

**PROPRIETARY FUNDS  
WATER AND WASTEWATER UTILITIES  
BUDGET SUMMARY**

	2013 Actual	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted
<u>Operating Revenues</u>					
Water Charges	1,647,372	1,696,994	1,705,656	1,726,195	1,729,841
Wastewater Charges	2,052,359	2,127,792	2,080,656	2,132,897	2,148,911
Total Operating Revenue	3,699,731	3,824,786	3,786,312	3,859,092	3,878,752
<u>Operating Expenses</u>					
Water Expenses	1,463,712	1,608,115	1,673,992	1,628,437	1,657,145
Wastewater Expenses	1,796,475	1,975,679	2,018,195	1,965,819	1,982,674
Total Operating Expenses	3,260,187	3,583,794	3,692,187	3,594,256	3,639,819
Net Operating Income	439,544	240,992	94,125	264,836	238,933
<u>Non-Operating Income (Expense)</u>					
605.46.447401 Other Revenue-Water	9,341	10,865	9,000	9,000	9,000
610.46.447402 Other Revenue-Sewer	36,367	21,692	23,000	53,638	35,637
605.46.441501 Income-Merchandise & Jobbing-Water	7,147	3,582	4,400	3,000	8,511
610.46.441502 Income-Merchandise & Jobbing-Sewer	156	830	1,200	400	400
605.441601.31 Expense-Merchandise & Jobbing	(6,183)	(5,174)	(5,000)	(3,000)	(3,000)
605.46.441901 Interest/Dividend Income-Water	0	8,776	7,000	10,900	6,750
610.46.441902 Interest/Dividend Income-Sewer	720	5,405	4,000	6,250	4,000
605.46.442101 Capital Contributions-Water	195,163	26,047	271,229	271,230	372,000
610.46.442102 Capital Contributions-Sewer	44,959	31,903	20,291	20,291	28,000
610.46.442112 ERC Contributions	34,860	54,999	16,462	60,972	78,936
605.443011.992 Interest Expense -Water	(41,564)	(43,221)	(41,806)	(41,807)	(38,752)
610.443022.992 Interest Expense - Sewer	(108,741)	(126,538)	(111,603)	(138,175)	(115,745)
605.442811.697 Debt Amortization Expense- Water	(25,989)	(4,610)	(1,998)	(3,651)	(3,900)
610.442822.697 Debt Amortization Expense- Sewer	(24,488)	(3,769)	(2,997)	(2,632)	(2,900)
610.443102.993 Transfer to General Fund	(60,213)	(60,243)	(60,213)	(60,213)	(60,213)
605.46.442001 Gain on Sale of Asset-Water	2,000	1,500	0	0	4,000
610.46.442002 Gain on Sale of Asset-Sewer	0	31,903	0	0	4,000
Total Non-Operating R/E	63,535	(46,053)	132,965	186,203	326,724
Net Income	503,079	194,939	227,090	451,039	565,657
<b>NET ASSETS -</b>					
Beginning Year	<b>33,355,427</b>	<b>33,858,506</b>	<b>33,705,305</b>	<b>34,053,445</b>	<b>34,504,484</b>
<b>NET ASSETS -</b>					
Ending Year	<b>33,858,506</b>	<b>34,053,445</b>	<b>33,932,395</b>	<b>34,504,484</b>	<b>35,070,141</b>



**Department Purpose**

To provide all Village residents, businesses and visitors to Grafton with a safe, reliable and cost efficient supply of drinking water that meets or exceeds all federal and state standards for water quality.

**Department Description**

The Water and Wastewater (W&WW) Utility is responsible for the day-to-day operations, maintenance, planning and administration of the Utility and its water and wastewater facilities. The Water Division comprised of a Field Operations group responsible for the day-to-day operations and maintenance of water supply pumping and water distribution systems; and a Utility Administration group responsible for overseeing the management of the division including customer service, day-to-day employee direction and supervision, water and wastewater compliance and regulatory reporting and, general Utility planning, budgeting and projects management.

**2016 Budget Highlights**

The Adopted Budget includes the following changes:

- Purchase a laptop computer and tablets, and system upgrades to allow Utility staff to access the SCADA and GIS systems in the field and after hours at a cost of \$9,675.
- Install a flag pole array at the Water and Wastewater Services Facility at a cost of \$1,650.
- Hire a consultant to investigate east-side water system water quality at a cost of \$15,000.

	2013 Actual	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted
<b>Permanent Staffing</b>					
Administration					
Utility Director	0.60	0.00	0.00	0.00	0.00
Utility Superintendent	1.00	1.00	1.00	1.00	1.00
Program Coordinator	1.00	1.00	1.00	1.00	1.00
Utility Clerk I	0.25	0.25	0.25	0.25	0.25
Office Assistant	0.25	0.25	0.25	0.25	0.25
Subtotal	3.10	2.50	2.50	2.50	2.50
Operations					
Lead Utility Operator	1.00	1.00	1.00	1.00	1.00
Utility Operators	5.00	6.00	6.00	6.00	6.00
Subtotal	6.00	7.00	7.00	7.00	7.00
<b>Total</b>	<b>9.10</b>	<b>10.50</b>	<b>10.50</b>	<b>10.50</b>	<b>10.50</b>

	2013 Actual	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted
<b>Water Revenues</b>					
Non-Operating	213,651	50,770	291,629	294,130	394,550
Operating Revenues	1,647,372	1,696,994	1,705,656	1,726,195	1,729,841
<b>Total Revenues</b>	<b>1,861,023</b>	<b>1,747,764</b>	<b>1,997,285</b>	<b>1,999,786</b>	<b>2,124,391</b>

	2013 Actual	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted
<b>Water Expenditures</b>					
Personal Services	293,654	298,268	320,441	303,388	298,669
Non-Personal Services	1,243,794	1,362,852	1,402,355	1,373,507	1,401,408
<b>Total Expenditures</b>	<b>1,537,448</b>	<b>1,661,120</b>	<b>1,722,796</b>	<b>1,676,895</b>	<b>1,700,077</b>

**Areas of Emphasis:** Ensure quality public health and safety services.

**Goal:** To provide adequate safe water to all Grafton residents in a cost efficient manner.

**Objective:**

1. To monitor increases in water supply costs and maintain the O&M cost per 1,000 gallons at less than \$3.00 per 1,000 gallons pumped.
2. To achieve a score of 5 in compliance reporting as determined by DNR Water System Inspection results using Rating scale 1 (poor) to 5 (excellent).
3. To achieve 100% compliance with drinking water standards per annual CCR (Consumer Confidence Reporting).



	2013 Actual	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted
<b>Water Measurements</b>					
<b><u>Workload</u></b>					
Water operating costs**	\$1,033,186	\$1,158,083	\$1,198,785	\$1,157,193	\$1,148,020
Number customer accounts	5,001	4,899	5,076	4,927	5,184
Total gallons pumped, MG	376.013	363.834	384.949	369.547	369.798
<b><u>Efficiency</u></b>					
Operating costs/1000 gallons	\$2.75	\$3.18	\$3.11	\$3.13	\$3.10
Operating costs/customer	\$206.60	\$236.39	\$236.17	\$234.87	\$221.45
Water rates percentile ranking	38%	29%	35%	25%	25%
<b><u>Effectiveness</u></b>					
CCR compliance results	100%	100%	100%	100%	100%

\*\* Excludes depreciation

**Areas of Emphasis:** Ensure quality public health and safety services.

**Goal:** To provide high quality services to the residents and businesses of the Village of Grafton.

**Objective:** 1. To achieve an 80 percent or greater satisfaction (average, good or excellent) survey rating from citizens who live in the Village of Grafton.  
 2. To minimize the number of customer complaints related to water quality and water service issues to less than 1% of total customers served (1% equals 47 complaints).

	2013 Actual	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted
<b>Measurements</b>					
<b><u>Efficiency</u></b>					
Resident satisfaction rating	93%	89%	80%	89%	80%
Water quality complaints	14	4	10	5	10
Water service complaints	27	49	30	45	30

