



3014 (02-09-04)

**ANNUAL REPORT**

OF

Name: ALTOONA MUNICIPAL WATER AND SEWER UTILITY

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Principal Office: 1303 LYNN AVENUE  
ALTOONA, WI 54702

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For the Year Ended: DECEMBER 31, 1997

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WATER, ELECTRIC, OR JOINT UTILITY  
TO  
PUBLIC SERVICE COMMISSION OF WISCONSIN

P.O. Box 7854  
Madison, WI 53707-7854  
(608) 266-3766

*This form is required under Wis. Stat. § 196.07. Failure to file the form by the statutory filing date can result in the imposition of a penalty under Wis. Stat. § 196.66. The penalty which can be imposed by this section of the statutes is a forfeiture of not less than \$25 nor more than \$5,000 for each violation. Each day subsequent to the filing date constitutes a separate and distinct violation. The filed form is available to the public and personally identifiable information may be used for purposes other than those related to public utility regulation.*

### SIGNATURE PAGE

I LORI GREGORICH of  
(Person responsible for accounts)

ALTOONA MUNICIPAL WATER AND SEWER UTILITY, certify that I  
(Utility Name)

am the person responsible for accounts; that I have examined the following report and, to the best of my knowledge, information and belief, it is a correct statement of the business and affairs of said utility for the period covered by the report in respect to each and every matter set forth therein.

\_\_\_\_\_  
(Signature of person responsible for accounts)      03/28/1998  
(Date)

UTILITY ACCOUNTANT  
(Title)

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### IDENTIFICATION AND OWNERSHIP

**Exact Utility Name:** ALTOONA MUNCIPAL WATER AND SEWER UTILITY

**Utility Address:** 1303 LYNN AVENUE  
ALTOONA, WI 54702

**When was utility organized?** 11/1/1917

**Report any change in name:**

**Effective Date:**

**Utility Web Site:**

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**Utility employee in charge of correspondence concerning this report:**

**Name:** MRS LORI GREGORICH

**Title:** BOOKKEEPER

**Office Address:**

1303 LYNN AVENUE  
P.O. BOX 8  
ALTOONA, WI 54702

**Telephone:** (715) 839 - 6092

**Fax Number:** (715) 839 - 1800

**E-mail Address:**

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**Individual or firm, if other than utility employee, preparing this report:**

**Name:** MR JAMES R MURRAY CPA

**Title:** MANAGER

**Office Address:** VIRCHOW KRAUSE AND COMPANY LLP

205 E GRAND AVE  
EAU CLAIRE, WI 54701

**Telephone:** (715) 833 - 1717

**Fax Number:** (715) 836 - 8892

**E-mail Address:** BJM123A@AOL.COM

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**Are records of utility audited by individuals or firms, other than utility employee?** YES

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**Individual or firm, if other than utility employee, auditing utility records:**

**Name:** MR JAMES R MURRAY CPA

**Title:** MANAGER

**Office Address:** VIRCHOW KRAUSE AND COMPANY. LLP

205 EAST GRAND AVE  
EAU CLAIRE, WI 54701

**Telephone:** (715) 833 - 1717

**Fax Number:** (715) 836 - 7877

**E-mail Address:** B10123A@AOL.COM

**Date of most recent audit report:** 1/20/1998

**Period covered by most recent audit:** 1/01/97-12/31/97

### IDENTIFICATION AND OWNERSHIP

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**Names and titles of utility management including manager or superintendent:**

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**Name:** MR KENNETH TULLY

**Title:** DIRECTOR OF PUBLIC WORKS

**Office Address:**

1303 LYNN AVE  
P.O. BOX 8  
ALTOONA, WI 54720

**Telephone:** (715) 839 - 1629

**Fax Number:** (715) 839 - 1800

**E-mail Address:**

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**Name of utility commission/committee:** CITY COUNCIL

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**Names of members of utility commission/committee:**

- BERNIE BEHOUNEK, MAYOR
  - JAN DAUS
  - RALPH ELY
  - DENNIS JAHNKE
  - DAN JONES
  - MARY KELLER
  - SNICK QUICKER
- 

**Is sewer service rendered by the utility?** YES

**If "yes," has the municipality, by ordinance, combined the water and sewer service into a single public utility, as provided by Wis. Stat. § 66.077 of the Wisconsin Statutes?** NO

**Date of Ordinance:**

**Are any of the utility administrative or operational functions under contract or agreement with an outside provider for the year covered by this annual report and/or current year (i.e., operation of water or sewer treatment plant)?** NO

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**Provide the following information regarding the provider(s) of contract services:**

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**Firm Name:**

**Contact Person:**

**Title:**

**Telephone:**

**Fax Number:**

**E-mail Address:**

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**Contract/Agreement beginning-ending dates:**

**Provide a brief description of the nature of Contract Operations being provided:**

**INCOME STATEMENT**

Particulars (a)	This Year (b)	Last Year (c)	
<b>UTILITY OPERATING INCOME</b>			
Operating Revenues (400)	398,987	399,724	1
<b>Operating Expenses:</b>			
Operation and Maintenance Expense (401-402)	227,485	156,873	2
Depreciation Expense (403)	56,915	55,264	3
Amortization Expense (404-407)	0		4
Taxes (408)	79,650	79,127	5
<b>Total Operating Expenses</b>	<b>364,050</b>	<b>291,264</b>	
<b>Net Operating Income</b>	<b>34,937</b>	<b>108,460</b>	
Income from Utility Plant Leased to Others (412-413)	0		6
<b>Utility Operating Income</b>	<b>34,937</b>	<b>108,460</b>	
<b>OTHER INCOME</b>			
Income from Merchandising, Jobbing and Contract Work (415-416)	0		7
Income from Nonutility Operations (417)	0		8
Nonoperating Rental Income (418)	0		9
Interest and Dividend Income (419)	6,600	6,600	10
Miscellaneous Nonoperating Income (421)	(7,215)	4,911	11
<b>Total Other Income</b>	<b>(615)</b>	<b>11,511</b>	
<b>Total Income</b>	<b>34,322</b>	<b>119,971</b>	
<b>MISCELLANEOUS INCOME DEDUCTIONS</b>			
Miscellaneous Amortization (425)	0		12
Other Income Deductions (426)	0		13
<b>Total Miscellaneous Income Deductions</b>	<b>0</b>	<b>0</b>	
<b>Income Before Interest Charges</b>	<b>34,322</b>	<b>119,971</b>	
<b>INTEREST CHARGES</b>			
Interest on Long-Term Debt (427)	13,393	9,289	14
Amortization of Debt Discount and Expense (428)			15
Amortization of Premium on Debt--Cr. (429)			16
Interest on Debt to Municipality (430)	0		17
Other Interest Expense (431)	0		18
Interest Charged to Construction--Cr. (432)			19
<b>Total Interest Charges</b>	<b>13,393</b>	<b>9,289</b>	
<b>Net Income</b>	<b>20,929</b>	<b>110,682</b>	
<b>EARNED SURPLUS</b>			
Unappropriated Earned Surplus (Beginning of Year) (216)	195,022	94,340	20
Balance Transferred from Income (433)	20,929	110,682	21
Miscellaneous Credits to Surplus (434)	0		22
Miscellaneous Debits to Surplus--Debit (435)	0		23
Appropriations of Surplus--Debit (436)	0		24
Appropriations of Income to Municipal Funds--Debit (439)	0	10,000	25
<b>Total Unappropriated Earned Surplus End of Year (216)</b>	<b>215,951</b>	<b>195,022</b>	

### INCOME STATEMENT ACCOUNT DETAILS

1. Report each item (when individually or when like items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D) and all other lesser amounts grouped as Miscellaneous. Describe fully using other than account titles.  
 2. Nonregulated sewer income should be reported as Income from Nonutility Operations, Account 417.

