

TOWN OF BROOKFIELD
2024 BUDGET PUBLIC HEARING MINUTES
NOVEMBER 14, 2023

The 2024 Budget Public Hearing was held in the Erich Gnant Room of the Town Hall, 645 N Janacek Road, Brookfield, WI.

1) CALL TO ORDER.

Chairman Keith Henderson called the meeting to order at 7:00 p.m. with the following people present: Supervisors John Charlier, Steve Kohlmann, Ryan Stanelle, and John Schatzman; Town Attorney Michael Van Kleunen and Administrator/Interim Clerk Tom Hagie.

2) MEETING NOTICES.

The meeting was noticed in accordance with Open Meeting Law.

3) PLEDGE OF ALLEGIANCE.

Chairman Henderson lead those in attendance in the Pledge of Allegiance.

4) APPROVAL OF AGENDA.

Motion by Supervisor Kohlmann to approve.
Seconded by Supervisor Charlier.
Motion Passed Unanimously.

5) PRESENTATION OF THE PROPOSED BUDGET BY CHAIRMAN HENDERSON AND ADMINISTRATOR HAGIE.

Chairman Henderson thanked everyone for attending and introduced the Town Employees in attendance before turning the presentation over to Administrator Hagie.

Administrator Hagie introduced himself and said one of his responsibilities is preparation of the budget. The Town strives to be as efficient as possible with your tax dollars while providing the same or better services as our neighbors. He stated that the department heads have done a fantastic job this year staying within their budgets and finding ways to maximize savings. Administrator Hagie stated the Town's ability to increase the levy to support the Town's budgetary needs is severely limited the year because a minimal allowable increase from net new construction. He noted the Town will again be using fund balance in the amount of \$435,000 in the 2024 budget to meet next year's budget needs.

Administrator Hagie noted that in 2024, once again the bulk of our revenue comes from our property taxes and the second biggest source is the hotel tax. The bulk of expenditures at 67% is public safety, which is mainly the police and fire departments. General government makes up about 17% of the overall budget. This points to how efficient we are with the money we have, while providing as many services to the Town residents as we possibly can. For each tax dollar, the bulk goes to schools at over 53%, and about 30% goes to the Town.

Administrator Hagie presented information related to the Town's room tax revenue. He noted the Town is collecting the maximum amount per state statute with the remaining funds being allocated to the Town tourism entity, Discover Brookfield.

Administrator Hagie stated that the Town's Mill Rate increased 5 cents per thousand as compared to last year. This included a decrease to the amount allocated to the General Fund for 2023. The Capital Equipment and Capital Improvement budgets were increased during the budgeting process to meet the needs of Town departments. The proposed 2023 Budget results in a nominal increase of approximately \$20 to the average single-family residential property owner.

The State calculated allowable municipal levy increase for 2023 based on the net new construction percentage is 0.23%, or roughly \$10,000. The Board is recommending utilizing the full 0.23% (\$10,000) levy increase allowable by the State and the use of \$435,000 of fund balance in the 2024 Budget.

6) QUESTIONS AND COMMENTS REGARDING THE PROPOSED BUDGET.
None.

7) ADJOURN.
Motion by Supervisor Kohlmann to adjourn at 7:18 p.m.
Seconded by Supervisor Charlier.
Motion Passed Unanimously.

Respectfully submitted,
Tom Hagie
Town Administrator/Interim Clerk

DRAFT

TOWN OF BROOKFIELD
TOWN BOARD MINUTES
NOVEMBER 14, 2023

The regular meeting of the Town Board, Sanitary District No. 4, and Utility District No. 1 was held in the Erich Grant Room of the Town Hall, 645 N Janacek Road, Brookfield, WI.

1) CALL TO ORDER.

Chairman Keith Henderson called the meeting to order at 7:22 p.m., following the Special Meeting of the Electors, with the following people present: Supervisors John Charlier, Steve Kohlmann, Ryan Stanelle, and John Schatzman; Town Attorney Michael Van Kleunen and Administrator/Interim Clerk Tom Hagie.

2) MEETING NOTICES.

The meeting was noticed in accordance with Open Meeting Law.

3) APPROVAL OF AGENDA.

Motion by Supervisor Schatzman to approve.
Seconded by Supervisor Stanelle.
Motion Passed Unanimously.

4) APPROVAL OF MINUTES.

Motion by Supervisor Stanelle to approve the minutes of November 15, 2022 Budget Public Hearing as presented.
Seconded by Supervisor Kohlmann.
Motion Passed Unanimously.

Motion by Supervisor Stanelle to approve the minutes of November 7, 2023 Town Board meeting as presented.
Seconded by Supervisor Kohlmann.
Motion Passed Unanimously.

5) CITIZEN COMMENTS.

None.

6) NEW BUSINESS.

a. Discussion and possible action regarding the proposed 2024 Budget.

Motion by Supervisor Kohlmann to approve.
Seconded by Supervisor Charlier.
Motion Passed Unanimously.

b. Discussion and possible action regarding a Wisconsin Elections Commission Badger Book Memorandum of Understanding.

Motion by Supervisor Schatzman to approve.
Seconded by Supervisor Stanelle.
Motion Passed Unanimously.

7) APPROVAL OF VOUCHERS AND CHECKS.

Motion by Supervisor Charlier to approve vouchers dated 11/8/2023-11/14/2023 in the amount of \$162,600.00.
Seconded by Supervisor Kohlmann.
Motion Passed Unanimously.

8) COMMUNICATION AND ANNOUNCEMENTS.

Chairman Henderson noted the Town Tree lighting will be held at the Corners of Brookfield on Saturday, December 2, 2023 from 3:00-5:30 p.m.

9) ADJOURN.

Motion by Supervisor Kohlmann to adjourn at 7:31 p.m.
Seconded by Supervisor Charlier.
Motion Passed Unanimously.

Respectfully submitted,
Tom Hagie
Town Administrator/Interim Clerk

Election Inspector Appointment List 2024-2025

Party	First	Last	Address
D	Betty	Albrecht	19720 Timberline Dr.
U	Marlene	Aune	21825 Oakmont Lane
U	Adam	Barber	21430 Belgren Rd.
U	Patricia	Barr	620 Hillcrest Dr.
R	Kurt	Baumann	855 Brenner Dr.
U	Darlene	Beaumont	1355 Pioneer Trail
U	Mike	Beining	18275 Brookfield Lake Dr. #98
U	Jennifer	Braden	N51W25281 Lisbon Rd.
U	Connie	Braun	317 S. Brookfield Rd.
U	Janelle	Frisby	945 Mary Lane
R	Mary Lyn	Gehrke	17805 Bonnie Lane
R	Yvonne	Gerth	20880 George Hunt Cir., #436
D	William	Gromacki	21075 George Hunt Cir., #1203
D	Yasaman	Hadipour	20440 Chadwick Lane
D	Marilyn	Harvancik	18755 Follett Dr.
D	Mary Jean	Haslam	17430 Evergreen Ct
U	Kathy	Hayes	20975 George Hunt Cir., #631
U	Judy	Kellen	21050 George Hunt Cir., #833
U	Marcia	Klein	18950 Toldt Woods, #22
U	Sue	Kohlmann	960 Timber Pass
U	Ron	Kral	20590 Catskill Rd.
U	Georgia	Ladwig	20975 George Hunt Cir., #634
D	Sandra	Lange	21770 Clearfield Rd.
D	William	Lange	21770 Clearfield Rd.
R	Betsy	Madsen	12940 W. Burleigh Rd.
R	Abbey	Nickolie	590 Long Beard Rd.
U	Karen	Peltier	1105 Hawthorne Ridge Dr.
U	Kathleen	Quinn	20840 George Hunt Cir., #213
U	Ruth	Resch	20840 George Hunt Cir., #230
U	Anne	Saccomando	1105 Pioneer Trail
U	Teri	Salas	4655 Catherine Court
R	Beth	Schmitz	21450 Clarion Lane
U	Judy	Schwingel	21055 George Hunt Cir., #1412
U	Pamela	Shudy	725 Maple Ridge Lane
U	Faisal	Siddiqi	17874 W Wisconsin Ave.
D	Bob	Srinivasan	845 Foxglove Ct.
D	R. Mary	Turner	19730 Brenner Ct.
D	Sue	Walton	21020 George Hunt Cir., #928
U	Geri	Zaretzke	4720 Martha Lane
R	Gary	Zellmer	2560 De Carlin Dr.
R	Marie	Zellmer	2560 De Carlin Dr.



October 26, 2023

► **REQUIRES IMMEDIATE ACTION** ◀
Urban NPS & Stormwater Mgmt. Program
Grant# USP67002Y24
Grant Amount: \$82,000.00

Tom Hagie, Administrator
Town of Brookfield
645 N. Janacek Road
Brookfield, WI 53045

Dear Mr. Hagie:

Congratulations! On behalf of the Governor, we are pleased to forward to you a grant agreement for financial assistance for the following project: *Stormwater Quality Management Plan Update*.

This grant, and any reimbursements made under it, is governed by very specific statute and administrative code provisions. Accordingly, please read the grant documents thoroughly, paying particular attention to the Scope and Conditions sections for eligibility, grantee requirements and reimbursement provisions. There are also several activities where you must obtain prior departmental review and authorization before proceeding.

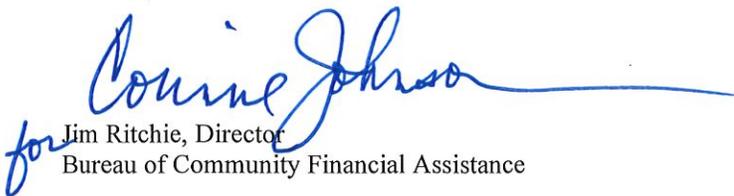
You are obligated to submit a final report, using the Department's BMP Implementation Tracking System (BITS), prior to submitting your final reimbursement request for the projects completed under this grant; before and after photographs are a required component for construction projects.

In early 2024, DNR will hold a grant administration webinar to provide information about seeking reimbursement from DNR, amending your grant, submitting the final report, etc. All grantees receiving CY 2024 grant awards must attend the webinar or view the webinar recording prior to submitting the first reimbursement request for their grant. Stay tuned for details coming via email regarding the webinar date and time.

To accept this grant, please review the agreement and email a scanned copy signed by the authorized government official, along with the completed *Grantee Contact Page*, and evidence that your community has committed the necessary funding for the local share, to DNRCFANONPOINTGRANTS@wisconsin.gov.

Please review this grant thoroughly and if you have any questions, contact your Regional Nonpoint Source Coordinator, Jesse Bennett, at (414) 458-0448. You may be contacted by the Office of the Governor or your state Legislator concerning the issuance of a press release to publicize the grant award. Thank you for your continued cooperation with Wisconsin's Runoff Management Grant Programs.

Sincerely,


for Jim Ritchie, Director
Bureau of Community Financial Assistance

Enclosure(s)

C (e-copy): Jesse Bennett, Regional Nonpoint Source Coordinator, DNR Southeast Region
Corinne Johnson, Nonpoint Source Program Grant Manager, CF/2

PROJECT CONTACT PAGE

INSTRUCTIONS: In the spaces below, insert contact information for the person **most directly involved** with this particular project. The Department will contact the person named for all matters related to this project.

Grant No.	USP67002Y24	
Governmental Unit	Town of Brookfield	
Project Contact Name		
Project Contact Title		
Project Contact Mailing Address		
Project Contact Phone Number (direct):	()	Extension:
Project Contact Email Address:		

Address to which reimbursement checks should be sent if different than contact information above:

Name		
Title		
Mailing Address		
Phone Number (direct):	()	Extension:
Email Address:		

If information provided on this page -- or any information in Part 1 of the grant agreement changes during the grant period, please provide the updated information to DNR Nonpoint Source Program Grant Manager and the DNR Regional Nonpoint Source Coordinator.

Please complete this contact page and email it with the signed grant agreement to:

DNRCFANONPOINTGRANTS@wisconsin.gov.

State of Wisconsin
 Department of Natural Resources
 Bureau of Community Financial Assistance (CF/2)
 PO Box 7921
 Madison, Wisconsin 53707-7921

WISCONSIN URBAN NONPOINT SOURCE WATER POLLUTION ABATEMENT
 & STORMWATER MANAGEMENT GRANT PROGRAM
PLANNING GRANT AGREEMENT

Form 8700-327 (rev. 07/2021)

Notice: By signing this grant agreement, grantees indicate concurrence with conditions of this agreement, authorized under ss. 281.66 and 283, Wis. Stats., and chs. NR 151, 154, 155 and 216, Wis. Adm. Code. This agreement must be signed and returned to the address above within 30 days so that funds will be reserved for this project. Failure to return a signed agreement will result in denial of grant funds. Personally identifiable information collected will be used for program administration and may be made available to requesters as required under Wisconsin's Open Records Law [ss. 19.31 - 19.39, Wis. Stats.].

PART 1. GRANT ADMINISTRATION INFORMATION

Grant Number USP67002Y24	Grant Award Date October 26, 2023		
Grantee (Unit of Government) Town of Brookfield			Total Grant Amount \$82,000
Project Name Stormwater Quality Management Plan Update		Grant Period From January 1, 2024 Through December 31, 2025	
Authorized Government Official Tom Hagie, Administrator		Grantee Contact Tom Hagie, Administrator	
Government Official Address 645 N Janacek Road		Contact's E-mail Address administrator@townofbrookfield.com	
City, ZIP Code, County Brookfield, 53045, Waukesha County		Contact's Telephone Number (262) 796-3788	
Name of Department Regional Nonpoint Source Coordinator, Phone Number and Email Address Jesse Bennett, (414) 458-0448, Jessiah.Bennett@wisconsin.gov			DNR Region Southeast Region

PART 2. ELIGIBLE COST-SHARE BUDGET DATA

Note: Line items cannot be exceeded without grant agreement amendment.

Budget Line-Item Description	State Cost-Share Amount	Cost-Share Percentage
1. Urban Stormwater/Erosion Plan – BMP U8	\$79,525.00	50%
2. Information and Education Program – BMP U11	\$1,335.00	50%
3. Stormwater/Erosion Control Ordinances – BMP U12	\$1,140.00	50%
Total Maximum Grant Amount	\$82,000.00	

PART 3. PURPOSE AND SCOPE

This grant provides cost-share funding and authorizes reimbursement by the DEPARTMENT for the above-named project as described in the grant application submitted for the grant period in Part 1 above. Reimbursements may be made for work performed and expenses incurred for the following eligible local assistance activities to address storm water management under chs. NR 151 and NR 216, Wis. Adm. Code, or Total Maximum Daily Load goals.

1. Urban Stormwater/Erosion Plan – BMP U8
2. Information and Education Program – BMP U11
3. Stormwater/Erosion Control Ordinances – BMP U12

PART 4. CONDITIONS

A. General Conditions

A.1. The Wisconsin Department of Natural Resources (DEPARTMENT) and the GRANTEE identified in Part 1 above mutually agree to perform this agreement in accordance with the Urban Nonpoint Source Water Pollution Abatement and Storm Water Management Grant Program and ss. 281.66 and 283, Wis. Stats., and chs. NR 151, 154, 155, and 216, Wis. Adm. Code, and with the project proposal, application, terms, promises, conditions, plans, specifications, estimates, procedures, maps and also any assurances attached and made a part of this agreement.

- A.2. This agreement, together with any referenced parts and attachments, shall constitute the entire agreement and previous communications or covenants pertaining to this agreement are superseded. Any revisions to this agreement must be made by written amendment, signed by both parties, prior to the termination date of this agreement, whether for changes in scope, grant period, or cost. Requests to extend the grant period must be made 45 days or more before the end of the grant period in Part 1.
- A.3. Failure by the GRANTEE to comply with the terms of this agreement shall not cause the suspension of all obligations of the State if, in the judgment of the Secretary of the DEPARTMENT, such failure was due to no fault of the GRANTEE. In such case, any amount required to settle at minimum costs any irrevocable obligations properly incurred shall be eligible for reimbursement under this agreement, at the DEPARTMENT's discretion.
- A.4. Eligibility for cost-sharing reimbursement is governed by the provisions of ch. NR 155, Wis. Adm. Code. Cost-share rates and applicability may be further limited by departmental contract approval(s), which may restrict the cost-share amount due to the eligibility requirements of the statute and codes.
- A.5. The amount listed in Part 2 above is the maximum amount the DEPARTMENT may reimburse under this agreement.
- A.6. The GRANTEE:
1. Agrees to comply with all applicable Federal, Wisconsin, and local laws in fulfilling the terms of this agreement. In particular, GRANTEE agrees to comply with all applicable local and state contract and bidding requirements. GRANTEE should consult its legal counsel with questions concerning contracts and bidding. For assistance, GRANTEE may consult Procurement Guide for Local Governments Receiving DNR Grants.
 2. Promises, in consideration of the promises made by the DEPARTMENT, to execute the project described in accordance with this agreement.
 3. May decline the offer of financial assistance provided through this agreement, in writing, at any time prior to the start of the project and before expending any funds. After the project has been started or funds expended, this agreement may be rescinded, modified, or amended only by mutual agreement in writing.
 4. Agrees that its employees or agents are not employees or agents of the DEPARTMENT for any purpose, including Worker's Compensation.
 5. Agrees, to save, keep harmless, defend and indemnify the DEPARTMENT and all its officers, employees and agents, against any and all liability claims, costs of whatever kind and nature, for injury to or death of any person or persons, and for loss or damage to any property (state or other) occurring in connection with or in any way incident to or arising out of the occupancy, use, service, operation or performance of work in connection with this agreement or omissions of GRANTEE's employees, agents or representatives.
 6. Agrees to reimburse the DEPARTMENT of any and all funds the DEPARTMENT deems appropriate in the event the GRANTEE fails to comply with the conditions of this agreement or project proposal as described or fails to provide public benefits as indicated in the project application, proposal description or this agreement. In addition, should the GRANTEE fail to comply with the conditions of this agreement, fail to progress due to non-appropriation of funds, or fail to progress with or complete the project to the satisfaction of the DEPARTMENT, all obligations of the DEPARTMENT under this agreement may be terminated, including further project cost payment.
 7. Agrees, in connection with the performance of work under this agreement, not to discriminate against any employee or applicant for employment because of age, race, religion, color, disability, handicap, sex, physical condition, developmental disability as defined in s. 51.01(5), Wis. Stats., sexual orientation or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation; and selection for training, including apprenticeship. Except with respect to sexual orientation, the GRANTEE further agrees to take affirmative action to ensure equal employment opportunities, as required by law. The GRANTEE agrees to post in conspicuous places available, for employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of the nondiscrimination clause.

8. Agrees that accounting for project funds shall conform to generally accepted accounting principles and practices, and that GRANTEE shall maintain a financial management system, separate from all other GRANTEE activities, for this agreement.
9. Agrees to comply with the cost containment and procurement procedures in the applicable administrative codes governing this agreement.
10. Agrees that all contracts or scope of service agreements related to this grant-funded project must obtain prior approval of the DEPARTMENT Regional Nonpoint Source Coordinator for this grant, with respect to reimbursement eligibility and conformity with standards and storm water permitting requirements.
11. Agrees to retain and make available to the DEPARTMENT for inspection all fiscal records, including invoices and canceled checks, that support all project costs claimed by the GRANTEE, for three years from the date of final payment by the DEPARTMENT or three years after the end of the Grant period, whichever is later, or for a longer period if required by the DEPARTMENT for audit purposes.
12. Agrees to complete and submit project progress reports to the DEPARTMENT Regional Nonpoint Source Coordinator identified in Part 1 of this agreement with each request for partial grant reimbursement.
13. Agrees, within 60 days of the grant expiration date, to complete and submit a Final Report Form (Form #3400-189P) or to complete and submit a final report, using the DEPARTMENT's "BMP Implementation Tracking System" (BITS) once it is operational to replace Form 3400-189P, and submit a final request for grant reimbursement to the DEPARTMENT's Regional Nonpoint Source Coordinator for review and approval.
14. Agrees to submit final planning products required by a municipal storm water permit to the DEPARTMENT using the Water ePermitting System (<https://dnr.wisconsin.gov/permits/water>). Other final planning products will be submitted to the DEPARTMENT Regional Nonpoint Source Coordinator identified in Part 1 of this agreement.
15. Agrees that reimbursements may only be made for work performed, and expenses incurred, during the grant period as specified in Part 1 above.
16. Agrees to comply with annual Single Audit requirement, at its own expense, if combined total state and federal grant awards received by the GRANTEE from all sources is \$750,000 or more during the calendar year. Annual Single Audit requirements are specified in 2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, & Audit Requirements for Federal Awards (referred to as Uniform Guidance) and the Wisconsin State Single Audit Guidelines found at: <http://www.doa.state.wi.us/Divisions/budget-and-finance/financial-reporting/state-controllers-office/state-single-audit-guidelines> issued by the Wisconsin Department of Administration (DOA), State Controller's Office.
17. Should consider following methods for controlling, transporting and disposing of aquatic invasive plants and animals and water in which they may be contained, as described in the DEPARTMENT's Manual Code 9183.1 *Boat, Gear, and Equipment Decontamination and Disinfection* and available on the DEPARTMENT's website at: <http://dnr.wi.gov/topic/invasives/disinfection.html>.

A.7. The DEPARTMENT:

1. Promises, in consideration of the covenants and agreements made by the GRANTEE, to obligate for the GRANTEE the amount identified in Part 2 above and to tender to the GRANTEE that portion of the obligation that is required to pay the DEPARTMENT's share of the costs based on the cost-share percentage listed in Part 2 above for eligible project work performed and expenses incurred during the grant period noted in Part 1 above.
2. Agrees that the GRANTEE shall have sole control of the method, hours worked, and time and manner of any performance under this agreement other than as specifically provided in this document. The DEPARTMENT reserves the right only to ensure that the project is progressing or has been completed in compliance with the agreement. The DEPARTMENT takes no responsibility of supervision or direction of the performance of the agreement to be performed by the GRANTEE or the GRANTEE's employees or agents. The DEPARTMENT further agrees that it will exercise no control over the selection and dismissal of the GRANTEE's employees or agents.

- 3. Shall reimburse the grantee at a rate of one-half the cost-share rate stipulated in Part 2 above until completed product(s) is submitted to, and approved by, the DEPARTMENT and the DEPARTMENT has approved the project's Final Report.
- 4. Shall reimburse costs incurred for completed grant project deliverables at amounts not to exceed those itemized for each grant deliverable in the DEPARTMENT's professional service agreement approval letter(s).

B – Special Condition

Environmental and Natural Heritage Concerns. Research and findings must include at least preliminary determinations on the potential for environmental hazards, cultural, historical, endangered and threatened resources, along with the potential for wetland and Chapter 30 conflicts, within the areas of prospective structural practice installations.

FOR THE GRANTEE

By:

Authorized Government Official

Title

Date Signed

FOR THE STATE OF WISCONSIN

By:

Jim Ritchie

for Jim Ritchie, Director
Bureau of Community Financial Assistance

October 26, 2023

Date Signed

(Printed Name, If Different Than Authorized Government Official on P.1)

When returning the signed grant, you must also include evidence of your community's local share of the grant project costs – such as a copy showing its inclusion in the municipal budget, or other evidence that the community has, in fact, committed the necessary funding to complete the project.

