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VILLAGE BOARD AGENDA
VILLAGE OF SUSSEX
6:00 PM TUESDAY, AUGUST 27, 2024
SUSSEX CIVIC CENTER – BOARD ROOM 2nd FLOOR
N64W23760 MAIN STREET

1. Roll call.
2. Pledge of Allegiance.
3. Consideration and possible action on minutes of the Village Board meetings held on July 23, 2024.
4. Communications and Public Hearings
 - A. Village President Report. Report on meetings, communications, and recognitions.
 - B. 2023 Audit Presentation
 - C. Annual Citizen Financial Report
5. Committee Reports
 - A. Board of Fire Commissioners Report on discussion and action taken at the previous meeting, future agenda items and upcoming meetings.
 - B. Community Development Authority Report on discussion and action taken at the previous meeting, future agenda items and upcoming meetings.
 - C. Finance and Personnel Committee. Report on discussion and action taken at the previous meeting, future agenda items and upcoming scheduled meetings.
 1. Recommendation and possible action on July check register and p-card.
 2. Recommendation and possible action on Ace Hardware purchases.
 - D. Park & Recreation Board. Report on discussion and action taken at the previous meeting, future agenda items and upcoming meetings.
 1. Recommendation and possible action on Soccer Field Rental Fee Increase.
 2. Recommendation and possible action on Swimming Pool Feasibility Study Committee Structure
 - E. Pauline Haass Library Board. Report on discussion and action taken at the previous meeting, future agenda items and upcoming meetings.
 1. Recommendation and possible action on Resolution 24-12 Providing for the Exemption from the 2023 Waukesha County Library Tax.
 - F. Plan Commission. Report on discussion and action taken at the previous meeting, future agenda items and upcoming scheduled meetings.
 - G. Public Safety and Welfare. Report on discussion and action taken at the previous meeting, future agenda items and upcoming meetings.
 - H. Public Works Committee. Report on discussion and action taken at the previous meeting, future agenda items and upcoming scheduled meetings.

1. Consideration and possible action on Public Works bills for payment.
2. Consideration and possible action on Hydrant Maintenance Easement to the Village of Sussex from Sussex Corporate Park II, LLC.
3. Consideration and possible action on Stormwater Easement at Highlands Court from the Village of Sussex to Sussex Corporate Park II, LLC.
6. Staff Reports on upcoming events, projects, future agendas and scheduled meetings
7. Comments from citizens present.
8. Old Business.
9. New Business.
 - A. Consideration and possible action on Resolution 24-11 Authorizing a DNR Urban Forestry Grant Application.
10. Consideration and possible action on resignations and appointments.
11. Consideration and possible action on a motion to convene into executive session under Wis. Stats. 19.85(1)(c) when considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility with respect to compensation, and annual review process with the Village Administrator.
12. Adjournment

Anthony LeDonne
Village President

Jeremy Smith
Village Administrator

It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Jeremy Smith at 246-5200.

**DISCLAIMER – THE FOLLOWING ARE DRAFT MINUTES FROM
THE VILLAGE BOARD AND ARE
SUBJECT TO CHANGE UPON APPROVAL OF THE VILLAGE BOARD**

**VILLAGE OF SUSSEX
SUSSEX, WISCONSIN**

**Minutes of the Village Board Meeting of
July 23, 2024**

1. Roll Call

The meeting was called to order by President LeDonne at 6:01pm.

Members present: Trustees Stacy Riedel, Greg Zoellick, Lee Uecker, Scott Adkins, Benjamin Jarvis, Ron Wells, and President Anthony LeDonne

Members excused: None

Also present: Village Administrator Jeremy Smith, Village Attorney John Macy, Deputy Clerk Jen Boehm, and members of the Public.

2. Pledge of Allegiance

President LeDonne led the pledge of allegiance.

3. Meeting Minutes

A motion by Wells, seconded by Zoellick to approve the June 25, 2024 Village Board meeting minutes.

Motion carried 7-0.

4. Communications and Public Hearings

A. Village President Report

The Village President listed several upcoming meetings and events in the Village of Sussex including:

7/24 – Concert in the Park, 1:00pm-3:00pm at Village Park

7/25 – Pints in the Park, 5:00pm-8:00pm at Coldwater Creek Park (Ribbon cutting and live music)

7/29 – Resident registration for Fall Programs begins at 9:00am

7/30-8/9 – In person absentee voting for the 8/13 Partisan Primary Election

8/1 – National Night Out, 6:00pm-8:00pm on Main Street (Booths, food, activities)

Non resident Fall Registration begins at 9:00am

8/6 – Public Works Committee, 6:00pm in the Board Room followed by the Finance Committee

8/7 – Architectural Review Board, 4:00pm in the Committee Room

8/9-8/11 – Sussex 100 Year Celebration (Live music, food, beer garden, trivia, movie night, drone show)

8/13 – Partisan Primary Election, 7:00am-8:00pm at the Civic Center

8/20 – Public Safety & Welfare, 5:30pm Committee Room

Plan Commission, 6:30pm in the Board Room

Park Board, 6:30pm in the Community Room

8/21 – Library Board, 6:00pm in the Library

5. Committee Reports

A. Board of Fire Commissioners Report

Nothing to report.

B. Community Development Authority

Nothing to report.

C. Finance and Personnel Committee Report

1. Motion by Jarvis, seconded by Zoellick to approve the May Check Register and P-card Statement in the amount of \$2,689,486.20.

Motion carried 7-0

2. Motion by Jarvis, seconded by Riedel to approve the May Ace Hardware purchases in the amount of \$666.28.
(LeDonne Abstained)

Motion carried 6-0

D. Park & Recreation Board Report

Nothing to report.

E. Pauline Haass Library Board Report

Trustee Zoellick updated the Board on the Library Board.

F. Plan Commission Report

Nothing to report.

G. Public Safety and Welfare Report

Nothing to report

H. Public Works Committee Report

1. Motion by Adkins, seconded by Uecker to approve the June invoices in the amount of \$378,010.64.

Motion carried 7-0

6. Staff Reports

Mr. Smith: Stoning is done at Grogan Park. Playground equipment is being installed next week by our staff saving the cost of construction.

We will be adjusting our Operator License Ordinance and reviewing the draft at the Finance Committee in August.

Close to a deal with Lannon for a joint well.

Mr. Macy: Clerks are receiving an overwhelming number of Open Records requests.

Supreme Court decided ballot boxes are legal.

Gave guidance on social media to the Board and staff.

Will be holding a webinar on 7/31 regarding changes in the Liquor License Ordinance.

Ms. Boehm: Public Testing for our voting machines is 8/7 at 10:00am in the Multi-Purpose Room.

7. Comments from Citizens Present

None

8. Old Business

None

9. New Business

A motion by Jarvis, seconded by Adkins to approve Resolution 24-10 Closing portions of Main Street for the 100 Year Celebration during certain hours on August 9, 10, and 11, 2024.

Motion carried 7-0

10. Consideration on resignation and appointments

11. Adjournment

A motion by LeDonne, seconded by Wells to adjourn at 6:28PM.

Motion carried 7-0

Respectfully submitted,
Jen Boehm
Deputy Clerk

August 23, 2024

Village Board
Sussex, Wisconsin

Dear Village Board:

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Village of Sussex, Wisconsin (the "Village") for the year ended December 31, 2023. Professional standards require that we provide you with the following information related to the audit:

Our Responsibility under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter dated August 16, 2023, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States. Our audit of the financial statements does not relieve you or management of your responsibilities.

Planned Scope and Timing of the Audit

We performed the audit accordingly to the planned scope, timing, and with respect to significant risks identified by us, all of which were previously communicated in our letter dated March 27, 2024, in addition to our engagement letter dated August 16, 2023, accepted by management.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Village of Sussex are described in Note 1 to the financial statements. A new accounting policy related to Governmental Accounting Standards Board Statement 96, Subscription-Based Information Technology Arrangements was implemented during the year and was determined to have no significant impact on the financial statements.

We noted no transactions entered into by the Village during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the financial statements were the significant useful lives in calculating accumulated depreciation, the allowance for doubtful accounts receivable, and the net pension liability.

The disclosures in the financial statements are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

The completion of our audit was delayed because accounts were not reconciled until May and June 2024 for us to complete our audit testing.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated August 23, 2024.

Management Consultations with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Village's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Village's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

Required Supplementary Information Accompanying Audited Financial Statements

We applied certain limited procedures to the management discussion and analysis, the budgetary comparison schedules, and the schedule of proportionate share of the net pension liability (asset) and contributions – Wisconsin Retirement System, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

Supplementary Information Accompanying Audited Financial Statements

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Internal Control Matters

In planning and performing our audit of the financial statements of the Village of Sussex, Wisconsin as of and for the year ended December 31, 2023, in accordance with auditing standards generally accepted in the United States of America, we considered the Village's internal control over financial reporting (internal control) as a basis for designing our audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing opinions on the effectiveness of the Village's internal control. Accordingly, we do not express opinions on the effectiveness of the Village's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be significant deficiencies or material weaknesses, and therefore significant deficiencies or material weaknesses may exist that have not been identified. However, as listed below, we identified a deficiency in internal control that we consider to be a material weakness and deficiencies that we consider to be significant deficiencies.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies in internal control, such that there is reasonable possibility that a material misstatement of the Village's financial statements will not be prevented or detected and corrected on a timely basis. We identified a deficiency in internal control, as listed as item 2023-001 that we consider to be a material weakness.

A significant deficiency is a deficiency, or combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider the deficiencies as listed as items 2023-002 and 2023-003 to be significant deficiencies.

This communication is intended solely for the information and use of Village Board and, if appropriate, management of the Village of Sussex, and is not intended to be, and should not be used by anyone other than these specified parties.

We appreciate the opportunity to be of service to Village of Sussex, Wisconsin.

Sincerely,

A handwritten signature in black ink that reads "Wipfli LLP". The signature is written in a cursive, flowing style.

Wipfli LLP

Village of Sussex, Wisconsin

Schedule of Findings and Responses (Continued)

Section I - Audit Findings in Relation to Financial Statements

2023-001

Account Reconciliations

Criteria or Specific Requirement: An accounting system should provide timely and accurate information for management. The reconciliation of account balances is an integral internal control activity to determine that stated account balances are accurate and fairly reported. Village management and accounting personnel should reconcile general ledger accounts to subsidiary ledgers and other supporting documents in a timely and effective manner.

Condition: Improperly designed internal controls and account reconciliation procedures allowed for the Village to perform inadequate reconciliation of the following accounts: cash, capital assets, accounts payable, and debt as explained below.

- The software conversion caused issues with the bank reconciliation process and that delayed completion of the bank reconciliations. The procedure was not completed until June 2024 resulting in variance material transactions not being identified and accounted for properly until that time.
- Capital assets records were not updated and reconciled until June 2024 resulting in various material adjustments to the cost and accumulated depreciation of capital assets.
- Accounts payable balances were not reconciled until May 2024 resulting in material journal entries to reverse prior year transactions, record amounts in the proper fund and reverse current year charged made to accounts payable incorrectly.
- Various debt transactions including debt payments and amortization of bond premiums were not entered in the accounting system and reconciled until May 2024.

Context: In planning and performing our audit procedures, we obtained an understanding of the design and implementation of internal controls for significant audit risk and performed audit procedures assessing the effectiveness of internal controls. Additionally, we performed substantive audit procedures to obtain audit evidence verifying the completeness, validity, and accuracy of the financial records.

Effect: Without performing adequate account reconciliations, information provided to management is inaccurate. Also, the probability that fraud or material errors will occur and go undetected generally increases.

Cause: The Village did not perform adequate reconciliations of cash, capital assets, accounts payable, and debt to verify the completeness, validity, and accuracy of their financial records.

Repeat: No

Auditor's Recommendations: Village management should implement policies and procedures requiring accountability to monitor the accuracy of monthly reconciliations. This would allow the Village to ensure completeness and accuracy, enhancing the control system in the accounting department. Management personnel involved in the reconciliation process should sign supporting documentation to attest that not only the process was complete, but it also had been reviewed.

View of Responsible Officials: The Village agrees with the finding and will appropriately record all transactions in the future.

Village of Sussex, Wisconsin

Schedule of Findings and Responses (Continued)

2023-002

Financial Statement Preparation

Criteria or Specific Requirement: Management is responsible for establishing and maintaining internal controls and for the fair presentation of the financial statements including the related disclosures, in conformity with U.S. generally accepted accounting principles (GAAP).

Condition: The Village does not have an internal control policy in place over annual financial reporting that would enable management to prepare its annual financial statements and ensure related footnote disclosures are complete and presented in accordance with GAAP.

Context: The Village does not currently prepare its annual financial statements in accordance with GAAP.

Effect: The completeness of the financial statement disclosures and the accuracy of the overall financial presentation is negatively impacted as external auditors do not have the same comprehensive understanding of the Village as its internal staff.

Cause: The Village relies on the audit firm to prepare the annual financial statements and related footnote disclosures. However, the Village Board has reviewed and approved the annual financial statements and related footnote disclosures.

Auditor's Recommendation: Management should continue to review and approve the annual financial statements and related footnote disclosures.

2023-003

Improper Segregation of Duties

Criteria or Specific Requirement: Internal controls should be in place that provide reasonable assurance that not one individual handles a transaction from its inception to its completion.

Condition: The size of the Village's staff in charge of accounting and reporting functions indicates a lack of segregated duties. The basic premise is that no one employee should have access to both physical assets and the related accounting records or to all phases of a transaction, which decreases the likelihood that unauthorized or false transactions will be prevented, or detected and corrected, in a timely manner.

Context: The Village should have adequate staffing to properly segregate duties.

Effect: As a result of this condition, there is a higher risk that errors or irregularities could occur and not be detected and corrected within a timely period.

Cause: The Village has a limited number of staff to allow for adequate segregation of duties.

Auditor's Recommendation: Management and the Board's close supervision and review of accounting information appears to be the most economical and appropriate manner to help prevent and detect errors and irregularities in the Village's accounting and financial reporting.

Village of Sussex, Wisconsin

Sussex, Wisconsin

Annual Financial Report

December 31, 2023

Village of Sussex, Wisconsin

Year Ended December 31, 2023

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Village of Sussex, Wisconsin

Year Ended December 31, 2023

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Independent Auditor's Report

To the Village Board
Sussex, Wisconsin

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the Village of Sussex, Wisconsin (the "Village"), as of and for the year ended December 31, 2023, and the related notes to the financial statements, which collectively comprise the Village's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the discretely presented component unit, each major fund and aggregate remaining fund information of Village of Sussex, Wisconsin, as of December 31, 2023, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Village, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Village's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Village's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Village's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, the budgetary comparison information, and pension information be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Village of Sussex, Wisconsin's basic financial statements as a whole. The combining balance sheet-nonmajor governmental funds and combining statement of revenues, expenditures, and changes in fund balances-nonmajor governmental funds are presented for purposes of additional analysis and are not a required part of the basic financial statements. The statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Wipfli LLP

Wipfli LLP
August 23, 2024
Madison, Wisconsin

Management's Discussion and Analysis



Management's Discussion and Analysis (Unaudited) As of and for the Year Ended December 31, 2023

As management of the Village of Sussex, we offer readers of the Village of Sussex's financial statements this narrative overview and analysis of the financial activities of the Village for the fiscal years ended December 31, 2023 and 2022.

Financial Highlights

- The assets and deferred outflows of resources of the Village of Sussex exceeded its liabilities and deferred inflows of resources at the close of 2023 by \$108.5 million compared to the 2022 excess of 102.9 million (net position).
- Restricted net position represents amounts held for future debt service expenditures, unexpended reserve capacity assessments, amounts held for equipment replacement and depreciation, park impact fees received and pension benefits.
- The government's total net position increased by about \$5.6 million in 2023 compared to an increase of \$11.6 million in 2022. The main reasons for the increase are acquisition of capital assets and collection of impact fees and reserve capacity assessments.
- As of the close of the current fiscal year, the Village of Sussex's governmental funds reported combined ending fund balances of \$9.2 million, an increase of about \$2.7 million from the prior year. The General Fund showed a small decrease after offsetting increases to the equipment replacement fund with a use of fund balance to call debt. The General Debt Service Fund increased \$2.8 million after the collection of taxes and operating transfers in to pay debt obligations. The General Capital Projects Fund increased \$468,110 mainly due to an issuance of debt to pay for the 2023 road program. TIF #6 decreased slightly at less than \$0.2 million as funds were used to call future debt earlier than scheduled. TIF #7 increased slightly due to payment of debt charges debt. Non-major funds showed increases in fund balance except for the Recreation Scholarship Fund for an overall increase of \$0.4 million. The increases were mainly a result of the collection of Park Impact Fees and use of ARPA funds received in a prior year for park projects.
- The Village Board adopted a formal fund balance policy in 2011 and updated in 2015 which includes standards to maintain specific levels within the General Fund. In addition, it directs any surplus to be set aside for future equipment and building replacement. At December 31, 2023 the combined balance of General Fund assigned and unassigned funds is \$6.1 million and represents 64.1% of the 2024 budgeted expenditures as defined in the policy.
- The Village of Sussex's total debt showed a net decrease of \$0.5 million during the current fiscal year. All borrowing is in accordance with the approved Capital Improvement Plan.
- The Village's proportionate share of the Wisconsin Retirement System (WRS) is a pension liability that was \$1,041,790 as of December 31, 2023 after reporting a pension asset of \$1,505,402 as of December 31, 2022. This change was due primarily to decreased investment returns in 2023. The difference between expected and actual investment returns for WRS is reported as a deferred outflow in the Village's financial statements.

**Village of Sussex
Management's Discussion and Analysis
(Unaudited)
As of and for the Year Ended December 31, 2023**

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the Village of Sussex's basic financial statements. The Village of Sussex's basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide financial statements. The *government-wide financial statements* are designed to provide readers with a broad overview of the Village of Sussex's finances, in a manner similar to a private-sector business.

The *statement of net position* presents information on all of the Village of Sussex's assets, liabilities, and deferred outflows/inflows of resources with the difference reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Village of Sussex is improving or deteriorating.

The *statement of activities* presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in the future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions of the Village of Sussex that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities of the Village of Sussex include general government, protection of persons and property, public works, health and sanitation, parks and recreation, library, and conservation and development. The business-type activities of the Village of Sussex include a Water Utility, a Sewer Utility, a Stormwater Utility and the Community Development Authority.

The government-wide financial statements include the Village of Sussex which is known as the *primary government*. The Water, Sewer and Stormwater Utilities function for all practical purposes as departments of the Village of Sussex, and therefore have been included as an integral part of the primary government. In addition, the Pauline Haass Public Library is included in the government-wide financial statements as a *component unit*.

The government-wide financial statements can be found on pages 16 - 18 of this report.

Fund financial statements. A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Village of Sussex, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the Village of Sussex can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental funds. *Governmental funds* are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

**Village of Sussex
Management's Discussion and Analysis
(Unaudited)
As of and for the Year Ended December 31, 2023**

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The Village of Sussex maintains ten individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the general fund, the general obligation debt service fund, the general capital projects fund, the TIF #6 capital projects fund, and the TIF #7 capital projects fund, all of which are considered to be major funds. Data from the other governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these nonmajor governmental funds is provided in the form of *combining statements* elsewhere in this report.

The basic governmental fund financial statements can be found on pages 19 - 23 of this report.

The Village of Sussex adopts an annual appropriated budget for the general fund and various other funds as required by state statute. The budgetary comparison statement found on page 71 has been included with the basic financial statements for the budgeted fund to demonstrate compliance with the adopted budget.

Proprietary funds. The Village of Sussex maintains one type of proprietary funds. *Enterprise funds* are used to report the same functions presented as *business-type activities* in the government-wide financial statements. The Village of Sussex uses enterprise funds to account for its Water, Sewer, and Stormwater Utilities and Community Development Authority.

Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail. The proprietary fund financial statements provide separate information for the Water, Sewer, and Stormwater Utilities, which are considered to be major funds of the Village of Sussex. The Community Development Authority is not considered a major fund but is also included in the proprietary fund financial statements as it is the only nonmajor proprietary fund.

The basic proprietary fund financial statements can be found on pages 24 - 28 of this report.

Fiduciary funds. Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are *not* reflected in the government-wide financial statements because the resources of those funds are *not* available to support the Village of Sussex's own programs. The only fiduciary fund maintained by the Village of Sussex is the Tax Collection Fund which records the tax roll and tax collections for other taxing jurisdictions within the Village of Sussex.

The basic fiduciary fund financial statement can be found on pages 29 and 30 of this report.

Notes to the financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 31 - 70 of this report.

Other information. The combining statements referred to earlier in connection with non-major governmental funds are presented immediately following the required supplementary information. Combining statements and schedules can be found on pages 79 - 81 of this report.

**Village of Sussex
Management's Discussion and Analysis
(Unaudited)
As of and for the Year Ended December 31, 2023**

Government-wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. The following table reflects the condensed Statement of Net Position.

VILLAGE OF SUSSEX NET POSITION

	Governmental Activities		Business-type Activities		Total	
	12/31/2023	12/31/2022	12/31/2023	12/31/2022	12/31/2023	12/31/2022
Current and other assets	\$ 23,213,918	\$ 22,406,651	\$ 11,902,445	\$ 12,880,696	\$ 35,116,363	\$ 35,287,347
Capital assets	53,367,412	52,423,148	92,922,451	91,852,649	146,289,863	144,275,797
Total assets	76,581,330	74,829,799	104,824,896	104,733,345	181,406,226	179,563,144
Deferred outflows of resources						
Pension benefits	2,761,235	2,037,208	1,151,045	918,164	3,912,280	2,955,372
Current and other liabilities	1,815,283	6,198,005	1,604,344	1,919,410	3,419,627	8,117,415
Long-term liabilities	42,797,911	39,653,909	16,085,802	17,035,478	58,883,713	56,689,387
Total liabilities	44,613,194	45,851,914	17,690,146	18,954,888	62,303,340	64,806,802
Deferred inflows of resources						
Property taxes	11,779,794	10,275,174	-	-	11,779,794	10,275,174
Other	65,181	524,196	-	-	65,181	524,196
Pension benefits	1,551,162	2,435,529	647,457	1,107,551	2,198,619	3,543,080
Special assessments	-	-	437,205	483,711	437,205	483,711
Total deferred inflows	13,396,137	13,234,899	1,084,662	1,591,262	14,480,799	14,826,161
Net position						
Net investment in capital assets	25,626,407	24,581,881	74,850,039	72,338,743	100,476,446	84,683,756
Restricted	3,684,900	1,543,092	6,454,199	6,973,510	10,139,099	8,968,219
Unrestricted	(7,978,073)	(8,344,779)	5,896,895	5,793,106	(2,081,178)	(2,407,539)
Total net position	\$ 21,333,234	\$ 17,780,194	\$ 87,201,133	\$ 85,105,359	\$ 108,534,367	\$ 102,885,553

The Village of Sussex's net position reflects its investment in capital assets (e.g., land, buildings, machinery, equipment, and infrastructure), less any related debt used to acquire those assets that are still outstanding as \$100.5 million. The Village of Sussex uses capital assets to provide services to citizens; consequently, these assets are *not* available for future spending. Although the Village of Sussex's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of the Village of Sussex's net position, \$10.1 million, represents resources that are subject to external restrictions on how they may be used. The remaining balance of *unrestricted net position* is \$(2.1) million.

The government's net position increased by about \$5.6 million during the current fiscal year. There was an increase of about \$3.6 million in the governmental activities, while the business-type activities had an increase in net position of about \$2.1 million.

Village of Sussex
Management's Discussion and Analysis
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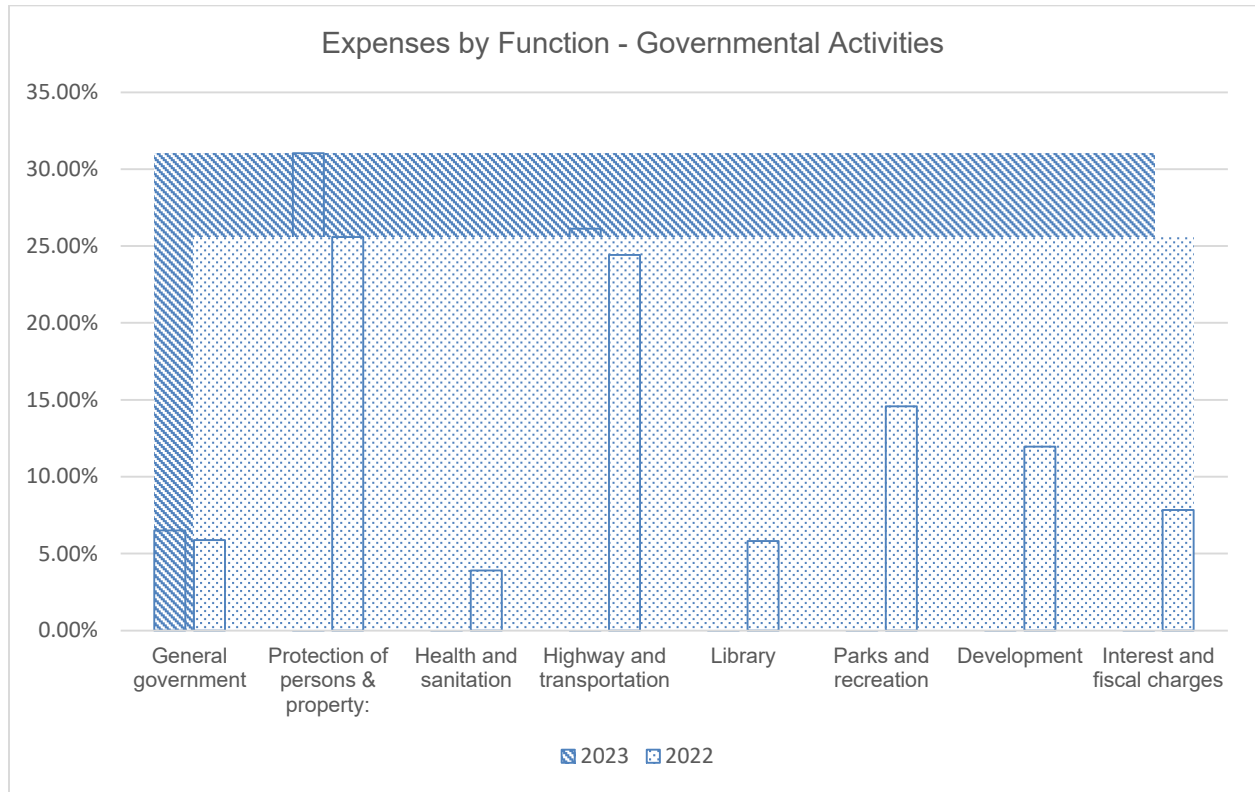
Governmental activities. Governmental activities often show a decrease in the Village of Sussex's net position as a result of depreciation of capital assets; however, 2023 again resulted in an increase of \$5,648,814 compared to an increase for 2022 of \$3,222,758. Most of the increase for 2023 was due to the collection of an increased amount of property taxes and the addition of roads by developers, and interest income offset by the costs of the 2023 road program.

The following table provides a summary of the Village's change in net position.

VILLAGE OF SUSSEX'S CHANGES IN NET POSITION

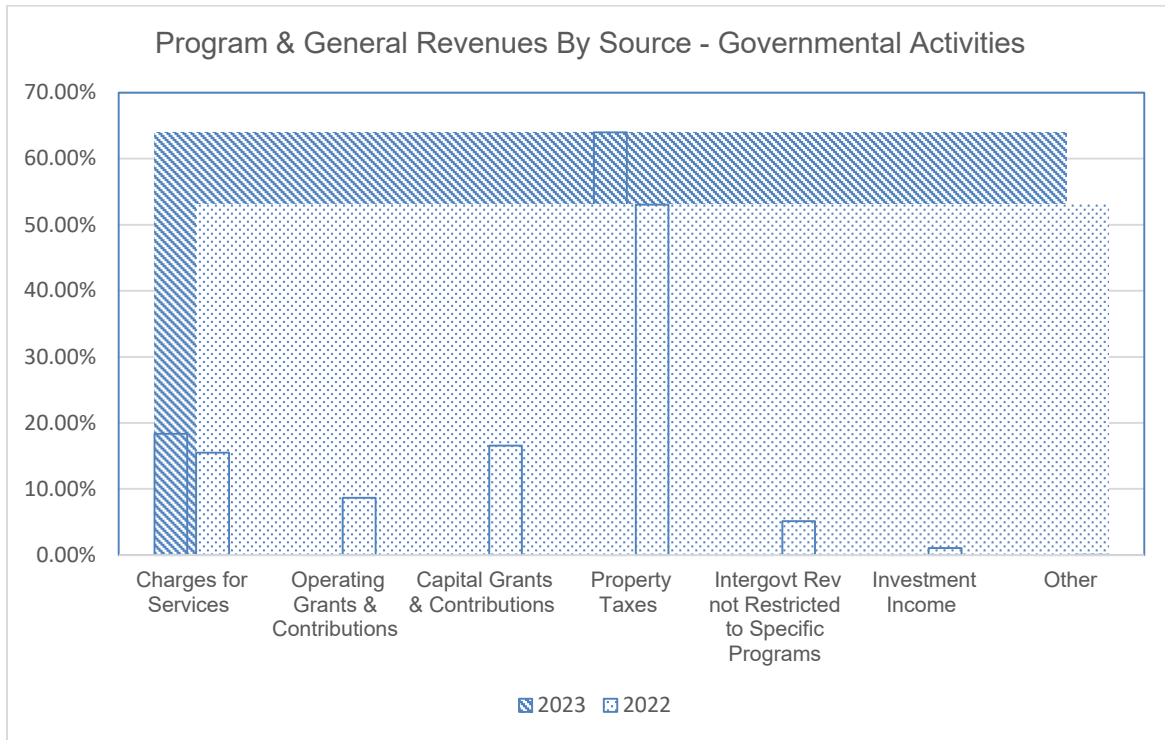
	Governmental Activities		Business-type Activities		Total	
	12/31/2023	12/31/2022	12/31/2023	12/31/2022	12/31/2023	12/31/2022
Revenues						
Program revenues						
Charges for services	\$ 2,960,067	\$ 2,698,751	\$ 6,752,094	\$ 6,497,589	\$ 9,712,161	\$ 9,196,340
Operating grants and contributions	1,668,561	1,510,351	-	-	1,668,561	1,510,351
Capital grants and contributions	56,600	2,885,481	2,448,363	8,288,926	2,504,963	11,174,407
General revenues						
Property taxes	10,310,483	9,236,619	-	-	10,310,483	9,236,619
Intergovernmental revenues not restricted to specific programs	533,470	894,651	-	-	533,470	894,651
Investment income	571,254	181,154	380,861	225,802	952,115	406,956
Other	10,350	7,957	891	-	11,241	7,957
Total revenues	<u>16,110,785</u>	<u>17,414,964</u>	<u>9,582,209</u>	<u>15,012,317</u>	<u>25,692,994</u>	<u>32,427,281</u>
Expenses						
General government	882,415	852,012	-	-	882,415	852,012
Public safety	4,207,274	3,698,006	-	-	4,207,274	3,698,006
Highway and transportation	3,541,954	3,530,487	-	-	3,541,954	3,530,487
Health and sanitation	647,569	563,685	-	-	647,569	563,685
Library	861,969	841,831	-	-	861,969	841,831
Parks and recreation	2,170,104	2,109,588	-	-	2,170,104	2,109,588
Development	80,883	1,728,073	-	-	80,883	1,728,073
Interest and fiscal charges	1,163,667	1,131,317	-	-	1,163,667	1,131,317
Water	-	-	2,826,955	2,712,616	2,826,955	2,712,616
Sewer	-	-	2,906,477	2,878,289	2,906,477	2,878,289
Stormwater	-	-	744,188	683,426	744,188	683,426
Community Development Authority	-	-	10,725	-	10,725	-
Total expenses	<u>13,555,835</u>	<u>14,454,999</u>	<u>6,488,345</u>	<u>6,274,331</u>	<u>20,044,180</u>	<u>20,729,330</u>
Increase (Decrease) in net position before special items and transfers	2,554,950	2,959,965	3,093,864	8,737,986	5,648,814	11,697,951
Special items	-	-	-	(56,834)	-	(56,834)
Transfers	998,090	262,793	(998,090)	(262,793)	-	-
Increase (decrease) in net position	<u>3,553,040</u>	<u>3,222,758</u>	<u>2,095,774</u>	<u>8,418,359</u>	<u>5,648,814</u>	<u>11,641,117</u>
Net position - January 1	<u>17,780,194</u>	<u>14,557,436</u>	<u>85,105,359</u>	<u>76,687,000</u>	<u>102,885,553</u>	<u>91,244,436</u>
Net position - December 31	<u>\$ 21,333,234</u>	<u>\$ 17,780,194</u>	<u>\$ 87,201,133</u>	<u>\$ 85,105,359</u>	<u>\$ 108,534,367</u>	<u>\$ 102,885,553</u>

**Village of Sussex
Management's Discussion and Analysis
(Unaudited)
As of and for the Year Ended December 31, 2023**



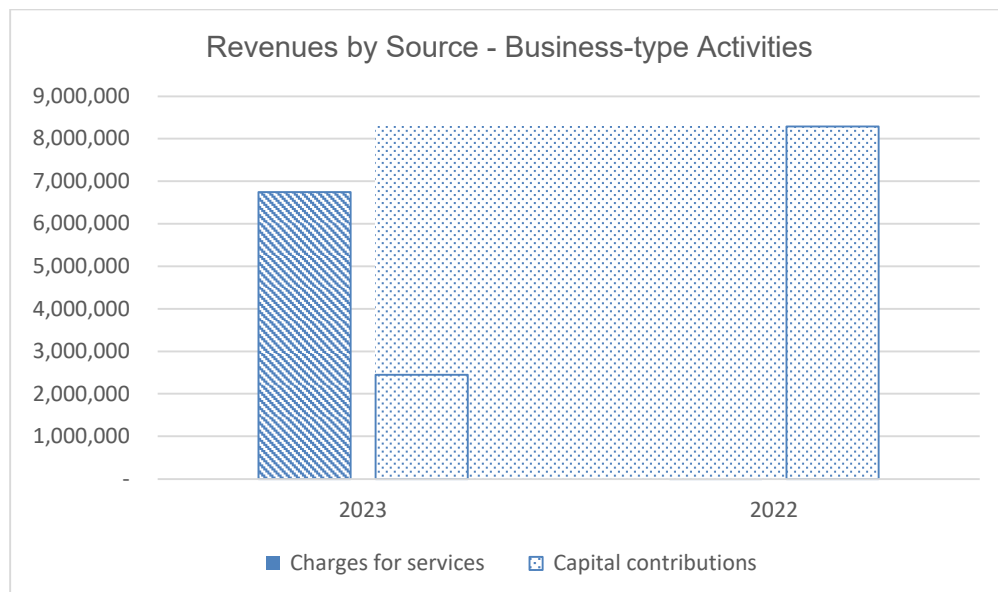
The largest increase is in the area of Protection of persons & property as a result of depreciation on capital assets and changes in net pension expense. Development decreased because of TIF expenses being completed in 2023 compared to 2022. All other areas remained fairly stable between 2023 and 2022.

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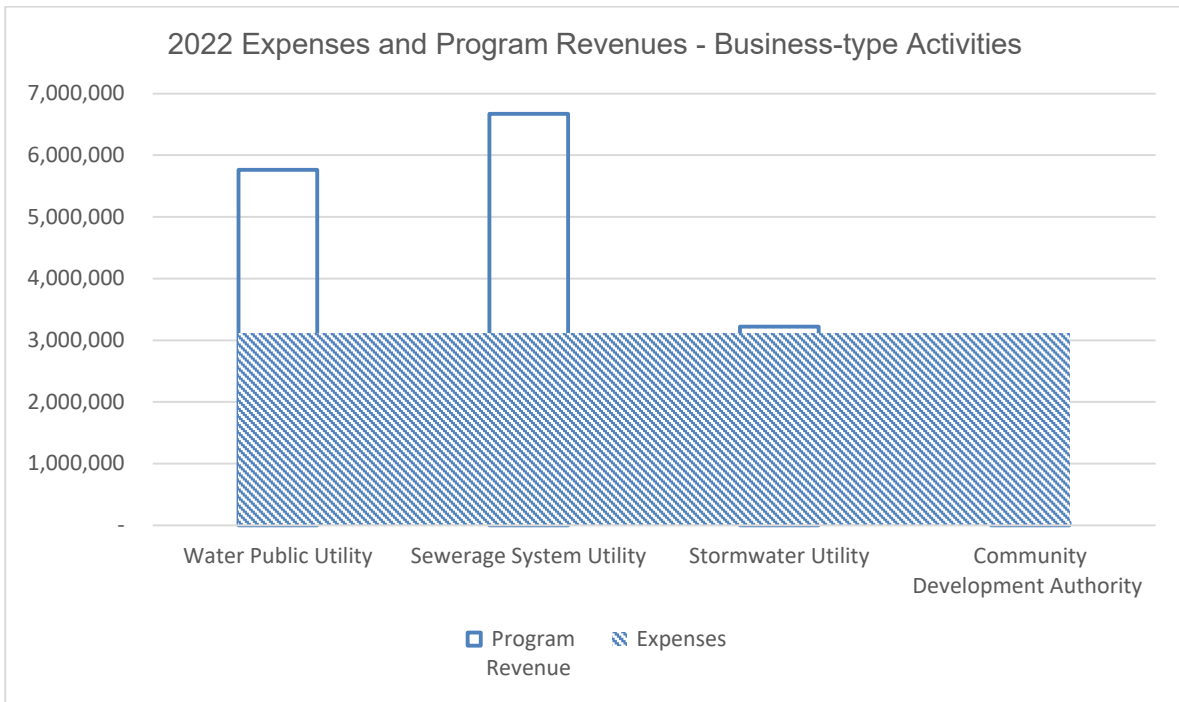
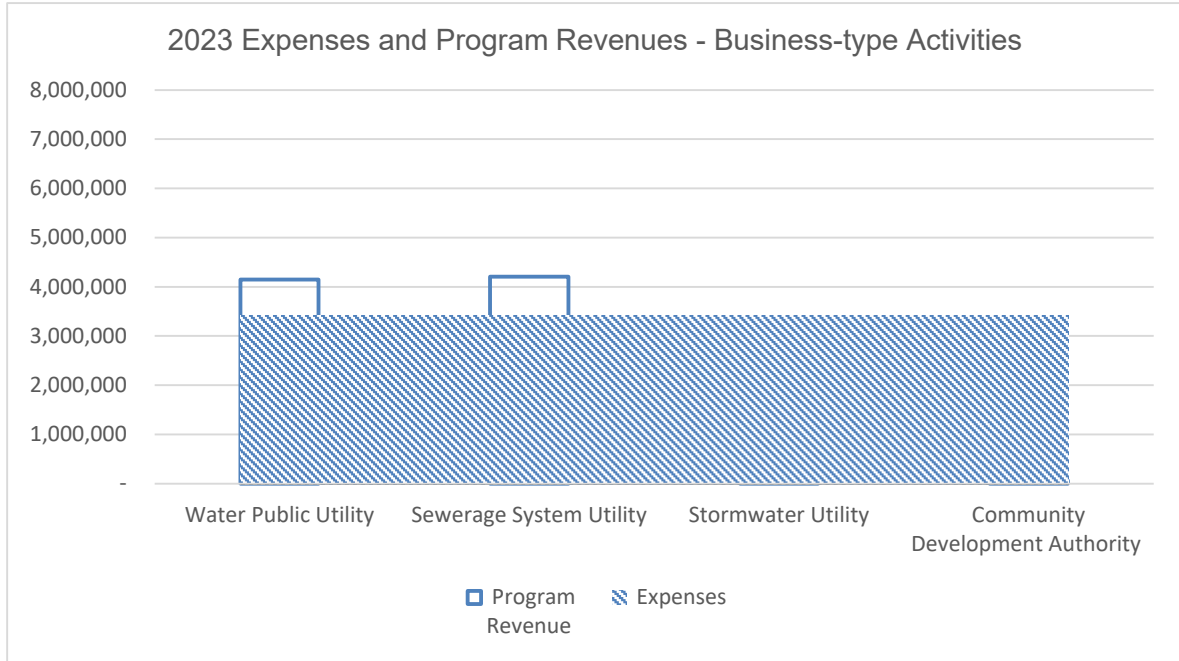


Taxes continue to be the main source of revenue for governmental funds.

Business-type activities. Business-type activities increased the Village of Sussex's net position by \$2,095,774 in 2023 compared to an increase of \$8,418,359 in 2022. Increases in the Water, Sewer and Stormwater Utilities and the CDA were \$731,631, \$869,342, \$444,054 and \$50,747 respectively. The utility increases were mainly a result of capital contributions from developers. The increase in the CDA was mainly a result of a transfer from the Sewer Utility of a share of interest earned on the advance to TIF #7 to provide funding for future development.



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**Village of Sussex
Management's Discussion and Analysis
(Unaudited)
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Financial Analysis of the Government's Funds

As noted earlier, the Village of Sussex uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental funds. The focus of the Village of Sussex's *governmental funds* is to provide information on near-term inflows, outflows, and balances of *spendable* resources. Such information is useful in assessing the Village's financing requirements. In particular, *unassigned plus assigned fund balance* may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of 2023, the Village of Sussex's governmental funds reported combined ending fund balances of \$9.23 million compared to the 2022 ending balance of \$6.54 million. Fund balances are segregated into five categories in accordance with accounting standards with details provided in the footnotes beginning on page 64. A summary of the categories are:

- Nonspendable – the balance of \$16,932 represents assets that are not readily convertible to cash, the majority in the form of inventory and prepaid expenses.
- Restricted – the balance of \$4,678,679 represents funds that have constraints on them by third parties such as creditors, grantor, laws or enabling legislation.
- Committed – the balance of \$240,839 consists of funds that can be used for specific purposes based on constraints imposed by formal action of the Village Board.
- Assigned – the balance of \$7,197,833 represents funds that have been set aside for specific purposes.
- Unassigned – these are residual funds available. At December 31, 2023 this balance was (\$2,899,652) and includes funds that are for working capital purposes in case of emergency as well as deficit fund balances in the TIF #6 and TIF #7 Capital Projects Funds that will be restored with future tax increments.

The general fund is the chief operating fund of the Village of Sussex. At the end of 2023, the balance was \$6,372,742 compared to the ending balance of \$7,165,382 in 2022.

The fund balance of the Village of Sussex's general fund decreased on a budgetary basis by \$2.3 million during the current fiscal year compared to a budget of expenditures equaling revenues. Key factors in the final outcome are as follows:

Village departments made concerted efforts during the year to continue with spending reductions and increased efficiency which resulted in departmental expenditures less than the budget. Most departments showed expenditures less than budgeted for a total of \$1,873,981 under budget. In addition, revenues were \$1,573,376 under the final budget. Revenues over budget were mainly for building permits and recreation fees.

The Village Board has approved a fund balance policy. During the 2016 budget process, the Village Board approved that all future surplus will increase the equipment replacement reserves unless other needs are brought forward.

Payments were made from assigned funds totaling \$255,825. The payments and transfers were to cover purchases for the IT department, parks and public works. Supply chain issues delayed the purchases from previous years. Appropriations of \$1,630,831 were made to the reserve funds. Most were set aside for future equipment purchases with a some being set aside for post-employment health plan payments. Revenues credited to reserve funds were \$200,076 which was interest earned, insurance proceeds, library capital project reimbursement, fire department grant funds and public improvement revenues for tree preservation

**Village of Sussex
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There are two debt service funds with a total fund balance of about \$2.8 million, all of which is restricted for the payment of debt service.

Proprietary funds. The Village of Sussex's proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail.

Unrestricted net position of the Water Utility, Sewer Utility, Stormwater Utility and Community Development Authority at the end of 2023 amounted to \$1.02 million, \$4.38 million, \$94,083 and \$406,842 respectively compared to \$0.71 million, \$4.32 million, \$406,687 and \$356,095 respectively for 2022. The changes in the total net position for the funds were increases of \$731,631, \$869,342, \$444,054 and \$50,747 for the Water, Sewer, Stormwater Utilities and CDA respectively. Other factors concerning the finances of these funds have already been addressed in the discussion of the Village of Sussex's business-type activities.

Utility rates increased for the Sewer and Stormwater Utilities on January 1, 2023. It is the Village Board policy to review rates on an annual basis in order to keep increases to manageable levels. During 2020, rate studies were performed for the Sewer and Stormwater Utilities. Both recommended rate increases and the Board approved a resolution to implement those increases over four years for the Sewer Utility and five years for the Stormwater Utility.

General Fund Budgetary Highlights

One budget amendment was adopted relating to the 2023 budget of the General Fund. The General Fund amendment was made to account increases in charges for public services such as garbage fees and recreation programs. The General Fund expenditure budget was amended to show additional expenditures related to Parks and Recreation to cover additional costs for programming which are offset by user charges as well as increased sanitation fees because of increase in development.

Capital Asset and Debt Administration

Capital assets. The Village of Sussex's net investment in capital assets for its governmental and business-type activities as of December 31, 2023, amounts to \$146.3 million compared to \$144.3 million at December 31, 2022. This investment in capital assets includes land, land improvements, buildings, machinery and equipment, park facilities, construction in progress, utility infrastructure and street infrastructure.

**Village of Sussex
Management's Discussion and Analysis
(Unaudited)
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Major capital assets include the following:

VILLAGE OF SUSSEX'S NET INVESTMENT IN CAPITAL ASSETS

	Governmental Activities		Business-type Activities		Total	
	12/31/2023	12/31/2022	12/31/2023	12/31/2022	12/31/2023	12/31/2022
Land	\$ 2,477,995	\$ 2,477,995	\$ 483,992	\$ 483,992	\$ 2,961,987	\$ 2,961,987
Construction in progress	442,547	59,523	1,781,268	-	2,223,815	59,523
Buildings	14,550,667	14,795,428	6,913,142	7,200,560	21,463,809	21,995,988
Land improvements	2,256,582	2,353,220	-	-	2,256,582	2,353,220
Machinery & equipment	4,544,558	4,612,243	8,845,307	9,062,619	13,389,865	13,674,862
Infrastructure	29,095,063	28,127,739	74,898,742	75,105,478	103,993,805	103,233,217
Total	<u>\$ 53,367,412</u>	<u>\$ 52,426,148</u>	<u>\$ 92,922,451</u>	<u>\$ 91,852,649</u>	<u>\$ 146,289,863</u>	<u>\$ 144,278,797</u>

Additional information on the Village of Sussex's capital assets can be found in Note 7 on pages 49 -51 of this report.

Long-term debt. At the end of the current fiscal year, the Village of Sussex had total debt outstanding of \$60.1 million. Of this amount, \$40.6 million comprises debt backed by the full faith and credit of the government. The remainder of the Village of Sussex's debt represents bonds secured solely by specified revenue sources (i.e., revenue bonds, bond anticipation notes). About \$1.03 million of the balance of the revenue bonds will be paid with payments from other governmental units.

VILLAGE OF SUSSEX'S OUTSTANDING OBLIGATIONS

	Governmental Activities		Business-type Activities		Totals	
	12/31/2023	12/31/2022	12/31/2023	12/31/2022	12/31/2023	12/31/2022
General obligation bonds & notes	\$ 40,265,000	\$ 40,265,000	\$ 200,000	\$ 300,000	\$ 40,465,000	\$ 40,565,000
State Infrastructure Bank Loan	703,018	729,319	-	-	703,018	729,319
Revenue bonds	-	-	16,513,084	17,724,379	16,513,084	17,724,379
Net pension liability	735,000	-	306,790	-	1,041,790	-
Compensated absences	252,248	292,422	75,443	103,618	327,691	396,040
Unamortized (discount)/premium	842,645	929,478	223,273	254,963	1,065,918	1,184,441
Total	<u>\$ 42,797,911</u>	<u>\$ 42,216,219</u>	<u>\$ 17,318,590</u>	<u>\$ 18,382,960</u>	<u>\$ 60,116,501</u>	<u>\$ 60,599,179</u>

The Village of Sussex's total debt decreased by \$0.5 million during the current fiscal year.

The Village of Sussex maintained its bond rating by Moody's for its general obligation debt at Aa2. The older revenue bonds of the Water Utility are rated A1; however the new bonds issued in 2023 received a rating of Aa3. The revenue bonds of the Sewer and Stormwater Utilities are Aa3.

State statutes limit the amount of general obligation debt a governmental entity may issue to 5 percent of its total equalized valuation. The current debt limitation for the Village of Sussex is \$113.0 million which is significantly in excess of the Village of Sussex's outstanding general obligation debt of \$40.5 million.

Additional information on the Village of Sussex's long-term debt can be found in note 8 on pages 51 – 56 of this report.

**Village of Sussex
Management's Discussion and Analysis
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Economic Factors and Next Year's Budgets and Rates

The unemployment rate for Waukesha County at December 31, 2023 is 2.4%. This compares favorably to the state's December unemployment rate of 3.4%. In general, the Village's population has a higher median family income and per capita income than the rest of the state. Also, the Village is home to several large companies which provide local employment to many of the Village residents.

The Village's population increased slightly in 2023.

The Village's 2024 adopted budget increased by approximately \$2.14 million compared to the 2023 budget or approximately 15%. Excluding the increase to the capital outlay budget offset with a corresponding increase to the revenue budget to use previously accumulated funds, the budget increased about \$1,214,000. In the 2024 budget, the Fire Department continues to add funding for staff to be in the station around the clock. Parks and Recreation continue to increase as programs continue their popularity and seasonal staffing costs continue to increase. Debt service decreased about \$215,000. All other areas of the budget showed minor increases as well.

During 2023, the Village experienced an increase in state transportation aid of about \$88,500 from the prior budget. The 2024 transportation aid is anticipated to increase almost \$25,000 as a result of the past spending on road projects. State shared revenues are expected to increase by about \$285,000. Other state aids are expected to remain at or slightly higher than the 2023 levels.

The Water Utility last increased its rates in January, 2020 as the second of a two-step increase approved by the Public Service Commission of Wisconsin. The Village had rate studies prepared for both the Sewer (2023) and Stormwater Utilities (2020). As a result of those studies, the Village Board approved a series of increases to be implemented over the next four to five years which took effect January 1, 2022.

Interest rates have seen an increase during 2023 and all funds' interest earnings exceeded their budgets for 2023. In addition, the Village continues to explore the self-funding of projects as a way for funds with excess cash to earn a higher interest rate while reducing the borrowing costs for the funds needing cash.

During the past ten fiscal years, the general fund balance has increased from \$4,037,084 in 2014 to \$6,372,742 in 2023. The majority of these funds have been used to save for equipment replacement and reflect the Village Board's commitment to this purpose. This effort continues to reduce long-term borrowing needs of the Village as evidenced in 2023. During 2023, funds that were used for the 2023 road program. Also funds were used for the plow truck and accessory purchases, IT software and equipment, and park maintenance and improvements.

Requests for Information

This financial report is designed to provide a general overview of the Village of Sussex's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report, or requests for additional financial information should be addressed to the Village of Sussex Finance Director, Village of Sussex, N64W23760 Main Street, Sussex, Wisconsin 53089.

Financial Statements

VILLAGE OF SUSSEX, WISCONSIN

STATEMENT OF NET POSITION
December 31, 2023

	Governmental Activities	Business Type Activities	Total	Component Unit
ASSETS				
Cash and investments	\$ 17,699,478	\$ 2,143,320	\$ 19,842,798	\$ 1,494,898
Receivables (net of allowance for uncollectible accounts)	8,315,422	593,673	8,909,095	199,023
Inventories and prepaid items	17,133	6,735	23,868	660
Restricted assets	-	5,784,156	5,784,156	1,432,248
Internal balances	(2,827,234)	2,827,234	-	-
Other assets				
Special assessments receivable	9,119	437,205	446,324	-
Extraordinary property loss	-	110,122	110,122	-
Capital assets (net of accumulated depreciation):				
Land	2,477,995	483,992	2,961,987	-
Construction in progress	442,547	1,781,268	2,223,815	-
Other capital assets	50,446,870	90,657,191	141,104,061	457,425
TOTAL ASSETS	76,581,330	104,824,896	181,406,226	3,584,254
DEFERRED OUTFLOWS OF RESOURCES				
Deferred outflows related to pension	2,761,235	1,151,045	3,912,280	664,659
LIABILITIES				
Accounts payable and other current liabilities	602,199	255,730	857,929	45,872
Accrued interest payable	383,989	1,416	385,405	-
Payable from restricted assets:				
Current portion of long-term debt	-	1,232,788	1,232,788	-
Accounts payable and accrued interest payable	-	51,580	51,580	-
Due to other governments	603,727	-	603,727	153,293
Unearned revenue	225,368	62,830	288,198	-
Noncurrent liabilities:				
Due within one year	2,551,698	132,764	2,684,462	45,905
Due in more than one year	40,246,213	15,953,038	56,199,251	178,216
TOTAL LIABILITIES	44,613,194	17,690,146	62,303,340	423,286
DEFERRED INFLOWS OF RESOURCES				
Property taxes levied for subsequent year	11,779,794	-	11,779,794	-
Other	65,181	-	65,181	-
Deferred inflows related to pension	1,551,162	647,457	2,198,619	376,111
Deferred special assessments	-	437,205	437,205	-
TOTAL DEFERRED INFLOWS OF RESOURCES	13,396,137	1,084,662	14,480,799	376,111
NET POSITION				
Net investment in capital assets	25,626,407	74,850,039	100,476,446	455,558
Restricted:				
Reserve Capacity Assessments	-	1,678,269	1,678,269	-
Debt Service	2,381,286	1,736,969	4,118,255	-
Equipment Replacement and Depreciation	-	3,038,961	3,038,961	-
Park Impact Fees	1,303,614	-	1,303,614	-
Future Expansion	-	-	-	1,411,786
Library Books and Equipment	-	-	-	20,462
Unrestricted	(7,978,073)	5,896,895	(2,081,178)	1,561,710
TOTAL NET POSITION	\$ 21,333,234	\$ 87,201,133	\$ 108,534,367	\$ 3,449,516

VILLAGE OF SUSSEX, WISCONSIN

STATEMENT OF ACTIVITIES For the Year Ended December 31, 2023

<u>Functions/Programs</u>	<u>Expenses</u>	<u>Program Revenues</u>		
		<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	<u>Capital Grants and Contributions</u>
Primary government				
Governmental activities:				
General government	\$ 882,415	\$ 71,424	\$ 50,873	\$ -
Protection of persons & property:				
Police	2,146,005	160,833	3,256	-
Fire	1,712,052	404,985	81,119	2,607
Other protection	349,217	498,426	-	-
Health and sanitation	647,569	610,294	30,358	-
Highway and transportation	3,541,954	346,022	1,052,888	-
Library	861,969	-	-	-
Parks and recreation	2,170,104	702,502	435,158	53,993
Development	80,883	165,581	14,909	-
Interest and fiscal charges	1,163,667	-	-	-
Total governmental activities	<u>13,555,835</u>	<u>2,960,067</u>	<u>1,668,561</u>	<u>56,600</u>
Business type activities				
Water	2,826,955	3,159,225	-	843,079
Sewer	2,906,477	2,789,969	-	1,199,601
Stormwater	744,188	802,900	-	405,683
Community Development Authority	10,725	-	-	-
Total business type activities	<u>6,488,345</u>	<u>6,752,094</u>	<u>-</u>	<u>2,448,363</u>
Total	<u>\$ 20,044,180</u>	<u>\$ 9,712,161</u>	<u>\$ 1,668,561</u>	<u>\$ 2,504,963</u>
Component unit				
Pauline Haass Public Library	<u>\$ 1,402,428</u>	<u>\$ 18,089</u>	<u>\$ 1,348,258</u>	<u>\$ 41,820</u>

General revenues:

Taxes
 Intergovernmental revenues not restricted to specific programs
 Investment income
 Miscellaneous
 Gain on sale of property
 Transfers
 Total general revenues and transfers

Change in net position

Net Position - Beginning of Year

Net Position - End of Year

See accompanying notes to financial statements.

Net (Expenses) Revenues and
Changes in Net Position

<u>Governmental Activities</u>	<u>Business Type Activities</u>	<u>Totals</u>	<u>Component Unit</u>
\$ (760,118)	\$ -	\$ (760,118)	\$ -
(1,981,916)	-	(1,981,916)	-
(1,223,341)	-	(1,223,341)	-
149,209	-	149,209	-
(6,917)	-	(6,917)	-
(2,143,044)	-	(2,143,044)	-
(861,969)	-	(861,969)	-
(978,451)	-	(978,451)	-
99,607	-	99,607	-
(1,163,667)	-	(1,163,667)	-
(8,870,607)	-	(8,870,607)	-
-	1,175,349	1,175,349	-
-	1,083,093	1,083,093	-
-	464,395	464,395	-
-	(10,725)	(10,725)	-
-	2,712,112	2,712,112	-
(8,870,607)	2,712,112	(6,158,495)	-
-	-	-	5,739
10,310,483	-	10,310,483	-
533,470	-	533,470	-
571,254	380,861	952,115	45,773
10,350	-	10,350	8,708
-	891	891	-
998,090	(998,090)	-	-
12,423,647	(616,338)	11,807,309	54,481
3,553,040	2,095,774	5,648,814	60,220
17,780,194	85,105,359	102,885,553	3,389,296
<u>\$ 21,333,234</u>	<u>\$ 87,201,133</u>	<u>\$ 108,534,367</u>	<u>\$ 3,449,516</u>

VILLAGE OF SUSSEX, WISCONSIN

BALANCE SHEET GOVERNMENTAL FUNDS December 31, 2023

	General	General Obligation Debt Service Fund
ASSETS		
Cash and investments	\$ 9,565,352	\$ 3,853,129
Receivables		
Taxes	4,513,967	1,822,496
Accounts	268,365	-
Special assessments	9,119	-
Notes	-	-
Due from other funds	531,096	-
Inventories and prepaid items	16,932	-
TOTAL ASSETS	\$ 14,904,831	\$ 5,675,625
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES		
Liabilities		
Accounts payable	\$ 509,386	\$ -
Accrued payroll	77,099	-
Due to other funds	-	-
Due to other governments	603,727	-
Unearned revenue	16,255	-
Total liabilities	1,206,467	-
Deferred Inflows of Resources		
Property taxes levied for subsequent year	7,260,441	2,910,350
Other	65,181	-
Total deferred inflows of resources	7,325,622	2,910,350
Fund Balances		
Nonspendable	16,932	-
Restricted	61,894	2,765,275
Committed	208,843	-
Assigned	6,048,094	-
Unassigned	36,979	-
Total fund balances	6,372,742	2,765,275
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES	\$ 14,904,831	\$ 5,675,625

Amounts reported for governmental activities in the statement of net position are different because:

- Capital assets used in governmental funds are not financial resources and therefore are not reported in the funds.
- Some receivables that are not currently available are reported as deferred inflows of resources in the fund financial statements but are recognized as revenue when earned in the government-wide financial statements
- The Village's proportionate share of the Wisconsin Retirement System pension plan is not an available resource; therefore, it is not reported in the fund financial statements
- Some liabilities, including long-term debt, are not due and payable in the current period and therefore are not reported in the funds.

