



VILLAGE OF KIMBERLY, WI
NOTICE OF VILLAGE BOARD MEETING

DATE: Monday, January 20, 2025
TIME: 5:00pm
LOCATION: Village Hall, Rick J. Hermus Council Chambers
515 W. Kimberly Ave.
Kimberly, WI 54136

Notice is hereby given that a Village Board meeting will be held on Monday, January 20, 2025 at the Village Hall. This meeting is open to the public.

- 1) Call to Order
- 2) Roll Call
- 3) Moment of Silent Reflection, Pledge of Allegiance
- 4) President's Remarks
- 5) Approval of Minutes of the 01/06/2025 meeting
- 6) Unfinished Business
 - a) None
- 7) New Business for Consideration or Action
 - a) Award the 2025 Village of Kimberly Water Utility Rate Study to Ehlers in an amount not to exceed \$14,500
 - b) Award the Village of Kimberly Audit Services Contract to Hawkins Ash CPAs
 - c) Purchase of EMS High Visibility Jackets in the amount of \$1,079.75
 - d) Village of Kimberly Mechanic Position Description Update
 - e) Certificate of Payment #4 to Zignego Co. in the amount of \$26,093.65 for the Welhouse & Curtin Ave Street Reconstruction and Blue Development Street Construction
 - f) Certificate of Payment #3 Final to Peters Concrete Co. in the amount of \$22,018.99 for the Sunset Park Splash Pad
 - g) Application for Payment #4 to SMA Construction Services in the amount of \$537,130.00 for the Kimberly Street and Parks Department
 - h) Ordinance No. 1, Series of 2025 Amending Chapter 207, Article V, Electrical Standards, of the Village of Kimberly Municipal Code
 - i) Resolution No. 1, Series of 2025 Adopting the Outagamie County Hazard Mitigation Plan 2024-2029
 - j) Approve Bills & Claims for December 2024

8) Receive Minutes of Boards and Commissions

- a) Water Commission minutes from 11/05/2024 and 12/10/2024 meetings
- b) Library Board minutes from 10/21/2024 meeting
- c) Plan Commission minutes from 09/17/2024 and 11/19/2024 meetings
- d) Fire Commission minutes from 06/17/2024, 08/19/2024, and 09/16/2024 meetings

9) Public Participation

10) Closed Session

The village board will meet in closed session pursuant to State Statute 19.85 (1)(e) to deliberate the purchase of property and investment of funds located in TIF District No. 6. The board may reconvene into open session pursuant to section 19.85(2) of the Wisconsin Statutes for possible action on the closed session matters.

11) Possible Action on Closed Session matters including approval of a development agreement

12) Adjournment

Village Board Virtual Attendance Information

Jan 20, 2025 5:00 – 5:30 PM (America/Chicago)

Please join my meeting from your computer, tablet or smartphone.

<https://meet.goto.com/610883077>

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United States (Toll Free): [1 866 899 4679](tel:18668994679)

United States: [+1 \(571\) 317-3116](tel:+15713173116)

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Any person wishing to attend the meeting who because of their disability is unable to attend, is requested to contact the ADA Coordinator at 920-788-7500 at least 48 hours prior to the meeting so that reasonable accommodation may be made.

**VILLAGE OF KIMBERLY
BOARD MEETING MINUTES
01/06/2025**

A meeting of the Village Kimberly Board was called to order on Monday, January 6, 2025 at 5:00pm in the Rick J. Hermus Council Chambers, 515 W. Kimberly Ave by President Chuck Kuen.

Board Present: President Chuck Kuen, Trustees Lee Hammen, Norb Karner, Marcia Trentlage, Dave Hietpas and Tom Gaffney
Board Excused: Trustee Mike Hruzek
Staff Present: Clerk Treasurer Jennifer Weyenberg, Administrator/Public Works Director Danielle Block, Community Development Director Sam Schroeder, Community Enrichment Director Holly Femal, Police Chief Dan Meister, Brad Werner of McMahon, and Judy Hebbe, a member of the media.

President's Remarks

None

Approval of Minutes from the 12-16-2024 Meeting

Trustee Hammen moved, Trustee Gaffney seconded the motion to approve the Village Board minutes from 12-16-2024. Motion carried by unanimous vote of the board.

Unfinished Business

Change Request #1 in the amount of \$9,806.72 for the Kimberly Street and Parks Department Project

President Kuen recommended holding this change request again to gain more information after the construction meeting that is being held on January 7th. There was no objection to holding the request again for the next meeting.

New Business

Change Order #1 in the amount of \$15,795.81 for the 2023 Grading & Graveling Blue Development project

Trustee Trentlage moved, Trustee Hammen seconded the motion to approve Change Order #1 in the amount of \$15,795.81 for the 2023 Grading & Graveling Blue Development project. Motion carried by unanimous vote of the board.

Conditional Use Permit – Rebman Plumbing Addition located at 700 W Kimberly Avenue

Trustee Hammen moved, Trustee Trentlage seconded the motion to approve the Plan Commission recommendation to approve the Conditional Use Permit for Rebman Plumbing with the following conditions: No noise between the hours of 10pm and 7am; No delivery of goods between the hours of 10pm and 7am, which would cause noise. Ex: trucks reversing, noisy machinery to unload goods, etc.; No glares, odors, fumes, or vibrations at any time from the property; Approval of a full site plan; All storage of materials shall be held within the enclosed buildings; All storage of work vehicles, trailers and other equipment shall be stored within the enclosed building or the rear of the building outside of the general public view. Motion carried by unanimous vote of the board.

Site & Architectural Review – Rebman Plumbing Addition located at 700 W Kimberly Avenue

Trustee Hammen moved, Trustee Karner seconded the motion to approve the Plan Commission recommendation for approval of the site and architectural review for Rebman Plumbing located at 700 W Kimberly Ave contingent upon the following: Applicant shall provide a grading and drainage plan, approved by Village staff, to reduce water runoff on adjoining properties prior to building permits being issued; Six of the proposed shrubs shall be replaced with two deciduous trees as well as all landscaping shall meet the vision control requirements; The proposed brick shall complement the existing building and any changes to the existing building shall complement the proposed addition and shall require staff approval; All storage of materials shall be held within the enclosed buildings; All storage of work vehicles, trailers and other equipment shall be stored within the enclosed building or the rear of the building outside of the general public view. Motion carried by unanimous vote of the board.

Site & Architectural Review – Caseys Rental LLC Redevelopment located at 420 S Washington Street

Trustee Hammen moved, Trustee Trentlage seconded the motion to approved the Plan Commission recommendation for approval of the site and architectural review for Casey Rental LLC Redevelopment contingent upon the driveway access as noted shall be removed by December 31, 2026 and the landscaping shall be installed by December 31, 2025. Motion carried by unanimous vote of the board.

Department Reports

The reports from the Chief of Police, Administrator-DPW Director, Community Development Director, Community Enrichment Director, Library Director and Clerk-Treasurer were presented. The reports are on file with the Village Clerk’s Office.

Public Participation

Resident Clint Tapio- 327 Schindler Dr. was looking for information regarding when to expect road construction to begin on his road. President Kuen told him that Schindler Dr reconstruction has been pushed back to 2026 due to the budgetary restraints.

Adjournment

Trustee Hammen moved, Trustee Karner seconded the motion to adjourn. Motion carried by unanimous vote at 5:25pm.

Jennifer Weyenberg
Village Clerk-Treasurer

Dated 01/07/25
Drafted by: ELZ
Approved by Village Board: _____



Village of Kimberly REQUEST FOR BOARD CONSIDERATION

ITEM DESCRIPTION: Water Commission Recommendation - Consultant Selection
Water Utility Rate Study

REPORT PREPARED BY: Danielle Block, Administrator/DPW

REPORT DATE: January 15, 2025

ADMINISTRATOR'S REVIEW / COMMENTS:

No additional comments to this report _____

See additional comments attached _____

EXPLANATION:

The Kimberly Water Commission has approved and recommends the award of the 2025 Village of Kimberly Water Utility Rate Study to Ehlers, in an amount not to exceed \$14,500.00 funded by the Water Utility.

RECOMMENDED ACTION: Confirm/accept the Water Commission recommendation.



Village of Kimberly REQUEST FOR WATER COMMISSION CONSIDERATION

ITEM DESCRIPTION: Consultant Selection – 2025 Village of Kimberly Water Utility Rate Study

REPORT PREPARED BY: Danielle Block, Administrator/DPW

REPORT DATE: January 3, 2025

ADMINISTRATOR'S REVIEW / COMMENTS:

No additional comments to this report _____

See additional comments attached _____

EXPLANATION:

Based on the Water Utility's 2023 Public Service Commission (PSC) Report, the 2023 Audit and the upcoming 5 and 10 year spending projections, the Commission allocated funds in 2025 to conduct a Water Rate Study with the PSC. \$15,000 was budgeted to complete a rate study in 2025.

Requests for Proposals were solicited, three firms responded. Proposals were rated on several qualifications including: staff backgrounds, certifications, firm qualifications, experience in conducting rate studies, availability and delivery schedule, overall compensation model and finally cost. Staff's recommendation is to award the 2025 Village of Kimberly Water Utility Rate Study to Ehlers in an amount not to exceed \$14,500. This award meets the requirements of the water rate study and includes an overall long-range cash flow analysis for the utility.

Included for your review is the original request for proposals, the three proposals received.

RECOMMENDED ACTION: Award the 2025 Village of Kimberly Water Utility Rate Study to Ehlers, in an amount not to exceed \$14,500.00 funded by the Water Utility.



Village of Kimberly

Request for Proposals

Water Rate Study

RFP Issuance Date November 18, 2024
RFP Due Date December 18, 2024 no later than 4:00 pm

Please submit to:

Village of Kimberly
Attn: Danielle Block, Administrator/Director of Public Works
515 W. Kimberly Avenue
Kimberly, WI 54136



Village of Kimberly Water Rate Study Request for Proposals

Issue Date—November 18, 2024

RFP Due Date – December 18, 2024 no later than 4:00 pm CST

I. Summary

The Village of Kimberly, WI is requesting proposals and qualifications from professional firms to complete a revenue requirement/Public Service Commission of Wisconsin (PSCW) water rate application for the village's water utility. Refer to the full scope of work below.

The Village is not liable for any costs incurred by firms prior to the signing of an agreement. Expenses incurred in the preparation of submittal, presentation and other incidental activities related to this solicitation are solely the responsibility of the respondent.

II. Background

The Village of Kimberly (pop. 7,422) is located in the Heart of the Fox River Valley in Northeast Wisconsin. Kimberly boasts a small-town atmosphere within a large metropolitan area. More information is available at www.vokimberly.org.

The Village operates under a Village Board—Village President form of government with seven elected Village Board members. There are seven appointed officials including the Village Administrator/Director of Public Works, Clerk-Treasurer, Police Chief, Fire Chief, Community Development Director, Library Director and Community Enrichment Director. The Village also operates a Water Utility, Sanitary Sewer (collection only) Utility, and Storm Water Utility.

Kimberly owns and operates a water utility serving over 3,000 customers in and around the village. Customers are billed quarterly and charges for service are generally based on metered water usage. Large customers are billed monthly and

again charges for service are generally billed based on metered water usage. The water utility's last full rate study was completed in 2019.

III. Scope of Work

The following outlines the process of completing and filing an application with the Public Service Commission of Wisconsin (PSCW).

1. Obtain historical information, confirm significant assumptions regarding growth and costs, summarize and classify non-routine plant additions, and forecast consumption for the 2026 test year.
2. Compile a forecast in the PSCW prescribed format for the 2025 test year to support the rate study, including supplemental information related to cash flows and debt coverage to support the requested rate of return.
3. Facilitate discussions with management as needed to ensure all additional questions within the PSCW application are answered incorporating any changes desired by the water utility.
4. Provide a draft study to management for its review. Incorporate management's comments into the study.
5. Meet with the governing body to review the study.
6. Prepare the final rate study and submit the application to the PSCW.
7. Review PSC information and proposed rates.
8. Assist management with the rate hearing and implementation of new rates.

VI. Instructions on Submitting a Proposal

Proposal Due Date: 12/18/2024 on or before 4:00 p.m. CST

Five (5) bound copies and one electronic copy (emailed) of the proposal must be received by Wednesday, December 18, 2024 by 4:00 p.m. at the address below:

Village of Kimberly
Danielle Block, Administrator/Director of Public Works
515 W. Kimberly Avenue
Kimberly, WI 54136

The electronic copy may be e-mailed to: dblock@vokimberlywi.gov

Proposals submitted in response to this RFP shall be clearly marked "2025 Village of Kimberly Water Rate Study"

The following information must be included in the submittal:

1. Copy of a rate study performed by the applicant in the State of Wisconsin within the last three years.
2. A description of your firm's qualifications and training for this type of work. Cite specific certifications and/or accreditations.
3. A description of the relevant experience of the firm and of the individuals

likely to be assigned to the project.

4. The names of at least three comparable sized Wisconsin municipalities for which the firm has conducted similar rate analyses within the last five years.
5. Project timeline and estimated completion date.
6. Proposed compensation or method for determining compensation.

VII. Evaluation of Proposals

All proposals will be reviewed by the Village. Proposal will be evaluated based on the firm's qualifications, experience, work history, interactions with other municipalities, and required compensation. Village staff will negotiate a Professional Services Agreement with the selected finalist based on the finalist's proposal. If the Village is unable to reach an agreement with the selected finalist, the Village will begin negotiations with other finalists, until an agreement satisfactory to the Village is reached. The final agreement may be presented to the Water Commission for recommendation and approval.

The Village reserves the right to waive any irregularities in any proposal and to select the proposal that is most advantageous to the Village. The Village and its representatives reserve the right to reject any and all proposals or to request additional information from any or all respondents.

VIII. Questions Regarding the RFP

Contact for questions: Danielle Block, Village Administrator/Director of Public Works
920-788-7500
dblock@vokimberlywi.gov

IX. General Provisions

1. Non-Discrimination Statement: The Village of Kimberly does not discriminate on the basis of race, color, religion, age, marital or veterans' status, sex, national origin, disability, or any other legally protected status in the admission or access to, or treatment or employment in, its services, programs or activities.
2. Proposal Cost: The Village shall not be liable for any costs you incur to prepare or submit a proposal for this project.
3. Withdrawal of Proposals: The proposer upon submission of a written request may withdraw Proposals.
4. Rejection of Proposals: The Village reserves the right to reject any or all proposals, to divide responsibilities among one or more applicants or firms, to waive irregularities, and to select the individual or firm which, in the Village's sole judgment, can best perform the scope of services required. The Village reserves the right to readvertise the project if all proposals are rejected or a final agreement cannot be reached with a qualified respondent.

X. Tax Exemption

The Village of Kimberly is exempt from payment of all federal, state and local taxes in connection with this proposed Contract.

DECEMBER 18, 2024

PROPOSAL TO PROVIDE A WATER RATE STUDY TO THE:

The Village of Kimberly, Wisconsin



Ehlers
N19W24400 Riverwood Drive, Suite 100
Waukesha, WI 53188

Municipal Advisor Registration Number: K0165
SEC CIK Number: 0001604197

ehlers-inc.com

EHLERS' ADVISORS:

Brian Roemer

Senior Municipal Advisor
broemer@ehlers-inc.com
262-796-6178

Jon Cameron

Managing Director/Senior Municipal Advisor
jcameron@ehlers-inc.com
262-796-6179

Peter Curtin

Fiscal Consultant
pcurtin@ehlers-inc.com
262-796-6187

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December 18, 2024

Danielle Block
Administrator/Director of Public Works
Village of Kimberly
515 W. Kimberly Avenue
Kimberly, WI 54136



RE: Proposal to Provide a Water Rate Study for the Village of Kimberly

Dear Ms. Block,

We are pleased to present this proposal to the Village of Kimberly. We believe our expertise and reputation, our dedication to proactive client service, and our unique project approach provide a compelling relationship option for the Village to consider.

For nearly 70 years, Ehlers has helped its municipal clients build strong and vibrant communities through its fully integrated municipal advisory services. **We also believe the following factors set us apart from competing firms:**

Expertise. Serving clients across Wisconsin and the upper Midwest, Ehlers has a team of 13 fiscal consultants dedicated to the specialized work of completing utility rate studies. Four of our Wisconsin utility team members, Jon Cameron, Brian Roemer, Lisa Trebatoski, and Peter Curtin have all completed the American Water Works Association Cost of Service Water Rate Making Seminar. **Since 2017, our firm has completed over 250 utility rate studies, 71 of which were conventional rate case applications to the Wisconsin Public Service Commission (PSC). In 2024, Ehlers completed and filed 17 conventional rate cases, more than any other consulting firm in the State of Wisconsin.**

Process. Our process is designed to facilitate effective, objective decision-making. Our rate studies go above and beyond those conducted by peer firms, specifically because we begin each one with a long-range cash flow analysis. This critical analysis provides decision makers with a framework for options on how to fund ongoing and future financial obligations. In addition, we evaluate permissible options and educate our clients on the ways they can navigate Conventional Rate Cases relative to their unique utility needs rather than simply following the PSC's prescribed "math."

Accessible Team Players. We are responsive to our clients by meeting short deadlines and assigning more than one Municipal Advisor to each client to ensure we meet their needs. Our process is flexible, which helps avoid delays and facilitates decision-making.

Client-First Values. Ehlers prides itself on transparent communication, proactive service, and an unwavering dedication to deploying client resources most efficiently and effectively. Ultimately, we

COVER LETTER

will provide the Village with ongoing dialogue and idea-sharing, independent analysis, customized water rate options, and a competitive, value-oriented fee structure.

Thank you for including us in this RFP process. We appreciate your consideration and look forward to discussing how Ehlers can best serve the Village of Kimberly.

Respectfully submitted,



Brian Roemer

Senior Municipal Advisor
broemer@ehlers-inc.com
262-796-6178



Jon Cameron

Managing Director/Senior Municipal Advisor
jcameron@ehlers-inc.com
262-796-6179



SECTION 1:

FIRM OVERVIEW

Firm Overview

BUILDING COMMUNITIES. IT'S WHAT WE DO.

Ehlers helps public sector clients build outstanding places to live, work, learn and play by delivering focused, fully-integrated municipal financial advisory services.

We build strong, long-lasting client relationships - working directly and collaboratively with your staff - to complete projects and drive initiatives forward.

We leverage decades of industry experience, deep market and community knowledge, and our unique team-based approach to successfully guide clients through all facets of public finance.

Ehlers' services include:



SECTION 1: FIRM OVERVIEW

Founded in Minnesota in 1955, Ehlers is a regional firm consisting of nearly 90 advisors, fiscal consultants, financial analysts and client support staff. Ehlers is an S-Corporation, 100% employee-owned by all staff members with at least one year of service. We are headquartered in Roseville, Minnesota with an additional office in Waukesha, Wisconsin. We have provided municipal advisory services to municipalities in Minnesota and western Wisconsin since the firm’s inception, expanding into central and eastern Wisconsin in 1966. The addresses for both offices follow below:

Company Headquarters	Wisconsin Office
3060 Centre Pointe Drive Roseville, Minnesota 55113	N19W24400 Riverwood Drive, Suite 100 Waukesha, Wisconsin 53188

Today, Ehlers serves more than 1,500 public sector and non-profit clients across five states. We do not represent developers, investors, broker-dealers or any for-profit clientele. Our clients are at the center of everything we do.



SECTION 2:

QUALIFICATIONS & EXPERIENCE

Qualifications & Experience

Ehlers has a team of 13 fiscal consultants dedicated to the specialized work of completing utility rate studies. Four of our Wisconsin utility team members, Jon Cameron, Brian Roemer, Lisa Trebatoski, and Peter Curtin have all completed the American Water Works Association Cost of Service Water Rate Making Seminar.

Ehlers will serve as the lead advisory firm responsible for all aspects of this engagement. We do not intend to subcontract any of the required work. Brian Roemer will be the Village's primary contact and project manager, and will be supported by Jon Cameron and Peter Curtin.

MUNICIPAL ADVISORS

Brian Roemer

Senior Municipal Advisor
*Project Management, Utility Analysis,
Projections & Reporting*

Jon Cameron

Senior Municipal Advisor
Project Oversight & Quality Control

Peter Curtin

Fiscal Consultant
Project Support & Quality Assurance

Professional biographies for the assigned team, including training and certifications, follow below:



Brian Roemer

Senior Municipal Advisor

Brian is a Senior Municipal Advisor with our Wisconsin Municipal Finance team where he helps clients with fiscal studies, debt planning and issuance, and financial management planning. Since he joined the firm as an intern, Brian has quickly risen through the ranks due to his commitment to accuracy, dedication to customer service, and ability to break down complex financial concepts in a way that all client constituents can understand. Brian is an active member of WIAWWA serving on the Young Professionals Committee and recipient of the 2023 Young Professional of the Year Award. He has earned a bachelor's degree in Aeronautics-Aviation Science, a master's degree in Business Administration, and holds the Series 50: Registered Municipal Advisor license.



Jon Cameron
Managing Director/Senior Municipal Advisor

Jon is a Senior Municipal Advisor and Managing Director with our Wisconsin Municipal Finance team, where he advises local governments, public utilities and special districts on the design and implementation of custom financial solutions. Prior to joining Ehlers in 2013, Jon was an Economic Consultant with Municipal Economics and Planning, a Division of Ruekert/Mielke. He was also a founding member of Trilogy Consulting, LLC as a Principal and Senior Consultant. Clients rely on Jon for his ability to present complex analysis in an easy-to-understand format. He earned a bachelor’s degree in Criminal Justice and a master’s degree in Public Administration. Jon holds the Series 50: Registered Municipal Advisor and Series 54: Municipal Advisor Principal licenses.



Peter Curtin
Fiscal Consultant

Peter serves as a Fiscal Consultant with our Wisconsin Municipal Finance team where he supports our municipal advisors with utility cash flow and rate analysis, as well as other fiscal studies. During his graduate work, Peter really found a passion working with local units of government and finding ways to help communities grow and achieve their financial goals. Peter completed the American Water Works Association Cost of Service Water Rate Making Seminar in 2023. He holds a bachelor’s degree in Psychology and a master’s in Public Administration.

Experience

Ehlers and the team assigned to this engagement bring decades of collective experience conducting fiscal studies for municipalities across Wisconsin, Minnesota, Illinois, Colorado, and Kansas. As we mentioned in our submittal letter, in the last five years alone, we have completed more than 250 utility rate studies for our clients.

Rate Cases Filed by Firm by Test Year (based on application filer)									
	2017	2018	2019	2020	2021	2022	2023	2024	Total
Muni (Internal Staff)	12	16	14	14	19	10	13	16	114
Ehlers	5	11	3	3	14	7	11	17	71
CLA	4	8	6	11	6	10	8	10	63
J Block	6	6	7	8	3	8	7	9	54
Baker Tilly	8	8	2	6	6	4	8	4	46
Others (< 5 in period)	7	13	4	6	5	2	3	3	43
Kerber Rose CPAs			2	1	1	1	2	4	11
Hawkins Ash CPAs	1	1		2			2	4	10
Trilogy	2	1		1	2	2	1	1	10
Ruekert-Mielke	1		2	1	2	1	2		9

Volume aside, we believe our experience is best demonstrated by our performance on similar projects, as illustrated by the following case studies. We invite you to contact the references we’ve included along with them.

The Village of Oregon, Wisconsin
Population (as of the 2020 census): 11,179
Length of Relationship: 2008 - Present

RECENT FISCAL STUDIES HIGHLIGHTS:

- » Performed 2023 Conventional rate case for the Village through the Wisconsin Public Service Commission and Cost of Service Sewer Rate Study.
- » Annually perform a long-range cash flow analysis and financing plan for the water, sewer and storm water utilities and present it to the Village Board as part of the Village's annual budgeting process.

Ehlers' long-range cash flow analysis (phase 1 of the proposed rate study scope of service) includes the preparation of the 10-year financing plan, which the capital improvement costs within each utility by year, estimated source of financing and amount of annual cash on hand (or other sources such as grants, TIF, and special assessments) applied to offset each borrowing, preparation of estimated annual principal and interest payments for each borrowing, and the estimated user rate increases to accommodate capital improvement projects by year. It also includes a benchmark analysis of rate of return, number of days cash on hand, and debt coverage on all revenue bonds, and compares it to applicable rating agency standards and WI Public Service Commission guidelines. Our rate study work helped implement a phased approach for both utilities whereby the Village can increase rates over time to lessen the impact of a one-time rate adjustment.

REFERENCE:

Martin Shanks, ICMA-CM
Village Administrator
Village of Oregon
101 Alpine Parkway
Oregon, WI 53575
608-835-6280
mshanks@vil.oregon.wi.us

The City of Beaver Dam, Wisconsin
Population (as of the 2020 census): 16,708
Length of Relationship: 2021 - Present

RECENT FISCAL STUDIES HIGHLIGHTS:

- » Prepared a long-range cash flow analysis in late 2023 that identified the need for a conventional water rate case.
- » Prepared and submitted a conventional water rate application in July of 2024.

In late 2023, Ehlers performed a long-range cash flow analysis (*Phase 1 of the proposed rate study scope of services*), which included a historical analysis of the utility and a 10-year forward looking cash flow analysis and preparation of a preliminary funding plan for the utility's capital improvement plan. The cash flow analysis identified the need for an approximate 32% water rate increase by calendar year 2025. The City then directed Ehlers to move to Phase 2 of the study and complete a conventional water rate case for filing with the Wisconsin Public Service Commission (PSC). The application was completed and filed in July of 2024. To date, the utility and Ehlers are responding to PSC questions on the revenue requirement and preparing for an upcoming public hearing on the proposed water rates.

REFERENCE:

Nathan Thiel
City Administrator
205 South Lincoln Avenue
Beaver Dam, WI 53916
920-887-4600
nthiel@ci.beaverdam.wi.gov

The City of Elkhorn, Wisconsin
Population (as of the 2020 census): 10,247
Length of Relationship: 1996-Present

RECENT FISCAL STUDIES HIGHLIGHTS:

- » Prepared a long-range cash flow analysis to examine the current financial health of the water utility and updated the capital improvement plan provided by the City's engineer.
- » Prepared a conventional water rate application in 2023 with new rates taking effect in early 2024.

The City's utility last updated its water rates through a conventional rate increase in 2017. Ehlers' long-range cash flow analysis informed the development of a preliminary funding plan for approximately \$18.3 million in planned capital upgrades and identified the need for a 31.8% increase in water rates over a 10-year period of time. These conclusions led to the need to complete a conventional water rate case with the Wisconsin Public Service Commission (PSC) in 2023. The new water rates were adopted in early 2024 and resulted in a rate increase of 24.66% water rate increase for the average single-family home.

REFERENCE:

Corrie Daly
Finance Director
311 Seymour Ct.
Elkhorn, WI 53121
262-723-2219
cdaly2@cityofelkhorn.com

Ehlers invites you to review a complete copy of the water rate study and supporting materials we completed for the City of Watertown as shown in **Appendix A**.



SECTION 3:

PROJECT APPROACH & TIMELINE

General Project Approach & Timeline

Ehlers conducts water rate studies in three phases. Unlike most peer firms, we will begin with a long-range cash flow analysis which reviews previous five years of financial performance and projects the next 10 years as presented in [Appendix A](#) of this proposal response. This initial work is imperative to educate decision makers on the revenue requirement standards the PSC holds utilities to and how to navigate the PSC's "math." For example, due to increasing costs of capital assets, we generally find utilities are adding utility financed capital faster than they are depreciating it which causes a compounding effect on the magnitude of an adjustment the PSC will look to authorize as seen in Table 1 below.

Table 1
10-Year Rate of Return - Water Utility
Kimberly Water Department

Line	Row Labels	2019	2020	2021	2022	2023
1	Utility Plant in Service (101.1)	9,337,639	9,607,657	9,780,429	10,424,696	10,953,326
2	Materials and Supplies	41,604	43,280	31,285	27,096	24,682
3	Regulatory Liability	62,675	48,746	34,817	20,888	6,962
4	Reserve for Depreciation (111.1)	3,273,461	3,516,462	3,770,476	3,842,883	3,960,507
5	Average Net Rate Base (Sum Lines 1-2 less Sum Lines 3-4)	6,043,107	6,085,729	6,006,421	6,588,021	7,010,539
6	Net Operating Income	116,422	422,850	744,924	741,177	(678,915)
7	ROR (Line 6 ÷ 5)	1.93%	6.95%	12.40%	11.25%	-9.68%
	Reported Water Sales	19,697,837	19,522,478	19,594,261	19,480,651	19,974,428
	Rate Adj. to Current PSC Benchmark	1.28%	-0.26%	-1.93%	-1.74%	5.54%

Notes:

- 1) Source PSC Annual Reports
- 2) Current Benchmark ROR = 6.1% based on PSC Revenue Requirement delivered 11/6/2024.

This information shows that the utility is 5.5% behind on PSC math (as of 2023 PSC Annual Report). Therefore, it should be understood part of the adjustment the PSC will ultimately authorize will include a "catch up" rate adjustment. Our 10-year rate model will incorporate a rate plan that minimizes potential magnitude of one-time PSC adjustments. It will also incorporate full funding of the utility's capital improvement plan and initial recommendations for structuring proposed debt. Finally, we will develop financial benchmarking so the utility can see where certain financial pressure points may be relative to cash on hand, PSC Rate of Return, Leverage, and Asset Condition. Phase I will accomplish objectives 2 and 4 of the Village's "Scope of Services" requested in the RFP. By conducting this work first and presenting to the governing body, we can make a more effective recommendation on how we will complete the PSC Rate Application in Phase II.

Under Phase II, we will gather all the necessary data to complete the application in full and identify potential issues the PSC may raise in their Data Requests early so utility staff can prepare responses since the PSC enforces a two-week deadline for these requests. We will also provide recommendations on normalized expenses, PILOT adjustments, rate structure requests, and potential outside benchmark rate of return requests so the Application can be customized to the Village's needs. All our engagements include a second meeting with the governing body to explain the results of the application and describe any variances from the Phase I presentation so the application can be approved for filing. The Phase II meeting also provides the community a starting point for customer engagement relative to the PSC process as the statutorily required Customer Notice may not go out for 6-8 months from filing the application. Phase II work will accomplish objectives 1,3, 4, 5, and 6 Village's "Scope of Services" requested in the RFP. In the third and final phase, Ehlers will guide the Village through the entire PSC rate case process

SECTION 3: PROJECT APPROACH & TIMELINE

wherein we will help the utility answer data requests, review and provide education on the PSC Revenue Requirement (which may include disagreement with PSC), reviewing and providing understanding on the PSC Cost of Service and Rate Design, review and finalize the customer notice, attend the public hearing to represent the utility, and complete the Rate Implementation Letter. Phase III work will accomplish objectives 7 and 8 Village's "Scope of Services" requested in the RFP.

You'll notice in the below Specific Project Process, we do include optional Phase IV which consists of producing and presenting a final report. Utilities typically only opt in to this phase should the magnitude of the rate adjustment or rate structure changes warrant additional reflection and understanding. Otherwise, the PSC Final Order typically presents a reasonable summary of all actions taken throughout the process.

Specific Project Approach & Timeline

The project team proposes to undertake the following steps for the Water utility. Our approach is flexible and has proven to deliver the information, recommendations, and facilitated discussions essential to setting utility rates with confidence and accuracy. For the Village, we recommend the following approach:

Phase I: Conduct Long-Range Cash Flow Analysis

In this phase, Ehlers will:

- » Under this phase we will assess the need for a Conventional Rate Case with the PSC using a long-range cash flow analysis. This analysis will make projections on future operation expenses, future capital funding, and identify future rate increases.
- » Prepare a cash flow analysis for the next 10 years including the test year and beyond. The analysis will include:
 - * Calculation of the return on net investment rate base (ROI) adequate to finance the appropriate share of debt service, equipment replacement and capital outlay expenses.
 - * Benchmarking of key financial metrics that the PSC, rating agencies, and prospective lenders analyze.
 - * Capital planning and debt schedules with corresponding coverage requirements.
- » This phase includes a meeting at the Village Board or other designated meeting to present the outcome of the Long-Range Cash Flow Analysis before starting the Application.
- » In order to complete this phase, Ehlers will request and review the following:
 - * Capital planning documents identifying estimated costs for future water projects
 - * Annual audits for the past three years
 - * 2024 Water Fund actual expenses and revenues
 - * 2025 Water Fund line-item budget

Phase II: Complete Test Year 2025 PSC Conventional Rate Case Application

In this phase, Ehlers will:

- » Upon review of the Long-Range Cash Flow Analysis and the governing body approves Ehlers to proceed to Phase 2, we will complete the Test Year 2025 PSC Conventional Rate Case Application, including all attachments and supplementary information.
- » In order to complete this phase, Ehlers will request and review the following:
 - * PSC annual reports for the last three years (available on the PSC website)
 - * Current annual debt service schedules for existing utility debt (we currently have this information)
 - * For calendar years 2022, 2023, and 2024: detailed water billing records showing billed water consumption by customer class and rate block and number of customers by class and meter size
 - Based on when we file the Application, we may request a similar report for the previous twelve months prior to filing.
 - * Water billing records listing the four largest users in each customer class (i.e. residential, commercial, industrial, public authority), including the name of the customer, meter size, and total billed consumption for the largest quarter over the last 12-month period
 - * Water tower repainting schedule showing when the last time the tower(s) were repainted, the cost for repainting and whether the utility is on a 15 or 20-year repainting schedule
 - * Current number of un-metered customers within the utility (if any)
 - * Most current depreciation schedule for all water utility assets, showing current year depreciation expense, depreciation rates, and accumulated depreciation for all water utility financed assets
 - * List of four largest users in each customer class (i.e. residential, commercial, industrial, public authority) including the name of the customer, meter size, and total billed consumption for the largest quarter over the last 12-month period.
 - * Current number of private fire protections by the size of connection (if any)
 - * For municipal financed utility plant in service and contributed plant in service, the estimated 2024 and 2025 asset additions, retirements and adjustments
 - * Current percentage allocated to the sewer utility's portion of meter costs and assets (usually the depreciation of the meters is split 50/50 between water and sewer)
 - * Estimated materials and supplies inventory for 2024 and 2025 (if any)
 - * For 2024 and 2025 (estimated), the number of feet of main and hydrants added and retired (with classified additions and retirements as routine or major)
 - * If employees perform work for more than one function, please explain how costs are assigned to the water utility. For example, when an employee performs work for municipal parks, sewer, water, and private lead service lines, describe how the salary and wages dollars are assigned to the regulated water utility.
 - * Water utility credit card billing offering information (details to follow)

- » This phase includes a meeting with the Village Board or other designated meeting to present the outcome of the Application before filing the Application.
- » Ehlers will file the Application upon receiving desired recommendation to do so from the Client's desired governing body or staff.

Phase III: Test Year 2025 PSC Conventional Rate Case Proceedings

In this phase, Ehlers will:

- » Assist utility with Data Request Portion of proceedings
- » Review Revenue Requirement to check for PSC errors or omissions based on Application and Data Request(s) period. Provide disagreement correspondence as necessary
- » Review PSC Cost of Service Study & Rate Design
- » Represent the Utility at required PSC public hearing
 - * Attend the required telephonic public hearing and provide testimony in support of the proposed water rates for the test year on behalf of the Village
- » File Rate Implementation Letter

Phase IV: Prepare Final Report & Deliver Presentation (Optional)

If the Village requests, Ehlers will:

- » Prepare and provide (PDF and paper copy) a report containing a written results summary of the PSC Rate Case and cash flow analysis, along with all supporting worksheets.
- » Attend one meeting with the Village Board or other designated meeting to present the PSC final water rate structure for the test year and answer questions. We note that the Village should request this service on or before filing the PSC Rate Implementation Letter.

Project Timeline

Ehlers will complete the phased approach to the scope of work according to the below schedule:

Phase	Description	Event	Date	Days from previous event	Notes
1	Long-Range Cash Flow Analysis	Staff to send information needs	Wednesday, January 29, 2025		
		Ehlers to send materials for draft analysis	Wednesday, February 26, 2025	28	
		Ehlers and Staff review draft analysis over Microsoft Teams	Wednesday, March 5, 2025	7	
		Ehlers to send packet materials for Final Draft Analysis	Wednesday, March 12, 2025	7	
		Presentation of Final Draft Analysis	Monday, March 17, 2025	5	
2	CRC Application	Staff to send information needs	Thursday, April 3, 2025		
		Ehlers to send materials for draft analysis	Thursday, May 1, 2025	28	
		Ehlers and Staff review draft analysis over Microsoft Teams	Monday, May 5, 2025	4	
		Ehlers to send packet materials for Final Draft Analysis	Monday, May 12, 2025	7	
		Presentation of Final Draft Analysis	Monday, May 19, 2025	7	
		Ehlers File CRC Application with PSC	Monday, May 26, 2025	7	
3	CRC Rate Proceedings (all subject to PSC timing)	Rate Case Filed with PSC	Monday, May 26, 2025		
		Application Approved by PSC	Monday, June 9, 2025	14	
		PSC Data Request	Monday, July 7, 2025	28	
		Ehlers review Data Request with Staff	Tuesday, July 8, 2025	1	
		Ehlers submit Data Request Response to PSC	Monday, July 21, 2025	13	Most times there will be 2 rounds of Data Requests
		PSC Revenue Requirement Released	Monday, August 18, 2025	28	
		Utility Revenue Requirement Response	Monday, August 25, 2025	7	
		PSC Cost of Service Study and Rate Design Released	Monday, September 8, 2025	14	
		PSC Customer Notice Released	Tuesday, September 9, 2025	1	
		Utility Send Customer Notice per PSC instructions	Tuesday, September 23, 2025	14	Timing will depend on statutory required Notice publication
		PSC Public Hearing	Sunday, September 28, 2025	20	
		PSC Final Order Released	Sunday, October 19, 2025	21	



SECTION 4: **PROPOSED COST**

Proposed Compensation

Ehlers proposes the following fee structure for the scope of work:

Phase	Scope of Service Event	Fee
I	LRCFA Delivered to Client	\$5,000
II	CRC Application Filed with PSC	\$4,500
III	Completion of PSC Rate Implementation Letter	\$3,500
IV	Final Report Delivered to Client (Optional)	\$500
IV	Final Report Presentation (Optional)	\$500
	Total	\$14,000

The above stated fees include normal travel, printing, computer services, and mail/delivery charges. Ehlers will invoice the Village at the completion of each Scope of Service Event.

For any work the Village requests outside of the scope of work, Ehlers will invoice that work at hourly rates between \$125 and \$350 per hour, depending on the task and its complexity. Prior to commencing any requested work, Ehlers will prepare a good faith estimate for the Village's review and approval.