Task Order No. 23-04
Town of Brookfield, Wisconsin (OWNER)
and Strand Associates, Inc.® (ENGINEER)
Pursuant to Agreement for Technical Services dated May 22, 2023

Project Information

Services Name: Stormwater Quality Management Plan Update

Services Description: Prepare a stormwater management plan update to the plan previously prepared in 2011 by ENGINEER in accordance with OWNER's municipal separate storm sewer system (MS4) permit and the Fox Illinois River Basin total maximum daily load (TMDL) criteria. This project is partially funded by a Wisconsin Department of Natural Resources (WDNR) Urban Nonpoint Source and Stormwater Grant.

Scope of Services

ENGINEER will provide the following services to OWNER:

Task 1: Administration and Meetings

1. Submit draft task order to WDNR for approval prior to execution by OWNER and ENGINEER. Prepare and submit WDNR Final Report (Form 3400-189).
2. Participate in one in-person kickoff meeting, two virtual progress meetings, and one in-person presentation meeting.

Task 2: Stormwater Quality Modeling, Alternatives Analysis, and Implementation Plan

1. Submit a data request to OWNER for information included in **OWNER's Responsibilities**.
2. Provide up to two eight-hour days of field topographic survey and inventory of up to four publicly owned and eight privately owned existing stormwater Best Management Practices (BMPs).
3. Prepare and submit a watershed map (storm sewer system, municipal boundary, TMDL reachsheds, existing stormwater BMPs, and areas excluded from modeling), WinSLAMM land use map, and soils classification map in accordance with Wisconsin Pollutant Discharge and Elimination System (WPDES) Permit No. WI-S050105-3 and in accordance with OWNER-provided information.
4. Update OWNER's baseline and existing conditions stormwater quality modeling in accordance with WDNR's October 20, 2014, TMDL Guidance for MS4 Permits: Planning, Implementation, and Modeling Guidance (recertified on September 16, 2019). Modeling will be performed in WinSLAMM for total suspended solids (TSS) and total phosphorus (TP). OWNER's existing grass-lined swales, catch basin cleaning, street sweeping, up to seven publicly owned stormwater

BMPs, and up to 45 privately owned BMPs will be incorporated into the modeling based on OWNER-provided stormwater BMP information, as appropriate. Up to eight privately owned (with maintenance agreement) stormwater BMPs will be incorporated into the modeling based on topographic survey, as appropriate. Privately owned BMPs without maintenance agreements will not be modeled. Provide a database of BMP information in spreadsheet format based on information provided by OWNER. If additional BMPs are requested to be modeled by OWNER, the cost to do so will be negotiated with OWNER and a task order amendment will be processed. If OWNER-provided information is insufficient to model BMPs identified above, the BMP will not be modeled or the cost to provide additional field topographic survey to collect stage/storage/discharge information will be negotiated with OWNER and a task order amendment will be processed.

5. Provide a tabular summary of stormwater quality modeling for OWNER in accordance with WPDES Permit No. WI-S050105-3.
6. Evaluate up to three alternatives to assist in meeting the TMDL criteria within OWNER limits consisting of a combination of up to ten total potential component stormwater BMPs (structural, operational, and ordinance modifications). Prepare a figure, analysis, opinion of probable construction cost (OPCC), and total 20-year present worth cost for up to ten total potential component stormwater BMPs. Costs will be presented in terms of total cost and cost per pound TP removed. Provide narrative and location of potential streambank stabilization projects that OWNER could pursue to count toward benchmark MS4 permit compliance based on information provided by the OWNER. Provide an overview figure showing the locations of the ten potential component stormwater BMPs.
7. Provide a stormwater narrative discussing the mechanism for achieving TMDL compliance through water quality trading (with other MS4s, private point dischargers, and agricultural lands). Develop concept level 20-year present worth cost for water quality trading (with agricultural lands) to assist in TMDL wasteload allocations.
8. Develop a project implementation plan considering feasibility, water quality benefit, available funding sources, land availability, and proximity to wetlands. The implementation plan will include prioritization of alternatives, potential schedule of alternatives, budgeting plan, and review of potential funding sources in accordance with OWNER's input. This plan will consist of a table within the stormwater quality management plan update for OWNER.

Task 3: Stormwater Program Updates

1. Prepare one narrative and table of potential updates to OWNER's public education and outreach, and public involvement and participation programs (that are complementary to the Waukesha County Partner Communities programs) in accordance with MS4 permit criteria.
2. Prepare one narrative and table of potential updates to OWNER's construction site erosion control ordinance and program in accordance with MS4 permit criteria and Wisconsin State Administrative Code, Chapter NR 151 (NR 151). Prepare reference guide and standard administration forms.

3. Prepare one narrative and table of potential updates to OWNER's post-construction stormwater management ordinance and program in accordance with MS4 permit criteria and NR 151. Prepare reference guide and standard administration forms.
4. Prepare one narrative and table of potential updates to OWNER's illicit discharge detection and elimination (IDDE) ordinance and program in accordance with MS4 permit criteria and the WDNR's March 2012 guidance document including standard administration forms.
5. Prepare one narrative and potential updates to OWNER's existing stormwater pollution prevention programs (SWPPP). Prepare a new SWPPP for OWNER's Department of Public Works facility, including standard administration forms. A BMP at the facility will be reviewed including figure, OPCC, and stormwater quality modeling analysis. Provide an update to the municipal BMP inspection and maintenance procedures.
6. Provide information on OWNER's deicing activities in the stormwater quality management plan update using OWNER-provided information.

Task 4: Stormwater Quality Management Plan Update

Prepare a stormwater quality management plan update documenting the plan services and submit to OWNER in draft, draft final, and final format. The draft plan will include introduction, contributing watershed characteristics, and stormwater quality modeling report sections. The draft final plan will include the alternatives analysis report section. The draft plan and associated WinSLAMM stormwater quality modeling will be submitted to WDNR for concurrence with the submitted existing conditions WinSLAMM stormwater quality modeling. Provide one portable document format (PDF) file of the draft, draft final, and final stormwater quality management plan update. Submit a PDF file of the final plan to OWNER and WDNR.

Service Elements Not Included

In addition to those listed in the associated Agreement for Technical Services, the following service elements are not included in this Task Order. If such services are required, they shall be provided through an amendment to this Proposal or through a separate Proposal with OWNER.

1. Data Gathering of Public or Private Stormwater BMP Information: Any services related to data gathering of public or private stormwater BMP information.
2. Topographic Survey of Additional Public or Private Stormwater BMPs: Any services related to topographical survey of additional public or private stormwater BMPs.
3. WinSLAMM Modeling of Additional Public or Private Stormwater BMPs: Any services related to WinSLAMM modeling of additional public or private stormwater BMPs.

Compensation

OWNER shall compensate ENGINEER for Services under this Task Order a lump sum of \$164,000.

Schedule

Services will begin upon execution of this Task Order, which is anticipated the week of January 15, 2024. Services are scheduled for completion on June 30, 2025.

OWNER's Responsibilities

In addition to those items found in the associated Agreement for Technical Services, OWNER shall be responsible for the following:

1. Provide a stormwater inlet sump inventory of visual observation and measurement of each stormwater inlet/catch basin on OWNER's property, if OWNER intends to seek stormwater quality credit for stormwater inlet sumps. This information will be used in the water quality model to provide OWNER credit for the inlets that have sumps in them. OWNER shall provide a map of the locations and depths of inlets with sumps and maintenance schedule.
2. Provide information regarding existing stormwater management programs including public education and outreach, public involvement and participation, IDDE, stormwater pollution prevention for municipal operations, street sweeping, deicing and snow removal, leaf and yard waste management, municipal garage and storage area management, and turf maintenance policies.
3. Provide a list of new development, redevelopment, and in-fill development projects with a notice of intent submitted on or after October 1, 2004, and a map showing the location of each. Provide a list, including locations, of development projects prior to October 1, 2004, that have stormwater BMPs.
4. Provide a list, locations, design drawings (grading plans and details), and stormwater management reports for all known existing stormwater BMPs (including privately owned) and practices for which stormwater quality credit is pursued, as available. Provide existing stormwater maintenance agreements for privately-owned stormwater BMPs. For stormwater BMPs, minimum necessary information includes stage/storage, outlet structure/pipes, and approximate current depth of water in the pond today for wet detention basins, as available.
5. Provide available existing soil borings at dry detention basins, infiltration basins, and other stormwater facilities.

OWNER REVIEW

Strand Associates, Inc.®

Town of Brookfield
Task Order No. 23-04
Page 5
November 14, 2023

DRAFT

6. Provide the most recent version of the following maps in digital format:
 - a. Stormwater system map including locations of storm sewer, storm structures, grass-lined ditches, outfalls, and stormwater BMPs.
 - b. City boundary map.
 - c. Existing land use map.
 - d. Zoning map.
 - e. Street map.
 - f. Street sweeping map.
 - g. Parcel map.
 - h. Parks, recreational facilities, and open space map.
 - i. Public Works Facilities map.
 - j. Wetlands map.
 - k. Floodplain map.
 - l. Aerial photography map.
 - m. Contour map.
 - n. Stormwater-related computer-aided design, GIS, and WinSLAMM files (i.e., watersheds, land use, WinSLAMM .dat or .mdb files) from OWNER's previous stormwater plans, as available.
7. Prepare and submit grant reimbursement requests to WDNR.
8. Assist ENGINEER in field survey/inventory of stormwater system and stormwater BMPs including a staff person and all necessary traffic control.
9. Guarantee access to and make all provisions for ENGINEER to enter upon public and private lands as required for ENGINEER to perform Task Order-specified project Services.

TASK ORDER AUTHORIZATION AND ACCEPTANCE:

ENGINEER:

OWNER:

STRAND ASSOCIATES, INC.®

TOWN OF BROOKFIELD

DRAFT

DRAFT

Joseph M. Bunker
Corporate Secretary

Date

Tom Hagie
Town Administrator

Date



Town Advocacy Council

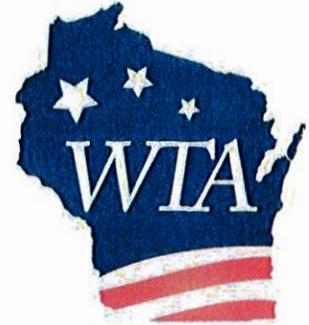
Champions of Town Government

W7686 County Rd. MMM

Shawano, WI 54166

715.526.3157

www.wisctowns.com • wtowns@wisctowns.com



November 8, 2023

Dear Town Advocacy Council Member:

Thank you for being a Town Advocacy Council (TAC) Member. Enclosed you will find your renewal information. Your investment in TAC is absolutely critical to our legislative advocacy efforts! **Without your investment, we wouldn't be able to hire contract lobbyists, hold Capitol Day, defend towns against negative legislation, and work on legislative issues that support your efforts as a proud town government official in the way that we do.** Simply, if you and the other members of TAC were not the leaders that you are, the Wisconsin Towns Association would not create the influence necessary to protect and enhance the local government that is closest and most responsive to the people – towns.

Founded in the 1980s, the TAC is a subsidiary of the Wisconsin Towns Association that has evolved over time. Its current mission is: **“Advocating for legislation that advances town government interests.”** Since our focus to grow TAC membership and legislative influence began a couple of years ago, TAC resources have played a role in obtaining **over \$500 million** in efficiencies and additional funding for towns. Your leadership in TAC has also produced law changes to support and protect towns when they need it most. Here are just a few of the many recent legislative successes that were directly influenced by the efforts of TAC:

- Historic increases to Shared Revenue – **over \$65,000,000 annually** in additional Shared Revenue for towns that will **grow with the economy.**
- Over **\$110 million for towns** in one-time transportation funding in the last few state budgets.
- **\$150 million** for a new Agricultural Road Improvement Program.
- Changes to provide **flexibility** for rural ambulance staffing and emergency medical responder licensing.
- **Fully funding the Service Award Program** for local first responders.
- **Over \$6.4 million** each biennium in additional PILT payments to local governments for state owned land.
- **\$12.5 million to conduct an inventory and condition assessment** of all culverts between 6 and 20 feet.

Due to your dedication to our founding design of local empowerment, nearly 60% of all towns have now committed to increased TAC efforts. The enhanced funding provided by new membership has empowered us to work closely with legislators on efforts we otherwise would not have had the resources



2024 Town Advocacy Council of the Wisconsin Towns Association

Membership Invoice

Town Advocacy Council 2024 Membership valid
January 1, 2024 to December 31, 2024: 12 Month Option
OR
January 1, 2024 to June 30, 2025: 18 Month Option

Town/Village of **BROOKFIELD** County **WAUKESHA**

Population 6439 x \$.25 = \$1609.75 annual dues **12 Month Option**

OR

Population 6439 x \$.25 = \$2414.63 annual dues **18 Month Option**

Dues for municipalities with population of 10,000 or more are capped at \$2,500.

Make checks payable to:

WTA / TAC
W7686 County Road MMM
Shawano, WI 54166-6086

To facilitate our alignment of TAC dues on the same bill and in the same billing cycle as general WTA membership dues, please select one of the above payment options. For towns and villages exercising the 18-month option (January 2024 – June 2025), the next TAC dues bill will be on the same dues bill as your 2025 WTA general membership. For towns and villages exercising the 12-month option (January 2024 – December 2024), you will be billed in the Fall of 2024 for a 6-month membership (January 2025 – June 2025). WTA much prefers the 18-month option as it will decrease mailing and administrative costs; however, we understand if using the 12-month option is necessary.

***NOTE:** This is **NOT** the dues statement for your annual Wisconsin Towns Association membership. That will be mailed in spring for July payment. If you have any questions, contact our office at 715-526-3157.



**TOWN OF BROOKFIELD
PLANNING COMMISSION RECOMMENDATIONS
OCTOBER 24, 2023**

Town Chairman Keith Henderson called the meeting to order at 7:43pm on Tuesday, October 24, 2023, at the Town of Brookfield Town Hall, 645 North Janacek Road, Brookfield, Wisconsin. Also present at the meeting was Supervisor Ryan Stanelle; Commissioners William Neville, Len Smeltzer, Jeremy Watson; and Town Planner Bryce Hembrook. Commissioners Gordon Gaeth was absent and excused, Commissioner Riordan was absent.

DAVID WIMMER FOR A CONDITIONAL A CONDITIONAL USE PERMIT AMENDMENT TO NORTHBROOK APARTMENT BUILDING TO INCREASE THE NUMBER OF PROPOSED DWELLING UNITS BY 3 UNITS, LOCATED AT 700 NORTH BARKER ROAD (BKFT1122993005)

Commissioner Neville moved to **recommend to the Town Board to deny** a Conditional Use Permit Amendment to Northbrook Apartment building to increase the number of proposed dwelling units by 3 units, located at 700 North Barker Road (BKFT1122993005).

The motion was seconded by Commissioner Watson. The motion passed with a vote of 3-1, with Supervisor Stanelle dissenting.

**TOWN OF BROOKFIELD
PLANNING COMMISSION RECOMMENDATIONS
NOVEMBER 28, 2023**

Town Chairman Keith Henderson called the meeting to order at 7:00pm on Tuesday, November 28, 2023, at the Town of Brookfield Town Hall, 645 North Janacek Road, Brookfield, Wisconsin. Also present at the meeting was Supervisor Ryan Stanelle; Commissioners Jeremy Watson, Len Smeltzer, and Kevin Riordan; and Town Planner Bryce Hembrook. Commissioners Gordon Gaeth and William Neville were absent and excused.

TOWN OF BROOKFIELD FOR A RECOMMENDATION OF APPROVAL FOR A ZONING CODE TEXT AMENDMENT TO SECTION 17.02(14)(G)11, RELATED TO FENCES

Commissioner Watson moved to **recommend to the Town Board to approve option 1** of the proposed Zoning Code Text Amendment to Section 17.02(14)(g)11 related to fences.

The motion was seconded by Commissioner Riordan. The motion carried. Smeltzer opposed.

RYAN JANSSEN, REPRESENTING AVERY & BIRCH, FOR A RECOMMENDATION FOR CONCEPTUAL APPROVAL OF A NEW BUILDING CONSISTING OF A THREE-STORY SALON SUITE FACILITY, LOCATED AT 21055 CROSSROAD CIRCLE

Commissioner Watson moved to **recommend conceptual approval** of a new building consisting of a three-story salon suite facility, located at 21055 Crossroad Circle.

The motion was seconded by Supervisor Stanelle. The motion carried.

STEVE MCCLEARY (RA SMITH, INC.) REPRESENTING DISCOUNT TIRE, FOR A RECOMMENDATION FOR SITE PLAN APPROVAL FOR PROPOSED CHANGES TO THE SUBJECT PROPERTY SITE PLAN TO EXPAND PARKING AREA ON NORTH SIDE OF THE PROPERTY AND ALONG THE BUILDING AND TO UPDATE THE LANDSCAPING PLAN, LOCATED AT 20120 WEST BLUEMOUND ROAD

Commissioner Watson moved to **recommend site plan approval** proposed changes to the subject property site plan to expand parking area on north side of the property and along the building and to update the landscaping plan, located at 20120 West Bluemound Road.

The motion was seconded by Supervisor Stanelle. The motion carried. Riordan abstained.



Building a Better World
for All of Us®

TOWN OF BROOKFIELD PLAN COMMISSION ZONING REPORT

TO: Plan Commission

FROM: Bryce Hembrook, AICP
Town Planner

REPORT DATE: November 21, 2023
PC MEETING DATE: November 28, 2023

RE: **Avery & Birch – Conceptual Approval**
21055 Crossroads Circle BKFT1129999007

SEH No. 171421, TASK 38

Applicant: Ryan Janssen (Avery & Birch)

Application Type: Conceptual Approval

Request

Conceptual approval of a new building consisting of a three-story salon suite facility, located at 21055 Crossroads Circle.

Summary of Request

- Zoning District = B-2 Limited General Business District
- Currently a vacant 3.6 acre parcel in an office park.
 - Quest Interiors received final approval for their facility on the subject property earlier this year, but decided to no longer pursue the project.
- The applicant intends to split the existing lot into 2 lots.
 - Proposed lot size = Approximately 1.7 acres or 74,052 square feet.
 - This will require a certified survey map review and approval.
- Proposed structure = 17,619 total square foot three-story facility with salon suites. Approximately 5,875 square feet each floor.
- Approximately 77 parking stalls currently proposed, including 2 handicap stalls.
 - The proposed use is likely considered a personal service use, which requires one space per 200 square feet of gross floor area, plus one space per employee for the work shift with the largest number of employees.
 - According to the code, 88 parking spaces are required for the square footage and the number of employees is unknown at this time.
 - The proposed site plan shows a drive access connection to the future lot to the north.
- Proposed setbacks:
 - Front = 220+'
 - Side = 66' north and 47' south

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 501 Maple Avenue, Delafield, WI 53018-9351
SEH is 100% employee-owned | sehinc.com | 262.646.6855 | 888.908.8166 fax

- Rear = 67'
- All building setbacks will meet code requirements.
- The pavement setback along the Crossroads Circle right-of-way appears to not meet the 10' requirement (8' is proposed).
- Sum total of floor area
 - Proposed = 23.79% of lot area.
 - Required = No less than 6,000sf or 15% of the lot area, whichever is less. Shall not exceed 50% of lot area.
 - Requirement is met.
- No building height dimensions were provided but the building will likely meet the 45' height requirement.
- There are single-family residences directly to the west of the subject property, but only one of the adjacent parcels is zoned residential. The applicant intends to keep the existing landscaping to serve as a buffer for the residential properties.

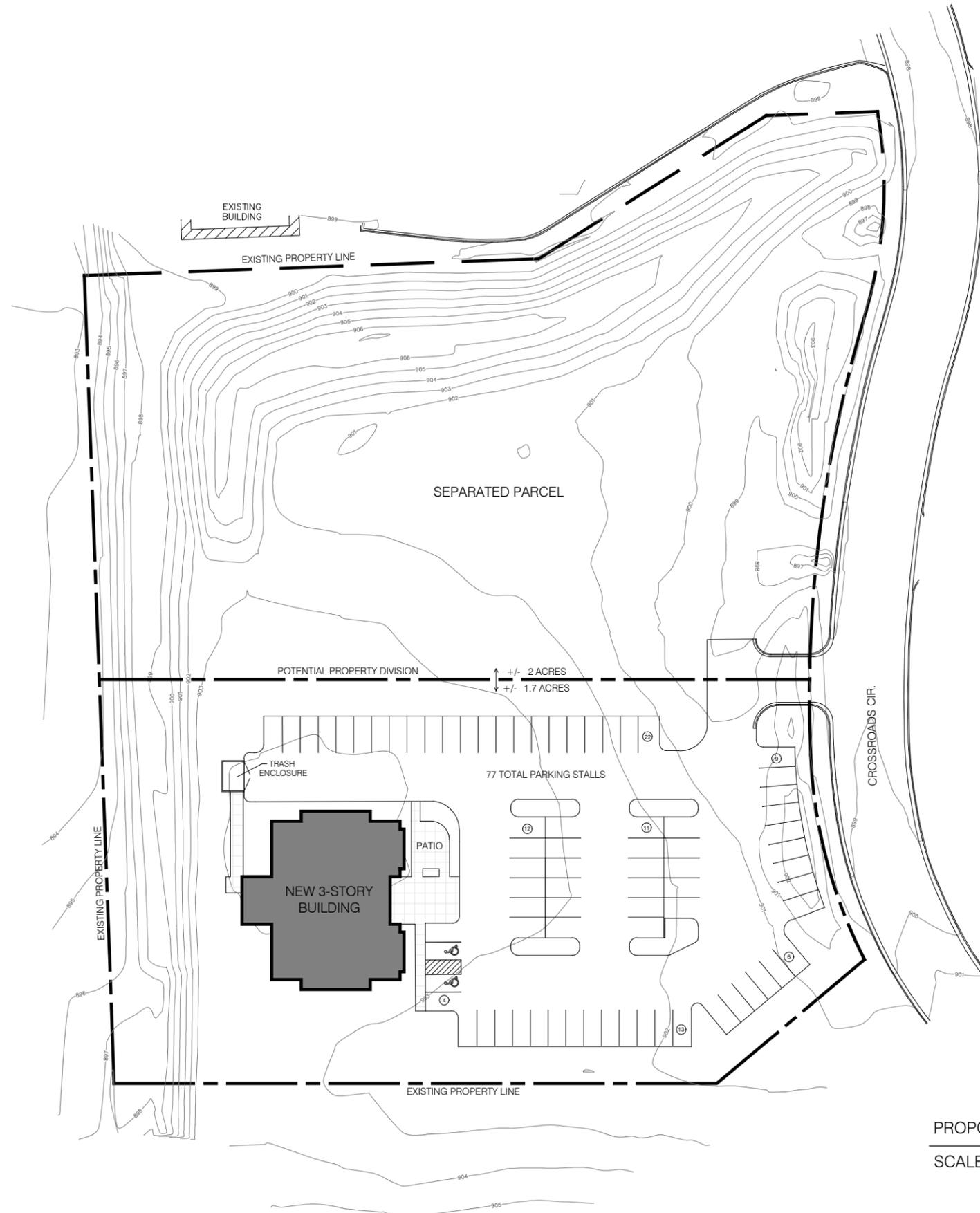
The development review team has provided some initial feedback regarding the plans, but most of the comments or concerns can be addressed later in the review process. The purpose of conceptual project review shall be to determine the best use of a building site. The Plan Commission will consider the proposed land use and its compatibility with adjacent land uses. The Plan Commission should consider ingress and egress, off-street parking, and internal traffic patterns.