NET POSITION OF GOVERNMENTAL ACTIVITIES

General Capital Projects Fund	TIF #6 Capital Projects Fund	TIF #7 Capital Projects Fund	Nonmajor Governmental Funds	Total Governmental Funds
\$ 1,492,551	\$ 777,029	\$ 407,978	\$ 1,603,439	\$ 17,699,478
-	683,633	323,943	-	7,344,039
-	-	-	-	268,365
-	-	-	-	9,119
-	-	703,018	-	703,018
161,127	-	-	-	692,223
-	-	-	201	17,133
<u>\$ 1,653,678</u>	<u>\$ 1,460,662</u>	<u>\$ 1,434,939</u>	<u>\$ 1,603,640</u>	<u>\$ 26,733,375</u>

\$ 14,683	\$ -	754	\$ 16	\$ 524,839
-	-	-	261	77,360
-	1,792,223	1,727,234	-	3,519,457
-	-	-	-	603,727
-	-	-	209,113	225,368
<u>14,683</u>	<u>1,792,223</u>	<u>1,727,988</u>	<u>209,390</u>	<u>4,950,751</u>

-	1,091,696	1,220,325	-	12,482,812
-	-	-	-	65,181
<u>-</u>	<u>1,091,696</u>	<u>1,220,325</u>	<u>-</u>	<u>12,547,993</u>

-	-	-	-	16,932
547,896	-	-	1,303,614	4,678,679
-	-	-	31,996	240,839
1,091,099	-	-	58,640	7,197,833
-	(1,423,257)	(1,513,374)	-	(2,899,652)
<u>1,638,995</u>	<u>(1,423,257)</u>	<u>(1,513,374)</u>	<u>1,394,250</u>	<u>9,234,631</u>

<u>\$ 1,653,678</u>	<u>\$ 1,460,662</u>	<u>\$ 1,434,939</u>	<u>\$ 1,603,640</u>	
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53,367,412

703,018

475,073

(42,446,900)

\$ 21,333,234

VILLAGE OF SUSSEX, WISCONSIN

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS

For the Year Ended December 31, 2023

	General Fund	General Obligation Debt Service Fund	General Capital Projects Fund	TIF #6 Capital Projects Fund
REVENUES				
Taxes	\$ 6,300,417	\$ 2,694,624	\$ -	\$ 1,074,321
Intergovernmental	1,409,795	-	-	-
Public improvement revenues	351,086	-	-	-
Licenses and permits	605,763	-	-	-
Fines, forfeitures and penalties	160,833	-	-	-
Public charges for services	1,662,269	-	-	-
Commercial revenues	168,836	23,048	11,143	15,069
Miscellaneous revenues	566,542	-	30,500	-
Total Revenues	<u>11,225,541</u>	<u>2,717,672</u>	<u>41,643</u>	<u>1,089,390</u>
EXPENDITURES				
Current				
General government	894,367	-	-	150
Protection of persons & property				
Police	2,106,073	-	-	-
Fire	1,416,551	-	-	-
Other protection	338,703	-	-	-
Health and sanitation	634,588	-	-	-
Highway and transportation	917,174	-	-	-
Library	786,460	-	-	-
Parks and recreation	1,732,004	-	-	-
Capital outlay	667,681	-	3,610,738	-
Debt service				
Principal retirement	-	1,890,000	-	-
Interest and fiscal charges	-	793,748	85,818	-
Total Expenditures	<u>9,493,601</u>	<u>2,683,748</u>	<u>3,696,556</u>	<u>150</u>
Excess (deficiency) of revenues over expenditures	<u>1,731,940</u>	<u>33,924</u>	<u>(3,654,913)</u>	<u>1,089,240</u>
OTHER FINANCING SOURCES (USES)				
Issuance of debt	-	-	2,915,000	-
Other sources (bond premium)	-	-	85,499	-
Transfers in	894,669	2,694,624	1,122,524	-
Transfers out	(3,419,249)	-	-	(1,275,765)
Total other financing sources (uses)	<u>(2,524,580)</u>	<u>2,694,624</u>	<u>4,123,023</u>	<u>(1,275,765)</u>
Net change in fund balances	(792,640)	2,728,548	468,110	(186,525)
FUND BALANCES (DEFICIT) - BEGINNING OF YEAR	<u>7,165,382</u>	<u>36,727</u>	<u>1,170,885</u>	<u>(1,236,732)</u>
FUND BALANCES (DEFICIT) - END OF YEAR	<u>\$ 6,372,742</u>	<u>\$ 2,765,275</u>	<u>\$ 1,638,995</u>	<u>\$ (1,423,257)</u>

TIF #7 Capital Projects Fund	Nonmajor Governmental Funds	Total Governmental Funds
\$ 241,121	\$ -	\$ 10,310,483
-	293,025	1,702,820
40,691	399,609	791,386
-	-	605,763
-	-	160,833
-	-	1,662,269
32,862	52,482	303,440
-	3,050	600,092
<u>314,674</u>	<u>748,166</u>	<u>16,137,086</u>
150	-	894,667
-	-	2,106,073
-	-	1,416,551
-	-	338,703
-	11,120	645,708
-	-	917,174
-	-	786,460
-	5,260	1,737,264
94,160	-	4,372,579
26,301	1,025,000	2,941,301
152,986	250,765	1,283,317
<u>273,597</u>	<u>1,292,145</u>	<u>17,439,797</u>
<u>41,077</u>	<u>(543,979)</u>	<u>(1,302,711)</u>
-	-	2,915,000
-	-	85,499
-	1,288,765	6,000,582
-	(307,478)	(5,002,492)
-	981,287	3,998,589
41,077	437,308	2,695,878
<u>(1,554,451)</u>	<u>956,942</u>	<u>6,538,753</u>
<u>\$ (1,513,374)</u>	<u>\$ 1,394,250</u>	<u>\$ 9,234,631</u>

VILLAGE OF SUSSEX, WISCONSIN

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES For the Year Ended December 31, 2023

Net change in fund balances - total governmental funds	\$ 2,695,878
Amounts reported for governmental activities in the statement of activities are different because:	
Governmental funds report capital outlays as expenditures. However in the statement of activities, the cost of these assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlays and contributed capital exceeded depreciation in the current period.	944,264
Debt proceeds provide current financial resources to governmental funds, but issuing debt increases long-term liabilities in the statement of net position. Repayment of debt principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position. In addition, governmental funds report the effect of issuance costs, premium, discounts, and similar costs when debt is first issued, whereas these amounts are deferred and amortized in the statement of activities. This amount in the net effect of these differences in the treatment of long-term debt and related items.	86,834
Governmental funds do not report the change in the net pension asset (liability) and related deferred inflows and outflows of resources as a result of employer contributions changes in assumptions and proportionate share and the difference between the expected and actual experience of the pension plan.	(161,426)
Some expenses in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds.	<u>(12,510)</u>
CHANGE IN NET POSITION OF GOVERNMENTAL ACTIVITIES	<u><u>\$ 3,553,040</u></u>

VILLAGE OF SUSSEX, WISCONSIN

STATEMENT OF NET POSITION PROPRIETARY FUNDS December 31, 2023

	Business Type Activities - Enterprise Funds				
	Water Utility	Sewer Utility	Stormwater Utility	Community Development Authority	Totals
ASSETS					
Current Assets					
Cash and investments	\$ 908,706	\$ 827,772	\$ -	\$ 406,842	\$ 2,143,320
Accounts receivable	260,691	259,661	73,321	-	593,673
Prepaid items	5,200	421	1,114	-	6,735
Restricted Assets					
Cash and investments	290,787	413,680	59,238	-	763,705
Current portion of advance to other governmental units	-	246,843	-	-	246,843
Total current assets	1,465,384	1,748,377	133,673	406,842	3,754,276
Non-Current Assets					
Land	254,310	178,630	51,052	-	483,992
Construction in progress	596,536	419,732	765,000	-	1,781,268
Property and equipment	48,184,593	61,041,744	25,784,595	-	135,010,932
Accumulated depreciation	(13,574,194)	(26,951,536)	(3,828,011)	-	(44,353,741)
Restricted Assets					
Cash and investments	1,765,856	1,923,214	305,121	-	3,994,191
Advance to other funds	-	2,000,000	-	-	2,000,000
Advance to other governmental units	-	779,417	-	-	779,417
Other Assets					
Advance to other funds	-	3,450,372	-	-	3,450,372
Special assessments receivable	337,782	99,423	-	-	437,205
Extraordinary property loss	-	110,122	-	-	110,122
Total non-current assets	37,564,883	43,051,118	23,077,757	-	103,693,758
DEFERRED OUTFLOWS OF RESOURCES					
Deferred outflows related to pension	512,614	494,138	144,293	-	1,151,045
TOTAL ASSETS AND DEFERRED OUTFLOWS	39,542,881	45,293,633	23,355,723	406,842	108,599,079

VILLAGE OF SUSSEX, WISCONSIN

STATEMENT OF NET POSITION PROPRIETARY FUNDS December 31, 2023

	Business Type Activities - Enterprise Funds				
	Water Utility	Sewer Utility	Stormwater Utility	Community Development Authority	Totals
LIABILITIES					
Current liabilities - payable from current assets:					
Current portion of long-term debt	100,000	-	-	-	100,000
Compensated absences	19,890	12,874	-	-	32,764
Accounts payable	22,106	179,100	112	-	201,318
Accrued payroll	25,849	23,821	4,742	-	54,412
Accrued interest payable	1,416	-	-	-	1,416
Unearned revenue	61,929	901	-	-	62,830
Current liabilities - payable from restricted assets:					
Current portion of revenue bonds	430,000	717,788	85,000	-	1,232,788
Accrued interest payable	25,073	20,074	6,433	-	51,580
Total current liabilities	<u>686,263</u>	<u>954,558</u>	<u>96,287</u>	<u>-</u>	<u>1,737,108</u>
Long-term liabilities:					
General obligation debt	100,000	-	-	-	100,000
Revenue bonds	9,930,000	3,780,297	1,570,000	-	15,280,297
Net unamortized bond discount and premium	108,434	27,619	87,219	-	223,272
Compensated absences	15,382	27,297	-	-	42,679
Advance from other funds	755,860	-	1,867,278	-	2,623,138
Net pension liability	137,119	131,158	38,513	-	306,790
Total long-term debt	<u>11,046,795</u>	<u>3,966,371</u>	<u>3,563,010</u>	<u>-</u>	<u>18,576,176</u>
DEFERRED INFLOWS OF RESOURCES					
Deferred inflows related to pension	289,379	276,800	81,278	-	647,457
Deferred special assessments	<u>337,782</u>	<u>99,423</u>	<u>-</u>	<u>-</u>	<u>437,205</u>
TOTAL DEFERRED INFLOWS	<u>627,161</u>	<u>376,223</u>	<u>81,278</u>	<u>-</u>	<u>1,084,662</u>
TOTAL LIABILITIES AND DEFERRED INFLOWS	<u>12,360,219</u>	<u>5,297,152</u>	<u>3,740,575</u>	<u>-</u>	<u>21,397,946</u>
NET POSITION					
Net investment in capital assets	24,961,049	30,600,051	19,288,939	-	74,850,039
Restricted:					
Reserve Capacity Assessments	559,239	1,119,030	-	-	1,678,269
Debt Service	264,298	1,419,866	52,805	-	1,736,969
Equipment Replacement and Depreciation	382,519	2,477,121	179,321	-	3,038,961
Unrestricted	<u>1,015,557</u>	<u>4,380,413</u>	<u>94,083</u>	<u>406,842</u>	<u>5,896,895</u>
TOTAL NET POSITION	<u>\$ 27,182,662</u>	<u>\$ 39,996,481</u>	<u>\$ 19,615,148</u>	<u>\$ 406,842</u>	<u>\$ 87,201,133</u>

VILLAGE OF SUSSEX, WISCONSIN

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION - PROPRIETARY FUNDS For the Year Ended December 31, 2023

	Business Type Activities - Enterprise Funds				
	Water Utility	Sewer Utility	Stormwater Utility	Community Development Authority	Total
OPERATING REVENUES					
Sale of water	\$ 3,019,614	\$ -	\$ -	\$ -	\$ 3,019,614
Sewage collection charges	-	2,469,764	-	-	2,469,764
Stormwater charges	-	-	768,736	-	768,736
Other operating revenues	139,611	320,205	34,164	-	493,980
Total operating revenues	<u>3,159,225</u>	<u>2,789,969</u>	<u>802,900</u>	<u>-</u>	<u>6,752,094</u>
OPERATING EXPENSES					
Operation and maintenance	1,430,523	1,754,000	332,305	10,725	3,527,553
Depreciation and amortization	1,084,813	985,815	383,137	-	2,453,765
Total operating expenses	<u>2,515,336</u>	<u>2,739,815</u>	<u>715,442</u>	<u>10,725</u>	<u>5,981,318</u>
Operating income (loss)	<u>643,889</u>	<u>50,154</u>	<u>87,458</u>	<u>(10,725)</u>	<u>770,776</u>
NONOPERATING REVENUES (EXPENSES)					
Investment income	116,855	217,461	34,659	11,886	380,861
Interest expense	(311,619)	(166,662)	(28,746)	-	(507,027)
Total nonoperating revenues (expense)	<u>(194,764)</u>	<u>50,799</u>	<u>5,913</u>	<u>11,886</u>	<u>(126,166)</u>
Income before contributions and transfers	449,125	100,953	93,371	1,161	644,610
CAPITAL CONTRIBUTIONS	843,079	1,199,601	405,683	-	2,448,363
DISPOSAL OF VILLAGE PROPERTY	891	-	-	-	891
TRANSFERS IN	29,997	2,500	-	49,586	82,083
TRANSFERS OUT	<u>(591,461)</u>	<u>(433,712)</u>	<u>(55,000)</u>	<u>-</u>	<u>(1,080,173)</u>
Change in net position	731,631	869,342	444,054	50,747	2,095,774
TOTAL NET POSITION - BEGINNING OF YEAR	<u>26,451,031</u>	<u>39,127,139</u>	<u>19,171,094</u>	<u>356,095</u>	<u>85,105,359</u>
TOTAL NET POSITION - END OF YEAR	<u>\$ 27,182,662</u>	<u>\$ 39,996,481</u>	<u>\$ 19,615,148</u>	<u>\$ 406,842</u>	<u>\$ 87,201,133</u>

VILLAGE OF SUSSEX, WISCONSIN

STATEMENT OF CASH FLOWS PROPRIETARY FUNDS For the Year Ended December 31, 2023

	Business Type Activities - Enterprise Funds				
	Water Utility	Sewer Utility	Stormwater Utility	Community Development Authority	Total
CASH FLOWS FROM OPERATING ACTIVITIES					
Receipts from customers	\$ 3,115,658	\$ 2,829,197	\$ 802,435	\$ -	\$ 6,747,290
Payments to vendors	(1,012,502)	(1,081,506)	(111,880)	(10,725)	(2,216,613)
Payments to employees	(438,078)	(653,321)	(204,566)	-	(1,295,965)
Payments to/from other funds	23,384	(27,513)	-	-	(4,129)
Net cash flows from operating activities	<u>1,688,462</u>	<u>1,066,857</u>	<u>485,989</u>	<u>(10,725)</u>	<u>3,230,583</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES					
Transfer in	29,997	2,500	-	49,586	82,083
Transfer out	(591,461)	(433,712)	(55,000)	-	(1,080,173)
Net cash flows from noncapital financing activities	<u>(561,464)</u>	<u>(431,212)</u>	<u>(55,000)</u>	<u>49,586</u>	<u>(998,090)</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES					
Principal paid on long-term debt	(530,000)	(701,294)	(80,000)	-	(1,311,294)
Interest and fiscal charges paid on long-term debt	(328,229)	(176,654)	(39,800)	-	(544,683)
Payment of advance from other fund	(29,997)	(56,214)	-	-	(86,211)
Reserve capacity assessments received	450,360	791,410	-	-	1,241,770
Principal received from other governmental units	-	240,089	-	-	240,089
Interest received from other governmental units	-	29,792	-	-	29,792
Collection of special assessment receivable	-	6,687	-	-	6,687
Acquisition and construction of capital assets	(996,090)	(599,083)	(821,630)	-	(2,416,803)
Sale of capital assets	891	-	-	-	891
Net cash from capital and related financing activities	<u>(1,433,065)</u>	<u>(465,267)</u>	<u>(941,430)</u>	<u>-</u>	<u>(2,839,762)</u>
CASH FLOWS FROM INVESTING ACTIVITIES					
Interest received on advance to other fund	-	74,379	-	-	74,379
Interest received on investments	116,855	113,290	34,659	11,886	276,690
Net cash from investing activities	<u>116,855</u>	<u>187,669</u>	<u>34,659</u>	<u>11,886</u>	<u>351,069</u>
Net increase (decrease) in cash and equivalents	<u>(189,212)</u>	<u>358,047</u>	<u>(475,782)</u>	<u>50,747</u>	<u>(256,200)</u>
CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR	<u>3,154,561</u>	<u>2,806,619</u>	<u>840,141</u>	<u>356,095</u>	<u>7,157,416</u>
CASH AND CASH EQUIVALENTS - END OF YEAR	<u>\$ 2,965,349</u>	<u>\$ 3,164,666</u>	<u>\$ 364,359</u>	<u>\$ 406,842</u>	<u>\$ 6,901,216</u>
Cash and Cash Equivalents per Statement of Net Position					
Unrestricted	\$ 908,706	\$ 827,772	\$ -	\$ 406,842	\$ 2,143,320
Restricted	2,056,643	2,336,894	364,359	-	4,757,896
	<u>\$ 2,965,349</u>	<u>\$ 3,164,666</u>	<u>\$ 364,359</u>	<u>\$ 406,842</u>	<u>\$ 6,901,216</u>

VILLAGE OF SUSSEX, WISCONSIN

STATEMENT OF CASH FLOWS PROPRIETARY FUNDS For the Year Ended December 31, 2023

	Business Type Activities - Enterprise Funds				
	Water Utility	Sewer Utility	Stormwater Utility	Community Development Authority	Total
RECONCILIATION OF OPERATING INCOME TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES:					
Operating income	\$ 643,889	\$ 50,154	\$ 87,458	\$ (10,725)	\$ 770,776
Adjustments to reconcile operating income to net cash provided (used) by operating activities:					
Depreciation and amortization	1,084,813	985,815	383,137	-	2,453,765
Change in pension related assets, deferred outflows/inflows of resources, and liabilities	40,313	32,785	11,299	-	84,397
(Increase) decrease in assets:					
Accounts and notes receivable	(17,083)	39,227	(465)	-	21,679
Prepaid expenses	(967)	(115)	(999)	-	(2,081)
Increase (decrease) in liabilities:					
Accounts payable	(43,647)	(24,804)	(8,469)	-	(76,920)
Accrued payroll and compensated absences	7,628	(16,206)	2,195	-	(6,383)
Due to other funds	-	-	11,833	-	11,833
Other unearned revenues	(26,484)	1	-	-	(26,483)
Net cash flows provided (used) by operating activities	<u>\$ 1,688,462</u>	<u>\$ 1,066,857</u>	<u>\$ 485,989</u>	<u>\$ (10,725)</u>	<u>\$ 3,230,583</u>
NONCASH CAPITAL AND RELATED FINANCING ACTIVITIES					
Capital assets acquired through donation by developer	<u>\$ 392,719</u>	<u>\$ 408,191</u>	<u>\$ 405,683</u>	<u>\$ -</u>	<u>\$ 1,206,593</u>
Capital assets acquired in accounts payable at year end	<u>\$ -</u>	<u>\$ 113,811</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 113,811</u>

VILLAGE OF SUSSEX, WISCONSIN

STATEMENT OF FIDUCIARY NET POSITION FIDUCIARY FUNDS December 31, 2023

	<u>Custodial Funds</u>
	<u>Tax Collection Fund</u>
ASSETS	
Cash and investments	7,741,378
Taxes receivable	11,353,887
TOTAL ASSETS	<u>19,095,265</u>
LIABILITIES	
Due to other taxing units	18,175,152
Deposits	920,113
TOTAL LIABILITIES	<u>19,095,265</u>
NET POSITION	<u>\$ -</u>

VILLAGE OF SUSSEX, WISCONSIN

STATEMENT OF CHANGES IN FIDUCIARY NET POSITION FIDUCIARY FUNDS For the Year Ended December 31, 2023

	<u>Custodial Funds</u>
	<u>Tax Collection Fund</u>
ADDITIONS	
Property tax collections for other governments	17,291,821
DEDUCTIONS	
Payments of property taxes to other governments	<u>17,291,821</u>
Change in net position	-
NET POSITION - BEGINNING OF YEAR	<u>-</u>
NET POSITION - END OF YEAR	<u><u>\$ -</u></u>

Village of Sussex, Wisconsin

Notes to Financial Statements

Note 1 Summary of Significant Accounting Policies

Introduction

The financial statements of Village of Sussex, Wisconsin (the "Village") have been prepared in conformity with the accounting principles generally accepted in the United States (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The significant accounting principles and policies utilized by the Village are described below.

Description of government-wide financial statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the primary government. All fiduciary activities are reported only in the fund financial statements. *Governmental activities*, which normally are supported by taxes, intergovernmental revenues, and other nonexchange transactions, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges to external customers for support. Likewise, the *primary government* is reported separately from certain legally separate *component units* for which the primary government is financially accountable.

Reporting entity

The Village is governed by an elected seven member Board of Trustees (Board). The accompanying financial statements present the Village and entities for which the Village is considered to be financially accountable. In evaluating how to define the Village, for financial reporting purposes, the Village has considered all potential component units. The decision to include a potential component unit in the reporting entity was made by applying the criteria set forth in GAAP. The basic - but not the only - criterion for including a potential component unit within the reporting entity is the governing body's ability to exercise oversight responsibility. The most significant manifestation of this ability is financial interdependency. Other manifestations of the ability to exercise oversight responsibility include, but are not limited to, the selection of governing authority, the designation of management, the ability to significantly influence operations and accountability for fiscal matters.

A second criterion used in evaluating potential component units is the scope of public service. Application of this criterion involves considering whether the activity is conducted within the geographic boundaries of the Village and is generally available to its citizens. A third criterion used to evaluate potential component units for inclusion or exclusion from the reporting entity is the existence of special financing relationships, regardless of whether the Village is able to exercise oversight responsibilities.

The Village is considered to be a primary government, since it is legally separate and financially independent. This report includes all of the funds of the Village. Also, the Village has identified the following component units that are required to be included in the basic financial statements in accordance with standards established by GASB Statement No. 61.

Village of Sussex, Wisconsin

Notes to Financial Statements

Note 1 Summary of Significant Accounting Policies (Continued)

Sussex Community Development Authority

The Village has included the Sussex Community Development Authority as a blended component unit in its primary government financial statements.

Pauline Haass Public Library

The Library is governed by an eleven member board consisting of six members appointed by the Village of Sussex, four appointed by the Waukesha County Chair and one appointed by the Hamilton School District Superintendent and approved by the Village of Sussex Board. The Library is presented as a discretely presented component unit in the financial statements of the Village.

Basis of presentation – government-wide financial statements

While separate government-wide and fund financial statements are presented, they are interrelated. The governmental activities column incorporates data from governmental funds, while business-type activities incorporate data from the Village's enterprise funds. Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

Basis of presentation – fund financial statements

The fund financial statements provide information about the Village's funds. Separate statements for each fund category—governmental, proprietary, and fiduciary—are presented. The emphasis of fund financial statements is on major governmental and enterprise funds, each displayed in a separate column. All remaining governmental and enterprise funds are aggregated and reported as nonmajor funds. Major individual governmental and enterprise funds are reported as separate columns in the fund financial statements.

The Village reports the following major governmental funds:

The *general fund* is the Village's primary operating fund. It accounts for all financial resources of the general government, except those accounted for in another fund.

The *general obligation debt service fund* is used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs, other than TIF or enterprise fund debt.

The *general capital projects fund* is used to account for the acquisition or construction of major capital facilities other than those financed by TIF #6 and #7 or proprietary fund types. Capital projects are generally funded through the revenues taken from the issuance of debt.

The *TIF #6 capital projects fund* accounts for the project plan costs of the Village's Tax Incremental District #6.

Village of Sussex, Wisconsin

Notes to Financial Statements

Note 1 Summary of Significant Accounting Policies (Continued)

Basis of presentation – fund financial statements (continued)

The *TIF #7 capital projects fund* accounts for the project plan costs of the Village's Tax Incremental District #7.

The Village reports the following major proprietary funds:

The *water fund* is used to account for activity of the Water Utility which provides service to Village residences and businesses as well as a small number of non-resident customers. The water fund is a regulated municipal utility which operates under service rules established by the Public Service Commission of Wisconsin.

The *sewer fund* is used to account for activity of the Sewer Utility which provides service to Village residences and businesses as well as several surrounding communities. The sewer fund is a non-regulated municipal utility which operates under service rules established by the Board.

The *stormwater fund* is used to account for activity of the Stormwater Utility which provides service to Village residences and businesses. The stormwater fund is a non-regulated municipal utility which operates under service rules established by the Board.

The *community development authority fund* is presented in a separate column since it is on the only nonmajor proprietary fund.

Additionally, the Village reports the following non-major governmental fund types:

Special revenue funds - accounts for and reports the proceeds of specific revenue sources that are legally restricted or committed to expenditures for specified purposes (other than debt service or capital projects).

Debt service funds – used to account for the accumulation of resources for and the payment of general long-term debt principal and interest.

Fiduciary funds - The Village accounts for property taxes collected on behalf of other governmental units in a *custodial fund*.

During the course of operations the Village has activity between funds for various purposes. Any residual balances outstanding at year end are reported as due from/to other funds and advances to/from other funds. While these balances are reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Balances between the funds included in governmental activities (i.e., the governmental funds) are eliminated so that only the net amount is included as internal balances in the governmental activities column. Similarly, balances between the funds included in business-type activities (i.e., the enterprise funds) are eliminated so that only the net amount is included as internal balances in the business-type activities column.

Village of Sussex, Wisconsin

Notes to Financial Statements

Note 1 Summary of Significant Accounting Policies (Continued)

Basis of presentation – fund financial statements (continued)

Further, certain activity occurs during the year involving transfers of resources between funds. In fund financial statements these amounts are reported at gross amounts as transfers in/out. While reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Transfers between the funds included in governmental activities are eliminated so that only the net amount is included as transfers in the governmental activities column. Similarly, balances between the funds included in business-type activities are eliminated so that only the net amount is included as transfers in the business-type activities column.

Measurement focus and basis of accounting

The government-wide financial statements, enterprise funds, and fiduciary fund are reported using the economic resources measurement focus. The government-wide financial statements, enterprise funds, and fiduciary fund are reported using the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Nonexchange transactions, in which the Village gives (or receives) value without directly receiving (or giving) equal value in exchange, include property taxes, grants, entitlements, and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenue from grants, entitlements, and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied.

Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. The Village considers all revenues reported in the governmental funds to be available if the revenues are collected within sixty days after year-end. Property taxes, sales taxes, franchise taxes, licenses, and interest are considered to be susceptible to accrual.

Expenditures are recorded when the related fund liability is incurred, except for principal and interest on long-term debt, claims and judgments, and compensated absences, which are recognized as expenditures to the extent they have matured. Capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of long-term debt and acquisitions under capital leases are reported as other financing sources.

Village of Sussex, Wisconsin

Notes to Financial Statements

Note 1 Summary of Significant Accounting Policies (Continued)

Accumulated Unpaid Vacation and Sick Pay

Under terms of employment, employees are granted sick leave, personal time, and vacations in varying amounts. Only benefits considered to be vested are disclosed in these statements. Payments for compensated absences will be made at rates in effect when the benefits are used. Accumulated compensated absences are determined on the basis of current payroll rates and accumulated time to date.

Governmental Funds - Vested compensated absences at year end that will not be paid with expendable available resources are recorded as a long-term liability in the government-wide statements. There are no vested compensated absences that will be paid with expendable available resources and therefore no liability is recorded in the fund financial statements.

Enterprise Funds - Vested compensated absences are recorded as a liability when it is earned by the employee. Compensated absences are included on the Statement of Net Position under the category long-term liabilities – compensated absences and are in the fund financial statements.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

Budgetary information

Budgetary basis of accounting

Budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America and using the same basis of accounting for each fund as described in Note 1 except actual (non-GAAP) revenues and expenditures do not reflect certain transactions of assigned funds. Budget is defined as the originally approved budget plus or minus approved amendments. Budget appropriations not expended during the year are closed to fund balance unless authorized by the governing body to be forwarded into the succeeding year's budget.

Expenditures may not exceed appropriations by major departmental classifications. Amendments to the budget during the year can only be made by the Village Board.

Encumbrance accounting is not used by the Village to record commitments related to unperformed contracts for goods or services.

Village of Sussex, Wisconsin

Notes to Financial Statements

Note 1 Summary of Significant Accounting Policies (Continued)

Assets, liabilities, and net position/fund balance

Cash and investments

Cash and investments are combined in the financial statements. Cash deposits consist of demand and time deposits with financial institutions and are carried at cost. Investments are stated at fair value. Fair value is the price that would be received to sell an asset in an orderly transaction between market participants at the measurement date. For purposes of the statement of cash flows, all cash deposits and highly liquid investments (including restricted assets) with a maturity of three months or less from date of acquisition are considered to be cash equivalents.

Capital assets

Capital assets, which include property, plant, equipment, and infrastructure assets, are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the Village as assets with an initial, individual cost of \$5,000 or higher for governmental activities and \$1,000 for business-type activities and an estimated useful life in excess of one year. The Village follows the regulatory requirements of the Public Service Commission of Wisconsin in recording capital assets of its business-type activities. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated acquisition value at the date of donation.

In the case of the initial capitalization of general infrastructure assets (i.e., those reported by governmental activities), the Village chose to include all roads regardless of their acquisition date or amount. The Village was able to estimate the historical cost for the initial reporting of these assets through back trending (i.e., estimating the current replacement cost of the infrastructure to be capitalized and using an appropriate price-level index to deflate the cost to the acquisition year or estimated acquisition year).

As the Village constructs or acquires additional capital assets each period, including infrastructure assets, they are capitalized and reported at historical cost. The reported value excludes normal maintenance and repairs which are essentially amounts spent in relation to capital assets that do not increase the capacity or efficiency of the item or increase its estimated useful life.

	Governmental Activities	Business-type Activities
<u>Assets</u>	<u>Years</u>	
Land improvements	10 - 40	4 - 40
Buildings	25 - 75	32
Machinery and equipment	10 - 50	3 - 40
Infrastructure	25	50 - 100

Village of Sussex, Wisconsin

Notes to Financial Statements

Note 1 Summary of Significant Accounting Policies (Continued)

Assets, liabilities, and net position/fund balance (continued)

Restricted Assets

Mandatory segregations of assets are presented as restricted assets. Such segregations are required by bond agreements and other external parties. Current liabilities payable from these restricted assets are so classified. Restricted net position principally represents funds held for debt service, equipment replacement and reserve capacity assessment purposes.

A summary of restricted assets follows:

Depreciation Fund

Represents resources set aside to fund plant renewals and replacements.

Water System Revenue Bond Reserve Fund

Represents debt proceeds retained for debt service if system revenues and the special redemption fund are insufficient to satisfy the debt service requirements.

Water System Revenue Bond Special Redemption Fund

Represents resources accumulated for debt service payments over the next 12 months.

Sewerage System Debt Service Fund

Represents resources accumulated for debt service payments over the next 12 months.

Sewerage System Revenue Bond Reserve Fund

Represents debt proceeds retained for debt service if system revenues and the debt service fund are insufficient to satisfy the debt service requirements.

Stormwater Utility Debt Service Fund

Represents resources accumulated for debt service payments over the next 12 months.

Stormwater Utility Revenue Bond Reserve Fund

Represents debt proceeds retained for debt service if system revenues and the debt service fund are insufficient to satisfy the debt service requirements.

Equipment Replacement Fund

In accordance with the Village's ordinance enacting a sewer user charge system and Department of Natural Resources' regulations, the Sewer Utility has, as part of the rate structure, incorporated an equipment replacement charge. Revenues generated from this charge are to be accumulated and used for the replacement of mechanical equipment.

During 2006, the Stormwater Utility was established. As part of the original study and rate structure, an equipment replacement fund has been included in the annual budget to replace various pieces of equipment.

Village of Sussex, Wisconsin

Notes to Financial Statements

Note 1 Summary of Significant Accounting Policies (Continued)

Assets, liabilities, and net position/fund balance (continued)

Reserve Capacity Assessment Funds

Reserve capacity assessment funds represent the accumulation of funds levied against properties benefited by water and sewer improvements. These funds are restricted by enabling legislation for future system expansion and/or the related debt service to finance such expansion.

Other Assets

Extraordinary property losses which, in 1996, resulted from the abandonment of a portion of the sewerage treatment plant are recorded as a deferred debit. These losses are amortized on a straight-line basis through 2030, which relates to the remaining life of the assets abandoned. The above costs have been recorded as assets because of the benefit which will result from the inclusion of such costs in the future authorized rate structure.

Long-Term Obligations

In the government-wide financial statements, and proprietary funds in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund statement of net position. Bond premiums and discounts are deferred and amortized over the life of the bonds. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are expensed as incurred.

In the fund financial statements, governmental funds recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

Pension Plan

The fiduciary net position of the Wisconsin Retirement System (WRS) has been determined using the flow of economic resources measurement focus and accrual basis of accounting. This includes for purposes of measuring the following:

- Net Pension Liability (Asset),
- Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions,
- Pension Expense (Revenue).

Information about the fiduciary net position of the WRS and additions to/deductions from WRS' fiduciary net position have been determined on the same basis as they are reported by the WRS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Village of Sussex, Wisconsin

Notes to Financial Statements

Note 1 Summary of Significant Accounting Policies (Continued)

Assets, liabilities, and net position/fund balance (continued)

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to future periods and so will not be recognized as an outflow of resources (expense) until that time. At this time, the Village has only one item that qualifies for reporting in this category. The deferred outflows of resources – pension represent the Village's proportionate share of collective deferred outflows of resources of the Wisconsin Retirement System and contributions subsequent to the measurement date of the collective net pension liability (asset).

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents the acquisition of net position that applies to future periods and so will not be recognized as an inflow of resources (revenue) until that time. At this time, the Village has five items that qualify for reporting in this category. The Village defers the 2023 property tax levy to be recognized as revenue in 2024. The same is done for garbage charges included on the 2023 tax roll. The deferred inflows of resources – pension represents the Village's proportionate share of collective deferred inflows of resources of the Wisconsin Retirement System. For the proprietary funds, the Village reports deferred special assessments on properties that are not currently in the Village and will only be recognized if the property is annexed into the Village. In the governmental funds, the Village reports a deferred inflow for a long-term receivable that will be recognized as revenue when a developer pays the related debt payments of the Village incurred on its behalf.

Village of Sussex, Wisconsin

Notes to Financial Statements

Note 1 Summary of Significant Accounting Policies (Continued)

Fund Equity

Governmental Fund Financial Statements

Fund balance of governmental funds is reported in various categories based on the nature of any limitations requiring the use of resources for specific purposes. The following classifications describe the relative strength of the spending constraints placed on the purposes for which resources can be used:

- Nonspendable fund balance - Amounts that are not in spendable form (such as inventory, prepaid items, or long-term receivables) or are legally or contractually required to remain intact.
- Restricted fund balance - Amounts that are constrained for specific purposes by external parties (such as grantor or bondholders), through constitutional provisions, or by enabling legislation.
- Committed fund balance - Amounts that are constrained for specific purposes by action of the Village Board. These constraints can only be removed or changed by the Village Board using the same action that was used to create them.
- Assigned fund balance - Amounts that are constrained for specific purposes by action of Village management. Residual amounts in any governmental fund, other than the General Fund, are also reported as assigned.
- Unassigned fund balance - Amounts that are available for any purpose. Positive unassigned amounts are only reported in the General Fund.

The Village has adopted a fund balance spend-down policy regarding the order in which fund balance will be utilized. Where applicable, the policy requires restricted funds to be spent first, followed by committed funds, and then assigned funds. Unassigned funds would be spent last.

Government-wide and Proprietary Fund Statements

Equity is classified as net position and displayed in three components:

- Net investment in capital assets - Amount of capital assets, net of accumulated depreciation, and capital related deferred outflows of resources less outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets and any capital related deferred inflows of resources.
- Restricted net position - Amount of net position that is subject to restrictions that are imposed by 1) external groups, such as creditors, grantors, contributors or laws or regulations of other governments or 2) law through constitutional provisions or enabling legislation.
- Unrestricted net position - Net position that is neither classified as restricted nor as net investment in capital assets.

Village of Sussex, Wisconsin

Notes to Financial Statements

Note 1 Summary of Significant Accounting Policies (Continued)

The Village has a formal minimum fund balance policy. The first threshold is to maintain the Unassigned Fund Balance of the General Fund at one month (8.33%) of the following year's budget. Secondly, when combined, the Unassigned and Assigned Fund Balances of the General Fund shall be maintained at not less than four months of the subsequent year's budgeted expenditures excluding the debt service portion. At December 31, 2023 the combined balance is \$6,085,073 and represents 64.1% of the 2024 budgeted expenditures.

Program revenues

Amounts reported as *program revenues* include 1) charges to customers or applicants for goods, services, or privileges provided, and fees and fines, 2) operating grants and contributions, and 3) capital grants and contributions. All taxes, including those dedicated for specific purposes, and other internally dedicated resources are reported as general revenues rather than as program revenues.

Proprietary funds operating and nonoperating revenues and expenses

Proprietary funds distinguish *operating* revenues and expenses from *nonoperating* items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of proprietary funds are charges to customers for sales and services. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

Village of Sussex, Wisconsin

Notes to Financial Statements

Note 1 Summary of Significant Accounting Policies (Continued)

Property taxes

Property tax receipts represent the receipts primarily generated by the 2022 property tax levy.

Property taxes are recorded in the year levied as receivables and deferred inflows. They are recognized as revenues in the succeeding year when services financed by the levy are being provided. In addition to property taxes for the Village, taxes are collected for and remitted to the state and county governments as well as the local school districts and the technical college district. Taxes for all state and local governmental units billed in the current year for the succeeding year are reflected as deferred inflows and due to other taxing units on the accompanying balance sheet. Taxes are levied in December on the assessed value as of the prior January 1.

Property tax calendar – 2023 tax roll:

Lien date and levy date	December, 2023
Tax bills mailed	December, 2023
Payment in full or first installment due	January 31, 2024
Second installment due	March 31, 2024
Third installment due	May 31, 2024
Personal property taxes due in full	January 31, 2024
Tax sale – 2023 delinquent real estate taxes	October, 2027

Note 2 Reconciliation of Government-wide and Fund Financial Statements

Explanation of Certain Differences Between the Governmental Fund Balance Sheet and the Statement of Net Position

a. Capital assets used in governmental funds are not financial resources and, therefore, are not reported in the funds.

Capital assets	\$ 124,529,307
Accumulated depreciation	<u>(71,161,895)</u>
Net capital assets	<u>\$ 53,367,412</u>

Village of Sussex, Wisconsin

Notes to Financial Statements

Note 2 Reconciliation of Government-wide and Fund Financial Statements (continued)

b. Long-term liabilities applicable to the Village's governmental activities are not due and payable in the current period, and accordingly, are not reported as fund liabilities. Interest on long-term debt is not accrued in governmental funds, but rather is recognized as an expenditure when due. All liabilities, both current and long-term, are reported in the statement of net position.

Bonds and notes payable	\$ (40,265,000)
State loan payable	(703,018)
Compensated absences	(252,248)
Accrued interest, net of interest rebate receivable	(383,989)
Unamortized net debt discount and premium	<u>(842,645)</u>
Combined Adjustment for Long-Term Liabilities	<u>\$ (42,446,900)</u>

c. In the governmental fund statements, the proportionate share of the Wisconsin Retirement System pension plan is not an available resource; therefore, it is not recorded. In the government-wide financial statements, it is reported as follows:

Deferred outflows of resources	\$ 2,761,235
Net pension liability	(735,000)
Deferred inflows of resources	<u>(1,551,162)</u>
	<u>\$ 475,073</u>

Explanation of Certain Differences Between the Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balances and the Government-Wide Statement of Activities

a. The governmental fund statement of revenues, expenditures, and changes in fund balances includes a reconciliation between net changes in fund balances – total governmental funds and changes in net position of governmental activities as reported in the government-wide statement of activities.

One element of that reconciliation explains that capital outlays are expenditures of the governmental funds; however, in the statement of activities these assets are amortized over their estimated useful lives and reported as depreciation expense. The details of this difference are as follows:

Capital outlay items reported as capital assets	\$ 4,291,698
Depreciation expense	(3,343,079)
Net book value of assets disposed	<u>(4,355)</u>
Net adjustment to increase net changes in fund balances - total governmental funds to arrive at changes in net position of governmental activities	<u>\$ 944,264</u>

Village of Sussex, Wisconsin

Notes to Financial Statements

Note 2 Reconciliation of Government-wide and Fund Financial Statements (continued)

b. Another element of that reconciliation states that “the issuance of long-term debt (e.g., bonds, leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position.” The details of this difference are as follows:

Debt issued or incurred:	
Long-term debt issued	\$ (2,915,000)
Net debt discount and premium	(85,499)
Amortization of debt discount and premium	172,333
Principal repayments:	
General obligation debt	2,941,301
Principal repayment paid by developer	<u>(26,301)</u>
Net adjustment to decrease net changes in fund balances - total governmental funds to arrive at changes in net position of governmental activities	<u>\$ 86,834</u>

c. Another element of that reconciliation states that “Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.” The details of this difference are as follows:

Compensated absences	\$ 40,174
Accrued interest	<u>(52,684)</u>
Net adjustment to decrease net changes in fund balances - total governmental funds to arrive at changes in net position of governmental activities	<u>\$ (12,510)</u>

Note 3 Stewardship, Compliance and Accountability

Violations of legal or contractual provisions

No violations occurred for the year ended December 31, 2023.

Deficit fund equity

As of December 31, 2023, the TIF #6 Capital Projects Fund had a deficit fund balance of \$1,423,257 and the TIF #7 Capital Projects Fund had a deficit fund balance of \$1,513,374. Both will be eliminated through the collection of future tax increments.

Village of Sussex, Wisconsin

Notes to Financial Statements

Note 4 Cash and Investments

The Village maintains various cash and investment accounts, including pooled funds that are available for use by all funds. Each fund's portion of these accounts is displayed in the financial statements as "Cash and investments."

Invested cash consists of deposits and investments that are restricted by Wisconsin Statutes to the following:

Time deposits; repurchase agreements; securities issued by federal, state and local governmental entities; statutorily authorized commercial paper and corporate securities; and the Wisconsin local government investment pool.

The carrying amount of the Village's cash and investments totaled \$32,342,072 on December 31, 2023 as summarized below:

	Carrying Value	Bank Balance	Associated Risks
Demand deposits	\$ 15,073,335	\$ 8,457,550	Custodial credit risk
LGIP	16,278,976	16,278,976	Credit risk
Certificates of Deposit	988,994	988,994	Custodial credit risk
Petty Cash	767	-	
Total deposits and investments	<u>\$ 32,342,072</u>	<u>\$ 25,725,520</u>	
Reconciliation to financial statements			
Per statement of net position			
Unrestricted cash and investments	\$ 19,842,798		
Restricted cash and investments	4,757,896		
Per statement of net position - fiduciary fund			
Agency	<u>7,741,378</u>		
	<u>\$ 32,342,072</u>		

Fair Value Measurements

The Village categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant observable inputs; Level 3 inputs are significant unobservable inputs. The Village currently has no investments subject to fair value measurement.

Village of Sussex, Wisconsin

Notes to Financial Statements

Note 4 Cash and Investments (continued)

Deposits of the Village are subject to various risks. Presented below is a discussion of the Village's deposits and the related risk.

Custodial Credit Risk

Custodial credit risk for *deposits* is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for *investments* is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. Wisconsin statutes require repurchase agreements to be fully collateralized by bonds or securities issued or guaranteed by the federal government or its instrumentalities. The Village does not have an additional custodial credit risk policy.

Deposits with financial institutions within the State of Wisconsin are insured by the Federal Deposit Insurance Corporation (FDIC) in the amount of \$250,000 for the combined amount of all time and savings deposits and \$250,000 for the combined amount of all interest-bearing and noninterest-bearing demand deposits per official custodian per insured depository institution. Deposits with financial institutions located outside the State of Wisconsin are insured by the FDIC in the amount of \$250,000 for all deposit accounts per official custodian per depository institution. Deposits with credit unions are insured by the National Credit Union Share Insurance Fund (NCUSIF) in the amount of \$250,000 per credit union member. Also, the State of Wisconsin has a State Guarantee Fund which provides a maximum of \$400,000 per public depository above the amount provided by an agency of the U.S. Government. However, due to the relatively small size of the State Guarantee Fund in relation to the Fund's total coverage, total recovery of insured losses may not be available.

As of December 31, 2023, \$8,805,223 of the Village's deposits with financial institutions was in excess of federal and state depository insurance limits. All of this was collateralized with securities held by the pledging financial institution or its trust department or agent but not in the Village's name.

Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Wisconsin statutes limit investments in securities to the top two ratings assigned by nationally recognized statistical rating organizations. The Village does not have an additional credit risk policy. The Village's investment in the Wisconsin local government investment pool is not rated.

Village of Sussex, Wisconsin

Notes to Financial Statements

Note 4 Cash and Investments (continued)

Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The Village's investment policy requires the Village to diversify investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates. Unless matched to a specific cash flow or maturity, the Village will not directly invest in securities maturing more than three years from the date of purchase. Reserve funds may be invested in securities exceeding three years if the maturity is made to coincide with the expected use of the funds. The investments held by the Wisconsin local government investment pool mature in 12 months or less.

Investment in Wisconsin Local Government Investment Pool

The Village has investments in the Wisconsin local government investment pool of \$16,278,976 at year-end. The Wisconsin local government investment pool (LGIP) is part of the State Investment Fund (SIF), and is managed by the State of Wisconsin Investment Board. The SIF is not registered with the Securities and Exchange Commission, but operates under the statutory authority of Wisconsin Chapter 25. The SIF reports the fair value of its underlying assets annually. Participants in the LGIP have the right to withdraw their funds in total on one day's notice. At December 31, 2023, the fair value of the Village's share of the LGIP's assets was substantially equal to the carrying value.

Note 5 Receivables

Receivables as of year-end for the Village's individual major funds, and aggregate non-major funds (when applicable), including the applicable allowances for uncollectible accounts, are as follows:

	General	General Obligation Debt Service Fund	General Capital Projects Fund	TIF #6 Capital Projects Fund	TIF #7 Capital Projects Fund	Total
Receivables						
Taxes	\$ 4,513,967	\$ 1,822,496	\$ -	\$ 683,633	\$ 323,943	\$ 7,344,039
Accounts	192,416	-	-	-	-	192,416
Other Governments	153,293	-	-	-	-	153,293
Notes	-	-	-	-	703,018	703,018
Special assessments	9,119	-	-	-	-	9,119
Gross receivables	4,868,795	1,822,496	-	683,633	1,026,961	8,401,885
Less: Allowance for uncollectibles	77,344	-	-	-	-	77,344
Net total receivables	<u>\$ 4,791,451</u>	<u>\$ 1,822,496</u>	<u>\$ -</u>	<u>\$ 683,633</u>	<u>\$ 1,026,961</u>	<u>\$ 8,324,541</u>

All of the amounts above are expected to be collected within a year other than the \$703,018 in notes.

Village of Sussex, Wisconsin

Notes to Financial Statements

Note 6 Restricted Assets

Restricted assets on December 31, 2023 totaled \$7,784,156 and consisted of cash and investments of \$4,757,896, balances due from other governments of \$1,026,260 and balances due from other funds of \$2,000,000 held for the following purposes:

<u>Funds</u>	<u>Amount</u>	<u>Purpose</u>
Enterprise funds		
Water Utility		
Special redemption fund	\$ 290,787	To accumulate funds to pay principal and interest on Revenue Bonds
Depreciation	382,519	To be used for the replacement of capital assets of the water distribution plant
Revenue bond reserve	824,098	Amount required under the terms of the Revenue Bonds to be maintained in reserve
Reserve Capacity Assessments	<u>559,239</u>	To account for fees collected from new development to pay for reserve capacity built in the water plant
Total Water Utility	<u>2,056,643</u>	
Sewer Utility		
Depreciation	1,719,041	To be used for the replacement of capital assets of the sewer utility
Debt service	1,439,940	To accumulate funds to pay principal and interest on Revenue Bonds
Revenue bond reserve	327,062	Amount required under the terms of the Revenue Bonds to be maintained in reserve
DNR replacement	758,081	To be used for the replacement of certain assets for the sewer utility
Reserve Capacity Assessments	<u>1,119,030</u>	To account for fees collected from new development to pay for reserve capacity built in the wastewater treatment plant
Total Sewer Utility	<u>5,363,154</u>	
Stormwater Utility		
Debt service	59,238	To accumulate funds to pay principal and interest on Revenue Bonds
Revenue bond reserve	125,800	Amount required under the terms of the Revenue Bonds to be maintained in reserve
Equipment replacement	<u>179,321</u>	To accumulate funds for future equipment replacement
Total Stormwater Utility	<u>364,359</u>	
Total	<u>\$ 7,784,156</u>	

Village of Sussex, Wisconsin

Notes to Financial Statements

Note 7 Capital Assets

The governmental activities capital asset activity for the year ended December 31, 2023 is as follows:

	Balance January 1, 2023	Additions	Deletions	Balance December 31, 2023
Governmental Activities				
Capital assets not being depreciated:				
Land	\$ 2,477,995	\$ -	\$ -	\$ 2,477,995
Construction in progress	59,523	383,024	-	442,547
Total capital assets, not being depreciated	<u>2,537,518</u>	<u>383,024</u>	<u>-</u>	<u>2,920,542</u>
Capital assets being depreciated				
Buildings	19,048,977	170,308	-	19,219,285
Land improvements	3,337,761	89,465	-	3,427,226
Machinery and equipment	7,856,313	354,115	26,127	8,184,301
Infrastructure	87,483,167	3,294,786	-	90,777,953
Subtotals	<u>117,726,218</u>	<u>3,908,674</u>	<u>26,127</u>	<u>121,608,765</u>
Less: accumulated depreciation for:				
Buildings	4,256,549	412,069	-	4,668,618
Land improvements	984,541	186,103	-	1,170,644
Machinery and equipment	3,244,070	417,445	21,772	3,639,743
Infrastructure	59,355,428	2,327,462	-	61,682,890
Subtotals	<u>67,840,588</u>	<u>3,343,079</u>	<u>21,772</u>	<u>71,161,895</u>
Total capital assets, being depreciated, net	<u>49,885,630</u>	<u>565,595</u>	<u>4,355</u>	<u>50,446,870</u>
Governmental activities capital assets, net	<u>\$ 52,423,148</u>	<u>\$ 948,619</u>	<u>\$ 4,355</u>	<u>53,367,412</u>
Less: Capital related debt				(27,446,256)
Less: Debt premium				(842,645)
Add: Unspent debt proceeds				547,896
Net investment in capital assets				<u>\$ 25,626,407</u>

Village of Sussex, Wisconsin

Notes to Financial Statements

Note 7 Capital Assets (Continued)

	Balance January 1, 2023	Additions	Deletions	Balance December 31, 2023
Business-type activities:				
Capital assets not being depreciated:				
Land	\$ 483,992	\$ -	\$ -	\$ 483,992
Construction in progress	-	1,781,268	-	1,781,268
Total capital assets, not being depreciated	483,992	1,781,268	-	2,265,260
Capital assets being depreciated				
Water Utility buildings and structures	5,559,336	-	-	5,559,336
Water Utility machinery and equipment	6,835,276	181,295	-	7,016,571
Water Utility infrastructure	35,139,792	468,891	-	35,608,683
Sewer Utility buildings and structures	6,067,555	16,224	-	6,083,779
Sewer Utility machinery and equipment	16,734,785	212,071	6,794	16,940,062
Sewer Utility infrastructure	37,616,400	401,505	-	38,017,905
Stormwater Utility buildings and structures	166,504	-	-	166,504
Stormwater Utility machinery & equip	423,777	56,630	-	480,407
Stormwater Utility infrastructure	24,732,002	405,683	-	25,137,685
Subtotals	133,275,427	1,742,299	6,794	135,010,932
Less: accumulated depreciation for:				
Water Utility buildings and structures	1,690,151	176,579	-	1,866,730
Water Utility machinery and equipment	1,717,044	317,490	-	2,034,534
Water Utility infrastructure	9,062,531	610,399	-	9,672,930
Sewer Utility buildings and structures	2,866,608	121,513	-	2,988,121
Sewer Utility machinery and equipment	13,057,871	327,559	6,794	13,378,636
Sewer Utility infrastructure	10,067,691	517,089	-	10,584,780
Stormwater Utility buildings and structures	36,076	5,550	-	41,626
Stormwater Utility machinery & equip	156,304	22,259	-	178,563
Stormwater Utility infrastructure	3,252,494	355,327	-	3,607,821
Subtotals	41,906,770	2,453,765	6,794	44,353,741
Total capital assets, being depreciated, net	91,368,657	(711,466)	-	90,657,191
Business-type activities capital assets, net	\$ 91,852,649	\$ 1,069,802	\$ -	92,922,451
Less: Capital related debt				(18,182,534)
Add: Extraordinary property loss				110,122
Add: Unspent debt proceeds				-
Net investment in capital assets				\$ 74,850,039

Village of Sussex, Wisconsin

Notes to Financial Statements

Note 7 Capital Assets (Continued)

Depreciation expense was charged to function of the Village as follows:

Governmental Activities

General Government	\$	34,988
Protection of persons and property		215,722
Highway and transportation, which includes the depreciation of infrastructure		2,602,665
Library		75,509
Parks and recreation		414,195
Total Governmental Activities	\$	<u>3,343,079</u>

Business-type Activities

Water	\$	1,084,813
Sewer		985,815
Stormwater		383,137
	\$	<u>2,453,765</u>

Note 8 Long-Term Obligations

The following is a summary of changes in long-term obligations of the Village for the year ended December 31, 2023:

	Beginning Balance	Issued	Retired	Ending Balance	Due Within One Year
Governmental Activities					
General Obligation Debt					
Bonds	\$ 29,955,000	\$ -	\$ 1,440,000	\$ 28,515,000	\$ 1,540,000
Notes	4,190,000	-	595,000	3,595,000	605,000
Community Development Bonds	<u>6,120,000</u>	<u>2,915,000</u>	<u>880,000</u>	<u>8,155,000</u>	<u>380,000</u>
Total General Obligation Debt	40,265,000	2,915,000	2,915,000	40,265,000	2,525,000
State Infrastructure Bank Loan	729,319	-	26,301	703,018	26,698
Debt (discount) and premium	929,478	85,499	172,332	842,645	-
Net pension liability	-	735,000	-	735,000	-
Compensated absences	<u>292,422</u>	<u>-</u>	<u>40,174</u>	<u>252,248</u>	<u>-</u>
Governmental Activities Long-Term Obligations	<u>\$ 42,216,219</u>	<u>\$ 3,735,499</u>	<u>\$ 3,153,807</u>	<u>\$ 42,797,911</u>	<u>\$ 2,551,698</u>

Village of Sussex, Wisconsin

Notes to Financial Statements

Note 8 Long-Term Obligations (Continued)

	Beginning Balance	Issued	Retired	Ending Balance	Due Within One Year
Business-type Activities					
General Obligation Debt					
Notes	\$ 300,000	\$ -	\$ 100,000	\$ 200,000	\$ 100,000
Revenue Bonds	17,724,379	-	1,211,294	16,513,085	1,232,788
Debt (discount) and premium	254,963	-	31,691	223,272	-
Net pension liability	-	306,790	-	306,790	-
Compensated absences	103,618	-	28,175	75,443	32,764
Total Business-type Activities					
Long-Term Liabilities	<u>\$ 18,382,960</u>	<u>\$ 306,790</u>	<u>\$ 1,371,160</u>	<u>\$ 17,318,590</u>	<u>\$ 1,365,552</u>

General Obligation Debt

General obligation debt currently outstanding is detailed as follows:

	Date of Issue	Final Maturity	Interest Rates	Original Amount	Balance 12/31/2023
Governmental Activities					
General Obligation Debt					
General Obligation Bonds	9/17/2013	9/1/2030	2.0 - 4.0	1,855,000	\$ 575,000
	10/13/2015	6/1/2035	2.0 - 3.25	4,490,000	3,415,000
	3/24/2016	3/1/2036	2.0 - 3.0	4,795,000	4,235,000
	11/1/2016	9/1/2036	2.0 - 2.6	3,100,000	2,465,000
	5/1/2017	3/1/2037	2.0 - 3.5	2,975,000	2,525,000
	12/1/2017	9/1/2037	2.0 - 3.15	2,500,000	2,200,000
	7/16/2018	3/1/2038	3.0 - 3.5	2,790,000	2,530,000
	8/14/2018	3/1/2038	3.0 - 3.375	3,340,000	2,985,000
	6/4/2019	3/1/2033	2.0 - 3.0	2,445,000	2,245,000
	9/17/2019	10/1/2030	5.0	4,185,000	2,910,000
	6/30/2020	3/1/2039	2.0 - 2.25	7,920,000	7,670,000
	4/5/2023	4/5/2043	4	2,915,000	2,915,000
					<u>36,670,000</u>
General Obligation Notes	6/15/2015	6/1/2025	2.0 - 2.3	2,620,000	465,000
	8/25/2015	3/1/2025	1.05 - 2.2	735,000	200,000
	2/22/2016	2/1/2026	2.0	1,605,000	675,000
	11/1/2022	5/1/2027	3.8	2,255,000	2,255,000
					<u>3,595,000</u>
					<u>\$ 40,265,000</u>

Village of Sussex, Wisconsin

Notes to Financial Statements

Note 8 Long-Term Obligations (Continued)

General Obligation Debt (continued)

	Date of Issue	Final Maturity	Interest Rates	Original Amount	Balance 12/31/2023
Business-type Activities					
General Obligation Debt					
Promissory Notes	8/25/2015	3/1/2025	1.05 - 2.2	1,250,000	\$ 200,000
Total Business-type Activities					
General Obligation Debt					<u>\$ 200,000</u>

Annual principal and interest maturities of the outstanding general obligation debt of \$40,565,000 on December 31, 2023 are detailed below:

	Governmental Activities General Obligation Debt		Business Type Activities General Obligation Debt	
	Principal	Interest	Principal	Interest
2024	\$ 2,525,000	\$ 1,221,694	\$ 100,000	\$ 3,225
2025	2,705,000	1,103,895	100,000	1,100
2026	2,780,000	1,026,594	-	-
2027	5,060,000	946,268	-	-
2028	2,705,000	778,156	-	-
2029 - 2033	13,175,000	2,682,090	-	-
2034 - 2038	9,780,000	932,169	-	-
2039 - 2043	1,535,000	110,575	-	-
Totals	<u>\$ 40,265,000</u>	<u>\$ 8,801,441</u>	<u>\$ 200,000</u>	<u>\$ 4,325</u>

For governmental activities, the other long-term liabilities are generally funded by the General Fund.

State Infrastructure Bank Loan – Direct borrowing

In August, 2021, the Village entered into a loan agreement with the State of Wisconsin on behalf of the developer for TIF #7. Proceeds of \$799,000 were received by the Village and were paid out on behalf of the developer for construction of roads within the district. The first payment was due on July 1, 2022, with subsequent quarterly payments required beginning October 1, 2022 with a final balloon payment due on April 1, 2025. The interest rate is 2%. All loan payments will be made by the Village with reimbursement from the developer.

Village of Sussex, Wisconsin

Notes to Financial Statements

Note 8 Long-Term Obligations (Continued)

Annual principal and interest maturities of the State Infrastructure Bank Loan on December 31, 2023 are detailed below:

	Principal	Interest	Total
2024	\$ 26,698	\$ 13,993	\$ 40,691
2025	676,320	6,796	683,116
Totals	<u>\$ 703,018</u>	<u>\$ 20,789</u>	<u>\$ 723,807</u>

Legal Margin for New Debt

The Village's legal margin for creation of additional general obligation debt on December 31, 2023 was \$75,278,820 as follows:

Equalized valuation of the Village		\$ 2,259,570,900
Statutory limitation percentage		<u>(x) 5%</u>
General obligation debt limitation, per Section 67.03 of the Wisconsin Statutes		112,978,545
Total outstanding general obligation debt applicable to debt limitation	\$ 40,465,000	
Less: Amounts available for financing general obligation debt		
Debt service funds	<u>2,765,275</u>	
Net outstanding general obligation debt applicable to debt limitation		<u>37,699,725</u>
Legal margin for new debt		<u>\$ 75,278,820</u>

Revenue Bonds

The Water Public Utility, Sewer Utility and Stormwater Utility have \$16,513,085 in Water, Sewer and Stormwater System Revenue Bonds outstanding at December 31, 2023. The bonds are not general obligations of the Village of Sussex and are payable from income and revenues derived from the operations of the water, sewer and stormwater systems in accordance with the resolutions adopted in conjunction with the issuance of the debt. The resolutions create a statutory mortgage lien upon the systems and their revenues in accordance with Section 66 of Wisconsin Statutes. The Village has established certain funds, as described in the resolution, to account for the allocation of the Utilities' gross revenue. The Utilities have complied with the bond covenants. The water, sewer and stormwater systems and the earnings of the system remain subject to the lien until payment in full of the principal and interest on the bonds.

The principal and interest paid during the year on the Water Utility Revenue Bonds was \$751,661. Total net revenues as defined by the bond covenants for the same period were \$2,283,187. Annual principal and interest payments are expected to require 36% of net revenue.

Village of Sussex, Wisconsin

Notes to Financial Statements

Note 8 Long-Term Obligations (Continued)

The principal and interest paid during the year on the Sewer System Revenue Bonds was \$830,235. Total net revenues as defined by the bond covenants for the same period were \$1,996,517. Annual principal and interest payments are expected to require 27% of net revenue.

The principal and interest paid during the year on the Stormwater System Revenue Bonds was \$119,800. Total net revenues as defined by the bond covenants for the same period were \$436,431. Annual principal and interest payments are expected to require 30% of net revenue.

