



11333 N. Cedarburg Road
Mequon, WI 53092
Phone: 262-236-2913
Fax: 262-242-1580

www.ci.mequon.wi.us

Water Utility

MEQUON MUNICIPAL WATER UTILITY COMMISSION
Regular Meeting
Wednesday, October 30, 2024
5:30 PM or immediately following the Committee of the Whole
Christine Nuernberg Hall

Agenda

- 1) Call to Order, Roll Call
- 2) Approval of Meeting Minutes
Action requested: review and approve
 - a. October 8, 2024, Minutes
- 3) Discussion Items
 - a. Request for the Reassignment of \$700,000 in Undesignated Cash Reserves to Pay-As-You-Go Capital Projects
 - b. Adoption of the Fiscal Year 2025 Mequon Water Utility Budget
 - c. Authorization for the Mequon Water Utility to Exceed \$25,000 for the Purchases and/or Services from Core and Main, Etna Supply, Grunau, DF Tomasini, Mid-City, MJ Construction, Rozga, Badger Meter and United Systems & Software, Inc. to Complete Projects as Needed During Fiscal Year 2025
 - d. Consideration of an Amendment to the Mequon Municipal Water Utility's Water Connection Policy, Related to the Amortization of System Depreciation for Private Water Trusts
 - e. Status Update - Mequon Water Utility Master Plan
 - f. Status Update - Mequon Water Utility Leak Audit
- 4) Adjourn

Dated: October 30, 2024

/s/ Andrew Nerbun, 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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Water Utility

MEQUON MUNICIPAL WATER UTILITY COMMISSION
Regular Meeting
Tuesday, October 8, 2024
7:30 PM
Christine Nuernberg Hall

Minutes

1) Call to Order, Roll Call

The meeting was called to order at 7:37 PM.

Present:

Commissioner Andrew Nerbun
 Commissioner Robert Strzelczyk
 Commissioner Kelly Tolocko
 Commissioner Dale Mayr
 Commissioner Jeffrey Hansher
 Commissioner Gregg Bach
 Commissioner Brian Parrish
 Commissioner Peter Bratt
 Commissioner William Gebhardt

Also Present: City Administrator Jones, City Attorney Sajdak, City Clerk Fochs, Finance Director Arnett, Director of Community Development Tollefson, Assistant Director of Community Development Zader, City Engineer Lundeen, Fire Chief Bialk, Police Chief Pryor, Police Captain Riley, Administrative Assistant Schlereth, ICMA Management Fellow Randall, press and the interested public.

2) Approval of Meeting Minutes

a. September 8, 2024, Minutes

Attachment: 10-8-24 (9806 : October 8, 2024 Minutes)

3) Discussion and Possible Action

- a. Contract Award for three hydrant replacements

Staff will follow up on if the three hydrants are in the original Water Utility area.

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

MOVED BY: Commissioner Mayr

SECONDED BY: Commissioner Strzelczyk

AYES: Nerbun, Strzelczyk, Tolocko, Mayr, Hansher, Bach, Parrish, Bratt, Gebhardt

4) Adjourn

- a. Motion to Adjourn at 7:40 PM

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

MOVED BY: Commissioner Parrish

SECONDED BY: Commissioner Strzelczyk

AYES: Nerbun, Strzelczyk, Tolocko, Mayr, Hansher, Bach, Parrish, Bratt, Gebhardt

Respectfully Submitted,

Ren Schlereth
Administrative Assistant

Attachment: 10-8-24 (9806 : October 8, 2024 Minutes)



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

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Office of Mequon Municipal Water Utility Commission

TO: Mequon Municipal Water Utility Commission
FROM: Kristen Lundeen, Director of Public Works/City Engineer
DATE: October 30, 2024
SUBJECT: Request for the Reassignment of \$700,000 in Undesignated Cash Reserves to Pay-As-You-Go Capital Projects

Background

On October 27, 2022, the Water Utility Commission approved the **Mequon Water Utility Financial Policy: Reserve Requirement**. The policy requires 80 percent of the current operating expenditure budget to be held in reserve, with a minimum required balance of \$2,000,000.

Analysis

The proposed FY2025 Water Utility Operating Budget is included in the table below. The current Undesignated Cash Reserve is \$3,640,621, or 115% of the Water Utility Operating Budget, and therefore the minimum requirements of the policy have been met.

Cash/Cash Equivalents Balance 1/1/2025	\$6,038,017
Less: Restricted Funds 2025	(\$985,000)
Less: Capital Funding 12/31/2024	(\$1,412,396)
Less: Reserve Policy (80%)	(\$2,522,496)
Undesignated Cash Reserve	\$1,118,125

Staff recommends reassigning \$700,000 in excess funds to the Utility's capital funding accounts. This is less than the full Undesignated Cash Reserve amount, as these numbers are projected or estimated numbers for year-end. The Utility has the ability to reassign future excess funds at any time should the need present itself.

Fiscal Impact

Per the 80% policy, \$2,522,496 should be maintained as an Undesignated Cash Reserve. The \$700,000 in undesignated cash reserves will be reassigned as shown in the table below.

Capital Fund	Estimated Fund Balance 12/31/2024	Undesignated Cash Reassignment	Fund Balance 1/1/2025
Water System Storage Capital	\$358,707	\$-	\$358,707
Water Supply & Control Capital	\$180,934	\$-	\$180,934
Water Meter Replacement Capital	\$153,300	\$150,000	\$303,300

Water Buried Utility Capital	\$47,951	\$200,000	\$247,951
Water Equipment Capital	\$49,254	\$50,000	\$99,254
Water Utility Finance Fund	\$20,319	\$-	\$20,319
Water Betterment of Service	\$601,930	\$300,000	\$901,930
Total	\$1,412,395	\$700,000	\$2,112,395

Recommendation

Staff recommends the Water Utility Commission review and adopt reassignment of undesignated cash reserves as illustrated above.



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Office of Mequon Municipal Water Utility Commission

TO: Mequon Municipal Water Utility Commission
FROM: Jim Voigt, Director of Operations
DATE: October 3, 2024
SUBJECT: Adoption of the Fiscal Year 2025 Mequon Water Utility Budget

Background

The Mequon Water Utility (MWU) budget is administered separately from the City's general operating and capital budgets, in accordance with the referendum and ordinance establishing the MWU. The following materials, which include proposed capital and operating budgets, constitute the Utility's proposed 2025 budget for consideration and adoption by the Water Utility Commission (WUC).

Analysis

The Water Utility budget is funded exclusively through user charges. The user charges fund annual operation and maintenance expenses, ongoing capital projects, and debt service payments. A breakdown of the 2025 MWU budget is attached.

FY2024 Accomplishments

The MWU manages, maintains, and operates the City's water mains, pressure reducing valves, booster stations, valves, hydrants, and other Utility infrastructure. In 2024, the MWU accomplished a number of objectives, including:

- Between October 10, 2023, and October 15, 2024, the MWU added 62 new customers. The Utility currently services 4,849 customers in Mequon, Thiensville, Bayside, and River Hills.
- The MWU flushed 702 fire hydrants and exercised 731 valves.
- Completed 143 meter replacements as of October 14th. Staff will continue replacing meters to meet the 2024 goal of 250 meter replacements.
- The Utility transitioned from iTron FCS meter reading software to Temetra.
- The Utility initiated a satellite-based water loss audit with Asterra. Three active leaks were identified and resolved.
- The Utility had several construction projects in 2024, including:
 - o Swan Ridge Meter Pit
 - o Swan Ridge Water main - Phase I
 - o Highland Meadows
 - o Enclave - Phase VII

FY2025 Projects, Objectives, and Goals

The following are projects or elements that will influence the 2025 budget:

- Complete the standard meter replacement program in 2025. The 2025 goal is 250 meter replacements.
- Continue installing water meters when new customers are added. MWU anticipates a significant bump in new customers due to a significant number of new lots that developers have platted in the City during 2024.
- Continue the annual hydrant flushing and valve exercising program for system maintenance. Valves are exercised every three years and hydrants are flushed every two years.
- There are several water main extension projects that are proposed for FY2025, including:
 - o Swan Ridge Farms - Phase II (funded by contributed capital and utility funds)
 - o Enclave - Phase VIII
 - o Burr Oak

The Mequon Water Utility is in year three of a five-year management and operations contract with City Water LLC. As a part of the 2025 Mequon Water Utility Budget, City Water’s contract includes \$342,000 in base fees, \$36,000 in meter replacement labor, and a projected \$30,300 in miscellaneous additional services outside of the base contract. These fees are audited and distributed to various utility accounts as required by the Public Service Commission of Wisconsin’s (PSCW) AB Utility Chart of Accounts.

Fiscal Impact

The proposed FY2025 Mequon Water Utility budget is attached to this memo. Numbers preceded by a negative sign (-) represent revenues and figures without a negative sign are presented as expenditures. In general, expenses remain consistent with previous years. Revenues are projected to increase with the recently approved purchased water adjustment, as well as continued customer growth. Continued customer growth has allowed the Utility to maintain a healthy net revenue, without large rate increases. The chart below illustrates several of the Utility’s key charges over the past eight years. Notably, the average residential water bill has increased less than 3 percent since 2017.

	2018	2019	2020	2021	2022	2023	2024	2025
Water Service (quarterly)	\$31.30	\$31.31	\$31.31	\$31.31	\$31.31	\$31.31	\$31.32	\$31.32
Public Fire Protection (quarterly)	\$30.29	\$30.29	\$30.29	\$30.29	\$30.29	\$30.29	\$30.15	\$30.15
Water Volumetric (per 1,000)	\$5.13	\$5.13	\$5.17	\$5.17	\$5.17	\$5.17	\$5.29	\$5.29

gallons)								
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*Quarterly charges are based on a 5/8-inch meter size

- **Water Service Charge:** Fixed charge based on capacity of service and maintenance of the water system; determined by meter size.
- **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.
- **Water Volumetric Charge:** Variable charge based on the number of gallons of water used during the quarterly billing period.