Description of Item (a)	Amount (b)	
<b>Revenues from Utility Plant Leased to Others (412):</b>		
NONE		1
<b>Total (Acct. 412):</b>	<b>0</b>	
<b>Expenses of Utility Plant Leased to Others (413):</b>		
NONE		2
<b>Total (Acct. 413):</b>	<b>0</b>	
<b>Income from Nonutility Operations (417):</b>		
NONE		3
<b>Total (Acct. 417):</b>	<b>0</b>	
<b>Nonoperating Rental Income (418):</b>		
NONE		4
<b>Total (Acct. 418):</b>	<b>0</b>	
<b>Interest and Dividend Income (419):</b>		
INTEREST ON ADVANCES	6,600	5
<b>Total (Acct. 419):</b>	<b>6,600</b>	
<b>Miscellaneous Nonoperating Income (421):</b>		
SEWER NET LOSS	(7,215)	6
<b>Total (Acct. 421):</b>	<b>(7,215)</b>	
<b>Miscellaneous Amortization (425):</b>		
NONE		7
<b>Total (Acct. 425):</b>	<b>0</b>	
<b>Other Income Deductions (426):</b>		
NONE		8
<b>Total (Acct. 426):</b>	<b>0</b>	
<b>Miscellaneous Credits to Surplus (434):</b>		
NONE		9
<b>Total (Acct. 434):</b>	<b>0</b>	
<b>Miscellaneous Debits to Surplus (435):</b>		
NONE		10
<b>Total (Acct. 435)--Debit:</b>	<b>0</b>	
<b>Appropriations of Surplus (436):</b>		
Detail appropriations to (from) account 215		11
<b>Total (Acct. 436)--Debit:</b>	<b>0</b>	
<b>Appropriations of Income to Municipal Funds (439):</b>		
NONE		12
<b>Total (Acct. 439)--Debit:</b>	<b>0</b>	

**INCOME FROM MERCHANDISING, JOBBING & CONTRACT WORK (ACCTS. 415-416)**

Particulars (a)	Water (b)	Electric (c)	Sewer (d)	Gas (e)	Total (f)	
Revenues (account 415)					0	1
<b>Costs &amp; Expenses of Merchandising, Jobbing and Contract Work (416):</b>						
Cost of merchandise sold					0	2
Payroll					0	3
Materials					0	4
Taxes					0	5
<b>Other (list by major classes):</b>					0	6
<b>Total costs and expenses</b>	0	0	0	0	0	
<b>Net income (or loss)</b>	0	0	0	0	0	

### REVENUES SUBJECT TO WISCONSIN REMAINDER ASSESSMENT

1. Report data necessary to calculate revenue subject to Wisconsin remainder assessment pursuant to Wis. Stat. § 196.85(2) and Wis. Admin. Code Ch. PSC 5.
2. If the sewer department is not regulated by the PSC, do not report sewer department data in column (d).

Description (a)	Water Utility (b)	Electric Utility (c)	Sewer Utility (Regulated Only) (d)	Gas Utility (e)	Total (f)	
Total operating revenues	398,987	0	0	0	398,987	1
Less: interdepartmental sales	0		0		0	2
Less: interdepartmental rents	0	0			0	3
Less: return on net investment in meters charged to regulated sewer department. (Do not report if nonregulated sewer.)	0				0	4
Less: uncollectibles directly expensed as reported in water acct. 904 (690 class D), sewer acct. 843, and electric acct. 904 (590 class D) -or- Net write-offs when Accumulated Provision for Uncollectible Accounts (acct. 144) is maintained					0	5
<b>Other Increases or (Decreases) to Operating Revenues - Specify:</b>						
.					0	6
<b>Revenues subject to Wisconsin Remainder Assessment</b>	<b>398,987</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>398,987</b>	

### DISTRIBUTION OF TOTAL PAYROLL

1. Amount originally charged to clearing accounts as shown in column (b) should be shown as finally distributed in column (c).
2. The amount for clearing accounts in column (c) is entered as a negative for account "Clearing Accounts" and the distributions to accounts on all other lines in column (c) will be positive with the total of column (c) being zero.
3. Provide additional information in the schedule footnotes when necessary.

Accounts Charged (a)	Direct Payroll Distribution (b)	Allocation of Amounts Charged Clearing Accts. (c)	Total (d)	
Water operating expenses	64,037		<b>64,037</b>	1
Electric operating expenses			0	2
Gas operating expenses			0	3
Heating operating expenses			0	4
Sewer operating expenses			0	5
Merchandising and jobbing			0	6
Other nonutility expenses			0	7
Water utility plant accounts			0	8
Electric utility plant accounts			0	9
Gas utility plant accounts			0	10
Heating utility plant accounts			0	11
Sewer utility plant accounts			0	12
Accum. prov. for depreciation of water plant			0	13
Accum. prov. for depreciation of electric plant			0	14
Accum. prov. for depreciation of gas plant			0	15
Accum. prov. for depreciation of heating plant			0	16
Accum. prov. for depreciation of sewer plant			0	17
Clearing accounts			0	18
All other accounts			0	19
<b>Total Payroll</b>	<b>64,037</b>	<b>0</b>	<b>64,037</b>	

**BALANCE SHEET**

<b>Assets and Other Debits (a)</b>	<b>Balance End of Year (b)</b>	<b>Balance First of Year (c)</b>	
<b>UTILITY PLANT</b>			
Utility Plant (100)	3,039,565	2,965,134	<b>1</b>
Less: Accumulated Provision for Depreciation and Amortization of Utility Plant (110)	822,549	784,689	<b>2</b>
<b>Net Utility Plant</b>	<b>2,217,016</b>	<b>2,180,445</b>	
<b>OTHER PROPERTY AND INVESTMENTS</b>			
Nonutility Property (121)	2,973,080	2,795,703	<b>3</b>
Less: Accumulated Provision for Depreciation and Amortization of Nonutility Property (122)	764,457	699,822	<b>4</b>
<b>Net Nonutility Property</b>	<b>2,208,623</b>	<b>2,095,881</b>	
Investment in Municipality (123)	198,270	223,270	<b>5</b>
Other Investments (124)	0		<b>6</b>
Special Funds (125)	0		<b>7</b>
<b>Total Other Property and Investments</b>	<b>2,406,893</b>	<b>2,319,151</b>	
<b>CURRENT AND ACCRUED ASSETS</b>			
Cash and Working Funds (131)	841,160	888,013	<b>8</b>
Temporary Cash Investments (132)			<b>9</b>
Notes Receivable (141)	0		<b>10</b>
Customer Accounts Receivable (142)	66,360	69,528	<b>11</b>
Other Accounts Receivable (143)	127,486	129,071	<b>12</b>
Accumulated Provision for Uncollectible Accounts- -Cr. (144)	0	0	<b>13</b>
Receivables from Municipality (145)	88,766	84,041	<b>14</b>
Materials and Supplies (150)	0	0	<b>15</b>
Prepayments (165)	0		<b>16</b>
Other Current and Accrued Assets (170)			<b>17</b>
<b>Total Current and Accrued Assets</b>	<b>1,123,772</b>	<b>1,170,653</b>	
<b>DEFERRED DEBITS</b>			
Unamortized Debt Discount and Expense (181)	0		<b>18</b>
Extraordinary Property Losses (182)	0		<b>19</b>
Other Deferred Debits (183)	0		<b>20</b>
<b>Total Deferred Debits</b>	<b>0</b>	<b>0</b>	
<b>Total Assets and Other Debits</b>	<b>5,747,681</b>	<b>5,670,249</b>	

**BALANCE SHEET**

<b>Liabilities and Other Credits (a)</b>	<b>Balance End of Year (b)</b>	<b>Balance First of Year (c)</b>	
<b>PROPRIETARY CAPITAL</b>			
Capital Paid in by Municipality (200)	3,152,755	3,073,420	<b>21</b>
Appropriated Earned Surplus (215)			<b>22</b>
Unappropriated Earned Surplus (216)	215,951	195,022	<b>23</b>
<b>Total Proprietary Capital</b>	<b>3,368,706</b>	<b>3,268,442</b>	
<b>LONG-TERM DEBT</b>			
Bonds (221)	275,976		<b>24</b>
Advances from Municipality (223)	0	350,000	<b>25</b>
Other Long-Term Debt (224)	0		<b>26</b>
<b>Total Long-Term Debt</b>	<b>275,976</b>	<b>350,000</b>	
<b>CURRENT AND ACCRUED LIABILITIES</b>			
Notes Payable (231)	0		<b>27</b>
Accounts Payable (232)	105,371	53,761	<b>28</b>
Payables to Municipality (233)	0		<b>29</b>
Customer Deposits (235)			<b>30</b>
Taxes Accrued (236)	0	0	<b>31</b>
Interest Accrued (237)	1,166	1,479	<b>32</b>
Other Current and Accrued Liabilities (238)	7,677	7,782	<b>33</b>
<b>Total Current and Accrued Liabilities</b>	<b>114,214</b>	<b>63,022</b>	
<b>DEFERRED CREDITS</b>			
Unamortized Premium on Debt (251)	0		<b>34</b>
Customer Advances for Construction (252)			<b>35</b>
Other Deferred Credits (253)	0		<b>36</b>
<b>Total Deferred Credits</b>	<b>0</b>	<b>0</b>	
<b>OPERATING RESERVES</b>			
Property Insurance Reserve (261)			<b>37</b>
Injuries and Damages Reserve (262)			<b>38</b>
Pensions and Benefits Reserve (263)			<b>39</b>
Miscellaneous Operating Reserves (265)			<b>40</b>
<b>Total Operating Reserves</b>	<b>0</b>	<b>0</b>	
<b>CONTRIBUTIONS IN AID OF CONSTRUCTION</b>			
Contributions in Aid of Construction (271)	1,988,785	1,988,785	<b>41</b>
<b>Total Liabilities and Other Credits</b>	<b>5,747,681</b>	<b>5,670,249</b>	

**NET UTILITY PLANT**

Report utility plant accounts and related accumulated provisions for depreciation and amortization after allocation of common plant accounts and related provisions for depreciation and amortization to utility departments as of December 31.

