

**CITY OF PLYMOUTH, WISCONSIN
TUESDAY, AUGUST 12, 2025 COMMON COUNCIL MEETING
7:00 PM COUNCIL CHAMBERS, ROOM 302
128 SMITH ST. PLYMOUTH, WI 53073**

AGENDA

- 1. Call to order and roll call:**
- 2. Pledge of Allegiance.**
- 3. Approval of the Consent Agenda (Alderspersons may request removal of item(s), or part thereof without debate or vote):**
 - A. Approve minutes of the meeting held Wednesday, July 23 and Tuesday, July 29, 2025**
 - B. Approve City and Utility Reports:**
 - I. List of City & Utility Vouchers dated 07/01/2025 – 07/31/2025**
 - C. Minutes acknowledged for filing — Police and Fire Commission: July 1 – Library Board: July 7 – Finance and Personnel: July 29 – Committee of the Whole: July 29**
 - D. Building Report for July 2025 – 44 Permits at \$8,611,288**
 - E. Approve Temporary “Class B” Wine and Class “B” Beer License for St. John Lutheran Church and School, at 222 Stafford St. on October 11, 2025 from 4 PM – 11 PM, for Oktoberfest. Underage persons are requested on premise.**
 - F. Approve change of agent for “Class A” Alcohol License for GPM Southeast, LLC (R-Store) to Regina Nievinski – Approved by Clerk’s Office and Police Department**
 - G. Approve Temporary “Class B” Wine for the Cheese Capital Wine Walk hosted by Plymouth Chamber of Commerce on August 15, 2025 from 6:00 PM – 9:00 PM.**
- 4. Audience Comments: Citizens comments must be recognized by the mayor or presiding officer and are limited to three minutes per person from those signed in on the registration sheet located at the back of the Council Chambers prior to the start of the meeting.**
- 5. Items removed from Consent Agenda:**
- 6. Resolution:**
 - A. No. 10 – Commendation for Alderman Greg Hildebrand – Don Pohlman, Mayor**
- 7. Proclamation:**
 - A. Recognition for Ben Phillips for Completing the Requirements for the Highly Honored Eagle Award – Mayor Pohlman**
- 8. New Business:**
 - A. Presentation and Report Acceptance of the 2024 Audit – Chris Russo, Finance Director**
 - B. Discussion and Possible Action on Extraterritorial Certified Survey Map (CSM); Parcel numbers 59016217350 and 59016217360 - located on Sandstone Lane in the Town of Plymouth – Jack Johnston, Assistant City Administrator/Community Development Director**

**C. Discussion and Possible Action on Library Renovation Plan – Tim
Blakeslee, City Administrator / Utilities Manager**

9. Adjourn to 7:00 PM on Tuesday, August 26, 2025

It is likely 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.

Please note that, 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, please contact the City of Plymouth ADA Coordinator Leah Federwisch, located in the Plymouth Utilities office at 900 County Road PP, Plymouth, WI or call 920-893-3853.

CITY OF PLYMOUTH
JULY 23, 2025
COMMON COUNCIL SPECIAL MEETING

OFFICIAL MINUTES

1. **Call to order and roll call:** Mayor Pohlman called the meeting to order at 4:00 PM. On the call of the roll, the following were present: Diane Gilson, John Binder, Dave Herrmann, Mike Penkwitz, Kevin Sande, Angie Matzdorf, and Jeff Tauscheck.
3. **Discussion and Action to Allow Alcohol Outdoor Consumption during the July 24, 2025 German Night at City Park from 4 PM – 11 PM:** Blakeslee explained that the Plymouth Municipal Band has historically obtained a temporary beer permit and had volunteers sell beer at their yearly German Night. Due to the increasing costs of insurance and the time required to organize volunteer for beer sales, the Municipal Band asked if Plymouth Brewery could instead sell beer for the event. The municipal band did not realize they still needed to obtain permission from the Common Council to have a third party sell beer, as outdoor consumption approval was previously included as part of the temporary beer permit process. Motion was made by Tauscheck/Gilson to approve alcohol consumption during the July 24 German Night Event from 4 PM – 11 PM. Upon the call of the roll, all voted aye. Motion carried.
5. **Adjourn:** Motion was made by Herrmann/Tauscheck to adjourn the meeting. A unanimous aye vote was cast. Motion carried.

**CITY OF PLYMOUTH, WISCONSIN
TUESDAY, JULY 29, 2025 COMMON COUNCIL MEETING
7:00 PM COUNCIL CHAMBERS, ROOM 302
128 SMITH ST. PLYMOUTH, WI 53073**

UNOFFICIAL MINUTES

1. **Call to order and roll call:** Mayor Pohlman called the meeting to order at 7:00 PM. On the call of the roll, the following were present: Dave Herrmann, Angie Matzdorf, Diane Gilson, Mike Penkwitz, John Binder, and Kevin Sande. Also present: City Administrator/Utilities Manager Tim Blakeslee, Assistant Administrator/Community Development Director Jack Johnston, City Attorney Crystal Fieber, Police Chief Ken Ruggles, Deputy Police Chief Matt Starker, Director of Public Works Cathy Austin, and City Clerk/Deputy Treasurer Anna Voigt.
2. **Pledge of Allegiance.**
3. **Approval of the Consent Agenda (Alderspersons may request removal of item(s), or part thereof without debate or vote):** Motion was made by Herrmann/Tauscheck to approve the consent agenda. Upon the call of the roll, all voted aye. Motion carried.
 - A. **Approve minutes of the meeting held Tuesday, July 8, 2025**
 - B. **Approve City and Utility Reports:**
 - I. **Electric, Water and Sewer Sales Report – June 2025**
 - II. **Utility Related Write Offs for July 2025 - \$0.30**
 - C. **Minutes acknowledged for filing — Library Board: June 2 – Finance and Personnel: July 8 – Committee of the Whole: July 8**
4. **Audience Comments:** Citizens comments must be recognized by the mayor or presiding officer and are limited to three minutes per person from those signed in on the registration sheet located at the back of the Council Chambers prior to the start of the meeting: None
5. **Items removed from Consent Agenda:** None
6. **Ordinance:**
 - A. **No. 12 – An Ordinance Amending Sections 13-1-80 and 13-1-82, Regarding Additions on to Legal Non-Conforming Structures and Lots, of the Municipal Code of the City of Plymouth, Wisconsin –** Mayor Pohlman opened the public hearing at 7:02. Assistant Administrator/Community Development Director Jack Johnston explained due to current ordinance language non-conforming structures are restricted from additions. With the high prevalence of them within the City the new ordinance would give property owners more flexibility to make improvements to their property. With no other comments the mayor closed the public hearing at 7:04 PM. Motion was made by Tauscheck/Penkwitz to approve Ordinance No. 12. Upon the call of the roll, all voted aye. Motion carried.

7. **Resolution**

- A. **No. 10 – Commendation for Alderman Greg Hildebrand – Don Pohlman, Mayor:** Moved to next meeting.

8. **New Business:**

- A. **Announcement of an Alderperson vacancy existing in 1st District due to the Resignation of Alderperson Greg Hildebrand. Applications to complete this term will be accepted until August 14.:** Clerk Voigt explained with the resignation of Alderperson Greg Hildebrand a vacancy currently exists in the 1st District. The city will be accepting applications from individuals until August 14. Applicants will be interviewed by the Council in open session during the Council meeting on August 26. The selected nominee will be appointed and sworn in at the Council meeting September 9. The appointed Alderperson may choose to seek election to a full term by circulating nomination papers and participating in the general election in 2026.
- B. **Discussion and Possible Action on Extraterritorial Certified Survey Map (CSM); Parcel number 59016214992 and 59016214991 – located on County Road O in the Town of Plymouth –** Johnston explained that Wade Kleinhans has submitted an application for approval of a CSM to the Town of Plymouth that is located in the City of Plymouth Extraterritorial Review jurisdiction. The land division has already been approved by the Town of Plymouth. Motion was made by Binder/Sande to approve the CSM. Upon the call of the roll, all voted aye. Motion carried.
- C. **Discussion and Possible Action on Interim Market Update Agreement with Associated Appraisals–** Blakeslee explained that a full property revaluation was conducted in September 2022. Per Associated Appraisals, for the 2025-26 tax collection year, property values are estimated to be assessed at approximately 71% of actual market value. State Stats. Requires each municipality to assess property within 10% of full value at least once every five years. Staff is recommending moving forward with contract with Associated Appraisal Consultants to complete an Interim Market Update in 2026. Motion was made by Matzdorf/Tauscheck to approve the Interim Market Update with Associated Appraisal Consultants. Upon the call of the roll, all voted aye. Motion carried.
- D. **Appoint Jeff Versch to Park Committee to fill a vacancy until 2030 Mayor Appoints / Council Confirms –** Mayor Pohlman appointed Jeff Versch to Park Committee. Motion was made by Tauscheck/Matzdorf to confirm the appointment. A unanimous aye vote was cast. Motion carried.
- E. **Appoint Ronna O'Toole, Ken Pannier, and Carole O'Malley to Redevelopment Authority for 5 – year term Mayor Appoints / Council Confirms –** Mayor Pohlman appointed Ronna O'Toole, Ken Pannier, and Carole O'Malley to the RDA. Motion was made by Tauscheck/Penkwitz to confirm appointments. A unanimous aye vote was cast. Motion carried.

9. **Adjourn to 7:00 PM on Tuesday, August 12, 2025:** Motion was made by Tauscheck/Herrmann to adjourn the meeting. A unanimous aye vote was cast. Motion carried.

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Invoice Detail.GL account = "0100100001000"-"2200567002200","2400111000000"-"8000232000000"

