon, pending a policy discussion as to how, where and under what connection rules would properties be required to connect.

Staff requests feedback from the Water Utility Commission on several policy decisions that will inform the Utility staff on how to proceed with modifications of the existing documents that govern the Water Utility. Any modifications to the tariff, City of Mequon Code of Ordinances, Standard Specifications for Land Development will subsequently go through the appropriate

governing body for approval.

Staff developed a series of questions to facilitate policy discussion. The decisions, options for the Water Utility Commission to consider and staff recommendations can be found below. While a number of the are related to technical requirements, Utility staff wants to ensure that any proposed modifications to the governing documents meet the intent of the expansion of the water service user area.

With feedback on the policy decisions, Utility staff will return at future meetings for the approvals of the technical standards to support the directed policy.

1. Which properties/developments should be required to connect?

Current: The existing connection rules are clearer regarding which developments are not required to connect to the Water Utility (Section 86-10(c) No existing owner or tenant of property on which is located habitable building improvements, and which is not a utility user/customer as of the day prior to the day on which title to the Mequon Water Utility assets vest in the City of Mequon) than indicating who is required to connect.

Prior to the amendment to the designated user service area, connection was generally required for all new development within the sanitary sewer service area.

Options: With the amendment in December 2020, the Water Utility could now require connection for any new development within the City, not already exempted by ordinance (Section 86-10(c) No existing owner or tenant of property on which is located habitable building improvements, and which is not a utility user/customer as of the day prior to the day on which title to the Mequon Water Utility assets vest in the City of Mequon). Please note that modifying the existing exemption could only be achieved through referendum and is not being suggested/requested by Utility staff.

The Water Utility Commission could consider requiring connection for any combination of the following:

1. Require connection for all properties within the designated user service area, not exempted by 86-10 (the entire City of Mequon).
2. Require connection for all properties within the sanitary sewer service area or the Ulao Creek Neighborhood.
3. Require connection for all properties within the sanitary sewer service area or other locations on a case-by-case basis.
4. Require connection for all properties within a designated boundary (any of the area options outlined above) to connect and outline a process for properties outside of that area to request permission to connect.
5. Complete a study to determine the maximum practical growth of the Water Utility without requiring significant infrastructure solely to support new development (i.e., water tower, booster station, etc.) and set that boundary for those required to connect.

Staff Recommendation: Staff recommends Option 4. While staff supports healthy growth of the utility, the boundary for connection in Mequon has historically been tied to development. However, Utility staff anticipates that property owners outside of the designated boundary will want to understand the parameters for consideration of connection. Rather than appearing arbitrary with a case-by-case consideration, Utility staff can generate the terms where service may be considered and the process for

consideration.

2. How do we address properties that are required to connect, but don't want to?

Current: If a new development not exempted by Section 86-10 located within the sewer service area does not want to connect to MWU, it requests a deferral through the Water Utility Commission. The MWU does not have a policy or basis for consideration of a deferral. If granted, the owner is required to execute and record a deferral agreement, indicating that it will connect in the future when water service is available.

Options: At a most basic level, there are three options:

1. Require all properties within the designated boundary to connect, without exception.
2. Consider requests not to connect on a case-by-case basis.
3. Provide policy language establishing the parameters for a request, and outline consideration requirements that the Water Utility Commission will use in its determination.

Staff Recommendation: Staff recommends Option 3. The Sewer Utility has a set of parameters for properties that are required to connect. If a request meets those terms, it may be deferred.

Please note that staff actually recommends parameters for two different types of exceptions to connection requirements: deferral and exemption. A deferral would apply to developments that are not required to connect now but will be in the future. An example would be where the installation of a water main extension is cost prohibitive to the development, but that if a main were extended in the future, connection would be available. An exemption could be offered to developments where it is anticipated that connection would never be required. For example, if a development is required to connect, and as a result of connecting the development, that connection would put such a strain on the existing infrastructure that it would cost other MWU customers more in fees to support the development.