Staff Recommendation

Per the discretion of the Plan Commission.

Avery and Birch
beauty studios



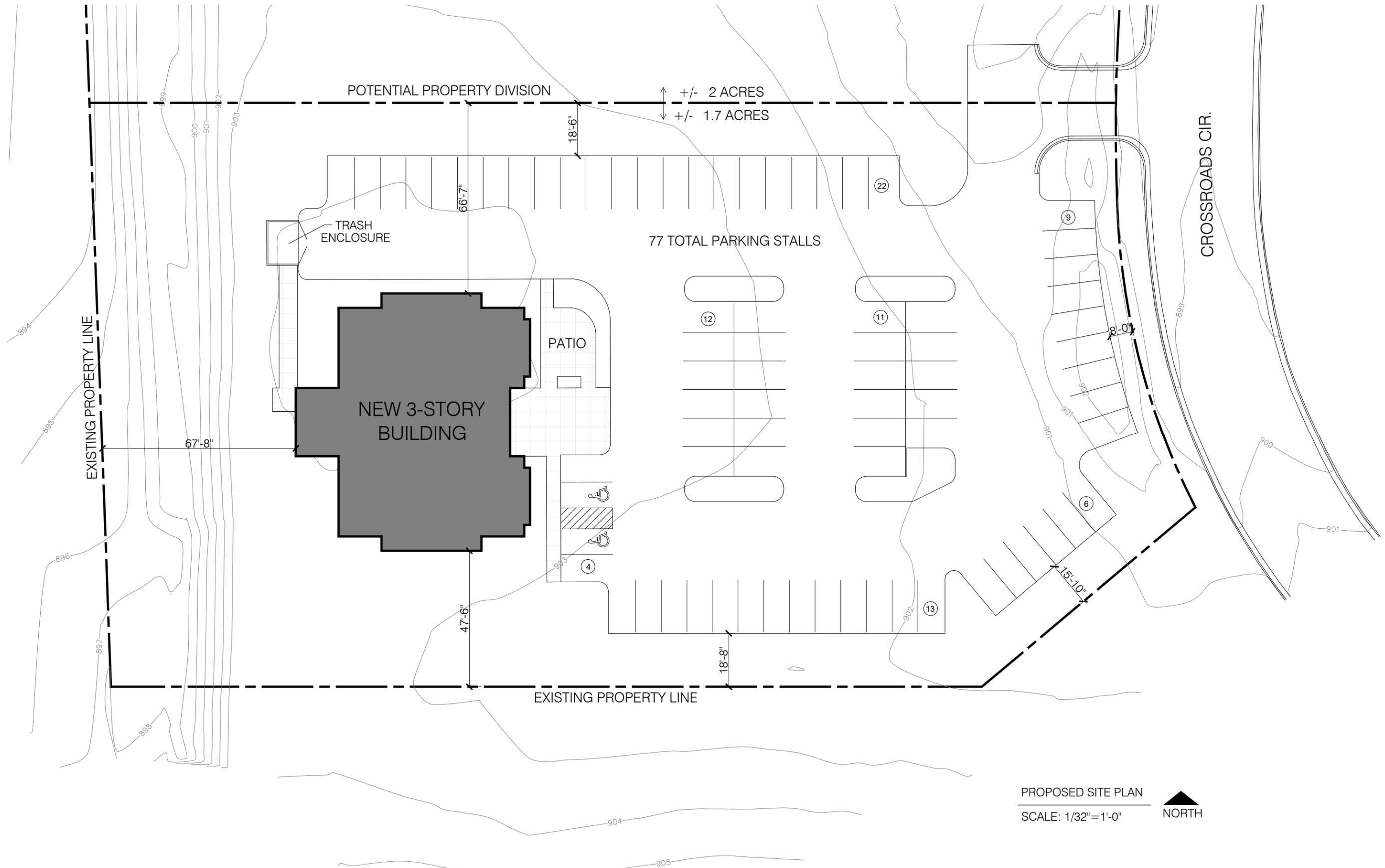


PROPOSED SITE PLAN

SCALE: 1/64" = 1'-0"



NORTH



PROPOSED SITE PLAN
 SCALE: 1/32" = 1'-0" 

Current Fence Regulations

11. Fences. Fences are a permitted accessory use in any district and may be erected without a permit, provided that fences shall comply with the following requirements:

a. Residential fences shall be constructed in such a manner that the "finished" side shall face the neighboring property. Fence posts shall be on the side of the fence facing the subject property.

i. Open residential fences are permitted up to the lot line in the side and rear yards of residential districts, but shall not exceed a height of four feet, and shall not extend into the street yard.

ii. Solid residential fences, as defined in § 17.01(9)(b) of this chapter, shall meet the offset requirements of the district. Fences shall not exceed six feet in height and shall be placed in the rear yard only.

[Amended at time of adoption of Code (see Ch. 25, General Provisions, Art. II)]

b. Ornamental fences, as defined in § 17.01(9)(b) of this chapter, are permitted in the street yard in any district, but shall not be erected in a street right-of-way and shall not exceed a fence height of three feet. Ornamental fences shall comply with the traffic visibility requirements set forth in § 17.06 of this chapter.

c. Security fences or screening fences are permitted up to the property lines in all districts except residential districts, but shall not exceed 10 feet in total height and shall be "open fences" as defined in § 17.01(9)(b) of this chapter when located in the street yard. Security fences may include up to four strands of barbed wire on the top of the fence, provided that the barbed wire is at least eight feet above grade with the vertical supports for the barbed wire slanting inward away from the property line. Security and screening fences shall comply with the traffic visibility requirements set forth in § 17.06 of this chapter. Security fences shall be constructed in such a manner that the "finished" side shall face the neighboring property. Fence posts shall be on the side of the fence facing the permit applicant's property.

d. Solid, privacy fences, as described in § 17.01(9)(b) of this chapter, not exceeding six feet in height, may be placed in a street yard of double frontage or corner lots subject to approval by the Building Inspector or Architectural Review Committee. Approval shall be based upon a neighborhood continuity standard. Such fencing may be placed at a minimum five-foot setback to a street right-of-way, providing the side facing the street is attractively landscaped.

e. Barbed wire fences and electric fences are prohibited in the Town of Brookfield.

f. Any proposed fence which would not conform with the above provisions shall be considered a conditional use as described in § 17.02(14) of this chapter.

Fences. Fences are a permitted accessory use in any district upon issuance of a permit and compliance with the requirements in this section. All fences shall be constructed in such a manner that the "finished" side faces the neighboring property and the fence posts are on the side of the fence facing the subject property. and may be erected without a permit, provided that fences shall comply with the following requirements:

a. ~~Residential fences shall be constructed in such a manner that the "finished" side shall face the neighboring property. Fence posts shall be on the side of the fence facing the subject property~~ In residential districts, all fences constructed after January 1, 2024 shall comply with the following requirements:-

i. ~~Open residential fences are permitted up to the lot line in the side and rear yards but shall not extend into the street yard of residential districts, but shall not~~ exceed a height of four feet. ~~Unless approved by a conditional use permit, chain link and barbed wire fences are prohibited. Such prohibition includes chain link and barbed wire fences surrounding tennis courts, basketball courts, and other similar recreational areas, and shall not extend into the street yard.~~ Open fences may be placed in the street yard of double frontage or corner lots if the fence is setback at least five feet from the street right-of-way, the side facing the street is attractively landscaped, and the zoning administrator determines that the fence's location and appearance is consistent with the surrounding neighborhood continuity standard. The zoning administrator may forward the fence permit application to the Plan Commission for final approval.

ii.

~~Solid residential fences, as defined in § 17.01(9)(b) of this chapter, are permitted up to the lot line in the side and rear yard but shall not extend into the street yard or exceed a height of six feet. Any solid fence located closer than three feet from the property line shall also receive a Conditional Use Permit .Solid fences may be placed in the street yard of double frontage or corner lots if the fence is setback at least five feet from the street right-of-way, the side facing the street is attractively landscaped, and the zoning administrator determines that the fence's location and appearance is consistent with the surrounding neighborhood continuity standard. The zoning administrator may forward the fence permit application to the Plan Commission for final approval. shall meet the offset requirements of the district. Fences shall not exceed six feet in height and shall be placed in the rear yard only.~~

iii. Prior to permit approval, any person proposing a solid or open fence that will be located within five feet of a lot line shall submit a plat of survey depicting the location of the proposed fence and stake the corners of the property.

b. ~~In any district, ornamental fences, as defined in § 17.01(9)(b) of this chapter, are permitted up to the lot line in the side, rear, and in the street yard in any district, but shall not extend into the be erected in a street right-of-way or and shall not~~ exceed a fence height of three feet.

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Ornamental fences shall comply with the traffic visibility requirements set forth in § 17.06 of this chapter. Ornamental fences shall require a fence permit.

c. ~~In any district except residential districts, chain link, barbed wire, or other s~~Security fences ~~is or screening fences are~~ permitted up to the ~~lot~~property lines in ~~the side, rear, and street yard~~ but shall not extend into the street right-of-way ~~all districts except residential districts, but shall or not exceed a height of 10 feet in total height and shall be "open fences" as defined in § 17.01(9)(b) of this chapter when located in the street yard. Any portion of such fencing located in the street yard shall be an open fence as defined in § 17.01(9)(b) of this chapter.~~ Barbed ~~wire~~Security fences may include up to four strands of barbed wire on the top of the fence, provided that the barbed wire is at least eight feet above grade with the vertical supports for the barbed wire slanting inward away from the ~~neighboring~~ property line. ~~Security and screening Ffences authorized by this section shall comply with the traffic visibility requirements set forth in § 17.06 of this chapter. Security fences shall be constructed in such a manner that the "finished" side shall face the neighboring property. Fence posts shall be on the side of the fence facing the permit applicant's property.~~

d. ~~Reserved, Solid, privacy fences, as described in § 17.01(9)(b) of this chapter, not exceeding six feet in height, may be placed in a street yard of double frontage or corner lots subject to approval by the Building Inspector or Architectural Review Committee. Approval shall be based upon a neighborhood continuity standard. Such fencing may be placed at a minimum five-foot setback to a street right-of-way, providing the side facing the street is attractively landscaped.~~

e. ~~Except as otherwise permitted in this section, b~~Barbed wire, ~~razor wire, corrugated metal, chicken wire, T-posts and U-posts, fences and electric fences are prohibited in the Town of Brookfield.~~

f. Exemptions from permit and permit standards. The following fences are exempt from the requirements of this section:

i. Temporary fencing used for the protection of excavation, construction sites and individuals plants.

ii. Decorative fencing, fences encompassing a garden, pet kennels and other similar fences provided that they are not located in the front yard, setback a minimum of five feet from all property lines, and do not exceed a height of six feet.

iii. Invisible fences intended for pets.

g. All fences or posts shall be maintained in a structurally sound and attractive manner.

h. Any utility equipment located within a fence shall be safe and accessible. If the metering location becomes unsafe or inaccessible, the owner shall be required to remove the fence or have the utility equipment moved at the owner's expense.

if. Fence permits may be approved administratively by the zoning administrator. Any proposed fence ~~that does which would~~ not conform with ~~this section above provisions~~ shall be considered a conditional use under as described in § 17.02(14) of this chapter.

Ord. No.: _____

ORDINANCE REPEALING AND RECREATING SECTION 17.02(14)(g)11. OF THE MUNICIPAL CODE OF THE TOWN OF BROOKFIELD

NOW THEREFORE, the Town Board of the Town of Brookfield, Wisconsin does ordain as follows:

SECTION 1: Section 17.02(14)(g)11. of the Town Code is hereby repealed and recreated to read as follows:

11. Fences. Fences may be permitted as an accessory use in any district upon issuance of a permit and compliance with the requirements in this section. All fences shall be constructed in such a manner that the "finished" side faces the neighboring property and the fence posts are on the side of the fence facing the subject property.

a. In residential districts, all fences constructed after January 1, 2024 shall comply with the following requirements:

i. Open fences are permitted up to the lot line in the side and rear yards but shall not extend into the street yard or exceed a height of four feet. Unless approved by a conditional use permit, chain link and barbed wire fences are prohibited. Such prohibition includes chain link and barbed wire fences surrounding tennis courts, basketball courts, and other similar recreational areas. Open fences may be placed in the street yard of double frontage or corner lots if the fence is setback at least five feet from the street right-of-way, the side facing the street is attractively landscaped, and the zoning administrator determines that the fence's location and appearance is consistent with the surrounding neighborhood continuity standard. The zoning administrator may forward the fence permit application to the Plan Commission for final approval.

ii. Solid fences are permitted up to the lot line in the side and rear yard but shall not extend into the street yard or exceed a height of six feet. Any solid fence located closer than three feet from the property line shall receive a Conditional Use Permit. Solid fences may be placed in the street yard of double frontage or corner lots if the fence is setback at least five feet from the street right-of-way, the side facing the street is attractively landscaped, and the zoning administrator determines that the fence's location and appearance is consistent with the surrounding neighborhood continuity standard. The zoning administrator may forward the fence permit application to the Plan Commission for final approval.

iii. Prior to permit approval, any person proposing a solid or open fence that will be located within five feet of a lot line shall submit a plat of survey depicting the location of the proposed fence and stake the corners of the property.

[Amended at time of adoption of Code (see Ch. 25, General Provisions, Art. II)]

b. In any district, ornamental fences are permitted up to the lot line in the side, rear, and street yard but shall not extend into the street right-of-way or exceed a height of three feet. Ornamental fences shall comply with the traffic visibility requirements set forth in § 17.06 of this chapter. Ornamental fences shall require a fence permit.

c. In any district except residential districts, chain link, barbed wire, or other security fencing is permitted up to the lot line in the side, rear, and street yard but shall not extend into the street right-of-way or exceed a height of ten feet. Any portion of such fencing located in the street yard shall be an open fence as defined in § 17.01(9)(b) of this chapter. Barbed wire fences may include up to four strands of barbed wire on the top of the fence, provided that the barbed wire is at least eight feet above grade with the vertical supports for the barbed wire slanting inward away from the neighboring property line. Fences authorized by this section shall comply with the traffic visibility requirements set forth in § 17.06 of this chapter.

d. Reserved.

e. Except as otherwise permitted in this section, barbed wire, razor wire, corrugated metal, chicken wire, T-posts and U-posts, and electric fences are prohibited.

f. Exemptions from permit and permit standards. The following fences are exempt from the requirements of this section:

i. Temporary fencing used for the protection of excavation, construction sites, and individuals plants.

ii. Decorative fencing, fences encompassing a garden, pet kennels, and other similar fences provided that they are not located in the front yard, setback at least five feet from all property lines, and do not exceed a height of six feet.

iii. Invisible fences intended for pets.

g. All fences and posts shall be maintained in a structurally sound and attractive manner.

h. Any utility equipment located within a fence shall be safe and accessible. If the metering location becomes unsafe or inaccessible, the owner shall be required to remove the fence or have the utility equipment moved at the owner's expense.

i. Fence permits may be approved administratively by the zoning administrator. Any proposed fence that does not comply with this section shall be considered a conditional use under § 17.02(14) of this chapter.

SECTION 2: All other provisions of the Town Code shall remain in full force and effect.

SECTION 3: All ordinances or parts of this ordinance conflicting or contravening the provisions of this Ordinance are hereby repealed.

SECTION 4: This Ordinance shall take effect upon passage and posting or publication as provided by law.

PASSED AND ADOPTED by the Town Board of the Town of Brookfield, Waukesha County, Wisconsin this _____, day of _____, 2023.

BY: _____
KEITH HENDERSON, Chairman

BY: _____
STEVE KOHLMANN, Supervisor

BY: _____
JOHN CHARLIER, Supervisor

BY: _____
JOHN R. SCHATZMAN, Supervisor

BY: _____
RYAN STANELLE, Supervisor

ATTEST: _____
TOM HAGIE, Administrator and
Interim Clerk

RESIDENTIAL FENCE CHECKLIST

General Information

- Fences may be permitted as an accessory use in any district upon this issuance of a permit and compliance with requirements as stated in the Town's zoning code.
- All fences shall be constructed in such a manner that the "finished" side faces the neighboring property and the fence posts are on the side of the fence facing the subject property.
- All fences and posts shall be maintained in a structurally sound and attractive manner.
- All utility equipment located within the fence shall be safe and accessible. If the metering location becomes unsafe or inaccessible, the owner shall be required to remove the fence or have the utility equipment moved at the property owner's expense.
- Any proposed fence that does not conform with the fence requirements in the zoning code shall be considered a conditional use. Please email the Town Planner at Planning@townofbrookfield.com to receive more information regarding the conditional use permit process.
- Please note that the Town Planner is only available on Tuesday and Thursday mornings (generally 8:30am-12:30pm), so please schedule an appointment to discuss your fence plans.

Residential Fences

Any open or solid fence proposed to be located within 5 feet of a lot line shall require the applicant to submit a plat of survey depicting the location of the proposed fence and stake the corners of the property.

Open Fences

- Open fences are those with more than 30% of their surface area open for free passage of light and air. Examples of such fences include picket and rail fences.
- Permitted up to the lot line in the side and rear yards but **shall not** extend into the street yard, unless located on corner lot or double frontage lot.
- Shall not exceed 4' in height.
- Chain link and barbed wire fence are prohibited, except as approved by a conditional use permit. This includes fencing surrounding tennis courts, basketball courts, and other similar recreational areas.
- Open fences may be placed in the street yard of double frontage or corner lots if the fence is setback at least 5 feet from the street right-of-way, the side facing the street is attractively landscaped, and the zoning administrator determines that the fence's location and appearance is consistent with the surrounding neighborhood standards. The zoning administrator may forward the fence permit application to the Plan Commission for final approval.



Solid Fences

- Solid fences are those with 30% or less of their surface area open for free passage of light and air and designed to conceal from the activities conducted behind them. Examples of such fences are stockade, board-on-board, board and batten, basket weave, and louvered.
- Permitted up to the lot line in the side and rear yard, subject to additional requirements below, but **shall not** extend into the street yard, unless located on corner lot or double frontage lot.
- Shall not exceed 6' in height.
- Any solid fence located closer than 3 feet from the property line shall receive a Conditional Use Permit.
- Solid fences may be placed in the street yard of double frontage or corner lots if the fence is setback at least 5 feet from the street right-of-way, the side facing the street is attractively landscaped, and the zoning administrator determines that the fence's location and appearance is consistent with the surrounding neighborhood standards. The zoning administrator may forward the fence permit application to the Plan Commission for final approval.



Ornamental Fences

- An ornamental fence is a fence intended to decorate, accent, or frame a feature of the landscape. Ornamental fences are often used to identify a lot corner or a lot line or frame a driveway, walkway or planting bed. Ornamental fences are those with more than 80% of their surface area open for free passage of light and air. Ornamental fences are often of the rail or wrought iron type.
- Permitted up to the lot line in the side, rear, and street yard but **shall not** extend into the street right-of-way.
- Shall not exceed 3' in height.
- Ornamental fences shall comply with the traffic visibility requirements set forth in the zoning code.
- Require a fence permit but do not require a survey within 5' of property line.



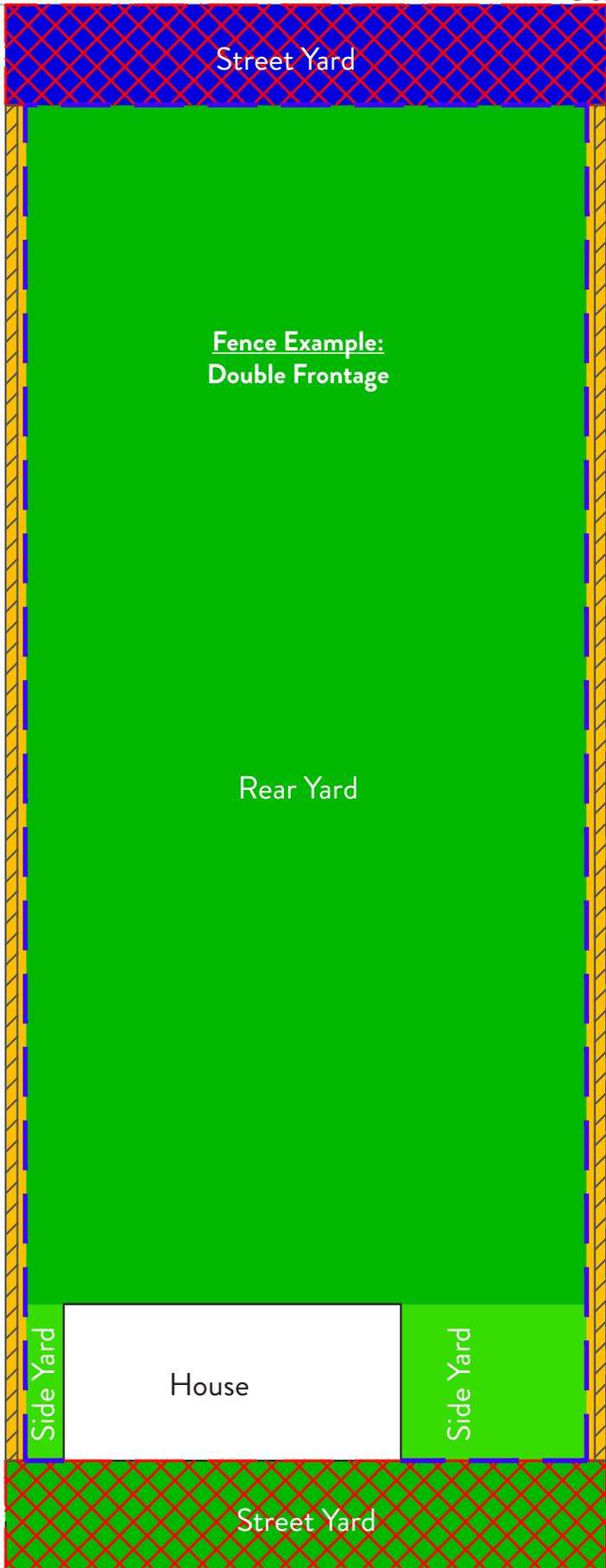
Prohibited Materials

- Barbed wire, razor wire, corrugated metal, chicken wire, T-posts, U-posts, and electric fences.

Fences Exempt from Fence Regulations and Permits

- Temporary fencing used for protection of excavation, construction sites, and individual plants.
- Decorative fencing, fences encompassing a garden, pet kennels and other similar fences provided that they are not located in the front yard, setback a minimum of 5' from all property lines, and do not exceed a height of 6'.

