



3015 (02-09-04)

ANNUAL REPORT

OF

Name: COTTAGE GROVE WATER UTILITY

Principal Office: 221 EAST COTTAGE GROVE ROAD
COTTAGE GROVE, WI 53527

For the Year Ended: DECEMBER 31, 2002

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.

TABLE OF CONTENTS

Schedule Name	Page
General Rules for Reporting	i
Signature Page	ii
Table of Contents	iii
Identification and Ownership	iv
FINANCIAL SECTION	
Income Statement	F-01
Income Statement Account Details	F-02
Income from Merchandising, Jobbing & Contract Work (Accts. 415-416)	F-03
Revenues Subject to Wisconsin Remainder Assessment	F-04
Balance Sheet	F-05
Net Utility Plant	F-06
Accumulated Provision for Depreciation and Amortization of Utility Plant (Acct. 110)	F-07
Net Nonutility Property (Accts. 121 & 122)	F-08
Accumulated Provision for Uncollectible Accounts-Cr. (Acct. 144)	F-09
Materials and Supplies	F-10
Unamortized Debt Discount & Expense & Premium on Debt (Accts. 181 and 251)	F-11
Capital Paid in by Municipality (Acct. 200)	F-12
Bonds (Acct. 221)	F-13
Notes Payable & Miscellaneous Long-Term Debt	F-14
Taxes Accrued (Acct. 236)	F-15
Interest Accrued (Acct. 237)	F-16
Contributions in Aid of Construction (Account 271)	F-17
Balance Sheet End-of-Year Account Balances	F-18
Return on Rate Base Computation	F-19
Return on Proprietary Capital Computation	F-20
Important Changes During the Year	F-21
Financial Section Footnotes	F-22
WATER OPERATING SECTION	
Water Operating Revenues & Expenses	W-01
Water Operating Revenues - Sales of Water	W-02
Sales for Resale (Acct. 466)	W-03
Other Operating Revenues (Water)	W-04
Water Operation & Maintenance Expenses	W-05
Taxes (Acct. 408 - Water)	W-06
Property Tax Equivalent (Water)	W-07
Water Utility Plant in Service	W-08
Source of Supply, Pumping and Purchased Water Statistics	W-10
Sources of Water Supply - Ground Waters	W-11
Sources of Water Supply - Surface Waters	W-12
Pumping & Power Equipment	W-13
Reservoirs, Standpipes & Water Treatment	W-14
Water Mains	W-15
Water Services	W-16
Meters	W-17
Hydrants and Distribution System Valves	W-18
Water Operating Section Footnotes	W-19

IDENTIFICATION AND OWNERSHIP

Exact Utility Name: COTTAGE GROVE WATER UTILITY

Utility Address: 221 EAST COTTAGE GROVE ROAD
COTTAGE GROVE, WI 53527

When was utility organized? 1/1/1941

Report any change in name:

Effective Date:

Utility Web Site:

Utility employee in charge of correspondence concerning this report:

Name: LAVONNE WANDSCHNEIDER

Title: VILLAGE ADMINISTRATOR

Office Address:

221 EAST COTTAGE GROVE ROAD
COTTAGE GROVE, WI 53527

Telephone: (608) 839 - 4704

Fax Number:

E-mail Address:

President, chairman, or head of utility commission/board or committee:

Name: JEFFERY HANSON

Title: UTILITY COMMISSION CHAIRPERSON

Office Address:

221 EAST COTTAGE GROVE ROAD
COTTAGE GROVE, WI 53527

Telephone: (608) 839 - 4704

Fax Number: (608) 839 - 4698

E-mail Address:

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

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

Name: VICKI HELLENBRAND

Title: PARTNER

Office Address: VIRCHOW, KRAUSE AND COMPANY, LLP

10 TERRACE COURT
P.O. BOX 7398
MADISON, WI 53707-7398

Telephone: (608) 249 - 6622

Fax Number: (608) 249 - 8532

E-mail Address: vhellenbrand@virchowkrause.com

Date of most recent audit report: 1/21/2003

Period covered by most recent audit: YEAR END DECEMBER 31, 2002

IDENTIFICATION AND OWNERSHIP

Names and titles of utility management including manager or superintendent:

Name: DAVE CONKLIN

Title: VILLAGE PRESIDENT

Office Address:

221 EAST COTTAGE GROVE ROAD
COTTAGE GROVE, WI 53527

Telephone: (608) 839 - 4704

Fax Number: (608) 839 - 4698

E-mail Address:

Name: JIM HESLING

Title: PUBLIC WORKS FORMAN

Office Address:

221 EAST COTTAGE GROVE ROAD
COTTAGE GROVE, WI 53527

Telephone: (608) 839 - 4704

Fax Number: (608) 839 - 4698

E-mail Address:

Name of utility commission/committee: COTTAGE GROVE UTILITY COMMISSION

Names of members of utility commission/committee:

- MR CHRISTOPHER DYER, CL SWANSON
 - MR JEFF HANSON, MED EQUIPMENT
 - MR MARK HEPFINGER, ATTORNEY
 - MS KATHY SHOOK, SCHOOL SECRETARY
-

Is sewer service rendered by the utility? NO

If "yes," has the municipality, by ordinance, combined the water and sewer service into a single public utility, as provided by Wis. Stat. § 66.0819 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