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
10122							
10122	ANDRE FIRE EQUIPMENT INC	30091	BUILDING MAINTENANCE - LIB	06/28/2025	113.50	113.50	07/14/2025
10122	ANDRE FIRE EQUIPMENT INC	30092	ANNUAL MAINTENANCE INSPE	06/28/2025	162.75	162.75	07/18/2025
10122	ANDRE FIRE EQUIPMENT INC	30101	PARKS CONTRACTOR	06/10/2025	353.75	353.75	07/14/2025
10122	ANDRE FIRE EQUIPMENT INC	30101	GARAGE LARGE EQUIPMENT R	06/10/2025	353.75	353.75	07/14/2025
Total 10122:					983.75	983.75	
10305							
10305	BOARDMAN & CLARK LLP	304751	LEGAL SERVICE	07/23/2025	626.25	626.25	08/04/2025
Total 10305:					626.25	626.25	
10325							
10325	BORDER STATES ELECTRIC SU	930598381	BUSS, JNCT 4 WAY 200 A 25KV	07/01/2025	4,508.64	4,508.64	07/07/2025
10325	BORDER STATES ELECTRIC SU	930598381	WIRE, COPPER #4 SOL BARE M	07/01/2025	3,655.20	3,655.20	07/07/2025
10325	BORDER STATES ELECTRIC SU	930598381	SHIPPING	07/01/2025	231.61	231.61	07/07/2025
10325	BORDER STATES ELECTRIC SU	930641548	SUBSTATION 5	07/08/2025	93,445.81	93,445.81	07/18/2025
10325	BORDER STATES ELECTRIC SU	930659526	SUBSTATION 5	06/30/2025	215.32	215.32	07/18/2025
10325	BORDER STATES ELECTRIC SU	930678122	WIRE; GUY 3/8" EHS GRADE A	07/02/2025	1,186.00	1,186.00	07/18/2025
10325	BORDER STATES ELECTRIC SU	930678122	SHIPPING	07/02/2025	124.92	124.92	07/18/2025
10325	BORDER STATES ELECTRIC SU	930678122	DISCOUNT	07/02/2025	.12-	.12-	07/18/2025
10325	BORDER STATES ELECTRIC SU	930678134	RENTAL	07/02/2025	1,400.00	1,400.00	07/18/2025
10325	BORDER STATES ELECTRIC SU	930714994	RS485, 2 PR #22 STR TC	07/09/2025	574.00	574.00	08/04/2025
10325	BORDER STATES ELECTRIC SU	930714994	SHIPPING	07/09/2025	32.43	32.43	08/04/2025
10325	BORDER STATES ELECTRIC SU	930718865	138KV BREAKER	07/22/2025	137,445.65	137,445.65	08/04/2025
10325	BORDER STATES ELECTRIC SU	930778250	CABLE TAGS	07/29/2025	564.00	564.00	08/04/2025
Total 10325:					243,383.46	243,383.46	
10423							
10423	C&M HYDRAULIC TOOL SUPPL	182684	TOOL REPAIR	07/10/2025	31.25	31.25	07/18/2025
10423	C&M HYDRAULIC TOOL SUPPL	182684	FREIGHT	07/10/2025	10.11	10.11	07/18/2025
Total 10423:					41.36	41.36	
10466							
10466	CSC ELECTRIC INC	STMT 7-11-202	NEW GARAGE - ELECTRICAL	07/11/2025	3,786.00	3,786.00	07/18/2025
Total 10466:					3,786.00	3,786.00	
10793							
10793	DLT SOLUTIONS LLC	SI704051	AUTOCAD LT GOVERNMENT SI	07/25/2025	471.50	471.50	08/04/2025
10793	DLT SOLUTIONS LLC	SI704051	AUTOCAD - INCLUDING SPECIA	07/25/2025	1,112.46	1,112.46	08/04/2025
10793	DLT SOLUTIONS LLC	SI704051	AUTOCAD - IMAGINIT PRIORITY	07/25/2025	553.00	553.00	08/04/2025
Total 10793:					2,136.96	2,136.96	
10878							
10878	EAST CENTRAL PUMPING INC	20912	SEWER JETTING SERVICE	06/30/2025	1,200.00	1,200.00	07/18/2025
10878	EAST CENTRAL PUMPING INC	24098	PARKS CONTRACTOR	07/07/2025	300.00	300.00	07/25/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 10878:					1,500.00	1,500.00	
10905							
10905	ELECTRICAL TESTING LAB LLC	43246	SAFETY EQUIPMENT	05/21/2025	421.28	421.28	07/18/2025
10905	ELECTRICAL TESTING LAB LLC	43246	SHIPPING	05/21/2025	16.13	16.13	07/18/2025
10905	ELECTRICAL TESTING LAB LLC	43246	TESTING	05/21/2025	12.00	12.00	07/18/2025
Total 10905:					449.41	449.41	
10930							
10930	AURORA EAP	505-CI0006218	EAP - CITY	06/30/2025	253.80	253.80	07/25/2025
10930	AURORA EAP	505-CI0006218	EAP - UTILITIES	06/30/2025	140.40	140.40	07/25/2025
Total 10930:					394.20	394.20	
11025							
11025	FASSE DECORATING CENTER	D9YNX	PARKS MATERIALS	07/30/2025	94.98	94.98	08/04/2025
11025	FASSE DECORATING CENTER	EYCR8	GARAGE SMALL EQUIPEMENT	07/09/2025	291.79	291.79	07/25/2025
Total 11025:					386.77	386.77	
11040							
11040	FELDMANN SALES & SERVICE I	45715	EVERGREEN GOLF COURSE E	07/01/2025	83.72	83.72	07/07/2025
11040	FELDMANN SALES & SERVICE I	45857	PARKS EQUIPMENT REPAIR &	07/08/2025	376.39	376.39	07/25/2025
11040	FELDMANN SALES & SERVICE I	45858	EVERGREEN GOLF COURSE E	07/08/2025	10.19	10.19	07/25/2025
11040	FELDMANN SALES & SERVICE I	45859	EVERGREEN GOLF COURSE E	07/08/2025	170.44	170.44	07/25/2025
11040	FELDMANN SALES & SERVICE I	45860	PARKS EQUIPMENT REPAIR &	07/08/2025	115.58	115.58	07/25/2025
11040	FELDMANN SALES & SERVICE I	46304	PARKS EQUIPMENT REPAIR &	07/28/2025	15.52	15.52	08/04/2025
Total 11040:					771.84	771.84	
11155							
11155	GRITTS AUTO SERVICE	44369	FLEET VEHICLE SERVICE	04/02/2025	94.81	94.81	08/04/2025
11155	GRITTS AUTO SERVICE	44856	FLEET VEHICLE SERVICE	06/19/2025	27.13	27.13	07/18/2025
11155	GRITTS AUTO SERVICE	44916	FLEET VEHICLE SERVICE	06/30/2025	20.40	20.40	07/18/2025
11155	GRITTS AUTO SERVICE	44947	FLEET VEHICLE SERVICE	07/03/2025	54.37	54.37	07/18/2025
11155	GRITTS AUTO SERVICE	44983	FLEET VEHICLE SERVICE	07/09/2025	54.37	54.37	08/04/2025
Total 11155:					251.08	251.08	
11180							
11180	H & H UTILITY EXCAVATING INC	400141501	EXCAVATING-ELECTRIC DEPT	06/24/2025	28,180.22	28,180.22	07/07/2025
11180	H & H UTILITY EXCAVATING INC	400141502	EXCAVATING-ELECTRIC DEPT	06/24/2025	17,140.53	17,140.53	07/07/2025
11180	H & H UTILITY EXCAVATING INC	4001421-01	EXCAVATING-ELECTRIC DEPT	07/03/2025	1,039.12	1,039.12	07/18/2025
11180	H & H UTILITY EXCAVATING INC	4001423-01	EXCAVATING-ELECTRIC DEPT	07/03/2025	1,623.02	1,623.02	07/18/2025
11180	H & H UTILITY EXCAVATING INC	4001424-01	EXCAVATING-ELECTRIC DEPT	07/03/2025	905.91	905.91	07/18/2025
11180	H & H UTILITY EXCAVATING INC	400142402	EXCAVATING-ELECTRIC DEPT	07/03/2025	2,446.96	2,446.96	07/18/2025
11180	H & H UTILITY EXCAVATING INC	4001424-03	EXCAVATING-ELECTRIC DEPT	07/03/2024	1,769.92	1,769.92	07/18/2025
11180	H & H UTILITY EXCAVATING INC	4001424-04	EXCAVATING-ELECTRIC DEPT	07/08/2025	9,498.06	9,498.06	07/18/2025
11180	H & H UTILITY EXCAVATING INC	4001428-01	EXCAVATING-ELECTRIC DEPT	06/29/2025	1,465.02	1,465.02	07/18/2025
11180	H & H UTILITY EXCAVATING INC	4001429-01	EXCAVATING-ELECTRIC DEPT	07/17/2025	7,758.00	7,758.00	08/04/2025
Total 11180:					71,826.76	71,826.76	
11205							
11205	HAUCKE PLUMBING & HEATING	2500849	CAPITAL OUTLAY AQUATIC CEN	04/30/2025	55,203.00	55,203.00	08/04/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 11205:					55,203.00	55,203.00	
11615							
11615	LENLING PROPERTY MANAG	10940	PREPAID BILLABLE SERVICE	07/18/2025	155.00	155.00	08/04/2025
11615	LENLING PROPERTY MANAG	10941	PREPAID BILLABLE SERVICE	07/18/2025	155.00	155.00	08/04/2025
11615	LENLING PROPERTY MANAG	JUNE 2025	LAWN SERVICE	07/02/2025	1,400.00	1,400.00	07/18/2025
11615	LENLING PROPERTY MANAG	JUNE 2025	LAWN SERVICE	07/02/2025	325.00	325.00	07/18/2025
11615	LENLING PROPERTY MANAG	JUNE 2025	LAWN SERVICE	07/02/2025	600.00	600.00	07/18/2025
11615	LENLING PROPERTY MANAG	JUNE 2025	LAWN SERVICE	07/02/2025	1,030.00	1,030.00	07/18/2025
11615	LENLING PROPERTY MANAG	JUNE 2025	LAWN SERVICE	07/02/2025	1,005.00	1,005.00	07/18/2025
11615	LENLING PROPERTY MANAG	JUNE 2025	LAWN SERVICE	07/02/2025	700.00	700.00	07/18/2025
11615	LENLING PROPERTY MANAG	JUNE 2025	LAWN SERVICE	07/02/2025	1,120.00	1,120.00	07/18/2025
Total 11615:					6,490.00	6,490.00	
11815							
11815	MIKE BURKART FORD INC	403952	FLEET VEHICLE MAINTANANCE	06/02/2025	1,202.64	1,202.64	07/14/2025
11815	MIKE BURKART FORD INC	403970	FLEET VEHICLE MAINTANANCE	06/03/2025	62.30	62.30	07/14/2025
11815	MIKE BURKART FORD INC	404102	FLEET VEHICLE MAINTANANCE	06/30/2025	69.30	69.30	07/18/2025
11815	MIKE BURKART FORD INC	404287	FLEET VEHICLE MAINTANANCE	06/19/2025	62.30	62.30	07/14/2025
11815	MIKE BURKART FORD INC	404312	FLEET VEHICLE MAINTANANCE	06/20/2025	62.30	62.30	07/14/2025
Total 11815:					1,458.84	1,458.84	
11835							
11835	MILLER & BOELDT INC	091735	PARKS MATERIALS	07/21/2025	129.98	129.98	08/04/2025
11835	MILLER & BOELDT INC	91687	PARKS MATERIALS	07/08/2025	33.58	33.58	07/25/2025
11835	MILLER & BOELDT INC	R726391	GARAGE SMALL EQUIPMENT R	06/25/2025	222.40	222.40	07/14/2025
Total 11835:					385.96	385.96	
11875							
11875	SECURIAN FINANCIAL GROUP I	August 2025 St	EE CONTRIBUTION-UTILITIES	07/16/2025	492.65	492.65	07/18/2025
11875	SECURIAN FINANCIAL GROUP I	August 2025 St	BASIC PREMIUM-UTILITIES	07/16/2025	381.35	381.35	07/18/2025
11875	SECURIAN FINANCIAL GROUP I	August 2025 St	ER CONTRIBUTION-UTILITIES	07/16/2025	76.27	76.27	07/18/2025
11875	SECURIAN FINANCIAL GROUP I	August 2025 St	EE CONTRIBUTION-CITY	07/16/2025	629.27	629.27	07/18/2025
11875	SECURIAN FINANCIAL GROUP I	August 2025 St	BASIC PREMIUM-CITY	07/16/2025	397.49	397.49	07/18/2025
11875	SECURIAN FINANCIAL GROUP I	August 2025 St	ER CONTRIBUTION-CITY	07/16/2025	79.50	79.50	07/18/2025
Total 11875:					2,056.53	2,056.53	
12085							
12085	O & W COMMUNICATIONS	71674	AQUATIC CENTER - CONTRACT	03/28/2025	2,648.16	2,648.16	07/25/2025
Total 12085:					2,648.16	2,648.16	
12230							
12230	PIGGLY WIGGLY	6-25-2025 Nata	TEEN PROGRAM - LIBRARY	06/25/2025	42.96	42.96	07/14/2025
12230	PIGGLY WIGGLY	6-30-2025 AVA	POOL CONCESSIONS	06/30/2025	40.61	40.61	07/14/2025
12230	PIGGLY WIGGLY	7-11-2025	POOL CONCESSIONS	07/11/2025	60.14	60.14	08/04/2025
12230	PIGGLY WIGGLY	7-1-2025	POOL CONCESSIONS	07/01/2025	48.91	48.91	07/14/2025
12230	PIGGLY WIGGLY	7-13-2025	POOL CONCESSIONS	07/13/2025	67.95	67.95	08/04/2025
12230	PIGGLY WIGGLY	7-14-2025	POOL CONCESSIONS	07/14/2025	71.00	71.00	08/04/2025
12230	PIGGLY WIGGLY	7-15-2025	POOL CONCESSIONS	07/15/2025	20.24	20.24	08/04/2025
12230	PIGGLY WIGGLY	7-16-2025	POOL CONCESSIONS	07/16/2025	41.96	41.96	08/04/2025
12230	PIGGLY WIGGLY	7-16-2025 HR	AARON H 25 YEARS OF SERVIC	07/16/2025	39.99	39.99	08/04/2025
12230	PIGGLY WIGGLY	7-17-2025	POOL CONCESSIONS	07/17/2025	17.96	17.96	08/04/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
12230	PIGGLY WIGGLY	7-20-2025	POOL CONCESSIONS	07/20/2025	23.96	23.96	08/04/2025
12230	PIGGLY WIGGLY	7-21-2025	POOL CONCESSIONS	07/21/2025	7.96	7.96	08/04/2025
12230	PIGGLY WIGGLY	7-2-2025	POOL CONCESSIONS	07/02/2025	36.27	36.27	07/14/2025
12230	PIGGLY WIGGLY	7-22-2025	POOL CONCESSIONS	07/22/2025	29.54	29.54	08/04/2025
12230	PIGGLY WIGGLY	7-23-2025	POOL CONCESSIONS	07/23/2025	82.62	82.62	08/04/2025
12230	PIGGLY WIGGLY	7-24-2025	POOL CONCESSIONS	07/24/2025	59.47	59.47	08/04/2025
12230	PIGGLY WIGGLY	7-26-2025	POOL CONCESSIONS	07/26/2025	115.92	115.92	08/04/2025
12230	PIGGLY WIGGLY	7-27-2025	POOL CONCESSIONS	07/27/2025	27.93	27.93	08/04/2025
12230	PIGGLY WIGGLY	7-27-2025 2	POOL CONCESSIONS	07/27/2025	65.73	65.73	08/04/2025
12230	PIGGLY WIGGLY	7-28-2025	POOL CONCESSIONS	07/28/2025	16.17	16.17	08/04/2025
12230	PIGGLY WIGGLY	7-28-2025 2	POOL CONCESSIONS	07/28/2025	69.32	69.32	08/04/2025
12230	PIGGLY WIGGLY	7-29-2025	POOL CONCESSIONS	07/29/2025	58.52	58.52	08/04/2025
12230	PIGGLY WIGGLY	7-3-2025	POOL CONCESSIONS	07/03/2025	64.81	64.81	07/14/2025
12230	PIGGLY WIGGLY	7-4-2025	POOL CONCESSIONS	07/04/2025	70.20	70.20	07/14/2025
12230	PIGGLY WIGGLY	7-6-2025	POOL CONCESSIONS	07/06/2025	42.68	42.68	07/14/2025
12230	PIGGLY WIGGLY	7-7-2025	POOL CONCESSIONS	07/07/2025	2.79	2.79	07/14/2025
12230	PIGGLY WIGGLY	7-8-2025	POOL CONCESSIONS	07/08/2025	55.04	55.04	07/25/2025
Total 12230:					1,280.65	1,280.65	
12255							
12255	PLYMOUTH UTILITIES	STMNT 07022	PUBLIC BENEFITS	07/10/2025	803.88	803.88	07/14/2025
Total 12255:					803.88	803.88	
12265							
12265	POMPS TIRE SERVICE INC	70147324	GARAGE SMALL EQUIPMENT R	06/02/2025	308.00	308.00	07/14/2025
Total 12265:					308.00	308.00	
12335							
12335	QUALITY STATE OIL CO	6975850	DIESEL INVENTORY	07/01/2025	1,839.61	1,839.61	07/14/2025
12335	QUALITY STATE OIL CO	6975870	GAS PREPAID INVENTORY	07/01/2025	4,703.99	4,703.99	07/14/2025
12335	QUALITY STATE OIL CO	947676	GARAGE GAS & OIL	07/01/2025	115.20	115.20	07/14/2025
12335	QUALITY STATE OIL CO	952575	GAS INVENTORY	07/23/2025	4,011.50	4,011.50	08/04/2025
Total 12335:					10,670.30	10,670.30	
12400							
12400	RESCO INC	3077067	SCREW LAG	06/16/2025	277.04	277.04	07/07/2025
12400	RESCO INC	3077067	DISCOUNT	06/16/2025	.14-	.14-	07/07/2025
12400	RESCO INC	3077067	PRICE ADJUSTMENT	06/16/2025	.96	.96	07/07/2025
12400	RESCO INC	3079007	INVENTORY	06/30/2025	334.20	334.20	07/07/2025
12400	RESCO INC	3079007	DISCOUNT	06/30/2025	.17-	.17-	07/07/2025
12400	RESCO INC	3079479	BLOCK, TRANSFORMER 4 HOL	07/07/2025	624.00	624.00	07/18/2025
12400	RESCO INC	3079479	BLOCK, TRANSFORMER 4 HOL	07/07/2025	413.29	413.29	07/18/2025
12400	RESCO INC	3079479	DISCOUNT	07/07/2025	.52-	.52-	07/18/2025
12400	RESCO INC	3079484	TERMINATOR, OUTDOOR 1/0 -4	07/07/2025	2,148.88	2,148.88	07/18/2025
12400	RESCO INC	3079484	DISCOUNT	07/07/2025	1.07-	1.07-	07/18/2025
12400	RESCO INC	3079663	PAD, SGL TRANS BASEMENT FI	07/08/2025	5,585.80	5,585.80	07/18/2025
12400	RESCO INC	3079663	WR159 CONNECTOR	07/08/2025	63.02	63.02	07/18/2025
12400	RESCO INC	3079663	BRACKET, 1 PH FIBERGLASS "T	07/08/2025	1,138.20	1,138.20	07/18/2025
12400	RESCO INC	3079663	ROD, GROUND ROD 5/8" X 8 FT	07/08/2025	2,175.95	2,175.95	07/18/2025
12400	RESCO INC	3079663	BLUE AMPACT SHELLS	07/08/2025	224.00	224.00	07/18/2025
12400	RESCO INC	3079663	DISCOUNT	07/08/2025	8.94-	8.94-	07/18/2025
12400	RESCO INC	3079663	BUSHING EXTENDER, 600 AMP	07/08/2025	1,032.32	1,032.32	07/18/2025
12400	RESCO INC	3079663	BUSHING, REDUCING TAP 600	07/08/2025	3,090.34	3,090.34	07/18/2025
12400	RESCO INC	3079663	TERMINATOR, ELBOW 1/0 SOL	07/08/2025	2,019.88	2,019.88	07/18/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
12400	RESCO INC	3079663	ARRESTER, ELBOW 9/10KV MO	07/08/2025	2,528.42	2,528.42	07/18/2025
12400	RESCO INC	3080264	4/0 AMPACT	07/14/2025	193.60	193.60	07/18/2025
12400	RESCO INC	3080264	DISCOUNT	07/14/2025	.10-	.10-	07/18/2025
12400	RESCO INC	3080481	3/4" CURVED WASHERS60	07/15/2025	453.34	453.34	07/25/2025
12400	RESCO INC	3080481	DISCOUNT	07/15/2025	.24-	.24-	07/25/2025
12400	RESCO INC	3080704	336-6 SOLID AMPACT	07/16/2025	2,401.25	2,401.25	07/25/2025
12400	RESCO INC	3080704	DISCOUNT	07/16/2025	1.20-	1.20-	07/25/2025
12400	RESCO INC	3081232	BUSHING EXTENDER, 600 AMP	07/22/2025	516.16	516.16	08/04/2025
12400	RESCO INC	3081232	DISCOUNT	07/22/2025	.26-	.26-	08/04/2025
Total 12400:					25,208.01	25,208.01	
12575							
12575	SHEBOYGAN COUNTY HIGHWA	138698	ROAD REPAIR SERVICE	06/30/2025	11,959.54	11,959.54	08/04/2025
Total 12575:					11,959.54	11,959.54	
12696							
12696	STOP PROCESSING CENTER	20925	AUTOPAY SERVICE	07/01/2025	27.52	27.52	07/07/2025
Total 12696:					27.52	27.52	
12750							
12750	SUPERIOR CHEMICAL LLC	419945	PARKS JANITORIAL	07/03/2025	154.71	154.71	07/14/2025
12750	SUPERIOR CHEMICAL LLC	419959	AQUATIC CENTER JANITORIAL	07/03/2025	230.49	230.49	07/14/2025
12750	SUPERIOR CHEMICAL LLC	419960	AQUATIC CENTER JANITORIAL	07/03/2025	130.80	130.80	07/14/2025
12750	SUPERIOR CHEMICAL LLC	420200	PARKS JANITORIAL	07/10/2025	86.18	86.18	07/18/2025
12750	SUPERIOR CHEMICAL LLC	420212	AQUATIC CENTER JANITORIAL	07/10/2025	101.82	101.82	07/18/2025
12750	SUPERIOR CHEMICAL LLC	420802	CITY HALL JANITORIAL	07/17/2025	89.64	89.64	07/25/2025
Total 12750:					793.64	793.64	
12882							
12882	SPECTRUM	152671010701	INTERNET	07/01/2025	129.99	129.99	07/18/2025
12882	SPECTRUM	160218701070	PHONE LINES - UTILITIES	07/01/2025	160.00	160.00	07/18/2025
12882	SPECTRUM	160218701070	PHONE - FIRE	07/01/2025	40.00	40.00	07/18/2025
12882	SPECTRUM	160218701070	PHONE - POLICE	07/01/2025	40.00	40.00	07/18/2025
12882	SPECTRUM	160218701070	PHONE LINES - CITY	07/01/2025	120.00	120.00	07/18/2025
12882	SPECTRUM	160218701070	INTERNET	07/01/2025	819.00	819.00	07/18/2025
12882	SPECTRUM	160218701070	PRI - UTILITIES	07/01/2025	280.90	280.90	07/18/2025
12882	SPECTRUM	160218701070	PRI - CITY	07/01/2025	138.36	138.36	07/18/2025
12882	SPECTRUM	160218701070	SPECTRUM RDA	07/01/2025	81.00	81.00	07/18/2025
12882	SPECTRUM	CH STMT 7-15	POLICE CABLE TV	07/15/2025	46.85	46.85	08/04/2025
12882	SPECTRUM	STMT 5-15-202	FIRE - TV	05/15/2025	41.65	41.65	07/18/2025
12882	SPECTRUM	STMT 5-15-202	FIRE - TV TOWN	05/15/2025	20.82	20.82	07/18/2025
12882	SPECTRUM	YC STMT 7-15-	PHONE - YOUTH CENTER	07/15/2025	15.61	15.61	08/04/2025
Total 12882:					1,934.18	1,934.18	
12965							
12965	US CELLULAR	0742458994	CELL PHONE - EMPLOYEES	07/08/2025	1,598.45	1,598.45	07/18/2025
12965	US CELLULAR	0742458994	CELL PHONE - STREETS	07/08/2025	42.50	42.50	07/18/2025
12965	US CELLULAR	0742458994	CELL PHONES - PARKS	07/08/2025	43.00	43.00	07/18/2025
12965	US CELLULAR	0742458994	CELL PHONES - POLICE	07/08/2025	389.29	389.29	07/18/2025
12965	US CELLULAR	0742458994	CELL PHONE SERVICE (FIRE)	07/08/2025	359.00	359.00	07/18/2025
12965	US CELLULAR	0742458994	CELL PHONE SERVICE (UTILITI	07/08/2025	963.55	963.55	07/18/2025
12965	US CELLULAR	0742458994	CELL PHONES -LIBRARY	07/08/2025	40.49	40.49	07/18/2025
12965	US CELLULAR	0742458994	CELL PHONES - CITY	07/08/2025	55.70	55.70	07/18/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
12965	US CELLULAR	735615166	CELL MODEM - POLICE	06/10/2025	318.56	318.56	07/07/2025
12965	US CELLULAR	735615166	CELL MODEM - ELECTRIC	06/10/2025	358.38	358.38	07/07/2025
12965	US CELLULAR	735615166	BACKUP INTERNET	06/10/2025	39.96	39.96	07/07/2025
12965	US CELLULAR	735615166	WATER DEPT TRUCK MODEMS	06/10/2025	155.13	155.13	07/07/2025
12965	US CELLULAR	742422189	CELL MODEM - POLICE	07/10/2025	318.56	318.56	07/25/2025
12965	US CELLULAR	742422189	CELL MODEM - ELECTRIC	07/10/2025	358.38	358.38	07/25/2025
12965	US CELLULAR	742422189	BACKUP INTERNET	07/10/2025	35.81	35.81	07/25/2025
12965	US CELLULAR	742422189	WATER DEPT TRUCK MODEMS	07/10/2025	159.28	159.28	07/25/2025
Total 12965:					5,236.04	5,236.04	
12990							
12990	UTILITY SALES & SERVICE INC	78846	FLEET VEHICLE MAINTENANCE	07/10/2025	13,028.22	13,028.22	07/18/2025
Total 12990:					13,028.22	13,028.22	
13030							
13030	BAKER TILLY US LLP	3237304	AUDIT- UTILITY	06/27/2025	978.00	978.00	07/07/2025
13030	BAKER TILLY US LLP	3237304	AUDIT- UTILITY	06/27/2025	1,913.50	1,913.50	07/07/2025
13030	BAKER TILLY US LLP	3237304	AUDIT- UTILITY	06/27/2025	1,361.00	1,361.00	07/07/2025
Total 13030:					4,252.50	4,252.50	
13170							
13170	WISCONSIN NEWSPRESS	149524	CCR REPORTING	07/08/2025	12.75	12.75	07/14/2025
13170	WISCONSIN NEWSPRESS	STMT 6-30-202	WISCONSIN NEWSPRESS - GF-	06/30/2025	408.97	408.97	07/14/2025
13170	WISCONSIN NEWSPRESS	STMT 6-30-202	TID 8 JOINT REVIEW BOARD N	06/30/2025	22.50	22.50	07/14/2025
13170	WISCONSIN NEWSPRESS	STMT 6-30-202	TID 8 JOINT REVIEW BOARD N	06/30/2025	68.00	68.00	07/14/2025
Total 13170:					512.22	512.22	
13221							
13221	WEX BANK	106045400	FLEET FUELING	07/15/2025	4,026.14	4,026.14	07/18/2025