3. If offered, which developments should be considered for deferral?

Please note that if the answer to the previous question is Option 1, no discussion on this policy item is required.

Current: As previously noted, under current policy deferral is the only option, therefore all developments within the sewer service area requesting not to connect to the MWU are considered for deferral. The deferral agreement states that while connection is not required at this time, connection would be required in the future if public water became available.

Options: Plentiful. Staff is looking to establish the basic set of criteria if the concept of deferral is supported. If so, it will return with technical parameters for review and approval.

Staff Recommendation: Staff recommends connection requirements similar to the Sewer Utility. Section 58-600(e) of the City ordinance states: 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. If recommended by the Committee, staff would return at a future meeting with policy language for consideration and adoption.

4. If offered, which developments should be considered for exemption?

Please note that if the answer to the Question 2 is Option 1, no discussion on this policy item is required.

Current: As previously noted, under current policy deferral is the only option, therefore all developments within the sewer service area requesting not to connect to the MWU are considered for deferral. An exemption would indicate that the development is not required to connect at this time, nor would connection be required in the future.

Options: Plentiful. Staff is looking to establish the basic set of criteria if the concept of exemption is supported. If so, it will return with technical parameters for review and approval.

Staff Recommendation: Staff recommends that the Water Utility establish a Connection Policy that defines a process under which an exemption would be considered. The primary consideration be whether there is a negative cost or infrastructure impact to the MWU if the development were not required to connect. Secondary would be whether the connection of the development would provide a benefit to the existing utility users. If supported, staff can establish additional parameters for consideration. Staff would return at a future meeting with policy language for consideration and adoption.

Unlike the Sewer Utility, there is no direct cost for properties within the designated user service area that are granted an exemption. However, Staff would also build provisions to address exempted properties that request connection in the future.

5. Should the Connection Policy modify the requirements to extend the water main along the property line?

Current: All developments are required to extend the water main along the full extent of the property line, regardless of connection location.

Options: At a most basic level, there are three options:

1. Continue to require extensions along the full extent of the property line.
2. Modify the requirement and define where an extension is required and when it is not, based upon the Water Utility Master Plan and land use/zoning.
3. Do not require an extension beyond the connection location.

Staff Recommendation: Staff recommends Option 2. Option 2 allows the Water Utility to define the requirements for an extension. Most often, it will be consistent with the current policy to extend along the full extent of the property line. Requiring a development to extend the water main along the property line is consistent with the build and contribute model. The adjacent property would be required to do the same, ultimately building the infrastructure within the water system that is required to support

new development.

With few exceptions, the only time a water main would not be required to extend along the property line would be where adjacent property is not anticipated to connect to public water, or at the “end of the line”. If supported, staff can establish additional parameters for consideration. Staff would return at a future meeting with policy language for consideration and adoption.

Option 1 can result in dead end mains, which require additional operation and maintenance to address the potential for stagnant water. Typically, this is addressed by flushing the line, which would not otherwise be required with adequate water turnover. Eliminating dead end mains reduces operational labor costs and purchased water costs. Option 3 results in additional costs to future development. As a build and contribute utility, requiring a main extension to the property line is equivalent to a front foot assessment. The development is required to build and contribute the water main along the full extent of the property line and deed that to the Water Utility. When an adjacent property connects to water, it is required to do the same. If a water main is left short of the property line, then the adjacent development would have to install more water main and incur an additional cost.

Similar to the connection requirements themselves, with Water Utility Commission feedback, Staff will define a process by which properties could request an exemption from the requirements to extend the water main along the property line.

Action Items

With the Water Utility Commission’s discussion and direction on these five topics, Utility staff will draft the appropriate connection policy. Some of the language may require an ordinance revision, others an amendment to the Standard Specifications for Land Development and some may be best served as a stand-alone Connection Policy. Any and all of those documents would come back before the Water Utility Commission for review and approval prior to implementation.