



3015 (02-09-04)

ANNUAL REPORT

OF

Name: SPENCER MUNICIPAL WATER UTILITYPrincipal Office: 105 PARK STREET
P.O. BOX 360
SPENCER, WI 54479-0360For 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: SPENCER MUNICIPAL WATER UTILITY

Utility Address: 105 PARK STREET
P.O. BOX 360
SPENCER, WI 54479-0360

When was utility organized? 12/1/1940

Report any change in name:

Effective Date:

Utility Web Site: SPENCER @PCPROS.NET

Utility employee in charge of correspondence concerning this report:

Name: GERALD KOBS
Title: VILLAGE CLERK TREASURER

Office Address: VILLAGE OF SPENCER
105 PARK STREET
P.O. BOX 360
SPENCER, WI 54479

Telephone: (715) 659 - 5423

Fax Number: (715) 659 - 5358

E-mail Address: SPENCER @ PCPROS. NET

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

Name:

Title:

Office Address:
P.O. BOX 0

Telephone:

Fax Number:

E-mail Address:

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

Name: DAVE BUSSE
Title: CHAIRMAN

Office Address:
1106 EAST APPLE
SPENCER, WI 54479

Telephone: (715) 659 - 3974

Fax Number:

E-mail Address:

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

IDENTIFICATION AND OWNERSHIP

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

Name: MIKE FOTH

Title: MANAGER

Office Address: HAWKINS, ASH, BAPTIE & COMPANY, LLC
101 WEST 29TH STREET
P.O. BOX 360
SPENCER, WI 54479

Telephone: (715) 659 - 5423

Fax Number: (715) 659 - 5358

E-mail Address: SPENCER@PCPROS.NET

Date of most recent audit report: 3/1/2003

Period covered by most recent audit: 12/31/2002

Names and titles of utility management including manager or superintendent:

Name: DEAN SMITH

Title: WATER PLANT OPERATOR

Office Address: VILLAGE OF SPENCER
608 EAST DEPOT STREET
P.O. BOX 360
SPENCER, WI 54479

Telephone: (715) 659 - 5443

Fax Number: (715) 659 - 3835

E-mail Address:

Name of utility commission/committee: UTILITIES COMMITTEE

Names of members of utility commission/committee:

MR DAVID BUSSE, CHAIRMAN

MR JIM KILTY, MEMBER

MR MIKE SZYBOWICZ, MEMBER

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)	340,796	326,749	1
Operating Expenses:			
Operation and Maintenance Expense (401)	167,166	108,255	2
Depreciation Expense (403)	67,715	62,854	3
Amortization Expense (404)	0	0	4
Taxes (408)	3,504	3,344	5
Total Operating Expenses	238,385	174,453	
Net Operating Income	102,411	152,296	
Income from Utility Plant Leased to Others (412-413)	0	0	6
Utility Operating Income	102,411	152,296	
OTHER INCOME			
Income from Merchandising, Jobbing and Contract Work (415-416)	0	0	7
Nonoperating Rental Income (418)	0	0	8
Interest and Dividend Income (419)	2,684	3,917	9
Miscellaneous Nonoperating Income (421)	0	0	10
Total Other Income	2,684	3,917	
Total Income	105,095	156,213	
MISCELLANEOUS INCOME DEDUCTIONS			
Miscellaneous Amortization (425)	0	0	11
Other Income Deductions (426)	0	0	12
Total Miscellaneous Income Deductions	0	0	
Income Before Interest Charges	105,095	156,213	
INTEREST CHARGES			
Interest on Long-Term Debt (427)	27,981	30,099	13
Amortization of Debt Discount and Expense (428)	0	235	14
Amortization of Premium on Debt--Cr. (429)			15
Interest on Debt to Municipality (430)	0	0	16
Other Interest Expense (431)	0	0	17
Interest Charged to Construction--Cr. (432)			18
Total Interest Charges	27,981	30,334	
Net Income	77,114	125,879	
EARNED SURPLUS			
Unappropriated Earned Surplus (Beginning of Year) (216)	564,800	438,921	19
Balance Transferred from Income (433)	77,114	125,879	20
Miscellaneous Credits to Surplus (434)	0	0	21
Miscellaneous Debits to Surplus--Debit (435)	0	0	22
Appropriations of Surplus--Debit (436)	0	0	23
Appropriations of Income to Municipal Funds--Debit (439)	0	0	24
Total Unappropriated Earned Surplus End of Year (216)	641,914	564,800	