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

IDENTIFICATION AND OWNERSHIP

Firm Name:

Contact Person:

Title:

Telephone:

Fax Number:

E-mail Address:

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)	
UTILITY OPERATING INCOME			
Operating Revenues (400)	513,152	491,365	1
Operating Expenses:			
Operation and Maintenance Expense (401)	171,798	172,987	2
Depreciation Expense (403)	101,385	85,641	3
Amortization Expense (404)	0		4
Taxes (408)	92,104	93,493	5
Total Operating Expenses	365,287	352,121	
Net Operating Income	147,865	139,244	
Income from Utility Plant Leased to Others (412-413)	0		6
Utility Operating Income	147,865	139,244	
OTHER INCOME			
Income from Merchandising, Jobbing and Contract Work (415-416)	0		7
Nonoperating Rental Income (418)	0		8
Interest and Dividend Income (419)	13,736	33,232	9
Miscellaneous Nonoperating Income (421)	0		10
Total Other Income	13,736	33,232	
Total Income	161,601	172,476	
MISCELLANEOUS INCOME DEDUCTIONS			
Miscellaneous Amortization (425)	0		11
Other Income Deductions (426)	0		12
Total Miscellaneous Income Deductions	0	0	
Income Before Interest Charges	161,601	172,476	
INTEREST CHARGES			
Interest on Long-Term Debt (427)	26,751	29,099	13
Amortization of Debt Discount and Expense (428)	1,748	1,748	14
Amortization of Premium on Debt--Cr. (429)			15
Interest on Debt to Municipality (430)	0		16
Other Interest Expense (431)	0		17
Interest Charged to Construction--Cr. (432)			18
Total Interest Charges	28,499	30,847	
Net Income	133,102	141,629	
EARNED SURPLUS			
Unappropriated Earned Surplus (Beginning of Year) (216)	1,003,922	862,293	19
Balance Transferred from Income (433)	133,102	141,629	20
Miscellaneous Credits to Surplus (434)	0		21
Miscellaneous Debits to Surplus--Debit (435)	0		22
Appropriations of Surplus--Debit (436)	0		23
Appropriations of Income to Municipal Funds--Debit (439)	0		24
Total Unappropriated Earned Surplus End of Year (216)	1,137,024	1,003,922	

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 Miscellaneous Nonoperating Income, Account 421.

Description of Item (a)	Amount (b)	
Revenues from Utility Plant Leased to Others (412):		
NONE		1
Total (Acct. 412):	0	
Expenses of Utility Plant Leased to Others (413):		
NONE		2
Total (Acct. 413):	0	
Nonoperating Rental Income (418):		
NONE		3
Total (Acct. 418):	0	
Interest and Dividend Income (419):		
INTEREST ON INVESTMENTS	13,736	4
Total (Acct. 419):	13,736	
Miscellaneous Nonoperating Income (421):		
NONE		5
Total (Acct. 421):	0	
Miscellaneous Amortization (425):		
NONE		6
Total (Acct. 425):	0	
Other Income Deductions (426):		
NONE		7
Total (Acct. 426):	0	
Miscellaneous Credits to Surplus (434):		
NONE		8
Total (Acct. 434):	0	
Miscellaneous Debits to Surplus (435):		
NONE		9
Total (Acct. 435)--Debit:	0	
Appropriations of Surplus (436):		
Detail appropriations to (from) account 215		10
Total (Acct. 436)--Debit:	0	
Appropriations of Income to Municipal Funds (439):		
NONE		11
Total (Acct. 439)--Debit:	0	

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
Costs and Expenses of Merchandising, Jobbing and Contract Work (416):						
Cost of merchandise sold					0	2
Payroll					0	3
Materials					0	4
Taxes					0	5
Other (list by major classes):					0	6
Total costs and expenses	0	0	0	0	0	
Net income (or loss)	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	513,152	0	0	0	513,152	1
Less: interdepartmental sales	0		0	0	0	2
Less: interdepartmental rents					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
Other Increases or (Decreases) to Operating Revenues - Specify:						
.					0	6
Revenues subject to Wisconsin Remainder Assessment	513,152	0	0	0	513,152	

BALANCE SHEET

Assets and Other Debits (a)	Balance End of Year (b)	Balance First of Year (c)	
UTILITY PLANT			
Utility Plant (100)	5,385,623	4,640,624	1
Less: Accumulated Provision for Depreciation and Amortization of Utility Plant (110)	659,521	638,596	2
Net Utility Plant	4,726,102	4,002,028	
OTHER PROPERTY AND INVESTMENTS			
Nonutility Property (121)	0	0	3
Less: Accumulated Provision for Depreciation and Amortization of Nonutility Property (122)	0	0	4
Net Nonutility Property	0	0	
Investment in Municipality (123)	0		5
Other Investments (124)	0		6
Special Funds (125)	475,334	434,652	7
Total Other Property and Investments	475,334	434,652	
CURRENT AND ACCRUED ASSETS			
Cash and Working Funds (131)	120,806	369,735	8
Temporary Cash Investments (132)	96,493	94,841	9
Notes Receivable (141)	0		10
Customer Accounts Receivable (142)	87,239	87,207	11
Other Accounts Receivable (143)	239	1,137	12
Accumulated Provision for Uncollectible Accounts- -Cr. (144)	0	0	13
Receivables from Municipality (145)	8,298		14
Materials and Supplies (150)	5,011	8,771	15
Prepayments (165)	0		16
Other Current and Accrued Assets (170)			17
Total Current and Accrued Assets	318,086	561,691	
DEFERRED DEBITS			
Unamortized Debt Discount and Expense (181)	11,453	13,201	18
Extraordinary Property Losses (182)	0		19
Other Deferred Debits (183)	0		20
Total Deferred Debits	11,453	13,201	
Total Assets and Other Debits	5,530,975	5,011,572	