Cash Flow Analysis	2023 Actual	2024 Budgeted	2024 Projected	2025 Proposed
Cash/Cash Equivalents Balance January 1	\$5,555,921	\$5,400,342	\$5,609,637	\$6,038,017
Net Income	\$1,208,365	\$826,482	\$1,217,673	\$1,003,116
Plus: Depreciation	\$671,062	\$730,000	\$765,000	\$759,000
Less: Debt Payments	(\$970,000)	(\$1,010,000)	(\$1,010,000)	(\$1,025,000)
Less: Capital Projects	(\$768,476)	(\$685,000)	(\$457,058)	(\$580,000)
Less: Amort on Bond Premium	(\$87,235)	(\$87,235)	(\$87,235)	(\$87,235)
Net Change in Cash/Cash Equivalents	\$53,716	(\$225,753)	\$428,380	\$69,881
Cash/Cash Equivalents Balance December 31	\$5,609,637	\$5,174,589	\$6,038,017	\$6,107,898
Restricted for Bond Covenant	\$1,168,725	\$1,067,500	\$1,067,500	\$985,000
Reserved for Capital Projects	\$169,454	\$1,384,174	\$1,412,396	\$1,982,396
80% Cash Reserve Requirement	\$2,527,002	\$2,527,002	\$2,508,049	\$2,522,496
Unassigned - December 31	\$1,744,456	\$195,913	\$1,050,072	\$618,006

Recommendation

Staff recommends that the Water Utility Commission review and adopt the FY2025 budget.

Attachments:

Exhibit A (PDF)

10.21.24 Water Utility Budget Exhibit B (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 (1 year 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 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, River Hills and Thiensville. These projects increased the size of the water utility by roughly 50% (just under 3,000 customers in 2009 to approximately 4,728 customers in 2022). In 2017, the Utility refinanced 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

	2018	2019	2020	2021	2022	2023	2024
Total Self-Funding Capital	\$150,000	\$150,000	\$200,000	\$300,000	\$400,000	\$500,000	\$400,000

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 to secure additional supply, redundancy, improved service, or meet regulations for the growing utility.

WATER CAPITAL PROJECT BUDGET

Table 2 shows the 2025–2029 self-funding capital breakdown.

Table 2 – Self-Funded Capital Budgets

Account Name	2025	2026	2027	2028	2029
1. System Storage	\$-	\$-	\$-	\$-	\$-
2. System Supply & Control	\$-	\$-	\$-	\$-	\$-
3. Water Meter Replacement	\$-	\$120,000	\$130,000	\$130,000	\$140,000
4. Buried Utility Plant	\$-	\$150,000	\$170,000	\$170,000	\$180,000
5. Equipment Replacement	\$-	\$-	\$-	\$-	\$-
6. Utility Finance	\$-	\$-	\$-	\$-	\$-
7. Betterment of Service	\$500,000	\$230,000	\$200,000	\$200,000	\$200,000
TOTALS	\$500,000	\$500,000	\$500,000	\$500,000	\$520,000

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 several specific projects that would utilize the funding. For some projects, the account will require funding over a multi-year budget cycle 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. As identified in the 2023 Master Plan, the second connection with MWW changes the Mequon Water Utility changes the system substantially. This requires further study to determine the optimum long-term storage situation. Projects included below are placeholders and are not currently planned pending further studies.

Prioritized projects include:

- Water Tower Improvements - \$550,000
- Existing Ground Reservoir Abandonments (three total)
 - Mequon Industrial Business Park - \$80,000
 - Planned for 2025
 - Whitman Place - \$40,000
 - Ville du Parc - \$40,000

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

WATER CAPITAL PROJECT BUDGET

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 the current peak day demand, however there are hydraulic limitations to providing water from the Port Washington Road booster station to the high-pressure zone for an extended period of time.

Prioritized projects include:

- Second Milwaukee Meter Pit SCADA - \$50,000
 - Planned for 2025
- SCADA System Modifications - \$50,000
 - Planned for 2025
- NSWC 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 the utility growth – which started in 1998, the utility 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 250. This level of replacement is consistent with the 2023 Master Plan.

Prioritized projects include:

- 250 Meter Replacement per year - \$90,000 per year
- 50 – 100 New Meter Installs per year - \$30,000 per year

4. Buried Utility Plant Fund

The buried Utility Plant Fund incorporates replacement and maintenance of all aging infrastructure that fails in the field as well as new customer infrastructure. Examples of aging and failing include copper water laterals, water valves, auxiliary valves, and hydrants, along with scheduled water main replacements. It is 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. Infrastructure is identified for replacement in the prior year annual maintenance programs and included in a yearly infrastructure replacement contract. The Utility also budgets for several new customer public lateral costs, which are typically On-Main Not Using (OMNU) customers who choose to connect to an existing main.

WATER CAPITAL PROJECT BUDGET

Prioritized projects include:

- Hydrant Replacement (per year) - \$50,000
- Valve Replacement (per year) - \$50,000
- New Customer Public Laterals (per year) - \$50,000

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. Currently there are no planned projects as the three vehicles have been replaced in the past 4 years.

6. Utility Finance Fund

The Utility Finance Fund is a sinking fund 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, 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:

- Handheld Upgrade to Itron Mobile Radio - \$5,000
 - Planned for 2025
- Migration to AMI Metering System - \$400,000

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.

WATER CAPITAL PROJECT BUDGET

Prioritized projects include:

- Swan Ridge Subdivision Phase II Main Upsizing - \$175,000
 - Planned for 2025
- Second Milwaukee Connection Loop - \$1,000,000
- Hidden River Condos Loop - \$220,000
- Mequon Road (River to Riverland) Loop - \$495,000
- Stonefields V Subdivision Loop - \$230,000
- Lac de Cours Loop - \$100,000
- Columbia Creek Subdivision Loop - \$420,000
- Hidden Reserve & Gebhardt Farms Loop - \$260,000

WATER CAPITAL PROJECT BUDGET

The annual budget process establishes the total capital funding allowed and 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.

Table 3 – 5-Year Project Plan

	2025	2026	2027	2028	2029
System Storage Fund Subtotal	\$ 80,000	\$ -	\$ -	\$ -	\$ -
Industrial Park Reservoir Abandonment	\$ 80,000				
System Supply and Control Fund	\$ 100,000	\$ -	\$ -	\$ -	\$ -
Second MWW Meter Vault SCADA	\$ 50,000				
SCADA System Improvements	\$ 50,000				
Water Meter Replacement Fund Subtotal	\$ 120,000	\$ 120,000	\$ 130,000	\$ 130,000	\$ 140,000
250 Meter Replacements	\$ 90,000	\$ 90,000	\$ 95,000	\$ 95,000	\$ 100,000
75 New Installs	\$ 30,000	\$ 30,000	\$ 35,000	\$ 35,000	\$ 40,000
Buried Utility Plant Fund Subtotal	\$ 150,000	\$ 150,000	\$ 170,000	\$ 170,000	\$ 190,000
Hydrant/Valve/Service Replacements	\$ 100,000	\$ 100,000	\$ 110,000	\$ 110,000	\$ 120,000
New Customer Connections	\$ 50,000	\$ 50,000	\$ 60,000	\$ 60,000	\$ 70,000
Equipment Fund Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -
No planned projects					
Utility Finance Fund Subtotal	\$ 5,000	\$ -	\$ -	\$ -	\$ -
Itron Mobile Reading Equipment	\$ 5,000				
Betterment of Service Fund Subtotal	\$ 175,000	\$ -	\$ -	\$ 1,000,000	\$ -
Swan Ridge Subdivision Phase II	\$ 175,000				
Second MWW Connection Loop				\$ 1,000,000	

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.

WATER CAPITAL PROJECT BUDGET

Table 4 - Cash Flow Analysis – Approved Capital Budget

	2024	2025	2026	2027	2028	2029
Funds Available (Jan.1)	\$ 169,454	\$ 1,412,396	\$ 1,982,396	\$ 2,212,396	\$ 2,412,396	\$ 1,612,396
Cash Reassignment	\$ 1,300,000	\$ 700,000	\$ -	\$ -	\$ -	\$ -
Capital Revenue	\$ 400,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 520,000
Total Construction Funds Available	\$ 1,869,454	\$ 2,612,396	\$ 2,482,396	\$ 2,712,396	\$ 2,912,396	\$ 2,132,396
Expenses	\$ 457,058	\$ 630,000	\$ 270,000	\$ 300,000	\$ 1,300,000	\$ 320,000
End of Year Balance	\$ 1,412,396	\$ 1,982,396	\$ 2,212,396	\$ 2,412,396	\$ 1,612,396	\$ 1,812,396

Attachment: Exhibit A (9733 : Proposed FY 2025 Water Utility Budget)

NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 625 2025 SEWER AND WATER UTILITY BUDGETS FOR PERIOD 99

ACCOUNTS FOR:		2023	2024	2024	2024	2024	2025	
Water UT Fund		ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	DEPT HEAD	COMMENT
620679	Water UT Operations							
58	OTHER REVENUE							
620679	458203 Amort - BP	-87,234.95	-87,235.00	-87,235.00	.00	-87,235.00	-87,235.00	_____
	TOTAL OTHER REVENUE	-87,234.95	-87,235.00	-87,235.00	.00	-87,235.00	-87,235.00	_____
59	INVESTMENT REVENUE							
620679	459101 Interest	-324,983.80	-135,000.00	-135,000.00	-249,267.47	-330,000.00	-170,000.00	_____
	TOTAL INVESTMENT REVENUE	-324,983.80	-135,000.00	-135,000.00	-249,267.47	-330,000.00	-170,000.00	_____
62	WATER - SALES							
620679	462401 Water Res	-1,362,202.72	-1,301,000.00	-1,301,000.00	-1,009,561.16	-1,345,000.00	-1,350,000.00	_____
620679	462402 Water Com	-531,313.58	-498,000.00	-498,000.00	-442,615.46	-580,000.00	-550,000.00	_____
620679	462403 Water Ind	.00	.00	.00	.00	.00	.00	_____
620679	462404 Water PA	-22,699.28	-22,000.00	-22,000.00	-30,398.10	-40,000.00	-30,000.00	_____
620679	462405 Water MF	-160,969.60	-149,000.00	-149,000.00	-139,495.88	-185,000.00	-170,000.00	_____
620679	462406 Water IRR	-94,062.21	-85,000.00	-85,000.00	-71,866.60	-85,000.00	-85,000.00	_____
620679	462411 ResSrvChg	-583,482.23	-599,000.00	-599,000.00	-443,476.09	-590,000.00	-600,000.00	_____
620679	462412 ComSrvChg	-104,384.56	-107,000.00	-107,000.00	-79,801.33	-107,000.00	-107,000.00	_____
620679	462413 IndSrvChrg	.00	.00	.00	.00	.00	.00	_____
620679	462414 PubAuthSrv	-8,984.85	-8,000.00	-8,000.00	-8,802.45	-11,000.00	-11,000.00	_____
620679	462415 MultFamCrg	-20,847.84	-21,000.00	-21,000.00	-15,963.62	-21,000.00	-21,000.00	_____
620679	462416 IrrSrvChrg	-14,694.70	-12,500.00	-12,500.00	-10,479.27	-14,000.00	-14,500.00	_____
620679	462462 Priv Fire	-61,806.47	-59,000.00	-59,000.00	-49,544.76	-66,000.00	-67,000.00	_____
620679	462463 Pub Fire	-775,070.94	-794,000.00	-794,000.00	-587,777.61	-783,000.00	-785,000.00	_____
620679	462465 OthSales	.00	.00	.00	.00	.00	.00	_____
	TOTAL WATER - SALES	-3,740,518.98	-3,655,500.00	-3,655,500.00	-2,889,782.33	-3,827,000.00	-3,790,500.00	_____
63	WATER - OTHER OPERAT							
620679	463701 LatePnlty	-10,369.24	-10,500.00	-10,500.00	-6,082.13	-10,500.00	-10,500.00	_____
620679	463702 TaxCertFee	-5,575.54	-4,000.00	-4,000.00	.00	-5,000.00	-5,000.00	_____
620679	463772 WtrRents	-22,729.25	-80,000.00	-80,000.00	-41,803.41	-80,000.00	-80,000.00	_____
620679	463774 WaterOCR	-11,832.52	-8,000.00	-8,000.00	-2,003.64	-8,000.00	-8,000.00	_____
	TOTAL WATER - OTHER OPERAT	-50,506.55	-102,500.00	-102,500.00	-49,889.18	-103,500.00	-103,500.00	_____
64	WATER - NON OPERATIN							
620679	464421 Non-Op Inc	.00	-5,000.00	-5,000.00	.00	-5,000.00	-5,000.00	_____
620679	465421 ContrCap	-729,237.58	-500,000.00	-500,000.00	-33,253.80	-500,000.00	-500,000.00	_____

Attachment: 10.21.24 Water Utility Budget Exhibit B (9733 : Proposed FY 2025 Water Utility Budget)

NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 625 2025 SEWER AND WATER UTILITY BUDGETS FOR PERIOD 99

ACCOUNTS FOR:		2023	2024	2024	2024	2024	2025	
Water	UT Fund	ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	DEPT HEAD	COMMENT
TOTAL WATER - NON OPERATIN		-729,237.58	-505,000.00	-505,000.00	-33,253.80	-505,000.00	-505,000.00	
65	SOURCE OF SUPPLY EXP							
620679	602001 PurchWater	1,054,749.01	1,000,000.00	1,000,000.00	1,050,000.00	1,070,000.00	1,100,000.00	
620679	614001 wellSpring	.00	.00	.00	.00	.00	.00	
TOTAL SOURCE OF SUPPLY EXP		1,054,749.01	1,000,000.00	1,000,000.00	1,050,000.00	1,070,000.00	1,100,000.00	
66	PUMPING EXPENSES							
620679	620001 PumpSupEng	3,000.00	3,000.00	3,000.00	2,250.00	3,000.00	3,000.00	
620679	623001 PumpPower	9,008.14	15,000.00	15,000.00	7,306.62	11,000.00	12,000.00	
620679	626003 Misc Pump	1,174.15	2,000.00	2,000.00	480.79	1,000.00	2,000.00	
620679	631003 Maint of S	2,603.33	11,000.00	11,000.00	6,721.42	5,000.00	8,000.00	
620679	633001 Pump Labor	5,282.26	4,500.00	4,500.00	10,500.53	11,000.00	4,500.00	
620679	633002 PumpMat	.00	.00	.00	.00	.00	.00	
620679	633003 PumpExp	.00	32,000.00	32,000.00	.00	15,000.00	20,000.00	
TOTAL PUMPING EXPENSES		21,067.88	67,500.00	67,500.00	27,259.36	46,000.00	49,500.00	
67	TRANS & DISTRIBUTION							
620679	660001 T&DSupEng	53,679.85	63,000.00	63,000.00	20,700.00	56,000.00	55,600.00	
620679	661001 Stor Labor	6,762.30	2,500.00	2,500.00	3,046.44	5,000.00	6,000.00	
620679	662001 T&DLabor	108,560.73	105,000.00	105,000.00	64,990.41	95,000.00	105,000.00	
620679	662002 T&DMat	1,620.65	3,000.00	3,000.00	3,500.00	1,500.00	2,500.00	
620679	662003 T&DExp	90,825.36	80,000.00	80,000.00	111,668.86	65,000.00	75,000.00	
620679	663001 MeterLabor	47,170.64	55,000.00	55,000.00	31,309.52	55,000.00	55,000.00	
620679	663002 MeterMat	.00	500.00	500.00	.00	500.00	500.00	
620679	663003 MeterExp	111.80	500.00	500.00	300.00	15,000.00	15,000.00	
620679	664001 CustInsLab	6,657.08	20,000.00	20,000.00	4,369.97	15,000.00	15,000.00	
620679	664002 CustInsMat	.00	.00	.00	.00	.00	.00	
620679	664003 CustInsExp	3,026.10	2,500.00	2,500.00	3,747.28	3,500.00	4,000.00	
620679	665001 Misc Labor	1,991.87	4,000.00	4,000.00	1,411.53	3,000.00	3,000.00	
620679	665002 Misc Mat	2,737.18	4,000.00	4,000.00	4,388.19	3,000.00	3,000.00	
620679	670001 Maint Sup	25,200.00	27,000.00	27,000.00	18,900.00	25,200.00	25,200.00	
620679	672001 MaintRes	6,447.14	10,000.00	10,000.00	9,326.90	14,000.00	10,000.00	
620679	672002 ResMateria	.00	.00	.00	.00	.00	.00	
620679	672003 ResExpense	.00	40,000.00	40,000.00	15,320.00	15,320.00	3,000.00	
620679	673001 MaintMains	17,363.13	25,000.00	25,000.00	26,438.59	28,000.00	25,000.00	
620679	673002 MainsMat	10,413.64	25,000.00	25,000.00	11,700.00	6,000.00	15,000.00	
620679	673003 MainExp	43,918.30	40,000.00	40,000.00	71,719.84	40,000.00	40,000.00	
620679	675001 MaintServ	33,433.66	50,000.00	50,000.00	39,721.46	44,000.00	50,000.00	
620679	675002 ServiceMat	3,773.41	15,000.00	15,000.00	20,444.12	11,000.00	15,000.00	
620679	675003 ServiceExp	2,096.09	7,000.00	7,000.00	1,247.24	3,000.00	6,000.00	

NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 625 2025 SEWER AND WATER UTILITY BUDGETS FOR PERIOD 99

ACCOUNTS FOR:			2023	2024	2024	2024	2024	2025	
Water	UT	Fund	ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	DEPT HEAD	COMMENT
620679	676001	MaintMeter	6,602.90	3,500.00	3,500.00	7,633.54	9,000.00	8,000.00	
620679	676002	MetersMat	.00	1,000.00	1,000.00	.00	.00	1,000.00	
620679	676003	MetersExp	546.54	1,000.00	1,000.00	1,000.00	500.00	1,000.00	
620679	677001	MainHyd	18,546.95	18,000.00	18,000.00	31,485.19	32,000.00	20,000.00	
620679	677002	HydrantMat	3,067.47	14,000.00	14,000.00	9,539.75	4,000.00	6,000.00	
620679	677003	HydrantExp	.00	5,000.00	5,000.00	.00	.00	5,000.00	
TOTAL TRANS & DISTRIBUTION			494,552.79	621,500.00	621,500.00	513,908.83	549,520.00	569,800.00	
68	CUSTOMER ACCOUNTS EX								
620679	901001	CustAccSup	64,628.35	77,040.81	77,040.81	24,142.06	77,040.81	77,573.00	
620679	902001	MetReadLab	8,132.37	10,000.00	10,000.00	5,778.08	8,000.00	10,000.00	
620679	902002	MetReadMat	.00	.00	.00	.00	.00	.00	
620679	902003	MetReadExp	5,451.98	27,000.00	27,000.00	5,773.50	15,000.00	27,000.00	
620679	903001	AcctLabor	53,595.71	37,800.00	37,800.00	4,500.00	39,000.00	58,000.00	
620679	903002	AcctMat	8,099.52	8,000.00	8,000.00	7,116.25	9,000.00	10,000.00	
620679	903003	AcctExp	364.80	400.00	400.00	276.90	400.00	400.00	
620679	904001	UncollAcct	.00	.00	.00	.00	.00	.00	
620679	906001	CustomerEd	8,400.00	9,000.00	9,000.00	6,300.00	8,400.00	8,400.00	
TOTAL CUSTOMER ACCOUNTS EX			148,672.73	169,240.81	169,240.81	53,886.79	156,840.81	191,373.00	
69	PROJECT FUNDING								
620679	469009	TransferIn	.00	.00	.00	.00	.00	.00	
TOTAL PROJECT FUNDING			.00	.00	.00	.00	.00	.00	
73	FRINGE BENEFITS								
620679	673101	Social Sec	4,072.52	4,826.00	4,826.00	1,326.67	1,725.00	5,210.00	
620679	673102	Retirement	3,906.26	4,735.00	4,735.00	1,293.29	1,682.00	4,890.00	
620679	673103	WC Ins	1,172.08	1,182.00	1,182.00	558.39	1,117.00	1,050.00	
620679	673201	Health Ins	19,970.01	25,666.00	25,666.00	9,586.77	12,833.00	27,896.50	
620679	673202	Dental Ins	887.33	1,018.00	1,018.00	381.78	509.00	509.00	
620679	673203	Life Insur	100.74	145.00	145.00	54.52	65.00	76.00	
620679	673204	Disability	241.51	300.00	300.00	61.50	75.00	225.00	
TOTAL FRINGE BENEFITS			30,350.45	37,872.00	37,872.00	13,262.92	18,006.00	39,856.50	
76	ADMIN & GENERAL EXP								
620679	676205	OPEB Pen	11,805.00	.00	.00	.00	.00	.00	
620679	920001	Adm/Gensal	119,194.33	145,750.00	145,750.00	21,805.21	145,750.00	132,300.00	
620679	921001	OffSupp	177.64	2,500.00	2,500.00	298.89	150.00	1,000.00	
620679	923001	OutService	15,644.23	50,000.00	50,000.00	48,250.00	50,000.00	16,300.00	
620679	924001	PropIns	7,412.15	5,600.00	5,600.00	2,765.85	10,000.00	11,000.00	

NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 625 2025 SEWER AND WATER UTILITY BUDGETS FOR PERIOD 99

ACCOUNTS FOR:			2023	2024	2024	2024	2024	2025	
Water UT Fund			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	DEPT HEAD	COMMENT
620679	925003	Inj & Dama	.00	.00	.00	.00	.00	.00	_____
620679	926007	Train Sem	.00	1,500.00	1,500.00	.00	1,500.00	1,500.00	_____
620679	928001	RegCommExp	4,418.18	15,000.00	15,000.00	10,004.37	10,005.00	10,000.00	_____
620679	930001	MiscGenExp	123,717.40	10,000.00	10,000.00	7,707.10	10,000.00	10,000.00	_____
620679	931001	RentalCost	18,050.00	18,050.00	18,050.00	.00	18,050.00	18,050.00	_____
TOTAL ADMIN & GENERAL EXP			300,418.93	248,400.00	248,400.00	90,831.42	245,455.00	200,150.00	_____
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	DeprExp	671,062.20	730,000.00	730,000.00	.00	765,000.00	759,000.00	_____
620679	696204	Amort Bond	.00	.00	.00	.00	.00	.00	_____
620679	696401	Principal	.00	.00	.00	.00	.00	.00	_____
620679	696501	Interest	323,707.36	283,840.00	283,840.00	87,226.37	283,840.00	243,040.00	_____
620679	696502	WtrDebtSrv	400.00	400.00	400.00	400.00	400.00	400.00	_____
620679	696701	IntMunAdv	.00	.00	.00	.00	.00	.00	_____
TOTAL NON-OPERATING EXPENS			995,169.56	1,014,240.00	1,014,240.00	87,626.37	1,049,240.00	1,002,440.00	_____
TOTAL Water UT Operations			-1,887,500.51	-1,326,482.19	-1,326,482.19	-1,385,417.09	-1,717,673.19	-1,503,115.50	_____
TOTAL Water UT Fund			-1,887,500.51	-1,326,482.19	-1,326,482.19	-1,385,417.09	-1,717,673.19	-1,503,115.50	_____
TOTAL REVENUE			-4,932,481.86	-4,485,235.00	-4,485,235.00	-3,222,192.78	-4,852,735.00	-4,656,235.00	_____
TOTAL EXPENSE			3,044,981.35	3,158,752.81	3,158,752.81	1,836,775.69	3,135,061.81	3,153,119.50	_____
GRAND TOTAL			-1,887,500.51	-1,326,482.19	-1,326,482.19	-1,385,417.09	-1,717,673.19	-1,503,115.50	_____

** END OF REPORT - Generated by Marie Keyser **

Attachment: 10.21.24 Water Utility Budget Exhibit B (9733 : Proposed FY 2025 Water Utility Budget)

DEPARTMENT BUDGET REQUESTS

BUDGET PROJECTION 625 2025 SEWER AND WATER UTILITY BUDGETS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	DEPT HEAD	PERCENT CHANGE
620679	458203	Amort - Bond Premium 0620-10-679-000-458203-	-87,235.00	-87,235.00	-87,235.00	.00
620679	459101	Interest-Investments 0620-10-679-000-459101-	-135,000.00	-330,000.00	-170,000.00	25.93
620679	462401	Metered Residential Sales 0620-10-679-000-462401-	-1,301,000.00	-1,345,000.00	-1,350,000.00	3.77
			1.00	1,350,000.00	-1,350,000.00	
620679	462402	Metered Commercial Sales 0620-10-679-000-462402-	-498,000.00	-580,000.00	-550,000.00	10.44
			1.00	550,000.00	-550,000.00	
620679	462403	Metered Industrial Sales 0620-10-679-000-462403-	.00	.00	.00	.00
620679	462404	Metered Public Authority Sales 0620-10-679-000-462404-	-22,000.00	-40,000.00	-30,000.00	36.36
			1.00	30,000.00	-30,000.00	
620679	462405	Metered Multi-Family sales 0620-10-679-000-462405-	-149,000.00	-185,000.00	-170,000.00	14.09
			1.00	170,000.00	-170,000.00	
620679	462406	Metered Irrigation sales 0620-10-679-000-462406-	-85,000.00	-85,000.00	-85,000.00	.00
			1.00	85,000.00	-85,000.00	
620679	462411	Residential Service Charge 0620-10-679-000-462411-	-599,000.00	-590,000.00	-600,000.00	.17
			1.00	600,000.00	-600,000.00	
620679	462412	Commercial Service Charge 0620-10-679-000-462412-	-107,000.00	-107,000.00	-107,000.00	.00
			1.00	107,000.00	-107,000.00	
620679	462413	Industrial Service Charge 0620-10-679-000-462413-	.00	.00	.00	.00
620679	462414	Public Authority Service Chrg 0620-10-679-000-462414-	-8,000.00	-11,000.00	-11,000.00	37.50
			1.00	11,000.00	-11,000.00	
620679	462415	Multi Family Service Charge 0620-10-679-000-462415-	-21,000.00	-21,000.00	-21,000.00	.00
			1.00	21,000.00	-21,000.00	

Attachment: 10.21.24 Water Utility Budget Exhibit B (9733 : Proposed FY 2025 Water Utility Budget)

DEPARTMENT BUDGET REQUESTS

BUDGET PROJECTION 625 2025 SEWER AND WATER UTILITY BUDGETS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	DEPT HEAD	PERCENT CHANGE
620679	462416	Irrigation Service Charge	-12,500.00	-14,000.00	-14,500.00	16.00
	0620-10-679-000-462416-					
			1.00	14,500.00	-14,500.00	
620679	462462	Private Fire Protection	-59,000.00	-66,000.00	-67,000.00	13.56
	0620-10-679-000-462462-					
			1.00	67,000.00	-67,000.00	
620679	462463	Public Fire Protection	-794,000.00	-783,000.00	-785,000.00	-1.13
	0620-10-679-000-462463-					
			1.00	785,000.00	-785,000.00	
620679	462465	Other Sales of Water	.00	.00	.00	.00
	0620-10-679-000-462465-					
620679	463701	Late Penalty Revenue	-10,500.00	-10,500.00	-10,500.00	.00
	0620-10-679-000-463701-					
			1.00	10,500.00	-10,500.00	
620679	463702	Tax Certification Fees	-4,000.00	-5,000.00	-5,000.00	25.00
	0620-10-679-000-463702-					
			1.00	5,000.00	-5,000.00	
620679	463772	Water Rents / Cell Leases	-80,000.00	-80,000.00	-80,000.00	.00
	0620-10-679-000-463772-					
	US Cellular		1.00	40,000.00	-40,000.00	
	T Mobile		1.00	40,000.00	-40,000.00	
620679	463774	Water Other Customer Rev	-8,000.00	-8,000.00	-8,000.00	.00
	0620-10-679-000-463774-					
	BULK WATER/HYDRANT METER SALES		1.00	8,000.00	-8,000.00	
620679	464421	Misc Non-Operating Income	-5,000.00	-5,000.00	-5,000.00	.00
	0620-10-679-000-464421-					
620679	465421	Capital Contributions	-500,000.00	-500,000.00	-500,000.00	.00
	0620-10-679-000-465421-					
	Contributed Capital Contributions		1.00	500,000.00	-500,000.00	
	Swan Ridge Farms					
	Swan Road Meter Vault					
	Enclave VII					
620679	469009	Transfers In	.00	.00	.00	.00
	0620-10-679-000-469009-					
620679	602001	Purchased Water	1,000,000.00	1,070,000.00	1,100,000.00	10.00
	0620-10-679-000-602001-					
	Milwaukee Water works		1.00	850,000.00	850,000.00	
	North Shore Water		1.00	250,000.00	250,000.00	