APPENDIX A:

WATER UTILITY RATE STUDY EXAMPLE

October 8, 2024

2024 WATER RATE STUDY:

City of Watertown, WI

Phase 1: Long-Range Cash Flow Analysis



Prepared by:

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2024 Water Rate Study

Section 1 — Historical Analysis

City of Watertown, WI

Table 1
Water Rate Performance

City of Watertown, WI

Revenue Requirement		Shown with no increase				Est	Budget
Component	Description	2020	2021	2022	2023	2024	2025
Cash Basis							
1	O&M and PILOT	\$2,601,384	\$2,928,980	\$2,930,493	\$2,852,645	\$3,579,894	\$3,649,805
2	Debt	\$1,331,794	\$1,328,941	\$1,330,123	\$868,016	\$874,420	\$878,183
3	Cash Funded Capital [^]	\$1,544,152	\$1,645,565	\$1,874,648	\$2,052,774	\$1,949,393	\$524,998
Less:							
	Other Revenue	\$164,204	\$211,209	\$207,029	\$228,103	\$182,500	\$182,500
	Interest Income	\$38,169	\$8,287	\$28,991	\$306,790	\$140,000	\$140,000
	Revenue Requirement (Costs less Other Income)	\$5,274,957	\$5,683,990	\$5,899,244	\$5,238,542	\$6,081,207	\$4,730,486
	User Rates Revenue	\$5,242,195	\$5,408,766	\$5,442,790	\$5,367,953	\$5,442,790	\$5,442,790
	Rate Adequacy	(\$32,762)	(\$275,224)	(\$456,454)	\$129,411	(\$638,417)	\$712,304
	Rate Adjustment Needed	0.62%	5.09%	8.39%	0.00%	11.73%	0.00%
Utility Basis (PSC)							
1	O&M and PILOT	\$2,601,384	\$2,928,980	\$2,930,493	\$2,852,645	\$3,579,894	\$3,649,805
2	Depreciation	\$1,034,416	\$1,070,670	\$1,070,083	\$989,522	\$1,009,317	\$1,063,944
NIRB		\$30,473,640	\$30,311,734	\$30,123,906	\$30,764,399	\$31,503,420	\$32,077,468
PSC Benchmark ROI %		4.90%	4.90%	4.90%	6.50%	6.30%	6.20%
3	PSC Calculated ROI	\$1,493,208	\$1,485,275	\$1,476,071	\$1,999,686	\$1,984,715	\$1,988,803
Less:							
	Other Revenue	\$164,204	\$211,209	\$207,029	\$228,103	\$182,500	\$182,500
	Revenue Requirement (Costs less Other Income)	\$4,964,804	\$5,273,716	\$5,269,618	\$5,613,750	\$6,391,427	\$6,520,051
	User Rates Revenue	\$5,242,195	\$5,408,766	\$5,442,790	\$5,367,953	\$5,442,790	\$5,442,790
	Rate Adequacy	\$277,391	\$135,050	\$173,172	(\$245,797)	(\$948,637)	(\$1,077,261)
	Rate Adjustment Needed	0.00%	0.00%	0.00%	4.58%	17.43%	19.79%

Notes:

[^]Includes recommended debt coverage at 1.4x annual debt payment

Table 2
Water Utility Rate Performance Charts

City of Watertown, WI

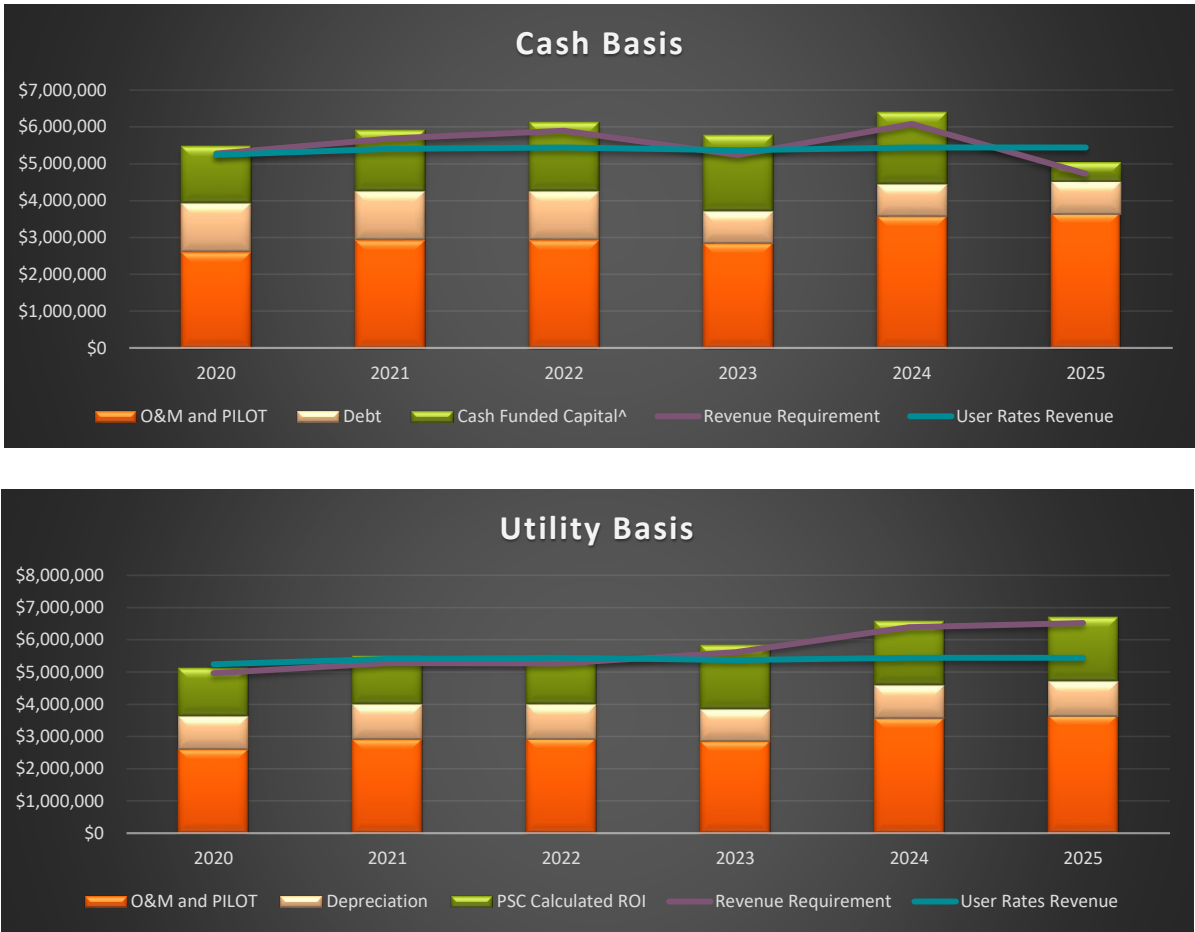


Table 3**Water Utility Cash Flow Analysis - Historical 2020-2024***City of Watertown, WI*

	Actual				Estimated
	2020	2021	2022	2023	2024
Revenues					
Total Revenues from User Rates	\$5,242,195	\$5,408,766	\$5,442,790	\$5,367,953	\$5,442,790
Percent Increase to User Rates	0.00%	0.00%	0.00%	0.00%	0.00%
Other Revenues					
Interest Income	\$38,169	\$8,287	\$28,991	\$306,790	\$140,000
Other Income	\$169,054	-\$40,330	\$218,718	\$161,107	\$182,500
Total Other Revenues	\$207,223	-\$32,043	\$247,709	\$467,897	\$322,500
Total Revenues	\$5,449,418	\$5,376,723	\$5,690,499	\$5,835,850	\$5,765,290
Less: Expenses					
Operating and Maintenance	\$1,639,893	\$1,952,546	\$2,104,648	\$2,120,902	\$2,729,894
PILOT Payment	\$961,491	\$976,434	\$825,845	\$731,743	\$850,000
Net Before Debt Service and Capital Expenditures	\$2,848,034	\$2,447,743	\$2,760,006	\$2,983,205	\$2,185,396
Existing Debt P&I	\$1,331,794	\$1,328,941	\$1,330,123	\$868,016	\$874,420
Transfer In (Out)/Cap. Contrib.	\$27,600	\$62,000	\$88,000	\$3,600	\$5,500
Less: Capital Improvements	\$1,011,434	\$1,113,989	\$508,206	\$2,532,062	\$1,599,625
Debt Proceeds/Grants	\$0	\$0	-\$834,393	\$826,494	\$0
Reconcile to Audit	\$86,914	\$328,475	\$621,411	-\$469,997	\$591,437
Net Annual Cash Flow	\$619,320	\$395,288	\$796,695	(\$56,776)	\$308,288
Restricted and Unrestricted Cash Balance:					
Balance at first of year	\$4,027,357	\$4,646,677	\$5,041,965	\$5,838,660	\$5,781,884
Net Annual Cash Flow Addition/(subtraction)	\$619,320	\$395,288	\$796,695	-\$56,776	\$308,288
Balance at end of year	\$4,646,677	\$5,041,965	\$5,838,660	\$5,781,884	\$6,090,172

Notes:

Table 4

Water Utility Financial Benchmarking Analysis

City of Watertown, WI

	Actual				Estimated	Budget
	2020	2021	2022	2023	2024	2025
Target minimum cash balance						
Target minimum working capital - Ehlers ¹	3,442,609	3,444,203	2,903,240	3,166,867	3,349,198	3,529,172
Actual Days Cash Available - PSC ²	812	748	777	864	705	954
Actual Days Cash Available - Moody's ³	951	844	857	945	753	1,012
Actual Days Cash Available - S&P ⁴	1,034	844	857	945	753	1,012
Actual working capital-cash balance						
Over (Under) Ehlers target	4,646,677	5,041,965	5,838,660	5,781,884	6,090,172	8,153,856
Over (Under) PSC target (90 days)	1,204,068	1,597,763	2,935,420	2,615,017	2,740,974	4,624,684
Over (Under) Moody's target (150 days)	722	658	687	774	615	864
Over (Under) S&P target (150 days)	801	694	707	795	603	862
Over (Under) S&P target (150 days)	884	694	707	795	603	862

Notes:

- 1) Target capital equals 6 mos of next year's operating expenses, including depreciation, plus 100% of following year's debt.
- 2) PSC formula = O&M expense + taxes + interest on long term debt ÷ 365 to get expense per day. Then Unrestricted Cash ÷ expense per day
- 3) Moody's Formula = [(Unrestricted Cash + Liquid Investments) * 365 days] ÷ Total O&M Expenses less Depreciation
- 4) S&P Formula = [(Unrestricted Cash + Liquid Investments) * 365 days] ÷ Total O&M Expenses less Depreciation; include designated reserve funds: ERFs, RSFs, etc

Rate of Return

Average Utility Plant in Service	43,892,876	44,129,097	44,286,928	45,586,780	47,338,079	48,745,391
Plus: Materials and Supplies	115,334	113,299	126,481	146,172	125,322	125,322
Less: Avg. Utility Plant Accum. Depreciation	13,439,543	13,862,787	14,248,780	14,954,980	15,756,614	16,793,244
Less: Regulatory Liability	95,027	67,875	40,723	13,573	0	0
Average Net Investment Rate Base (NIRB)	30,473,640	30,311,734	30,123,906	30,764,399	31,706,786	32,077,468
Net Operating Income	1,762,242	1,542,041	1,687,224	1,729,257	1,036,079	1,988,803
ROR	5.78%	5.09%	5.60%	5.62%	3.27%	6.20%
Benchmark	4.90%	4.90%	4.90%	6.50%	6.30%	6.20%

Cost Recovery

Operating Revenues	5,406,399	5,619,975	5,649,819	5,596,056	5,625,290	6,702,551
Operating Expenses incl. Depr & Amortization	3,862,974	4,227,336	4,228,159	4,070,448	4,584,894	4,942,029
Operating Expenses w/o Depr & Amortization	2,601,384	2,928,980	2,930,493	2,852,645	3,579,894	3,649,805
Cost Recovery incl. Depr	1.40	1.33	1.34	1.37	1.23	1.36
Cost Recovery w/o Depr	1.48	1.44	1.44	1.43	1.28	1.35
Target	1.00	1.00	1.00	1.00	1.00	1.00

Notes:

This operating ratio indicates whether operating revenues (mostly charges to customers) were sufficient to cover operations and capital (in the form of depreciation) for the water and/or wastewater utility in the fiscal year. A ratio of less than 1 could be a sign of financial concern. In general, this ratio should be higher than 1 to accommodate future capital investments.

Leverage

Total Long-Term Debt	12,296,984	11,190,951	10,051,245	9,352,704	8,539,260	9,239,773
Total Net Assets	54,953,475	54,566,009	55,262,741	57,272,948	58,872,573	60,087,573
Debt-to Equity Ratio	0.22	0.21	0.18	0.16	0.15	0.15

Notes:

This indicator measures the existing level of leveraging of assets, and is used by funders and bond rating agencies to evaluate the risk of providing additional loans to the utility. The ratio indicates the amount of long-term debt that exists for every \$1 of assets (fund equity). A utility with a ratio greater than 1.0 has more long-term debt than equity in the system's assets. There are no natural benchmarks for this indicator, and funders and bond rating agencies will assess this ratio in various ways. In general, the higher this ratio, the more likely the utility will be considered to be over-leveraged and the more difficult it will be for the utility to obtain additional loans. For this ratio, Net Assets are equal to the Net Investment Rate Base of the utility.

Condition of Assets:

Accumulated Depreciation Expense	17,528,568	17,703,325	18,749,358	19,571,589	20,576,589	21,868,814
Total Net Assets	54,953,475	54,566,009	55,262,741	57,272,948	58,872,573	60,087,573
Asset Depreciation	31.90%	32.44%	33.93%	34.17%	34.95%	36.39%

Notes:

This indicator of infrastructure condition estimates the portion of the average expected life of the utility's physical assets that has already passed. As this ratio approaches 100%, the capital assets become fully depreciated, and infrastructure needs replacement or rehabilitation. The accuracy of this indicator relies heavily on the accuracy of the depreciation schedule, and historic pricing likely distorts this indicator (newer utilities may be slightly disadvantaged as a result).

Table 5
Water Utility Financial Health Charts
City of Watertown, WI





2024 Water Rate Study

Section 2 — Long-Range Cash Flow Analysis

City of Watertown, WI

Table 6
Water Utility Capital Improvement Plan
City of Watertown, WI

Projects	Funding	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	Totals
Annual well renovation and pump work (well 9)	Cash	55,000										55,000
Annual hydrant painting	Cash	20,000										20,000
West Street Watertown paint job (phase 2 painting interior / exterior)	Revenue Debt	1,100,000										1,100,000
Water Leak Correlator	Cash	40,000										40,000
TID 9 Johnson Street (1715)	TID 9	368,725										368,725
Annual hydrant painting	Cash		20,000									20,000
Well VFD's	Cash		80,000									80,000
Annual well renovation and pump work (well 9)	Cash		75,000									75,000
Watermain loop projects (Highway 16 Bypass)	Cash		250,000									250,000
DEWEY AVENUE PROJECT	Cash		1,000,000									1,000,000
TID 9 - Hoffmann Drive (Hoffmann to Fairview 900')	TID 9		193,500									193,500
Market (S. Seventh to S. Eighth 450')	Cash		90,300									90,300
S. Eighth (Market to E. Main 300')	Cash		84,500									84,500
Annual well renovation and pump work (well 9)	Cash			100,000								100,000
Annual hydrant painting	Cash			20,000								20,000
Hospital Drive / interior paint job (pending ROV inspection)	Cash			500,000								500,000
Watermain loop projects (Highway 16 Bypass)	Cash			150,000								150,000
TID 9 Hoffmann Drive (Fairview to Termini H2O Johnson to Hoffmann easement)	TID 9			118,250								118,250
S 1 wealth (Falcon Court to Wilma Ct. 2,650')	Cash			569,750								569,750
Wilma Ct (S 1 wealth to termin 250')	Cash			55,500								55,500
Annual well renovation and pump work (1 or 2 pumps)	Cash				100,000							100,000
Annual hydrant painting	Cash				20,000							20,000
Alnark Drive exterior paint job	Cash				500,000							500,000
MAIN STREET PROJECT (2028 or 2029)	Revenue Debt				1,530,000							1,530,000
TID 9 Fairview Drive and Montgomery St (Hoffmann to Bernard)	TID 9				250,000							250,000
Annual well renovation and pump work (1 or 2 pumps)	Cash					100,000						100,000
Annual hydrant painting	Cash					20,000						20,000
Western Taper exterior paint job	Cash					500,000						500,000
Watermain loop projects (Concord - Humboldt)	Cash					125,000						125,000
Tank Mixers	Cash					50,000						50,000
TID 9 - Hart Street Project area (90% plans ready for water, includes Simpson)	TID 9					1,250,000						1,250,000
TID 9 Depot, Baxter, Stimpson	TID 9					716,595						716,595
Annual hydrant painting	Cash						20,000					20,000
Well VFD's	Cash						50,000					50,000
Fiber connectivity to wells and treatment plants (add 6 splices for 9 wells, 5 storage structures, and 3 treatment plants)	Cash						75,000					75,000
Eight St. - Main St. to Western Ave (1,950')	Cash						500,000					500,000
Annual well renovation and pump work (1 or 2 pumps)	Cash							100,000				100,000
Annual hydrant painting	Cash							20,000				20,000
O'Connell Tower exterior / interior paint job	Revenue Debt							1,500,000				1,500,000
4" Mains (24,500' - @ 4,500 feet a year = 5-year removal)	Cash							1,000,000				1,000,000
Western Ave - Third St. to Twelfth St.	Cash							150,000				150,000
S. Seventh St. - Western to Station St.	Cash							125,000				125,000
Annual well renovation and pump work (1 or 2 pumps)	Cash								100,000			100,000
Annual hydrant painting	Cash								20,000			20,000
W. Green Street (N. Warren to Werner St) 740'	Cash							159,100				159,100
4" Mains (year 2)	Revenue Debt								1,000,000			1,000,000
Perry St. (Highland to Werner, 317') + Short St (Perry St. to Ann St. 422')	Cash								158,885			158,885
Annual well renovation and pump work (1 or 2 pumps)	Cash									100,000		100,000
Annual hydrant painting	Cash									20,000		20,000
NE Tower exterior paint job	Cash									500,000		500,000
Kiewit & Werner Streets	Cash									750,000		750,000
4" Mains (year 3)	Revenue Debt									1,000,000		1,000,000
Annual well renovation and pump work (1 or 2 pumps)	Cash										100,000	100,000
Annual hydrant painting	Cash										20,000	20,000
Elm Street (1,425')	Cash										306,590	306,590
4" Mains (year 4)	Revenue Debt										1,000,000	1,000,000
Lisbon St (N Votek Dr. to Elba St + Lowell St. to Bonner St. 1,320')	Cash										283,800	283,800
Actual CIP Costs		1,583,725	1,743,300	1,513,900	2,400,000	2,761,595	645,000	2,895,000	1,437,985	2,370,000	1,710,390	19,060,835
Notes:												
Sources of Funding												
LEO Debt	0	0	0	0	0	0	0	0	0	0	0	0
Revenue Debt	1,100,000	0	0	1,530,000	0	0	0	1,500,000	1,000,000	1,000,000	0	7,130,000
Grants/Ads	0	0	0	0	0	0	0	0	0	0	0	0
Special Assessment	0	0	0	0	0	0	0	0	0	0	0	0
User Fees	0	0	0	0	0	0	0	0	0	0	0	0
Tax Levy	0	0	0	0	0	0	0	0	0	0	0	0
Equipment Replacement Fund	0	0	0	0	0	0	0	0	0	0	0	0
Cash	115,000	1,549,600	1,395,650	820,000	795,000	645,000	1,395,000	437,985	1,370,000	710,390	0	9,013,825
BIL Funding	0	0	0	0	0	0	0	0	0	0	0	0
TID 9	368,725	193,500	118,250	250,000	1,966,595	0	0	0	0	0	0	2,897,070
Total	1,583,725	1,743,300	1,513,900	2,400,000	2,761,595	645,000	2,895,000	1,437,985	2,370,000	1,710,390	19,060,835	

Table 7
Capital Improvements Financing Plan - Water
City of Watertown, WI

	2025			2027			2029		2031		2033	
	Revenue Bonds	Water Portion	TID 9 Portion	Revenue Bonds	Water Portion	TID 9 Portion	G.O. Notes	TID 9 Portion	Revenue Bonds	Water Portion	Revenue Bonds	Water Portion
	2025 Water and Storm Projects			2027 Water and Storm Projects			2029 Storm Projects		2031 Water Projects		2033 Water Projects	
CIP Projects ¹												
Sewer	-			-			-		-		-	
Water	1,100,000	1,100,000		1,530,000	1,530,000		-		2,500,000	2,500,000	2,000,000	2,000,000
TID 9	562,225		562,225	368,250		368,250	1,966,595	1,966,595	-		-	
Subtotal Project Costs	1,662,225	1,100,000	562,225	1,898,250	1,530,000	368,250	1,966,595	1,966,595	2,500,000	2,500,000	2,000,000	2,000,000
CIP Projects ²	1,662,225	1,100,000	562,225	1,898,250	1,530,000	368,250	1,966,595	1,966,595	2,500,000	2,500,000	2,000,000	2,000,000
Less Other Available Revenues												
Cash Available	(100,000)	(100,000)	0	(250,000)	(250,000)	0	-	0	(500,000)	(500,000)	(500,000)	(500,000)
Net Borrowing Requirement	1,562,225	1,000,000	562,225	1,648,250	1,280,000	368,250	1,966,595	1,966,595	2,000,000	2,000,000	1,500,000	1,500,000
Debt Service Reserve												
Debt Service Reserve Funds On Hand	(453,078)	(453,078)	0	(850,022)	(800,022)	(50,000)	-	0	(782,088)	(782,088)	(697,762)	(697,762)
New Debt Service Reserve Requirement	850,022	800,022	50,000	782,088	722,088	60,000	-	0	697,762	697,762	#VALUE!	#VALUE!
Subtotal Reserve Fund Requirement	396,944	346,944	50,000	(67,933)	(77,933)	10,000	0	0	(84,326)	(84,326)	#VALUE!	#VALUE!
Estimated Issuance Expenses	112,175	77,155	35,020	109,063	82,861	26,201	114,838	114,838	116,475	116,475	107,963	107,963
Municipal Advisor (Ehlers)	35,700	24,555	11,145	37,400	28,415	8,985	38,300	38,300	40,500	40,500	38,300	38,300
Bond Counsel	20,000	13,756	6,244	20,000	15,195	4,805	20,000	20,000	20,000	20,000	20,000	20,000
Disclosure Counsel	14,000	9,629	4,371	14,000	10,637	3,363	14,000	14,000	14,000	14,000	14,000	14,000
Rating Fee	16,000	11,005	4,995	16,000	12,156	3,844	16,000	16,000	16,000	16,000	16,000	16,000
Maximum Underwriter's Discount	12.50	25,625	8,000	12.50	20,813	5,000	12.50	25,688	12.50	25,125	18,813	18,813
Paying Agent	850	585	265	850	646	204	850	850	850	850	850	850
Subtotal Issuance Expenses	112,175	77,155	35,020	109,063	82,861	26,201	114,838	114,838	116,475	116,475	107,963	107,963
TOTAL TO BE FINANCED	2,071,344	1,424,098	647,245	1,689,379	1,284,928	404,451	2,081,433	2,081,433	2,032,149	2,032,149	#VALUE!	#VALUE!
Estimated Interest Earnings	3.00%	(24,933)	(16,500)	3.00%	(28,474)	(22,950)	3.00%	(29,499)	3.00%	(37,500)	(30,000)	(30,000)
Assumed spend down (months)	6.00			6.00			6.50		6.00		6.00	
Rounding		3,590	2,402		4,094	3,022		3,066		15,351		
NET BOND SIZE	2,050,000	1,410,000	640,000	1,665,000	1,265,000	400,000	2,055,000	2,055,000	2,010,000	2,010,000	1,505,000	1,505,000

Notes:

1) Source of Project Totals

Table 8
Water Utility Projected Debt Service Payments (PROPOSED)
City of Watertown, WI

NAME	Water Revenue Bonds				Water Revenue Bonds				Water Revenue Bonds				Water Revenue Bonds				PROPOSED Water Utility Debt Service Summary				
	Series 2025A				Series 2027A				Series 2031A				Series 2033A								
AMT	\$1,410,000				\$1,265,000				\$2,010,000				\$1,505,000								
DATED	6/1/2025				6/1/2027				6/1/2031				6/1/2033								
MATURE	5/1				5/1				5/1				5/1								
Year	Principal	Est. Rate ¹	Interest	Total	Principal	Est. Rate ¹	Interest	Total	Principal	Est. Rate	Interest	Total	Principal	Est. Rate	Interest	Total	Total Prin	Total Int	Total P&I	Prin Outstanding	Year
2025																	0	0	0	1,410,000	2025
2026	0	5.00%	99,875	99,875													0	99,875	99,875	1,410,000	2026
2027	50,000	5.00%	69,250	119,250													50,000	69,250	119,250	2,625,000	2027
2028	65,000	5.00%	66,375	131,375	0	5.00%	89,604	89,604									65,000	155,979	220,979	2,560,000	2028
2029	65,000	5.00%	63,125	128,125	35,000	5.00%	62,375	97,375									100,000	125,500	225,500	2,460,000	2029
2030	65,000	5.00%	59,875	124,875	35,000	5.00%	60,625	95,625									100,000	120,500	220,500	2,360,000	2030
2031	65,000	5.00%	56,625	121,625	35,000	5.00%	58,875	93,875									100,000	115,500	215,500	4,170,000	2031
2032	65,000	5.00%	53,375	118,375	35,000	5.00%	57,125	92,125	0	5.00%	142,375	142,375					100,000	252,875	352,875	4,170,000	2032
2033	180,000	5.00%	47,250	227,250	35,000	5.00%	55,375	90,375	70,000	5.00%	98,750	168,750					285,000	201,375	486,375	5,390,000	2033
2034	60,000	5.00%	41,250	101,250	35,000	5.00%	53,625	88,625	50,000	5.00%	95,750	145,750	0	5.00%	106,604	106,604	145,000	297,229	442,229	5,245,000	2034
2035	60,000	5.00%	38,250	98,250	35,000	5.00%	51,875	86,875	50,000	5.00%	93,250	143,250	40,000	5.00%	74,250	114,250	185,000	257,625	442,625	5,060,000	2035
2036	60,000	5.00%	35,250	95,250	40,000	5.00%	50,000	90,000	55,000	5.00%	90,625	145,625	40,000	5.00%	72,250	112,250	195,000	248,125	443,125	4,865,000	2036
2037	60,000	5.00%	32,250	92,250	50,000	5.00%	47,750	97,750	55,000	5.00%	87,875	142,875	40,000	5.00%	70,250	110,250	205,000	238,125	443,125	4,660,000	2037
2038	120,000	5.00%	27,750	147,750	80,000	5.00%	44,500	124,500	115,000	5.00%	83,625	198,625	95,000	5.00%	66,875	161,875	410,000	222,750	632,750	4,250,000	2038
2039	120,000	5.00%	21,750	141,750	90,000	5.00%	40,250	130,250	125,000	5.00%	77,625	202,625	95,000	5.00%	62,125	157,125	430,000	201,750	631,750	3,820,000	2039
2040	120,000	5.00%	15,750	135,750	100,000	5.00%	35,500	135,500	125,000	5.00%	71,375	196,375	105,000	5.00%	57,125	162,125	450,000	179,750	629,750	3,370,000	2040
2041	120,000	5.00%	9,750	129,750	120,000	5.00%	30,000	150,000	125,000	5.00%	65,125	190,125	105,000	5.00%	51,875	156,875	470,000	156,750	626,750	2,900,000	2041
2042	135,000	5.00%	3,375	138,375	125,000	5.00%	23,875	148,875	125,000	5.00%	58,875	183,875	105,000	5.00%	46,625	151,625	490,000	132,750	627,750	2,410,000	2042
2043	0	5.00%	0		125,000	5.00%	17,625	142,625	125,000	5.00%	52,625	177,625	105,000	5.00%	41,375	146,375	355,000	111,625	466,625	2,055,000	2043
2044	0	5.00%	0		125,000	5.00%	11,375	136,375	130,000	5.00%	46,250	176,250	115,000	5.00%	35,875	150,875	370,000	93,500	463,500	1,685,000	2044
2045	0	5.00%	0		125,000	5.00%	5,125	130,125	135,000	5.00%	39,625	174,625	125,000	5.00%	29,875	154,875	385,000	74,625	459,625	1,300,000	2045
2046					40,000	5.00%	1,000	41,000	135,000	5.00%	32,875	167,875	125,000	5.00%	23,625	148,625	300,000	57,500	357,500	1,000,000	2046
2047					0	5.00%	0		135,000	5.00%	26,125	161,125	135,000	5.00%	17,125	152,125	270,000	43,250	313,250	730,000	2047
2048									135,000	5.00%	19,375	154,375	135,000	5.00%	10,375	145,375	270,000	29,750	299,750	460,000	2048
2049									135,000	5.00%	12,625	147,625	140,000	5.00%	3,500	143,500	275,000	16,125	291,125	185,000	2049
2050									185,000	5.00%	4,625	189,625	0	5.00%	0		185,000	4,625	189,625	0	2050
2051									0	5.00%	0		0	5.00%	0		0	0	0	0	2051
2052													0	5.00%	0		0	0	0	0	2052
2053													0	5.00%	0		0	0	0	0	2053
2054																	0	0	0	0	2054
TOTALS	1,410,000		741,125	2,151,125	1,265,000		796,479	2,061,479	2,010,000		1,199,375	3,209,375	1,505,000		769,729	2,274,729	6,190,000	3,506,708	9,696,708		TOTALS

Notes:
1) Rate assumes recent WI Rev sale plus 50 bps (or 0.50%).
Legend:
Maturities subject to optional redemption (callable) based on current call vs. non-call.

Table 9**Water Utility Cash Flow Analysis - Projected 2025-2034***City of Watertown, WI*

	Budget 2025	2026	2027	2028	2029	Projected 2030	2031	2032	2033	2034
Revenues										
Total Revenues from User Rates ¹	\$6,520,051	\$6,520,051	\$6,520,051	\$6,520,051	\$6,520,051	\$6,520,051	\$6,520,051	\$6,520,051	\$6,520,051	\$6,520,051
Percent Increase to User Rates	19.79%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Cumulative Percent Rate Increase	19.79%	19.79%	19.79%	19.79%	19.79%	19.79%	19.79%	19.79%	19.79%	19.79%
Dollar Amount Increase to Revenues	\$1,077,261	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Other Revenues	\$322,500	\$347,402	\$228,857	\$238,452	\$237,183	\$233,467	\$239,711	\$243,581	\$290,247	\$292,759
Total Revenues	\$6,842,551	\$6,867,453	\$6,748,908	\$6,758,503	\$6,757,235	\$6,753,518	\$6,759,762	\$6,763,632	\$6,810,298	\$6,812,810
Less: Expenses										
Operating and Maintenance ²	\$2,774,305	\$2,857,534	\$2,943,260	\$3,031,557	\$3,122,504	\$3,216,179	\$3,312,665	\$3,412,045	\$3,514,406	\$3,619,838
PILOT Payment	\$875,500	\$906,143	\$937,857	\$970,682	\$1,004,656	\$1,039,819	\$1,076,213	\$1,113,880	\$1,152,866	\$1,193,217
Net Before Debt Service and Capital Expenditures	\$3,192,747	\$3,103,777	\$2,867,791	\$2,756,263	\$2,630,074	\$2,497,519	\$2,370,884	\$2,237,707	\$2,143,026	\$1,999,756
Debt Service										
Existing Debt P&I	\$878,183	\$876,721	\$870,182	\$764,998	\$766,087	\$766,855	\$767,297	\$767,562	\$630,100	\$629,999
New (2025-2034) Debt Service P&I	\$0	\$99,875	\$119,250	\$220,979	\$225,500	\$220,500	\$215,500	\$352,875	\$486,375	\$442,229
Total Debt Service	\$878,183	\$976,596	\$989,432	\$985,977	\$991,587	\$987,355	\$982,797	\$1,120,437	\$1,116,475	\$1,072,228
Transfer In (Out)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Less: Capital Improvements & COI	\$1,660,880	\$1,743,300	\$1,596,761	\$2,400,000	\$2,761,595	\$645,000	\$3,011,475	\$1,437,985	\$2,477,963	\$1,710,390
Debt Proceeds	\$1,410,000	\$0	\$1,265,000	\$0	\$0	\$0	\$2,010,000	\$0	\$1,505,000	\$0
Net Annual Cash Flow	\$2,063,684	\$383,881	\$1,546,598	(\$629,714)	(\$1,123,108)	\$865,164	\$386,612	(\$320,714)	\$53,589	(\$782,862)
Restricted and Unrestricted Cash Balance:										
Balance at first of year	\$6,090,172	\$8,153,856	\$8,537,737	\$10,084,334	\$9,454,620	\$8,331,513	\$9,196,677	\$9,583,289	\$9,262,575	\$9,316,164
Net Annual Cash Flow Addition/(subtraction)	\$2,063,684	\$383,881	\$1,546,598	-\$629,714	-\$1,123,108	\$865,164	\$386,612	-\$320,714	\$53,589	-\$782,862
Balance at end of year	\$8,153,856	\$8,537,737	\$10,084,334	\$9,454,620	\$8,331,513	\$9,196,677	\$9,583,289	\$9,262,575	\$9,316,164	\$8,533,302
"All-in" Debt Coverage	3.64	3.18	2.90	2.80	2.65	2.53	2.41	2.00	1.92	1.87
PSC Days Cash on Hand	864	912	1,079	953	816	888	907	817	813	697

Notes:

- 1) Assumes no changes in customer count or usage beyond Test Year.
 2) Assumes 3.00% annual inflation beyond budget year.

Legend:

- Simplified Rate Case (projected eligibility)
 Conventional (Full) Rate Case

Table 10**Water Utility Financial Benchmarking Analysis Projected 2025 - 2034***City of Watertown, WI*

	Budget 2025	Projected								
		2026	2027	2028	2029	2030	2031	2032	2033	2034
Target minimum cash balance										
Target minimum working capital - Ehlers ¹	3,529,172	3,628,542	3,716,223	3,815,818	3,889,835	3,977,611	4,228,498	4,327,669	4,396,225	4,492,862
Actual Days Cash Available - PSC ²	954	1,002	1,169	1,043	906	978	997	907	903	787
Actual Days Cash Available - Moody's ³	1,012	1,091	1,251	1,138	974	1,044	1,056	991	968	860
Actual Days Cash Available - S&P ⁴	1,012	1,091	1,251	1,138	974	1,044	1,056	991	968	860
Actual working capital-cash balance										
Over (Under) Ehlers target	8,153,856	8,537,737	10,084,334	9,454,620	8,331,513	9,196,677	9,583,289	9,262,575	9,316,164	8,533,302
Over (Under) PSC target (90 days)	4,624,684	4,909,194	6,368,111	5,638,802	4,441,678	5,219,066	5,354,792	4,934,906	4,919,939	4,040,439
Over (Under) Moody's target (150 days)	864	912	1,079	953	816	888	907	817	813	697
Over (Under) S&P target (150 days)	862	941	1,101	988	824	894	906	841	818	710

Notes:

- 1) Target capital equals 6 mos of next year's operating expenses, including depreciation, plus 100% of following year's debt.
 2) PSC formula = O&M expense + taxes + interest on long term debt ÷ 365 to get expense per day. Then Unrestricted Cash ÷ expense per day
 3) Moody's Formula = [(Unrestricted Cash + Liquid Investments) * 365 days] ÷ Total O&M Expenses less Depreciation
 4) S&P Formula = [(Unrestricted Cash + Liquid Investments) * 365 days] ÷ Total O&M Expenses less Depreciation; include designated reserve funds: ERFs, RSFs, etc

Rate of Return

Average Utility Plant in Service	48,745,391	50,127,791	51,600,516	53,373,341	54,845,841	55,565,841	57,335,841	59,502,334	61,406,326	63,446,521
Plus: Materials and Supplies	125,322	125,322	125,322	125,322	125,322	125,322	125,322	125,322	125,322	125,322
Less: Avg. Utility Plant Accum. Depreciation	16,793,244	17,688,088	18,460,915	19,217,105	20,110,477	21,237,327	22,141,402	23,016,971	24,035,348	25,092,045
Less: Regulatory Liability	0	0	0	0	0	0	0	0	0	0
Average Net Investment Rate Base (NIRB)	32,077,468	32,565,025	33,264,923	34,281,557	34,860,686	34,453,835	35,319,761	36,610,684	37,496,300	38,479,797
Net Operating Income	1,988,803	1,827,506	1,656,280	1,475,870	1,289,779	1,135,182	952,432	727,875	523,566	299,936
ROR	6.20%	5.61%	4.98%	4.31%	3.70%	3.29%	2.70%	1.99%	1.40%	0.78%
PSC Projected Benchmark	6.20%	6.20%	6.20%	6.20%	6.20%	6.20%	6.20%	6.20%	6.20%	6.20%
Rate Adj. to Benchmark	0.00%	2.94%	6.23%	9.96%	13.37%	15.35%	18.98%	23.65%	27.63%	31.99%

Cost Recovery

Operating Revenues	6,702,551	6,704,376	6,706,219	6,708,081	6,709,961	6,711,861	6,713,779	6,715,716	6,717,673	6,719,649
Operating Expenses incl. Depr & Amortization	4,066,529	4,199,008	4,340,363	4,489,809	4,643,807	4,765,140	4,913,415	5,102,241	5,269,521	5,454,777
Operating Expenses w/o Depr & Amortization	2,774,305	2,857,534	2,943,260	3,031,557	3,122,504	3,216,179	3,312,665	3,412,045	3,514,406	3,619,838
Cost Recovery incl. Depr	1.65	1.60	1.55	1.49	1.44	1.41	1.37	1.32	1.27	1.23
Cost Recovery w/o Depr	1.47	1.47	1.47	1.48	1.49	1.48	1.48	1.50	1.50	1.51
Target	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00

Notes:

This operating ratio indicates whether operating revenues (mostly charges to customers) were sufficient to cover operations and capital (in the form of depreciation) for the water and/or wastewater utility in the fiscal year. A ratio of < 1 could be a sign of financial concern. In general, this ratio should be > 1 to accommodate future capital investments.

Leverage

Total Long-Term Debt	9,239,773	8,515,945	8,997,602	8,289,566	7,531,656	6,758,687	7,980,470	7,176,815	7,817,527	7,082,405
Total Net Assets	60,087,573	61,637,373	63,033,023	65,183,023	65,978,023	66,623,023	69,518,023	70,956,008	73,326,008	75,036,398
Debt-to Equity Ratio	0.15	0.14	0.14	0.13	0.11	0.10	0.11	0.10	0.11	0.09

Notes:

This indicator measures the existing level of leveraging of assets, and is used by funders and rating agencies to evaluate the risk of providing additional loans to the utility. The ratio indicates the amount of long-term debt that exists for every \$1 of assets (fund equity). A utility with a ratio > 1 has more long-term debt than equity in the system's assets. There are no natural benchmarks for this indicator, and funders and rating agencies will assess this ratio in various ways. In general, the higher this ratio, the more likely the utility will be considered to be over-leveraged and the more difficult it will be for the utility to obtain additional loans. Net Assets are equal to the Net Investment Rate Base of the utility.

Condition of Assets:

Accumulated Depreciation Expense	16,793,244	17,688,088	18,460,915	19,217,105	20,110,477	21,237,327	22,141,402	23,016,971	24,035,348	25,092,045
Total Net Assets	60,087,573	61,637,373	63,033,023	65,183,023	65,978,023	66,623,023	69,518,023	70,956,008	73,326,008	75,036,398
Asset Depreciation	27.95%	28.70%	29.29%	29.48%	30.48%	31.88%	31.85%	32.44%	32.78%	33.44%

Notes:

This indicator of infrastructure condition estimates the portion of the average expected life of the utility's physical assets that has already passed. As this ratio approaches 100%, the capital assets become fully depreciated, and infrastructure needs replacement or rehabilitation. The accuracy of this indicator relies heavily on the accuracy of the depreciation schedule, and historic pricing likely distorts this indicator (newer utilities may be slightly disadvantaged as a result).