Particulars (a)	Water (b)	Sewer (c)	Gas (d)	Electric (e)	
<b>Plant Accounts:</b>					
Utility Plant in Service (101)	3,039,565	0	0	0	1
Utility Plant Purchased or Sold (102)					2
Utility Plant in Process of Reclassification (103)					3
Utility Plant Leased to Others (104)					4
Property Held for Future Use (105)					5
Completed Construction not Classified (106)					6
Construction Work in Progress (107)					7
Utility Plant Acquisition Adjustments (108)					8
Other Utility Plant Adjustments (109)					9
<b>Total Utility Plant</b>	3,039,565	0	0	0	
<b>Accumulated Provision for Depreciation and Amortization:</b>					
Accumulated Provision for Depreciation of Utility Plant in Service (110)	822,549	0	0	0	10
<b>Total Accumulated Provision</b>	822,549	0	0	0	
<b>Net Utility Plant</b>	2,217,016	0	0	0	

## ACCUMULATED PROVISION FOR DEPRECIATION AND AMORTIZATION OF UTILITY PLANT

Depreciation Accruals (Credits) during the year:

1. Report the amounts charged in the operating sections to Depreciation Expense (403).
2. If sewer operations are nonregulated, do not report sewer depreciation on this schedule.
3. Report the Depreciation Expense on Meters charged to sewer operations as an addition in the Water column.  
If the sewer is also a regulated utility by the PSC, report an equal amount as a reduction in the Sewer column.
4. Report all other accruals charged to other accounts, such as to clearing accounts.

Particulars (a)	Water (b)	(c)	(d)	(e)	Total (f)	
<b>Balance first of year</b>	784,689				<b>784,689</b>	<b>1</b>
<b>Credits During Year</b>						<b>2</b>
<b>Accruals:</b>						<b>3</b>
Charged depreciation expense (403)	56,915				<b>56,915</b>	<b>4</b>
Depreciation expense on meters						<b>5</b>
charged to sewer (see Note 3)	4,171				<b>4,171</b>	<b>6</b>
Accruals charged other						<b>7</b>
accounts (specify):						<b>8</b>
					<b>0</b>	<b>9</b>
Salvage					<b>0</b>	<b>10</b>
Other credits (specify):						<b>11</b>
					<b>0</b>	<b>12</b>
<b>Total credits</b>	<b>61,086</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>61,086</b>	<b>13</b>
<b>Debits during year</b>						<b>14</b>
Book cost of plant retired	23,226				<b>23,226</b>	<b>15</b>
Cost of removal					<b>0</b>	<b>16</b>
Other debits (specify):						<b>17</b>
					<b>0</b>	<b>18</b>
<b>Total debits</b>	<b>23,226</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>23,226</b>	<b>19</b>
<b>Balance End of Year</b>	<b>822,549</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>822,549</b>	<b>20</b>
<b>Composite Depreciation Rate?</b>	No					<b>21</b>
If yes, what is the rate?						<b>22</b>

**NET NONUTILITY PROPERTY (ACCTS. 121 & 122)**

1. Report separately each item of property with a book cost of \$5,000 or more included in account 121.
2. Other items may be grouped by classes of property.
3. Describe in detail any investment in sewer department carried in this account.

Description (a)	Balance First of Year (b)	Additions During Year (c)	Deductions During Year (d)	Balance End of Year (e)	
Nonregulated sewer plant	2,795,703	187,342	9,965	2,973,080	1
<b>Other (specify):</b>					
NONE				0	2
<b>Total Nonutility Property (121)</b>	<b>2,795,703</b>	<b>187,342</b>	<b>9,965</b>	<b>2,973,080</b>	
Less accum. prov. depr. & amort. (122)	699,822	74,600	9,965	764,457	3
<b>Net Nonutility Property</b>	<b>2,095,881</b>	<b>112,742</b>	<b>0</b>	<b>2,208,623</b>	

**ACCUMULATED PROVISION FOR UNCOLLECTIBLE ACCOUNTS-CR. (ACCT. 144)**

Particulars (a)	Amount (b)	
Balance first of year		1
<b>Additions:</b>		
Provision for uncollectibles during year		2
Collection of accounts previously written off: Utility Customers		3
Collection of accounts previously written off: Others		4
<b>Total Additions</b>	<b>0</b>	
<b>Deductions:</b>		
Accounts written off during the year: Utility Customers		5
Accounts written off during the year: Others		6
<b>Total accounts written off</b>	<b>0</b>	
<b>Balance end of year</b>	<b>0</b>	

### MATERIALS AND SUPPLIES

Account (a)	Generation (b)	Transmission (c)	Distribution (d)	Other (e)	Total End of Year (f)	Amount Prior Year (g)
<b>Electric Utility</b>						
Fuel for generation					0	1
Other					0	2
<b>Total Electric Utility</b>					0	0

Account	Total End of Year	Amount Prior Year
Electric utility total	0	0
Water utility		2
Sewer utility		3
Gas utility		4
Merchandise		5
Other materials & supplies		6
<b>Total Materials and Supplies</b>	0	0

**UNAMORTIZED DEBT DISCOUNT & EXPENSE & PREMIUM ON DEBT  
(ACCTS. 181 AND 251)**

Report net discount and expense or premium separately for each security issue.

Debt Issue to Which Related (a)	Written Off During Year		Balance End of Year (d)	
	Amount (b)	Account Charged or Credited (c)		
<hr/>				
Unamortized debt discount & expense (181)				1
<b>Total</b>			<u>0</u>	
Unamortized premium on debt (251)				2
<hr/>				
<b>Total</b>			<u>0</u>	

**CAPITAL PAID IN BY MUNICIPALITY (ACCT. 200)**

Report each item (when individually or when like items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D, sewer and privates) and all other lesser amounts grouped as Miscellaneous. Describe fully using other than account titles.

Particulars (a)	Amount (b)	
Balance first of year	3,073,420	1
<b>Changes during year (explain):</b>		
CAPITAL PROJECT COSTS PAID BY THE CITY.	79,335	2
<b>Balance end of year</b>	<b><u>3,152,755</u></b>	

**BONDS (ACCT. 221)**

1. Report hereunder information required for each separate issue of bonds.
2. If there is more than one interest rate for an aggregate obligation issue, average the interest rates and report one rate.
3. Proceeds advanced by the municipality from sale of general obligation bonds, if repayable by utility, should be included in account 223.

Description of Issue (a)	Date of Issue (b)	Final Maturity Date (c)	Interest Rate (d)	Principal Amount End of Year (e)	
1996 GO BONDS	06/06/1996	06/01/2006	5.00%	275,976	1
<b>Total Bonds (Account 221):</b>				<b>275,976</b>	

### NOTES PAYABLE & MISCELLANEOUS LONG-TERM DEBT

- 1. Report each class of debt included in Accounts 223, 224 and 231.
- 2. Proceeds of general obligation issues, if subject to repayment by the utility, should be included in Account 223.
- 3. If there is more than one interest rate for an aggregate obligation issue, average the interest rates and report one rate.