BALANCE SHEET

Liabilities and Other Credits (a)	Balance End of Year (b)	Balance First of Year (c)	
PROPRIETARY CAPITAL			
Capital Paid in by Municipality (200)	239,865	239,865	21
Appropriated Earned Surplus (215)			22
Unappropriated Earned Surplus (216)	1,137,024	1,003,922	23
Total Proprietary Capital	1,376,889	1,243,787	
LONG-TERM DEBT			
Bonds (221)	470,000	515,000	24
Advances from Municipality (223)	8,300	16,600	25
Other long-Term Debt (224)	0	1,772	26
Total Long-Term Debt	478,300	533,372	
CURRENT AND ACCRUED LIABILITIES			
Notes Payable (231)	0		27
Accounts Payable (232)	75,598	31,848	28
Payables to Municipality (233)	0		29
Customer Deposits (235)			30
Taxes Accrued (236)	89,307	90,852	31
Interest Accrued (237)	6,517	7,079	32
Other Current and Accrued Liabilities (238)	18,176	13,049	33
Total Current and Accrued Liabilities	189,598	142,828	
DEFERRED CREDITS			
Unamortized Premium on Debt (251)	0		34
Customer Advances for Construction (252)	228,330	150,800	35
Other Deferred Credits (253)	0		36
Total Deferred Credits	228,330	150,800	
OPERATING RESERVES			
Miscellaneous Operating Reserves (265)			37
Total Operating Reserves	0	0	
CONTRIBUTIONS IN AID OF CONSTRUCTION			
Contributions in Aid of Construction (271)	3,257,858	2,940,785	38
Total Liabilities and Other Credits	5,530,975	5,011,572	

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)	
Plant Accounts:					
Utility Plant in Service (100)	5,353,034	0	0	0	1
Utility Plant Purchased or Sold (391)					2
Utility Plant in Process of Reclassification (392)					3
Utility Plant Leased to Others (393)					4
Property Held for Future Use (394)					5
Construction Work in Progress (395)	32,589				6
Utility Plant Acquisition Adjustments (396)					7
Other Utility Plant Adjustments (397)					8
Total Utility Plant	5,385,623	0	0	0	
Accumulated Provision for Depreciation and Amortization:					
Accumulated Provision for Depreciation of Utility Plant in Service (110)	659,521	0	0	0	9
Total Accumulated Provision	659,521	0	0	0	
Net Utility Plant	4,726,102	0	0	0	

ACCUMULATED PROVISION FOR DEPRECIATION AND AMORTIZATION OF UTILITY PLANT (ACCT. 110)

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)	
Balance first of year	638,596				638,596	1
Credits During Year						2
Accruals:						3
Charged depreciation expense (403)	101,385				101,385	4
Depreciation expense on meters						5
charged to sewer (see Note 3)	7,695				7,695	6
Accruals charged other						7
accounts (specify):						8
					0	9
Salvage					0	10
Other credits (specify):						11
					0	12
Total credits	109,080	0	0	0	109,080	13
Debits during year						14
Book cost of plant retired	88,155				88,155	15
Cost of removal					0	16
Other debits (specify):						17
					0	18
Total debits	88,155	0	0	0	88,155	19
Balance End of Year	659,521	0	0	0	659,521	20
Composite Depreciation Rate?	No					21
If yes, what is the rate?						22

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	0			0	1
Other (specify):				0	2
Total Nonutility Property (121)	0	0	0	0	
Less accum. prov. depr. & amort. (122)				0	3
Net Nonutility Property	0	0	0	0	

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

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

MATERIALS AND SUPPLIES

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

Account	Total End of Year	Amount Prior Year
Electric utility total	0	0
Water utility	5,011	8,771
Sewer utility		
Gas utility		
Merchandise		
Other materials & supplies		
Total Materials and Supplies	5,011	8,771

**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)		
Unamortized debt discount & expense (181)				
1993 MORGAGE REVENUE BONDS	1,748	428	11,453	1
Total			<u><u>11,453</u></u>	
Unamortized premium on debt (251)				
NONE				2
Total			<u><u>0</u></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	239,865	1
Changes during year (explain):		
NONE		2
Balance end of year	<u><u>239,865</u></u>	

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)	
1993 REVENUE BONDS	04/01/1993	04/01/2010	4.00%	470,000	1
Total Bonds (Account 221):				470,000	

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.