Table 11
Water Utility Statement of Projected Revenue Bond Coverage

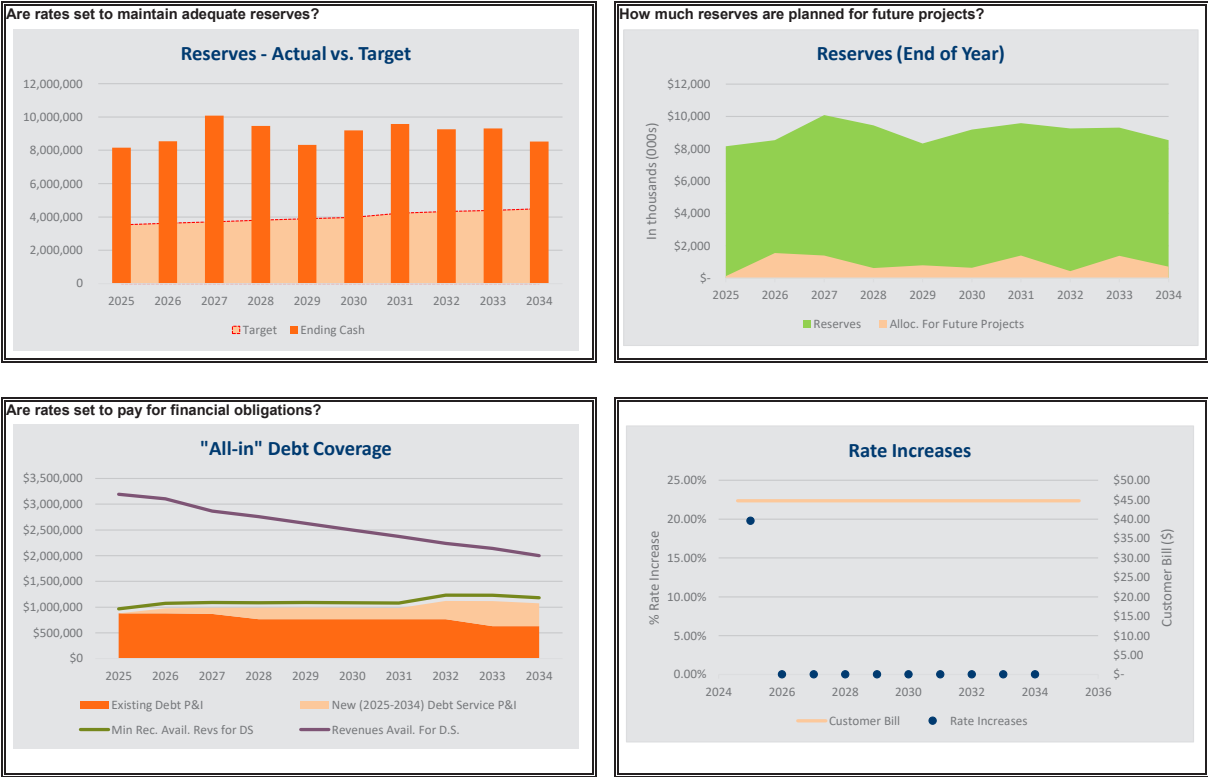
City of Watertown, WI

Year	Total Operating Revenues	Transfers In (Out)	Less: Total O&M Expense	Amount Available for Debt Service	Existing Rev Debt	Future Rev Debt (2025-2034)	Total Water Debt Service	Coverage	Debt Service Capacity @ 1.25x
					Total	Total			
2025	6,842,551	0	(2,774,305)	4,068,247	878,183	-	878,183	4.63	2,376,414
2026	6,867,453	0	(2,857,534)	4,009,920	876,721	99,875	976,596	4.11	2,231,340
2027	6,748,908	0	(2,943,260)	3,805,649	870,182	119,250	989,432	3.85	2,055,087
2028	6,758,503	0	(3,031,557)	3,726,945	764,998	220,979	985,977	3.78	1,995,579
2029	6,757,235	0	(3,122,504)	3,634,730	766,087	225,500	991,587	3.67	1,916,198
2030	6,753,518	0	(3,216,179)	3,537,339	766,855	220,500	987,355	3.58	1,842,516
2031	6,759,762	0	(3,312,665)	3,447,097	767,297	215,500	982,797	3.51	1,774,881
2032	6,763,632	0	(3,412,045)	3,351,588	767,562	352,875	1,120,437	2.99	1,560,833
2033	6,810,298	0	(3,514,406)	3,295,892	630,100	486,375	1,116,475	2.95	1,520,239
2034	6,812,810	0	(3,619,838)	3,192,972	629,999	442,229	1,072,228	2.98	1,482,150
2035	6,806,978	0	(3,728,433)	3,078,545	629,895	442,625	1,072,520	2.87	1,390,315
2036	6,816,704	0	(3,840,286)	2,976,418	629,790	443,125	1,072,915	2.77	1,308,219
2037	6,824,993	0	(3,955,495)	2,869,498	629,683	443,125	1,072,808	2.67	1,222,791
2038	6,824,993	0	(4,074,160)	2,750,834	-	632,750	632,750	4.35	1,567,917
2039	6,824,993	0	(4,196,384)	2,628,609	-	631,750	631,750	4.16	1,471,137
2040	6,824,993	0	(4,322,276)	2,502,717	-	629,750	629,750	3.97	1,372,424
2041	6,824,993	0	(4,451,944)	2,373,049	-	626,750	626,750	3.79	1,271,689
2042	6,824,993	0	(4,585,503)	2,373,049	-	622,750	622,750	3.81	1,275,689

Notes:

1) Revenue Coverage determined from 2012 Revenue Bonds.

Table 12
Water Utility Long-Range Planning Analysis
City of Watertown, WI





2024 Water Rate Study

Section 3 — Rate Impact Analysis

City of Watertown, WI

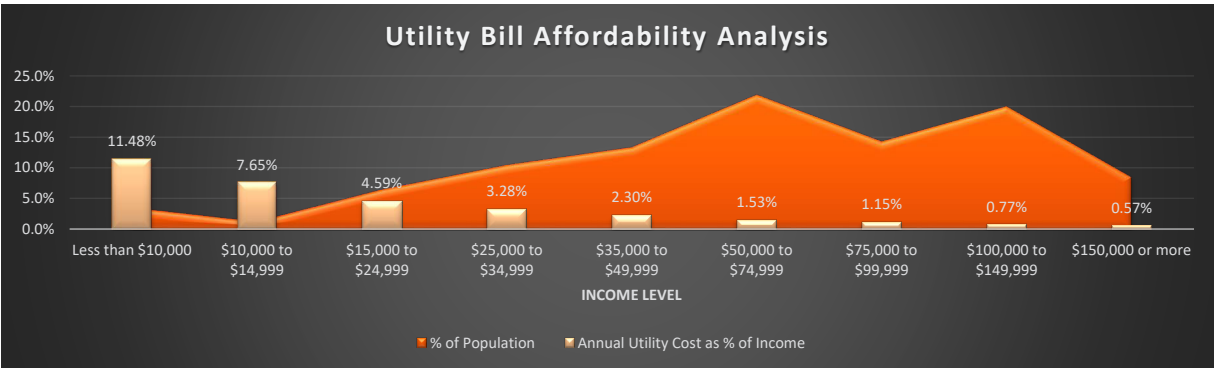
Table 13
Projected Impact of CIP on Typical Residential Utility Bill
City of Watertown, WI

Year	Water					Sewer					Stormwater				Utility Bill (Annual)	Change Over Prior Year	% of MHI (67,189)	Year
	Increase	Water Vol. Charge ¹	Water User Charge ²	Utility Bill (Monthly)	Change Over Prior Year	Increase	Sewer Vol. Charge ³	Sewer User Charge ³	Utility Bill (Monthly)	Change Over Prior Year	Increase	Storm User Charge ⁵	Utility Bill (Monthly)	Change Over Prior Year				
		Tiered	Serv. + PFP				100CF	Gen Service				Per ERU						
2024		3.80	17.00	\$ 37.33			3.51	21.78	\$ 40.56			10.39	\$ 10.39		\$ 1,059.34		1.58%	2024
2025	19.79%	4.55	20.36	\$ 44.72	\$ 7.39	0.00%	3.51	21.78	\$ 40.56	\$ -	0.00%	10.39	\$ 10.39	\$ -	\$ 1,148.00	\$ 88.66	1.71%	2025
2026	0.00%	4.55	20.36	\$ 44.72	\$ -	0.00%	3.51	21.78	\$ 40.56	\$ -	0.00%	10.39	\$ 10.39	\$ -	\$ 1,148.00	\$ -	1.71%	2026
2027	0.00%	4.55	20.36	\$ 44.72	\$ -	0.00%	3.51	21.78	\$ 40.56	\$ -	0.00%	10.39	\$ 10.39	\$ -	\$ 1,148.00	\$ -	1.71%	2027
2028	0.00%	4.55	20.36	\$ 44.72	\$ -	0.00%	3.51	21.78	\$ 40.56	\$ -	0.00%	10.39	\$ 10.39	\$ -	\$ 1,148.00	\$ -	1.71%	2028
2029	0.00%	4.55	20.36	\$ 44.72	\$ -	0.00%	3.51	21.78	\$ 40.56	\$ -	0.00%	10.39	\$ 10.39	\$ -	\$ 1,148.00	\$ -	1.71%	2029
2030	0.00%	4.55	20.36	\$ 44.72	\$ -	0.00%	3.51	21.78	\$ 40.56	\$ -	0.00%	10.39	\$ 10.39	\$ -	\$ 1,148.00	\$ -	1.71%	2030
2031	0.00%	4.55	20.36	\$ 44.72	\$ -	0.00%	3.51	21.78	\$ 40.56	\$ -	0.00%	10.39	\$ 10.39	\$ -	\$ 1,148.00	\$ -	1.71%	2031
2032	0.00%	4.55	20.36	\$ 44.72	\$ -	0.00%	3.51	21.78	\$ 40.56	\$ -	0.00%	10.39	\$ 10.39	\$ -	\$ 1,148.00	\$ -	1.71%	2032
2033	0.00%	4.55	20.36	\$ 44.72	\$ -	0.00%	3.51	21.78	\$ 40.56	\$ -	0.00%	10.39	\$ 10.39	\$ -	\$ 1,148.00	\$ -	1.71%	2033
2034	0.00%	4.55	20.36	\$ 44.72	\$ -	0.00%	3.51	21.78	\$ 40.56	\$ -	0.00%	10.39	\$ 10.39	\$ -	\$ 1,148.00	\$ -	1.71%	2034
Total Change over planning period					\$ 7.39										\$ 88.66			

Notes:

1. Current water volumetric rate is \$3.80 per 100 cubic feet for the first 1600 cubic feet monthly.
2. The water user charges include a monthly service charge of \$8.40 plus a public fire protection charge of \$8.60 for a 5/8 inch meter.
3. The current Sewer volumetric rate is \$3.51 per 100 cubic feet and a service charge of \$21.78 for 5/8 inch meter.
4. The usage is assumed to be 535 CF per month.
5. The current stormwater rate is \$10.39 per ERU for a Single Family user (plus \$2.13 admin fee per customer)
6. No Sewer or Stormwater Analysis completed to date. Sewer Analysis planned for 2025.

Table 14
Projected Impact of CIP on Typical Residential Utility Bill - Affordability
City of Watertown, WI



- Notes:**
- 1) Utility Cost taken as a 5-year average of water, wastewater, electric and stormwater bills for an average (5/8"; 3,250 gal./mo.) Residential User.
 - 2) City Income Level from U.S. Census Bureau's American Community Survey.
 - 3) 11.4% of residential customers are estimated to have less than \$25,000 of income. These households will have spent more than 7.91% of their income under the 5-year average for this plan.



City of Watertown, WI 2024 Water Long-Range Cash Flow Analysis

October 8, 2024 Public Works Meeting

Why are we here?

- Water Utility completing future capital investment & have upcoming 2025 SDWFL to close
- Ehlers to identify fiscal sustainability
- Our Process
 - ✓ Historical Rate Implementation & Performance
 - ✓ Future Projections
 - O&M, Debt Service, Cash Funded Capital
 - Funding Project(s): Debt vs. Cash
 - ✓ Rate Impact analysis



2

PSC Windows of Opportunity to Adjust Rates

Simplified Rate Case ("SRC")

- Once a year and only if eligible
- Eligibility based on time and finances
 - Time: Once a year and w/in 5 years since last CRC
 - Finances: if PSC report indicates that year's SRC rate would not take utility over benchmark ROR

Conventional Rate Case ("CRC")

- Eligible whenever
- PSC will generally want their math



3

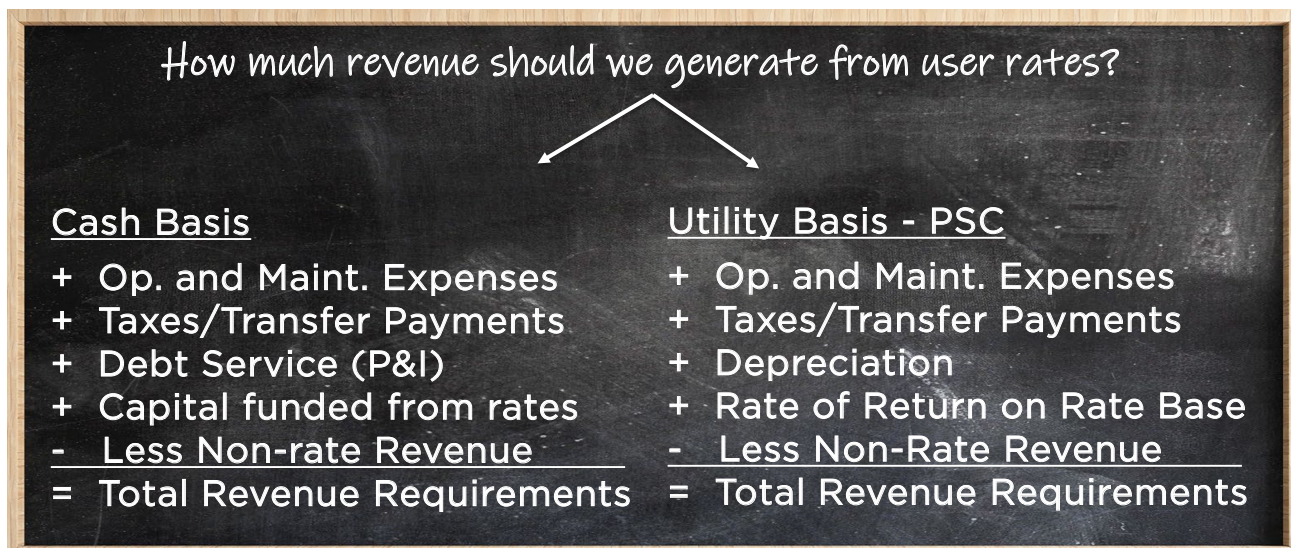
Water: Historical Rate Implementation

- Rates were last adjusted in
 - ✓ April 15, 2017 through a CRC
 - ✓ July 16, 2016 through a SRC
- Ineligible for SRC
 - ✓ Only opportunity to adjust rates will be a CRC until that is completed and then another 5 year window would be opened for SRCs



4

PSC Math Review



5

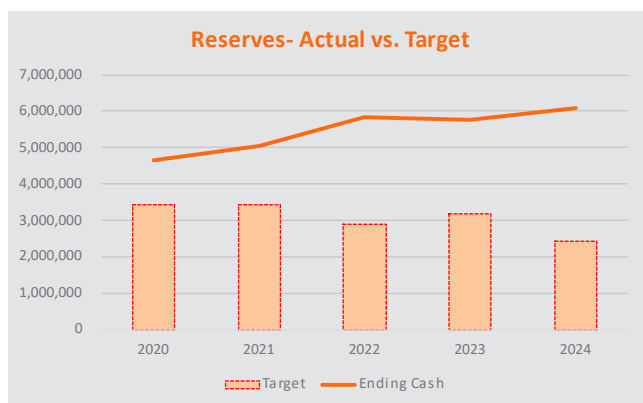
Water: Historical Rate Performance

Revenue Requirement		Shown with no increase				Est	Budget
Component	Description	2020	2021	2022	2023	2024	2025
Cash Basis							
1	O&M and PILOT	\$2,601,384	\$2,928,980	\$2,930,493	\$2,852,645	\$3,579,894	\$3,649,805
2	Debt	\$1,331,794	\$1,328,941	\$1,330,123	\$868,016	\$874,420	\$878,183
3	Cash Funded Capital ^a	\$1,544,152	\$1,645,565	\$1,874,648	\$2,052,774	\$1,949,393	\$534,998
Less:							
	Other Revenue	\$164,204	\$211,209	\$207,029	\$228,103	\$182,500	\$182,500
	Interest Income	\$38,169	\$8,287	\$28,991	\$306,790	\$140,000	\$140,000
	Revenue Requirement (Costs less Other Income)	\$5,274,957	\$5,683,990	\$5,899,244	\$5,238,542	\$6,081,207	\$4,740,486
	User Rates Revenue	\$5,242,195	\$5,408,766	\$5,442,790	\$5,367,953	\$5,442,790	\$5,442,790
	Rate Adequacy	(\$32,762)	(\$275,224)	(\$456,454)	\$129,411	(\$638,417)	\$702,304
	Rate Adjustment Needed	0.62%	5.09%	8.39%	0.00%	11.73%	0.00%
Utility Basis (PSC)							
1	O&M and PILOT	\$2,601,384	\$2,928,980	\$2,930,493	\$2,852,645	\$3,579,894	\$3,649,805
2	Depreciation	\$1,034,416	\$1,070,670	\$1,070,083	\$989,522	\$1,009,317	\$1,063,944
	NIRB	\$30,473,640	\$30,311,734	\$30,123,906	\$30,764,399	\$31,503,420	\$32,077,468
	PSC Benchmark ROI %	4.90%	4.90%	4.90%	6.50%	6.30%	6.20%
3	PSC Calculated ROI	\$1,493,208	\$1,485,275	\$1,476,071	\$1,999,686	\$1,984,715	\$1,988,803
Less:							
	Other Revenue	\$164,204	\$211,209	\$207,029	\$228,103	\$182,500	\$182,500
	Revenue Requirement (Costs less Other Income)	\$4,964,804	\$5,273,716	\$5,269,618	\$5,613,750	\$6,391,427	\$6,520,051
	User Rates Revenue	\$5,242,195	\$5,408,766	\$5,442,790	\$5,367,953	\$5,442,790	\$5,442,790
	Rate Adequacy	\$277,391	\$135,050	\$173,172	(\$245,797)	(\$948,637)	(\$1,077,261)
	Rate Adjustment Needed	0.00%	0.00%	0.00%	4.58%	17.43%	19.79%

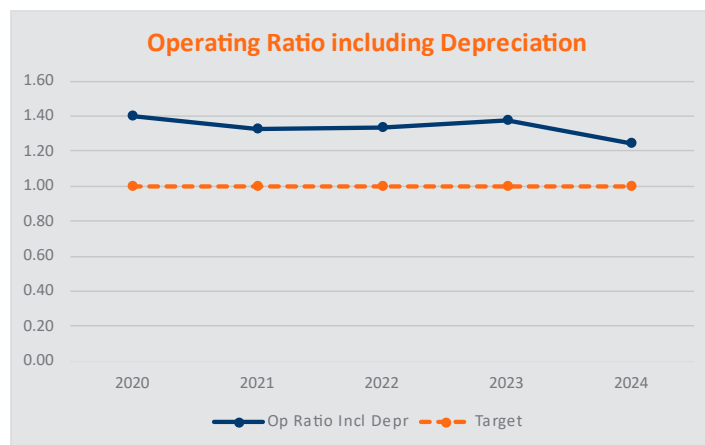
Notes:
^aIncludes recommended debt coverage at 1.4x annual debt payment

6

Water: Historical Financial Indicators



- Reserve target = 6 months O&M and 1 year debt service



Water rate options

- Simplified: not eligible
- Conventional: even in a scenario with declining ROR, the adjustment needed increases

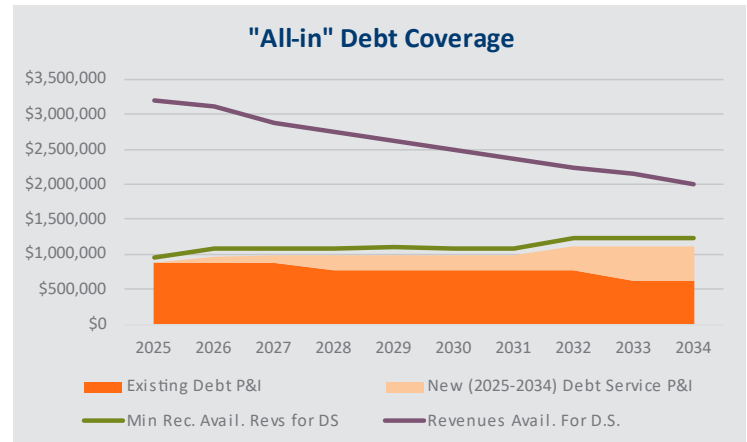
	Budget 2025	Projected		
		2026	2027	2028
Rate of Return				
Average Utility Plant in Service	48,745,391	50,127,791	51,600,516	53,373,341
Plus: Materials and Supplies	125,322	125,322	125,322	125,322
Less: Avg. Utility Plant Accum. Depreciation	16,793,244	17,688,088	18,460,915	19,217,105
Less: Regulatory Liability	0	0	0	0
Average Net Investment Rate Base (NIRB)	32,077,468	32,565,025	33,264,923	34,281,557
Net Operating Income	911,542	754,623	588,058	412,609
ROR	2.84%	2.32%	1.77%	1.20%
PSC Projected Benchmark	6.20%	6.00%	5.80%	5.60%
Rate Adj. to Benchmark	19.79%	22.03%	24.64%	27.69%



8

Water: Future Projection (Tables 6-12)

- Utility investing in 19M of added capital 2025-2034
- Can cash fund 9M remainder by debt or outside sources
- LSLs to be discussed later with more factors to be resolved
 - ✓ Left room in reserves to absorb



Water: Future Projection

	Budget 2025	2026	2027	2028	2029	Projected 2030	2031	2032	2033	2034
Revenues										
Total Revenues from User Rates ¹	\$6,520,051	\$6,520,051	\$6,520,051	\$6,520,051	\$6,520,051	\$6,520,051	\$6,520,051	\$6,520,051	\$6,520,051	\$6,520,051
Percent Increase to User Rates	19.79%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Cumulative Percent Rate Increase	19.79%	19.79%	19.79%	19.79%	19.79%	19.79%	19.79%	19.79%	19.79%	19.79%
Dollar Amount Increase to Revenues	\$1,077,261	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Other Revenues	\$322,500	\$347,402	\$228,857	\$238,452	\$237,183	\$233,467	\$239,711	\$243,581	\$290,247	\$292,759
Total Revenues	\$6,842,551	\$6,867,453	\$6,748,908	\$6,758,503	\$6,757,235	\$6,753,518	\$6,759,762	\$6,763,632	\$6,810,298	\$6,812,810
Less: Expenses										
Operating and Maintenance ²	\$2,774,305	\$2,857,534	\$2,943,260	\$3,031,557	\$3,122,504	\$3,216,179	\$3,312,665	\$3,412,045	\$3,514,406	\$3,619,838
PILOT Payment	\$875,500	\$906,143	\$937,857	\$970,682	\$1,004,656	\$1,039,819	\$1,076,213	\$1,113,880	\$1,152,866	\$1,193,217
Net Before Debt Service and Capital Expenditures	\$3,192,747	\$3,103,777	\$2,867,791	\$2,756,263	\$2,630,074	\$2,497,519	\$2,370,884	\$2,237,707	\$2,143,026	\$1,999,756
Debt Service										
Existing Debt P&I	\$878,183	\$876,721	\$870,182	\$764,998	\$766,087	\$766,855	\$767,297	\$767,562	\$630,100	\$629,999
New (2025-2034) Debt Service P&I	\$0	\$99,875	\$119,250	\$220,979	\$225,500	\$220,500	\$215,500	\$352,875	\$486,375	\$442,229
Total Debt Service	\$878,183	\$976,596	\$989,432	\$985,977	\$991,587	\$987,355	\$982,797	\$1,120,437	\$1,116,475	\$1,072,228
Transfer In (Out)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Less: Capital Improvements & COI	\$1,660,880	\$1,743,300	\$1,596,761	\$2,400,000	\$2,761,595	\$645,000	\$3,011,475	\$1,437,985	\$2,477,963	\$1,710,390
Debt Proceeds	\$1,410,000	\$0	\$1,265,000	\$0	\$0	\$0	\$2,010,000	\$0	\$1,505,000	\$0
Net Annual Cash Flow	\$2,063,684	\$383,881	\$1,546,598	(\$629,714)	(\$1,123,108)	\$865,164	\$386,612	(\$320,714)	\$53,589	(\$782,862)
Restricted and Unrestricted Cash Balance:										
Balance at first of year	\$6,090,172	\$8,153,856	\$8,537,737	\$10,084,334	\$9,454,620	\$8,331,513	\$9,196,677	\$9,583,289	\$9,262,575	\$9,316,164
Net Annual Cash Flow Addition/(subtraction)	\$2,063,684	\$383,881	\$1,546,598	(\$629,714)	(\$1,123,108)	\$865,164	\$386,612	(\$320,714)	\$53,589	(\$782,862)
Balance at end of year	\$8,153,856	\$8,537,737	\$10,084,334	\$9,454,620	\$8,331,513	\$9,196,677	\$9,583,289	\$9,262,575	\$9,316,164	\$8,533,302
"All-in" Debt Coverage	3.64	3.18	2.90	2.80	2.65	2.53	2.41	2.00	1.92	1.87
PSC Days Cash on Hand	864	912	1,079	953	816	888	907	817	813	697

Notes:

- 1) Assumes no changes in customer count or usage beyond Test Year.
 2) Assumes 3.00% annual inflation beyond budget year.

Legend:

- Simplified Rate Case (projected eligibility)
 Conventional (Full) Rate Case

Water: Impact on Avg. Res. Bill

Year	Water					Sewer					Stormwater				Utility Bill (Annual)	Change Over Prior Year	% of MHI (67,189)	Year
	Increase	Water Vol. Charge ¹	Water User Charge ²	Utility Bill (Monthly)	Change Over Prior Year	Increase	Sewer Vol. Charge ³	Sewer User Charge ³	Utility Bill (Monthly)	Change Over Prior Year	Increase	Storm User Charge ⁵	Utility Bill (Monthly)	Change Over Prior Year				
		Tiered	Serv. + PPP				100CF	Gen Service				Per ERU						
2024		3.80	17.00	\$ 37.33			3.51	21.78	\$ 40.56			10.39	\$ 10.39		\$ 1,059.34			
2025	19.79%	4.55	20.36	\$ 44.72	\$ 7.39	0.00%	3.51	21.78	\$ 40.56	\$ -	0.00%	10.39	\$ 10.39	\$ -	\$ 1,148.00	\$ 88.66	1.58%	
2026	0.00%	4.55	20.36	\$ 44.72	\$ -	0.00%	3.51	21.78	\$ 40.56	\$ -	0.00%	10.39	\$ 10.39	\$ -	\$ 1,148.00	\$ -	1.71%	
2027	0.00%	4.55	20.36	\$ 44.72	\$ -	0.00%	3.51	21.78	\$ 40.56	\$ -	0.00%	10.39	\$ 10.39	\$ -	\$ 1,148.00	\$ -	1.71%	
2028	0.00%	4.55	20.36	\$ 44.72	\$ -	0.00%	3.51	21.78	\$ 40.56	\$ -	0.00%	10.39	\$ 10.39	\$ -	\$ 1,148.00	\$ -	1.71%	
2029	0.00%	4.55	20.36	\$ 44.72	\$ -	0.00%	3.51	21.78	\$ 40.56	\$ -	0.00%	10.39	\$ 10.39	\$ -	\$ 1,148.00	\$ -	1.71%	
2030	0.00%	4.55	20.36	\$ 44.72	\$ -	0.00%	3.51	21.78	\$ 40.56	\$ -	0.00%	10.39	\$ 10.39	\$ -	\$ 1,148.00	\$ -	1.71%	
2031	0.00%	4.55	20.36	\$ 44.72	\$ -	0.00%	3.51	21.78	\$ 40.56	\$ -	0.00%	10.39	\$ 10.39	\$ -	\$ 1,148.00	\$ -	1.71%	
2032	0.00%	4.55	20.36	\$ 44.72	\$ -	0.00%	3.51	21.78	\$ 40.56	\$ -	0.00%	10.39	\$ 10.39	\$ -	\$ 1,148.00	\$ -	1.71%	
2033	0.00%	4.55	20.36	\$ 44.72	\$ -	0.00%	3.51	21.78	\$ 40.56	\$ -	0.00%	10.39	\$ 10.39	\$ -	\$ 1,148.00	\$ -	1.71%	
2034	0.00%	4.55	20.36	\$ 44.72	\$ -	0.00%	3.51	21.78	\$ 40.56	\$ -	0.00%	10.39	\$ 10.39	\$ -	\$ 1,148.00	\$ -	1.71%	
Total Change over planning period					\$ 7.39										\$ 88.66			

Notes:

1. Current water volumetric rate is \$3.80 per 100 cubic feet for the first 1600 cubic feet monthly
2. The water user charges include a monthly service charge of \$8.40 plus a public fire protection charge of \$8.60 for a 5/8 inch meter.
3. The current Sewer volumetric rate is \$3.51 per 100 cubic feet and a service charge of \$21.78 for 5/8 inch meter.
4. The usage is assumed to be 535 CF per month.
5. The current stormwater rate is \$10.39 per ERU for a Single Family user (plus \$2.13 admin fee per customer)
6. No Sewer or Stormwater Analysis completed to date. Sewer Analysis planned for 2025.



11

Water Bill Comparison

Utility Name	County	Utility Class	Min. Quarterly Bill (5/8 in. meter)	9,000 GAL	12,000 GAL	15,000 GAL	Effective Date
Cambridge Municipal Water Utility	Jefferson	D	66.00	189.75	231.00	272.25	5/1/2024
Hustisford Utilities	Dodge	D	68.10	145.95	171.90	197.85	1/1/2013
City of Waukesha Water Utility	Waukesha	AB	48.00	110.10	130.80	151.50	10/1/2023
Waupun Public Utilities	Dodge	C	41.46	105.54	126.90	148.26	5/1/2012
Columbus Water And Light Department	Dodge	C	43.74	104.82	125.18	145.54	2/1/2024
City of Waukesha Water Utility	Waukesha	AB	48.00	100.38	123.09	145.80	10/1/2023
Iron Ridge Municipal Water Utility	Dodge	D	48.00	103.35	121.80	140.25	2/3/2020
Fond Du Lac Water Utility	Fond du Lac	AB	44.00	100.88	119.84	138.80	1/6/2023
Brownsville Water Utility	Dodge	D	44.56	99.01	117.16	135.31	12/31/2021
Lowell Municipal Water And Sewer Utility	Dodge	D	30.00	92.10	112.80	133.50	7/1/2020
Lomira Municipal Water Utility	Dodge	D	30.00	89.85	109.80	129.75	3/22/2024
Lake Mills Light And Water Department	Jefferson	C	34.83	88.74	106.71	124.68	10/1/2023
Theresa Municipal Water And Sewer Utility	Dodge	D	42.00	90.06	106.08	122.10	8/2/2024
Watertown Water Department (TY25 CRC)	Two	AB	30.19	84.81	103.02	121.23	TBD
Waterloo Water And Light Commission	Jefferson	C	38.88	83.61	98.52	113.43	9/1/2023
City of Horicon Water Utility	Dodge	C	31.41	74.79	89.25	103.71	12/1/2023
City of Fox Lake Water Utility	Dodge	D	32.40	73.92	87.76	101.60	12/27/2023
Jefferson Water Utility	Jefferson	C	31.59	72.99	86.79	100.59	1/1/2024
Mayville Municipal Water Utility	Dodge	C	30.00	72.36	86.48	100.60	5/29/2024
Watertown Water Department (Current)	Two	AB	25.20	70.80	86.00	101.20	4/15/2017
Randolph Municipal Water Utility	Dodge	D	30.90	72.12	85.86	99.60	1/2/2020
Juneau Utility Commission	Dodge	D	30.00	68.25	81.00	93.75	7/1/2020
Leroy Sanitary District No 1	Dodge	D	23.55	66.48	80.79	95.10	12/1/2023
City of Oconomowoc Utilities	Waukesha	AB	27.00	64.80	77.40	90.00	9/1/2021
City of Fort Atkinson Water Utility	Jefferson	AB	21.71	62.99	76.75	90.51	7/1/2024
Reeseville Water Utility	Dodge	D	33.30	62.19	71.82	81.45	12/31/2018
Beaver Dam Water Utility	Dodge	AB	18.54	58.02	71.18	84.34	2/1/2020
Whitewater Municipal Water Utility	Jefferson	C	29.40	59.22	71.16	83.10	4/28/2023
Johnson Creek Water Utility	Jefferson	C	37.23	60.09	67.71	75.33	6/28/2024
Sun Prairie Utilities	Dane	AB	29.91	53.31	61.11	68.91	1/1/2024
Town of Portland Sanitary District #1	Dodge	D	29.58	52.62	60.30	67.98	1/15/2008
Village of Palmyra Water and Sewer Utility	Jefferson	D	18.54	46.53	55.86	65.19	12/17/2013
Stevens Point Municipal Water Utility	Portage	AB	29.66	46.94	52.70	58.46	12/1/2021
Clyman Utility Commission	Dodge	D	31.74	46.50	51.42	56.34	8/7/2024

*Sorted largest to smallest by 12,000 Gallons



LSL Replacement Considerations

- Partially or fully funded by EIF (State DNR Program)
- Private Side LSLs cannot be funded by user rates or special assessments
 - ✓ Generally, communities have used GO debt or available cash (outside of grants) and used a loan program to the property getting the work completed
 - ✓ EIF Loan program also has a special revenue pledge (customer loan repayments) for those with GO debt capacity concerns



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Recommendations & Next Steps

- File a Conventional Rate Case Application for Test Year 2025, in preparation for 2025 SDWFL
- Consider inflationary increases as needed in future years
- Future considerations for Phase 2:
 - ✓ PILOT discussion
 - ✓ Mixed use of cash and debt (abated with revenues of the water utility) for future projects outlined in CIP



TONIGHT's ACTION: Consensus on water rate approach

Questions?



15



City of Watertown, WI

2024 Water Rate Study

Phase 2: PSC CRC Application & LRCFA

November 12, 2024 Public Works Committee

Why are we here?



Phase 1 completed 10/2024: Initial Long-Range Cash Flow Analysis



Phase 2: Ehlers completes PSC CRC Application



Ehlers presents initial results of application



Action tonight: consensus to file application



2

Water: Historical Rate Implementation

- Rates were last adjusted in
 - ✓ April 15, 2017 through a CRC
 - ✓ July 16, 2016 through a SRC
- **Ineligible** for SRC
 - ✓ Only opportunity to adjust rates will be a CRC until that is completed and then another 5 year window would be opened for SRCs



3

Water Rate Application Initial Results

		Shown with no increase				Est	Budget	Test Year
Component	Revenue Requirement Description	2020	2021	2022	2023	2024	2025	2025
Cash Basis								
1	O&M and PILOT	\$2,601,384	\$2,928,980	\$2,930,493	\$2,852,645	\$3,467,350	\$3,523,415	\$3,371,327
2	Debt	\$1,331,794	\$1,328,941	\$1,330,123	\$868,016	\$874,420	\$903,542	\$1,406,181
3	Cash Funded Capital ^A	\$1,544,152	\$1,645,565	\$1,874,648	\$2,052,774	\$1,949,393	\$535,142	\$535,142
	Less:							
	Other Revenue	\$164,204	\$211,209	\$207,029	\$228,103	\$182,500	\$182,500	\$170,000
	Interest Income	\$38,169	\$8,287	\$28,991	\$306,790	\$140,000	\$140,000	\$140,000
	Revenue Requirement (Costs less Other Income)	\$5,274,957	\$5,683,990	\$5,899,244	\$5,238,542	\$5,968,663	\$4,639,598	\$5,002,650
	User Rates Revenue	\$5,242,195	\$5,408,766	\$5,442,790	\$5,367,953	\$5,442,790	\$5,442,790	\$5,329,760
	Rate Adequacy	(\$32,762)	(\$275,224)	(\$456,454)	\$129,411	(\$525,873)	\$803,192	\$327,111
	Rate Adjustment Needed	0.62%	5.09%	8.39%	0.00%	9.66%	0.00%	0.00%
Utility Basis (PSC)								
1	O&M and PILOT	\$2,601,384	\$2,928,980	\$2,930,493	\$2,852,645	\$3,467,350	\$3,523,415	\$3,371,327
2	Depreciation	\$1,034,416	\$1,070,670	\$1,070,083	\$989,522	\$1,009,317	\$1,151,722	\$1,065,720
	NIRB	\$30,473,640	\$30,311,734	\$30,123,906	\$30,764,399	\$31,503,420	\$35,580,179	\$30,930,918
	PSC Benchmark ROI %	4.90%	4.90%	4.90%	6.50%	6.30%	6.20%	6.20%
3	PSC Calculated ROI	\$1,493,208	\$1,485,275	\$1,476,071	\$1,999,686	\$1,984,715	\$2,205,971	\$1,917,717
	Less:							
	Other Revenue	\$164,204	\$211,209	\$207,029	\$228,103	\$182,500	\$182,500	\$170,000
	Revenue Requirement (Costs less Other Income)	\$4,964,804	\$5,273,716	\$5,269,618	\$5,613,750	\$6,278,883	\$6,698,608	\$6,184,764
	User Rates Revenue	\$5,242,195	\$5,408,766	\$5,442,790	\$5,367,953	\$5,442,790	\$5,442,790	\$5,329,760
	Rate Adequacy	\$277,391	\$135,050	\$173,172	(\$245,797)	(\$836,093)	(\$1,255,818)	(\$855,004)
	Rate Adjustment Needed	0.00%	0.00%	0.00%	4.58%	15.36%	23.07%	16.22%

Notes: ^AIncludes recommended debt coverage at 1.4x annual debt payment

Water: Future Projection Initial PSC App.

	Budget 2025	2026	2027	2028	2029	Projected 2030	2031	2032	2033	2034
Revenues										
Total Revenues from User Rates ¹	\$6,325,761	\$6,325,761	\$6,325,761	\$6,325,761	\$6,325,761	\$6,515,533	\$6,710,999	\$6,710,999	\$6,710,999	\$6,710,999
Percent Increase to User Rates	16.22%	0.00%	0.00%	0.00%	0.00%	3.00%	3.00%	0.00%	0.00%	0.00%
Cumulative Percent Rate Increase	16.22%	16.22%	16.22%	16.22%	16.22%	19.71%	23.30%	23.30%	23.30%	23.30%
Dollar Amount Increase to Revenues	\$882,971	\$0	\$0	\$0	\$0	\$189,773	\$195,466	\$0	\$0	\$0
Total Other Revenues	\$322,500	\$345,537	\$223,999	\$229,170	\$223,439	\$217,221	\$221,944	\$225,309	\$252,785	\$254,289
Total Revenues	\$6,648,261	\$6,671,297	\$6,549,759	\$6,554,930	\$6,549,199	\$6,732,754	\$6,932,943	\$6,936,308	\$6,963,784	\$6,965,288
Less: Expenses										
Operating and Maintenance ²	\$2,774,305	\$3,257,534	\$3,355,260	\$3,455,917	\$3,159,595	\$3,254,383	\$3,352,014	\$3,452,575	\$3,556,152	\$3,662,837
PILOT Payment ³	\$749,110	\$771,584	\$794,731	\$818,573	\$843,130	\$868,424	\$894,477	\$921,311	\$948,950	\$977,419
Net Before Debt Service and Capital Expenditures	\$3,124,846	\$2,642,180	\$2,399,769	\$2,280,440	\$2,546,474	\$2,609,947	\$2,686,452	\$2,562,423	\$2,458,682	\$2,325,032
Debt Service										
Existing Debt P&I	\$878,183	\$876,721	\$870,182	\$764,998	\$766,087	\$766,855	\$767,297	\$767,562	\$630,100	\$629,999
New (2025-2034) Debt Service P&I	\$25,358	\$516,665	\$535,999	\$637,686	\$642,164	\$637,121	\$632,077	\$769,408	\$902,862	\$858,670
Total Debt Service	\$903,542	\$1,393,386	\$1,406,181	\$1,402,684	\$1,408,251	\$1,403,976	\$1,399,374	\$1,536,969	\$1,532,962	\$1,488,669
Transfer In (Out)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Less: Capital Improvements & COI	\$15,681,680	\$1,743,300	\$1,596,761	\$2,400,000	\$2,761,595	\$645,000	\$3,011,475	\$1,437,985	\$2,477,963	\$1,710,390
Debt Proceeds	\$15,430,800	\$0	\$1,265,000	\$0	\$0	\$0	\$2,010,000	\$0	\$1,505,000	\$0
Net Annual Cash Flow	\$1,970,425	(\$494,506)	\$661,826	(\$1,522,244)	(\$1,623,372)	\$560,971	\$285,603	(\$412,532)	(\$47,243)	(\$874,026)
Restricted and Unrestricted Cash Balance:										
Balance at first of year	\$6,090,172	\$8,060,597	\$7,566,091	\$8,227,917	\$6,705,673	\$5,082,301	\$5,643,271	\$5,928,874	\$5,516,343	\$5,469,100
Net Annual Cash Flow Addition/(subtraction)	\$1,970,425	-\$494,506	\$661,826	-\$1,522,244	-\$1,623,372	\$560,971	\$285,603	-\$412,532	-\$47,243	-\$874,026
Balance at end of year	\$8,060,597	\$7,566,091	\$8,227,917	\$6,705,673	\$5,082,301	\$5,643,271	\$5,928,874	\$5,516,343	\$5,469,100	\$4,595,073
"All-in" Debt Coverage	3.46	1.90	1.71	1.63	1.81	1.86	1.92	1.67	1.60	1.56
PSC Days Cash on Hand	845	672	728	548	441	488	505	433	424	322

Notes:

- 1) Assumes no changes in customer count or usage beyond Test Year.
 2) Assumes 3.00% annual inflation beyond budget year.