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	0	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):		
EXPLANATION IN FOOTNOTES	2,684	4
Total (Acct. 419):	2,684	
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				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):						
NONE					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	340,796	0	0	0	340,796	1
Less: interdepartmental sales	0	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:						
NONE					0	6
Revenues subject to Wisconsin Remainder Assessment	340,796	0	0	0	340,796	

BALANCE SHEET

Assets and Other Debits (a)	Balance End of Year (b)	Balance First of Year (c)	
UTILITY PLANT			
Utility Plant (100)	2,960,517	2,932,615	1
Less: Accumulated Provision for Depreciation and Amortization of Utility Plant (110)	564,894	503,262	2
Net Utility Plant	2,395,623	2,429,353	
OTHER PROPERTY AND INVESTMENTS			
Nonutility Property (121)	1,025	1,025	3
Less: Accumulated Provision for Depreciation and Amortization of Nonutility Property (122)	0	0	4
Net Nonutility Property	1,025	1,025	
Investment in Municipality (123)	61,030	93,602	5
Other Investments (124)	13,643	20,658	6
Special Funds (125)	0	0	7
Total Other Property and Investments	75,698	115,285	
CURRENT AND ACCRUED ASSETS			
Cash and Working Funds (131)	(30,010)	(159,915)	8
Temporary Cash Investments (132)	0		9
Notes Receivable (141)	0	0	10
Customer Accounts Receivable (142)	22,876	18,515	11
Other Accounts Receivable (143)	530	898	12
Accumulated Provision for Uncollectible Accounts- -Cr. (144)	0	0	13
Receivables from Municipality (145)	25,778	21,599	14
Materials and Supplies (150)	8,997	11,023	15
Prepayments (165)	0	0	16
Other Current and Accrued Assets (170)			17
Total Current and Accrued Assets	28,171	(107,880)	
DEFERRED DEBITS			
Unamortized Debt Discount and Expense (181)	0	0	18
Extraordinary Property Losses (182)	0	0	19
Other Deferred Debits (183)	0	0	20
Total Deferred Debits	0	0	
Total Assets and Other Debits	2,499,492	2,436,758	

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)	452,313	452,313	21
Appropriated Earned Surplus (215)			22
Unappropriated Earned Surplus (216)	641,914	564,800	23
Total Proprietary Capital	1,094,227	1,017,113	
LONG-TERM DEBT			
Bonds (221)	0	0	24
Advances from Municipality (223)	122,121	58,131	25
Other long-Term Debt (224)	474,620	556,124	26
Total Long-Term Debt	596,741	614,255	
CURRENT AND ACCRUED LIABILITIES			
Notes Payable (231)	0	0	27
Accounts Payable (232)	4,865	1,900	28
Payables to Municipality (233)	0	0	29
Customer Deposits (235)			30
Taxes Accrued (236)	0	0	31
Interest Accrued (237)	12,776	13,607	32
Other Current and Accrued Liabilities (238)			33
Total Current and Accrued Liabilities	17,641	15,507	
DEFERRED CREDITS			
Unamortized Premium on Debt (251)	0	0	34
Customer Advances for Construction (252)			35
Other Deferred Credits (253)	0	0	36
Total Deferred Credits	0	0	
OPERATING RESERVES			
Miscellaneous Operating Reserves (265)			37
Total Operating Reserves	0	0	
CONTRIBUTIONS IN AID OF CONSTRUCTION			
Contributions in Aid of Construction (271)	790,883	789,883	38
Total Liabilities and Other Credits	2,499,492	2,436,758	