Revenue bonds outstanding on December 31, 2023 totaled \$16,513,085 and were comprised of the following issues:

	<u>Date of Issue</u>	<u>Final Maturity</u>	<u>Interest Rates</u>	<u>Original Amount</u>	<u>Balance 12/31/2023</u>
Business-type Activities					
Water and Sewer System					
Revenue Bonds					
Water Utility	5/17/2016	6/1/2024	0.8 - 1.65	1,515,000	\$ 170,000
	9/12/2017	6/1/2037	3.0 - 3.25	4,295,000	3,895,000
	5/18/2022	6/1/2042	2.05 - 3.30	6,450,000	6,295,000
Sewer Utility	8/22/2007	5/1/2027	2.547	7,633,281	1,923,085
	8/14/2018	5/1/2033	3.0 - 3.25	2,540,000	1,865,000
	6/30/2020	5/1/2030	1.0 - 2.0	1,010,000	710,000
Stormwater Utility	1/4/2021	5/1/2039	2.0 - 3.0	1,815,000	<u>1,655,000</u>
Total Business-type					
Activities Revenue Debt					<u>\$ 16,513,085</u>

Annual principal and interest maturities of the outstanding revenue bonds of \$16,513,085 on December 31, 2023 are detailed below:

	<u>Business-type Activities</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2024	\$ 1,232,788	\$ 461,067	\$ 1,693,855
2025	1,244,576	429,397	1,673,973
2026	1,376,663	393,710	1,770,373
2027	1,409,058	354,738	1,763,796
2028	940,000	321,195	1,261,195
2029 - 2033	4,765,000	1,187,797	5,952,797
2034 - 2038	3,715,000	549,753	4,264,753
2039 - 2042	1,830,000	114,661	1,944,661
Totals	<u>\$ 16,513,085</u>	<u>\$ 3,812,318</u>	<u>\$ 20,325,403</u>

Village of Sussex, Wisconsin

Notes to Financial Statements

Note 8 Long-Term Obligations (Continued)

Compensated Absences

Estimated payments of \$327,691 are not included in the debt service requirement schedules. The compensated absences liability will be liquidated by the General Fund and the Water and Sewer Utilities.

Conduit Debt Obligations

From time to time, the Village has issued Industrial Revenue Bonds to provide financial assistance to private-sector entities for the acquisition and construction of industrial and commercial facilities deemed to be in the public interest. The bonds are secured by the property financed and are payable solely from payments received on the underlying mortgage loans. Upon repayment of the bonds, ownership of the acquired facilities transfers to the private-sector entity served by the bond issuance. Neither the Village, the State, nor any political subdivision thereof is obligated in any manner for repayment of the bonds. Accordingly, the bonds are not reported as liabilities in the accompanying financial statements.

As of December 31, 2023, there were eight outstanding Industrial Revenue Bonds with an aggregate principal amount payable of \$21,654,404.

Note 9 Employee's Retirement System

The Village of Sussex remits monthly the required contributions of the Pauline Haass Public Library. As a result, required contributions of the Library are included with the Village's WRS contributions. The Library's proportionate share of the net pension liability (asset) and the corresponding deferred outflow of resources and deferred inflows of resources of the Library are reported in the Village's basic financial statements.

Plan Description

The WRS is a cost-sharing multiple-employer defined benefit pension plan. WRS benefits and other plan provisions are established by Chapter 40 of the Wisconsin Statutes. Benefit terms may only be modified by the legislature. The retirement system is administered by the Wisconsin Department of Employee Trust Funds (ETF). The system provides coverage to all eligible State of Wisconsin, local government, and other public employees. All employees, initially employed by a participating WRS employer on or after July 1, 2011, and expected to work at least 1,200 hours a year (880 hours for teachers and school district educational support employees) and expected to be employed for at least one year from employee's date of hire are eligible to participate in the WRS.

ETF issues a standalone Annual Comprehensive Financial Report (ACFR), which can be found at <https://etf.wi.gov/about-etf/reports-and-studies/financial-reports-and-statements>.

Additionally, ETF issued a standalone Wisconsin Retirement System Financial Report, which can also be found using the link above.

Village of Sussex, Wisconsin

Notes to Financial Statements

Note 9 Employee's Retirement System (Continued)

Vesting

For employees beginning participation on or after January 1, 1990, and no longer actively employed on or after April 24, 1998, creditable service in each of five years is required for eligibility for a retirement annuity. Participants employed prior to 1990 and on or after April 24, 1998, and prior to July 1, 2011, are immediately vested. Participants who initially became WRS eligible on or after July 1, 2011, must have five years of creditable service to be vested.

Benefits Provided

Employees who retire at or after age 65 (54 for protective occupation employees, 62 for elected officials and executive service retirement plan participants, if hired on or before 12/31/2016) are entitled to receive a retirement benefit based on a formula factor, their final average earnings, and creditable service.

Final average earnings is the average of the participant's three highest annual earnings periods. Creditable service includes current service and prior service for which a participant received earnings and made contributions as required. Creditable service also includes creditable military service. The retirement benefit will be calculated as a money purchase benefit based on the employee's contributions plus matching employer's contributions, with interest, if that benefit is higher than the formula benefit.

Vested participants may retire at or after age 55 (50 for protective occupations) and receive an actuarially- reduced benefit. Participants terminating covered employment prior to eligibility for an annuity may either receive employee-required contributions plus interest as a separation benefit or leave contributions on deposit and defer application until eligible to receive a retirement benefit.

The WRS also provides death and disability benefits for employees.

Village of Sussex, Wisconsin

Notes to Financial Statements

Note 9 Employee's Retirement System (Continued)

Postretirement Adjustments

The Employee Trust Funds Board may periodically adjust annuity payments from the retirement system based on annual investment performance in accordance with s. 40.27, Wis. Stat. An increase (or decrease) in annuity payments may result when investment gains (losses), together with other actuarial experience factors, create a surplus (shortfall) in the reserves, as determined by the system's consulting actuary. Annuity increases are not based on cost of living or other similar factors. For Core annuities, decreases may be applied only to previously granted increases. By law, Core annuities cannot be reduced to an amount below the original, guaranteed amount (the "floor") set at retirement. The Core and Variable annuity adjustments granted during recent years are as follows:

Year	Core Fund Adjustment	Variable Fund Adjustment
2013	-9.6%	9.0%
2014	4.7%	25.0%
2015	2.9%	2.0%
2016	0.5%	-5.0%
2017	2.0%	4.0%
2018	2.4%	17.0%
2019	0.0%	-10.0%
2020	1.7%	21.0%
2021	5.1%	13.0%
2022	7.4%	15.0%

Contributions

Required contributions are determined by an annual actuarial valuation in accordance with Chapter 40 of the Wisconsin Statutes. The employee required contribution is one-half of the actuarially determined contribution rate for general category employees, including teachers, and executives and elected officials. Starting on January 1, 2016, the executive and elected officials category was merged into the general employee category. Required contributions for protective employees are the same rate as general employees. Employers are required to contribute the remainder of the actuarially determined contribution rate. The employer may not pay the employee required contribution unless provided for by an existing collective bargaining agreement.

During the reporting period, the WRS recognized \$275,602 in contributions from the employer.

Village of Sussex, Wisconsin

Notes to Financial Statements

Note 9 Employee's Retirement System (Continued)

Contribution rates as of December 31, 2023, are as follows:

Employee Category	Employee	Employer
General (including teachers, executives, and elected officials)	6.80%	6.80%
Protective with Social Security	6.80%	13.20%
Protective without Social Security	6.80%	18.10%

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

At December 31, 2023, the Village reported a liability of \$1,041,790 for its proportionate share of the net pension liability. The net pension liability was measured as of December 31, 2022, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of December 31, 2021, rolled forward to December 31, 2022. No material changes in assumptions or benefit terms occurred between the actuarial valuation date and the measurement date. The Village's proportion of the net pension liability was based on the Village's share of contributions to the pension plan relative to the contributions of all participating employers. At December 31, 2022, the Village's proportion was 0.02302895%, which was an increase of 0.00092025% from its proportion measured as of December 31, 2021.

For the year ended December 31, 2023, the Village recognized pension expense of \$617,369.

At December 31, 2023, the Village reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Primary Government		Component Unit	
	Deferred Outflows of Resources	Deferred Inflows of Resources	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 1,659,247	\$ 2,179,879	\$ 283,843	\$ 372,906
Net differences between projected and actual earnings on pension plan investments	1,769,760	-	302,748	-
Changes in assumptions	204,858	-	35,045	-
Changes in proportion and differences between employer contributions and proportionate share of contributions	4,017	18,739	686	3,205
Employer contributions subsequent to the measurement date	274,398	-	42,337	-
Total	\$ 3,912,280	\$ 2,198,618	\$ 664,659	\$ 376,111

Village of Sussex, Wisconsin

Notes to Financial Statements

Note 9 Employee's Retirement System (Continued)

\$316,735 reported as deferred outflows related to pension resulting from the WRS Employer's contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended December 31, 2024. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pension will be recognized in pension expense as follows:

Year Ended December 31:	Primary Government	Component Unit
	Net Deferred Outflows (Inflows) of Resources	Net Deferred Outflows (Inflows) of Resources
2024	\$ 57,372	\$ 9,814
2025	297,140	50,831
2026	303,516	51,921
2027	781,236	133,645
	<u>\$ 1,439,264</u>	<u>\$ 246,211</u>

Actuarial Assumptions

The total pension liability in the December 31, 2022 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Actuarial valuation date	December 31, 2021
Measurement date of net pension liability (asset)	December 31, 2022
Experience study	January 1, 2018 - December 31, 2021 Published November 19, 2022
Actuarial cost method	Entry age Normal
Asset valuation method	Fair value
Long-term expected rate of return	6.8%
Discount rate	6.8%
Salary Increases:	
Inflation	3.0%
Seniority/Merit	0.1% - 5.6%
Mortality	2020 WRS Experience Mortality Table
Postretirement adjustments*	1.7%

* No post-retirement adjustment is guaranteed. Actual adjustments are based on recognized investment return, actuarial experience and other factors. 1.79% is the assumed annual adjustment based on the investment return assumption and the post-retirement discount rate.

Village of Sussex, Wisconsin

Notes to Financial Statements

Note 9 Employee's Retirement System (Continued)

Actuarial assumptions are based on an experience study conducted in 2021 that covered a three-year period from January 1, 2018 to December 31, 2020. The total pension liability for December 31, 2022, is based on a rollforward of the liability calculated from the December 31, 2021, actuarial valuation.

Long-Term Expected Return on Plan Assets: The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of geometric real rates of return for each major asset class are summarized in the following table:

Asset Allocation Targets and Expected Returns
As of December 31, 2022

Asset Class	Asset Allocation %	Long-Term Expected Nominal Rate of Return %	Long-Term Expected Real Rate of Return %
Core fund: Global equities	48.0%	7.6%	5.0%
Fixed income	25.0%	5.3%	2.7%
Inflation sensitive assets	19.0%	3.6%	1.1%
Real estate	8.0%	5.2%	2.6%
Private equity/debt	15.0%	9.6%	6.9%
Total core fund	115.0%	7.4%	4.8%
Variable fund:			
U.S. equities	70.0%	7.2%	4.6%
International equities	30.0%	8.1%	5.5%
Total variable fund	100.0%	7.7%	5.1%

New England Pension Consultants Long-Term U.S. CPI (Inflation) Forecast: 2.5%

Asset allocations are managed within established ranges; target percentages may differ from actual monthly allocations.

The investment policy used for the Core Fund involves reducing equity exposure by leveraging lower-volatility assets, such as fixed income securities. This results in an asset allocation beyond 100%. Currently, an asset allocation target of 15% policy leverage is used, subject to an allowable range of up to 20%.

Village of Sussex, Wisconsin

Notes to Financial Statements

Note 9 Employee's Retirement System (Continued)

Single Discount Rate - A single discount rate of 6.8% was used to measure the Total Pension Liability for the current and prior year. The discount rate is based on the expected rate of return on pension plan investments of 6.8% and a municipal bond rate of 4.05% (Source: Fixed-income municipal bonds with 20 years to maturity that include only federally tax-exempt municipal bonds as reported in Fidelity Index's "20-year Municipal GO AA Index" as of December 31, 2022. In describing this index, Fidelity notes that the Municipal Curves are constructed using option-adjusted analytics of a diverse population of over 10,000 tax-exempt securities.). Because of the unique structure of WRS, the 6.8% expected rate of return implies that a dividend of approximately 1.7% will always be paid. For purposes of the single discount rate, it was assumed that the dividend would always be paid. The projection of cash flows used to determine this single discount rate assumed that plan member contributions will be made at the current contribution rate and that employer contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. Based on these assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments (including expected dividends) of current plan members. Therefore, the municipal bond rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the Village's Proportionate Share of the Net Pension Liability (Asset) to Changes in the Discount Rate: The following presents the Village's proportionate share of the net pension liability calculated using the discount rate of 6.80%, as well as what the Village's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower (5.80%) or 1 percentage point higher (7.80%) than the current rate:

	1% Decrease to Discount Rate (5.8%)	Current Discount Rate (6.8%)	1% Increase to Discount Rate (7.8%)
Proportionate share of the net pension liability (asset)			
Primary government	\$ 3,457,665	\$ 1,041,790	\$ (620,126)
Component unit	591,493	178,216	(106,083)
	<u>\$ 4,049,158</u>	<u>\$ 1,220,006</u>	<u>\$ (726,209)</u>

Pension Plan Fiduciary Net Position

Detailed information about the pension plan's fiduciary net position is available in separately issued financial statements available at <https://etf.wi.gov/about-etf/reports-and-studies/financial-reports-and-statements>.

Village of Sussex, Wisconsin

Notes to Financial Statements

Note 10 Interfund balances

Interfund receivables and payables between individual funds of the Village, as reported in the fund financial statements, as of December 31, 2023 are detailed below:

	Interfund Receivables	Interfund Payables
Cash advances to finance operating deficits and construction projects		
Governmental Funds		
General Capital Projects Fund	\$ 161,127	\$ -
General Fund	531,096	
TIF #6 Capital Projects Fund	-	1,792,223
TIF #7 Capital Projects Fund	-	1,727,234
Proprietary Funds		
Water Utility	-	755,860
Sewer Utility	5,450,372	-
Stormwater Utility	-	1,867,278
Totals	<u>\$ 6,142,595</u>	<u>\$ 6,142,595</u>

The interfund receivables and payables are expected to be collected from operating revenues and future tax increments.

During the year ended December 31, 2023, the following interfund transfers were made:

Fund	Transfer In	Transfer Out
General	\$ 1,045,544	\$ 3,570,124
ARPA Funds	-	293,025
Park Trust Fund	-	8,208
Recreation Scholarship	-	6,245
Cemetery	13,000	
General Obligation Debt Service	2,694,624	-
TIF #6 Debt Service	1,275,765	-
General Capital Projects	1,122,524	-
TIF #6 Capital Projects	-	1,275,765
Water Utility	29,997	591,461
Sewer Utility	2,500	433,712
Stormwater Utility	-	55,000
Community Development Authority	49,586	-
	<u>\$ 6,233,540</u>	<u>\$ 6,233,540</u>

Village of Sussex, Wisconsin

Notes to Financial Statements

Note 10 Interfund balances

Interfund transfers were made for the following purposes:

Annual subsidy by the General Fund paid to the Cemetery Fund	\$ 13,000
Transfer of funds from the General Fund to the General Debt Service Fund to call debt	2,694,624
Annual set aside funds for roads paid from the General Fund to the General Capital Projects Fund	860,000
Transfer of ARPA funds to capital projects to subsidize an eligible project	293,025
Transfers equipment from the General Fund to the Sewer Fund	2,500
Transfer of park impact fees to the General Fund for park outlay	8,208
Transfer scholarship funds to the General Fund	6,245
Tax equivalent payment made by the Water Utility to the General Fund	591,461
Tax equivalent payment made by the Sewer Utility to the General Fund	4,129
Utility dividends paid by the Sewer Utility to the General Fund	350,000
Utility dividends paid by the Stormwater Utility to the General Fund	55,000
Tax increment from TIF #6 Capital Projects to TIF #6 Debt Service for principal and interest	1,275,765
Annual depreciation on backwash tanks from the Sewer Utility to the Water Utility	29,997
Transfer a portion of interest paid by TIF #7 to the CDA Fund for development	49,586
	<u>\$ 6,233,540</u>

Note 11 Fund Balances

Governmental Activities

Governmental activities net position reported on the government-wide statement of net position at December 31, 2023 includes the following:

Net investment in capital assets	
Land	\$ 2,477,995
Construction in progress	442,547
Other capital assets, net of accumulated depreciation	50,446,870
Less: related long-term debt outstanding	(27,446,257)
Premium on long-term debt	(842,644)
Add back unspent construction cash	547,896
Total Net Investment in Capital Assets	<u>25,626,407</u>
Restricted	
Debt service	2,381,286
Park impact fees	<u>1,303,614</u>
Total Restricted	<u>3,684,900</u>
Unrestricted	<u>(7,978,073)</u>
Total Governmental Activities Net Position	<u>\$ 21,333,234</u>

Village of Sussex, Wisconsin

Notes to Financial Statements

Note 11 Fund Balances (Continued)

Governmental fund balances reported on the fund financial statements at December 31, 2023 include the following:

Nonspendable

Major Funds	
General Fund	
Noncurrent receivables, inventories and prepaids	\$ 16,932

Restricted

Major Funds	
General Fund	
Ambulance grants	61,894
Debt Service Fund	
Debt service	2,765,275
Capital Projects Fund - General	
Park improvements	547,896
Non-major Funds	
Special Revenue Funds	
Park Fund - playground improvements	1,303,614
Total Restricted Fund Balances	<u>4,678,679</u>

Committed

Major Funds	
General Fund	
Post employment health plan payments	208,843
Non-major Funds	
Special Revenue Funds	
Recreation Scholarship Fund - recreation scholarships	31,996
Total Committed Fund Balances	<u>240,839</u>

Assigned

Major Funds	
General Fund	
Capital expenditures	5,939,907
Insurance contingencies	76,100
Senior programming	32,087
Capital Projects Fund - General	
Other capital projects	1,091,099
Non-major Funds	
Special Revenue Funds	
ARPA Fund - other projects	22,998
Cemetery Fund	35,642
Total Assigned Fund Balances	<u>7,197,833</u>

Unassigned

Major Funds	
General Fund	36,979
Capital Projects Fund - TIF #6	(1,423,257)
Capital Projects Fund - TIF #7	(1,513,374)
Total Unassigned Fund Balances	<u>(2,899,652)</u>

Total Governmental Fund Balances	<u>\$ 9,234,631</u>
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Village of Sussex, Wisconsin

Notes to Financial Statements

Note 11 Fund Balances (Continued)

Business-type Activities

Business-type activities net position reported on the government-wide statement of net position at December 31, 2023 includes the following:

Net investment in capital assets	
Land	\$ 483,992
Construction in progress	1,781,268
Other capital assets, net of accumulated depreciation	90,657,191
Less: related long-term debt outstanding	(19,459,495)
Extraordinary property loss	110,122
Add back unspent construction cash	<u>1,276,961</u>
Total Net Investment in Capital Assets	<u>74,850,039</u>
Restricted	
Reserve Capacity Assessment Fund	<u>1,678,269</u>
Debt Service	
Special Redemption fund	290,787
Reserve Fund	1,276,961
Debt Service Fund	1,499,178
Less: related long-term debt outstanding	(1,276,961)
Less: accrued interest payable	<u>(52,996)</u>
Total Restricted for Debt Service	<u>1,736,969</u>
Construction and Equipment Replacement	
Equipment Replacement	1,156,442
Depreciation Fund	<u>1,882,519</u>
Total Restricted Construction and Equipment Replacement	<u>3,038,961</u>
Unrestricted	<u>5,896,895</u>
Total Business-type Activities Net Position	<u><u>\$ 87,201,133</u></u>

Note 12 Risk Management

The Village is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. In order to handle such risks of loss, the Village purchases commercial insurance with minimal deductibles. Settled claims have not exceeded the commercial coverage in any of the past three years. There were no significant reductions in coverage compared to the prior year.

Village of Sussex, Wisconsin

Notes to Financial Statements

Note 13 Subsequent Events/Commitments

On February 14, 2023 the Village Board approved a construction contract and inspection contract plus a contingency for the 2023 road program in the total amount of \$6,437,643. Approximately \$4.6 million has been expended as of December 31, 2023 leaving a commitment of approximately \$1,850,000.

Note 14 Contingencies

From time to time, the Village is party to other pending claims and legal proceedings. Although the outcome of such matters cannot be forecast with certainty, it is the opinion of management and the Village's legal counsel that the likelihood is remote that any such claims or proceedings will have a material adverse effect on the Village's financial position or results of operations.

Village of Sussex, Wisconsin

Notes to Financial Statements

Note 15 Component Units

This report contains the Pauline Haass Public Library, which is included as a component unit. Financial information is presented as discrete columns in the statement of net position and statement of activities.

In addition to the basic financial statements and preceding notes to the financial statements, which apply, the following additional disclosures are considered necessary for a fair presentation.

Basis of Accounting

The Pauline Haass Public Library follows the accrual basis of accounting.

Cash and Investments

The carrying amount of the Library's cash and investments totaled \$2,374,026 as summarized below:

	Carrying Value	Bank Balance	Associated Risks
Demand deposits	\$ 1,339,183	\$ 1,362,301	Custodial credit risk
Certificates of deposit	508,279	508,279	Custodial credit risk
LGIP	535,564	535,564	Credit risk, interest rate risk
Total cash and investments	<u>\$ 2,383,026</u>	<u>\$ 2,406,144</u>	
Reconciliation to financial statements			
Per statement of net position			
Unrestricted cash and investments	\$ 1,494,898		
Restricted cash and investments	<u>888,128</u>		
Total cash and investments	<u>\$ 2,383,026</u>		

Restricted Assets

Restricted assets on December 31, 2023 totaled \$1,432,248 and consisted of cash and investments plus amounts due from other governments held for the following purposes:

Purpose	Amount
Capital Projects & Future Expansion	\$ 1,411,786
Restricted Donations	<u>20,462</u>
	<u>\$ 1,432,248</u>

Village of Sussex, Wisconsin

Notes to Financial Statements

Note 15 Component Units (continued)

Capital Assets

Capital asset activity for the year ended December 31, 2023 was as follows:

	Balance January 1, 2023	Additions	Deletions	Balance December 31, 2023
Capital assets being depreciated				
Equipment and furnishings	\$ 429,153	\$ 35,602	\$ 3,169	\$ 461,586
Books and library media	709,722	101,821	97,787	713,756
Total Capital Assets at Historical Cost	<u>1,138,875</u>	<u>137,423</u>	<u>100,956</u>	<u>1,175,342</u>
Less: accumulated depreciation for:				
Equipment and furnishings	369,058	24,352	3,169	390,241
Books and library media	321,676	103,787	97,787	327,676
Total Accumulated Depreciation	<u>690,734</u>	<u>128,139</u>	<u>100,956</u>	<u>717,917</u>
Total Capital Assets	<u>\$ 448,141</u>	<u>\$ 9,284</u>	<u>\$ -</u>	<u>\$ 457,425</u>

Finance Purchase Lease

The Pauline Haass Public Library has entered into lease agreements for the purpose of purchasing capital assets. At December 31, 2023, the Library had \$51,058 of financed purchase leases. The following is a schedule of the minimum lease payments remaining under the lease agreements and the present value of the minimum lease payments at December 31, 2023:

Year Ending December 31,	Annual Requirements
2024	\$ 1,215
Less: Amounts representing interest	<u>652</u>
Present value of future minimum lease payments	<u>\$ 1,867</u>

Village of Sussex, Wisconsin

Notes to Financial Statements

Note 16 Tax Incremental Financing Districts

The Village has established a separate capital projects fund for Tax Incremental District (TID) Number 6 which was created by the Village in accordance with Section 66.1105 of the Wisconsin Statutes. At the time the District was created, the property tax base within the District was “frozen” and increment taxes resulting from increases to the property tax base are used to finance District improvements, including principal and interest on long-term debt issued by the Village to finance such improvements. The Statutes allow eligible project costs to be incurred up to five years prior to the maximum termination date. The Village’s district is still eligible to incur project costs.

Since creation of the above District, various funds of the Village have provided financing to the TID. The amounts are recorded as liabilities in the TID capital projects fund. Annual interest at 1% is paid by the TID to the other funds. There is no set repayment schedule for the principal. It will occur when there is sufficient revenue available.

Unless terminated by the Village prior thereto, the statutory termination year of the District is 2041.

During 2019, Tax Incremental District (TID) Number 7 was created in accordance with Section 66.1105 of the Wisconsin Statutes. A separate capital projects fund for the District was created. At the time the District was created, the property tax base within the District was “frozen” and increment taxes resulting from increases to the property tax base are used to finance District improvements, including principal and interest on long-term debt issued by the Village to finance such improvements. The Statutes allow eligible project costs to be incurred up to five years prior to the maximum termination date. The Village’s district is still eligible to incur project costs.

Since creation of TID #7, the Sewer Utility has provided financing to the District. The amounts are recorded as liabilities in the TID capital projects fund. Annual interest at 4.5% is paid by the TID to the Sewer Utility. A portion of the interest collected is then transferred to the CDA Fund to enhance development. There is no set repayment schedule for the principal. It will occur when there is sufficient revenue available.

During 2022, TID #7 was amended to include approximately 76 acres of land acquired by the developer.

Unless terminated by the Village prior thereto, the statutory termination year of the District is 2038.

Note 17 Sewer Utility Rate Increase/Decrease

During 2021, the Sewer Utility contracted for a rate study. In July 2021, the Village Board approved a resolution to implement new rates for the next four years starting January 1, 2022 and continuing until January 1, 2024.

Note 18 Stormwater Utility Rate Increase

During 2021, the Stormwater Utility contracted for a rate study. In July 2021, the Village Board approved a resolution to implement new rates for the next five years starting January 1, 2022 and continuing through January 1, 2025.

VILLAGE OF SUSSEX, WISCONSIN

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL (NON - GAAP) GENERAL FUND

For the Year Ended December 31, 2023

	Original and Final Budget	Actual	Variance with Final Budget
REVENUES			
Taxes	\$ 8,959,733	\$ 6,300,417	\$ (2,659,316)
Intergovernmental	1,399,487	1,409,795	10,308
Licenses and permits	279,125	605,763	326,638
Fines, forfeitures and penalties	293,000	160,833	(132,167)
Public charges for services	1,393,498	1,662,269	268,771
Public improvement revenue	-	333,672	333,672
Commercial revenues	153,673	366,466	212,793
Miscellaneous revenues	120,325	186,250	65,925
Total Revenues	<u>12,598,841</u>	<u>11,025,465</u>	<u>(1,573,376)</u>
EXPENDITURES			
Current			
General government	925,790	894,367	31,423
Protection of persons & property			
Police	2,115,816	2,106,073	9,743
Fire	1,657,269	1,416,551	240,718
Other protection	311,905	338,703	(26,798)
Health and sanitation	624,123	634,588	(10,465)
Highway and transportation	909,189	917,174	(7,985)
Library	786,460	786,460	-
Parks and recreation	1,659,698	1,732,004	(72,306)
Capital outlay	2,377,332	667,681	1,709,651
Debt Service			
Principal retirement	-	-	-
Total Expenditures	<u>11,367,582</u>	<u>9,493,601</u>	<u>1,873,981</u>
Excess of revenues over expenditures	<u>1,231,259</u>	<u>1,531,864</u>	<u>300,605</u>
OTHER FINANCING SOURCES (USES)			
Transfers in	1,486,365	1,150,494	(335,871)
Transfers out	<u>(2,717,624)</u>	<u>(5,050,080)</u>	<u>(2,332,456)</u>
Net change in fund balances - budgetary basis	<u>\$ -</u>	<u>(2,367,722)</u>	<u>\$ (2,367,722)</u>
Adjustment to generally accepted accounting principles basis			
Appropriations to reserve funds		1,630,831	
Revenue credited to reserve funds		200,076	
Expenditures and transfers charged to reserve funds		<u>(255,825)</u>	
Net change in fund balances - generally accepted accounting principles basis		(792,640)	
FUND BALANCE - BEGINNING OF YEAR		<u>7,165,382</u>	
FUND BALANCE - END OF YEAR		<u>\$ 6,372,742</u>	

VILLAGE OF SUSSEX, WISCONSIN
Schedule of Proportionate Share of the Net Pension Liability (Asset)
Wisconsin Retirement System
Last 10 Fiscal Years*

Primary Government

<u>Fiscal Year Ending</u>	<u>Proportion of the Net Pension Liability (Asset)</u>	<u>Proportionate Share of the Net Pension Liability (Asset)</u>	<u>Covered Payroll</u>	<u>Proportionate Share of the Net Pension Liability (Asset) as a Percentage of Covered Payroll</u>	<u>Plan Fiduciary Net Position as a Percentage of the Total Pension Liability</u>
12/31/23	0.019665%	\$ 1,041,790	\$ 3,064,480	34.00%	95.72%
12/31/22	0.018677%	(1,505,402)	2,999,179	-50.19%	106.02%
12/31/21	0.017795%	(1,110,943)	2,712,407	-40.96%	105.26%
12/31/20	0.016684%	(537,980)	2,454,961	-21.91%	102.96%
12/31/19	0.015743%	560,075	2,360,450	23.73%	96.45%
12/31/18	0.014603%	(433,567)	2,114,567	-20.50%	102.93%
12/31/17	0.013880%	114,168	1,942,066	5.88%	99.12%
12/31/16	0.013513%	219,584	1,902,634	11.54%	98.20%
12/31/15	0.013363%	(328,226)	1,789,027	-18.35%	102.74%

Component Unit

<u>Fiscal Year Ending</u>	<u>Proportion of the Net Pension Liability (Asset)</u>	<u>Proportionate Share of the Net Pension Liability (Asset)</u>	<u>Covered Payroll</u>	<u>Proportionate Share of the Net Pension Liability (Asset) as a Percentage of Covered Payroll</u>	<u>Plan Fiduciary Net Position as a Percentage of the Total Pension Liability</u>
12/31/23	0.003364%	\$ 178,216	\$ 607,524	29.33%	95.72%
12/31/22	0.003432%	(276,599)	589,532	-46.92%	106.02%
12/31/21	0.003509%	(219,052)	566,815	-38.65%	105.26%
12/31/20	0.003566%	(114,979)	558,446	-20.59%	102.96%
12/31/19	0.003528%	125,531	561,839	22.34%	96.45%
12/31/18	0.003476%	(103,219)	528,426	-19.53%	102.93%
12/31/17	0.003476%	28,649	486,761	5.89%	99.12%
12/31/16	0.003572%	58,037	497,990	11.65%	98.20%
12/31/15	0.003347%	(82,211)	495,599	-16.59%	102.74%

* The amounts presented for each fiscal year were determined as of the calendar year-end of the prior year.

VILLAGE OF SUSSEX, WISCONSIN

Schedule of Contributions
Wisconsin Retirement System
Last 10 Fiscal Years*

Primary Government

Fiscal Year Ending	Contractually Required Contributions	Contributions in Relation to the Contractually Required Contributions	Contribution Deficiency (Excess)	Covered Payroll	Contributions as a Percentage of Covered Payroll
12/31/23	\$ 274,398	\$ 274,398	\$ -	\$ 3,219,032	8.52%
12/31/22	236,291	236,291	-	2,999,179	7.88%
12/31/21	232,749	232,749	-	2,712,407	8.58%
12/31/20	213,330	213,330	-	2,454,961	8.69%
12/31/19	178,447	178,447	-	2,360,450	7.56%
12/31/18	178,681	178,681	-	2,114,567	8.45%
12/31/17	158,170	158,170	-	1,942,066	8.14%
12/31/16	134,640	134,640	-	1,902,634	7.08%
12/31/15	135,194	135,194	-	1,789,027	7.56%

Component Unit

Fiscal Year Ending	Contractually Required Contributions	Contributions in Relation to the Contractually Required Contributions	Contribution Deficiency (Excess)	Covered Payroll	Contributions as a Percentage of Covered Payroll
12/31/23	\$ 42,337	\$ 42,337	\$ -	622,603	6.80%
12/31/22	39,488	39,488	-	607,524	6.50%
12/31/21	39,793	39,793	-	589,532	6.75%
12/31/20	38,260	38,260	-	566,815	6.75%
12/31/19	36,578	36,578	-	558,446	6.55%
12/31/18	37,644	37,644	-	561,839	6.70%
12/31/17	35,933	35,933	-	528,426	6.80%
12/31/16	32,124	32,124	-	486,761	6.60%
12/31/15	33,862	33,862	-	497,990	6.80%

* The amounts presented for each fiscal year were determined as of the calendar year-end of the prior year.

Required Supplementary Information

Village of Sussex, Wisconsin

Notes to Required Supplemental Information

Budgets

Budgets are adopted on a basis consistent with accounting principles generally accepted in the United States. Annual appropriated budgets are adopted (at the fund level) for all funds on the modified accrual basis with a department level of expenditures. The annual appropriated budget is legally enacted and provides for a legal level of control at the fund level. All annual appropriations lapse at fiscal year-end.

The Village follows these procedures in establishing the budgetary data reflected in the financial statements.

1. During September, the Village Administrator submits to the Village Board a proposed operating budget for the calendar year commencing the following January 1. The operating budget includes proposed expenditures and the means of financing them. Following several budget workshops, the final proposed budget is ready for the public hearing.

2. During November, a Public hearing is conducted to obtain taxpayer comments.

Following the public hearing, the proposed budget, including authorized additions and deletions, is legally enacted by Village Board action. This is the amount reported as original budget.

3. Expenditures may not exceed appropriations by major departmental classifications. Amendments to the budget during the year can only be made by the Village Board.
4. Budgets are adopted and formal budgetary integration is employed as a management control device during the year for all funds.
5. All budgets for these funds are adopted on a basis consistent with generally accepted accounting principles except for certain transactions of assigned funds.
6. Budgetary authority lapses at year-end.

Village of Sussex, Wisconsin

Schedule of the Employer's Proportionate Share of the Net Pension Liability (Asset) and Employer Contributions - Wisconsin Retirement System

Last 10 Years*

Notes to the Schedules:

Changes of benefit terms: There were no changes of benefit terms for any participating employer in WRS.

Changes of assumptions: Based on a three-year experience study conducted in 2021 covering January 1, 2018 through December 31, 2020, the ETF Board adopted assumption changes that were used to measure the total pension liability beginning with the year-end December 31, 2021, including the following:

- Lowering the long-term expected rate of return from 7.0% to 6.8%
- Lowering the discount rate from 7.0% to 6.8%
- Lowering the price inflation rate from 2.5% to 2.4%
- Lowering the post-retirement adjustments from 1.9% to 1.7%
- Mortality assumptions were changed to reflect updated trends by transitioning from the Wisconsin 2018 Mortality Table to the 2020 WRS Experience Mortality Table.

Based on a three-year experience study conducted in 2018 covering January 1, 2015 through December 31, 2017, the ETF Board adopted assumption changes that were used to measure the total pension liability beginning with the year-ended December 31, 2018, including the following:

- Lowering the long-term expected rate of return from 7.2% to 7.0%
- Lowering the discount rate from 7.2% to 7.0%
- Lowering the wage inflation rate from 3.2% to 3.0%
- Lowering the price inflation rate from 2.7% to 2.5%
- Lowering the post-retirement adjustments from 2.1% to 1.9%
- Mortality assumptions were changed to reflect updated trends by transitioning from the Wisconsin 2012 Mortality Table to the Wisconsin 2018 Mortality Table.

*These schedules are intended to present information for the last 10 years. Additional information will be presented as it becomes available.

See Independent Auditor's Report.

Village of Sussex, Wisconsin

Significant methods and assumptions used in calculating Wisconsin Retirement System Actuarially Determined Contributions:

	2022	2021	2020	2019	2018
Valuation Date:	December 31, 2020	December 31, 2019	December 31, 2018	December 31, 2017	December 31, 2016
Actuarial Cost Method:	Frozen Entry Age	Frozen Entry Age	Frozen Entry Age	Frozen Entry Age	Frozen Entry Age
	Level Percent of	Level Percent of	Level Percent of	Level Percent of	Level Percent of
	Payroll-Closed	Payroll-Closed	Payroll-Closed	Payroll-Closed	Payroll-Closed
Amortization Method:	Amortization Period	Amortization Period	Amortization Period	Amortization Period	Amortization Period
	30 Year closed from	30 Year closed from	30 Year closed from	30 Year closed from	30 Year closed from
	date of participation in	date of participation in	date of participation in	date of participation in	date of participation in
Amortization Period:	WRS	WRS	in WRS	WRS	WRS
	Five Year Smoothed	Five Year Smoothed	Five Year Smoothed	Five Year Smoothed	Five Year Smoothed
Asset Valuation Method:	Market (Closed)	Market (Closed)	Market (Closed)	Market (Closed)	Market (Closed)
Actuarial Assumptions					
Net Investment Rate of Return:	5.4%	5.4%	5.4%	5.5%	5.5%
Weighted based on assumed rate for:					
Pre-retirement:	7.0%	7.0%	7.0%	7.2%	7.2%
Post-retirement:	5.0%	5.0%	5.0%	5.0%	5.0%
Salary Increases					
Wage Inflation:	3.0%	3.0%	3.0%	3.2%	3.2%
Seniority/Merit:	0.1%-5.6%	0.1%-5.6%	0.1%-5.6%	0.1%-5.6%	0.1%-5.6%
Post-retirement Benefit Adjustments*:	1.9%	1.9%	1.9%	2.1%	2.1%

Village of Sussex, Wisconsin

Significant methods and assumptions used in calculating Wisconsin Retirement System Actuarially Determined Contributions (continued):

	2022	2021	2020	2019	2018
Retirement Age:	Experience based table of rates that are specific to the type of eligibility condition. Last updated for the 2018 valuation pursuant to an experience study of the period 2015-2017.	Experience based table of rates that are specific to the type of eligibility condition. Last updated for the 2018 valuation pursuant to an experience study of the period 2015-2017.	Experience based table of rates that are specific to the type of eligibility condition. Last updated for the 2018 valuation pursuant to an experience study of the period 2015-2017.	Experience based table of rates that are specific to the type of eligibility condition. Last updated for the 2015 valuation pursuant to an experience study of the period 2012-2014.	Experience based table of rates that are specific to the type of eligibility condition. Last updated for the 2015 valuation pursuant to an experience study of the period 2012-2014.
Mortality:	Wisconsin 2018 Mortality Table. The rates based on actual WRS experience adjusted for future mortality improvements using the MP-2018 fully generational improvement scale (multiplied by 60%).	Wisconsin 2018 Mortality Table. The rates based on actual WRS experience adjusted for future mortality improvements using the MP-2018 fully generational improvement scale (multiplied by 60%).	Wisconsin 2018 Mortality Table. The rates based on actual WRS experience adjusted for future mortality improvements using the MP-2018 fully generational improvement scale (multiplied by 60%).	Wisconsin 2012 Mortality Table. The rates based on actual WRS experience adjusted for future mortality improvements using the MP-2015 fully generational improvement scale (multiplied by 50%).	Wisconsin 2012 Mortality Table. The rates based on actual WRS experience adjusted for future mortality improvements using the MP-2015 fully generational improvement scale (multiplied by 50%).

*No post-retirement adjustment is guaranteed. Actual adjustments are based on recognized investment return, actuarial experience, and other factors. Value is the assumed annual adjustment based on the investment return assumption and the post-retirement discount rate.

Village of Sussex, Wisconsin

Significant methods and assumptions used in calculating Wisconsin Retirement System Actuarially Determined Contributions (continued):

	2017	2016	2015	2014	2013
Valuation Date:	December 31, 2015	December 31, 2014	December 31, 2013	December 31, 2012	December 31, 2011
Actuarial Cost Method:	Frozen Entry Age	Frozen Entry Age	Frozen Entry Age	Frozen Entry Age	Frozen Entry Age
	Level Percent of	Level Percent of	Level Percent of	Level Percent of	Level Percent of
	Payroll-Closed	Payroll-Closed	Payroll-Closed	Payroll-Closed	Payroll-Closed
Amortization Method:	Amortization Period	Amortization Period	Amortization Period	Amortization Period	Amortization Period
	30 Year closed from	30 Year closed from	30 Year closed from	30 Year closed from	30 Year closed from
	date of participation in	date of participation in	date of participation in	date of participation in	date of participation in
Amortization Period:	WRS	WRS	in WRS	in WRS	in WRS
	Five Year Smoothed	Five Year Smoothed	Five Year Smoothed	Five Year Smoothed	Five Year Smoothed
Asset Valuation Method:	Market (Closed)	Market (Closed)	Market (Closed)	Market (Closed)	Market (Closed)
Actuarial Assumptions					
Net Investment Rate of Return:	5.5%	5.5%	5.5%	5.5%	5.5%
Weighted based on assumed rate for:					
Pre-retirement:	7.2%	7.2%	7.2%	7.2%	7.2%
Post-retirement:	5.0%	5.0%	5.0%	5.0%	5.0%
Salary Increases					
Wage Inflation:	3.2%	3.2%	3.2%	3.2%	3.2%
Seniority/Merit:	0.1%-5.6%	0.1%-5.6%	0.1%-5.6%	0.1%-5.6%	0.1%-5.6%
Post-retirement Benefit Adjustments*:	2.1%	2.1%	2.1%	2.1%	2.1%

Village of Sussex, Wisconsin

Significant methods and assumptions used in calculating Wisconsin Retirement System Actuarially Determined Contributions (continued):

<i>Year Ended December 31, 2023</i>	2017	2016	2015	2014	2013
Retirement Age:	Experience based table of rates that are specific to the type of eligibility condition. Last updated for the 2015 valuation pursuant to an experience study of the period 2012 - 2014.	Experience based table of rates that are specific to the type of eligibility condition. Last updated for the 2012 valuation pursuant to an experience study of the period 2009 - 2011.	Experience based table of rates that are specific to the type of eligibility condition. Last updated for the 2012 valuation pursuant to an experience study of the period 2009 - 2011.	Experience based table of rates that are specific to the type of eligibility condition. Last updated for the 2012 valuation pursuant to an experience study of the period 2009 - 2011.	Experience based table of rates that are specific to the type of eligibility condition. Last updated for the 2009 valuation pursuant to an experience study of the period 2006 - 2008.
Mortality:	Wisconsin 2012 Mortality Table. The rates based on actual WRS experience adjusted for future mortality improvements using the MP-2015 fully generational improvement scale (multiplied by 50%).	Wisconsin 2012 Mortality Table. The rates based on actual WRS experience projected to 2017 with scale BB to all for future improvements (margin) in mortality.	Wisconsin 2012 Mortality Table. The rates based on actual WRS experience projected to 2017 with scale BB to all for future improvements (margin) in mortality.	Wisconsin 2012 Mortality Table. The rates based on actual WRS experience projected to 2017 with scale BB to all for future improvements (margin) in mortality.	Wisconsin Projected Experience Table - 2005 for women and 90% of the Wisconsin Projected Experience Table - 2005 for men.

*No post-retirement adjustment is guaranteed. Actual adjustments are based on recognized investment return, actuarial experience, and other factors. Value is the assumed annual adjustment based on the investment return assumption and the post-retirement discount rate.

Supplementary Information

VILLAGE OF SUSSEX, WISCONSIN

NONMAJOR GOVERNMENTAL FUNDS COMBINING BALANCE SHEET

December 31, 2023

	Special Revenue Funds				Total Nonmajor Governmental Funds
	Park Fund	Federal ARPA Fund	Cemetery Fund	Recreation Scholarship Fund	
ASSETS					
Cash and investments	\$ 1,303,614	\$ 232,111	\$ 35,918	\$ 31,796	\$ 1,603,439
Prepays	-	-	1	200	201
TOTAL ASSETS	<u>\$ 1,303,614</u>	<u>\$ 232,111</u>	<u>\$ 35,919</u>	<u>\$ 31,996</u>	<u>\$ 1,603,640</u>
LIABILITIES AND FUND BALANCES					
Liabilities					
Accounts payable	\$ -	\$ -	\$ 16	\$ -	\$ 16
Accrued payroll and related liabilities	-	-	261	-	261
Unearned revenue	-	209,113	-	-	209,113
Total liabilities	<u>-</u>	<u>209,113</u>	<u>277</u>	<u>-</u>	<u>209,390</u>
Fund Balances					
Restricted	1,303,614	-	-	-	1,303,614
Committed	-	-	-	31,996	31,996
Assigned	-	22,998	35,642	-	58,640
Total fund balances	<u>1,303,614</u>	<u>22,998</u>	<u>35,642</u>	<u>31,996</u>	<u>1,394,250</u>
TOTAL LIABILITIES AND FUND BALANCES	<u>\$ 1,303,614</u>	<u>\$ 232,111</u>	<u>\$ 35,919</u>	<u>\$ 31,996</u>	<u>\$ 1,603,640</u>

VILLAGE OF SUSSEX, WISCONSIN

NONMAJOR GOVERNMENTAL FUNDS COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

For the Year Ended December 31, 2023

	Special Revenue Funds			
	Park Fund	Federal ARPA Fund	Cemetery Fund	Recreation Scholarship Fund
REVENUES				
Taxes	\$ -	\$ -	\$ -	\$ -
Intergovernmental revenues	-	293,025	-	-
Public improvement revenues	371,788	-	-	-
Public charges for services	-	-	25,094	2,727
Commercial revenues	33,441	17,182	582	1,277
Miscellaneous revenues	-	-	-	3,050
Total revenues	<u>405,229</u>	<u>310,207</u>	<u>25,676</u>	<u>7,054</u>
EXPENDITURES				
Current:				
Health and sanitation	-	-	11,120	-
Parks and recreation	-	-	-	5,260
Debt service	-	-	-	-
Total expenditures	<u>-</u>	<u>-</u>	<u>11,120</u>	<u>5,260</u>
Excess (deficiency) of revenues over expenditures	<u>405,229</u>	<u>310,207</u>	<u>14,556</u>	<u>1,794</u>
OTHER FINANCING SOURCES (USES)				
Transfers in	-	-	13,000	-
Transfers out	<u>(8,208)</u>	<u>(293,025)</u>	<u>-</u>	<u>(6,245)</u>
Total other financing sources (uses)	<u>(8,208)</u>	<u>(293,025)</u>	<u>13,000</u>	<u>(6,245)</u>
Net change in fund balances	397,021	17,182	27,556	(4,451)
FUND BALANCES - BEGINNING OF YEAR	<u>906,593</u>	<u>5,816</u>	<u>8,086</u>	<u>36,447</u>
FUND BALANCES - END OF YEAR	<u>\$ 1,303,614</u>	<u>\$ 22,998</u>	<u>\$ 35,642</u>	<u>\$ 31,996</u>

Debt Service Funds			
TIF #6 Debt Fund		Total Nonmajor Governmental Funds	
\$	-	\$	-
	-		293,025
	-		371,788
	-		27,821
	-		52,482
	-		3,050
	-		748,166
			11,120
			5,260
	1,275,765		1,275,765
	1,275,765		1,292,145
	(1,275,765)		(543,979)
	1,275,765		1,288,765
	-		(307,478)
	1,275,765		981,287
	-		437,308
	-		956,942
\$	-	\$	1,394,250

SUSSEX SEWERAGE SYSTEM UTILITY
An Enterprise Fund of the
VILLAGE OF SUSSEX, WISCONSIN
WAUKESHA COUNTY, WISCONSIN

ANNUAL FINANCIAL REPORT

DECEMBER 31, 2023 AND 2022

SUSSEX SEWERAGE SYSTEM UTILITY
An Enterprise Fund of the
VILLAGE OF SUSSEX, WISCONSIN
Waukesha County, Wisconsin

December 31, 2023

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Independent Auditor's Report

To the Village Board
Sussex, Wisconsin

Report on the Financial Statements

Opinions

We have audited the accompanying financial statements of Sussex Sewerage System Utility (the "Utility"), an Enterprise Fund of the Village of Sussex, Wisconsin (the "Village") as of and for the years ended December 31, 2023 and 2022, and the related notes to the financial statements, as listed in the table of contents.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the financial position of the Utility as of December 31, 2023 and 2022, and the respective changes in financial position and cash flows thereof, for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Utility, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Emphasis of Matter

As discussed in Note A, the financial statements present only the Sussex Sewerage System Utility, an enterprise fund of the Village of Sussex, and do not purport to, and do not, present fairly the financial position of the Village of Sussex, as of December 31, 2023 and 2022, and the changes in its financial position or its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States. Our opinion is not modified with respect to this matter.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Utility's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and the pension information be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Utility's financial statements as a whole. The supplementary information as listed in the table of contents is presented for purposes of additional analysis and are not a required part of the basic financial statements. The supplementary information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Wipfli LLP

Wipfli LLP
August 23, 2024
Madison, Wisconsin

MANAGEMENT'S DISCUSSION AND ANALYSIS

SUSSEX SEWERAGE SYSTEM UTILITY

MANAGEMENT'S DISCUSSION AND ANALYSIS

(Unaudited)

As of and for the Years Ended December 31, 2023 and 2022

The purpose of this section is to provide users with an objective easy to read overview of the financial activities of the Sussex Sewerage System Utility for the years ended December 31, 2023 and 2022. This section should be read in conjunction with the financial statements and the accompanying notes that follow.

FINANCIAL HIGHLIGHTS

- The Utility went from operating income of \$73,927 in 2022 to operating income of \$50,154 in 2023. This was due to an increase in operating expenses of over \$26,000 with only a slight increase in operating income. The 2022 income before capital contributions and transfers of \$88,362 increased to \$100,953 in 2023, an increase of \$12,591.
- The Utility's total cash position increased to \$3,164,666, an increase of \$358,047 from 2022. Unrestricted cash decreased \$39,557 from operations and call of debt. Restricted cash increased \$397,604 due to the receipt of reserve capacity assessments.
- The Utility's total net position increased in 2023 to \$39,996,481 up \$869,342 from the 2022 total of \$39,127,139. The majority of the increase was from developer contributions of fixed assets.

REQUIRED FINANCIAL STATEMENTS

The financial statements report information of the Utility using accounting methods similar to those used by private sector companies. These statements offer short and long-term information about its activities. The Statement of Net Position includes all the Utility's assets, liabilities and deferred outflows/inflows of resources and provides information about the nature and amounts of investments in resources (assets) and the obligations to Utility creditors (liabilities). It also provides the basis for evaluating the capital structure of the Utility and assessing the liquidity and financial flexibility of the Utility.

All the current year's revenues and expenses are accounted for in the Statement of Revenues, Expenses and Changes in Net Position. This statement measures the success of the Utility's operations over the past year and can be used to measure profitability and credit worthiness and to determine whether the Utility has successfully recovered all its costs through the user fees and other charges.

The final required financial statement is the Statement of Cash Flows. The statement reports cash receipts, cash payments, and net changes in cash resulting from operations, investing, and financing activities and provides answers to such questions as where cash came from, what was cash used for, and what was the change in the cash balance during the reporting period.

FINANCIAL ANALYSIS OF THE UTILITY

An important question that is asked and needs to be answered is "how have this past year's activities affected the overall financial health of the Utility?" The Statement of Net Position and the Statement of Revenues, Expenses, and Changes in Net Position will help to answer this question. The Statement of Net Position, which shows the difference between assets and deferred outflows of resources, and liabilities and deferred inflows of resources, can be analyzed over a period to help the reader determine whether the financial condition of the Utility is improving or deteriorating. This statement must be reviewed in conjunction with several other non-financial factors that can have an impact on the financial health of the Utility. For instance, changes in local economic conditions, legislative changes, demographic changes, even weather, can affect, positively or negatively, the financial health of a Utility.

SUSSEX SEWERAGE SYSTEM UTILITY

MANAGEMENT'S DISCUSSION AND ANALYSIS (Unaudited)

As of and for the Years Ended December 31, 2023 and 2022

FINANCIAL ANALYSIS OF THE UTILITY (continued)

As shown in Table A-1 below, the Sewerage System Utility's total net position increased by \$869,342 during 2023, an increase of 2.2%. Since 2014, the Utility has had annual increases in net position. The 2023 increase is a result mainly of capital contributions.

During 2022, the Utility's total net position increased by \$1,928,401, an increase of 5.2%.

TABLE A-1
CONDENSED SUMMARY OF NET POSITION

				Percentage Increase (Decrease)	
	2023	2022	2021	2023 vs 2022	2022 vs 2021
Current and other assets	\$ 4,747,771	\$ 4,994,368	\$ 5,665,599	-4.9%	-11.8%
Restricted assets	5,363,154	5,205,639	6,259,040	3.0%	-16.8%
Capital assets	34,688,570	34,605,200	33,448,225	0.2%	3.5%
Total Assets	<u>44,799,495</u>	<u>44,805,207</u>	<u>45,372,864</u>	0.0%	-1.3%
Deferred outflows of resources	<u>494,138</u>	<u>386,702</u>	<u>264,980</u>	27.8%	45.9%
Current Liabilities	216,696	193,755	381,027	11.8%	-49.1%
Current liabilities payable from restricted assets	737,862	724,200	710,751	1.9%	1.9%
Non-current liabilities	<u>3,966,371</u>	<u>4,575,168</u>	<u>6,887,294</u>	-13.3%	-33.6%
Total Liabilities	<u>4,920,929</u>	<u>5,493,123</u>	<u>7,979,072</u>	-10.4%	-31.2%
Deferred inflows of resources	<u>376,223</u>	<u>571,647</u>	<u>460,034</u>	-34.2%	24.3%
Net investment in capital assets	30,600,051	29,827,882	26,168,994	2.6%	14.0%
Restricted	5,016,017	4,974,635	5,974,840	0.8%	-16.7%
Unrestricted	<u>4,380,413</u>	<u>4,324,622</u>	<u>5,054,904</u>	1.3%	-14.4%
Total Net Position	<u>\$ 39,996,481</u>	<u>\$ 39,127,139</u>	<u>\$ 37,198,738</u>	2.2%	5.2%

SUSSEX SEWERAGE SYSTEM UTILITY

MANAGEMENT'S DISCUSSION AND ANALYSIS (Unaudited)

As of and for the Years Ended December 31, 2023 and 2022

FINANCIAL ANALYSIS OF THE UTILITY (continued)

TABLE A-2
CONDENSED SUMMARY OF REVENUES,
EXPENSES AND CHANGES IN NET POSITION

	2023	2022	2021	Percentage Increase (Decrease)	
				2023 vs 2022	2022 vs 2021
Operating revenues	\$ 2,789,969	\$ 2,787,471	\$ 2,784,491	0.1%	0.1%
Non-operating revenues	217,461	179,180	125,656	21.4%	42.6%
Total Revenues	<u>3,007,430</u>	<u>2,966,651</u>	<u>2,910,147</u>	1.4%	1.9%
Operating expenses	2,739,815	2,713,544	2,315,646	1.0%	17.2%
Non-operating expenses	<u>166,662</u>	<u>164,745</u>	<u>186,830</u>	1.2%	-11.8%
Total Expenses	<u>2,906,477</u>	<u>2,878,289</u>	<u>2,502,476</u>	1.0%	15.0%
Net Income (Loss) Before Capital					
Contributions and transfers	100,953	88,362	407,671	14.2%	-78.3%
Capital contributions	1,199,601	2,286,532	3,758,917	-47.5%	-39.2%
Interfund transfers	<u>(431,212)</u>	<u>(446,493)</u>	<u>(380,441)</u>	-3.4%	17.4%
Change in Net Position	869,342	1,928,401	3,786,147	-54.9%	-49.1%
Beginning Net Position	<u>39,127,139</u>	<u>37,198,738</u>	<u>33,412,591</u>	5.2%	11.3%
Ending Net Position	<u>\$ 39,996,481</u>	<u>\$ 39,127,139</u>	<u>\$ 37,198,738</u>	2.2%	5.2%

While the Summary of Net Position (Table A-1) shows the change in our financial position, the Statement of Revenues, Expenses and Changes in Net Position provides answers as to the nature and source of these changes. As can be seen in Table A-2 the operating revenues increased \$2,498 and non-operating revenues increased \$38,281 in 2023 when compared to 2022. Charges for services and sales decreased slightly by about \$66,000 in 2023 but were offset by increased revenue from waste haulers by about \$28,000 and service charges of \$36,000 for the overall increase in total revenues. The increase in non-operating revenue is a result of increased interest earnings after rates increased in 2023. Operating expenses increased \$26,271 and non-operating expenses increased \$1,917 in 2023. The increase in operating expenses was a result of increased phosphorus removal costs as well as general plant maintenance. Depreciation expense decreased as a result of assets being fully depreciated during 2023. Non-operating expenses (interest on long-term debt) remained stable from the prior year.

SUSSEX SEWERAGE SYSTEM UTILITY

MANAGEMENT'S DISCUSSION AND ANALYSIS

(Unaudited)

As of and for the Years Ended December 31, 2023 and 2022

FINANCIAL ANALYSIS OF THE UTILITY (continued)

Capital contributions fluctuate greatly from year to year. Additions in 2023 consisted of RCA fees paid from new residential properties and one commercial property as well as contributions from one new subdivisions and a business park. In 2022, there were RCA fees paid from residential properties and two commercial properties and contributions from three new subdivisions. This account is unpredictable and can vary greatly depending on subdivisions added, RCA fees collected, or special assessments levied in the current year. Dollar amounts here are generally offset by capital assets added to the Utility.

CAPITAL ASSETS AND DEBT ADMINISTRATION

CAPITAL ASSETS

At the end of 2023 the Utility had \$34.7 million invested in property, plant and equipment in service. This reflects an increase of \$0.1 million during 2023. There was one subdivision added by developers as other smaller additions which were offset by current depreciation to account for the increase.

At the end of 2022 the Utility had \$34.6 million invested in property, plant and equipment in service. This reflects an increase of \$1.2 million during 2022. There were two subdivisions added by developers and the second phase of a business park added by a developer as well as other smaller additions which were offset by current depreciation to account for the increase.

TABLE A-3
CAPITAL ASSETS

	2023	2022	2021	Percentage Increase (Decrease)	
				2023 vs 2022	2022 vs 2021
Land & Land Rights	\$ 178,630	\$ 178,630	\$ 178,630	0.0%	0.0%
Construction in Progress	419,732	-	-	#DIV/0!	#DIV/0!
Collection System	38,332,739	37,931,236	36,240,246	1.1%	4.7%
Collection System Pumping	1,188,288	1,188,288	1,188,288	0.0%	0.0%
Treatment and Disposal Plant	20,959,631	20,933,606	20,529,795	0.1%	2.0%
General	561,086	365,610	336,850	53.5%	8.5%
Subtotal	61,640,106	60,597,370	58,473,809	1.7%	3.6%
Less:					
Accumulated Depreciation	(26,951,536)	(25,992,170)	(25,025,584)	3.7%	3.9%
Net Capital Assets	<u>\$ 34,688,570</u>	<u>\$ 34,605,200</u>	<u>\$ 33,448,225</u>	0.2%	3.5%

DEBT

The Utility has outstanding debt of \$4,498,085 at year end. This represents a decrease of \$701,294 during 2023. All debt backed by the full faith and credit of the government was called during 2023. The remaining debt represents bonds secured solely by specified revenue sources (i.e., revenue bonds). Just over \$1.0 million of the balance of the revenue bonds will be paid with payments from other governmental units.

SUSSEX SEWERAGE SYSTEM UTILITY

MANAGEMENT'S DISCUSSION AND ANALYSIS

(Unaudited)

As of and for the Years Ended December 31, 2023 and 2022

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

In July 2020, the Village Board approved a resolution to implement new rates for the next four years beginning January 1, 2021. The Utility has reserves on hand to cover future contingencies.

CONTACTING THE UTILITY FINANCIAL MANAGEMENT

This financial report is designed to provide a general easy to read overview of the finances of the Sussex Sewerage System Utility and to provide a glimpse at plans for the future and how those plans may affect the financial health of the Utility. If you have any questions about this report or would like to obtain additional information, please feel free to contact the Village of Sussex Finance Director, N64W23760 Main Street, Sussex, WI 53089.