Legend:

- Simplified Rate Case (projected eligibility)
 Conventional (Full) Rate Case

Water: Impact on Avg. Res. Bill

Year	Water					Sewer					Stormwater				Utility Bill (Annual)	Change Over Prior Year	% of MHI (67,189)	Year
	Increase	Water Vol. Charge ¹	Water User Charge ²	Utility Bill (Monthly)	Change Over Prior Year	Increase	Sewer Vol. Charge ³	Sewer User Charge ³	Utility Bill (Monthly)	Change Over Prior Year	Increase	Storm User Charge ⁵	Utility Bill (Monthly)	Change Over Prior Year				
2024		Tiered 3.80	Serv. + PFP 17.00	\$ 37.33			100CF 3.51	Gen Service 21.78	\$ 40.56			Per ERU 10.39	\$ 10.39		\$ 1,059.34		1.58%	2024
2025	16.22%	4.42	19.76	\$ 43.39	\$ 6.06	0.00%	3.51	21.78	\$ 40.56	\$ -	0.00%	10.39	\$ 10.39	\$ -	\$ 1,132.01	\$ 72.67	1.68%	2025
2026	0.00%	4.42	19.76	\$ 43.39	\$ -	0.00%	3.51	21.78	\$ 40.56	\$ -	0.00%	10.39	\$ 10.39	\$ -	\$ 1,132.01	\$ -	1.68%	2026
2027	0.00%	4.42	19.76	\$ 43.39	\$ -	0.00%	3.51	21.78	\$ 40.56	\$ -	0.00%	10.39	\$ 10.39	\$ -	\$ 1,132.01	\$ -	1.68%	2027
2028	0.00%	4.42	19.76	\$ 43.39	\$ -	0.00%	3.51	21.78	\$ 40.56	\$ -	0.00%	10.39	\$ 10.39	\$ -	\$ 1,132.01	\$ -	1.68%	2028
2029	0.00%	4.42	19.76	\$ 43.39	\$ -	0.00%	3.51	21.78	\$ 40.56	\$ -	0.00%	10.39	\$ 10.39	\$ -	\$ 1,132.01	\$ -	1.68%	2029
2030	3.00%	4.55	20.35	\$ 44.69	\$ 1.30	0.00%	3.51	21.78	\$ 40.56	\$ -	0.00%	10.39	\$ 10.39	\$ -	\$ 1,147.63	\$ 15.62	1.71%	2030
2031	3.00%	4.69	20.96	\$ 46.03	\$ 1.34	0.00%	3.51	21.78	\$ 40.56	\$ -	0.00%	10.39	\$ 10.39	\$ -	\$ 1,163.72	\$ 16.09	1.73%	2031
2032	0.00%	4.69	20.96	\$ 46.03	\$ -	0.00%	3.51	21.78	\$ 40.56	\$ -	0.00%	10.39	\$ 10.39	\$ -	\$ 1,163.72	\$ -	1.73%	2032
2033	0.00%	4.69	20.96	\$ 46.03	\$ -	0.00%	3.51	21.78	\$ 40.56	\$ -	0.00%	10.39	\$ 10.39	\$ -	\$ 1,163.72	\$ -	1.73%	2033
2034	0.00%	4.69	20.96	\$ 46.03	\$ -	0.00%	3.51	21.78	\$ 40.56	\$ -	0.00%	10.39	\$ 10.39	\$ -	\$ 1,163.72	\$ -	1.73%	2034
Total Change over planning period															\$ 104.38			

Notes:

1. Current water volumetric rate is \$3.80 per 100 cubic feet for the first 1600 cubic feet monthly.
 2. The water user charges include a monthly service charge of \$8.40 plus a public fire protection charge of \$8.60 for a 5/8 inch meter.
 3. The current sewer volumetric rate is \$3.51 per 100 cubic feet and a service charge of \$21.78 for 5/8 inch meter.
 4. The usage is assumed to be 535 CF per month.
 5. The current stormwater rate is \$10.39 per ERU for a Single Family user (plus \$2.13 admin fee per customer)
 6. No Stormwater Analysis completed to date. Sewer Analysis planned for 2025.

Water Rate Comparison

Utility Name	County	Utility Class	Min Quart Bill (5/8 Inch meter)	6000 GAL	12000 GAL	15000 GAL	Effective Date
Cambridge Municipal Water Utility	Jefferson	D	66	148.5	231	272.25	5/1/2024
City of Waukesha Water Utility	Waukesha	AB	60.00	115.98	171.96	199.95	10/1/2024
Hustisford Utilities	Dodge	D	68.1	120	171.9	197.85	1/1/2013
Waupun Public Utilities	Dodge	C	41.46	84.18	126.90	148.26	5/1/2012
Waupun Public Utilities	Fond du Lac	C	41.46	84.18	126.90	148.26	5/1/2012
Columbus Water And Light Department	Dodge	C	43.74	84.46	125.18	145.54	2/1/2024
Iron Ridge Municipal Water Utility	Dodge	D	48	84.9	121.8	140.25	2/3/2020
Fond Du Lac Water Utility	Fond du Lac	AB	44.00	81.92	119.84	138.80	1/6/2023
Brownsville Water Utility	Dodge	D	44.56	80.86	117.16	135.31	12/31/2021
Lowell Municipal Water And Sewer Utility	Dodge	D	30	71.4	112.8	133.5	7/1/2020
Lomira Municipal Water Utility	Dodge	D	30	69.9	109.8	129.75	3/22/2024
Village of Oakfield Municipal Water Utility	Fond du Lac	D	29.58	68.7	107.82	127.38	1/1/2018
Lake Mills Light And Water Department	Jefferson	C	34.83	70.77	106.71	124.68	10/1/2023
Theresa Municipal Water And Sewer Utility	Dodge	D	42	74.04	106.08	122.1	8/2/2024
Watertown Water Department (CRC, 16.22%)	Dodge	AB	58.11	80.77	103.44	114.77	TBD
Waterloo Water And Light Commission	Jefferson	C	38.88	68.70	98.52	113.43	9/1/2023
Village of Sussex Water Public Utility	Waukesha	C	39.00	66.30	93.60	107.25	12/26/2019
City of Horicon Water Utility	Dodge	C	31.41	60.33	89.25	103.71	12/1/2023
City of Pewaukee Water Utility	Waukesha	C	30.00	58.50	87.00	101.25	3/1/2024
Jefferson Water Utility	Jefferson	C	31.59	59.19	86.79	100.59	1/1/2024
Mayville Municipal Water Utility	Dodge	C	30.00	58.24	86.48	100.60	5/29/2024
Watertown Water Department	Dodge	AB	25.20	55.60	86.00	101.20	4/15/2017
Watertown Water Department	Two	AB	25.2	55.6	86	101.2	4/15/2017
Randolph Municipal Water Utility	Dodge	D	30.9	58.38	85.86	99.6	1/2/2020
Juneau Utility Commission	Dodge	D	30	55.5	81	93.75	7/1/2020
Leroy Sanitary District No 1	Dodge	D	23.55	52.17	80.79	95.1	12/1/2023
City of Oconomowoc Utilities	Waukesha	AB	28.11	54.33	80.55	93.66	10/1/2024
City of Fort Atkinson Water Utility	Jefferson	AB	21.71	49.23	76.75	90.51	7/1/2024
Ripon Water Utility	Fond du Lac	C	25.50	49.90	74.30	86.50	9/1/2024
Beaver Dam Water Utility	Dodge	AB	18.54	44.86	71.18	84.34	2/1/2020
Johnson Creek Water Utility	Jefferson	C	37.23	52.47	67.71	75.33	6/28/2024
North Fond Du Lac Water Utility	Fond du Lac	C	23.18	40.82	58.46	67.28	1/1/2016
Clyman Utility Commission	Dodge	D	31.74	41.58	51.42	56.34	8/7/2024

Sorted by 12 kgal consumption column

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Recommendations

- File CRC Application for Test Year 2025 at benchmark ROR
 - Not eligible for SRC based on Class restriction
- PSC CRC Rate Proceedings ESTIMATED Timeline:
 - Audit: 2-3 months (~January 2025)
 - Public Hearing: 4-5 months (to be held around March-April 2025)
 - Implementation: 6 months (rate order around late April 2025)
 - Subject to PSC timing*





WATER UTILITY RATE STUDY PROPOSAL

Village of Kimberly, Wisconsin

December 18, 2024

SUBMITTED BY:

KerberRose SC
Greg Pitel, CPA
Shareholder

487 Riverwood Lane
Green Bay, WI 54313
920.434.7310

Greg.Pitel@kerberrose.com

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B - Biographies.....

December 18, 2024

Ms. Danielle Block
Administrator/Director of Public Works
Village of Kimberly, Wisconsin

Dear Ms. Block:

Thank you for the opportunity to submit a proposal for assisting with a water utility rate study for the Village of Kimberly, Wisconsin. At KerberRose, we understand the importance of selecting a firm with proven expertise and experience to provide quality, timely services. As a full-service firm providing audit, accounting, management consulting, information technology, and other specialized services; we are especially well-qualified to serve the Village. Our proposal is based on our substantial experience with governmental entities, especially those with utilities that are both nonregulated and regulated by the Public Service Commission of Wisconsin. Based on this experience, we believe our proposal will establish KerberRose as a firm possessing the talent necessary to address your rate study needs.

As a governmental entity responsible for the provision of a full range of services, including public safety (police and fire), street maintenance, Water and sewer utilities, sanitation, parks and recreation, planning, zoning, assessing, building inspections, municipal court, financial management, and general administrative services, KerberRose understands the Village has distinctive needs. We are eager to prove how KerberRose can help you address these needs.

Key factors of our expertise, quality of work and culture which distinguish our firm are:

- **Trusted people who will serve the Village of Kimberly.** We believe consulting excellence is derived from great communication and positive relationships. KerberRose's people-first philosophy ensures our services are built on developing trusted relationships with our clients. We pride ourselves in the services we deliver and the way we deliver them; we were founded on the principles of providing proactive, attentive compliance and consulting services to the people and businesses in our local communities—and we remain committed to this goal today.
- **Experience of the engagement team.** At KerberRose, we bring knowledge, experience and insight to every project. This means our clients and their stakeholders have confidence in the results of a KerberRose engagement and trust the information they are relying on to make critical decisions. The biographies of our trusted experts are included with this proposal, and we comprehensively offer more than 60 years of hands-on governmental audit experience with specialization in consultation agreements, financial statements and reports, assurance, ERP system consulting, quality control and peer reviews.

- **Investment.** As a governmental entity, we understand your need to control costs and be cost-effective without sacrificing quality and timeliness. Our lower overhead is reflected in our rates and investment structure.
- **Communication.** Communication is integral to the success of any consulting service. As a local firm, we understand the importance of personal communication with our clients. Consequently, our responsive advisors communicate regularly throughout every step of the audit or consulting process.

We understand the scope of the work to be performed for the Village to include water utility rate study during the year 2025 and other applicable services and deliverables described in more detail on page 8; we are committed to executing the above services within a mutually agreeable timeframe.

We sincerely appreciate the opportunity to submit this proposal and look forward to discussing our approach to providing the Village with proactive, quality solutions in more detail. The information in this proposal explains KerberRose's tailored approach to delivering the services you ask, and information which we believe will help you make your decision. If you require any additional information or have questions regarding this proposal, please contact me at 715-318-7737 or greg.pitel@kerberrose.com.

Sincerely,

KerberRose S.C.

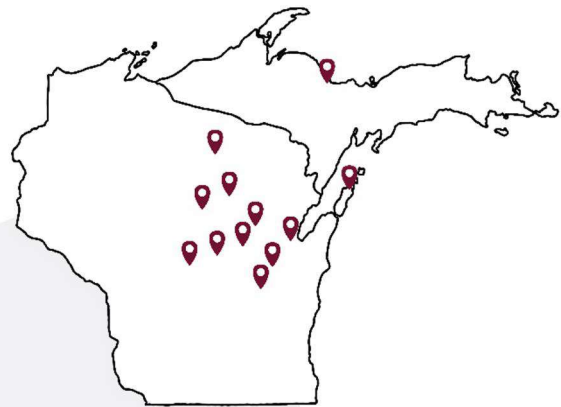
A handwritten signature in black ink, appearing to read "Greg Pitel", with a stylized flourish at the end.

Greg Pitel, CPA
Shareholder

Firm Qualifications

Profile of KerberRose

KerberRose S.C. is a Wisconsin-based service corporation. We are a full-service regional firm of certified public accountants and management consultants providing audit, accounting, tax, information technology, payroll, consulting, human resource, strategic planning and investment advisory services. Our roots began in the Village of Shawano, WI, in the late seventies, and we have been providing Trusted Advisor services since 1979. By providing quality, timely services to our clients, our firm has grown to include more than 180 team members located in 12 offices in Antigo, Appleton, Clintonville, Green Bay, Oshkosh, Rhinelander, Sister Bay, Shawano, Stevens Point, Wausau, Wisconsin Rapids, and Marquette, MI.



KerberRose combines the expertise of a leading regional firm with the convenience, familiarity and passion of a local provider. We are different from most, if not all, of our competitors and what makes us different is we are a niche firm. As such, we attract highly-talented people and offer more services than smaller firms; at the same time, our smaller and less-complex organizational structure allows us to be more cost-effective than larger firms. Our values – Honesty, Integrity, Respect, Balanced Life, Community Oriented – dictate a high-level of personal involvement when addressing our client's needs. As a result, when our Trusted Advisors conduct audits, partners or managers are on-site during a significant portion of the fieldwork to ensure an accurate and timely audit process. We believe our clients are attracted to this personal approach, allowing relationships to develop.

To enhance our ability to serve our clients, KerberRose became a member of PrimeGlobal, a global association of independent accounting firms. PrimeGlobal is the third largest association of independent accounting firms in the world, providing a wide range of tools and resources to help member firms furnish superior accounting, auditing, and management services to their clients.

Financial statement audits of governmental, employee benefit plans, and business entities represent a critical portion of the many audits performed by CPAs each year. The American Institute of Certified Public Accountants (AICPA) is committed to helping its members achieve the highest standards in performing quality audits. To help CPAs meet the challenges of performing quality audits in this unique and complex area, the AICPA launched the Governmental Quality Audit Center, which is a firm-based voluntary membership Center for firms that perform these types of audits. KerberRose S.C. is one of the original members of the Quality Center.

The Center's primary purpose is to promote the quality of audits. To meet this overall goal, the Center:



- Creates a community of firms which demonstrate a commitment to audit quality.
- Serves as a comprehensive resource provider for member firms.
- Provides information about the Center's activities to other stakeholders.
- Raises awareness about the importance of audits.
- Provide Center members with an online forum tool for sharing best practices as well as discussions on audit, accounting, and regulatory issues.



KerberRose's Qualifications and Experience

Experience with Tax Increment Districts, Community Development Authorities, and Utilities

Tax Increment Districts

KerberRose has widespread experience with the audits of Tax Increment Districts (TIDs) as part of our audit experience with cities throughout Wisconsin. We approach the TIDs with additional procedures each year so that information is audited and gathered during each year's audit. When the time aligns for the 30 percent expenditure audit, end of expenditure period audit and final closing audit for each TID, the audit process involves limited procedures if we have records of testing the information previously. Additionally, we have worked in conjunction with financial consultants on TID related plans and assistance. Our firm has the expertise and resources to provide consultation and support as needed in relation to the Village's TID financing activities.

Community Development Authorities

KerberRose strives to ensure the financials reflect development agreements accurately and capture the essence of these development agreements. We read through developer agreements and ask follow-up questions to management to accurately record financial transactions in conjunction with Generally Accepted Accounting Principles in the United States of America.

Utilities, Rate Studies and Plant Expansions

KerberRose works with municipal utilities to achieve a desirable rate structure that supports the Utility's operating and capital improvement plan objectives, as well as benefits the rate payer. Our most recent Water rate study involved a unique case of a new Water Utility operation to the Village of Maine, Wisconsin. We successfully advocated a zero percent rate of return with the Wisconsin Public Service Commission (PSC) after demonstrating our knowledge of the Utility's operations and effectively communicating with the PSC. Similar engagements that KerberRose has worked on in the past are noted below:

Village of Maine – assisted the Village with a 2020 Water utility rate study.

Village of Shiocton – assisted the Village with a 2020 Water utility rate study.

Village of Iola – assisted the Village with a 2021 Water utility rate study.

City of Marinette – assisted the Village with a 2021 sewer utility rate study.

Village of Whiting – assisted the Village with a 2023 Water rate study

City of Crandon – assisted the City with water rate studies in 2022-2023.

Audit Team Qualifications

Assigned Partners, Managers and In-charge



GREG PITEL, CPA

Engagement Partner – Water Utility Rate Study

Greg will serve as the partner responsible for the services to be provided to the Village.

As the engagement partner for the study Greg will have the following responsibilities:

- Overall direction of the Water study, including attending meetings with the Village, establish utility rate timeline and process, and coordinate expectations on scope of services as listed in the request for proposal.
- Selection and direction of the resources of the firm necessary for the success of the engagements.
- Assurance of the technical quality of the final reports.
- Review all work performed by members of the engagement team, including the documentation obtained to arrive at the recommended conclusions.
- Presentation to the board and utility commission.



DAVID MINCH, CPA

Resource Partner

The resource partner is responsible for any consultation required on the engagement as well as assuring technical quality in the final reports.



ETHAN HOFFMAN, CPA

Engagement Manager

The engagement manager is responsible for carrying out the determined analysis and plan as determined by the rate study team, along with input from the Village and Utility. Ethan will work hand in hand with the Village to obtain information and documentation to perform the thorough analysis to provide recommendations to the Village and Utility.

Please refer to the resumes included in Appendix B of this proposal to learn more about your assigned partners and in-charge.

Scope of Services for the Village of Kimberly Water Utility Rate Study

We understand the Village is requesting the following services:

- Prepare and submit a detailed list and time schedule of tasks, information requirements, review, meetings, and submission of report.
- Collect and provide all information necessary to complete the PSC application and respond to PSC staff inquiries
- Suggest rate structure changes if appropriate
- Application submitted two weeks after Board approval to file
- Attend public hearing and approval of recommended Water rates as PSC schedules

APPENDIX A



FEE SCHEDULE – WATER RATE STUDY

Our fees are based on the amount of time required to complete an assignment and the level of personnel assigned. We render interim billings as work progresses and a final billing at the conclusion of each engagement.

Our fees are based on the assumption that the accounting records and other reports needed for analysis will be readily available and that we will receive assistance from your personnel in obtaining such information.

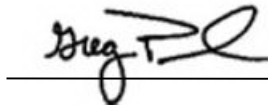
If requested, we will provide additional services to the Utility and provide the Utility with a cost estimate prior to undertaking the tasks. These services will be billed at the standard hourly rate as indicated below.

Also, please be assured that although the following are our maximum estimated fees for each year based on the information we received, our fees may be less if we incur less time and costs while performing the services for the Utility.

The all-inclusive fee for the study is noted below:

	2025
All Inclusive Water Utility Rate Study Cost	\$5,000 - \$7,500

As Shareholder at KerberRose, I am authorized to submit this proposal and authorized to contract with the Village of Kimberly.



Greg Pitel, CPA

APPENDIX B



Greg Pitel, CPA

Shareholder, State and Local Government

✉ greg.pitel@kerberrose.com

☎ (715) 526-9400



Profile

Greg has more than 17 years of governmental accounting and auditing experience. He specializes in providing services to governmental entities, including audits, accounting services, and various consulting services.

Education

- University of Wisconsin, Green Bay, Bachelor of Science in Accounting and Business Administration

Industry Involvement

- AICPA – American Institute of Certified Public Accountants
- WICPA – Wisconsin Institute of Certified Public Accountants\

Greg oversees the completion of audits for a variety of Wisconsin municipalities and school districts. He prepares financial statements and reports for the Wisconsin Department of Public Instruction, Public Service Commission of Wisconsin, and other state agencies. In addition, he prepares water and sewer rate studies for local utilities and provides recommendations on rate structure. Greg has worked with a variety of governments across Wisconsin. Greg brings a consultative approach to governmental entities by listening to their challenges and finding customized solutions through a variety of capabilities, including assurance, compilation, outsourcing, and advisory services.

Personal Interests

Whether it's an early, sun-filled morning on the water in July, or a frigid day on the ice in January, Greg enjoys fishing for walleye and whitefish. He also enjoys camping and spending as much time outdoors as possible with his wife, two daughters, and three dogs.

David Minch, CPA

Shareholder, State and Local Government

✉ david.minch@kerberrose.com

☎ (920) 993-0105



Profile

David has 10 plus years of governmental accounting and auditing experience. His specializations include: providing services to governmental entities, including audits, accounting services and various consulting services.

Furthermore, he oversees the completion of audits for a variety of Wisconsin municipalities, school districts, and governments. Additionally, he prepares financial statements and reports for the Wisconsin Department of Public Instruction, Public Service Commission of Wisconsin, and other state agencies. David has also worked with clients on implementing internal control systems, efficiency studies and fraud investigations. He brings a consultative approach to governmental entities by listening to their challenges and finding customized solutions through a variety of capabilities, including assurance, compilation, outsourcing, and advisory services.

Education

University of Wisconsin, River Falls – Bachelor of Science in Accounting and Business Administration.

Industry Involvement

- AICPA
- WICPA

Community Involvement

- Treasurer for Ripon Area Youth Wrestling Club
- Finance Committee Member for First Congregational Church of Ripon
- Committee Chair for Ripon Cub Scout Pack
- Coach for various youth sports teams

Personal Interests

Outside of work, you can find David on the water fishing, in a duck blind, sitting in a deer stand, or on a ball field coaching youth sports. His family has a passion for the outdoors and he enjoys spending as much time as possible outside with his wife, son, two daughters and the family dog Zeek.

Ethan Hoffman, CPA

Manager, State and Local Government

✉ ethan.hoffman@kerberrose.com

☎ (920) 993-0105



Profile

Ethan has more than three years of experience in public accounting and has been with KerberRose for more than three years. He specializes in providing financial accounting and auditing services to state and local government entities. These services include, but are not limited to: providing services for clients which are subject to Government Auditing Standards, Uniform Guidance audit requirements, State Single Audit Guidelines and Wisconsin Department of Public Instruction (DPI) audit requirements. Examples of performed work include: preparation of PSC Report, Form C, as well as preparation of financial statements, Single Audits and other State Financial Report Forms for government entities.

Education

- Ripon College—Bachelor of Arts in Business Management, Minor in Sports Management
- University of Wisconsin - Green Bay—Continuing education in Accounting

Industry Involvement

- AICPA—American Institute of Certified Public Accountants
- WICPA—Wisconsin Institute of Certified Public Accountants

Continuing Professional Education

- School District Audit Conference
- AuditSense Training Program
- Audit Boot Camp
- DPI—Choice and SNSP Annual Audit Training
- Minimum of 40 credit hours of continuing professional education annually

Personal Interests

Ethan enjoys spending time with family and friends and enjoys the outdoors in his free time. He is an active hunter and fisherman, and also enjoys playing in various sports leagues, such as golfing and disc golf. Ethan also enjoys working with his hands by fixing and completing projects around the house.

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Proposal—2025 Village of Kimberly Water Rate Study

Village of Kimberly, Wisconsin



Submitted by Trilogy Consulting, LLC
December 18, 2024

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Firm Overview & Qualifications



Trilogy Consulting, LLC offers local governments and utilities an objective, independent perspective on planning, administrative and financial issues. Our core services include sewer, storm water and water user charge rate studies and financial plans; utility customer demand studies; funding for capital improvement plans; economic feasibility studies; ordinance preparation; intergovernmental cooperation studies and agreements; impact fees and public facilities needs assessments; and specialized economic and policy analysis.

Trilogy was formed in November 2011 and is jointly owned by our principals, Erik Granum and Christine DeMaster. Erik and Christine have 44 years of experience working with dozens of municipalities on a wide variety of issues related to managing, operating, regulating and funding local government infrastructure and services, particularly sanitary sewer service, water service and stormwater management. We do not have any additional staff at this time, so all of our consulting services are provided by our principals. As owners of the company, we are passionate about providing excellent customer service and the highest quality work.

Trilogy Consulting, as well as each of our principals, is a registered municipal advisor with the Securities Exchange Commission and Municipal Securities Rulemaking Board. This registration is required for professionals offering advice regarding the potential issuance of municipal securities to finance capital improvements. As registered municipal advisors, we provide independent advice to our client communities regarding potential funding and financial plans. Both Christine and Erik have taken and passed the Series 50 Exam for Municipal Advisor Representatives and the Series 54 Exam for Municipal Advisor Principals.

Both Erik and Christine are members of the national and Wisconsin chapter of the American Water Works Association, with Christine serving on the AWWA Rates and Charges Committee and a sub-committee charged with developing recommendations for utility reserve policies. Additionally, both Erik and Christy served on the Review Committee for the Wisconsin Public Service Commission (PSC) Docket 5-WI-104, which was a PSC-sponsored docket evaluating alternative methodologies in determining appropriate costs and rates for public fire protection in Wisconsin. Christine is the current Chair of the Finance Committee for the Wisconsin section of AWWA.

Our general approach to this study will be to conduct a thorough review of the current utility finances and their supporting rates; independently compile and analyze the relevant system data, customer data, and financial data and develop recommendations for a long term financial plan; update cost of service allocations and analyze rate structures; prepare reports and presentations of our recommendations for Village staff and the Village Board; and support the Village throughout the Public Service Commission water rate case process. Our goal with this study will be to develop a financial plan and rate structure that are sound and equitable based on the characteristics of the utility and its customers and accomplish the desired policy objectives of the Village. In order to achieve this goal, our work plan includes both rigorous data analysis and a collaborative process of working with Village staff.

In particular, we want to emphasize that our approach includes preparing a detailed cost-of-service analysis. It is important to perform a cost of service analysis in order to ensure that rates for water are reasona-

Firm Overview & Qualifications



ble, fair and defensible, and that charges for service reflect the cost of providing that service to utility customers. We perform this analysis in the vast majority of the studies we undertake and highly encourage municipalities to update these studies when considering a rate increase so that rates always reflect the most recent utility cost structure and customers are fairly charged. While water utilities are not required to prepare their own cost of service study to obtain a water rate increase from the Public Service Commission, it is beneficial to do so in order to understand the impacts of a proposed rate increase on different classes of customers, particularly if a utility is considering requesting a change in rate structure.

In reviewing the Village's most recent rate case and PSC reports, it was noted that while all expenses increased since the time of the last rate case, O&M expenses showed the greatest increase, around 50%. While an increase in water sales have offset that to some degree, the utility's financial position, including reserves, does indicate an increase in rates will be necessary.

Specific to the requirements of this proposal, Trilogy's experience includes:

- Preparing dozens of rate studies and financial plans for municipal utilities.
- Experience with financial plans and rate studies for utilities similar to Kimberly, such as Grafton, Cottage Grove, Hudson, Fort Atkinson, River Falls, and New Richmond, Wisconsin.
- Experience working with state regulatory agencies in a variety of situations, including obtaining approval for new rate-setting approaches and contested rate cases.
- Preparing water cost of service rate studies using the proper techniques for cost allocation with the base-extra capacity method.
- Detailed analysis of monthly, week, daily and/or hourly water use data for sampled customers or customer classes to develop seasonal rates, irrigation rates, and inclining block rates tied closely to actual customer demand patterns and extra capacity needs.
- Implementation of a wide variety of water rate structures including conservation rates, outdoor irrigation rates, wholesale rates, inclining block rates, and separate rates for different customer classes based on analysis of customer demand patterns by class (peaking ratios, seasonality, etc).
- Preparing long-range financial plans for utilities that incorporate forecasts of changes in customer demand and expenses, alternative funding plans for capital improvements, existing and recommended cash reserve levels, debt service, and debt coverage, in order to forecast future rate increases and test the sensitivity of changes in capital financing, customer demand and other variables.

Staff Qualifications



Erik Granum, Principal and Senior Consultant, has 17 years of experience in municipal consulting and sewer and water rate consulting. He will be the Project Manager and primary contact for this project. His specialized areas of expertise include customer demand analysis; cost of service studies; policy analysis related to user charge rate structures; and developing new user charge rate structures.

Christine DeMaster, Principal and Senior Consultant, has 27 years of experience in municipal consulting and sewer and water rate consulting. She will provide supporting analysis for this project. Her specialized areas of expertise include cost of service allocation; policy analysis and analysis of rate structures; facilitating workshops with elected officials; public education and information; and ordinance writing.

Detailed resumes for our staff are included on the following pages.

Erik A. Granum

Principal / Senior Consultant

169 E. Wisconsin Ave., Suite R
Oconomowoc, WI 53066
Phone: 920-723-2169
Fax: 262-436-2102
Email: egranum@trilogy-llc.com



Erik has been working in the field of municipal and utility consulting since 2007, performing a wide variety of financial, economic and planning-related consulting services. His philosophy to municipal consulting is to provide an objective, fair and independent perspective for the client, while recognizing the political difficulties in public policy decision-making. He excels in developing alternative scenarios that meet the objectives of the municipality, while being reasonable and defensible for government decision makers that are held accountable to the residents and businesses in their communities.

Erik believes in providing local government officials and decision-makers recommendations that are based on the best available information so that public policy is sound, fair and logical. His passions lie in using available data and interpreting it into something that is understandable and has a positive real impact on communities.

Education:

- Master's of Urban Planning, University of Wisconsin—Milwaukee, 2009
- Bachelor of Business Administration, Marketing & Operations Management, University of Wisconsin—Whitewater, 2004

Professional Affiliations:

- American Water Works Association, Wisconsin Chapter

Professional Certification:

- Municipal Securities Rulemaking Board Series 50 and 54 Exams

Experience & Expertise

- Water and Sewer Rate Studies
- Cost-of-Service Rate Studies
- Specialized Rate Design, including Conservation Water Rates and High-Strength Sewer Rates
- Capital Cost Allocation
- Storm Water Utility Rate Studies and Development
- Public Facilities Needs Assessments and Impact Fee Studies
- Utility Creation and Acquisition Feasibility Studies
- Land Use Planning Services
- Long-Term Capital Planning and Financial Analysis
- Geographic Information Systems (GIS) - Mapping & Spatial Analysis
- Tax Incremental Financing Planning and Analysis
- Expert Witness Testimony and Litigation Support
- Specialized Economic and Statistical Analysis
- Public Policy Research and Analysis
- Ordinance Review and Updating
- Fiscal Impact Analysis
- Life Cycle Cost Analysis
- Analysis of New Funding Methods
- Grant Funding Research and Preparation of Applications

Erik A. Granum

Project Experience



Since forming Trilogy Consulting, Erik has performed water and/or wastewater rate studies and financial plans (including updates) for the following municipal entities:

- Milwaukee Water Works—Water, 2014, 2022
- Madison Water Utility—Water, 2014, 2017, 2019, 2021, 2023, 2025
- Village of Mukwonago—Water & Wastewater, 2017, 2019, 2021, 2023
- Village of Sussex—Wastewater, 2012, 2020, 2023
- Village of Clinton—Wastewater, 2013
- City of Port Washington—Water, 2016
- Town of Beloit—Wastewater, 2014, 2018, 2020, 2024
- City of River Falls—Water & Wastewater, 2015, 2024
- Oak Creek Water & Sewer Utility—Water, ongoing
- Village of Menomonee Falls—Wastewater, 2017
- City of La Crosse—Wastewater, 2019, 2020, 2021, 2023
- City of Ashland—Water, 2016
- Village of Grafton—Water & Wastewater, 2017, 2024; Wastewater Updates, 2018, 2019, 2020
- Green Bay Water Utility—Water, 2018, 2019, 2024
- City of Janesville—Water, 2018
- City of New Richmond—Water & Wastewater, 2019, 2022
- City of Hudson—Water & Wastewater, 2020, 2022
- City of Appleton—Wastewater, 2020
- City of Fort Atkinson—Water & Wastewater, 2020, 2023, 2024
- Watertown Municipal Utilities, South Dakota—Water, 2020, 2023
- City of Merrill—Water, 2021
- Village of Little Chute—Wastewater, 2022, 2024
- City of Fond du Lac—Wastewater, 2023, 2024
- Village of Cottage Grove—Water, 2023
- Mill Creek Water Reclamation District, Illinois—Water & Wastewater, 2023
- Village of Osceola—Water & Wastewater, 2024
- Village of Cary, Illinois—Water & Wastewater, 2013, 2017

Christine A. DeMaster

Principal / Senior Consultant

169 E. Wisconsin Ave., Suite R
Oconomowoc, WI 53066
Phone: 262-470-2277
Fax: 262-436-2102
Email: ccramer@trilogy-llc.com



Christine has been a consultant to local governments and utilities since 1997, providing analysis and advice on a wide variety of planning, economic and fiscal issues. While her work experience varies widely the common theme is a focus on helping local governments and utilities develop fair and equitable long-term plans and policies. Her strengths include not only sound, detailed and accurate analysis, but also the ability to explain her recommendations in terms that are easy to understand.

Christine is a member of the national and Wisconsin chapter of the American Water Works Association, and has served on the AWWA Rates and Charges Committee and a sub-committee charged with developing recommendations for utility reserve policies. Christine is currently serving as the Chair of the WIAWWA Finance Committee.

Education:

- Master's of Urban Planning, University of Wisconsin—Milwaukee, 1997
- Bachelor of Science, Physics, Carroll College, 1994

Professional Affiliations:

- American Planning Association, Wisconsin Chapter
- American Water Works Association, Wisconsin Chapter

Professional Certification:

- Municipal Securities Rulemaking Board Series 50 and 54 Exams

Experience & Expertise

- Water and Sewer Rate Studies
- Cost-of-Service Rate Studies
- Specialized Rate Design, including Conservation Water Rates and High-Strength Sewer Rates
- Capital Infrastructure Cost Allocations
- Storm Water Utility Rate Studies and Development
- Public Facilities Needs Assessments and Impact Fee Studies
- Utility Creation and Acquisition Feasibility Studies
- Redevelopment, Site and General Planning Services
- Long-Term Capital Infrastructure Planning and Financial Analysis
- Tax Incremental Financing Planning and Analysis
- Expert Witness Testimony and Litigation Support
- Specialized Economic and Statistical Analysis
- Public Policy Research and Analysis
- Ordinance Drafting, Review and Updating

Christine A. DeMaster

Project Experience



Since forming Trilogy Consulting, Erik has performed water and/or wastewater rate studies and financial plans (including updates) for the following municipal entities:

- Milwaukee Water Works—Water, 2014, 2022
- Madison Water Utility—Water, 2014, 2017, 2019, 2021, 2023, 2025
- Village of Mukwonago—Water & Wastewater, 2017, 2019, 2021, 2023
- Village of Sussex—Wastewater, 2012, 2020, 2023
- City of Port Washington—Water, 2016
- Town of Beloit—Wastewater, 2014, 2018, 2020, 2024
- City of River Falls—Water & Wastewater, 2015, 2024
- Oak Creek Water & Sewer Utility—Water, ongoing
- Village of Menomonee Falls—Wastewater, 2017
- City of La Crosse—Wastewater, 2019, 2020, 2021, 2023
- City of Ashland—Water, 2016
- Village of Grafton—Water & Wastewater, 2017, 2024; Wastewater Updates, 2018, 2019, 2020
- Green Bay Water Utility—Water, 2018, 2019, 2024
- City of Janesville—Water, 2018
- City of New Richmond—Water & Wastewater, 2019, 2022
- City of Hudson—Water & Wastewater, 2020, 2022
- City of Appleton—Wastewater, 2020
- City of Fort Atkinson—Water & Wastewater, 2020, 2023, 2024
- Watertown Municipal Utilities, South Dakota—Water, 2020, 2023
- Village of Little Chute—Wastewater, 2022, 2024
- City of Brookfield—Water, 2019
- Village of Cottage Grove—Water, 2023
- Mill Creek Water Reclamation District, Illinois—Water & Wastewater, 2023
- Village of Osceola—Water & Wastewater, 2024
- Village of Cary, Illinois—Water & Wastewater, 2017

Recent Experience

Village of Grafton, WI (Population 12,094)

Water and Wastewater Rate Study—Ongoing

Services Provided:

- Prepare analysis of each utility's finances, including future capital planning and borrowing, to determine the desired amount of overall rate increase, the requested rate of return on net investment rate base, and prepare materials to present to Board of Public Works and Village Board for approval to establish new wastewater rates and to submit rate application to the Public Service Commission of Wisconsin (PSCW).
- Prepare and submit application to increase water rates to the PSCW.
- Preparation of water COSS using the base-extra capacity method, including non-standard allocation of public fire protection costs that reflects Village policy.
- Appearance at a future rate case hearing for cross examination.
- Future analysis of rates with final PSCW order and review of final tariff document.

City of River Falls, WI (Population 16,935)

Water Rate Study—Ongoing

Services Provided:

- Prepare analysis of utility finances, including future capital planning and borrowing, to determine the desired amount of overall rate increase, the requested rate of return on net investment rate base, and prepare materials to present to City Council for approval to submit rate application to the Public Service Commission of Wisconsin (PSCW).
- Prepare and submit application to increase water rates to the PSCW.
- Assist Utility in responding to data requests from PSCW staff.
- Preparation of water COSS using the base-extra capacity method, including allocation of costs to fire protection among all customer classes based on property value.
- Analysis of monthly billing data for all customers to determine appropriate peak demand factors for each customer class to be used in the cost-of-service study to determine the appropriate rate structure for the utility.
- Appearance at a future rate case hearing for cross examination.
- Future analysis of rates with final PSCW order and review of final tariff document.

Recent Experience

Village of Cottage Grove, WI (Population 7,303)

Water Rate Study—2023

Services Provided:

- Assist Utility in preparing and submitting application to increase water rates to the Public Service Commission of Wisconsin (PSCW).
- Assist Utility in responding to data requests from PSCW staff.
- Preparation of water COSS using the base-extra capacity method, including allocation of costs to fire protection.
- Analysis of alternative rate structures to change the rate structure from a 4-tier declining rate structure to a class-based rate structure with conservation rates for single-family residential and a uniform volumetric rate for multi-family customers, and change from quarterly to monthly billing. Analysis of public and private fire protection costs and proposed rate design.
- Appearance at the rate case hearing for cross examination.
- Analysis of rates with final PSCW order and review of final tariff document.