Street



**Fence Example:
Double Frontage**

Rear Yard

Side Yard

House

Side Yard

Street Yard

Property Line



Area where all fencing is prohibited



Fence



Open and Solid Fences Permitted



Street Yard - Double Frontage:

Solid or open fencing must be placed 5 feet from Right-of-Way.

Subject to additional requirements.

Zoning Administrator may forward to Plan Commission for final approval.



Solid or Open Fence within 5 feet of property line:

Survey required.



Solid Fence within 3 feet of property line:

Conditional Use Permit required.

Survey Required.

We will update color of street yard so it is easier to see fence markings



**Fence Example:
Interior Lot**

Rear Yard

Side Yard

House

Side Yard

Street Yard

Property Line

Street



TOWN OF BROOKFIELD
645 N Janacek Road
Brookfield, WI 53045

Town Planner
Bryce Hembrook (262) 796-3760
 Office hours by appointment only
 Tuesday and Thursday
 8:30am – 12:30pm

Building Inspector
Jason Chromy (262) 364-6969

PERMIT #
TAX KEY#
APPLICATION DATE

FENCE
Permit Application

OWNER'S NAME(S)	MAILING ADDRESS - INCLUDE CITY & ZIP	EMAIL/PHONE NUMBER
CONTRACTOR NAME(S)	MAILING ADDRESS - INCLUDE CITY & ZIP	EMAIL/PHONE NUMBER
FENCE TYPE	PROPOSED HEIGHT	TOTAL LENGTH
ESTIMATED CONSTRUCTION COST		

- Include a site plan showing the location and the dimension from the rear, street, and side lot lines.
- A property survey is required for any solid or open fence proposed to be within five (5) feet of a property line.
- A solid fence proposed to be within three (3) feet of the property line requires a Conditional Use Permit.
- Include a picture or rendering of proposed fence.
- Applicant must sign Professional Services Agreement (next page).

SCHEDULE OF FENCE FEES				
FENCE		EACH	COUNT	FEE
	Permit Fee *Additional consultation fees may apply depending on length of review/ approval. NO REFUNDS ON PERMITS	\$75.00	_____	\$ _____

SELF ADDRESSED STAMPED ENVELOPE REQUIRED FOR PERMIT RETURN

The applicant agrees to comply with the Municipal Ordinances and with the conditions of the permit; understands that the issuance of the permit creates no legal liability, express, or implied of the Department, Municipality, Agency, or Inspector, and certifies that the above information is accurate. Have Permit/Application number and address when requesting Inspections.

Signature of Applicant _____ Date _____

This permit is granted upon the express condition that said owner agrees to faithfully comply with the fence rules and regulations established, and said fence will be located and built in strict accordance with the descriptions, plans, and plats as submitted to the Development Services Department for conditional approval; and shall further conform in all respects to the Ordinances of the Town of Brookfield and to the State of Wisconsin's Administrative Codes of the department. This permit may be revoked at any time upon violating any of the above mentioned provisions.

PERMIT APPROVED BY _____ DATE _____
 Bryce Hembrook – Town of Brookfield Planner

FEES	RECEIPT	PERMIT EXPIRATION	PERMIT ISSUED BY MUNICIPAL AGENT
Permit Fee \$ _____ Receipt Number: _____ Date _____	Check # _____ Date _____ From _____ Rec. By _____	Permit Expires 90 days from date Unless otherwise noted below	Name _____ Date _____ Certification Number _____



TOWN OF BROOKFIELD - TOWN HALL OFFICES
645 N Janacek Road - Brookfield, WI 53045
Phone (262) 796-3788 - Fax (262) 796-0339

PROFESSIONAL SERVICES REIMBURSEMENT AGREEMENT

AGREEMENT

PURSUANT TO SECTION 3.21, OF THE TOWN OF BROOKFIELD CODE, THE UNDERSIGNED AGREES TO REIMBURSE THE TOWN OF BROOKFIELD FOR ALL COSTS, EXPENSES, AND FEES INCURRED BY THE TOWN OF BROOKFIELD BY THE TOWN ATTORNEY, ENGINEER, PLANNER, ECONOMIC DEVELOPMENT CONSULTANT, OR ANY OTHER PROFESSIONAL CONSULTANTS RETAINED BY THE TOWN, AND SUCH SERVICES RELATED TO THE FOLLOWING:

PROJECT NAME

PROJECT ADDRESS

SEND ALL INVOICES TO:
 (NAME & ADDRESS)

TAX KEY NUMBER(S)

BY SIGNING BELOW, I REPRESENT AND WARRANT TO THE TOWN OF BROOKFIELD THAT I AM AUTHORIZED TO EXECUTE THIS AGREEMENT ON BEHALF OF THE APPLICANT AND/OR PROPERTY OWNER, AND IN THOSE CASES WHERE THE APPLICANT AND/OR PROPERTY OWNER IS A CORPORATION, LIMITED LIABILITY COMPANY, PARTNERSHIP OR OTHER BUSINESS ENTITY (COLLECTIVELY "BUSINESS ENTITY"), I REPRESENT AND WARRANT THAT THE BUSINESS ENTITY IS IN GOOD STANDING AND AUTHORIZED TO DO BUSINESS IN THE STATE OF WISCONSIN, AND THAT I AM AUTHORIZED TO EXECUTE AND BIND THE BUSINESS ENTITY TO THE TERMS OF THIS AGREEMENT.

RESPONSIBLE PARTY OR PARTIES

APPLICANT NAME CODE	MAILING ADDRESS - INCLUDE CITY & ZIP	TELEPHONE - INCLUDE AREA
------------------------	--------------------------------------	--------------------------

FAX - INCLUDE AREA CODE	EMAIL
-------------------------	-------

PRINTED NAME	SIGNATURE	DATE
--------------	-----------	------

OWNER NAME (IF DIFFERENT THAN APPLICANT)	MAILING ADDRESS - INCLUDE CITY & ZIP	TELEPHONE - INCLUDE AREA CODE
---------------------------------------------	--------------------------------------	-------------------------------

FAX - INCLUDE AREA CODE	EMAIL
-------------------------	-------

PRINTED NAME	SIGNATURE	DATE
--------------	-----------	------



Strand Associates, Inc.®
910 West Wingra Drive
Madison, WI 53715
(P) 608.251.4843
www.strand.com

November 16, 2023

Mr. Tony Skof
Town of Brookfield–Sanitary District No. 4
645 Janacek Road
Brookfield, WI 53045

Re: Crosswinds Homes Development
Town of Brookfield, Wisconsin (Town)

Dear Tony,

The sanitary sewer and water main utilities have been successfully installed for the Crosswinds Homes Development project at 760 North Brookfield Road.

Both the sewer and water utilities were installed according to the current Sanitary District No. 4, Town of Brookfield Specifications. These utilities passed all performance tests required by the Standard Specifications for Sewer and Water Construction in Wisconsin.

Please call 608-251-4843 if you have any questions.

Sincerely,

STRAND ASSOCIATES, INC.®

Justin J. Gutoski, P.E.

c: Tom Hagie, P.E., Town of Brookfield
Scott Hartung, Town of Brookfield Department of Public Works
Bryce Hembrook, Town of Brookfield Planning

November 30, 2023

2023 SEWER USER RATE STUDY:

Town of Brookfield, WI

Test Year 2024 User Rate Study for Sanitary District No. 4
including Long Range Utility Cash Flow Analysis



Prepared by:

Ehlers
N21W23350 Ridgeview
Parkway West, Suite 100
Waukesha, WI 53188

Advisors:

Jon Cameron
Senior Municipal Advisor
Greg Johnson
Senior Municipal Advisor

BUILDING COMMUNITIES. IT'S WHAT WE DO.

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SECTION 1 – EXECUTIVE SUMMARY

1.1 Introduction and Overview

The Town engaged Ehlers in 2023 to perform a Sewer User Rate Study (the “Study”). Sanitary District No. 4 consists of the operations of the Town’s Sewer Utility. The sewer utility has historically performed well financially, but the Town is moving forward with a sewer interceptor project that will require an increase to user rates. The primary goals of the study are to 1) assess the current revenues of the utility in terms of meeting its annual revenue requirement needs; 2) develop user rate recommendations for the sewer utility that ensure user rates are fair and equitable to all customers and remain self-sufficient to meet operating and capital expenses.

Included with the Study, the Town engaged Ehlers to complete a long-range cash flow analysis for the utility which develops recommendations for future rate increases required to support the utility’s Capital Improvement Plan (“CIP”), and projected increases to both utilities’ operating budget. Lastly, the study develops recommendations about how to pay for capital projects in each year primarily through the use of existing reserves and available cashflow from user rates. This Executive Summary identifies the findings, recognizes the methodology used, and reviews the results of the Study completed for the Town.

1.2 Key Findings

- Sanitary sewer rates were last adjusted by approximately 18% in 2020.
 - Historically, the utility has the following percentage of total sales revenue by customer class:
 - 48% from Residential customers
 - 50% from Commercial customers
 - 2% from common area and Public Authority customers
 - Sewer customers currently pay a quarterly service (fixed) charge based on the size of their water meter and a volumetric rate of \$3.43 per 1,000 gallons of billable sewer consumption. The fixed charge for a 3/4” meter is presently \$30.55 per quarter.
 - Sewer usage is determined by the customer’s water usage unless otherwise noted.
 - The Town historically has cash funded sewer projects. In late 2023 the Town will issue 10-year General Obligation Notes to fund a \$1.9 million dollar interceptor project. The estimated principal and interest payments for the debt issuance is incorporated into this rate study.
-

- The remaining projects shown in the Capital Improvement Plan of this study are estimated to be cash funded projects of the utility.
- The utility has a current total restricted and unrestricted fund balance of approximately \$2.7 million. The study projects that over a 10-year period of time the fund balance within the utility will grow to approximately \$3.4 million, which continues to put the utility in a position to cash fund future capital projects as they occur.
- As part of the rate study process Ehlers conducted a presentation to the Town Board. The feedback through those meetings was to 1) try to fund capital projects with available reserves and cash to the extent possible; and 2) to keep user rate increases linear if possible over the 10-year planning period for the utility while keeping the total fund balance greater than a minimum target level of 6- months operating expenses and one year's debt service payment on outstanding debt.
- It is recommended that the Town Board consider a 25.00% increase to sewer user rates in 2024. It is further recommended that the Town consider future rate increases annually as shown in the cash flow analysis contained within this report.
- Over the planning period and several increases, the typical residential customer at average consumption will experience a 75.25% (\$55.46) increase to their total quarterly bill at the recommended rates for sewer. This is highlighted in **TABLE 20** of the report.

Further description and analysis of these findings are found in this Executive Summary, the Study and its Sections.

1.3 Study Objectives

The Utilities are not subject to regulation from the Wisconsin Public Service Commission like the Water Utility. Therefore, when designing rates, we consider many generally accepted practices and industry standards. The subsequent guidelines were followed in completing the rate design portion of the Study.

- Rates should be fair and equitable to all customers
- Rates should be easy to administer and to understand
- Rates should be defensible

1.4 Study Purpose

Several goals were established for the Study, including:

1. Assess financial performance trends in recent past.
2. Develop user rates at a level where the utility is self-sufficient, meaning it is generating adequate revenues from user rates to pay for all outstanding financial obligations.

3. Develop user rates at a level the utility is able to take on the General Obligation Note issue in 2023 and cash fund future capital projects while retaining adequate cash to maintain certain benchmarked fund balance levels.
4. Incorporate the Town's CIP for the sewer utility.
5. Develop a rate structure that is fair and equitable for all customer classes.

1.5 Study Assumptions

- The study develops recommended user rates based on a 2024 test year.
- The recommended rates follow the Town's existing sewer rate and stormwater user rate structures.
- Flow projections are based on historical averages.
- After historical analysis, discussions with staff, and recent economic events no material growth assumptions were made for meter counts or flows during the planning period beyond 2024.
 - Planned future growth within the Town can be incorporated into future updates to this study, and recommendations on the need for future rate increases can also be further evaluated as necessary.
- Operating expenses beyond the 2024 budget were projected at 3.0% increases.

1.6 Study Methodology

Rate development and planning require projections of future revenue needs. To establish those revenue needs, there are two generally accepted methodologies, the cash and utility-based methods. Under the utility-based method, a revenue requirement is established for a test year using several components. These components include: the Utility's 2024 budgeted operation and maintenance expenses, transfers, depreciation, and a "fair" return on rate base. Conversely, the cash-based method looks at the Utility's 2024 budgeted operation and maintenance expenses, transfers, debt service and cash funded capital. The components added together less other revenues not generated through user rates serve as the requirement that should be recovered through user rates. This study uses the cash-based method for establishing the revenue requirement for the utility.

SECTION 2 – RECOMMENDATIONS

- Based on historical performance and the results of the Study, we recommend the Town adopt sewer rates for 2024 as outlined below and in the full report tables in **TABLE 16**.
- The Town should consider primarily using existing reserves and revenues generated through user rates to fund the bulk of the capital projects for the sewer utility
- The Town should implement an annual rate review process and consider the future rate increases that are outlined in the cash flow analysis.

A summary of the recommended current and future rate changes are summarized below along with the cash flow summary. These tables are also included in the sections of the full study.

Existing and Proposed User Rates Summary

Rate Summary (Quarterly Charges)

Town of Brookfield, WI

	Current	COS	2024 Proposed
Domestic Sewer Customers			
<u>Meter Size</u>			
5/8	\$30.55	\$40.74	\$38.50
3/4	\$30.55	\$40.74	\$38.50
1	\$53.00	\$54.68	\$63.60
1.5	\$90.50	\$78.20	\$108.60
2	\$136.50	\$106.96	\$163.80
3	\$327.35	\$226.23	\$392.82
Volumetric Rate per 1000 Gal	\$3.43	\$4.26	\$4.26

Projected Sewer User Rate Increases for Sample Customers

Comparison of Existing and Proposed Bills

Town of Brookfield, WI

Customer	Usage Level	Meter Size	Quarterly			Dollar Change	Percent Change
			Usage 1,000 Gal	Current Bill	Proposed Bill		
Residential	Low User	5/8	9.44	\$62.91	\$78.69	\$15.78	25.1%
Residential	Avg. User	5/8	12.58	\$73.70	\$92.09	\$18.39	25.0%
Residential	High User	5/8	15.73	\$84.49	\$105.49	\$21.00	24.9%
Commercial	Low User	3/4	78.31	\$299.14	\$372.09	\$72.95	24.4%
Commercial	Avg. User	3/4	104.41	\$388.68	\$483.29	\$94.61	24.3%
Commercial	High User	3/4	130.51	\$478.21	\$594.48	\$116.28	24.3%
Common Area	Low User	3/4	33.56	\$145.67	\$181.48	\$35.81	24.6%
Common Area	Avg. User	3/4	44.75	\$184.04	\$229.14	\$45.09	24.5%
Common Area	High User	3/4	55.94	\$222.42	\$276.79	\$54.38	24.4%
Public Authority	Low User	1.5	56.65	\$284.80	\$349.92	\$65.12	22.9%
Public Authority	Avg. User	1.5	75.53	\$349.57	\$430.36	\$80.79	23.1%
Public Authority	High User	1.5	94.41	\$414.33	\$510.80	\$96.46	23.3%

Notes:

- 1) Meter sizes chosen based on highest number of users for each class
- 2) Average user is defined as the total estimated test year flow for the class divided by the projected number of users in the class.

Summary Cash Flow Analysis 2024-2034

Sewer Utility Cash Flow Analysis - Projected 2024-2033

Town of Brookfield, WI

	Budget		Projected								
	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Revenues											
Total Revenues from User Rates ¹	\$1,242,621	\$1,353,680	\$1,421,364	\$1,492,432	\$1,537,205	\$1,583,321	\$1,630,821	\$1,679,745	\$1,730,138	\$1,782,042	\$1,835,503
Percent Increase to User Rates	24.42%	7.00%	8.00%	5.00%	3.00%						
Cumulative Percent Rate Increase	24.42%	33.13%	43.78%	50.97%	55.49%	60.16%	64.96%	69.91%	75.01%	80.26%	85.67%
Dollar Amount Increase to Revenues	\$243,871	\$111,058	\$67,684	\$71,068	\$44,773	\$46,116	\$47,500	\$48,925	\$50,392	\$51,904	\$53,461
Other Revenues											
Interest Income	\$38,327	\$38,422	\$38,518	\$38,615	\$38,711	\$38,808	\$38,905	\$39,002	\$39,100	\$39,198	\$39,296
Other Income	\$22,500	\$22,725	\$22,952	\$23,182	\$23,414	\$23,648	\$23,884	\$24,123	\$24,364	\$24,608	\$24,854
Total Other Revenues	\$60,827	\$61,147	\$61,471	\$61,797	\$62,125	\$62,456	\$62,789	\$63,125	\$63,464	\$63,806	\$64,150
Total Revenues	\$1,303,448	\$1,414,827	\$1,482,834	\$1,554,228	\$1,599,330	\$1,645,777	\$1,693,610	\$1,742,871	\$1,793,602	\$1,845,847	\$1,899,653
Less: Expenses											
Operating and Maintenance	\$1,009,000	\$1,029,180	\$1,049,764	\$1,070,759	\$1,092,174	\$1,114,018	\$1,136,298	\$1,159,024	\$1,182,204	\$1,205,848	\$1,229,965
Net Before Debt Service and Capital Expenditures	\$294,448	\$385,647	\$433,071	\$483,470	\$507,156	\$531,759	\$557,312	\$583,847	\$611,397	\$639,999	\$669,687
Debt Service											
Existing Debt P&I	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
New (2024-2033) Debt Service P&I	\$255,319	\$252,625	\$254,125	\$255,125	\$250,750	\$251,000	\$255,625	\$254,625	\$253,125	\$251,125	\$0
Total Debt Service	\$255,319	\$252,625	\$254,125	\$255,125	\$250,750	\$251,000	\$255,625	\$254,625	\$253,125	\$251,125	\$0
Transfer In (Out)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Less: Capital Improvements	\$1,925,000	\$215,000	\$440,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000
Debt Issued/Grants/Aid	\$1,920,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Net Annual Cash Flow	\$34,128	(\$81,978)	(\$261,054)	\$53,345	\$81,406	\$105,759	\$126,687	\$154,222	\$183,272	\$213,874	\$494,687
Restricted and Unrestricted Cash Balance:											
Balance at first of year	\$2,409,884	\$2,444,012	\$2,362,034	\$2,100,980	\$2,154,324	\$2,235,730	\$2,341,490	\$2,468,177	\$2,622,398	\$2,805,671	\$3,019,545
Net Annual Cash Flow Addition/(subtraction)	\$34,128	(\$81,978)	(\$261,054)	\$53,345	\$81,406	\$105,759	\$126,687	\$154,222	\$183,272	\$213,874	\$494,687
Balance at end of year	\$2,444,012	\$2,362,034	\$2,100,980	\$2,154,324	\$2,235,730	\$2,341,490	\$2,468,177	\$2,622,398	\$2,805,671	\$3,019,545	\$3,514,232
"All-in" Debt Coverage	1.15	1.53	1.70	1.90	2.02	2.12	2.18	2.29	2.42	2.55	NA

Notes:

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

Legend:

- Increase depicted to maintain with assumed O&M inflation
- Increase needed above inflationary adjustment

Test Year 2024 Sanitary Sewer Utility Rate Study

Section 1 – Sewer Utility Historical Analysis

Town of Brookfield, WI

Table 1 Sewer Rate Performance

Town of Brookfield, WI

Revenue Requirement		Shown with no increase				Est	Budget
Component	Description	2019	2020	2021	2022	2023	2024
Cash Basis							
1	Operating and Maintenance	\$850,930	\$1,604,112	\$1,138,464	\$950,898	\$1,103,200	\$1,009,000
2	Debt	\$0	\$0	\$0	\$0	\$0	\$255,319
3	Cash Funded Capital	\$1,062	\$468,283	\$12,508	\$6,974	\$225,400	\$5,000
Less:							
	Other Revenue	\$0	\$0	\$0	\$0	\$22,500	\$22,500
	Interest Income	\$78,054	\$31,494	\$10,618	\$23,792	\$38,231	\$38,327
	Revenue Requirement (Costs less Other Income)	\$773,938	\$2,040,901	\$1,140,354	\$934,080	\$1,267,869	\$1,208,493
	User Rates Revenue	\$699,230	\$1,004,144	\$1,334,041	\$1,001,518	\$998,751	\$998,751
	Rate Adequacy	(\$74,708)	(\$1,036,757)	\$193,687	\$67,438	(\$269,118)	(\$209,742)
	Rate Adjustment Needed	10.68%	103.25%	0.00%	0.00%	26.95%	21.00%

Table 2 Sewer Utility Rate Performance Charts

Town of Brookfield, WI

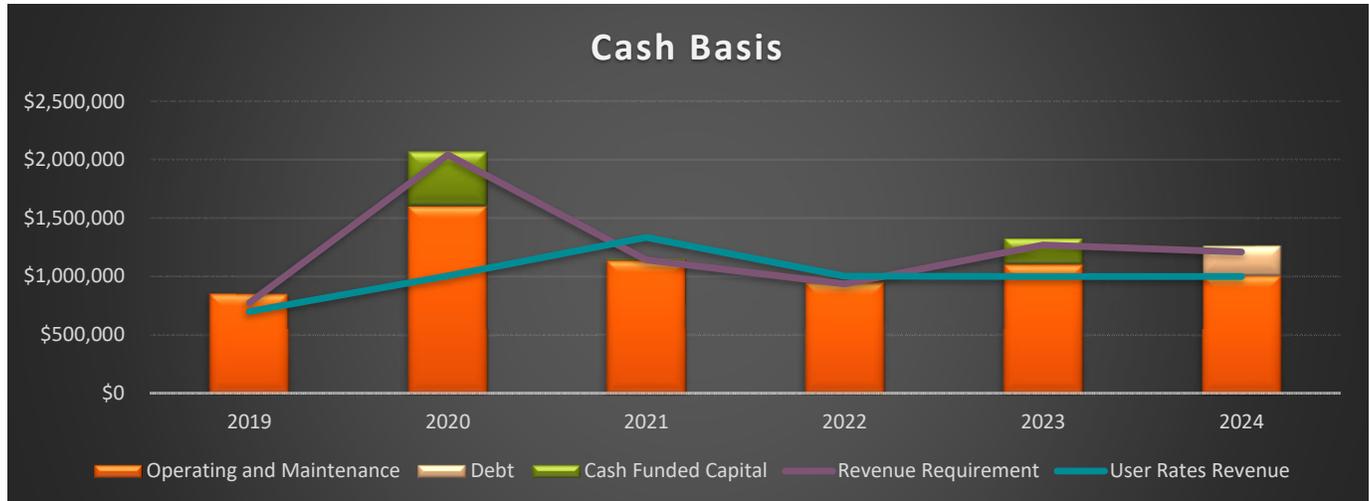


Table 3 Sewer Utility Cash Flow Analysis - Historical 2019-2023

Town of Brookfield, WI

	Actual				Estimated
	2019	2020	2021	2022	2023
Revenues					
Total Revenues from User Rates	\$699,230	\$1,004,144	\$1,334,041	\$1,001,518	\$998,751
Other Revenues					
Interest Income	\$78,054	\$31,494	\$10,618	\$23,792	\$38,231
Other Income	\$0	\$0	\$0	\$0	\$22,500
Total Other Revenues	\$78,054	\$31,494	\$10,618	\$23,792	\$60,731
Total Revenues	\$777,284	\$1,035,638	\$1,344,659	\$1,025,310	\$1,059,482
Less: Expenses					
Operating and Maintenance	\$850,930	\$1,604,112	\$1,138,464	\$950,898	\$1,103,200
PILLOT Payment	\$0	\$0	\$0	\$0	\$0
Net Before Debt Service and Capital Expenditures	(\$73,646)	(\$568,474)	\$206,195	\$74,412	(\$43,718)
Existing Debt P&I	\$0	\$0	\$0	\$0	\$0
Transfer In (Out)	\$0	\$0	\$0	\$0	\$0
Less: Capital Improvements	\$1,062	\$468,283	\$12,508	\$6,974	\$225,400
Debt Issued/Grants/Aid	\$0	\$0	\$0	\$0	\$0
Reconcile to Audit	\$375,823	\$1,066,386	(\$613,455)	\$105,942	\$0
Net Annual Cash Flow	\$301,115	\$29,629	(\$419,768)	\$173,380	(\$269,118)
Restricted and Unrestricted Cash Balance:					
Balance at first of year	\$2,594,646	\$2,895,761	\$2,925,390	\$2,505,622	\$2,679,002
Net Annual Cash Flow Addition/(subtraction)	\$301,115	\$29,629	(\$419,768)	\$173,380	(\$269,118)
Balance at end of year	\$2,895,761	\$2,925,390	\$2,505,622	\$2,679,002	\$2,409,884