FINANCIAL STATEMENTS

SUSSEX SEWERAGE SYSTEM UTILITY

An Enterprise Fund of the
VILLAGE OF SUSSEX, WISCONSIN

STATEMENTS OF NET POSITION December 31, 2023 and 2022

ASSETS		<u>2023</u>	<u>2022</u>
CURRENT ASSETS			
Cash and investments		827,772	\$ 867,329
Accounts receivable		259,661	298,888
Prepaid items		421	306
Restricted assets			
Cash and investments		413,680	490,436
Current portion of advance to other governmental units		<u>246,843</u>	<u>240,693</u>
Total Current Assets		<u>1,748,377</u>	<u>1,897,652</u>
NONCURRENT ASSETS			
Restricted assets			
Cash and investments		1,923,214	1,448,854
Advance to other governmental units		779,417	1,025,656
Advance to other Village of Sussex Funds		2,000,000	2,000,000
Utility plant			
Land		178,630	178,630
Contruction in progress		419,732	-
Plant in service		61,041,744	60,418,740
Accumulated depreciation		(26,951,536)	(25,992,170)
Other assets			
Special assessments receivable		99,423	106,110
Advance to other Village of Sussex Funds		3,450,372	3,394,158
Extraordinary property loss		110,122	129,777
Net pension asset		<u>-</u>	<u>197,800</u>
Total Noncurrent Assets		<u>43,051,118</u>	<u>42,907,555</u>
Total Assets		<u>44,799,495</u>	<u>44,805,207</u>
DEFERRED OUTFLOWS OF RESOURCES			
Deferred outflows related to pension		<u>494,138</u>	<u>386,702</u>
Total Assets and Deferred Outflows of Resources		<u>45,293,633</u>	<u>\$ 45,191,909</u>

SUSSEX SEWERAGE SYSTEM UTILITY

An Enterprise Fund of the
VILLAGE OF SUSSEX, WISCONSIN

STATEMENTS OF NET POSITION (continued)

December 31, 2023 and 2022

LIABILITIES

	<u>2023</u>	<u>2022</u>
CURRENT LIABILITIES		
Accounts payable	\$ 179,100	\$ 154,961
Accrued payroll and compensated absences	36,695	37,894
Unearned revenue	901	900
Current liabilities payable from restricted assets		
Current portion of revenue bonds	717,788	701,294
Accrued interest payable	<u>20,074</u>	<u>22,906</u>
Total Current Liabilities	<u>954,558</u>	<u>917,955</u>
NONCURRENT LIABILITIES		
Compensated absences	27,297	42,304
Long-term debt		
Revenue bonds	3,780,297	4,498,085
Unamortized debt discount & expense	27,619	34,779
Net pension liability	<u>131,158</u>	<u>-</u>
Total Noncurrent Liabilities	<u>3,966,371</u>	<u>4,575,168</u>
Total Liabilities	<u>4,920,929</u>	<u>5,493,123</u>

DEFERRED INFLOWS OF RESOURCES**DEFERRED INFLOWS OF RESOURCES**

Deferred inflows related to pension	276,800	465,537
Deferred special assessments	<u>99,423</u>	<u>106,110</u>
Total Deferred Inflows of Resources	<u>376,223</u>	<u>571,647</u>
Total Liabilities and Deferred Inflows of Resources	<u>5,297,152</u>	<u>6,064,770</u>

NET POSITION**NET POSITION**

Net investment in capital assets	30,600,051	29,827,882
Restricted		
Reserve capacity assessments	1,119,030	741,541
Debt service	1,419,866	1,733,879
Equipment replacement and depreciation	2,477,121	2,380,250
Pension benefits	-	118,965
Unrestricted	<u>4,380,413</u>	<u>4,324,622</u>
TOTAL NET POSITION	<u>39,996,481</u>	<u>\$ 39,127,139</u>

SUSSEX SEWERAGE SYSTEM UTILITY

An Enterprise Fund of the
VILLAGE OF SUSSEX, WISCONSIN

STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION For the Years Ended December 31, 2023 and 2022

	<u>2023</u>	<u>2022</u>
OPERATING REVENUES		
Charges for services and sales	2,469,764	\$ 2,538,845
Other operating revenues	<u>320,205</u>	<u>248,626</u>
Total Operating Revenues	<u>2,789,969</u>	<u>2,787,471</u>
OPERATING EXPENSES		
Operation and maintenance	1,754,000	1,591,178
Depreciation and amortization	<u>985,815</u>	<u>1,122,366</u>
Total Operating Expenses	<u>2,739,815</u>	<u>2,713,544</u>
Operating Income	<u>50,154</u>	<u>73,927</u>
NONOPERATING REVENUES (EXPENSES)		
Investment income	217,461	179,180
Interest on long term debt	<u>(166,662)</u>	<u>(164,745)</u>
Total Nonoperating Revenues (Expenses)	<u>50,799</u>	<u>14,435</u>
Income Before Capital Contributions and Transfers	100,953	88,362
CAPITAL CONTRIBUTIONS	1,199,601	2,286,532
TRANSFERS IN	2,500	-
TRANSFERS OUT	<u>(433,712)</u>	<u>(446,493)</u>
CHANGE IN NET POSITION	869,342	1,928,401
NET POSITION - Beginning of Year	<u>39,127,139</u>	<u>37,198,738</u>
NET POSITION - END OF YEAR	<u>\$ 39,996,481</u>	<u>\$ 39,127,139</u>

SUSSEX SEWERAGE SYSTEM UTILITY

An Enterprise Fund of the
VILLAGE OF SUSSEX, WISCONSIN

STATEMENTS OF CASH FLOWS For the Years Ended December 31, 2023 and 2022

	<u>2023</u>	<u>2022</u>
CASH FLOWS FROM OPERATING ACTIVITIES		
Receipts from customers	\$ 2,829,197	\$ 2,775,203
Payments to municipality for services	(27,513)	(56,983)
Payments to vendors	(1,081,506)	(1,056,835)
Payments to employees	(653,321)	(483,201)
Net Cash From Operating Activities	<u>1,066,857</u>	<u>1,178,184</u>
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES		
Transfers received from municipality	2,500	-
Transfers paid to municipality	(433,712)	(416,496)
Net Cash From Non-Capital Financing Activities	<u>(431,212)</u>	<u>(416,496)</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES		
Acquisition and construction of capital assets	(599,083)	(602,119)
Principal paid on long-term debt	(701,294)	(2,520,085)
Interest paid on long term debt	(176,654)	(181,432)
Reserve capacity assessments received	791,410	637,478
Payment of advance from other fund	(56,214)	77,445
Principal received from other governmental units	240,089	234,714
Interest received from other governmental units	29,792	35,243
Collections on special assessments	6,687	6,863
Net Cash From Capital and Related Financing Activities	<u>(465,267)</u>	<u>(2,311,893)</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Interest received on advance to other fund	74,379	104,352
Interest on investments	113,290	39,585
Net Cash From Investing Activities	<u>187,669</u>	<u>143,937</u>
Net Change in Cash and Cash Equivalents	358,047	(1,406,268)
CASH AND CASH EQUIVALENTS - Beginning of Year	<u>2,806,619</u>	<u>4,212,887</u>
CASH AND CASH EQUIVALENTS - END OF YEAR	<u>\$ 3,164,666</u>	<u>\$ 2,806,619</u>
CASH AND CASH EQUIVALENTS - END OF YEAR		
Unrestricted	\$ 827,772	\$ 867,329
Restricted	<u>2,336,894</u>	<u>1,939,290</u>
	<u>\$ 3,164,666</u>	<u>\$ 2,806,619</u>

SUSSEX SEWERAGE SYSTEM UTILITY

An Enterprise Fund of the
VILLAGE OF SUSSEX, WISCONSIN

STATEMENTS OF CASH FLOWS For the Years Ended December 31, 2023 and 2022

	<u>2023</u>	<u>2022</u>
RECONCILIATION OF OPERATING INCOME TO NET CASH PROVIDED BY OPERATING ACTIVITIES		
Operating income	\$ 50,154	\$ 73,927
Adjustments to reconcile operating loss to net cash provided by operating activities		
Depreciation and amortization expense	985,815	1,122,366
Changes in pension related assets, deferred outflows/inflows of resources and liabilities	32,785	(44,483)
Changes in Assets and Liabilities		
Accounts receivable	39,227	(12,669)
Prepaid items	(115)	(245)
Accounts payable	(24,804)	32,148
Accrued payroll and compensated absences	(16,206)	6,740
Unearned revenues	<u>1</u>	<u>400</u>
Net Cash Provided by Operating Activities	<u>\$ 1,066,857</u>	<u>\$ 1,178,184</u>
NONCASH CAPITAL AND RELATED FINANCING ACTIVITIES		
Capital assets acquired through donation by developer	<u>\$ 408,191</u>	<u>\$ 1,645,748</u>
Capital assets acquired in accounts payable at year end	<u>\$ 113,811</u>	<u>\$ 64,868</u>

SUSSEX SEWERAGE SYSTEM UTILITY

An Enterprise Fund of the
VILLAGE OF SUSSEX, WISCONSIN
Waukesha County, Wisconsin
Notes to the Financial Statements
December 31, 2023 and 2022

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Sussex Sewerage System Utility (Utility) have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The significant accounting principles and policies utilized by the Utility are described below:

1. Reporting Entity

The Utility is a separate enterprise fund of the Village of Sussex (Village). The Utility accounts for the cost of operations on a continuing basis and is managed by the Village Board. The Utility provides sewer service to both properties within the municipality and other governmental units.

The Utility charges rates and operates under service rules established by the seven-member elected Board of the Village of Sussex.

2. Measurement Focus and Basis of Accounting

The term measurement focus is used to denote what is being measured and reported in the Utility's operating statement. The Utility is accounted for on the flow of economic resources measurement focus. The fundamental objective of this focus is to measure whether the Utility is better or worse off economically as a result of events and transactions of the period.

The term basis of accounting is used to determine when a transaction or event is recognized on the Utility's operating statement. The Utility uses the full accrual basis of accounting. Under this basis, revenues are recorded when earned and expenses are recorded when incurred, even though actual payment or receipt may not occur until after the period ends.

The Utility is presented as an enterprise fund of the municipality. Enterprise funds are used to account for operations that are financed and operated in a manner similar to private business or where the governing body has decided that the determination of revenues earned, costs incurred and net income is necessary for management accountability.

3. Assets, Liabilities, Deferred Outflows/Inflows of Resources and Net Position or Fund Balance

a. Cash and Investments

Cash and investments are combined in the financial statements. Cash deposits consist of demand and time deposits with financial institutions and are carried at cost. Investments are stated at fair value. Fair value is the price that would be received to sell an asset in an orderly transaction between market participants at the measurement date. For purposes of the statement of cash flows, all cash deposits and highly liquid investments (including restricted assets) with a maturity of three months or less from date of acquisition are considered to be cash equivalents.

b. Accounts Receivable

Transactions between the Utility and other funds of the municipality that are representative of lending/borrowing arrangements outstanding at year end are referred to as advances to/from other funds. All other outstanding balances between the Utility and other funds of the municipality are reported as due to/from other funds.

Accounts receivable are recorded at gross amounts with uncollectible amounts recognized under the direct write-off method. The Utility has the right under Wisconsin statutes to place delinquent sewer bills on the tax roll for collection. As such, no allowance for uncollectible customer accounts is considered necessary.

SUSSEX SEWERAGE SYSTEM UTILITY

An Enterprise Fund of the
VILLAGE OF SUSSEX, WISCONSIN
Waukesha County, Wisconsin
Notes to the Financial Statements
December 31, 2023 and 2022

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

c. Restricted Assets

The revenue bond resolution requires segregation of the proceeds of the bond issue and the creation and continual funding of several accounts from operating revenue as described below:

Debt Service Fund - Principal and Interest: A monthly amount equal to one-sixth (1/6) of the next installment of interest coming due and an amount equal to one-twelfth (1/12) of the installment of principal of the bonds coming due on the next succeeding principal payment date.

Debt Service Reserve Fund – Represents debt proceeds retained for debt service if system revenues and the debt service fund are insufficient to satisfy the debt service requirements.

Depreciation Fund - Revenues shall be deposited in an amount sufficient to provide a proper and adequate depreciation account for the system.

Assets of the Utility are also restricted for the following purposes:

Equipment Replacement Fund - In accordance with the Village's ordinance enacting a sewer user charge system and Department of Natural Resources' regulations, the Utility has, as part of the rate structure, incorporated an equipment replacement charge. Revenues generated from this charge are to be accumulated and used for the replacement of mechanical equipment.

Reserve Capacity Assessment Funds - Represent the accumulation of funds levied against properties benefited by sewer improvements. These funds will be used for future system expansion and the related debt service.

d. Prepaid Items

Payments made to vendors that will benefit periods beyond the end of the current fiscal year are recorded as prepaid items and are accounted for on the consumption method.

e. Capital Assets

Capital assets include property, plant, equipment, and infrastructure assets and are defined by the Utility as assets with an initial, individual cost of \$1,000 or higher and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated acquisition value at the date of donation. Major outlays for utility plant are capitalized as projects are constructed. Utility plant in service is depreciated using the straight-line method over the following useful lives:

	Years
Buildings and improvements	25 - 75
Improvements other than buildings – sewer utility infrastructure	10 - 80
Machinery and equipment	4 - 50

SUSSEX SEWERAGE SYSTEM UTILITY

An Enterprise Fund of the
VILLAGE OF SUSSEX, WISCONSIN
Waukesha County, Wisconsin
Notes to the Financial Statements
December 31, 2023 and 2022

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

f. Compensated Absences

Employee vacation allowances are not cumulative and must be used in the year after they are earned. Employees earn sick leave at the rate of one day per month. Hourly employees may accumulate sick leave to 120 days. Those hourly employees who accumulate 120 days are paid one-half day's pay for each day of sick leave earned but not used in excess of 120 days each calendar year. Hourly employees who are age 55 or older and retire after twenty years of full-time service to the Village will have varying percentages (based on date of hire) of accumulated sick leave at current pay rates placed into a deposit account designated by the Village which shall be a post-employment health plan. The money shall be restricted to the payment of insurance premiums or other IRS authorized medical expenses. Salaried employees may accumulate 150 days of sick leave. Those salaried employees who accumulate 150 days are paid one-half day's pay for each day of sick leave earned but not used in excess of 150 days each calendar year. Upon resignation, salaried employees are paid varying percentages of accumulated sick leave at current pay rates, based upon length of service to the Village and date of hire, to a maximum of 90 accumulated sick days. Upon retirement, salaried employees will have the same percentages up to a maximum of 95 accumulated sick days paid at current pay rates placed into a deposit account designated by the Village which shall be a post-employment health plan. Vested vacation and sick leave pay is accrued when earned in the financial statements.

g. Long-term Obligations

Long-term debt and other obligations are reported as liabilities in the proprietary fund statement of net position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs, whether or not withheld from the actual debt proceeds received, are reported as expenses.

h. Unearned Revenues

Unearned revenues principally represent amounts received which have not been earned. Amounts will be recognized as revenue in the period they are earned by the Utility.

i. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to future periods and so will not be recognized as an outflow of resources (expense) until that time. At this time, the Utility has only one item that qualifies for reporting in this category. The deferred outflows of resources – pension represent the Utility's proportionate share of collective deferred outflows of resources of the Wisconsin Retirement System and contributions subsequent to the measurement date of the collective net pension liability (asset).

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents the acquisition of net position that applies to future periods and so will not be recognized as an inflow of resources (revenue) until that time. At this time, the Utility has two items that qualify for reporting in this category. The deferred inflows of resources – pension represents the Utility's proportionate share of collective deferred inflows of resources of the Wisconsin Retirement System. In addition, the Utility reports deferred special assessments on properties that are not currently in the Utility and will only be recognized if the property is annexed into the Village.

SUSSEX SEWERAGE SYSTEM UTILITY

An Enterprise Fund of the
VILLAGE OF SUSSEX, WISCONSIN
Waukesha County, Wisconsin
Notes to the Financial Statements
December 31, 2023 and 2022

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

k. Pensions

The fiduciary net position of the Wisconsin Retirement System (WRS) has been determined using the flow of economic resources measurement focus and accrual basis of accounting. This includes for purposes of measuring the following:

- Net Pension Liability (Asset),
- Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions,
- Pension Expense (Revenue).

Information about the fiduciary net position of the WRS and additions to/deductions from WRS' fiduciary net position have been determined on the same basis as they are reported by the WRS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

l. Fund Equity

Equity is classified as net position and displayed in three components:

- Net investment in capital assets - Amount of capital assets, net of accumulated depreciation, and capital related deferred outflows of resources less outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets and any capital related deferred inflows of resources.
- Restricted net position - Amount of net position that is subject to restrictions that are imposed by 1) external groups, such as creditors, grantors, contributors or laws or regulations of other governments or 2) law through constitutional provisions or enabling legislation.
- Unrestricted net position - Net position that is neither classified as restricted nor as net investment in capital assets.

The Utility has adopted a policy regarding the order in which net position will be utilized. Restricted funds would be spent first then unrestricted resources as they are needed.

4. Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results could differ from those estimates.

5. Revenues and Expenses

a. Operating Revenues

The Utility distinguishes operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering services in connection with the Utility's principal ongoing operations. The principal operating revenues of the Utility are charges to customers for services at rates established by the Village Board. Operating expenses for enterprise funds include the cost of services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

b. Capital Contributions

Capital contributions represent certain assets that have been contributed by utility customers.

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NOTE B - CASH, CASH EQUIVALENTS AND TEMPORARY INVESTMENTS

The Utility's deposits and investments at December 31, 2023 were comprised of the following:

	Carrying Value	Bank Balance	Associated Risks
Demand deposits	\$ 3,164,666	\$ 3,164,666	Custodial credit risk
Total deposits and investments	<u>\$ 3,164,666</u>	<u>\$ 3,164,666</u>	
Reconciliation to financial statements			
Per statements of net position			
Current Assets:			
Unrestricted cash and investments	\$ 827,772		
Restricted cash and investments	413,680		
Non Current Assets:			
Restricted cash and investments	<u>1,923,214</u>		
	<u>\$ 3,164,666</u>		

The Utility's deposits and investments at December 31, 2022 were comprised of the following:

	Carrying Value	Bank Balance	Associated Risks
Demand deposits	\$ 2,806,619	\$ 2,806,619	Custodial credit risk
Total deposits and investments	<u>\$ 2,806,619</u>	<u>\$ 2,806,619</u>	
Reconciliation to financial statements			
Per statements of net position			
Current Assets:			
Unrestricted cash and investments	\$ 867,329		
Restricted cash and investments	490,436		
Non Current Assets:			
Restricted cash and investments	<u>1,448,854</u>		
	<u>\$ 2,806,619</u>		

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NOTE B - CASH, CASH EQUIVALENTS AND TEMPORARY INVESTMENTS (Continued)

Fair Value Measurements

The Utility categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant observable inputs; Level 3 inputs are significant unobservable inputs. The Utility currently has no investments subject to fair value measurement.

Deposits of the Utility are subject to various risks. Presented below is a discussion of the Utility's deposits and the related risk.

Custodial Credit Risk

Custodial credit risk for *deposits* is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for *investments* is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. Wisconsin statutes require repurchase agreements to be fully collateralized by bonds or securities issued or guaranteed by the federal government or its instrumentalities. The Utility does not have an additional custodial credit risk policy.

Deposits with financial institutions within the State of Wisconsin are insured by the Federal Deposit Insurance Corporation (FDIC) in the amount of \$250,000 for the combined amount of all time and savings deposits and \$250,000 for the combined amount of all interest-bearing and noninterest-bearing demand deposits per official custodian per insured depository institution. Deposits with financial institutions located outside the State of Wisconsin are insured by the FDIC in the amount of \$250,000 for all deposit accounts per official custodian per depository institution. Deposits with credit unions are insured by the National Credit Union Share Insurance Fund (NCUSIF) in the amount of \$250,000 per credit union member. Also, the State of Wisconsin has a State Guarantee Fund which provides a maximum of \$400,000 per public depository above the amount provided by an agency of the U.S. Government. However, due to the relatively small size of the State Guarantee Fund in relation to the Fund's total coverage, total recovery of insured losses may not be available.

The Utility, as an Enterprise Fund of the Village of Sussex, maintains cash and investment accounts at the same financial institutions utilized by the Village. Federal depository insurance and the State Guarantee fund insurance apply to the Village of Sussex as an individual municipality and, accordingly, the amount of insured funds is not determinable for the Utility as an Enterprise fund of the Village. The Utility, as part of the Village, is subject to the Village's investment policy. Please refer to the Village of Sussex financial statements for information concerning the investment policy.

Credit Risk

Credit risk is the risk that an issuer or other counterparty to an investment will fulfill its obligation. The Utility had no investments with credit risk at December 31, 2023 and 2022.

Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The Utility's investment policy requires the Utility to diversify investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates. Unless matched to a specific cash flow or maturity, the Utility will not directly invest in securities maturing more than three years from the date of purchase. Reserve funds may be invested in securities exceeding three years if the maturity is made to coincide with the expected use of the funds.

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NOTE C – RECEIVABLES

Receivables as of December 31, 2023 and 2022, are as follows:

	Amount	Amount
	12/31/2023	12/31/2022
Receivables		
Customers	\$ 177,234	\$ 173,114
Accounts	82,427	44,485
Other governments	-	81,289
Special assessments	99,423	106,110
Net total receivables	<u>\$ 359,084</u>	<u>\$ 404,998</u>

NOTE D - RESTRICTED ASSETS

Restricted assets at December 31, 2023 and 2022 consisted of cash and investments, balances due from other governments and balances due from other funds held for the following purposes:

Funds	Amount	Amount	Purpose
	12/31/2023	12/31/2022	
Depreciation	\$ 1,719,041	\$ 1,622,170	To be used for the replacement of capital assets of the sewer utility
Debt service	1,439,940	1,756,785	To accumulate funds to pay principal and interest on Revenue Bonds
Debt service reserve	327,062	327,062	Amount required under the terms of the Revenue Bonds to be maintained in reserve
DNR replacement	758,081	758,081	To be used for the replacement of certain assets for the sewer utility
Reserve Capacity Assessments	<u>1,119,030</u>	<u>741,541</u>	To account for fees collected from new development to pay for reserve capacity built in the wastewater treatment plant
Total Sewer Utility	<u>\$ 5,363,154</u>	<u>\$ 5,205,639</u>	
Restricted Assets are Composed of:			
Cash and cash equivalents	\$ 2,336,894	\$ 1,939,290	
Advance to other governmental units	1,026,260	1,266,349	
Due from other funds	<u>2,000,000</u>	<u>2,000,000</u>	
	<u>\$ 5,363,154</u>	<u>\$ 5,205,639</u>	

The Utility temporarily advanced the Village's Tax Incremental District No. 6 capital project fund \$1,100,000 to finance project costs and \$900,000 to the Stormwater Utility to finance infrastructure construction. The breakdown of the advances are \$900,000 from the depreciation fund, \$600,000 from its replacement fund and \$500,000 from its reserve capacity assessment funds. No formal repayment schedule exists as of December 31, 2023.

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NOTE E - CAPITAL ASSETS

A summary of changes in capital assets for 2023 follows:

	Balance 12/31/2022	Additions	Retirements	Balance 12/31/2023
Capital assets, not being depreciated				
Land and land rights	\$ 178,630	\$ -	\$ -	\$ 178,630
Construction in progress	-	419,732	-	419,732
Total Capital Assets Not Being Depreciated	178,630	419,732	-	598,362
Capital assets being depreciated				
Buildings and improvements	6,067,555	16,224	-	6,083,779
Sewer Utility infrastructure	37,616,400	401,505	-	38,017,905
Machinery and equipment	16,734,785	212,069	6,794	16,940,060
Total Capital Assets Being Depreciated	60,418,740	629,798	6,794	61,041,744
Total Capital Assets	60,597,370	1,049,530	6,794	61,640,106
Less: Accumulated depreciation				
Buildings and improvements	(2,866,608)	(121,514)	-	(2,988,122)
Sewer Utility infrastructure	(10,067,691)	(517,088)	-	(10,584,779)
Machinery and equipment	(13,057,871)	(327,558)	(6,794)	(13,378,635)
Total accumulated depreciation	(25,992,170)	(966,160)	(6,794)	(26,951,536)
Net Utility Plant	\$ 34,605,200	\$ 83,370	\$ -	\$ 34,688,570

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NOTE E - CAPITAL ASSETS (Continued)

A summary of changes in capital assets for 2022 follows:

	Balance 12/31/2021	Additions	Retirements	Balance 12/31/2022
Capital assets, not being depreciated				
Land and land rights	\$ 178,630	\$ -	\$ -	\$ 178,630
Total Capital Assets Not Being Depreciated	178,630	-	-	178,630
Capital assets being depreciated				
Buildings and improvements	5,872,634	272,810	77,889	6,067,555
Sewer Utility infrastructure	35,925,412	1,690,988	-	37,616,400
Machinery and equipment	16,497,133	289,397	51,745	16,734,785
Total Capital Assets Being Depreciated	58,295,179	2,253,195	129,634	60,418,740
Total Capital Assets	58,473,809	2,253,195	129,634	60,597,370
Less: Accumulated depreciation				
Buildings and improvements	(2,825,095)	(119,402)	(77,889)	(2,866,608)
Sewer Utility infrastructure	(9,556,418)	(511,273)	-	(10,067,691)
Machinery and equipment	(12,644,071)	(465,545)	(51,745)	(13,057,871)
Total accumulated depreciation	(25,025,584)	(1,096,220)	(129,634)	(25,992,170)
Net Utility Plant	\$ 33,448,225	\$ 1,156,975	\$ -	\$ 34,605,200

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NOTE F - LONG-TERM OBLIGATIONS

1. The Utility's long-term obligations consist of Sewerage System Revenue Bonds and General Obligation Sewerage Bonds. The transactions related to long-term obligations for the years ending December 31, 2023 and 2022 are summarized below:

	Balance 12/31/2022	Additions	Deductions	Balance 12/31/2023	Current Portion
Revenue Bonds	\$ 5,199,379	\$ -	\$ 701,294	\$ 4,498,085	\$ 717,788
Vested compensated absences	42,304	-	15,007	27,297	-
Unamortized (discount) premium	34,779	-	7,160	27,619	-
Net pension liability	-	131,158	-	131,158	-
	<u>\$ 5,276,462</u>	<u>\$ 131,158</u>	<u>\$ 723,461</u>	<u>\$ 4,684,159</u>	<u>\$ 717,788</u>

	Balance 12/31/2021	Additions	Deductions	Balance 12/31/2022	Current Portion
Revenue Bonds	\$ 5,884,464	\$ -	\$ 685,085	\$ 5,199,379	\$ 701,294
General Obligation Corporate Purpose Bonds	1,835,000	-	1,835,000	-	-
Sub-total long-term debt	<u>7,719,464</u>	<u>-</u>	<u>2,520,085</u>	<u>5,199,379</u>	<u>701,294</u>
Vested compensated absences	41,653	7,853	7,202	42,304	-
Unamortized (discount) premium	36,262	-	1,483	34,779	-
	<u>\$ 7,797,379</u>	<u>\$ 7,853</u>	<u>\$ 2,528,770</u>	<u>\$ 5,276,462</u>	<u>\$ 701,294</u>

Total interest paid during 2023 and 2022 on long-term debt totaled \$176,654 and \$181,432, respectively.

SUSSEX SEWERAGE SYSTEM UTILITY

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NOTE F - LONG-TERM OBLIGATIONS (Continued)

2. Details of long-term debt outstanding at December 31, 2023 are as follows:

Type	Date of Loan	Interest Rate	Principal Payable	Interest Payable	Original Amount	Balance 12/31/2023
Sewerage System Revenue Bonds	8/22/2007	2.547%	5/1/09-27	5/1&11/1	\$ 7,813,187	\$ 1,923,085
Sewerage System Revenue Bonds	8/14/2018	3.0 - 3.25%	5/1/19-33	5/1&11/1	\$ 2,540,000	1,865,000
Sewerage System Revenue Bonds	6/30/2020	1.0 - 2.0%	5/1/21-30	5/1&11/1	\$ 1,010,000	710,000
						4,498,085
Less: Current portion of long-term debt						717,788
						<u>\$ 3,780,297</u>

Annual principal and interest maturities of the outstanding debt of \$5,199,379 on December 31, 2023 are detailed below:

Year	Principal	Interest	Total	Balance Outstanding 12/31
2023				\$ 4,498,085
2024	\$ 717,788	\$ 111,225	\$ 829,013	3,780,297
2025	739,576	92,487	832,063	3,040,721
2026	756,663	73,221	829,884	2,284,058
2027	774,058	53,493	827,551	1,510,000
2028	285,000	39,738	324,738	1,225,000
2029 - 2033	1,225,000	87,006	1,312,006	-
	<u>\$ 4,498,085</u>	<u>\$ 457,170</u>	<u>\$ 4,955,255</u>	

3. Revenue Bonds

The Sewerage System Revenue Bonds are not general obligations of the Village of Sussex, Wisconsin, and are payable from income and revenues derived from the operations of the system. The Utility has established separate funds, as described in Note A, to account for the allocation of the Utility's gross revenues in compliance with the debt resolutions. The Utility has complied with the bond covenants. The sewer system and the earnings of the system remain subject to the lien until payment in full of the principal and interest on the bonds.

The principal and interest paid during 2023 and 2022 on the Sewer System Revenue Bonds was \$830,235 and \$830,802, respectively. Total net revenues as defined by the bond covenants for the same periods were \$1,996,517 in 2023 and \$2,102,771 in 2022. Annual principal and interest payments are expected to require 27% of net revenue.

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NOTE G - NET POSITION

Net position reported on the statement of net position at December 31, 2023 and 2022 includes the following:

	2023	2022
Net investment in capital assets		
Land	\$ 178,630	\$ 178,630
Other Capital assets	34,509,940	34,426,570
Less: related long-term debt	(4,088,519)	(4,777,318)
Total net investment in capital assets	30,600,051	29,827,882
Restricted		
Reserve Capacity Assessments	1,119,030	741,541
Debt Service	1,419,866	1,733,879
Equipment Replacement and Depreciation	2,477,121	2,380,250
Pension Benefits	-	118,965
Total Restricted	5,016,017	4,974,635
Unrestricted	4,380,413	4,324,622
Total Net Position	\$ 39,996,481	\$ 39,127,139

NOTE H - PENSION PLAN

The Village of Sussex participates in the Wisconsin Retirement System ("WRS") and, as an enterprise fund of the Village, the Utility reports its proportionate share of the net pension liability (asset) and corresponding deferred outflows and inflows of resources in its financial statements.

Plan Description - The WRS is a cost-sharing multiple-employer defined benefit pension plan. WRS benefits and other plan provisions are established by Chapter 40 of the Wisconsin Statutes. Benefit terms may only be modified by the legislature. The retirement system is administered by the Wisconsin Department of Employee Trust Funds (ETF). The system provides coverage to all eligible State of Wisconsin, local government, and other public employees. All employees, initially employed by a participating WRS employer on or after July 1, 2011, and expected to work at least 1,200 hours a year (880 hours for teachers and school district educational support employees) and expected to be employed for at least one year from employee's date of hire are eligible to participate in the WRS.

ETF issues a standalone Annual Comprehensive Financial Report (ACFR), which can be found at <https://etf.wi.gov/about-etf/reports-and-studies/financial-reports-and-statements>.

Additionally, ETF issued a standalone Wisconsin Retirement System Financial Report, which can also be found using the link above.

Vesting - For employees beginning participation on or after January 1, 1990, and no longer actively employed on or after April 24, 1998, creditable service in each of five years is required for eligibility for a retirement annuity. Participants employed prior to 1990 and on or after April 24, 1998, and prior to July 1, 2011, are immediately vested. Participants who initially became WRS eligible on or after July 1, 2011, must have five years of creditable service to be vested.

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NOTE H - PENSION PLAN (continued)

Benefits Provided - Employees who retire at or after age 65 (54 for protective occupation employees, 62 for elected officials and executive service retirement plan participants, if hired on or before 12/31/2016) are entitled to receive a retirement benefit based on a formula factor their final average earnings and creditable service.

Final average earnings is the average of the participant's three highest annual earnings periods. Creditable service includes current service and prior service for which a participant received earnings and made contributions as required. Creditable service also includes creditable military service. The retirement benefit will be calculated as a money purchase benefit based on the employee's contributions plus matching employer's contributions, with interest, if that benefit is higher than the formula benefit.

Vested participants may retire at or after age 55 (50 for protective occupations) and receive an actuarially-reduced benefit. Participants terminating covered employment prior to eligibility for an annuity may either receive employee-required contributions plus interest as a separation benefit or leave contributions on deposit and defer application until eligible to receive a retirement benefit.

The WRS also provides death and disability benefits for employees.

Post-Retirement Adjustments - The Employee Trust Funds Board may periodically adjust annuity payments from the retirement system based on annual investment performance in accordance with s. 40.27, Wis. Stat. An increase (or decrease) in annuity payments may result when investment gains (losses), together with other actuarial experience factors, create a surplus (shortfall) in the reserves, as determined by the system's consulting actuary. Annuity increases are not based on cost of living or other similar factors. For Core annuities, decreases may be applied only to previously granted increases. By law, Core annuities cannot be reduced to an amount below the original, guaranteed amount (the "floor") set at retirement. The Core and Variable annuity adjustments granted during recent years are as follows:

Year	Core Fund Adjustment	Variable Fund Adjustment
2013	-9.6%	9.0%
2014	4.7%	25.0%
2015	2.9%	2.0%
2016	0.5%	-5.0%
2017	2.0%	4.0%
2018	2.4%	17.0%
2019	0.0%	-10.0%
2020	1.7%	21.0%
2021	5.1%	13.0%
2022	7.4%	15.0%

Contributions - Required contributions are determined by an annual actuarial valuation in accordance with Chapter 40 of the Wisconsin Statutes. The employee required contribution is one-half of the actuarially determined contribution rate for general category employees, including teachers, and executives and elected officials. Starting on January 1, 2016, the executive and elected officials category was merged into the general employee category. Required contributions for protective employees are the same rate as general employees. Employers are required to contribute the remainder of the actuarially determined contribution rate. The employer may not pay the employee required contribution unless provided for by an existing collective bargaining agreement

During the reporting period, the WRS recognized \$29,394 in contributions from the Utility.

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NOTE H - PENSION PLAN (continued)

Contribution rates as of December 31, 2023 and 2022 are:

Employee Category	2023		2022	
	Employee	Employer	Employee	Employer
General (including teachers)	6.80%	6.80%	6.50%	6.50%
Protective with social security	6.80%	13.20%	6.50%	12.00%
Protective without social security	6.80%	18.10%	6.50%	16.40%

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions - At December 31, 2023 and 2022, the Utility reported a liability (asset) of \$131,158 and (\$197,800) for its proportionate share of the Net Pension Liability (Asset). The Net Pension Liability (Asset) was measured as of December 31, 2022 and 2021, and the Total Pension Liability used to calculate the net pension liability (asset) was determined by an actuarial valuation one year prior to and rolled forward to the measurement date. No material changes in assumptions or benefit terms occurred between the actuarial valuation date and the measurement date. The Utility's proportion of the Net Pension Liability (Asset) was based on the Utility's share of contributions to the pension plan relative to the contributions of all participating employers. At December 31, 2022 and 2021, the Utility's proportion was 0.0025% and 0.0025%, which was a decrease of .0001% from the previous year.

For the year ended December 31, 2023 and 2022, the Utility recognized pension expense of \$66,371 and (\$15,089).

At December 31, 2023 and 2022, the Utility reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	2023		2022	
	Deferred Outflows of Resources	Deferred Inflows of Resources	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 208,894	\$ 274,440	\$ 319,535	\$ 23,042
Net differences between projected and actual earnings on pension plan investments	222,808	-	-	442,494
Changes in assumptions	25,791	-	36,903	-
Changes in proportion and differences between employer contributions and proportionate share of contributions	506	2,360	870	1
Employer contributions subsequent to the measurement date	36,139	-	29,394	-
Total	\$ 494,138	\$ 276,800	\$ 386,702	\$ 465,537

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NOTE H - PENSION PLAN (continued)

\$36,139 reported as deferred outflows related to pension resulting from the Utility's contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability (asset) in the year ended December 31, 2024. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pension will be recognized in pension expense as follows:

Year Ended December 31:	Net Deferred Outflows (Inflows) of Resources	
2024	\$	7,223
2025		37,409
2026		38,212
2027		98,355
	\$	<u>181,199</u>

Actuarial assumptions - The Total Pension Liability in the December 31, 2022, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

	2021	2021
Actuarial valuation date	December 31, 2021	December 31, 2020
Measurement date of net pension liability (asset)	December 31, 2022	December 31, 2021
	1/1/2018-12/31/2020	1/1/2018-12/31/2020
Experience study	Published 11/19/2021	Published 11/19/2021
Actuarial cost method	Entry Age Normal	Entry Age Normal
Asset valuation method	Fair value	Fair value
Long-term expected rate of return	6.80%	6.80%
Discount rate	6.80%	6.80%
Salary increases:		
Inflation	3.00%	3.00%
Seniority/Merit	0.1% - 5.6%	0.1% - 5.6%
	2020 WRS Experience	2020 WRS Experience
Mortality	Mortality Table	Mortality Table
Post-retirement adjustments*	1.70%	1.70%

** No post-retirement adjustment is guaranteed. Actual adjustments are based on recognized investment return, actuarial experience and other factors. 1.79% is the assumed annual adjustment based on the investment return assumption and the post-retirement discount rate.*

Actuarial assumptions are based on an experience study conducted in 2021 that covered a three-year period from January 1, 2018 to December 31, 2020. The total pension liability for December 31, 2022, is based on a rollforward of the liability calculated from the December 31, 2021, actuarial valuation.

Long-term Expected Return on Plan Assets - The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of geometric real rates of return for each major asset class are summarized in the following table:

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NOTE H - PENSION PLAN (continued)

Asset Allocation Targets and Expected Returns
As of December 31, 2022

Asset Class	Asset Allocation %	Long-Term Expected Nominal Rate of Return %	Long-Term Expected Real Rate of Return %
Core fund:			
Global equities	48.0%	7.6%	5.0%
Fixed income	25.0%	5.3%	2.7%
Inflation sensitive assets	19.0%	3.6%	1.1%
Real estate	8.0%	5.2%	2.6%
Private equity/debt	15.0%	9.6%	6.9%
Total core fund	115.0%	7.4%	4.8%
Variable fund:			
U.S. equities	70.0%	7.2%	4.6%
International equities	30.0%	8.1%	5.5%
Total variable fund	100.0%	7.7%	5.1%

New England Pension Consultants Long-Term U.S. CPI (Inflation) Forecast: 2.5%

Asset allocations are managed within established ranges; target percentages may differ from actual monthly allocations.

The investment policy used for the Core Fund involves reducing equity exposure by leveraging lower-volatility assets, such as fixed income securities. This results in an asset allocation beyond 100%. Currently, an asset allocation target of 15% policy leverage is used, subject to an allowable range of up to 20%.

Single Discount Rate - A single discount rate of 6.8% was used to measure the Total Pension Liability for the current and prior year. The discount rate is based on the expected rate of return on pension plan investments of 6.8% and a municipal bond rate of 4.05% (Source: Fixed-income municipal bonds with 20 years to maturity that include only federally tax-exempt municipal bonds as reported in Fidelity Index's "20-year Municipal GO AA Index" as of December 31, 2022. In describing this index, Fidelity notes that the Municipal Curves are constructed using option-adjusted analytics of a diverse population of over 10,000 tax-exempt securities.). Because of the unique structure of WRS, the 6.8% expected rate of return implies that a dividend of approximately 1.7% will always be paid. For purposes of the single discount rate, it was assumed that the dividend would always be paid. The projection of cash flows used to determine this single discount rate assumed that plan member contributions will be made at the current contribution rate and that employer contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. Based on these assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments (including expected dividends) of current plan members. Therefore, the municipal bond rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

SUSSEX SEWERAGE SYSTEM UTILITY

An Enterprise Fund of the
VILLAGE OF SUSSEX, WISCONSIN
Waukesha County, Wisconsin
Notes to the Financial Statements
December 31, 2023 and 2022

NOTE H - PENSION PLAN (continued)

Sensitivity of the Utility's Proportionate Share of the Net Pension Liability (Asset) to Changes in the Discount Rate The following presents the Utility's proportionate share of the net pension liability calculated using the discount rate of 6.80%, as well as what the Utility's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower (5.80%) or 1 percentage point higher (7.80%) than the current rate:

	2023		
	1% Decrease to Discount Rate (5.8%)	Current Discount Rate (6.8%)	1% Increase to Discount Rate (7.8%)
Proportionate share of the net pension liability (asset)	\$ 435,310	\$ 131,158	\$ (78,072)
	2022		
	1% Decrease to Discount Rate (5.8%)	Current Discount Rate (6.8%)	1% Increase to Discount Rate (7.8%)
Proportionate share of the net pension liability (asset)	\$ 140,353	\$ (197,800)	\$ (441,208)

Pension plan fiduciary net position - Detailed information about the pension plan's fiduciary net position is available in separately issued financial statements available at <https://etf.wi.gov/about-etf/reports-and-studies/financial-reports-and-statements>

1. Payables to the Pension Plan

At December 31, 2023, the Utility reported a payable of \$0 for the outstanding amount of contributions to the pension plan for the year ended December 31, 2023.

NOTE I - RISK MANAGEMENT

The Utility is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the government carries commercial insurance. The Village completes an annual review of its insurance coverage to ensure adequate coverage. Settlements have not exceeded insurance coverage for each of the past three years. There has been no significant change in insurance coverage from the prior year.

NOTE J - CONTINGENCIES

From time to time, the Utility is party to other various pending claims and legal proceedings. Although the outcome of such matters cannot be forecast with certainty, it is the opinion of management and the Village Attorney that the likelihood is remote that any such claims or proceedings will have a material adverse effect on the Utility's financial position or results of operations.

NOTE K - SEWER RATE INCREASE

During 2021, the Sewer Utility contracted for a rate study. In July, 2021, the Village Board approved a resolution to implement new rates for the next four years starting January 1, 2022 and continuing until January 1, 2024.

SUSSEX SEWERAGE SYSTEM UTILITY

An Enterprise Fund of the
VILLAGE OF SUSSEX, WISCONSIN
Waukesha County, Wisconsin
Notes to the Financial Statements
December 31, 2023 and 2022

NOTE L - OTHER ASSETS

In 1994, the Utility upgraded and expanded its treatment plant and abandoned a portion of its existing treatment plant and related equipment. The net book value of the abandoned assets has been reflected as a deferred debit and is amortized on a straight-line method over the years 1994 through 2030. The period of amortization relates to the estimated remaining life of the assets abandoned. The above costs have been recorded as assets because of the benefit which will result from the inclusion of such costs in the future authorized rate structure. At December 31, 2023 and 2022, \$110,122 and \$129,777, respectively (net of accumulated amortization of \$653,665 and \$634,010, respectively) has been reported as an other asset.

NOTE M - ADVANCE TO OTHER GOVERNMENTAL UNITS

In accordance with the terms of intermunicipal agreements, the Town of Lisbon and the Villages of Menomonee Falls and Lannon share in the cost of the sewer treatment plant by paying a percentage of the interest and principal payments of the 2007 Sewerage System Revenue Bonds. Accordingly, the total principal amount was reported in the financial statements as contributions in aid of construction and advance to other governmental units. Principal due as of December 31, 2023 and 2022 was \$1,026,260 and \$1,266,349, respectively. Interest of \$29,792 and \$41,147 was recorded as non-operating income during 2023 and 2022, respectively.

Additionally, an intermunicipal agreement has been entered into with the Lisbon Sanitary District No. 1 to share in the cost of the sewer treatment plant. The District's share of the cost is financed through the user charges to the District. The agreement is in effect through the year 2025.

REQUIRED SUPPLEMENTARY INFORMATION

SUSSEX SEWERAGE SYSTEM UTILITY

An Enterprise Fund of the
VILLAGE OF SUSSEX, WISCONSIN
Schedule of Proportionate Share of the Net Pension Liability (Asset)
Wisconsin Retirement System
Last 10 Fiscal Years*

Fiscal Year Ending	Proportion of the Net Pension Liability (Asset)	Proportionate Share of the Net Pension Liability (Asset)	Covered Payroll	Proportionate Share of the Net Pension Liability (Asset) as a Percentage of Covered Payroll	Plan Fiduciary Net Position as a Percentage of the Total Pension Liability
12/31/23	0.0025%	\$ 131,158	\$ 452,216	29.00%	95.72%
12/31/22	0.0025%	(197,800)	420,417	-47.05%	106.02%
12/31/21	0.0026%	(160,120)	407,341	-39.31%	105.26%
12/31/20	0.0027%	(87,458)	398,653	-21.94%	102.96%
12/31/19	0.0028%	99,421	425,832	23.35%	96.45%
12/31/18	0.0028%	(83,979)	427,353	-19.65%	102.93%
12/31/17	0.0028%	22,264	394,562	5.64%	99.12%
12/31/16	0.0029%	41,704	409,115	10.19%	98.20%
12/31/15	0.0026%	(67,545)	348,376	-19.39%	102.74%

Schedule of Contributions
Wisconsin Retirement System
Last 10 Fiscal Years*

Fiscal Year Ending	Contractually Required Contributions	Contributions in Relation to the Contractually Required Contributions	Contribution Deficiency (Excess)	Covered Payroll	Contributions as a Percentage of Covered Payroll
12/31/23	\$ 36,139	\$ 36,139	\$ -	\$ 531,456	6.80%
12/31/22	29,394	29,394	-	452,216	6.50%
12/31/21	28,368	28,368	-	420,417	6.75%
12/31/20	27,492	27,492	-	407,341	6.75%
12/31/19	26,114	26,114	-	398,653	6.55%
12/31/18	28,614	28,614	-	425,832	6.72%
12/31/17	29,060	29,060	-	427,353	6.80%
12/31/16	26,041	26,041	-	394,562	6.60%
12/31/15	27,821	27,821	-	409,115	6.80%

* The amounts presented for each fiscal year were determined as of the calendar year-end of the prior year.

SUSSEX SEWERAGE SYSTEM UTILITY

Schedule of the Employer's Proportionate Share of the Net Pension Liability (Asset) and Employer Contributions - Wisconsin Retirement System

Last 10 Years*

Notes to the Schedules:

Changes of benefit terms: There were no changes of benefit terms for any participating employer in WRS.

Changes of assumptions: Based on a three-year experience study conducted in 2021 covering January 1, 2018 through December 31, 2020, the ETF Board adopted assumption changes that were used to measure the total pension liability beginning with the year-end December 31, 2021, including the following:

- Lowering the long-term expected rate of return from 7.0% to 6.8%
- Lowering the discount rate from 7.0% to 6.8%
- Lowering the price inflation rate from 2.5% to 2.4%
- Lowering the post-retirement adjustments from 1.9% to 1.7%
- Mortality assumptions were changed to reflect updated trends by transitioning from the Wisconsin 2018 Mortality Table to the 2020 WRS Experience Mortality Table.

Based on a three-year experience study conducted in 2018 covering January 1, 2015 through December 31, 2017, the ETF Board adopted assumption changes that were used to measure the total pension liability beginning with the year-ended December 31, 2018, including the following:

- Lowering the long-term expected rate of return from 7.2% to 7.0%
- Lowering the discount rate from 7.2% to 7.0%
- Lowering the wage inflation rate from 3.2% to 3.0%
- Lowering the price inflation rate from 2.7% to 2.5%
- Lowering the post-retirement adjustments from 2.1% to 1.9%
- Mortality assumptions were changed to reflect updated trends by transitioning from the Wisconsin 2012 Mortality Table to the Wisconsin 2018 Mortality Table.

*These schedules are intended to present information for the last 10 years. Additional information will be presented as it becomes available.

See Independent Auditor's Report.

SUSSEX SEWERAGE SYSTEM UTILITY

Significant methods and assumptions used in calculating Wisconsin Retirement System Actuarially Determined Contributions:

	2022	2021	2020	2019	2018
Valuation Date:	December 31, 2020	December 31, 2019	December 31, 2018	December 31, 2017	December 31, 2016
Actuarial Cost Method:	Frozen Entry Age	Frozen Entry Age	Frozen Entry Age	Frozen Entry Age	Frozen Entry Age
	Level Percent of	Level Percent of	Level Percent of	Level Percent of	Level Percent of
	Payroll-Closed	Payroll-Closed	Payroll-Closed	Payroll-Closed	Payroll-Closed
Amortization Method:	Amortization Period	Amortization Period	Amortization Period	Amortization Period	Amortization Period
	30 Year closed from	30 Year closed from	30 Year closed from	30 Year closed from	30 Year closed from
	date of participation in	date of participation in	date of participation in	date of participation in	date of participation in
Amortization Period:	WRS	WRS	in WRS	WRS	WRS
	Five Year Smoothed	Five Year Smoothed	Five Year Smoothed	Five Year Smoothed	Five Year Smoothed
Asset Valuation Method:	Market (Closed)	Market (Closed)	Market (Closed)	Market (Closed)	Market (Closed)
Actuarial Assumptions					
Net Investment Rate of Return:	5.4%	5.4%	5.4%	5.5%	5.5%
Weighted based on assumed rate for:					
Pre-retirement:	7.0%	7.0%	7.0%	7.2%	7.2%
Post-retirement:	5.0%	5.0%	5.0%	5.0%	5.0%
Salary Increases					
Wage Inflation:	3.0%	3.0%	3.0%	3.2%	3.2%
Seniority/Merit:	0.1%-5.6%	0.1%-5.6%	0.1%-5.6%	0.1%-5.6%	0.1%-5.6%
Post-retirement Benefit Adjustments*:	1.9%	1.9%	1.9%	2.1%	2.1%

SUSSEX SEWERAGE SYSTEM UTILITY

Significant methods and assumptions used in calculating Wisconsin Retirement System Actuarially Determined Contributions (continued):

	2022	2021	2020	2019	2018
Retirement Age:	Experience based table of rates that are specific to the type of eligibility condition. Last updated for the 2018 valuation pursuant to an experience study of the period 2015-2017.	Experience based table of rates that are specific to the type of eligibility condition. Last updated for the 2018 valuation pursuant to an experience study of the period 2015-2017.	Experience based table of rates that are specific to the type of eligibility condition. Last updated for the 2018 valuation pursuant to an experience study of the period 2015-2017.	Experience based table of rates that are specific to the type of eligibility condition. Last updated for the 2015 valuation pursuant to an experience study of the period 2012-2014.	Experience based table of rates that are specific to the type of eligibility condition. Last updated for the 2015 valuation pursuant to an experience study of the period 2012-2014.
Mortality:	Wisconsin 2018 Mortality Table. The rates based on actual WRS experience adjusted for future mortality improvements using the MP-2018 fully generational improvement scale (multiplied by 60%).	Wisconsin 2018 Mortality Table. The rates based on actual WRS experience adjusted for future mortality improvements using the MP-2018 fully generational improvement scale (multiplied by 60%).	Wisconsin 2018 Mortality Table. The rates based on actual WRS experience adjusted for future mortality improvements using the MP-2018 fully generational improvement scale (multiplied by 60%).	Wisconsin 2012 Mortality Table. The rates based on actual WRS experience adjusted for future mortality improvements using the MP-2015 fully generational improvement scale (multiplied by 50%).	Wisconsin 2012 Mortality Table. The rates based on actual WRS experience adjusted for future mortality improvements using the MP-2015 fully generational improvement scale (multiplied by 50%).

*No post-retirement adjustment is guaranteed. Actual adjustments are based on recognized investment return, actuarial experience, and other factors. Value is the assumed annual adjustment based on the investment return assumption and the post-retirement discount rate.

SUSSEX SEWERAGE SYSTEM UTILITY

Significant methods and assumptions used in calculating Wisconsin Retirement System Actuarially Determined Contributions (continued):

	2017	2016	2015	2014	2013
Valuation Date:	December 31, 2015	December 31, 2014	December 31, 2013	December 31, 2012	December 31, 2011
Actuarial Cost Method:	Frozen Entry Age	Frozen Entry Age	Frozen Entry Age	Frozen Entry Age	Frozen Entry Age
	Level Percent of	Level Percent of	Level Percent of	Level Percent of	Level Percent of
	Payroll-Closed	Payroll-Closed	Payroll-Closed	Payroll-Closed	Payroll-Closed
Amortization Method:	Amortization Period	Amortization Period	Amortization Period	Amortization Period	Amortization Period
	30 Year closed from	30 Year closed from	30 Year closed from	30 Year closed from	30 Year closed from
	date of participation in	date of participation in	date of participation in	date of participation in	date of participation in
Amortization Period:	WRS	WRS	in WRS	in WRS	in WRS
	Five Year Smoothed	Five Year Smoothed	Five Year Smoothed	Five Year Smoothed	Five Year Smoothed
Asset Valuation Method:	Market (Closed)	Market (Closed)	Market (Closed)	Market (Closed)	Market (Closed)
Actuarial Assumptions					
Net Investment Rate of Return:	5.5%	5.5%	5.5%	5.5%	5.5%
Weighted based on assumed rate for:					
Pre-retirement:	7.2%	7.2%	7.2%	7.2%	7.2%
Post-retirement:	5.0%	5.0%	5.0%	5.0%	5.0%
Salary Increases					
Wage Inflation:	3.2%	3.2%	3.2%	3.2%	3.2%
Seniority/Merit:	0.1%-5.6%	0.1%-5.6%	0.1%-5.6%	0.1%-5.6%	0.1%-5.6%
Post-retirement Benefit Adjustments*:	2.1%	2.1%	2.1%	2.1%	2.1%

SUSSEX SEWERAGE SYSTEM UTILITY

Significant methods and assumptions used in calculating Wisconsin Retirement System Actuarially Determined Contributions (continued):

<i>Year Ended December 31, 2023</i>	2017	2016	2015	2014	2013
Retirement Age:	Experience based table of rates that are specific to the type of eligibility condition. Last updated for the 2015 valuation pursuant to an experience study of the period 2012 - 2014.	Experience based table of rates that are specific to the type of eligibility condition. Last updated for the 2012 valuation pursuant to an experience study of the period 2009 - 2011.	Experience based table of rates that are specific to the type of eligibility condition. Last updated for the 2012 valuation pursuant to an experience study of the period 2009 - 2011.	Experience based table of rates that are specific to the type of eligibility condition. Last updated for the 2012 valuation pursuant to an experience study of the period 2009 - 2011.	Experience based table of rates that are specific to the type of eligibility condition. Last updated for the 2009 valuation pursuant to an experience study of the period 2006 - 2008.
Mortality:	Wisconsin 2012 Mortality Table. The rates based on actual WRS experience adjusted for future mortality improvements using the MP-2015 fully generational improvement scale (multiplied by 50%).	Wisconsin 2012 Mortality Table. The rates based on actual WRS experience projected to 2017 with scale BB to all for future improvements (margin) in mortality.	Wisconsin 2012 Mortality Table. The rates based on actual WRS experience projected to 2017 with scale BB to all for future improvements (margin) in mortality.	Wisconsin 2012 Mortality Table. The rates based on actual WRS experience projected to 2017 with scale BB to all for future improvements (margin) in mortality.	Wisconsin Projected Experience Table - 2005 for women and 90% of the Wisconsin Projected Experience Table - 2005 for men.

*No post-retirement adjustment is guaranteed. Actual adjustments are based on recognized investment return, actuarial experience, and other factors. Value is the assumed annual adjustment based on the investment return assumption and the post-retirement discount rate.

SUPPLEMENTARY INFORMATION

SUSSEX SEWERAGE SYSTEM UTILITY

An Enterprise Fund of the
VILLAGE OF SUSSEX, WISCONSIN

SCHEDULE OF OPERATING EXPENSES

For the Year Ended December 31, 2022

With Comparative Totals For the Year Ended December 31, 2022

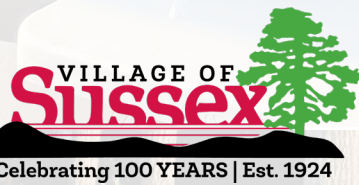
	2023				
	Collection	Treatment	Lannon Contract	Total	2022
Operation Expenses					
Supervision and labor	\$ 33,370	\$ 200,143	\$ 6,555	\$ 240,068	\$ 179,986
Chemicals	-	120,134	-	120,134	40,302
Power for pumping	8,427	177,972	-	186,399	178,553
Other operating expenses	5,929	252,985	-	258,914	361,334
Transportation expenses	2,129	4,303	-	6,432	5,050
Meter expenses	51,508	-	-	51,508	48,459
Total operation expenses	<u>101,363</u>	<u>755,537</u>	<u>6,555</u>	<u>863,455</u>	<u>813,684</u>
Maintenance Expenses					
Maintenance of sewage collection system	66,381	-	-	66,381	127,554
Maintenance of pumping equipment	4,195	-	-	4,195	24,770
Maintenance of treatment and disposal equipment	-	41,478	-	41,478	28,390
Maintenance of general plant and equipment	24,024	81,517	7,474	113,015	42,723
Total maintenance expenses	<u>94,600</u>	<u>122,995</u>	<u>7,474</u>	<u>225,069</u>	<u>223,437</u>
Administrative and General Expenses					
Administrative and general salaries	22,525	281,948	-	304,473	309,957
Office supplies and expenses	7,656	14,198	-	21,854	24,254
Outside services employed	24,928	64,550	-	89,478	69,998
Insurance expenses	3,181	47,041	-	50,222	44,192
Employees' pensions and benefits	26,449	151,754	971	179,174	95,176
Miscellaneous general expenses	11,996	7,774	505	20,275	10,480
Total Administrative and General Expenses	<u>96,735</u>	<u>567,265</u>	<u>1,476</u>	<u>665,476</u>	<u>554,057</u>
Total Operation and Maintenance Expenses	<u>292,698</u>	<u>1,445,797</u>	<u>15,505</u>	<u>1,754,000</u>	<u>1,591,178</u>
Depreciation and Amortization	<u>578,088</u>	<u>407,727</u>	<u>-</u>	<u>985,815</u>	<u>1,122,366</u>
TOTAL EXPENSES	<u>\$ 870,786</u>	<u>\$ 1,853,524</u>	<u>\$ 15,505</u>	<u>\$ 2,739,815</u>	<u>\$ 2,713,544</u>

SUSSEX SEWERAGE SYSTEM UTILITY

An Enterprise Fund of the
VILLAGE OF SUSSEX, WISCONSIN

UTILITY PLANT IN SERVICE
For the Year Ended December 31, 2023

	Utility Plant in Service				Depreciation Rate	Accumulated Depreciation			
	Balance 12/31/2022	Additions	Retirements	Balance 12/31/2023		Balance 12/31/2022	Provisions	Retirements	Balance 12/31/2023
Collecting system:									
Land and land rights	\$ 7,500	\$ -	\$ -	\$ 7,500	0.00%	\$ -	\$ -	\$ -	\$ -
Service connections, traps and accessories	6,206,865	82,869	-	6,289,734	2.50	2,193,139	156,207	-	2,349,346
Collecting mains	21,169,521	318,636	-	21,488,157	1.25	4,312,416	232,881	-	4,545,297
Interceptor mains	8,602,496	-	-	8,602,496	1.25	3,221,981	107,531	-	3,329,512
Force mains	1,637,517	-	-	1,637,517	1.25	340,155	20,469	-	360,624
Supervisory control system	314,835	-	-	314,835	6.67	199,616	20,999	-	220,615
Collecting system pumping installations:									
Structures and improvements	1,031,336	-	-	1,031,336	2.00	378,056	20,627	-	398,683
Electric pumping equipment	130,715	-	-	130,715	4.00	103,022	5,228	-	108,250
Other power pumping equipment	26,237	-	-	26,237	4.00	26,237	-	-	26,237
Treatment and disposal plant:									
Land and land rights	171,130	-	-	171,130	0.00	-	-	-	-
Structures and improvements	5,036,219	16,224	-	5,052,443	2.00	2,488,552	100,887	-	2,589,439
Preliminary treatment equipment	1,692,791	-	-	1,692,791	10.00	1,653,448	39,343	-	1,692,791
Secondary treatment equipment	5,456,078	9,800	-	5,465,878	3.00	2,890,311	163,829	-	3,054,140
Advanced treatment equipment	1,722,334	-	-	1,722,334	5.90	1,722,334	-	-	1,722,334
Chlorination equipment	735,808	-	-	735,808	5.20	590,629	38,262	-	628,891
Sludge treatment equipment	4,435,418	-	-	4,435,418	7.50	4,435,418	-	-	4,435,418
Plant site piping	1,576,308	-	-	1,576,308	2.30	816,918	36,255	-	853,173
Flow metering and monitoring equipment	273,377	-	-	273,377	10.00	273,377	-	-	273,377
Outfall sewer pipes	5,274	-	-	5,274	5.00	5,274	-	-	5,274
General plant:									
Office furniture and equipment	70,294	34,365	6,794	97,865	10.0 - 25.0	66,951	16,889	6,794	77,046
Transportation equipment	214,335	161,052	-	375,387	10.00	214,337	-	-	214,337
Other general equipment	80,982	6,852	-	87,834	8.00	59,999	6,753	-	66,752
Total Utility plant in service	60,597,370	629,798	6,794	61,220,374		25,992,170	966,160	6,794	26,951,536
Construction in progress	-	419,732	-	419,732		-	-	-	-
Total Utility plant	\$ 60,597,370	\$ 1,049,530	\$ 6,794	\$ 61,640,106		\$ 25,992,170	\$ 966,160	\$ 6,794	\$ 26,951,536



Celebrating 100 YEARS | Est. 1924

Annual Financial Report to the Citizens

For the year ending December 31, 2023



Introduction

One of the Village Board's goals is to improve communication with the public. Towards that goal, this report has been prepared to summarize the past year's results in an easy-to-understand manner. The financial information presented is taken from the annual audit report, which is available in its entirety online at www.villagesussex.org/government/finance. This report's focus is on the funds of interest to most citizens and does not include all of the Village's operations.

The funds included are as follows:

Funds that Use Property Tax Revenues

- **General Fund:** Includes general government (administration, clerk, election, IT and finance), police, fire, building inspection, public works, parks, recreation, health and sanitation (garbage and recycling), planning and library.
- **Debt Service Funds:** Used for external debt issuance and repayment.
- **Tax Increment Financing District (TIF):** Funds established to encourage development by providing assistance to the developer.

Enterprise Funds that use Service Fees and Operate Like Private Businesses

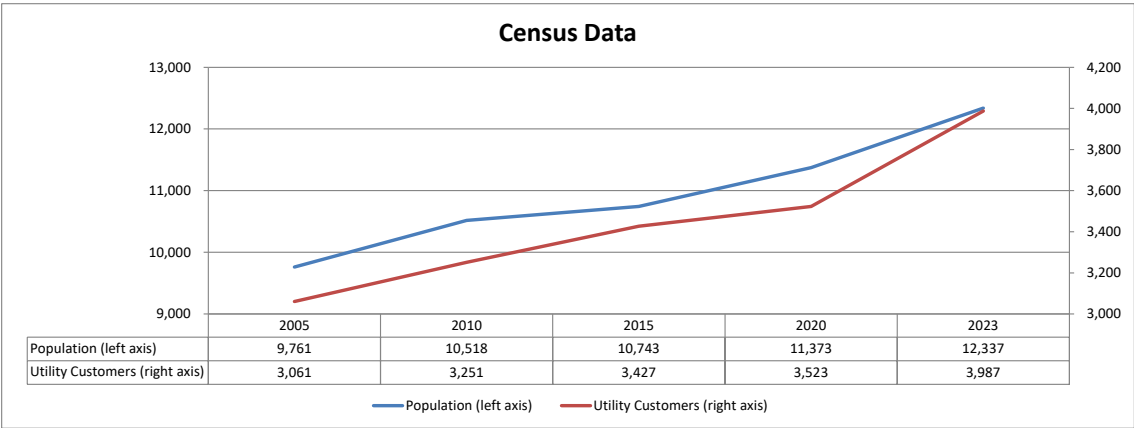
- **Water Utility:** Supplies safe drinking water to residents and businesses.
- **Wastewater (Sewer) Utility:** Treats all wastewater generated in Sussex, as well as parts of the Town of Lisbon/Lisbon Sanitary District, Lannon and Menomonee Falls.
- **Stormwater Utility:** Carries out the Village's Stormwater Management Plan and addresses the requirements of the Village's State Stormwater Discharge NR 216 permit.