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)	2,960,517	0	0	0	1
Utility Plant Purchased or Sold (391)	0				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)					6
Utility Plant Acquisition Adjustments (396)					7
Other Utility Plant Adjustments (397)					8
Total Utility Plant	2,960,517	0	0	0	
Accumulated Provision for Depreciation and Amortization:					
Accumulated Provision for Depreciation of Utility Plant in Service (110)	564,894	0	0	0	9
Total Accumulated Provision	564,894	0	0	0	
Net Utility Plant	2,395,623	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	503,262				503,262	1
Credits During Year						2
Accruals:						3
Charged depreciation expense (403)	67,715				67,715	4
Depreciation expense on meters						5
charged to sewer (see Note 3)	965				965	6
Accruals charged other						7
accounts (specify):						8
	0				0	9
Salvage					0	10
Other credits (specify):						11
					0	12
Total credits	68,680	0	0	0	68,680	13
Debits during year						14
Book cost of plant retired	7,048				7,048	15
Cost of removal					0	16
Other debits (specify):						17
					0	18
Total debits	7,048	0	0	0	7,048	19
Balance End of Year	564,894	0	0	0	564,894	20
Composite Depreciation Rate?	Yes					21
If yes, what is the rate?	1.96%					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	1,025	0		1,025	1
Other (specify):					
NONE	0			0	2
Total Nonutility Property (121)	1,025	0	0	1,025	
Less accum. prov. depr. & amort. (122)	0			0	3
Net Nonutility Property	1,025	0	0	1,025	

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

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

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				0	0
Other					0	0
Total Electric Utility					0	0

Account	Total End of Year	Amount Prior Year
Electric utility total	0	0
Water utility	8,997	11,023
Sewer utility		0
Gas utility		0
Merchandise		0
Other materials & supplies		0
Total Materials and Supplies	8,997	11,023

**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)				
BOND ISSUANCE COST	0	0	0	1
Total			<u>0</u>	
Unamortized premium on debt (251)				
NONE				2
Total			<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	452,313	1
Changes during year (explain):		
NONE	0	2
Balance end of year	<u><u>452,313</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)
-----------------------------	----------------------	----------------------------	----------------------	-------------------------------------

NONE

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)					
DUE TO GENERAL FUND	00/00/0000	00/00/0000	0.00%	122,121	1
Total for Account 223				122,121	
Other Long-Term Debt (224)					
Loan @ SSB	05/22/1998	05/22/2008	4.90%	7,899	2
Loan @ SSB	07/19/2000	07/19/2005	5.85%	253,097	3
LOAN @ SSB	04/01/2002	04/01/2007	4.50%	52,955	4
Loan @ SSB	07/07/1995	07/03/2005	6.00%	160,669	5
Total for Account 224				474,620	

TAXES ACCRUED (ACCT. 236)

Particulars (a)	Amount (b)	
Balance first of year	0	1
Accruals:		
Charged water department expense	3,504	2
Charged electric department expense		3
Charged sewer department expense		4
Other (explain):		
NONE		5
Total Accruals and other credits	<u>3,504</u>	
Taxes paid during year:		
County, state and local taxes		6
Social Security taxes	3,135	7
PSC Remainder Assessment	369	8
Other (explain):		
NONE		9
Total payments and other debits	<u>3,504</u>	
Balance end of year	<u><u>0</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)					
NONE	0			0	1
Subtotal	0	0	0	0	
Advances from Municipality (223)					
NONE	0			0	2
Subtotal	0	0	0	0	
Other long-Term Debt (224)					
BLANK	13,607	27,981	28,812	12,776	3
Subtotal	13,607	27,981	28,812	12,776	
Notes Payable (231)					
NONE	0			0	4
Subtotal	0	0	0	0	
Total	13,607	27,981	28,812	12,776	