City of Fort Atkinson, WI (Population 12,579)

Water and Sewer Utility Rate Study—2020, 2023, 2024

Services Provided:

- Preparation of a water COSS using the base-extra capacity method, including allocation of costs to fire protection.
- Preparation of proposed water rate design, including a new fixed charge for the City's increased main replacement program to spread costs more evenly between smaller customers and several very large industrial customers.
- Analysis of alternative levels of investment in water infrastructure renewal and replacement and recommended financial plan to gradually increase investment while minimizing rate shock.
- Assist Utility in preparing and submitting application to increase water rates to the Public Service Commission of Wisconsin (PSCW).
- Assist Utility in responding to data requests from PSCW staff.
- Preparation of several rounds of pre-filed expert witness testimony in support of the water utility's application to the Wisconsin PSC to cash fund the capital cost of replacing aging water mains using the expense depreciation method and a change in the water rate structure to fund the main replacement program.
- Coordinate rate case strategy and testimony from multiple Utility witnesses, including drafting testimo-

Recent Experience



ny for Utility witnesses.

- Appearance at the rate case hearing for cross examination.
- Analysis of rates with final PSCW order and review of final tariff document.
- Updating financial projections and rates for water, wastewater, and stormwater utilities in 2023 for 2024 and future years.
- Assisting in developing financial policies for the utilities regarding rates, reserves, and reporting.

City of Hudson, WI (Population 18,566)

Sewer Utility Rate Study, Water Rate Case—2020/2021, ongoing

Services Provided:

- Analysis of data for a sample of water utility customers from the City's newly installed AMI meters and to prepare a cost of service study with adjusted customer demand factors.
- Preparation of an adjusted water rate structure to align with the new COSS.
- Submittal of COSS and proposed rate design to PSCW and assist the Utility with responses to PSCW data requests.
- Attend the water rate case hearing.
- Analysis of rates with final PSCW order and review of final tariff document.
- Assistance with negotiating new water and sewer service agreements with the Village of North Hudson.

City of New Richmond, WI (Population 10,079)

Water and Sewer Rate Study—2019/2020

Services Provided:

- Preparation of a detailed long-term cash flow analysis for each utility that included evaluation of the utility's current financial condition relative to a variety of metrics, evaluation of multiple rate change alternatives, a growth sensitivity analysis, price elasticity analysis and a recommended strategy for funding future capital improvements.
- Preparation of water utility COSS using the base-extra capacity method and preparation of multiple alternative rate structures for consideration by utility staff, including alternatives to mitigate the impacts of the updated COSS and cost structure on a large industrial customer.
- Assist the Utility in preparing and submitting application to increase water rates to the Public Service Commission of Wisconsin (PSCW).
- Assist Utility in responding to data requests from PSCW staff.
- Appearance at the rate case hearing.
- Analysis of rates with the final PSCW order and review of the final tariff document.

Scope of Services

Project Work Plan

- **Project Kickoff Meeting.** Upon approval of the start of the project, we will conduct a kickoff meeting with Village staff. The goal of the meeting will be to discuss the overall objectives of the water utility, such as potential changes to the current rate structure and other fees, available information and data for the study, current billing policies and procedures, anticipated schedule and deadlines and main points of contact and preferred communication procedures. Prior to the meeting, we will also provide a detailed draft list of information requested for the study.
- **Information Review and Preparation of Detailed Project Schedule.** Following the kickoff meeting, we will review all information received from the Village.
 - a. Upon receipt, we will review the information and follow up with Village staff as needed for clarification or to request additional detail
 - b. The project schedule will include the following:
 - i. Tasks and assignments for their completion;
 - ii. Target dates for completion of draft and final analyses;
 - iii. Target dates for review by Village staff;
 - iv. Target dates for review meetings;
 - v. Dates for submittal of draft and final reports;
 - vi. Meeting dates for presentation to the Village Board;
 - vii. Date for submittal of the water rate application to the PSC.
- **Utility Data Analysis.** We will perform an analysis of overall trends in operating expenses and consumption by customer class for the utility. This will be used to determine overall projections in water usage and O&M expenses for the future forecast, as well as water use patterns to be used in the cost of service study and rate design. Specifically, we will:
 - a. Prepare trend analysis of operating expenses by category to identify any expenses that are increasing significantly greater than others and discuss the causes of that difference with Village staff;
 - b. Prepare detailed trend analysis of historical customer data to evaluate trends in numbers of customers and demand per customer by customer class;
 - c. Discuss with Village staff any known local factors, development trends or policies that are likely to influence future patterns in the growth or decline of the customer base or water use per customer;
 - d. Project total customers billed by customer class and meter size, and total billed water consumption by rate tier and customer class;
 - e. Compile and analyze system data such as daily pumpage, utility asset information, and functions of

Scope of Services

system facilities, to determine if there should be any adjustment in allocation factors for O&M and capital costs;

- e. Based on available data from billing or AMI systems, we will perform an analysis of peak water usage by customer class. This will be used to determine the appropriate peaking factors to be used within the cost-of-service study, which determines the proportionate amount of certain facilities' costs that are allocated to each customer class. This data may also be used to adjust water usage blocks and rate tiers if that is desirable.
- **Long-Term Financial Forecast.** The purpose of this task is to prepare information needed to provide projections to the Village regarding adequacy of rates to meet future obligations, including capital improvements. For this task, we will develop a plan and recommendations for funding all utility functions for 2025 and a future forecast of operating and capital needs. We will prepare a cash flow analysis incorporating all projected revenues and expenses, including debt service and capital expenses. As part of the development of recommendations for funding current and future expenses, we will develop a capital funding plan. We will test alternative funding plans to evaluate the impacts of various funding options, including varying levels of debt vs. cash-financing from current revenues or reserves. The alternative plans will be evaluated to develop recommendations for a capital funding plan, potential future rate increases and criteria to use for the ongoing analysis and monitoring of the utility's financial status, taking into consideration the Village's ability to issue debt, the avoidance of rate spikes, and any other goals regarding rate levels and Village policies. Specifically, the forecasts will include the following:
 - a. Projected customers and customer demand;
 - b. Projected user charge revenues at current rates;
 - c. Projected other operating revenues and non-operating revenues;
 - d. Projected operation and maintenance expenses;
 - e. Future debt service payments for existing debt obligations;
 - f. Evaluation of the feasibility and desirability of cash financing vs. debt financing each year's improvements, based on the magnitude of costs, the useful life of the improvements, the availability of current rate revenues and/or reserve balances to use for cash financing, Village policies and ability to issue debt, debt coverage requirements, debt to equity ratios and any other criteria identified for the study;
 - g. Capital funding plan showing the projects, costs, and proposed financing sources by year, and estimated debt service for anticipated debt issuances;
 - h. Analysis of debt coverage and the utility's ability to meet coverage requirements;
 - i. Projected reserve fund balances;

Scope of Services

- j. Recommended minimum reserve levels;
- k. Estimated timing and amount of overall user charge rate increases needed to provide adequate debt coverage and maintain recommended reserve fund balances;
- l. An estimate of the net investment rate base by year and the rate of return that would be generated by the proposed overall user charge revenues. This will be used to evaluate the feasibility of the funding plan in the context of PSC policies for allowable rate of return.
- m. After the draft funding plan and financial forecast is completed, we will meet with Village staff to review the analysis, assumptions and recommendations, and test the impacts of changes in key assumptions.
- n. Following the meeting, we will prepare the updated and/or modified financial forecast.
- **Cost-of-Service Analysis.**
 - a. We will prepare a cost-of-service model, remaining consistent with the base-extra capacity method used by the Wisconsin Public Service Commission, and as outlined in the AWWA M1 Manual. Performing the cost-of-service for the water system involves the following tasks:
 - i. Allocation of the various categories of revenue requirements to utility functions, including base system and distribution, facilities providing maximum day demand (system and distribution), facilities providing maximum hour demand (system, distribution and storage), and fixed customer costs (billing, meters, services). As part of this task, we will evaluate the balance of costs allocated to fixed vs. volume functions.
 - ii. Allocation of main assets between transmission and distribution functions.
 - iii. Determining each customer class's proportionate share of functionalized costs.
 - 1) For each utility function, the analysis will determine the share of demand for each customer class.
 - 2) Depending on the unique makeup of the utility and its customers, these may be adjusted based on many different factors, such as estimated ratios of peak demand.
 - vi. Allocation of functional costs to customer classes.
 - 1) Based on the previous analyses, costs will be allocated to each customer class to result in a total amount of proportionate revenue to be collected from each customer class that serves as the basis for the appropriate rate design.
 - 2) Other operating revenues (non-user rate) will be allocated proportionately among customer classes to offset the amount of revenue that is required to be recovered through user rates.
 - b. While performing the cost-of-service, we will confer with Village staff as needed to discuss any additional information needs or clarification of any of the data used in the cost-of-service.
 - c. After the draft cost of service study is completed, we will meet with Village staff to review the

Scope of Services

analysis, assumptions and recommendations of the cost of service study and the overall increases in revenues per customer class, and test the impacts of changes in key assumptions.

d. Following the meeting, prepare the updated and/or modified cost of service model.

- **Rate Structure Recommendation.** As part of the review meeting described above, we will discuss in detail the objectives for rate structures for the utility. Based on this discussion, we will prepare and evaluate alternative rate structures.
 - a. We will prepare a base rate structure for use as a point of comparison that will mirror the utility's current rate structure with the revenue requirements previously determined. The baseline rate structure will:
 - i. Recover approximately the amount of the revenue requirements;
 - ii. Follow cost-of-service principles;
 - iii. Calculate total projected revenues from each customer class and compare them to projected revenues under current rates;
 - iv. Show the impacts of the rate structures on customers at the full range of usage levels from each customer class;
 - v. Show how much revenue is collected through fixed charges vs. volume charges.
 - b. We will test any alternative water rate structures that the Village desires to explore and/or are indicated by the utility cost structure. Examples of rate structures that we may consider include the adjustment of water rate tiers, adjustment to public or private fire protection charges, or any other rate structure that may be deemed appropriate based on the results of the analysis performed and discussions with Village staff. For any rate structure alternative, we will prepare the following:
 - i. The overall increase in revenues from each customer class;
 - ii. The amount of revenues collected through fixed charges vs. volume charges;
 - iii. A table of the percentage increase in customer bills for various usage levels for each customer class;
 - iv. A comparison with the water bills for the average residential customer for a number of peer communities;
 - c. We will conduct a meeting with Village staff to discuss the preliminary findings and recommendations of the rate structure analysis and any adjustments that should be made to better align with the Village's objectives.
 - d. Following the meeting, we will prepare the proposed rate schedule, including any proposed adjustments for future years.
- **Written Report and Presentation.**

Scope of Services

-
- a. We will prepare a draft report containing all analysis and findings and submit it to Village staff for review and discussion.
 - b. After discussing the preliminary results and proposed rates with Village staff, we will make any necessary adjustments and prepare a final report.
 - c. We will prepare a PowerPoint presentation of the analysis and key findings and recommendations of the cash flow projections, cost of service studies and rate structure analysis.
 - d. We will attend one Village Board meeting in person to present the key findings of the report, explain the analysis behind the proposed rates and answer any questions.
 - **Public Service Commission Water Rate Case Application.** Based on the information review and analysis performed for the water utility above, we will prepare the application to increase rates for the water utility that the PSC requires.
 - a. Input all relevant information requested, including data on water sales, revenues, expenses, capital assets, debt, etc.
 - b. Determine the appropriate rate of return on net investment rate base to request based on analysis of the utility's financials and cash flows.
 - c. Prepare all supporting documentation needed for a complete application.
 - d. Working with input from Village staff, compile notes explaining any significant deviations in information from previous years, as stated within the application's instructions.
 - **PSC Rate Case Assistance.** Once the PSC application is submitted to the Commission electronically for review, we will provide assistance and support in the following manner:
 - a. Review questions received from PSC staff regarding the details of the application and coordinate responses with Village staff.
 - b. Review exhibits prepared by the PSC, revise the water utility cost-of-service based on any changes to the revenue requirements, and submit the cost-of-service and rate proposal, as necessary.
 - c. Attend the PSC rate hearing, via the preferred medium of the PSC, in support of the proposal.
 - d. Review the final PSC order and provide any assistance with implementation requested by Village staff.
 - **Optional Tasks.** The Village may request additional services or additional in-person meetings with the Village Board. If the Village desires any additional optional services, we will work with staff to develop a defined scope of service and cost, based on our standard hourly billing rates and the requested level of effort.

Scope of Services

Proposed Project Timeline:

The projected timeline for the rate study is designed to align with the reporting and filing requirements of the PSC. Annual reports are due on May 1 of each year, so by the time the rate application is ready to be filed, we can input the final numbers from the previous year that will match the filed PSC annual report for 2024. The goal of this is to reduce the number of data requests after PSC's initial review and make sure that the application is 100% complete.

Task	Target Completion Date
Project Kickoff Meeting	1/21/2025
Information Review and Detailed Project Schedule	2/7/2025
Utility Data Analysis	2/21/2025
Future Financial Forecast	3/14/2025
Water Utility Cost-of-Service Analysis	3/21/2025
Develop Rate Structure Recommendations	4/4/2025
Review rate alternatives with Village staff and make any modifications	4/11/2025
Written Report and Presentations	
Prepare draft report	4/25/2025
Discuss draft with Village staff	4/30/2025
Prepare final report	5/8/2025
Prepare PowerPoint presentation	5/12/2025
Attend Village Board meeting	5/19/2025
Submit PSC Water Rate Case Application	6/1/2025
	Depends on
	PSC review
PSC Rate Case Assistance	schedule
Implementation of New Rates	12/1/2025

Fees



Our proposal was prepared under the assumption that any additional work requested would be considered out-of-scope. Both principals of Trilogy would be involved in the project tasks. The cost proposal follows the scope of work by task, with a cost summary broken down by task below. Our standard hourly rate is \$120 per hour. We do not charge for any mileage, and do not anticipate the need for any other materials or expenses. Invoices will be prepared monthly based on actual work performed.

Task	Total Estimated Hours	Rate	Cost
Project Kickoff Meeting			
Task Subtotal	3.00	\$ 120.00	\$ 360.00
Information Review and Detailed Project Schedule			
Task Subtotal	6.00	\$ 120.00	\$ 720.00
Utility Data Analysis			
Task Subtotal	10.00	\$ 120.00	\$ 1,200.00
Future Financial Forecast			
Task Subtotal	14.00	\$ 120.00	\$ 1,680.00
Water Utility Cost-of-Service Analysis			
Task Subtotal	14.00	\$ 120.00	\$ 1,680.00
Rate Structure Recommendations			
Task Subtotal	13.50	\$ 120.00	\$ 1,620.00
Written Report and Presentations			
Task Subtotal	20.00	\$ 120.00	\$ 2,400.00
PSC Water Rate Case Application			
Task Subtotal	28.50	\$ 120.00	\$ 3,420.00
PSC Rate Case Assistance			
Task Subtotal	16.00	\$ 120.00	\$ 1,920.00
Grand Total	125.00		\$ 15,000.00

References

Cottage Grove, Wisconsin

Contact:

JJ Larson, Deputy Administrator/Director of
Administrative Services (now with the City of
Cudahy) at the following:
414-769-2277

Fort Atkinson, Wisconsin

Contact:

Andy Selle, City Engineer
920-563-7760 x307
ASelle@fortatkinsonwi.net

Grafton, Wisconsin

Contact:

Brecken Gries, Assistant Utility Director/Engineer
262-375-5331
bgries@villageofgraftonwi.gov

Hudson, Wisconsin

Contact:

Kip Peters, Utility Director
715-386-4765 x115
kpeters@ci.hudson.wi.us

New Richmond, Wisconsin

Contact:

Rae Ann Ailts, Assistant City Administrator/Finance
Director
715-243-0489
railts@newrichmondwi.gov

River Falls, Wisconsin

Contact:

Josh Solinger, Finance Director
715-426-3449
jsolinger@rfcity.org



Village of Kimberly REQUEST FOR BOARD CONSIDERATION

ITEM DESCRIPTION: Consultant Selection – Village Audit Services

REPORT PREPARED BY: Danielle Block, Administrator/DPW

REPORT DATE: January 16, 2025

ADMINISTRATOR'S REVIEW / COMMENTS:

No additional comments to this report _____

See additional comments attached _____

EXPLANATION:

Annual audits of Village accounts are required. In order to ensure a quality and timely audit product, the Village issued a request for proposals for audit services. This request is attached and establishes the Village's expectations.

Three firms responded to the Village's request. Proposals were rated on several qualifications including: staff backgrounds, certifications, firm qualifications, quality control measures, experience in conducting municipal audits, availability and delivery schedule, overall compensation model and finally cost. Staff's recommendation is to award the 2024-2026 (Optional 2027-2028) Audit Service Contract to Hawkins Ash CPAs according to the fee schedule as presented (total amount \$23,130 in 2025 for the ending December 31, 2024 Audit).

FEES

Our fees for the year ended December 31 services described are as follows.

	2024	2025	2026	Optional 2027	Years 2028
Village	\$10,020	\$10,525	\$11,045	\$11,595	\$12,170
Water	\$3,840	\$4,005	\$4,180	\$4,365	\$4,560
Sewer	\$3,340	\$3,505	\$3,680	\$3,685	\$4,060
Storm	\$3,340	\$3,505	\$3,680	\$3,685	\$4,060
TID (4, 5, 6)	\$525	\$555	\$585	\$615	\$645
Maintain capital assets schedules	\$630	\$660	\$695	\$730	\$770
Subtotal	\$21,695	\$22,755	\$23,865	\$25,035	\$26,265
Additional services					
Form C	\$625	\$655	\$690	\$725	\$760
PSC report	\$810	\$850	\$895	\$940	\$985
Total	\$23,130	\$24,260	\$25,450	\$26,700	\$28,010
% Increase		5%	5%	5%	5%
TID audit, if required	\$4,725	\$4,960	\$5,210	\$5,470	\$5,745

If less than three years are audited there will be a \$5,000 setup fee. There will be a \$1,000-\$2,500 first year setup fee for capital asset depreciation schedules.

If applicable, maintaining lease schedules and SBITA schedules will be billed at our standard hourly rate. There will also be a per lease or SBITA charge for LeaseCrunch.

We believe it is important for our clients to contact us with questions, problems, or concerns as they arise. Questions or issues of a routine nature are not billed to our clients. Conferences or consultations that require more than a brief phone call or email may be billed at our Firm's discretion.

Additional Service Fees

The above fees do not include the figuring out of fixed asset additions, reconciling accounts, implementation of new Governmental Accounting Standards Board statements, or revisions to generally accepted governmental auditing standards.

If additional services are required, they will be billed out at our standard rates listed below.

Fee category	Hourly rate
Partner	\$300 - \$350
Manager	\$150 - \$265
Associate/Senior Associate	\$60 - \$150

Included for your review is the original request for proposals. The three proposals received are available by hardcopy from the Village Clerk's office and included for the Board of Trustees.

RECOMMENDED ACTION: Award the Village Audit Services Contract to Hawkins Ash CPAs for years ending 2024-2026 (with the option to renew in 2027-2028) according to the fee schedule as presented).

Village of Kimberly

Request for Proposals

Audit Services



RFP Issuance Date December 19, 2024

RFP Due Date January 15, 2025, no later than 4:00 pm

Please submit to:

Village of Kimberly

Attn: Danielle Block, Administrator/Director of Public Works

515 W. Kimberly Avenue

Kimberly, WI 54136



Village of Kimberly Audit Services Request for Proposals

Issue Date—December 19, 2024

RFP Due Date – January 15, 2025, no later than 4:00 pm CST

I. Summary

The Village of Kimberly, WI is requesting proposals and qualifications from qualified public accounting firms to audit its financial statements for the years 2024 through 2026, with the possibility of extending the auditing services to 2027 and 2028. Refer to the full scope of work below.

The Village is not liable for any costs incurred by firms prior to the signing of an agreement. Expenses incurred in the preparation of submittal, presentation and other incidental activities related to this solicitation are solely the responsibility of the respondent. All proposals received become the property of the Village.

II. Background

The Village of Kimberly (pop. 7,422) is located in the Heart of the Fox River Valley in Northeast Wisconsin. Kimberly boasts a small-town atmosphere within a large metropolitan area. More information is available at www.vokimberlywi.gov.

The Village operates under a Village Board—Village President form of government with seven elected Village Board members. There are seven appointed officials including the Village Administrator/Director of Public Works, Clerk-Treasurer, Police Chief, Fire Chief, Community Development Director, Library Director and Community Enrichment Director. The Village also operates a Water Utility, Sanitary Sewer (collection only) Utility, and Storm Water Utility.

The Village provides municipal services that include street maintenance, sanitation, water treatment and distribution, stormwater management, sewer collection only, parks and recreation, development planning, library services, zoning, assessing,

building inspections, general administrative services, fire and EMS services, and is part of a joint police department with Fox Valley Metro Police.

The Village's budget consists of several funds, including the General Fund, Sanitary Sewer, Storm Water, Debt Service, Transportation, Public Library, Water, Tax Incremental District 4 & 5, Tax Incremental District 6, Community Development Authority, Capital Projects. The total General Fund budget for 2025 is \$6,588,986. The total budgets for the remaining funds in 2025, are as follows: Sanitary Sewer \$1,097,703; Storm Water \$1,592,045; Debt Service \$3,420,820; Transportation \$1,415,000; Public Library \$580,672; Water \$2,077,767; Tax Incremental District 4 & 5 \$204,583; Tax Incremental District 6 \$1,960,131; Community Development Authority \$276,990; Capital Projects \$10,316,000.

The Village currently has \$11,898,520 in outstanding debt. The Village has total assets, including current and non-current assets, of \$43,440,382 and \$48,401,036 and a total net position of \$45,617,822.

III. Scope of Work

The proposer will be asked to perform functions including:

- Preparation of audit and financial statements.
- Prepare and submit the Kimberly Water Utility Annual PSC Report.
- Form C submissions.
- Provide journal/audit entries for year end.
- Attend meeting(s) with Village staff as needed for audit preparation.
- Attend a meeting each year with the Village Board at Village Hall to present the audit report.
- Attend a meeting each year with the Water Commission at Village Hall to present the Annual PSC Report.

Base Audit Quote

A quote for Audit of the Village's government wide financial statements, fund financial statements, notes and supplemental information, included in the Village's CAFR for each of the years ending December 31, 2024, through 2028 in accordance with generally accepted auditing standards and Government Audit Standards as required.

The audit covers all funds of the Village, the general fund, sanitary sewer fund, storm water fund, debt service fund, transportation fund, non-major governmental funds, post-employment benefits, and capital projects fund.

A management letter addressing reportable conditions, if needed, and any recommendations regarding improvement of internal controls, cost control or revenue enhancement suggestion, or identification of other financial management issues should be provided.

The accounting firm is expected to be available for occasional consultation on accounting, budget, or other related financial issues throughout the year. The cost of such consultation should be included in the base proposal.

Additional Audit Services

A submittal is needed for the Village's State Financial Report Form C in relation to the general purpose financial statement in accordance with Wisconsin Administrative Code Rule Tax 16. The cost to prepare Form C should be included in the quote.

The Village's Water Utility under the direction of the Kimberly Water Commission is required to file an annual report with the Public Service Commission by April 1 of each year. The Village will provide financial account groupings for the report. The cost of preparing the PSC report should be shown as an additional audit services quote.

The Village periodically prepares official statements in connection with the sale of debt securities that will contain the general purpose financial statements and the auditor's report thereon. The auditor shall, if requested, by the fiscal advisor and/or underwriter, provide consent to reproduce their report on the general purpose financial statements in the financing document.

The Village maintains two retirement plans. All Village employees participate in a defined benefit pension plan – WRS. The Village also maintains an Other Post Employment Benefit Trust for retiree life insurance, LRLIF through the Wisconsin Department of Employee Trust Funds

Audit Timing Considerations

During a typical year, a planning meeting will be held in early November, to discuss the timing of the audit, staffing, the hours budgeted, and any current accounting issues expected to affect the audit.

Interim work should be scheduled for mid-December, to avoid conflicts with property tax collection and holidays. Final audit fieldwork to begin in March, with fieldwork expected to be completed within one or two weeks.

Preliminary draft financial statements with auditor comments and suggested changes and management letter, are to be reviewed with the Administrator and Clerk-Treasurer.

Presentations are to be made to the Village Board and Water Commission. The CAFR, and the management letter, are to be presented by the first meetings in May. For the Village Board this is generally the first Monday of the month. For the Water Commission this is generally the second Tuesday of the month.

Preparation of the CAFR and duplication of all financial statements and reports is the responsibility of the accounting firm. A searchable PDF of the CAFR is required for filing with EMMA.

A wrap up meeting will be held either at the end of fieldwork or at a later date to discuss potential internal control comments, to review how the audit went and to suggest improvements for the following year. A report of the comparison of the actual and budgeted hours by audit areas should be provided for each audit year within 60 days of the end of fieldwork.

The Village's financial software can be made available to the auditors remotely, including supporting documentation for transactions. The Village utilizes Civic Systems Caselle.

Staff Assistance

The audit firm is responsible for preparation of the draft CAFR and for the preparation of the State Financial Report Form C.

The audit firm is responsible for the annual PSC report for the Water Utility.

Village staff, along with our accounting consultants, will prepare all necessary account reconciliations and audit schedules as requested in advance. Finance department staff will also be available to prepare account analyses, obtain general ledger account inquiries, and assist in locating audit documentation. The Village utilizes Civic Systems Caselle software (General Ledger, Cash Receipts, Miscellaneous Receivables, Utility Billing and Payroll) with electronic documentation for transactions attached. The Village will make an inquiry only version of the software and database information available to the audit firm.

Review of Village Materials

Interested firms may review Village financial records and reports in the Village Clerk's office at Village Hall. Reports available for review include copies of the most recent CAFRs*, management letter and management letter comments, PSC* report, Form C* report, budget documents* and the official statements*. The finance copy of last year's audit workpapers and the 2023 general ledger will also be available for review. Contact Jennifer Weyenberg at 920-788-7500 to make an appointment.

*available on the Village of Kimberly website

<https://www.vokimberlywi.gov/resources/budget-and-financials/>

VI. Instructions on Submitting a Proposal

Information Requested from Applicants

1. The name of the firm, address, telephone number and name of its authorized representative for the Village to contact in case of questions about the proposal.
2. Brief statement of the firm's understanding of the scope of the work, including positive statements that the firm is independent with respect to the Village and that it is committed to perform the work in accordance with professional standards within the request time frame outlined in the request for proposal.
3. Brief overview of the firm's practice, including but not limited to: summary history data, size of firm, number of partners, managers, and staff dedicated to local government practice, professional society memberships, location of office from which the work on this engagement will be performed and involvement with public sector financial issues.
4. Description of Wisconsin local government and municipal utility experience. List separately comparable municipal engagements within the past two years. Please include length of engagement and reference contacts with phone numbers. Provide an overview of audit and other services provided to government and utility clients, including: TIF district experience; types of reports issued; contacts with state agencies; and experience with state reporting, such as PSC reports and annual financial reports for municipalities. Emphasis should be placed on municipalities who are similar in size and financial reporting complexity to the Village of Kimberly.
5. Describe experience and knowledge of municipal water utilities. Such a description should demonstrate that the firm has an understanding of financial requirements, billing/collection methods, service rules, legal or regulatory requirements, etc. for municipal utilities.
6. Describe planned audit approach, special concerns and needs. Outline how the audit will be conducted; for example, the extent of computer assistance needed, sampling plan, staff space requirements, etc. Identify anticipated critical audit areas and give an example of your auditing approach. Outline expected level of client assistance for both interim and final audit work phases. Please identify any anticipated or potential audit problems from your review. Discuss the effects of current statements on auditing standards on audit timing, scope and cost.
7. Describe the firm's audit quality control procedures and how they will function to ensure that the Village of Kimberly receives quality services. Also include information regarding the firm's most recent peer or other quality control reviews, including its date and kind of opinion received.
8. Identify partner, manager and senior staff assigned to the engagement and provide resumes for each addressing their qualifications.
9. Present any additional information considered essential to the proposal.
10. Include a brief statement indicating why the Village of Kimberly should select your firm.

Audit Pricing Submission Format

	<i>Base Years</i>			<i>Option Years</i>	
	2024	2025	2026	2027	2028
Base Audit					
Village					
Water					
Sewer					
Storm					
TIF Dist. (4, 5, 6)					
Subtotal					
Additional Audit Services					
Form C					
PSC Report					
Total					
% Inc.					

Submittal Requirements

Proposal Due Date: 01/15/2025 on or before 4:00 p.m. CST

Seven (7) bound copies and one electronic copy (emailed) of the proposal must be received by Wednesday, January 15, 2025, by 4:00 p.m. at the address below:

Village of Kimberly
Danielle Block, Administrator/Director of Public Works
515 W. Kimberly Avenue
Kimberly, WI 54136

The electronic copy may be emailed to: dblock@vokimberlywi.gov

Proposals submitted in response to this RFP shall be clearly marked "Village of Kimberly Audit Services Proposal 2024-2026."

VII. Evaluation of Proposals

All proposals will be reviewed by the Village. Proposal will be evaluated based on the firm's qualifications, experience, work history, interactions with other municipalities, planned audit approach, and required compensation. Price is an important criteria but will not be the sole determining factor.

Village staff will negotiate a Professional Services Agreement with the selected finalist based on the finalist's proposal. If the Village is unable to reach an agreement with the selected finalist, the Village will begin negotiations with other finalists, until an agreement satisfactory to the Village is reached. The final agreement will be presented to the Village Board for recommendation and approval.

The Village reserves the right to waive any irregularities in any proposal and to select

the proposal that is most advantageous to the Village. The Village and its representatives reserve the right to reject any and all proposals or to request additional information from any or all respondents.

The selected accounting firm must retain working papers for a period of at least four years after the date of final report delivery. The working papers must be available for examination by authorized representatives of the Federal government, the State of Wisconsin and its agencies, the Village of Kimberly and subsequent audit firms if applicable.

The Village will retain the option to extend the contract of the firm on an annual basis for an additional two years.

VIII. Questions Regarding the RFP

Contact for questions: Danielle Block, Village Administrator/Director of Public Works
920-788-7500
dblock@vokimberlywi.gov

IX. General Provisions

1. Non-Discrimination Statement: The Village of Kimberly does not discriminate on the basis of race, color, religion, age, marital or veterans' status, sex, national origin, disability, or any other legally protected status in the admission or access to, or treatment or employment in, its services, programs or activities.
2. Proposal Cost: The Village shall not be liable for any costs you incur to prepare or submit a proposal for this project.
3. Withdrawal of Proposals: The proposer upon submission of a written request may withdraw Proposals.
4. Rejection of Proposals: The Village reserves the right to reject any or all proposals, to divide responsibilities among one or more applicants or firms, to waive irregularities, and to select the individual or firm which, in the Village's sole judgment, can best perform the scope of services required. The Village reserves the right to readvertise the project if all proposals are rejected or a final agreement cannot be reached with a qualified respondent.

X. Tax Exemption

The Village of Kimberly is exempt from payment of all federal, state and local taxes in connection with this proposed Contract.



Village of Kimberly REQUEST FOR BOARD CONSIDERATION

ITEM DESCRIPTION: Purchase 5 EMS Hi-Visibility Jackets for Responders
REPORT PREPARED BY: EMS Service Director – Terri Smith
REPORT DATE: 1/13/2025
ADMINISTRATOR'S REVIEW / COMMENTS: No additional comments to this report _____ See additional comments attached _____
EXPLANATION: Currently the EMS department utilizes high visibility vests to hold basic equipment IE. Blood pressure cuff, stethoscope, medications, pulse oxygen meter, gloves, ex. These lightweight vests are worn over personal coats. High visibility EMS jackets would allow responders to be in compliance with Department of Transportation (DOT) requirement for high visibility. Most importantly these particular jackets provide a blood-borne pathogen barrier not available in standard high visibility outerwear. The membership of the Kimberly EMS department discussed the need for the jacket and learned the pros and cons from surrounding agencies, and a unanimous vote was received to use funds from EMS donation trust fund to purchase 4 jackets at \$209.95 and 1 jacket at \$239.95. Price includes lettering and logo. The total cost for 5 jackets will be \$1,079.75 and there will be no shipping charges. Funds from the EMS Donation Trust fund will be used for this purchase.
Recommended Action: Approve this request to purchase 5 high visibility jackets using funds from the EMS department Donation Trust Fund 101-5700-923.

Uniform Shoppe

1816 Allouez Ave #C

Green Bay, WI 54311

920-406-3046



SALES QUOTE

BILL TO

Kimberly EMS

C/O: Terri Smith

SHIP TO

Same as Bill to

Quote Date: 1-6-25

Valid For: 6-30-25

DESCRIPTION	QTY	UNIT PRICE	TOTAL
4670 - Royal / Navy Color Block Jacket (SM-3X)	4	\$209.95	\$ 839.80
- 2 line Name - Embroidered			\$ -
- Logo Front - Embroidered			\$ -
- Heat Press Back			\$ -
			\$ -
4670 - Royal / Navy Color Block Jacket (4X)	1	\$239.95	\$ 239.95
- 2 line Name - Embroidered			\$ -
- Logo Front - Embroidered			\$ -
- Heat Press Back			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -

SUBTOTAL \$ 1,079.75

DISCOUNT

SUBTOTAL LESS DISCOUNT \$ 1,079.75

TAX RATE 0.00%

TOTAL TAX \$ -

Thank you for the opportunity.
Matt Vander Heyden

Quote Total \$ 1,079.75

Terms & Instructions

Terms Net 30

VILLAGE OF KIMBERLY

MECHANIC

Approximate number of employees in classification with the same title: 1

Department: Street Department

Location: 426 W. Kimberly Avenue

Reports to: Deputy Director of Public Works

Supervises: None

Pay Grade and Classification: I-Mechanic

Workweek: Monday – Friday (6:30-3)

Background Check: Yes

Medical Physical: Yes

PURPOSE OF POSITION:

This is a technical position in the repair and maintenance of light and heavy-duty equipment.

Work involves responsibility for the efficient repair, maintenance, and servicing of automotive and heavy road equipment and related machines. Assignments are received in the form of work orders or reports on defective operation of equipment, and the employee is responsible for scheduling workflow through the shop and seeing it through to completion. Work is performed with considerable technical independence but within the framework of established administrative policies and procedures. This position is also responsible for assisting administration with the long-term planning of the equipment, as well as writing bid specifications for future vehicle purchases. Work is subject to review through inspection of operating records by administrative superiors and through the evaluation processes set forth by the Village.

FUNDAMENTAL JOB DUTIES AND RESPONSIBILITIES

- Preventive maintenance, change oil, grease, and inspect vehicles.
- Vehicle and equipment repairs.
- Vehicle safety repairs.
- Perform welding and metal fabrication.
- Trouble shooting of problems.
- Tire changing and repairs.
- Monitor hours and schedule preventative maintenance & repairs in the shop.
- Maintain new and used parts inventory.
- Collect data for new vehicles and equipment, Inspect & familiarize with, and show operators new features.
- Wash equipment as well as maintain shop area.
- Participate in CIP budgetary discussions regarding equipment.
- Write vehicle specifications and develop bidding documents for new equipment purchases.
- Create and send out RFPs for new equipment purchases.
- Sell outgoing Village equipment.
- Aid in snow removal and other emergency call-in situations. Other duties as assigned.

PHYSICAL DEMANDS OF THE ESSENTIAL FUNCTIONS

80% of the time is spent walking, standing, talking and hearing. 25% of the time is spent kneeling, stooping, crouching and using near and far vision. 10% of the time is spent lying down on a creeper. 50% of the time is spent working with hands and arms over head. Carry 50 lbs. or less, 50% of the time. In non-routine situations, it is necessary to do very high (50-100 lbs.) carrying and very high levels of pushing and pulling (10%).

WORKING CONDITIONS WHILE PERFORMING THE ESSENTIAL FUNCTIONS

80% of the time is spent inside (warm in winter, out of sun in the summer). 20% of the time is spent outside in the winter (extreme cold). 25% of the time, work is done in noisy conditions. In certain situations, wet and humid conditions are present. 10% of the time certain hazards are present, mechanical, chemical, burns, explosives (gasoline), fumes, mist, odors, and being in a physically confined area is also present in unusual situations. Working and in contact with oils, solvents, fuels, gas, fuel oil and kerosene.

EQUIPMENT USED TO PERFORM ESSENTIAL FUNCTIONS

Office equipment (computer, telephone, and copy machine), digital camera, camcorder, measuring devices, automobiles, and trucks. Hand tools, small to very large wrenches, sockets, hammers, power tools, electric hand drills, drill press, saws, grinders, air powered hand tools and impact wrenches, die grinders, hand grinders, air chisel and slag hammer, voltmeter, ohm meter, timing light, hydraulic press, jacks, hydraulic truck and car hoist, welder and torch, plasma cutter, construction equipment, electronic diagnostic scan tool, tire changer, and wheel balancer.

MINIMUM AND RECOMMENDED POSITION QUALIFICATIONS:

Education: High school education or equivalent is required. Must be CDL and ASE certified in heavy equipment. Air brake inspector certified as well as annual inspection certified. With five years' experience of heavy-duty automotive repair work with diagnostic equipment.

Experience: 5+ years of experience required.

Certifications/Licenses: Valid Commercial Driver's License is required. ASE Certified in auto or diesel mechanics.

Knowledge, Skills, and Abilities: Extensive knowledge of diesel and auto mechanics. Good communication skills. Computer literacy. Basic everyday living skills are needed as well as the ability to understand and follow verbal and written directions, read, write, add and subtract.

The above statements are intended to describe the general nature and level of work being performed by most people assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties, and requirements. Scheduling flexibility is required to accommodate changing business needs.

UPDATED 08-05-2024, APPROVED 01-XX-2025



January 13, 2025

Village of Kimberly
Attn: Jennifer Weyenberg, Clerk-Treasurer
Email: jweyenberg@vokimberly.wi.gov

Re: Village of Kimberly
Welhouse & Curtin Avenue Street Reconstruction
Blue Development Street Construction
Certificate for Payment #4
McM. No. K0001-09-23-00727

Dear Jennifer:

Enclosed herewith is Certificate for Payment #4 for the above referenced project. This Certificate is issued to Zignego Company in the amount of \$26,093.65 for partial payment for work performed through January 13, 2025.

Please process the enclosed, and forward payment to Zignego Company. Should you have any questions, please contact our office at your convenience.

Respectfully,

McMahon Associates, Inc.

A handwritten signature in black ink, appearing to read "B. Werner".

Brad D. Werner, P.E.
Vice President / Sr Municipal Engineer

BDW:car

cc: Danielle Block, Administrator/Director of Public Works – Village of Kimberly
John Zignego - Zignego Company
Mark Marinaro – Zignego Company

Enclosure: Certificate for Payment #4

McMAHON

ENGINEERS ARCHITECTS

McMAHON ASSOCIATES, INC.

1445 McMAHON DRIVE PO BOX 1025
NEENAH, WI 54956 NEENAH, WI 54957-1025

TELEPHONE: 920.751.4200
FAX: 920.751.4284

CERTIFICATE FOR PAYMENT

VILLAGE OF KIMBERLY
515 W. Kimberly Avenue
Kimberly, WI 54136

Contract No.	K0001-09-23-00727
Project File No.	K0001-09-23-00727
Certificate No.	Four (4)
Issue Date:	January 13, 2025
Project:	Welhouse & Curtin Ave Street Recon. Blue Development Street Construction

This Is To Certify That, In Accordance With The Contract Documents Dated: April 15, 2024

ZIGNEGO COMPANY
W226 N2940 Duplainville Road
Waukesha, WI 53186

Is Entitled To Partial Payment For Work Performed Through: January 13, 2025

- ☐ Contractor's Application for Payment Attached
☒ Itemized Cost Breakdown Attached

Original Contract	<u>\$1,471,685.90</u>	Completed To Date	<u>\$1,462,397.26</u>
Net Change Orders	<u>\$0.00</u>	Retainage	<u>\$73,119.86</u>
Current Contract Amount	<u>\$1,471,685.90</u>	Subtotal	<u>\$1,389,277.40</u>
		Previously Certified	<u>\$1,363,183.75</u>

Amount Due This Payment: \$26,093.65

Please process and forward payment to Zignego Company.

