

**RESOLUTION 2018-91
VILLAGE OF WINDSOR**

RESOLUTION REGARDING THE ENGAGEMENT OF PROFESSIONAL ACCOUNTING SERVICES AND ENGINEERING SERVICES FOR WINDSOR SEWER UTILITY RATE STUDY

WHEREAS, Ordinance 2015-01 provides that the Windsor Utilities Commission is responsible for preparing and modifying sewer rates when sound business practices deem it appropriate; and

WHEREAS, sewer rates are based on a comparison of revenues to the revenue requirements that are needed to meet the direct and indirect costs obligations along with debt service and capital improvements; and

WHEREAS, the Windsor Utility Commission completed a simplified rate analysis in 2016 of the Windsor Sewer Utility, formed in 2016 after the incorporation of Windsor; and

WHEREAS, the Village Board, at their meeting on September 5th, 2018 supported proceeding with a full sewer rate review to ensure the current rates are covering operation costs, along with current and future improvement costs; and

WHEREAS, the Utility Commission, at their meeting on September 11th, 2018 supported proceeding with a full sewer rate review to ensure the current rates are covering operation costs, along with current and future improvement costs; and

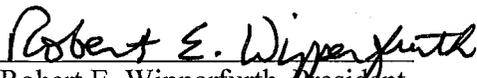
WHEREAS, Johnson Block CPA's have provided a proposal to complete services for a sewer rate study as shown on the attached, Exhibit A, Scope of Services dated September 10th, 2018; and

WHEREAS, Baxter and Woodman, Village Engineers, will be engaged for professional services as needed, and will bill at the Villages contracted hourly rate;

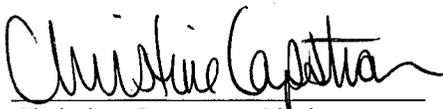
NOW THEREFORE, BE IT RESOLVED, by the Village Board of the Village of Windsor to approve proceeding with a Sewer Rate Study. The Village President is authorized to execute the Scope of Services of Johnson Block, CPA's as provided in Exhibit A and the Village Engineers billing at the Village's contracted hourly rate.

The above and foregoing resolution was duly adopted by the Village Board of the Village of Windsor, Dane County, Wisconsin at a meeting held on the 20th day of September, 2018 by a vote of 4 in favor and 0 against.

VILLAGE OF WINDSOR


Robert E. Wipperfurth, President

Attested by:


Christine Capstran, Clerk

INCORPORATED BY REFERENCE:

Exhibit A: Johnson Block CPA's Scope of Services



JOHNSON BLOCK
CPAs

September 10, 2018

Tina Butteris
Village of Windsor
4084 Mueller Road
DeForest, WI 53532

Pursuant to your request, we are submitting an estimate for an analysis of the adequacy of sewer rates. Our understanding is that the scope of services includes the following:

- Estimate of sewer operating expenses for 2018 and 2019.
- Estimate of sewer capital expenditures and borrowings for 2018 and 2019.
- Estimate of sewer revenues at current rates.
- Estimate of additional revenues (if necessary) required.
- Estimate of proposed new rates based on estimate of above projected expenses.
 - This consists of allocating the proposed increase proportionately to the existing rates. **A separate cost of service study would be billed at our standard hourly rates for time incurred.**

Our fee estimate for these services is \$5,500 to \$6,500. We anticipate requiring information from Village utility staff including financial figures through December 31, 2018 and other information such as budgets, capital plans, and utility billing records.

We appreciate the opportunity to present this proposal and look forward to our continued service to the Village. Please contact me with any questions you have.

Cordially,

A handwritten signature in cursive script that reads 'Kevin Krysinski'.

Kevin Krysinski, CPA

RESPONSE: This letter correctly sets forth the understanding of the Village of Windsor, Wisconsin.

By: Robert E. Wipperfurth

Date: 9-20-18