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	789,883	0	0	0	0	789,883	1
Add credits during year:							
For Services	1,000					1,000	2
For Mains						0	3
Other (specify):							
NONE						0	4
Deduct charges (specify):							
NONE						0	5
Balance End of Year	790,883	0	0	0	0	790,883	
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):		
LOAN TO TIF DISTRICT FOR WATER MAIN	61,030	1
Total (Acct. 123):	61,030	
Other Investments (124):		
SPECIAL ASSESSMENT RECEIVABLES	13,643	2
Total (Acct. 124):	13,643	
Special Funds (125):		
NONE		3
Total (Acct. 125):	0	
Notes Receivable (141):		
NONE		4
Total (Acct. 141):	0	
Customer Accounts Receivable (142):		
Water	22,876	5
Electric		6
Sewer (Regulated)		7
Other (specify):		
NONE		8
Total (Acct. 142):	22,876	
Other Accounts Receivable (143):		
Sewer (Non-regulated)	530	9
Merchandising, jobbing and contract work		10
Other (specify):		
NONE		11
Total (Acct. 143):	530	
Receivables from Municipality (145):		
TAX ACCOUNT AND DUE FROM SEWERS	25,778	12
Total (Acct. 145):	25,778	
Prepayments (165):		
NONE		13
Total (Acct. 165):	0	
Extraordinary Property Losses (182):		
NONE		14
Total (Acct. 182):	0	
Other Deferred Debits (183):		
NONE		15
Total (Acct. 183):	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/>	
Payables to Municipality (233):	
NONE	16
Total (Acct. 233):	0
<hr/>	
Other Deferred Credits (253):	
NONE	17
Total (Acct. 253):	0

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	2,946,566	0	0	0	2,946,566	1
Materials and Supplies	10,010	0	0	0	10,010	2
Other (specify):					0	3
Less Average:						
Reserve for Depreciation	534,078	0	0	0	534,078	4
Customer Advances for Construction					0	5
Contributions in Aid of Construction	790,383	0	0	0	790,383	6
Other (specify):					0	7
Average Net Rate Base	1,632,115	0	0	0	1,632,115	
Net Operating Income	102,411	0	0	0	102,411	8
Net Operating Income as a percent of Average Net Rate Base	6.27%	N/A	N/A	N/A	6.27%	

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	452,313	1
Appropriated Earned Surplus	0	2
Unappropriated Earned Surplus	603,357	3
Other (Specify):		4
Total Average Proprietary Capital	1,055,670	
Net Income		
Net Income	77,114	5
Percent Return on Proprietary Capital	7.30%	

IMPORTANT CHANGES DURING THE YEAR

Report changes of any of the following types:

1. Acquisitions.

2. Leaseholder changes.

3. Extensions of service.

We added 190' of 8" water line on South Pearl Street during the summer of 2002. We also replaced services to the home and put 1" line going to the shut off's.

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

Income Statement Account Details (Page F-02)

Account 419

Funds were borrowed in April 1992 to replace water lines on Highway 98 and there are some monies still left over for final payment. Funds are invested with the Local Government Investment Pool and also included is interest from Special Assessments.

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

Page F-14 Account 223 Advances

The Village does not charge the Water Utility interest.

FINANCIAL SECTION FOOTNOTES

Identification and Ownership - Contacts (Page iv)

11/26/03 email:
Hi Elaine,

We have been asked to respond on behalf of the Village of Spencer to your questions sent to Mr. Kobs on October 22. Of the three questions/issues that you presented in your email, only to first one will be answered in this email. Mr. Kobs is looking into the remaining two.

As for the eight services retired in 1999, these dollar amounts were never accounted for in either 1999 or any other year since. We apologize for this oversight. We have instructed Mr. Kobs to make a journal entry in 2003 to remove these services and this should correct the oversight.

If you have any questions please feel free to contact our office or myself either by phone or via email. Have a happy Thanksgiving!

Adam Waldera
Hawkins, Ash, Baptie & Company, LLP

10/22/03 email:
Dear Mr. Kobs:

The Public Service Commission (Commission) staff has completed its analytical review of your utility's 2002 annual report. The primary purpose of the analytical review is to detect possible reporting or accounting related errors and also to identify significant fluctuations from prior years' data that are not sufficiently explained in the annual report. The analytical review did identify the following issues:

1. By letter dated August 21, 2000, your utility indicated that dollars would be retired in 2000 from Account 345 and Account 110 for eight services units retired in 1999. There were no adjustments reported in the 2000 report, and by letter dated September 21, 2001, Adam Waldera of Hawkins et al indicated the adjustments would be made in the 2001 annual report. There were no adjustments reported in the 2001 annual report, and no response to our review letter requesting information regarding this matter. Please indicate if dollars have been retired from Account 345, Services, and Account 110, Accumulated Depreciation for the eight services units retired in 1999, or otherwise indicate if this matter has been resolved.