Account and Description of Obligation (a and b)	Date of Issue (c)	Final Maturity Date (d)	Interest Rate (e)	Principal Amount End of Year (f)	
Advances (223)					
ADVANCE FOR BUILDING	00/00/0000	00/00/0000	0.00%	8,300	1
Total for Account 223				8,300	

TAXES ACCRUED (ACCT. 236)

Particulars (a)	Amount (b)	
Balance first of year	90,852	1
Accruals:		
Charged water department expense	89,307	2
Charged electric department expense		3
Charged sewer department expense	2,916	4
Other (explain):		
NONE		5
Total Accruals and other credits	<u>92,223</u>	
Taxes paid during year:		
County, state and local taxes	88,055	6
Social Security taxes	5,213	7
PSC Remainder Assessment	500	8
Other (explain):		
NONE		9
Total payments and other debits	<u>93,768</u>	
Balance end of year	<u><u>89,307</u></u>	

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)	
Bonds (221)					
1993 BONDS	7,079	26,628	27,190	6,517	1
Subtotal	7,079	26,628	27,190	6,517	
Advances from Municipality (223)					
NONE				0	2
Subtotal	0	0	0	0	
Other long-Term Debt (224)					
CAPITAL LEASE	0	123	123	0	3
Subtotal	0	123	123	0	
Notes Payable (231)					
NONE				0	4
Subtotal	0	0	0	0	
Total	7,079	26,751	27,313	6,517	

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	2,940,785					2,940,785	1
Add credits during year:							
For Services	56,303					56,303	2
For Mains	232,144					232,144	3
Other (specify):							
HYDRANTS	28,626					28,626	4
Deduct charges (specify):							
NONE						0	5
Balance End of Year	3,257,858	0	0	0	0	3,257,858	
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)	
Investment in Municipality (123):		
NONE		1
Total (Acct. 123):	0	
Other Investments (124):		
NONE		2
Total (Acct. 124):	0	
Special Funds (125):		
RESERVE ACCOUNT	79,188	3
REDEMPTION ACCOUNT	47,945	4
DEPRECIATION ACCOUNT	83,876	5
IMPACT FEE ACCOUNT	264,325	6
Total (Acct. 125):	475,334	
Notes Receivable (141):		
NONE		7
Total (Acct. 141):	0	
Customer Accounts Receivable (142):		
Water	87,239	8
Electric		9
Sewer (Regulated)		10
Other (specify):		
NONE		11
Total (Acct. 142):	87,239	
Other Accounts Receivable (143):		
Sewer (Non-regulated)		12
Merchandising, jobbing and contract work		13
Other (specify):		
MISCELLANEOUS ACCOUNTS RECEIVABLE	239	14
Total (Acct. 143):	239	
Receivables from Municipality (145):		
DELINQUENT ON TAX ROLL	8,298	15
Total (Acct. 145):	8,298	
Prepayments (165):		
NONE		16
Total (Acct. 165):	0	
Extraordinary Property Losses (182):		
NONE		17
Total (Acct. 182):	0	

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)
<hr/>	
Other Deferred Debits (183):	
NONE	18
Total (Acct. 183):	0
<hr/>	
Payables to Municipality (233):	
NONE	19
Total (Acct. 233):	0
<hr/>	
Other Deferred Credits (253):	
NONE	20
Total (Acct. 253):	0
<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)	
Add Average:						
Utility Plant in Service	4,983,845	0	0	0	4,983,845	1
Materials and Supplies	6,891	0	0	0	6,891	2
Other (specify):					0	3
Less Average:						
Reserve for Depreciation	649,058	0	0	0	649,058	4
Customer Advances for Construction					0	5
Contributions in Aid of Construction	3,099,321	0	0	0	3,099,321	6
Other (specify):					0	7
Average Net Rate Base	1,242,357	0	0	0	1,242,357	
Net Operating Income	147,865	0	0	0	147,865	8
Net Operating Income as a percent of Average Net Rate Base	11.90%	N/A	N/A	N/A	11.90%	

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)	
Average Proprietary Capital		
Capital Paid in by Municipality	239,865	1
Appropriated Earned Surplus	0	2
Unappropriated Earned Surplus	1,070,473	3
Other (Specify):		4
Total Average Proprietary Capital	1,310,338	
Net Income		
Net Income	133,102	5
Percent Return on Proprietary Capital	10.16%	

IMPORTANT CHANGES DURING THE YEAR

Report changes of any of the following types:

1. Acquisitions.

2. Leaseholder changes.

3. Extensions of service.

4. Estimated changes in revenues due to rate changes.

5. Obligations incurred or assumed, excluding commercial paper.

6. Formal proceedings with the Public Service Commission.

7. Any additional matters.

FINANCIAL SECTION FOOTNOTES

Notes Payable & Miscellaneous Long-Term Debt (Page F-14)

Interest free debt from Municipality.

Interest Accrued (Acct. 237) (Page F-16)

A/C 224 - Final interest payment made in 2002. No accrual at year end.

Identification and Ownership (Page iv)

ACCOUNTANTS' COMPILATION REPORT

Cottage Grove Water Utility
Cottage Grove, Wisconsin

We have compiled the accompanying Annual Report to the Public Service Commission of Wisconsin for the Cottage Grove Water Utility, an enterprise fund of the Village of Cottage Grove, as of December 31, 2002 and for the 12 months then ended, in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants.

A compilation is limited to presenting, in the form prescribed by the Public Service Commission of Wisconsin, information that is the representation of management. We have not audited or reviewed the Annual Report and, accordingly, do not express an opinion or any other form of assurance on the Report.