If you have questions or comments about how to improve this report or requests for additional information, please contact the Village's Finance Department by email to twalls@sussexwi.gov or by phone (262) 246-5200.



Front Row: Trustee Greg Zoellick, Village President Anthony LeDonne, Trustee Stacy Riedel. Back Row: Trustees Ron Wells, Scott Adkins, Lee Uecker, and Ben Jarvis.

The Village of Sussex is a full-service mid-size village providing services that include fire and police protection; thoughtful development and economic growth; maintenance of the Village’s infrastructure (roads, sidewalks, water, sewer and stormwater facilities); quality of life options such as parks, recreation, senior services, the library; and municipal-owned utilities.

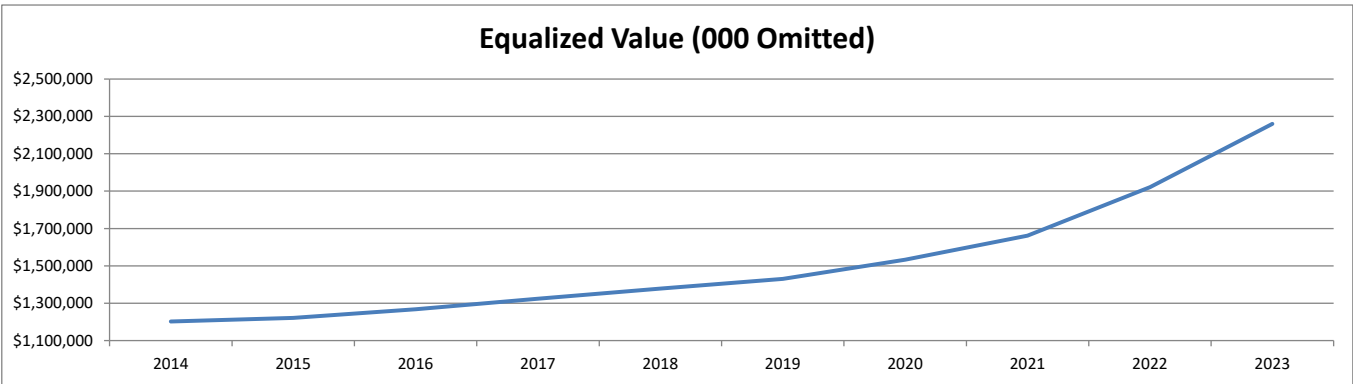


During the period shown, the population has increased 26.4% and the average number of utility customers increased 30.2%.

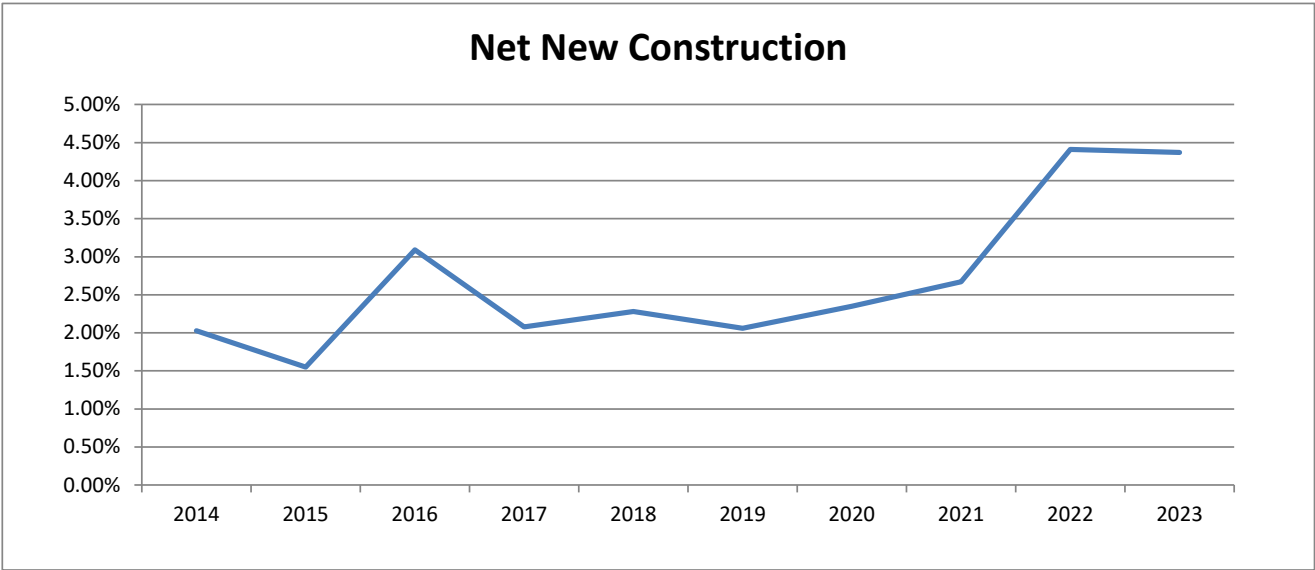
2023 saw 126 new building permits issued. About 87% of those permits were for single-family homes, as several subdivisions are under construction. In all, the Village saw over \$81 million of new construction in 2023.

One of the primary statistics used to determine the size of a municipality is the dollar value of the property within the municipality’s borders. The Village contracts with an outside appraiser who places an assessed value on each parcel; however, to make the values comparable across communities, the Wisconsin Department of Revenue converts the assessed values to a uniform level through equalization. The converted amounts are called equalized values or “estimated fair market values” and are a better source when comparing values across different municipalities.

The Village has seen nearly 88% growth in equalized value over the past 10 years, as shown below. The Village’s equalized value increased by 17.6% from 2022 to 2023, which is the highest annual growth rate in the past decade and second year in a row of setting the record.



Another statistic that indicates growth from one year to the next is **Net New Construction**. This is the change in our equalized value due to new growth less demolished property. This percentage is one of the primary factors in our levy limit calculations. It indicates the percentage that the tax levy can increase from one year to the next (excluding certain debt service costs).



For more information about assessed and equalized values, see the publication "Guide for Property Owners," available on the Department of Revenue website <https://www.revenue.wi.gov/DOR%20Publications/pb060.pdf>

Many businesses and multi-family complexes call the Village of Sussex home and provide employment/living opportunities for our residents. The largest property value exceeds \$52 million in value and the top 10 equal almost 10.9% of the total tax base. The growth of the general tax base has lessened the top 10 from over 12% last year, which is a sign of a healthy economy. In the last 10 years three new entities, Mammoth Springs, Meijer, and Courtyard, have joined the top 10 and resulted in almost \$88 million to the tax base. Over the decade, the top taxpayer has dropped to only 2.5% of the tax base, which is important as one business is not able to have too large of an impact on the local economy.



Highlands Business Park/Marek Group

MAJOR EMPLOYERS

Employer	Business Services	Employees
Quad/Graphics, Inc.	Printer/manufacturer	3,601
Beer Capitol Distributing	Distributor	464
Amazon	Retail	365
Sussex IM	Custom plastic molder	370
Nature's Path	Manufacturer of organic cereal	250
Sharp Packaging	Plastic products	216
Pick 'N Save	Grocer	156
Reinders	Lawn Retail and distribution	200
Quad/Med	Healthcare	106
Meijer	Retail	203
Hamilton School District	Education	151
Power Test Inc.	Manufacturer of testing equipment	125

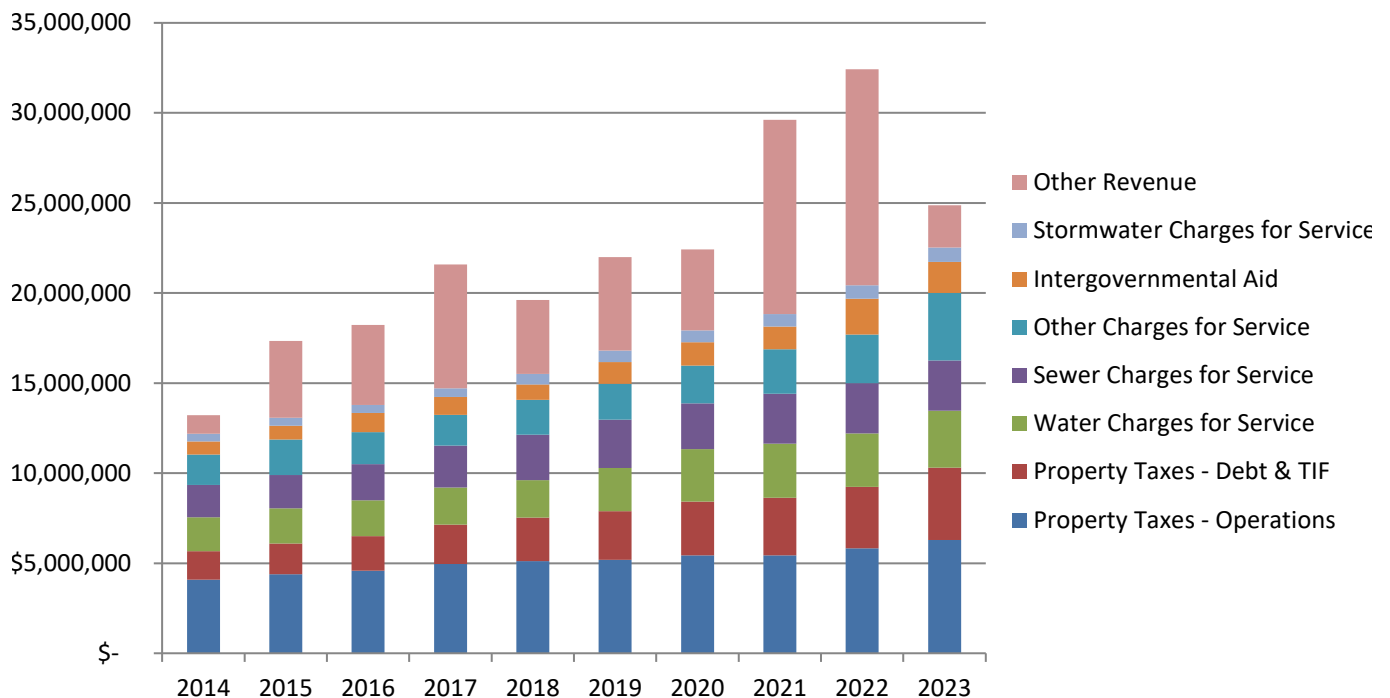
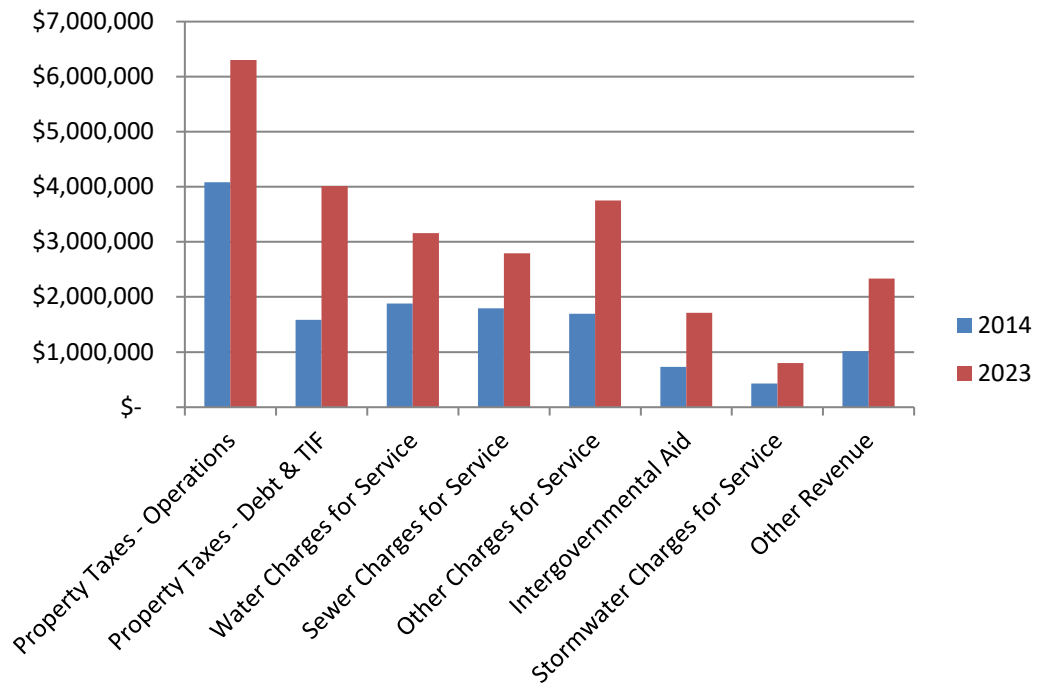
LARGEST TAXPAYERS

Taxpayer	2023 Assessed Value	Percent of Total Assessed Valuation
Quad/Graphics, Inc.	\$ 52,583,900	2.49%
Mammoth Spring Apartments	\$ 48,987,300	2.32%
Meijer Stores	\$ 22,833,000	1.08%
Beer Capital Distributing	\$ 18,587,500	0.88%
FFV WI Sussex, LLC (Amazon)	\$ 16,711,500	0.79%
Seasons Apartments	\$ 16,432,500	0.78%
Hickory Drive Property LLC (Courtyard)	\$ 15,980,500	0.76%
Maple Creek/Grove Apts	\$ 13,724,400	0.65%
Sussex IM	\$ 13,542,500	0.64%
Exchangeright Net Leased Portfolio (McAdams Realty)	\$ 10,105,500	0.48%
Top 10 TOTAL	\$229,488,600	10.88%
TOTAL ASSESSED VALUE FOR 2023	\$2,109,089,800	

Where the Money Comes From

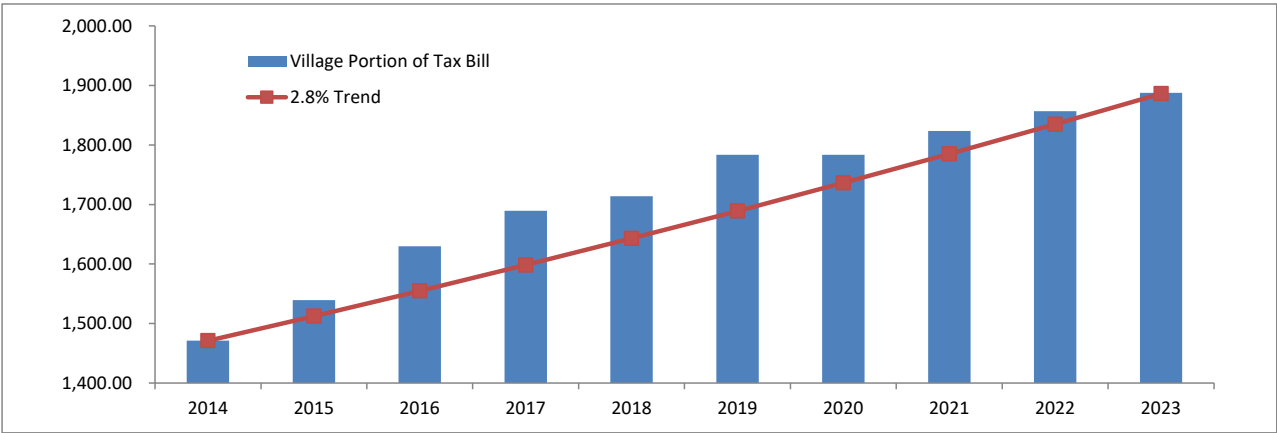
Most of the money the Village receives is from two sources: **property tax levy** and **utility charges to customers**. The following graphs of the revenues by source (excluding transfers between funds) compare the most recent results with 10 years ago. Most of these accounts have increased on a linear fashion, but charges for services has seen a significant increase to \$3.8 million from \$1.7 million a decade ago. This relates to the growth in the recreation program, the volume of ambulance service, and cost increases of garbage and recycling. Garbage and recycling are pass-through accounts, producing very limited net revenue.

A 10-year comparison of these same revenue sources follows:



In 2014, the average home value used for comparing residential taxes year after year was \$284,262. Since that time, the value has fluctuated based on annual reassessments. In the following chart, the value used for the average home was \$353,189 in 2022, and \$392,039 in 2023 (a 37.7% increase over the decade).

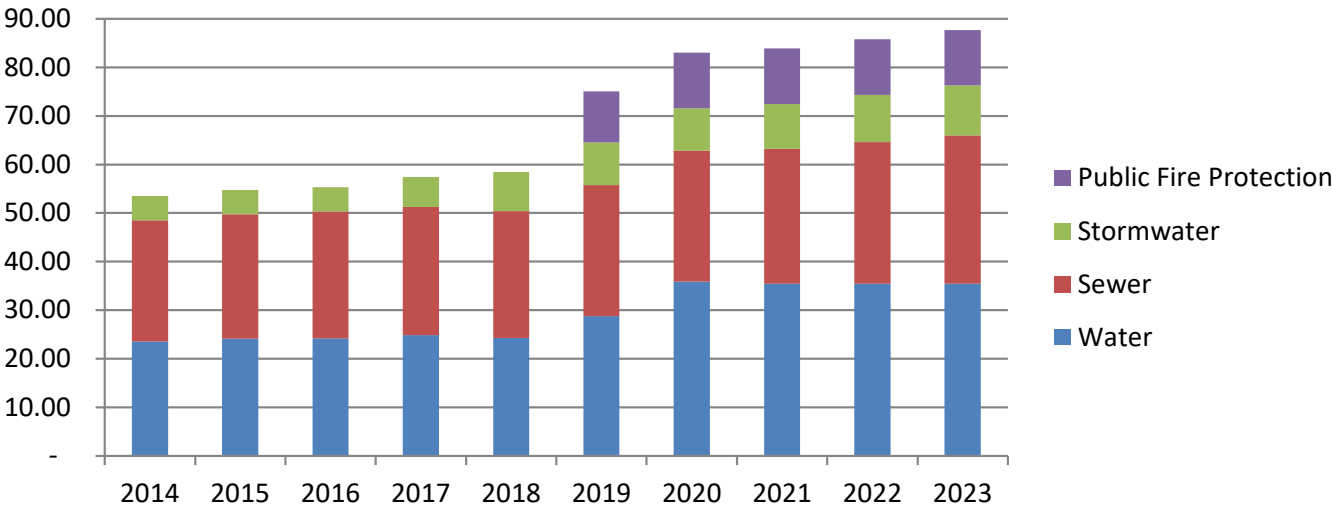
Over the past 10 years, the Village share of the property taxes on the average home value is as follows:



Since 2014, the overall tax bill has increased at a rate of just over 2.8%, but most of that change was in the first part of the decade. In the last five years, the tax bill has increased 1.1% a year or about \$21 per year. One main driver of this increase has been for debt service, as the Village has taken on major infrastructure projects in the decade. The Village has continued to take steady approaches to long-term costs in preparation for build out. In 2023 the Village portion of the tax bill increased by 1.7% and \$30.74 for the average resident.

Utility charges are collected for all three of the Village-owned utilities (Water, Sewer and Stormwater) and are primarily based on the water meter size and individual usage for water and sewer. Stormwater charges are based on the number of ERUs (Equivalent Runoff Units), with a single-family residence being charged one ERU. In 2019, the utilities changed to a monthly billing cycle (prior years converted to monthly). In 2019, the charge for public fire protection was converted to a direct charge to customers and is shown as a separate charge.

Average Household Monthly Utility Bill



A rate study was conducted for both Sewer and Stormwater in 2020, and Sewer again in 2023. New rates were approved to increase on January 1, 2021, and annually each year after that through 2028 for sewer, and through 2025 for Stormwater. Stormwater and Water rates will need adjustment in 2025.

Water usage is measured in gallons and the sewer usage is based on the number of gallons of water used. There are currently five categories of utility customers: residential, commercial, industrial, public and multi-family residential. Volumetric charges are the same for all types of customers. The quarterly service charges for water vary based on the meter size for water and the number of ERUs for stormwater. The following shows the history of rates based on a single-family residence. Bolded rates are the years when there was a rate increase.

	Water			Sewer		Storm
Year Ended December 31,	Volume Charge per 1,000 gal of water	Service Charge	Public Fire Protection	Volume Charge per 1,000 gal of water	Service Charge	Service Charge
2014	2.83	10.82	-	4.64	6.10	5.00
2015	2.83	10.82	-	4.78	6.28	5.00
2016	3.05	11.00	-	4.92	6.47	5.00
2017	3.05	11.00	-	4.97	6.54	7.32
2018	3.14	11.33	-	5.09	6.70	8.04
2019	3.71	12.50	10.55	5.14	6.77	8.76
2020	4.55	13.00	11.45	5.14	4.77	8.76
2021	4.55	13.00	11.45	5.34	5.28	9.22
2022	4.55	13.00	11.45	5.55	5.78	9.96
2023	4.55	13.00	11.45	5.75	6.29	10.28

The Village collects property taxes for taxing jurisdictions including the county, schools and technical college.



For every dollar collected from taxpayers, \$0.34 is for Village government purposes.

Information about the taxing entities can be found at:



Tax Rates Over Time

2014	\$ 5.1688
2023	\$ 4.8148



2014	\$10.0996
2023	\$ 7.4819

Arrowhead School District



2014	\$11.2120
2023	\$ 4.6259



2014	\$2.1528
2023	\$1.4897



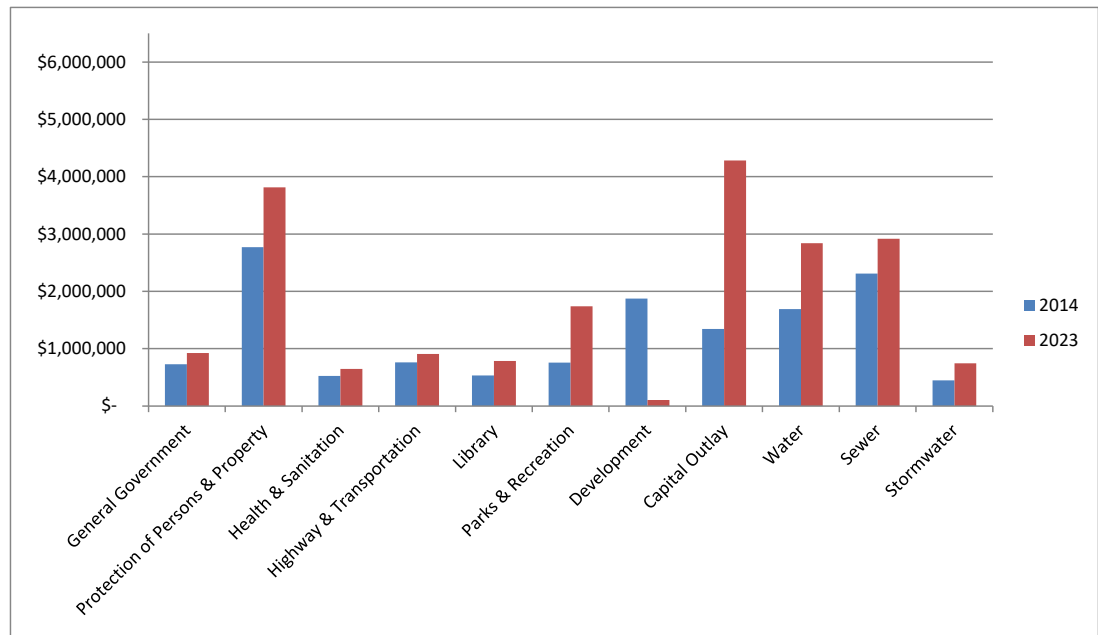
**WAUKESHA
COUNTY TECHNICAL
COLLEGE**

2014	\$.4025
2023	\$.2684

There are three main categories of expenses: operating, capital and debt. The capital assets purchased are discussed in the **What We Have** section and the debt payments are discussed in the **What We Owe** section.

This chart compares the Village's operating expenses for 2023 with 10 years ago.

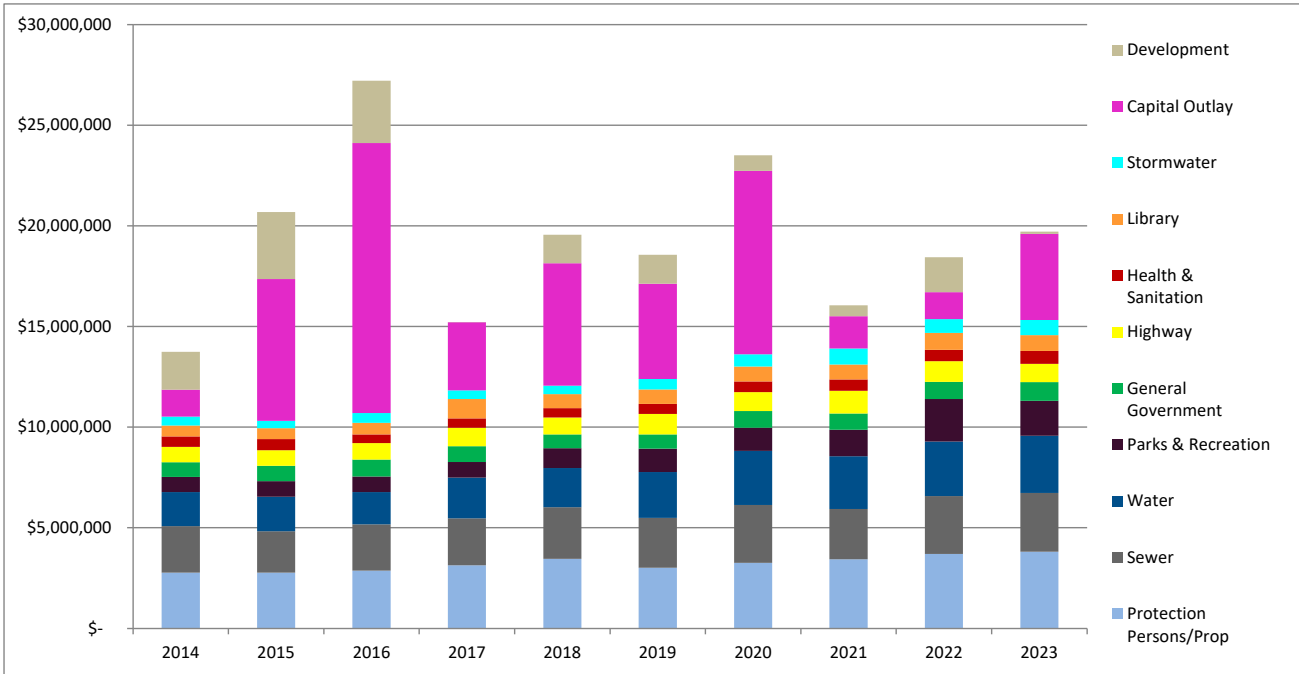
Where the Money Goes



The services provided in each of the categories shown above are as follows:

- **General Government:** Includes the offices of the Village Administrator (HR, Communications, Legal, and IT), Village Clerk-Treasurer, Finance Department, and the Village Board and Committees.
- **Protection of Persons & Property:** All services provided by the Fire Department, Building Inspection & Development, and contracted services provided by the Waukesha County Sheriff's Department. The increase in the past 10 years is the result of adding personnel and shifts to both fire and police.
- **Health & Sanitation:** Includes costs to provide garbage and recycling services to residential properties. This also includes the costs of the annual brush pickup.
- **Highway & Transportation:** This category includes costs to maintain all Village streets, including street lighting. It also includes the costs of the Village engineering staff and general building maintenance.
- **Library:** Includes the Village of Sussex contribution to the operating and capital budget of the Pauline Haass Public Library.
- **Parks & Recreation:** All costs to maintain 15 Village parks and natural areas, provide recreational and senior programming, plan and execute all special events are covered by this category.
- **Development:** Costs associated with the Tax Incremental Financing District fall into this category, as well as payments for downtown development and improvements.
- **Capital Outlay:** This category includes spending for equipment purchases, road reconstruction and building construction. Over the past decade this amount has increased significantly as the Village depreciates its assets.
- **Water, Sewer, Stormwater:** All costs to run these Village utilities are included in these categories.

The amount spent for Capital Outlay is generally the spending of funds borrowed for specific projects. Oftentimes spending for capital outlay is for the construction or acquisition of capital assets, but it could also be for maintenance of the capital assets, such as the annual road program or development incentives.



The above chart shows a 10-year spending history for the Village.

The majority of expenses show minimal increases from year to year. The average spend is \$19.3 million over the past decade and 2023 was \$19.7 million; however, Outlay and Development shows fluctuations that typically coincide with the years that the Village has borrowed money for major projects (2016 Civic Campus and Main Street, 2020 Maple Avenue) or major developments were built through TIF (TIF #6 2014-2016, 2018; and TIF #7 2019-2022), thus adding atypical expenses. These projects also often have impacts on Utility costs.



Dennis Wolf Trail

Included in the operating expenses are personnel costs. Excluding seasonal or very part-time positions, such as the Village Board and its committees, paid-on-call firefighters, recreation instructors and election workers, the Village provides all of the above services with 74 full-time equivalent employees, including 18 for the library. Police services are provided through a contract with the Waukesha County Sheriff's Department.

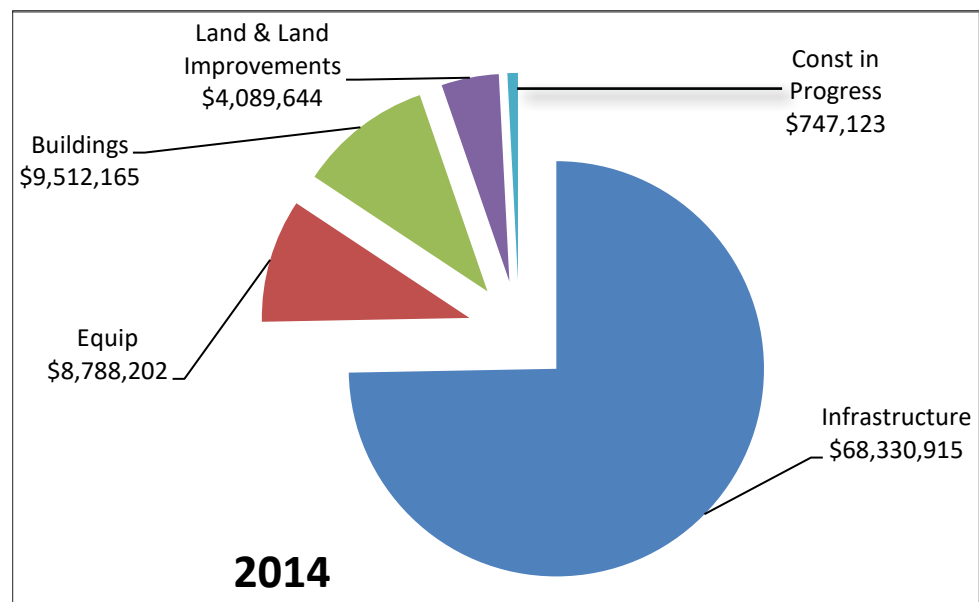
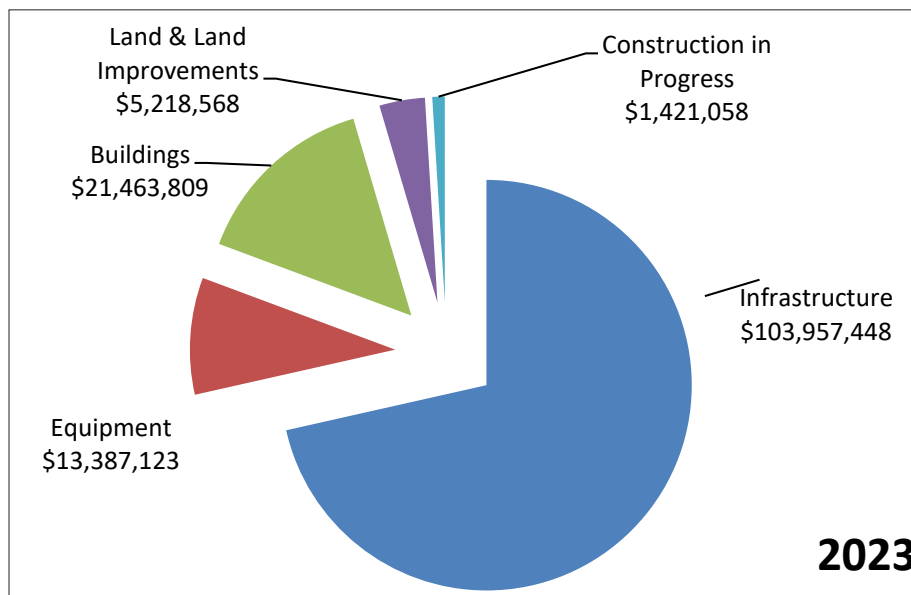
Protection of Persons & Property - Police	2022	2023	% Change
Calls for Service	6,683	6,600	-1.24%
Citations	1,900	1,950	2.63%
Traffic Incidents	925	1,006	8.76%
Other Incidents	1,545	1,808	17.02%
House/Building Checks	4,437	3,888	-12.37%
Protection of Persons & Property - Fire			
EMS Calls	785	816	3.95%
Fire Calls	249	250	0.40%
Fire Inspections	996	1,022	2.61%
Protection of Persons & Property - Building Inspection			
Permits - Single Family Homes	81	110	35.80%
Permits - Multi-Family Buildings	11	16	45.45%
Permits - Commercial/Industrial	2	-	-100.00%
Permits - All Other	1,806	2,016	11.63%
Public Works Department			
Lane Miles of Roads Maintained	58	62	6.90%
Miles of Sidewalks Maintained	26.90	27.50	2.23%
Parks and Recreation Department			
Acres of Parks Maintained	274	286	4.38%
Number of Playgrounds	11	11	0.00%
Community Special Events	24	25	4.17%
Registered Participants (Rec prog & spec events)	8,970	9,200	2.56%



Snow Removal Crew

To assist in our planning for the replacement of large capital assets and other major expenses, the Village prepares a ten-year Capital Improvement Program (CIP). The CIP is a tool to assess the long-term capital needs, values and desires of the Village and to establish funding of high-priority projects in a timely, cost-effective manner. The current CIP is available on the Village's website at www.villagesussex.org under the Finance Department.

The major component of the CIP is capital asset replacement. Capital assets consist of equipment, buildings, land and infrastructure owned by the Village that are expected to serve our residents over multiple years. The Village had \$145.5 million (net of depreciation) in capital assets across all departments and functions at the end of 2023.



For comparison, the balances at year end 2023 are compared to year end 2014 (\$54 million) above. The largest component, infrastructure, includes 62 miles of roads, as well as water, sewer and stormwater mains and the water towers and hydrants. As development has occurred the Village has grown its assets almost 5.9% per year.

**What
We
Have**

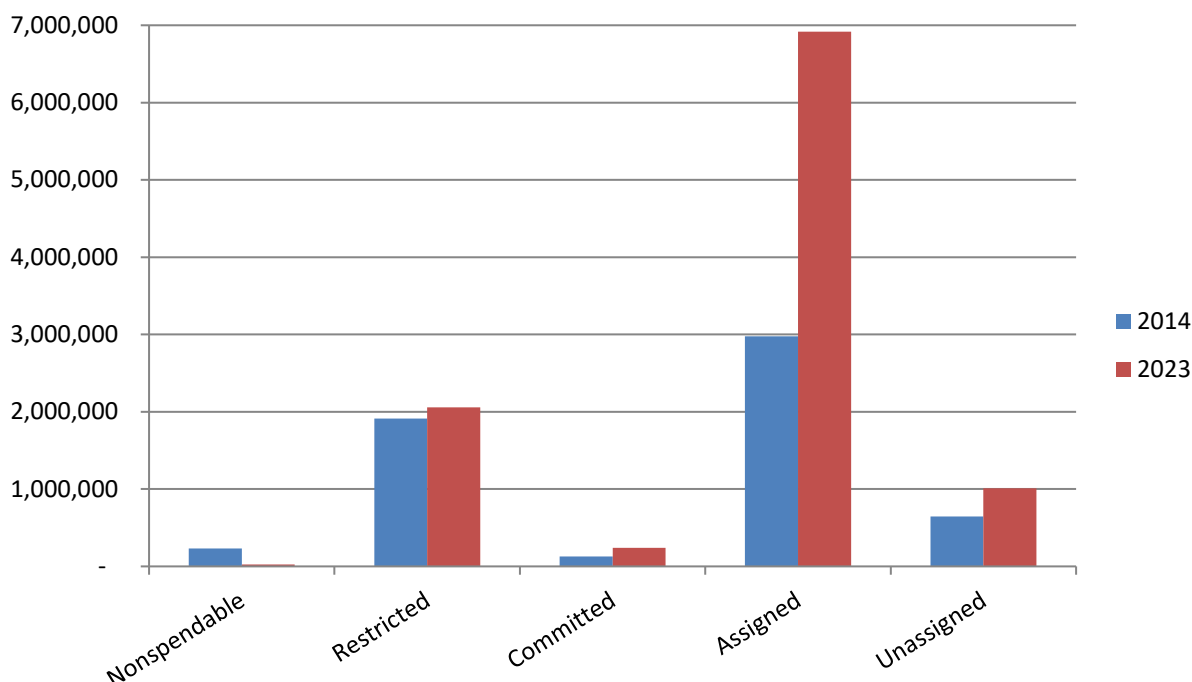
Beginning with the 2009 budget, the Village has been working towards setting aside replacement funds on an annual basis to move to a pay-as-you-go system and limit borrowing to major projects. As of December 31, 2023, the Village has about \$6.9 million set aside for future replacement of equipment and buildings and will reduce future borrowings by that amount, plus avoid interest payments on the same. These funds will serve as a funding source for future CIPs, as well as equipment purchases in the annual operating budget.

Another value often used to determine the financial stability of a municipality is equity. Having adequate equity balances provides flexibility to a municipality to address shortfalls and unexpected costs. The previously mentioned replacement funds are set aside as equity within the Village's **General Fund**.

Within the Village's General Fund (the main operating fund of the Village, excluding utilities), equity is called **Fund Balance** and is classified using the following categories:

- **Nonspendable:** Items that cannot be readily turned into cash, such as prepaid expenses and long-term receivables, and therefore cannot be spent within the next year.
- **Restricted:** Fund balance that is restricted by an outside organization to be used for a specific purpose.
- **Committed:** Fund balance that is committed by the Village Board to be used for specific purposes.
- **Assigned:** Fund balance that is assigned to specific purposes by the Village Administrator and/or Finance Director
- **Unassigned:** Remaining fund balance that does not fall into one of the above categories and is used for working capital, unforeseen emergencies, and to finance one-time projects if needed.

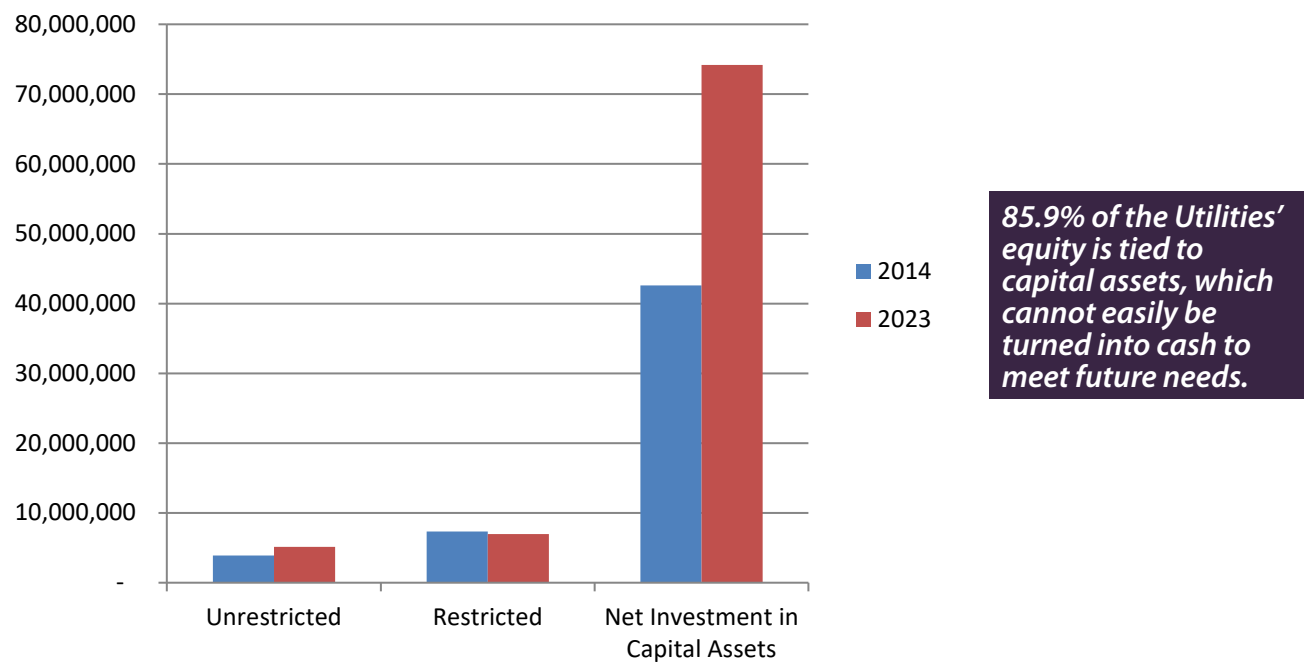
The fund balances at December 31, 2023, compared to December 31, 2014, are as follows:



Included in the 2023 Assigned Fund Balance is \$6.1 million that has been set aside year after year to accumulate for replacement of equipment and facilities.

Within the three utilities, equity is called **Net Position**, which is made up of three components: **Net Investment in Capital Assets**, **Restricted Net Position**, and **Unrestricted Net Position**. Following is the total net position held by the three utilities comparing the most recent year end with 10 years ago:

Utility Net Position



Overall, the Village is financially healthy. The establishment of the Equipment Replacement Fund was specifically recognized by our credit rating agency during their last report. The Village’s credit rating remains at Aa2 for general obligation debt, Aa3 for Water, Sewer and Stormwater Utility revenue bonds.



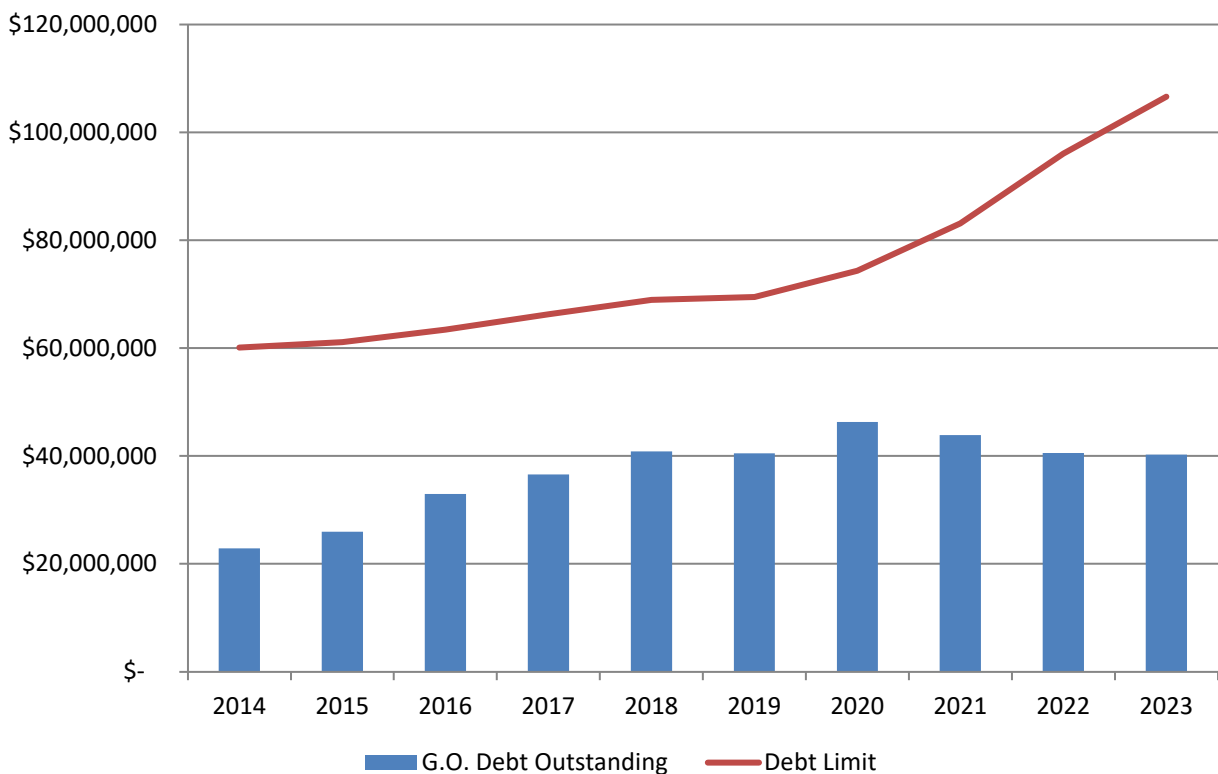
Redford Hills Subdivision

It is the Village's practice to issue debt for projects that cannot be financed from current revenues or reserves. Debt is paid back within a period of time not to exceed the useful life of the project being funded, which, in general, is at or below 20 years.

A benefit of issuing debt to pay for large projects is to allocate the payment of the project to those that benefit from the project. In other words, the debt payments will be made by future generations that use the asset acquired through the project rather than by previous generations that did not have access to the particular asset.

In general, the Village borrows every two to three years depending on the scheduled project in the CIP, as well as the current interest rates. Debt issues are structured to maintain level payments over the life of the outstanding debt in order to avoid large fluctuations in the tax rate.

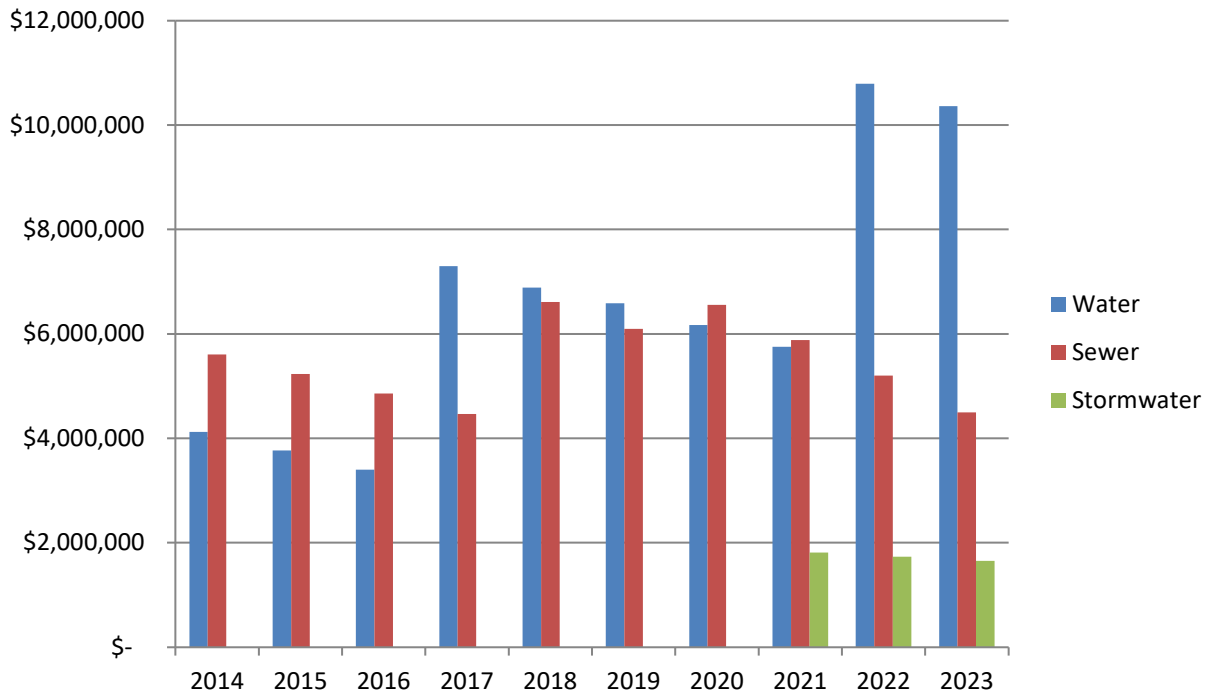
General obligation (G.O.) debt is external debt owed by the Village that is supported by the ability to levy property taxes to make the payments. Other than debt held for the utilities, most of the Village's external borrowing is G.O. debt. State statutes limit the amount of G.O. debt we are allowed to hold at 5% of our equalized value. In the past decade the Village completed several large infrastructure projects that resulted in the Village hitting 62.3% of the debt limit in 2020. As shown on the chart below, the Village in following its financial plans has drawn that debt load down to 37.8% in 2023, which is the best ratio in over 15 years. The Village has been able to stabilize its outstanding debt at about \$40 million for the past eight years.



What We Owe

Utility Debt

Revenue bonds are external debt owed by the Village utilities that is supported by future customer revenues. The revenue bonds held by the Water, Sewer and Stormwater Utilities are subject to debt covenants that require a certain level of revenues be pledged towards payment of the debt. Each month, the pledged portion is segregated into a separate fund and the cash is reserved for the upcoming debt payments. Reserve funds are established when the debt is issued and is intended to subsidize any future decrease in revenues that results in an inability to make debt payments. Throughout the debt, the reserve funds have not been needed.



The Water Utility reduced the existing debt before the 2017 borrowing for radium costs. During 2018 and 2019, the Water Utility incurred additional debt in the form of Revenue Bond Anticipation Notes (BANs) of \$5,105,000, which are not included in the chart until the permanent financing is shown in the 2022 data. Radium costs will impact water rates for at least 15 years, but the Village held rate increases to 26% versus the 75% rate increase the PSC (the State agency that regulates rates) wanted in order to cushion the impact to customers. The Sewer Utility debt is about one-third from the 2007 plant expansion and two-thirds from road program associated utility costs. The stormwater debt is tied to the Village's road program. Debt is likely to increase for this utility.



Well 5 Watertower

Where We Are Going

Within the next 10 years, the population of the Village is expected to increase to about 17,000 and the Village will reach its boundary limit with the Village of Lisbon. This makes the decade incredibly important to address the needs of that growth and provide the Village with a sustainable future. Here are some of the changes for the next decade.

Downtown Development

The Sussex Downtown continues to adjust with a walkable center, new construction, re-use of older buildings and economic revitalization. About 1,000 new residents have moved into the downtown, adding to a core base to support downtown retail. There will be a continued emphasis on downtown special events and community gathering to spur a quality of life for the community. Long term this will be an important area for redevelopment and growth after the boundary is reached and no new green development is possible.

Village Park Master Plan

With The Grove completed, the rest of the Village Park update will occur over the next four years, with a goal that the park has been refreshed and ready to meet the needs of a community of 17,000 by the 75th Anniversary of the park in 2028.

Village Infrastructure

The Village will focus on the sustainable roadway and utility infrastructure maintenance to ensure 13–15 year cycles with 60-plus year lifespans for the most efficient use of resources and quality of experience for the residents. The goal over the next decade is get to a place where these costs are built into the annual budget so as to avoid long-term borrowing once growth is done. At the end of the decade, there may be need for one more well in the water system, but the Wastewater Treatment Plant is sized for Village needs (the plant will double in size for growth in Menomonee Falls).

Other Projects

The Village will continue to see older neighborhoods transition to younger families, driving the median age younger. The last farmland of the Village will develop over the next decade (along Plainview Road) and along STH 164. Some infill projects will remain to develop. Some type of transition on commercial properties will likely occur as that market adjusts to new shopping behaviors. You'll see some industrial expansions, but no new business parks, as there is no land to develop on. By the end of the decade you'll see a significant shift in staffing, as positions move from growth mode to maintenance mode and the different needs therein are addressed.

Pauline Haass Public Library

The Library Board is in the process of examining its needs for the future of the library, which will likely include expansion and remodeling needs at the existing Civic Campus location. The debt loads will have fallen by that expansion date to allow financing for the Library.



Main Street Block Party



Summer Dance Recital



Adults Over 50 Holiday Dinner Party



N64W23760 Main Street
Sussex, Wisconsin 53089
Phone (262) 246-5211
FAX (262) 246-5222
Email: info@villagesussex.org
Website: www.villagesussex.org

MEMORANDUM

To: Village Board
From: Jennifer Moore
Re: Village Board Meeting- August 27, 2024
Date: August 23, 2024

4.A. Village President Report- report on meetings attending and upcoming communications.

4.B. The Auditor will present the 2023 Audit presentation

4.C. The Administrator will present the Annual Citizen Financial Report. This annual report puts the Audit data into an easy to consume format to help keep the public informed as part of a best practice in Government Financial management.

5.C.1. The Finance and Personnel Committee recommends approval of July Check Register and P-card Statement in the amount of \$1,559,183.12. Please see the disbursement summary and registers for additional information.

5.C.2. The Finance and Personnel Committee recommends approval of the July Ace Hardware purchases in the amount of \$755.48. Please see the disbursement summary for additional information.

5.D.1. The Park and Recreation Committee recommends approval of the Soccer Field Rental Fee increase to \$65/3 hour rental. The current fees of \$30/3 hour rental for soccer field rentals have not been updated since 2002. This is the price for the entire soccer field area along the southern edge of Armory Park. This fee would still not cover all of the costs to maintain and operate the fields but would leave a 4% subsidy on the basic operating costs of the fields. The fees are still lower than what neighboring communities charge. Please see the memo from Park and Recreation Director Halie Dobbeck for more information.

5.D.2. The Park and Recreation Committee recommends approval of the Swimming Pool Feasibility Study Committee Structure. The Village Board directed that the issue of a community swimming pool be explored and authorized funds for the study. Approval of Committee Structure would start the process to form the Advisory body and explore options. Please see memo from Park and Recreation Director Halie Dobbeck for more information.

5.E.1. The Library Board recommends approval of Resolution 24-12 providing for the Exemption from the 2023 Waukesha County Library Tax. This annual Resolution is required by Waukesha County to avoid having Sussex residents pay the County Library tax. It requires the Village to pay for Library services in excess of the County Library tax

and meet other Library standards, all of which the Village easily meets. Please see the Resolution for more information.

5.H.1. The Public Works Committee recommends approval of the July invoices in the amount of \$187,029.08. Please see the bills for more information.

5.H.2. The Public Works Committee recommends approval of the Hydrant Maintenance Easement to the Village of Sussex from Sussex Corporate Park II, LLC. This easement gives the Village the ability to go onto private property to maintain hydrants and charge the owner for said service to ensure public safety and functioning of the hydrant. Please see the easement and memo from Public Works Director/Engineer Judy Neu for more information.

5.H.3. The Public Works Committee recommends approval of the Stormwater Easement at Highlands Court from the Village of Sussex to Sussex Corporate Park II, LLC. This easement gives the Corporate Park the ability to go onto Village property for its private stormwater pipes. Any costs associated with maintaining those private storm pipes are the responsibility of the Corporate Park. Please see the easement and memo from Public Works Director/Engineer Judy Neu for more information.

9.A. Staff recommends approval of Resolution 24-11, approving the DNR Forestry Grant. This Grant, if recieved will provide an additional \$50,000 for the Village of Sussex for Forestry projects. Please see the resolution for more information.

11. The Village Board will go into closed session for the annual review of the Village Administrator. Consideration and possible action on a motion to convene into executive session under Wis. Stats. 19.85(1)(c) when considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility with respect to compensation, and annual review process with the Village Administrator.

August 2024

2021–2026 STRATEGIC PLAN Progress Report

ABOUT THIS REPORT

The Village Board adopted its five-year Strategic Plan in 2021 as a tool to ensure the priorities set by the Village Board are conveyed in the organization's goals, that objectives are clearly developed to meet the goals, and that overall village government is accountable for meeting community needs. The Strategic Plan has five multi-year goals, with each goal containing its own set of objectives.

Progress reports are prepared biannually in January and August.

MISSION

The Village of Sussex is committed to preserving the high quality of life enjoyed by our residents, providing fiscally sound, responsive municipal services and delivering those services in an effective, efficient and professional manner. The Village will:

- Sustain appealing, safe, high-quality residential neighborhoods and business districts.
- Maintain an appropriate balance between residential and business land uses.
- Preserve and develop open spaces and cultural and recreational facilities. Develop and promote a strong sense of community by preserving a unique small town heritage.
- Consult with and involve Sussex residents in the Village's decision making, promote two-way communication between the Village Board and residents, and encourage an atmosphere of openness and receptivity to all ideas and issues.
- Continually evaluate services and plan for the future of the Village. Cooperate and work collegially with neighboring communities and governments. Be responsive to individual concerns and needs while keeping in mind the good of the community as a whole.

GOALS



Economic
Growth



Infrastructure
& Facilities



Quality
of Life



Citizen
Engagement



Financially
Sound

BY THE NUMBERS

STRATEGIES UNDERWAY OR COMPLETED 12

LEARN MORE

Read the full five-year strategic plan at

<https://www.villagesussex.org/government/strategic-plan>



PROGRESS REPORT

Village Board Priorities

The Village Board identified five goals in the 2021–2026 Strategic Plan. Each goal includes a number of objectives and benchmarks to further clarify the Board priorities. Each goal is championed by a staff member of the Village's Management Team and employees have aligned their annual performance goals to the Village's Strategic Plan. Below is a detailed progress report on each of the goals and corresponding objectives.



Completed



In Progress



Not Started/
Delayed

Economic Development



Attract and retain commercial establishments (retail, restaurants, and entertainment) with a focus on filling vacant buildings and keeping Sussex dollars local.

- Develop and implement an updated plan for commercial attraction, which includes an analysis of building vacancies and a target vacancy rate for commercial space in the Village.
- Develop a robust partnership with the Center for Growth and The Chamber, which includes routine updates from these organizations to the elected officials.
- Develop a marketing campaign targeted at identifying prospective entrepreneurs and connect those prospective entrepreneurs with the information and tools needed to start a business in Sussex.
- Research incentive, grant, or support programs that are significant enough to address market barriers and encourage new businesses to open in our community.



Attract and retain primary employers that will bring quality jobs to the community.

- Develop strategies to attract, recruit, and retain primary employers with a focus on next generation businesses. Offer incentives for developers who bring quality jobs to the Village.
- Support Waukesha County Center for Growth in their industry attraction efforts.

Status Update

- The owners of the former Shopko building have received their building permits to begin transforming the vacant commercial building into a new sports training facility.
- The Village had over 15 Plans of Operation for new businesses go through the Plan Commission in 2023 and five so far in 2024. Many of these businesses are moving into the vacant spaces in the multitenant commercial buildings along Main Street.
- The Economic Development Master Fund grant program is now available to small businesses in the center business district along Main Street and the Community Development Authority has approved a grant for Cabana Cortez for the interior remodel of their business to attract users of the Bugline Trail.
- The Village continues to work with the Community Development Authority and is staying current on available grants from the State to help promote redevelopment in the downtown, as well as other ways to promote activity in the downtown, including becoming a Connect Community with the Wisconsin Economic Development Corporation.

Status Update

- The Village has approved a new 135,000-square-foot speculative industrial building in the Highlands Business Park with an anticipated user to occupy about 50,000 square feet of it. The Village also approved a second 135,000-square-foot industrial building in the Highlands Business Park that will be the headquarters to Dynamic Ratings, an existing Sussex business who is developing the building for themselves with room to expand.
- Village staff has continued to meet with the Waukesha County Center for Growth (WCCG) and has accompanied the WCCG on multiple business visits to discuss ongoing staffing, economic, and other hardships that the businesses are facing in today's climate to determine how the Village and WCCG can provide assistance
- The Village will continue its own business retention and expansion program to ensure that businesses are aware of the Village's willingness to be a resource. Staff continues to work closely with the WCCG when prospective industrial or commercial users are looking for sites in Waukesha County to provide information to the WCCG for suitable land that would meet the requirements of the specific users.

Infrastructure & Facilities



Maintain good roads in a fiscally responsible manner.

- Maintain the roads to a level that prevents premature road reconstruction, which includes annual road programs and routine maintenance.
- Continue increasing the annual funding to the Depreciation Fund for the Road Program, with the goal of reaching \$2 million allocated annually within five years.
- Research and evaluate alternate funding mechanisms and revenue sources to minimize borrowing.



Ensure compliance with all utility regulations and adequate utility capacity to address future growth.