2. The amount reported for Utility Plant Jan. 1 on Page W-7, does not agree with the amount reported for plant on Page F-6 of the prior year report. The difference is immaterial, but please use the correct figure in the future.

3. On Page W-5, General Operating Expenses and Plant O/M Expenses both increased over 30% and \$2,000 from the prior year without explanation. In the future, please provide a brief explanation for increases or decreases over 30% and \$2,000.

Responding to the questions posed from the analytical review does not preclude you from possibly receiving other inquiries from our office regarding your annual report in the future: for instance, during a rate

FINANCIAL SECTION FOOTNOTES

case, construction authorization, or other Commission reviews.

We appreciate your cooperation in providing the above information. If you have any questions, please feel free to contact me at (608) 266-3768. Please respond within 30 days of this letter. We prefer that you respond by e-mail if it is convenient for you to do so. My e-mail address is elaine.engelke@psc.state.wi.us. If we have no questions regarding your response, you can consider the review closed.

Sincerely,

Elaine Engelke
Financial Specialist
Division of Water, Compliance, and Consumer Affairs

WATER OPERATING REVENUES & EXPENSES

Particulars (a)	Amounts (b)	
Operating Revenues		
Sales of Water		
Sales of Water (460-467)	336,658	1
Total Sales of Water	336,658	
Other Operating Revenues		
Forfeited Discounts (470)	0	2
Other Water Revenues (474)	4,138	3
Amortization of Construction Grants (475)	0	4
Total Other Operating Revenues	4,138	
Total Operating Revenues	340,796	
Operation and Maintenance Expenses		
Plant Operation and Maintenance Expenses (600-660)	108,644	5
General Operating Expenses (680-690)	58,522	6
Total Operation and Maintenance Expenses	167,166	
Other Operating Expenses		
Depreciation Expense (403)	67,715	7
Amortization Expense (404)		8
Taxes (408)	3,504	9
Total Other Operating Expenses	71,219	
Total Operating Expenses	238,385	
NET OPERATING INCOME	102,411	

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				2
Industrial				3
Total Unmetered Sales to General Customers (460)	0	0	0	
Metered Sales to General Customers (461)				
Residential	679	23,537	162,810	4
Commercial	96	8,034	39,043	5
Industrial	10	6,313	21,443	6
Total Metered Sales to General Customers (461)	785	37,884	223,296	
Private Fire Protection Service (462)	8		5,947	7
Public Fire Protection Service (463)	1		100,072	8
Other Sales to Public Authorities (464)	12	1,642	7,343	9
Sales to Irrigation Customers (465)				10
Sales for Resale (466)		0	0	11
Interdepartmental Sales (467)				12
Total Sales of Water	806	39,526	336,658	

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)	100,072	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)	100,072	
Forfeited Discounts (470):		
Customer late payment charges		5
Other (specify):		
NONE		6
Total Forfeited Discounts (470)	0	
Other Water Revenues (474):		
Return on net investment in meters charged to sewer department	1,581	7
Other (specify):		
CURB STOP TURN ON AND HOOKING UP WATER METERS	2,557	8
Total Other Water Revenues (474)	4,138	
Amortization of Construction Grants (475):		
NONE		9
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)	26,783	1
Purchased Water (610)		2
Fuel or Power Purchased for Pumping (620)	9,419	3
Chemicals (630)	11,868	4
Supplies and Expenses (640)	26,713	5
Repairs of Water Plant (650)	33,861	6
Transportation Expenses (660)		7
Total Plant Operation and Maintenance Expenses	108,644	
GENERAL OPERATING EXPENSES		
Administrative and General Salaries (680)	16,666	8
Office Supplies and Expenses (681)	3,831	9
Outside Services Employed (682)	19,938	10
Insurance Expense (684)	6,380	11
Employees Pensions and Benefits (686)	11,707	12
Regulatory Commission Expenses (688)		13
Miscellaneous General Expenses (689)		14
Uncollectible Accounts (690)		15
Total General Operating Expenses	58,522	
Total Operation and Maintenance Expenses	167,166	