13221	WEX BANK	106045400	FLEET FUELING	07/15/2025	785.24	785.24	07/18/2025
13221	WEX BANK	106045400	FLEET FUELING	07/15/2025	72.49	72.49	07/18/2025
Total 13221:					4,883.87	4,883.87	
30006							
30006	AFLAC	833757	AFLAC-CITY	07/23/2025	1,282.08	1,282.08	07/25/2025
30006	AFLAC	833757	AFLAC-UTILITIES	07/23/2025	110.34	110.34	07/25/2025
Total 30006:					1,392.42	1,392.42	
30021							
30021	ASCAP	STMT 7-21-202	MUSIC LICENSE	07/21/2025	451.42	451.42	07/25/2025
Total 30021:					451.42	451.42	
30022							
30022	ASSOCIATED APPRAISAL CON	181662	CONTRACT - ASSESSOR	08/01/2025	2,375.62	2,375.62	08/04/2025
Total 30022:					2,375.62	2,375.62	
30028							
30028	BAKER & TAYLOR LLC	2039144427	BOOKS - LIBRARY	06/18/2025	279.15	279.15	07/07/2025
30028	BAKER & TAYLOR LLC	2039153530	BOOKS - LIBRARY	06/23/2025	368.48	368.48	07/14/2025
30028	BAKER & TAYLOR LLC	2039157552	BOOKS - LIBRARY	06/27/2025	152.01	152.01	07/14/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
30028	BAKER & TAYLOR LLC	2039164685	BOOKS - LIBRARY	07/01/2025	407.43	407.43	07/18/2025
30028	BAKER & TAYLOR LLC	2039173197	BOOKS - LIBRARY	07/07/2025	301.23	301.23	07/25/2025
30028	BAKER & TAYLOR LLC	2039182127	BOOKS - LIBRARY	07/10/2025	295.40	295.40	07/25/2025
Total 30028:					1,803.70	1,803.70	
30052							
30052	CARRICO AQUATIC RESOURCE	20255115	AQUATIC CENTER EQUIPMENT	07/10/2025	405.34	405.34	07/25/2025
30052	CARRICO AQUATIC RESOURCE	20255590	AQUATIC CENTER CHEMICALS	07/29/2025	5,105.32	5,105.32	08/04/2025
30052	CARRICO AQUATIC RESOURCE	20255595	AQUATIC CENTER EQUIPMENT	07/29/2025	69.04	69.04	08/04/2025
Total 30052:					5,579.70	5,579.70	
30073							
30073	COMPLETE OFFICE OF WI	227446	FURNITURE - LIBRARY	07/03/2025	625.36	625.36	07/14/2025
30073	COMPLETE OFFICE OF WI	954573	COPY MACHINE - LIBRARY	07/16/2025	87.34	87.34	07/25/2025
30073	COMPLETE OFFICE OF WI	954573	MATERIALS SUPPLIES - LIBRAR	07/16/2025	7.32	7.32	07/25/2025
30073	COMPLETE OFFICE OF WI	AR80545	COPY MACHINE CLERK OFFICE	07/15/2025	124.69	124.69	07/18/2025
30073	COMPLETE OFFICE OF WI	AR80547	COPY MACHINE - LIBRARY	07/15/2025	62.42	62.42	07/25/2025
30073	COMPLETE OFFICE OF WI	AR80548	COPY MACHINE - LIBRARY	07/15/2025	92.86	92.86	07/25/2025
Total 30073:					999.99	999.99	
30084							
30084	DELTA DENTAL OF WISCONSIN	000002378799	DENTAL - CITY	07/16/2025	991.63	991.63	07/25/2025
30084	DELTA DENTAL OF WISCONSIN	000002378799	DENTAL - UTILITIES	07/16/2025	632.98	632.98	07/25/2025
Total 30084:					1,624.61	1,624.61	
30086							
30086	DEMCO INC	7664195	MATERIALS SUPPLIES - LIBRAR	06/27/2025	419.60	419.60	07/07/2025
Total 30086:					419.60	419.60	
30135							
30135	GALE/CENGAGE LEARNING	999100646855	BOOKS - LIBRARY	06/30/2025	27.19	27.19	07/14/2025
30135	GALE/CENGAGE LEARNING	999100658811	BOOKS - LIBRARY	07/02/2025	26.39	26.39	07/18/2025
30135	GALE/CENGAGE LEARNING	999100682947	BOOKS - LIBRARY	07/09/2025	22.39	22.39	07/18/2025
30135	GALE/CENGAGE LEARNING	999100693178	BOOKS - LIBRARY	07/12/2025	83.59	83.59	07/25/2025
30135	GALE/CENGAGE LEARNING	999100694641	BOOKS - LIBRARY	07/12/2025	22.39	22.39	07/25/2025
30135	GALE/CENGAGE LEARNING	999100699918	BOOKS - LIBRARY	07/14/2025	22.10	22.10	07/25/2025
Total 30135:					204.05	204.05	
30150							
30150	GREAT AMERICA FINANCIAL SE	39575103	COPY MACHINE - LIBRARY	07/02/2025	173.30	173.30	07/14/2025
Total 30150:					173.30	173.30	
30162							
30162	HOLIDAY WHOLESale	2070586	POOL CONCESSIONS	07/02/2025	798.87	798.87	07/14/2025
30162	HOLIDAY WHOLESale	2076884	POOL CONCESSIONS	07/09/2025	809.18	809.18	07/25/2025
30162	HOLIDAY WHOLESale	2078007	POOL CONCESSIONS	07/09/2025	1,124.24	1,124.24	07/25/2025
Total 30162:					2,732.29	2,732.29	
30179							
30179	JEFFERSON FIRE & SAFETY	IN327825	EQUIPMENT & REPAIR - FIRE	06/05/2025	335.76	335.76	07/07/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
30179	JEFFERSON FIRE & SAFETY	IN327825	EQUIPMENT & REPAIR - FIRE T	06/05/2025	167.88	167.88	07/07/2025
Total 30179:					503.64	503.64	
30193							
30193	KWIK TRIP INC	RESTITUTION	RESTITUTION - DUCKSWORTH	07/02/2025	109.23	109.23	07/07/2025
Total 30193:					109.23	109.23	
30201							
30201	LAKESIDE BOTTLING CO	1379128	CONCESSIONS - POOL	09/17/2024	430.00-	430.00-	08/04/2025
30201	LAKESIDE BOTTLING CO	1404338	POOL CONCESSIONS	06/03/2025	550.66	550.66	07/14/2025
30201	LAKESIDE BOTTLING CO	1407903	CONCESSIONS - POOL	07/03/2025	264.58	264.58	07/14/2025
30201	LAKESIDE BOTTLING CO	1408822	CONCESSIONS - POOL	07/15/2025	1,228.53	1,228.53	08/04/2025
Total 30201:					1,613.77	1,613.77	
30216							
30216	MARCO	39555152	PRINTER CONTRACT	06/30/2025	152.90	152.90	07/14/2025
Total 30216:					152.90	152.90	
30227							
30227	MENARDS	5090	STORM SEWER MATERIALS	07/03/2025	215.64	215.64	07/14/2025
30227	MENARDS	5231	BUILD MAINT - LIBRARY	07/05/2025	68.16	68.16	07/14/2025
30227	MENARDS	5395	AQUATIC CENTER EQUIPMENT	07/09/2025	17.91	17.91	07/18/2025
30227	MENARDS	5396	PARKS EQUIPMENT REPAIR &	07/09/2025	333.58	333.58	07/25/2025
30227	MENARDS	5859	PARKS EQUIPMENT REPAIR &	07/18/2025	69.99	69.99	08/04/2025
30227	MENARDS	63002	BUILD MAINT - LIBRARY	07/27/2025	22.25	22.25	08/04/2025
30227	MENARDS	6451	GARAGE BUILDING MAINTENA	07/30/2025	246.00	246.00	08/04/2025
30227	MENARDS	6452	PARKS MATERIALS	07/30/2025	101.17	101.17	08/04/2025
30227	MENARDS	6454	CITY HALL BUILDING MAINTEN	07/30/2025	13.47	13.47	08/04/2025
Total 30227:					1,088.17	1,088.17	
30236							
30236	MODERN CASH REGISTER SYS	61715	EVERGREEN GOLF COURSE M	07/05/2025	200.00	200.00	07/25/2025
Total 30236:					200.00	200.00	
30247							
30247	NAPA AUTO PARTS	46305	VEHCILE REPAIRS	07/15/2025	32.68	32.68	07/25/2025
30247	NAPA AUTO PARTS	47784	PARKS EQUIPMENT REPAIR &	06/25/2025	13.79	13.79	07/07/2025
30247	NAPA AUTO PARTS	48076	GARAGE GAS/OIL	06/30/2025	203.78	203.78	07/14/2025
30247	NAPA AUTO PARTS	48112	GARAGE SMALL EQUIPMENT R	06/30/2025	26.12	26.12	07/07/2025
30247	NAPA AUTO PARTS	48201	GARAGE SMALL EQUIPMENT R	07/01/2025	9.98	9.98	07/07/2025
30247	NAPA AUTO PARTS	48258	GARAGE SMALL EQUIPMENT R	07/02/2025	117.17	117.17	07/14/2025
30247	NAPA AUTO PARTS	48368	GARAGE SMALL EQUIPMENT R	07/03/2025	17.20	17.20	07/14/2025
30247	NAPA AUTO PARTS	49014	GARAGE SMALL EQUIPMENT R	07/15/2025	383.07	383.07	07/25/2025
30247	NAPA AUTO PARTS	49095	GARAGE SMALL EQUIPMENT R	07/16/2025	9.12	9.12	07/25/2025
30247	NAPA AUTO PARTS	49241	EVERGREEN GOLF COURSE E	07/17/2024	31.85	31.85	08/04/2025
30247	NAPA AUTO PARTS	49670	GARAGE SMALL EQUIPMENT R	07/24/2025	42.74	42.74	08/04/2025
30247	NAPA AUTO PARTS	49720	GARAGE SMALL EQUIPMENT R	07/25/2025	16.66	16.66	08/04/2025
30247	NAPA AUTO PARTS	49734	GARAGE SMALL EQUIPMENT R	07/25/2025	13.64	13.64	08/04/2025
30247	NAPA AUTO PARTS	49805	GARAGE SMALL EQUIPMENT R	07/28/2025	16.66-	16.66-	08/04/2025
Total 30247:					901.14	901.14	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
30252							
30252	NEENAH FOUNDRY	188806	STORM SEWER MATERIALS	07/03/2025	1,821.00	1,821.00	07/14/2025
30252	NEENAH FOUNDRY	188807	STORM SEWER MATERIALS	07/03/2025	174.00	174.00	07/14/2025
Total 30252:					1,995.00	1,995.00	
30284							
30284	PLYMOUTH YOUTH ATHLETIC A	STMT 7-7-2025	ANNUAL CONTRIBUTION	07/07/2025	7,500.00	7,500.00	07/14/2025
Total 30284:					7,500.00	7,500.00	
30290							
30290	PREVEA HEALTH	27803	FIRE FIGHTER EXAM	06/16/2025	198.30	198.30	07/25/2025
30290	PREVEA HEALTH	27804	DRUG SCREEN-DPW	06/16/2025	23.76	23.76	07/25/2025
30290	PREVEA HEALTH	27804	DRUG SCREEN-AQUATIC CENT	06/16/2025	213.84	213.84	07/25/2025
30290	PREVEA HEALTH	27804	CENTER FOR HEALTH AND WE	06/16/2025	1,514.54	1,514.54	07/25/2025
30290	PREVEA HEALTH	27805	DRUG SCREEN-ELECTRIC	06/16/2025	47.52	47.52	07/25/2025
30290	PREVEA HEALTH	27805	CENTER FOR HEALTH AND WE	06/16/2025	222.05	222.05	07/25/2025
30290	PREVEA HEALTH	27915	DRUG SCREEN-DPW	07/17/2025	71.28	71.28	07/25/2025
30290	PREVEA HEALTH	27915	DRUG SCREEN-AQUATIC CENT	07/17/2025	356.40	356.40	07/25/2025
30290	PREVEA HEALTH	27915	CENTER FOR HEALTH AND WE	07/17/2025	1,610.79	1,610.79	07/25/2025
30290	PREVEA HEALTH	27916	FIRE FIGHTER EXAM	07/17/2025	206.85	206.85	07/25/2025
30290	PREVEA HEALTH	27917	DRUG SCREEN-RANDOM	07/17/2025	118.80	118.80	07/25/2025
30290	PREVEA HEALTH	27917	CENTER FOR HEALTH AND WE	07/17/2025	332.92	332.92	07/25/2025
Total 30290:					4,917.05	4,917.05	
30299							
30299	RAY OHERRON CO INC	2424147	WEAPON SUPPLIES	07/25/2025	1,853.61	1,853.61	08/04/2025
Total 30299:					1,853.61	1,853.61	
30321							
30321	SERENITY FARM LANDSCAPIN	25-1574	TREE CONTROL MATERIALS	07/01/2025	280.00	280.00	07/14/2025
Total 30321:					280.00	280.00	
30342							
30342	SI METALS SHEBOYGAN, INC.	35362 #	GARAGE SMALL EQUIPMENT R	03/06/2025	1,315.00	1,315.00	07/14/2025
30342	SI METALS SHEBOYGAN, INC.	36038	GARAGE SMALL EQUIPMENT R	06/26/2025	28.00	28.00	07/07/2025
Total 30342:					1,343.00	1,343.00	
30346							
30346	SPRINGS POOLS & SPAS LLC	21205	AQUATIC CENTER CHEMICALS	07/22/2025	1,832.50	1,832.50	08/04/2025
Total 30346:					1,832.50	1,832.50	
30352							
30352	STREICHERS INC	S1622725	UNIFORMS - POLICE	07/15/2025	83.82	83.82	07/25/2025
Total 30352:					83.82	83.82	
30355							
30355	SUPERIOR VISION INSURANCE	0000906830	VISION - CITY	07/15/2025	186.89	186.89	07/25/2025
30355	SUPERIOR VISION INSURANCE	0000906830	VISION - UTILITIES	07/15/2025	138.02	138.02	07/25/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 30355:					324.91	324.91	
30411							
30411	WI DEPT OF JUSTICE - TIME	455TIME-0000	TIME ACCESS & OFFICER SUP	07/10/2025	384.00	384.00	07/25/2025
Total 30411:					384.00	384.00	
30432							
30432	WISCONSIN LIBRARY ASSOCIA	23375	MEMBERSHIP - LIBRARY	07/09/2025	144.23	144.23	07/14/2025
Total 30432:					144.23	144.23	
30434							
30434	WISCONSIN PUBLIC SERVICE	06202025	NATURAL GAS SERVICE	06/20/2025	1,875.07	1,875.07	07/07/2025
30434	WISCONSIN PUBLIC SERVICE	06242025	UTILITY BUILDING GAS SERVIC	06/24/2025	34.02	34.02	07/07/2025
30434	WISCONSIN PUBLIC SERVICE	5538781757	UTILITIES GARAGE	07/03/2025	35.88	35.88	07/18/2025
30434	WISCONSIN PUBLIC SERVICE	5538781757	UTILITIES YOUTH CENTER	07/03/2025	24.37	24.37	07/18/2025
30434	WISCONSIN PUBLIC SERVICE	5538781757	UTILITIES POOL	07/03/2025	1,612.91	1,612.91	07/18/2025
30434	WISCONSIN PUBLIC SERVICE	5538781757	UTILITIES GOLF	07/03/2025	17.74	17.74	07/18/2025
30434	WISCONSIN PUBLIC SERVICE	5538781757	UTILITIES CITY HALL	07/03/2025	260.25	260.25	07/18/2025
30434	WISCONSIN PUBLIC SERVICE	5538781757	UTILITIES LIBRARY	07/03/2025	34.45	34.45	07/18/2025
Total 30434:					3,894.69	3,894.69	
30448							
30448	WSESI INC	4627	EDUCATION AND DUES - FIRE	05/16/2025	472.00	472.00	07/18/2025
30448	WSESI INC	4627	EDUCATION AND DUES - FIRE T	05/16/2025	236.00	236.00	07/18/2025
Total 30448:					708.00	708.00	
30452							
30452	YOUR FLEETCARD PROGRAM	STMT 7-6-2025	GAS & OIL - FIRE CITY	07/06/2025	795.10	795.10	08/04/2025
30452	YOUR FLEETCARD PROGRAM	STMT 7-6-2025	GAS & OIL - FIRE TOWN	07/06/2025	45.77	45.77	08/04/2025
Total 30452:					840.87	840.87	
30456							
30456	ZR LLC	812	BRUNS & EASTERN PED CROS	07/20/2025	60,467.50	60,467.50	08/04/2025
30456	ZR LLC	813	BRUNS & EASTERN PED CROS	07/20/2025	4,005.04	4,005.04	07/25/2025
Total 30456:					64,472.54	64,472.54	
50014							
50014	AYRES ASSOCIATES	223890	DAM - REPLACEMENT ENGINE	07/15/2025	20,440.51	20,440.51	07/18/2025
Total 50014:					20,440.51	20,440.51	
50106							
50106	MIDWEST TAPE LLC	507398283	DIGITAL CONTENT - LIBRARY	07/01/2025	965.58	965.58	07/07/2025
50106	MIDWEST TAPE LLC	507401187	AV - LIBRARY	07/02/2025	86.22	86.22	07/14/2025
50106	MIDWEST TAPE LLC	507440376	AV - LIBRARY	07/11/2025	54.74	54.74	07/18/2025
50106	MIDWEST TAPE LLC	507490860	AV - LIBRARY	07/22/2025	152.97	152.97	08/04/2025
50106	MIDWEST TAPE LLC	507490862	AV - LIBRARY	07/22/2025	26.99	26.99	08/04/2025
Total 50106:					1,286.50	1,286.50	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
91507							
91507	HAROLDS LANDSCAPING	17935	5 YARDS OF TOP SOIL	07/07/2025	140.00	140.00	07/18/2025
Total 91507:					140.00	140.00	
91561							
91561	PACE ANALYTICAL SERVICES I	2540163290	PFOS/PFOA MONITORING	07/03/2025	853.00	853.00	07/18/2025
Total 91561:					853.00	853.00	
91886							
91886	PLYMOUTH JOINT SCHOOL DIS	JULY 2025 ST	MOBILE HOME FEES	07/30/2025	2,031.08	2,031.08	08/04/2025
Total 91886:					2,031.08	2,031.08	
92133							
92133	ENDURACLEAN INC	16795	BUILDING MAINTENANCE - LIB	07/10/2025	161.01	161.01	07/18/2025
92133	ENDURACLEAN INC	16810	TOILET PAPER	07/22/2025	75.08	75.08	07/25/2025
92133	ENDURACLEAN INC	16810	CENTER PULL TOWEL	07/22/2025	157.80	157.80	07/25/2025
Total 92133:					393.89	393.89	
92148							
92148	ANSER	6509-071425	ANSWERING SERVICE	07/14/2025	650.75	650.75	07/18/2025
Total 92148:					650.75	650.75	
92174							
92174	AIRGAS USA LLC	5517208491	BOTTLED GAS CYLINDER RENT	06/30/2025	84.20	84.20	07/14/2025
92174	AIRGAS USA LLC	5517305957	BOTTLED GAS CYLINDER RENT	06/30/2025	78.30	78.30	07/18/2025
92174	AIRGAS USA LLC	5517305957	BOTTLED GAS CYLINDER RENT	06/30/2025	104.85	104.85	07/18/2025
Total 92174:					267.35	267.35	
92474							
92474	ALBERTS HYDROVAC LLC	3044	PLANT MAINTENANCE-WWTP	07/23/2025	6,760.00	6,760.00	08/04/2025
Total 92474:					6,760.00	6,760.00	
92475							
92475	J F AHERN CO	744312	RTU UNIT REPAIR FIRE	07/01/2025	572.42	572.42	07/18/2025
Total 92475:					572.42	572.42	
92503							
92503	GIBBSVILLE IMPLEMENT INC	37355	TREE CLEARING SUPPLIES	07/16/2025	17.94	17.94	07/25/2025
92503	GIBBSVILLE IMPLEMENT INC	37355	TREE CLEARING SUPPLIES	07/16/2025	131.96	131.96	07/25/2025
Total 92503:					149.90	149.90	
92648							
92648	VIKING ELECTRIC SUPPLY INC	9063218002	PVC 600P 6IN SCH40 PVC CON	07/16/2025	3,709.44	3,709.44	07/18/2025
92648	VIKING ELECTRIC SUPPLY INC	929469001	SERVICE CHARGE	06/25/2025	55.64	55.64	07/07/2025
92648	VIKING ELECTRIC SUPPLY INC	S009309031.0	TRACER WIRE	07/01/2025	1,117.85	1,117.85	07/18/2025
92648	VIKING ELECTRIC SUPPLY INC	S009315595.0	STREET SIGNS & MARKINGS E	07/02/2025	37.12	37.12	07/07/2025
Total 92648:					4,920.05	4,920.05	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
92717							
92717	VERIZON WIRELESS	6113812433	PHONE - FIRE	05/18/2025	35.99	35.99	07/14/2025
92717	VERIZON WIRELESS	6116322651	PHONE - FIRE	06/18/2025	35.99	35.99	07/14/2025
Total 92717:					71.98	71.98	
92869							
92869	DAVID LAGERMAN	SOLAR CRDT	SOLAR CREDIT REFUND	07/16/2025	56.67	56.67	07/18/2025
Total 92869:					56.67	56.67	
92881							
92881	MIDSTAR PRINTING	15211	CERTIFICATES	05/13/2025	16.40	16.40	07/18/2025
92881	MIDSTAR PRINTING	15211	CERTIFICATES -TOWN	05/13/2025	8.20	8.20	07/18/2025
Total 92881:					24.60	24.60	
92957							
92957	FRONTIER	STMT 7-19-202	PHONE - LIBRARY	07/19/2025	82.89	82.89	08/04/2025
92957	FRONTIER	STMT 7-19-202	PHONE - 911 DIAL LINES	07/19/2025	122.50	122.50	08/04/2025
92957	FRONTIER	STMT 7-19-202	PHONE - POLICE	07/19/2025	339.90	339.90	08/04/2025
Total 92957:					545.29	545.29	
92982							
92982	HOPP NEUMANN HUMKE LLP	15955-2311	TID 8 LEGAL	07/03/2025	2,952.50	2,952.50	07/18/2025
92982	HOPP NEUMANN HUMKE LLP	9431-2312	LEGAL SERVICE	07/03/2025	5,082.00	5,082.00	07/18/2025
92982	HOPP NEUMANN HUMKE LLP	9436-2321	LEGAL SERVICE	07/08/2025	6,196.50	6,196.50	07/18/2025
Total 92982:					14,231.00	14,231.00	
93377							
93377	SHRED IT USA	8011505448	SHREDDING SERVICE	07/25/2025	115.63	115.63	08/04/2025
Total 93377:					115.63	115.63	
93556							
93556	EHLERS INVESTMENT PARTNE	102134	TID 8 CONSULTING	07/11/2025	3,500.00	3,500.00	07/25/2025
93556	EHLERS INVESTMENT PARTNE	188-4791	UTILITIES - CONTRACT SERVIC	07/15/2025	2,554.56	2,554.56	07/18/2025
93556	EHLERS INVESTMENT PARTNE	188-4791	CONTRACT SERVICES	07/15/2025	855.21	855.21	07/18/2025
Total 93556:					6,909.77	6,909.77	
93665							
93665	XEROX IT SOLUTIONS	01582568	AXIOM SFC GBICS	07/23/2025	150.87	150.87	08/04/2025
93665	XEROX IT SOLUTIONS	01583177	FORTINET FORTIAP 231G	07/25/2025	282.75	282.75	08/04/2025
93665	XEROX IT SOLUTIONS	01583177	FORTINET FORTICARE 24X7 C	07/25/2025	32.63	32.63	08/04/2025
93665	XEROX IT SOLUTIONS	1578112	HP ELITE 800 G9	07/08/2025	1,256.89	1,256.89	07/14/2025
93665	XEROX IT SOLUTIONS	1578345	PANASONIC TOUGHBOOK 55	07/07/2025	2,662.38	2,662.38	07/18/2025
93665	XEROX IT SOLUTIONS	5105907	ADOBE PRO FOR TEAMS	07/22/2025	47.27	47.27	07/25/2025
Total 93665:					4,432.79	4,432.79	
93845							
93845	HYDROCORP	7068	INSPECTION AND REPORTING	06/30/2025	1,170.00	1,170.00	07/14/2025
Total 93845:					1,170.00	1,170.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
93877							
93877	INFOSEND INC	288054	BILL MAILING SERVICE	05/31/2025	5,284.12	5,284.12	07/14/2025
93877	INFOSEND INC	289898	BILL MAILING SERVICE	06/30/2025	4,712.85	4,712.85	07/18/2025
93877	INFOSEND INC	291148	BILL MAILING SERVICE	07/12/2025	2,338.25	2,338.25	08/04/2025
Total 93877:					12,335.22	12,335.22	
93991							
93991	HOME DEPOT CREDIT SERVIC	4014996	STORM SEWER MATERIALS	07/16/2025	71.84	71.84	08/04/2025
Total 93991:					71.84	71.84	
94067							
94067	WOLTER INC	222566148	FORKLIFT MAINTANCE	07/08/2025	139.05	139.05	07/18/2025
Total 94067:					139.05	139.05	
94157							
94157	MEYER ELECTRIC SERVICE	E6308	CEMETERY EQUIPMENT REPAI	07/01/2025	235.00	235.00	07/14/2025
94157	MEYER ELECTRIC SERVICE	E6310	WORK ORDER #2024.05342	07/01/2025	1,205.00	1,205.00	07/18/2025
94157	MEYER ELECTRIC SERVICE	E6310	WORK ORDER #2024.053442	07/01/2025	781.00	781.00	07/18/2025
94157	MEYER ELECTRIC SERVICE	E6310	WORK ORDER #2024.05455	07/01/2025	395.00	395.00	07/18/2025
94157	MEYER ELECTRIC SERVICE	E6310	WORK ORDER #2025.05459	07/01/2025	755.00	755.00	07/18/2025
94157	MEYER ELECTRIC SERVICE	E6310	WORK ORDER #2025.05447	07/01/2025	776.00	776.00	07/18/2025
Total 94157:					4,147.00	4,147.00	
94174							
94174	KUNDINGER INC	18647374	GARAGE LARGE EQUIPMENT R	07/15/2025	14.12	14.12	08/04/2025
94174	KUNDINGER INC	520509637	GARAGE LARGE EQUIPMENT R	07/17/2025	14.12	14.12	08/04/2025
Total 94174:					28.24	28.24	
94284							
94284	KSI INC	8112	CRANE RENTAL	07/11/2025	555.00	555.00	07/18/2025
94284	KSI INC	8112	CRANE RENTAL - FUEL	07/11/2025	35.00	35.00	07/18/2025
Total 94284:					590.00	590.00	
94333							
94333	FISCHERS FLEET SERVICE INC	71528	FLEET VEHICLE MAINTENANC	07/03/2025	219.94	219.94	07/18/2025
Total 94333:					219.94	219.94	
94341							
94341	MONROE TRUCK EQUIPMENT I	857392	GARAGE LARGE EQUIP REPAIR	07/02/2025	657.28	657.28	07/14/2025
Total 94341:					657.28	657.28	
94491							
94491	H & R SAFETY SOLUTIONS INC	9551	PARKS JANITORIAL	07/10/2025	132.50	132.50	07/25/2025