**PROPRIETARY FUNDS**  
**Water Department**  
**605.000000**

	2013	2014	2015	2015	2016
	Actual	Actual	Adopted	Estimated	Adopted
<u>Operating Revenues</u>					
46.546111 Sales - Residential	835,839	857,115	849,132	869,268	863,269
46.546121 Sales - Commercial	244,835	198,113	178,861	184,868	191,767
46.546131 Sales - Industrial	67,370	80,027	82,133	85,343	86,330
46.546141 Sales - Public Authority	18,510	18,064	26,894	18,340	18,305
46.546151 Sales - Multi Family	0	58,188	74,645	78,150	76,398
Subtotal	1,166,554	1,211,507	1,211,665	1,235,969	1,236,069
46.546201 Private Fire Protection	37,354	37,385	38,043	37,033	37,701
46.546301 Public Fire Protection	210,000	210,000	210,000	210,000	210,000
46.546311 Residential-Public Fire Protection	89,533	89,838	90,766	90,406	90,659
46.546321 Commercial-Public Fire Protection	20,202	20,953	20,297	21,743	27,082
46.546331 Industrial-Public Fire Protection	7,151	7,442	7,291	7,294	7,327
46.546341 Public Authority-Public Fire Protection	3,582	3,574	3,443	3,626	3,598
Subtotal	367,822	369,192	369,840	370,102	376,367
46.547001 Forfeited Discounts	8,120	6,961	8,279	9,717	8,269
46.546501 Bulk Water Revenues	2,303	1,697	3,685	2,522	2,208
46.547201 Rents from Tower Sites	97,517	100,169	104,215	104,215	106,928
46.547401 Other Water Revenues	5,056	7,468	7,972	3,670	0
Subtotal	112,996	116,295	124,151	120,124	117,405
Water Operating Revenues	1,647,372	1,696,994	1,705,656	1,726,195	1,729,841
Total Operating Revenues	1,647,372	1,696,994	1,705,656	1,726,195	1,729,841
<u>Operating Expenses</u>					
Source of Supply Expenses	28,255	16,903	19,622	24,402	34,960
Pumping Operation Expenses	110,859	103,751	103,268	103,503	103,117
Pumping Plant Maintenance Expenses	17,271	14,681	6,140	8,229	16,150
Water Treatment Operation Expenses	40,319	41,086	44,199	36,079	38,324
Water Treatment Maintenance Expenses	12,759	13,660	4,260	3,480	3,500
Water Distribution System	129,184	170,766	160,810	151,430	141,485
Distribution System Maintenance	144,738	240,575	241,146	228,591	230,891
Customer Accounts	60,896	49,923	50,957	52,996	52,437
Administration and General Expenses	275,404	288,046	340,085	320,161	315,676
Sub-total	819,685	939,391	970,487	928,871	936,540
Depreciation	430,526	450,032	475,000	470,422	490,812
Taxes - Property & Payroll	212,294	217,140	226,705	227,644	228,293
PSC Assessment	1,207	1,552	1,800	1,500	1,500
Sub-total	644,027	668,724	703,505	699,566	720,605
Total Operating Expense	1,463,712	1,608,115	1,673,992	1,628,437	1,657,145
Net Operating Income	183,660	88,879	31,664	97,758	72,696

**PROPRIETARY FUNDS**  
**Water Department**  
**605.00000**

**SOURCE OF SUPPLY EXPENSES**

<u>Account Number</u>		2013	2014	2015	2015	2016
		Actual	Actual	Adopted	Estimated	Adopted
660101	MAINTENANCE OF WELL SITE/GROUND					
	<u>Personal Services</u>					
110	Salaries & Wages	6,895	13,166	12,358	21,980	22,420
115	Part-Time Wages	10,342	3,514	6,592	1,750	6,860
127	Overtime	197	223	422	422	430
Total Personal Services-Maintenance of Well Site/Grounds		17,434	16,903	19,372	24,152	29,710
661401	MAINTENANCE OF WELLS					
	<u>Non-Personal Services</u>					
210	Contractual Services	10,821	0	0	0	5,000
319	Misc Supplies & Expenses	0	0	250	250	250
Total Non-Personal Services-Maintenance of Wells		10,821	0	250	250	5,250
<b>TOTAL SOURCE OF SUPPLY EXPENSE</b>		<b>28,255</b>	<b>16,903</b>	<b>19,622</b>	<b>24,402</b>	<b>34,960</b>

**PUMPING OPERATION EXPENSES**

662301	PUMPING POWER					
	<u>Non-Personal Services</u>					
225	Utilities	72,271	76,291	80,280	80,280	77,910
Total Non-Personal Services-Pumping Power		72,271	76,291	80,280	80,280	77,910
662401	PUMPHOUSE O&M LABOR					
	<u>Personal Services</u>					
110	Salaries & Wages	31,995	18,483	16,734	16,734	17,069
115	Part-Time Wages	0	113	0	0	0
127	Overtime	5,309	6,391	4,053	4,053	4,134
129	Longevity	0	33	51	36	54
Total Personal Services-Pumphouse O&M Labor		37,304	25,020	20,838	20,823	21,257
662601	PUMPING					
	<u>Non-Personal Services</u>					
225	Utilities	1,284	2,440	1,900	1,900	1,950
319	Misc Supplies & Expenses	0	0	250	500	2,000
Total Non-Personal Services-Pumping		1,284	2,440	2,150	2,400	3,950
<b>TOTAL PUMPING OPERATION EXPENS</b>		<b>110,859</b>	<b>103,751</b>	<b>103,268</b>	<b>103,503</b>	<b>103,117</b>

**PUMPING PLANT MAINTENANCE EXPENSES**

663101	MAINTENANCE OF STRUCTURES					
	<u>Non-Personal Services</u>					
230	Building Repairs & Maintenance	4,097	5,882	500	500	5,800
319	Misc Supplies & Expenses	3,448	1,710	250	750	3,750
Total Non-Personal Services-Maintenance of Structures		7,545	7,592	750	1,250	9,550
663301	MAINTENANCE OF PUMPING EQUIPMENT					
	<u>Non-Personal Services</u>					
240	Equipment Repair & Maint.	2,565	5,400	2,500	4,089	4,000
319	Misc Supplies & Expenses	7,161	1,689	2,890	2,890	2,600
Total Non-Personal Services-Maintenance of Pumping Equ		9,726	7,089	5,390	6,979	6,600
<b>TOTAL PUMPING PLANT MAINTENANC</b>		<b>17,271</b>	<b>14,681</b>	<b>6,140</b>	<b>8,229</b>	<b>16,150</b>

**PROPRIETARY FUNDS**  
**Water Department**  
**605.000000**

<u>Account Number</u>	2013 Actual	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted
<b>WATER TREATMENT OPERATION EXPENSES</b>					
664101 WATER TREATMENT CHEMICALS					
<u>Non-Personal Services</u>					
343 Water Treatment Chemicals	25,192	24,264	28,760	21,760	23,730
Total Non-Personal Services-Water Treatment Chemicals	25,192	24,264	28,760	21,760	23,730
664201 WATER TREATMENT O&M LABOR					
<u>Personal Services</u>					
110 Salaries & Wages	8,888	12,869	11,257	11,257	11,482
115 Part-time Wages	0	184	0	0	0
127 Overtime	4,447	3,452	2,502	2,502	2,552
Total Personal Services-Water Treatment O&M Labor	13,335	16,505	13,759	13,759	14,034
664201 WATER TREATMENT					
<u>Non-Personal Services</u>					
319 Misc Supplies & Expenses	1,792	317	1,680	560	560
Total Non-Personal Services-Water Treatment	1,792	317	1,680	560	560
<b>TOTAL WATER TREATMENT OPERATIC</b>	<b>40,319</b>	<b>41,086</b>	<b>44,199</b>	<b>36,079</b>	<b>38,324</b>
<b>WATER TREATMENT MAINTENANCE EXPENSES</b>					
665101 MAINTENANCE STRUCTURES					
<u>Non-Personal Services</u>					
241 Air Strippers Repair and Maintenance	9,847	0	0	0	0
319 Misc Supplies & Expenses	0	9,342	0	0	0
Total Non-Personal Services-Maintenance Structures	9,847	9,342	0	0	0
665201 MAINTENANCE OF TREATMENT EQUIPMENT					
<u>Non-Personal Services</u>					
319 Misc Supplies & Expenses	2,912	4,318	4,260	3,480	3,500
Total Non-Personal Services-Maintenance of Treatment Ec	2,912	4,318	4,260	3,480	3,500
<b>TOTAL WATER TREATMENT MAINTEN/</b>	<b>12,759</b>	<b>13,660</b>	<b>4,260</b>	<b>3,480</b>	<b>3,500</b>
<b>DISTRIBUTION SYSTEM OPERATION EXPENSES</b>					
<b>WATER TOWERS MAINTENANCE</b>					
666101 TOWER & RESERVOIRS O&M LABOR					
<u>Personal Services</u>					
110 Salaries & Wages	3,381	5,333	4,227	4,227	4,312
115 Part-time Wages	0	9	0	0	0
127 Overtime	64	0	81	0	0
Total Personal Services-Tower & Reservoirs O&M Labor	3,445	5,342	4,308	4,227	4,312
666201 WATER MAINS O&M LABOR					
<u>Personal Services</u>					
110 Salaries & Wages	43,759	44,243	42,506	42,506	43,356
115 Part-time Wages	97	997	288	288	294
127 Overtime	872	989	1,432	1,432	1,461
Total Personal Services-Water Mains O&M Labor	44,728	46,229	44,226	44,226	45,111
666301 METERS O&M LABOR					
<u>Personal Services</u>					
110 Salaries & Wages	5,880	14,477	18,215	10,000	10,200
127 Overtime	358	329	267	267	272
Total Personal Services-Meters O&M Labor	6,238	14,806	18,482	10,267	10,472