Attachment: 10.21.24 Water Utility Budget Exhibit B (9733 : Proposed FY 2025 Water Utility Budget)

DEPARTMENT BUDGET REQUESTS

BUDGET PROJECTION 625 2025 SEWER AND WATER UTILITY BUDGETS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	DEPT HEAD	PERCENT CHANGE
620679	614001	Maintenance of wells/Springs 0620-10-679-000-614001-	.00	.00	.00	.00
620679	620001	Pumping Superv & Engineering 0620-10-679-000-620001- City Water Management Contract	3,000.00 12.00	3,000.00 250.00	3,000.00 3,000.00	.00
620679	623001	Electric/Power For Pumping 0620-10-679-000-623001-	15,000.00 1.00	11,000.00 12,000.00	12,000.00 12,000.00	-20.00
620679	626003	Miscellaneous Pumping Expenses 0620-10-679-000-626003-	2,000.00 1.00	1,000.00 2,000.00	2,000.00 2,000.00	.00
620679	631003	Maint of Structures 0620-10-679-000-631003-	11,000.00 1.00	5,000.00 8,000.00	8,000.00 8,000.00	-27.27
620679	633001	Maintenance of Pump Equip 0620-10-679-000-633001- City Water Operations Contract	4,500.00 1.00	11,000.00 4,500.00	4,500.00 4,500.00	.00
620679	633002	Maint of Pump Equip Materials 0620-10-679-000-633002-	.00	.00	.00	.00
620679	633003	Maint of Pump Equip Expenses 0620-10-679-000-633003-	32,000.00 1.00	15,000.00 20,000.00	20,000.00 20,000.00	-37.50
620679	660001	T&D Supervision & Engineering 0620-10-679-000-660001- City Water Management Contract City of Mequon Chargeback	63,000.00 12.00 1.00	56,000.00 2,300.00 28,000.00	55,600.00 27,600.00 28,000.00	-11.75
620679	661001	Storage Facilities Labor 0620-10-679-000-661001- City Water Operations Contract	2,500.00 1.00	5,000.00 6,000.00	6,000.00 6,000.00	140.00
620679	662001	T&D Lines Labor 0620-10-679-000-662001- City Water Operations Contract	105,000.00 1.00	95,000.00 105,000.00	105,000.00 105,000.00	.00
620679	662002	T&D Lines Materials 0620-10-679-000-662002- TOOLS & EQUIPMENT WATER TESTING CHEMICALS/REAGENTS	3,000.00 1.00 1.00	1,500.00 1,250.00 1,250.00	2,500.00 1,250.00 1,250.00	-16.67

Attachment: 10.21.24 Water Utility Budget Exhibit B (9733 : Proposed FY 2025 Water Utility Budget)

DEPARTMENT BUDGET REQUESTS

BUDGET PROJECTION 625 2025 SEWER AND WATER UTILITY BUDGETS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	DEPT HEAD	PERCENT CHANGE
620679	662003	T&D Lines Expenses	80,000.00	65,000.00	75,000.00	-6.25
	0620-10-679-000-662003-					
		USIC - LOCATING SERVICES	1.00	35,000.00	35,000.00	
		WATER TESTING, SAMPLING, FLEET CHARGEBACKS	1.00	40,000.00	40,000.00	
620679	663001	Meter Labor	55,000.00	55,000.00	55,000.00	.00
	0620-10-679-000-663001-					
		CITY WATER METER SWAP PROJECT	1.00	45,000.00	45,000.00	
		City Water Operations Contract	1.00	10,000.00	10,000.00	
620679	663002	Meter Materials	500.00	500.00	500.00	.00
	0620-10-679-000-663002-					
			1.00	500.00	500.00	
620679	663003	Meter Expenses	500.00	15,000.00	15,000.00	2,900.00
	0620-10-679-000-663003-					
		L&R Meter Testing	1.00	15,000.00	15,000.00	
620679	664001	Customer Installations Labor	20,000.00	15,000.00	15,000.00	-25.00
	0620-10-679-000-664001-					
		City Water Operations Contract	1.00	15,000.00	15,000.00	
620679	664002	Customer Installations Materia	.00	.00	.00	.00
	0620-10-679-000-664002-					
620679	664003	Customer Installations Expense	2,500.00	3,500.00	4,000.00	60.00
	0620-10-679-000-664003-					
		Construction Samples	1.00	4,000.00	4,000.00	
620679	665001	Misc Expenses Labor	4,000.00	3,000.00	3,000.00	-25.00
	0620-10-679-000-665001-					
		City Water Operations Contract	1.00	3,000.00	3,000.00	
620679	665002	Misc T&D Materials	4,000.00	3,000.00	3,000.00	-25.00
	0620-10-679-000-665002-					
			1.00	3,000.00	3,000.00	
620679	670001	Maintenance Supervision	27,000.00	25,200.00	25,200.00	-6.67
	0620-10-679-000-670001-					
		City Water Management Contract	12.00	2,100.00	25,200.00	
620679	672001	Maintenance of Resovoirs	10,000.00	14,000.00	10,000.00	.00
	0620-10-679-000-672001-					
		City Water Operations Contract	1.00	10,000.00	10,000.00	
620679	672002	Maintenance of Res Materials	.00	.00	.00	.00
	0620-10-679-000-672002-					

Attachment: 10.21.24 Water Utility Budget Exhibit B (9733 : Proposed FY 2025 Water Utility Budget)

DEPARTMENT BUDGET REQUESTS

BUDGET PROJECTION 625 2025 SEWER AND WATER UTILITY BUDGETS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	DEPT HEAD	PERCENT CHANGE
620679	672003	Maintenance of Res Expenses	40,000.00	15,320.00	3,000.00	-92.50
	0620-10-679-000-672003-	Reservoir Cleaning	1.00	3,000.00	3,000.00	
620679	673001	Maintenance of Mains	25,000.00	28,000.00	25,000.00	.00
	0620-10-679-000-673001-	City Water Operations Contract	1.00	25,000.00	25,000.00	
620679	673002	Maintenance of Mains Materials	25,000.00	6,000.00	15,000.00	-40.00
	0620-10-679-000-673002-	Main Break Repair Parts	1.00	15,000.00	15,000.00	
620679	673003	Maintenance of Mains Expenses	40,000.00	40,000.00	40,000.00	.00
	0620-10-679-000-673003-	Main Break Contractors	1.00	37,000.00	37,000.00	
		Motor Fuels & Lubricant	1.00	3,000.00	3,000.00	
620679	673101	Social Security	4,826.00	1,725.00	5,210.00	7.96
	0620-10-679-000-673101-		.00	.00	1,421.00	
			.00	.00	332.00	
		UTILITIES MANAGER VACANCY FICA	.50	5,580.00	2,790.00	
		UTILITIES MANAGER VACANCY MEDICARE	.50	1,304.00	652.00	
		LEVEL III COMPENSATION ANALYSIS	1.00	15.00	15.00	
		ADJUSTMENT				
620679	673102	Retirement	4,735.00	1,682.00	4,890.00	3.27
	0620-10-679-000-673102-		.00	.00	1,750.00	
		UTILITIES MANAGER VACANCY WRS	.50	6,254.00	3,127.00	
		LEVEL III COMPENSATION ANALYSIS	1.00	13.00	13.00	
		ADJUSTMENT				
620679	673103	Worker's Comp Insurance	1,182.00	1,117.00	1,050.00	-11.17
	0620-10-679-000-673103-					
620679	673201	Health Insurance	25,666.00	12,833.00	27,896.50	8.69
	0620-10-679-000-673201-		.00	.00	13,948.00	
		UTILITIES MANAGER VACANCY HEALTH	.50	27,897.00	13,948.50	
620679	673202	Dental Insurance	1,018.00	509.00	509.00	-50.00
	0620-10-679-000-673202-		.00	.00	509.00	
620679	673203	Life Insurance	145.00	65.00	76.00	-47.59
	0620-10-679-000-673203-		.00	.00	76.00	

Attachment: 10.21.24 Water Utility Budget Exhibit B (9733 : Proposed FY 2025 Water Utility Budget)

DEPARTMENT BUDGET REQUESTS

BUDGET PROJECTION 625 2025 SEWER AND WATER UTILITY BUDGETS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	DEPT HEAD	PERCENT CHANGE
620679	673204	Long Term Disability 0620-10-679-000-673204-	300.00	75.00	225.00	-25.00
620679	675001	Maintenance of Services 0620-10-679-000-675001-	50,000.00	44,000.00	50,000.00	.00
		City Water Operations Contract	1.00	50,000.00	50,000.00	
620679	675002	Maintenance of Services Mat 0620-10-679-000-675002-	15,000.00	11,000.00	15,000.00	.00
			1.00	15,000.00	15,000.00	
620679	675003	Maintenance of Services Exp 0620-10-679-000-675003-	7,000.00	3,000.00	6,000.00	-14.29
		Maintenance of Services Expense	1.00	6,000.00	6,000.00	
620679	676001	Maintenance of Meters 0620-10-679-000-676001-	3,500.00	9,000.00	8,000.00	128.57
		City Water Operations Contract	1.00	8,000.00	8,000.00	
620679	676002	Maintenance of Meters Mat 0620-10-679-000-676002-	1,000.00	.00	1,000.00	.00
			1.00	1,000.00	1,000.00	
620679	676003	Maintenance of Meters Exp 0620-10-679-000-676003-	1,000.00	500.00	1,000.00	.00
			1.00	1,000.00	1,000.00	
620679	676205	OPEB & Supp Pension Expense 0620-10-679-000-676205-	.00	.00	.00	.00
620679	677001	Maintenance of Hydrants 0620-10-679-000-677001-	18,000.00	32,000.00	20,000.00	11.11
		City Water Operations Contract	1.00	20,000.00	20,000.00	
620679	677002	Maintenance of Hydrants Mat 0620-10-679-000-677002-	14,000.00	4,000.00	6,000.00	-57.14
			1.00	6,000.00	6,000.00	
620679	677003	Maintenance of Hydrants Exp 0620-10-679-000-677003-	5,000.00	.00	5,000.00	.00
		Maintenance of Hydrants Expense	1.00	4,150.00	4,150.00	
		Motor Fuels & Lubricants	1.00	850.00	850.00	
620679	696121	Depreciation Expense 0620-10-679-000-696121-	730,000.00	765,000.00	759,000.00	3.97
		Municipal Funded Depreciation	1.00	442,000.00	442,000.00	
		Contributed Funded Depreciation	1.00	317,000.00	317,000.00	