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		0	1
Less: Local and School Tax Equivalent on Meters Charged to Sewer Department			2
Net property tax equivalent		0	
Social Security		3,135	3
PSC Remainder Assessment		369	4
Other (specify): NONE			5
Total tax expense		<u>3,504</u>	

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			Marathon				1
SUMMARY OF TAX RATES							2
State tax rate	mills		0.200516				3
County tax rate	mills		6.098612				4
Local tax rate	mills		7.593353				5
School tax rate	mills		9.803576				6
Voc. school tax rate	mills		1.940601				7
Other tax rate - Local	mills		0.000000				8
Other tax rate - Non-Local	mills		0.000000				9
Total tax rate	mills		25.636658				10
Less: state credit	mills		0.000000				11
Net tax rate	mills		25.636658				12
PROPERTY TAX EQUIVALENT CALCULATION							13
Local Tax Rate	mills		7.593353				14
Combined School Tax Rate	mills		11.744177				15
Other Tax Rate - Local	mills		0.000000				16
Total Local & School Tax	mills		19.337530				17
Total Tax Rate	mills		25.636658				18
Ratio of Local and School Tax to Total	dec.		0.754292				19
Total tax net of state credit	mills		25.636658				20
Net Local and School Tax Rate	mills		19.337530				21
Utility Plant, Jan. 1	\$	2,933,640	2,933,640				22
Materials & Supplies	\$	11,023	11,023				23
Subtotal	\$	2,944,663	2,944,663				24
Less: Plant Outside Limits	\$	0	0				25
Taxable Assets	\$	2,944,663	2,944,663				26
Assessment Ratio	dec.		0.996121				27
Assessed Value	\$	2,933,241	2,933,241				28
Net Local & School Rate	mills		19.337530				29
Tax Equiv. Computed for Current Year	\$	56,722	56,722				30
Tax Equivalent per 1994 PSC Report	\$	0					31
Any lower tax equivalent as authorized by municipality (see note 6)	\$	0					32 33
Tax equiv. for current year (see note 6)	\$	0					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)	400		1
Franchises and Consents (302)	134		2
Miscellaneous Intangible Plant (303)	0		3
Total Intangible Plant	534	0	
SOURCE OF SUPPLY PLANT			
Land and Land Rights (310)	0		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)	124,453		8
Infiltration Galleries and Tunnels (315)	0		9
Supply Mains (316)	0		10
Other Water Source Plant (317)	0		11
Total Source of Supply Plant	124,453	0	
PUMPING PLANT			
Land and Land Rights (320)	30,541		12
Structures and Improvements (321)	602,490		13
Boiler Plant Equipment (322)	0		14
Other Power Production Equipment (323)	175		15
Steam Pumping Equipment (324)	0		16
Electric Pumping Equipment (325)	31,737		17
Diesel Pumping Equipment (326)	0		18
Hydraulic Pumping Equipment (327)	0		19
Other Pumping Equipment (328)	7,900		20
Total Pumping Plant	672,843	0	
WATER TREATMENT PLANT			
Land and Land Rights (330)	0		21
Structures and Improvements (331)	0		22
Water Treatment Equipment (332)	467,395		23
Total Water Treatment Plant	467,395	0	
TRANSMISSION AND DISTRIBUTION PLANT			
Land and Land Rights (340)	0		24
Structures and Improvements (341)	0		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)			400	1
Franchises and Consents (302)			134	2
Miscellaneous Intangible Plant (303)			0	3
Total Intangible Plant	0	0	534	
SOURCE OF SUPPLY PLANT				
Land and Land Rights (310)			0	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)			124,453	8
Infiltration Galleries and Tunnels (315)			0	9
Supply Mains (316)			0	10
Other Water Source Plant (317)			0	11
Total Source of Supply Plant	0	0	124,453	
PUMPING PLANT				
Land and Land Rights (320)			30,541	12
Structures and Improvements (321)			602,490	13
Boiler Plant Equipment (322)			0	14
Other Power Production Equipment (323)			175	15
Steam Pumping Equipment (324)			0	16
Electric Pumping Equipment (325)			31,737	17
Diesel Pumping Equipment (326)			0	18
Hydraulic Pumping Equipment (327)			0	19
Other Pumping Equipment (328)			7,900	20
Total Pumping Plant	0	0	672,843	
WATER TREATMENT PLANT				
Land and Land Rights (330)			0	21
Structures and Improvements (331)			0	22
Water Treatment Equipment (332)			467,395	23
Total Water Treatment Plant	0	0	467,395	
TRANSMISSION AND DISTRIBUTION PLANT				
Land and Land Rights (340)			0	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 \$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)	92,950		26
Transmission and Distribution Mains (343)	1,197,291	16,895	27
Fire Mains (344)	0		28
Services (345)	195,087	7,949	29
Meters (346)	55,411	1,914	30
Hydrants (348)	119,245	8,192	31
Other Transmission and Distribution Plant (349)	0		32
Total Transmission and Distribution Plant	1,659,984	34,950	
GENERAL PLANT			
Land and Land Rights (370)	0		33
Structures and Improvements (371)	0		34
Office Furniture and Equipment (372)	0		35
Computer Equipment (372.1)	0		36
Transportation Equipment (373)	0		37
Other General Equipment (379)	7,406		38
Other Tangible Property (390)	0		39
Total General Plant	7,406	0	
Total utility plant in service directly assignable	2,932,615	34,950	
Common Utility Plant Allocated to Water Department	0		40
Total utility plant in service	2,932,615	34,950	