The Annual Report is presented in accordance with the requirements of the Public Service Commission of Wisconsin, which differ from accounting principles generally accepted in the United States of America. This report is intended solely for the information and use of the Utility and the Public Service Commission of Wisconsin, and is not intended to be, and should not be, used by anyone other than the specified parties.

S
VIRCHOW, KRAUSE & COMPANY, LLP

Madison, Wisconsin
January 21, 2003

Identification and Ownership - Contacts (Page iv)

good filer

WATER OPERATING REVENUES & EXPENSES

Particulars (a)	Amounts (b)	
Operating Revenues		
Sales of Water		
Sales of Water (460-467)	486,499	1
Total Sales of Water	486,499	
Other Operating Revenues		
Forfeited Discounts (470)	3,536	2
Other Water Revenues (474)	23,117	3
Amortization of Construction Grants (475)	0	4
Total Other Operating Revenues	26,653	
Total Operating Revenues	513,152	
Operation and Maintenance Expenses		
Plant Operation and Maintenance Expenses (600-660)	70,333	5
General Operating Expenses (680-690)	101,465	6
Total Operation and Maintenance Expenses	171,798	
Other Operating Expenses		
Depreciation Expense (403)	101,385	7
Amortization Expense (404)		8
Taxes (408)	92,104	9
Total Other Operating Expenses	193,489	
Total Operating Expenses	365,287	
NET OPERATING INCOME	147,865	

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. Account 460, Unmetered Sales to General Customers - Gallons of Water Sold should not include in any way quantity of water, i.e. metered, or measured by tank or pool volume. The quantity should be estimated based on size of pipe, flow, foot of frontage, etc. Bulk water sales should be Account 460 if the quantity is estimated and should be Account 461 if metered or measured by volume. Water related to construction should be a measured sale of water (either Account 461 or Account 464).
5. Other accounts: see application Help files for details.

Particulars (a)	Average No. Customers (b)	Thousands of Gallons of Water Sold (c)	Amounts (d)	
Operating Revenues				
Sales of Water				
Unmetered Sales to General Customers (460)				
Residential				1
Commercial	1	1	301	2
Industrial				3
Total Unmetered Sales to General Customers (460)	1	1	301	
Metered Sales to General Customers (461)				
Residential	1,541	93,029	298,420	4
Commercial	66	12,458	28,634	5
Industrial	9	12,789	15,019	6
Total Metered Sales to General Customers (461)	1,616	118,276	342,073	
Private Fire Protection Service (462)	8		10,106	7
Public Fire Protection Service (463)	1		127,014	8
Other Sales to Public Authorities (464)	19	1,767	7,005	9
Sales to Irrigation Customers (465)				10
Sales for Resale (466)		0	0	11
Interdepartmental Sales (467)				12
Total Sales of Water	1,645	120,044	486,499	

SALES FOR RESALE (ACCT. 466)

Use a separate line for each delivery point.

Customer Name (a)	Point of Delivery (b)	Thousands of Gallons Sold (c)	Revenues (d)
------------------------------	----------------------------------	--	-------------------------

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)	
Public Fire Protection Service (463):		
Amount billed (usually per rate schedule F-1 or Fd-1)	127,014	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
Other (specify):		
NONE		4
Total Public Fire Protection Service (463)	127,014	
Forfeited Discounts (470):		
Customer late payment charges	3,536	5
Other (specify):		
NONE		6
Total Forfeited Discounts (470)	3,536	
Other Water Revenues (474):		
Return on net investment in meters charged to sewer department	10,128	7
Other (specify):		
RENT FROM US CELLULAR	11,232	8
RURAL SALES	509	9
MISC REVENUE	1,248	10
Total Other Water Revenues (474)	23,117	
Amortization of Construction Grants (475):		
NONE		11
Total Amortization of Construction Grants (475)	0	

WATER OPERATION & MAINTENANCE EXPENSES

Each expense account that has an increase or a decrease when compared to the previous year of greater than 30 percent, but not less than \$2,000, shall be fully explained in the schedule footnotes.

Particulars (a)	Amount (b)	
PLANT OPERATION AND MAINTENANCE EXPENSES		
Salaries and Wages (600)	28,477	1
Purchased Water (610)		2
Fuel or Power Purchased for Pumping (620)	16,764	3
Chemicals (630)	4,863	4
Supplies and Expenses (640)	5,193	5
Repairs of Water Plant (650)	12,477	6
Transportation Expenses (660)	2,559	7
Total Plant Operation and Maintenance Expenses	70,333	
 GENERAL OPERATING EXPENSES		
Administrative and General Salaries (680)	42,533	8
Office Supplies and Expenses (681)	4,304	9
Outside Services Employed (682)	12,610	10
Insurance Expense (684)	4,050	11
Employees Pensions and Benefits (686)	25,850	12
Regulatory Commission Expenses (688)	0	13
Miscellaneous General Expenses (689)	12,118	14
Uncollectible Accounts (690)		15
Total General Operating Expenses	101,465	
 Total Operation and Maintenance Expenses	171,798	