**PROPRIETARY FUNDS**  
**Water Department**  
**605.000000**

<u>Account Number</u>	2013 Actual	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted
666401 CUSTOMER SERVICE O&M LABOR					
<u>Personal Services</u>					
110 Salaries & Wages	455	446	750	750	765
Total Personal Services-Customer Service O&M Labor	455	446	750	750	765
666501 MISCELLANEOUS					
<u>Non-Personal Services</u>					
205 Valve Exercise and Cross Connection Pro	51,859	54,819	49,224	50,200	50,200
225 Utilities	1,028	1,293	1,220	3,370	3,405
319 Misc Supplies & Expenses	9,097	31,916	21,220	18,450	9,680
393 Uniform Allowance	2,070	2,126	2,670	2,720	2,720
Total Non-Personal Services-Customer Miscellaneous	64,054	90,154	74,334	74,740	66,005
666511 DISTRIBUTION SYSTEM REGULATORY TESTING					
<u>Non-Personal Services</u>					
319 Misc Supplies & Expenses	3,500	7,670	9,810	8,240	5,100
Total Non-Personal Services-Distribution System Regulato	3,500	7,670	9,810	8,240	5,100
666521 DISTRIBUTION SYSTEM SAFETY EQUIPMENT					
<u>Non-Personal Services</u>					
319 Misc Supplies & Expenses	3,585	2,727	5,860	5,860	5,890
330 Training & Conferences	3,179	3,392	3,040	3,120	3,830
Total Non-Personal Services-Distribution System Safety Eq	6,764	6,119	8,900	8,980	9,720
<b>TOTAL DISTRIBUTION SYSTEM OPS</b>	<b>129,184</b>	<b>170,766</b>	<b>160,810</b>	<b>151,430</b>	<b>141,485</b>
<b>DISTRIBUTION SYSTEM MAINTENANCE EXPENSES</b>					
667101 MAINTENANCE OF DISTRIB STRUCTURES					
<u>Non-Personal Services</u>					
319 Misc Supplies & Expenses	1,733	0	500	500	500
Total Non-Personal Services-Maintenance of Distrib Struct	1,733	0	500	500	500
667201 MAINTENANCE OF TOWERS AND RESERVOIRS					
<u>Non-Personal Services</u>					
210 Contractual Services	111,784	174,260	172,858	149,293	145,722
319 Misc Supplies & Expenses	220	8,899	3,100	3,440	1,300
Total Non-Personal Services-Maintenance of Towers and F	112,004	183,159	175,958	152,733	147,022
667201.210 Contractual Services					
Tower # 1 Recoating/Rehabilitation	36,465	0	53,376	66,720	26,240
Tower # 2 Recoating/Rehabilitation	74,804	0	45,664	45,664	45,664
Tower # 3 Recoating/Rehabilitation	0	0	73,818	36,909	73,818
Miscellaneous	515	1,497	0	0	0
	111,784	1,497	172,858	149,293	145,722
<u>Non-Personal Services</u>					
210 Contractual Services	0	14,149	15,000	15,000	10,000
319 O&M Supplies/Contractor Expenses	7,687	14,497	23,470	36,750	36,750
Total Non-Personal Services-Maintenance Water Mains	7,687	28,646	38,470	51,750	46,750

**PROPRIETARY FUNDS**  
**Water Department**  
**605.000000**

<u>Account Number</u>	2013 Actual	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted
667501 MAINTENANCE OF WATER SERVICES					
<u>Personal Services</u>					
110 Salaries & Wages	2,065	2,660	2,871	2,871	2,928
127 Overtime	39	209	0	320	326
Total Personal Services-Maintenance of Water Services	2,104	2,869	2,871	3,191	3,254
<u>Non-Personal Services</u>					
210 Contractual Services	9,275	7,531	0	0	0
319 Misc Supplies & Expenses	4,953	8,489	8,450	5,880	5,880
Total Non-Personal Services-Maintenance of Water Serv	14,228	16,020	8,450	5,880	5,880
667601 MAINTENANCE OF WATER METERS					
<u>Non-Personal Services</u>					
210 Contractual Services	121	3,422	300	180	3,600
319 Misc Supplies & Expenses	2,749	1,505	1,440	1,200	1,200
Total Non-Personal Services-Maintenance of Water Meters	2,870	4,927	1,740	1,380	4,800
667701 MAINTENANCE OF HYDRANTS					
<u>Personal Services</u>					
110 Salaries & Wages	0	743	1,407	1,407	1,435
Total Personal Services-Hydrants	0	743	1,407	1,407	1,435
<u>Non-Personal Services</u>					
248 Repair & Maintenance	0	0	8,500	8,500	10,000
319 Misc Supplies & Expenses	4,112	4,211	3,250	3,250	11,250
Total Non-Personal Services-Hydrants	4,112	4,211	11,750	11,750	21,250
<b>TOTAL DISTRIBUTION SYSTEM MAINT. EXPENS</b>	<b>144,738</b>	<b>240,575</b>	<b>241,146</b>	<b>228,591</b>	<b>230,891</b>
<b>CUSTOMER ACCOUNTS</b>					
690201 METER READING					
<u>Personal Services</u>					
110 Salaries & Wages	2,624	1,863	2,023	2,023	2,063
Total Personal Services-Meter Reading	2,624	1,863	2,023	2,023	2,063
690301 BILLING/COLLECTION/ACCOUNTING					
<u>Personal Services</u>					
110 Salaries & Wages	4,957	7,206	5,402	5,871	5,988
115 Part Time Wages	0	1,646	0	950	0
127 Overtime	44	46	0	0	0
129 Longevity	0	0	49	49	53
Total Personal Services-Billing/Collection/Accounting	5,001	8,898	5,451	6,870	6,041
<u>Non-Personal Services</u>					
210 Contractual Services	43,529	35,907	37,868	37,868	37,933
Total Non-Personal Services-Billing/Collection/Accounting	43,529	35,907	37,868	37,868	37,933
<b>TOTAL BILLING/COLLECTION/ACCTG. EXPENSE</b>	<b>48,530</b>	<b>44,805</b>	<b>43,319</b>	<b>44,738</b>	<b>43,974</b>
690501 CUSTOMER ACCOUNTS MISC EXPENSE					
<u>Non-Personal Services</u>					
311 Postage	5,942	1,361	4,130	4,750	4,700
319 Misc Supplies & Expenses	332	1,446	885	885	1,100
Total Non-Personal Services-Billing/Collection/Accounting	6,274	2,807	5,015	5,635	5,800
690601 CUSTOMER SERVICE INFORMATION EXP					
<u>Non-Personal Services</u>					
319 Misc Supplies & Expenses	3,468	448	600	600	600
Total Non-Personal Services-Billing/Collection/Accounting	3,468	448	600	600	600
<b>TOTAL CUSTOMER ACCOUNTS</b>	<b>60,896</b>	<b>49,923</b>	<b>50,957</b>	<b>52,996</b>	<b>52,437</b>



**PROPRIETARY FUNDS**  
**Water Department**  
**605.000000**

<u>Account Number</u>	2013 Actual	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted
<b>ADMINISTRATION AND GENERAL EXPENSES</b>					
692001 ADMINISTRATION AND GENERAL					
<u>Personal Services</u>					
110 Salaries & Wages	62,633	84,504	83,611	83,611	85,282
115 Part Time Wages	23,454	7,274	0	0	0
127 Overtime	11	333	0	0	0
129 Longevity	324	0	144	144	162
Total Personal Services-Administration and General	<u>86,422</u>	<u>92,111</u>	<u>83,755</u>	<u>83,755</u>	<u>85,444</u>
692101 ADMIN OFFICE SUPPLIES AND EXPENSES					
<u>Non-Personal Services</u>					
220 Communications	1,884	2,962	2,650	3,685	4,580
240 Equipment Repair & Maint.	147	685	400	450	450
311 Postage	807	1,028	400	630	820
319 Misc Supplies & Expenses	3,878	6,826	9,950	9,950	6,250
335 Local Auto Expenses	146	11	50	50	50
Total Non-Personal Services-Admin Office Supplies and E:	<u>6,862</u>	<u>11,512</u>	<u>13,450</u>	<u>14,765</u>	<u>12,150</u>
692301 ADMIN OUTSIDE SERVICES					
<u>Non-Personal Services</u>					
210 Contractual Services	59,020	54,149	97,242	96,777	78,643
Total Non-Personal Services-Admin Outside Services	<u>59,020</u>	<u>54,149</u>	<u>97,242</u>	<u>96,777</u>	<u>78,643</u>
692301.210 Contractual Services					
Audit Work	7,000	7,000	6,000	6,000	8,000
Caselle Software Support	4,142	3,179	3,320	4,265	4,450
Technology Support	122	115	250	250	250
GIS Implementation/Hosting/Data Maint	1,274	478	2,500	2,500	3,250
Water System Master Plan	0	0	35,000	35,000	0
East Side Water Quality Study	0	0	0	0	15,000
Administrative Services	43,981	41,528	41,172	39,440	39,193
Legal Expenses	1,798	1,394	1,000	0	0
Consultant Engineering	51	202	7,500	1,000	1,000
Miscellaneous	652	253	500	822	0
	<u>59,020</u>	<u>54,149</u>	<u>97,242</u>	<u>96,777</u>	<u>78,643</u>
<b>ADMINISTRATIVE INSURANCE</b>					
<u>Non-Personal Services</u>					
692411.510 Property Insurance	5,265	4,842	4,157	5,180	4,510
692421.510 Business/Umbrella/General Liability Ins	1,066	734	2,815	2,752	3,201
692431.510 Automobile Insurance	2,339	4,171	709	1,493	1,129
692501.515 Workers Comp/Injuries & Damages	6,465	7,023	14,004	10,961	11,588
Total Non-Personal Services-Administrative Insurance	<u>15,135</u>	<u>16,770</u>	<u>21,685</u>	<u>20,386</u>	<u>20,428</u>
692601 ADMIN EMPLOYEE PENSION AND BENEFITS					
<u>Personal Services</u>					
131 Wisconsin Retirement	12,668	8,647	14,106	13,965	14,433
132 Insurance - Health	48,858	55,916	55,041	55,041	58,094
136 Insurance - Life	579	273	652	227	202
Total Personal Services-Admin Employee Pension and Ben	<u>62,105</u>	<u>64,836</u>	<u>69,799</u>	<u>69,233</u>	<u>72,729</u>