94491	H & R SAFETY SOLUTIONS INC	9551	GARAGE OPERATIONAL SUPPL	07/10/2025	115.90	115.90	07/25/2025
94491	H & R SAFETY SOLUTIONS INC	9583	RED MARKING PAINT	07/23/2025	928.80	928.80	08/04/2025
94491	H & R SAFETY SOLUTIONS INC	9583	SMOKE SAFETY GLASSES	07/23/2025	142.80	142.80	08/04/2025
Total 94491:					1,320.00	1,320.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
94498							
94498	WASTE MANAGEMENT OF WI-M	0002372-4172-	DISPOSAL OF DUMPED REFRI	07/01/2025	60.93	60.93	07/14/2025
94498	WASTE MANAGEMENT OF WI-M	0161599-4172-	CONTRACT - RECYCLING	07/02/2025	10,155.88	10,155.88	07/18/2025
94498	WASTE MANAGEMENT OF WI-M	0161599-4172-	CONTRACT - GARBAGE	07/02/2025	27,912.90	27,912.90	07/18/2025
94498	WASTE MANAGEMENT OF WI-M	0161599-4172-	HOUSING AUTH GARBAGE/REC	07/02/2025	345.00	345.00	07/18/2025
Total 94498:					38,474.71	38,474.71	
94517							
94517	DEAN ENTERPRISES LLC	18207	PARKS CONTRACTOR	07/28/2025	157.50	157.50	08/04/2025
94517	DEAN ENTERPRISES LLC	18208	EVERGREEN GOLF COURSE C	07/28/2025	157.50	157.50	08/04/2025
Total 94517:					315.00	315.00	
94527							
94527	JOHNSON SCHOOL BUS	SOLAR CRDT	SOLAR CREDIT PAYMENT	07/16/2025	68.94	68.94	07/18/2025
94527	JOHNSON SCHOOL BUS	SOLAR CRDT	SOLAR CREDIT PAYMENT	07/16/2025	558.99	558.99	07/18/2025
Total 94527:					627.93	627.93	
94544							
94544	RICHARD COOK	SOLAR CREDI	SOLAR CREDIT PAYMENT	07/16/2025	202.45	202.45	07/18/2025
Total 94544:					202.45	202.45	
94573							
94573	DIGICORP INC	355329	DIGICORP PROFESSIONAL SER	06/29/2025	1,738.00	1,738.00	07/07/2025
Total 94573:					1,738.00	1,738.00	
94603							
94603	JSM SECURE INC	78803	VIRTUAL KEYPAD QUARTERLY	07/01/2025	222.00	222.00	07/07/2025
Total 94603:					222.00	222.00	
94625							
94625	MARCO TECHNOLOGIES LLC N	INV14108638	PRINTER CONTRACT	07/22/2025	102.04	102.04	08/04/2025
Total 94625:					102.04	102.04	
95061							
95061	MICHELS ROAD & STONE INC	485327	3/4" STONE	06/14/2025	33.54	33.54	07/07/2025
95061	MICHELS ROAD & STONE INC	485768	3/4" STONE	06/21/2025	22.56	22.56	07/07/2025
Total 95061:					56.10	56.10	
95069							
95069	RCN TECHNOLOGIES	INV-164033558	7-IN1 SHKFIN KIT	07/08/2025	445.23	445.23	07/14/2025
95069	RCN TECHNOLOGIES	INV-164033558	SHIPPING	07/08/2025	65.00	65.00	07/14/2025
95069	RCN TECHNOLOGIES	INV-164033559	GPSD4 FORD INTERCEPTOR A	07/11/2025	34.50	34.50	07/18/2025
95069	RCN TECHNOLOGIES	INV-164152968	R980 ROUTER WITH 3-YR NET	07/10/2025	1,709.10	1,709.10	07/14/2025
Total 95069:					2,253.83	2,253.83	
95083							
95083	ERIC PAULSON	SOLAR CRDT	SOLAR CREDIT PAYMENT	07/16/2025	289.85	289.85	07/18/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 95083:					289.85	289.85	
95085							
95085	PAUL & ELIZABETH BARTELT	SOLAR CREDI	SOLAR CREDIT PAYMENT	07/16/2025	179.40	179.40	07/18/2025
Total 95085:					179.40	179.40	
95121							
95121	NELSON & ASSOCIATES, LLC	16285	WEAPON SUPPLIES	07/03/2025	1,356.62	1,356.62	07/14/2025
Total 95121:					1,356.62	1,356.62	
95125							
95125	FALLS ACE HARDWARE	15782	SHOP SUPPLIES	07/07/2025	101.97	101.97	07/18/2025
95125	FALLS ACE HARDWARE	3239013	GARAGE HARDWARE & TOOLS	07/18/2025	162.72	162.72	07/25/2025
95125	FALLS ACE HARDWARE	323921	FASTENERS	07/18/2025	6.78	6.78	07/25/2025
Total 95125:					271.47	271.47	
95222							
95222	BOUND TREE MEDICAL, LLC	85810120	MEDICAL SUPPLIES - FIRE	06/16/2025	802.59	802.59	07/07/2025
Total 95222:					802.59	802.59	
95256							
95256	STRYKER SALES CORPORATIO	9209595871	MEDICAL SUPPLIES	06/24/2025	42.26	42.26	07/14/2025
Total 95256:					42.26	42.26	
95391							
95391	BELCO VEHICLE SOLUTIONS	10662	CAP-C VEHICLES POLICE	07/19/2025	410.00	410.00	08/04/2025
95391	BELCO VEHICLE SOLUTIONS	10681	K9 VEHICLE EXPENSE	07/22/2025	4,577.66	4,577.66	08/04/2025
95391	BELCO VEHICLE SOLUTIONS	10681	CAP-C VEHICLES POLICE	07/22/2025	17,902.46	17,902.46	08/04/2025
95391	BELCO VEHICLE SOLUTIONS	10682	CAP-C VEHICLES POLICE	07/22/2025	975.00	975.00	08/04/2025
Total 95391:					23,865.12	23,865.12	
95437							
95437	MULTIMEDIA COMMUNICATION	4785	ENGINEERING	07/01/2025	28,930.50	28,930.50	07/18/2025
Total 95437:					28,930.50	28,930.50	
95502							
95502	ROLAND MACHINERY COMPAN	47031098	GARAGE LARGE EQUIPMENT R	07/07/2025	501.00	501.00	07/25/2025
Total 95502:					501.00	501.00	
95508							
95508	NOVATECH	36427	ORIONLX+: B - RS-422/485 CAR	07/23/2025	190.00	190.00	08/04/2025
95508	NOVATECH	36427	FREIGHT/PACKING	07/23/2025	19.04	19.04	08/04/2025
Total 95508:					209.04	209.04	
95611							
95611	FAMILY SERVICE ASSOCIATION	071025	OVERPAYMENT REFUND	07/10/2025	52.00	52.00	07/14/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 95611:					52.00	52.00	
95679							
95679	BERNELL REDEKER	SOLAR CRDT	SOLAR CREDIT PAYMENT	07/16/2025	810.42	810.42	07/18/2025
Total 95679:					810.42	810.42	
95714							
95714	TRANSUNION RISK AND ALTER	1355047-2025	MINIMUM USAGE FEE	07/01/2025	75.00	75.00	07/14/2025
Total 95714:					75.00	75.00	
95716							
95716	SHAKEDOWN TOOLS LLC	34407	GARAGE HARDWARE AND TOO	07/02/2025	5.85	5.85	07/07/2025
Total 95716:					5.85	5.85	
95739							
95739	MARK HEMBEL	SOLAR CRDT	SOLAR CREDIT PAYMENT	07/16/2025	81.68	81.68	07/18/2025
Total 95739:					81.68	81.68	
95741							
95741	DAVID SHELVER	SOLAR CRDT	SOLAR CREDIT PAYMENT	07/16/2025	66.19	66.19	07/18/2025
Total 95741:					66.19	66.19	
95751							
95751	NORTHEAST WISCONSIN TECH	SFT000012815	2025 RYAN PAFFORD	06/16/2025	83.07	83.07	07/07/2025
95751	NORTHEAST WISCONSIN TECH	SFT000012815	2025 RYAN PAFFORD TOWN	06/16/2025	41.53	41.53	07/07/2025
Total 95751:					124.60	124.60	
95778							
95778	PLAYAWAY PRODUCTS LLC	504214	AV - LIBRARY	06/25/2025	325.55	325.55	07/07/2025
95778	PLAYAWAY PRODUCTS LLC	506291	AV - LIBRARY	07/17/2025	340.90	340.90	07/25/2025
Total 95778:					666.45	666.45	
95854							
95854	ALTEC SUPPLY	13101963	POLE TONGS	07/29/2025	420.21	420.21	08/04/2025
Total 95854:					420.21	420.21	
95884							
95884	LANGE ENTERPRISES OF WIS	91869	STREET SIGNS & MARKINGS M	07/07/2025	315.91	315.91	07/25/2025
95884	LANGE ENTERPRISES OF WIS	91870	STREET SIGNS & MARKINGS M	07/07/2025	1,269.40	1,269.40	07/25/2025
Total 95884:					1,585.31	1,585.31	
95899							
95899	TERESE SHAW	STMT 7-15-202	PETTY CASH - POLICE	07/16/2025	71.25	71.25	07/25/2025
Total 95899:					71.25	71.25	
95917							
95917	BADGER LABORATORIES INC	25-013519	WATER SAMPLES	07/07/2025	474.00	474.00	07/18/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
95917	BADGER LABORATORIES INC	25014486	WATER SAMPLES	07/22/2025	185.00	185.00	07/25/2025
Total 95917:					659.00	659.00	
95932							
95932	KORFF PLUMBING LLC	6320	WATER SERVICE LEAK REPAIR	05/21/2025	8,065.00	8,065.00	08/04/2025
95932	KORFF PLUMBING LLC	6324	PREPAID BILLABLE SERVICES	06/25/2025	3,825.54	3,825.54	07/14/2025
95932	KORFF PLUMBING LLC	6335	WATER SEWER LATERAL LOAN	06/30/2025	8,150.00	8,150.00	07/14/2025
Total 95932:					20,040.54	20,040.54	
95940							
95940	GORDON FLESCH COMPANY IN	IN15226684	COPY MACHINE	07/17/2025	196.36	196.36	07/14/2025
Total 95940:					196.36	196.36	
95950							
95950	HERO INDUSTRIES INC	22167	K9 UNIT - POLICE	07/14/2025	1,305.00	1,305.00	07/18/2025
Total 95950:					1,305.00	1,305.00	
95952							
95952	PERFORMANCE FOODSERVIC	914620	POOL - CONCESSIONS	07/01/2025	801.02	801.02	07/14/2025
95952	PERFORMANCE FOODSERVIC	918555	POOL - CONCESSIONS	07/04/2025	574.20	574.20	07/14/2025
95952	PERFORMANCE FOODSERVIC	921601	POOL - CONCESSIONS	07/08/2025	1,337.34	1,337.34	07/25/2025
95952	PERFORMANCE FOODSERVIC	925001	POOL - CONCESSIONS	07/10/2025	80.00	80.00	07/25/2025
95952	PERFORMANCE FOODSERVIC	930153	CONCESSIONS - POOL	07/18/2025	1,620.41	1,620.41	08/04/2025
95952	PERFORMANCE FOODSERVIC	937503	CONCESSIONS - POOL	07/22/2025	796.25	796.25	08/04/2025
95952	PERFORMANCE FOODSERVIC	946625	POOL - CONCESSIONS	07/29/2025	1,325.62	1,325.62	08/04/2025
Total 95952:					6,374.84	6,374.84	
95959							
95959	ALEX & MACKINZI BEATY	SOLAR CREDI	SOLAR CREDIT PAYMENT	07/16/2025	131.92	131.92	07/18/2025
Total 95959:					131.92	131.92	
95960							
95960	EDLER INVESTMENTS LIMITED	SOLAR CREDI	SOLAR CREDIT PAYMENT	07/16/2025	768.90	768.90	07/18/2025
Total 95960:					768.90	768.90	
95961							
95961	ROMMY & MEREDITH HERRER	SOLAR CRDT	SOLAR CREDIT PAYMENT	07/16/2025	427.95	427.95	07/18/2025
Total 95961:					427.95	427.95	
95963							
95963	JON SOMMER	SOLAR CRDT	SOLAR CREDIT PAYMENT	07/16/2025	102.26	102.26	07/18/2025
Total 95963:					102.26	102.26	
95988							
95988	MMW INDUSTRIAL SUPPLY LLC	2025377	SHOP SUPPLIES	07/11/2025	7.90	7.90	07/25/2025
95988	MMW INDUSTRIAL SUPPLY LLC	2025377	SHOP SUPPLIES	07/11/2025	175.92	175.92	07/25/2025
95988	MMW INDUSTRIAL SUPPLY LLC	2025381	NAILS	07/21/2025	44.70	44.70	07/25/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 95988:					228.52	228.52	
95989							
95989	AC ELECTRICAL TESTING	198	MILEAGE	06/30/2025	555.75	555.75	07/25/2025
95989	AC ELECTRICAL TESTING	198	MATERIALS	06/30/2025	1,000.00	1,000.00	07/25/2025
95989	AC ELECTRICAL TESTING	198	LABOR	06/30/2025	4,535.70	4,535.70	07/25/2025
Total 95989:					6,091.45	6,091.45	
96009							
96009	EMERICH SALES & SERVICE IN	5270	GARAGE SMALL EQUIPMENT R	07/08/2025	134.71	134.71	07/18/2025
96009	EMERICH SALES & SERVICE IN	5272	GARAGE SMALL EQUIPMENT R	07/09/2025	119.90	119.90	07/18/2025
Total 96009:					254.61	254.61	
96050							
96050	NWTC BOOKSTORE	711100-1	EDUCATIONAL MATERIALS	03/31/2025	73.30	73.30	07/14/2025
96050	NWTC BOOKSTORE	711100-1	EDUCATIONAL MATERIALS TO	03/31/2025	36.65	36.65	07/14/2025
Total 96050:					109.95	109.95	
96134							
96134	SARA HAWE	11873202408	REFUND OVERPAYMENT	04/14/2025	116.05	116.05	08/04/2025
Total 96134:					116.05	116.05	
96160							
96160	LAWSON PRODUCTS INC	9312518324	GARAGE SMALL EQUIPMENT R	05/29/2025	43.00	43.00	08/04/2025
96160	LAWSON PRODUCTS INC	9312631286	GARAGE SMALL EQUIPMENT R	07/10/2025	22.26	22.26	07/25/2025
96160	LAWSON PRODUCTS INC	9312640087	GARAGE SMALL EQUIPMENT R	07/14/2025	25.16	25.16	07/25/2025
96160	LAWSON PRODUCTS INC	9312686617	GARAGE SMALL EQUIPMENT R	07/30/2025	76.00	76.00	08/04/2025
Total 96160:					166.42	166.42	
96197							
96197	MEAD & HUNT	390579	DIGESTER ROOF - ENGINEERI	07/17/2025	11,096.50	11,096.50	08/04/2025
Total 96197:					11,096.50	11,096.50	
96204							
96204	DAVID & LYNN TROCHTA	SOLAR CRDT	SOLAR CREDIT PAYMENT	07/16/2025	532.87	532.87	07/18/2025
Total 96204:					532.87	532.87	
96207							
96207	JONATHAN ARNHOELTER	SOLAR 2ND Q	SOLAR CREDIT PAYMENT	07/16/2025	1,491.26	1,491.26	07/18/2025
Total 96207:					1,491.26	1,491.26	
96208							
96208	STEVE ZIMMERMANN	SOLAR CRDT	SOLAR CREDIT PAYMENT	07/16/2025	267.32	267.32	07/18/2025
Total 96208:					267.32	267.32	
96240							
96240	CRETEX SPECIALTY PRODUCT	046393	EASTERN AVE - PED CROSSIN	07/02/2025	204.00	204.00	07/14/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 96240:					204.00	204.00	
96269							
96269	AQUALIS	PSI-2020-1955	STORM SEWER CONTRACTOR	07/21/2025	3,480.00	3,480.00	07/25/2025
Total 96269:					3,480.00	3,480.00	
96270							
96270	RELIABLE EQUIPMENT & SERVI	INV071106	HYDRAULIC TAMP	07/23/2025	1,917.00	1,917.00	07/25/2025
96270	RELIABLE EQUIPMENT & SERVI	INV071106	FREIGHT	07/23/2025	68.12	68.12	07/25/2025
Total 96270:					1,985.12	1,985.12	
96304							
96304	LILAC BREEZE DESIGN STUDIO	3121	SHIRTS & SWEATSHIRTS	05/23/2025	90.00	90.00	07/18/2025
96304	LILAC BREEZE DESIGN STUDIO	3121	SHIRTS & SWEATSHIRTS - TOW	05/23/2025	45.00	45.00	07/18/2025
Total 96304:					135.00	135.00	
96312							
96312	LOCHEN EQUIPMENT	002-0 6-24-202	PARKS EQUIPMENT REPAIR &	06/24/2025	9.17	9.17	07/07/2025
96312	LOCHEN EQUIPMENT	002-2002738	PARKS EQUIPMENT REPAIR &	07/29/2025	96.09	96.09	08/04/2025
Total 96312:					105.26	105.26	
96325							
96325	OTTER CREEK LANDSCAPE	126233	LANDSCAPING SUB STATION 5	06/30/2025	7,140.00	7,140.00	07/25/2025
Total 96325:					7,140.00	7,140.00	
96329							
96329	CREXENDO	266281	PHONE - LIBRARY	07/01/2025	458.78	458.78	07/07/2025
Total 96329:					458.78	458.78	
96353							
96353	DURABLE CONTROLS LLC	73623	CHECK VALVE	07/10/2025	4,023.00	4,023.00	07/25/2025
96353	DURABLE CONTROLS LLC	73623	FREIGHT	07/10/2025	25.00	25.00	07/25/2025
Total 96353:					4,048.00	4,048.00	
96355							
96355	BRYON PREISSNER	SOLAR CRDT	SOLAR CREDIT PAYMENT	07/16/2025	446.24	446.24	07/18/2025
Total 96355:					446.24	446.24	
96362							
96362	O'REILLY AUTO PARTS	6583-146288	BATTERY	07/17/2025	166.55	166.55	08/04/2025
Total 96362:					166.55	166.55	
96383							
96383	MEYER YAMAHA	34577	EVERGREEN GOLF COURSE E	05/29/2025	480.00	480.00	07/14/2025
96383	MEYER YAMAHA	34643	EVERGREEN GOLF COURSE E	06/03/2025	583.99	583.99	07/25/2025
96383	MEYER YAMAHA	34672	EVERGREEN GOLF COURSE E	06/04/2025	383.95	383.95	07/14/2025
96383	MEYER YAMAHA	34799	EVERGREEN GOLF COURSE E	06/12/2025	323.95	323.95	07/14/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 96383:					1,771.89	1,771.89	
96392							
96392	QUASIU	BUSINESS SOLUTION	SOLAR CRDT	SOLAR CREDIT PAYMENT	07/16/2025	1,458.28	1,458.28 07/18/2025
Total 96392:					1,458.28	1,458.28	
96399							
96399	WISCONSIN	MARITIME MUSEU	2577	SUMMER PERFORMER - LIBRA	07/02/2025	250.00	250.00 07/07/2025
Total 96399:					250.00	250.00	
96416							
96416	GIELOW'S LAWN & GARDEN EQ	285800	EVERGREEN GOLF EQUIPMEN	07/08/2025	1,767.27	1,767.27	07/14/2025
96416	GIELOW'S LAWN & GARDEN EQ	286511	EVERGREEN GOLF EQUIPMEN	07/24/2025	78.00	78.00	08/04/2025
Total 96416:					1,845.27	1,845.27	
96425							
96425	AUGUST WINTER & SONS INC	64462	DIGESTER COVER	07/15/2025	80,840.00	80,840.00	07/18/2025
96425	AUGUST WINTER & SONS INC	67460	DIGESTER COVER	07/10/2025	58,571.35	58,571.35	07/18/2025
96425	AUGUST WINTER & SONS INC	68423	DIGESTER COVER	06/26/2025	100,305.75	100,305.75	07/18/2025
Total 96425:					239,717.10	239,717.10	
96449							
96449	AVENUE REAL ESTATE	SOLAR CREDI	SOLAR CREDIT PAYMENT	07/16/2025	92.95	92.95	07/18/2025
Total 96449:					92.95	92.95	
96450							
96450	KEITH FISHER	SOLAR CRDT	SOLAR CREDIT PAYMENT	07/16/2025	144.84	144.84	07/18/2025
Total 96450:					144.84	144.84	
96451							
96451	STEPHEN GILLES	SOLAR CRDT	SOLAR CREDIT PAYMENT	07/16/2025	67.77	67.77	07/18/2025
Total 96451:					67.77	67.77	
96504							
96504	WITKOWSKI	INSPECTION AGE	June 2025 ST	BUILDING INSPECTOR CONTR	06/30/2025	10,047.48	10,047.48 07/14/2025
Total 96504:					10,047.48	10,047.48	
96532							
96532	WalMart	Restituion STM	FROM CHRISTIAN KLEIN	07/10/2025	29.97	29.97	07/18/2025
96532	WalMart	Restitution 7-2	FROM DIANE MUSIEDLAK	07/28/2025	50.00	50.00	08/04/2025
Total 96532:					79.97	79.97	
96541							
96541	MARY VATER	07012025 ENG	ENERGY STAR INCENTIVE - TV	07/01/2025	50.00	50.00	07/07/2025
Total 96541:					50.00	50.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
96560							
96560	TOTAL ENERGY SYSTEMS LLC	14015	ANNUAL MAINTENANCE AND L	06/30/2025	1,552.11	1,552.11	07/14/2025
Total 96560:					1,552.11	1,552.11	
96609							
96609	TONIES US INC	PS17090562	MATERIALS DONATION - LIBRA	07/10/2025	500.00	500.00	07/18/2025
Total 96609:					500.00	500.00	
96616							
96616	KEITH & DEBBIE MORAN	19883946203	REFUND OVERPAYMENT	04/14/2025	4.54	4.54	08/04/2025
Total 96616:					4.54	4.54	
96630							
96630	PARKITECTURE & PLANNING L	25.020 - 3	CITY PARK - PLANNING	06/30/2025	5,752.00	5,752.00	07/14/2025
Total 96630:					5,752.00	5,752.00	
96641							
96641	JAMES EMBER	250709STMT	CHILDREN'S PERFORMER - LIB	07/09/2025	700.00	700.00	07/14/2025
Total 96641:					700.00	700.00	
96661							
96661	KATIE KONSTANZ	#2	SEWING UNIFORM PATCHES	07/04/2025	48.00	48.00	07/18/2025
Total 96661:					48.00	48.00	
96662							
96662	RICHARD RAMMER	07012025- EN	ENERGY STAR REBATE PROG -	07/01/2025	50.00	50.00	07/07/2025
Total 96662:					50.00	50.00	
96663							
96663	DONALD FINK	07012025 - EN	ENERGY STAR REBATE PROGR	07/01/2025	25.00	25.00	07/07/2025
Total 96663:					25.00	25.00	
96664							
96664	GALLAGHER BENEFIT SERVICE	344861	CONSULTING SERVICES-CITY	06/20/2025	850.00	850.00	07/07/2025
96664	GALLAGHER BENEFIT SERVICE	344861	CONSULTING SERVICES-UTILIT	06/20/2025	850.00	850.00	07/07/2025
96664	GALLAGHER BENEFIT SERVICE	344863	CONSULTING SERVICES-CITY	06/20/2025	850.00	850.00	07/07/2025
96664	GALLAGHER BENEFIT SERVICE	344863	CONSULTING SERVICES-UTILIT	06/20/2025	850.00	850.00	07/07/2025
96664	GALLAGHER BENEFIT SERVICE	346938	CONSULTING SERVICES-CITY	07/11/2025	850.00	850.00	07/18/2025
96664	GALLAGHER BENEFIT SERVICE	346938	CONSULTING SERVICES-UTILIT	07/11/2025	850.00	850.00	07/18/2025
Total 96664:					5,100.00	5,100.00	
96665							
96665	DAN PATEL	STMT 0701202	REFUND FOR DEPOSIT FOR PL	07/08/2025	1,361.25	1,361.25	07/14/2025
Total 96665:					1,361.25	1,361.25	
96666							
96666	MYPRIDE KENNEL	7-5-2025	TYR - BOARDING	07/05/2025	105.00	105.00	07/14/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 96666:					105.00	105.00	
96667							
96667	SCHWARTZ SEPTIC SERVICE I	m2222	821 EASTERN AVE WATER/SEW	06/27/2025	13,089.21	13,089.21	07/18/2025
Total 96667:					13,089.21	13,089.21	
96668							
96668	PEAR TREE HOLDINGS LLC	07102025	OVERPAYMENT REFUND	07/10/2025	50.04	50.04	07/14/2025
Total 96668:					50.04	50.04	
96669							
96669	PARM'S LANDSCAPE MANAGE	SOLAR CRDT	SOLAR CREDIT PAYMENT	07/16/2025	729.03	729.03	07/18/2025
Total 96669:					729.03	729.03	
96670							
96670	DARYL LEHMAN	SOLAR CRDT	SOLAR CREDIT PAYMENT	07/16/2025	248.89	248.89	07/18/2025
Total 96670:					248.89	248.89	
96671							
96671	UW-STEVENS POINT	KOHLMAN SC	PLYMOUTH UTILITIES SCHOLA	07/16/2025	500.00	500.00	07/18/2025
Total 96671:					500.00	500.00	
96672							
96672	TOM DEGEN	OVERPAY REF	OVERPAY REFUND - TOM DEG	07/16/2025	87.74	87.74	07/18/2025
Total 96672:					87.74	87.74	
96673							
96673	JANET THOME	STMNT THOM	ENERGY STAR REBATE - FRID	07/22/2025	50.00	50.00	07/25/2025
Total 96673:					50.00	50.00	
96674							
96674	JOHN JOSEPHS	ENERGYSTAR	ENERGY STAR REBATE - WASH	07/22/2025	50.00	50.00	07/25/2025
Total 96674:					50.00	50.00	
96675							
96675	TAMMY STEPHANY	STMNT STEP	ENERGY STAR REBATE - RANG	07/22/2025	50.00	50.00	07/25/2025
Total 96675:					50.00	50.00	
96676							
96676	PBJ ENTERPRISES LLC	STMT 7-17-202	POCKET PARK SCULPTURE	07/17/2025	10,000.00	10,000.00	08/04/2025
96676	PBJ ENTERPRISES LLC	STMT 7-17-202	POCKET PARK SCULPTURE	07/17/2025	10,000.00	10,000.00	08/04/2025
Total 96676:					20,000.00	20,000.00	
96677							
96677	WIN IT Services	214393	SENTINEL ONE EDP	07/29/2025	515.00	515.00	08/04/2025