Certified By:
McMAHON ASSOCIATES, INC.
Neenah, Wisconsin



Brad D. Werner, P.E.
Vice President / Sr Municipal Engineer

CERTIFICATE FOR PAYMENT

VILLAGE OF KIMBERLY
Welhouse & Curtin Avenue Street Reconstruction
Blue Development New Street Construction
Contract No. K0001-09-23-00727

Engineer: McMAHON ASSOCIATES, INC.
1445 McMahon Drive
PO Box 1025
Neenah, WI 54956 / 54957-1025

ZIGNEGO COMPANY
W226 N2940 Duplainville Road
Waukesha, WI 53186

WELHOUSE DRIVE / CURTIN AVENUE

Item	Description	Qty	Unit	BID QUANTITIES		CERT-PAYMENT 01		CERT-PAYMENT 02		CERT-PAYMENT 03		CERT-PAYMENT 04		COMPLETED TO DATE	
				Unit Price	Total	Qty	Total	Qty	Total	Qty	Total	Qty	Total	Qty	Total
1.	Mobilization and Bonding	1	L.S.	\$53,800.00	\$53,800.00	0.30	\$16,140.00	0.30	\$16,140.00	0.40	\$21,520.00		\$0.00	1.00	\$53,800.00
2.	Unclassified Excavation (Estimated 4,750 C.Y.)	1	L.S.	\$60,802.00	\$60,802.00	0.50	\$30,401.00		\$0.00	0.50	\$30,401.00		\$0.00	1.00	\$60,802.00
3.	Concrete Street Pavement Removal	1	L.S.	\$40,106.00	\$40,106.00	1.00	\$40,106.00		\$0.00		\$0.00		\$0.00	1.00	\$40,106.00
4.	6 Inch Concrete Pavement Integral Pavement	9,600	S.Y	\$45.07	\$432,672.00		\$0.00	9,600.00	\$432,672.00		\$0.00		\$0.00	9,560.00	\$430,869.20
5.	8 Inch Road Base	10,700	S.Y.	\$6.01	\$64,307.00		\$0.00		\$0.00	8,700.00	\$52,287.00	-40.00	-\$1,802.80	10,655.00	\$64,036.55
6.	EBs Including Base Course	200	C.Y.	\$39.00	\$7,800.00	2000.00	\$12,020.00	200.00	\$7,800.00		\$0.00	-45.00	-\$270.45	200.00	\$7,800.00
7.	Remove and Replace 6 Inch Concrete Apron /Sidewalk with Base	10,750	S.F.	\$8.53	\$91,697.50		\$0.00	10,000.00	\$85,300.00	750.00	\$6,397.50	243.00	\$2,072.79	10,993.00	\$93,770.29
8.	Remove and Replace 4 Inch Concrete Sidewalk with Base	4,900	S.F.	\$7.44	\$36,456.00		\$0.00	4,900.00	\$36,456.00		\$0.00	978.00	\$7,276.32	5,878.00	\$43,732.32
9.	Full Depth Sawcut Existing Concrete Pavement	132	L.F.	\$6.00	\$792.00	132.00	\$792.00		\$0.00		\$0.00		\$0.00	132.00	\$792.00
10.	#6 Epoxy Coated Tie Bars Drilled and Set	70	Ea.	\$30.00	\$2,100.00		\$0.00	70.00	\$2,100.00		\$0.00		\$0.00	70.00	\$2,100.00
11.	Detectable Warning Field - Yellow	40	S.Y.	\$32.00	\$1,280.00		\$0.00	40.00	\$1,280.00		\$0.00		\$0.00	40.00	\$1,280.00
12.	3 Inch Pulverized Topsoil, Seed Mix #4 and E-mat	4,500	S.Y.	\$6.60	\$29,700.00		\$0.00		\$0.00	4,500.00	\$29,700.00		\$0.00	4,500.00	\$29,700.00
13.	Stump Removal	70	Ea.	\$95.00	\$6,650.00	66.00	\$6,270.00		\$0.00		\$0.00		\$0.00	66.00	\$6,270.00
14.	Inlet Protection Maintenance	20	Ea.	\$50.00	\$1,000.00		\$0.00	20.00	\$1,000.00		\$0.00		\$0.00	20.00	\$1,000.00
15.	Adjust Sanitary and Storm Manhole Castings	12	Ea.	\$50.00	\$600.00		\$0.00	12.00	\$600.00		\$0.00		\$0.00	12.00	\$600.00
16.	Furnish and Install Sanitary Manhole Chimney Seal	6	Ea.	\$500.00	\$3,000.00		\$0.00	6.00	\$3,000.00		\$0.00		\$0.00	6.00	\$3,000.00
17.	Adjust Inlet Casting	14	Ea.	\$50.00	\$700.00		\$0.00	14.00	\$700.00		\$0.00		\$0.00	14.00	\$700.00
18.	Adjust Water Valve Box	7	Ea.	\$500.00	\$3,500.00		\$0.00	7.00	\$3,500.00		\$0.00		\$0.00	7.00	\$3,500.00
19.	Install Mailbox Provided by Homeowner	46	Ea.	\$25.00	\$1,150.00		\$0.00		\$0.00	46.00	\$1,150.00		\$0.00	46.00	\$1,150.00
SUB-TOTAL (Items 1. through 19., Inclusive)				\$838,112.50		\$105,729.00		\$590,548.00		\$141,455.50		\$7,275.86		\$845,008.36	

THE BLUE DEVELOPMENT

Item	Description	Qty	Unit	BID QUANTITIES		CERT-PAYMENT 01		CERT-PAYMENT 02		CERT-PAYMENT 03		CERT-PAYMENT 04		COMPLETED TO DATE	
				Unit Price	Total	Qty	Total	Qty	Total	Qty	Total	Qty	Total	Qty	Total
20.	Mobilization and Bonding	1	L.S.	\$8,015.00	\$8,015.00		\$0.00		\$0.00	0.50	\$4,007.50		\$0.00	1.00	\$8,015.00
21.	Full Depth Sawcut Concrete Pavement	700	L.F.	\$3.00	\$2,100.00	700.00	\$2,100.00		\$0.00		\$0.00		\$0.00	700.00	\$2,100.00
22.	#6 Epoxy Coated Tie Bars Drilled and Set (Street Patching)	60	E	\$30.00	\$1,800.00		\$0.00		\$0.00	60.00	\$1,800.00		\$0.00	60.00	\$1,800.00
23.	#4 Epoxy Coated Tie Bars Drilled and Set (Existing Curb)	200	E	\$30.00	\$6,000.00		\$0.00		\$0.00	200.00	\$6,000.00		\$0.00	200.00	\$6,000.00
24.	Remove Existing 8 Inch Concrete Street Pavement	1,800	S.Y.	\$6.33	\$11,394.00		\$0.00		\$0.00	1,800.00	\$11,394.00		\$0.00	1,800.00	\$11,394.00
25.	8 Inch Concrete Street Patching	100	S.Y.	\$100.00	\$10,000.00		\$0.00		\$0.00	100.00	\$10,000.00		\$0.00	100.00	\$10,000.00
26.	8 Inch Doweled Concrete Pavement	5,950	S.Y.	\$56.00	\$333,200.00		\$0.00	1,200.00	\$67,200.00	4,750.00	\$266,000.00		\$0.00	5,950.00	\$333,200.00
27.	6 Inch Non-Reinforced Concrete Pavement	3,700	S.Y.	\$45.07	\$166,759.00		\$0.00	2,800.00	\$126,196.00	700.00	\$31,549.00	200.00	\$9,014.00	3,700.00	\$166,759.00
28.	Trimming New Streets (Estimated 400 Tons-Waste)	1	L.S.	\$1.00	\$1.00		\$0.00	1.00	\$1.00	1.00	\$1.00	-1.00	-\$1.00	1.00	\$1.00
29.	Terrace Backfilling (Estimated 1,100 C.Y.)	1	L.S.	\$11,865.00	\$11,865.00		\$0.00		\$0.00		\$0.00	1.00	\$11,865.00	1.00	\$11,865.00
30.	Terrace Temporary Seeding / Mulching (Estimated 3,500 S.Y.)	1	L.S.	\$19,250.00	\$19,250.00		\$0.00		\$0.00		\$0.00	1.00	\$19,250.00	1.00	\$19,250.00
31.	1 Foot Thick Gravel Driveway Pad	54	Ea.	\$278.00	\$15,012.00		\$0.00		\$0.00		\$0.00		\$0.00	0.00	\$0.00
32.	12 Inch Thick Grave - Tanah Trail Cul de Sac Island (172 S.Y.)	1	L.S.	\$1,115.00	\$1,115.00		\$0.00		\$0.00		\$0.00	1.00	\$1,115.00	1.00	\$1,115.00
33.	12 Inch Thick Gravel - Terra Blue Court Cul de Sac Island (330 S.Y.)	1	L.S.	\$1,675.00	\$1,675.00		\$0.00		\$0.00		\$0.00	0.30	\$502.50	0.30	\$502.50
34.	Papermill Run Asphalt Transition	1	L.S.	\$7,400.00	\$7,400.00		\$0.00		\$0.00		\$0.00	1.00	\$7,400.00	1.00	\$7,400.00
35.	Furnish and Install Sanitary Manhole Chimney Seal	8	Ea.	\$500.00	\$4,000.00		\$0.00		\$0.00		\$0.00	8.00	\$4,000.00	8.00	\$4,000.00
36.	Adjust Sanitary and Storm Manhole Castings	19	Ea.	\$50.00	\$950.00		\$0.00	16.00	\$800.00	3.00	\$150.00		\$0.00	19.00	\$950.00
37.	Adjust Inlet Casting	16	Ea.	\$50.00	\$800.00		\$0.00	15.00	\$750.00	1.00	\$50.00		\$0.00	16.00	\$800.00
38.	Adjust Water Valve Box	14	Ea.	\$500.00	\$7,000.00		\$0.00	4.00	\$2,000.00	6.00	\$3,000.00	4.00	\$2,000.00	14.00	\$7,000.00
SUB-TOTAL (Items 20. through 38., Inclusive)				\$608,336.00		\$2,100.00		\$200,954.50		\$333,951.50		\$55,145.50		\$592,151.50	

RAILROAD STREET CONCRETE PATCHING

Item	Description	Qty	Unit	BID QUANTITIES		CERT-PAYMENT 01		CERT-PAYMENT 02		CERT-PAYMENT 03		CERT-PAYMENT 04		COMPLETED TO DATE	
				Unit Price	Total	Qty	Total	Qty	Total	Qty	Total	Qty	Total	Qty	Total
39.	Mobilization and Bonding	1	L.S.	\$1,000.00	\$1,000.00		\$0.00		\$0.00	1.00	\$1,000.00		\$0.00	1.00	\$1,000.00
40.	Full Depth Sawcut Concrete Pavement	100	L.F.	\$7.00	\$700.00	100.00	\$700.00		\$0.00		\$0.00		\$0.00	100.00	\$700.00
41.	Remove Existing Concrete Pavement	70	S.Y.	\$16.72	\$1,170.40		\$0.00		\$0.00	70.00	\$1,170.40		\$0.00	70.00	\$1,170.40
42.	30 Inch Curb and Gutter	70	L.F.	\$42.00	\$2,940.00		\$0.00		\$0.00	70.00	\$2,940.00		\$0.00	70.00	\$2,940.00
43.	8 Inch Non-Reinforced Concrete Pavement / Sidewalk	120	S.Y.	\$81.00	\$9,720.00		\$0.00		\$0.00	120.00	\$9,720.00		\$0.00	120.00	\$9,720.00
44.	Remove and Replace 4 Inch Concrete Sidewalk	140	S.Y.	\$60.05	\$8,407.00		\$0.00		\$0.00	140.00	\$8,407.00		\$0.00	140.00	\$8,407.00
45.	#6 Epoxy Coated Tie Bars Drilled and Set	50	Ea.	\$14.00	\$700.00		\$0.00		\$0.00	50.00	\$700.00		\$0.00	50.00	\$700.00
46.	#4 Epoxy Coated Tie Bar Drilled and Set	50	Ea.	\$12.00	\$600.00		\$0.00		\$0.00	50.00	\$600.00		\$0.00	50.00	\$600.00
SUB-TOTAL (Items 39. through 46., Inclusive)				\$25,237.40		\$700.00		\$0.00		\$24,537.40		\$0.00		\$25,237.40	
TOTAL (Items 1. through 46., Inclusive)				\$1,471,685.90		\$108,529.00		\$791,502.50		\$499,944.40		\$62,421.36		\$1,462,397.26	

Completed to Date:	\$108,529.00	\$791,502.50	\$499,944.40	\$62,421.36	\$1,462,397.26
Retainage:	\$5,426.45	\$31,365.70		-\$232.22	\$73,119.86
Subtotal:	\$103,102.55	\$760,136.80	\$499,944.40	\$62,653.58	\$1,389,277.40
Previous Application:					\$1,363,183.75
Amount Due This Application:					\$26,093.65

**APPLICATION
FOR PAYMENT**

VILLAGE OF KIMBERLY
515 W. Kimberly Avenue
Kimberly, WI 54136

PROJECT: Welhouse & Curtin Ave. | Blue
Development

CONTRACTOR	<u>Zignego Company</u>
Contract No.	<u>K0001-09-23-00727</u>
Project No.	<u>K0001-09-23-00727</u>
Application No.	<u>Four (4)</u>
Application Date	<u>1/13/2025</u>
Period From	<u>10/2/2024</u> To <u>1/13/2025</u>

Application Is Made For Payment In Connection With The Above Contract.

The following documents are attached:

- ☐ Schedule Of Values
☐ Schedule Of Unit Prices
☐ Inventory Of Stored Materials

The Present Status Of The Account For This Contract Is As Follows:

Original Contract	<u>\$1,471,685.90</u>	Completed To Date	<u>\$1,462,397.26</u>
Net Change Orders	<u>\$0.00</u>	Retainage <u>5%</u>	<u>73,119.86</u>
Current Contract Amount	<u>\$1,471,685.90</u>	Subtotal	<u>1,389,277.40</u>
		Previous Applications	<u>1,363,183.75</u>

Amount Due This Application: \$ 26,093.65

The undersigned Contractor hereby swears, under penalty of perjury, that (1 All previous progress payments received from the Owner, on account of work performed under the contract referred to above, have been applied by the undersigned to discharge in full all obligations of the undersigned incurred in connection with work covered by prior Applications For Payment under said contract, being Applications For Payment numbered 1 through _____ inclusive; and 2) All materials and equipment incorporated in said project or otherwise listed in or covered by this Application For Payment are free and clear of all liens, claims, security interests and encumbrances.

Dated January 13 20 25

Zignego Company

(contractor)

By Jeff Kuhn, Director of Project Management
(name & title)

COUNTY OF _____

STATE OF _____

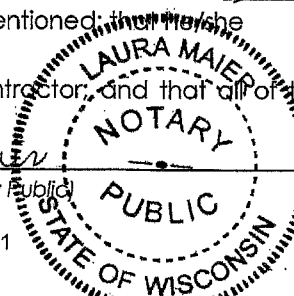
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Before me on this 13 day of January 20 25 personally appeared Jeff Kuhn
known to me, who being duly sworn, did depose and say that he/she is the Director
of project Management of the Contractor above mentioned: that he/she
(title)

executed the above Application For Payment and statement on behalf of said Contractor, and that all of the statements contained therein are true, correct and complete.

My Commission Expires: 4/17/2028

Laura Maier
(Notary Public)



CERTIFICATE FOR PAYMENT

VILLAGE OF KIMBERLY

Welhouse & Curtin Avenue Street Reconstruction

Blue Development New Street Construction

Contract No. K0001-09-23-00727

Engineer: McMAHON ASSOCIATES, INC.
1445 McMahon Drive
PO Box 1025
Neenah, WI 54956 / 54957-1025

ZIGNEGO COMPANY
W226 N2940 Duplainville Road
Waukesha, WI 53186

WELHOUSE DRIVE / CURTIN AVENUE

Item	Description	Qty	Unit
1.	Mobilization and Bonding	1	L.S.
2.	Unclassified Excavation (Estimated 4,750 C.Y.)	1	L.S.
3.	Concrete Street Pavement Removal	1	L.S.
4.	6 Inch Concrete Pavement Integral Pavement	9,600	S.Y.
5.	8 Inch Road Base	10,700	S.Y.
6.	EBB Including Base Course	200	C.Y.
7.	Remove and Replace 6 Inch Concrete Apron /Sidewalk with Base	10,750	S.F.
8.	Remove and Replace 4 Inch Concrete Sidewalk with Base	4,900	S.F.
9.	Full Depth Sawcut Existing Concrete Pavement	132	L.F.
10.	#6 Epoxy Coated Tie Bars Drilled and Set	70	Ea.
11.	Detectable Warning Field - Yellow	40	S.Y.
12.	3 Inch Pulverized Topsoil, Seed Mix #4 and E-mat	4,500	S.Y.
13.	Stump Removal	70	Ea.
14.	Inlet Protection Maintenance	20	Ea.
15.	Adjust Sanitary and Storm Manhole Castings	12	Ea.
16.	Furnish and Install Sanitary Manhole Chimney Seal	6	Ea.
17.	Adjust Inlet Casting	14	Ea.
18.	Adjust Water Valve Box	7	Ea.
19.	Install Mailbox Provided by Homeowner	46	Ea.

SUB-TOTAL (Items 1. through 19., Inclusive)

BID QUANTITIES	
Unit Price	Total
\$53,800.00	\$53,800.00
\$60,802.00	\$60,802.00
\$40,106.00	\$40,106.00
\$45.07	\$432,672.00
\$6.01	\$64,307.00
\$39.00	\$7,800.00
\$8.53	\$91,697.50
\$7.44	\$36,456.00
\$6.00	\$792.00
\$30.00	\$2,100.00
\$32.00	\$1,280.00
\$6.60	\$29,700.00
\$95.00	\$6,650.00
\$50.00	\$1,000.00
\$50.00	\$600.00
\$500.00	\$3,000.00
\$50.00	\$700.00
\$500.00	\$3,500.00
\$25.00	\$1,150.00

CERT-PAYMENT 04	
Qty	Total
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
66.00	\$6,270.00
	\$0.00

COMPLETED TO DATE	
Qty	Total
1.00	\$53,800.00
1.00	\$60,802.00
1.00	\$40,106.00
9560.00	\$430,869.20
10655.00	\$64,036.55
200.00	\$7,800.00
10993.00	\$93,770.29
5878.00	\$43,732.32
132.00	\$792.00
70.00	\$2,100.00
40.00	\$1,280.00
4500.00	\$29,700.00
66.00	\$6,270.00
20.00	\$1,000.00
12.00	\$600.00
6.00	\$3,000.00
14.00	\$700.00
7.00	\$3,500.00
46.00	\$1,150.00

\$838,112.50

\$6,270.00

\$845,008.36

THE BLUE DEVELOPMENT

Item	Description	Qty	Unit
20.	Mobilization and Bonding	1	L.S.
21.	Full Depth Sawcut Concrete Pavement	700	L.F.
22.	#6 Epoxy Coated Tie Bars Drilled and Set (Street Patching)	60	E
23.	#4 Epoxy Coated Tie Bars Drilled and Set (Existing Curb)	200	E
24.	Remove Existing 8 Inch Concrete Street Pavement	1,800	S.Y.
25.	8 Inch Concrete Street Patching	100	S.Y.
26.	8 Inch Doweled Concrete Pavement	5,950	S.Y.
27.	6 Inch Non-Reinforced Concrete Pavement	3,700	S.Y.
28.	Trimming New Streets (Estimated 400 Tons-Waste)	1	L.S.
29.	Terrace Backfilling (Estimated 1,100 C.Y.)	1	L.S.
30.	Terrace Temporary Seeding / Mulching (Estimated 3,500 S.Y.)	1	L.S.
31.	1 Foot Thick Gravel Driveway Pad	54	Ea.
32.	12 Inch Thick Gravel - Tanah Trail Cul de Sac Island (172 S.Y.)	1	L.S.
33.	12 Inch Thick Gravel - Terra Blue Court Cul de Sac Island (330 S.Y.)	1	L.S.
34.	Papermill Run Asphalt Transition	1	L.S.
35.	Furnish and Install Sanitary Manhole Chimney Seal	8	Ea.
36.	Adjust Sanitary and Storm Manhole Castings	19	Ea.
37.	Adjust Inlet Casting	16	Ea.
38.	Adjust Water Valve Box	14	Ea.

SUB-TOTAL (Items 20. through 38., Inclusive)

BID QUANTITIES	
Unit Price	Total
\$8,015.00	\$8,015.00
\$3.00	\$2,100.00
\$30.00	\$1,800.00
\$30.00	\$6,000.00
\$6.33	\$11,394.00
\$100.00	\$10,000.00
\$56.00	\$333,200.00
\$45.07	\$166,759.00
\$1.00	\$1.00
\$11,865.00	\$11,865.00
\$19,250.00	\$19,250.00
\$278.00	\$15,012.00
\$1,115.00	\$1,115.00
\$1,675.00	\$1,675.00
\$7,400.00	\$7,400.00
\$500.00	\$4,000.00
\$50.00	\$950.00
\$50.00	\$800.00
\$500.00	\$7,000.00

CERT-PAYMENT 04	
Qty	Total
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
200.00	\$9,014.00
	\$0.00
1.00	\$11,865.00
1.00	\$19,250.00
0.00	\$0.00
1.00	\$1,115.00
1.00	\$1,675.00
1.00	\$7,400.00
8.00	\$4,000.00
	\$0.00
	\$0.00
4.00	\$2,000.00

COMPLETED TO DATE	
Qty	Total
1.00	\$8,015.00
700.00	\$2,100.00
60.00	\$1,800.00
200.00	\$6,000.00
1800.00	\$11,394.00
100.00	\$10,000.00
5950.00	\$333,200.00
3700.00	\$166,759.00
1.00	\$1.00
1.00	\$11,865.00
1.00	\$19,250.00
0.00	\$0.00
1.00	\$1,115.00
0.30	\$502.50
1.00	\$7,400.00
8.00	\$4,000.00
19.00	\$950.00
16.00	\$800.00
14.00	\$7,000.00

\$608,336.00

\$56,319.00

\$592,151.50

RAILROAD STREET CONCRETE PATCHING

Item	Description	Qty	Unit
39.	Mobilization and Bonding	1	L.S.
40.	Full Depth Sawcut Concrete Pavement	100	L.F.
41.	Remove Existing Concrete Pavement	70	S.Y.
42.	30 Inch Curb and Gutter	70	L.F.
43.	8 Inch Non-Reinforced Concrete Pavement / Sidewalk	120	S.Y.
44.	Remove and Replace 4 Inch Concrete Sidewalk	140	S.Y.
45.	#6 Epoxy Coated Tie Bars Drilled and Set	50	Ea.
46.	#4 Epoxy Coated Tie Bar Drilled and Set	50	Ea.

SUB-TOTAL (Items 39. through 46., Inclusive)

TOTAL (Items 1. through 46., Inclusive)

BID QUANTITIES	
Unit Price	Total
\$1,000.00	\$1,000.00
\$7.00	\$700.00
\$16.72	\$1,170.40
\$42.00	\$2,940.00
\$81.00	\$9,720.00
\$60.05	\$8,407.00
\$14.00	\$700.00
\$12.00	\$600.00

CERT-PAYMENT 04	
Qty	Total
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00

COMPLETED TO DATE	
Qty	Total
1.00	\$1,000.00
100.00	\$700.00
70.00	\$1,170.40
70.00	\$2,940.00
120.00	\$9,720.00
140.00	\$8,407.00
50.00	\$700.00
50.00	\$600.00

\$25,237.40

\$0.00

\$25,237.40

\$1,471,685.90

\$62,589.00

\$1,462,397.26

Completed to Date:

Retainage:

Subtotal:

Previous Application:

Amount Due This Application:

5.00%

\$62,589.00

\$3,129.45

\$59,459.55

5.00%

\$1,462,397.26

\$73,119.86

\$1,389,277.40

\$1,363,183.75

\$26,093.65



Village of Kimberly REQUEST FOR BOARD CONSIDERATION

ITEM DESCRIPTION: Application for Payment #3 FINAL, to Peters Concrete Company, in the amount of \$22,018.99 for the 2024 Sunset Park Splash Pad Project

REPORT PREPARED BY: Holly Femal, CED

REPORT DATE: 1/20/2025

ADMINISTRATOR'S REVIEW / COMMENTS:

No additional comments to this report _____

See additional comments attached _____

EXPLANATION:

Application for Payment on Contract #3 issued for \$22,018.99 for work completed 8/20/2024 – 11/30/2024. This is the final pay request from Peters Concrete Company as they have reached substantial completion for their contract.

IDENTIFIED FUNDING SOURCES PER CONTRACT AWARD:

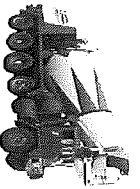
101-5700-915 Room Tax Trust: \$22,018.99

ATTACHMENTS:

Peters Concrete Company Application for Payment on Contract #3-FINAL

RECOMMENDED ACTION:

Staff recommends approval of Application for Payment #3 FINAL to Peters Concrete Company in the amount of \$22,018.99 for the 2024 Sunset Park Splash Pad Project.



PETERS CONCRETE COMPANY
1516 ATKINSON DRIVE
GREEN BAY WI 54303
920-494-3700

Unit Billing

Application: 3-FINAL
Period: 11/30/2024

Owner:

Job Location: KIMBERLY SPLASH PAD(M)

Application For Payment On Contract

Contract Sum to Date	248,840.31
Total Complete to Date	249,567.07
Total Retained	0.00
Total Earned Less Retained	249,567.07
Less Previous Billings	227,548.08
Current Payment Due	22,018.99

Contractor's Certification of Work

The undersigned contractor certifies that, to the best of the contractor's knowledge, the work on the above named job has been completed in accordance with the plans and specifications to the level of completion indicated on the attached schedule of completion.

Contractor: Shay Banks Date: 1/8/2025

Terms: Invoices are due and payable from the date of invoice. All overdue amounts will be charged a service charge of 0.00 % per annum. Please make checks payable to: PETERS CONCRETE COMPANY

Thank you for your prompt payment.

Unit Billing

Application: 3

Period: 11/30/2024

Schedule of Work Completed

Item	Description	Price/Unit	Scheduled Qty	Scheduled Value	Current Units Complete	Current Value	Total Units Complete	Total Value
1	Mobilization	25,500.00	1.00	25,500.00			1.00	25,500.00
2	Erosion Control	3,750.00	1.00	3,750.00			1.00	3,750.00
3	Demolition	5,318.00	1.00	5,318.00			1.00	5,318.00
4	Earthwork	9,600.00	1.00	9,600.00			1.00	9,600.00
5	Dense Graded Basecourse	0.10	619.00	61.90			267.56	26.76
6	Concrete Pavement - 4"	9.00	3,435.00	30,915.00	35.00	315.00	3,435.00	30,915.00
7	Concrete Pavement - 6" Reinforce	10.25	163.00	1,670.75	3.00	30.75	163.00	1,670.75
8	Concrete Pavement - 6" Colored R	18.00	2,011.00	36,198.00	11.00	198.00	2,011.00	36,198.00
9	4" Storm Sewer	62.10	34.00	2,111.40			34.00	2,111.40
10	8" Storm Sewer	82.00	46.00	3,772.00			46.00	3,772.00
11	12" Storm Sewer	84.95	61.00	5,181.95			65.00	5,521.75
12	Storm Sewer Structures	4,000.00	2.00	8,000.00			2.00	8,000.00
13	Water Lateral - 4"	70.35	234.00	16,461.90			240.00	16,884.00
14	Watermain Service Connection an	7,105.00	1.00	7,105.00			1.00	7,105.00
15	Electric Service Connection	3,500.00	1.00	3,500.00	0.10	350.00	1.00	3,500.00
16	Water Feature Equipment and Plu	68,072.41	1.00	68,072.41	0.05	3,403.62	1.00	68,072.41
17	7' Chainlink Fencing	63.00	158.00	9,954.00	15.80	995.40	158.00	9,954.00
18	4' Gate	448.00	1.00	448.00			1.00	448.00
19	10' Gate	860.00	2.00	1,720.00			2.00	1,720.00
20	Restoration	9,500.00	1.00	9,500.00	0.50	4,750.00	1.00	9,500.00
Totals:			6,774.00	248,840.31	65.45	10,042.77	6,432.56	249,567.07

APPLICATION FOR PAYMENT

TO OWNER:

Village of Kimberly
515 W. Kimberly Avenue
Kimberly, WI 54136

FROM CONTRACTOR:

SMA Construction Services
201 W Walnut Street, Ste 301
Green Bay, WI 54303

PROJECT:

Kimberly Street and Parks Dept
Kimberly, WI

ARCHITECT:

Short Elliott Hendrickson Inc.
425 West Water Street, Ste 300
Appleton, WI 54911

APPLICATION #: 4

PERIOD: 12/01/2024-12/31/2024

PROJECT #: 24020

CONTRACT #:

CONTRACT DATE: 07/19/2024

Distribution to:

<input type="checkbox"/>	OWNER
<input checked="" type="checkbox"/>	ARCHITECT
<input type="checkbox"/>	GENERAL CONTRACTOR
<input type="checkbox"/>	SUBCONTRACTOR
<input type="checkbox"/>	CONSTRUCTION MNGR

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet is attached.

1. ORIGINAL CONTRACT SUM	\$	9,167,000.00
2. Net change by Change Orders	\$	0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$	9,167,000.00
4. TOTAL COMPLETED & STORED TO DATE (Column G)	\$	1,408,360.00
5. RETAINAGE:		
a. 5.0% of Completed Work (Column D + E) (Until 50% complete)	\$	70,418.00
b. 0.0% of Stored Material (Column F)	\$	0.00
Total Retainage (Lines 5a + 5b or Total in Column I)		
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	1,337,942.00
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	800,812.00
8. CURRENT PAYMENT DUE	\$	537,130.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less 6)	\$	7,829,058.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Contractor		
Total approved this Month		
TOTALS		
NET CHANGES by Change Order		

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from Contractor and that current payment shown herein is now due.


Signature

1/6/2025
Date

State of: WI

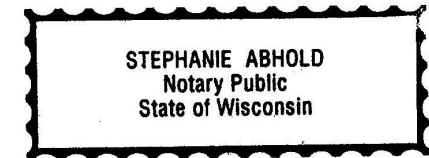
County of: Brown

Subscribed and sworn to before
me this 6th day of January 2025

Notary Public:

My Commission expires: June 22, 2026





Architect's Certification for Payment

To the best of the architect's knowledge, the architect certifies to the owner the amounts contained within this payment application are just and reasonable. Work is in accordance with the Contract Documents and progress is as indicated. Contractor is entitled to payment of the Amount Certified.

AMOUNT CERTIFIED..... \$ 537,130.00

ARCHITECT:

By:  Date: 1/7/2025

CONTINUATION SHEET									
						APPLICATION NO:		4	
						PERIOD:		12/01/2024-12/31/2024	
						CONTRACTOR'S PROJECT NO:		24020	
A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	Bonds/Insurance/Builders Risk	\$142,400.00	\$142,400.00	\$0.00		\$142,400.00	100%	\$0.00	\$7,120.00
2	Mobilization	\$15,500.00	\$15,500.00	\$0.00		\$15,500.00	100%	\$0.00	\$775.00
3	Demobilization	\$15,500.00	\$0.00	\$0.00		\$0.00	0%	\$15,500.00	\$0.00
4	General Conditions	\$245,400.00	\$25,300.00	\$12,500.00		\$37,800.00	15%	\$207,600.00	\$1,890.00
5	Demolition	\$87,000.00	\$87,000.00	\$0.00		\$87,000.00	100%	\$0.00	\$4,350.00
6	Site Utilities	\$148,700.00	\$0.00	\$0.00		\$0.00	0%	\$148,700.00	\$0.00
7	Asphalt Paving	\$106,800.00	\$0.00	\$0.00		\$0.00	0%	\$106,800.00	\$0.00
8	Earthwork	\$245,000.00	\$50,000.00	\$85,400.00		\$135,400.00	55%	\$109,600.00	\$6,770.00
9	Fencing	\$117,500.00	\$0.00	\$0.00		\$0.00	0%	\$117,500.00	\$0.00
10	Landscaping	\$13,200.00	\$0.00	\$0.00		\$0.00	0%	\$13,200.00	\$0.00
11	Building Concrete - Material	\$102,300.00	\$10,200.00	\$20,500.00		\$30,700.00	30%	\$71,600.00	\$1,535.00
12	Building Concrete - Labor	\$228,500.00	\$22,800.00	\$46,500.00		\$69,300.00	30%	\$159,200.00	\$3,465.00
13	Concrete Slabs - Material	\$137,500.00	\$0.00	\$0.00		\$0.00	0%	\$137,500.00	\$0.00
14	Concrete Slabs - Labor	\$67,500.00	\$0.00	\$0.00		\$0.00	0%	\$67,500.00	\$0.00
15	Concrete Reinforcing - Material	\$82,300.00	\$82,300.00	\$0.00		\$82,300.00	100%	\$0.00	\$4,115.00
16	Site Concrete	\$135,000.00	\$0.00	\$0.00		\$0.00	0%	\$135,000.00	\$0.00
17	Precast - Shop Drawings/Engineering	\$47,500.00	\$47,500.00	\$0.00		\$47,500.00	100%	\$0.00	\$2,375.00
18	Precast - Material/Delivery	\$895,600.00	\$305,860.00	\$310,500.00		\$616,360.00	69%	\$279,240.00	\$30,818.00
19	Precast - Erection/Finish	\$283,600.00	\$0.00	\$0.00		\$0.00	0%	\$283,600.00	\$0.00
20	Masonry - Materials	\$104,400.00	\$0.00	\$20,500.00		\$20,500.00	20%	\$83,900.00	\$1,025.00
21	Masonry - Labor	\$137,600.00	\$0.00	\$7,500.00		\$7,500.00	5%	\$130,100.00	\$375.00
22	Structural Steel - Materials	\$218,100.00	\$0.00	\$10,500.00		\$10,500.00	5%	\$207,600.00	\$525.00
23	Steel Joists/Decking - Materials	\$275,200.00	\$0.00	\$0.00		\$0.00	0%	\$275,200.00	\$0.00
24	Misc Steel - Materials	\$78,100.00	\$0.00	\$0.00		\$0.00	0%	\$78,100.00	\$0.00
25	Steel Installation	\$169,700.00	\$0.00	\$0.00		\$0.00	0%	\$169,700.00	\$0.00
26	Carpentry - Material	\$97,400.00	\$0.00	\$0.00		\$0.00	0%	\$97,400.00	\$0.00
27	Carpentry - Labor	\$93,400.00	\$0.00	\$0.00		\$0.00	0%	\$93,400.00	\$0.00
28	Casework - Materials	\$69,600.00	\$0.00	\$0.00		\$0.00	0%	\$69,600.00	\$0.00
29	Insulation/Air Barrier/Caulking	\$49,500.00	\$0.00	\$0.00		\$0.00	0%	\$49,500.00	\$0.00
30	Roofing - Materials	\$454,800.00	\$0.00	\$0.00		\$0.00	0%	\$454,800.00	\$0.00
31	Roofing - Labor	\$302,300.00	\$0.00	\$0.00		\$0.00	0%	\$302,300.00	\$0.00
32	Metal Wall Panels	\$91,400.00	\$0.00	\$0.00		\$0.00	0%	\$91,400.00	\$0.00

CONTINUATION SHEET									
							APPLICATION NO:		4
							PERIOD:	12/01/2024-12/31/2024	
							CONTRACTOR'S PROJECT NO:		24020
A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
33	Doors/Frames/Hardware	\$90,500.00	\$0.00	\$0.00		\$0.00	0%	\$90,500.00	\$0.00
34	Overhead Doors	\$123,900.00	\$0.00	\$0.00		\$0.00	0%	\$123,900.00	\$0.00
35	Aluminum/Glazing - Material	\$97,600.00	\$0.00	\$0.00		\$0.00	0%	\$97,600.00	\$0.00
36	Aluminum/Glazing - Labor	\$81,800.00	\$0.00	\$0.00		\$0.00	0%	\$81,800.00	\$0.00
37	Gypsum Board Assemblies - Material	\$81,600.00	\$0.00	\$0.00		\$0.00	0%	\$81,600.00	\$0.00
38	Gypsum Board Assemblies - Labor	\$115,700.00	\$0.00	\$0.00		\$0.00	0%	\$115,700.00	\$0.00
39	Acoustical Ceilings	\$31,900.00	\$0.00	\$0.00		\$0.00	0%	\$31,900.00	\$0.00
40	Flooring - Materials	\$48,500.00	\$36,000.00	\$0.00		\$36,000.00	74%	\$12,500.00	\$1,800.00
41	Flooring - Labor	\$32,300.00	\$0.00	\$0.00		\$0.00	0%	\$32,300.00	\$0.00
42	Painting - Material	\$45,300.00	\$0.00	\$0.00		\$0.00	0%	\$45,300.00	\$0.00
43	Painting - Labor	\$113,500.00	\$0.00	\$0.00		\$0.00	0%	\$113,500.00	\$0.00
44	Division 10 Materials	\$25,600.00	\$0.00	\$0.00		\$0.00	0%	\$25,600.00	\$0.00
45	Metal Lockers	\$17,000.00	\$0.00	\$0.00		\$0.00	0%	\$17,000.00	\$0.00
46	Window Blinds	\$8,800.00	\$0.00	\$0.00		\$0.00	0%	\$8,800.00	\$0.00
47	Fire Protection Shop Dwgs/Engineering	\$9,500.00	\$0.00	\$0.00		\$0.00	0%	\$9,500.00	\$0.00
48	Fire Protection - Material	\$48,400.00	\$0.00	\$0.00		\$0.00	0%	\$48,400.00	\$0.00
49	Fire Protection Labor	\$41,600.00	\$0.00	\$0.00		\$0.00	0%	\$41,600.00	\$0.00
50	Plumbing Underground	\$102,600.00	\$5,600.00	\$4,100.00		\$9,700.00	9%	\$92,900.00	\$485.00
51	Plumbing Rough-In Labor	\$205,300.00	\$0.00	\$0.00		\$0.00	0%	\$205,300.00	\$0.00
52	Plumbing Rough-In Materials	\$215,100.00	\$12,500.00	\$8,200.00		\$20,700.00	10%	\$194,400.00	\$1,035.00
53	Plumbing Finishes Labor	\$46,500.00	\$0.00	\$0.00		\$0.00	0%	\$46,500.00	\$0.00
54	Plumbing Fixture/Equip Materials	\$185,200.00	\$0.00	\$0.00		\$0.00	0%	\$185,200.00	\$0.00
55	Plumbing Insulation	\$50,800.00	\$0.00	\$0.00		\$0.00	0%	\$50,800.00	\$0.00
56	HVAC Submittals/Mobilize	\$18,300.00	\$0.00	\$0.00		\$0.00	0%	\$18,300.00	\$0.00
57	HVAC Equipment - Material	\$347,500.00	\$0.00	\$0.00		\$0.00	0%	\$347,500.00	\$0.00
58	HVAC Equipment - Labor	\$35,500.00	\$0.00	\$0.00		\$0.00	0%	\$35,500.00	\$0.00
59	HVAC Piping - Material	\$147,500.00	\$0.00	\$0.00		\$0.00	0%	\$147,500.00	\$0.00
60	HVAC Piping - Labor	\$185,600.00	\$0.00	\$0.00		\$0.00	0%	\$185,600.00	\$0.00
61	HVAC Sheet Metal - Material	\$83,100.00	\$0.00	\$0.00		\$0.00	0%	\$83,100.00	\$0.00
62	HVAC Sheet Metal- Labor	\$193,200.00	\$0.00	\$0.00		\$0.00	0%	\$193,200.00	\$0.00
63	HVAC Insulation	\$67,700.00	\$0.00	\$0.00		\$0.00	0%	\$67,700.00	\$0.00

CONTINUATION SHEET										
						APPLICATION NO:		4		
							PERIOD:	12/01/2024-12/31/2024		
						CONTRACTOR'S PROJECT NO:		24020		
	A	B	C	D	E	F	G	H	I	
	ITEM	DESCRIPTION OF WORK	SCHEDULED	WORK COMPLETED		MATERIALS	TOTAL	%	BALANCE	RETAINAGE
	NO.		VALUE	FROM PREVIOUS	THIS PERIOD	PRESENTLY	COMPLETED	(G ÷ C)	TO FINISH	(IF VARIABLE
				APPLICATION		STORED	AND STORED		(C - G)	RATE)
				(D + E)		(NOT IN	TO DATE			
						D OR E)	(D+E+F)			
	64	HVAC Controls	\$283,300.00	\$0.00	\$0.00		\$0.00	0%	\$283,300.00	\$0.00
	65	HVAC Testing & Balancing	\$8,300.00	\$0.00	\$0.00		\$0.00	0%	\$8,300.00	\$0.00
	66	Electrical Gear - Material	\$88,300.00	\$0.00	\$18,500.00		\$18,500.00	21%	\$69,800.00	\$925.00
	67	Electrical Lighting - Material	\$65,300.00	\$0.00	\$0.00		\$0.00	0%	\$65,300.00	\$0.00
	68	Electrical Rough-in Material	\$211,500.00	\$0.00	\$10,500.00		\$10,500.00	5%	\$201,000.00	\$525.00
	69	Electrical - Labor	\$298,500.00	\$0.00	\$10,200.00		\$10,200.00	3%	\$288,300.00	\$510.00
	70	Fire Alarm	\$18,900.00	\$0.00	\$0.00		\$0.00	0%	\$18,900.00	\$0.00
	71	Communications	\$30,200.00	\$0.00	\$0.00		\$0.00	0%	\$30,200.00	\$0.00
	72	Alternate #1 - Ionization System	\$7,000.00	\$0.00	\$0.00		\$0.00	0%	\$7,000.00	\$0.00
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		GRAND TOTALS	\$9,167,000.00	\$842,960.00	\$565,400.00	\$0.00	\$1,408,360.00	15%	\$7,758,640.00	\$70,418.00



201 W. Walnut St., Ste 301, Green Bay, WI 54303
920-438-3833 phone / 920-438-3837 fax
www.smaconstructionservices.com

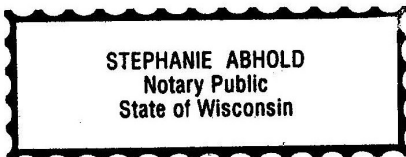
PARTIAL LIEN WAIVER

RE: Project Name: Kimberly Street and Parks Dept
Address: Kimberly, WI
Project Number: 24020

IN CONSIDERATION OF THE SUM OF: (\$537,130.00) Five hundred thirty thousand seven hundred one hundred thirty dollars and zero cents.