Notes:

Table 4 Sewer Utility Financial Benchmarking Analysis

Town of Brookfield, WI

	Actual				Estimated	Budget
	2019	2020	2021	2022	2023	2024
Target minimum cash balance						
Target minimum working capital - Ehlers ¹	917,577	688,801	590,343	693,775	898,840	931,388
Actual Days Cash Available - PSC ²	1,242	666	803	1,028	797	811
Actual Days Cash Available - Moody's ³	1,230	659	793	1,016	787	873
Target minimum working capital - S&P ⁴	1,230	659	793	1,016	787	873
Actual working capital-cash balance						
Over (Under) Ehlers target	1,978,185	2,236,589	1,915,279	1,985,227	1,511,043	1,512,624
Over (Under) PSC target (90 days)	1,152	576	713	938	707	721
Over (Under) Moody's target (150 days)	1,080	509	643	866	637	723
Over (Under) S&P target (150 days)	1,080	509	643	866	637	723

Notes:

- 1) Target capital equals 6 mos of next year's operating expenses, including depreciation, plus 100% of 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						
Total Plant in service beginning of year	20,570,597	20,570,674	21,038,957	21,051,465	21,058,439	21,283,839
Total Plant in service end of year	20,570,674	21,038,957	21,051,465	21,058,439	21,283,839	23,208,839
Average Total Plant in Service	20,570,636	20,804,816	21,045,211	21,054,952	21,171,139	22,246,339
Average Utility Plant in Service	20,570,636	20,804,816	21,045,211	21,054,952	21,171,139	22,246,339
Less: Utility Plant Accumulated Depreciation	12,035,494	12,252,235	12,477,081	12,692,569	12,976,919	13,254,961
Average Net Investment Rate Base (NIRB)	8,535,142	8,552,581	8,568,130	8,362,383	8,194,220	8,991,378
Net Operating Income	(384,299)	(831,009)	(43,561)	(179,168)	(366,299)	(21,921)
ROR	-4.50%	-9.72%	-0.51%	-2.14%	-4.47%	-0.24%
Typical	2.50%					

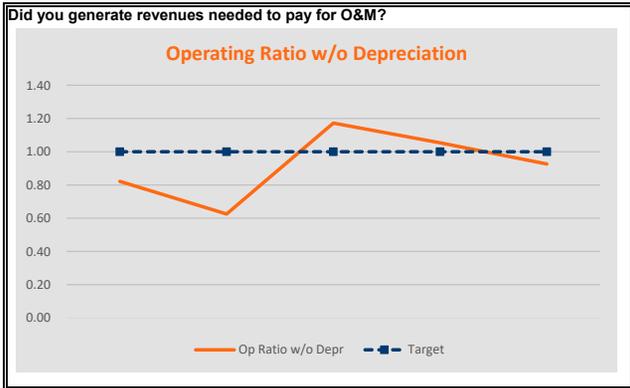
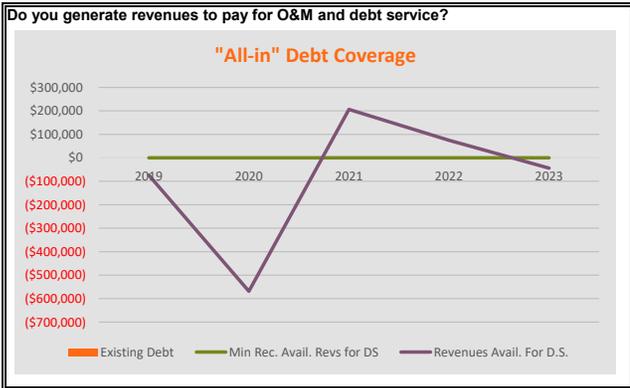
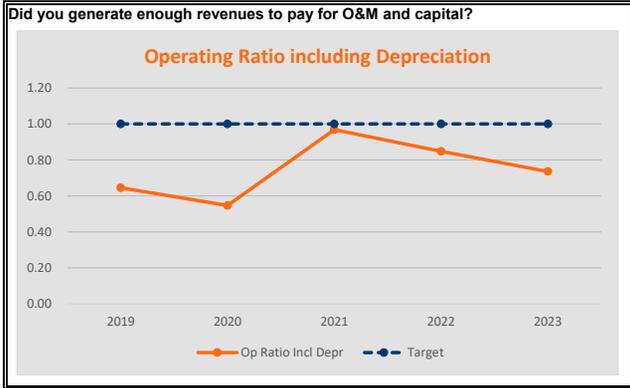
Cost Recovery						
Operating Revenues	699,230	1,004,144	1,334,041	1,001,518	1,021,251	1,265,121
Operating Expenses incl. Depr & Amortization	1,083,529	1,835,153	1,377,602	1,180,686	1,387,550	1,287,042
Cost Recovery	0.65	0.55	0.97	0.85	0.74	0.98
Cost Recovery w/o Depr.	0.82	0.63	1.17	1.05	0.93	1.25

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.

Table 5 Sewer Utility Financial Health Charts

Town of Brookfield, WI



Test Year 2024 Sanitary Sewer Utility Rate Study

Section 2 – Sewer Utility Long Range Cash Flow and Rate Study

Town of Brookfield, WI



Table 6 Sewer Utility Capital Improvement Plan

Town of Brookfield, WI

Projects	Funding	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	Totals
Interceptor Repair/Relining - Phase 1,2, & 5	G.O. Debt	1,920,000	0	0	0							1,920,000
Interceptor Repair/Relining - Phase 3	Cash	0	175,000	0	0							175,000
Interceptor Repair/Relining - Phase 4	Cash	0	0	190,000	0							190,000
Vehicle Replacement - Pick up	Cash	0	20,000	0	0							20,000
Barker Rd parking Lot Replacement	Cash	5,000	20,000	0	0							25,000
Lift Station Update	Cash	0	0	250,000	0							250,000
CIP Placeholder for Future Years	Cash				175,000	175,000	175,000	175,000	175,000	175,000	175,000	
Actual CIP Costs		1,925,000	215,000	440,000	175,000	2,580,000						
Percent Inflation		0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	
Inflated Project Costs		1,925,000	215,000	440,000	175,000	3,805,000						
Sources of Funding		2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	
G.O. Debt		1,920,000	0	0	0	0	0	0	0	0	0	1,920,000
Revenue Debt		0	0	0	0	0	0	0	0	0	0	0
Grants/Aids		0	0	0	0	0	0	0	0	0	0	0
Special Assessment		0	0	0	0	0	0	0	0	0	0	0
User Fees		0	0	0	0	0	0	0	0	0	0	0
Tax Levy		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
Cash		5,000	215,000	440,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	1,885,000
Total		1,925,000	215,000	440,000	175,000	3,805,000						

Notes:

Table 7 Sewer Utility Projected Debt Service Payments (PROPOSED)

Town of Brookfield, WI

NAME	GO Prom Notes 2023A			
AMT	\$2,000,000			
DATED	12/21/2023			
MATURE	12/1/33			
RATE	5.00%			
Year	Principal	Est. Rate ¹	Interest	Total
2024	165,000	5.00%	90,319	255,319
2025	165,000	5.00%	87,625	252,625
2026	175,000	5.00%	79,125	254,125
2027	185,000	5.00%	70,125	255,125
2028	190,000	5.00%	60,750	250,750
2029	200,000	5.00%	51,000	251,000
2030	215,000	5.00%	40,625	255,625
2031	225,000	5.00%	29,625	254,625
2032	235,000	5.00%	18,125	253,125
2033	245,000	5.00%	6,125	251,125
TOTALS	2,000,000		533,444	2,533,444

PROPOSED Sewer Utility Debt Service Summary				
Total Prin	Total Int	Total P&I	Prin Outstanding	Year
165,000	90,319	255,319	1,835,000	2024
165,000	87,625	252,625	1,670,000	2025
175,000	79,125	254,125	1,495,000	2026
185,000	70,125	255,125	1,310,000	2027
190,000	60,750	250,750	1,120,000	2028
200,000	51,000	251,000	920,000	2029
215,000	40,625	255,625	705,000	2030
225,000	29,625	254,625	480,000	2031
235,000	18,125	253,125	245,000	2032
245,000	6,125	251,125	0	2033
2,000,000	533,444	2,533,444		TOTALS

Notes:

- 1) Rate assumes
- 2) Rate assumes

Table 8
Sewer Utility Cash Flow Analysis - Projected 2024-2033

Town of Brookfield, WI

	Budget	Projected										
	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Revenues												
Total Revenues from User Rates ¹	\$1,242,621	\$1,353,680	\$1,421,364	\$1,492,432	\$1,537,205	\$1,583,321	\$1,630,821	\$1,679,745	\$1,730,138	\$1,782,042	\$1,835,503	
Percent Increase to User Rates	24.42%	7.00%	8.00%	5.00%	3.00%							
Cumulative Percent Rate Increase	24.42%	33.13%	43.78%	50.97%	55.49%	60.16%	64.96%	69.91%	75.01%	80.26%	85.67%	
Dollar Amount Increase to Revenues	\$243,871	\$111,058	\$67,684	\$71,068	\$44,773	\$46,116	\$47,500	\$48,925	\$50,392	\$51,904	\$53,461	
Other Revenues												
Interest Income	\$38,327	\$38,422	\$38,518	\$38,615	\$38,711	\$38,808	\$38,905	\$39,002	\$39,100	\$39,198	\$39,296	
Other Income	\$22,500	\$22,725	\$22,952	\$23,182	\$23,414	\$23,648	\$23,884	\$24,123	\$24,364	\$24,608	\$24,854	
Total Other Revenues	\$60,827	\$61,147	\$61,471	\$61,797	\$62,125	\$62,456	\$62,789	\$63,125	\$63,464	\$63,806	\$64,150	
Total Revenues	\$1,303,448	\$1,414,827	\$1,482,834	\$1,554,228	\$1,599,330	\$1,645,777	\$1,693,610	\$1,742,871	\$1,793,602	\$1,845,847	\$1,899,653	
Less: Expenses												
Operating and Maintenance	\$1,009,000	\$1,029,180	\$1,049,764	\$1,070,759	\$1,092,174	\$1,114,018	\$1,136,298	\$1,159,024	\$1,182,204	\$1,205,848	\$1,229,965	
Net Before Debt Service and Capital Expenditures	\$294,448	\$385,647	\$433,071	\$483,470	\$507,156	\$531,759	\$557,312	\$583,847	\$611,397	\$639,999	\$669,687	
Debt Service												
Existing Debt P&I	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
New (2024-2033) Debt Service P&I	\$255,319	\$252,625	\$254,125	\$255,125	\$250,750	\$251,000	\$255,625	\$254,625	\$253,125	\$251,125	\$0	
Total Debt Service	\$255,319	\$252,625	\$254,125	\$255,125	\$250,750	\$251,000	\$255,625	\$254,625	\$253,125	\$251,125	\$0	
Transfer In (Out)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Less: Capital Improvements	\$1,925,000	\$215,000	\$440,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	
Debt Issued/Grants/Aid	\$1,920,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Net Annual Cash Flow	\$34,128	(\$81,978)	(\$261,054)	\$53,345	\$81,406	\$105,759	\$126,687	\$154,222	\$183,272	\$213,874	\$494,687	
Restricted and Unrestricted Cash Balance:												
Balance at first of year	\$2,409,884	\$2,444,012	\$2,362,034	\$2,100,980	\$2,154,324	\$2,235,730	\$2,341,490	\$2,468,177	\$2,622,398	\$2,805,671	\$3,019,545	
Net Annual Cash Flow Addition/(subtraction)	\$34,128	(\$81,978)	(\$261,054)	\$53,345	\$81,406	\$105,759	\$126,687	\$154,222	\$183,272	\$213,874	\$494,687	
Balance at end of year	\$2,444,012	\$2,362,034	\$2,100,980	\$2,154,324	\$2,235,730	\$2,341,490	\$2,468,177	\$2,622,398	\$2,805,671	\$3,019,545	\$3,514,232	
"All-in"Debt Coverage	1.15	1.53	1.70	1.90	2.02	2.12	2.18	2.29	2.42	2.55	NA	

Notes:

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

Legend:

- Increase depicted to maintain with assumed O&M inflation
- Increase needed above inflationary adjustment

Table 9

Sewer Utility Financial Benchmarking Analysis Projected 2024 - 2033

Town of Brookfield, WI

	Budget	Projected								
	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Target minimum cash balance										
Target minimum working capital - Ehlers ¹	931,388	948,563	966,589	976,170	990,590	1,009,603	1,023,215	1,036,553	1,049,624	813,806
Actual Days Cash Available - PSC ²	811	772	679	689	708	734	765	805	853	909
Actual Days Cash Available - Moody's ³	873	826	719	723	736	757	783	816	856	904
Target minimum working capital - S&P ⁴	873	826	719	723	736	757	783	816	856	904
Actual working capital-cash balance										
Over (Under) Ehlers target	1,512,624	1,413,471	1,134,391	1,178,155	1,245,140	1,331,886	1,444,962	1,585,845	1,756,047	2,205,739
Over (Under) PSC target (90 days)	721	682	589	599	618	644	675	715	763	819
Over (Under) Moody's target (150 days)	723	676	569	573	586	607	633	666	706	754
Over (Under) S&P target (150 days)	723	676	569	573	586	607	633	666	706	754

Notes:

- 1) Target capital equals 6 mos of next year's operating expenses, including depreciation, plus 100% of 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										
Total Plant in service beginning of year	21,283,839	23,208,839	23,423,839	23,863,839	24,038,839	24,213,839	24,388,839	24,563,839	24,738,839	24,913,839
Total Plant in service end of year	23,208,839	23,423,839	23,863,839	24,038,839	24,213,839	24,388,839	24,563,839	24,738,839	24,913,839	25,088,839
Average Total Plant in Service	22,246,339	23,316,339	23,643,839	23,951,339	24,126,339	24,301,339	24,476,339	24,651,339	24,826,339	25,001,339
Average Utility Plant in Service	22,246,339	23,316,339	23,643,839	23,951,339	24,126,339	24,301,339	24,476,339	24,651,339	24,826,339	25,001,339
Less: Utility Plant Accumulated Depreciation	13,254,961	13,583,307	13,922,420	14,274,588	14,633,253	14,998,415	15,370,074	15,748,230	16,132,883	16,524,032
Average Net Investment Rate Base (NIRB)	8,991,378	9,733,032	9,721,419	9,676,751	9,493,086	9,302,924	9,106,265	8,903,109	8,693,456	8,477,307
Net Operating Income	(21,921)	18,878	55,440	92,687	109,779	127,789	146,748	166,689	187,645	209,652
ROR	-0.24%	0.19%	0.57%	0.96%	1.16%	1.37%	1.61%	1.87%	2.16%	2.47%
Typical	2.50%									

Cost Recovery										
Operating Revenues	1,265,121	1,376,405	1,444,316	1,515,614	1,560,618	1,606,969	1,654,705	1,703,868	1,754,502	1,806,650
Operating Expenses incl. Depr & Amortization	1,287,042	1,357,526	1,388,876	1,422,927	1,450,839	1,479,180	1,507,957	1,537,180	1,566,857	1,596,998
Cost Recovery	0.98	1.01	1.04	1.07	1.08	1.09	1.10	1.11	1.12	1.13
Cost Recovery w/o Depr.	1.25	1.34	1.38	1.42	1.43	1.44	1.46	1.47	1.48	1.50

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	1,835,000	1,670,000	1,495,000	1,310,000	1,120,000	920,000	705,000	480,000	245,000	0
Total Net Assets	10,592,157	10,561,833	10,576,666	10,637,842	10,725,583	10,841,180	10,986,208	11,162,274	11,370,894	11,613,619
Debt-to Equity Ratio	0.17	0.16	0.14	0.12	0.10	0.08	0.06	0.04	0.02	0.00

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	13,254,961	13,583,307	13,922,420	14,274,588	14,633,253	14,998,415	15,370,074	15,748,230	16,132,883	16,524,032
Average Total Plant in Service	22,246,339	23,316,339	23,643,839	23,951,339	24,126,339	24,301,339	24,476,339	24,651,339	24,826,339	25,001,339
Asset Depreciation	37.34%	36.81%	37.06%	37.34%	37.75%	38.16%	38.57%	38.98%	39.39%	39.79%

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 10 Sewer Utility Long-Range Planning Analysis

Town of Brookfield, WI

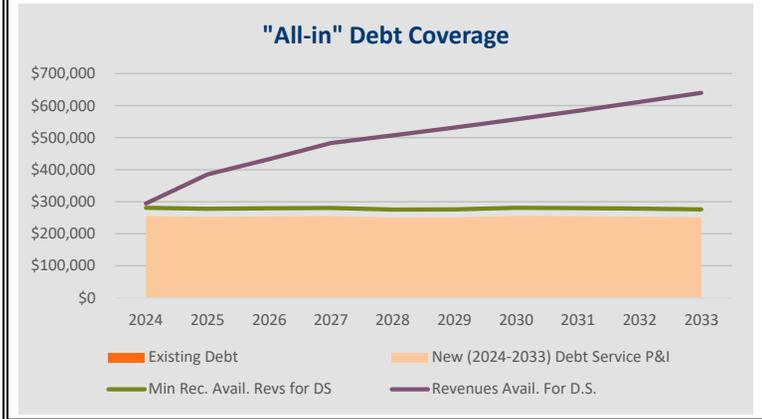
Are rates set to maintain adequate reserves?



How much reserves are planned for future projects?



Are rates set to pay for financial obligations?



Rate Increases

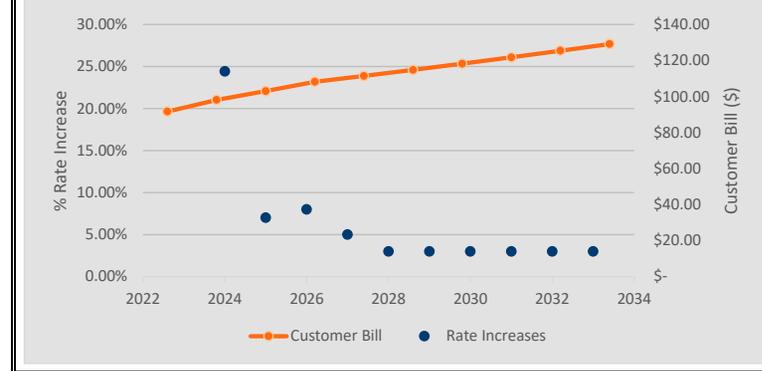


Table 11

Projected Test Year 2024 Billable Flows

Town of Brookfield, WI

	Flow (1,000 Gal)			
	2021	2022	2023	2024
Inside Customers				
Residential	85,535	80,759	86,425	88,585
Commercial	103,208	104,896	102,645	103,158
Common Area	404	339	349	358
Public Authority	2,011	1,929	2,064	2,115
Subtotal Inside Customers	191,158	187,922	191,483	194,216
Unmetered Customers				
Subtotal Unmetered Customers	10,058	10,058	10,058	10,058
Subtotal Unmetered Customers	10,058	10,058	10,058	10,058
Total For Rate Calcs				204,274

Notes:

1. Current unmetered customers = 135. Assumed usage is equal to 74,500 gallons per year.

Table 12 Projected Test Year 2024 Meter Counts

Town of Brookfield, WI

Total Meters						
Meter Size	Inside Customers				Total	
	Residential	Commercial	Common Area	Public Authority		
5/8	136	1	0	0	137	
3/4	1,757	103	1	0	1,861	
1	2	60	0	2	64	
1.5	0	48	0	5	53	
2	0	33	1	0	34	
3	0	2	0	0	2	
	1,895	247	2	7	2,151	
		Total Inside Customers		2,151		

Equivalent Meters						
Meter Size	Equiv. Ratio	Inside Customers				Total
		Residential	Commercial	Common Area	Public Authority	
5/8	1.0	136.0	1.0	-	-	137.0
3/4	1.0	1,757.0	103.0	1.0	-	1,861.0
1	1.7	3.5	103.8	-	3.5	110.7
1.5	3.0	-	142.2	-	14.8	157.0
2	4.5	-	147.4	4.5	-	151.9
3	10.7	-	21.4	-	-	21.4
		1,896.5	518.9	5.5	18.3	2,439.0

Notes:

1. 3/4" customer count includes 135 un-metered customers.