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 96677:					515.00	515.00	
96678							
96678	CHEESE CAPITAL WINTER PAR	2025 License A	2025 LICENSE AGREEMENT - N	07/30/2025	11,000.00	11,000.00	08/04/2025
Total 96678:					11,000.00	11,000.00	
Grand Totals:					1,164,133.32	1,164,133.32	

CITY OF PLYMOUTH- PLYMOUTH UTILITIES

The above listed checks and ACH is in payment of the Utilities' accounts and are hereby approved with the following exceptions:

Exceptions:

THE FINANCE COMMITTEE

Dated: _____

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
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Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Invoice Detail.GL account = "0100100001000"-"2200567002200","2400111000000"-"8000232000000"

City of Plymouth
Police and Fire Commission Meeting
Tuesday, July 1, 2025 @ 8:30 A.M.
Room 210
Plymouth City Hall, 128 Smith Street, Plymouth, WI 53073

Members Present: President Mark Melcher, Vice President James Flanagan, Secretary Warren Wieser, Gary Rooker, Tim Lemkuil, Police Chief Ken Ruggles, and Fire Chief Ryan Pafford.

President Mark Melcher, called the meeting to order at 8:30 A.M. in Room 210 @ City Hall, located at 128 Smith Street, Plymouth, Wisconsin.

Consideration and approval of June 3, 2025, minutes:

A motion made by James Flanagan and second by Gary Rooker to approve the Police and Fire Commission meeting minutes of June 3, 2025. Motion carried.

Review and Approval of Citizen's Complaint Update of Appendix A

Fire Chief Pafford distributed copy of President, Mark Melcher update to CITY OF PLYMOUTH POLICE AND FIRE DEPARTMENT COMPLAINT STATEMENT FORM. The changes President, Mark Melcher made were suggested by Attorney Jonathan Woodward. This complaint form is Appendix A to Plymouth Police and Fire Commission By-Laws.

The changes to this document were approved on June 3, 2025, Police and Fire Commission meeting.

Review of Fire Department Position Descriptions

Fire Chief Pafford distributed copies of the Plymouth Fire Department Position Descriptions.

The changes to this document were approved on June 3, 2025, Police and Fire Commission meeting.

Review of Fire Departments Annual Report

Fire Chief Pafford distributed a copy of 2024 Annual Fire Department Report. The report included organization structure, goals accomplished during 2024, goals for 2025, 2024 incident data, 5-year incident trends, fleet age and projected replacement, training overview, community outreach, fund raising efforts, and awards for 2024.

Plymouth Fire Department Report by Fire Chief Ryan Pafford:

- 1 – Chief Pafford reported that the Plymouth Fire Department participated in community outreach at McDonald's safety night and a presentation at Plymouth Public Library.
- 2 – Plymouth Fire Department participated with surrounding fire departments at recent golf outing.
- 3 - Fire Chief Pafford reported the new Life Tech 15 defibrillator has arrived. Defibrillator was purchased with donated money. This will be the second owned by Plymouth Fire Department
- 4 – Chief Pafford updated commission on the recent fire at Millennium Technologies on Pilgram Road. Chief Pafford reported considerable damage to one part of the building and equipment with firewalls protecting two other portions of the building. The chief talked about a drone helping to detect building hot spots, help from surrounding fire departments (Twelve Fire Departments), and two fire departments members who had been briefly trapped.

Plymouth Police Department Report by Police Chief Ken Ruggles:

- 1 – Chief Ruggles reported several Plymouth Police Department members will attend drone training soon.
- 2 - Chief Ruggles reported that recent Cheese capital event went well, with a large crowd watching the Road America race cars being escorted by Deputy Police Chief, Matt Starker.
- 3 – Chief Ruggles reported a serious motorcycle accident late Saturday evening / early Sunday morning. The accident occurred on Mill Street in front of Wild Shots Tavern. One person had serious injuries and was flighted to Milwaukee Hospital.
- 4 – Chief Ruggles reported some camera issues with the new Motorola cameras. One issue (sync issues) was corrected with a change of Police Department procedure as department personnel sign out of the camera system at the end of their shift. The second issue is the slight delay between the car camera and the body camera. Motorola is attempting to provide a solution to the delay issue.
- 5 - Chief Ruggles reported multiple dog issues and how the department is dealing with the issues.
- 6 – Chief Ruggles reported the department is focusing efforts on abandoned vehicles.

- 7 – Chief Ruggles reported the Plymouth Police Department is working with the City Attorney to clean up issues with two city ordinances. The two ordinances deal with sex offenders / loitering and electric scooters.
- 8 – Chief Ruggles reported a new City of Plymouth Early Warning Siren located on the northwest side of Plymouth has been installed.
- 9 – Chief Ruggles reported negotiations with Plymouth Police Department union have been scheduled.

No further action, motion for adjournment at 9:09 A.M. Motion by James Flanagan and second by Gary Rooker. Motion carried.

Submitted on the first of July 2025.

Warren Wieser--- Secretary



PLYMOUTH PUBLIC LIBRARY BOARD OF TRUSTEES
MEETING MINUTES
July 7, 2025

Meeting was called to order by K. Murray at 6:30 pm. Present were: K. Murray, B. McKnight, M. Kaczowski, M. Hummitzsch, S. Britt, A. Matzdorf and K. Kraemer. Absent were: S. Gloede. Also present: Library Director L. Jochman

There was no public comment or correspondence.

Motion by M. Hummitzsch, second by K. Kraemer to approve the minutes of the June 2, 2025 meeting. Motion passed unanimously.

Motion by S. Britt, second by B. McKnight to approve the financial report for June 2025 Expenses. Motion passed unanimously.

Director L. Jochman reviewed some highlighted items on the Director's monthly report. This included an update on summer reading, the interior renovation request for proposals, and summer volunteer projects.

Unfinished Business

Director L. Jochman updated the board about the next meeting of the Ad Hoc Library Repair, Renovation, and Expansion Committee which is Thursday, July 17.

New Business

Director L. Jochman updated the library board on the budget process for 2026. This includes capital improvement requests that were recommended by the Ad Hoc Library Repair, Renovation, and Expansion Committee. The City will host meetings in August and September to finalize each Department's line items and capital requests.

Director L. Jochman presented information on the potential donation of an art print facilitated by the Plymouth Arts Center. The board requested more information before making a decision. Motion by S. Britt, second by M. Hummitzsch to table this item to the next meeting. Motion passed unanimously.

Director L. Jochman asked the board to consider closing for Mill Street Festival if the food trucks were to line Division Street and impede traffic to the library along with add additional enforcement of no food in the building for the staff that day. A. Matzdorf spoke with the Chamber and the trucks won't be further than the alley and not directly in front of the library. Motion by S. Britt to remain open but give Director L. Jochman discretion to close early if there are issues for staff, second by B. McKnight. Motion passed unanimously.

Announcements

A. Matzdorf asked about a digital card option. Director L. Jochman explained that the Monarch2Go app can save your library barcode and other wallet app options can be used to save a library card.

Motion by A. Matzdorf, second by M. Hummitzsch to adjourn. Motion passed. Meeting was adjourned at 7:09 pm.

Submitted by, Leslie Jochman
Library Board Secretary

UNOFFICIAL MINUTES

FINANCE & PERSONNEL COMMITTEE OF THE PLYMOUTH COMMON COUNCIL COUNCIL CHAMBERS 128 SMITH STREET CITY OF PLYMOUTH, WISCONSIN

TUESDAY JULY 29, 2025 @ 6:15 PM

- 1. Call to Order and Roll Call:** Chairperson Penkwitz called the meeting to order at 6:15 PM. On the call of the roll, the following were present: Mayor Pohlman, Angie Matzdorf, Jeff Tauscheck, Diane Gilson, and Mike Penkwitz. Also present: Kevin Sande, John Binder, Dave Herrmann, Police Chief Ken Ruggles, Deputy Chief Matt Starker, City Administrator/Utilities Manager Tim Blakeslee, HR Specialist Leah Federwisch and City Clerk/Deputy Treasurer Anna Voigt.
- 2. Approval of Meeting Minutes for July 8, 2025 meeting:** Motion was made by Matzdorf/Tauscheck to approve the minute for July 8. A unanimous aye vote was cast. Motion carried.
- 3. Entertain a Motion to go into Closed Session for the Follow:** Motion was made by Pohlman/Tauscheck to go into closed session. Upon the call of the roll, all voted aye. Motion carried.

pursuant to Wis. Stat. 19.85 (1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – police union contract negotiations
- 4. Entertain Motion to go into Open Session:** Motion was made by Tauscheck/Gilson to go into open session. Upon the call of the roll, all voted aye. Motion carried.
- 5. Discussion and Possible Recommendation on Closed Session Items:** None
- 6. Adjournment:** Motion was made by Tauscheck/Penkwitz to adjourn the meeting. A unanimous aye vote was cast. Motion carried.

**CITY OF PLYMOUTH, WISCONSIN
TUESDAY, JULY 29, 2025 COMMITTEE OF THE WHOLE MEETING
IMMEDIATELY AFTER FINANCE AND PERSONNEL COMMITTEE
COUNCIL CHAMBERS
CITY HALL, 128 SMITH STREET**

UNOFFICIAL MINUTES

1. **Call to Order and Roll Call:** Mayor Pohlman called the meeting to order. On the call of the roll, the following were present: Dave Herrmann, Angie Matzdorf, Diane Gilson, Mike Penkwitz, John Binder, Jeff Tauscheck, and Kevin Sande. Also present: City Administrator/Utilities Manager Tim Blakeslee, Police Chief Ken Ruggles, Deputy Police Chief Matt Starker, Director of Public Work Cathy Austin, and City Clerk/Deputy Treasurer Anna Voigt.
2. **Approve the Minutes from July 8, 2025:** Motion was made by Gilson/Tauscheck to approve the minutes from July 8. A unanimous aye vote was cast. Motion carried.
3. **Composting Presentation:** Blakeslee explained that Alderperson Binder is working with Plymouth Environmental Action Team (PEAT) and asked an item about composting be placed on the agenda. Laura Grunwald-Rentmeester, Conservation Specialist, from Sheboygan County Planning & Conservation Department gave a presentation on intro to composting. Penkwitz asked about worms in composting. Binder asked the committee to learn about composting and hopes to have further conversation in a future Committee meeting.
4. **Adjourn:** Motion was made by Matzdorf/Tauscheck to adjourn the meeting. A unanimous aye vote was cast. Motion carried.

City of Plymouth
July 2025

Number of Building Permits Issued	41
Valuation of Building Permits Issued	\$661,288
**Includes Commercial Remodels	
New Single Family Homes	1
Valuation of Single Family Homes	\$650,000
**Includes Two Family Homes	
New Multi Family Buildings	0
Number of Units	0
Valuation of Multi Family Homes	\$0
New Commercial/Industrial Buildings	1
Valuation of Commercial/Industrial Buildings	\$2,300,000
Number of Commercial/Industrial Additions	1
Valuation of Commercial/Industrial Additions	\$5,000,000
Total Permits	44
Total Value	\$8,611,288

Witkowski Inspection Agency, LLC - Contracted Inspection Report

City of Plymouth - July 2025

Permit #	Date	Address	Project Description	Value
25-202	7/1/2025	219 Karin Circle	Replace 15 Windows	\$18,213
25-203	7/1/2025	427 E Mill Street	Replace Rubber Roof	\$26,000
25-204	7/1/2025	1025 Reed Street	Fence	\$2,600
25-205	7/1/2025	108 E Main Street	Reshingle House & Garage	\$12,400
25-206	7/1/2025	606 E Mill	Shingle Roof	\$24,000
25-207	7/1/2025	419 Stafford Street	Furnace/AC	
25-208	7/3/2025	408 Western Avenue	Install Ductless System	\$10,000
25-209	7/3/2025	230 S Highland Avenue	Replace Furnace	\$5,000
25-210	7/7/2025	3062 Kiley Way	Signs	\$20,000
25-211	7/7/2025	606 E Mill	Interior Remodel	\$125,000
25-212	7/7/2025	214 Fairview Drive	Deck	\$40,000
25-213	7/7/2025	641 Carpenter Street	Window Replacement	\$11,000
25-214	7/7/2025	707 Torke Terrace	Bathroom Remodel	\$10,000
25-215	7/8/2025	73 Elm Lane	Roof	\$15,900.00
25-216	7/7/2025	219 Karin Circle	Service Upgrade	
25-217	7/7/2025	411 Mulberry Lane	Reroof, roof & vent to code	\$19,872
25-218	7/8/2025	104 Smith St #A	Renovation of Apartment	\$12,000.00
	7/8/2025	104 Smith St #A	Plan Review: Apartment Renovation 03-25	
25-219	7/8/2025	3062 Kiley Way	Electric - Remodel	\$6,000
25-220	7/8/2025	225 Edna Street	Shower Installation: Plumbing Permit	\$1,500
25-221	7/10/2025	225 Edna Street	Shower Installation: Building Permit	\$20,750
25-222	7/10/2025	Nutt Hill	New Multi-Use Building	\$2,300,000.00
25-223	7/10/2025	210 S. Milwaukee St	Replace 30 Windows & 1 Patio Door	\$34,202
25-224	7/10/2025	210 S. Milwaukee St	Tub to Shower Conversion	\$1,182.00
25-225	7/10/2025	512 Fremont Street	Replace Mixer Valve & Tub to Shower Conversion	\$11,095
25-226	7/11/2025	846/848 Mockingbird Lane	Replace Roof	\$16,000
25-227	7/11/2025	20 Hein Avenue	Windows	\$12,300
25-228	7/20/2025	220 Hein Avenue	NSFD - 3110 sq ft	\$650,000.00
25-229	7/15/2025	1 Persnickety Place	Addition to High Bay Automated Storage & Retrieval System	\$5,000,000.00
25-230	7/17/2025	117 Division Street	Build Partition Wall, Drywall Patching, Electrical, Plumbing	\$10,000
25-231	7/18/2025	813 Cattail Court	Window Replacement	\$3,841
25-232	7/18/2025	111 Maple Drive	Window Replacement	\$11,650
25-233	7/18/2025	1015 Prairie Road	Reroof, Roof, Vent to Code, Gutter Replacement	\$35,983
25-234	7/18/2025	15 Selma Street	Window Replacement	\$42,805.00
25-235	7/21/2025	234 S Bruns Avenue	Furnace/Ac	\$9,300
25-236	7/22/2025	718 Suhrke Avenue	Fence	\$8,300
25-237	7/22/2025	1404 Pilgrim Road	Selective Demo Following Structure Fire	\$40,000
25-238	7/22/2025	117 Division Street	Installation of Flat Projecting Sign	\$500
25-239	7/24/2025	37 Lolie Court	Install Ductless System	\$5,000
25-240	7/24/2025	1022 Reed Street	Electrical: Service/General Wiring	\$3,000
	7/24/2025	428 Walton Drive	Plan Review: Checkout Area 04-25	
25-241	7/28/2025	734 Cattail Court	Replace AC	\$5,000
25-242	7/28/2025	15 Frederick Street	Replacing 10 Windows - No Structural Changes	\$9,245
25-243	7/29/2025	515 E Mill St	Renovation of Existing Tenant Space	
25-244	7/31/2025	114 Frederick Street	Storage Addition to Northside of Garage	\$2,000
25-245	7/31/2025	414 Smith Street	Roof Replacement	\$19,650
Totals				\$8,611,288

Temporary Alcohol Beverage License

Municipality
Plymouth

License(s) Requested	Fees	
<input checked="" type="checkbox"/> Temporary "Class B" Wine <input checked="" type="checkbox"/> Temporary Class "B" Beer	License Fees	\$ 10.00
	Background Check	\$
	Total Fees	\$

Part A: Organization Information

1. Organization Name St. John Lutheran Church and School		
2. Organization Permanent Address 222 N Stafford St		
3. City Plymouth	4. State WI	5. Zip Code 53073
6. Mailing Address (if different from permanent address)		
7. FEIN 39-0911063	8. Date of Organization/Incorporation 01/28/08	9. State of Organization/Incorporation Wisconsin
10. Phone (920) 893-3071	11. Email auction@sjlplymouth.com	
12. Organization type (check one) <input type="checkbox"/> Bona Fide Club <input checked="" type="checkbox"/> Church <input type="checkbox"/> Fair Association/Agricultural Society <input type="checkbox"/> Veteran's Organization <input type="checkbox"/> Lodge/Society <input type="checkbox"/> Chamber of Commerce or similar Civic or Trade Organization under ch. 181, Wis. Stats.		
13. Is this organization required to hold a Wisconsin Seller's permit? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
14. Wisconsin Seller's Permit Number (if applicable)		

Part B: Individual Information


List the name, title, and phone number for all officers, directors, and agent of the organization. Include an Individual Questionnaire (Form AB-100) for each person listed below. Attach additional sheets if necessary.

Corporations must also include Alcohol Beverage Appointment of Agent (Form AB-101).

Last Name	First Name	Title	Phone
Grebe	Todd	President	(920) 946-3988
Bognar	Erika	Secretary	(920) 980-8250
Lagacy	William	Member of the Board	(920) 946-3759
Jacobi	Jeffrey	Member of the Board	(920) 528-8073
Karsten	David	Member of the Board	(920) 892-4569

Continued →

Part C: Event Information			
1. Name of Event (if applicable) Oktoberfest			
2. Dates of Operation 10/11/2025		3. Hours of Operation 4-11pm	
4. Premises Address 222 N Stafford St			
5. City Plymouth		6. State WI	7. Zip Code 53073
8. County Sheboygan	9. Governing Municipality <input checked="" type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village of: Plymouth		10. Aldermanic District
11. Organizer of Event (if not the named applicant) Elizabeth Miller		12. Email and/or Phone Number for Organizer of Event lmiller@sjlplymouth.com	
13. Organizer Website www.sjlplymouth.com		14. Event Website NA	
15. Premises Description - Describe the building or buildings and any outside areas where alcohol beverages and records are sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. Drinks will be sold in the school gymnasium and West parking lot. Please see attached map.			

Part D: Attestation			
Who must sign this application? • one officer or director of the nonprofit organization			
READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant organization and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate according to the law, including but not limited to, purchasing alcohol beverages from Wisconsin-permitted wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.			
Last Name Grebe		First Name Todd	
Title President		Email bod.grebe@sjlplymouth.com	M.I. Phone (920) 946-3988
Signature 		Date 6.23.25	

Part E: For Clerk Use Only	
Date Application Was Filed With Clerk 7/23/25	License Number
Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk	

Alcohol Beverage
Appointment of Agent

Date

Agent Type (check one)

☐ Original (no fee) ☒ Successor (\$10 fee for municipal licensees only)

Part A: Business Information

1. Legal Business Name (individual name if sole proprietor)

GPM Southeast, LLC

2. Business Trade Name or DBA

Please See Attached List of Stores.

3. Entity Type (check one)

☒ Limited Liability Company ☐ Corporation ☐ Nonprofit Organization

4. Alcohol Beverage Business Authorization (check one)

☒ Municipal Retail License ☐ State Permit

5. If successor agent, provide State Permit or Municipal Retail License Number

6. Describe the reason for appointing a successor agent, if successor is checked above.

Transitioning agent functions to new manager.

Part B: Agent Information

1. Last Name

Nievinski

2. First Name

Regina

3. M.I.

A.

4. Email

RNievinski@gpminvestments.com

5. Phone

715-571-4580

6. Home Address

4054 Ross Ave

7. City

Weston

8. State

WI

9. Zip Code

54476

10. Date of Birth

08/18/1969

11. Drivers License/State ID Number

N152-7216-9798-07

12. Drivers License/State ID State of Issuance

WI

Part C: Agent Questions

1. Have you satisfied the responsible beverage server training requirement? ☒ Yes ☐ No
Submit proof of completion.2. Have you completed Form AB-100, *Alcohol Beverage Individual Questionnaire* (licensee) or
Form AB-300, *Alcohol Beverage Personal Questionnaire* (permittee)? ☒ Yes ☐ No3. Have you been a Wisconsin resident for at least 90 continuous days? ☒ Yes ☐ No
See instructions for exceptions.