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)			92,950 26
Transmission and Distribution Mains (343)	1,680		1,212,506 27
Fire Mains (344)			0 28
Services (345)	1,950		201,086 29
Meters (346)	2,418		54,907 30
Hydrants (348)	1,000		126,437 31
Other Transmission and Distribution Plant (349)			0 32
Total Transmission and Distribution Plant	7,048	0	1,687,886
GENERAL PLANT			
Land and Land Rights (370)			0 33
Structures and Improvements (371)			0 34
Office Furniture and Equipment (372)			0 35
Computer Equipment (372.1)			0 36
Transportation Equipment (373)			0 37
Other General Equipment (379)			7,406 38
Other Tangible Property (390)			0 39
Total General Plant	0	0	7,406
Total utility plant in service directly assignable	7,048	0	2,960,517
Common Utility Plant Allocated to Water Department			0 40
Total utility plant in service	7,048	0	2,960,517

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			3,756	3,756	1
February			3,493	3,493	2
March			3,770	3,770	3
April			3,740	3,740	4
May			5,196	5,196	5
June			5,487	5,487	6
July			6,597	6,597	7
August			5,937	5,937	8
September			5,605	5,605	9
October			5,788	5,788	10
November			6,078	6,078	11
December			5,431	5,431	12
Total annual pumpage	0	0	60,878	60,878	
Less: Water sold				39,526	13
Volume pumped but not sold				21,352	14
Volume sold as a percent of volume pumped				65%	15
Volume used for water production, water quality and system maintenance				1,030	16
Volume related to equipment/system malfunction					17
Non-utility volume NOT included in water sales					18
Total volume not sold but accounted for				1,030	19
Volume pumped but unaccounted for				20,322	20
Percent of water lost				33%	21
If more than 25%, indicate causes and state what action has been taken to reduce water loss:					22
At this time we are not sure where the water is going. We are having Rural Water Association come to the Village to see if they can find any leaks with their equipment of find something else the Utility maybe doing wrong.					
Maximum gallons pumped by all methods in any one day during reporting year (000 gal.)				320	23
Date of maximum: 7/9/2002					24
Cause of maximum:					25
Pumped more water to supply Land O' Lakes.					
Minimum gallons pumped by all methods in any one day during reporting year (000 gal.)				61	26
Date of minimum: 10/6/2002					27
Total KWH used for pumping for the year				147,014	28
If water is purchased:Vendor Name:					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)	
307 SOUTH LASALLE	1	42	30	84,000	Yes	1
406 JEFFERSON	3	33	26	0	No	2
404 SOUTH LASALLE	4	44	30	107,000	Yes	3