Attachment: 10.21.24 Water Utility Budget Exhibit B (9733 : Proposed FY 2025 Water Utility Budget)

DEPARTMENT BUDGET REQUESTS

BUDGET PROJECTION 625 2025 SEWER AND WATER UTILITY BUDGETS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	DEPT HEAD	PERCENT CHANGE
620679	696204	Amortization-Bond Discount 0620-10-679-000-696204-	.00	.00	.00	.00
620679	696401	Principal-Bonds 0620-10-679-000-696401-	.00	.00	.00	.00
620679	696501	Interest-Bonds 0620-10-679-000-696501-	283,840.00	283,840.00	243,040.00	-14.37
		Amortize Loss on Refunding 2025 Debt Service	1.00 1.00	48,410.00 194,630.00	48,410.00 194,630.00	
620679	696502	Water Debt Service 0620-10-679-000-696502-	400.00	400.00	400.00	.00
620679	696601	Taxes Paid 0620-10-679-000-696601-	.00	.00	.00	.00
620679	696701	Interest-Municipal Advances 0620-10-679-000-696701-	.00	.00	.00	.00
620679	901001	Customer Accounts Supervision 0620-10-679-000-901001-	77,040.81	77,040.81	77,573.00	.69
		City Water Management Contract UTILITIES MANAGER VACANCY	.50 12.00 .50	50,746.00 600.00 90,000.00	25,373.00 7,200.00 45,000.00	
620679	902001	Meter Reading Labor 0620-10-679-000-902001- City Water Operations Contract	10,000.00 1.00	8,000.00 10,000.00	10,000.00 10,000.00	.00
620679	902002	Meter Reading Materials 0620-10-679-000-902002-	.00	.00	.00	.00
620679	902003	Meter Reading Expenses 0620-10-679-000-902003-	27,000.00	15,000.00	27,000.00	.00
		Itron Meter Reading Software Chargeback for City Car United Systems - Temetra Upgrade Itron - Temetra One-Time Setup	1.00 4.00 1.00 1.00	17,000.00 250.00 6,000.00 3,000.00	17,000.00 1,000.00 6,000.00 3,000.00	
620679	903001	Accounting/Collecting Labor 0620-10-679-000-903001- City Water Management Contract City of Mequon Chargeback	37,800.00 12.00 1.00	39,000.00 500.00 52,000.00	58,000.00 6,000.00 52,000.00	53.44
620679	903002	Accounting/Collecting Material 0620-10-679-000-903002- Postage/Printing	8,000.00 1.00	9,000.00 10,000.00	10,000.00 10,000.00	25.00

Attachment: 10.21.24 Water Utility Budget Exhibit B (9733 : Proposed FY 2025 Water Utility Budget)

DEPARTMENT BUDGET REQUESTS

BUDGET PROJECTION 625 2025 SEWER AND WATER UTILITY BUDGETS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	DEPT HEAD	PERCENT CHANGE
620679	903003	Accounting/Collecting Expenses	400.00	400.00	400.00	.00
	0620-10-679-000-903003-	AR Lockbox Fees	1.00	400.00	400.00	
620679	904001	Uncollectible Accounts	.00	.00	.00	.00
	0620-10-679-000-904001-					
620679	906001	Customer Education Service	9,000.00	8,400.00	8,400.00	-6.67
	0620-10-679-000-906001-	City Water Management Contract	12.00	700.00	8,400.00	
620679	920001	Admin/General Salaries	145,750.00	145,750.00	132,300.00	-9.23
	0620-10-679-000-920001-	City Water Operations Contract	1.00	30,300.00	30,300.00	
		City of Mequon Chargeback	1.00	102,000.00	102,000.00	
620679	921001	Office Supplies	2,500.00	150.00	1,000.00	-60.00
	0620-10-679-000-921001-	Office Supplies	1.00	1,000.00	1,000.00	
620679	923001	Outside Services Employed	50,000.00	50,000.00	16,300.00	-67.40
	0620-10-679-000-923001-	Baker Tilly	1.00	5,500.00	5,500.00	
		Digger's Hotline Subscription	12.00	900.00	10,800.00	
620679	924001	Property Insurance	5,600.00	10,000.00	11,000.00	96.43
	0620-10-679-000-924001-	Auto Insurance	1.00	5,500.00	5,500.00	
		Liability Insurance	1.00	5,500.00	5,500.00	
620679	925003	Injuries & Damages	.00	.00	.00	.00
	0620-10-679-000-925003-					
620679	926007	Training/Seminars	1,500.00	1,500.00	1,500.00	.00
	0620-10-679-000-926007-	TRAINING FOR PROFESSIONAL STAFF	2.00	750.00	1,500.00	
620679	928001	Regulatory Commission Expenses	15,000.00	10,005.00	10,000.00	-33.33
	0620-10-679-000-928001-	Public Service Commission	1.00	10,000.00	10,000.00	
620679	930001	Miscellaneous General Expenses	10,000.00	10,000.00	10,000.00	.00
	0620-10-679-000-930001-	City Water Management Contract	12.00	350.00	4,200.00	
			1.00	5,800.00	5,800.00	
620679	931001	Rental Costs	18,050.00	18,050.00	18,050.00	.00
	0620-10-679-000-931001-	City of Mequon Chargeback for	1.00	18,050.00	18,050.00	
		Office/Shop Space				
BUDGET CEILING:					-1,326,482.19	

Attachment: 10.21.24 Water Utility Budget Exhibit B (9733 : Proposed FY 2025 Water Utility Budget)

DEPARTMENT BUDGET REQUESTS

BUDGET PROJECTION 625 2025 SEWER AND WATER UTILITY BUDGETS

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	DEPT HEAD	PERCENT CHANGE
TOTALS:			-1,326,482.19	-1,717,673.19	-1,503,115.50	13.32

** END OF REPORT - Generated by Marie Keyser **

Attachment: 10.21.24 Water Utility Budget Exhibit B (9733 : Proposed FY 2025 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 30, 2023
SUBJECT: Authorization for the Mequon Water Utility to Exceed \$25,000 for the Purchases and/or Services from Core and Main, Etna Supply, Grunau, DF Tomasini, Mid-City, MJ Construction, Rozga, Badger Meter and United Systems & Software, Inc. to Complete Projects as Needed During Fiscal Year 2025

Background

The City of Mequon purchasing policy requires any and all vendors be authorized by the Common Council (or in this case the Water Utility Commission) to exceed \$25,000 in total work during a fiscal year. This limit is a yearly total and applies even if individual purchases or services were less than \$25,000 or spread among multiple departments.

Policy Statement 12: Purchasing Policy may be viewed here:
<https://www.ci.mequon.wi.us/finance/page/financial-policies>.

Analysis

Although the Mequon Water Utility follows the City of Mequon financial policies, the Utility is also regulated by the Public Service Commission (PSC). The PSC requires that the Utility track expenditures according to the PSC Uniform System of Accounts. This system of accounts is sufficiently detailed that vendors may have invoices coded to multiple accounts. This makes it very difficult to have vendors approved for the \$25,000 annual exceedance as part of the FY2025 budget detail.

The following is a list of vendors that staff anticipates may exceed \$25,000 in annual work that are not included in the FY2025 budget detail. The vendors are listed along with a general description of the work they perform for the Utility.

Core and Main	Repair and replacement parts for water main, hydrants, valves, and services
Etna Supply	Repair and replacement parts for water main, hydrants, valves, and services
Grunau	Buried infrastructure repair work
DF Tomasini	Buried infrastructure repair work
Mid-City	Buried infrastructure repair work
MJ Construction	Buried infrastructure repair work
Rozga	Buried infrastructure repair work
Badger Meter	Water meters and registers

United Systems & Software, Inc.	Meter reading hardware and software
---------------------------------	-------------------------------------

Fiscal Impact

There is no fiscal impact to approving the listed vendors above to exceed the \$25,000 annual limit. Each individual purchase or service will follow the City of Mequon Purchasing Policy.

Recommendation

Staff recommends the Mequon Utility Commission approve the following vendors listed for exceedance of \$25,000 total work for FY2025:

- Core and Main
- Etna Supply
- Grunau
- DF Tomasini
- Mid-City
- MJ Construction
- Rozga
- Badger Meter
- United Systems & Software, Inc



11333 N. Cedarburg Road
 Mequon, WI 53092-1930
 Phone: 262-236-8150
 Fax: 262-242-9655

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 30, 2024
SUBJECT: Consideration of an Amendment to the Mequon Municipal Water Utility's Water Connection Policy, Related to the Amortization of System Depreciation for Private Water Trusts

Background

In September, the Water Utility Commission (WUC) authorized staff to generate language allowing the System Depreciation cost for a Private Water Utility to be amortized. The policy discussion resulted from numerous private water trusts that have determined that they do not have sufficient capital funding to either complete the work required on private infrastructure, or to pay the depreciation cost to the Mequon Water Utility. One of the private water trusts inquired as to whether the Mequon Water Utility would consider amortizing the depreciation costs.