Table 13

Historical Expenses and 2024 Adopted Budget for Sewer Utility

Town of Brookfield, WI

Account Number	Account Description	2021 ACTUAL	2022 ACTUAL	2023 ESTIMATE	YTD ACTUAL	2024 BUDGET
403000	Sewer Depreciation	253,430	229,788	284,350	0	278,042
408000	Sewer-taxes	4,451	4,361	5,300	3,177	5,300
820000	Supervision and Labor	24,933	25,179	26,000	22,568	27,000
821000	Power & Fuel for pumping	35,760	7,505	8,000	5,727	8,500
822000	Sewerage treating	461,057	442,536	440,000	380,641	482,000
826000	Other chemicals for treatment	4,446	6,779	5,000	2,348	5,500
827000	Other operation supplies and expenses	2,915	4,299	3,000	2,333	3,000
828000	Transportation expenses	3,506	3,637	4,000	3,075	4,500
831000	Maintenance of collection system	452,332	331,688	480,200	122,965	340,000
832000	Maintenance of collection system pumping equip	17,489	899	10,000	0	10,000
834000	Maint of general plant STR & EQ	4,000	0	0	0	0
840000	Billing, collection and accounting	6,170	10,708	6,500	3,275	6,500
850000	General and Admin Salaries	22,604	20,688	23,000	15,197	23,500
851000	Office supplies and expenses	9,572	4,760	7,000	5,949	7,000
852000	Outside services employed	8,718	14,214	18,000	18,222	19,000
853000	Insurance expenses	12,778	16,844	15,000	7,458	15,000
854000	Employee pensions & benefits	52,588	41,509	44,200	22,710	44,200
856000	Misc General	19,997	16,265	8,000	4,530	8,000
	Total	1,396,746	1,181,659	1,387,550	620,175	1,287,042

Table 14
Allocation of Costs to Function

Town of Brookfield, WI

		Allocation Percentages			2024 Budget	WWTF	Customer	
		Flow	Cst	Cnn		Flow	Billing	Meter/Conn
Operating & Maintenance								
<u>Acct #</u>	<u>Acct Description</u>							
408000	Sewer-taxes	70%	15%	15%	\$5,300	\$3,710	\$795	\$795
820000	Supervision and Labor	70%	15%	15%	\$27,000	\$18,900	\$4,050	\$4,050
821000	Power & Fuel for pumping	70%	15%	15%	\$8,500	\$5,950	\$1,275	\$1,275
822000	Sewerage treating	70%	15%	15%	\$482,000	\$337,400	\$72,300	\$72,300
826000	Other chemicals for treatment	70%	15%	15%	\$5,500	\$3,850	\$825	\$825
827000	Other operation supplies and expenses	70%	15%	15%	\$3,000	\$2,100	\$450	\$450
828000	Transportation expenses	70%	15%	15%	\$4,500	\$3,150	\$675	\$675
831000	Maintenance of collection system	70%	15%	15%	\$340,000	\$238,000	\$51,000	\$51,000
832000	Maintenance of collection system pumping equip	70%	15%	15%	\$10,000	\$7,000	\$1,500	\$1,500
834000	Maint of general plant STR & EQ	70%	15%	15%	\$0	\$0	\$0	\$0
840000	Billing, collection and accounting	70%	15%	15%	\$6,500	\$4,550	\$975	\$975
850000	General and Admin Salaries	70%	15%	15%	\$23,500	\$16,450	\$3,525	\$3,525
851000	Office supplies and expenses	70%	15%	15%	\$7,000	\$4,900	\$1,050	\$1,050
852000	Outside services employed	70%	15%	15%	\$19,000	\$13,300	\$2,850	\$2,850
853000	Insurance expenses	70%	15%	15%	\$15,000	\$10,500	\$2,250	\$2,250
856000	Misc General	70%	15%	15%	\$8,000	\$5,600	\$1,200	\$1,200
Total O & M		70%	15%	15%	\$1,009,000	\$706,300	\$151,350	\$151,350
Capital Costs								
Debt		70%	15%	15%	\$255,319	\$178,724	\$38,298	\$38,298
Cash Financed Capital		70%	15%	15%	\$0	\$0	\$0	\$0
Total Capital Costs		70%	15%	15%	\$255,319	\$178,724	\$38,298	\$38,298
Subtotal Revenue Requirements					\$1,264,319	\$885,024	\$189,648	\$189,648
Other Income								
Charges on Excess Loadings		70%	15%	15%	(\$11,500)	(\$8,050)	(\$1,725)	(\$1,725)
Penalties/Other Operating Revenues		70%	15%	15%	(\$11,000)	(\$7,700)	(\$1,650)	(\$1,650)
Total Other Income		70%	15%	15%	(\$22,500)	(\$15,750)	(\$3,375)	(\$3,375)
Total Net Revenue Requirements					\$1,241,819	\$869,274	\$186,273	\$186,273
Summary								
Allocation of Costs to Function and Classification for Inside Rates								
					2024 Budget	Flow	Billing	Meter/Conn
O&M and Replacement		70%	15%	15%	\$1,009,000	\$706,300	\$151,350	\$151,350
Capital		70%	15%	15%	\$255,319	\$178,724	\$38,298	\$38,298
Other Revenues		70%	15%	15%	(\$22,500)	(\$15,750)	(\$3,375)	(\$3,375)
Total		70%	15%	15%	1,241,819	869,274	186,273	186,273

Table 15 Rate Computation Worksheet

Town of Brookfield, WI

Calculation of Inside Customer Rates				
Fixed Charges (Annual)				
<u>Charge Type</u>		<u>Costs</u>	<u>Billable Units</u>	<u>Rate</u>
Customer Charge		\$186,272.92	2,151	\$86.60
Meter/Connection Charge		\$186,272.92	2,439	\$76.37
<u>Meter Size</u>	<u>Equiv Ratio</u>	<u>Meter/Connection Charge</u>	<u>Customer Charge</u>	<u>Total Fixed Charge</u>
5/8	1	\$76.37	\$86.60	\$162.97
3/4	1	\$76.37	\$86.60	\$162.97
1	1.73	\$132.12	\$86.60	\$218.72
1.5	2.962	\$226.21	\$86.60	\$312.81
2	4.468	\$341.22	\$86.60	\$427.82
3	10.715	\$818.30	\$86.60	\$904.90
Volumetric Charges				
<u>Charge Type</u>		<u>Cost</u>	<u>Billable Units (1,000 Gal or lbs)</u>	<u>Rate/Unit</u>
Flow Charge per 1000 Gal		\$869,274	204,274	\$4.26
Total Volumetric Rate per 1000 Gal				\$4.26
Rate Summary				
Fixed charge per connection				\$162.97
Total Volumetric Rate per 1000 Gal				\$4.26

Table 16 Rate Summary (Quarterly Charges)

Town of Brookfield, WI

		Current	COS	2024 Proposed
Domestic Sewer Customers				
<u>Meter Size</u>				
	5/8	\$30.55	\$40.74	\$38.50
	3/4	\$30.55	\$40.74	\$38.50
	1	\$53.00	\$54.68	\$63.60
	1.5	\$90.50	\$78.20	\$108.60
	2	\$136.50	\$106.96	\$163.80
	3	\$327.35	\$226.23	\$392.82
	Volumetric Rate per 1000 Gal	\$3.43	\$4.26	\$4.26

Table 17

Revenue Summary (Proposed Rates)

Town of Brookfield, WI

		Units	Rate	Annual Total
Fixed Charge				
	<u>Meter Size</u>			
	5/8	137	\$38.50	\$21,098
	3/4	1,861	\$38.50	\$286,594
	1	64	\$63.60	\$16,282
	1.5	53	\$108.60	\$23,023
	2	34	\$163.80	\$22,277
	3	2	\$392.82	\$3,143
Subtotal		2,151		372,416
Volumetric Charges				
Residential	Flow (000 gal)	88,585	\$4.26	\$377,372
Commercial	Flow (000 gal)	103,158	\$4.26	\$439,453
Common Area	Flow (000 gal)	358	\$4.26	\$1,525
Public Authority	Flow (000 gal)	2,115	\$4.26	\$9,010
Unmetered Customers	Flow (000 gal)	10,058	\$4.26	\$42,845
Subtotal		204,274		\$870,205
Total Revenues				\$1,242,621
Revenue Requirements				\$1,241,819
Difference				\$802

Notes:

1) Difference due to rounding

Table 18

Test Year Cash Flow Analysis

Town of Brookfield, WI

	2024
<u>Cash Sources</u>	
Revenues from User Rates ⁽¹⁾	\$1,242,621
Other Income ⁽²⁾	\$22,500
Investment Income on Unrestricted Cash	\$38,327
Total Cash Sources	\$1,303,448
<u>Cash Uses</u>	
O&M	\$1,009,000
Net Before Debt Service	\$294,448
<u>Debt Service</u>	
General Obligation Debt Service P&I	\$255,319
Total Debt Service	\$255,319
Cash Funded Capital	\$5,000
Transfer in/(out)	\$0
Net Cash Flow	\$34,128
<u>Total Unrestricted Cash Balance</u>	
Beginning Year Est. Balance	\$2,412,012
Net Additions (Subtractions)	\$34,128
End of Year Unrestricted Cash Balance	\$2,446,140

Notes:

- 1) Full year of revenues from proposed user rates
- 2) Miscellaneous revenue, high strength loading revenues, and late fees.

Table 19 Comparison of Existing and Proposed Bills

Town of Brookfield, WI

Customer	Usage Level	Meter Size	Quarterly				
			Usage 1,000 Gal	Current Bill	Proposed Bill	Dollar Change	Percent Change
Residential	Low User	5/8	9.44	\$62.91	\$78.69	\$15.78	25.1%
Residential	Avg. User	5/8	12.58	\$73.70	\$92.09	\$18.39	25.0%
Residential	High User	5/8	15.73	\$84.49	\$105.49	\$21.00	24.9%
Commercial	Low User	3/4	78.31	\$299.14	\$372.09	\$72.95	24.4%
Commercial	Avg. User	3/4	104.41	\$388.68	\$483.29	\$94.61	24.3%
Commercial	High User	3/4	130.51	\$478.21	\$594.48	\$116.28	24.3%
Common Area	Low User	3/4	33.56	\$145.67	\$181.48	\$35.81	24.6%
Common Area	Avg. User	3/4	44.75	\$184.04	\$229.14	\$45.09	24.5%
Common Area	High User	3/4	55.94	\$222.42	\$276.79	\$54.38	24.4%
Public Authority	Low User	1.5	56.65	\$284.80	\$349.92	\$65.12	22.9%
Public Authority	Avg. User	1.5	75.53	\$349.57	\$430.36	\$80.79	23.1%
Public Authority	High User	1.5	94.41	\$414.33	\$510.80	\$96.46	23.3%

Notes:

- 1) Meter sizes chosen based on highest number of users for each class
- 2) Average user is defined as the total estimated test year flow for the class divided by the projected number of users in the class.

Table 20

Projected Impact of CIP on Typical Residential Utility Bill

Town of Brookfield, WI

Year	Water					Sewer					Utility Bill (Annual)	Change Over Prior Year	% of MHI (110,616)	Year	
	Increase	Water Vol. Charge ¹	Water User Charge ²	Utility Bill (Quarterly)	Change Over Prior Year	Increase	Sewer Vol. Charge ³	Sewer User Charge ³	Utility Bill (Quarterly)	Change Over Prior Year					
		Tiered	Serv.				1,000 Gal	Gen Service							
2023		1.78	30.30	\$ 52.69			3.43	30.55	\$ 73.70		\$ 505.57		0.46%	2023	
2024	0.00%	1.78	30.30	\$ 52.69	\$ -	24.42%	4.27	38.01	\$ 91.70	\$ 18.00	\$ 577.55	\$ 71.98	0.52%	2024	
2025	0.00%	1.78	30.30	\$ 52.69	\$ -	7.00%	4.57	40.67	\$ 98.11	\$ 6.42	\$ 603.22	\$ 25.67	0.55%	2025	
2026	0.00%	1.78	30.30	\$ 52.69	\$ -	5.00%	4.79	42.70	\$ 103.02	\$ 4.91	\$ 622.85	\$ 19.62	0.56%	2026	
2027	0.00%	1.78	30.30	\$ 52.69	\$ -	5.00%	5.03	44.84	\$ 108.17	\$ 5.15	\$ 643.45	\$ 20.60	0.58%	2027	
2028	0.00%	1.78	30.30	\$ 52.69	\$ -	3.00%	5.19	46.18	\$ 111.42	\$ 3.25	\$ 656.43	\$ 12.98	0.59%	2028	
2029	0.00%	1.78	30.30	\$ 52.69	\$ -	3.00%	5.34	47.57	\$ 114.76	\$ 3.34	\$ 669.80	\$ 13.37	0.61%	2029	
2030	0.00%	1.78	30.30	\$ 52.69	\$ -	3.00%	5.50	49.00	\$ 118.20	\$ 3.44	\$ 683.57	\$ 13.77	0.62%	2030	
2031	0.00%	1.78	30.30	\$ 52.69	\$ -	3.00%	5.67	50.47	\$ 121.75	\$ 3.55	\$ 697.76	\$ 14.18	0.63%	2031	
2032	0.00%	1.78	30.30	\$ 52.69	\$ -	3.00%	5.84	51.98	\$ 125.40	\$ 3.65	\$ 712.37	\$ 14.61	0.64%	2032	
2033	0.00%	1.78	30.30	\$ 52.69	\$ -	3.00%	6.01	53.54	\$ 129.16	\$ 3.76	\$ 727.41	\$ 15.05	0.66%	2033	
Total Change over planning period				\$ -					\$ 55.46		\$ 221.85				

Notes:

1. Current water volumetric rate is \$1.78 per 1,000 gallons.
2. The water user charges include a quarterly service charge of \$30.30 for a 5/8 inch meter.
3. The current Sewer volumetric rate is \$3.43 per 1,000 gallons and a service charge of \$30.55 for 5/8 inch meter.
4. The usage is assumed to be 12,580 Gallons per quarter.
5. 2026 is the end of the current CIP Planning period.

Test Year 2024 Sanitary Sewer Utility Rate Study
Section 3 – Presentations to Town Board
Town of Brookfield, WI



Town of Brookfield, WI

2023 Sewer Utility Long-Range Cash Flow Analysis & User Rate Study Update

November 7, 2023

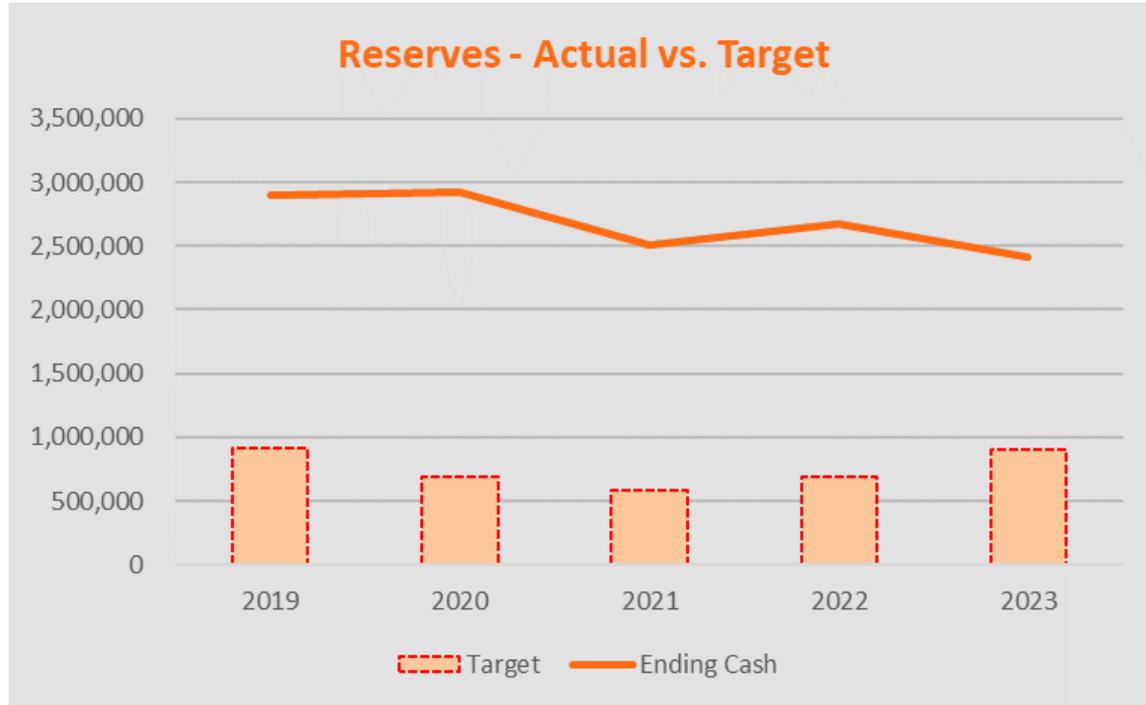
Why are we here?

- Sewer Utility contemplating future capital investment
- Ehlers to identify fiscal sustainability
- Our Process
 - ✓ Historical Rate Performance
 - ✓ Future Projections
 - O&M, Depreciation, and PILOT
 - Funding Project(s): Debt vs. Cash
 - ✓ Rate Impact

Sewer: Historical Rate Performance

Revenue Requirement		Shown with no increase				Est	Budget
Component	Description	2019	2020	2021	2022	2023	2024
Cash Basis							
1	Operating and Maintenance	\$850,930	\$1,604,112	\$1,138,464	\$950,898	\$1,103,200	\$1,009,000
2	Debt	\$0	\$0	\$0	\$0	\$0	\$255,319
3	Cash Funded Capital	\$1,062	\$468,283	\$12,508	\$6,974	\$225,400	\$5,000
Less:							
	Other Revenue	\$0	\$0	\$0	\$0	\$22,500	\$22,500
	Interest Income	\$78,054	\$31,494	\$10,618	\$23,792	\$38,231	\$38,327
	Revenue Requirement (Costs less Other Income)	\$773,938	\$2,040,901	\$1,140,354	\$934,080	\$1,267,869	\$1,208,493
	User Rates Revenue	\$699,230	\$1,004,144	\$1,334,041	\$1,001,518	\$998,751	\$998,751
	Rate Adequacy	(\$74,708)	(\$1,036,757)	\$193,687	\$67,438	(\$269,118)	(\$209,742)
	Rate Adjustment Needed	10.68%	103.25%	0.00%	0.00%	26.95%	21.00%

Sewer: Historical Financial Indicators



- Target minimum reserve level = 6 mo's O&M plus next year's debt service payment
- In 2023
 - ✓ Target balance of approx. \$900k
 - ✓ Est. Balance of approx. \$2.4 mill

Sewer: Targeted Future Minimum Reserves

	Budget	Projected								
	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Target minimum cash balance										
Target minimum working capital - Ehlers ¹	931,388	948,563	966,589	976,170	990,590	1,009,603	1,023,215	1,036,553	1,049,624	813,806
Actual Days Cash Available - PSC ²	812	806	762	797	841	877	919	954	998	1,033
Actual Days Cash Available - Moody's ³	873	863	809	839	877	907	942	969	1,003	1,029
Target minimum working capital - S&P ⁴	873	863	809	839	877	907	942	969	1,003	1,029

Notes:

- 1) Target capital equals 6 mos of next year's operating expenses, including depreciation, plus 100% of 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

Future Capital

Projects	Funding	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	Totals
Interceptor Repair/Relining - Phase 1,2, & 5	G.O. Debt	1,920,000	0	0	0							1,920,000
Interceptor Repair/Relining - Phase 3	Cash	0	175,000	0	0							175,000
Interceptor Repair/Relining - Phase 4	Cash	0	0	190,000	0							190,000
Vehicle Replacement - Pick up	Cash	0	20,000	0	0							20,000
Barker Rd parking Lot Replacement	Cash	5,000	20,000	0	0							25,000
Lift Station Update	Cash	0	0	250,000	0							250,000
CIP Placeholder for Future Years	Cash				175,000	175,000	175,000	175,000	175,000	175,000	175,000	
Actual CIP Costs		1,925,000	215,000	440,000	175,000	2,580,000						

Sources of Funding	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	Totals
G.O. Debt	1,920,000	0	0	0	0	0	0	0	0	0	1,920,000
Revenue Debt	0	0	0	0	0	0	0	0	0	0	0
Grants/Aids	0	0	0	0	0	0	0	0	0	0	0
Special Assessment	0	0	0	0	0	0	0	0	0	0	0
User Fees	0	0	0	0	0	0	0	0	0	0	0
Tax Levy	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
Cash	5,000	215,000	440,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	1,885,000
Total	1,925,000	215,000	440,000	175,000	3,805,000						

Calculated 2024 Sewer Rates

	Current	COS	2024 Proposed
Domestic Sewer Customers			
<u>Meter Size</u>			
5/8	\$30.55	\$40.74	\$40.00
3/4	\$30.55	\$40.74	\$40.00
1	\$53.00	\$54.68	\$54.68
1.5	\$90.50	\$78.20	\$90.50
2	\$136.50	\$106.96	\$136.50
3	\$327.35	\$226.23	\$327.35
Volumetric Rate per 1000 Gal	\$3.43	\$4.26	\$4.26

Calculated 2024 Sewer Rates

Customer	Usage Level	Meter Size	Quarterly			Dollar Change	Percent Change
			Usage 1,000 Gal	Current Bill	Proposed Bill		
Residential	Low User	5/8	9.44	\$62.91	\$80.19	\$17.28	27.5%
Residential	Avg. User	5/8	12.58	\$73.70	\$93.59	\$19.89	27.0%
Residential	High User	5/8	15.73	\$84.49	\$106.99	\$22.50	26.6%
Commercial	Low User	3/4	78.31	\$299.14	\$373.59	\$74.45	24.9%
Commercial	Avg. User	3/4	104.41	\$388.68	\$484.79	\$96.11	24.7%
Commercial	High User	3/4	130.51	\$478.21	\$595.98	\$117.78	24.6%
Common Area	Low User	3/4	33.56	\$145.67	\$182.98	\$37.31	25.6%
Common Area	Avg. User	3/4	44.75	\$184.04	\$230.64	\$46.59	25.3%
Common Area	High User	3/4	55.94	\$222.42	\$278.29	\$55.88	25.1%
Public Authority	Low User	1.5	56.65	\$284.80	\$331.82	\$47.02	16.5%
Public Authority	Avg. User	1.5	75.53	\$349.57	\$412.26	\$62.69	17.9%
Public Authority	High User	1.5	94.41	\$414.33	\$492.70	\$78.36	18.9%

Rate Comparison

Municipality	Quarterly Residential Customer Charge	Volume Charge Rate/1,000 gal	Typical Total Quarterly Charge*
City of Waukesha Inside	\$20.64	\$10.48	\$205.27
Menomonee Falls	\$72.92	\$7.21	\$163.05
City of Pewaukee	\$141.00	Flat Fee	\$141.00
City of Brookfield	\$70.00	\$4.41	\$125.13
Village of Pewaukee		\$8.65	\$108.13
Town of Brookfield	\$30.55	\$3.43	\$73.43
Proposed -Town of Brookfield	\$40.00	\$4.26	\$93.25

Potential Future Cash Flow Scenarios

- Scenario 1: Implement rates to recover full revenue requirement in 2024, continued linear increase to cash fund CIP
- Scenario 2: Spread out 2024 increase over 2-years and then continue with linear increase to cash fund CIP
- Scenario 3: Implement rates to recover full revenue requirement in 2024, continue rate increases to obtain \$5.0 million fund balance by 2034