<b>Account and Description of Obligation (a and b)</b>	<b>Date of Issue (c)</b>	<b>Final Maturity Date (d)</b>	<b>Interest Rate (e)</b>	<b>Principal Amount End of Year (f)</b>
--	------------------------------	------------------------------------	------------------------------	---

NONE

**TAXES ACCRUED (ACCT. 236)**

Particulars (a)	Amount (b)	
Balance first of year	0	1
<b>Accruals:</b>		
Charged water department expense	79,650	2
Charged electric department expense		3
Charged sewer department expense	1,251	4
<b>Other (explain):</b>		
NONE		5
<b>Total Accruals and other credits</b>	<b>80,901</b>	
<b>Taxes paid during year:</b>		
County, state and local taxes	75,471	6
Social Security taxes	4,884	7
PSC Remainder Assessment	546	8
<b>Other (explain):</b>		
NONE		9
<b>Total payments and other debits</b>	<b>80,901</b>	
<b>Balance end of year</b>	<b>0</b>	

### INTEREST ACCRUED (ACCT. 237)

1. Report below interest accrued on each utility obligation.  
 2. Report Customer Deposits under Account 231.

Description of Issue (a)	Interest Accrued Balance First of Year (b)	Interest Accrued During Year (c)	Interest Paid During Year (d)	Interest Accrued Balance End of Year (e)	
<b>Bonds (221)</b>					
1996 GO BONDS	1,479	13,393	13,706	1,166	1
<b>Subtotal</b>	<b>1,479</b>	<b>13,393</b>	<b>13,706</b>	<b>1,166</b>	
<b>Advances from Municipality (223)</b>					
NONE				0	2
<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Other Long-Term Debt (224)</b>					
NONE				0	3
<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Notes Payable (231)</b>					
NONE				0	4
<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Total</b>	<b>1,479</b>	<b>13,393</b>	<b>13,706</b>	<b>1,166</b>	

**CONTRIBUTIONS IN AID OF CONSTRUCTION (ACCOUNT 271)**

Particulars (a)	Water (b)	Electric		Sewer (e)	Gas (f)	Total (g)	
		Distribution (c)	Other (d)				
Balance First of Year	1,054,250			934,535		<b>1,988,785</b>	1
<b>Add credits during year:</b>							
For Services						0	2
For Mains						0	3
<b>Other (specify):</b>							
NONE						0	4
<b>Deduct charges (specify):</b>							
NONE						0	5
<b>Balance End of Year</b>	<b>1,054,250</b>	<b>0</b>	<b>0</b>	<b>934,535</b>	<b>0</b>	<b>1,988,785</b>	
Amount of federal and state grants in aid received for utility construction included in End of Year totals						0	6

### BALANCE SHEET END-OF-YEAR ACCOUNT BALANCES

Report each item (when individually or when like items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D) and all other lesser amounts grouped as Miscellaneous. Describe fully using other than account titles.

Particulars (a)	Balance End of Year (b)	
<b>Investment in Municipality (123):</b>		
ADVANCE TO CAPITAL PROJECTS	110,000	1
ADVANCE TO ARTIFICIAL ICE	88,270	2
<b>Total (Acct. 123):</b>	<b>198,270</b>	
<b>Other Investments (124):</b>		
NONE		3
<b>Total (Acct. 124):</b>	<b>0</b>	
<b>Special Funds (125):</b>		
NONE		4
<b>Total (Acct. 125):</b>	<b>0</b>	
<b>Notes Receivable (141):</b>		
NONE		5
<b>Total (Acct. 141):</b>	<b>0</b>	
<b>Customer Accounts Receivable (142):</b>		
Water	66,360	6
Electric		7
Sewer (Regulated)		8
<b>Other (specify):</b>		
NONE		9
<b>Total (Acct. 142):</b>	<b>66,360</b>	
<b>Other Accounts Receivable (143):</b>		
Sewer (Non-regulated)	88,986	10
Merchandising, jobbing and contract work		11
<b>Other (specify):</b>		
INTEREST RECEIVABLE	38,500	12
<b>Total (Acct. 143):</b>	<b>127,486</b>	
<b>Receivables from Municipality (145):</b>		
DELINQUENT UTILITIES	88,766	13
<b>Total (Acct. 145):</b>	<b>88,766</b>	
<b>Prepayments (165):</b>		
NONE		14
<b>Total (Acct. 165):</b>	<b>0</b>	
<b>Extraordinary Property Losses (182):</b>		
NONE		15
<b>Total (Acct. 182):</b>	<b>0</b>	

### BALANCE SHEET END-OF-YEAR ACCOUNT BALANCES

Report each item (when individually or when like items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D) and all other lesser amounts grouped as Miscellaneous. Describe fully using other than account titles.

<b>Particulars (a)</b>	<b>Balance End of Year (b)</b>
<hr/>	
<b>Other Deferred Debits (183):</b>	
NONE	16
<b>Total (Acct. 183):</b>	<b>0</b>
<hr/>	
<b>Payables to Municipality (233):</b>	
NONE	17
<b>Total (Acct. 233):</b>	<b>0</b>
<hr/>	
<b>Other Deferred Credits (253):</b>	
NONE	18
<b>Total (Acct. 253):</b>	<b>0</b>
<hr/>	

### RETURN ON RATE BASE COMPUTATION

1. The data used in calculating rate base are averages.
2. Calculate those averages by summing the first-of-year and the end-of-year figures for each account and then dividing the sum by two.
3. Note: Do not include property held for future use or construction work in progress with utility plant in service. These are not rate base components.

Average Rate Base (a)	Water (b)	Electric (c)	Sewer (d)	Gas (e)	Total (f)	
<b>Add Average:</b>						
Utility Plant in Service	3,002,349	0	0	0	3,002,349	1
Materials and Supplies	0	0	0	0	0	2
<b>Other (specify):</b>						0 3
<b>Less Average:</b>						
Reserve for Depreciation	803,619	0	0	0	803,619	4
Customer Advances for Construction					0	5
Contributions in Aid of Construction	1,054,250	0	0	0	1,054,250	6
<b>Other (specify):</b>						0 7
<b>Average Net Rate Base</b>	<b>1,144,480</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,144,480</b>	
Net Operating Income	34,937	0	0	0	34,937	8
<b>Net Operating Income as a percent of Average Net Rate Base</b>	<b>3.05%</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>3.05%</b>	

## RETURN ON PROPRIETARY CAPITAL COMPUTATION

1. The data used in calculating proprietary capital are averages.  
 2. Calculate those averages by summing the first-of-year and end-of-year figures for each account and then dividing by two.

Description (a)	Amount (b)	
<b>Average Proprietary Capital</b>		
Capital Paid in by Municipality	3,113,087	1
Appropriated Earned Surplus	0	2
Unappropriated Earned Surplus	205,486	3
<b>Other (Specify):</b>		4
<b>Total Average Proprietary Capital</b>	<b>3,318,573</b>	
<b>Net Income</b>		
Net Income	20,929	5
<b>Percent Return on Proprietary Capital</b>	<b>0.63%</b>	

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## IMPORTANT CHANGES DURING THE YEAR

Report changes of any of the following types:

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1. Acquisitions.

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2. Leaseholder changes.

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3. Extensions of service.

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4. Estimated changes in revenues due to rate changes.

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5. Obligations incurred or assumed, excluding commercial paper.

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6. Formal proceedings with the Public Service Commission.

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7. Any additional matters.

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## FINANCIAL SECTION FOOTNOTES

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### Balance Sheet (Page F-06)

RECLASSIFIED DEBT TO BE CONSISTENT WITH ACCRUED INTEREST.  
ACCOUNTS PAYABLE INCREASE IS DUE TO CONSTRUCTION BILLS.

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### Identification and Ownership - Commission/Committee (Page iv)

Utility commission provided per review letter.

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## FINANCIAL SECTION FOOTNOTES

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### Identification and Ownership (Page iv)

July 27, 1998

Ms. Lori Gregorich  
Bookkeeper  
Altoona Municipal Water and Sewer Utility  
1303 Lynn Avenue  
Altoona, WI 54720-0008

Re: 1997 Analytical Review File DWCCA-0120-RL

Dear Ms. Gregorich:

The Public Service Commission (PSC) is in the process of completing an analytical review of your utility's 1997 annual report. The purposes of an analytical review are to detect possible reporting or accounting related errors and to identify significant fluctuations from established trends in reported data not sufficiently explained in the annual report. It is our hope that our review will supply information that will enable us to better provide guidance to your utility regarding proper utility accounting and the preparation of future annual reports. In order to complete this review, we request the following information:

1. In item 2 of our July 23, 1997, letter, we inquired about the two retired hydrants with no retirement dollars in Plant. Your August 18, 1997, letter stated the error would be corrected in 1997 report. Please explain why no adjustments are reported.
2. During our review of page iv, we noted names of utility commission were not provided. Please provide this information and continue this procedure in the future.