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	307 SOUTH LASALLE	406 JEFFERSON	404 SOUTH LASALLE	2
Purpose	P	P	P	3
Destination	T	T	T	4
Pump Manufacturer	PONOMA	LAYNE	PONOMA	5
Year Installed	1940	1992	1981	6
Type	VERTICAL TURBINE	VERTICAL TURBINE	VERTICAL TURBINE	7
Actual Capacity (gpm)	100	150	150	8
Pump Motor or Standby Engine Mfr	WESTINGHOUSE	GE	FAIRBANKS MORSE	9 10
Year Installed	1940	1974	1981	11
Type	ELECTRIC	ELECTRIC	ELECTRIC	12
Horsepower	7	7	15	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 23
Year Installed				24
Type				25
Horsepower				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 3
Type: R (reservoir), S (standpipe) or ET (elevated tank)	ET	ET	4 5
Year constructed	1940	1967	6
Primary material (earthen, steel, concrete, other)	STEEL	STEEL	7 8
Elevation difference in feet (See Headnote 3.)	123	124	9 10
Total capacity in gallons (actual)	50,000	200,000	11
WATER TREATMENT PLANT			12
Disinfection, type of equipment (gas, liquid, powder, other)	LIQUID	LIQUID	13 14
Points of application (wellhouse, central facilities, booster station, other)	OTHER	OTHER	15 16 17
Filters, type (gravity, pressure, other, none)	GRAVITY	GRAVITY	18 19
Rated capacity of filter plant (m.g.d.) (note: 1,200,000 gal/day = 1.2 m.g.d.)	0.0360	0.0216	20 21 22
Is a corrosion control chemical used (yes, no)?	Y	Y	23 24
Is water fluoridated (yes, no)?	Y	Y	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	2,080	0	280	0	1,800	1
M	D	6.000	48,483	0	0	0	48,483	2
M	D	8.000	15,279	190	0	0	15,469	3
M	D	10.000	10,859	0	0	0	10,859	4
Total Within Municipality			76,701	190	280	0	76,611	
Total Utility			76,701	190	280	0	76,611	

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	683	0	13	0	670	52	1
M	1.000	58	13	0	0	71	9	2
M	1.250	4	0	0	0	4		3
M	1.500	12	0	0	0	12		4
M	2.000	14	0	0	0	14	6	5
M	3.000	1	0	0	0	1		6
Total Utility		772	13	13	0	772	67	

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	771	60	58	0	773	37	1
1.000	9	0	0	0	9	0	2
1.250	6	0	0	0	6	0	3
1.500	9	0	0	0	9	0	4
2.000	8	2	1	0	9	0	5
4.000	4	0	0	0	4	0	6
Total:	807	62	59	0	810	37	

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	666	78	3	4	0	22	773	1
1.000	0	5	3	1	0	0	9	2
1.250	0	5	0	1	0	0	6	3
1.500	0	5	1	3	0	0	9	4
2.000	0	4	3	2	0	0	9	5
4.000	0	0	0	4	0	0	4	6
Total:	666	97	10	15	0	22	810	

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	0				0	1
Within Municipality	117	4	2		119	2
Total Fire Hydrants	117	4	2	0	119	
Flushing Hydrants						
	1				1	3
Total Flushing Hydrants	1	0	0	0	1	

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:	119
Number of distribution system valves end of year:	264
Number of distribution valves operated during year:	57

WATER OPERATING SECTION FOOTNOTES

Property Tax Equivalent (Water) (Page W-07)

The Village Board at their December 16, 2002 meeting approved to forgive local and School Tax equivalents for the Water Utility to the Village for the year 2002 and tax amount to the Water Utility will be zero.

Water Mains (Page W-15)

The Water Utility paid for the 190' of 8" water main on Pearl Street from the 2002 budget so there was no borrowing or assessments.

Water Services (Page W-16)

The Water Utility paid for the services to be replaced on Pearl Street so there was no borrowing.

Hydrants and Distribution System Valves (Page W-18)

The Water Operator hopes to exercise more valves in 2003. Had other projects that kept him busy in 2002.