- Continue to monitor water and wastewater usage, capacity, and storage needs to determine when and where the Village needs to increase capacity.
- Update the Stormwater Management Plan, and incorporate the cost of the plan into the Depreciation Fund so the Village is adequately saving for these expenses.
- Monitor regulations for all utilities to understand future financial and operational impacts.

Status Update

- The 2025 Road Program design is well underway, and we are on target to bid in January. Pavement and curb have been inspected and the markings collected, the storm and sanitary pipes have been televised, storm and sanitary structures have been inspected, and valves and hydrants have been tested. The project includes Braddock Place, Ridgeview, Coldwater and other areas north of Good Hope, east of Maple, south of Plainview and west of the railroad. It also includes repairs to Richmond Road west of STH 164 and work in Village Park, including sanitary, water and storm extensions, storm pond construction, reconstruction of Weaver Drive, and extension of Wildflower Parkway to the west property line. The designer will also prepare plans and specifications for maintenance of the parking lots at the Public Works Garage, the Water Pollution Control facility, the Public Safety Building, and Armory Park. The inspections for the parking lots are also complete.

Status Update

Wastewater

- Addressing inflow and infiltration (I&I) into the sanitary sewer system is an ongoing effort. It is expensive to treat clean groundwater at that plant that has infiltrated into the system. Several significant leaks were found during video inspection for the 2025 Road Program. Some of these have already been repaired and we are under contract to grout leaks in about 13 manholes. There are also 4–5 sanitary laterals that are leaking badly in the Coldwater Creek area (one at about 25 gallons per minute, or 36,000 gallons per day) that will need to be repaired by homeowners at their expense.
- The other area where infiltration has been found to be significant is on the Lannon Interceptor. We've had several conversations with Lannon about this issue and they are working to pinpoint the areas needing repair and considering repair options. For the first 6 months of the year, we've determined that 34.5 million gallons of groundwater has infiltrated into the portion of the Lannon Interceptor along Silver Spring Drive from Townline to the Lynnwood Lift Station (averaging nearly 189,000 gallons per day). We began invoicing our partner communities for their share of this infiltration in January, and thus far have charged them almost \$64,000.
- The existing plant has an annual average capacity of about 5.1 million gallons per day (MGD), while the current annual average flow is about 2.83 MGD. With significant precipitation this year, our average is trending significantly higher than in previous years. The low monthly average was 2.0 MGD in July 2023, and the high monthly average was 4.6 MGD in April 2024. The plant does not need a capacity upgrade at this time, as it can handle and treat a daily maximum flow of up to 12.75 MGD and a monthly maximum flow of 7.08 MGD.
- A consultant has been hired to complete the plans and specifications for the 2025 WWTP Repairs Project and the design is progressing well. We plan to hold a Technical Advisory Committee meeting with our partner communities in the coming months to discuss design findings



and the cost share agreement. We are on track to bid this project in January and construction is scheduled for 2025.

- Current challenges at the plant include chloride levels above our allowable limit, adjustments to chemical treatments to keep our phosphorus levels within limits as the influent strengths and compositions change, and sludge storage. We continue to work on options to address these issues, including process changes that will be possible after replacement of the aerator motors with variable frequency drives.
- Our DNR Wastewater Permit expires in October 2024. Staff has completed our application for the new permit and has completed our chloride variance request. DNR will be adding PFAS testing to the requirements this permit cycle.
- The pilot Water Softener Rebate Program started on January 1, 2024. We've approved optimization rebates for seven residences and new softener rebates for nine residences so far, for a total incentive payment cost of \$2,325.

Water

- The Salem standpipe is scheduled to be repainted in 2024.
- Our water tower maintenance contract expires in 2024, so a Request for Proposals will be prepared in the second half of the year.
- Verizon has started installation on their new antenna array and associated building at the Executive Drive water tower. This will bring additional revenue to the Water Utility.
- The large meter replacement project continues. 2024 is year three of this 4-year project.
- The lead and copper rule compliance plan is well underway.
- The water supply evaluation study showed that additional water supply of about 300-350 GPM is going to be needed in the next couple of years. Lannon also needs additional water supply of about 350 GPM for redundancy/emergency interconnection. Therefore, staff is working with Lannon on the possibility of sharing the cost of constructing a new well.

Stormwater

- Sussex stormwater drains to the Illinois Fox. DNR expects to complete the Total Maximum Daily Load study of the Illinois Fox in 2026. The DNR has issued a draft MS-4 Stormwater Discharge permit for the Illinois Fox communities (permit is updated about every 5 years) and has decided NOT to include any Illinois Fox TMDL requirements in that updated permit. However, in the next 5-year cycle (about 2029), DNR will require significant planning efforts for Illinois Fox communities. This is when the Stormwater Management Master Plan should be updated. The Village continues to monitor for grant opportunities to offset costs for the study and for stormwater infrastructure improvements. We may want to start the update about a year before the new MS-4 permit is issued as starting before we are required to start could improve our chances of getting a grant.



Reduce debt levels.

- Continue to invest in the pay-as-you-go, depreciation fund for capital items, with the goal of fully depreciating all capital expenditures and the annual road program.
- Analyze existing debt and opportunities to restructure/re-finance to reduce debt.
- Evaluate future Capital Improvement Plan projects for debt management opportunities.



Reduce the average cost burden for residents with the goal of being below the median cost when compared to peer communities.

- Identify this target cost and report on it annually as part of the budget.
- Explore possible cost saving measures by partnering with surrounding communities and organizations or by identifying opportunities to reduce costs within our operations.



Prepare for the end of growth.

- Study staffing needs at the end of growth. Continue the existing practice of budgeting and stepping in these additional employees.
- Study communities that are already done growing and learn from their story.



Attract and retain quality employees.

- Complete a salary study every three years. The Village's goal is to pay employees at 75% of the median pay rate.
- Budget for staff raises annually based on the market and continue with performance-based raises to reward high performing employees.
- Routinely complete anonymous employee engagement surveys.

Status Update

- In the 2024 budget, annual depreciation was adjusted/increased to account for new capital items being purchased. All buildings and equipment are being fully depreciated.
- Our roads are the only remaining infrastructure items that have a depreciation gap. We will continue to recommend that the Village Board increase the annual depreciation for roads according to our project plan during each budget cycle. The 2024 budget increased the annual allocation of depreciation for roads by \$100,000 for a total of \$870,000 annual depreciation. These funds will be available for the 2025 road program and will reduce the total borrowing necessary for this project.
- In March 2023 the Village paid off \$530,000 in community development bonds that were callable. The payment of this debt came from existing funds on hand from TIF 6.

Status Update

- The target median cost was identified and reported on as part of the 2024 budget. The Village continues to be ranked in the middle of our peer communities for total costs.
- The Village continues our partnership with the Village of Lannon to maintain their water system. We are also exploring a partnership to drill a new well that would serve both Lannon and Sussex.

Status Update

- We continue to phase in the hiring of employees as we have done in the past. The 2024 budget included a new three-year phase in for a future public works employee.

Status Update

- The Village completed the 2022 compensation study, which benchmarks our compensation with peer communities. These compensation studies are completed every three years. There were notable changes in several non-managerial level positions. The 2023 adopted budget included \$70,000 in market adjustments to address the identified gaps. All but \$1,500 of the \$70,000 proposed for market adjustments were directed to frontline, non-supervisory positions, which is where the greatest market discrepancies were found. Nearly 70% of the funds went to address pay challenges in Public Works and Parks frontline employee pay. Administrative Assistants received 15% of the funds and the remaining was a combination of positions.
- In 2024 the Village implemented a new pay progression program to help move employees to the midpoint of their pay range more quickly. As part of this program, employees receive an additional 2.5% raise after their merit raise on January 1st if the employee is below the midpoint of their pay range on that date. As a three-year catch-up effort, employees who are in the same position automatically move to the midpoint of their pay range on January 1st following their 6-year anniversary.

Financially Sound (continued)



- The Village continues to budget for raises each year based on the market and continues to utilize a performance-based system for raises. For 2024, employee raises ranged from 3% to 5%.
- The Village has implemented an employee engagement survey tool. The Village continues to score at or above benchmark organizations in all but one area. An Employee Vibe Committee has also formed to review the survey results and develop programs based on the employee feedback. This committee led the Employee Appreciation Picnic. They also discussed employee benefits and recommended changes to the Village Board.

Quality of Life



Maintain high quality services.

- Identify a measureable level-of-service target for public-facing programs, track progress towards these goals, and report to the Board, including sufficient facilities and equipment.



Ensure Sussex is a family-friendly community.

- Update the Comprehensive Outdoor Recreation Plan. As part of this process, identify potential amenities and programs for underserved populations (i.e. teen programs).
- Continue implementing the Village Park Master Plan to add new amenities and update existing ones. Meet with key stakeholders in park usage (ie. baseball clubs, Lions/SAS Club) to collaborate on functionality of park design.
- Explore the feasibility of adding more live music to Sussex's existing special events (i.e. Pints in the Park) or by adding new events and consider facility needs.
- Analyze recreation program offerings to identify service gaps.



Explore opportunities to construct a community pool/aquatics center.

- Research pools in similar size communities to estimate capital and operating costs, identify potential funding mechanisms, and learn best practices.
- Explore public and private partnerships for funding and usage to keep some of the cost burden off tax payers.
- Complete a feasibility study (hire a consultant) to identify community needs and refine cost estimates. As part of this study, determine if the Village should construct a smaller community pool at a lower cost to taxpayers or a larger aquatic center with more amenities.

Status Update

- The goal is to quantify the services provided, how they impact the community, and increase the quality of life afforded to the citizens of Sussex. Staff plans to start this in 2025.

Status Update

- The Park and Open Space Plan (Comprehensive Outdoor Recreation Plan) was completed and adopted by the Village Board in May 2024. Staff utilized the plan when planning for the 2025 budget and will use it to inform decisions.
- Design for the Village Park Master Plan Phase B is underway. The Village President appointed a task force of community group leaders (Lions Club and Sussex Area Service Club) and community members to analyze and inform the design and functionality of the new Main Pavilion. The task force proposal will be presented to the Village Board later this year.
- Live music sponsorships were filled for all 2024 Pints in the Parks events. Additionally, four musical groups are a part of the 100-year weekend celebration.
- We continue to address identified service gaps in our programming. An example includes adding the Leaders in Training Program for teens as part of our Day Camp program and featured a Taylor Swift cover band as part of the 100 year celebration. Staff plans to streamline the department's mission and vision to guide the addition and subtraction of existing programs based on registration data.

Status Update

- In July, staff had their first meeting with Counsilman-Hunsaker. The Parks and Village Board will form a committee (task force) structure and review the process at their August meeting. Public engagement is likely to begin in mid-to-late September.

Citizen Engagement



Better understand topics and issues that are important to the public.

- Research and identify new opportunities to engage with the public.
- Identify and routinely report on metrics that measure public engagement.
- Research and present options for a community wide survey to be conducted routinely to evaluate service levels and identify issues of importance to the public.



Solicit feedback on specific projects, topics, and services of interest to the public.

- Continue to seek public input for all major projects (i.e. major road reconstructions, park projects, library project, etc.).

Status Update

- From October 2021 through December 2022 the Village completed an initial pulse survey process to collect general feedback from the public. The surveys were posted on social media platforms, the website, and available at the front counter in the Civic Center. The results were distributed to the Village Board. In 2023 and 2024 surveys were posted by request of staff or the Village Board.
- The Village continues to adapt our social media presence. In 2023 we kicked off a “Did you know” segment that features services that may not be well known throughout the community. Examples included vacation checks conducted by our Police Department and free medical and sharps disposal options. We have continued these posts along with the very popular “What’s your question Wednesday” in 2024. We have also celebrated the Village’s 100-year anniversary by posting photos on social media—both old and new—throughout the year.
- In 2023 the engagement metrics were incorporated into the Strategic Plan Report, with plans to continue adding metrics in the coming years.

Status Update

- In 2023, The Park and Open Space Plan (Comprehensive Outdoor Recreation Plan) utilized two in-person public input opportunities and a survey that was accessible for 30 days. The survey collected 490 responses from the community. The public input shaped the updated Park and Open Space Plan in 2024.

2024 Social Media Followers/Subscribers

Platform	Followers/Subscribers	Change YTD
Facebook	7,901	↑ 573
NextDoor	3,000	↑ 252
Instagram	1,019	↑ 62
Twitter/X	425	↑ 27

Social Media Reach

Reach <i>The number of people/unique accounts who saw any content from or about your Page, including posts, stories, ads.</i>	2023	2024 YTD
Facebook	205,033	228,500
Instagram	4,173	4,600
Impressions	2023	2024 YTD
NextDoor <i>Unique views of posts and unique opens and clicks of any email notifications.</i>	6,702 (17 posts)	3,294 (10 posts)

2024 Top Social Media Posts YTD

Platform	Post	Reach/Reactions
Facebook	7/30 Did you know/Safe Exchange Zone	45,876/474
Instagram	4/23 Grogan Park Removal Day	1,800/56

Email Updates (eBlasts)

Subscribers	Total Emails Sent	Open Rate
1,561	87,487	60%

2024 Recorded Meetings YTD

Quarter	Views	Unique Viewers	Video w/Most Views
Q1	19	8	Plan Commission 2/20 (4 views)
Q2	55	21	Village Board 5/28 & Plan Commission 4/16 (10 views each)
Q3			
Q4			

**Village of Sussex
Village Board Payment Approvals
Jul-2024**

Payroll Registers

First Pay Period - Regular	\$	179,233.57	
Second Pay Period - Regular + Board	\$	177,595.61	
Third Pay Period - Regular	\$	<u>-</u>	
Total Payroll	\$	<u>356,829.18</u>	
Check Register (07/01/24 - 07/31/24)	\$	<u>1,202,353.94</u>	(less Ace Hardware)
Grand Total	\$	<u>1,559,183.12</u>	

Report Criteria:

Report type: GL detail

Vendor.Vendor number = {<>} 2

Check.Type = {<>} "Adjustment"

Check Issue Date	Check Number	Merchant Name	Description	Amount	Invoice GL Account	Invoice GL Account Title
07/03/2024	20865	ASSOCIATED APPRAISAL CONSULT - ACH	ASSESSOR FEES-JULY 2024	4,500.00	100-51530-000-218	Assessor--Fees
07/03/2024	20866	BATTERIES PLUS LLC - ACH	12V BATTERY	143.05	100-52200-000-240	Maint--Equipment
07/03/2024	20867	CARRICO AQUATIC RESOURCES - ACH	PENTAIR DIVERTER SEAL	114.36	100-55200-000-394	Splashpad Operations
07/03/2024	20867	CARRICO AQUATIC RESOURCES - ACH	PH HELP AGREEMENT 2024 4 OF 4	400.00	100-55200-000-394	Splashpad Operations
07/03/2024	20868	E.H. WOLF & SONS INC-SLINGER	NO LEAD GASOLINE	877.64	100-16110	Inventory
07/03/2024	20868	E.H. WOLF & SONS INC-SLINGER	DIESEL FUEL	996.78	100-16120	Diesel Inventory
07/03/2024	20869	GANNETT WISCONSIN LOCALIQ	ALCOHOL LICENSE RENEWAL - AD	98.79	100-000-44110	Liquor & Malt Beverages Licens
07/03/2024	20870	HAWKINS INC - ACH	AZONE	3,288.04	610-53700-000-631	Treatment-Chemicals
07/03/2024	20871	LANNON STONE PRODUCTS - ACH	3/8" TB - COLDWATER CREEK PROJECT - CAPIT	341.78	100-57620-000-820	Improvements
07/03/2024	20872	NASSCO INC. - ACH	TOWELS, WIPES, BATH TISSUE	516.11	620-53610-100-249	Maint--General Plant
07/03/2024	20873	NORTH SHORE BANK FSB - ACH	DEFERRED COMPENSATION	1,773.23	100-21520	North Shore Withheld
07/03/2024	20874	PROFESSIONAL FIRE FIGHTERS	UNION DUE - JULY 2024	901.19	100-21550	Union Dues Withheld
07/03/2024	20875	PROFESSIONAL AUDIO DESIGNS - ACH	PAD SUPPORT & INSTALL	1,312.81	100-51430-000-397	Licensing Costs
07/03/2024	20875	PROFESSIONAL AUDIO DESIGNS - ACH	PAD SUPPORT & INSTALL	380.93	610-53700-000-923	Outside Services Employed
07/03/2024	20875	PROFESSIONAL AUDIO DESIGNS - ACH	PAD SUPPORT & INSTALL	365.87	620-53610-100-212	Outside Services
07/03/2024	20875	PROFESSIONAL AUDIO DESIGNS - ACH	PAD SUPPORT & INSTALL	92.54	640-53650-000-340	Data Processing Services
07/03/2024	20876	RIVER RUN COMPUTERS INC - ACH	REDSTOR BACK UP	1,190.00	100-57190-000-810	Equipment
07/03/2024	20877	SCENIC VIEW MAINTENANCE - ACH	LANDSCAPING BED MAINTENANCE	1,235.00	100-55200-000-399	Horticulture
07/03/2024	20878	SUPPLY ZONE LLC	TP, PAPER TOWELS, TISSUE, LINERS	341.91	100-51600-000-242	Maint--Bldg & Facilities
07/03/2024	20879	TREETOP EXPLORER LLC - ACH	PARK/REC REC CLIMB	152.00	100-55350-000-140	Program Instructors
07/03/2024	20880	IVERSON, WENDY - ACH	HIP HOP/JAZZ/TAP COMBO 2/27-4/30/2024	420.00	100-55350-200-140	DANCE Program Instructors
07/11/2024	20881	ABT, CHARLOTTE - ACH	REIMBURSEMENT - MILEAGE - DAY CAMP 6/3-7/	25.33	100-55350-100-390	DAY CAMP Expenses
07/11/2024	20882	E.H. WOLF & SONS INC-SLINGER	NO LEAD GASOLINE	431.59	100-16110	Inventory
07/11/2024	20882	E.H. WOLF & SONS INC-SLINGER	DIESEL GASOLINE - MOWERS	289.13	100-55200-000-239	Gasoline & Diesel
07/11/2024	20883	INFOSEND INC - ACH	UB PROCESSING - MAY 2024	634.68	610-53700-000-903	Accounting Supplies & Expenses
07/11/2024	20883	INFOSEND INC - ACH	UB PROCESSING - MAY 2024	634.49	620-53610-100-215	Accountant
07/11/2024	20883	INFOSEND INC - ACH	UB PROCESSING - MAY 2024	634.49	640-53650-000-310	Office Supplies
07/11/2024	20884	LANNON STONE PRODUCTS - ACH	CRUSHED STONE - GROGAN PARK BUILD	1,224.14	100-57620-000-820	Improvements
07/11/2024	20885	PARKING LOT MAINTENANCE, INC. - ACH	CURB REPLACEMENTS	15,976.00	100-53311-000-232	CURB & GUTTER
07/11/2024	20886	PULVERMACHER, ANNE - ACH	REIMBURSEMENT - MILEAGE 6/27/2024	81.07	610-53700-000-930	Misc General Expenses
07/11/2024	20887	REINDERS - ACH	ECHO STR SHAFT TRIMMER	459.98	100-55200-000-348	Tools
07/11/2024	20887	REINDERS - ACH	DELUXE SEED MIX, SEED MULCH	85.25	100-57620-000-820	Improvements
07/11/2024	20888	RIVER RUN COMPUTERS INC - ACH	CLOUD SERVICES - JULY 2024	1,821.34	100-51430-000-397	Licensing Costs
07/11/2024	20888	RIVER RUN COMPUTERS INC - ACH	CLOUD SERVICES - JULY 2024	528.48	610-53700-000-923	Outside Services Employed
07/11/2024	20888	RIVER RUN COMPUTERS INC - ACH	CLOUD SERVICES - JULY 2024	507.58	620-53610-100-212	Outside Services

Check Issue Date	Check Number	Merchant Name	Description	Amount	Invoice GL Account	Invoice GL Account Title
07/11/2024	20888	RIVER RUN COMPUTERS INC - ACH	CLOUD SERVICES - JULY 2024	128.39	640-53650-000-340	Data Processing Services
07/11/2024	20889	SCENIC VIEW MAINTENANCE - ACH	LAWNMOWING, TRIMMING & BLOWING-JUNE 20	3,120.00	100-55200-000-399	Horticulture
07/11/2024	20890	TOSA BLOCK PARTY - ACH	CREATIVE CAMP LEGO	616.00	100-55350-100-140	Day Camp Program Instructors
07/18/2024	20891	AMERIGRAPHICS - ACH	GARBAGE SERVICE FORMS	315.00	100-52400-000-390	Expenses
07/18/2024	20891	AMERIGRAPHICS - ACH	HOURS OF OPERATION	14.00	100-51600-000-242	Maint--Bldg & Facilities
07/18/2024	20891	AMERIGRAPHICS - ACH	HOURS OF OPERATION	14.00	100-52100-000-242	Maint--Bldg & Facilities
07/18/2024	20891	AMERIGRAPHICS - ACH	HOURS OF OPERATION	14.00	100-52200-000-242	Maint--Bldg & Facilities
07/18/2024	20892	AQUATIC INFORMATICS INC - ACH	SCADA IT SUPPORT	1,851.60	610-53700-000-923	Outside Services Employed
07/18/2024	20892	AQUATIC INFORMATICS INC - ACH	SCADA IT SUPPORT	1,851.60	620-53610-100-212	Outside Services
07/18/2024	20893	BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	591.62	100-52200-000-342	Medical Supplies
07/18/2024	20894	CARRICO AQUATIC RESOURCES - ACH	BULK PH DOWN	407.88	100-55200-000-394	Splashpad Operations
07/18/2024	20895	DAN PLAUTZ CLEANING SERVICE - ACH	JULY 2024 CLEANING SERVICE	947.00	100-52100-000-242	Maint--Bldg & Facilities
07/18/2024	20896	E.H. WOLF & SONS INC-SLINGER	DIESEL FUEL	573.62	100-16120	Diesel Inventory
07/18/2024	20896	E.H. WOLF & SONS INC-SLINGER	NO LEAD GASOLINE	977.70	100-16110	Inventory
07/18/2024	20896	E.H. WOLF & SONS INC-SLINGER	DIESEL GASOLINE - MOWERS	423.85	100-55200-000-239	Gasoline & Diesel
07/18/2024	20896	E.H. WOLF & SONS INC-SLINGER	NO LEAD GASOLINE	562.94	100-16110	Inventory
07/18/2024	20896	E.H. WOLF & SONS INC-SLINGER	DIESEL FUEL	621.55	100-16120	Diesel Inventory
07/18/2024	20897	HAWKINS INC - ACH	RETROFIT, LIQUIFRAM, O-RING, TUBING, FOOT	1,748.34	610-53700-000-955	Pumping-Maint of Equipment
07/18/2024	20897	HAWKINS INC - ACH	AZONE, HWTG, MANG SULFATE, SODIUM SILICA	7,955.77	610-53700-000-831	Treatment-Chemicals
07/18/2024	20898	LANNON STONE PRODUCTS - ACH	SAND - COLDWATER CREEK PARK	221.19	100-57620-000-820	Improvements
07/18/2024	20898	LANNON STONE PRODUCTS - ACH	3/4" BASE COURSE - GROGAN PARK BUILD	189.14	100-57620-000-820	Improvements
07/18/2024	20899	MUSSON BROTHERS INC.	VISTA RUN PARK PATH - GRADING & CONSTRU	51,362.21	100-57620-000-820	Improvements
07/18/2024	20900	NASSCO INC. - ACH	CLEANING SUPPLIES	1,009.12	100-55200-000-298	Contract--Misc Sanitation
07/18/2024	20901	NORTH SHORE BANK FSB - ACH	DEFERRED COMPENSATION	1,773.23	100-21520	North Shore Withheld
07/18/2024	20902	REINDERS - ACH	SEED & MULCH - COLDWATER CREEK PARK	109.75	100-57620-000-820	Improvements
07/18/2024	20902	REINDERS - ACH	DELUXE SEED MIX, SEED MULCH	109.75	100-53311-000-230	Maint--Street Materials
07/18/2024	20903	RUEKERT & MIELKE - ACH	2025 ROAD PROGRAM GIS 3/23-4/19/2024	2,056.50	410-57331-000-216	Engineering
07/18/2024	20903	RUEKERT & MIELKE - ACH	GIS STORM UTILITY 3/23-4/19/2024	795.00	640-53650-000-216	Engineering
07/18/2024	20903	RUEKERT & MIELKE - ACH	GIS SEWER UTILITY 3/23-4/19/2024	73.00	620-53610-100-212	Outside Services
07/18/2024	20903	RUEKERT & MIELKE - ACH	GIS ANNEXED PARCELS 3/23-4/19/2024	577.50	100-56700-000-290	Contractual Fees
07/18/2024	20904	SCENIC VIEW MAINTENANCE - ACH	LANDSCAPING BED MAINTENANCE	650.00	100-55200-000-395	Weed Control
07/18/2024	20905	SUPPLY ZONE LLC	STICKY BOYZ MATERIAL	130.00	100-53311-000-370	Street Signs
07/18/2024	20905	SUPPLY ZONE LLC	BATH TISSUE, PAPER TOWELS	105.97	100-51600-000-242	Maint--Bldg & Facilities
07/03/2024	68089	BLAZE LANDSCAPE CONTRACTING	TREE INSTALL - VISTA RUN PARK -DNR GRANT	18,750.00	100-55200-000-400	Forestry Efforts
07/03/2024	68090	BRITISH CAR FIELD DAY	REFUND - DEPOSIT	150.00	100-23410	Rent Deposits
07/03/2024	68091	FALLS AUTO PARTS & SUPPLIES	BLSTR PK MINIATURES	4.67	100-53311-000-244	Maint--Vehicle
07/03/2024	68091	FALLS AUTO PARTS & SUPPLIES	FITTINGS, WEATHERSHIELD	67.60	610-53700-000-635	Trtmt-Maint of Equipment
07/03/2024	68091	FALLS AUTO PARTS & SUPPLIES	FW, WHEEL BRG GRS 14 OZ CAN	19.48	100-55200-000-240	Maint--Equipment
07/03/2024	68091	FALLS AUTO PARTS & SUPPLIES	50/50 FLT CHARGE A/F	112.14	610-53700-000-635	Trtmt-Maint of Equipment
07/03/2024	68091	FALLS AUTO PARTS & SUPPLIES	BATTERY CHARGER	145.00	100-53311-000-240	Maint--Equipment

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07/03/2024	68091	FALLS AUTO PARTS & SUPPLIES	BATTERY	79.99	610-53700-000-651	Maint of Mains
07/03/2024	68091	FALLS AUTO PARTS & SUPPLIES	TRI POWER V -BELT	60.46	620-53610-100-249	Maint-General Plant
07/03/2024	68091	FALLS AUTO PARTS & SUPPLIES	BLUE MONSTER	12.00	610-53700-000-653	Maint of Meters
07/03/2024	68091	FALLS AUTO PARTS & SUPPLIES	6 MO BATTERY WARRANTY, CORE DEPOSIT	659.68	610-53700-000-955	Pumping-Maint of Equipment
07/03/2024	68091	FALLS AUTO PARTS & SUPPLIES	D EARTH	41.80	620-53610-100-249	Maint-General Plant
07/03/2024	68091	FALLS AUTO PARTS & SUPPLIES	OIL FILTER	7.10	620-53610-100-330	Transportation
07/03/2024	68091	FALLS AUTO PARTS & SUPPLIES	RTU EXT LIFE GAL-LYNWOOD I/S	8.99	620-110-46412	Sewer-Other Governments
07/03/2024	68091	FALLS AUTO PARTS & SUPPLIES	BLUE MONSTER, CARABINER	15.00	610-53700-000-653	Maint of Meters
07/03/2024	68092	HARBOR HOMES	OCC BD REF:N79W22779 TIMBERLAND DR, SUS	100.00	100-23230	Occupancy Deposits
07/03/2024	68092	HARBOR HOMES	OCC BD REF:W227N7610WOODLAND CT, SUSS	100.00	100-23230	Occupancy Deposits
07/03/2024	68092	HARBOR HOMES	OCC BD REF:W255N6679 ASPEN LN, SUSSEX	100.00	100-23230	Occupancy Deposits
07/03/2024	68092	HARBOR HOMES	OCC BD REF:W254N6698 ASPEN LN, SUSSEX	100.00	100-23230	Occupancy Deposits
07/03/2024	68092	HARBOR HOMES	OCC BD REF:W227N7676 WOODLAND CT, SUSS	100.00	100-23230	Occupancy Deposits
07/03/2024	68093	HELM SERVICE	THE GROVE - OAK ROOM NOT WARMING UP	346.00	100-55200-000-242	Maint-Bldg & Facilities
07/03/2024	68094	HOPKINS SPORTS CAMPS LLC	VOLLEYBALL CAMP 6/24-27/2024	778.40	100-55350-000-140	Program Instructors
07/03/2024	68095	I.T.M. EXCAVATING LLC	GRAVE	1,750.00	280-54910-000-290	Contractual Fees
07/03/2024	68096	RUD, JACLYN	REFUND - DEPOSIT	150.00	100-23410	Rent Deposits
07/03/2024	68096	RUD, JACLYN	REFUND - CANG THE GROVE ROOM LESS CAN	203.00	100-999-48210	Park Rent
07/03/2024	68096	RUD, JACLYN	REFUND - SALES TAX	11.40	100-21101	Sales Tax Payable
07/03/2024	68097	LEONHARDT KIHN, JODY	REFUND - DEPOSIT	150.00	100-23410	Rent Deposits
07/03/2024	68098	LAKE SHORE BURIAL VAULT CO. INC.	DISINTERMENT	3,000.00	280-54910-000-290	Contractual Fees
07/03/2024	68099	LANGE ENTERPRISES	DIGITS & FRAMES	2,252.40	100-52400-000-390	Expenses
07/03/2024	68099	LANGE ENTERPRISES	STOP AHEAD SIGNS	123.74	100-53311-000-370	Street Signs
07/03/2024	68100	MISSION SQUARE	DEF COMP #302052 VILLAGE OF SUSSEX	308.41	100-14500	Due from Haass Library
07/03/2024	68100	MISSION SQUARE	DEF COMP #302052 VILLAGE OF SUSSEX	2,511.50	100-21521	ICMA Withheld
07/03/2024	68101	SULTAN, OMEMA	REFUND - DEPOSIT	150.00	100-23410	Rent Deposits
07/03/2024	68102	PERFORMANCE FOOD SERVICE	DAY CAMP SNACKS	684.02	100-55350-000-390	Expenses
07/03/2024	68102	PERFORMANCE FOOD SERVICE	SNACKS - DAY CAMP	592.90	100-55350-100-390	DAY CAMP Expenses
07/03/2024	68103	PRO BARK	TOP SOIL	164.50	100-55200-000-399	Horticulture
07/03/2024	68103	PRO BARK	SHREDDED OAK	279.00	100-55200-000-399	Horticulture
07/03/2024	68104	SOULFUL LEADERSHIP LLC	STRENGTHS FINDER TRAINING	2,850.00	100-51410-000-180	Human Resources Expense
07/03/2024	68105	HORTER, SUSAN	REFUND - DEPOSIT	150.00	100-23410	Rent Deposits
07/03/2024	68106	WI DEPT OF JUSTICE - 93970	BACKGROUND CHECKS	266.00	100-000-44120	Operator s Licenses
07/03/2024	68106	WI DEPT OF JUSTICE - 93970	BACKGROUND CHECKS	154.00	100-000-44110	Liquor & Malt Beverages Licens
07/03/2024	68106	WI DEPT OF JUSTICE - 93970	BACKGROUND CHECKS	63.00	100-000-44124	Peddler s Licenses
07/03/2024	68106	WI DEPT OF JUSTICE - 93970	BACKGROUND CHECKS	14.00	100-51100-000-390	Expenses
07/03/2024	68106	WI DEPT OF JUSTICE - 93970	BACKGROUND CHECKS	400.00	100-55350-000-180	Human Resources Expense
07/03/2024	68106	WI DEPT OF JUSTICE - 93970	BACKGROUND CHECKS	10.00	100-55200-000-180	Human Resources Expense
07/03/2024	68107	WILLIAM REID	SPARE PARTS SET, HOSE	797.37	610-53700-000-635	Trmnt-Maint of Equipment
07/11/2024	68109	AL MOROS LAWN CUTTING	LAWN CUTTING - JUNE 2024	700.00	280-54910-000-290	Contractual Fees

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07/11/2024	68110	ALLAN BUILDERS-NEW GTOWN	L/S BD REF:W253N5531 CRESCENT HILL DR, SU	400.00	100-23240	Landscaping/Erosion Deposits
07/11/2024	68110	ALLAN BUILDERS-NEW GTOWN	ST BD REF:W253N5531 CRESCENT HILL DR, SU	2,000.00	100-23220	Road Cleaning Deposits
07/11/2024	68111	BLAZE LANDSCAPE CONTRACTING	FIELD CUTS	500.00	100-56700-000-290	Contractual Fees
07/11/2024	68112	CIVIC SYSTEMS LLC	SUPPORT - CIVIC SYSTEMS - 7/1-12/31/2024	9,446.46	100-51430-000-397	Licensing Costs
07/11/2024	68112	CIVIC SYSTEMS LLC	SUPPORT - CIVIC SYSTEMS - 7/1-12/31/2024	2,741.02	610-53700-000-923	Outside Services Employed
07/11/2024	68112	CIVIC SYSTEMS LLC	SUPPORT - CIVIC SYSTEMS - 7/1-12/31/2024	2,632.62	620-53610-100-212	Outside Services
07/11/2024	68112	CIVIC SYSTEMS LLC	SUPPORT - CIVIC SYSTEMS - 7/1-12/31/2024	665.90	640-53650-000-340	Data Processing Services
07/11/2024	68112	CIVIC SYSTEMS LLC	SUPPORT - CIVIC SYSTEMS - 7/1-12/31/2024	1,521.00	100-14500	Due from Haass Library
07/11/2024	68113	CORNERSTONE HOMES LLC	L/S BD REF:W237N6980 RED OAK KNOLL, SUSS	400.00	100-23240	Landscaping/Erosion Deposits
07/11/2024	68113	CORNERSTONE HOMES LLC	ST BD REF:W237N6980 RED OAK KNOLL, SUSS	2,000.00	100-23220	Road Cleaning Deposits
07/11/2024	68114	CUTNGO LLC	TRUNK REMOVAL	800.00	100-55200-000-400	Forestry Efforts
07/11/2024	68115	HARBOR HOMES	L/S BD REF:W226N7843 TIMBERLAND DR, SUSS	400.00	100-23240	Landscaping/Erosion Deposits
07/11/2024	68115	HARBOR HOMES	ST BD REF:W226N7843 TIMBERLAND DR, SUSS	2,000.00	100-23220	Road Cleaning Deposits
07/11/2024	68116	MARK SCHNEIDER PLUMBING	REPAIR - TOILET - THE GROVE	150.00	100-55200-000-242	Maint--Bldg & Facilities
07/11/2024	68117	PERFORMANCE FOOD SERVICE	SNACKS - DAY CAMP	625.07	100-55350-100-390	DAY CAMP Expenses
07/11/2024	68118	PRO BARK	SHREDDED OAK - CIVIC CENTER	279.00	100-55200-000-399	Horticulture
07/11/2024	68118	PRO BARK	SHREDDED OAK - CIVIC CENTER	232.50	100-55200-000-399	Horticulture
07/11/2024	68118	PRO BARK	SHREDDED OAK	201.50	100-55200-000-399	Horticulture
07/11/2024	68118	PRO BARK	SHREDDED OAK	46.50	100-55200-000-399	Horticulture
07/11/2024	68118	PRO BARK	SHREDDED OAK	93.00	100-55200-000-399	Horticulture
07/11/2024	68119	TIM O'BRIEN HOMES	L/S BD REF:W254N6568 ASPEN CT, SUSSEX	400.00	100-23240	Landscaping/Erosion Deposits
07/11/2024	68119	TIM O'BRIEN HOMES	ST BD REF:W254N6568 ASPEN CT, SUSSEX	2,000.00	100-23220	Road Cleaning Deposits
07/11/2024	68120	UNEMPLOYMENT INSURANCE	UNEMPLOYMENT COUPON 13298528	95.18	100-55350-000-155	Unemployment Compensation
07/11/2024	68121	UTILITY SERVICE COMPANY - NEW	PEDISPHERE PLANT TANK	1,440.50	610-53700-000-650	Maint of Distribution System
07/11/2024	68121	UTILITY SERVICE COMPANY - NEW	PEDISPHERE WOODSIDE TANK	834.25	610-53700-000-650	Maint of Distribution System
07/11/2024	68121	UTILITY SERVICE COMPANY - NEW	STANDPIPE	90,664.50	610-11515	investments-Future Tower Paint
07/11/2024	68121	UTILITY SERVICE COMPANY - NEW	STANDPIPE	90,664.50	610-53700-000-650	Maint of Distribution System
07/11/2024	68121	UTILITY SERVICE COMPANY - NEW	STANDPIPE	90,664.50	610-11300	General Investments
07/11/2024	68122	VERIZON WIRELESS	HOT SPOTS - PK GARAGE	40.01	100-55200-000-220	Utilities--Telephone
07/11/2024	68122	VERIZON WIRELESS	HOT SPOTS - ARMORY PK	40.01	100-55200-000-220	Utilities--Telephone
07/11/2024	68122	VERIZON WIRELESS	HOT SPOTS - MADELINE PK	40.01	100-55200-000-220	Utilities--Telephone
07/11/2024	68123	VILLAGE OF RICHFIELD	JULY 2024 BUILDING INSPECTION CONTRACT	10,128.51	100-52400-000-290	Contractual Fees
07/11/2024	68124	WAUKESHA COUNTY AC110	EROW	30.00	100-51490-000-390	Expenses
07/11/2024	68124	WAUKESHA COUNTY AC110	SRAM	60.00	100-51490-000-390	Expenses
07/11/2024	68125	WAUKESHA CTY TREAS-RM148	CONVERTING ARG1 LAND - VISTA RUN PARK	9,060.48	100-57620-000-820	Improvements
07/11/2024	68125	WAUKESHA CTY TREAS-RM148	LEARN TO SKATE - 5/29-6/26/2024	140.00	100-55350-000-140	Program Instructors
07/11/2024	68126	WILLIAM RYAN HOMES-MADISON22	L/S BD REF:W241N5598 PEPPERTREE DR S, SU	400.00	100-23240	Landscaping/Erosion Deposits
07/11/2024	68126	WILLIAM RYAN HOMES-MADISON22	ST BD REF:W241N5598 PEPPERTREE DR S, SU	2,000.00	100-23220	Road Cleaning Deposits
07/11/2024	68126	WILLIAM RYAN HOMES-MADISON22	L/S BD REF:W242N5621 PEPPERTREE DR S, SU	400.00	100-23240	Landscaping/Erosion Deposits
07/11/2024	68126	WILLIAM RYAN HOMES-MADISON22	ST REF:W242N5621 PEPPERTREE DR S, SUSSE	2,000.00	100-23220	Road Cleaning Deposits

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07/11/2024	68126	WILLIAM RYAN HOMES-MADISON22	L/S BD REF:W242N5624 PEPPERTREE DR S, SU	400.00	100-23240	Landscaping/Erosion Deposits
07/11/2024	68126	WILLIAM RYAN HOMES-MADISON22	ST BD REF:W242N5624 PEPPERTREE DR S, SU	2,000.00	100-23220	Road Cleaning Deposits
07/11/2024	68126	WILLIAM RYAN HOMES-MADISON22	L/S BD REF:W242N5620 PEPPERTREE DR S, SU	400.00	100-23240	Landscaping/Erosion Deposits
07/11/2024	68126	WILLIAM RYAN HOMES-MADISON22	ST BD REF:W242N5620 PEPPERTREE DR S, SU	2,000.00	100-23220	Road Cleaning Deposits
07/11/2024	68126	WILLIAM RYAN HOMES-MADISON22	L/S BD REF:N55W24202 PEPPERTREE DR S, SU	400.00	100-23240	Landscaping/Erosion Deposits
07/11/2024	68126	WILLIAM RYAN HOMES-MADISON22	ST BD REF:N55W24202 PEPPERTREE DR S, SU	2,000.00	100-23220	Road Cleaning Deposits
07/11/2024	68126	WILLIAM RYAN HOMES-MADISON22	L/S BD REF:W241N5599 PEPPERTREE DR S, SU	400.00	100-23240	Landscaping/Erosion Deposits
07/11/2024	68126	WILLIAM RYAN HOMES-MADISON22	ST BD REF:W241N5599 PEPPERTREE DR S, SU	2,000.00	100-23220	Road Cleaning Deposits
07/11/2024	68127	WOLVERINE FIREWORKS DISPLAY	BALANCE DUE - FIREWORKS & HAZARDOUS MA	11,025.00	100-55202-000-393	Fourth of July
07/18/2024	68128	ALL-WAYS CONTRACTORS	MATERIALS - BANK PATH	362.00	410-57331-000-390	Expenses
07/18/2024	68128	ALL-WAYS CONTRACTORS	MATERIALS - GROGAN PARK	54.00	100-57620-000-820	Improvements
07/18/2024	68128	ALL-WAYS CONTRACTORS	SCREENED MATERIAL-COLDWATER CREEK	228.00	100-55200-000-399	Horticulture
07/18/2024	68128	ALL-WAYS CONTRACTORS	SCREENED MATERIAL - COLDWATER CREEK	228.00	100-57620-000-820	Improvements
07/18/2024	68129	BOOTJACK ROAD	ENTERTAINMENT - PINTS IN THE PARK -COLDW	500.00	100-55202-000-403	Special Events
07/18/2024	68130	CARLSON RACINE ROOFING &	ROOF - PSB #1	60,000.00	100-57140-000-820	Improvements
07/18/2024	68130	CARLSON RACINE ROOFING &	ROOF - PSB - #2	78,000.00	100-57140-000-820	Improvements
07/18/2024	68131	COBRA CONCRETE CUTTING SERVICES CO.	CURB CUTTING	765.00	100-53311-000-232	CURB & GUTTER
07/18/2024	68132	VILLANUEVA, DANIEL	WATER SOFTENER REPL REBATE	200.00	620-53610-300-247	Maint-- Softener Replacement
07/18/2024	68133	DIGGERS HOTLINE INC.	2ND PREPAYMENT 2024	676.00	610-53700-000-641	Operation Supplies & Expenses
07/18/2024	68133	DIGGERS HOTLINE INC.	2ND PREPAYMENT 2024	676.00	620-53610-100-212	Outside Services
07/18/2024	68134	DOUSMAN TRANSPORT CO. INC.	DAY CAMP FIELD TRIPS - MALONE PK	490.26	100-55350-100-390	DAY CAMP Expenses
07/18/2024	68134	DOUSMAN TRANSPORT CO. INC.	DAY CAMP FIELD TRIPS - BUHNER POOL	416.16	100-55350-100-390	DAY CAMP Expenses
07/18/2024	68135	FAITH LEAK DETECTION SERVICES LLC	HYDRANT SANDBLASTING, PAINTING & ZINC P	11,905.00	610-53700-000-654	Maint of Hydrants
07/18/2024	68136	GREEN BAY PIPE & TV LLC	2025 ROAD PROGRAM & PARKING LOTS TELEVI	100,203.18	410-57331-000-290	Contractual Fees
07/18/2024	68136	GREEN BAY PIPE & TV LLC	2025 RD PROG-CLEAN & TELEVISIONING SEWERS-	1,087.11	410-57331-000-290	Contractual Fees
07/18/2024	68137	HARBOR HOMES	OCC BD REF:W227N7714 WOODLAND CT, SUSS	100.00	100-23230	Occupancy Deposits
07/18/2024	68137	HARBOR HOMES	OCC BD REF:W227N7874 TIMBERLAND DR, SUS	100.00	100-23230	Occupancy Deposits
07/18/2024	68138	HOME PATH FINANCIAL	OCC BD REF:W237N6988 RED OAK KNOLL, SUS	100.00	100-23230	Occupancy Deposits
07/18/2024	68139	HOPKINS SPORTS CAMPS LLC	SKYHAWKS SPORTS CAMPS-BEG GOLF CAMP	688.80	100-55350-000-140	Program Instructors
07/18/2024	68140	POELZER, JACKSON T	REISSUE PAYROLL CHECK 7/5/2024	38.79	100-55350-000-126	Wages--Temporary Help
07/18/2024	68141	REED, JENNA	REFUND DEPOSIT	150.00	100-23410	Rent Deposits
07/18/2024	68142	MID CITY CORPORATION	REMOVE MTR-LYNWOOD L/S	700.00	620-110-46412	Sewer--Other Governments
07/18/2024	68142	MID CITY CORPORATION	REINSTALL MTR-LYNWOOD L/S	700.00	620-110-46412	Sewer--Other Governments
07/18/2024	68143	MISSION SQUARE	DEF COMP #302052 VILLAGE OF SUSSEX	2,511.50	100-21521	ICMA Withheld
07/18/2024	68143	MISSION SQUARE	DEF COMP #302052 VILLAGE OF SUSSEX	308.41	100-14500	Due from Haass Library
07/18/2024	68144	MUNICIPAL LAW & LITIGATION	ATTORNEY FEES	3,856.40	100-51300-000-210	Legal Fees--Traffic
07/18/2024	68144	MUNICIPAL LAW & LITIGATION	ATTORNEY FEES	5,575.80	100-51300-000-211	Legal Fees--Opinions
07/18/2024	68145	PERFORMANCE FOOD SERVICE	DAY CAMP SNACKS	758.28	100-55350-100-390	DAY CAMP Expenses
07/18/2024	68146	PIGGLY WIGGLY - NEW	DAY CAMP SUPPLIES	18.06	100-55350-100-390	DAY CAMP Expenses
07/18/2024	68146	PIGGLY WIGGLY - NEW	DAY CAMP SUPPLIES	58.65	100-55350-100-390	DAY CAMP Expenses

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07/18/2024	68146	PIGGLY WIGGLY - NEW	DAY CAMP SUPPLIES	26.03	100-55350-100-390	DAY CAMP Expenses
07/18/2024	68146	PIGGLY WIGGLY - NEW	DAY CAMP SUPPLIES	19.24	100-55350-100-390	DAY CAMP Expenses
07/18/2024	68146	PIGGLY WIGGLY - NEW	DAY CAMP SUPPLIES	7.38	100-55350-100-390	DAY CAMP Expenses
07/18/2024	68146	PIGGLY WIGGLY - NEW	DAY CAMP SUPPLIES	35.99	100-55350-100-390	DAY CAMP Expenses
07/18/2024	68146	PIGGLY WIGGLY - NEW	DAY CAMP SUPPLIES	20.00	100-55350-100-390	DAY CAMP Expenses
07/18/2024	68146	PIGGLY WIGGLY - NEW	SUPPLIES-LEGISLATIVE PK PAV TASK FORCE	19.98	100-51100-000-390	Expenses
07/18/2024	68146	PIGGLY WIGGLY - NEW	ICE, WATER	8.49	100-53311-000-345	Supplies
07/18/2024	68146	PIGGLY WIGGLY - NEW	ICE - SAMPLES	8.00	620-53610-300-420	Lab Supplies--Treatment
07/18/2024	68146	PIGGLY WIGGLY - NEW	DAY CAMP SUPPLIES	66.34	100-55350-100-390	DAY CAMP Expenses
07/18/2024	68146	PIGGLY WIGGLY - NEW	DAY CAMP SUPPLIES	30.99	100-55350-100-390	DAY CAMP Expenses
07/18/2024	68146	PIGGLY WIGGLY - NEW	DAY CAMP SUPPLIES	32.50	100-55350-100-390	DAY CAMP Expenses
07/18/2024	68146	PIGGLY WIGGLY - NEW	DAY CAMP SUPPLIES	6.78	100-55350-100-390	DAY CAMP Expenses
07/18/2024	68146	PIGGLY WIGGLY - NEW	DAY CAMP SUPPLIES	6.58	100-55350-100-390	DAY CAMP Expenses
07/18/2024	68147	POWRTEK ENGINEERING INC.	EMERGENCY GENERATORS DESIGN	2,207.57	100-57140-000-820	Improvements
07/18/2024	68148	R & R INSURANCE SERVICES INC	INS-PKG #67181 LWMMI	47.49	100-51410-000-510	Insurance
07/18/2024	68148	R & R INSURANCE SERVICES INC	INS-PKG #67181 LWMMI	77.17	100-51420-000-510	Insurance
07/18/2024	68148	R & R INSURANCE SERVICES INC	INS-PKG #67181 LWMMI	90.49	100-51430-000-510	Insurance
07/18/2024	68148	R & R INSURANCE SERVICES INC	INS-PKG #67181 LWMMI	65.98	100-51510-000-510	Insurance
07/18/2024	68148	R & R INSURANCE SERVICES INC	INS-PKG #67181 LWMMI	203.07	100-51600-000-510	Insurance
07/18/2024	68148	R & R INSURANCE SERVICES INC	INS-PKG #67181 LWMMI	4,009.45	100-51938-000-510	Insurance
07/18/2024	68148	R & R INSURANCE SERVICES INC	INS-PKG #67181 LWMMI	2,943.90	100-53311-000-510	Insurance
07/18/2024	68148	R & R INSURANCE SERVICES INC	INS-PKG #67181 LWMMI	1,783.11	100-52100-000-510	Insurance
07/18/2024	68148	R & R INSURANCE SERVICES INC	INS-PKG #67181 LWMMI	3,834.19	100-52200-000-510	Insurance
07/18/2024	68148	R & R INSURANCE SERVICES INC	INS-PKG #67181 LWMMI	116.69	100-52400-000-510	Insurance
07/18/2024	68148	R & R INSURANCE SERVICES INC	INS-PKG #67181 LWMMI	40.22	100-56700-000-510	Insurance
07/18/2024	68148	R & R INSURANCE SERVICES INC	INS-PKG #67181 LWMMI	847.10	100-55200-000-510	Insurance
07/18/2024	68148	R & R INSURANCE SERVICES INC	INS-PKG #67181 LWMMI	392.25	100-55300-000-510	Insurance
07/18/2024	68148	R & R INSURANCE SERVICES INC	INS-PKG #67181 LWMMI	157.74	100-51491-000-510	Insurance
07/18/2024	68148	R & R INSURANCE SERVICES INC	INS-PKG #67181 LWMMI	187.46	640-53650-000-510	Insurance
07/18/2024	68148	R & R INSURANCE SERVICES INC	INS-PKG #67181 LWMMI	1,020.87	610-53700-000-924	Property Insurance
07/18/2024	68148	R & R INSURANCE SERVICES INC	INS-PKG #67181 LWMMI	1,386.40	620-53610-100-510	Insurance
07/18/2024	68148	R & R INSURANCE SERVICES INC	INS-PKG #67181 LWMMI	472.17	100-14500	Due from Haass Library
07/18/2024	68148	R & R INSURANCE SERVICES INC	INS-WC #0900076324 UNITED HEARTLAND	852.34	100-51410-000-510	Insurance
07/18/2024	68148	R & R INSURANCE SERVICES INC	INS-WC #0900076324 UNITED HEARTLAND	647.36	100-51420-000-510	Insurance
07/18/2024	68148	R & R INSURANCE SERVICES INC	INS-WC #0900076324 UNITED HEARTLAND	408.71	100-51430-000-510	Insurance
07/18/2024	68148	R & R INSURANCE SERVICES INC	INS-WC #0900076324 UNITED HEARTLAND	624.58	100-51510-000-510	Insurance
07/18/2024	68148	R & R INSURANCE SERVICES INC	INS-WC #0900076324 UNITED HEARTLAND	825.79	100-51600-000-510	Insurance
07/18/2024	68148	R & R INSURANCE SERVICES INC	INS-WC #0900076324 UNITED HEARTLAND	459.29	100-51938-000-510	Insurance
07/18/2024	68148	R & R INSURANCE SERVICES INC	INS-WC #0900076324 UNITED HEARTLAND	2,186.42	100-53311-000-510	Insurance
07/18/2024	68148	R & R INSURANCE SERVICES INC	INS-WC #0900076324 UNITED HEARTLAND	362.46	100-52100-000-510	Insurance

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07/18/2024	68148	R & R INSURANCE SERVICES INC	INS-WC #0900076324 UNITED HEARTLAND	8,174.08	100-52200-000-510	Insurance
07/18/2024	68148	R & R INSURANCE SERVICES INC	INS-WC #0900076324 UNITED HEARTLAND	279.83	100-52400-000-510	Insurance
07/18/2024	68148	R & R INSURANCE SERVICES INC	INS-WC #0900076324 UNITED HEARTLAND	692.19	100-56700-000-510	Insurance
07/18/2024	68148	R & R INSURANCE SERVICES INC	INS-WC #0900076324 UNITED HEARTLAND	2,464.77	100-55200-000-510	Insurance
07/18/2024	68148	R & R INSURANCE SERVICES INC	INS-WC #0900076324 UNITED HEARTLAND	3,240.56	100-55300-000-510	Insurance
07/18/2024	68148	R & R INSURANCE SERVICES INC	INS-WC #0900076324 UNITED HEARTLAND	318.86	100-51491-000-510	Insurance
07/18/2024	68148	R & R INSURANCE SERVICES INC	INS-WC #0900076324 UNITED HEARTLAND	1,310.61	640-53650-000-510	Insurance
07/18/2024	68148	R & R INSURANCE SERVICES INC	INS-WC #0900076324 UNITED HEARTLAND	1,605.25	610-53700-000-924	Property Insurance
07/18/2024	68148	R & R INSURANCE SERVICES INC	INS-WC #0900076324 UNITED HEARTLAND	4,127.40	620-53610-100-510	Insurance
07/18/2024	68148	R & R INSURANCE SERVICES INC	INS-WC #0900076324 UNITED HEARTLAND	916.50	100-14500	Due from Haass Library
07/18/2024	68149	WALKER, RANDALL D	ENTERTAINMENT - CONCERT IN THE PARK	350.00	100-54600-000-405	Program Expenses
07/18/2024	68150	RESCUE PRODUCTS	ICE RESCUE SAFETY SLED-DONATIONS	4,284.00	100-52200-000-345	Supplies
07/18/2024	68151	SHORT ELLIOTT HENDRICKSON INC.	VISTA RUN PARK GRADING PLAN	325.00	100-57620-000-820	Improvements
07/18/2024	68152	MC ROADHOUSE LLC DBA: SWING TIME	DAY CAMP FIELD TRIP	714.00	100-55350-100-390	DAY CAMP Expenses
07/18/2024	68153	THE CHAMBER-MENOMONEE FALLS	MEMBERSHIP DUES - 2024 - JS	98.75	620-53610-100-345	Supplies
07/18/2024	68153	THE CHAMBER-MENOMONEE FALLS	MEMBERSHIP DUES - 2024 - JS	98.75	610-53700-000-930	Misc General Expenses
07/18/2024	68153	THE CHAMBER-MENOMONEE FALLS	MEMBERSHIP DUES - 2024 - JS	197.50	100-51410-000-390	Expenses
07/18/2024	68154	TROTTER & ASSOCIATES INC.	WPCF UPDATE DESIGN 4/29-5/31/2024	29,966.00	620-18716	Const In Progress - Sewer Proj
07/18/2024	68155	WAUKESHA CTY TREAS-RM148	AUGUST 2024 POLICE SERVICES	176,399.85	100-52100-000-290	Contractual Fees
07/18/2024	68156	WI DEPT OF JUSTICE - TIME	TIME ACCESS - 3RD QTR 2024	180.00	100-52100-000-390	Expenses
07/18/2024	68157	WILLIAM REID	INSTALLED PVDF NPT CONNECTIONS	930.00	610-53700-000-835	Trmt-Maint of Equipment
07/26/2024	800207	EUROFINS S-F ANALYTICAL LABS - PCARD	FINAL EFFLUENT	619.84	620-53610-300-212	Outside Services
07/26/2024	800208	ATT* BILL PAYMENT	VOS CELL PHONES	13.36	640-53650-000-220	Utilities—Telephone
07/26/2024	800209	IN *HVA PRODUCTS, INC.	FX 80 CONTROLLER MAINT RENL 2025	725.00	100-16210	Prepaid Items
07/26/2024	800210	WISCONSIN WASTEWATER OPER	SECRET WWOA CONF	40.00	620-53610-100-345	Supplies
07/26/2024	800211	IN *HVA PRODUCTS, INC.	FX 80 CONTROLLER MAINT RENL 2026	725.00	100-16210	Prepaid Items
07/26/2024	800212	EUROFINS S-F ANALYTICAL LABS - PCARD	FINAL EFFLUENT	423.04	620-53610-300-212	Outside Services
07/26/2024	800213	UWCC REGISTRATIONS	ADAM P DEVELOPMENT CLASS	92.50	640-53650-000-324	Schooling & Dues
07/26/2024	800214	ATT* BILL PAYMENT	VOS CELL PHONES - FIRST NET	42.88	640-53650-000-220	Utilities—Telephone
07/26/2024	800215	EUROFINS S-F ANALYTICAL LABS - PCARD	FINAL EFFLUENT	168.52	620-53610-300-212	Outside Services
07/26/2024	800216	ERA - A WATERS COMPANY	COMPLEX & SIMPLE NUTRIENTS	254.67	620-53610-300-212	Outside Services
07/26/2024	800217	SJ ELECTRO SYSTEMS, LLC	T60 INSTALL - LANNON L/S	2,760.00	620-115-46412	Sewer—Other Governments
07/26/2024	800218	CINTAS CORP PCARD	UNIFORMS	485.08	620-53610-100-349	Other Operating Supplies
07/26/2024	800219	WISCONSIN WASTEWATER OPER	SECRET WWOA CONF	40.00	640-53650-000-390	Expenses
07/26/2024	800220	MENARDS PEWAUKEE WI	ELBOWS - LYNWOOD L/S	10.14	620-115-46412	Sewer—Other Governments
07/26/2024	800221	IN *NILES XPEDITE SOLUTIO	SAMPLES	1,201.20	620-53610-300-212	Outside Services
07/26/2024	800222	MENARDS PEWAUKEE WI	ELBOW, COMP SLEEVE, TUBING - SUSSEX L/S-	21.42	620-53610-200-243	Maint—Collection Pump Equip
07/26/2024	800223	AMZN MKTP US	office supplies	1.10	640-53650-000-310	Office Supplies
07/26/2024	800224	AMZN MKTP US	office supplies	2.29	640-53650-000-310	Office Supplies
07/26/2024	800225	ASCAP LICENSE FEE	MUSIC LICENSE RENEWAL PREPAID 2025	180.83	100-16210	Prepaid Items

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07/26/2024	800226	SPECTRUM	DIGITAL ADAPTERS	6.84	100-53311-000-220	Utilities--Telephone
07/26/2024	800226	SPECTRUM	DIGITAL ADAPTERS	6.83	100-55200-000-220	Utilities--Telephone
07/26/2024	800226	SPECTRUM	DIGITAL ADAPTERS	31.94	100-52100-000-220	Utilities--Telephone
07/26/2024	800226	SPECTRUM	DIGITAL ADAPTERS	54.39	100-52200-000-220	Utilities--Telephone
07/26/2024	800226	RADIOPARTS.COM	Radio batteries	109.90	100-52200-000-246	Maint--Radio
07/26/2024	800226	SAMSCLUB.COM	FD Coffee	87.92	100-52200-000-390	Expenses
07/26/2024	800226	OSI ENVIRONMENTAL	FILTERS - UNCRUSHED	90.00	100-53635-000-390	Expenses
07/26/2024	800226	PAYPAL *ACCURATEUND	CORE SCAN SERVICES	400.00	280-54910-000-290	Contractual Fees
07/26/2024	800226	B&H PHOTO	equipment maint.	87.93	100-52200-000-240	Maint--Equipment
07/26/2024	800226	DOA E PAY DOC SALES	NEW HOME SEALS	1,857.60	100-52400-000-390	Expenses
07/26/2024	800226	FLAG CENTER	FLAGPOLE REPAIR, WINCH	402.00	100-51600-000-242	Maint--Bldg & Facilities
07/26/2024	800226	AMZN MKTP US	FILTERS FOR FRIDG AND BOTTLE FILLER	32.99	100-51600-000-242	Maint--Bldg & Facilities
07/26/2024	800226	FREE STYLE GRAPHICS	Uniform Allowance	922.79	100-52200-000-344	Uniforms & Protective Clothes
07/26/2024	800226	PORT-A-JOHN -CLV	SEASONAL RR - YARD WASTE SITE	90.00	100-53635-000-298	Contract--Misc Sanitation
07/26/2024	800226	PORT-A-JOHN -CLV	SEASONAL RR - WWTP	100.00	820-53610-100-249	Maint--General Plant
07/26/2024	800226	CINTAS CORP PCARD	CLEANING SUPPLIES	148.21	100-52200-000-242	Maint--Bldg & Facilities
07/26/2024	800226	CINTAS CORP PCARD	UNIFORMS	377.54	100-53311-000-345	Supplies
07/26/2024	800226	CINTAS CORP PCARD	UNIFORMS	485.08	610-53700-000-930	Misc General Expenses
07/26/2024	800226	SPECTRUM	INTERNET	64.99	100-53311-000-220	Utilities--Telephone
07/26/2024	800226	SPECTRUM	INTERNET	65.00	100-55200-000-220	Utilities--Telephone
07/26/2024	800226	SPECTRUM	ROADRUNNER	149.98	620-53610-100-310	Office Supplies
07/26/2024	800226	SPECTRUM	ROADRUNNER	75.00	100-52100-000-220	Utilities--Telephone
07/26/2024	800226	SPECTRUM	ROADRUNNER	74.99	100-52200-000-220	Utilities--Telephone
07/26/2024	800226	SPECTRUM	BASIC TV ADAPTERS	53.72	100-53311-000-220	Utilities--Telephone
07/26/2024	800226	SPECTRUM	BASIC TV ADAPTERS	53.72	100-55200-000-220	Utilities--Telephone
07/26/2024	800226	SALAMONE SUPPLIES INC	SOAP	314.10	100-55200-000-298	Contract--Misc Sanitation
07/26/2024	800226	ULINE *SHIP SUPPLIES	HEX RECYCLED PICNIC TABLES	344.25	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	ULINE *SHIP SUPPLIES	HEX RECYCLED PICNIC TABLES	1,101.85	100-57620-000-810	Equipment
07/26/2024	800226	TALLGRASS RESTORATION LLC - PCARD	HERBICIDE APPLICATON-VISTA RUN PK PROJE	1,570.00	100-57620-000-820	Improvements
07/26/2024	800226	THE LISMORE HOTEL	Jeremy WCMA Hotel	157.08	100-51410-000-390	Expenses
07/26/2024	800226	THE LISMORE HOTEL	Jeremy WCMA Hotel	78.55	610-53700-000-930	Misc General Expenses
07/26/2024	800226	THE LISMORE HOTEL	Jeremy WCMA Hotel	78.55	620-53610-100-345	Supplies
07/26/2024	800226	THE LISMORE HOTEL	Kelsey WCMA Hotel	139.00	100-51410-000-390	Expenses
07/26/2024	800226	THE LISMORE HOTEL	Kelsey WCMA Hotel	69.50	610-53700-000-930	Misc General Expenses
07/26/2024	800226	PAYNE & DOLAN INC (PCARD)	COLD MIX	124.80	100-53311-000-230	Maint--Street Materials
07/26/2024	800226	NORTHERN LAKE SERVICE- IN PCARD	TOTAL COLIFORM BACTERIA	137.50	610-53700-000-632	Treatment-Supplies & Expenses
07/26/2024	800226	NORTHERN LAKE SERVICE- IN PCARD	TOTAL COLIFORM BACTERIA	137.50	610-53700-000-632	Treatment-Supplies & Expenses
07/26/2024	800226	NORTHERN LAKE SERVICE- IN PCARD	TOTAL COLIFORM BACTERIA - VISTA RUN GLOB	27.50	610-53700-000-632	Treatment-Supplies & Expenses
07/26/2024	800226	PAYNE & DOLAN INC (PCARD)	COLD MIX	227.20	100-53311-000-230	Maint--Street Materials
07/26/2024	800226	GALLS	UNIFORM - CS	101.55	100-52200-000-344	Uniforms & Protective Clothes