We appreciate your cooperation in providing the above information. These recommendations are intended to provide accounting assistance and should not be construed as criticisms of utility personnel. If you have any questions, please feel free to contact me at (608) 266-1491. Please respond within 30 days of this letter. If we have no questions regarding your response, you can consider the review closed.

Sincerely,

Roselee Losenegger  
Financial Specialist  
Division of Water, Compliance, and Consumer Affairs

RL:mo:W:\COMPL\ROSELEE\0120 Altoona.doc

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**WATER OPERATING REVENUES & EXPENSES**

Particulars (a)	Amounts (b)	
<b>Operating Revenues</b>		
<b>Sales of Water</b>		
Sales of Water (460-467)	392,388	1
<b>Total Sales of Water</b>	<b>392,388</b>	
<b>Other Operating Revenues</b>		
Forfeited Discounts (470)	2,525	2
Miscellaneous Service Revenues (471)	0	3
Rents from Water Property (472)	0	4
Interdepartmental Rents (473)	0	5
Other Water Revenues (474)	4,074	6
Amortization of Construction Grants (475)	0	7
<b>Total Other Operating Revenues</b>	<b>6,599</b>	
<b>Total Operating Revenues</b>	<b>398,987</b>	
<b>Operation and Maintenance Expenses</b>		
Source of Supply Expenses (600-605)	33,519	8
Pumping Expenses (620-625)	24,433	9
Water Treatment Expenses (630-635)	19,015	10
Transmission and Distribution Expenses (640-655)	103,837	11
Customer Accounts Expenses (901-904)	19,068	12
Sales Expenses (910)	0	13
Administrative and General Expenses (920-935)	27,613	14
<b>Total Operation and Maintenance Expenses</b>	<b>227,485</b>	
<b>Other Operating Expenses</b>		
Depreciation Expense (403)	56,915	15
Amortization Expense (404-407)		16
Taxes (408)	79,650	17
<b>Total Other Operating Expenses</b>	<b>136,565</b>	
<b>Total Operating Expenses</b>	<b>364,050</b>	
<b>NET OPERATING INCOME</b>	<b>34,937</b>	

## WATER OPERATING REVENUES - SALES OF WATER

1. Where customer meters record cubic feet, multiply by 7.48 to obtain number of gallons.
2. Report estimated gallons for unmetered sales.
3. Sales to multiple dwelling buildings through a single meter serving 3 or more family units should be classified commercial.
4. Bulk sales should be account 460.

Particulars (a)	Average No. Customers (b)	Thousands of Gallons of Water Sold (c)	Amounts (d)	
<b>Operating Revenues</b>				
<b>Sales of Water</b>				
Unmetered Sales to General Customers (460)				
Residential				1
Commercial				2
Industrial				3
<b>Total Unmetered Sales to General Customers (460)</b>	<b>0</b>	<b>0</b>	<b>0</b>	
Metered Sales to General Customers (461)				
Residential	2,147	111,857	235,011	4
Commercial	148	21,384	35,011	5
Industrial				6
<b>Total Metered Sales to General Customers (461)</b>	<b>2,295</b>	<b>133,241</b>	<b>270,022</b>	
Private Fire Protection Service (462)	6		5,543	7
Public Fire Protection Service (463)	1		102,302	8
Other Sales to Public Authorities (464)	34	10,654	14,521	9
Sales to Irrigation Customers (465)				10
Sales for Resale (466)		0	0	11
Interdepartmental Sales (467)				12
<b>Total Sales of Water</b>	<b>2,336</b>	<b>143,895</b>	<b>392,388</b>	

**SALES FOR RESALE (ACCT. 466)**

Use a separate line for each delivery point.

<b>Customer Name (a)</b>	<b>Point of Delivery (b)</b>	<b>Thousands of Gallons Sold (c)</b>	<b>Revenues (d)</b>
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NONE

### OTHER OPERATING REVENUES (WATER)

1. Report revenues relating to each account and fully describe each item using other than the account title.
2. Report each item (when individually or when like items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D and privates) and all other lesser amounts grouped as Miscellaneous.
3. For a combined utility which also provides sewer service that is based upon water readings, report the return on net investment in meters charged to sewer department in Other Water Revenues (474).

Particulars (a)	Amount (b)	
<b>Public Fire Protection Service (463):</b>		
Amount billed (usually per rate schedule F-1)	102,302	1
Wholesale fire protection billed		2
Amount billed for fighting fires outside utility's service areas (usually per rate schedule F-2 or BW-1)		3
<b>Other (specify):</b>		
NONE		4
<b>Total Public Fire Protection Service (463)</b>	<b>102,302</b>	
<b>Forfeited Discounts (470):</b>		
Customer late payment charges	2,525	5
<b>Other (specify):</b>		
NONE		6
<b>Total Forfeited Discounts (470)</b>	<b>2,525</b>	
<b>Miscellaneous Service Revenues (471):</b>		
NONE		7
<b>Total Miscellaneous Service Revenues (471)</b>	<b>0</b>	
<b>Rents from Water Property (472):</b>		
NONE		8
<b>Total Rents from Water Property (472)</b>	<b>0</b>	
<b>Interdepartmental Rents (473):</b>		
NONE		9
<b>Total Interdepartmental Rents (473)</b>	<b>0</b>	
<b>Other Water Revenues (474):</b>		
Return on net investment in meters charged to sewer department	3,305	10
<b>Other (specify):</b>		
MISCELLANEOUS CHARGES	769	11
<b>Total Other Water Revenues (474)</b>	<b>4,074</b>	
<b>Amortization of Construction Grants (475):</b>		
NONE		12
<b>Total Amortization of Construction Grants (475)</b>	<b>0</b>	

## WATER OPERATION & MAINTENANCE EXPENSES

Each expense account that has an increase or a decrease when compared to the previous year of greater than 25 percent, but not less than \$5,000, shall be fully explained in the schedule footnotes.

Particulars (a)	Amount (b)	
<b>SOURCE OF SUPPLY EXPENSES</b>		
Operation Labor (600)		1
Purchased Water (601)	7,093	2
Operation Supplies and Expenses (602)	4,981	3
Maintenance of Water Source Plant (605)	21,445	4
<b>Total Source of Supply Expenses</b>	<b>33,519</b>	
 <b>PUMPING EXPENSES</b>		
Operation Labor (620)		5
Fuel for Power Production (621)		6
Fuel or Power Purchased for Pumping (622)	23,488	7
Operation Supplies and Expenses (623)	945	8
Maintenance of Pumping Plant (625)		9
<b>Total Pumping Expenses</b>	<b>24,433</b>	
 <b>WATER TREATMENT EXPENSES</b>		
Operation Labor (630)	8,072	10
Chemicals (631)	10,519	11
Operation Supplies and Expenses (632)	424	12
Maintenance of Water Treatment Plant (635)		13
<b>Total Water Treatment Expenses</b>	<b>19,015</b>	
 <b>TRANSMISSION AND DISTRIBUTION EXPENSES</b>		
Operation Labor (640)	16,144	14
Operation Supplies and Expenses (641)	2,303	15
Maintenance of Distribution Reservoirs and Standpipes (650)	5,114	16
Maintenance of Mains (651)	3,721	17
Maintenance of Services (652)	711	18
Maintenance of Meters (653)	12,612	19
Maintenance of Hydrants (654)	4,101	20
Maintenance of Other Plant (655)	59,131	21
<b>Total Transmission and Distribution Expenses</b>	<b>103,837</b>	

## WATER OPERATION & MAINTENANCE EXPENSES

Each expense account that has an increase or a decrease when compared to the previous year of greater than 25 percent, but not less than \$5,000, shall be fully explained in the schedule footnotes.