Sewer: Scenario 1

	Budget		Projected									
	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Revenues												
Total Revenues from User Rates ¹	\$1,244,252	\$1,355,425	\$1,423,196	\$1,494,356	\$1,539,186	\$1,585,362	\$1,632,923	\$1,681,910	\$1,732,368	\$1,784,339	\$1,837,869	
Percent Increase to User Rates	24.58%	7.00%	5.00%	5.00%	3.00%							
Cumulative Percent Rate Increase	24.58%	33.30%	39.97%	46.96%	51.37%	55.92%	60.59%	65.41%	70.37%	75.48%	80.75%	
Dollar Amount Increase to Revenues	\$245,501	\$111,173	\$67,771	\$71,160	\$44,831	\$46,176	\$47,561	\$48,988	\$50,457	\$51,971	\$53,530	
Other Revenues												
Interest Income	\$38,327	\$38,422	\$38,518	\$38,615	\$38,711	\$38,808	\$38,905	\$39,002	\$39,100	\$39,198	\$39,296	
Other Income	\$22,500	\$22,725	\$22,952	\$23,182	\$23,414	\$23,648	\$23,884	\$24,123	\$24,364	\$24,608	\$24,854	
Total Other Revenues	\$60,827	\$61,147	\$61,471	\$61,797	\$62,125	\$62,456	\$62,789	\$63,125	\$63,464	\$63,806	\$64,150	
Total Revenues	\$1,305,079	\$1,416,572	\$1,484,667	\$1,556,152	\$1,601,311	\$1,647,818	\$1,695,712	\$1,745,036	\$1,795,832	\$1,848,144	\$1,902,019	
Less: Expenses												
Operating and Maintenance	\$1,009,000	\$1,029,180	\$1,049,764	\$1,070,759	\$1,092,174	\$1,114,018	\$1,136,298	\$1,159,024	\$1,182,204	\$1,205,848	\$1,229,965	
Net Before Debt Service and Capital Expenditures	\$296,079	\$387,392	\$434,903	\$485,393	\$509,137	\$533,800	\$559,414	\$586,012	\$613,628	\$642,296	\$672,053	
Debt Service												
Existing Debt P&I	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
New (2024-2033) Debt Service P&I	\$255,319	\$252,625	\$254,125	\$255,125	\$250,750	\$251,000	\$255,625	\$254,625	\$253,125	\$251,125	\$0	
Total Debt Service	\$255,319	\$252,625	\$254,125	\$255,125	\$250,750	\$251,000	\$255,625	\$254,625	\$253,125	\$251,125	\$0	
Transfer In (Out)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Less: Capital Improvements	\$1,925,000	\$215,000	\$440,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	
Debt Issued/Grants/Aid	\$1,920,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Net Annual Cash Flow	\$35,759	(\$80,233)	(\$259,222)	\$55,268	\$83,387	\$107,800	\$128,789	\$156,387	\$185,503	\$216,171	\$497,053	
Restricted and Unrestricted Cash Balance:												
Balance at first of year	\$2,409,884	\$2,445,643	\$2,365,410	\$2,106,188	\$2,161,456	\$2,244,843	\$2,352,643	\$2,481,432	\$2,637,819	\$2,823,322	\$3,039,493	
Net Annual Cash Flow Addition/(subtraction)	\$35,759	(\$80,233)	(\$259,222)	\$55,268	\$83,387	\$107,800	\$128,789	\$156,387	\$185,503	\$216,171	\$497,053	
Balance at end of year	\$2,445,643	\$2,365,410	\$2,106,188	\$2,161,456	\$2,244,843	\$2,352,643	\$2,481,432	\$2,637,819	\$2,823,322	\$3,039,493	\$3,536,546	
"All-in" Debt Coverage	1.16	1.53	1.71	1.90	2.03	2.13	2.19	2.30	2.42	2.56	NA	

Sewer: Scenario 2

	Budget	Projected									
	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Revenues											
Total Revenues from User Rates ¹	\$1,174,438	\$1,376,479	\$1,445,303	\$1,495,888	\$1,540,765	\$1,586,988	\$1,634,598	\$1,683,635	\$1,734,145	\$1,786,169	\$1,839,754
Percent Increase to User Rates	15.00%	15.00%	5.00%	3.50%	3.00%						
Cumulative Percent Rate Increase	15.00%	32.25%	38.86%	43.72%	48.03%	52.48%	57.05%	61.76%	66.61%	71.61%	76.76%
Dollar Amount Increase to Revenues	\$175,688	\$202,041	\$68,824	\$50,586	\$44,877	\$46,223	\$47,610	\$49,038	\$50,509	\$52,024	\$53,585
Other Revenues											
Interest Income	\$38,327	\$38,422	\$38,518	\$38,615	\$38,711	\$38,808	\$38,905	\$39,002	\$39,100	\$39,198	\$39,296
Other Income	\$22,500	\$22,725	\$22,952	\$23,182	\$23,414	\$23,648	\$23,884	\$24,123	\$24,364	\$24,608	\$24,854
Total Other Revenues	\$60,827	\$61,147	\$61,471	\$61,797	\$62,125	\$62,456	\$62,789	\$63,125	\$63,464	\$63,806	\$64,150
Total Revenues	\$1,235,265	\$1,437,626	\$1,506,773	\$1,557,685	\$1,602,890	\$1,649,444	\$1,697,387	\$1,746,761	\$1,797,609	\$1,849,974	\$1,903,904
Less: Expenses											
Operating and Maintenance	\$1,009,000	\$1,029,180	\$1,049,764	\$1,070,759	\$1,092,174	\$1,114,018	\$1,136,298	\$1,159,024	\$1,182,204	\$1,205,848	\$1,229,965
Net Before Debt Service and Capital Expenditures	\$226,265	\$408,446	\$457,010	\$486,926	\$510,716	\$535,426	\$561,089	\$587,737	\$615,404	\$644,126	\$673,938
Debt Service											
Existing Debt P&I	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
New (2024-2033) Debt Service P&I	\$255,319	\$252,625	\$254,125	\$255,125	\$250,750	\$251,000	\$255,625	\$254,625	\$253,125	\$251,125	\$0
Total Debt Service	\$255,319	\$252,625	\$254,125	\$255,125	\$250,750	\$251,000	\$255,625	\$254,625	\$253,125	\$251,125	\$0
Transfer In (Out)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Less: Capital Improvements	\$1,925,000	\$215,000	\$440,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000
Debt Issued/Grants/Aid	\$1,920,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Net Annual Cash Flow	(\$34,055)	(\$59,179)	(\$237,115)	\$56,801	\$84,966	\$109,426	\$130,464	\$158,112	\$187,279	\$218,001	\$498,938
Restricted and Unrestricted Cash Balance:											
Balance at first of year	\$2,409,884	\$2,375,829	\$2,316,650	\$2,079,535	\$2,136,336	\$2,221,302	\$2,330,728	\$2,461,192	\$2,619,304	\$2,806,583	\$3,024,584
Net Annual Cash Flow Addition/(subtraction)	(\$34,055)	(\$59,179)	(\$237,115)	\$56,801	\$84,966	\$109,426	\$130,464	\$158,112	\$187,279	\$218,001	\$498,938
Balance at end of year	\$2,375,829	\$2,316,650	\$2,079,535	\$2,136,336	\$2,221,302	\$2,330,728	\$2,461,192	\$2,619,304	\$2,806,583	\$3,024,584	\$3,523,522
"All-in" Debt Coverage	0.89	1.62	1.80	1.91	2.04	2.13	2.19	2.31	2.43	2.56	NA

Sewer: Scenario 3

	Budget				Projected							
	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Revenues												
Total Revenues from User Rates ¹	\$1,244,252	\$1,393,427	\$1,532,770	\$1,647,728	\$1,697,159	\$1,748,074	\$1,800,516	\$1,854,532	\$1,910,168	\$1,967,473	\$2,026,497	
Percent Increase to User Rates	24.58%	10.00%	10.00%	7.50%	3.00%							
Cumulative Percent Rate Increase	24.58%	37.04%	50.74%	62.05%	66.91%	71.92%	77.07%	82.39%	87.86%	93.49%	99.30%	
Dollar Amount Increase to Revenues	\$245,501	\$149,175	\$139,343	\$114,958	\$49,432	\$50,915	\$52,442	\$54,015	\$55,636	\$57,305	\$59,024	
Other Revenues												
Interest Income	\$38,327	\$38,422	\$38,518	\$38,615	\$38,711	\$38,808	\$38,905	\$39,002	\$39,100	\$39,198	\$39,296	
Other Income	\$22,500	\$22,725	\$22,952	\$23,182	\$23,414	\$23,648	\$23,884	\$24,123	\$24,364	\$24,608	\$24,854	
Total Other Revenues	\$60,827	\$61,147	\$61,471	\$61,797	\$62,125	\$62,456	\$62,789	\$63,125	\$63,464	\$63,806	\$64,150	
Total Revenues	\$1,305,079	\$1,454,575	\$1,594,241	\$1,709,524	\$1,759,284	\$1,810,530	\$1,863,306	\$1,917,657	\$1,973,632	\$2,031,279	\$2,090,647	
Less: Expenses												
Operating and Maintenance	\$1,009,000	\$1,029,180	\$1,049,764	\$1,070,759	\$1,092,174	\$1,114,018	\$1,136,298	\$1,159,024	\$1,182,204	\$1,205,848	\$1,229,965	
Net Before Debt Service and Capital Expenditures	\$296,079	\$425,395	\$544,477	\$638,765	\$667,110	\$696,513	\$727,008	\$758,634	\$791,428	\$825,430	\$860,681	
Debt Service												
Existing Debt P&I	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
New (2024-2033) Debt Service P&I	\$255,319	\$252,625	\$254,125	\$255,125	\$250,750	\$251,000	\$255,625	\$254,625	\$253,125	\$251,125	\$0	
Total Debt Service	\$255,319	\$252,625	\$254,125	\$255,125	\$250,750	\$251,000	\$255,625	\$254,625	\$253,125	\$251,125	\$0	
Transfer In (Out)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Less: Capital Improvements	\$1,925,000	\$215,000	\$440,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	
Debt Issued/Grants/Aid	\$1,920,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Net Annual Cash Flow	\$35,759	(\$42,230)	(\$149,648)	\$208,640	\$241,360	\$270,513	\$296,383	\$329,009	\$363,303	\$399,305	\$685,681	
Restricted and Unrestricted Cash Balance:												
Balance at first of year	\$2,409,884	\$2,445,643	\$2,403,412	\$2,253,764	\$2,462,405	\$2,703,765	\$2,974,277	\$3,270,660	\$3,599,669	\$3,962,972	\$4,362,277	
Net Annual Cash Flow Addition/(subtraction)	\$35,759	(\$42,230)	(\$149,648)	\$208,640	\$241,360	\$270,513	\$296,383	\$329,009	\$363,303	\$399,305	\$685,681	
Balance at end of year	\$2,445,643	\$2,403,412	\$2,253,764	\$2,462,405	\$2,703,765	\$2,974,277	\$3,270,660	\$3,599,669	\$3,962,972	\$4,362,277	\$5,047,958	
"All-in" Debt Coverage	1.16	1.68	2.14	2.50	2.66	2.77	2.84	2.98	3.13	3.29	NA	

Discussion and Action Items

- Consider appropriate rate action for 2024
- Consensus on desired reserve amount
- Future rate adjustments to fund CIP projects and overall funding strategy
- Identify other ratemaking goals (if any)

Questions?



Town of Brookfield, WI
2023 Sewer Utility Long-Range Cash Flow
Analysis & User Rate Study FINAL

December 5, 2023

Calculated 2024 Sewer Rates

	Current	COS	2024 Proposed
Domestic Sewer Customers			
<u>Meter Size</u>			
5/8	\$30.55	\$40.74	\$38.50
3/4	\$30.55	\$40.74	\$38.50
1	\$53.00	\$54.68	\$63.60
1.5	\$90.50	\$78.20	\$108.60
2	\$136.50	\$106.96	\$163.80
3	\$327.35	\$226.23	\$392.82
Volumetric Rate per 1000 Gal	\$3.43	\$4.26	\$4.26

Calculated 2024 Sewer Rates

Customer	Usage Level	Meter Size	Quarterly				
			Usage 1,000 Gal	Current Bill	Proposed Bill	Dollar Change	Percent Change
Residential	Low User	5/8	9.44	\$62.91	\$78.69	\$15.78	25.1%
Residential	Avg. User	5/8	12.58	\$73.70	\$92.09	\$18.39	25.0%
Residential	High User	5/8	15.73	\$84.49	\$105.49	\$21.00	24.9%
Commercial	Low User	3/4	78.31	\$299.14	\$372.09	\$72.95	24.4%
Commercial	Avg. User	3/4	104.41	\$388.68	\$483.29	\$94.61	24.3%
Commercial	High User	3/4	130.51	\$478.21	\$594.48	\$116.28	24.3%
Common Area	Low User	3/4	33.56	\$145.67	\$181.48	\$35.81	24.6%
Common Area	Avg. User	3/4	44.75	\$184.04	\$229.14	\$45.09	24.5%
Common Area	High User	3/4	55.94	\$222.42	\$276.79	\$54.38	24.4%
Public Authority	Low User	1.5	56.65	\$284.80	\$349.92	\$65.12	22.9%
Public Authority	Avg. User	1.5	75.53	\$349.57	\$430.36	\$80.79	23.1%
Public Authority	High User	1.5	94.41	\$414.33	\$510.80	\$96.46	23.3%

Rate Comparison - Residential

Municipality	Quarterly Residential Customer Charge	Volume Charge Rate/1,000 gal	Typical Total Quarterly Charge*
Menomonee Falls	\$ 72.92	\$ 7.21	\$ 186.33
City of Waukesha Inside	\$ 20.64	\$ 10.48	\$ 185.49
City of Pewaukee	\$ 141.00	Flat Fee	\$ 141.00
City of Brookfield	\$ 70.00	\$ 4.41	\$ 139.37
Village of Pewaukee		\$ 8.65	\$ 136.06
Proposed -Town of Brookfield	\$ 38.50	\$ 4.26	\$ 105.51
Town of Brookfield	\$ 30.55	\$ 3.43	\$ 84.50

*High average Residential user at 15,730 gallons per quarter.

Rate Comparison - Commercial

Municipality	Quarterly Commercial Customer Charge	Volume Charge Rate/1,000 gal	Typical Total Quarterly Charge*
City of Waukesha Inside	\$ 20.64	\$ 10.48	\$ 1,388.38
Village of Pewaukee		\$ 8.65	\$ 1,128.91
Menomonee Falls	\$ 72.92	\$ 7.21	\$ 1,013.90
City of Brookfield	\$ 70.00	\$ 4.41	\$ 645.55
Proposed -Town of Brookfield	\$ 38.50	\$ 4.26	\$ 594.47
Town of Brookfield	\$ 30.55	\$ 3.43	\$ 478.20

*High average Commercial user at 130,510 gallons per quarter. The City of Pewaukee only posts Residential sewer rates so they are not included in this comparison of Commercial customers.

Rate Comparison - Public Authority

Municipality	Quarterly Public Authority Customer Charge	Volume Charge Rate/1,000 gal	Typical Total Quarterly Charge*
City of Waukesha Inside	\$ 20.64	\$ 10.48	\$ 1,010.06
Village of Pewaukee		\$ 8.65	\$ 816.65
Menomonee Falls	\$ 72.92	\$ 7.21	\$ 753.62
Proposed -Town of Brookfield	\$ 108.60	\$ 4.26	\$ 510.79
City of Brookfield	\$ 70.00	\$ 4.41	\$ 486.35
Town of Brookfield	\$ 90.50	\$ 3.43	\$ 414.33

*High average Public Authority user at 94,410 gallons per quarter. The City of Pewaukee only posts Residential sewer rates so they are not included in this comparison of Public Authority customers.

Sewer Utility Long Range Cash Flow

- Implement rates to recover full revenue requirement in 2024, continued linear increase to cash fund CIP
- Future rate adjustments to fund CIP projects and overall funding strategy

Sewer Utility Long Range Cash Flow

	Budget			Projected							
	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Revenues											
Total Revenues from User Rates ¹	\$1,244,252	\$1,355,425	\$1,423,196	\$1,494,356	\$1,539,186	\$1,585,362	\$1,632,923	\$1,681,910	\$1,732,368	\$1,784,339	\$1,837,869
Percent Increase to User Rates	24.58%	7.00%	5.00%	5.00%	3.00%						
Cumulative Percent Rate Increase	24.58%	33.30%	39.97%	46.96%	51.37%	55.92%	60.59%	65.41%	70.37%	75.48%	80.75%
Dollar Amount Increase to Revenues	\$245,501	\$111,173	\$67,771	\$71,160	\$44,831	\$46,176	\$47,561	\$48,988	\$50,457	\$51,971	\$53,530
Other Revenues											
Interest Income	\$38,327	\$38,422	\$38,518	\$38,615	\$38,711	\$38,808	\$38,905	\$39,002	\$39,100	\$39,198	\$39,296
Other Income	\$22,500	\$22,725	\$22,952	\$23,182	\$23,414	\$23,648	\$23,884	\$24,123	\$24,364	\$24,608	\$24,854
Total Other Revenues	\$60,827	\$61,147	\$61,471	\$61,797	\$62,125	\$62,456	\$62,789	\$63,125	\$63,464	\$63,806	\$64,150
Total Revenues	\$1,305,079	\$1,416,572	\$1,484,667	\$1,556,152	\$1,601,311	\$1,647,818	\$1,695,712	\$1,745,036	\$1,795,832	\$1,848,144	\$1,902,019
Less: Expenses											
Operating and Maintenance	\$1,009,000	\$1,029,180	\$1,049,764	\$1,070,759	\$1,092,174	\$1,114,018	\$1,136,298	\$1,159,024	\$1,182,204	\$1,205,848	\$1,229,965
Net Before Debt Service and Capital Expenditures	\$296,079	\$387,392	\$434,903	\$485,393	\$509,137	\$533,800	\$559,414	\$586,012	\$613,628	\$642,296	\$672,053
Debt Service											
Existing Debt P&I	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
New (2024-2033) Debt Service P&I	\$255,319	\$252,625	\$254,125	\$255,125	\$250,750	\$251,000	\$255,625	\$254,625	\$253,125	\$251,125	\$0
Total Debt Service	\$255,319	\$252,625	\$254,125	\$255,125	\$250,750	\$251,000	\$255,625	\$254,625	\$253,125	\$251,125	\$0
Transfer In (Out)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Less: Capital Improvements	\$1,925,000	\$215,000	\$440,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000
Debt Issued/Grants/Aid	\$1,920,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Net Annual Cash Flow	\$35,759	(\$80,233)	(\$259,222)	\$55,268	\$83,387	\$107,800	\$128,789	\$156,387	\$185,503	\$216,171	\$497,053
Restricted and Unrestricted Cash Balance:											
Balance at first of year	\$2,409,884	\$2,445,643	\$2,365,410	\$2,106,188	\$2,161,456	\$2,244,843	\$2,352,643	\$2,481,432	\$2,637,819	\$2,823,322	\$3,039,493
Net Annual Cash Flow Addition/(subtraction)	\$35,759	(\$80,233)	(\$259,222)	\$55,268	\$83,387	\$107,800	\$128,789	\$156,387	\$185,503	\$216,171	\$497,053
Balance at end of year	\$2,445,643	\$2,365,410	\$2,106,188	\$2,161,456	\$2,244,843	\$2,352,643	\$2,481,432	\$2,637,819	\$2,823,322	\$3,039,493	\$3,536,546
"All-in" Debt Coverage	1.16	1.53	1.71	1.90	2.03	2.13	2.19	2.30	2.42	2.56	NA

Discussion and Action Items

- Consider appropriate rate action for 2024

Questions?

**Sanitary District No. 4, Town of Brookfield
Budget Summary - 2024**

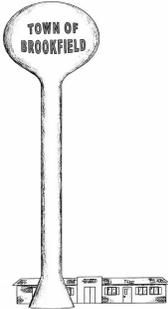
	Water	Sewer
REVENUES		
Charges to customers	\$ 645,700	\$ 1,255,752
Private fire protection	\$ 48,000	\$ -
Public fire protection	\$ 264,944	\$ -
Other	\$ 17,800	\$ 11,000
Interest income	\$ 6,000	\$ 38,327
Special assessments	\$ -	\$ -
Developer additions	\$ -	\$ -
Total Revenues	\$ 982,444	\$ 1,305,079
 EXPENSES		
Operation and maintenance	\$ 269,250	\$ 880,500
Administrative	\$ 215,186	\$ 123,200
Depreciation	\$ 423,385	\$ 278,043
Amortization	\$ -	\$ -
Taxes	\$ 14,000	\$ 5,300
Interest	\$ -	\$ -
Total Expenses	\$ 921,821	\$ 1,287,043
Net Income	\$ 60,623	\$ 18,036
 CASHFLOW ADJUSTMENTS		
Depreciation	\$ 423,385	\$ 278,043
Amortization	\$ -	\$ -
Capital asset purchases	\$ -	\$ -
Principal & Interest on debt	\$ -	\$ 255,319
Principal on advance from sewer to water	\$ -	\$ -
Special assessment principal collections	\$ -	\$ -
Capital Expenditures	\$ 450,000	\$ 1,918,765
Cash Funded Capital	\$ 450,000	\$ 5,000
NET CHANGE IN CASH	\$ 34,008	\$ 35,760

	<u>Water</u>	<u>Sewer</u>
Projected Fund Balance January 1, 2024	\$ 839,969.00	\$ 2,409,884.00
Projected Fund Balance December 31, 2024	\$ 873,977.00	\$ 2,445,644.00

Sanitary District No. 4 – Town of Brookfield

CAPITAL EXPENDITURES – 2024

	<u>Water</u>	<u>Sewer</u>
Iron Filter 3&4 Rehab		
Estimated Total Cost	\$ 450,000.00	
Poplar Creek Interceptor Repair		
Estimated Total Cost		\$ 1,918,765.00
<hr/>		
<i>Water & Sewer Totals</i>	\$ 450,000.00	\$ 1,918,765.00