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		89,307	1
Less: Local and School Tax Equivalent on Meters Charged to Sewer Department		2,916	2
Net property tax equivalent		86,391	
Social Security		5,213	3
PSC Remainder Assessment		500	4
Other (specify): NONE			5
Total tax expense		92,104	

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 § 66.0811(2). 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			Dane				1
SUMMARY OF TAX RATES							2
State tax rate	mills		0.222380				3
County tax rate	mills		3.742420				4
Local tax rate	mills		7.493460				5
School tax rate	mills		14.711880				6
Voc. school tax rate	mills		1.554130				7
Other tax rate - Local	mills		0.000000				8
Other tax rate - Non-Local	mills		0.000000				9
Total tax rate	mills		27.724270				10
Less: state credit	mills		2.283110				11
Net tax rate	mills		25.441160				12
PROPERTY TAX EQUIVALENT CALCULATION							13
Local Tax Rate	mills		7.493460				14
Combined School Tax Rate	mills		16.266010				15
Other Tax Rate - Local	mills		0.000000				16
Total Local & School Tax	mills		23.759470				17
Total Tax Rate	mills		27.724270				18
Ratio of Local and School Tax to Total	dec.		0.856992				19
Total tax net of state credit	mills		25.441160				20
Net Local and School Tax Rate	mills		21.802864				21
Utility Plant, Jan. 1	\$	4,640,624	4,640,624				22
Materials & Supplies	\$	8,772	8,772				23
Subtotal	\$	4,649,396	4,649,396				24
Less: Plant Outside Limits	\$	95,020	95,020				25
Taxable Assets	\$	4,554,376	4,554,376				26
Assessment Ratio	dec.		0.899380				27
Assessed Value	\$	4,096,115	4,096,115				28
Net Local & School Rate	mills		21.802864				29
Tax Equiv. Computed for Current Year	\$	89,307	89,307				30
Tax Equivalent per 1994 PSC Report	\$	61,106					31
Any lower tax equivalent as authorized by municipality (see note 6)	\$						32
Tax equiv. for current year (see note 6)	\$	89,307					34

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 \$10,000 not supported by statistical schedules.
4. Use only the account titles listed. If the utility has subaccounts other than account 372.1, combine them into one total and detail by subaccount as a schedule footnote.

Accounts (a)	Balance First of Year (b)	Additions During Year (c)	
INTANGIBLE PLANT			
Organization (301)			1
Franchises and Consents (302)			2
Miscellaneous Intangible Plant (303)			3
Total Intangible Plant	<u>0</u>	<u>0</u>	
SOURCE OF SUPPLY PLANT			
Land and Land Rights (310)	12,692		4
Structures and Improvements (311)			5
Collecting and Impounding Reservoirs (312)			6
Lake, River and Other Intakes (313)			7
Wells and Springs (314)	202,437	50,554	8
Infiltration Galleries and Tunnels (315)			9
Supply Mains (316)	2,046		10
Other Water Source Plant (317)			11
Total Source of Supply Plant	<u>217,175</u>	<u>50,554</u>	
PUMPING PLANT			
Land and Land Rights (320)			12
Structures and Improvements (321)	137,590		13
Boiler Plant Equipment (322)			14
Other Power Production Equipment (323)			15
Steam Pumping Equipment (324)			16
Electric Pumping Equipment (325)	183,767	223,457	17
Diesel Pumping Equipment (326)			18
Hydraulic Pumping Equipment (327)			19
Other Pumping Equipment (328)	638		20
Total Pumping Plant	<u>321,995</u>	<u>223,457</u>	
WATER TREATMENT PLANT			
Land and Land Rights (330)			21
Structures and Improvements (331)	300		22
Water Treatment Equipment (332)	11,350	1,624	23
Total Water Treatment Plant	<u>11,650</u>	<u>1,624</u>	
TRANSMISSION AND DISTRIBUTION PLANT			
Land and Land Rights (340)	3,016		24
Structures and Improvements (341)	23,301		25

WATER UTILITY PLANT IN SERVICE (cont.)

Accounts (d)	Retirements During Year (e)	Adjustments Increase or (Decrease) (f)	Balance End of Year (g)	
INTANGIBLE PLANT				
Organization (301)			0	1
Franchises and Consents (302)			0	2
Miscellaneous Intangible Plant (303)			0	3
Total Intangible Plant	0	0	0	
SOURCE OF SUPPLY PLANT				
Land and Land Rights (310)			12,692	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)			252,991	8
Infiltration Galleries and Tunnels (315)			0	9
Supply Mains (316)			2,046	10
Other Water Source Plant (317)			0	11
Total Source of Supply Plant	0	0	267,729	
PUMPING PLANT				
Land and Land Rights (320)			0	12
Structures and Improvements (321)		(16,553)	121,037	13
Boiler Plant Equipment (322)			0	14
Other Power Production Equipment (323)			0	15
Steam Pumping Equipment (324)			0	16
Electric Pumping Equipment (325)	84,905	16,553	338,872	17
Diesel Pumping Equipment (326)			0	18
Hydraulic Pumping Equipment (327)			0	19
Other Pumping Equipment (328)			638	20
Total Pumping Plant	84,905	0	460,547	
WATER TREATMENT PLANT				
Land and Land Rights (330)			0	21
Structures and Improvements (331)			300	22
Water Treatment Equipment (332)			12,974	23
Total Water Treatment Plant	0	0	13,274	
TRANSMISSION AND DISTRIBUTION PLANT				
Land and Land Rights (340)			3,016	24
Structures and Improvements (341)			23,301	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 \$10,000 not supported by statistical schedules.
4. Use only the account titles listed. If the utility has subaccounts other than account 372.1, combine them into one total and detail by subaccount as a schedule footnote.