<b>Particulars (a)</b>	<b>Amount (b)</b>	
<b>CUSTOMER ACCOUNTS EXPENSES</b>		
Meter Reading Labor (901)	3,449	<b>22</b>
Accounting and Collecting Labor (902)	13,291	<b>23</b>
Supplies and Expenses (903)	2,328	<b>24</b>
Uncollectible Accounts (904)		<b>25</b>
<b>Total Customer Accounts Expenses</b>	<b>19,068</b>	
 <b>SALES EXPENSES</b>		
Sales Expenses (910)		<b>26</b>
<b>Total Sales Expenses</b>	<b>0</b>	
 <b>ADMINISTRATIVE AND GENERAL EXPENSES</b>		
Administrative and General Salaries (920)	4,283	<b>27</b>
Office Supplies and Expenses (921)	139	<b>28</b>
Administrative Expenses Transferred--Credit (922)		<b>29</b>
Outside Services Employed (923)	1,115	<b>30</b>
Property Insurance (924)		<b>31</b>
Injuries and Damages (925)		<b>32</b>
Employee Pensions and Benefits (926)	21,643	<b>33</b>
Regulatory Commission Expenses (928)		<b>34</b>
Miscellaneous General Expenses (930)	433	<b>35</b>
Transportation Expenses (933)		<b>36</b>
Maintenance of General Plant (935)		<b>37</b>
<b>Total Administrative and General Expenses</b>	<b>27,613</b>	
 <b>Total Operation and Maintenance Expenses</b>	 <b>227,485</b>	

**TAXES (ACCT. 408 - WATER)**

When allocation of taxes is made between departments, explain method used.
--

Description of Tax (a)	Method Used to Allocate Between Departments (b)	Amount (c)	
Property Tax Equivalent		75,471	1
Less: Local and School Tax Equivalent on Meters Charged to Sewer Department		1,251	2
<b>Net property tax equivalent</b>		<b>74,220</b>	
Social Security		4,885	3
PSC Remainder Assessment		545	4
Other (specify): NONE			5
<b>Total tax expense</b>		<b><u>79,650</u></b>	

### PROPERTY TAX EQUIVALENT (WATER)

1. No property tax equivalent shall be determined for sewer utilities or town sanitary district water utilities.
2. Tax rates are those issued in November (usually) of the year being reported and are available from the municipal treasurer. Report the tax rates in mills to six (6) decimal places.
3. The assessment ratio is available from the municipal treasurer. Report the ratio as a decimal to six (6) places.
4. The utility plant balance first of year should include the gross book values of plant in service, property held for future use and construction work in progress.
5. An "other tax rate" is included in the "Net Local and School Tax Rate Calculation" to the extent that it is local. An example is a local library tax. Fully explain the rate in the Property Tax Equivalent schedule footnotes.
6. The Property Tax Equivalent to be reported for the year is determined pursuant to Wis. Stat § 66.069(1)(c). Report the higher of the current year calculation or the tax equivalent reported in the 1994 PSC annual report, unless, the municipality has authorized a lower amount, then that amount is reported as the property tax equivalent.
7. If the municipality has authorized a lower amount, the authorization description and date of the authorization must be reported in the Property Tax Equivalent schedule footnotes.

Particulars (a)	Units (b)	Total (c)	County A (d)	County B (e)	County C (f)	County D (g)	
County name			Eau Claire				1
<b>SUMMARY OF TAX RATES</b>							<b>2</b>
State tax rate	mills		0.219727				3
County tax rate	mills		5.570473				4
Local tax rate	mills		11.192756				5
School tax rate	mills		9.886068				6
Voc. school tax rate	mills		1.908560				7
Other tax rate - Local	mills						8
Other tax rate - Non-Local	mills						9
<b>Total tax rate</b>	mills		<b>28.777584</b>				<b>10</b>
Less: state credit	mills		1.051930				11
<b>Net tax rate</b>	mills		<b>27.725654</b>				<b>12</b>
<b>PROPERTY TAX EQUIVALENT CALCULATION</b>							<b>13</b>
<b>Local Tax Rate</b>	mills		<b>11.192756</b>				<b>14</b>
<b>Combined School Tax Rate</b>	mills		<b>11.794628</b>				<b>15</b>
<b>Other Tax Rate - Local</b>	mills						<b>16</b>
<b>Total Local &amp; School Tax</b>	mills		<b>22.987384</b>				<b>17</b>
<b>Total Tax Rate</b>	mills		<b>28.777584</b>				<b>18</b>
<b>Ratio of Local and School Tax to Total</b>	dec.		<b>0.798795</b>				<b>19</b>
<b>Total tax net of state credit</b>	mills		<b>27.725654</b>				<b>20</b>
<b>Net Local and School Tax Rate</b>	mills		<b>22.147108</b>				<b>21</b>
Utility Plant, Jan. 1	\$	<b>2,965,035</b>	2,965,035				22
Materials & Supplies	\$	<b>0</b>					23
<b>Subtotal</b>	\$	<b>2,965,035</b>	<b>2,965,035</b>				<b>24</b>
Less: Plant Outside Limits	\$	<b>0</b>					25
<b>Taxable Assets</b>	\$	<b>2,965,035</b>	<b>2,965,035</b>				<b>26</b>
Assessment Ratio	dec.		0.910200				27
<b>Assessed Value</b>	\$	<b>2,698,775</b>	<b>2,698,775</b>				<b>28</b>
<b>Net Local &amp; School Rate</b>	mills		<b>22.147108</b>				<b>29</b>
<b>Tax Equiv. Computed for Current Year</b>	\$	<b>59,770</b>	<b>59,770</b>				<b>30</b>
Tax Equivalent per 1994 PSC Report	\$	75,471					31
Any lower tax equivalent as authorized by municipality (see note 6)	\$						32 33
<b>Tax equiv. for current year (see note 6)</b>	\$	<b>75,471</b>					<b>34</b>

### WATER UTILITY PLANT IN SERVICE

1. All adjustments, corrections and reclassifications should be reported in Column (f), Adjustments.
2. Explain fully as a schedule footnote the nature of all entries reported in Column (f), Adjustments.
3. Explain as a schedule footnote the dollar additions and retirements reported in Columns (c) and (e) for each account over \$50,000 not supported by statistical schedules.
4. Use only the account titles listed. If the utility has subaccounts other than accounts 372.1 and 397.1, combine them into one total and detail by subaccount as a schedule footnote.

Accounts (a)	Balance First of Year (b)	Additions During Year (c)	
<b>INTANGIBLE PLANT</b>			
Organization (301)			1
Franchises and Consents (302)			2
Miscellaneous Intangible Plant (303)			3
<b>Total Intangible Plant</b>	<b>0</b>	<b>0</b>	
<b>SOURCE OF SUPPLY PLANT</b>			
Land and Land Rights (310)	11,710		4
Structures and Improvements (311)			5
Collecting and Impounding Reservoirs (312)			6
Lake, River and Other Intakes (313)			7
Wells and Springs (314)	68,473		8
Infiltration Galleries and Tunnels (315)			9
Supply Mains (316)			10
Other Water Source Plant (317)			11
<b>Total Source of Supply Plant</b>	<b>80,183</b>	<b>0</b>	
<b>PUMPING PLANT</b>			
Land and Land Rights (320)			12
Structures and Improvements (321)	54,852		13
Boiler Plant Equipment (322)			14
Other Power Production Equipment (323)			15
Steam Pumping Equipment (324)			16
Electric Pumping Equipment (325)	235,270		17
Diesel Pumping Equipment (326)			18
Hydraulic Pumping Equipment (327)			19
Other Pumping Equipment (328)			20
<b>Total Pumping Plant</b>	<b>290,122</b>	<b>0</b>	
<b>WATER TREATMENT PLANT</b>			
Land and Land Rights (330)			21
Structures and Improvements (331)			22
Water Treatment Equipment (332)	15,338		23
<b>Total Water Treatment Plant</b>	<b>15,338</b>	<b>0</b>	
<b>TRANSMISSION AND DISTRIBUTION PLANT</b>			
Land and Land Rights (340)	5,689		24
Structures and Improvements (341)			25

**WATER UTILITY PLANT IN SERVICE (cont.)**

Accounts (d)	Retirements During Year (e)	Adjustments Increase or (Decrease) (f)	Balance End of Year (g)
<b>INTANGIBLE PLANT</b>			
Organization (301)			0 1
Franchises and Consents (302)			0 2
Miscellaneous Intangible Plant (303)			0 3
<b>Total Intangible Plant</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>SOURCE OF SUPPLY PLANT</b>			
Land and Land Rights (310)			11,710 4
Structures and Improvements (311)			0 5
Collecting and Impounding Reservoirs (312)			0 6
Lake, River and Other Intakes (313)			0 7
Wells and Springs (314)			68,473 8
Infiltration Galleries and Tunnels (315)			0 9
Supply Mains (316)			0 10
Other Water Source Plant (317)			0 11
<b>Total Source of Supply Plant</b>	<b>0</b>	<b>0</b>	<b>80,183</b>
<b>PUMPING PLANT</b>			
Land and Land Rights (320)			0 12
Structures and Improvements (321)			54,852 13
Boiler Plant Equipment (322)			0 14
Other Power Production Equipment (323)			0 15
Steam Pumping Equipment (324)			0 16
Electric Pumping Equipment (325)			235,270 17
Diesel Pumping Equipment (326)			0 18
Hydraulic Pumping Equipment (327)			0 19
Other Pumping Equipment (328)			0 20
<b>Total Pumping Plant</b>	<b>0</b>	<b>0</b>	<b>290,122</b>
<b>WATER TREATMENT PLANT</b>			
Land and Land Rights (330)			0 21
Structures and Improvements (331)			0 22
Water Treatment Equipment (332)			15,338 23
<b>Total Water Treatment Plant</b>	<b>0</b>	<b>0</b>	<b>15,338</b>
<b>TRANSMISSION AND DISTRIBUTION PLANT</b>			
Land and Land Rights (340)			5,689 24
Structures and Improvements (341)			0 25