Account Number	Account Title	2021-21 Prior year 2 Actual	2022-22 Prior year Actual	2023-23 Current year Actual	2023-23 Current year Budget	2024-24 Future year Budget	% Inc/Dec in Bud
WATER FUND							
OPERATING EXPENSES							
610-400300-000	Amortization Expense- Lease	.00	6,686	.00	.00	6,686	.00
610-403000-000	DEPRECIATION EXPENSE	207,493	159,569	.00	217,074	198,124	-8.7 %
610-403001-000	DEPRECIATION EXPENSE - CIA	209,485	204,783	.00	254,760	225,261	-11.6 %
610-408000-000	TAXES - SS & Medicare	13,710	14,476	17,801	13,600	14,000	2.9 %
OPERATING EXPENSES Revenue Total:		.00	.00	.00	.00	.00	.00
OPERATING EXPENSES Expenditure Total:		430,688	385,514	17,801	485,434	444,071	-8.5 %
Total OPERATING EXPENSES:		430,688	385,514	17,801	485,434	444,071	-8.5 %
INTEREST & DIVIDEND INCOME							
610-419000	INTEREST ON INVESTMENTS	229	4,451	.00	6,000	6,000	.00
610-419001	INTEREST ON INVESTMENTS	.00	.00	.00	.00	.00	.00
610-419002	INTEREST ON SPECIAL ASSES	6,290	.00	.00	.00	.00	.00
Total INTEREST & DIVIDEND INCOME:		6,519	4,451	.00	6,000	6,000	.00
MISCELLANEOUS INCOME DEDUCTION							
610-427000-000	INTEREST ON REVENUE BOND	.00	.00	.00	.00	.00	.00
610-428000-000	AMORTIZATION DEBT DISC & E	.00	.00	.00	.00	.00	.00
610-428001-000	AMORTIZATION LOSS ON REFU	.00	.00	.00	.00	.00	.00
MISCELLANEOUS INCOME DEDUCTION Revenue Total:		.00	.00	.00	.00	.00	.00
MISCELLANEOUS INCOME DEDUCTION Expenditure Total:		.00	.00	.00	.00	.00	.00
Total MISCELLANEOUS INCOME DEDUCTION:		.00	.00	.00	.00	.00	.00
INTEREST CHARGES							
610-431000-000	INTEREST ON GENERAL OBLIG	.00	.00	.00	.00	.00	.00
610-431001-000	INTEREST EXP ADVANCE FR S	9,561	.00	.00	.00	.00	.00
INTEREST CHARGES Revenue Total:		.00	.00	.00	.00	.00	.00
INTEREST CHARGES Expenditure Total:		9,561	.00	.00	.00	.00	.00
Total INTEREST CHARGES:		9,561	.00	.00	.00	.00	.00
SALES OF WATER							
610-460000	UNMETERED SALES-GENERAL	.00	.00	.00	.00	.00	.00
610-461001	METERED SALES - RESIDENTI	335,898	334,061	253,699	350,000	375,000	7.1 %
610-461002	METERED SALES - COMMERCI	140,691	139,115	114,962	200,000	188,000	-6.0 %
610-461003	METERED SALES - INDUSTRIAL	.00	.00	.00	.00	.00	.00
610-461004	METERED SALES - CONDOMINI	7,040	7,097	6,122	7,000	8,000	14.3 %
610-461005	METERED SALES MULTIFAMILY	53,619	54,100	41,527	60,000	69,000	15.0 %

Account Number	Account Title	2021-21 Prior year 2 Actual	2022-22 Prior year Actual	2023-23 Current year Actual	2023-23 Current year Budget	2024-24 Future year Budget	% Inc/Dec in Bud
610-462000	PRIVATE FIRE PROTECTIONSE	45,977	45,365	35,006	48,000	48,000	.00
610-463000	PUBLIC FIRE PROTECTION SE	256,412	256,412	.00	257,064	264,944	3.1 %
610-464000	OTHER SALE TO PUBLIC AUTH	4,873	4,796	3,845	5,500	5,700	3.6 %
610-466000	SALES FOR RESALE	.00	.00	.00	.00	.00	.00
Total SALES OF WATER:		844,508	840,948	455,160	927,564	958,644	3.4 %
OTHER OPERATING REVENUES							
610-470000	PENALTIES/CUST FORFEITED	4,662	3,655	1,830	4,600	4,700	2.2 %
610-471000	MISCELLANEOUS SERVICE RE	6,827	1,881	60,024	1,000	2,000	100.0 %
610-474000	OTHER WATER REVENUES	16,123	11,687	1,365	8,000	8,500	6.3 %
610-474001	STANDBY WATER CHARGES	2,410	2,531	2,038	2,600	2,600	.00
Total OTHER OPERATING REVENUES:		30,022	19,753	65,257	16,200	17,800	9.9 %
OTHER REVENUE							
610-490100	SPECIAL ASSESSMENT REVEN	.00	.00	.00	.00	.00	.00
610-490200	DEVELOPER CAPITAL ADDITIO	.00	.00	.00	.00	.00	.00
610-492000	Insurance Proceeds	.00	.00	.00	.00	.00	.00
Total OTHER REVENUE:		.00	.00	.00	.00	.00	.00
SOURCE OF SUPPLY							
610-600000-000	SOURCE OF SUPPLY - OPER L	.00	179	121	600	500	-16.7 %
610-601000-000	SOURCE SUPPLY - PURCHASE	.00	.00	.00	.00	.00	.00
610-602000-000	SS-OPERATION SUPPLIES&EX	273	158	181	300	300	.00
610-605000-000	SS-MAINT OF WATER SOURCE	300,129	.00	.00	.00	.00	.00
SOURCE OF SUPPLY Revenue Total:		.00	.00	.00	.00	.00	.00
SOURCE OF SUPPLY Expenditure Total:		300,402	337	302	900	800	-11.1 %
Total SOURCE OF SUPPLY:		300,402	337	302	900	800	-11.1 %
PUMPING EXPENSES -OPERATION							
610-620000-000	PUMPING - OPERATION LABOR	28,124	27,843	22,578	26,000	28,000	7.7 %
610-621000-000	PUMPING-FUEL POWER PROD	.00	.00	.00	.00	.00	.00
610-622000-000	PUMPING-FUEL OR POWER PU	77,064	68,323	58,065	71,000	72,000	1.4 %
610-623000-000	PUMPING-OPER SUPPLIES & E	4,511	5,602	3,161	3,000	4,000	33.3 %
610-625000-000	PUMPING-MAINT OF PUMPING	21,837	14,195	15,316	14,000	15,000	7.1 %
PUMPING EXPENSES -OPERATION Revenue Total:		.00	.00	.00	.00	.00	.00
PUMPING EXPENSES -OPERATION Expenditure Total:		131,536	115,963	99,121	114,000	119,000	4.4 %
Total PUMPING EXPENSES -OPERATION:		131,536	115,963	99,121	114,000	119,000	4.4 %
PUMPING EXPENSES - MAINTENANCE							
610-630000-000	WATER TREATMENT - OPER LA	3,928	3,218	3,893	6,000	4,200	-30.0 %
610-631000-000	WATER TREATMENT - CHEMICA	7,554	11,110	9,680	10,000	11,000	10.0 %

Account Number	Account Title	2021-21 Prior year 2 Actual	2022-22 Prior year Actual	2023-23 Current year Actual	2023-23 Current year Budget	2024-24 Future year Budget	% Inc/Dec in Bud
610-632000-000	WT-OPERATION SUPPLIES&EX	8,785	14,034	16,281	8,500	9,000	5.9 %
610-635000-000	WT-MAINT WATER TREATMENT	10,899	15,206	15,751	11,000	14,000	27.3 %
PUMPING EXPENSES - MAINTENANCE Revenue Total:		.00	.00	.00	.00	.00	.00
PUMPING EXPENSES - MAINTENANCE Expenditure Total:		31,166	43,568	45,605	35,500	38,200	7.6 %
Total PUMPING EXPENSES - MAINTENANCE:		31,166	43,568	45,605	35,500	38,200	7.6 %
WATER TREATMENT - OPERATION							
610-640000-000	T&D - OPERATION LABOR	36,870	35,867	30,132	36,000	36,000	.00
610-641000-000	T&D-OPERATION SUPPLIES&E	4,657	3,901	4,064	4,000	4,000	.00
WATER TREATMENT - OPERATION Revenue Total:		.00	.00	.00	.00	.00	.00
WATER TREATMENT - OPERATION Expenditure Total:		41,526	39,768	34,196	40,000	40,000	.00
Total WATER TREATMENT - OPERATION:		41,526	39,768	34,196	40,000	40,000	.00
WATER TREATMENT - MAINTENANCE							
610-650000-000	T&D-MAINT RESERVOIR & STN	13,530	4,647	623	11,000	6,000	-45.5 %
610-651000-000	TD-MAINTENANCE OF MAINS	288	18,941	2,163	20,000	20,000	.00
610-652000-000	T&D-MAINTENANCE OF SERVIC	18,514	16,828	2,071	20,000	20,000	.00
610-652001-000	T&D CROSS CONNECTION CO	7,710	9,212	7,660	9,250	9,250	.00
610-653000-000	T&D-MAINTENANCE OF METER	1,819	756	2,731	2,500	3,000	20.0 %
610-654000-000	T&D-MAINTENANCE OF HYDRA	19,416	3,326	7,032	10,000	10,000	.00
610-655000-000	T&D-MAINTENANCE OF OTHER	156	1,040	.00	1,500	1,500	.00
WATER TREATMENT - MAINTENANCE Revenue Total:		.00	.00	.00	.00	.00	.00
WATER TREATMENT - MAINTENANCE Expenditure Total:		61,432	54,751	22,281	74,250	69,750	-6.1 %
Total WATER TREATMENT - MAINTENANCE:		61,432	54,751	22,281	74,250	69,750	-6.1 %
CUSTOMER ACCOUNTS - OPERATION							
610-901000-000	METER READING LABOR	1,346	1,837	1,010	1,500	1,500	.00
610-902000-000	ACCOUNTING & COLLECTING L	7,722	17,503	14,531	10,000	11,000	10.0 %
610-903000-000	SUPPLIES AND EXPENSES	829	5,672	3,862	4,000	3,000	-25.0 %
610-904000-000	VACATION/SICK/HOLIDAY PAY	.00	.00	.00	.00	.00	.00
CUSTOMER ACCOUNTS - OPERATION Revenue Total:		.00	.00	.00	.00	.00	.00
CUSTOMER ACCOUNTS - OPERATION Expenditure Total:		9,897	25,012	19,403	15,500	15,500	.00

Account Number	Account Title	2021-21 Prior year 2 Actual	2022-22 Prior year Actual	2023-23 Current year Actual	2023-23 Current year Budget	2024-24 Future year Budget	% Inc/Dec in Bud
Total CUSTOMER ACCOUNTS - OPERATION:		9,897	25,012	19,403	15,500	15,500	.00
ADMIN & GENERAL - OPERATIONS							
610-920000-000	ADMIN AND GENERAL SALARIE	45,409	42,878	35,236	40,000	42,000	5.0 %
610-921000-000	OFFICE SUPPLIES AND EXPEN	10,288	4,329	6,605	9,500	9,000	-5.3 %
610-923000-000	OUTSIDE SERVICES EMPLOYE	12,207	15,838	26,380	20,000	20,000	.00
610-924000-000	PROPERTY INSURANCE	.00	.00	.00	.00	.00	.00
610-925000-000	INJURIES AND DAMAGES	17,197	15,982	13,445	20,000	19,000	-5.0 %
610-926001-000	HEALTH INSURANCE	53,813	50,893	27,156	58,000	50,000	-13.8 %
610-926002-000	RETIREMENT	11,546	11,074	9,213	11,500	11,500	.00
610-926002-002	OPEB Expense	30,086	4,367	.00	.00	.00	.00
610-926003-000	OTHER BENEFITS	3,933	3,586	2,185	3,500	3,500	.00
610-926004-000	VACATION/SICK/HOLIDAY PAY	15,337	18,343	13,789	23,000	23,000	.00
610-928000-000	REGULATORY COMMISSION EX	.00	.00	.00	.00	.00	.00
ADMIN & GENERAL -OPERATIONS Revenue Total:		.00	.00	.00	.00	.00	.00
ADMIN & GENERAL -OPERATIONS Expenditure Total:		199,815	167,290	134,009	185,500	178,000	-4.0 %
Total ADMIN & GENERAL -OPERATIONS:		199,815	167,290	134,009	185,500	178,000	-4.0 %
ADMIN & GENERAL - MAINTENANCE							
610-930000-000	MISCELLANEOUS GENERAL EX	8,010	7,523	23,430	12,000	12,000	.00
610-933000-000	TRANSPORTATION EXPENSE	3,506	3,637	3,207	4,500	4,500	.00
610-933001-000	Interest Expenses- Leases	.00	134	.00	.00	.00	.00
610-935000-000	MAINTENANCE OF GENERAL P	.00	.00	.00	.00	.00	.00
ADMIN & GENERAL - MAINTENANCE Revenue Total:		.00	.00	.00	.00	.00	.00
ADMIN & GENERAL - MAINTENANCE Expenditure Total:		11,517	11,293	26,637	16,500	16,500	.00
Total ADMIN & GENERAL - MAINTENANCE:		11,517	11,293	26,637	16,500	16,500	.00
ADMIN & GENERAL - OTHER							
610-940000-000	NEW SCADA PROJECT 2006	.00	.00	.00	.00	.00	.00
610-940001-000	BROOKFIELD ROAD RELAYS	.00	.00	.00	.00	.00	.00
610-940002-000	TOWER PAINTING & REPAIR	.00	.00	.00	.00	.00	.00
ADMIN & GENERAL - OTHER Revenue Total:		.00	.00	.00	.00	.00	.00
ADMIN & GENERAL - OTHER Expenditure Total:		.00	.00	.00	.00	.00	.00
Total ADMIN & GENERAL - OTHER:		.00	.00	.00	.00	.00	.00
COST CATEGORY: 95							
610-959999-000	AMORTIZATION INTANGIBLE AS	.00	.00	.00	.00	.00	.00

Account Number	Account Title	2021-21 Prior year 2 Actual	2022-22 Prior year Actual	2023-23 Current year Actual	2023-23 Current year Budget	2024-24 Future year Budget	% Inc/Dec in Bud
	COST CATEGORY: 95 Revenue Total:	.00	.00	.00	.00	.00	.00
	COST CATEGORY: 95 Expenditure Total:	.00	.00	.00	.00	.00	.00
	Total COST CATEGORY: 95:	.00	.00	.00	.00	.00	.00
	WATER FUND Revenue Total:	881,050	865,152	520,417	949,764	982,444	3.4 %
	WATER FUND Expenditure Total:	1,227,540	843,497	399,354	967,584	921,821	-4.7 %
	Net Total WATER FUND:	346,490-	21,654	121,063	17,820-	60,623	-440.2

Account Number	Account Title	2021-21 Prior year 2 Actual	2022-22 Prior year Actual	2023-23 Current year Actual	2023-23 Current year Budget	2024-24 Future year Budget	% Inc/Dec in Bud
SEWER FUND							
OPERATING EXPENSES							
620-403000-000	DEPRECIATION EXPENSE	253,430	229,788	.00	284,350	278,042	-2.2 %
620-408000-000	TAXES - SS & Medicare	4,451	4,361	3,754	5,300	5,300	.00
	OPERATING EXPENSES Revenue Total:	.00	.00	.00	.00	.00	.00
	OPERATING EXPENSES Expenditure Total:	257,881	234,149	3,754	289,650	283,342	-2.2 %
	Total OPERATING EXPENSES:	257,881	234,149	3,754	289,650	283,342	-2.2 %
INTEREST & DIVIDEND INCOME							
620-419001	INTEREST ON INVESTMENTS	1,058	23,792	60,319	30,000	38,327	27.8 %
620-419002	INTEREST ON SPECIAL ASSES	.00	.00	.00	1,000	.00	-100.0
620-419003	INTEREST INCOME - ADV TO W	9,561	.00	.00	.00	.00	.00
	Total INTEREST & DIVIDEND INCOME:	10,619	23,792	60,319	31,000	38,327	23.6 %
MISCELLANEOUS INCOME DEDUCTION							
620-427000-000	INTEREST ON CLEAN WATER D	.00	.00	.00	.00	.00	.00
	MISCELLANEOUS INCOME DEDUCTION Revenue Total:	.00	.00	.00	.00	.00	.00
	MISCELLANEOUS INCOME DEDUCTION Expenditure Total:	.00	.00	.00	.00	.00	.00
	Total MISCELLANEOUS INCOME DEDUCTION:	.00	.00	.00	.00	.00	.00
INTEREST CHARGES							
620-431000-000	INTEREST ON GENERAL OBLIG	.00	.00	.00	.00	.00	.00
	INTEREST CHARGES Revenue Total:	.00	.00	.00	.00	.00	.00
	INTEREST CHARGES Expenditure Total:	.00	.00	.00	.00	.00	.00
	Total INTEREST CHARGES:	.00	.00	.00	.00	.00	.00
OTHER REVENUE							
620-490100	SPECIAL ASSESSMENT REVEN	.00	.00	.00	.00	.00	.00
620-490200	DEVELOPER CAPITAL ADDITIO	.00	.00	.00	.00	.00	.00
620-491000	SALE OF FIXED ASSET	.00	.00	.00	.00	.00	.00
620-495500	DONATED INTANGIBLE ASSETS	.00	.00	.00	.00	.00	.00
	Total OTHER REVENUE:	.00	.00	.00	.00	.00	.00
SEWAGE REVENUES							
620-622000	SEWER SERVICE REVENUES	1,004,677	983,600	851,114	1,155,000	1,244,252	7.7 %
620-622001	MEASURED SERVICE - RESIDE	.00	.00	.00	.00	.00	.00
620-622002	MEASURED SERVICE - COMME	.00	.00	.00	.00	.00	.00

Account Number	Account Title	2021-21 Prior year 2 Actual	2022-22 Prior year Actual	2023-23 Current year Actual	2023-23 Current year Budget	2024-24 Future year Budget	% Inc/Dec in Bud
620-622003	MEASURED SERVICE - INDUST	.00	.00	.00	.00	.00	.00
620-622004	MEASURED SERVICE - CONDO	.00	.00	.00	.00	.00	.00
620-623000	SERVICE TO PUBLIC AUTHORI	.00	.00	.00	.00	.00	.00
620-624000	SERVICE TO OTHER SYSTEMS	.00	.00	.00	.00	.00	.00
620-625000	OTHER SEWERAGE SERVICE	.00	.00	.00	.00	.00	.00
620-626000	SURCHARGE ON EXCESS LOA	8,244	11,587	25,433	10,500	11,500	9.5 %
Total SEWAGE REVENUES:		1,012,920	995,187	876,548	1,165,500	1,255,752	7.7 %
OTHER OPERATING REVENUES							
620-631000	PENALTIES/CUST FORFEITED	8,509	6,331	3,082	4,000	6,000	50.0 %
620-632000	SERVICING OF CUSTOMERS LA	.00	.00	.00	.00	.00	.00
620-635000	OTHER SEWER REVENUES	312,612	.00	10,954	5,000	5,000	.00
Total OTHER OPERATING REVENUES:		321,120	6,331	14,036	9,000	11,000	22.2 %
OPERATION EXPENSES							
620-820000-000	SUPERVISION AND LABOR	24,933	25,179	25,864	26,000	27,000	3.8 %
620-821000-000	POWER AND FUEL FOR PUMPI	35,760	7,505	5,901	8,000	8,500	6.3 %
620-822000-000	SEWAGE TREATING	461,057	442,536	527,687	440,000	482,000	9.5 %
620-823000-000	CHLORINE	.00	.00	.00	.00	.00	.00
620-824000-000	PHOSPHOROUS REMOVAL CH	.00	.00	.00	.00	.00	.00
620-825000-000	SLUDGE CONDITIONING CHEM	.00	.00	25	.00	.00	.00
620-826000-000	OTHER CHEMS - SEWAGE TRE	4,446	6,779	2,348	5,000	5,500	10.0 %
620-827000-000	OTHER OPERATING SUPPLIES	2,915	4,299	3,018	3,000	3,000	.00
620-828000-000	TRANSPORTATION EXPENSE	3,506	3,637	3,165	4,000	4,500	12.5 %
OPERATION EXPENSES Revenue Total:		.00	.00	.00	.00	.00	.00
OPERATION EXPENSES Expenditure Total:		532,617	489,935	568,008	486,000	530,500	9.2 %
Total OPERATION EXPENSES:		532,617	489,935	568,008	486,000	530,500	9.2 %
GENERAL EXPENSES							
620-831000-000	MAINT OF SEWAGE COLLECTI	452,332	331,688	238,285	480,200	340,000	-29.2 %
620-832000-000	MAINT OF COLLECTION SYS P	17,489	899	.00	10,000	10,000	.00
620-833000-000	MAINT OF TREATMENT & DISP	.00	.00	.00	.00	.00	.00
620-834000-000	MAINT OF GP STRUCTURES &	4,000	.00	.00	.00	.00	.00
GENERAL EXPENSES Revenue Total:		.00	.00	.00	.00	.00	.00
GENERAL EXPENSES Expenditure Total:		473,821	332,586	238,285	490,200	350,000	-28.6 %
Total GENERAL EXPENSES:		473,821	332,586	238,285	490,200	350,000	-28.6 %
CUSTOMER ACCOUNTS & COLLECTION							
620-840000-000	BILLING, COLLECTING & ACCO	6,170	10,708	4,930	6,500	6,500	.00
CUSTOMER ACCOUNTS & COLLECTION Revenue Total:		.00	.00	.00	.00	.00	.00
CUSTOMER ACCOUNTS & COLLECTION Expenditure Total:		6,170	10,708	4,930	6,500	6,500	.00

Account Number	Account Title	2021-21 Prior year 2 Actual	2022-22 Prior year Actual	2023-23 Current year Actual	2023-23 Current year Budget	2024-24 Future year Budget	% Inc/Dec in Bud
Total CUSTOMER ACCOUNTS & COLLECTION:		6,170	10,708	4,930	6,500	6,500	.00
ADMIN & GENERAL EXPENSES							
620-850000-000	ADMINISTRATIVE & GEN SALAR	22,604	20,688	17,673	23,000	23,500	2.2 %
620-851000-000	OFFICE SUPPLIES AND EXPEN	9,572	4,760	6,084	7,000	7,000	.00
620-852000-000	OUTSIDE SERVICES EMPLOYE	8,718	14,214	18,222	18,000	19,000	5.6 %
620-853000-000	INSURANCE EXPENSE	12,778	16,844	7,458	15,000	15,000	.00
620-854001-000	HEALTH INSURANCE	27,575	25,842	15,202	26,000	26,000	.00
620-854002-000	RETIREMENT	4,024	3,884	3,470	4,900	4,900	.00
620-854002-002	OPEB Expense	12,785	1,807	.00	.00	.00	.00
620-854003-000	OTHER BENEFITS	1,646	1,344	895	2,300	2,300	.00
620-854004-000	VACATION/SICK/HOLIDAY PAY	6,558	8,632	5,993	11,000	11,000	.00
620-856000-000	MISCELLANEOUS GENERAL EX	19,997	16,265	4,745	8,000	8,000	.00
620-857000-000	AMORTIZATION OF FRWPCC	.00	.00	.00	.00	.00	.00
ADMIN & GENERAL EXPENSES Revenue Total:		.00	.00	.00	.00	.00	.00
ADMIN & GENERAL EXPENSES Expenditure Total:		126,258	114,280	79,742	115,200	116,700	1.3 %
Total ADMIN & GENERAL EXPENSES:		126,258	114,280	79,742	115,200	116,700	1.3 %
SEWER FUND Revenue Total:		1,344,660	1,025,310	950,903	1,205,500	1,305,079	8.3 %
SEWER FUND Expenditure Total:		1,396,746	1,181,658	894,718	1,387,550	1,287,042	-7.2 %
Net Total SEWER FUND:		52,086-	156,348-	56,185	182,050-	18,037	-109.9

Report Criteria:

- Print FUND Titles
- Page and Total by FUND
- Print SOURCE Titles
- Total by SOURCE
- Print COST CATEGORY Titles
- Total by COST CATEGORY
- All Segments Tested for Total Breaks
- Account.Account Number = "6100000000"- "610959999000", "6200000000"- "620860000000"