Continued →


Part D: Business Attestation

READ CAREFULLY BEFORE SIGNING: I, the **Undersigned**, authorize the above-named individual to act for the above-named corporation, nonprofit organization, or limited liability company with full authority and control of the premises and of all alcohol beverage activities on such premises. I certify that I am authorized by the above-named entity to authorize this individual to act on behalf of the entity. If I am appointing a successor agent, I rescind all previous agent appointments for this premises. Further, I understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name Kotler	First Name Arie	M.I.
Title CEO/Manager of Sole Member	Email ak@gpminvestments.com	Phone 313-779-0906
Signature 		Date June 24, 2025

Part E: Agent Attestation

READ CAREFULLY BEFORE SIGNING: I, the **Agent**, hereby accept this appointment as agent for the above-named corporation, nonprofit organization, or limited liability company and assume full responsibility for the conduct of all alcohol beverage activities on the premises for the above-named business. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name Nievinski	First Name Regina	M.I. A.
Signature 		Date June 26, 2025

License(s) Requested	Fees	
<input checked="" type="checkbox"/> Temporary "Class B" Wine <input type="checkbox"/> Temporary Class "B" Beer	License Fees	\$
	Background Check	\$
	Total Fees	\$

Part A: Organization Information				
1. Organization Name <i>Plymouth Chamber of Commerce</i>				
2. Organization Permanent Address <i>647 Walton</i>				
3. City <i>Plymouth</i>		4. State <i>WI</i>	5. Zip Code <i>53073</i>	
6. Mailing Address (if different from permanent address)				
7. FEIN <i>39-0737735</i>		8. Date of Organization/Incorporation <i>1981</i>		9. State of Organization/Incorporation <i>WI</i>
10. Phone <i>920-893-0079</i>		11. Email <i>maryhawer@plymouthwisconsin.com</i>		
12. Organization type (check one) <input type="checkbox"/> Bona Fide Club <input type="checkbox"/> Church <input type="checkbox"/> Fair Association/Agricultural Society <input type="checkbox"/> Veteran's Organization <input type="checkbox"/> Lodge/Society <input checked="" type="checkbox"/> Chamber of Commerce or similar Civic or Trade Organization under ch. 181, Wis. Stats.				
13. Is this organization required to hold a Wisconsin Seller's permit? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
14. Wisconsin Seller's Permit Number (if applicable)				

Part B: Individual Information			
List the name, title, and phone number for all officers, directors, and agent of the organization. Include an Individual Questionnaire (Form AB-100) for each person listed below. Attach additional sheets if necessary. Corporations must also include Alcohol Beverage Appointment of Agent (Form AB-101).			
Last Name	First Name	Title	Phone
<i>Moegenburg</i>	<i>Neal</i>	<i>President</i>	
<i>Paris</i>	<i>June</i>	<i>Imm. Past President</i>	
<i>Hermann</i>	<i>Derrick</i>	<i>Treasurer</i>	
<i>Booth</i>	<i>Courtney</i>	<i>President-Elect</i>	

Continued →

Part C: Event Information			
1. Name of Event (If applicable) <i>Cheese Capital Wine Walk</i>			
2. Dates of Operation <i>August 15, 2025</i>		3. Hours of Operation <i>6-9 pm</i>	
4. Premises Address <i>Downtown Mill Street</i>			
5. City <i>Plymouth</i>		6. State <i>WI</i>	7. Zip Code <i>53073</i>
8. County <i>Sheboygan</i>	9. Governing Municipality <input checked="" type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village of: _____		10. Aldermanic District
11. Organizer of Event (if not the named applicant) <i>Plymouth Chamber</i>		12. Email and/or Phone Number for Organizer of Event <i>maryhawser@plymouthwisconsin.com</i>	
13. Organizer Website		14. Event Website <i>www.plymouthwisconsin.com</i>	
15. Premises Description - Describe the building or buildings and any outside areas where alcohol beverages and records are sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. <i>Stroll down Mill St. getting 1oz samples of wine & snacks.</i>			

Part D: Attestation			
Who must sign this application? • one officer or director of the nonprofit organization			
<p>READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant organization and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate according to the law, including but not limited to, purchasing alcohol beverages from Wisconsin-permitted wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.</p>			
Last Name <i>Hawser</i>		First Name <i>Mary</i>	
Title <i>Exec. Dir.</i>		M.I. <i>M</i>	
Email <i>maryhawser@plymouthwisconsin.com</i>		Phone <i>920-823-0079</i>	
Signature <i>Mary Hawser</i>		Date	

Part E: For Clerk Use Only	
Date Application Was Filed With Clerk <i>8/7/25</i>	License Number
Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk	



CITY OF PLYMOUTH, WISCONSIN

RESOLUTION NO. 10 OF 2025

A RESOLUTION OF COMMENDATION FOR ALDERMAN GREG HILDEBRAND

WHEREAS, Greg Hildebrand served faithfully as Alderman in District 1 upon his appointment on February 11, 2014 through his resignation September 1, 2025; and

WHEREAS, Greg's contribution to municipal government is an indication of his pride in our community, particularly noted in his public service as Council President and serving on the Public Works & Utilities Committee, Finance and Personnel Committee, Public Safety Committee, Redevelopment Authority, Joint Review Commission, Board of Review, Parks Committee, and Plan Commission, several Ad-hoc committees; and

WHEREAS, it is fitting and right that the City recognize Greg Hildebrand for his outstanding service to this community.

NOW, THEREFORE, BE IT RESOLVED that I, Donald O. Pohlman, Mayor of the City of Plymouth, on behalf of the Common Council and all Plymouth residents, extend to Greg Hildebrand their deepest appreciation and gratitude for his dedication and service to the City of Plymouth and that a copy of this Resolution be presented to him.

Passed: July 29, 2025

CITY OF PLYMOUTH

Donald O. Pohlman, Mayor

Anna Voigt, Clerk

PROCLAMATION

CITY OF PLYMOUTH

Whereas, Ben Phillips has successfully completed the requirements for the highly honored Eagle Award; and

Whereas, Ben has earned the required Scout merit badges and has completed his service project; and

Whereas, Ben's project consisted of solving an erosion problem at Generations for a hill stretching 20 feet long and 8 feet across; and

Whereas, Ben's enthusiasm and skill, in cooperation with his fellow scouts served him well on acquiring his merit badge;

NOW, THEFORE BE IT RESOLVED, that I, Don O. Pohlman, Mayor of the City of Plymouth, and on behalf of the City Council, congratulate Ben for this outstanding achievement.

IN WITNESS THEREOF, I have set my hand and caused the seal of the City of Plymouth to be applied this 9th day of August, 2025.

Donald O. Pohlman,
Mayor
City of Plymouth



DATE: August 12, 2025

TO: Mayor and Common Council

FROM: Christopher Russo, Finance Director

RE: Presentation of 2024 Financial Audit

BACKGROUND:

The City and Utility continue to be in solid financial shape as of the year ended 12/31/24. Baker Tilly will present the results of the 2024 Audit at the August 12, 2025 Common Council meeting.

Financial highlights as noted in the financial audit reports:

- The City's overall financial position, as reflected in total net position, increased \$8.548 million (all funds).
 - The net position of governmental activities increased by \$4.062 million. Net position of governmental activities increased primarily due to TIF#4 income and payment of long-term debt.
 - The net position of business-type activities increased \$4.485 million primarily due to Utility income.
- The general fund increased \$613,578 helped by increased interest income and increased variable revenue sources.
- The City retired \$4.135 million of general obligation debt.
- A larger portion of 2024 capital project costs were carried forward and are projected to be completed in 2025. Because of this, the capital improvements fund has \$1,630,496 assigned for future capital improvements of the City. 2025 projects the capital improvements fund to be back in the range of \$900,000 to \$1,000,000. Expenditures of the capital improvements fund will continue to be funded with current tax levy.

As in previous years, the auditors noted a deficiency in the City's internal controls due to a lack of segregation of duties. Although this comment is not uncommon for a municipality the size of Plymouth, we take it very seriously and staff continues to look for ways to improve procedures to mitigate the risks associated with a lack of segregation of duties. The audit noted a minor misstatement and a proposed adjusting entry. Both were reviewed and corrected working with Baker Tilly.

Recommendation:

Accept the 2024 audit reports and related financial statements.

Attachments:

- 2024 Audit Documents



City of Plymouth

Financial highlights

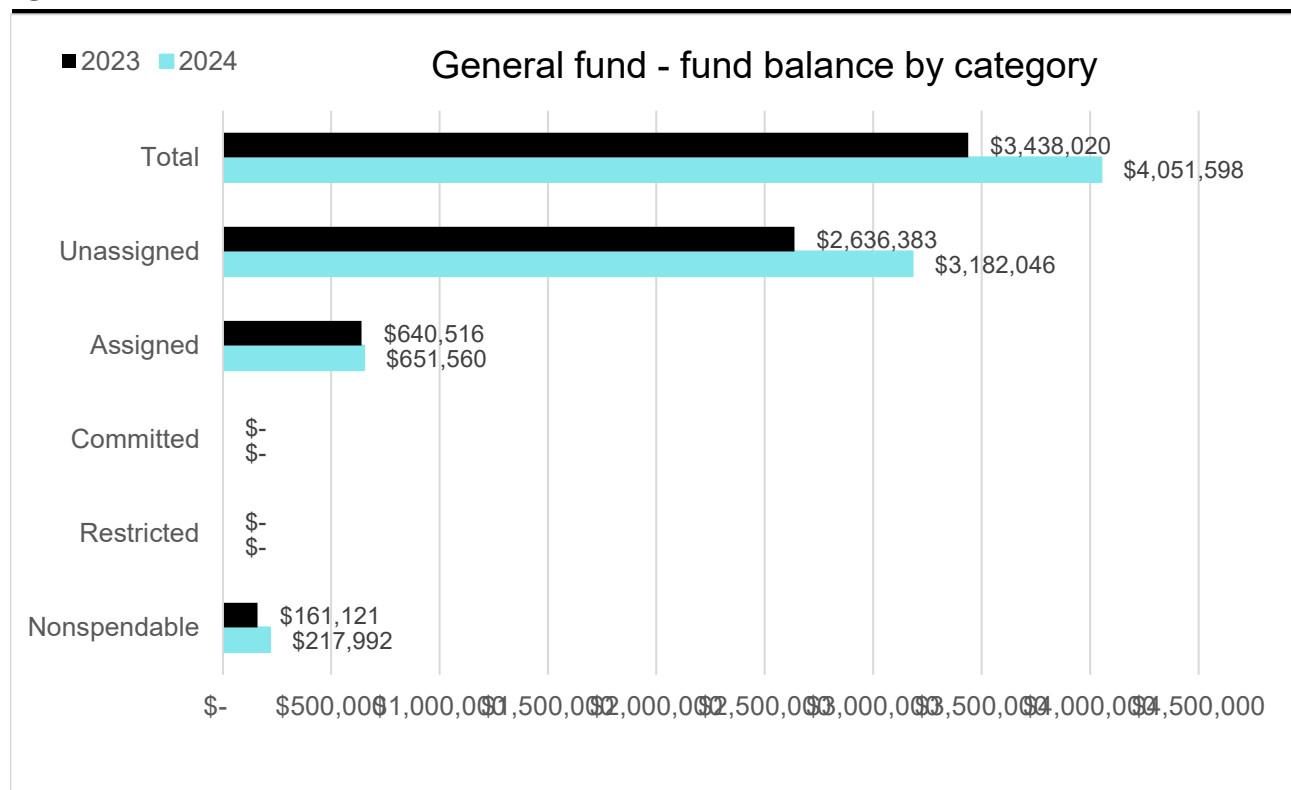
August 12, 2025

Client service team

Justin Hoagland, CPA, Principal
Aaron Galvan, CPA, Senior Associate

City of Plymouth

General fund results



Summarized income statement

	Actual	Final budget	Variance
Revenues and other financing sources	\$ 8,588,188	\$ 7,937,552	\$ 650,636
Expenditures and other financing uses	7,974,610	7,937,552	(37,058)
Net change in fund balance	<u>\$ 613,578</u>	<u>\$ -</u>	<u>\$ 613,578</u>

Fund balance category definitions

Nonspendable - amounts cannot be spent either because they are not in spendable form or because legal or contractual requirements require them to be maintained in tact.

Restricted - amounts that can be spent only for the specific purposes stipulated by an external source.

Committed - amounts constrained for specific purposes that are internally imposed through formal action of the governing body.

Assigned - spendable amounts that are intended to be used for specific purposes that are not considered restricted or committed.

Unassigned - residual amounts that have not been classified within other categories above.

City of Plymouth

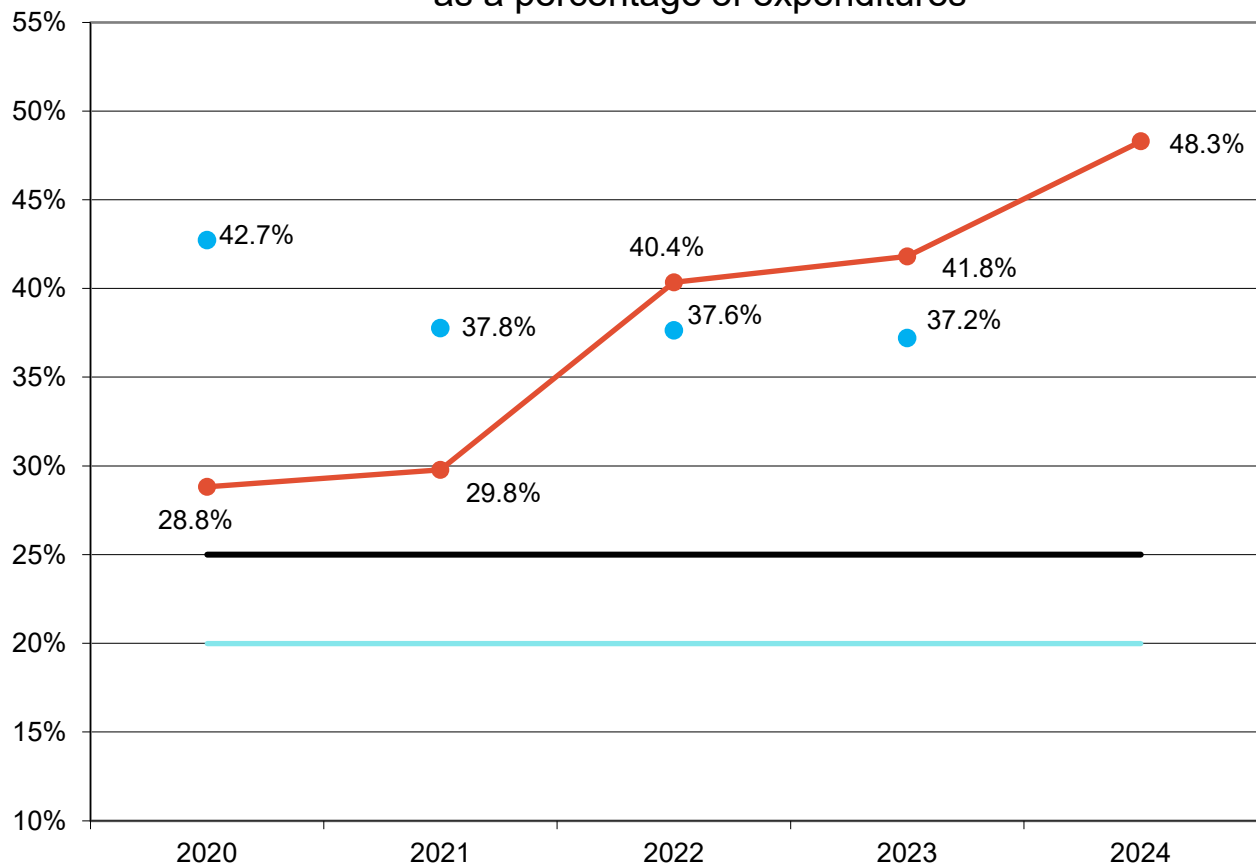
General fund - fund balance trends

Fund balance policy:

20-25% of the general fund annual operating budget.

—●— General Fund Actual — Policy minimum — Policy maximum ● Reference - Median

Unrestricted general fund - fund balance as a percentage of expenditures



Other reference values

GFOA recommends a minimum of no less than 2 months (16.7%) of general fund expenditures.

Median reference value generated from 2020 - 2023 Baker Tilly municipal client data for population range of under 10,000.

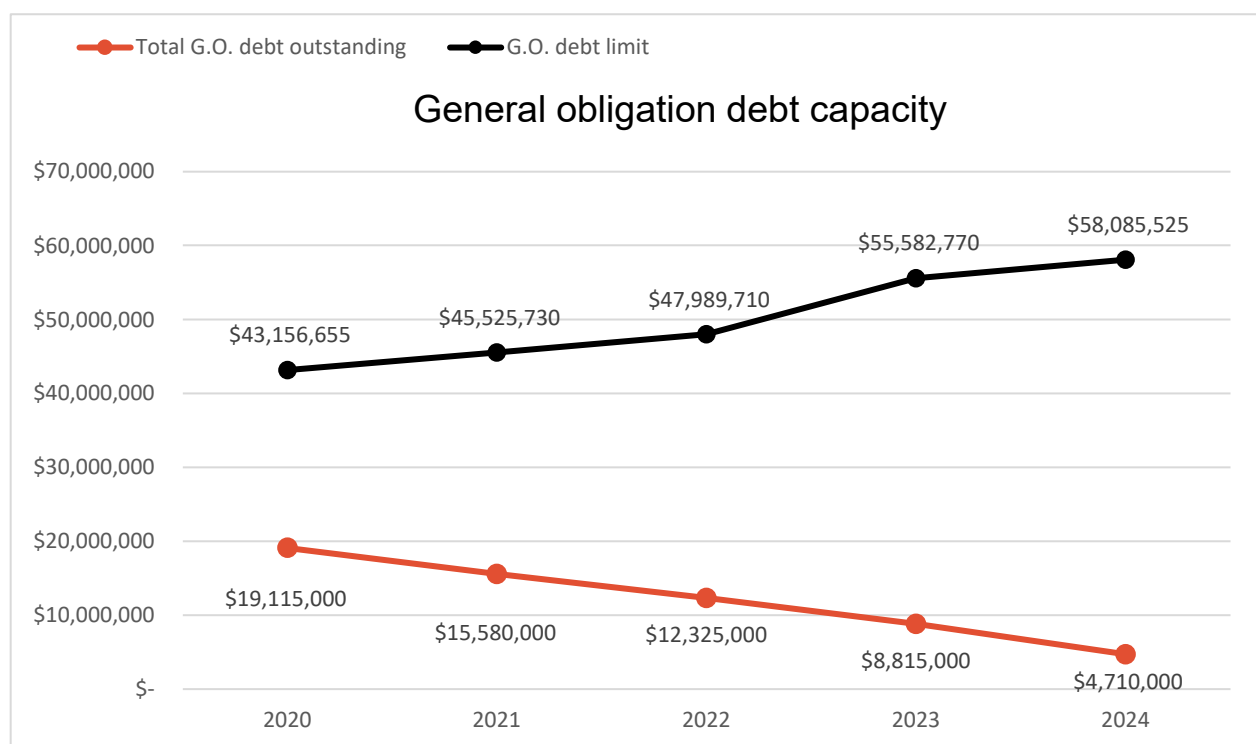
City of Plymouth

General obligation debt

Debt management policy:

The City does not currently have a debt management policy.

Actual percentage of debt limit at 12/31/24: **8%**



Total debt outstanding by type at 12/31/2024

	General obligation	Prom Notes	Total
City	\$ 2,295,000	\$ -	\$ 2,295,000
Utility	2,415,000	125,000	2,540,000
Total	\$ 4,710,000	\$ 125,000	\$ 4,835,000

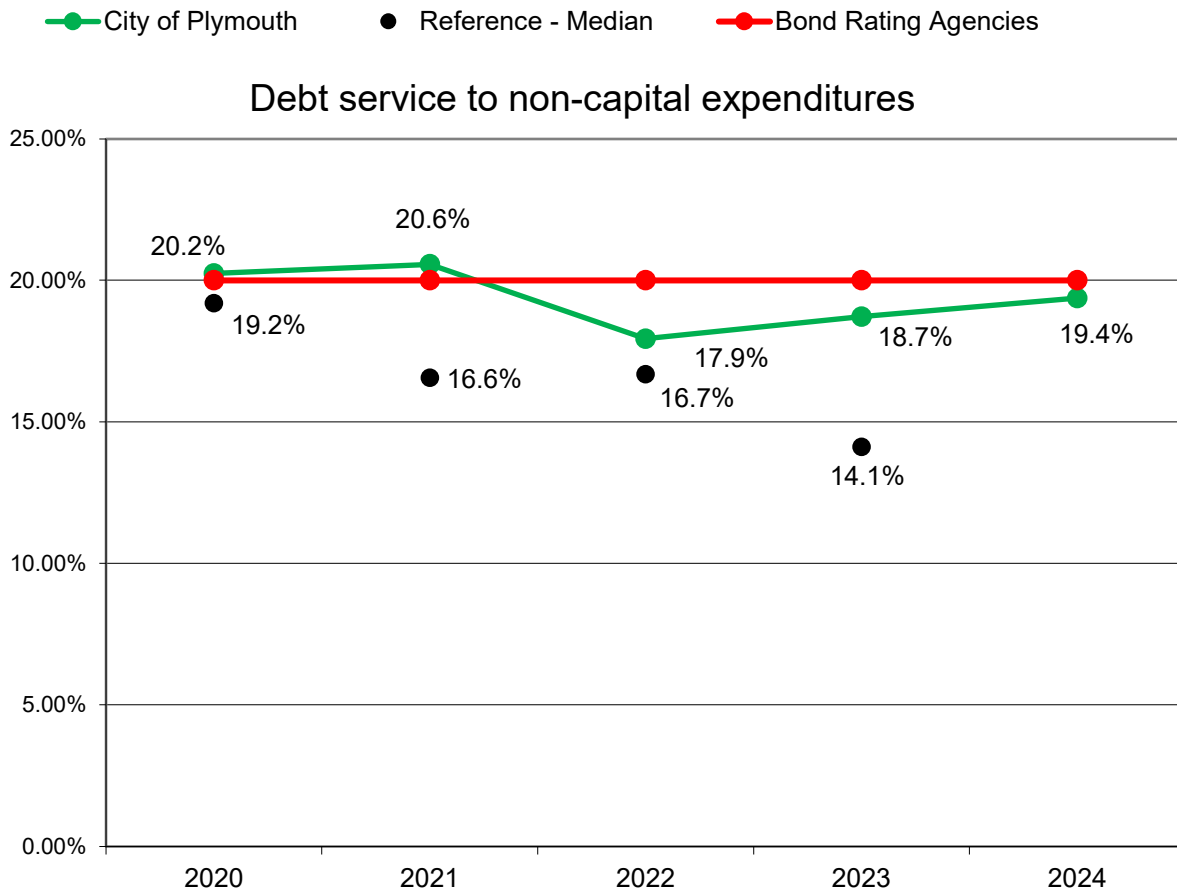
Comparative metrics available online through the Wisconsin Policy Forum.