**PROPRIETARY FUNDS**  
**Water Department**  
**605.000000**

Account Number	2013 Actual	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted
692801	<b>REGULATORY COMMISSION WATER</b>				
	<u>Non-Personal Services</u>				
319 Misc Supplies & Expenses	9,378	466	500	500	500
Total Non-Personal Services-Regulatory Commission Wat	9,378	466	500	500	500
693001	<b>MISCELLANEOUS GENERAL EXPENSES</b>				
	<u>Non-Personal Services</u>				
319 Misc Supplies & Expenses	3,494	868	850	1,570	1,570
325 Books, Subscriptions & Dues	464	270	1,720	1,720	1,720
330 Training & Conferences	1,287	1,230	4,180	3,175	2,900
Total Non-Personal Services-Administration and General	5,245	2,368	6,750	6,465	6,190
693201	<b>GENERAL PLANT MAINTENANCE</b>				
	<u>Non-Personal Services</u>				
210 Contractual Services	1,501	18,794	9,440	7,700	6,000
319 Misc Supplies & Expenses	2,795	7,163	4,790	4,790	4,350
Total Non-Personal Services-General Plant Maintenance	4,296	25,957	14,230	12,490	10,350
693211	<b>TRANSPORTATION EQUIPMENT MAINTENANCE</b>				
	<u>Personal Services</u>				
110 Salaries & Wages	1,348	1,697	1,131	1,900	1,938
115 Part-time Wages	0	0	0	100	104
Total Personal Services-Transportation Equipment Mainte	1,348	1,697	1,131	2,000	2,042
	<u>Non-Personal Services</u>				
242 Vehicle Maintenance	1,688	2,376	2,420	2,420	2,350
319 Misc Supplies & Expenses	2,482	1,689	600	600	2,090
342 Fluids	9,140	9,462	10,580	5,590	8,250
Total Non-Personal Services-Transportation	13,310	13,527	13,600	8,610	12,690
693221	<b>COMPUTERS SCADA</b>				
	<u>Non-Personal Services-Computers</u>				
240 Equipment Repair & Maint.	11,105	4,275	3,540	4,680	8,990
319 Misc Supplies & Expenses	1,178	378	500	500	5,520
Total Non-Personal Services-Computers	12,283	4,653	4,040	5,180	14,510
<b>TOTAL ADMIN AND GENERAL EXPENSES</b>	<b>275,404</b>	<b>288,046</b>	<b>326,182</b>	<b>320,161</b>	<b>315,676</b>



**Department Purpose**

To provide all Village residents, businesses and visitors to Grafton with reliable and cost efficient wastewater collection and treatment services that meet or exceed all federal and state standards for water pollution control operations.

**Department Description**

The Water and Wastewater (W&WW) Utility is responsible for the day-to-day operations, maintenance, planning and administration of the Utility and its water and wastewater facilities. The Wastewater Division is comprised of a Field Operations group responsible for sewer lift stations and sewer collection system operations and maintenance; and a Wastewater Treatment group responsible for treatment plant operations, maintenance and laboratory services.

**2016 Budget Highlights**

The Adopted Budget includes the following changes:

- Purchase a laptop computer and tablets, and system upgrades to allow Utility staff to access the SCADA and GIS systems in the field and after hours at a cost of \$9,675.
- Hire contractor to perform sewer televising work at a cost of \$27,000.
- Hire consultant to assist the Utility in submitting a challenge to new DNR permit effluent phosphorous limits at a cost of \$20,000.
- Purchase of two replacement overhead doors at the treatment plant at a cost of \$6,000.

	2013 Actual	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted
<b>Revenues</b>					
Non-Operating	117,062	146,732	64,953	141,551	150,973
Operating Revenues	2,052,359	2,127,792	2,080,656	2,132,897	2,148,911
<b>Total Revenues</b>	<b>2,169,421</b>	<b>2,274,524</b>	<b>2,145,608</b>	<b>2,274,448</b>	<b>2,299,884</b>

	2013 Actual	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted
<b>Expenditures</b>					
Personal Services	494,419	522,611	449,942	443,057	455,332
Non-Personal Services	1,495,768	1,643,618	1,743,066	1,723,782	1,706,200
<b>Total Expenditures</b>	<b>1,989,917</b>	<b>2,166,229</b>	<b>2,193,008</b>	<b>2,166,839</b>	<b>2,161,532</b>

**Areas of Emphasis:** Ensure quality public health and safety services.

**Goal:** To provide wastewater collection and treatment to all Grafton customers in a cost efficient manner.

**Objective:** 1. To monitor increases in wastewater system costs and maintain the O&M cost per 1,000 gallons at less than \$3.00 per 1,000 gallons treated.

<b>Measurements</b>	2013 Actual	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted
<b>Workload</b>					
Total WW operating costs **	\$1,062,617	\$1,192,322	\$1,288,521	\$1,232,451	\$1,216,829
Number customer accounts	4,807	4,720	4,881	4746	5003
Total gallons treated	592,181,000	529,430,000	570,468,000	503,958,000	541,856,000
Operating costs/1000 gallons	\$1.79	\$2.25	\$2.26	\$2.44	\$2.26
Operating costs/customer	\$228.40	\$252.61	\$263.99	\$259.68	\$243.22

\*\* Excludes depreciation



**Areas of Emphasis:** Ensure quality public health and safety services.

**Goal:** To provide high quality services to the residents and businesses of the Village of Grafton.

**Objective:** 1. To achieve an 80 percent or greater satisfaction (average, good or excellent) survey rating from citizens who live in the Village of Grafton.  
 2. To minimize the number of customer complaints related to sewer main back-ups and odor complaint issues to less than 1% of total customers served (1% equals 45 complaints).

Measurements	2013 Actual	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted
<b>Efficiency</b>					
Resident satisfaction rating	91%	89%	80%	80%	80%
Odor and other complaints	2	6	2	2	2

**Areas of Emphasis:** Ensure quality public health and safety services.

**Goal:** To comply with all DNR regulations and CMOM requirements regarding ‘capacity assurance, management, operations, and maintenance of the wastewater collection and treatment system.

**Objective:** 1. To achieve a CMAR (compliance maintenance annual report) score of greater than 3.00 (range is 0-4).

Measurements	2013 Actual	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted
<b>Effectiveness</b>					
CMAR point total/GPA	4.00	4.00	4.00	4.00	4.00

**PROPRIETARY FUNDS**  
**Wastewater Utility**  
**610.000000**

		2013	2014	2015	2015	2016
<u>Operating Revenues</u>		<u>Actual</u>	<u>Actual</u>	<u>Adopted</u>	<u>Estimated</u>	<u>Adopted</u>
46.546212	Sales - Residential	1,347,900	1,369,629	1,348,774	1,392,386	1,382,216
46.546222	Sales - Commercial	462,547	481,588	485,555	475,010	500,300
46.546232	Sales - Industrial	97,802	123,503	113,755	124,705	123,660
46.546242	Sales - Public Authority	25,671	28,096	26,538	26,866	27,608
	Total Metered Sales	1,933,920	2,002,816	1,974,622	2,018,967	2,033,784
46.546262	Septage Receipts	98,872	107,932	85,812	94,658	100,500
46.546312	Forfeited Discounts	12,642	10,586	12,526	14,652	12,627
46.547402	Other Revenue-Sewer	6,925	6,458	7,696	4,620	2,000
	Total Other Revenues	118,439	124,976	106,034	113,930	115,127
	Sewer Operating Revenues	2,052,359	2,127,792	2,080,656	2,132,897	2,148,911
	Total Operating Revenues	2,052,359	2,127,792	2,080,656	2,132,897	2,148,911
<b>Operating Expenses</b>						
	Operation	427,714	488,658	513,273	455,204	448,130
	Maintenance	246,520	310,027	329,157	373,827	359,096
	Customer Accounts	14,427	11,836	13,888	14,448	13,632
	Administration & General	336,894	345,565	387,873	372,357	385,326
		1,025,555	1,156,086	1,244,191	1,215,836	1,206,184
	Depreciation	733,858	783,357	735,000	715,000	742,000
	Taxes - Property/FICA	26,897	26,578	25,754	25,806	25,794
	Meter Allocation Tax Equivalent	10,165	9,658	13,250	9,177	8,696
		770,920	819,593	774,004	749,983	776,490
	Total Operating Expense	1,796,475	1,975,679	2,018,195	1,965,819	1,982,674
	Net Operating Income	255,884	152,113	62,461	167,078	166,237