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07/26/2024	800226	GALLS	UNIFORM - SA	101.65	100-52200-000-344	Uniforms & Protective Clothes
07/26/2024	800226	GALLS	UNIFORM - CS	354.95	100-52200-000-344	Uniforms & Protective Clothes
07/26/2024	800226	GALLS	UNIFORM - SA	192.42	100-52200-000-344	Uniforms & Protective Clothes
07/26/2024	800226	EAGLE MEDIA INC.	Uniform allowances	1,523.75	100-52200-000-344	Uniforms & Protective Clothes
07/26/2024	800226	PROHEALTH WORKS (SEEGER)	PREEMPLOYMENT TEST - CS	610.00	100-52200-000-294	Contract--Medical Fees
07/26/2024	800226	PROHEALTH WORKS (SEEGER)	HEP B - 3RD - BRAHM	122.00	100-53311-000-390	Expenses
07/26/2024	800226	PROHEALTH WORKS (SEEGER)	MMR - ROCCI	138.00	100-52200-000-294	Contract--Medical Fees
07/26/2024	800226	PROHEALTH WORKS (SEEGER)	BACKGROUND CHECK - IB	45.00	100-51600-000-390	Expenses
07/26/2024	800226	NASSCO INC. - ACH	FLOOR CLEANER CIVIC	55.30	100-51600-000-242	Maint--Bldg & Facilities
07/26/2024	800226	IN *ECHOSIDE LLC - PCARD VENDOR	OEM CARBURETOR	199.10	100-55200-000-240	Maint--Equipment
07/26/2024	800226	MENARDS PEWAUKEE WI	PAINT	159.92	100-55200-000-391	Baseball Diamonds
07/26/2024	800226	MENARDS PEWAUKEE WI	SPOOL, FLEX FABRIC, BANDS	32.69	100-55200-000-395	Weed Control
07/26/2024	800226	MENARDS PEWAUKEE WI	RUST SEDIMENT PLEATED	39.54	620-53610-100-249	Maint--General Plant
07/26/2024	800226	MENARDS PEWAUKEE WI	GLOVES	34.95	620-53610-100-345	Supplies
07/26/2024	800226	MENARDS PEWAUKEE WI	CABLE, CORD GRIP CONNECTOR, STRUTS	71.74	620-53610-100-249	Maint--General Plant
07/26/2024	800226	IN *ECHOSIDE LLC - PCARD VENDOR	OEM COIL & SUPPLIES	320.71	100-55200-000-240	Maint--Equipment
07/26/2024	800226	MENARDS PEWAUKEE WI	SOIL, PLANTER, TOILET LEVER, WATER	187.22	100-55200-000-298	Contract--Misc Sanitation
07/26/2024	800226	MENARDS PEWAUKEE WI	CONNECTORS	6.46	620-53610-100-249	Maint--General Plant
07/26/2024	800226	MENARDS PEWAUKEE WI	CONNECTORS, COVER, DUPLEX, SOL CLAD	35.94	620-53610-100-249	Maint--General Plant
07/26/2024	800226	MENARDS PEWAUKEE WI	AL HALF ROUND, PURDY BRUSH	25.26	100-51600-000-242	Maint--Bldg & Facilities
07/26/2024	800226	MENARDS PEWAUKEE WI	SMARTSIDE LAP - COLDWATER PARK PROJECT	29.67	100-57620-000-820	Improvements
07/26/2024	800226	MENARDS PEWAUKEE WI	SMARTSIDE LAP, 2X4S - COLDWATER PARK PR	20.92	100-57620-000-820	Improvements
07/26/2024	800226	MENARDS PEWAUKEE WI	ANGLE VALVE QTR, Q-TURN, PULLDOWN FAUC	230.74	100-53311-000-242	Maint--Bldg & Facilities
07/26/2024	800226	MENARDS PEWAUKEE WI	WOOD, STAPLES, MENDING PLATE	17.46	100-53311-000-230	Maint--Street Materials
07/26/2024	800226	MENARDS PEWAUKEE WI	NIPPLES, COUPLERS	125.48	610-53700-000-652	Maint of Services (Lat)
07/26/2024	800226	MENARDS PEWAUKEE WI	MULTI PURPOSE ROLL	9.97	100-14500	Due from Haass Library
07/26/2024	800226	SHADY LANE GREENHOUSES	SENIOR - PLANTS	595.00	100-54600-000-405	Program Expenses
07/26/2024	800226	AMZN MKTP US	DRAIN CLEANER FOR POLICE SIDE	39.16	100-52100-000-242	Maint--Bldg & Facilities
07/26/2024	800226	WMH RETAIL PHARMACY	MEDICAL SUPPLIES	33.93	100-52200-000-342	Medical Supplies
07/26/2024	800226	DSPS EPAY INT	JUDY LICENSE RENEWAL FEE	1.24	100-51491-000-390	Expenses
07/26/2024	800226	WI DSPS LICENSURE	JUDY LICENSE RENEWAL	55.00	100-51491-000-390	Expenses
07/26/2024	800226	ASCAP LICENSE FEE	MUSIC LICENSE RENEWAL 2024	259.00	100-55202-000-403	Special Events
07/26/2024	800226	BROOKFIELD RENTAL	TENT - CRUISE NIGHT	498.00	100-55202-000-403	Special Events
07/26/2024	800226	WISCONSIN WASTEWATER OPER	Secret WWOA Conf	40.00	100-51491-000-390	Expenses
07/26/2024	800226	WISCONSIN WASTEWATER OPER	SECRET WWOA CONF	40.00	100-51600-000-390	Expenses
07/26/2024	800226	WISCONSIN WASTEWATER OPER	SECRET WWOA CONF	40.00	610-53700-000-930	Misc General Expenses
07/26/2024	800226	SOERENS FORD OF BROOKFIEL	SEAT BELT	59.48	100-53311-000-244	Maint--Vehicle
07/26/2024	800226	INSIGHT FS	TURFACE, CHALK	850.80	100-55200-000-391	Baseball Diamonds
07/26/2024	800226	INSIGHT FS	MARKING CHALK	440.00	100-55200-000-391	Baseball Diamonds
07/26/2024	800226	IN *HVA PRODUCTS, INC.	FX 80 CONTROLLER S/W MAINT RENEWAL 2024	725.00	100-51600-000-242	Maint--Bldg & Facilities

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07/26/2024	800226	IN *HVA PRODUCTS, INC.	SERVICE CALL HVAC CONTROLLER ISSUE	277.50	100-51600-000-242	Maint--Bldg & Facilities
07/26/2024	800226	UWCC REGISTRATIONS	ADAM P DEVELOPMENT CLASS	92.50	100-53311-000-390	Expenses
07/26/2024	800226	UWCC REGISTRATIONS	ADAM P DEVELOPMENT CLASS	92.50	610-53700-000-930	Misc General Expenses
07/26/2024	800226	UWCC REGISTRATIONS	ADAM P DEVELOPMENT CLASS	92.50	620-53610-100-345	Supplies
07/26/2024	800226	SPECTRUM	PRI & INTERNET	1,303.10	100-51600-000-220	Utilities--Telephone
07/26/2024	800226	SPECTRUM	PRI & INTERNET	42.26	100-52100-000-220	Utilities--Telephone
07/26/2024	800226	SPECTRUM	PRI & INTERNET	42.26	100-52200-000-220	Utilities--Telephone
07/26/2024	800226	SPECTRUM	PRI & INTERNET	49.32	100-14500	Due from Haass Library
07/26/2024	800226	AMAZON.COM	Civic Cleaning Supplies	24.14	100-51600-000-242	Maint--Bldg & Facilities
07/26/2024	800226	COUSINS SUBS	Pavilion Task Force Meeting	80.84	100-51100-000-390	Expenses
07/26/2024	800226	TYCOINTEGRATEDSECURITY	SECURITY ALARM - WOODSIDE TOWER	84.41	610-53700-000-650	Maint of Distribution System
07/26/2024	800226	TYCOINTEGRATEDSECURITY	SECURITY ALARM - WELL 5	90.02	610-53700-000-650	Maint of Distribution System
07/26/2024	800226	TYCOINTEGRATEDSECURITY	SECURITY ALARM - WELL 5	90.02	610-53700-000-955	Pumping-Maint of Equipment
07/26/2024	800226	TYCOINTEGRATEDSECURITY	SECURITY ALARM - WELL 4	106.25	610-53700-000-955	Pumping-Maint of Equipment
07/26/2024	800226	TYCOINTEGRATEDSECURITY	SECURITY ALARM - WELL 6 & 7	136.98	610-53700-000-955	Pumping-Maint of Equipment
07/26/2024	800226	COMPLETE OFFICE OF WISCON	Hand Towels FD Bathroom	88.58	100-52200-000-242	Maint--Bldg & Facilities
07/26/2024	800226	IN *COMPETITOR AWARDS & E	MEMORIAL PLAQUE - YOUNGBAUER	156.00	100-55200-000-399	Horticulture
07/26/2024	800226	ELLIOTT ACE HARDWARE	GRINDER TOOL	199.00	100-56200-000-348	Tools
07/26/2024	800226	BADGER METER PCARD	HOSTING SERVICE - JUNE 2024	274.40	610-53700-000-935	Maint--Genl Plant & Equip
07/26/2024	800226	AMZN MKTP US	BAGS FOR NEW HOME PERMITS	50.97	100-52400-000-390	Expenses
07/26/2024	800226	AMZN MKTP US	DOOR HANGERS FOR ENGINEERING NOTICES	38.99	100-51491-000-310	Office Supplies
07/26/2024	800226	SERVICE SANITATION WI	RR - BRITISH CAR SHOW - RENTAL	260.00	100-55200-000-298	Contract--Misc Sanitation
07/26/2024	800226	SERVICE SANITATION WI	SEASONAL RR - PINTS IN THE PARK	370.00	100-55202-000-403	Special Events
07/26/2024	800226	SERVICE SANITATION WI	SEASONAL RR - VP	520.15	100-55200-000-298	Contract--Misc Sanitation
07/26/2024	800226	SERVICE SANITATION WI	SEASONAL RR - AP	113.30	100-55200-000-298	Contract--Misc Sanitation
07/26/2024	800226	SERVICE SANITATION WI	SEASONAL RR - WEAVER PARK	113.30	100-55200-000-298	Contract--Misc Sanitation
07/26/2024	800226	AMAZON.COM	ADVIL FOR OFFICE	9.99	100-51410-000-180	Human Resources Expense
07/26/2024	800226	STATE CHEMIC*STATE CHE	CUBE CITRUS GREEN TEA - CLEANING SUPPLI	227.26	620-53610-100-249	Maint--General Plant
07/26/2024	800226	AIR MAINTENANCE INC.	KITCHEN EXHAUST CLEANING	463.00	100-55200-000-242	Maint--Bldg & Facilities
07/26/2024	800226	AMZN MKTP US	FILTERS FOR FRIDG AND BOTTLE FILLER	210.58	100-51600-000-242	Maint--Bldg & Facilities
07/26/2024	800226	SAMS CLUB	parade candy	348.96	100-51100-000-390	Expenses
07/26/2024	800226	7-ELEVEN	dance supplies	5.49	100-55350-200-390	DANCE Expenses
07/26/2024	800226	AMZN MKTP US	day camp supplies	12.99	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMZN MKTP US	day camp supplies	26.99	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMZN MKTP US	day camp supplies	31.71	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMZN MKTP US	day camp supplies	13.99	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMZN MKTP US	day camp supplies	116.50	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMZN MKTP US	day camp supplies	49.97	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMZN MKTP US	day camp supplies	31.18	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMZN MKTP US	day camp supplies	42.72	100-55350-100-390	DAY CAMP Expenses

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07/26/2024	800226	AMZN MKTP US	splash pad test disks	169.95	100-55200-000-394	Splashpad Operations
07/26/2024	800226	AMZN MKTP US	armory parking lot - handicap reserved sign	15.99	100-55200-000-310	Office Supplies
07/26/2024	800226	AMZN MKTP US	wand for watering street flowers	39.99	100-55200-000-399	Horticulture
07/26/2024	800226	AMZN MKTP US	day camp supplies	37.36	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMZN MKTP US	chainsaw helmet	35.49	100-55200-000-400	Forestry Efforts
07/26/2024	800226	AMZN MKTP US	Dehumidifier for finance storage room in basement	160.99	100-51600-000-242	Maint-Bldg & Facilities
07/26/2024	800226	AMZN MKTP US	IT Tech Laptop	479.81	100-57190-000-810	Equipment
07/26/2024	800226	AMZN MKTP US	IT Tech Laptop	159.94	610-53700-000-921	Office Supplies & Expenses
07/26/2024	800226	AMZN MKTP US	IT Tech Laptop	159.94	620-53610-100-310	Office Supplies
07/26/2024	800226	AMZN MKTP US	general events banner	15.99	100-55202-000-403	Special Events
07/26/2024	800226	AMZN MKTP US	inner tube for 11 mower tire	27.24	100-55200-000-240	Maint-Equipment
07/26/2024	800226	AMZN MKTP US	plates for 2 new trucks	20.97	100-55200-000-310	Office Supplies
07/26/2024	800226	AMZN MKTP US	Air filters for Civic Center	138.86	100-51600-000-242	Maint-Bldg & Facilities
07/26/2024	800226	AMZN MKTP US	one speed rocker switch to replace for vacuum	13.91	100-52200-000-240	Maint-Equipment
07/26/2024	800226	AMZN MKTP US	day camp supplies	10.72	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMZN MKTP US	office supplies	10.96	100-51420-000-310	Office Supplies
07/26/2024	800226	AMZN MKTP US	office supplies	1.37	100-55200-000-390	Expenses
07/26/2024	800226	AMZN MKTP US	office supplies	10.96	100-55300-000-310	Office Supplies
07/26/2024	800226	AMZN MKTP US	office supplies	1.51	610-53700-000-921	Office Supplies & Expenses
07/26/2024	800226	AMZN MKTP US	office supplies	1.51	620-53610-100-310	Office Supplies
07/26/2024	800226	AMZN MKTP US	office supplies	22.96	100-51420-000-310	Office Supplies
07/26/2024	800226	AMZN MKTP US	office supplies	2.87	100-55200-000-390	Expenses
07/26/2024	800226	AMZN MKTP US	office supplies	22.94	100-55300-000-310	Office Supplies
07/26/2024	800226	AMZN MKTP US	office supplies	3.15	610-53700-000-921	Office Supplies & Expenses
07/26/2024	800226	AMZN MKTP US	day camp supplies	508.50	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMZN MKTP US	office supplies	3.15	620-53610-100-310	Office Supplies
07/26/2024	800226	AMZN MKTP US	Ring Bell Sign	13.43	100-52100-000-390	Expenses
07/26/2024	800226	AUTOZONE	Vehicle Maint. FD	33.98	100-52200-000-244	Maint-Vehicle
07/26/2024	800226	BETTY LOU CRUISES	lake mendota	1,337.05	100-55350-000-404	Adult Trips
07/26/2024	800226	BLACKBURN MANUFACTURING	marking point	150.82	100-55200-000-298	Contract-Misc Sanitation
07/26/2024	800226	COSTCO WHSE	picnic tables-collapsible	1,529.91	100-55202-000-403	Special Events
07/26/2024	800226	DOLLAR TREE, INC.	july bingo	36.69	100-54800-000-405	Program Expenses
07/26/2024	800226	AMZN MKTP US	day camp supplies	8.49	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	FEDEXOFFICE	Return of an Item	38.64	100-52200-000-390	Expenses
07/26/2024	800226	GALLS	UNIFORM - DG	289.95	100-52200-000-344	Uniforms & Protective Clothes
07/26/2024	800226	GALLS	UNIFORM - SA	277.92	100-52200-000-344	Uniforms & Protective Clothes
07/26/2024	800226	CONVERGENT SOLUTIONS	dance supplies	19.99	100-55350-200-390	DANCE Expenses
07/26/2024	800226	LOCAL GOVERNMENT EDUCATIO	wmca master academy jennifer	158.00	100-51420-000-390	Expenses
07/26/2024	800226	MEIJER	supplies for summer lobby party	52.93	100-54800-000-405	Program Expenses
07/26/2024	800226	MENARDS PEWAUKEE WI	Building Maint. FD	237.39	100-52200-000-242	Maint-Bldg & Facilities

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07/26/2024	800226	METRO MARKET	4th of july parade	4.19	100-55202-000-393	Fourth of July
07/26/2024	800226	METRO MARKET	snacks for adult trip to mendota	19.98	100-55350-000-404	Adult Trips
07/26/2024	800226	MILWAUKEE BREWERS BOX OFF	adult trip	501.50	100-55350-000-404	Adult Trips
07/26/2024	800226	AMZN MKTP US	day camp supplies	20.78	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	NRPA OPERATING	NRPA membership	115.00	100-55300-000-324	Schooling & Dues
07/26/2024	800226	POOL SUPPLY UNLIMITED	splash pad testing disks	296.48	100-55200-000-394	Splashpad Operations
07/26/2024	800226	REVDANCE.TENTH HOUSE	summer dance costumes	2,181.99	100-55350-200-390	DANCE Expenses
07/26/2024	800226	SAMS CLUB	parade candy	348.96	100-55350-200-390	DANCE Expenses
07/26/2024	800226	SAMSClub.COM	Cascade Dishwasher Detergent FD	32.94	100-52200-000-242	Maint--Bldg & Facilities
07/26/2024	800226	TARGET	bingo july	121.58	100-54600-000-405	Program Expenses
07/26/2024	800226	THE HOME DEPOT	Equip. Maint. FD	217.54	100-52200-000-240	Maint--Equipment
07/26/2024	800226	WALGREENS	dance supplies	28.29	100-55350-200-390	DANCE Expenses
07/26/2024	800226	WEISSMANS THEATRICAL SU	dance costumes	244.24	100-55350-200-390	DANCE Expenses
07/26/2024	800226	WEISSMANS THEATRICAL SU	summer dance costumes	2,230.93	100-55350-200-390	DANCE Expenses
07/26/2024	800226	AMZN MKTP US	day camp supplies	50.81	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	WMCA	WMCA conf jen	200.00	100-51420-000-390	Expenses
07/26/2024	800226	WMCA	WMCA conf jennifer	200.00	100-51420-000-390	Expenses
07/26/2024	800226	AMZN MKTP US	day camp supplies	6.99	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMZN MKTP US	day camp supplies	293.09	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMZN MKTP US	day camp supplies	39.37	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	A WISH COME TRUE	dance costumes	254.95	100-55350-200-390	DANCE Expenses
07/26/2024	800226	AMZN MKTP US	day camp supplies	40.99	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMZN MKTP US	day camp supplies	79.57	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMZN MKTP US	day camp supplies	96.94	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMZN MKTP US	day camp supplies	60.67	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMZN MKTP US	day camp supplies	65.97	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMZN MKTP US	day camp supplies	38.69	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMZN MKTP US	day camp supplies	28.29	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMZN MKTP US	day camp supplies	143.39	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMZN MKTP US	day camp supplies	19.99	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMZN MKTP US	day camp supplies	8.99	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	ACT-CITY OF WAUKESHA	day camp supplies	50.00	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMZN MKTP US	day camp supplies	36.61	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMZN MKTP US	day camp supplies	183.49	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMZN MKTP US	day camp supplies	27.13	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMZN MKTP US	day camp supplies	191.85	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMZN MKTP US	day camp supplies	12.22	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMZN MKTP US	dance costumes	154.39	100-55350-200-390	DANCE Expenses
07/26/2024	800226	AMZN MKTP US	dance costumes	15.99	100-55350-200-390	DANCE Expenses
07/26/2024	800226	AMZN MKTP US	dance costumes	7.99	100-55350-200-390	DANCE Expenses

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07/26/2024	800226	AMZN MKTP US	dance supplies	37.87	100-55350-200-390	DANCE Expenses
07/26/2024	800226	AMZN MKTP US	100 year celebration hand stampers	29.67	100-55202-000-403	Special Events
07/26/2024	800226	ACT*WAUKESHACOUNTY PLU	day camp field trip	28.00	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMZN MKTP US	for simplicity mower	39.98	100-55200-000-240	Maint--Equipment
07/26/2024	800226	AMZN MKTP US	Garden Hose Nozzle	22.99	100-52200-000-242	Maint--Bldg & Facilities
07/26/2024	800226	AMZN MKTP US	Waterproof heat shrink tubing	9.59	100-52200-000-240	Maint--Equipment
07/26/2024	800226	AMZN MKTP US	restickable dots	21.88	100-55202-000-403	Special Events
07/26/2024	800226	AMZN MKTP US	vista run park project tools	19.99	100-57620-000-820	Improvements
07/26/2024	800226	AMZN MKTP US	office supplies	41.15	100-51420-000-310	Office Supplies
07/26/2024	800226	AMZN MKTP US	office supplies	5.14	100-55200-000-390	Expenses
07/26/2024	800226	AMZN MKTP US	office supplies	41.14	100-55300-000-310	Office Supplies
07/26/2024	800226	AMZN MKTP US	office supplies	5.66	610-53700-000-921	Office Supplies & Expenses
07/26/2024	800226	AMZN MKTP US	office supplies	5.66	620-53610-100-310	Office Supplies
07/26/2024	800226	ACT*WAUKESHACOUNTY PLU	day camp field trip	28.00	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMZN MKTP US	splash pad test disks	245.00	100-55200-000-394	Splashpad Operations
07/26/2024	800226	AMZN MKTP US	splash pad first aid supplies	68.78	100-55200-000-394	Splashpad Operations
07/26/2024	800226	AMZN MKTP US	nozzles for cleaning products	7.79	100-55200-000-298	Contract--Misc Sanitation
07/26/2024	800226	AMZN MKTP US	vista run park project tools	100.45	100-57620-000-820	Improvements
07/26/2024	800226	AMZN MKTP US	splash pad test disks	245.00	100-55200-000-394	Splashpad Operations
07/26/2024	800226	AMZN MKTP US	Inspector IPad Air Screen Protector	11.81	100-57190-000-810	Equipment
07/26/2024	800226	AMZN MKTP US	Inspector IPad Air Screen Protector	3.94	610-53700-000-921	Office Supplies & Expenses
07/26/2024	800226	AMZN MKTP US	Inspector IPad Air Screen Protector	3.94	620-53610-100-310	Office Supplies
07/26/2024	800226	AMZN MKTP US	splash pad test disks return	245.00-	100-55200-000-394	Splashpad Operations
07/26/2024	800226	AMAZON MKTPLACE PMTS	day camp supplies	8.83	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMAZON.COM	day camp supplies	13.18	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMAZON.COM	day camp supplies	81.47	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMAZON.COM	day camp supplies	46.74	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMAZON.COM	office supplies	18.58	100-51420-000-310	Office Supplies
07/26/2024	800226	AMAZON.COM	office supplies	2.32	100-55200-000-390	Expenses
07/26/2024	800226	AMAZON.COM	office supplies	18.59	100-55300-000-310	Office Supplies
07/26/2024	800226	AMAZON.COM	office supplies	2.56	610-53700-000-921	Office Supplies & Expenses
07/26/2024	800226	AMAZON.COM	office supplies	2.56	620-53610-100-310	Office Supplies
07/26/2024	800226	AMAZON.COM	day camp supplies	3.48	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMAZON MKTPLACE PMTS	day camp supplies	40.99	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMAZON.COM	day camp supplies	29.64	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMAZON.COM	day camp supplies	46.98	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMAZON.COM	day camp supplies	20.24	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMAZON.COM	day camp supplies	15.28	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMAZON.COM	day camp supplies	17.89	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMAZON.COM	day camp snacks	10.36	100-55350-100-390	DAY CAMP Expenses

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07/26/2024	800226	AMAZON.COM	day camp supplies	76.02	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMAZON.COM	day camp supplies	61.48	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMAZON.COM	day camp supplies	43.76	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMAZON.COM	dance costumes	29.02	100-55350-200-390	DANCE Expenses
07/26/2024	800226	AMZN MKTP US	4th of july parade	8.99	100-55202-000-393	Fourth of July
07/26/2024	800226	AMAZON.COM	fitness supplies	14.72	100-55350-000-390	Expenses
07/26/2024	800226	AMAZON.COM	microwave	93.41	100-55300-000-310	Office Supplies
07/26/2024	800226	AMAZON.COM	splash pad door sign	21.82	100-55200-000-394	Splashpad Operations
07/26/2024	800226	AMAZON.COM	replacement batteries for equipment	30.58	100-52200-000-342	Medical Supplies
07/26/2024	800226	AMAZON.COM	office supplies	1.48	100-51420-000-310	Office Supplies
07/26/2024	800226	AMAZON.COM	office supplies	.18	100-55200-000-390	Expenses
07/26/2024	800226	AMAZON.COM	office supplies	1.48	100-55300-000-310	Office Supplies
07/26/2024	800226	AMAZON.COM	office supplies	.20	610-53700-000-921	Office Supplies & Expenses
07/26/2024	800226	AMAZON.COM	office supplies	.20	620-53610-100-310	Office Supplies
07/26/2024	800226	AMZN MKTP US	day camp supplies	111.04	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMAZON.COM	street flowers fertilizer	59.98	100-55200-000-399	Horticulture
07/26/2024	800226	AMAZON.COM	Keyboard & Video Conferencing Accessories	95.37	100-57190-000-810	Equipment
07/26/2024	800226	AMAZON.COM	Keyboard & Video Conferencing Accessories	31.79	610-53700-000-921	Office Supplies & Expenses
07/26/2024	800226	AMAZON.COM	Keyboard & Video Conferencing Accessories	31.79	620-53610-100-310	Office Supplies
07/26/2024	800226	AMZN MKTP US	day camp supplies	47.99	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMZN MKTP US	day camp supplies	54.32	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMZN MKTP US	day camp supplies	37.58	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMZN MKTP US	day camp supplies	60.56	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMZN MKTP US	day camp supplies	9.99	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	AMZN MKTP US	day camp supplies	16.36	100-55350-100-390	DAY CAMP Expenses
07/26/2024	800226	MILLER BRADFORD RISBERG-PCARD CURRENT	RADIATOR CRACKED - KOHLER GENERATOR	303.58	620-53610-100-249	Maint--General Plant
07/26/2024	800226	ATT* BILL PAYMENT	VOS CELL PHONES	24.43	100-51420-000-220	Utilities--Telephone
07/26/2024	800226	ATT* BILL PAYMENT	VOS CELL PHONES	11.75	100-51491-000-220	Utilities--Telephone
07/26/2024	800226	ATT* BILL PAYMENT	VOS CELL PHONES	30.44	100-51600-000-220	Utilities--Telephone
07/26/2024	800226	ATT* BILL PAYMENT	VOS CELL PHONES	28.15	100-53311-000-220	Utilities--Telephone
07/26/2024	800226	ATT* BILL PAYMENT	VOS CELL PHONES	187.25	100-55200-000-220	Utilities--Telephone
07/26/2024	800226	ATT* BILL PAYMENT	VOS CELL PHONES	89.47	100-55300-000-220	Utilities--Telephone
07/26/2024	800226	ATT* BILL PAYMENT	VOS CELL PHONES	70.15	100-56700-000-390	Expenses
07/26/2024	800226	ATT* BILL PAYMENT	VOS CELL PHONES	4.17	610-53700-000-650	Maint of Distribution System
07/26/2024	800226	ATT* BILL PAYMENT	VOS CELL PHONES - PRO 2	85.83	610-53700-000-651	Maint of Mains
07/26/2024	800226	ATT* BILL PAYMENT	VOS CELL PHONES	52.27	610-53700-000-921	Office Supplies & Expenses
07/26/2024	800226	ATT* BILL PAYMENT	VOS CELL PHONES - MTR RD PH	25.00	610-53700-000-935	Maint--Genl Plant & Equip
07/26/2024	800226	ATT* BILL PAYMENT	VOS CELL PHONES	4.18	610-53700-000-953	Pumping-Supplies & Expenses
07/26/2024	800226	ATT* BILL PAYMENT	VOS CELL PHONES	12.36	620-53610-100-310	Office Supplies
07/26/2024	800226	ATT* BILL PAYMENT	VOS CELL PHONES - FIRST NET	81.76	100-51410-000-220	Utilities--Telephone

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07/26/2024	800226	ATT* BILL PAYMENT	VOS CELL PHONES - FIRST NET	21.27	100-51491-000-220	Utilities--Telephone
07/26/2024	800226	ATT* BILL PAYMENT	VOS CELL PHONES - FIRST NET	61.92	100-53311-000-220	Utilities--Telephone
07/26/2024	800226	ATT* BILL PAYMENT	VOS CELL PHONES - FIRST NET	67.04	100-55200-000-220	Utilities--Telephone
07/26/2024	800226	ATT* BILL PAYMENT	VOS CELL PHONES - FIRST NET	21.70	100-55300-000-220	Utilities--Telephone
07/26/2024	800226	ATT* BILL PAYMENT	VOS CELL PHONES - FIRST NET	33.54	610-53700-000-650	Maint of Distribution System
07/26/2024	800226	ATT* BILL PAYMENT	VOS CELL PHONES - FIRST NET	91.43	610-53700-000-921	Office Supplies & Expenses
07/26/2024	800226	ATT* BILL PAYMENT	VOS CELL PHONES - FIRST NET	33.64	610-53700-000-953	Pumping-Supplies & Expenses
07/26/2024	800226	ATT* BILL PAYMENT	VOS CELL PHONES - FIRST NET	138.39	620-53610-100-310	Office Supplies
07/26/2024	800226	ATT* BILL PAYMENT	FIRE DEPT PHONES	483.93	100-52200-000-220	Utilities--Telephone
07/26/2024	800226	ATT* BILL PAYMENT	VOS CELL PHONES	20.86	100-51420-000-220	Utilities--Telephone
07/26/2024	800226	ATT* BILL PAYMENT	VOS CELL PHONES	26.81	100-51600-000-220	Utilities--Telephone
07/26/2024	800226	ATT* BILL PAYMENT	VOS CELL PHONES	7.44	100-53311-000-220	Utilities--Telephone
07/26/2024	800226	ATT* BILL PAYMENT	VOS CELL PHONES	175.21	100-55200-000-220	Utilities--Telephone
07/26/2024	800226	ATT* BILL PAYMENT	VOS CELL PHONES	173.23	100-55300-000-220	Utilities--Telephone
07/26/2024	800226	ATT* BILL PAYMENT	VOS CELL PHONES	41.29	100-56700-000-390	Expenses
07/26/2024	800226	ATT* BILL PAYMENT	VOS CELL PHONES	14.91	610-53700-000-650	Maint of Distribution System
07/26/2024	800226	ATT* BILL PAYMENT	VOS CELL PHONES - PRO 2	59.13	610-53700-000-651	Maint of Mains
07/26/2024	800226	ATT* BILL PAYMENT	VOS CELL PHONES	31.72	610-53700-000-921	Office Supplies & Expenses
07/26/2024	800226	ATT* BILL PAYMENT	VOS CELL PHONES - MTR RD PH	26.14	610-53700-000-935	Maint--Genl Plant & Equip
07/26/2024	800226	ATT* BILL PAYMENT	VOS CELL PHONES	14.95	610-53700-000-953	Pumping-Supplies & Expenses
07/26/2024	800226	ATT* BILL PAYMENT	VOS CELL PHONES	37.79	620-53610-100-310	Office Supplies
07/26/2024	800227	ATT* BILL PAYMENT	VOS CELL PHONES	.43	640-53650-000-220	Utilities--Telephone
07/26/2024	800228	AMZN MKTP US	office supplies	4.11	640-53650-000-310	Office Supplies
07/26/2024	800229	AMAZON.COM	office supplies	1.86	640-53650-000-310	Office Supplies
07/31/2024	800230	AFLAC	EMPLOYEE INSURANCE	115.80	100-21595	AFLAC INS
07/31/2024	800231	BMO HARRIS BANK NA - PAYMENTS	TRANSP SYMPOSIUM JN	25.00	100-51491-000-390	Expenses
07/31/2024	800231	BMO HARRIS BANK NA - PAYMENTS	LEADERSHIP TRAINING HD	1,100.00	100-55300-000-390	Expenses
07/31/2024	800231	BMO HARRIS BANK NA - PAYMENTS	LEADERSHIP TRAINING HD	1,100.00	100-55200-000-390	Expenses
07/31/2024	800231	BMO HARRIS BANK NA - PAYMENTS	LEADERSHIP TRAINING JM	733.34	100-51420-000-390	Expenses
07/31/2024	800231	BMO HARRIS BANK NA - PAYMENTS	LEADERSHIP TRAINING JM	733.33	610-53700-000-930	Misc General Expenses
07/31/2024	800231	BMO HARRIS BANK NA - PAYMENTS	LEADERSHIP TRAINING JM	733.33	620-53610-100-345	Supplies
07/31/2024	800231	BMO HARRIS BANK NA - PAYMENTS	DAY CAMP BOWLING	984.00	100-55350-100-390	DAY CAMP Expenses
07/31/2024	800231	BMO HARRIS BANK NA - PAYMENTS	DSPS RENEWAL	56.24	100-51491-000-390	Expenses
07/31/2024	800231	BMO HARRIS BANK NA - PAYMENTS	DANCE RECITAL PHOTOS	52.50	100-55350-200-390	DANCE Expenses
07/31/2024	800232	DELTA DENTAL	DENTAL INSURANCE	110.13	100-14500	Due from Haass Library
07/31/2024	800232	DELTA DENTAL	DENTAL INSURANCE	5.45	280-54910-000-135	Employee Insurance
07/31/2024	800232	DELTA DENTAL	DENTAL INSURANCE	324.39	610-53700-000-926	Employee Pension & Benefits
07/31/2024	800232	DELTA DENTAL	DENTAL INSURANCE	286.94	620-53610-100-135	Employee Insurance
07/31/2024	800232	DELTA DENTAL	DENTAL INSURANCE	112.16	640-53650-000-135	Employee Insurance
07/31/2024	800232	DELTA DENTAL	DENTAL INSURANCE	29.94	100-51491-000-135	Employee Insurance

Check Issue Date	Check Number	Merchant Name	Description	Amount	Invoice GL Account	Invoice GL Account Title
07/31/2024	800232	DELTA DENTAL	DENTAL INSURANCE	14.68	100-51410-000-135	Employee Insurance
07/31/2024	800232	DELTA DENTAL	DENTAL INSURANCE	54.50	100-51420-000-135	Employee Insurance
07/31/2024	800232	DELTA DENTAL	DENTAL INSURANCE	43.60	100-51510-000-135	Employee Insurance
07/31/2024	800232	DELTA DENTAL	DENTAL INSURANCE	85.48	100-51600-000-135	Employee Insurance
07/31/2024	800232	DELTA DENTAL	DENTAL INSURANCE	13.36	100-52400-000-135	Employee Insurance
07/31/2024	800232	DELTA DENTAL	DENTAL INSURANCE	34.46	100-54600-000-135	Employee Insurance
07/31/2024	800232	DELTA DENTAL	DENTAL INSURANCE	134.38	100-53311-000-135	Employee Insurance
07/31/2024	800232	DELTA DENTAL	DENTAL INSURANCE	25.75	100-53635-000-135	Employee Insurance
07/31/2024	800232	DELTA DENTAL	DENTAL INSURANCE	92.90	100-56700-000-135	Employee Insurance
07/31/2024	800232	DELTA DENTAL	DENTAL INSURANCE	19.52	100-51430-000-135	Employee Insurance
07/31/2024	800232	DELTA DENTAL	DENTAL INSURANCE	127.27	100-55200-000-135	Employee Insurance
07/31/2024	800232	DELTA DENTAL	DENTAL INSURANCE	584.36	100-52200-000-135	Employee Insurance
07/31/2024	800232	DELTA DENTAL	DENTAL INSURANCE	102.85	100-55202-000-135	Employee Insurance
07/31/2024	800232	DELTA DENTAL	DENTAL INSURANCE	120.24	100-55350-000-135	Employee Insurance
07/31/2024	800232	DELTA DENTAL	DENTAL INSURANCE	72.12	100-55300-000-135	Employee Insurance
07/31/2024	800232	DELTA DENTAL	DENTAL INSURANCE	36.71	100-13800	Other Receivables
07/31/2024	800232	DELTA DENTAL	VISION INSURANCE	197.11	100-21596	Vision Insurance
07/31/2024	800232	DELTA DENTAL	VISION INSURANCE	5.92	100-14500	Due from Haass Library
07/31/2024	800233	EFTPS	Federal Taxes	41,119.41	100-21512	Federal Taxes Withheld
07/31/2024	800233	EFTPS	Federal Taxes	41,133.17	100-21512	Federal Taxes Withheld
07/31/2024	800234	EMPLOYEE TRUST FUNDS	WI Retirement	50,664.76	100-21511	WI Retirement Payable
07/31/2024	800235	RELIANCE STANDARD LIFE INS CO	LIFE INSURANCE	81.49	100-14500	Due from Haass Library
07/31/2024	800235	RELIANCE STANDARD LIFE INS CO	LIFE INSURANCE	85.39	610-53700-000-926	Employee Pension & Benefits
07/31/2024	800235	RELIANCE STANDARD LIFE INS CO	LIFE INSURANCE	86.76	620-53610-100-135	Employee Insurance
07/31/2024	800235	RELIANCE STANDARD LIFE INS CO	LIFE INSURANCE	7.09	100-51491-000-135	Employee Insurance
07/31/2024	800235	RELIANCE STANDARD LIFE INS CO	LIFE INSURANCE	1.24	280-54910-000-135	Employee Insurance
07/31/2024	800235	RELIANCE STANDARD LIFE INS CO	LIFE INSURANCE	28.07	640-53650-000-135	Employee Insurance
07/31/2024	800235	RELIANCE STANDARD LIFE INS CO	LIFE INSURANCE	15.52	100-51410-000-135	Employee Insurance
07/31/2024	800235	RELIANCE STANDARD LIFE INS CO	LIFE INSURANCE	12.43	100-51420-000-135	Employee Insurance
07/31/2024	800235	RELIANCE STANDARD LIFE INS CO	LIFE INSURANCE	12.76	100-51510-000-135	Employee Insurance
07/31/2024	800235	RELIANCE STANDARD LIFE INS CO	LIFE INSURANCE	35.71	100-53311-000-135	Employee Insurance
07/31/2024	800235	RELIANCE STANDARD LIFE INS CO	LIFE INSURANCE	6.21	100-53635-000-135	Employee Insurance
07/31/2024	800235	RELIANCE STANDARD LIFE INS CO	LIFE INSURANCE	4.20	100-52400-000-135	Employee Insurance
07/31/2024	800235	RELIANCE STANDARD LIFE INS CO	LIFE INSURANCE	15.50	100-56700-000-135	Employee Insurance
07/31/2024	800235	RELIANCE STANDARD LIFE INS CO	LIFE INSURANCE	92.95	100-51430-000-135	Employee Insurance
07/31/2024	800235	RELIANCE STANDARD LIFE INS CO	LIFE INSURANCE	17.32	100-51600-000-135	Employee Insurance
07/31/2024	800235	RELIANCE STANDARD LIFE INS CO	LIFE INSURANCE	38.18	100-55200-000-135	Employee Insurance
07/31/2024	800235	RELIANCE STANDARD LIFE INS CO	LIFE INSURANCE	15.69	100-55202-000-135	Employee Insurance
07/31/2024	800235	RELIANCE STANDARD LIFE INS CO	LIFE INSURANCE	126.02	100-52200-000-135	Employee Insurance
07/31/2024	800235	RELIANCE STANDARD LIFE INS CO	LIFE INSURANCE	5.73	100-52100-000-135	Employee Insurance

Check Issue Date	Check Number	Merchant Name	Description	Amount	Invoice GL Account	Invoice GL Account Title
07/31/2024	800235	RELiance STANDARD LIFE INS CO	LIFE INSURANCE	2.61	100-54600-000-135	Employee Insurance
07/31/2024	800235	RELiance STANDARD LIFE INS CO	LIFE INSURANCE	9.80	100-55350-000-135	Employee Insurance
07/31/2024	800235	RELiance STANDARD LIFE INS CO	LIFE INSURANCE	8.19	100-55300-000-135	Employee Insurance
07/31/2024	800236	RHYME BUSINESS PRODUCTS	Finance Copier	55.90	100-51420-000-240	Maint--Equipment
07/31/2024	800236	RHYME BUSINESS PRODUCTS	Finance Copier	39.92	610-53700-000-921	Office Supplies & Expenses
07/31/2024	800236	RHYME BUSINESS PRODUCTS	Finance Copier	39.92	620-53610-100-310	Office Supplies
07/31/2024	800236	RHYME BUSINESS PRODUCTS	Finance Copier	23.95	640-53650-000-310	Office Supplies
07/31/2024	800236	RHYME BUSINESS PRODUCTS	PSB/Police copier	267.19	100-52100-000-390	Expenses
07/31/2024	800236	RHYME BUSINESS PRODUCTS	One Stop Copier	198.76	100-51420-000-240	Maint--Equipment
07/31/2024	800236	RHYME BUSINESS PRODUCTS	One Stop Copier	198.76	100-55300-000-310	Office Supplies
07/31/2024	800236	RHYME BUSINESS PRODUCTS	PSB/Fire copier	107.30	100-52200-000-345	Supplies
07/31/2024	800236	RHYME BUSINESS PRODUCTS	3rd Floor copier	31.35	100-53311-000-240	Maint--Equipment
07/31/2024	800236	RHYME BUSINESS PRODUCTS	3rd Floor copier	94.06	100-52400-000-390	Expenses
07/31/2024	800236	RHYME BUSINESS PRODUCTS	3rd Floor copier	156.77	100-51491-000-390	Expenses
07/31/2024	800236	RHYME BUSINESS PRODUCTS	3rd Floor copier	31.35	100-51420-000-240	Maint--Equipment
07/31/2024	800236	RHYME BUSINESS PRODUCTS	GARAGE COPIER	31.13	100-53311-000-240	Maint--Equipment
07/31/2024	800236	RHYME BUSINESS PRODUCTS	GARAGE COPIER	31.13	100-55200-000-390	Expenses
07/31/2024	800236	RHYME BUSINESS PRODUCTS	GARAGE COPIER	31.13	610-53700-000-921	Office Supplies & Expenses
07/31/2024	800236	RHYME BUSINESS PRODUCTS	GARAGE COPIER	10.38	640-53650-000-310	Office Supplies
07/31/2024	800236	RHYME BUSINESS PRODUCTS	WWTP COPIER	190.97	620-53610-100-310	Office Supplies
07/31/2024	800237	UNITED HEALTHCARE	HEALTH INSURANCE	2,574.42	100-14500	Due from Haass Library
07/31/2024	800237	UNITED HEALTHCARE	HEALTH INSURANCE	5,586.50	610-53700-000-926	Employee Pension & Benefits
07/31/2024	800237	UNITED HEALTHCARE	HEALTH INSURANCE	5,568.48	620-53610-100-135	Employee Insurance
07/31/2024	800237	UNITED HEALTHCARE	HEALTH INSURANCE	2,394.21	640-53650-000-135	Employee Insurance
07/31/2024	800237	UNITED HEALTHCARE	HEALTH INSURANCE	133.01	280-54910-000-135	Employee Insurance
07/31/2024	800237	UNITED HEALTHCARE	HEALTH INSURANCE	703.68	100-51491-000-135	Employee Insurance
07/31/2024	800237	UNITED HEALTHCARE	HEALTH INSURANCE	1,330.12	100-51420-000-135	Employee Insurance
07/31/2024	800237	UNITED HEALTHCARE	HEALTH INSURANCE	1,064.10	100-51510-000-135	Employee Insurance
07/31/2024	800237	UNITED HEALTHCARE	HEALTH INSURANCE	2,879.06	100-51600-000-135	Employee Insurance
07/31/2024	800237	UNITED HEALTHCARE	HEALTH INSURANCE	257.44	100-52400-000-135	Employee Insurance
07/31/2024	800237	UNITED HEALTHCARE	HEALTH INSURANCE	429.07	100-54600-000-135	Employee Insurance
07/31/2024	800237	UNITED HEALTHCARE	HEALTH INSURANCE	2,661.10	100-53311-000-135	Employee Insurance
07/31/2024	800237	UNITED HEALTHCARE	HEALTH INSURANCE	562.08	100-53635-000-135	Employee Insurance
07/31/2024	800237	UNITED HEALTHCARE	HEALTH INSURANCE	1,724.86	100-56700-000-135	Employee Insurance
07/31/2024	800237	UNITED HEALTHCARE	HEALTH INSURANCE	486.57	100-51430-000-135	Employee Insurance
07/31/2024	800237	UNITED HEALTHCARE	HEALTH INSURANCE	2,711.72	100-55200-000-135	Employee Insurance
07/31/2024	800237	UNITED HEALTHCARE	HEALTH INSURANCE	16,304.66	100-52200-000-135	Employee Insurance
07/31/2024	800237	UNITED HEALTHCARE	HEALTH INSURANCE	2,504.05	100-55202-000-135	Employee Insurance
07/31/2024	800237	UNITED HEALTHCARE	HEALTH INSURANCE	2,316.98	100-55350-000-135	Employee Insurance
07/31/2024	800237	UNITED HEALTHCARE	HEALTH INSURANCE	1,527.49	100-55300-000-135	Employee Insurance

Check Issue Date	Check Number	Merchant Name	Description	Amount	Invoice GL Account	Invoice GL Account Title
07/31/2024	800237	UNITED HEALTHCARE	HEALTH INSURANCE	858.14	100-13800	Other Receivables
07/31/2024	800238	WE ENERGIES	Fire electric	1,315.49	100-52200-000-224	Utilities--Electric
07/31/2024	800238	WE ENERGIES	Civic Center electric	6,657.11	100-51600-000-224	Utilities--Electric
07/31/2024	800238	WE ENERGIES	Civic Center heat	508.08	100-51600-000-222	Utilities--Heat
07/31/2024	800238	WE ENERGIES	Lions club meter	15.75	100-55200-000-224	Utilities--Electric
07/31/2024	800238	WE ENERGIES	The Grove electric	1,727.13	100-55200-000-224	Utilities--Electric
07/31/2024	800238	WE ENERGIES	The Grove gas	34.04	100-55200-000-222	Utilities--Heat
07/31/2024	800238	WE ENERGIES	Parks Electric	2,039.86	100-55200-000-224	Utilities--Electric
07/31/2024	800238	WE ENERGIES	Parks gas	20.46	100-55200-000-222	Utilities--Heat
07/31/2024	800238	WE ENERGIES	Sewer collection electric	588.27	620-53610-200-224	Utilities--Electric
07/31/2024	800238	WE ENERGIES	Sewer treatment gas	448.68	620-53610-300-222	Utilities--Heat
07/31/2024	800238	WE ENERGIES	Sewer collection gas	14.95	620-53610-200-222	Utilities--Heat
07/31/2024	800238	WE ENERGIES	Sewer treatment electric	19,976.21	620-53610-300-224	Utilities--Electric
07/31/2024	800238	WE ENERGIES	Storm electric	953.42	640-53650-000-224	Utilities--Electric
07/31/2024	800238	WE ENERGIES	Traffic signals	166.80	100-53311-000-224	Utilities--Electric
07/31/2024	800238	WE ENERGIES	Emergency Govt electric	70.22	100-52900-000-001	Emergency Government
07/31/2024	800238	WE ENERGIES	Police electric	948.36	100-52100-000-224	Utilities--Electric
07/31/2024	800238	WE ENERGIES	Garage electric	297.11	100-53311-000-224	Utilities--Electric
07/31/2024	800238	WE ENERGIES	Garage electric	145.64	100-55200-000-224	Utilities--Electric
07/31/2024	800238	WE ENERGIES	Garage electric	46.61	610-53700-000-921	Office Supplies & Expenses
07/31/2024	800238	WE ENERGIES	Garage electric	46.61	620-53610-100-224	Utilities--Electric
07/31/2024	800238	WE ENERGIES	Garage electric	46.60	640-53650-000-224	Utilities--Electric
07/31/2024	800238	WE ENERGIES	Garage gas	15.17	100-53311-000-222	Utilities--Heat
07/31/2024	800238	WE ENERGIES	Garage gas	7.44	100-55200-000-222	Utilities--Heat
07/31/2024	800238	WE ENERGIES	Garage gas	2.38	610-53700-000-921	Office Supplies & Expenses
07/31/2024	800238	WE ENERGIES	Garage gas	2.38	620-53610-100-222	Utilities--Heat
07/31/2024	800238	WE ENERGIES	Garage gas	2.37	640-53650-000-222	Utilities--Heat
07/31/2024	800238	WE ENERGIES	Street Lighting Electric	13,029.79	100-53420-000-224	Utilities--Electric
07/31/2024	800238	WE ENERGIES	Water - electric	33.68	610-53700-000-641	Operation Supplies & Expenses
07/31/2024	800238	WE ENERGIES	Water - electric for pumping	23,245.89	610-53700-000-952	Pumping-Power Purchases
07/31/2024	800238	WE ENERGIES	Water - gas	11.20	610-53700-000-921	Office Supplies & Expenses
07/31/2024	800238	WE ENERGIES	Water - Gas	26.21	610-53700-000-953	Pumping-Supplies & Expenses
07/31/2024	800238	WE ENERGIES	Sewer other govt electric	18.66	620-110-46412	Sewer--Other Governments
07/31/2024	800239	WI DEPARTMENT OF REVENUE	State Taxes	6,519.17	100-21513	State Taxes Withheld
07/31/2024	800239	WI DEPARTMENT OF REVENUE	State Taxes	6,559.31	100-21513	State Taxes Withheld
Grand Totals:				1,202,353.94		

Posting Date	Merchant Name	Transaction Amount	Name
6/12/2024	AMZN MKTP US*J78P91R23	\$9.99	CHARLOTTE ABT
6/24/2024	AMAZON MKTPL*RC8AC8460	\$37.87	CHARLOTTE ABT
6/27/2024	7-ELEVEN 35844	\$5.49	CHARLOTTE ABT
6/27/2024	ACT*WAUKESHACOUNTY PLU	\$28.00	CHARLOTTE ABT
6/27/2024	ACT*WAUKESHACOUNTY PLU	\$28.00	CHARLOTTE ABT
6/27/2024	AMAZON MKTPL*RC9L01FM2	\$8.99	CHARLOTTE ABT
6/28/2024	GOOGLE *GOOGLE STORAGE	\$19.99	CHARLOTTE ABT
7/1/2024	AMAZON RET* 112-200906	\$13.18	CHARLOTTE ABT
7/3/2024	A WISH COME TRUE	\$254.95	CHARLOTTE ABT
7/3/2024	SAMS CLUB #8164	\$697.92	CHARLOTTE ABT
7/3/2024	AMAZON MKTPL*R73GC1CD2	\$15.99	CHARLOTTE ABT
7/4/2024	WEISSMAN'S THEATRICAL SU	\$244.24	CHARLOTTE ABT
7/8/2024	AMAZON MKTPL*R782Q9681	\$7.99	CHARLOTTE ABT
7/8/2024	AMAZON MKTPL*R702X5691	\$154.39	CHARLOTTE ABT
7/9/2024	WALGREENS #7731	\$28.29	CHARLOTTE ABT
7/10/2024	AMAZON.COM*RY3AD0ND2	\$29.02	CHARLOTTE ABT
7/10/2024	AMAZON.COM*RY8J94A40	\$14.72	CHARLOTTE ABT
6/12/2024	AMZN MKTP US*UV07C8953	\$75.62	JENNIFER BAHNAMAN
6/13/2024	TECHSOUP	\$54.00	JENNIFER BAHNAMAN
6/14/2024	METRO MARKET #380	\$44.44	JENNIFER BAHNAMAN
6/17/2024	AMAZON MKTPL*D15VR27L3	\$31.85	JENNIFER BAHNAMAN
6/19/2024	AMAZON MKTPL*TG67955A3	\$24.89	JENNIFER BAHNAMAN
6/21/2024	WAL-MART #3322	\$90.68	JENNIFER BAHNAMAN
6/21/2024	MOBILE BEACON	\$387.00	JENNIFER BAHNAMAN
6/24/2024	METRO MARKET #380	\$17.97	JENNIFER BAHNAMAN
7/2/2024	AMAZON MKTPL*RC09O79H1	\$60.73	JENNIFER BAHNAMAN
7/3/2024	AMAZON MKTPL*R70XX31L0	\$22.25	JENNIFER BAHNAMAN
7/4/2024	AMAZON MKTPL*R77T69N81	\$36.69	JENNIFER BAHNAMAN
7/8/2024	AMAZON MKTPL*R74ND2WE0	\$7.99	JENNIFER BAHNAMAN
7/8/2024	AMAZON.COM*RY0H95CZ0	\$1.90	JENNIFER BAHNAMAN
7/8/2024	AMAZON MKTPL*R79E42DA2	\$97.31	JENNIFER BAHNAMAN
7/9/2024	AMAZON MKTPL*RY76U1JU0	\$81.13	JENNIFER BAHNAMAN
7/10/2024	AMAZON MKTPL*RY4MX9LZ2	\$12.49	JENNIFER BAHNAMAN
6/12/2024	AMAZON.COM*H35W88953	\$21.82	THOMAS A BERRES
6/12/2024	AMZN MKTP US*F61K202L3	\$39.99	THOMAS A BERRES
6/12/2024	AMZN MKTP US*A11KY2G63	\$15.99	THOMAS A BERRES
6/12/2024	AMZN MKTP US*FQ3785K13	\$35.49	THOMAS A BERRES
6/20/2024	AMZN MKTP US*5N4IY3S23	\$169.95	THOMAS A BERRES
6/20/2024	AMAZON MKTPL*IX7F18VX3	\$39.98	THOMAS A BERRES
6/24/2024	AMAZON MKTPL*RC4W47FN0	\$245.00	THOMAS A BERRES
6/24/2024	AMAZON MKTPL*RG0PC5Q32	\$7.79	THOMAS A BERRES
6/25/2024	BLACKBURN MANUFACTURING	\$150.82	THOMAS A BERRES
6/25/2024	AMAZON.COM*RG90U3952	\$59.98	THOMAS A BERRES
6/25/2024	AMAZON MKTPL*RG8SL2772	\$245.00	THOMAS A BERRES
6/26/2024	AMAZON MKTPL*RG4ZE0I11	\$100.45	THOMAS A BERRES
6/27/2024	AMAZON MKTPL*PLACE PMTS	(\$245.00)	THOMAS A BERRES
6/28/2024	AMAZON MKTPL*RC08W33U2	\$19.99	THOMAS A BERRES
7/1/2024	AMZN MKTP US*RC00N7VS1	\$20.97	THOMAS A BERRES
7/3/2024	POOL SUPPLY UNLIMITED	\$296.48	THOMAS A BERRES
7/3/2024	AMZN MKTP US*R78NP7OE2	\$27.24	THOMAS A BERRES
6/24/2024	BAKER & TAYLOR - BOOKS	\$2,804.57	PHPL BOOKS
6/24/2024	BAKER & TAYLOR - BOOKS	\$983.95	PHPL BOOKS
6/24/2024	BAKER & TAYLOR - BOOKS	\$1,002.33	PHPL BOOKS
6/24/2024	BAKER & TAYLOR - BOOKS	\$136.50	PHPL BOOKS
6/24/2024	BAKER & TAYLOR - BOOKS	\$321.90	PHPL BOOKS
6/24/2024	BAKER & TAYLOR - BOOKS	\$751.91	PHPL BOOKS
6/24/2024	BAKER & TAYLOR - BOOKS	\$1,957.31	PHPL BOOKS
6/11/2024	BETTY LOU CRUISES	\$1,337.05	HALIE DOBBECK

Posting Date	Merchant Name	Transaction Amount	Name
6/11/2024	AMAZON.COM*0M8W68NF3	\$93.41	HALIE DOBBECK
6/13/2024	NRPA OPERATING	\$115.00	HALIE DOBBECK
6/14/2024	COSTCO WHSE #1101	\$1,529.91	HALIE DOBBECK
6/18/2024	COUSINSSUBS	\$80.84	HALIE DOBBECK
7/1/2024	WEISSMAN'S THEATRICAL SU	\$2,230.93	HALIE DOBBECK
7/1/2024	REVDANCE.TENTH HOUSE	\$2,181.99	HALIE DOBBECK
7/2/2024	AMAZON MKTPL*RC7BS2I82	\$68.78	HALIE DOBBECK
6/12/2024	TARGET 00008649	\$117.08	TERESA DOUGLAS
6/17/2024	AMAZON MKTPL*HZ84Z3453	\$99.91	TERESA DOUGLAS
6/17/2024	AMZN MKTP US*HZ2M02J93	\$49.99	TERESA DOUGLAS
6/17/2024	TARGET 00008649	\$12.57	TERESA DOUGLAS
6/18/2024	AMAZON.COM*AL0VO2BE3	\$7.94	TERESA DOUGLAS
6/18/2024	AMAZON MKTPL*459J873C3	\$28.93	TERESA DOUGLAS
6/20/2024	AMAZON MKTPL*BR9YB2ZD3	\$58.39	TERESA DOUGLAS
6/24/2024	AMAZON MKTPL*C273U2OU3	\$45.31	TERESA DOUGLAS
7/2/2024	AMAZON MKTPL*R78LB4TE0	\$37.34	TERESA DOUGLAS
7/2/2024	AMAZON MKTPL*RC8AL49D2	\$10.97	TERESA DOUGLAS
7/3/2024	TARGET.COM *	\$94.40	TERESA DOUGLAS
7/8/2024	AMAZON MKTPL*RY9023F20	\$199.90	TERESA DOUGLAS
7/3/2024	CURTIS WEB	(\$185.00)	KRISTOPHER GROD
6/12/2024	MENARDS PEWAUKEE WI	\$237.39	KRISTOPHER GROD
6/12/2024	RADIOPARTS.COM	\$109.90	KRISTOPHER GROD
6/18/2024	FEDEX OFFIC67200006726	\$38.64	KRISTOPHER GROD
6/19/2024	THE HOME DEPOT 4940	\$217.54	KRISTOPHER GROD
6/20/2024	B&H PHOTO 800-606-6969	\$87.93	KRISTOPHER GROD
6/26/2024	AUTOZONE #3962	\$33.98	KRISTOPHER GROD
6/26/2024	IN *FREE STYLE GRAPHICS O	\$922.79	KRISTOPHER GROD
7/2/2024	EAGLE MEDIA INC.	\$1,523.75	KRISTOPHER GROD
6/17/2024	AMAZON.COM*3C0T74TO3	\$3.48	CHRIS LIEDTKE
6/19/2024	AMAZON MKTPL*J234A79S3	\$20.78	CHRIS LIEDTKE
6/19/2024	AMAZON MKTPL*IP2R96ZC3	\$8.49	CHRIS LIEDTKE
6/19/2024	AMAZON MKTPL*SZ0FQ4763	\$12.22	CHRIS LIEDTKE
6/19/2024	AMAZON.COM*RQ5TB0NT3	\$43.76	CHRIS LIEDTKE
6/20/2024	AMAZON.COM*GO1AD2I03	\$29.64	CHRIS LIEDTKE
6/26/2024	AMAZON MKTPL*RC6XU21W0	\$8.99	CHRIS LIEDTKE
6/26/2024	AMAZON.COM*RG1Y60UH2	\$10.36	CHRIS LIEDTKE
7/3/2024	AMAZON MKTPL*R76W54V70	\$79.57	CHRIS LIEDTKE
7/3/2024	AMAZON MKTPL*R73SS3L82	\$29.67	CHRIS LIEDTKE
7/4/2024	METRO MARKET #380	\$4.19	CHRIS LIEDTKE
7/4/2024	AMAZON MKTPL*R729W6NB2	\$6.99	CHRIS LIEDTKE
7/8/2024	AMAZON MKTPL*R70JT8962	\$21.88	CHRIS LIEDTKE
7/9/2024	AMZN MKTP US*R771A5YO2	\$15.99	CHRIS LIEDTKE
6/12/2024	PIGGLY WIGGLY	\$7.98	ADELE M LORIA
6/14/2024	OUTPOST NATURAL FOODS CO	\$17.85	ADELE M LORIA
6/14/2024	PIGGLY WIGGLY	\$3.49	ADELE M LORIA
6/17/2024	PICK N SAVE #878	\$96.99	ADELE M LORIA
6/17/2024	AMAZON MKTPL*Z073N4KV3	\$39.98	ADELE M LORIA
6/18/2024	PIGGLY WIGGLY	\$4.49	ADELE M LORIA
6/20/2024	SUSSEX ACE HARDWARE	(\$4.18)	ADELE M LORIA
6/20/2024	SUSSEX ACE HARDWARE	\$4.18	ADELE M LORIA
6/20/2024	SUSSEX ACE HARDWARE	\$7.96	ADELE M LORIA
6/21/2024	METRO MARKET #380	\$5.49	ADELE M LORIA
6/25/2024	CUSTOMINK LLC	\$147.69	ADELE M LORIA
7/3/2024	DSPS E SERVICE FEE COM	\$4.50	ADELE M LORIA
7/3/2024	DSPS EPAY ISE	\$200.00	ADELE M LORIA
7/8/2024	AMAZON MKTPL*R706P27V0	\$106.38	ADELE M LORIA
7/8/2024	WWW.DOODLE.COM	\$83.40	ADELE M LORIA
7/9/2024	AMAZON MKTPL*R721S8RY1	\$32.07	ADELE M LORIA