<https://wispolicyforum.org/research/municipal-datatool-examining-and-comparing-wisconsin-cities-and-villages/>

Select "Debt" -- options for custom comparisons or comparisons by county

City of Plymouth

Governmental funds - debt service



Current and prior year data

	2024	2023
Principal	\$ 1,650,000	\$ 1,480,000
Interest	108,192	184,002
Total	<u>\$ 1,758,192</u>	<u>\$ 1,664,002</u>
Non-capital expenditures	<u>\$ 9,077,006</u>	<u>\$ 8,888,397</u>

Other reference values

Median reference value generated from 2020 - 2023 Baker Tilly municipal client data for population range of under 10,000.



Reporting and insights from 2024 audit:

City of Plymouth

December 31, 2024

Executive summary

July 29, 2025

To the Common Council
City of Plymouth
900 County Road PP
P.O. Box 277
Plymouth, WI 53073-0277

We have completed our audit of the financial statements of the City of Plymouth (the City) for the year ended December 31, 2024, and have issued our report thereon dated July 29, 2025. This letter presents communications required by our professional standards.

Your audit should provide you with confidence in your financial statements. The audit was performed based on information obtained from meetings with management, data from your systems, knowledge of your City's operating environment and our risk assessment procedures. We strive to provide you clear, concise communication throughout the audit process and of the final results of our audit.

Additionally, we have included information on key risk areas the City should be aware of in your strategic planning. We are available to discuss these risks as they relate to your organization's financial stability and future planning.

If you have questions at any point, please connect with us:

- Aaron Worthman, Principal: Aaron.Worthman@bakertilly.com or +1 (512) 975 7281
- Justin Hoagland, Principal: Justin.Hoagland@bakertilly.com or +1 (608) 240 2497

Sincerely,

Baker Tilly US, LLP



Aaron Worthman, CPA, Principal



Justin Hoagland, CPA, Principal

THIS COMMUNICATION IS INTENDED SOLELY FOR THE INFORMATION AND USE OF THOSE CHARGED WITH GOVERNANCE, AND, IF APPROPRIATE, MANAGEMENT, AND IS NOT INTENDED TO BE AND SHOULD NOT BE USED BY ANYONE OTHER THAN THESE SPECIFIED PARTIES.

BAKER TILLY ADVISORY GROUP, LP AND BAKER TILLY US, LLP, TRADING AS BAKER TILLY, ARE MEMBERS OF THE GLOBAL NETWORK OF BAKER TILLY INTERNATIONAL LTD., THE MEMBERS OF WHICH ARE SEPARATE AND INDEPENDENT LEGAL ENTITIES. BAKER TILLY US, LLP IS A LICENSED CPA FIRM THAT PROVIDES ASSURANCE SERVICES TO ITS CLIENTS. BAKER TILLY ADVISORY GROUP, LP AND ITS SUBSIDIARY ENTITIES PROVIDE TAX AND CONSULTING SERVICES TO THEIR CLIENTS AND ARE NOT LICENSED CPA FIRMS.

Responsibilities

Our responsibilities

As your independent auditor, our responsibilities include:

- Planning and performing the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement. Reasonable assurance is a high level of assurance.
- Assessing the risks of material misstatement of the financial statements, whether due to fraud or error. Included in that assessment is a consideration of the City's internal control over financial reporting.
- Performing appropriate procedures based upon our risk assessment.
- Evaluating the appropriateness of the accounting policies used and the reasonableness of significant accounting estimates made by management.
- Forming and expressing an opinion based on our audit about whether the financial statements prepared by management, with the oversight of the Common Council:
 - Are free from material misstatement
 - Present fairly, in all material respects and in accordance with accounting principles generally accepted in the United States of America
- Our audit does not relieve management or the Common Council of their responsibilities.

We are also required to communicate significant matters related to our audit that are relevant to the responsibilities of the Common Council, including:

- Internal control matters
- Qualitative aspects of the City's accounting practice including policies, accounting estimates and financial statement disclosures
- Significant unusual transactions
- Significant difficulties encountered
- Disagreements with management
- Circumstances that affect the form and content of the auditors' report
- Audit consultations outside the engagement team
- Corrected and uncorrected misstatements
- Other audit findings or issues

Audit status

Significant changes to the audit plan

There were no significant changes made to either our planned audit strategy or to the significant risks and other areas of emphasis identified during the performance of our risk assessment procedures.

Audit approach and results

Planned scope and timing

Audit focus

Based on our understanding of the City and environment in which you operate, we focused our audit on the following key areas:

- Key transaction cycles
- Areas with significant estimates
- Implementation of new accounting standards
- Areas of complexity and additional compliance requirements including TIF Districts

Our areas of audit focus were informed by, among other things, our assessment of materiality. Materiality in the context of our audit was determined based on specific qualitative and quantitative factors combined with our expectations about the City's current year results.

Key areas of focus and significant findings

Significant risks of material misstatement

A significant risk is an identified and assessed risk of material misstatement that, in the auditor's professional judgment, requires special audit consideration. Within our audit, we focused on the following areas below.

Significant risk areas	Testing approach	Conclusion
Management override of controls	Incorporate unpredictability into audit procedures, emphasize professional skepticism and utilize audit team with industry expertise	Procedures identified provided sufficient evidence for our audit opinion
Improper revenue recognition due to fraud	Confirmation or validation of certain revenues supplemented with detailed predictive analytics based on non-financial data and substantive testing of related receivables	Procedures identified provided sufficient evidence for our audit opinion
Segregation of duties	Incorporate unpredictability into audit procedures, emphasize professional skepticism and utilize audit team with industry expertise	Procedures identified provided sufficient evidence for our audit opinion

Other areas of emphasis

We also focused on other areas that did not meet the definition of a significant risk, but were determined to require specific awareness and a unique audit response.

Other areas of emphasis		
Cash and investments	Revenues and receivables	General disbursements
Payroll	Pension liabilities and assets	Long-term debt
Capital assets including infrastructure	Net position and fund balance calculations	Financial reporting and required disclosures

Internal control matters

We considered the City's internal control over financial reporting as a basis for designing our audit procedures for the purpose of expressing an opinion on the financial statements. We are not expressing an opinion on the effectiveness of the City'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 material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified.

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 combination of deficiencies in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. We identified the following deficiencies as material weaknesses:

- Inadequate segregation of duties**

A properly designed system of internal control includes adequate staffing as well as policies and procedures to properly segregate duties. This includes systems that are designed to limit the access or control of any one individual to your government's assets or accounting records, and to achieve a higher likelihood that errors or irregularities in your accounting processes would be discovered by your staff in a timely manner.

At this time, due to staffing and financial limitations, the proper internal controls are not in place to achieve adequate segregation of duties. As a result, errors, irregularities or fraud could occur as part of the financial reporting process that may not be discovered by someone in your organization. Therefore, we are reporting a material weakness related to the internal control environment.

- **Missing key controls**

There are certain controls that are not currently in place related to significant transaction cycles. As a result, there is a risk that erroneous or unauthorized transactions or misstatements could occur without the knowledge of management or the governing body. Our recommendations for strengthening controls are listed below.

Controls over utility billing

- Persons involved in the cash receipting process should be independent of other billing duties.

Controls journal entries

- Adjusting journal entries and supporting documentation should be reviewed and approved by an appropriate person who is not the original preparer.

Since the controls listed above or other compensating controls are not currently in place, errors or irregularities could occur as part of the accounting processes that might not be discovered by management or the governing body. Therefore, the absence of these controls is considered to be a material weakness.

We recommend that a designated employee review the segregation of duties, risks, and these potential controls and determine whether additional controls should be implemented. This determination should take into consideration a cost / benefit analysis.

- **Financial statement close process**

Properly designed systems of internal control provide your organization with the ability to process and record accurate monthly and year-end transactions and annual financial reports.

Our audit includes a review and evaluation of the internal controls relating to financial reporting. Common attributes of a properly designed system of internal control for financial reporting are as follows:

- There is adequate staffing to prepare financial reports throughout the year and at year-end.
- Material misstatements are identified and corrected during the normal course of duties.
- Complete and accurate financial statements, including footnotes, are prepared.
- Financial reports are independently reviewed for completeness and accuracy.

Our evaluation of the internal controls over financial reporting has identified control deficiencies that are considered to be a material weakness surrounding the preparation of financial statements and footnotes, adjusting journal entries identified by the auditors, and an independent review of financial reports.

Management has not prepared financial statements that are in conformity with generally accepted accounting principles. In addition, one material misstatement in the general ledger was identified during the financial audit

Required communications

Qualitative aspect of accounting practices

- Accounting policies: Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we have advised management about the appropriateness of accounting policies and their application. The significant accounting policies used by the City are described in Note 1 to the financial statements. As described in Note 1, the City changed accounting policies related to financial reporting for compensated absences by adopting Governmental Accounting standards Board (GASB) Statement No. 101, *Compensated Absences* in 2024. We noted no transactions entered into by the City during the year for which accounting policies are controversial or for which there is a lack of authoritative guidance or consensus or diversity in practice.
- Accounting estimates: Accounting estimates, including fair value 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, the degree of subjectivity involved in their development and because of the possibility that future events affecting them may differ significantly from those expected. The following estimates are of most significance to the financial statements:

Estimate	Management's process to determine	Baker Tilly's conclusions regarding reasonableness
Accrued compensated absences	Evaluation of hours earned and accumulated in accordance with employment policies and average wage per hour rates	Reasonable in relation to the financial statements as a whole
Net pension liability and related deferrals	Evaluation of information provided by the Wisconsin Retirement System	Reasonable in relation to the financial statements as a whole
Self-insurance claims	Historical claims analysis and report provided by a 3 rd party administrator	Reasonable in relation to the financial statements as a whole
Depreciation	Evaluate estimated useful life of the asset and original acquisition value	Reasonable in relation to the financial statements as a whole

There have been no significant changes made by management to either the processes used to develop the particularly sensitive accounting estimates, or to the significant assumptions used to develop the estimates, noted above.

- Financial statement disclosures: The disclosures in the financial statements are neutral, consistent and clear.

Significant unusual transactions

There have been no significant transactions that are outside the normal course of business for the City or that otherwise appear to be unusual due to their timing, size or nature.

Significant difficulties encountered during the audit

We encountered no significant difficulties in dealing with management and completing our audit.

Disagreements with management

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

Audit report

There have been no departures from the auditors' standard report.

Audit consultations outside the engagement team

We encountered no difficult or contentious matters for which we consulted outside of the engagement team.

Uncorrected misstatements and corrected misstatements

Professional standards require us to accumulate misstatements identified during the audit, other than those that are clearly trivial and to communicate accumulated misstatements, to management. Management is in agreement with the misstatements we have identified, and they have been corrected in the financial statements. The schedule within the attachments summarizes the uncorrected misstatements, other than those that are clearly trivial, that we presented to management and the material corrected misstatements that, in our judgment, may not have been detected except through our auditing procedures. The internal control matters section of this report describes the effects on the financial reporting process indicated by the uncorrected misstatements and corrected misstatements, other than those that we consider to be of a lesser magnitude than significant deficiencies and material weaknesses.

Other audit findings or issues

We encountered no other audit findings or issues that require communication at this time.

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 City'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 information in documents containing audited basic financial statements

Official statements (or other equivalent document which we may not read unless engaged separately)

The City's audited financial statements are "general purpose" financial statements. General purpose financial statements consist of the basic financial statements that can be used by a broad group of people for a broad range of activities. Once we have issued our audit report, we have no further obligation to update our report for events occurring subsequent to the date of our report. The City can use the audited financial statements in other client prepare documents, such as official statements related to the issuance of debt, without our acknowledgement. Unless we have been engaged to perform services in connection with any subsequent transaction requiring the inclusion of our audit report, as well as to issue an auditor's acknowledgment letter, we have neither read the document nor performed subsequent event procedures in order to determine whether or not our report remains appropriate.

Management's consultations with other accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing or accounting matters.

Written communications between management and Baker Tilly

The attachments include copies of other material written communications, including a copy of the management representation letter.

Compliance with laws and regulations

We did not identify any non-compliance with laws and regulations during our audit.

Fraud

We did not identify any known or suspected fraud during our audit.

Going concern

Pursuant to professional standards, we are required to communicate to you, when applicable, certain matters relating to our evaluation of the City's ability to continue as a going concern for a reasonable period of time but no less than 12 months from the date of the financial statements, including the effects on the financial statements and the adequacy of the related disclosures, and the effects on the auditor's report. No such matters or conditions have come to our attention during our engagement.

Independence

We are not aware of any relationships between Baker Tilly and the City that, in our professional judgment, may reasonably be thought to bear on our independence.

Related parties

We did not have any significant findings or issues arise during the audit in connection with the City's related parties.

Other matters

We applied certain limited procedures to the 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.

We were engaged to report on the supplementary information which accompanies the financial statements but is not RSI. With respect to the supplementary information, 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 of America, 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.

Nonattest services

The following nonattest services were provided by Baker Tilly:

- Financial statement preparation
- Adjusting journal entries
- CIVIC system software

In addition, we prepared GASB No. 34 conversion entries which are summarized in the "Reconciliation of the Balance Sheet of Governmental Funds to the Statement of Net Position" and the "Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Funds to the Statement of Activities" in the financial statements.

None of these nonattest services constitute an audit under generally accepted auditing standards, including *Government Auditing Standards*.

Reports to those charged with governance

Our business is to know every aspect of yours and to maintain a constant lookout for what is next. We invite you to learn about some of the trending challenges and opportunities for public sector organizations like yours and how Baker Tilly can help.

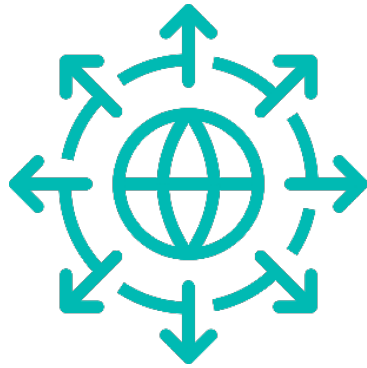
To explore more trending topics and regulatory updates, visit our resource page at <https://www.bakertilly.com/insights/audit-committee-resource-page>.



Funding evaluation and pursuit

Public sector organizations may be eligible for grants, tax credits and other financial incentives through funding opportunities such as the Inflation Reduction Act, the Clean Communities Investment Accelerator and the Infrastructure Investment and Jobs Act.

Baker Tilly can help you navigate, understand and pursue various federal and state funding sources through grant research and tracking, advising and writing, and management and compliance services.



Digital transformation

Digitizing public services can be a game changer for governments. Streamlining inefficient processes, providing digital access and delivery of services to meet public expectations, implementing technology to protect constituent data, leveraging information to make data-driven decisions and migrating outdated on-premises systems to the cloud are crucial to an entity's success.

Through these types of digital services, Baker Tilly can help you scale with future demand and be better positioned to rapidly respond to changing demands.



Cybersecurity

Public sector organizations face significant challenges from cyber threats and IT regulations. It can feel like you are on the defense keeping up with the latest risks, regulations and emerging trends. To mitigate risk, you must understand your organization's unique vulnerabilities, cybersecurity processes and controls.

Baker Tilly can help enhance your cybersecurity posture and ensure compliance, with solutions in IT compliance and security and cybersecurity and data protection to safeguard your data and navigate complex risk environments.

Management representation letter

Plymouth Utilities
900 CTH PP - P.O. Box 277
Plymouth, WI 53073-0277



Telephone: 920-893-1471
Facsimile: 920-892-2760
www.PlymouthUtilities.com
plymouthutilities@plymouthutilities.com

July 29, 2025

Baker Tilly US, LLP
4807 Innovate Ln
P.O. Box 7398
Madison, WI 53718

Dear Baker Tilly US, LLP:

We are providing this letter in connection with your audit of the financial statements of the City of Plymouth as of December 31, 2024 and for the year then ended and for the Plymouth Utilities as of December 31, 2024 and 2023 and for the years then ended for the purpose of expressing opinions as to whether the financial statements present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Plymouth (the "City") and the respective changes in financial position and cash flows, where applicable, in conformity with accounting principles generally accepted in the United States of America (GAAP). We confirm that we are responsible for the fair presentation of the previously mentioned financial statements in conformity with accounting principles generally accepted in the United States of America. We are also responsible for adopting sound accounting policies, establishing and maintaining internal control over financial reporting, and preventing and detecting fraud.

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in the light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, the following representations made to you during your audit.

Financial Statements

- 1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated November 17, 2020 (City) and October 16, 2023 (Utility).
- 2) The financial statements referred to above are fairly presented in conformity with accounting principles generally accepted in the United States of America. We have engaged you to advise us in fulfilling that responsibility. The financial statements include all properly classified funds of the City required by accounting principles generally accepted in the United States of America to be included in the financial reporting entity.
- 3) We acknowledge our responsibility 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.

- 4) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- 5) Significant assumptions we used in making accounting estimates, including those measured at fair value, if any, are reasonable in accordance with U.S. GAAP.
- 6) Related party relationships and transactions, including revenues, expenditures/expenses, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties have been appropriately accounted for and disclosed in accordance with the requirements of accounting principles generally accepted in the United States of America.
- 7) All events subsequent to the date of the financial statements and for which accounting principles generally accepted in the United States of America require adjustment or disclosure have been adjusted or disclosed. No other events, including instances of noncompliance, have occurred subsequent to the financial statement date and through the date of this letter that would require adjustment to or disclosure in the aforementioned financial statements.
- 8) All material transactions have been recorded in the accounting records and are reflected in the financial statements.
- 9) We believe the effects of the uncorrected financial statement misstatements summarized in the attached schedule are immaterial, both individually and in the aggregate, to the basic financial statements as a whole. In addition, you have recommended adjusting journal entries, and we are in agreement with those adjustments.
- 10) All known audit and bookkeeping adjustments have been included in our financial statements, and we are in agreement with those adjustments.
- 11) We are in agreement with the adjusting journal entries you have proposed, and they have been posted to the appropriate accounts.
- 12) There are no known or possible litigation, claims, and assessments whose effects should be considered when preparing the financial statements. There are no unasserted claims or assessments that our lawyer has advised us are probable of assertion and must be disclosed in accordance with accounting principles generally accepted in the United States of America.

Information Provided

- 13) We have provided you with:
 - a) Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as financial records and related data, documentation, and other matters.
 - b) Additional information that you have requested from us for the purpose of the audit.
 - c) Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
 - d) Minutes of the meetings of City Council or summaries of actions of recent meetings for which minutes have not yet been prepared.

- 14) We have not completed an assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- 15) We have no knowledge of any fraud or suspected fraud that affects the entity and involves:
 - a) Management,
 - b) Employees who have significant roles in internal control, or
 - c) Others where the fraud could have a material effect on the financial statements.
- 16) We have no knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, regulators, or others.
- 17) We have no knowledge of known instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, or abuse, whose effects should be considered when preparing financial statements.
- 18) There are no related parties or related party relationships and transactions, including side agreements, of which we are aware.

Other

- 19) There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
- 20) We have a process to track the status of audit findings and recommendations.
- 21) We have identified to you any previous financial audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
- 22) We have identified to you any investigations or legal proceedings that have been initiated with respect to the period under audit.
- 23) The City has no plans or intentions that may materially affect the carrying value or classification of assets, deferred outflows of resources, liabilities, deferred inflows of resources or fund balance or net position.
- 24) We are responsible for compliance with federal, state, and local laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits, debt contracts, and IRS arbitrage regulations; and we have identified and disclosed to you all federal, state, and local laws, regulations and provisions of contracts and grant agreements that we believe have a direct and material effect on the determination of financial statement amounts or other financial data significant to the audit objectives, including legal and contractual provisions for reporting specific activities in separate funds.
- 25) We have appropriately disclosed all information for conduit debt obligations in accordance with GASB 91.

26) There are no:

- a) Violations or possible violations of budget ordinances, federal, state, and local laws or regulations (including those pertaining to adopting, approving and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency, or for reporting on noncompliance, except those already disclosed in the financial statement, if any.
- b) Other liabilities or gain or loss contingencies that are required to be accrued or disclosed by accounting principles generally accepted in the United States of America.
- c) Nonspendable, restricted, committed, or assigned fund balances that were not properly authorized and approved.
- d) Rates being charged to customers other than the rates as authorized by the applicable authoritative body.
- e) Violations of restrictions placed on revenues as a result of bond resolution covenants such as revenue distribution or debt service funding.

27) In regards to the nonattest services performed by you listed below, we acknowledge our responsibility related to these nonattest services and have 1) accepted all management responsibility; 2) designated an individual with suitable skill, knowledge, or experience to oversee the services; 3) evaluated the adequacy and results of the services performed, and 4) accepted responsibility for the results of the services.

- a) Financial statement preparation
- b) Adjusting journal entries (including GASB 34 conversion entries)
- c) Civic Systems software

None of these nonattest services constitute an audit under generally accepted auditing standards, including *Government Auditing Standards*.

- 28) The City of Plymouth has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
- 29) The City of Plymouth has complied with all aspects of contractual agreements that would have a material effect on the financial statement in the event of noncompliance.
- 30) The financial statements include all fiduciary activities required by GASB No. 84.
- 31) The financial statements properly classify all funds and activities.
- 32) All funds that meet the quantitative criteria in GASB Statement No. 34 and No. 37 for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial statement users.
- 33) Components of net position (net investment in capital assets; restricted; and unrestricted) and components of fund balance (nonspendable, restricted, committed, assigned and unassigned) are properly classified and, if applicable, approved.