Accounts (a)	Balance First of Year (b)	Additions During Year (c)	
TRANSMISSION AND DISTRIBUTION PLANT			
Distribution Reservoirs and Standpipes (342)	176,063		26
Transmission and Distribution Mains (343)	2,482,704	369,053	27
Fire Mains (344)			28
Services (345)	560,818	56,303	29
Meters (346)	297,363	89,297	30
Hydrants (348)	344,104	28,626	31
Other Transmission and Distribution Plant (349)			32
Total Transmission and Distribution Plant	3,887,369	543,279	
GENERAL PLANT			
Land and Land Rights (370)			33
Structures and Improvements (371)	83,000		34
Office Furniture and Equipment (372)	2,659		35
Computer Equipment (372.1)	33,799	2,300	36
Transportation Equipment (373)	44,518	2,200	37
Other General Equipment (379)	12,491	3,119	38
Other Tangible Property (390)			39
Total General Plant	176,467	7,619	
Total utility plant in service directly assignable	4,614,656	826,533	
Common Utility Plant Allocated to Water Department			40
Total utility plant in service	4,614,656	826,533	

WATER UTILITY PLANT IN SERVICE (cont.)

Accounts (d)	Retirements During Year (e)	Adjustments Increase or (Decrease) (f)	Balance End of Year (g)
TRANSMISSION AND DISTRIBUTION PLANT			
Distribution Reservoirs and Standpipes (342)			176,063 26
Transmission and Distribution Mains (343)			2,851,757 27
Fire Mains (344)			0 28
Services (345)	3,250		613,871 29
Meters (346)			386,660 30
Hydrants (348)			372,730 31
Other Transmission and Distribution Plant (349)			0 32
Total Transmission and Distribution Plant	3,250	0	4,427,398
GENERAL PLANT			
Land and Land Rights (370)			0 33
Structures and Improvements (371)			83,000 34
Office Furniture and Equipment (372)			2,659 35
Computer Equipment (372.1)			36,099 36
Transportation Equipment (373)			46,718 37
Other General Equipment (379)			15,610 38
Other Tangible Property (390)			0 39
Total General Plant	0	0	184,086
Total utility plant in service directly assignable	88,155	0	5,353,034
Common Utility Plant Allocated to Water Department			0 40
Total utility plant in service	88,155	0	5,353,034

SOURCE OF SUPPLY, PUMPING AND PURCHASED WATER STATISTICS

Expanded definitions of the three types of accounted-for water reported on this schedule are included in the schedule Help and in the Reference Manual Schedule Reference Sheet.

Sources of Water Supply					
Month	Purchased Water	Surface Water	Ground Water	Total Gallons	
(a)	Gallons	Gallons	Gallons	All Methods	
	(000's)	(000's)	(000's)	(000's)	
(a)	(b)	(c)	(d)	(e)	
January			9,760	9,760	1
February			8,109	8,109	2
March			9,354	9,354	3
April			9,677	9,677	4
May			10,195	10,195	5
June			11,072	11,072	6
July			16,621	16,621	7
August			11,932	11,932	8
September			10,547	10,547	9
October			10,212	10,212	10
November			9,654	9,654	11
December			9,894	9,894	12
Total annual pumpage	0	0	127,027	127,027	
Less: Water sold				120,044	13
Volume pumped but not sold				6,983	14
Volume sold as a percent of volume pumped				95%	15
Volume used for water production, water quality and system maintenance				2,711	16
Volume related to equipment/system malfunction					17
Non-utility volume NOT included in water sales				864	18
Total volume not sold but accounted for				3,575	19
Volume pumped but unaccounted for				3,408	20
Percent of water lost				3%	21
If more than 25%, indicate causes and state what action has been taken to reduce water loss:					22
FD					
Maximum gallons pumped by all methods in any one day during reporting year (000 gal.)				777	23
Date of maximum: 7/15/2002					24
Cause of maximum:					25
HOT WEATHER / VILLAGE GROWTH / NEW LAWNS					
Minimum gallons pumped by all methods in any one day during reporting year (000 gal.)				185	26
Date of minimum: 12/12/2002					27
Total KWH used for pumping for the year				185,417	28
If water is purchased: Vendor Name: N/A					29
Point of Delivery:					30

SOURCES OF WATER SUPPLY - GROUND WATERS

Location (a)	Identification Number (b)	Depth in feet (c)	Well Diameter in inches (d)	Yield Per Day in gallons (e)	Currently In Service? (f)	
WELL 308 N. MAIN	1	400	7	44	Yes	1
WELL DONNA STREET	2	435	16	72	Yes	2