**PROPRIETARY FUNDS**  
**Wastewater Utility**  
**610.000000**

**OPERATION**

<u>Account Number</u>	2013 Actual	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted
682002 OPERATION LABOR					
<u>Personal Services</u>					
110 Salaries & Wages	101,254	110,917	107,438	98,022	99,982
115 Part Time Wages	0	565	845	500	520
127 Overtime	11,334	11,334	10,466	10,466	10,675
129 Longevity	900	900	900	900	900
Total Personal Services-Operation Labor	113,488	123,716	119,649	109,888	112,077
<u>Non-Personal Services</u>					
682102.225 Power-Fuel for Pumping	31,329	35,616	34,410	35,410	34,180
682402.343 Phosphorus Removal Chemical	16,552	18,345	18,950	20,570	20,570
682502.343 Sludge Conditioning Chemicals-Polymer	6,066	9,288	11,000	9,288	9,288
682602.343 Other Chemicals/Dechlorination	0	0	0	0	0
682702.219 Other Operating/Contractual Services	11,000	12,020	12,000	12,845	12,900
682702.319 Other Operating Supplies & Expense	20,062	30,639	34,000	25,200	18,760
682702.393 Uniform Allowance Expense	1,983	2,126	2,670	2,670	2,715
682712.225 WWTP-Power Expense	93,448	108,813	111,530	111,530	107,210
682722.225 WWTP-Natural Gas Expense	17,844	27,432	42,960	31,104	29,800
682732.210 Sludge Storage/Disposal	80,626	85,603	89,500	67,000	67,000
682742.210 Regulatory Fees & Testing	7,293	3,333	3,200	3,200	3,200
682742.319 Regulatory Fees - Misc Expenses	9,010	10,124	9,100	9,100	9,100
682762.319 Miscellaneous Supplies/Expense	4,199	2,727	6,040	3,940	4,450
682762.330 Safety Training & Conference	2,921	3,518	3,340	3,340	3,830
Total Non-Personal Services-Treatment Plant	302,333	349,584	378,700	335,197	323,003
682802 TRANSPORTATION					
<u>Personal Services</u>					
110 Salaries & Wages	3,616	1,396	1,324	1,324	1,350
Total Personal Services-Transportation	3,616	1,396	1,324	1,324	1,350
<u>Non-Personal Services</u>					
242 Vehicle Maintenance	1,688	2,376	2,420	2,420	2,350
319 Misc. Supplies/Repairs/Mileage	832	1,759	600	600	1,100
342 Fuel Expense	8,936	9,827	10,580	5,775	8,250
Total Non-Personal Services-Transportation	11,456	13,962	13,600	8,795	11,700
<b>TOTAL OPERATION</b>	<b>430,893</b>	<b>488,658</b>	<b>513,273</b>	<b>455,204</b>	<b>448,130</b>

**PROPRIETARY FUNDS**  
**Wastewater Utility**  
**610.000000**

<u>Account Number</u>	2013 Actual	2014 Actual	2014 Adopted	2015 Estimated	2016 Adopted
<b>WASTEWATER MAINTENANCE EXPENSES</b>					
683002 MAINTENANCE OF METERS					
<u>Personal Services</u>					
110 Salaries & Wages	5,728	7,438	8,451	8,451	8,620
127 Overtime	457	121	229	229	234
Total Personal Services-Maintenance of Meters	6,185	7,559	8,680	8,680	8,854
683002 <u>Non-Personal Service</u>					
319 Operation Supplies & Expense	0	1,432	1,560	1,200	1,200
Total Non-Personal Service-Maintenance of Meters	0	1,432	1,560	1,200	1,200
683102 SEWERAGE COLLECTION SYSTEM					
<u>Personal Services</u>					
110 Salaries & Wages	26,978	21,305	15,321	31,000	31,620
115 Part Time Wages	0	339	404	800	832
127 Overtime	80	1,610	2,972	500	510
129 Longevity	105	123	141	141	159
Total Personal Service-Sewerage Collection System	27,163	23,377	18,838	32,441	33,121
683102 <u>Non-Personal</u>					
210 Contractual Services	2,344	777	5,500	5,500	32,500
319 Misc Supplies & Expenses	5,748	5,488	12,000	12,000	32,500
Total Non-Personal Services-Sewerage Collection System	8,092	6,265	17,500	17,500	65,000
683112 CLEARWATER					
<u>Personal Services</u>					
110 Salaries & Wages	2,048	2,297	3,398	2,600	2,652
127 Overtime	0	20	38	0	0
Total Personal Services-Clearwater	2,048	2,317	3,436	2,600	2,652
683202 COLLECTION SYSTEMS PUMPING EQUIPMENT					
<u>Personal Service</u>					
110 Salaries & Wages	41,503	36,791	31,798	31,798	32,434
115 Part Time Wages	0	47	96	96	100
127 Overtime	8,584	7,160	7,125	7,125	7,268
129 Longevity	168	186	204	204	222
Total Personal Services-Collection Systems Pumping Equi	50,255	44,184	39,223	39,223	40,024
683202 <u>Non-Personal</u>					
210 Contractual Services	13,721	30,323	25,070	48,792	32,540
319 O&M Supplies and Repair Expenses	6,304	5,403	8,170	25,326	11,620
Total Non-Personal Services-Collection Systems Pumping	20,025	35,726	33,240	74,118	44,160
683202.210 Contractual Services					
Lift Station Preventative Maintenance	0	3,474	14,770	3,750	3,750
I-43 Lift Station Repairs	4,882	9,364	0	34,962	0
Re-coating at Green Bay LS	0	10,065	0	0	0
Bobolink LS Valve Vault Modification	0	0	0	0	6,000
Utility Owned Transformer Inspection	0	0	0	0	1,500
9th Ave LS HMI Upgrade	0	0	0	0	850
Miscellaneous Repair Costs	8,839	7,420	10,300	10,080	20,440
	13,721	30,323	25,070	48,792	32,540

**PROPRIETARY FUNDS**  
**Wastewater Utility**  
**610.000000**

Account Number	2013 Actual	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted
683302 <u>WWTP EQUIPMENT</u>					
<u>Personal Service</u>					
110 Salaries & Wages	53,017	46,852	41,230	45,010	45,910
115 Part Time Wages	38	0	0	100	104
127 Overtime	110	1,783	2,766	250	255
129 Longevity	120	138	156	156	174
Total Personal Services-WWTP Equipment	53,285	48,773	44,152	45,516	46,443
683302 <u>Non-Personal Services</u>					
210 Contractual Services	19,589	56,914	76,900	67,165	22,380
319 Maintenance Supplies & Expenses	13,145	17,779	24,390	24,390	18,440
Total Non-Personal Services-WWTP Equipment	32,734	74,693	101,290	91,555	40,820
683302.210 Contractual Services					
Gel Coating WWTP Tank Covers	12,000	0	0	0	0
Gel Coating Screw Lift Pump Covers	0	0	0	0	15,600
Renovation Plant No. 1	0	50,864	0	0	0
Renovation Plant No. 2	0	0	63,100	58,385	0
Miscellaneous	7,589	6,050	13,800	8,780	6,780
	19,589	56,914	76,900	67,165	22,380
683402 <u>GENERAL PLANT MAINTENANCE</u>					
<u>Personal Services</u>					
110 Salaries & Wages	12,431	20,837	25,566	19,000	19,380
115 Part-time Wages	3,271	7,098	4,912	4,679	5,110
127 Overtime	0	0	0	100	102
Total Personal Services-General Plant Maintenance	15,702	27,935	30,478	23,779	24,592
<u>Non-Personal Services</u>					
210 Contractual Services	6,429	14,255	15,090	13,400	22,510
240 Equipment Repair & Maint.	0	0	0	0	0
319 Misc Supplies & Expenses	12,235	16,787	10,830	13,610	13,750
Total Non-Personal Services-General Plant Maintenance	18,664	31,042	25,920	27,010	36,260
683402.210 Contractual Services					
Portable Generators PM & Repairs	380	0	1,150	1,150	1,150
Janitorial Service	1,238	932	1,335	1,353	1,355
WWTP Headway/Floors/GBT/Garage	4,548	0	0	0	0
Boiler M&R/Jet Vac & Skid Loader PM	263	0	5,750	5,750	5,750
Security System Maintenance	0	818	850	850	850
UG Feed Replacement	0	6,081	0	0	0
Carpet Replacement	0	0	3,350	3,350	0
Flag Pole	0	0	1,505	0	1,505
Fire Ext. Inspection and Service	0	0	0	750	750
Glass Block Window Replacement	0	5,850	0	0	0
WWTP Overhead Door Replacement	0	0	0	0	6,000
Lift Station Asphalt Repair and Seal Coat	0	0	0	0	5,000
Miscellaneous Repairs	0	575	1,150	197	150
	6,429	14,256	15,090	13,400	22,510
683412 <u>COMPUTERS</u>					
<u>Non-Personal Services</u>					
240 Equipment Repair & Maint.	11,105	3,882	4,140	8,100	10,450
319 Misc Supplies & Expenses	1,262	2,842	700	2,105	5,520
Total Non-Personal Services-Computers	12,367	6,724	4,840	10,205	15,970
<b>TOTAL SEWER MAINTENANCE</b>	<b>246,520</b>	<b>310,027</b>	<b>329,157</b>	<b>373,827</b>	<b>359,096</b>