The receipt of which is hereby acknowledged, the undersigned does hereby WAIVE, RELEASE AND FOREVER DISCHARGE any and all liens, claims or rights of liens on or against the premises described above for and on account of work performed and labor, equipment and or material supplied at or in connection with construction or improvement at the premises described above, THIS WAIVER IS CONDITIONAL UPON ACTUAL PAYMENT OF THE AMOUNT SHOWN ABOVE.

THROUGH DATE: 12/31/2024 SERVICE SUPPLIED: Building Construction



A handwritten signature in black ink, appearing to read 'Mike Abhold', written over a horizontal line.

BY: Michael Abhold
COMPANY NAME: SMA Construction Services, LLC
ADDRESS: 201 W. Walnut St. Ste 301, Green Bay, WI 54303

Subscribed and sworn before me this 6th day of January, 2025

State of: Wisconsin County of: Brown

A handwritten signature in black ink, appearing to read 'Stephanie Abhold', written over a horizontal line.

Notary Public: Stephanie Abhold

My commission expires: June 22, 2026

8717 KIMBERLY STREET & PARKS DEPARTMENT – PICTURES



















Village of Kimberly Request for Village Board Recommendation

ITEM DESCRIPTION: Ordinance No. 1, Series 2025 Amending Chapter 207, ARTICLE V of the Village of Kimberly Municipal Code related to Electrical Standards	
REPORT PREPARED BY: Sam Schroeder, Community Development Director	<i>DLB</i>
REPORT DATE: January 20, 2025	
<p>EXPLANATION: Desirous to become fully delegated for Commercial Plan Review and Inspections, the Village of Kimberly had to update our local ordinances to ensure they are in compliance with Wisconsin State Statutes. The Building Codes and Fire Codes were amended in December of 2024. Upon applying for delegation, these ordinances were submitted and reviewed by the Wisconsin Department of Safety and Professional Services (DSPS). While the Village did receive full delegation for plan review as well as inspection delegation for building, HVAC, and plumbing, DSPS did note that one section of the code related to electrical standards that needed further consideration. In order to receive our electrical inspection delegation, ARTICLE V of the Building Code Chapter 207 needs to be revised.</p> <p>The attached ordinance identifies several updates:</p> <ul style="list-style-type: none"> - Adopts the latest state code being SPS 316 of the Wisconsin Administrative Code - Remove the registration requirements of electrical contract which contradicts with the State Code - Modify the inspection period allowance to two business days in compliance with State Code <p>Attached to this staff report includes:</p> <ol style="list-style-type: none"> 1. Ordinance No. 1, Series 2025 Amending Chapter 207, ARTICLE V of the Village of Kimberly Municipal Code related to Electrical Standards 	
<ol style="list-style-type: none"> 2. RECOMMENDED ACTION: Staff recommends the Village Board approve Ordinance No. 1, Series 2025 Amending Chapter 207, ARTICLE V of the Village of Kimberly Municipal Code related to Electrical Standards 	

**VILLAGE OF KIMBERLY
OUTAGAMIE COUNTY, WISCONSIN
ORDINANCE NUMBER 1, SERIES OF 2025**

**AN ORDINANCE AMENDING CHAPTER 207, ARTICLE V, ELECTRICAL
STANDARDS, OF THE VILLAGE OF KIMBERLY MUNICIPAL CODE**

BE IT ORDAINED by the Village Board of Trustees, Village of Kimberly, Outagamie County, Wisconsin as follows:

Section 1. Paragraph D, Section 207-38, Purpose; scope; applicability, ARTICLE V, Chapter 207 of Municipal Code, is hereby added to read as follows:

D. State code Adoption. Chapter SPS 316, Wis Adm Code, is hereby adopted and made a part of this article with the same force and effect as though set out in full.

Section 2. Section 207-44, Registration, ARTICLE V, Chapter 207 of Municipal Code, is hereby deleted and titled "Previously Removed".

Section 3. Section 207-45A(5), Job Permits, ARTICLE V, Chapter 207 of Municipal Code, is hereby amended to read as follows:

- (5) On remodel work when a circuit is extended, the charge will be based on the size of the circuit or feeder which is extended. All work that will become inaccessible with wall covering, under floor covering and underground must be inspected before it is covered over. This is referred to as rough-in inspection. Upon inspection, if additional conductors and equipment were installed that were not stated on the permit, the applicant for the permit will be informed and required to pay the additional inspection fees. The additional inspection fees must be paid before the applicant is issued another electrical permit. Upon completion of electrical work that is stated in the permit, the permit holder will call for an inspection. The permit holder will inform the Electrical Inspector that the electrical work is completed and ready for inspection. The Electrical Inspector will inspect the electrical work within ~~24 hours~~ two business days (exclusive of Saturdays, Sundays and holidays) of the time such notice is given, or as soon thereafter as practicable. If the work meets code requirements, an approval card provided by the Electrical Inspector shall be posted on the job site. If the work does not meet code requirements, a red card will be posted on the job site stopping all electrical work until the code violations have been corrected.

Section 4. Section 207-45B, Annual permits, ARTICLE V, Chapter 207 of Municipal Code, is hereby deleted.

Section 5. Severability. The provisions of this Ordinance are declared to be severable, and if any provision of this ordinance is held to be invalid or unconstitutional, or if the application of this ordinance to any person or circumstances is invalid or unconstitutional, such invalidity or unconstitutionality shall not affect any remaining provision or applications of this ordinances.

Section 6. Effective Date. This Ordinance shall take effect upon passage and publication as provided by law.

Date introduced, approved and adopted: January 20, 2025.

VILLAGE OF KIMBERLY

Charles A. Kuen, Village President

Jennifer Weyenberg, Village Clerk



Village of Kimberly REQUEST FOR BOARD CONSIDERATION

ITEM DESCRIPTION: Adopt the Outagamie County Hazard Mitigation Plan 2024-2029

REPORT PREPARED BY: Danielle Block, Administrator/DPW

REPORT DATE: January 15, 2025

ADMINISTRATOR'S REVIEW / COMMENTS:

No additional comments to this report _____

See additional comments attached _____

EXPLANATION:

In the spring of 2024, Outagamie County Emergency Management received approval of the Outagamie County Hazard Mitigation Plan by Wisconsin Emergency Management (WEM) and the Federal Emergency Management Agency (FEMA). The County Board adopted the plan by Resolution on May 14, 2024. Outagamie County Emergency Management highly encourages all participating jurisdictions to adopt the plan by local resolution. Kimberly previously adopted the plan in 2017. This Resolution would adopt the updated plan for years 2024-2029.

The Hazard Mitigation Plan is a lengthy document and can be reviewed here:
<https://www.dropbox.com/scl/fi/fcc5rnfft6b40kbma4atb/Final-Haz-Mit-Plan-April-2024.pdf?rlkey=b32zvawxhhsou86h1wa1eybfu&dl=0>

RECOMMENDED ACTION: Adopt the Outagamie County Hazard Mitigation Plan by Resolution.

**VILLAGE OF KIMBERLY
OUTAGAMIE COUNTY, WISCONSIN**

RESOLUTION NUMBER 01, SERIES OF 2025

VILLAGE OF KIMBERLY ADOPTING THE OUTAGAMIE COUNTY HAZARD MITIGATION PLAN 2024-2029

WHEREAS the Village of Kimberly recognizes the threat that natural hazards pose to people and property within the Village of Kimberly; and

WHEREAS the Outagamie County has prepared a multi-hazard mitigation plan, hereby known as the Outagamie County Hazard Mitigation Plan 2024-2029 in accordance with federal laws, including the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended; the National Flood Insurance Act of 1968, as amended; and the National Dam Safety Program Act, as amended; and

WHEREAS the Outagamie County Hazard Mitigation Plan 2024-2029 identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property in the Village of Kimberly from the impacts of future hazards and disasters; and

WHEREAS adoption by the Village of Kimberly demonstrates its commitment to hazard mitigation and achieving the goals outlined in the Outagamie County Hazard Mitigation Plan 2024-2029.

NOW THEREFORE, BE IT RESOLVED BY THE VILLAGE OF KIMBERLY THAT:

Section 1. In accordance with Village Ordinance the Village of Kimberly Board of Trustees adopts the Outagamie County Hazard Mitigation Plan 2024-2029. While content related to the Village of Kimberly may require revisions to meet the plan approval requirements, changes occurring after adoption will not require the Village of Kimberly to re-adopt any further iterations of the plan. Subsequent plan updates following the approval period for this plan will require separate adoption resolutions.

ADOPTED by a vote of ____ in favor and ____ against, and ____ abstaining, this ____ day of _____, _____.

By: _____(print name)

ATTEST: By: _____(print name)

Report Criteria:

Report type: GL detail

Invoice Detail.GL account (3 Characters) = {<>} "601"

Invoice Detail.GL account = {<>} "0011111"

Check.Voided = No

Invoice Number	Description	Invoice Date	Total Cost	Invoice GL Account	Invoice GL Account Title
ADVANCE AUTO PARTS					
835643316684	OIL FILTERS	11/26/2024	66.38	101-5324-200	MACHINERY/EQUIPMENT EXPENSE
835643472906	OIL FILTER	12/12/2024	66.38	101-5324-200	MACHINERY/EQUIPMENT EXPENSE
Total ADVANCE AUTO PARTS:			132.76		
AIT BUSINESS TECHNOLOGIES LLC					
55250	PHONE MAINTENANCE-OFFICE	11/30/2024	217.50	101-5143-200	CENTRAL OFFICE EXPENSES
Total AIT BUSINESS TECHNOLOGIES LLC:			217.50		
AMPLITEL TECHNOLOGIES LLC					
24739	ANNUAL SECURITY MONITORING	12/09/2024	516.00	101-5160-200	OPERATIONAL SUPPLIES
Total AMPLITEL TECHNOLOGIES LLC:			516.00		
APPLETON PUBLIC LIBRARY					
DEC 2024	FINES OWED TO ANOTHER LIBRARY	12/20/2024	10.00	501-5511-201	FINES OWED TO ANOTHER LIBRARY
Total APPLETON PUBLIC LIBRARY:			10.00		
APPLETON TROPHY & ENGRAVING INC					
49608	PLASTIC NAME PLATE	11/22/2024	16.00	101-5630-200	PLANNING COMMISSION EXPENSE
49608	PLASTIC NAME PLATE	11/22/2024	16.00	702-5153-200	COMMUNITY DEV-ASSESS EXPENSE
Total APPLETON TROPHY & ENGRAVING INC:			32.00		
APPLETON, CITY OF					
15925	WEIGHTS/MEASURES CONTRACT	12/03/2024	230.00	101-5240-200	INSPECTIONS EXPENSES
15955	VALLEY TRANSIT SERVICES DEC 202	12/05/2024	8,536.00	101-5352-200	BUS SUBSIDY EXPENSES
Total APPLETON, CITY OF:			8,766.00		
ASCENSION WI EMPLOYER SOLUTIONS					
419813	AUDIOGRAM SCREENING	08/30/2024	38.00	101-5410-200	OCCUPATIONAL SAFETY EXPENSE
420484	AUDIOGRAM SCREENINGS AND A DR	11/29/2024	147.00	101-5410-200	OCCUPATIONAL SAFETY EXPENSE
420800	BREATH ALCOHOL TEST/ DRUG SCRE	11/29/2024	118.00	101-5410-200	OCCUPATIONAL SAFETY EXPENSE
421212	AUDIOGRAM SCREENINGS/DRUG SC	11/29/2024	569.00	101-5410-200	OCCUPATIONAL SAFETY EXPENSE
421449	EAP QUARTERLY ADMIN FEE, STAND	11/29/2024	381.00	101-5410-200	OCCUPATIONAL SAFETY EXPENSE
Total ASCENSION WI EMPLOYER SOLUTIONS:			1,253.00		
AT&T					
920 749 1299	SEWAGE LIFT STATION	12/10/2024	188.16	201-5360-200	SANITARY SEWER EXPENSES
920788972312	MONTHLY LIBRARY FAX LINE	12/13/2024	23.40	501-5511-291	TELEPHONE
920788972312	MONTHLY PHONE LINE-ELEVATOR	12/13/2024	23.40	101-5160-229	ELEVATOR PHONE LINE
920788972312	MONTHLY PHONE LINE-OFFICE FAX	12/13/2024	23.40	101-5143-200	CENTRAL OFFICE EXPENSES
920788972312	MONTHLY PHONE LINE-FIRE FAX	12/13/2024	11.70	101-5220-200	FIRE DEPARTMENT EXPENSES
920788972312	MONTHLY PHONE LINE-SENIOR CENT	12/13/2024	11.70	101-5530-200	RECREATION DEPT EXPENSES

Invoice Number	Description	Invoice Date	Total Cost	Invoice GL Account	Invoice GL Account Title
Total AT&T:			281.76		
AUTOMOTIVE SUPPLY CO					
061005556	SPRAY PAINT	11/22/2024	23.28	101-5324-200	MACHINERY/EQUIPMENT EXPENSE
Total AUTOMOTIVE SUPPLY CO:			23.28		
BOBCAT PLUS					
IG57381	HYDRAULIC CAP & TIE ROD	12/05/2024	278.00	101-5324-200	MACHINERY/EQUIPMENT EXPENSE
IG57406	TIE ROD NUT	12/05/2024	6.90	101-5324-200	MACHINERY/EQUIPMENT EXPENSE
Total BOBCAT PLUS:			284.90		
BRAND IMAGE AND APPAREL INC					
1422	FIRE DEPT PARKING SIGNS	12/04/2024	95.96	101-5160-231	BUILDING REPAIR/MAINTENANCE
1425	STREET DEPT RED HOODIES	12/12/2024	320.00	101-5331-200	STREET EXPENSES
Total BRAND IMAGE AND APPAREL INC:			415.96		
BRAUER SUPPLY & EQUIPMENT					
3324	PLOW BOLT W/NUT	12/12/2024	325.00	101-5332-200	SNOW/ICE CONTROL EXPENSES
Total BRAUER SUPPLY & EQUIPMENT:			325.00		
CAMBIUM WOOD DESIGN					
103	KENTUCKY DERBY VOK LOGO XMAS	12/10/2024	720.00	101-5111-200	VILLAGE BOARD EXPENSES
Total CAMBIUM WOOD DESIGN:			720.00		
CONWAY SHIELDS					
0417701	LAKELAND-PACIFIC HELMETS	11/26/2024	2,470.00	101-5220-247	RECRUITING & CLOTHING
0529812	6" SHEILDS WITH 3 PANELS	11/20/2024	68.50	101-5220-247	RECRUITING & CLOTHING
Total CONWAY SHIELDS:			2,538.50		
COTTINGHAM & BUTLER TOTAL REWARDS CONS.					
373150	3 CLASSIFICATION REVIEWS	09/10/2024	875.00	101-5141-200	ADMINISTRATIVE EXPENSES
COTTINGHAM & BUTLER TOTAL REWARDS CONS.:			875.00		
DONALD HIETPAS & SONS INC					
11262024	INLETS AT WHITE CEDARS PARKWAY	11/26/2024	14,572.86	205-5370-297	CAPITAL PROJECTS
Total DONALD HIETPAS & SONS INC:			14,572.86		
ELAN FINANCIAL SERVICES					
DEC 2024	EMPLOYEE APPRECEIATION EXPENS	12/16/2024	187.54	101-5331-250	EMPLOYEE APPRECIATION
DEC 2024	BOARD EXPENSES	12/16/2024	553.02	101-5111-200	VILLAGE BOARD EXPENSES
DEC 2024	COURT EXPENSES	12/16/2024	6.97	101-5121-200	MUNICIPAL COURT EXPENSES
DEC 2024	OFFICE EXPENSES	12/16/2024	1,013.10	101-5143-200	CENTRAL OFFICE EXPENSES
DEC 2024	COMMUNITY DEVELOPMENT/ASSESS	12/16/2024	56.24	101-5153-200	COM DEV-ASSESSOR EXPENSES
DEC 2024	OPERATIONAL EXPENSES	12/16/2024	24.69	101-5160-200	OPERATIONAL SUPPLIES
DEC 2024	STREET EXPENSES	12/16/2024	401.01	101-5331-200	STREET EXPENSES
DEC 2024	TREE/BRUSH CONTROL EXPENSES	12/16/2024	730.31	101-5364-200	TREE/BRUSH CONTROL EXPENSE
DEC 2024	PARKS EXPENSES	12/16/2024	39.99	101-5520-200	PARK EXPENSES
DEC 2024	LIBRARY ELECTRONIC TECH	12/16/2024	16.48	501-5511-281	ELECTRONIC TECHNOLOGY

Invoice Number	Description	Invoice Date	Total Cost	Invoice GL Account	Invoice GL Account Title
DEC 2024	LIBRARY SUPPLIES	12/16/2024	395.89	501-5511-284	SUPPLIES
DEC 2024	LIBRARY DIGITAL COLLECTION	12/16/2024	88.56	501-5511-286	DIGITAL COLLECTIONS
DEC 2024	LIBRARY ADVERTISING	12/16/2024	27.96	501-5511-287	ADVERTISING
DEC 2024	LIBRARY AUDIO/VISUAL	12/16/2024	419.50	501-5511-290	AUDIO VISUAL
DEC 2024	LIBRARY BOOKS	12/16/2024	33.90	501-5511-292	BOOKS
DEC 2024	LIBRARY EQUIPMENT MAINTENANCE	12/16/2024	157.85	501-5511-293	EQUIPMENT MAINTENANCE
DEC 2024	LIBRARY NEWSPAPER	12/16/2024	55.00	501-5511-294	NEWSPAPERS
DEC 2024	LIBRARY PROGRAMS	12/16/2024	32.74	501-5511-296	PROGRAMS
DEC 2024	LIBRARY TRAINING	12/16/2024	532.24	501-5511-297	TRAINING
DEC 2024	FIRE DEPT EXPENSES	12/16/2024	491.76	101-5220-200	FIRE DEPARTMENT EXPENSES
DEC 2024	EMR EXPENSES	12/16/2024	922.20	101-5230-200	EMERGENCY MEDICAL RESPONSE E
DEC 2024	FIRE EQUIP MAINT	12/16/2024	1,179.53	101-5220-241	EQUIPMENT MAINTENANCE
DEC 2024	FIRE DEPT TRAINING	12/16/2024	56.07	101-5220-242	TRAINING
NOV 2024	EMP APPRECIATION FUND	11/15/2024	16.84	101-5331-250	EMPLOYEE APPRECIATION
NOV 2024	BOARD EXPENSES	11/15/2024	2,186.01	101-5111-200	VILLAGE BOARD EXPENSES
NOV 2024	OFFICE EXPENSES	11/15/2024	207.09	101-5143-200	CENTRAL OFFICE EXPENSES
NOV 2024	ELECTION EXPENSES	11/15/2024	230.81	101-5144-200	ELECTIONS EXPENSES
NOV 2024	TRAINING	11/15/2024	430.00	101-5220-242	TRAINING
NOV 2024	INSPECTIONS EXPENSES	11/15/2024	279.42	101-5240-200	INSPECTIONS EXPENSES
NOV 2024	STREET EXPENSES	11/15/2024	261.02	101-5331-200	STREET EXPENSES
NOV 2024	OCCUP SAFETY EXPENSES	11/15/2024	1.25	101-5410-200	OCCUPATIONAL SAFETY EXPENSE
NOV 2024	PARK EXPENSES	11/15/2024	119.99	101-5520-200	PARK EXPENSES
NOV 2024	RECREATION EXPENSES	11/15/2024	571.00	101-5530-200	RECREATION DEPT EXPENSES
NOV 2024	LIBRARY ELECTRONIC TECH	11/15/2024	98.09	501-5511-281	ELECTRONIC TECHNOLOGY
NOV 2024	LIBRARY SUPPLIES	11/15/2024	128.14	501-5511-284	SUPPLIES
NOV 2024	LIBRARY DIGITAL COLLECTION	11/15/2024	10.54	501-5511-286	DIGITAL COLLECTIONS
NOV 2024	LIBRARY ADVERTISING	11/15/2024	70.88	501-5511-287	ADVERTISING
NOV 2024	LIBRARY AUDIO/VISUAL	11/15/2024	19.96	501-5511-290	AUDIO VISUAL
NOV 2024	LIBRARY NEWSPAPER	11/15/2024	55.00	501-5511-294	NEWSPAPERS
NOV 2024	LIBRARY TRAINING	11/15/2024	367.00	501-5511-297	TRAINING
NOV 2024	FIRE EDUCATION & PUBLIC RELATIO	11/15/2024	140.53	101-5220-244	EDUCATION & PUBLIC RELATION
Total ELAN FINANCIAL SERVICES:			12,616.12		
ELECTION SYSTEMS & SOFTWARE LLC					
CD2111411	EXPRESS VOTE-DS200-MAINT/LICEN	11/22/2024	1,488.38	101-5144-200	ELECTIONS EXPENSES
Total ELECTION SYSTEMS & SOFTWARE LLC:			1,488.38		
EZ GLIDE GARAGE DOORS					
0188420-IN	SERVICE CALL TO REPAIR DOOR	12/13/2024	234.20	101-5323-200	MUNICIPAL GARAGE EXPENSES
Total EZ GLIDE GARAGE DOORS:			234.20		
FINGER PUBLISHING					
150872	ADS FOR BIDS	11/29/2024	950.17	101-5700-912	PARKS
150872	ELECTION ADS	11/29/2024	106.22	101-5144-200	ELECTIONS EXPENSES
150872	BUDGET ADS	11/29/2024	170.94	101-5143-200	CENTRAL OFFICE EXPENSES
Total FINGER PUBLISHING:			1,227.33		
FOX VALLEY METRO POLICE DEPT					
NOV 2024	BLOOD DRAW FEE COLLECTED	11/27/2024	39.39	101-5121-200	MUNICIPAL COURT EXPENSES
Total FOX VALLEY METRO POLICE DEPT:			39.39		

Invoice Number	Description	Invoice Date	Total Cost	Invoice GL Account	Invoice GL Account Title
FOX VALLEY TRUCK					
545290	SNOW PLOW CUTTING EDGES	12/17/2024	699.89	101-5332-200	SNOW/ICE CONTROL EXPENSES
Total FOX VALLEY TRUCK:			699.89		
FP MAILING SOLUTIONS					
RI1064226777	POSTAGE MACHINE INK CARTRIDGE	11/11/2024	246.50	101-5143-200	CENTRAL OFFICE EXPENSES
Total FP MAILING SOLUTIONS:			246.50		
GOTCHA COVERED					
5028879	REPLACEMENT BLINDS	04/22/2024	4,028.15	101-5700-916	COMPLEX
Total GOTCHA COVERED:			4,028.15		
GRAINGER					
9334376705	ELECTRICAL TAPE	12/04/2024	28.95	101-5324-200	MACHINERY/EQUIPMENT EXPENSE
Total GRAINGER:			28.95		
HEART OF THE VALLEY					
November 202	WASTEWATER TREATMENT	12/04/2024	52,096.71	201-5360-265	SEWER USER FEES
Total HEART OF THE VALLEY:			52,096.71		
HYDROCLEAN EQUIPMENT INC					
28733	NEW BUILDING WASH BAY UNDER CA	12/12/2024	11,353.58	101-5700-928	STREET BUILDING TRUST FUND
Total HYDROCLEAN EQUIPMENT INC:			11,353.58		
INTERSTATE BATTERY OF GB					
90163578	BATTERY	12/09/2024	157.95	101-5324-200	MACHINERY/EQUIPMENT EXPENSE
Total INTERSTATE BATTERY OF GB:			157.95		
JAMES IMAGING SYSTEMS INC					
37938086	TOSHIBA E-STUDIO3515 REC 45%	11/20/2024	334.58	101-5530-200	RECREATION DEPT EXPENSES
37938086	TOSHIBA E-STUDIO5015 OFFICE 55%	11/20/2024	408.92	101-5143-200	CENTRAL OFFICE EXPENSES
Total JAMES IMAGING SYSTEMS INC:			743.50		
JOE'S POWER CENTER					
179335	ENGINE OIL	11/04/2024	26.99	101-5520-200	PARK EXPENSES
180243	CHAIN SHARPENING	11/19/2024	39.95	101-5331-200	STREET EXPENSES
180852	18" CHAIN	12/02/2024	33.99	101-5520-200	PARK EXPENSES
Total JOE'S POWER CENTER:			100.93		
JOSSART BROTHERS INC					
K0001-09-21-0	WATER BLUE DEVELOPMENT	12/06/2024	10,390.00	702-5700-950	WATERMAINS
K0001-09-21-0	SANITARY-BLUE DEV	12/06/2024	27,762.00	702-5360-299	SANITARY SEWERS
K0001-09-21-0	STORM BLUE DEVELOPMENT	12/06/2024	61,962.50	702-5370-200	STORM SEWERS
K0001-09-21-0	WATER BLUE DEVELOPMENT	12/06/2024	25,930.00	702-5700-950	WATERMAINS
K0001-09-21-0	SANITARY-BLUE DEV	12/06/2024	25,930.00	702-5360-299	SANITARY SEWERS
K0001-09-21-0	STORM BLUE DEVELOPMENT	12/06/2024	25,640.00	702-5370-200	STORM SEWERS
K0001-09-21-0	FESTIVAL FOODS EXTRA WORK	12/06/2024	99,515.00	702-5700-925	TIF #6 EXPENDITURES
K0001-09-21-0	CONTRACT RETAINAGE	12/06/2024	27,595.38	702-5370-200	STORM SEWERS

Invoice Number	Description	Invoice Date	Total Cost	Invoice GL Account	Invoice GL Account Title
K0001-09-21-0	CONTRACT RETAINAGE	12/06/2024	13,797.60	702-5700-950	WATERMAINS
K0001-09-21-0	CONTRACT RETAINAGE	12/06/2024	13,797.60	702-5360-299	SANITARY SEWERS
Total JOSSART BROTHERS INC:			332,320.08		
JX ENTERPRISES INC					
24121482p	PINION SEAL & NUT	12/03/2024	108.55	101-5324-200	MACHINERY/EQUIPMENT EXPENSE
Total JX ENTERPRISES INC:			108.55		
KAUKAUNA UTILITIES					
201731-00 DE	COMMUNITY BRIDGE LIGHTING	12/16/2024	92.83	101-5341-200	LOCAL ROADS EXPENSES
2400015758-1	500 MOASIS DRIVE NOVEMBER	12/16/2024	401.61	101-5323-200	MUNICIPAL GARAGE EXPENSES
Total KAUKAUNA UTILITIES:			494.44		
KENNETH FIRCHOW					
1001	HO HO HO SERVICE 2024	12/01/2024	300.00	101-5530-200	RECREATION DEPT EXPENSES
Total KENNETH FIRCHOW:			300.00		
KLINK HYDRAULICS LLC					
42015	HYDRAULIC HOSES & COUPLERS	11/25/2024	414.22	101-5332-200	SNOW/ICE CONTROL EXPENSES
42199	DYDRAULIC HOSES	12/09/2024	148.55	101-5324-200	MACHINERY/EQUIPMENT EXPENSE
42254	OIL PRESSURE GAUGES & FITTINGS	12/11/2024	25.98	205-5370-200	EXPENSES
Total KLINK HYDRAULICS LLC:			588.75		
KWIK TRIP INC					
00229256 DE	CUSTODIAL GAS & OIL PURCHASES	11/30/2024	62.99	101-5160-200	OPERATIONAL SUPPLIES
00229258 DE	FIRE DEPT GAS & OIL PURCHASES	11/30/2024	151.86	101-5220-200	FIRE DEPARTMENT EXPENSES
NOV FUEL ST	NOVEMBER FUEL	12/01/2024	3,585.35	101-5331-200	STREET EXPENSES
Total KWIK TRIP INC:			3,800.20		
LEAGUE OF WI MUNICIPALITIES					
2025 DUES	STANDARD DUES	11/21/2024	3,521.98	101-5111-200	VILLAGE BOARD EXPENSES
Total LEAGUE OF WI MUNICIPALITIES:			3,521.98		
MADISON NATIONAL LIFE INS CO					
DEC 2024	LTD MONTHLY PREMIUMS	11/01/2024	614.27	101-2142	LTD INSURANCE PAYABLE
DEC 2024-1	LTD MONTHLY PREMIUMS	12/09/2024	636.74	101-2142	LTD INSURANCE PAYABLE
JAN 2025	LTD MONTHLY PREMIUMS	12/20/2024	635.35	101-2142	LTD INSURANCE PAYABLE
OCT 2024	LTD MONTHLY PREMIUMS	10/01/2024	543.22	101-2142	LTD INSURANCE PAYABLE
SEPT 2024-1	LTD MONTHLY PREMIUMS	09/01/2024	565.42	101-2142	LTD INSURANCE PAYABLE
Total MADISON NATIONAL LIFE INS CO:			2,995.00		
MCMAHON ASSOCIATES INC					
00937123	09-24-00141 2024 ILICIT DISCHARGE	11/13/2024	1,970.25	205-5370-200	EXPENSES
00937192	09-23-00574 2024 LAWN AND DRIVEW	11/19/2024	4,788.00	205-5370-200	EXPENSES
00937194	09-23-00727 2024 UTILITY AND STREE	11/19/2024	2,723.40	401-5700-932	STREET IMPROVEMENTS
00937194	09-23-00727 2024 UTILITY AND STREE	11/19/2024	1,623.50	201-5360-297	CAPITAL OUTLAY
00937194	09-23-00727 2024 UTILITY AND STREE	11/19/2024	1,948.00	205-5370-297	CAPITAL PROJECTS
00937199	09-22-00638 KENNEDY/MARCELLA TA	11/19/2024	4,955.81	401-5341-200	ENGINEERING EXPENSES
00937200	09-23-00748 LINCOLN ST & MAES AVE	11/19/2024	223.00	702-5341-200	ENGINEERING FEES

Invoice Number	Description	Invoice Date	Total Cost	Invoice GL Account	Invoice GL Account Title
00937201	09-23-00749 2024 BLUE DEVELOPMEN	11/19/2024	4,459.50	702-5700-932	STREET CONSTRUCTION
00937202	09-24-00159 2024 MINI-STORM SEWE	11/19/2024	2,484.50	205-5370-299	MINI-STORM
00937203	09-24-00218 PAPERMILL RUN TRAIL LI	11/19/2024	1,107.50	702-5700-971	Trail
00937204	09-24-00338 2024 SITE REVIEW SERVI	11/19/2024	907.50	101-5153-200	COM DEV-ASSESSOR EXPENSES
00937205	09-24-00650 PEDESTRIAN ENHANCE	11/19/2024	4,790.80	401-5341-200	ENGINEERING EXPENSES
00937221	09-24-00395 2024 ECO SVCS-7 STMW	11/21/2024	323.98	702-5370-297	TREATY POND
00937262	09-21-00400 EAST CEDARS DEVELOP	11/21/2024	270.85	702-5370-293	CEDARS EAST POND
00937407	09-24-00395 2024 ECO SVCS-7 STMW	12/10/2024	390.00	205-5370-200	EXPENSES
00937407	09-24-00395 2024 ECO SVCS-7 STMW	12/10/2024	195.00	702-5370-295	MEMORIAL POND
00937407	09-24-00395 2024 ECO SVCS-7 STMW	12/10/2024	682.50	702-5370-299	CEDARS WEST POND
00937408	09-24-00718 KIMBERLY INDUSTRIAL P	12/10/2024	1,075.70	101-5644-991	INDUSTRIAL DEVELOPMENT
00937409	09-24-00141 2024 ILLICIT DISCHARGE	12/10/2024	1,039.50	205-5370-200	EXPENSES
00937417	09-24-00650 PEDESTRIAN ENHANCE	12/10/2024	4,946.50	401-5341-200	ENGINEERING EXPENSES
00937418	09-24-00338 2024 SITE REVIEW SERVI	12/10/2024	1,185.00	101-5153-200	COM DEV-ASSESSOR EXPENSES
00937424	09-23-00749 2024 BLUE DEVELOPMEN	12/10/2024	2,793.60	702-5700-932	STREET CONSTRUCTION
00937425	09-24-00218 PAPERMILL RUN TRAIL LI	12/10/2024	772.40	702-5700-971	Trail
00937426	09-24-00159 2024 MINI-STORM SEWE	12/10/2024	65.00	205-5370-299	MINI-STORM
00937427	09-23-00727 2024 UTILITY AND STREE	12/10/2024	388.50	205-5370-297	CAPITAL PROJECTS
00937427	09-23-00727 2024 UTILITY AND STREE	12/10/2024	231.00	201-5360-297	CAPITAL OUTLAY
00937427	09-23-00727 2024 UTILITY AND STREE	12/10/2024	1,016.00	401-5341-200	ENGINEERING EXPENSES
00937428	09-23-00574 2024 LAWN AND DRIVEW	12/10/2024	155.00	205-5370-200	EXPENSES
00937429	09-22-00638 KENNEDY/MARCELLA TA	12/10/2024	3,193.91	401-5341-200	ENGINEERING EXPENSES
00937432	09-21-00400 EAST CEDARS DEVELOP	12/10/2024	997.50	702-5160-234	UTILITIES EXPENSE
00937432	09-21-00400 EAST CEDARS DEVELOP	12/10/2024	472.50	702-5370-293	CEDARS EAST POND
00937494	09-22-00138 HISTORIC OVERLOOK BU	12/11/2024	205.00	702-5700-913	OVERLOOK-CENTRAL
00937495	09-21-00422 2021 SANITARY MANHOL	12/11/2024	820.00	201-5360-297	CAPITAL OUTLAY
Total MCMAHON ASSOCIATES INC:			53,201.20		
MENARDS					
66898	MISC SUPPLIES	11/21/2024	13.99	101-5331-200	STREET EXPENSES
66940	DRIVEWAY MARKERS FOR BUMP OU	11/22/2024	38.60	101-5331-200	STREET EXPENSES
67076	CHRISTMAS LIGHTING MATERIALS	11/25/2024	61.25	101-5520-200	PARK EXPENSES
67173	ENTRANCE DOOR HANDLE MOASIS	11/27/2024	134.22	101-5323-200	MUNICIPAL GARAGE EXPENSES
67445	VINYL GLOVES	12/03/2024	29.56	101-5160-231	BUILDING REPAIR/MAINTENANCE
67448	MISC SUPPLIES	12/03/2024	15.44	101-5331-200	STREET EXPENSES
67539	MISC SUPPLIES	12/04/2024	5.98	101-5520-200	PARK EXPENSES
67601	INDUSTRIAL TOTE	12/05/2024	14.99	101-5323-200	MUNICIPAL GARAGE EXPENSES
67973	BRASS BOLTS AND CONTRACTOR BA	12/12/2024	110.30	101-5160-231	BUILDING REPAIR/MAINTENANCE
67987	MISC SUPPLIES	12/12/2024	30.74	101-5331-200	STREET EXPENSES
Total MENARDS:			455.07		
MIDWEST ATHLETIC FIELDS					
4339	SUNSET YOUTH FIELD	11/04/2024	9,460.00	101-5520-200	PARK EXPENSES
Total MIDWEST ATHLETIC FIELDS:			9,460.00		
MOTOROLA SOLUTIONS INC					
1187137039	APX 900 PORTABLE RADIOS AND ACC	12/11/2024	6,843.48	101-5230-245	COMMUNICATIONS MAINTENANCE
Total MOTOROLA SOLUTIONS INC:			6,843.48		
MSA					
010865	KIMBERLY BLDG INSPECTION SERVI	11/25/2024	4,962.73	101-5240-200	INSPECTIONS EXPENSES