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	2	3	1
Location	BLANK	BLANK 2	BLANK 3	2
Purpose	P	P	P	3
Destination	R D	R D	R D	4
Pump Manufacturer	FRANKLIN SINGER	LAYMAR, BOWLAR	GOULDS	5
Year Installed	1987	2002	2002	6
Type	SUBMERSIBLE	VERTICAL TURBINE	VERTICAL TURBINE	7
Actual Capacity (gpm)	130	750	1,100	8
Pump Motor or Standby Engine Mfr	BLANK	STANDY BY FORD	STANDY BY FORD	10
Year Installed	1987	1973	1994	11
Type	ELECTRIC	ELECTRIC	ELECTRIC	12
Horsepower	15	100	125	13

Particulars (a)	Unit D (b)	Unit E (c)	Unit F (d)	
Identification				14
Location				15
Purpose				16
Destination				17
Pump Manufacturer				18
Year Installed				19
Type				20
Actual Capacity (gpm)				21
Pump Motor or Standby Engine Mfr				22
Year Installed				23
Type				24
Horsepower				25
				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	1	2	1
RESERVOIRS, STANDPIPES OR ELEVATED TANKS			2
Type: R (reservoir), S (standpipe) or ET (elevated tank)	ET	S	3
Year constructed	1940	1985	4
Primary material (earthen, steel, concrete, other)	STEEL	STEEL	5
Elevation difference in feet (See Headnote 3.)	160	160	6
Total capacity in gallons (actual)	40,000	550,000	7
WATER TREATMENT PLANT			8
Disinfection, type of equipment (gas, liquid, powder, other)	LIQUID	LIQUID	9
Points of application (wellhouse, central facilities, booster station, other)	WELLHOUSE	WELLHOUSE	10
Filters, type (gravity, pressure, other, none)	NONE	NONE	11
Rated capacity of filter plant (m.g.d.) (note: 1,200,000 gal/day = 1.2 m.g.d.)	0.0000	0.0000	12
Is a corrosion control chemical used (yes, no)?	N	N	13
Is water fluoridated (yes, no)?	Y	Y	14

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	1,534	0	0	0	1,534	1	
A	D	6.000	9,994	0	0	0	9,994	2	
M	D	6.000	15,607	318	0	0	15,925	3	
M	D	8.000	35,365	4,041	0	0	39,406	4	
M	D	10.000	19,917	380	0	0	20,297	5	
M	D	12.000	15,766	2,879	0	0	18,645	6	
M	D	14.000	1,403	0	0	0	1,403	7	
M	D	16.000	80	1,314	0	0	1,394	8	
Total Within Municipality			99,666	8,932	0	0	108,598		
M	D	4.000	133				133	9	
A	D	6.000	510				510	10	
M	D	6.000	45				45	11	
M	D	8.000	595				595	12	
M	D	10.000	1,211				1,211	13	
Total Outside of Municipality			2,494	0	0	0	2,494		
Total Utility			102,160	8,932	0	0	111,092		

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	0.750	228				228		1
M	1.000	1,052	110	10	10	1,162	88	2
M	1.250	4				4		3
M	1.500	27				27	26	4
M	2.000	62				62	62	5
M	4.000	4				4	4	6
M	6.000	3				3	3	7
M	8.000	1				1	1	8
M	10.000	1				1	1	9
Total Utility		1,382	110	10	10	1,492	185	

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 (o).
5. Explain all reported adjustments as a schedule footnote.

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	1,518	100			1,618	380	1
0.750	33	1			34	8	2
1.000	14	2			16		3
1.500	10				10	8	4
2.000	7	1			8	6	5
3.000	2				2		6
Total:	1,584	104	0	0	1,688	402	

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	1,523	40	1	7		47	1,618	1
0.750	19	8	3	3		1	34	2
1.000	3	10	1			2	16	3
1.500		5	1	4			10	4
2.000		3	3	2			8	5
3.000				2			2	6
Total:	1,545	66	9	18	0	50	1,688	

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)	
Fire Hydrants						
Outside of Municipality	5				5	1
Within Municipality	289	21		(53)	257	2
Total Fire Hydrants	294	21	0	(53)	262	
Flushing Hydrants						
					0	3
Total Flushing Hydrants	0	0	0	0	0	

NR811.08(5) recommends that a schedule shall be adopted and followed for operating each system valve and hydrant at least once each two years. Please provide the number operated during the year

Number of hydrants operated during year:	248
Number of distribution system valves end of year:	525
Number of distribution valves operated during year:	523

WATER OPERATING SECTION FOOTNOTES

Water Operation & Maintenance Expenses (Page W-05)

A/C 640 - Increase in 2002 due to increased supplies used for standpipes.
A/C 650 - Decrease in 2002 due to fewer maintenance costs related to meters.
Meter remote registers are being added to capital account in 2002.

Water Utility Plant in Service (Page W-08)

A/C 341 - Additions relate to the upgrade of wells number 2 and 3.
A/C 321 & 325 - Adjustment relates to the reclassification of the vent system.
A/C 325 - New pumps put in at wells number 2 and 3. Retired old pumps.
A/C 345 - Retirements relate to services retired in prior years and not recorded.
Meters: Additions include meter additions as well as remote meter registers.
Mains: included contributed plant and costs associated with main oversizing paid by the utility.

Water Mains (Page W-15)

Financing of mains added during the year came from developers and utility funds.

Water Services (Page W-16)

Services added during the year were financed by developers.

Hydrants and Distribution System Valves (Page W-18)

Adjustment based on physical count of hydrants completed in 2002.