**PROPRIETARY FUNDS**  
**Wastewater Utility**  
**610.000000**

<u>Account Number</u>	2013 Actual	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted
<b>CUSTOMER ACCOUNT</b>					
684002 BILLING/COLLECTING/ACCOUNTING					
<u>Personal Services</u>					
110 Salaries & Wages	5,654	5,311	5,353	5,723	5,837
115 Part-time Wages	0	1,646	0	950	0
129 Longevity	44	46	49	49	53
Total Personal Services-Customer Account	5,698	7,003	5,402	6,722	5,890
<u>Non-Personal Services</u>					
684012.311 Customer Supplies/Postage	5,977	1,383	4,750	4,750	4,700
684012.319 Miscellaneous Supplies & Expenses	332	1,563	1,670	910	935
Total Non-Personal Services-Customer Account	6,309	2,946	6,420	5,660	5,635
684202 METER READING					
<u>Personal Services</u>					
110 Salaries & Wages	2,420	1,887	2,066	2,066	2,107
Total Personal Services-Meter Reading	2,420	1,887	2,066	2,066	2,107
<b>TOTAL CUSTOMER ACCOUNTS</b>	<b>14,427</b>	<b>11,836</b>	<b>13,888</b>	<b>14,448</b>	<b>13,632</b>
<b>ADMINISTRATION AND GENERAL</b>					
685002 Administration and General					
<u>Personal Services</u>					
110 Salaries & Wages	33,180	65,392	62,992	58,454	59,623
115 Part-time Wages	23,454	7,274	0	0	0
127 Overtime	11	0	0	0	0
129 Longevity	234	243	450	450	450
Total Personal Services-Administrative and General	56,879	72,909	63,442	58,904	60,073

**PROPRIETARY FUNDS**  
**Wastewater Utility**  
**610.000000**

<u>Account Number</u>	2013 Actual	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted
<u>Non-Personal Services</u>					
685102.220 Office Supplies-Communications	1,883	2,944	2,875	3,685	4,580
685102.240 Office Equipment Maintenance	147	685	300	450	500
685102.311 Office Supplies-Postage	1,895	1,850	1,300	800	1,460
685102.319 Office Supplies-Miscellaneous Supplies&E	3,963	4,229	5,070	7,600	4,460
685102.335 Local Auto Expenses	146	29	50	50	50
685202.210 Contractual Services	116,084	103,716	153,480	139,446	148,514
685312.510 Property Insurance	4,359	4,842	4,157	5,180	4,510
685322.510 Business/Umbrella/General Liability Ins	5,001	5,368	4,307	5,334	4,465
685332.510 Automobile Insurance	906	1,057	710	670	2,195
685342.510 Workers Comp/Injuries and Damages	10,355	11,054	20,770	21,169	18,955
685402.132 Employee Health Insurance & Sect 125 Co	101,610	100,298	89,804	88,455	94,786
685402.136 Employee Life Insurance	2,962	1,435	978	1,426	1,549
685402.131 Employee Pension/Retirement	25,941	33,244	22,470	22,033	21,814
685602.319 Miscellaneous General Expense	586	102	400	400	400
685602.325 Books, Subscriptions & Dues	1,359	1,342	280	280	280
685602.330 Training and Conferences	2,818	461	4,230	3,225	3,485
685602.540 Equipmt Rental-Joint Meeting Expense	0	0	13,250	13,250	13,250
<b>Total Non-Personal Services Administration and General</b>	<b>280,015</b>	<b>272,656</b>	<b>324,431</b>	<b>313,453</b>	<b>325,253</b>
<b>TOTAL ADMINISTRATION AND GENERAL</b>	<b>336,894</b>	<b>345,565</b>	<b>387,873</b>	<b>372,357</b>	<b>385,326</b>
685202.210 Contractual Services					
Audit Work	7,000	7,000	6,000	6,000	8,000
Caselle UB Software Support	4,142	3,179	5,120	5,360	4,450
GIS Support/Maintenance	1,274	0	2,500	2,500	3,250
Sewer Rate Study	6,150	0	0	0	0
Administrative Services	87,510	77,435	79,040	80,924	82,234
Legal Expenses	558	1,336	1,120	10,000	21,000
Consultant Engineering	8,259	14,652	59,450	33,220	28,950
Miscellaneous	1,191	0	250	822	0
	<b>116,084</b>	<b>103,716</b>	<b>153,480</b>	<b>139,446</b>	<b>148,514</b>



**Department Purpose**

To upgrade, replace and add water and sewer facilities and infrastructure as needed to maintain, promote and advance safe, efficient and effective water and sewer operations and service and to also address compliance issues relative to emerging EPA and WDNR regulations.

**Department Description**

The Water and Wastewater Utility is responsible for the day-to-day operations, maintenance, planning and administration of the Utility and its water and wastewater facilities. A Utility Administration group is specifically responsible for ensuring full compliance with all regulatory requirements in effect and is further responsible for the general Utility planning, budgeting and project management required to ensure continuous compliance of its water and wastewater systems.

**2016 Budget Highlights**

The Adopted Budget includes the following changes:

- Construction of the new River Bend Road lift station and forcemain will replace the Falls Road and Blackhawk Valley lift stations, and will also serve new east-side development at a cost of \$1,892,950.
- Blackhawk Valley interceptor sewer will be constructed to relay sewage from the abandoned Falls Road and Blackhawk Valley lift stations to the new River Bend Road lift station at a cost of \$166,650.
- River Bend Road interceptor sewer will be constructed at the time of the River Bend Road lift station, and will serve future development at a cost of \$214,700.
- Water and sewer main in Seventh Avenue from Washington to Spring Street will be replaced in conjunction with the DPW street improvement project at a cost of \$622,300.
- Water and sewer main in Beech Street from First Avenue to Second Avenue will be replaced due to numerous water main breaks in that area at a cost of \$233,400.
- Water main will be replaced in Seventh Avenue from Wisconsin Avenue to Beech Street in conjunction with the TID No. 3 stormwater relay project at a cost of \$337,700.
- Water and sewer main in Ninth Avenue will be replaced from Washington Street to Spring Street at a cost of \$421,070.
- Sewer main will be relined in Spring Street from Ninth Avenue to 11th Avenue at a cost of \$7,350.
- Sewer Main will be relined in Third Avenue from Washington Street to Spring Street at a cost of \$17,500.
- Re-roofing will be completed on four buildings at the wastewater treatment plant at a cost of \$86,550.
- Primary Clarifier #2 will be rehabilitated at a cost of \$75,000.
- Water Tower #1 will have a concrete floor and entry steps, and new lighting installed at a cost of \$16,000.
- Engineering work and construction estimates for the (planned 2017) replacement of 17<sup>th</sup> Avenue lift station at a cost of \$55,000.

<b>Expenditures</b>	2013 Actual	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted
Personal Services	0	0	0	0	0
Non-Personal Services	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Proprietary Expenditures	2,258,018	2,956,752	1,156,392	1,102,341	4,164,278
<b>Total Expenditures</b>	<b>2,258,018</b>	<b>2,956,752</b>	<b>1,156,392</b>	<b>1,102,341</b>	<b>4,164,278</b>

**SIGNIFICANT CAPITAL IMPROVEMENT PROJECT COST CHANGES**

The following is a list of projects by category:

\*Project will be initiated and completed in 2016 Budgeted Year.

\*\*Project will span beyond 2016 Budget Year.

\*\*\*Project was initiated in prior Budget Years and will be completed in 2016



**WATER / WASTEWATER FACILITY AND LIFT STATION IMPROVEMENTS**

1. River Bend Road Lift Station and Force Main \*\*\*

**Project Description:** Construction of the River Bend Road lift station will be a major sewerage pumping station that will serve increasing eastside development, and will also replace the Falls Road and Blackhawk Valley lift stations. The new lift station project will include a building, on-site standby generator, and 3,050 feet of 12 inch forcemain construction.

**Project Origin/Background:** Sewer service planning has identified that when the capacity of the Falls Road lift station has been exceeded, it would be abandoned and replaced with a new station located further to the south on River Bend Road. This lift station would also allow for the abandonment of the Blackhawk Valley lift station.

**2016 Project Cost:** \$1,892,950

**Total Project Cost:** \$1,990,485

**Estimated 5 Year Maintenance and Operating Impact:** Some increased costs for operation and maintenance of the new lift station however offset by elimination of the Falls Road and Blackhawk Valley lift stations' operation & maintenance.