Posting Date	Merchant Name	Transaction Amount	Name
6/24/2024	THE LISMORE BY DBLTREE	\$278.00	K MCELROY ANDERSON
6/12/2024	PAYNE & DOLAN INC 1010	\$124.80	SANDRA A MEYER
6/14/2024	SJ ELECTRO SYSTEMS, LLC	\$2,760.00	SANDRA A MEYER
6/14/2024	ATT* BILL PAYMENT	\$588.53	SANDRA A MEYER
6/14/2024	BROOKFIELD RENTAL	\$498.00	SANDRA A MEYER
6/14/2024	SPECTRUM	\$1,436.94	SANDRA A MEYER
6/14/2024	SPECTRUM	\$107.44	SANDRA A MEYER
6/14/2024	SPECTRUM	\$86.33	SANDRA A MEYER
6/14/2024	IN *HVA PRODUCTS, INC.	\$2,452.50	SANDRA A MEYER
6/14/2024	ERA - A WATERS COMPANY	\$254.67	SANDRA A MEYER
6/14/2024	EUROFINS SF ANALYTICAL LA	\$423.04	SANDRA A MEYER
6/14/2024	PHMG OCC HEALTH	\$260.00	SANDRA A MEYER
6/17/2024	INSIGHT FS	\$850.80	SANDRA A MEYER
6/17/2024	MILLER BRADFORD RISBERG	\$303.58	SANDRA A MEYER
6/17/2024	MENARDS PEWAUKEE WI	\$267.10	SANDRA A MEYER
6/17/2024	FLAG CENTER	\$402.00	SANDRA A MEYER
6/14/2024	ULINE *SHIP SUPPLIES	\$1,446.10	SANDRA A MEYER
6/17/2024	GALLS	\$547.37	SANDRA A MEYER
6/17/2024	GALLS	\$203.20	SANDRA A MEYER
6/18/2024	NCL OF WISCONSIN INC	\$245.53	SANDRA A MEYER
6/19/2024	IN *COMPETITOR AWARDS & E	\$156.00	SANDRA A MEYER
6/19/2024	IN *ECHOSIDE LLC	\$199.10	SANDRA A MEYER
6/20/2024	NORTHERN LAKE SERVICE- IN	\$137.50	SANDRA A MEYER
6/20/2024	SPECTRUM	\$149.99	SANDRA A MEYER
6/20/2024	SPECTRUM	\$149.98	SANDRA A MEYER
6/20/2024	SPECTRUM	\$129.99	SANDRA A MEYER
6/20/2024	SPECTRUM	\$13.67	SANDRA A MEYER
6/21/2024	AT&T PAYMENT	\$593.57	SANDRA A MEYER
6/21/2024	PORT-A-JOHN -CLV	\$190.00	SANDRA A MEYER
6/21/2024	CAVENDISHSQ	\$19.93	SANDRA A MEYER
6/21/2024	THE LIBRARY STORE	\$74.51	SANDRA A MEYER
6/24/2024	DEMCO	\$311.07	SANDRA A MEYER
6/24/2024	JAMES IMAGING SYSTEMS, IN	\$224.30	SANDRA A MEYER
6/24/2024	OSI ENVIRONMENTAL	\$90.00	SANDRA A MEYER
6/24/2024	PHMG OCC HEALTH	\$610.00	SANDRA A MEYER
6/26/2024	STATE CHEMIC*STATE CHE	\$227.26	SANDRA A MEYER
6/26/2024	IN *NILES XPEDITE SOLUTIO	\$1,201.20	SANDRA A MEYER
6/26/2024	ASCAP LICENSE FEE	\$439.83	SANDRA A MEYER
6/26/2024	SALAMONE SUPPLIES INC	\$314.10	SANDRA A MEYER
6/26/2024	AIR MAINTENANCE, INC.	\$463.00	SANDRA A MEYER
6/27/2024	PAYPAL *ACCURATEUND	\$400.00	SANDRA A MEYER
6/27/2024	MENARDS PEWAUKEE WI	\$139.40	SANDRA A MEYER
6/27/2024	SERVICE SANITATION WI	\$260.00	SANDRA A MEYER
6/27/2024	NORTHERN LAKE SERVICE- IN	\$165.00	SANDRA A MEYER
6/27/2024	EUROFINS SF ANALYTICAL LA	\$619.84	SANDRA A MEYER
6/28/2024	SERVICE SANITATION WI	\$746.75	SANDRA A MEYER
6/27/2024	NCL OF WISCONSIN INC	\$356.63	SANDRA A MEYER
6/28/2024	GALLS	\$567.87	SANDRA A MEYER
7/2/2024	TYCOINTEGRATEDSECURITY	\$84.41	SANDRA A MEYER
7/2/2024	TYCOINTEGRATEDSECURITY	\$180.04	SANDRA A MEYER
7/2/2024	TYCOINTEGRATEDSECURITY	\$106.25	SANDRA A MEYER
7/2/2024	TYCOINTEGRATEDSECURITY	\$136.98	SANDRA A MEYER
7/4/2024	PAYNE & DOLAN INC 1010	\$227.20	SANDRA A MEYER
7/4/2024	SHADY LANE GREENHOUSES	\$595.00	SANDRA A MEYER
7/4/2024	CINTAS CORP	\$1,347.70	SANDRA A MEYER
7/4/2024	CINTAS CORP	\$148.21	SANDRA A MEYER
7/4/2024	EUROFINS SF ANALYTICAL LA	\$168.52	SANDRA A MEYER
7/4/2024	PHMG OCC HEALTH	\$45.00	SANDRA A MEYER

Posting Date	Merchant Name	Transaction Amount	Name
7/5/2024	INSIGHT FS-MYFS	\$440.00	SANDRA A MEYER
7/5/2024	MENARDS PEWAUKEE WI	\$653.02	SANDRA A MEYER
7/5/2024	BADGER METER INC	\$274.40	SANDRA A MEYER
7/5/2024	SERVICE SANITATION WI	\$370.00	SANDRA A MEYER
7/10/2024	SOERENS FORD INC	\$59.48	SANDRA A MEYER
7/10/2024	ATT* BILL PAYMENT	\$483.93	SANDRA A MEYER
7/10/2024	ATT* BILL PAYMENT	\$629.91	SANDRA A MEYER
7/10/2024	ELLIOTT ACE HDWE	\$199.00	SANDRA A MEYER
7/10/2024	IN *ECHOSIDE LLC	\$320.71	SANDRA A MEYER
7/10/2024	IN *TALLGRASS RESTORATION	\$1,570.00	SANDRA A MEYER
7/10/2024	WMH RETAIL PHARMACY	\$33.93	SANDRA A MEYER
6/12/2024	AMZN MKTP US*RT4EY8WI3	\$57.36	JENNIFER A MOORE
6/12/2024	AMAZON RET* 113-055443	\$46.47	JENNIFER A MOORE
6/26/2024	AMZN MKTP US*RG9599YJ2	\$27.41	JENNIFER A MOORE
6/26/2024	AMAZON.COM*RC7IM0550	\$3.69	JENNIFER A MOORE
6/27/2024	AMAZON MKTPL*RC0TX7O91	\$102.86	JENNIFER A MOORE
7/3/2024	WMCA	\$200.00	JENNIFER A MOORE
7/3/2024	WMCA	\$200.00	JENNIFER A MOORE
7/3/2024	LOCAL GOVERNMENT EDUCATIO	\$158.00	JENNIFER A MOORE
6/28/2024	AMZN MKTP US*RC6R17J62	\$138.86	CAREY NELSON
7/8/2024	AMZN MKTP US*R71M79XE1	\$160.99	CAREY NELSON
6/12/2024	AMAZON.COM*6028904A3	\$12.99	ANNA OLESZCZAK
6/17/2024	AMAZON.COM*VP9A00JY3	\$22.98	ANNA OLESZCZAK
6/18/2024	AMAZON MKTPL*E61TW4EP3	\$18.80	ANNA OLESZCZAK
6/18/2024	AMAZON RETAI* ADVDJUNE	\$82.52	ANNA OLESZCZAK
6/19/2024	AMAZON RETAI* ADVDJUNE	\$71.69	ANNA OLESZCZAK
6/21/2024	AMAZON MKTPL*D724X9MW3	\$8.00	ANNA OLESZCZAK
6/25/2024	AMAZON RETAI* ADVDJUNE	\$62.91	ANNA OLESZCZAK
6/25/2024	AMAZON.COM*RG3LK3D31	\$4.79	ANNA OLESZCZAK
6/26/2024	AMAZON.COM*RC9AQ7M00	\$28.80	ANNA OLESZCZAK
7/2/2024	AMAZON MKTPL*R70EE9EH0	\$9.95	ANNA OLESZCZAK
7/3/2024	AMZN MKTP US*R72X96FV2	\$6.99	ANNA OLESZCZAK
7/8/2024	AMAZON MKTPL*R727U9UA0	\$10.99	ANNA OLESZCZAK
7/8/2024	AMAZON RETAI* ADVDJUNE	\$9.96	ANNA OLESZCZAK
7/10/2024	AMAZON.COM*RY4KT4AM0	\$25.98	ANNA OLESZCZAK
6/24/2024	AMAZON.COM*RG9M52811	\$158.95	CHRISTOPHER PERALTA
7/2/2024	AMZN MKTP US*R76T99AS0	\$799.69	CHRISTOPHER PERALTA
7/10/2024	AMAZON MKTPL*RY7FH8E80	\$19.69	CHRISTOPHER PERALTA
6/17/2024	AMAZON.COM*BL3AE4VT3	\$15.21	LISA PONTO
6/17/2024	AMAZON MKTPL*V589T7FR3	\$25.95	LISA PONTO
6/28/2024	AMAZON.COM*RC18U7JR2	\$152.21	LISA PONTO
7/1/2024	AMAZON.COM*RC19O8X91	\$46.25	LISA PONTO
7/4/2024	AMAZON.COM*R75JE13W1	\$53.28	LISA PONTO
7/8/2024	FACEBK *X9QS76G7H2	\$35.00	LISA PONTO
7/9/2024	COSTCO WHSE #1101	\$73.32	LISA PONTO
7/10/2024	FACEBK *UT38A6G7H2	\$1.17	LISA PONTO
7/10/2024	FACEBK *Z6QPW6C8H2	\$4.94	LISA PONTO
7/10/2024	AMAZON MKTPL*RY8Q85CJ1	\$51.16	LISA PONTO
7/10/2024	AMAZON MKTPL*RY5Q20N72	\$20.69	LISA PONTO
6/11/2024	AMZN MKTP US*6T8Q82AK3	\$54.32	REC PROGRAMS
6/12/2024	AMZN MKTP US*SF1QL2MQ3	\$49.97	REC PROGRAMS
6/12/2024	AMZN MKTP US*XY06884Z3	\$42.72	REC PROGRAMS
6/13/2024	AMZN MKTP US*TV1VH6683	\$31.18	REC PROGRAMS
6/13/2024	AMZN MKTP US*JN4WV9L93	\$16.36	REC PROGRAMS
6/13/2024	AMZN MKTP US*AC4TA2L23	\$37.58	REC PROGRAMS
6/13/2024	AMZN MKTP US*BE0Q63EM3	\$60.56	REC PROGRAMS
6/13/2024	AMAZON MAR* 112-161107	\$8.83	REC PROGRAMS
6/14/2024	AMZN MKTP US*386KB7S13	\$47.99	REC PROGRAMS

Posting Date	Merchant Name	Transaction Amount	Name
6/14/2024	AMAZON MKTPL*DL7NS52Y3	\$508.50	REC PROGRAMS
6/17/2024	AMAZON MKTPL*BU2TX1183	\$10.72	REC PROGRAMS
6/17/2024	AMAZON MKTPL*AU3QO6A83	\$37.36	REC PROGRAMS
6/24/2024	AMAZON MKTPL*6C7DV6IJ3	\$111.04	REC PROGRAMS
6/24/2024	AMAZON MKTPL*PD7NX6K93	\$50.81	REC PROGRAMS
6/24/2024	AMZN MKTP US*RG5H66US0	\$31.71	REC PROGRAMS
6/24/2024	AMAZON MAR* 112-536891	\$40.99	REC PROGRAMS
6/24/2024	AMAZON MKTPL*7A37H8AE3	\$12.99	REC PROGRAMS
6/24/2024	AMAZON MKTPL*RG46898Q1	\$183.49	REC PROGRAMS
6/25/2024	AMAZON.COM*RC7134AM0	\$15.28	REC PROGRAMS
6/25/2024	AMAZON.COM*RG9ZB4D21	\$61.48	REC PROGRAMS
6/25/2024	AMZN MKTP US*RC1C59EH0	\$26.99	REC PROGRAMS
6/25/2024	AMAZON MKTPL*RG35R77S1	\$36.61	REC PROGRAMS
6/25/2024	AMAZON MKTPL*RG8EF97P2	\$27.13	REC PROGRAMS
6/26/2024	AMAZON MKTPL*RC6FM7GQ0	\$19.99	REC PROGRAMS
6/26/2024	AMAZON.COM*RG3LA3RK1	\$76.02	REC PROGRAMS
6/26/2024	AMZN MKTP US*RG6QD1WN2	\$13.99	REC PROGRAMS
6/26/2024	AMAZON MKTPL*RC07U5CY1	\$65.97	REC PROGRAMS
6/27/2024	AMAZON.COM*RC6V88OO2	\$20.24	REC PROGRAMS
6/27/2024	AMAZON MKTPL*RC0CF34X1	\$38.69	REC PROGRAMS
6/28/2024	AMAZON.COM*RC2332TN2	\$46.98	REC PROGRAMS
6/28/2024	AMAZON.COM*RC7S52EU1	\$17.89	REC PROGRAMS
7/1/2024	AMAZON RET* 112-517983	\$46.74	REC PROGRAMS
7/1/2024	AMAZON MKTPL*RC0U49PF1	\$28.29	REC PROGRAMS
7/3/2024	AMAZON MKTPL*RC3XD5YA1	\$143.39	REC PROGRAMS
7/3/2024	AMAZON MKTPL*R78NQ04M2	\$60.67	REC PROGRAMS
7/4/2024	ACT*CITY OF WAUKESHA	\$50.00	REC PROGRAMS
7/4/2024	AMAZON MKTPL*R788G5ZL2	\$96.94	REC PROGRAMS
7/5/2024	AMAZON MKTPL*R73NF4EG2	\$40.99	REC PROGRAMS
7/8/2024	AMAZON MKTPL*R72JE2QC2	\$39.37	REC PROGRAMS
7/8/2024	AMAZON RET* 112-273086	\$81.47	REC PROGRAMS
7/9/2024	AMZN MKTP US*RY8KT0TN0	\$116.50	REC PROGRAMS
7/10/2024	AMAZON MKTPL*RY80X4FI2	\$191.85	REC PROGRAMS
7/10/2024	AMAZON MKTPL*R72HA8YZ1	\$293.09	REC PROGRAMS
6/20/2024	UWCC REGISTRATIONS	\$370.00	ANNE PULVERMACHER
6/20/2024	DSPS E SERVICE FEE REN	\$1.24	ANNE PULVERMACHER
6/20/2024	DOA E PAY DOC SALES	\$1,657.60	ANNE PULVERMACHER
6/20/2024	WI DSPS LICENSURE	\$55.00	ANNE PULVERMACHER
6/25/2024	WISCONSIN WASTEWATER OPER	\$200.00	ANNE PULVERMACHER
6/26/2024	AMAZON RET* 112-995424	\$24.14	ANNE PULVERMACHER
6/26/2024	NASSCO INC.	\$55.30	ANNE PULVERMACHER
7/1/2024	AMAZON MKTPL*RC4WJ1UN0	\$39.16	ANNE PULVERMACHER
7/2/2024	AMAZON RET* 112-759213	\$9.99	ANNE PULVERMACHER
7/2/2024	AMAZON MKTPL*RC9EX0UP1	\$50.97	ANNE PULVERMACHER
7/3/2024	AMAZON MKTPL*R72DW9M80	\$210.58	ANNE PULVERMACHER
7/5/2024	AMAZON MKTPL*R79RM9AT1	\$38.99	ANNE PULVERMACHER
7/5/2024	AMAZON MKTPL*R70GE8E52	\$32.99	ANNE PULVERMACHER
6/24/2024	THE LISMORE BY DBLTREE	\$314.18	JEREMY J SMITH
6/11/2024	AMZN MKTP US*XZ0UF61P3	\$13.43	BRENDA TENNYSON
6/12/2024	AMAZON.COM*Q46YT3JX3	\$30.58	BRENDA TENNYSON
6/17/2024	SAMSClub.COM	\$87.92	BRENDA TENNYSON
6/17/2024	SAMSClub.COM	\$32.94	BRENDA TENNYSON
6/17/2024	AMAZON MKTPL*LX4GZ32F3	\$9.59	BRENDA TENNYSON
6/24/2024	AMZN MKTP US*RG7GE1720	\$13.91	BRENDA TENNYSON
6/24/2024	AMAZON MKTPL*L34PM79K3	\$22.99	BRENDA TENNYSON
6/28/2024	COMPLETE OFFICE OF WISCON	\$88.58	BRENDA TENNYSON
6/20/2024	METRO MARKET #380	\$19.98	LYDIA VANDERPOEL
6/26/2024	TARGET 00000828	\$121.58	LYDIA VANDERPOEL

Posting Date	Merchant Name	Transaction Amount	Name
6/26/2024	DOLLARTREE	\$36.69	LYDIA VANDERPOEL
7/8/2024	MEIJER # 275	\$52.93	LYDIA VANDERPOEL
7/10/2024	MILWAUKEE BREWERS BOX OFF	\$501.50	LYDIA VANDERPOEL
TOTAL P-CARDS		\$64,875.26	

Report Criteria:

Including employee hash and count

7/5/24

Pay Code Summary

PC	Pay Code Title	Amount
1-01	HOURLY	105,361.73
15-02	FIRE TRAINING	105.13
2-00	OVERTIME	5,742.50
29-00	HSA DEPOSIT FOR	1,130.07
41-01	MISSION SQUARE	2,511.50-
42-02	ACCIDENT AFTER T	3.87-
45-00	VISION INSURANCE	98.59-
50-01	WRS GENERAL	7,261.00-
7-00	FLOATING HOLIDAY	58.85
76-00	FEDERAL WITHHOL	14,342.31-
86-00	DIRECT DEPOSIT	126,900.3

PC	Pay Code Title	Amount
1-02	SALARY	58,702.81
15-06	FIRE OVERTIME	328.60
21-00	INSURANCE OPT O	2,600.94
4-00	VACATION	3,321.33
41-02	NORTH SHORE	1,773.23-
42-03	DISABILITY	24.84-
49-00	IAFF LOCAL 5241 U	901.19-
50-02	WRS PROTECTIVE	2,396.23-
74-00	SOCIAL SECURITY	10,850.78-
77-00	STATE WITHHOLDI	6,519.17-

PC	Pay Code Title	Amount
15-01	FIRE RUNS	50.75
15-08	FIRE STIPEND	581.24
23-00	DEFERRED COMP	466.37
40-00	HSA	1,130.07-
42-01	ACCIDENT INSURA	29.19-
43-00	HEALTH INSURANC	2,963.51-
5-00	SICK	1,670.28
6-00	COMP TIME	243.04
75-00	MEDICARE	2,537.77-
85-00	NET PAY	120.05-

Gross \$ 179,233.57

Report Criteria:

Including employee hash and count

7/19/24

Pay Code Summary

PC	Pay Code Title	Amount
1-01	HOURLY	96,834.94
15-01	FIRE RUNS	119.63
15-04	FIRE CALL IN	80.37
2-00	OVERTIME	1,574.49
23-00	DEFERRED COMP	466.37
40-00	HSA	1,130.07-
42-01	ACCIDENT INSURA	29.19-
43-00	HEALTH INSURANC	2,963.51-
50-01	WRS GENERAL	7,256.09-
74-00	SOCIAL SECURITY	10,759.21-
77-00	STATE WITHHOLDI	6,559.31-
86-00	DIRECT DEPOSIT	125,982.0

PC	Pay Code Title	Amount
1-02	SALARY	58,702.81
15-02	FIRE TRAINING	94.25
15-05	HOLIDAY 2X	4,336.32
20-00	TAXABLE LIFE INSU	161.06
29-00	HSA DEPOSIT FOR	1,130.07
41-01	MISSION SQUARE	2,511.50-
42-02	ACCIDENT AFTER T	3.87-
45-00	VISION INSURANCE	98.59-
50-02	WRS PROTECTIVE	2,472.73-
75-00	MEDICARE	2,516.31-
8-00	HOLIDAY	5,012.11

PC	Pay Code Title	Amount
1-03	VILLAGE BOARD	2,890.28
15-03	FIRE HOLIDAY 1.5X	182.00
15-08	FIRE STIPEND	581.24
21-00	INSURANCE OPT O	2,600.94
4-00	VACATION	3,025.38
41-02	NORTH SHORE	1,773.23-
42-03	DISABILITY	24.84-
5-00	SICK	526.42
6-00	COMP TIME	588.06
76-00	FEDERAL WITHHOL	14,582.13-
85-00	NET PAY	63.03-

Gross \$177,595.61

Report Criteria:

Report type: GL detail

Vendor: Vendor number = 2

Check Type = {<>} "Adjustment"

Check Issue Date	Check Number	Payee	Description	Amount	Check GL Account	Invoice GL Account Title
07/11/2024	68108	ACE HARDWARE	BRUSHES	20.67	620-21100	Maint-General Plant
07/11/2024	68108	ACE HARDWARE	H/W	1.95	100-21100	Contract-Misc Sanitation
07/11/2024	68108	ACE HARDWARE	ENGINE OIL	16.52	100-21100	Maint-Equipment
07/11/2024	68108	ACE HARDWARE	RETAINING RING PLIER	35.99	100-21100	Tools
07/11/2024	68108	ACE HARDWARE	SUBFLOOR PL 400	6.29	100-21100	Maint-Street Materials
07/11/2024	68108	ACE HARDWARE	KEYS	16.12	100-21100	Contract-Misc Sanitation
07/11/2024	68108	ACE HARDWARE	SCREWS - VALVE TURNER	2.60	610-21100	Maint of Mains
07/11/2024	68108	ACE HARDWARE	BALLAST - MENS RR FIRE DEPT	62.99	100-21100	Maint-Bldg & Facilities
07/11/2024	68108	ACE HARDWARE	H/W	1.05	100-21100	Contract-Misc Sanitation
07/11/2024	68108	ACE HARDWARE	COUPLE	2.69	610-21100	Maint of Mains
07/11/2024	68108	ACE HARDWARE	CLOXOX, SQUEEGEE	44.07	620-21100	Maint-General Plant
07/11/2024	68108	ACE HARDWARE	ROLLER FRAME, SYRINGE	12.76	620-21100	Maint-General Plant
07/11/2024	68108	ACE HARDWARE	MEASURE CUP	10.79	100-21100	Splashpad Operations
07/11/2024	68108	ACE HARDWARE	FAUCET	31.49	100-21100	Maint-Bldg & Facilities
07/11/2024	68108	ACE HARDWARE	KEYS, CARABINER	4.47	100-21100	Supplies
07/11/2024	68108	ACE HARDWARE	CORD CRNR, MOUNTING TAPE	35.07	100-21100	Expenses
07/11/2024	68108	ACE HARDWARE	CORD CHANNEL-RETURN	12.99	100-21100	Expenses
07/11/2024	68108	ACE HARDWARE	SCREWS	6.36	610-21100	Maint of Services (Lat)
07/11/2024	68108	ACE HARDWARE	FAUCET SUPPLY LINE	16.18	100-21100	Maint-Bldg & Facilities
07/11/2024	68108	ACE HARDWARE	WASHER, BIT, HW, CABLETIE 8"	85.87	100-21100	Contract-Misc Sanitation
07/11/2024	68108	ACE HARDWARE	LNG PNL WRENCH	58.48	610-21100	Trtmt-Maint of Equipment
07/11/2024	68108	ACE HARDWARE	MARKING PAINT, OIL	35.90	100-21100	Contract-Misc Sanitation
07/11/2024	68108	ACE HARDWARE	MARKING PAINT	35.96	100-21100	Contract-Misc Sanitation
07/11/2024	68108	ACE HARDWARE	HOSES	32.38	620-21100	Maint-General Plant
07/11/2024	68108	ACE HARDWARE	PLIER HEX, ADJ WRENCH	35.08	610-21100	Maint-Genl Plant & Equip
07/11/2024	68108	ACE HARDWARE	COMPRESSION NUT & SLEEVE	10.22	620-21100	Maint-General Plant
07/11/2024	68108	ACE HARDWARE	HAND PRUNER	35.99	100-21100	Forestry Efforts
07/11/2024	68108	ACE HARDWARE	ELBOWS	44.04	620-21100	Sewer-Other Governments
07/11/2024	68108	ACE HARDWARE	EXTENSION CORD	76.49	100-21100	Maint-Bldg & Facilities

Grand Totals:

765.48



N64W23760 Main Street
Sussex, Wisconsin 53089
Phone (262) 246-5200
FAX (262) 246-5222
Email: info@villagesussex.org
Website: www.villagesussex.org

MEMORANDUM

To: Village Board
From: Halie Dobbeck, Parks and Recreation Director
Re: Fall 2024 Soccer Field Rental Fees
Date: August 22, 2024

The rental fees for Armory Park Soccer fields haven't been adjusted since 2002.

The Park Board analyzed the existing soccer field fees of our peer communities as well as additional local soccer field facilities when determining the new soccer field fee. Park Board recommends soccer field fees increase from \$30/3 hours to \$65/3 hours effective immediately; this will shrink the taxpayer subsidy of these external programs from 55% to 4%. This new fee is still lower than all of our peer communities' fees and lower than most private or southeastern WI municipality fees.

Peer Community*	Field Fee In Relation to Sussex Field Structure
Hartland/Delafield	\$105/use
Oconomowoc	\$135R/\$270NR/use
Pewaukee (City and Village)	Lump Sum Fee for Exclusive Usage (\$20,000) of Pewaukee Sports Complex
Hartford	\$180R/\$225NR/use
<i>*Lisbon, Elm Grove, Germantown, and Grafton do not have/rent soccer fields.</i>	

The only rentable facilities in the Village of Sussex that currently do not require pre-payment are soccer fields and ball diamonds. Park Board also recommends aligning ball diamonds and soccer fields with our existing rental policy that requires pre-payment for fields prior to usage effectively immediately. Any adjustments made to the schedule during the season will be settled at the end of the season in a final invoice or reimbursement.

Finally, to mitigate future taxpayer subsidies, the Park Board recommends that all rental fees be analyzed bi-annually on even years to ensure our fee structure aligns with our peers and/or the Village's projected expenses. The next fee structure analysis will occur in 2026.



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MEMORANDUM

To: Village Board
From: Halie Dobbeck, Parks and Recreation Director
Re: Pool Feasibility Study Committee Structure and Process
Date: August 22, 2024

The Village's Strategic Plan calls for an Aquatic Facility Feasibility Study. The Village Board authorized up to \$50,000 for a consultant firm to complete the study. The Village has hired Counsilman-Hunsaker to facilitate the process. Counsilman-Hunsaker with over 50 years of experience is a leading designer and has provided operational consulting for thousands of aquatic projects of every size and complexity.

Park Board reviewed and approved the following framework for the Aquatic Facility Steering Committee (AFSC).

Purpose: The Village of Sussex Strategic Plan calls for an aquatic facility feasibility study. The process will include feedback from the Park Board, Village Board and community input opportunities, but the guidance of the project will be led by the 'AFSC Committee'.

Mission of the Aquatic Facility Steering Committee:

- Kick off the Feasibility Study
- Perform Needs Assessment, Research and Community Engagement
- Conceptual Planning (Aquatic amenities, Location, etc.) and Capital Cost Estimates
- Operational Cost Analysis
- Final Documentation and Findings for an Aquatic Facility Proposal for Park Board and Village Board consideration in 2025

Aquatic Facility Steering Committee Composition:

The Aquatics Steering Committee should include a diverse group of members such as elected officials, appointed officials, Village of Sussex employees, and residents of the Village of Sussex.

Proposed Committee Structure:

2 – Village Board Members (to be nominated by the Village President)

2 – Park Board Members (to be nominated by the Village President)

*Recommendation from Park Board for nominations of Kelly Tetting and Bob Fourness

5 Community Members (in order to have an odd number and outnumber board members)

The Village Park and Recreation Director, Recreation Coordinator, and various other staff will assist the Committee.

Community Member Participation

Sussex doesn't have an existing pool or swim teams so the Village will look for residents to apply for consideration on the Committee by completing a *Sussex Aquatic Facility Steering Committee Interest Application*. That application is included in the packet for consideration (<https://forms.office.com/g/mJ1fxNDGiv>) and will be available at the Civic Center and online. The strongest applicants will have aquatic experience and be residents of the Village of Sussex. The Village President with the assistance of Park Board nominee, Kelly Tetting, and Staff will review the applicants and the Village President will make his recommendations to the Village Board for approval.

Timing, Staff Support, and Resources

Once the committee is established, a date and time for the first meeting will be determined and staff will reach out to committee members with details. It is staff's intention to have the first committee meeting in early fall 2024.



741 N. Grand Ave., #210
Waukesha, WI 53186

P 262.896.8080
W bridgeslibrarysystem.org

To: Chief Elected Officials/Administrators in Municipalities with Libraries, Library Directors
From: Karol Kennedy, Bridges Library System Director
Re: Waukesha County Library Tax Exemption Notice
Date: August 19, 2024

Annually, Waukesha County sets a special levy for library services. The funds are distributed to public libraries to compensate them for use by non-residents of their communities. State law (ss. 43.64(2) Wisc. Statutes) provides that municipalities with libraries may avoid double taxation and exempt themselves from this special levy if they meet certain conditions:

- Exempting library municipalities must levy and expend an amount equal to or greater than the mill rate set by Waukesha County in the preceding year with the exception of joint libraries whose participating municipalities have an alternate option for exempting which is to levy and expend an amount not less than the average of the previous 3 years (ss.43.64 (2)(c)).
- Exempting library communities are required to provide written notification to the county annually.
- The County Code requires that the notification be from the **local governing body** rather than from the clerk alone.
- The County Code also requires a deadline of September 30 so that the County Executive Budget available to supervisors and the general public can properly reflect the county library taxation levels in the Adopted Budget in November.
- Exempting communities must also have a library that meets or exceeds minimum service levels and quality assurance standards (included in the Waukesha County Library Services Plan and formally adopted by the Waukesha County Board of Supervisors in 2022) which are certified by the library board. (The libraries have already received their standards certification letters.)

If you would like to exempt your municipality from the Waukesha County library tax, the form (on page 2), ***Request for Exemption from Waukesha County Library Levy 2024 Tax for 2025 Purposes*** must be completed, approved by the municipality's governing body, signed, and returned to Bridges Library System no later than September 30, 2024. A copy of your adopted municipal ordinance or resolution certifying that your library appropriation meets or exceeds the requirements is also required. Email submission is acceptable as long as the form includes the actual signature.

Thank you for providing library services to our citizens. Strong libraries build strong communities and your commitment to support your library is vital and valued!

Serving the libraries of Waukesha and Jefferson Counties

OUR MISSION: Improving member libraries through leadership, collaboration, & support

**Request for Exemption from Waukesha County Library Levy
2024 Tax for 2025 Purposes**

Name of Community:

Name of library:

We recognize that, pursuant to 43.64 of Wisconsin Statutes, to obtain an exemption from the 2024 county library levy for 2025 purposes, the municipality must certify that during budget year 2025, its library will be provided and be allowed to expend no less than the county library tax rate in the prior year, \$0.201553 per \$1,000 Equalized Value.

In the case of a joint library, an alternate exemption option exists pursuant to ss 43.64 (2) (c). Under this language, each participating municipality in the joint library has the option to certify that during its budget year 2025, the library will be provided and allowed to expend no less than the average of the funding levels of the previous 3 years.

We further recognize that, pursuant to state law, listed funding must be only from municipal sources, not the entire library budget. Reported amounts must exclude fines, fees, and other revenues. Capital expenditures are excluded as well.

I am authorized to certify that the governing body of the municipality has enacted an ordinance or resolution pledging that it will appropriate and allow the library to expend no less than a rate of \$0.201553 per \$1,000 of the actual state Equalized Value amount for the community that was published by the state on August 15, 2024 or, in the case of a joint library whose municipality may choose this option, that the participating municipality will appropriate and allow the library to expend no less than the average of the funding levels of the previous 3 years.

The community meets its requirement stated above and is therefore eligible for exemption from the 2024 Waukesha County library levy.

Name and Title of Person filling out this form:

Signature

Date

This form, along with a copy of the municipal resolution/ordinance, must be filed no later than September 30, 2024.

Send to:

Bridges Library System

741 N. Grand Avenue, Suite 210

Waukesha, WI 53186

Or email to kkennedy@bridgeslibrarysystem.org

RESOLUTION No. 24-12

RESOLUTION FOR EXEMPTION FROM 2024 WAUKESHA COUNTY LIBRARY TAX

- WHEREAS: The Village of Sussex funds the Pauline Haass Public Library so that it may serve Sussex, Lisbon and the customers of the Waukesha County Federated Library System,
- WHEREAS: The Village's proportional share of the costs of the Pauline Haass Public Library is in excess of the County rate in the prior year of \$0.201553 per \$1,000 Equalized Value and
- WHEREAS: The Village must annually certify by the enactment of a resolution pledging that it will appropriate and allow the library to expend no less than a rate of \$0.201553 per \$1,000 times the actual State Equalized Value amount for the Village that was published by the State on August 15, 2024.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village of Sussex, Waukesha County, Wisconsin that:

1. The Village Board hereby certifies that the Village will appropriate and allow the Pauline Haas Public Library to expend no less than a rate of \$0.201553 per \$1,000 times the actual State Equalized Value for the Village for 2025 in order to allow for the continued operation of the Library.
2. The Village is eligible for exemption from the County Library levy.
3. The Village Clerk is hereby authorized and directed to sign the "Request for Exemption from Waukesha County Library Levy- 2024 Tax for 2025 Purposes" and to provide it to the Waukesha County Federated Library System as well as the Waukesha County Clerk for their records.

Adopted this 27th day of August, 2024

Anthony J. LeDonne, Village President

Jennifer Moore, Village Clerk

VILLAGE OF SUSSEX				
PUBLIC WORKS COMMITTEE				
BILLS FOR PAYMENT				
8/6/2024				
VENDOR	AMOUNT		%COMPLETED	NOTES
R.A. SMITH	\$ 15,215.08	VISTA RUN PHASE 3 DEV. - PROF. SERVICES JUNE 2024	ONGOING	BILL TO DEVELOPER: NEUMANN
THE SIGMA GROUP, INC.	\$ 2,814.00	2025 ROAD PROGRAM DESIGN	18.5%	
TOTAL	\$ 18,029.08			



N64W23760 Main Street
Sussex, Wisconsin 53089
(262) 246-5200
info@sussexwi.gov
villagesussex.org

Date: July 12, 2024
To: Public Works Committee
From: Judith A. Neu, Village Engineer / Public Works Director
Subject: Highlands Court Site XII Hydrant Maintenance Agreement

As part of their site plan for Highlands Court Site XII, Wangard needed to install several private fire hydrants around the building for fire protection. In these situations, to help ensure that the hydrants are properly maintained and functional in the event of a fire, it is standard practice for the Village to enter into a maintenance agreement with the property owner. The easement document grants the Village permission to enter the property to inspect and maintain the private hydrants and sets forth how the owner will reimburse the Village for its time and expenses. This easement document follows our standard format that has been used many times over the years.

Staff recommends that the Committee and Board approve the Hydrant Maintenance Easement with Wangard.

HYDRANT MAINTENANCE EASEMENT

Document Number

Document Name

This Easement, made between Sussex Corporate Park II LLC, a Wisconsin limited liability company, **Grantor**, and the Village of Sussex, a Wisconsin Municipal corporation, **Grantee**, and their respective heirs, successors, and assigns.

Witnesseth, That Grantor, in exchange for \$1 and other good and valuable consideration, receipt and sufficiency of which is acknowledged, grants and warrants to Grantee a permanent exclusive easement upon, within, and beneath a part of Grantor's land hereinafter referred to as the "easement area" in Waukesha County, State of Wisconsin:

Said easement area is described as a strip of land being a part of the following described property:

The location of the easement area with respect to the Grantor's land is as described and shown on Exhibit "A" (which is attached hereto and hereby incorporated by reference).

1. Purpose: The Grantor has received approval from the Grantee for the construction and operation of an industrial development on the site described and shown on Exhibit "A". Said plans for the site require Grantor to install fire hydrants necessary for the protection of the site on privately owned lands, and Grantor and Grantee desire that the Grantee perform certain inspections and maintenance functions pertaining to the Site's fire hydrants located on private water mains. Grantee is willing to perform said inspection and maintenance functions pertaining to the Site's fire hydrants in accordance with the terms of this easement agreement.

2. Access: Grantor shall, at all times, provide and allow the Grantee, its employees, agents, contractors, and consultants, reasonable access to the Site for purposes of conducting routine inspections, and routine and emergency repairs to the hydrants.

3. Inspection and Maintenance Service Activities: The Grantee will, from time-to-time, perform such routine maintenance, repairs, and emergency repairs on the hydrants and isolating valves located on the Site, hereinafter referred to as "Service". The frequency of inspections by the Grantee, and the repairs performed on the Site shall be consistent with the Grantee's practices pertaining to publicly owned hydrants and valves inspected and/or owned by the Grantee. Trees, bushes, branches, and roots may be trimmed or removed so as not to interfere with Grantee's use of the easement area.

4. Payment: Grantor shall pay to the Grantee the full Time and Material Expenses incurred by the Grantee in performing services under this Agreement. For purposes of this Agreement, "Time and Material Expenses" shall consist of:

- a. Personnel costs—All wages (or prorated salary) and benefits (including, without limitation, vacation, holiday, overtime pay and employer's share of state and federal employment taxes), as determined by the Grantee from time-to-time, for efforts expended by Grantee personnel under this Agreement;
- b. Actual expenses incurred by the Grantee for independent contractors, consultants, and other persons or companies performing some or all of the services called for under this Agreement;

Recording Area

Name and Return Address

Jennifer Moore, Clerk-Treasurer
Village of Sussex
N64W23760 Main Street
Sussex, WI 53089

Part of Tax Key No. SUXV0273998005

Parcel Identification Number (PIN)

- c. Usage and depreciation charges for Grantee vehicles and equipment used in performing services under this Agreement as such charges are determined and modified by the Grantee from time-to-time; and
- d. Actual expenses incurred by the Grantee for the purchase or rental of parts, tools, equipment, or other supplies used in performances described herein.

5. Billing: Grantor shall pay the Grantee the Time and Material Expenses within thirty (30) days of receipt of an invoice from the Grantee for said amount. Amounts not paid after said thirty (30) days may be assessed as a special charge against the property pursuant to Section 66.0627 of the Wisconsin Statutes. Upon Grantor's failure to pay any invoice for Time and Material Expenses, Grantee may, but is not required to, discontinue service under this Agreement.

6. Notice: The Grantee will attempt to notify Grantor orally at least one (1) business day prior to conducting routine maintenance or routine repairs under this Agreement. If the Grantee determines that emergency repairs are necessary, it will attempt to, but is not required to, notify Grantor prior to making said emergency repairs. Routine inspection and maintenance and emergency notices to Grantor under this Agreement shall be made to:

Name: Wangard Operations LLC – Property Management

Telephone: 414-777-1200

Alternate Telephone No.: 414-935-4116

7. Approvals: Nothing in this Agreement shall be construed to require the Grantee to obtain Grantor's verbal or written permission prior to conducting inspections or repairs under this Agreement.

8. Indemnification: Grantor shall indemnify and hold the Grantee, its officers, agents, employees, contractors, and consultants harmless from any and all loss (including, but not limited to, expenses, damages, and legal fees) arising out of, or associated with, the Grantee's performance under this Agreement except to the extent such loss results directly from negligence or intentional wrongful acts of the Grantee, its officers, employees, agents, contractors, and/or consultants in the performance of this Agreement.

9. Insurance: Grantor acknowledges that Grantor is solely responsible for providing such insurance for its property as it deems appropriate and the Grantee will not maintain insurance for Grantor's property and shall not be responsible for any loss or damage or any consequential loss or damage to Grantor's property.

10. Termination of Service: The Service shall continue in force and effect until such time as it is terminated by a party providing the other party with not less than sixty (60) days written notice prior to the requested termination date of the Service. In the event of termination of the Service by either party, Grantor shall be responsible for all inspections and maintenance of the hydrants servicing the Site and Grantor shall provide the Grantee with not less than annual inspections from a licensed plumber attesting to his or her inspection of all hydrants on the Site and further attesting that they are in good operating condition. Termination of Service shall not terminate in any way the easement access rights herein.

11. Exercise of Rights: It is agreed that the complete exercise of rights herein conveyed may be gradual and not fully exercised until some time in the future, and that none of the rights herein granted shall be lost by non-use.

12. This Easement shall run with the land and shall be binding upon and inure to the benefit of and be enforceable by Grantor and Grantee and their respective heirs, personal representatives, successors and assigns.

Dated this _____ day of _____, 2024.

Grantor: SUSSEX CORPORATE PARK II LLC

By: _____
Stewart M. Wangard, Manager

State of Wisconsin }
 } ss.
County of Waukesha }

Personally came before me this _____ day of _____, 2024, the above named Stewart M. Wangard, Manager of Sussex Corporate Park II LLC, to me known to be the person who executed the foregoing instrument by its authority and on its behalf and acknowledged the same.

Notary Public, State of Wisconsin

My Commission: _____

Dated this _____ day of _____, 2024.

Grantee: Village of Sussex

By: _____

Title: Village President

State of Wisconsin }
 } ss.
County of Waukesha }

Personally came before me this _____ day of _____, 2024, the above named _____, President of the Village of Sussex., to me known to be the person who executed the foregoing instrument by its authority and on its behalf and acknowledged the same.

Notary Public, State of Wisconsin

My Commission: _____

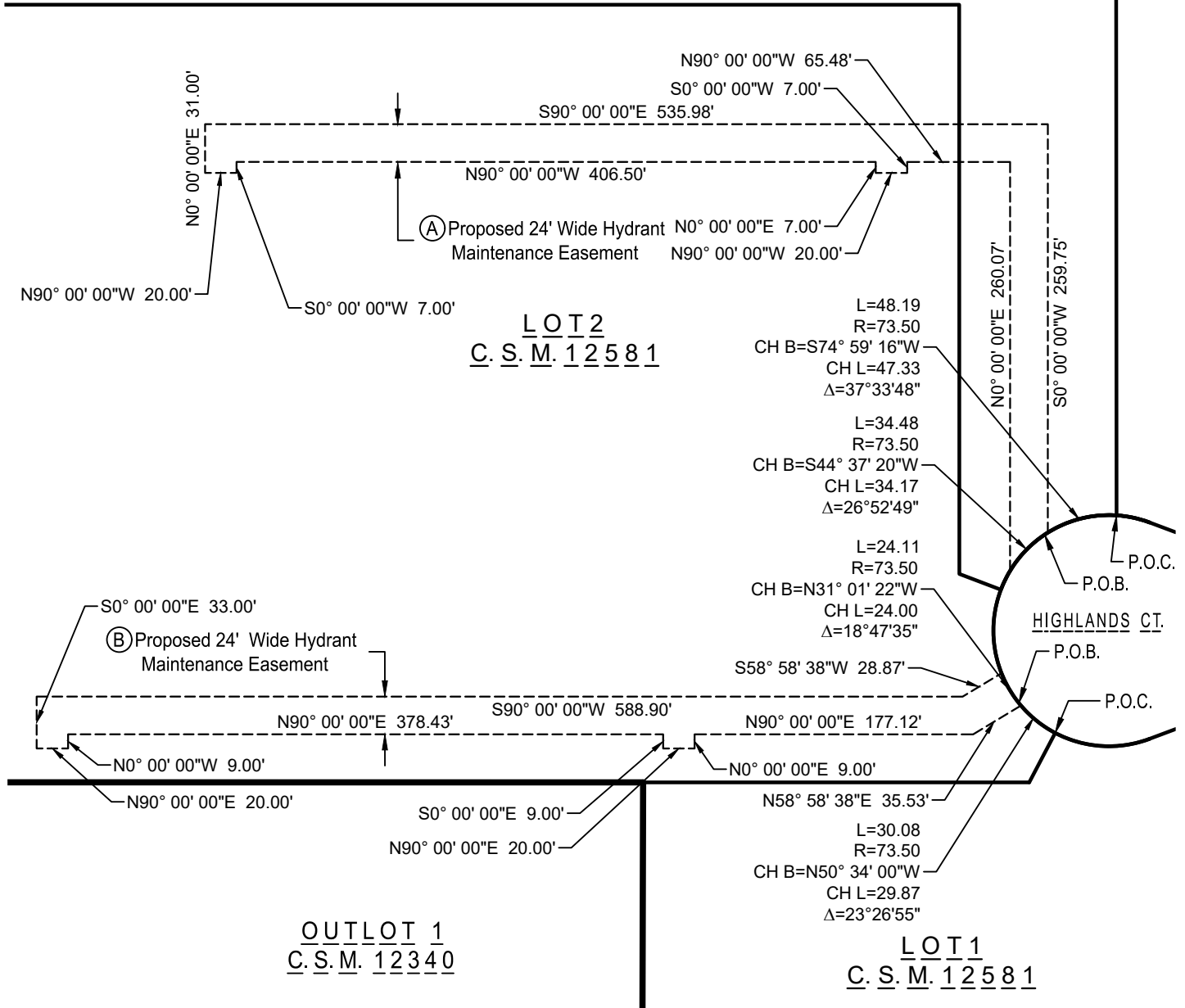
This instrument was drafted by Assistant Village Administrator Jeremy Smith, based upon a form by Village Attorney John P. Macy.

EXHIBIT "A"

HYDRANT MAINTENANCE EASEMENT

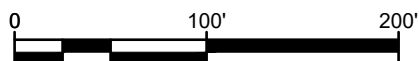


LOT 3
C. S. M. 12581



www.thesigmagroup.com
1300 West Canal Street
Milwaukee, WI 53233
Phone: 414-643-4200
Fax: 414-643-4210

GRAPHIC SCALE



PROJECT NUMBER 21882 DRAFTED BY KAS 7/10/2024

Sheet 1 of 2

LEGAL DESCRIPTION OF HYDRANT MAINTENANCE EASEMENT

Legal Description of Hydrant Maintenance Easement A

That part of Lot 2 and Lot 3 of Certified Survey Map No. 12581, recorded as Document No. 4774202, in the Northwest 1/4 and Southwest 1/4 of the Northeast 1/4 of Section 33, Town 8 North, Range 19 East, in the Village of Sussex, Waukesha County, State of Wisconsin, bounded and described as follows:

Commencing at the southeast corner of said Lot 3 and a point of curvature of the northern right of way line of Highlands Court; thence southwesterly 48.19 feet along said right of way line and an arc of curve to the left whose radius is 73.50 feet and whose chord bears South 74° 59' 16" West 47.33 feet to the point of beginning; thence continuing southwesterly 34.48 feet along the arc of a curve to the left of said right of way, whose radius is 73.50 feet and whose chord bears South 44° 37' 20" West 34.17 feet; thence North 0° 00' 00" East, 260.07 feet; thence North 90° 00' 00" West, 65.48 feet; thence South 0° 00' 00" West, 7.00 feet; thence North 90° 00' 00" West, 20.00 feet; thence North 0° 00' 00" East, 7.00 feet; thence North 90° 00' 00" West, 406.50 feet; thence South 0° 00' 00" West, 7.00 feet; thence North 90° 00' 00" West, 20.00 feet; thence North 0° 00' 00" East, 31.00 feet; thence South 90° 00' 00" East, 535.98 feet; thence South 0° 00' 00" West, 259.75 feet to the point of beginning.

Said easement contains 19,048 square feet of land, more or less.

Legal Description of Hydrant Maintenance Easement B

That part of Lot 2 of Certified Survey Map No. 12581, recorded as Document No. 4774202 in the Northwest 1/4 and Southwest 1/4 of the Northeast 1/4 of Section 33, Town 8 North, Range 19 East, in the Village of Sussex, Waukesha County, State of Wisconsin, bounded and described as follows:

Commencing at the southeast corner of said Lot 2 and a point of curvature of the westerly right of way line of Highlands Court; thence northwesterly, 30.08 feet along said right of way line and an arc of curve to the right whose radius is 73.50 feet and whose chord bears North 50° 34' 00" West 29.87 feet to the point of beginning; thence continuing northwesterly, 24.11 feet along the arc of a curve to the right of said right of way, whose radius is 73.50 feet and whose chord bears North 31° 01' 22" West 24.00 feet; thence South 58° 58' 38" West, 28.87 feet; thence South 90° 00' 00" West, 588.90 feet; thence South 0° 00' 00" East, 33.00 feet; thence North 90° 00' 00" East, 20.00 feet; thence North 0° 00' 00" West, 9.00 feet; thence North 90° 00' 00" East, 378.43 feet; thence South 0° 00' 00" East, 9.00 feet; thence North 90° 00' 00" East, 20.00 feet; thence North 0° 00' 00" East, 9.00 feet; thence North 90° 00' 00" East, 177.12 feet; thence North 58° 58' 38" East, 35.53 feet to the point of beginning.

Said easement contains 15,331 square feet of land, more or less.



N64W23760 Main Street
Sussex, Wisconsin 53089
(262) 246-5200
info@sussexwi.gov
villagesussex.org

Date: July 12, 2024
To: Public Works Committee
From: Judith A. Neu, Village Engineer / Public Works Director
Subject: Highlands Court Site XII – Stormwater Easement

As part of their site plan for Highlands Court Site XII, Wangard plans to install two storm sewer systems that discharge into the Village's Storm Pond on Outlot 1 of CSM 12340. To ensure that it is clear in the future that these two storm pipes are to be privately owned and maintained, staff recommends that the Village grant an easement to Wangard over the two storm sewer pipes that extend onto Village property. The easement language is the same standard document that we use when entities are granting utility easements to the Village except that, in this case, it is the Village granting the easement to Wangard.

Staff recommends that the Committee recommend approval of the easement to the Village Board.

STORMWATER EASEMENT

DOCUMENT NO.:

THIS EASEMENT, made between Village of Sussex, a Wisconsin Municipal Corporation, **Grantor**, and Sussex Corporate Park II LLC, a Wisconsin limited liability company, **Grantee**, their successors and assigns.

Witnesseth, That Grantor, in exchange for \$1.00 and other good and valuable consideration, receipt and sufficiency of which is acknowledged, grants and warrants to Grantee a permanent non-exclusive easement upon, within, and beneath a part of Grantor's land hereinafter referred to as the "easement area" in Waukesha County, State of Wisconsin:

Said easement area is described as being a part of the following described property:

The location of the easement area with respect to the Grantor's land is as described and shown on Exhibit "A" (which is attached hereto and hereby incorporated by reference).

1. Purpose: The purpose of this Easement is to install, operate, maintain, and replace stormwater transmission facilities, including but not limited to pipes, together with all necessary and appurtenant equipment under and above the ground as deemed necessary by Grantee and approved by Grantor, all to transmit stormwater to the stormwater pond located within the property known as Outlot 1 of CSM 12340 recorded as Document No. 4676497 in the Northwest 1/4 and Southwest 1/4 of the Northeast 1/4 of Section 33, Town 8 North, Range 19 East, in the Village of Sussex, Waukesha County, State of Wisconsin upon which the easement area are located. Trees, bushes, branches, and roots may be trimmed or removed so as not to interfere with Grantee's use of the easement area.
2. Access: Grantee, and its employees, agents, and independent contractors shall have the right to enter upon the easement area for the purpose of exercising its rights in the easement area.
3. Buildings and Other Structures. Grantor agrees that no structures will be erected in the easement area, or in such close proximity to the facilities, such as to prevent Grantee from exercising its rights under this easement.
4. Restoration. Grantee agrees to restore or cause to have restored the Grantor's land to grade and replace sod or grass disturbed. This restoration, however, does not apply to any trees, bushes, branches, or roots which may interfere with Grantee's use of the easement area.
5. Exercise of Rights: It is agreed that the complete exercise of rights herein conveyed may be gradual and not fully exercised until some time in the future, and that none of the rights herein granted shall be lost by non-use.
6. This Easement shall run with the land and shall be binding upon and inure to the benefit of and be enforceable by Grantor and Grantee and their respective heirs, personal representatives, successors and assigns.

Dated this _____ day of _____, _____.

Grantor: Village of Sussex

By: _____
Village President

State of Wisconsin }
 }ss.
County of Waukesha }

Personally came before me this _____ day of _____, 2024, the above named _____ Village President of the Village of Sussex, to me known to be the person who executed the foregoing instrument by its authority and on its behalf and acknowledged the same.

Notary Public, State of Wisconsin
My Commission:

This instrument was drafted by:
Sussex Assistant Village Administrator Jeremy Smith based upon a model from Village Attorney John Macy

RETURN TO:



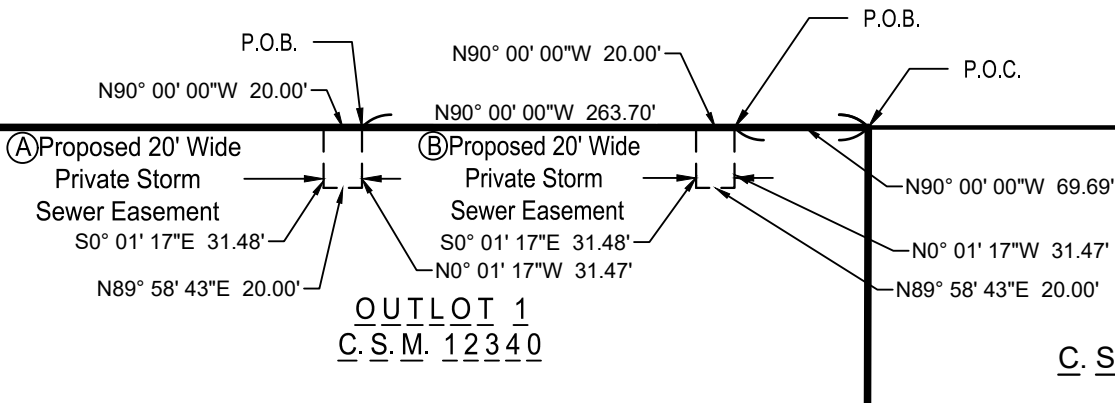
EXHIBIT "A"

STORMWATER EASEMENT

LOT 3
C. S. M. 12581

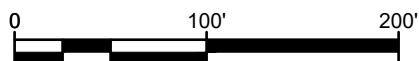
LOT 2
C. S. M. 12581

HIGHLANDS
CT.



www.thesigmagroup.com
1300 West Canal Street
Milwaukee, WI 53233
Phone: 414-643-4200
Fax: 414-643-4210

GRAPHIC SCALE



PROJECT NUMBER 21882 DRAFTED BY KAS 7/10/2024

Sheet 1 of 2

LEGAL DESCRIPTION OF STORMWATER EASEMENT

Legal Description of Stormwater Easement A

That part of Outlot 1 of Certified Survey Map No. 12340, recorded as Document No. 4676497 in the Northwest 1/4 and Southwest 1/4 of the Northeast 1/4 of Section 33, Town 8 North, Range 19 East, in the Village of Sussex, Waukesha County, State of Wisconsin, bounded and described as follows:

Commencing at the northeast corner of said Outlot 1; thence North 90° 00' 00" West along the north line of said Outlot 1, said line also being the south line of Lot 2 of Certified Survey Map No. 12581, 263.70 feet to the point of beginning; thence continuing North 90° 00' 00" West along the north line of said Outlot 1 and the south line of Lot 2, CSM 12581, 20.00 feet; thence South 0° 01' 17" East, 31.48 feet; thence North 89° 58' 43" East, 20.00 feet; thence North 0° 01' 17" West, 31.47 feet to the point of beginning.

Said easement contains 630 square feet of land, more or less.

Legal Description of Stormwater Easement B

That part of Outlot 1 of CSM 12340, recorded as Document No. 4676497 in the Northwest 1/4 and Southwest 1/4 of the Northeast 1/4 of Section 33, Town 8 North, Range 19 East, in the Village of Sussex, Waukesha County, State of Wisconsin, bounded and described as follows:

Commencing at the northeast corner of said Outlot 1; thence North 90° 00' 00" West along the north line of said Outlot 1, said line also being the south line of Lot 2 of Certified Survey Map No. 12581, 69.69 feet to the point of beginning; thence continuing North 90° 00' 00" West along the north line of said Outlot 1 and the south line of Lot 2, CSM 12581, 20.00 feet; thence South 0° 01' 17" East, 31.48 feet; thence North 89° 58' 43" East, 20.00 feet; thence North 0° 01' 17" West, 31.47 feet to the point of beginning.

Said easement contains 630 square feet of land, more or less.

RESOLUTION No. 24-11

A RESOLUTION AUTHORIZING THE PARK AND RECREATION DIRECTOR
TO ACT ON THE VILLAGE'S BEHALF IN REGARD TO THE URBAN FORESTRY COST-SHARE GRANT
FROM THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES

WHEREAS: The Village of Sussex is interested in obtaining a cost-share grant from Wisconsin Department of Natural Resources for the purpose of funding urban and community forestry projects specified in s. 23.097(1g) and (1r), Wis. Stats.; and

WHEREAS: The applicant attests to the validity and veracity of the statements and representations contained in the grant application; and

WHEREAS: the applicant requests a grant agreement to carry out the project.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Village of Sussex, Waukesha County, Wisconsin, that the Village of Sussex will comply with all local, state, and federal rules, regulations and ordinances relating to this project and the cost-share agreement;

BE IT FURTHER RESOLVED, the applicant will budget a sum sufficient to fully and satisfactorily complete the project and hereby authorizes and empowers Park and Recreation Director, its official or employee, to act on its behalf to:

1. Sign and submit the grant application
2. Sign a grant agreement between applicant and the DNR
3. Submit interim and/or final reports to the DNR to satisfy the grant agreement
4. Submit grant reimbursement request to the DNR
5. Sign and submit other required documentation

Adopted this ____ day of _____, 2024.

Anthony J. LeDonne, Village President

ATTEST: _____
Jennifer Moore
Clerk/Treasurer

I hereby certify that the foregoing resolution was duly adopted by the Village of Sussex at a legal meeting on the 27th day of August, 2024.

Authorized Signature	Title	Date Certified