Originally, the concept was presented as a version of the City's special assessment policy. However, after further examination, it was determined that the majority of the required language already exists within the tariff. A simple amendment to the Water Connection Policy should allow the System Depreciation to be divided over the new customers and paid over time.

Attached to this memo is a proposed amendment to the City's Water Connection Policy. If the WUC is amenable to the proposed changes, it could be adopted at this meeting. If further discussion or analysis is warranted, staff will bring the policy changes to a future meeting for action.

Analysis

The Payment Options section of the Mequon Municipal Water Utility Tariff includes the following language:

The Utility shall offer payment options to all New Customers, excluding Developers and Water Trust system Customers, to allow them to pay the Connection Charge over time at reasonable interest rates. The New Customer must sign a waiver of assessment to enable the Utility to include unpaid, past due amounts on the Customer's property tax bill. Furthermore, if the property is not located within the City of Mequon, there must be in place an intergovernmental agreement between the City of Mequon and the municipality in which the property is located permitting that municipality to special assess the property and honor the waiver of assessment. The maximum term shall be five (5) years. The interest rate on unpaid balances shall be the rate at which the

Utility determines it can currently borrow money, plus 100 basis points. Customers are free to pay in full at any time without penalty and are free to secure their own financing. The Utility reserves the right to include unpaid, past due amounts on the property tax bill for the succeeding year.

Of note, while the Payment Options section excludes Water Trust System Customers, if/when a Private Water Trust connects to the Mequon Water Utility, they will be new customers of the Mequon Water Utility and no longer Water Trust System Customers.

Based upon this language, staff proposes the following amendments to the Water Connection Policy:

- Inclusion of System Depreciation payment options for a Private Water Trust and/or resulting Utility customers.
- Designation of the prorated System Depreciation as a part of the connection fee.
- Update to the Application for New Service includes the following statement of acknowledgement: By signing this application, the applicant acknowledges that this form serves as a waiver of assessment to enable the Utility to include unpaid, past due amounts on the Customer's property tax bill. *Please note that this amendment should be approved independent of any discussion regarding the amortization language, as the tariff requires all new customers to sign this waiver.*

Utilizing the tariff language guarantees consistency for all new customers. The connection fee is equitable whether the new customer is based on new construction, on main not using or a private water trust.

Fiscal Impact

System Depreciation costs do not require an expenditure of the Mequon Water Utility, nor does it immediately impact costs to existing rate payers. **Water Connection Policy Appendix D: System Depreciation Valuation** defines that the valuation is based on the Public Service Commission depreciation rates for Wisconsin Municipal Water Utilities that apply service life as the basis to determine replacement value and current system value of water system facilities.

In other words, since the infrastructure is not new, and as it is with a build-and-contribute model, the private water trust must pay the Mequon Water Utility the difference in the value of new infrastructure and the value of the infrastructure that the private water trust is dedicating. The private water trust's depreciation payment to the Mequon Water Utility acknowledges that repairs or replacement will be required sooner than that which is required for new infrastructure. The depreciation payment would be deposited into the Mequon Water Utility capital account to be utilized once a project is warranted. Therefore a delay in payment does not directly impact the Mequon Water Utility or its rate payers, except in the case of catastrophic failure. Note that catastrophic failure can also occur with new infrastructure, although less likely.

When the Mequon Water Utility accepts the donation of an existing private water trust, there is no immediate cost to the Mequon Water Utility. Amortizing the depreciation cost simply

collects that fee over time, rather than upfront. Interest fees address the potential loss to the Mequon Water Utility for investment revenue. It also potentially incentivizes connection, allowing the private water trusts to add customers and revenue to the Mequon Water Utility sooner than if the private water trust must collect the depreciation costs prior to connection.

Recommendation

Staff recommends that the WUC consider the amendment to the Water Connection Policy and either provide feedback for further policy analysis or approve the amendment and authorize the appropriate updates to the City's Water Connection Policy.

Attachments:

WCP_Amort Amend (PDF)

volumetric meter reads. The average use for the other location will be utilized for the projected water use.

2. If the applicant does not own a similar use in another location, Mequon Water Utility staff will identify between one to three existing Mequon Water Utility customers with a similar use to determine the projected water use. The similar use may be prorated based upon the comparable size of the non-residential use.
3. If no equivalent Mequon Water Utility customer can be identified, Mequon Water Utility staff will use industry standards to determine the projected water use.
4. Appeals to the Cost to Connect will be placed on a Water Utility Commission meeting agenda within 90 days of receipt.

C. For on-main, not using properties

1. The property owner is responsible for the “Contribution in Aid of Construction” (CIAC), or connection fee, associated with the public infrastructure for their home. This CIAC is paid to the Mequon Water Utility.
2. The property owner is responsible for negotiating a price with a private plumbing firm for all private plumbing necessary to connect the home to the public infrastructure.

D. For Private Water Trusts

Financial Considerations for Connection. The main financial factors considered for this Water Trust Connection Policy include the System Depreciation, a Revenue Credit and Gap Financing.

1. System Depreciation: Provided the Water Trust calculates a depreciated valuation of the Water Trust System Cost based on Public Service Commission tables and recommended depreciation rates that are tied to Certified Operator condition assessments, the Mequon Water Utility reviews these reports and the depreciated value may be accounted for upon acceptance by the Mequon Water Utility.

a. The System Depreciation may be paid in full or in part by the Private Water Trust.

- (1) The Private Water Trust payment shall be made prior to Private Water Trust users submitting an Application for New Service.
- (2) Any balance of the System Depreciation shall be equally distributed among the New Customers within the former Private Water Trust.
- (3) The prorated portion of the System Depreciation shall be included as a part of the New Customer Connection Fee.

b. The System Depreciation transferred to new Utility customers may be paid in full by the at the time of connection or amortized consistent with the Payment Options section of the Mequon Municipal Water Utility Tariff.

a.—Each former Private Water Trust member must complete an Application for New Service and follow Section V. Application Procedures.

1.2. Revenue Credit: The total Mequon Water Utility revenue credit for connection depends on the number of connections. The revenue credit may be accounted for upon acceptance by the Mequon Water Utility.

2.3. Gap Financing: Based on the Customer Connection Rules, the cost to bring the Water Trust system facilities to Mequon Water Utility standards, if to be paid by the Mequon Water Utility, shall be included in the Connection Charge. The Water Trust By-Laws or other governing instruments determine how the Connection Charge paid by the Water Trust will be apportioned among the members of the Water Trust.

b.a. Any depreciated value will be credited to the Mequon Water Utility at the time of connection, if not repaired as a cost to the Water Trust in advance of the Mequon Water Utility accepting the connection.

e.b. The connecting main cost is based on the quote provided by a contractor and the payment to complete that work, in addition to extension or lateral work.

- (1) Utility Risk / Benefit Ratio: The Mequon Water Utility may calculate a ratio between the amount of new assets acquired and the projected future revenues generated, operating costs, and with respect to total Mequon Water Utility assets to establish metrics and/or guidelines for the Mequon Water Utility Commission and Water Services Agreement. The financial analysis of assumed liability in comparison to projected future revenues is one factor that Mequon Water Utility will determine as whether to recommend to the Water Utility Commission to accept the Water Trust or acceptance the Water Trust with conditions. Based upon this recommendation, the Water Utility Commission may vote to approve or deny the connection and enter into a Water Service Agreement with the Water Trust.

E. For Mequon Water Utility Costs

1. The developer shall be responsible for all costs of required water infrastructure sized for the demand of the development.
 - a. Where the Mequon Water Utility system plan requires the installation of water main larger than 12 inches in diameter, the Mequon Water Utility shall pay the difference in cost between the installation of the pipe sized for the development demand and the system demand. Reimbursement for the increased pipe size shall be determined by bidding the water infrastructure sized for the demand of the development and bidding the water infrastructure sized for the system demand. The difference in cost between the water infrastructure sized

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Indent at: 1.38"

In addition to the fixed fees for your water meter and public fire protection charges which begin upon meter installation, the Utility will also bill the property owner for any water usage prior to Occupancy.

Please note: All water and sewer service must remain active and is the responsibility of the property owner even during lapses in occupancy with any rental property. Charges will be billed to the owner.

Mequon Water Utility Materials Checklist

Your Mequon Water Utility representative will also provide you with the following information:

- Plumbing Specifications Requirements brochure
- Annual Customer Service Guide (with rate information)
- Developers Guide (for commercial/industrial customers or developers)

For additional information, call Mequon Water Utility at 262.236.2947

By signing this application, the applicant acknowledges that this form serves as a waiver of assessment to enable the Utility to include unpaid, past due amounts on the Customer's property tax bill

** To complete this application, and to comply with federal regulations, individual residential accounts must attach a legible copy of your current driver's license or alternate government issued picture ID. For business accounts, I attest that I am authorized to open this account on behalf of my business and have included a duly signed W-9 form. **

_____ Date _____
Applicant Signature

____ Copy of Driver's license attached (residential) ____ W-9 form attached (business)

Return the completed application via fax, mail, or deliver in person to the Mequon Water Utility.
Application is void if incomplete or altered.

Mequon Water Utility
11333 N. Cedarburg Rd.
Mequon, WI 53092
Fax: (262) 242-9655

For Office Use Only A fee of \$ _____ is required.