Invoice Number	Description	Invoice Date	Total Cost	Invoice GL Account	Invoice GL Account Title
Total MSA:			4,962.73		
NIAGRA PUBLIC LIBRARY					
NOV 2024	FINE COLLECTION	11/27/2024	35.00	501-5511-201	FINES OWED TO ANOTHER LIBRARY
Total NIAGRA PUBLIC LIBRARY:			35.00		
OUTAGAMIE COUNTY CLERK					
2024 DOG TA	DOG LICENSE FEES TO COUNTY	12/06/2024	1,562.00	101-5125-200	EXPENSES
Total OUTAGAMIE COUNTY CLERK:			1,562.00		
OUTAGAMIE COUNTY TREASURER					
1021357	NOVEMBER DIESEL	12/05/2024	884.24	101-5331-200	STREET EXPENSES
35965	NOVEMBER SOLID WASTE	11/30/2024	11,210.94	101-5362-200	GARBAGE AND REFUSE EXPENSES
NOV 2024	JAIL ASSESSMENTS/DRIVER IMPROV/	11/27/2024	190.00	101-5121-200	MUNICIPAL COURT EXPENSES
Total OUTAGAMIE COUNTY TREASURER:			12,285.18		
PACKER CITY INTERNATL TRUCKS INC					
x103147296:0	DEF FLUID	11/27/2024	256.95	101-5324-200	MACHINERY/EQUIPMENT EXPENSE
X103147770:0	FUEL FILTER	12/12/2024	76.52	101-5324-200	MACHINERY/EQUIPMENT EXPENSE
X103147827:0	WINDSHEILD WASHER FLUID	12/13/2024	50.58	101-5324-200	MACHINERY/EQUIPMENT EXPENSE
Total PACKER CITY INTERNATL TRUCKS INC:			384.05		
SECURIAN FINANCIAL GROUP INC					
DEC 2024	LIFE INSURANCE PREMIUMS	12/18/2024	1,034.11	101-2137	LIFE INSURANCE PAYABLE
NOV 2024	LIFE INSURANCE PREMIUM	12/04/2024	977.86	101-2137	LIFE INSURANCE PAYABLE
Total SECURIAN FINANCIAL GROUP INC:			2,011.97		
STATE OF WISCONSIN					
NOV 2024	COURT FINES AND SURCHARGES	11/27/2024	891.13	101-5121-200	MUNICIPAL COURT EXPENSES
Total STATE OF WISCONSIN:			891.13		
STUMPF CREATIVE LANDSCAPES INC					
12617	BALES OF HAY	11/19/2024	100.00	101-5331-200	STREET EXPENSES
Total STUMPF CREATIVE LANDSCAPES INC:			100.00		
TDS					
012 875 2906	INTERNET 500 MOASIS	11/22/2024	50.75	101-5323-200	MUNICIPAL GARAGE EXPENSES
012 875 2906	INTERNET 500 MOASIS DRIVE	12/22/2024	50.77	101-5323-200	MUNICIPAL GARAGE EXPENSES
920-731-9299	PHONE LINES/INTERNET SUNSET BE	12/22/2024	142.42	101-5542-200	SUNSET BEACH EXPENSES
920-788-7500	PHONE LINES/INTERNET- CENTRAL O	12/22/2024	155.20	101-5143-200	CENTRAL OFFICE EXPENSES
920-788-7500	PHONE LINES/INTERNET- LIBRARY	12/22/2024	113.81	501-5511-291	TELEPHONE
920-788-7500	PHONE LINES/INTERNET- PARK/REC	12/22/2024	77.60	101-5530-200	RECREATION DEPT EXPENSES
920-788-7500	PHONE LINES/INTERNET-GARAGE	12/22/2024	51.73	101-5323-200	MUNICIPAL GARAGE EXPENSES
920-788-7500	PHONE LINES/INTERNET- CUSTODIAL	12/22/2024	25.87	101-5160-232	CONTRACTS
920-788-7500	PHONE LINES/INTERNET-FIRE DEPT	12/22/2024	25.87	101-5220-200	FIRE DEPARTMENT EXPENSES
920-788-7500	PHONE LINES/INTERNET- COURT	12/22/2024	25.87	101-5121-200	MUNICIPAL COURT EXPENSES
920-788-7500	PHONE LINES/INTERNET- CENTRAL O	11/22/2024	155.18	101-5143-200	CENTRAL OFFICE EXPENSES
920-788-7500	PHONE LINES/INTERNET- LIBRARY	11/22/2024	113.79	501-5511-291	TELEPHONE
920-788-7500	PHONE LINES/INTERNET- PARK/REC	11/22/2024	77.58	101-5530-200	RECREATION DEPT EXPENSES

Invoice Number	Description	Invoice Date	Total Cost	Invoice GL Account	Invoice GL Account Title
920-788-7500	PHONE LINES/INTERNET-GARAGE	11/22/2024	51.72	101-5323-200	MUNICIPAL GARAGE EXPENSES
920-788-7500	PHONE LINES/INTERNET- CUSTODIAL	11/22/2024	25.86	101-5160-200	OPERATIONAL SUPPLIES
920-788-7500	PHONE LINES/INTERNET-FIRE DEPT	11/22/2024	25.86	101-5220-200	FIRE DEPARTMENT EXPENSES
920-788-7500	PHONE LINES/INTERNET- COURT	11/22/2024	25.86	101-5121-200	MUNICIPAL COURT EXPENSES
Total TDS:			1,195.74		
TRUCK COUNTRY OF WISC					
DE-36261	2025 FREIGHTLINER - REPLACE #4 PL	12/17/2024	129,982.00	101-5700-940	STREET DEPARTMENT EQUIPMENT
Total TRUCK COUNTRY OF WISC:			129,982.00		
TRUCK EQUIPMENT INC					
1125772-00	ZIP TIES	12/10/2024	23.00	101-5324-200	MACHINERY/EQUIPMENT EXPENSE
1125982-00	CORROSION PREVENT SPRAY	12/12/2024	35.46	101-5324-200	MACHINERY/EQUIPMENT EXPENSE
1126712-00	LICENSE PLATE LIGHT	12/17/2024	11.12	101-5324-200	MACHINERY/EQUIPMENT EXPENSE
Total TRUCK EQUIPMENT INC:			69.58		
TSCG VENTURES INC DBA JP GRAPHICS					
1074540011	WINTER KIM TALK WITH INSERT	11/25/2024	2,874.00	101-5143-200	CENTRAL OFFICE EXPENSES
Total TSCG VENTURES INC DBA JP GRAPHICS:			2,874.00		
U.S. OCCMED WISCONSIN SC					
000002869835	DOT SCREENING, HEARING TEST, BR	12/05/2024	307.80	101-5410-200	OCCUPATIONAL SAFETY EXPENSE
Total U.S. OCCMED WISCONSIN SC:			307.80		
UNIFIRST CORPORATION					
1481028769	BAGGED WIPERS/LAUNDRY BAGS UN	11/21/2024	23.02	101-5323-200	MUNICIPAL GARAGE EXPENSES
1481029155	BAGGED WIPERS/LAUNDRY BAGS UN	11/28/2024	23.02	101-5323-200	MUNICIPAL GARAGE EXPENSES
1481029625	BAGGED WIPERS/LAUNDRY BAGS UN	12/05/2024	23.02	101-5323-200	MUNICIPAL GARAGE EXPENSES
1481030061	BAGGED WIPERS/LAUNDRY BAGS	12/12/2024	23.02	101-5323-200	MUNICIPAL GARAGE EXPENSES
1481030442	BAGGED WIPERS/LAUNDRY BAGS UN	12/19/2024	23.02	101-5323-200	MUNICIPAL GARAGE EXPENSES
Total UNIFIRST CORPORATION:			115.10		
VALLEY LIQUOR					
CHRISTMAS	X-MAS PARTY REFRESHMENTS	12/16/2024	83.41	101-5111-200	VILLAGE BOARD EXPENSES
Total VALLEY LIQUOR:			83.41		
VANDERLOOP SHOES					
I04-10084993	2024 WORK BOOTS JON TIMM	12/02/2024	111.00	101-5160-200	OPERATIONAL SUPPLIES
I04-10085137	2024 WORK BOOTS IAN SWANSON	12/09/2024	100.00	101-5331-200	STREET EXPENSES
I04-10085137	2024 WORK BOOTS TYLER HUSS	12/09/2024	150.00	101-5331-200	STREET EXPENSES
I04-10085137	2024 WORK BOOTS MIKE PICKETT	12/09/2024	145.00	101-5331-200	STREET EXPENSES
Total VANDERLOOP SHOES:			506.00		
VERIZON WIRELESS					
6101274836	ADMINISTRATOR PHONE	12/15/2024	70.72	101-5141-200	ADMINISTRATIVE EXPENSES
6101274836	CLERK/TREASURER PHONE	12/15/2024	44.27	101-5143-200	CENTRAL OFFICE EXPENSES
6101274836	ELECTION PHONE	12/15/2024	44.26	101-5144-200	ELECTIONS EXPENSES
6101274836	STREETS PHONES	12/15/2024	214.18	101-5331-200	STREET EXPENSES
6101274836	FIRE DEPT PHONE	12/15/2024	82.16	101-5220-200	FIRE DEPARTMENT EXPENSES

Invoice Number	Description	Invoice Date	Total Cost	Invoice GL Account	Invoice GL Account Title
6101274836	MECHANIC PHONES	12/15/2024	44.32	101-5324-200	MACHINERY/EQUIPMENT EXPENSE
6101274836	COMPLEX PHONES	12/15/2024	88.52	101-5160-200	OPERATIONAL SUPPLIES
6101274836	INSPECTIONS PHONES	12/15/2024	44.26	101-5240-200	INSPECTIONS EXPENSES
6101274836	REC DEPT PHONE	12/15/2024	43.65	101-5530-200	RECREATION DEPT EXPENSES
9978860059	ADMINISTRATOR PHONE	11/15/2024	71.27	101-5141-200	ADMINISTRATIVE EXPENSES
9978860059	CLERK/TREASURER PHONE	11/15/2024	44.44	101-5143-200	CENTRAL OFFICE EXPENSES
9978860059	ELECTION PHONE	11/15/2024	44.44	101-5144-200	ELECTIONS EXPENSES
9978860059	STREETS PHONES	11/15/2024	68.88	101-5331-200	STREET EXPENSES
9978860059	FIRE DEPT PHONE	11/15/2024	82.53	101-5220-200	FIRE DEPARTMENT EXPENSES
9978860059	MECHANIC PHONES	11/15/2024	44.50	101-5324-200	MACHINERY/EQUIPMENT EXPENSE
9978860059	COMPLEX PHONES	11/15/2024	88.89	101-5160-232	CONTRACTS
9978860059	INSPECTIONS PHONES	11/15/2024	44.44	101-5240-200	INSPECTIONS EXPENSES
9978860059	REC DEPT PHONE	11/15/2024	43.82	101-5530-200	RECREATION DEPT EXPENSES
Total VERIZON WIRELESS:			1,209.55		
VILLAGE OF COMBINED LOCKS					
MISSED SCA	SEPTEMBER SOLID WASTE CL TRUC	09/30/2024	295.92	101-5363-200	SOLID WASTE DISPOSAL EXPENS
Total VILLAGE OF COMBINED LOCKS:			295.92		
VILLAGE OF KIMBERLY					
KOLLATH DE	SPECIAL ASSESSMENT PAYOFF	12/18/2024	3,092.71	201-42-4242	SANITARY SEWER ASSMT LATERA
KOLLATH DE	SPECIAL ASSESSMENT PAYOFF	12/18/2024	815.59	101-42-4210	2023 CONCRETE APRON SUNSET
Total VILLAGE OF KIMBERLY:			3,908.30		
VILLAGE OF LITTLE CHUTE					
240241	OPERATOR LIC BACKGROUND CHEC	12/10/2024	7.00	101-5143-200	CENTRAL OFFICE EXPENSES
NOV 500 MOA	500 MOASIS DR WATER	11/18/2024	276.98	101-5323-200	MUNICIPAL GARAGE EXPENSES
NOV WATER	500 MOASIS DR WATER	12/16/2024	284.84	101-5323-200	MUNICIPAL GARAGE EXPENSES
Total VILLAGE OF LITTLE CHUTE:			568.82		
WE ENERGIES					
5262579257	STREET LIGHTS/UNDERPASS	11/20/2024	12,156.83	101-5342-200	STREET LIGHTING EXPENSES
5262579257	COMPLEX/FIRE DEPT ANALYSIS	11/20/2024	3,015.57	101-5160-234	ELECTRIC UTILITIES
5262579257	PARKS	11/20/2024	457.95	101-5520-200	PARK EXPENSES
5262579257	X-MAS LIGHTS	11/20/2024	14.73	101-5531-200	CHRISTMAS LIGHTS EXPENSES
5262579257	X-MAS ARBORETUM-POND/FOUNTAIN	11/20/2024	76.01	205-5370-200	EXPENSES
5262579257	TRAFFIC LIGHTS	11/20/2024	117.62	101-5341-200	LOCAL ROADS EXPENSES
5262579257	ROGER ST LIFT STATION	11/20/2024	64.12	201-5360-200	SANITARY SEWER EXPENSES
5262579257	RED CEDAR PKWY/TREATY PARK	11/20/2024	128.99	702-5160-234	UTILITIES EXPENSE
5262579257	KIMBERLY AVE MUNICIPAL BLDG-GAS	11/20/2024	963.52	101-5160-233	GAS UTILITIES
5267887768	GAS 500 MOASIS DRIVE	11/25/2024	257.60	101-5323-200	MUNICIPAL GARAGE EXPENSES
Total WE ENERGIES:			17,252.94		
WISCONSIN DEPT OF TRANSPORTATION					
395-00003763	KENNEDY/MARCELLA TRAIL	12/02/2024	1,191.10	401-5700-908	SIDEWALKS
Total WISCONSIN DEPT OF TRANSPORTATION:			1,191.10		
Grand Totals:			711,907.17		

Report Criteria:

Report type: GL detail

Invoice Detail.GL account (3 Characters) = {<>} "601"

Invoice Detail.GL account = {<>} "0011111"

Check.Voided = No

Receipt Number	Date	Customer Name	Description	V	Amount
Grand Totals:					4,722,052.78

Distribution Summary

Category	Distribution	Amount
COURT REVENUES	COURT PENALTIES AND FINES	5,301.96
COURT REVENUES	PARKING FINES	2,555.00
LICENSES/PERMITS	BUILDING PERMITS	275.00
LICENSES/PERMITS	CHICKEN LICENSE	15.00
LICENSES/PERMITS	CONSTRUCTION PERMITS	5,853.00
LICENSES/PERMITS	CSM PLAT REVIEW FEES	600.00
LICENSES/PERMITS	DOG LICENSE	682.00
LICENSES/PERMITS	ELECTRICAL PERMITS	125.00
LICENSES/PERMITS	EROSION CONTROL PERMIT	2,584.15
LICENSES/PERMITS	HVAC-HEATING & AIR CONDITIO	680.72
LICENSES/PERMITS	OPERATORS/BARTENDER LICENSE	260.00
LICENSES/PERMITS	TIF#6 ELECTRICAL PERMITS	150.00
LICENSES/PERMITS	WEIGHTS AND MEASURES	4,352.50
MISCELLANEOUS	ANTENNA RENT (GF) VER JUL-DEC	4,669.62
MISCELLANEOUS	EMPLOYEE APPRECIATION FUND	394.45
MISCELLANEOUS	GENERAL DONATIONS	250.00
MISCELLANEOUS	GRANTS	.00
MISCELLANEOUS	LIBRARY GRANTS	1,467.50
MISCELLANEOUS	MISC - PARKS DONATION	1,640.00
MISCELLANEOUS	MISC - STREETS DONATION	60.00
MISCELLANEOUS	MISC - REI, CLERK'S OFFICE FEES	15.00
MISCELLANEOUS	MISC - REBATE	375.00
MISCELLANEOUS	MISC - ANNUITANT HEALTH INSURANCE	2,372.89
MISCELLANEOUS	MISC - ZIGNEGO WORK AT BOB'S HEATING	25,237.40
PUBLIC CHARGES FOR SERVICES	(T) COMPLEX RENTAL	1,710.00
PUBLIC CHARGES FOR SERVICES	(T) LIBRARY COPY MACHINE	217.59
PUBLIC CHARGES FOR SERVICES	(T) PARK/SHELTER RESERVATIONS	75.00
PUBLIC CHARGES FOR SERVICES	CLERK'S FEES (REI, NSF FEES)	245.00
PUBLIC CHARGES FOR SERVICES	LIBRARY FEES/FINES	482.85
PUBLIC CHARGES FOR SERVICES	METAL/RUBBISH PICKUP	465.25
PUBLIC CHARGES FOR SERVICES	REC REGISTRATION	615.00
PUBLIC CHARGES FOR SERVICES	SALES TAX	110.15
PUBLIC CHARGES FOR SERVICES	YARD WASTE PERMIT	225.00
TAXES	GENERAL PROPERTY TAXES	4,657,990.75
Grand Totals:		4,722,052.78

SUMMARY OF ACCOUNTS 2024 (4th QTR)**General Fund Checking Account xxxxxxx 9241**

Beginning Balance	\$1,954,989.75	\$1,077,784.98	\$1,644,476.92
Deposits	\$670,164.02	\$1,122,756.06	\$1,726,638.46
Withdrawals	\$1,547,740.38	\$556,355.32	\$1,199,265.05
Interest	\$371.59	\$291.20	\$423.62
Ending Balance	\$1,077,784.98	\$1,644,476.92	\$2,172,273.95
	October	November	December

General Fund Money Market Account xxxxxxx0273

Beginning Balance	\$4,789,490.52	\$4,798,334.07	\$4,806,908.14
Deposits	\$0.00	\$0.00	\$0.00
Withdrawals	\$0.00	\$0.00	\$149,744.12
Interest	\$8,843.55	\$8,574.07	\$8,750.84
Ending Balance	\$4,798,334.07	\$4,806,908.14	\$4,665,914.86
	October	November	December

Property Tax Savings Account xxxxxxx 9000

Beginning Balance	\$1,080,921.67	\$1,081,013.22	\$1,081,101.83
Deposits	\$0.00	\$0.00	\$825,628.71
Withdrawals	\$0.00	\$0.00	\$0.00
Fee	\$0.00	\$0.00	\$25.56
Interest	\$91.55	\$88.61	\$115.71
Ending Balance	\$1,081,013.22	\$1,081,101.83	\$1,906,820.69
	October	November	December

Water Department Business Money Market Account xxxxxxx 9274

Beginning Balance	\$712,755.22	\$718,218.83	\$719,502.20
Deposits	\$4,140.15	\$0.00	\$0.00
Withdrawals	\$0.00	\$0.00	\$0.00
Fee	\$0.00	\$0.00	\$0.00
Interest	\$1,323.46	\$1,283.37	\$1,328.52
Ending Balance	\$718,218.83	\$719,502.20	\$720,830.72
	October	November	December

Trust Accounts Business Money Market Account xxxxxxx 5275

Beginning Balance	\$4,760,396.34	\$4,770,355.45	\$4,825,512.35
Deposits	\$0.00	\$45,428.37	\$149,744.12
Withdrawals	\$0.00	\$0.00	\$0.00
Fee	\$0.00	\$0.00	\$0.00
Interest	\$9,959.11	\$9,728.53	\$10,236.82
Ending Balance	\$4,770,355.45	\$4,825,512.35	\$4,985,493.29
	October	November	December

TIF Money Market Account xxxxxxx 1278

Beginning Balance	\$8,380,426.56	\$8,402,960.07	\$8,419,972.62
Deposits	\$5,000.00	\$0.00	\$0.00
Withdrawals	\$0.00	\$0.00	\$0.00
Fee	\$0.00	\$0.00	\$0.00
Interest	\$17,533.51	\$17,012.55	\$17,615.23
Ending Balance	\$8,402,960.07	\$8,419,972.62	\$8,437,587.85
	October	November	December

American Money Market Account (ADM)

Beginning Balance	\$9,991,578.61	\$9,764,824.26	\$9,677,930.28
Deposits	\$0.00	\$0.00	\$0.00
Withdrawals	\$265,935.00	\$123,847.92	\$596,286.55
Fee	\$0.00	\$0.00	\$0.00
Interest	\$39,180.65	\$36,953.94	\$34,924.81
Ending Balance	\$9,764,824.26	\$9,677,930.28	\$9,116,568.54
	October	November	December

TIF Financial Statements for December 2024

Capital Credit Union

FUND	BALANCE as of 11/30/2024		PLUS DEPOSITS Deposits		LESS DISBURSEMENTS Withdraws		12/31/2024		DEPOSIT & DISBURSEMENT DESCRIPTIONS
	PMA INV	CCU MM	PMA INV	CCU MM	PMA INV	CCU MM	PMA INV	CCU MM	
310.1111									
TIF #4 Sinking	N/A	\$21,580.11	N/A	\$45.15	N/A		N/A	\$21,625.26	
\$21,625.26									
310.1185									
TIF #5 Sinking	N/A	\$189,229.90	N/A	\$395.88	N/A		N/A	\$189,625.78	
\$189,625.78									
701.1395									
TIF #5 Project	N/A	\$4,677.10	N/A	\$9.78	N/A		N/A	\$4,686.88	
\$4,686.88									
310.1197									
TIF #6 Sinking	\$ -	\$6,893,322.23	\$0.00	\$14,421.37	\$0.00		\$0.00	\$6,907,743.60	
\$6,907,743.60									
702.1116									
TIF #6 Project	\$ 0.00	\$1,311,158.28	\$0.00	\$2,743.05	\$0.00		\$0.00	\$1,313,901.33	
\$1,313,901.33									
CCU Interest	\$0.00	\$8,419,967.62		\$17,615.23			\$0.00	\$8,437,582.85	\$8,437,582.85
	2.470%	\$ 17,615.23						\$8,437,587.85	

Trust Financial Statements for December 2024

Capital Credit Union

FUND	BALANCE as of 11/30/24	% of total Investment	CCU Interest Earned	PLUS DEPOSITS	LESS DISBURSEMENTS	BALANCE as of 12/31/24	DEPOSIT & DISBURSEMENT DESCRIPTIONS
Boat Launch Trust	\$16,528.50	0.34%	\$35.06		\$4,704.63	\$11,858.93	
Cedars/Mill Site Trust	\$1,364,845.94	28.28%	\$2,895.37	\$140,000.00	\$1.16	\$1,507,740.15	
Complex Equipment	\$255,797.35	5.30%	\$542.65		\$25,929.00	\$230,411.00	
Data Processing	\$45,654.73	0.95%	\$96.85	\$31,102.00		\$76,853.58	
EMR Donations Trust	\$16,926.65	0.35%	\$35.91		\$4,071.25	\$12,891.31	
Fire Department	\$160,133.57	3.32%	\$339.71		\$131,671.50	\$28,801.78	
Fire Dept. Donations	\$62,456.62	1.29%	\$132.50		\$47,103.36	\$15,485.76	
Fox Valley Metro	\$175,746.86	3.64%	\$372.83	\$14,900.00		\$191,019.69	
Impact Fees	\$183,293.20	3.80%	\$388.84	\$58,000.00		\$241,682.04	
Kimberly Library Trust	\$34,627.89	0.72%	\$73.46		\$13,596.13	\$21,105.22	
Park Improvement	\$213,998.47	4.43%	\$453.97	\$30,591.00		\$245,043.44	
Personnel Trust	\$841,038.87	17.43%	\$1,784.17	\$23,259.00		\$866,082.04	
Reassessment Trust	\$106,188.81	2.20%	\$225.27	\$700.00		\$107,114.08	
Room Tax Trust Fund	\$247,869.93	5.14%	\$525.83	\$96,192.00		\$344,587.76	
Self Insured Fund	\$147,793.33	3.06%	\$313.53	\$10,342.00		\$158,448.86	
Sidewalk Rehabilitation	\$0.00	0.00%	\$0.00		\$0.43	-\$0.43	
Street Facility Fund	\$270,875.16	5.61%	\$574.63	\$33,000.42		\$304,450.21	
Street Equipment Repla	\$681,741.47	14.13%	\$1,446.24		\$61,276.84	\$621,910.87	
Street Construction	\$0.00	0.00%	\$0.00	\$12.00		\$12.00	
	\$4,825,517.35	100.00%	\$10,236.82	\$438,098.42	\$288,354.30	\$4,985,493.29	
Monthly Interest	\$ 10,236.82	2.4700%				\$4,985,493.29	

Note: Deposits and Disbursements reflect 2023 Final Audit Adjustments

SPECIAL MEETING OF THE KIMBERLY WATER COMMISSION
MINUTES
November 5, 2024

Chairman Johnson called the meeting to order at 11:00 am. Commissioner Stienen, Hanson and Hietpas appeared in person. Also attending the meeting were Administrator/Public Works Director Block, Water Superintendent Verstegen, and Utility Billing Clerk Firchow. Greg Pitel, CPA from KerberRose appeared remotely.

Approval of Minutes from the October 8, 2024, Meeting

Commissioner Stienen moved, Hanson seconded the motion to approve the Water Commission minutes of the October 8, 2024, meeting. The motion carried by unanimous vote of the Commission.

Presentation of the 2023 Public Service Commission report by KerberRose

Greg Pitel, CPA from KerberRose reviewed the financial statements, statement of cash flows, and the Public Service Commission Annual report. Items noted included Operating Income/Loss of noncash depreciation expense, Operating and Maintenance costs include a large water tower painting cost that would not be anticipated in the next several years, General Fund and Capital Contributions created a positive contribution. Cash flows noted included non-cash depreciation expense, cash inflow/outflow, overall cash outflows noting an overall decrease, and cash reserves are lower than recommended. Public Service Commission Annual report is pending a final update and currently includes a return on rate of -9.68%, noting that years 2021 and 2022 had a positive rate of return. In determining a rate increase it was recommended to include estimate changes in operating costs, maintenance costs, and capital improvements in the next 2-5 years. Administrator/Public Works Director Block noted it had previously been approved to start proposals for a full rate increase.

Unfinished Business

None

New Business

2025 Water Utility Budget

Administrator/Public Works Director Block provided an overview. Noted items included finalized insurance costs, Schindler project has been moved back one year, fund balance has been applied, and TID 6 project plan budgeted amount for the water tower painting project needs to be applied. Superintendent Verstegen reviewed expense lines noting updated and anticipated changes to labor costs by category, overall increase at 6%, and an addition of a part-time employee. Commissioner Hanson moved, Stienen seconded the motion to approve the 2025 Water Utility Budget. The motion carried by unanimous vote of the Commission.

Contract between Village of Kimberly and Midwest Contract Operations for the Operations and Maintenance of the Water Treatment Facilities (January 2025 – December 31, 2030)

Superintendent Verstegen noted that it is not anticipated, but would need to exercise the 90-day termination of contract, should The Village of Little Chute not approve their contract with MCO. Commissioner Stienen moved, Hietpas seconded the motion to approve the contract between Village of Kimberly and Midwest Contract Operations for the Operations and Maintenance of the Water Treatment Facilities (January 2025 – December 31, 2030). The motion carried by unanimous vote of the Commission.

Annual Winter Appreciation Dinner

Discussion regarding the Annual Winter Appreciation Dinner. Administrator/Director of Public Works Block noted that other commissions do not hold a separate gathering and are included in the annual holiday dinner. It was determined to do without this gathering and expense in 2025 and will be revisited next year.

Reports

Midwest Contract Operations, Inc.

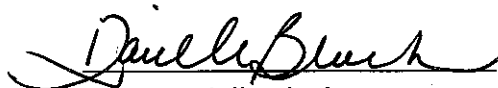
Superintendent Verstegen noted there would be a in depth presentation to answer questions regarding next 13 years and numbers submitted for the EPA audit. Letters will be mailed to confirmed lead service and unknown-most likely lead service customers. Discussion followed regarding funding possibilities for replacing lead services.

Public Participation

None

Adjournment

Commissioner Stienen moved, Hietpas seconded the motion to adjourn. The motion carried by unanimous vote and the Commission adjourned at 12:09 pm.



Danielle Block
Secretary

Dated November 18, 2024

Drafted by MMF

Approved by Water Commission on 12-10-2024

REGULAR MEETING OF THE KIMBERLY WATER COMMISSION
MINUTES
December 10, 2024

Commissioner Stienen called the meeting to order at 11:00 am. Commissioner Stienen and Hanson appeared in person. Commissioner Hietpas appeared remotely. Also attending the meeting were Administrator/Public Works Director Block, Water Superintendent Verstegen, and Utility Billing Clerk Firchow. Chairman Johnson was absent and excused.

Approval of Minutes from the November 5, 2024, Meeting

Commissioner Hanson moved, Hietpas seconded the motion to approve the Water Commission minutes of the November 5, 2024, meeting. The motion carried by unanimous vote of the Commission.

Unfinished Business

Administrator/Public Works Director Block reported that Request for Proposals regarding the rate increase have been sent out.

New Business

Bills and Claims, and Financial Statements for the month of September and October 2024

Commissioner Hanson moved, Hietpas seconded the motion to approve the Bills and Claims, and Financial Statements for the month of September and October 2024. The motion carried by unanimous vote of the Commission.

Reports

Midwest Contract Operations, Inc.


Superintendent Verstegen reported brine tank cleaning, work for future trail project included moving hydrants, service leak, valve replaced on corner of Kennedy and Eisenhower, issues with Combined Locks compound meter dials and will be replaced with new read technology, controls at Fulcer lift station have been repaired, residential meter changes, following up on lead service/unknown service lines letters, will start yearend inventory and internal prep for cold weather.

Public Participation

None

Adjournment

Commissioner Hanson moved, Hietpas seconded the motion to adjourn. The motion carried by unanimous vote and the Commission adjourned at 11:13 am.



Danielle Block
Secretary

Dated December 27, 2024

Drafted by MMF

Approved by Water Commission on 1-14-2025

**MINUTES OF THE MEETING OF THE
KIMBERLY PUBLIC LIBRARY BOARD
October 21, 2024**

The meeting was called to order at 4:06pm by Library Board Member Barbara Wentzel. The meeting was held in Aspen-Birch Room of the Kimberly Municipal Center with an option to attend via Zoom.

Members present in Person:, Barbara Wentzel, Dave Hietpas, and Phil Yunk

Members present via Zoom: Rose Vander Velden

Members Absent: Corinne Herro (excused)

Others present in Person: Holly Selwitschka, Kimberly Library Director

Motion by Hietpas, seconded by Wentzel to approve the minutes of the September 16, 2024 meeting. Motion carried by unanimous vote.

Motion by Yunk, seconded by Vander Velden to approve the current bills as written. Motion carried by unanimous vote.

Director's Report: Holly presented her Director's Report:

- Holly reported on the status of the current budget, we seem to be overspent in some lines, but we exceeded revenues with grant opportunities and donations, so overall, we should end up approximately on budget by the end of the year. Due to an adjustment mid-year to staffing, we will be underspent in personnel. Due to inflation, shipping, and processing costs, we are overbudget in books. The book budget is consistently insufficient to meet the demand.
- Holly provided an update about FOKL fundraisers.

New Business:

Motion by Hietpas, seconded by Yunk to approve the 2025 library Budget Proposal. Motion carried by unanimous vote.

Motion by Vander Velden, seconded by Yunk to approve the OWLS Automation Agreement. Motion carried by unanimous vote.

Unfinished Business:

A discussion was held about the updates to the circulation policy. Vander Velden requested a tracking report for fees waived to minors due to the policy changes.

Motion by Yunk, seconded by Hietpas to approve the changes to the Kimberly Public Library Circulation Policy. Motion carried by unanimous vote.

Motion by Hietpas, seconded by Wentzel to approve the changes to the Kimberly Public Library Hotspot Policy. Motion carried by unanimous vote.

Motion by Vander Velden, seconded by Wentzel to approve the Kimberly Public Library Fee Collection and Acceptable Forms of Payment Policy. Motion carried by unanimous vote.

Items for the Next Meeting: updates on carpet and painting, Library Use report to inform consideration to change service hours, a patron billing report

Motion by Hietpas, seconded by Wentzel, to adjourn the meeting. Motion carried by unanimous vote. The meeting was adjourned at 4:44pm.

Submitted by: Holly Selwitschka, Library Director

**VILLAGE OF KIMBERLY
PLAN COMMISSION MINUTES
09/17/2024**

A meeting of the Village Kimberly Plan Commission was called to order on Tuesday, September 17, 2024 at 5:00pm in the Rick J. Hermus Council Chambers, 515 W. Kimberly Ave by President Kuen.

Commissioners Present: President Chuck Kuen, Commissioners: Norb Karner, Todd Schneider, Jeremy Freund and Dean Schiesl

Commissioners Excused: Commissioner Dave Vander Velden

Staff Present: Deputy Clerk Erica Ziegert, Administrator/Public Works Director Danielle Block and Brad Werner of McMahon (appearing via phone)

Approval of Minutes from the 08-20-2024 Meeting

Commissioner Karner moved, Commissioner Schiesl seconded the motion to approve the minutes from the 08-20-2024 Plan Commission meeting. Motion carried by unanimous vote.

Unfinished Business

None

New Business

Site & Architectural Review – Aspire Senior Living Community Phase 2, New Addition, 100,008 sq ft, located at 825 Cobblestone Ln

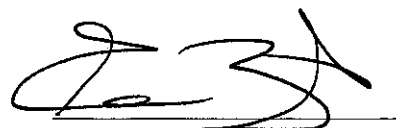
Commissioner Karner moved, Commissioner Schneider seconded the motion to approve the site plan and architectural components of the Aspire Phase 2 development, contingent upon the following: revised Storm Water Management Plan, Recorded Storm Water Maintenance Agreement, proper verification of site drainage and grading, completion of Fire Department requirements, Certified Survey Map to combine the parcels, installation of new 6" water service and proper abandonment of existing service and additional parking stalls. Motion carried by unanimous vote.

Review Preliminary & Final Blue at the Trail Condominium Plat

Commissioner Schiesl moved, Commissioner Karner seconded the motion to approve the preliminary and final Blue at the Trail Condominium Plat. Motion carried by unanimous vote.

Adjournment

Commissioner Karner moved, Commissioner Freund seconded the motion to adjourn. Motion carried by unanimous vote at 5:13pm.



Erica Ziegert
Deputy Clerk
Dated 09/18/2024

VILLAGE OF KIMBERLY

PLAN COMMISSION MINUTES

11/19/2024

A meeting of the Village Kimberly Plan Commission was called to order on Tuesday, November 19, 2024 at 5:00pm in the Rick J. Hermus Council Chambers, 515 W. Kimberly Ave by President Kuen.

Commissioners Present: President Chuck Kuen, Commissioners: Norb Karner, Todd Schneider, Michael Robach, Dave Vander Velden and Dean Schiesl
Commissioners Excused: Commissioner Jeremy Freund
Staff Present: Deputy Clerk Erica Ziegert, Administrator/Public Works Director Danielle Block, Community Development Director Sam Schroeder and Brad Werner of McMahon

Approval of Minutes from the 09-17-2024 Meeting

Commissioner Karner moved, Commissioner Schneider seconded the motion to approve the minutes from the 09-17-2024 Plan Commission meeting. Motion carried by unanimous vote.

Unfinished Business

None

New Business

Certified Survey Map – Lot Consolidation – Aspire Senior Living Community located at 825 Cobblestone Ln

Commissioner Karner moved, Commissioner Schiesl seconded the motion to approve the Certified Survey Map as presented for Lot Consolidation located at 825 Cobblestone Ln for Aspire Senior Living Community. Motion carried by unanimous vote.

Certified Survey Map – Lot Consolidation – Crane Engineering Site located at 707 Ford Street

Commissioner Schiesl moved, Commissioner Karner seconded the motion to approve the proposed Certified Survey Map as presented contingent upon an affidavit of correction removing the 30-ft front yard setback is approved by the Village Board prior to recording. Motion carried by unanimous vote.

Site & Architectural Review – Crane Engineering Building Expansion located at 707 Ford Street

Commissioner Karner moved, Commissioner Schnieder seconded the motion to approve the site plan and architectural components of the Crane Engineering building expansion, contingent upon the following: 1) A Certified Survey Map combining all four properties is recorded prior to the issuance of permit. 2) The 30-foot front yard setback as noted on the original plat and as documented in the covenants is released or reduced to allow the proposed development as presented. 3) Stormwater management plan shall be reviewed, and a stormwater management agreement is recorded for the property. Motion carried by unanimous vote.

Affidavit of Correction – Kimberly Industrial Park Plat – Removal of the 30 Foot Front Yard Setback

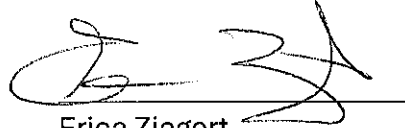
Commissioner Schneider moved, Commissioner Karner seconded the motion to approve the affidavit of correction removing the 30-foot front yard setback restriction from the Kimberly Industrial Park Plat as presented. Motion carried by unanimous vote.

Site & Architectural Review – Clubhouse remodel for proposed wine bar and social space located at 345 N Main Street

Commissioner Karner moved, Commissioner Schneider seconded the motion to approve the site plan and architectural components of the redevelopment of the Clubhouse development at 345 N. Main Street as presented, contingent upon the following: 1) Liquor License is approved by the Village Board. 2) Dumpster/refuse shall be located off Clubhouse Ln and shall be fully screened from off-site view, subject to future consideration. 3) Addl. landscaping subject to staff approval shall be installed along residential property line to the east. 4) Sidewalk along full southern portion of property along Clubhouse Ln shall be installed and meet code w/in 6 months of occupancy of the 1st floor. 5) Any major site modifications including a future wine shack shall require further review. Motion carried by unanimous vote.

Adjournment

Commissioner Karner moved, Commissioner Schiesl seconded the motion to adjourn. Motion carried by unanimous vote at 5:23pm.

A handwritten signature in black ink, appearing to read 'Erica Ziegert', written over a horizontal line.

Erica Ziegert

Deputy Clerk

Dated 11/20/2024

VILLAGE OF KIMBERLY FIRE COMMISSION
QUARTERLY MEETING MINUTES
June 17th, 2024

I. Call to Order

A. Open meeting was called to order at 5:59pm by Rick Weyenberg.

II. Roll Call

Rick Weyenberg Jolene Van Thiel Ken Schultz Fire Chief Jim Hietpas
Courtney Huss EMR Director Terri Smith

III. Approve Meeting Minutes

A. Meeting minutes were read from the March meeting - Jolene motioned to approve, Rick second; all approved

IV. Call Review

A. Chief Jim Hietpas and Director Terri Smith provided the board with service calls for the past quarter for both Fire and EMR.

B. Fire: 27 calls for the quarter, 43 for the year.

C. EMR: 100 calls - 2nd quarter (4/1 - 6/16)

V. Department Updates

A. EMR:

1. Chris Kuna passed his national and state exam and started responding to calls full time.
2. 9 Total EMR personnel now.

B. FIRE:

1. New dashboard using Image Trend software. Allows for much more detailed data on types of calls (day of week, AM/PM etc.)
2. Auto aid with Appleton for structure fires now in place.
3. Worked with Baycom on radio programming. Started with adding Appleton channels and found many other things that needed to be updated.
4. Awaiting new radios to be programmed and will then rotate the rest to the new programming plug.
5. Fire inspections are going very well - have a few apartment buildings having challenges with making contact with owners for access. Will be looking into options with the village.
6. Image trend software tracking is making a positive impact with record keeping.
7. Using the village garage for training while it is available.
8. Starting to look at new turnout gear. Will be evaluating various brands and then look for quotes for 2025 purchase. This will be done with capital funding.
9. Will start looking at the new pumper storage layouts to be ready to start finalizing things next year for March 2026 delivery timeframe.
10. Submitted level of service certification to the state. This is new to receive the state shared revenue. Initially it was a 1-time thing - now being required to do this each year.
11. Looking at call criteria to be considered a member in good standing. Will use historic data to determine call percentage required to remain in good standing. Only training attendance is measured now. New criteria will be brought to board for approval.
 - a. Top 8 personnel make percentage and then percentage drops.

VI. Closed Session

Move into Closed Session per WI State Statute 19.85(1)(c) to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility.

A. Motion to move into closed session at 6:25pm by Rick Weyenberg

B. Interviews were held for EMS (1)

1. Jolene Van Thiel motioned to hire Jared Joosten, Courtney Huss second - all approved.

C. Motion to reconvene into open session at 6:46pm by Ken Schultz, Jolene Van Thiel second.

II. Adjourn

A. Motion to adjourn meeting at 6:47pm by Rick Weyenberg, second Jolene Van Thiel.

VILLAGE OF KIMBERLY FIRE COMMISSION
SPECIAL MEETING MINUTES
August 19th, 2024

I. Call to Order

A. Open meeting was called to order at 4:30 by Rick Weyenberg.

II. Roll Call

Rick Weyenberg Jolene Van Thiel Courtney Huss

III. Retirement of Fire Chief

A. Reviewed the letter of retirement for the Fire Chief Jim Hietpas.

IV. Hiring Process for new Fire Chief

A. Posting Date: August 21st, 2024

B. Application Deadline: September 11th, 2024

1. Any applicants wishing to prepare a portfolio need to have them into Kimberly Village Hall by 4:00pm to provide enough time for the Fire Commission to review prior to interviews.

C. Position will be posted both internal and external

D. Interviews will be held: September 16th, 2024

V. Fire Chief Application/Position

A. Add the following to the Fire Chief Position

1. Must live within 15 miles of the fire department
2. Communicate agenda items to the Fire Commission Secretary

VI. Adjourn

A. Motion to adjourn meeting at 5:17pm by Courtney Huss, second Jolene Van Thiel.