Operating Impact	2016	2017	2018	2019	2020	Total
	\$3,671	\$3,744	\$3,819	3,895	3,973	19,102

2. Re-roofing of WWTP Buildings \*\*

**Project Description:** Replacement of 32-year-old and older flat roofs.

**Project Origin/Background:** The Utility began a roof replacement program in 2014 to replace the nine out of the ten roofs at the Wastewater Treatment Plant. These roofs are 32 years old or older, beyond their useful life, and some were leaking. One roof was replaced in 2014, four were replaced in 2015, and the remaining four non-leaking roofs will be replaced in 2016.

**2016 Project Cost:** \$86,550

**Total Project Cost:** \$170,923

**Estimated 5 Year Maintenance and Operating Impact:** No additional personnel or increase in operating costs, i.e. maintenance or utility, are anticipated as this is equivalent to an original replacement project.

Operating Impact	2016	2017	2018	2019	2020	Total
	\$0	\$0	\$0	\$0	\$0	\$0

3. Rehabilitation of Primary Clarifier #2 \*

**Project Description:** The clarifier equipment including motors, drives and collector arms will be replaced or fully refurbished.

**Project Origin/Background:** The wastewater treatment plant's primary clarifiers have been in continuous service since 1983. The clarifier equipment including motors, drives and collector arms are all well beyond the accepted service life and should be replaced or fully refurbished in order to restore the asset to full value and insure another 30 years of reliable service.

**2016 Project Cost:** \$75,000

**Total Project Cost:** \$75,000

**Estimated 5 Year Maintenance and Operating Impact:** No additional personnel or increase in operating costs are anticipated as this is equivalent to an equipment replacement project. Positive impact – improved efficiency of operations and reduced maintenance costs.

Operating Impact	2016	2017	2018	2019	2020	Total
	\$0	0	0	0	0	0

\*Project will be initiated and completed in 2016 Budgeted Year.

\*\*Project will span beyond 2016 Budget Year.

\*\*\*Project was initiated in prior Budget Years and will be completed in 2016



4. Water Tower #1 Improvements \*

**Project Description:** The utility proposes to pour a concrete floor in the base of the tower and construct steps on both sides of the door. The Utility also proposes to install new light fixtures in the base cone, riser, upper platform and also replace the aircraft warning light.

**Project Origin/Background:** Tower #1 is a 200,000 gallon elevated water storage tank that was built in 1960 and is the Villages oldest tower. It is in need of some updates that are reflective of its age. This tower currently has a stone floor that has a good accumulation of blasting sand that has accumulated over many recoating projects. This tower also has a very high door threshold with no steps making difficult to ingress and egress causing safety concerns. The base cone of the tower also suffers from very poor lighting. The only light source for the base cone is up at the first climbing platform located approximately 100 feet from the ground floor. Additionally, all of the existing light fixtures are in various states of disrepair.

**2016 Project Cost:** \$16,000

**Total Project Cost:** \$16,000

**Estimated 5 Year Maintenance and Operating Impact:** No additional personnel or increase in operating costs for this project.

Operating Impact	2016	2017	2018	2019	2020	Total
	\$0	\$0	\$0	\$0	\$0	\$0

5. Engineering for 17th Avenue Lift Station Replacement \*\*

**Project Description:** This engineering will be completed one year prior to construction of the Seventeenth Avenue Lift Station. This will enable the Utility to properly budget for construction of the replacement lift station in 2017.

**Project Origin/Background:** The 17th Avenue lift station has been in service since 1964 and has generally exceeded its acceptable service life. Although the station continues to function acceptably, its equipment and controls have become quite antiquated and securing maintenance parts and service is becoming problematic. The Utility's current program is to replace its oldest 'below ground' lift stations with 'above ground' stations that would eliminate the routine 'confined space' entry requirement and improve the station's reliability. It is proposed to replace this Smith & Loveless 'below ground' lift station in 2017 with a submersible pump lift station.

**2016 Project Cost:** \$55,000

**Total Project Cost:** \$380,000

**Estimated 5 Year Maintenance and Operating Impact:** No additional personnel or increase in operating costs are anticipated as this is an engineering project only.

Operating Impact	2016	2017	2018	2019	2020	Total
	\$0	\$0	\$0	\$0	\$0	\$0

WATER AND SEWER MAIN CONSTRUCTION

6. Blackhawk Valley Interceptor Sewer \*\*\*

**Project Description:** Construction of an approximate 1,100 feet of 18 inch interceptor sewer is proposed for 2016 in conjunction with the River Bend Road lift station.

**Project Origin/Background:** In conjunction with the River Bend Road lift station construction and start-up, extension of the Blackhawk Valley interceptor from the existing Blackhawk Valley lift station to the proposed River Bend Road lift station is required.

**2016 Project Cost:** \$166,650

**Total Project Cost:** \$175,100

**Estimated 5 Year Maintenance and Operating Impact:** \$0 - Minimal cost impact.

Operating Impact	2016	2017	2018	2019	2020	Total
	\$0	\$0	\$0	\$0	\$0	\$0

\*Project will be initiated and completed in 2016 Budgeted Year.

\*\*Project will span beyond 2016 Budget Year.

\*\*\*Project was initiated in prior Budget Years and will be completed in 2016



7. River Bend Road Interceptor Sewer \*\*\*

**Project Description:** . Future planning indicates the need to install 760 lineal feet of interceptor sewer to serve future development off of River Bend Road.

**Project Origin/Background:** This interceptor sewer will be laid east of the new lift station in River Bend Road to the Village limits, and will serve future development. \$5000 of the engineering cost of this project to be billed in 2015.

**2016 Project Cost:** \$214,700

**Total Project Cost:** \$219,700

**Estimated 5 Year Maintenance and Operating Impact:** This is a 760 foot stretch of sewer with no manhole in the middle. Our sewer cleaning equipment can only reach 500 to 600 feet, so a private contractor will need to be hired to clean and maintain this stretch of sewer. 2016 cost for this service would be \$3,200 per event, however, the need to maintain this sewer is not expected until at least 2020.

Operating Impact	2016	2017	2018	2019	2020	Total
	\$0	\$0	\$0	\$0	\$3,397	\$3,397

8. Seventh Avenue Water/Sewer Main Replacement – Washington Street to Spring Street \*

**Project Description:** The water main in Seventh Avenue is 6 inch sizing and now over 80 years old. The sewer main is from 47 to 80 years old with the older main thought to be 'same trench' construction with the water main. The Utility proposes to upgrade water main to 8 inch sizing with separate trench construction and replace sewer main in conjunction with the DPW pavement improvements project

**Project Origin/Background:** The Public Works Street Improvement Program has identified Seventh Avenue from Washington Street to North Street for pavement replacement in 2016. The Utility will replace the water and sewer mains at the same time to make the project more cost effective.

**2016 Project Cost:** \$622,300

**Total Project Cost:** \$622,300

**Estimated 5 Year Maintenance and Operating Impact:** No additional personnel or increase in operating costs in this infrastructure replacement project.

Operating Impact	2016	2017	2018	2019	2020	Total
	\$0	\$0	\$0	\$0	\$0	\$0

9. Seventh Avenue (TID No. 3) Water Main Replacement – Beech Street to Wisconsin Avenue \*

**Project Description:** Replacement of approximately 1835 lineal feet of 8 inch metallic water main with new 8 inch PVC water main.

**Project Origin/Background:** This area has experienced numerous water main breaks in recent history, and Water utility staff has observed that the pipe is in poor condition. This water main will be replaced during the street replacement project

**2016 Project Cost:** \$337,700

**Total Project Cost:** \$337,700

**Estimated 5 Year Maintenance and Operating Impact:** No additional personnel or increase in operating costs in this infrastructure replacement project.

Operating Impact	2016	2017	2018	2019	2020	Total
	\$0	\$0	\$0	\$0	\$0	\$0

10. Ninth Avenue Water/Sewer Replacement - Washington Street to Spring Street \*

**Project Description:** Replacement of 6 inch water main with 8 inch main with separate trench construction and replace both the collector and interceptor sewers.

**Project Origin/Background:** Water main in Ninth Avenue is 6 inch sizing and now 80 years old. Ninth Avenue sewer main includes an interceptor sewer plus a local collector sewer in parallel. The collector sewer is 80 years old and thought to be 'same trench' construction with the water main. The interceptor sewer was

\*Project will be initiated and completed in 2016 Budgeted Year.

\*\*Project will span beyond 2016 Budget Year.

\*\*\*Project was initiated in prior Budget Years and will be completed in 2016



constructed in 1966 (46 years in age). This project will be completed in conjunction with the DPW street replacement project.

**2016 Project Cost:** \$421,070

**Total Project Cost:** \$421,070

**Estimated 5 Year Maintenance and Operating Impact:** No additional personnel or increase in operating costs in this infrastructure replacement project.

Operating Impact	2016	2017	2018	2019	2020	Total
	\$0	\$0	\$0	\$0	\$0	\$0

11. Beech Street Water/Sewer Replacement – First Avenue to Second Avenue \*

**Project Description:** Replacement of 362 feet of 6 inch metallic water main with 8 inch PVC main, and also replace 385 feet to sanitary sewer.