Fee payment options:

Pay now in full. Place on Tax Roll for five (5) year collection. (Mequon only)

_____ Date _____
Utility Supervisor Signature

~~12, 2022~~ October 30, 2024

24 ~~Adopted~~ Amended: April

Attachment: WCP_Amort Amend (9793 : Water Connection Policy Amend Amortization of Depreciation Costs)



11333 N. Cedarburg Road
 Mequon, WI 53092-1930
 Phone: 262-236-8150
 Fax: 262-242-9655

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 30, 2024
SUBJECT: Status Update - Mequon Water Utility Master Plan

Background

In October 2023, the Mequon Municipal Water Utility Commission (WUC) adopted the updated Mequon Water Utility Master Plan. This document is utilized to guide the budget, implementation plan, work plan and annual report.

Analysis

While this agenda contemplates the adoption of the FY2025 budget, it is appropriate to update and report out regarding the status of the implementation plan, work plan and annual report after fourth quarter billing for FY2024 has been completed. It may further benefit from the generation of the annual PSC report and conclusion of the audit.

As such, staff is simply advising the WUC that the 2024 status update will occur in late first quarter or early second quarter of 2025.

Fiscal Impact

The master plan did inform the FY2025 budget, the details of which are included in that separate agenda item.



11333 N. Cedarburg Road
 Mequon, WI 53092-1930
 Phone: 262-236-8150
 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 30, 2024
SUBJECT: Status Update - Mequon Water Utility Leak Audit

Background

In October 2023, the Mequon Municipal Water Utility Commission (WUC) authorized the Mequon Water Utility to hire Asterra to implement a satellite technology leak audit of our public drinking water system. The purpose of this leak audit was to identify and eliminate leaks within the Utility in an attempt to reduce our overall water loss in the system.

Analysis

Asterra identified 46 points of interest via satellite investigation. Thereafter, the Mequon Water Utility located all the water infrastructure within these points of interest, in advance of field investigations. McKim & Creed - hired by Asterra - performed field investigations using acoustic surveyors in early May of this year. They identified six actual leaks in the field. Attached as Exhibit A are the 6 leak cards created for these leaks. Three of these cards were leaking fire hydrants, which the operators resolved. The remaining three cards were buried infrastructure. Two laterals were replaced, and one auxiliary hydrant valve was replaced. Detailed in the table below is the estimated water loss for each leak:

	Gallons/Minute	Gallons/Day	Gallons/Month	Gallons/Year
Leak Card 1	0.5	720	21,900	262,800
Leak Card 2	0.25	360	10,950	131,400
Leak Card 3	0.5	720	21,900	262,800
Leak Card 4	1	1,440	43,800	525,600
Leak Card 5	2	2,880	87,600	1,051,200
Leak Card 6	0.5	720	21,900	262,800
Total	4.75	6,840	208,050	2,496,600






McKim & Creed was only able to investigate 36 of the 46 points of interest in the time they had allotted to perform the field survey. As such, there are still 10 points of interest yet to be investigated from the Asterra survey.

Fiscal Impact

The Mequon Municipal Water Utility pays roughly \$1.91 per thousand gallons to the Milwaukee Water Works for purchased water. Therefore, the 2.5 million gallons estimated by McKim & Creed for the 6 leaks resolved equates to a \$4,775 reduction in water supply costs.






Attachments:
Exhibit A (PDF)

Leak Card 1

Project:	Asterra_City of Mequon 2024 POI Leak Pinpointing				Address:	POI-10014_St. Anne Ln @ Sherbrooke Dr				
Urgency:	Minimal	Surface Material:	Grass	Leak Type:	Fitting	Pipe Size:	6	Pipe Material:	DI	
Leak Detection Method:	Sounding		Visible Water:	No	DB level:	62	Person Submitted To:	Fareed Nazaryfar		
MC Estimated GPM	Gallons Per Minute:		0.5		Vicinity Map -87.96051253899998 43.246396262000076 Leak 					
	Gallons Per Day:		720							
	Gallons Per Month:		21,900							
	Gallons Per Year:		262,800							
Leak Description & Comments:										
Hydrant leak detected via sounding equipment. Distinct spraying is audible around base of hydrant. Hydrant may not be fully seated. Recommend exercising and re-inspecting acoustically.										
										
										
Project Manager:	Isaiah Jaeger				Date:	May 1, 2024				

Attachment: Exhibit A (9801 : Status Update - Water Utility Leak Audit)

Leak Card 2

Project:	Asterra_ City of Mequon 2024 POI Leak Pinpointing				Address:	POI-20001_12485 N. Royal Ln			
Urgency:	Minimal	Surface Material:	Grass	Leak Type:	Fitting	Pipe Size:	6	Pipe Material:	DI
Leak Detection Method:	Sounding		Visible Water:	No	DB level:	52	Person Submitted To:	Fareed Nazaryfar	
MC Estimated GPM	Gallons Per Minute:		0.25		Vicinity Map -87.92108872599994 43.24456284400003 Leak  SEWRPC, Maxar Esri Community Maps ... Powered by Esri				
	Gallons Per Day:		360						
	Gallons Per Month:		10,950						
	Gallons Per Year:		131,400						
Leak Description & Comments:									
Hydrant leak detected via sounding equipment. Distinct spraying is audible around the base of the hydrant. Hydrant may not be fully seated. Recommend exercising and re-inspecting.									
									
									
Project Manager:	Isaiah Jaeger				Date:	May 2, 2024			





Attachment: Exhibit A (9801 : Status Update - Water Utility Leak Audit)



McKim & Creed
Water Asset Management





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 Wilmington, NC 28405

Leak Card 3

Project:	Asterra_ City of Mequon 2024 POI Leak Pinpointing				Address:	POI-20006_3011 W, Range Line Ct			
Urgency:	Minimal	Surface Material:	Grass	Leak Type:	Service	Pipe Size:	0.75	Pipe Material:	Copper
Leak Detection Method:	Sounding Valve Isolation_Shut Off		Visible Water:	No	DB level:	26	Person Submitted To:	Fareed Nazaryfar	
MC Estimated GPM	Gallons Per Minute:		0.5		Vicinity Map -87.94790351499995 43.202588142000025 Leak 				
	Gallons Per Day:		720						
	Gallons Per Month:		21,900						
	Gallons Per Year:		262,800						
Leak Description & Comments:									
Distribution leak detected on service line via sounding equipment. Shutoff performed to confirm distribution noise. Leak believed to be between the main and the curbstop. Recommend spot digging or replacing the line. Possible customer leak present as well.									
									
									
Project Manager:	Isaiah Jaeger				Date:	May 3, 2024			

Attachment: Exhibit A (9801 : Status Update - Water Utility Leak Audit)

Leak Card 4

Project:	Asterra_ City of Mequon 2024 POI Leak Pinpointing				Address:	POI-10025_Range Line Ter @ N. Range Line				
Urgency:	Minimal	Surface Material:	Asphalt	Leak Type:	Fitting	Pipe Size:	6	Pipe Material:	DI	
Leak Detection Method:	Sounding		Visible Water:	No	DB level:	99	Person Submitted To:	Fareed Nazaryfar		
MC Estimated GPM	Gallons Per Minute:		1		Vicinity Map -87.94401227499998 43.19900225900005 Leak 					
	Gallons Per Day:		1,440							
	Gallons Per Month:		43,800							
	Gallons Per Year:		525,600							
Leak Description & Comments:										
Fitting leak detected via sounding equipment. Highest decibel level obtained on hydrant isolation valve. Leak possibly on packing.										
										
										
Project Manager:	Isaiah Jaeger				Date:	May 3, 2024				

Attachment: Exhibit A (9801 : Status Update - Water Utility Leak Audit)



McKim & Creed
Water Asset Management

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Leak Card 5

Project:	Asterra_ City of Mequon 2024 POI Leak Pinpointing				Address:	POI-10012_4423 Squire Rd			
Urgency:	Minimal	Surface Material:	Asphalt	Leak Type:	Service	Pipe Size:	0.75	Pipe Material:	HDPE
Leak Detection Method:	Sounding Valve Isolation_Shut Off		Visible Water:	No	DB level:	46	Person Submitted To:	Fareed Nazaryfar	
MC Estimated GPM	Gallons Per Minute:		2		Vicinity Map -87.96545133899997 43.222799362000046 Leak				
	Gallons Per Day:		2,880						
	Gallons Per Month:		87,600						
	Gallons Per Year:		1,051,200						
<p>Leak Description & Comments:</p> <p>Distribution leak detected on service line via sounding equipment. Shutoff performed to confirm distribution noise. Highest underground decibels obtained close to the main. Leak appears to be within 5 ft of tap.</p>									
Project Manager:	Isaiah Jaeger				Date:	May 3, 2024			





Attachment: Exhibit A (9801 : Status Update - Water Utility Leak Audit)



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Leak Card 6

Project:	Asterra_ City of Mequon 2024 POI Leak Pinpointing				Address:	POI-10006_6330 W. Spur Rd			
Urgency:	Minimal	Surface Material:	Soil	Leak Type:	Fitting	Pipe Size:	6	Pipe Material:	DI
Leak Detection Method:	Sounding		Visible Water:	No	DB level:	62	Person Submitted To:	Fareed Nazaryfar	
MC Estimated GPM	Gallons Per Minute:		0.5		Vicinity Map -87.98742047499996 43.222773001000064 Leak 				
	Gallons Per Day:		720						
	Gallons Per Month:		21,900						
	Gallons Per Year:		262,800						
Leak Description & Comments:									
Hydrant leak detected via sounding equipment. Distinct spraying is audible around base of hydrant. Hydrant may not be seated. Recommend exercising and re-inspecting.									
									
									
Project Manager:	Isaiah Jaeger				Date:	May 3, 2024			

Attachment: Exhibit A (9801 : Status Update - Water Utility Leak Audit)