### WATER UTILITY PLANT IN SERVICE

1. All adjustments, corrections and reclassifications should be reported in Column (f), Adjustments.
2. Explain fully as a schedule footnote the nature of all entries reported in Column (f), Adjustments.
3. Explain as a schedule footnote the dollar additions and retirements reported in Columns (c) and (e) for each account over \$50,000 not supported by statistical schedules.
4. Use only the account titles listed. If the utility has subaccounts other than accounts 372.1 and 397.1, combine them into one total and detail by subaccount as a schedule footnote.

Accounts (a)	Balance First of Year (b)	Additions During Year (c)	
<b>TRANSMISSION AND DISTRIBUTION PLANT</b>			
Distribution Reservoirs and Standpipes (342)	279,381		26
Transmission and Distribution Mains (343)	1,545,989	33,288	27
Fire Mains (344)			28
Services (345)	314,255	10,282	29
Meters (346)	124,082	39,900	30
Hydrants (348)	210,321	14,187	31
Other Transmission and Distribution Plant (349)			32
<b>Total Transmission and Distribution Plant</b>	<b>2,479,717</b>	<b>97,657</b>	
<b>GENERAL PLANT</b>			
Land and Land Rights (389)			33
Structures and Improvements (390)	73,091		34
Office Furniture and Equipment (391)	5,826		35
Computer Equipment (391.1)			36
Transportation Equipment (392)	10,358		37
Stores Equipment (393)			38
Tools, Shop and Garage Equipment (394)			39
Laboratory Equipment (395)			40
Power Operated Equipment (396)			41
Communication Equipment (397)			42
SCADA Equipment (397.1)			43
Miscellaneous Equipment (398)	10,499		44
Other Tangible Property (399)			45
<b>Total General Plant</b>	<b>99,774</b>	<b>0</b>	
<b>Total utility plant in service directly assignable</b>	<b>2,965,134</b>	<b>97,657</b>	
Common Utility Plant Allocated to Water Department			46
<b>Total utility plant in service</b>	<b>2,965,134</b>	<b>97,657</b>	

**WATER UTILITY PLANT IN SERVICE (cont.)**

Accounts (d)	Retirements During Year (e)	Adjustments Increase or (Decrease) (f)	Balance End of Year (g)
<b>TRANSMISSION AND DISTRIBUTION PLANT</b>			
Distribution Reservoirs and Standpipes (342)			279,381 26
Transmission and Distribution Mains (343)	8,322		1,570,955 27
Fire Mains (344)			0 28
Services (345)	2,570		321,967 29
Meters (346)	10,000		153,982 30
Hydrants (348)	2,334		222,174 31
Other Transmission and Distribution Plant (349)			0 32
<b>Total Transmission and Distribution Plant</b>	<b>23,226</b>	<b>0</b>	<b>2,554,148</b>
<b>GENERAL PLANT</b>			
Land and Land Rights (389)			0 33
Structures and Improvements (390)			73,091 34
Office Furniture and Equipment (391)			5,826 35
Computer Equipment (391.1)			0 36
Transportation Equipment (392)			10,358 37
Stores Equipment (393)			0 38
Tools, Shop and Garage Equipment (394)			0 39
Laboratory Equipment (395)			0 40
Power Operated Equipment (396)			0 41
Communication Equipment (397)			0 42
SCADA Equipment (397.1)			0 43
Miscellaneous Equipment (398)			10,499 44
Other Tangible Property (399)			0 45
<b>Total General Plant</b>	<b>0</b>	<b>0</b>	<b>99,774</b>
<b>Total utility plant in service directly assignable</b>	<b>23,226</b>	<b>0</b>	<b>3,039,565</b>
Common Utility Plant Allocated to Water Department			0 46
<b>Total utility plant in service</b>	<b>23,226</b>	<b>0</b>	<b>3,039,565</b>

## SOURCE OF SUPPLY, PUMPING AND PURCHASED WATER STATISTICS

Month (a)	Sources of Water Supply			Total Gallons All Methods (000's) (e)	
	Purchased Water Gallons (000's) (b)	Surface Water Gallons (000's) (c)	Ground Water Gallons (000's) (d)		
January			13,876	13,876	1
February			13,277	13,277	2
March			14,054	14,054	3
April			15,730	15,730	4
May			16,792	16,792	5
June			20,702	20,702	6
July			15,021	15,021	7
August			16,015	16,015	8
September			14,146	14,146	9
October			13,835	13,835	10
November			12,993	12,993	11
December			12,897	12,897	12
<b>Total for year</b>	<b>0</b>	<b>0</b>	<b>179,338</b>	<b>179,338</b>	
Less: Measured or estimated water used in main flushing and water treatment during year				17,826	13
Less: Other utility use				5,247	14
Other utility use explanation: TRICKLING CREDIT					15
Water pumped into distribution system				156,265	16
Less: Water sold				143,895	17
Losses and unaccounted for				12,370	18
Percent unaccounted for to the nearest whole percent (%)				8%	19
If more than 25%, indicate causes and state what action has been taken to reduce water loss:					20
Maximum gallons pumped by all methods in any one day during reporting year				1,519	21
Date of maximum: 5/7/1997					22
Cause of maximum: WEATHER					23
Minimum gallons pumped by all methods in any one day during reporting year				150	24
Date of minimum: 4/6/1997					25
Total KWH used for pumping for the year				373,492	26
If water is purchased: Vendor Name:					27
Point of Delivery:					28

**SOURCES OF WATER SUPPLY - GROUND WATERS**

<b>Location (a)</b>	<b>Identification Number (b)</b>	<b>Depth in feet (c)</b>	<b>Well Diameter in inches (d)</b>	<b>Yield Per Day in gallons (e)</b>	<b>Currently In Service? (f)</b>	
WELL SOUTHEND 1ST ST WEST	1	194	12	213,000	Yes	<b>1</b>
WELL BRADWOOD AND 7TH	3	195	29	345,000	Yes	<b>2</b>
WELL BRADWOOD AND BARTLETT	4	192	12	230,000	Yes	<b>3</b>
WELL 5TH AND BARTLETT	5	174	20	196,000	Yes	<b>4</b>
WELL DEVNEY AND 3RD STREET	6	184	21	225,000	Yes	<b>5</b>

## SOURCES OF WATER SUPPLY - SURFACE WATERS

Location (a)	Intakes			
	Identification Number (b)	Distance From Shore in feet (c)	Depth Below Surface in feet (d)	Diameter in inches (e)
NONE				

### PUMPING & POWER EQUIPMENT

1. Use a separate column for each pump.
2. Indicate purpose of pump by: P for primary (from source to reservoir, treatment or distribution system), B for booster (from reservoir or treatment to distribution system, or within distribution system), or S for standby pumping equipment.
3. Indicate destination (of water pumped) by: R for reservoir, T for treatment or D for distribution system.