**Project Origin/Background:** The Utility has identified water main as suspect in Beech Street between First and Second Avenue. The water main was constructed in 1955 (60 years old in 2015) and has had a poor to track record of reliability as a result of numerous water main and service breaks in recent history. The Utility proposes replace 362 feet of 6 inch metallic water main with 8 inch PVC water main in order to upgrade main sizing and improve the reliability of water service. The sewer main in that area may have been damaged do to undermining because of the water main breaks. The Utility will evaluate, and replace 385 feet of 8" sanitary sewer in necessary. This project will also require the Utility to pay for new pavement.

**2016 Project Cost:** \$233,400

**Total Project Cost:** \$233,400

**Estimated 5 Year Maintenance and Operating Impact:** No additional personnel or increase in operating costs in this infrastructure replacement project.

Operating Impact	2016	2017	2018	2019	2020	Total
	\$0	\$0	\$0	\$0	\$0	\$0

12. Spring Street Sewer Main Relining – Ninth Avenue to 11<sup>th</sup> Avenue \*

**Project Description:** Reline 206 feet of sewer main.

**Project Origin/Background:** This sewer main is judged to be over 75 years old and in poor condition. The Utility will reline this section of sewer to reduce entry of clear water into the sewer system.

**2016 Project Cost:** \$7,350

**Total Project Cost:** \$7,350

**Estimated 5 Year Maintenance and Operating Impact:** No additional personnel or increase in operating costs in this infrastructure replacement project.

Operating Impact	2016	2017	2018	2019	2020	Total
	\$0	\$0	\$0	\$0	\$0	\$0

13. Third Avenue Sewer Main Relining – Washington Street to Spring Street \*

**Project Description:** The Utility proposes to reline 500 feet of sewer main.

**Project Origin/Background:** SSES (sewer system evaluation survey) investigations completed in 2006 identified deficiencies and/or poor condition sewer main in Third Avenue between Washington Street and Spring Street. It was rated with a repair or replacement Priority of 8 on a 'priority list' of 1 through 12. Sewer main in this area is over 50 years in age. The Utility proposes to reline approximately 500 feet of 8 inch sewer in 2016.

**2016 Project Cost:** \$17,500

**Total Project Cost:** \$17,500

**Estimated 5 Year Maintenance and Operating Impact:** No additional personnel or increase in operating costs in this infrastructure replacement project.

Operating Impact	2016	2017	2018	2019	2020	Total
	\$0	\$0	\$0	\$0	\$0	\$0

\*Project will be initiated and completed in 2016 Budgeted Year.

\*\*Project will span beyond 2016 Budget Year.

\*\*\*Project was initiated in prior Budget Years and will be completed in 2016

**GRAFTON WATER & WASTEWATER UTILITY  
SCHEDULE OF CAPITAL EXPENDITURES**

<u>Improvements</u>	2013 Actual	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted
<b>Construction - Water &amp; Sewer Main</b>					
Hydrant Additions (3)	12,566	22,028	25,000	25,000	25,000
IZTS Replacement Street Valve	0	3064	0	0	0
Second Avenue Sewer Lining - North St to Rose St	16,225	0	0	0	0
Third Avenue Sewer Relining - North St to Rose St	18,290	0	0	0	0
Port Washington Rd "South" - Sewer/Water Replacement	116,463	0	0	0	0
Highland Dr/Sixth Ave/Maple St Water/Sewer Replacemen	158,325	0	0	0	0
Rose St Water/Sewer Replacement Spring to Rose	0	282907	0	0	0
4th Avenue Sewer Replacement	0	400744	0	0	0
16th Avenue Water/Sewer Main Replacement	0	0	132,600	260,657	0
Falls Road Water Main Extension	0	0	152,620	164,000	0
Falls Crossing Water Main Loop	0	0	160,150	129,760	0
Falls Road Sewer Main Extension	0	0	203,900	89,000	0
Cheyenne Ave Water Main Loop Engineering	0	0	10,700	10,700	0
Cheyenne Ave Water Main Loop	0	0	53,800	69,060	0
Well #7 Sanitary Lateral Installation & Hook-up	0	0	10,400	22,320	0
Blackhawk Valley Interceptor Sewer Engineering	0	0	24,200	8,450	6,650
Blackhawk Valley Interceptor Sewer Construction	0	0	0	0	160,000
River Bend Road Interceptor Sewer Engineering	0	0	0	5,000	4,700
River Bend Road Interceptor Sewer Construction	0	0	0	0	210,000
Third Avenue Sewer Lining - Washington to Spring	0	0	0	0	17,500
Seventh Avenue Water/Sewer Replacement	0	0	0	0	622,300
Seventh Avenue (TID #3) Water Replacement	0	0	0	0	337,700
Ninth Avenue Water/Sewer Replacement	0	0	0	0	421,070
Spring Street Sewer Relining	0	0	0	0	7,350
Beech Street Water/Sewer Replacement	0	0	0	0	233,400
<b>Facility Improvements - Water</b>					
AMR Meters - New Development	5,055	2,006	6,687	6,687	6,888
AMR Meters - Conversion Units	61,938	0	0	0	0
Large Commercial/Industrial Replacement Meters	3,715	4,085	3,110	3,212	3,220
Trimble Ranger 3	0	6,387	0	0	0
Tower #1 Improvements (Concrete Floor & Lighting)	0	0	0	0	16,000
Well #6 Emrg Pwr Transfer Switch/Receptacle	0	0	0	4,813	0
<b>Facility Improvements - Wastewater</b>					
Ortho-P ChemScan Unit	0	0	27,255	25,088	0
Ultraviolet Disinfection System	0	0	0	0	0
Design Engineering/CRS	1,777	0	0	0	0
Vehicles/Equipment Garage/Septic Receiving Station					
Design Engineering/CRS	11,187	6,168	0	1,288	0
Construction	1,651,350	1,070,332	0	0	0
New Signage - Monument	0	0	0	0	0
Diversion Structure/Interceptor Sewer Upg	0	60,500	0	0	0
Final Clarifier #1 Rehabilitation	64,967	0	0	0	0
Primary Clarifier #1 Rehabilitation	0	61,131	0	0	0
Primary Clarifier #2 Rehabilitation	0	0	0	0	75,000
WWTP Roof (8) & Replacement	0	37,445	100,245	46,933	0
River Bend Road Lift Station and Force Main					
Design Engineering/CRS	0	0	135,400	91,550	71,950
Construction	0	0	0	5,985	1,821,000
Ninth Avenue Lift Station and Force main					
Design Engineering/CRS	0	57,696	0	0	0
Construction	0	841,436	0	54,939	0
Seventeenth Avenue Lift Station and Force Main					
Design Engineering/CRS	0	0	0	0	55,000
WWTP Ferrous Chloride Tank Replacement					
Investigation and Engineering	0	0	0	0	7,500
Electronic Door Locks	0	0	3,000	3,000	0



**GRAFTON WATER & WASTEWATER UTILITY  
SCHEDULE OF CAPITAL EXPENDITURES**

	2013 Actual	2014 Actual	2015 Adopted	2015 Estimated	2016 Adopted
<u>Improvements</u>					
WWTP Equipment -					
Grit Classifier 304 SS Unit Replacement	1,620	0	0	0	0
14th Avenue Lift Station Retrofit	9,580	0	0	0	0
1-43 Lift Station Pump #3 Addition	25,280	0	0	0	0
Influent Flow Sampler	0	5,265	0	0	0
Sludge Thickener Replacement Pumps (3)	0	39,943	0	0	0
Primary Sludge Pump Replacement (#1)	0	9,399	0	0	0
Replacement RAS Pump	0	3,536	0	0	0
Coliform Incubator	0	0	0	0	3,600
Effluent Flow Sampler	0	0	0	0	7,100
Collection System I&I Flow Meters	0	0	0	0	12,250
General Equipment -					
New Utility Pickup Truck	0	19,572	0	0	39,100
Utility Field Maintenance Vehicle	44,840	0	0	0	0
CSE Gas Detector Replacement	2,555	0	0	0	0
Trench Box & Trailer for Hauling	7,781	0	0	0	0
Aries TV Sewer Camera Upgrade	5,221	0	0	0	0
Utility Office Equipment -					
Computers	1,384	0	0	0	0
Replace WWTP SCADA CPU	0	3,210	0	0	0
Utility Billing Software Conversion					
New Equipment					
Gas Fired Pressure Washer	9,224	0	0	0	0
L8 Total Station - \$28,000 Joint w/DPW	26,045	0	0	0	0
Live WM Tapping Machine	2,630	0	0	0	0
Garage Air Compressor	0	12,995	0	0	0
2-Way Radio Equipment	0	6,904	0	0	0
Trailer Mounted Emergency Generator	0	0	56,800	48,285	0
Sewer Televising Pole Camera	0	0	18,000	0	0
Hitch-Mounted Valve Turner	0	0	12,000	11,445	0
Zero-Turn Riding Mower with Trailer	0	0	16,525	11,720	0
Line Tracer	0	0	4,000	3,450	0
Scanner (\$9,500)	0	0	0	0	1,500
<b>Total Capital Expenditures</b>	<b>2,258,018</b>	<b>2,956,752</b>	<b>1,156,392</b>	<b>1,102,341</b>	<b>4,164,278</b>