Particulars (a)	Unit A (b)	Unit B (c)	Unit C (d)	
Identification	1	3	4	1
Location	1ST STREET WEST	7TH AND BRADWOOD	6TH STEET	2
Purpose	P	P	P	3
Destination	D	D	D	4
Pump Manufacturer	GRUNDFOS	FAIRBANKS	FAIRBANKS	5
Year Installed	1993	1959	1967	6
Type	VERTICAL TURBINE	VERTICAL TURBINE	VERTICAL TURBINE	7
Actual Capacity (gpm)	125	210	155	8
Pump Motor or Standby Engine Mfr	FRANKLIN	FAIRBANKS	FAIRBANKS	9 10
Year Installed	1993	1959	1967	11
Type	ELECTRIC	ELECTRIC	ELECTRIC	12
Horsepower	15	15	10	13

Particulars (a)	Unit D (b)	Unit E (c)	Unit F (d)	
Identification	5	6		14
Location	SHOP	DEVNEY AND 3RD		15
Purpose	P	P		16
Destination	D	D		17
Pump Manufacturer	FAIRBANKS	AURORA		18
Year Installed	1972	1984		19
Type	VERTICAL TURBINE	VERTICAL TURBINE		20
Actual Capacity (gpm)	157	189		21
Pump Motor or Standby Engine Mfr	FAIRBANKS	AURORA		22 23
Year Installed	1972	1984		24
Type	ELECTRIC	ELECTRIC		25
Horsepower	10	10		26

## RESERVOIRS, STANDPIPES & WATER TREATMENT

1. Identify as R (reservoir), S (standpipe) & ET (elevated tank).
2. Use a separate column for each using additional copies if necessary.
3. Enter elevation difference between highest water level in S or ET, (or R only on an elevated site) and the water main where the connection to the storage begins branching into the distribution system.

Particulars (a)	Unit A (b)	Unit B (c)	Unit C (d)
Identification number or name	UNIVERSAL		1
<b>RESERVOIRS, STANDPIPES OR ELEVATED TANKS</b>			<b>2</b>
Type: R (reservoir), S (standpipe) or ET (elevated tank)	ET		3
Year constructed	1974		4
Primary material (earthen, steel, concrete, other)	STEEL		5
Elevation difference in feet (See Headnote 3.)	108		6
Total capacity in gallons	500,000		7
<b>WATER TREATMENT PLANT</b>			<b>8</b>
Disinfection, type of equipment (gas, liquid, powder, other)			9
Points of application (wellhouse, central facilities, booster station, other)			10
Filters, type (gravity, pressure, other, none)			11
Rated capacity of filter plant (m.g.d.) (note: 1,200,000 gal/day = 1.2 m.g.d.)			12
Is a corrosion control chemical used (yes, no)?			13
Is water fluoridated (yes, no)?			14
			15
			16
			17
			18
			19
			20
			21
			22
			23
			24
			25

### WATER MAINS

1. Report mains separately by pipe material, function, diameter and either within or outside the municipal boundaries.
2. Identify pipe material as: L (Lead), M (Metal for all other metal excluding lead), A (Asbestos-cement), or P (Plastic for plastic and all other non-metal excluding asbestos-cement).
3. Identify function as: T (Transmission), D (Distribution) or S (Supply).
4. Explain all reported adjustments as a schedule footnote.
5. For main additions reported in column (e), as a schedule footnote:
  - a. Explain how the additions were financed.
  - b. If assessed against property owners, explain the basis of the assessments.
  - c. If the assessments are deferred, explain.

Number of Feet							
Pipe Material (a)	Main Function (b)	Diameter in Inches (c)	First of Year (d)	Added During Year (e)	Retired During Year (f)	Adjustments Increase or (Decrease) (g)	End of Year (h)
M	D	4.000	12,741				12,741
M	D	6.000	68,545	696	696		68,545
M	D	8.000	52,938	588	588		52,938
M	D	10.000	6,909				6,909
M	D	12.000	4,180				4,180
M	D	14.000	2,485				2,485
M	D	18.000	35				35
M	D	21.000	5,798				5,798
<b>Total Within Municipality</b>			<b>153,631</b>	<b>1,284</b>	<b>1,284</b>	<b>0</b>	<b>153,631</b>
<b>Total Utility</b>			<b>153,631</b>	<b>1,284</b>	<b>1,284</b>	<b>0</b>	<b>153,631</b>

### WATER SERVICES

1. Explain all reported adjustments as a schedule footnote.
2. Report in column (h) the number of utility-owned services included in columns (c) through (g) which are temporarily shut off at the curb box or otherwise not in use at end of year.
3. For services added during the year in column (d), as a schedule footnote:
  - a. Explain how the additions were financed.
  - b. If assessed against property owners, explain the basis of the assessments.
  - c. If installed by a property owner or developer, explain the basis of recording the cost of the additions, the total amount and the number of services recorded under this method.
  - d. If any were financed by application of Cz-1, provide the total amount recorded and the number of services recorded under this method.
4. Report services separately by pipe material and diameter.
5. Identify pipe material as: L (Lead), M (Metal for all other metal excluding lead), A (Asbestos-cement) or P (Plastic for plastic and all other non-metal excluding asbestos-cement).

Pipe Material (a)	Diameter in Inches (b)	First of Year (c)	Added During Year (d)	Removed or Permanently Disconnected During Year (e)	Adjustments Increase or (Decrease) (f)	End of Year (g)	Utility Owned Services Not In Use at End of Year (h)	
M	0.625	1,377				1,377		1
M	0.750	16				16		2
M	1.000	507	21	21		507		3
M	1.500	199				199		4
M	2.000	9				9		5
M	3.000	3				3		6
M	4.000	1				1		7
M	6.000	1				1		8
<b>Total Utility</b>		<b>2,113</b>	<b>21</b>	<b>21</b>	<b>0</b>	<b>2,113</b>	<b>0</b>	

### METERS

1. Include in Columns (b), (c), (d), (e) and (f) meters in stock as well as those in service.
2. Report in Column (c) all meters purchased during the year and in Column (d) all meters junked, sold or otherwise permanently retired during the year.
3. Use Column (e) to show correction to previously reported meter count because of inventory or property record corrections.
4. Totals by size in Column (f) should equal same size totals in Column (a).

#### Number of Utility-Owned Meters

Size of Meter (a)	First of Year (b)	Added During Year (c)	Retired During Year (d)	Adjustments Increase or (Decrease) (e)	End of Year (f)	Tested During Year (g)	
0.625	2,485	500	100	(97)	2,788	128	1
1.000	74	5	2	(20)	57	5	2
1.500	16	1	1	1	17	1	3
2.000	16	1		(1)	16	1	4
3.000	5			1	6		5
4.000	1			(1)	0		6
<b>Total:</b>	<b>2,597</b>	<b>507</b>	<b>103</b>	<b>(117)</b>	<b>2,884</b>	<b>135</b>	

#### Classification of All Meters at End of Year by Customers

Size of Meter (h)	Residential (i)	Commercial (j)	Industrial (k)	Public Authority (l)	Wholesale, Inter-Department or Utility Use (m)	In Stock and Deduct Meters (n)	Total (o)	
0.625	2,172	119		25		472	2,788	1
1.000	19	29		3		6	57	2
1.500		10		2		5	17	3
2.000		4		8		4	16	4
3.000		4		1		1	6	5
4.000							0	6
<b>Total:</b>	<b>2,191</b>	<b>166</b>	<b>0</b>	<b>39</b>	<b>0</b>	<b>488</b>	<b>2,884</b>	

### HYDRANTS AND DISTRIBUTION SYSTEM VALVES

1. Distinguish between fire and flushing hydrants by lead size.
  - a. Fire hydrants normally have a lead size of 6 inches or greater.
  - b. Record as a flushing hydrant where the lead size is less than 6 inches or if pressure is inadequate to provide fire flow.
2. Explain all reported adjustments in the schedule footnotes.
3. Report fire hydrants as within or outside the municipal boundaries.

Hydrant Type (a)	Number In Service First of Year (b)	Added During Year (c)	Removed During Year (d)	Adjustments Increase or (Decrease) (e)	Number In Service End of Year (f)	
<b>Fire Hydrants</b>						
Outside of Municipality					0	1
Within Municipality	275	4	4		275	2
<b>Total Fire Hydrants</b>	<b>275</b>	<b>4</b>	<b>4</b>	<b>0</b>	<b>275</b>	
<b>Flushing Hydrants</b>						
					0	3
<b>Total Flushing Hydrants</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

**Wis. Admin. Code § 185.87 requires that a schedule shall be adopted and followed for operating each system valve and hydrant at least once each two years. Report the number operated during the year**

Number of hydrants operated during year:	100
Number of distribution system valves end of year:	100
Number of distribution valves operated during year:	100

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## WATER OPERATING SECTION FOOTNOTES

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### Water Utility Plant in Service (Page W-08)

ACCT 345 346 AND 348 PLANT PAID FOR BY CAPITAL PROJECT FUNDS AND DONATED TO THE UTILITY.

Watch for journal entry for two retired hydrants with no plant dollars. Per review letter they will be made in 1998.

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### Water Mains (Page W-15)

MAINS WERE ADDED AND PAID FOR BY THE VILLAGE

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