- 34) The City of Plymouth has no derivative financial instruments such as contracts that could be assigned to someone else or net settled, interest rate swaps, collars or caps.
- 35) Revenues are appropriately classified in the statement of activities within program revenues and general revenues.
- 36) Interfund, internal, and intra-entity activity and balances have been appropriately classified and reported.
- 37) Deposits and investments are properly classified, valued, and disclosed (including risk disclosures, collateralization agreements, valuation methods, and key inputs, as applicable).
- 38) Provision, when material, has been made to reduce excess or obsolete inventories to their estimated net realizable value.
- 39) Capital assets, including infrastructure and intangible assets, are properly capitalized, reported, and, if applicable, depreciated/amortized. Any known impairments have been recorded and disclosed.
- 40) Tax abatement agreements have been properly disclosed in the notes to the financial statements, including the names of all governments involved, the gross amount and specific taxes abated, and additional commitments.
- 41) Tax-exempt bonds issued have retained their tax-exempt status.
- 42) We have evaluated and identified any legally enforceable asset retirement obligations. We assume responsibility for, and agree with, the findings of specialists in measuring the asset retirement obligations. We have adequately considered the qualifications of the specialists in determining the amounts and disclosures used in the financial statements and underlying accounting records. We did not give or cause any instructions to be given to specialists with respect to the values or amounts derived in an attempt to bias their work, and we are not otherwise aware of any matters that have had impact on the independence or objectivity of the specialists.
- 43) We have appropriately disclosed the City of Plymouth's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position are available and have determined that net position were properly recognized under the policy. We have also disclosed our policy regarding which resources (that is, restricted, committed, assigned or unassigned) are considered to be spent first for expenditures for which more than one resource classification is available.
- 44) We are following our established accounting policy regarding which resources (that is, restricted, committed, assigned or unassigned) are considered to be spent first for expenditures for which more than one resource classification is available. That policy determines the fund balance classifications for financial reporting purposes.
- 45) We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.
- 46) With respect to the supplementary information, (SI):

- a) We acknowledge our responsibility for presenting the SI in accordance with accounting principles generally accepted in the United States of America, and we believe the SI, including its form and content, is fairly presented in accordance with accounting principles generally accepted in the United States of America. The methods of measurement and presentation of the SI have not changed from those used in the prior period, and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplementary information.
 - b) If the SI is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the supplementary information no later than the date we issue the supplementary information and the auditor's report thereon.
- 47) We assume responsibility for, and agree with, the information provided by the Wisconsin Retirement System as audited by the Legislative Audit Bureau relating to the net pension asset/liability and related deferred outflows and deferred inflows and have adequately considered the reasonableness of the amounts and disclosures used in the financial statements and underlying accounting records. We also assume responsibility for the census data that has been reported to the plan.
- 48) We have evaluated and considered all potential tax abatements and believe all material tax abatements have been properly reported and disclosed.
- 49) We have reviewed our long-term debt agreements and believe that all terms related to significant events of default with finance-related consequences, termination events with finance-related consequences and subjective acceleration clauses have been properly identified and disclosed.
- 50) We have implemented GASB Statement No. 101, *Compensated Absences*, and believe that all required disclosures and accounting considerations have been identified and properly classified in the financial statements in compliance with the Standard.
- 51) We are responsible for the estimation methods and assumptions used in measuring assets and liabilities reported or disclosed at fair value, including information obtained from brokers, pricing services or third parties. Our valuation methodologies have been consistently applied from period to period. The fair value measurements reported or disclosed represent our best estimate of fair value as the measurement date in accordance with the requirements of GASB 72 – *Fair Value Measurement*. In addition our disclosures related to fair value measurements are consistent with the objectives outlined in GASB 72. We have evaluated the fair value information provided to us by brokers, pricing services or other parties that has been used in the financial statements and believe this information to be reliable and consistent with the requirements.
- 52) The auditing standards define an annual report as “a document, or combination of documents, typically prepared on an annual basis by management or those charged with governance in accordance with law, regulation, or custom, the purpose of which is to provide owners (or similar stakeholders) with information on the entity’s operations and the entity’s financial results and financial position as set out in the financial statements.” Among other items, an annual report contains, accompanies, or incorporates by reference the financial statements and the auditor’s report thereon. We do not prepare an annual report.

Sincerely,

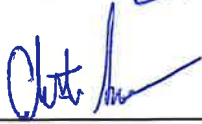
City of Plymouth

Signed:



Timothy Blakeslee, Administrator

Signed:



Christopher Russo, Finance Director

Client service team



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Accounting changes relevant to the City of Plymouth

Future accounting standards update

GASB Statement Number	Description	Potentially impacts you	Effective date
102	Certain Risk Disclosures	✓	12/31/25
103	Financial Reporting Model Improvements	✓	12/31/26
104	Disclosure of Certain Capital Assets	✓	12/31/26

Further information on upcoming [GASB pronouncements](#).

New guidance on disclosure of certain risks

The requirements in GASB Statement No. 102, *Certain Risk Disclosures* is meant to provide financial statement users with information about certain risks when circumstances make a government vulnerable to a heightened possibility of loss or harm. It requires governments to disclose essential information about risks related to vulnerabilities due to certain concentrations or constraints.

- (a) The Statement defines a concentration as a lack of diversity related to an aspect of a significant inflow or outflow of resources—for example, a small number of companies that represent a majority of employment in a government's jurisdiction, or a government that relies on one revenue source for most of its revenue.
- (b) The Statement defines a constraint as a limitation imposed on a government by an external party or by formal action of the government's highest level of decision-making authority—such as a voter-approved property tax cap or a state-imposed debt limit.

Concentrations and constraints may limit a government's ability to acquire resources or control spending.

The Statement generally requires a government to disclose information about a concentration or constraint if all of the following criteria are met:

- (a) The concentration or constraint is *known* to the government prior to issuing the financial statements.
- (b) The concentration or constraint makes the government vulnerable to the risk of a substantial impact.
- (c) An event or events associated with the concentration or constraint that could cause a substantial impact have occurred, have begun to occur, or are more likely than not to begin to occur within 12 months of the date the financial statements are issued.

The disclosures should include a description of the following:

- The concentration or constraint,
- Each event associated with the concentration or constraint that could cause a substantial impact if the event has occurred or has begun to occur prior to the issuance of the financial statements, and
- Actions taken by the government to mitigate the risk prior to the issuance of the financial statements.

Changes to the financial reporting model

GASB Statement 103, *Financial Reporting Model Improvements*, builds on Statement 34 by providing key targeted improvements to the financial reporting model. Its requirements are designed to:

- Enhance the effectiveness of governmental financial reports in providing information essential for decision making and assessing a government's accountability, and
- Address certain application issues.

The targeted improvements contained in Statement 103 establish or modify existing accounting and financial reporting requirements related to:

- Management's discussion and analysis - While the overall requirements do not substantially change management's discussion and analysis, the modifications are meant to improve the analysis included in this section and provide details about the items that should be discussed as currently known facts, decisions, or conditions expected to have a significant financial effect in the subsequent period.
- Unusual or infrequent items (previously known as extraordinary and special items) - The new Statement simplifies GASB literature by eliminating the separate presentation of extraordinary and special items. Under the requirement of Statement 103, applicable items will either be identified as unusual or infrequent, or both.
- Presentation of the proprietary fund statement of revenues, expenses, and changes in fund net position - The changes are designed to improve consistency around the classification of items in these statements by better defining what should be included in operating revenues and expenses and nonoperating revenues and expenses including, for example, the addition of subsidies received or provided as a new category of nonoperating revenues and expenses.
- Major component unit information, and Budgetary comparison information - Statement 103 is designed to improve the consistency of the reporting of major component unit information and budgetary comparison information by specifying required placement of that information.

Revisions to disclosures for certain capital assets

Governments are required to provide information on capital assets in the footnotes to the financial statements as outlined in GASB Statement No. 34. Recent standards have impacted the accounting and reporting for capital assets and as a result GASB issued Statement No. 104, Disclosure of Certain Capital Assets to provide enhanced disclosures for certain capital assets, including

- (a) Lease assets reported under Statement No. 87, intangible right-to-use assets reported under Statement No. 94 and subscription assets reported under Statement No. 96 should all be disclosed separately, and by major class of underlying asset. In addition, if there are any other intangible assets reported they should also be disclosed separately.
- (b) Capital assets that are held for sale should have the ending balance with separate disclosure for historical cost and related accumulated depreciation as well as any outstanding debt for which the asset is pledged as collateral disclosed by major class of asset. Assets held for sale are defined as those for which the government has decided to pursue the sale, and it is probable that the sale will be finalized within one year of the financial statement date.

While these changes are focused on footnote disclosures it is important to plan ahead to ensure the required information is available for implementation.

Material corrected misstatements

Description	Opinion unit	Amount
Adjust cash for deposit in transit related to advance tax collections	General Fund	\$ 645,000

The remaining misstatements that were identified and corrected by management were not material individually or in the aggregate to the financial statements taken as a whole.

Two-way audit communications

As part of our audit of your financial statements, we are providing communications to you throughout the audit process. Auditing requirements provide for two-way communication and are important in assisting the auditor and you with more information relevant to the audit.

As this past audit is concluded, we use what we have learned to begin the planning process for next year's audit. It is important that you understand the following points about the scope and timing of our next audit:

- a. We address the significant risks of material misstatement, whether due to fraud or error, through our detailed audit procedures.
- b. We will obtain an understanding of the five components of internal control sufficient to assess the risk of material misstatement of the financial statements whether due to error or fraud, and to design the nature, timing and extent of further audit procedures. We will obtain a sufficient understanding by performing risk assessment procedures to evaluate the design of controls relevant to an audit of financial statements and to determine whether they have been implemented. We will use such knowledge to:
 - Identify types of potential misstatements.
 - Consider factors that affect the risks of material misstatement.
 - Design tests of controls, when applicable, and substantive procedures.
- c. We will not express an opinion on the effectiveness of internal control over financial reporting or compliance with laws, regulations and provisions of contracts or grant programs.
- d. The concept of materiality recognizes that some matters, either individually or in the aggregate, are important for fair presentation of financial statements in conformity with generally accepted accounting principles while other matters are not important. In performing the audit, we are concerned with matters that, either individually or in the aggregate, could be material to the financial statements. Our responsibility is to plan and perform the audit to obtain reasonable assurance that material misstatements, whether caused by errors or fraud, are detected.

Our audit will be performed in accordance with auditing standards generally accepted in the United States of America.

We are very interested in your views regarding certain matters. Those matters are listed here:

- a. We typically will communicate with your top level of management unless you tell us otherwise.
- b. We understand that the governing board has the responsibility to oversee the strategic direction of your organization, as well as the overall accountability of the entity. Management has the responsibility for achieving the objectives of the entity.
- c. We need to know your views about your organization's objectives and strategies, and the related business risks that may result in material misstatements.
- d. We anticipate that the City will receive an unmodified opinion on its financial statements.
- e. Which matters do you consider warrant particular attention during the audit, and are there any areas where you request additional procedures to be undertaken?
- f. Have you had any significant communications with regulators or grantor agencies?
- g. Are there other matters that you believe are relevant to the audit of the financial statements?

Also, is there anything that we need to know about the attitudes, awareness and actions of the governing body concerning:

- a. The entity's internal control and its importance in the entity, including how those charged with governance oversee the effectiveness of internal control?
- b. The detection or the possibility of fraud?

We also need to know if you have taken actions in response to developments in financial reporting, laws, accounting standards, governance practices, or other related matters, or in response to previous communications with us.

With regard to the timing of our audit, here is some general information. We perform preliminary financial audit work during the months of October-December, and sometimes early in January. Our final financial fieldwork is scheduled during the spring to best coincide with your readiness and report deadlines. After fieldwork, we wrap up our financial audit procedures at our office and issue drafts of our report for your review. Final copies of our report and other communications are issued after approval by your staff. This is typically 6-12 weeks after final fieldwork, but may vary depending on a number of factors.

Keep in mind that while this communication may assist us with planning the scope and timing of the audit, it does not change the auditor's sole responsibility to determine the overall audit strategy and the audit plan, including the nature, timing and extent of procedures necessary to obtain sufficient appropriate audit evidence.

We realize that you may have questions on what this all means, or wish to provide other feedback. We welcome the opportunity to hear from you.

City of Plymouth

Financial Statements and
Supplementary Information

December 31, 2024

City of Plymouth

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December 31, 2024

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Independent Auditors' Report

To the City Council of
City of Plymouth

Opinions

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the City of Plymouth, Wisconsin, (the City), as of and for the year ended December 31, 2024, and the related notes to the financial statements, which collectively comprise the City'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, each major fund and the aggregate remaining fund information of the City as of December 31, 2024 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 Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City 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 City'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.

Auditors' 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 auditors' 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 City'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 City'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.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the required supplementary information, as listed in the table of contents 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 City's basic financial statements. The supplementary information as listed in the table of contents is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such 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. The 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 basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information is fairly stated in all material respects, in relation to the basic financial statements as a whole.

Baker Tilly US, LLP

Madison, Wisconsin
July 29, 2025

City of Plymouth

Management's Discussion and Analysis
Year ended December 31, 2024
(Unaudited)

This discussion and analysis of the City of Plymouth's (the City) financial information provides an overall review of financial activities for the year. The analysis generally focuses on City financial performance as a whole. A comparison to prior year data is also presented for additional analysis. This discussion and analysis should be read in conjunction with the City's financial statements, which immediately follow this section.

Financial Highlights

- The City's overall financial position, as reflected in total net position, increased \$8,548,605. Net position of governmental activities increased \$4,062,864 and net position of business-type activities increased \$4,485,741.
- In the governmental funds, total fund balances increased \$2,504,305, including an increase of \$613,578 in the general fund.
- The City retired \$4,135,000 of general obligation debt.
- The capital improvements fund has \$1,630,496 assigned for future capital improvements of the City. Expenditures of the capital improvements fund will continue to be funded with current tax levy.

Overview of the Financial Statements

The City's basic financial statements are comprised of 1) government-wide financial statements, 2) fund financial statements and 3) notes to the basic financial statements. In addition, other information supplementary to the basic financial statements is provided.

Government-Wide Financial Statements

- The government-wide financial statements are the statement of net position and statement of activities. These statements are designed to provide readers with a broad overview of the City's finances in a manner similar to private-sector business. Both statements distinguish functions that are supported principally by property taxes and intergovernmental revenues, called governmental activities, from functions that are intended to recover all or a significant portion of costs through user fees and charges called business-type activities.
- The statement of net position presents information on all of the City's assets, deferred outflow of resources, liabilities and deferred 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 City is improving or deteriorating.
- The statement of activities presents information showing how the City's net position changed during the year. This statement reports the cost of government functions and how those functions were financed for the year.
- The government-wide financial statements are shown on pages 1 to 3 of this report.

Fund Financial Statements

- The City also produces 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 City, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance related legal requirements. Fund statements generally report operations in more detail than the government-wide statements and provide information that may be useful in evaluating the City's near-term financing requirements.

City of Plymouth

Management's Discussion and Analysis
Year ended December 31, 2024
(Unaudited)

- There are two fund financial statements, the balance sheet and the statement of revenues, expenditures and changes in fund balances. Generally, fund statements focus on near-term inflows and outflows of spendable resources and their impact on fund balances.
- Because the focus of fund financial statements is narrower than that of the government-wide financial statements it is useful to make comparisons between the information presented. By doing so, readers may better understand the long-term impact of the government's near-term financial decisions. A reconciliation to facilitate this comparison is provided on separate statements.
- The City has three kinds of funds: governmental, proprietary and fiduciary. Governmental funds include the City's nine permanent funds (general, debt service, committed, revolving loan, USDA revolving loan, garbage and recycling, housing grant, American Rescue Plan Act, and the water and sewer lateral. In the current year, the City has five capital project funds, including four TIF Districts. The City's proprietary funds consist of enterprise funds (the Plymouth Utilities) and internal service funds (health care and risk management). The City's only fiduciary fund is the custodial tax collection fund.
- Financial information is presented separately on both the balance sheet and the statement of revenues, expenditures and changes in fund balances for the general, debt service, TIF District #4 and capital improvements funds as these funds are considered to be major funds. Data for the remaining funds are combined into a single, aggregate column. Data for each of the individual nonmajor funds is provided separately as supplementary information. The governmental fund financial statements are shown on pages 4 to 9 of this report.
- The proprietary fund statements for the enterprise funds and internal service funds are prepared on the same basis of accounting and measurement focus as the government-wide financial statements. In addition, the City provides a statement of cash flows for the proprietary funds. The internal service funds have been allocated between the governmental activities and business-type activities in the government-wide financial statements. The proprietary fund financial statements are shown on pages 10 to 14 of this report.
- The City serves as the trustee, or fiduciary, for assets that belong to other governments including State, County, School District and Vocational School tax collections. The City is responsible for ensuring that the assets reported in this fund are used only for their intended purposes and by those to whom the assets belong. The City excludes the activities from the government-wide financial statements because it cannot use these assets to finance its operations. The fiduciary fund financial statements are presented on pages 15 and 16.
- The City adopts an annual appropriated budget for the general fund. A budgetary comparison schedule has been provided to demonstrate budget compliance. The budgetary comparison schedule is on page 52.

Notes to the Basic Financial Statements

The notes to the basic financial statements provide additional information that is essential to the 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 17 to 51 of this report.

City of Plymouth

Management's Discussion and Analysis
Year ended December 31, 2024
(Unaudited)

Major Features of the Government-Wide and Fund Financial Statements

The major features of the City's financial statements, including the portion of the activities reported and the type of information contained, is shown in the following table.

	Government-Wide Statements	Fund Financial Statements		
		Governmental Funds	Proprietary Funds	Fiduciary Funds
Scope	Entire City (except fiduciary funds)	The activities of the City that are not proprietary or fiduciary, such as public safety, public works and culture, recreation and education	Proprietary funds consist of enterprise funds (the Plymouth Utilities) and internal service funds (health care and risk management)	Instances in which the City administers resources on behalf of someone else, such as State, County and School tax collections
Required financial statements	Statement of net position Statement of activities	Balance sheet Statement of revenues, expenditures and changes in fund balances	Statement of net position Statement of revenues, expenses and changes in net position Statement of cash flows	Statement of fiduciary net position Statement of changes in fiduciary net position
Basis of accounting and measurement focus	Accrual accounting and economic resources focus	Modified accrual accounting and current financial resources focus	Accrual accounting and economic resources focus	Accrual accounting and economic resources focus
Type of asset and liability information	All assets and liabilities, both financial and capital, short-term and long-term	Generally assets expected to be used up and liabilities that come due during the year or soon thereafter; no capital assets or long-term liabilities included	All assets and liabilities, both financial and capital; short-term and long-term	All assets and liabilities, both financial and capital; short-term and long-term; the City's funds do not currently contain any capital assets, although they can
Type of inflow and outflow information	All revenues and expenses during the year, regardless of when cash is received or paid	Revenues for which cash is received during or soon after the end of the year; expenditures when goods or services have been received and the related liability is due and payable	All revenues and expenses during the year, regardless of when cash is received or paid	All additions or deductions during the year, regardless of when cash is received or paid

City of Plymouth

Management's Discussion and Analysis
Year ended December 31, 2024
(Unaudited)

Financial Analysis

The City as a Whole

Net Position. Table 1, below, provides a summary of the City's net position for the year ended December 31, 2024 compared to 2023.

Table 1
City of Plymouth Condensed Statement of Net Position
December 31, 2024 and 2023

	Governmental Activities		Business-Type Activities		Totals	
	2024	2023	2024	2023	2024	2023
Current and Other Assets	\$ 22,237,612	\$ 20,087,695	\$ 40,765,477	\$ 41,674,665	\$ 63,003,089	\$ 61,762,360
Capital Assets	21,895,730	22,312,769	73,470,403	69,269,620	95,366,133	91,582,389
Total assets	44,133,342	42,400,464	114,235,880	110,944,285	158,369,222	153,344,749
Total deferred outflows of resources	2,641,716	3,979,748	1,634,433	2,389,104	4,276,149	6,368,852
Long-Term Liabilities	2,844,451	5,289,855	10,988,711	12,654,231	13,833,162	17,944,086
Other Liabilities	793,374	1,199,655	2,462,411	2,385,424	3,255,785	3,585,079
Total liabilities	3,637,825	6,489,510	13,451,122	15,039,655	17,088,947	21,529,165
Total deferred inflows of resources	9,787,406	10,603,739	987,680	1,347,964	10,775,086	11,951,703
Net Position						
Net investment in capital assets	19,518,947	18,256,989	70,848,975	64,147,415	90,367,922	82,404,404
Restricted	3,948,256	2,146,989	-	-	3,948,256	2,146,989
Unrestricted	9,882,624	8,882,985	30,582,536	32,798,355	40,465,160	41,681,340
Total net position	\$ 33,349,827	\$ 29,286,963	\$ 101,431,511	\$ 96,945,770	\$ 134,781,338	\$ 126,232,733

- Long-Term liabilities decreased as there was no new debt during 2024.

City of Plymouth

Management's Discussion and Analysis
Year ended December 31, 2024
(Unaudited)

Change in Net Position. Table 2 shows the change in net position for the years ended December 31, 2024 and 2023.

Table 2
City of Plymouth Change in Net Position
Years ended December 31, 2024 and 2023

	Governmental Activities		Business-Type Activities		Totals	
	2024	2023	2024	2023	2024	2023
Revenues						
Program revenues						
Charges for services	\$ 1,208,085	\$ 1,115,736	\$ 30,090,969	\$ 30,743,905	\$ 31,299,054	\$ 31,859,641
Operating grants and contributions	661,276	742,859	-	-	661,276	742,859
Capital grants and contributions	-	-	47,580	130,083	47,580	130,083
General revenues						
Property taxes	7,919,604	7,508,433	-	-	7,919,604	7,508,433
Other taxes	295,894	307,836	-	-	295,894	307,836
Intergovernmental	2,148,023	1,442,588	-	-	2,148,023	1,442,588
Investment income	797,041	668,935	2,007,804	1,979,717	2,804,845	2,648,652
Other	209,121	160,901	4,088	2,003	213,209	162,904
Total revenues	13,239,044	11,947,288	32,150,441	32,855,708	45,389,485	44,802,996
Expenses						
General government	1,078,455	1,372,718	-	-	1,078,455	1,372,718
Public safety	3,134,668	2,946,097	-	-	3,134,668	2,946,097
Public works	3,302,211	2,326,716	-	-	3,302,211	2,326,716
Health and human services	207,438	177,699	-	-	207,438	177,699
Culture, education and recreation	1,688,862	1,352,388	-	-	1,688,862	1,352,388
Conservation and development	345,161	895,916	-	-	345,161	895,916
Interest and fiscal charges	70,945	146,928	-	-	70,945	146,928
Plymouth Utilities	-	-	27,013,140	28,410,074	27,013,140	28,410,074
Total expenses	9,827,740	9,218,462	27,013,140	28,410,074	36,840,880	37,628,536
Change in net position before transfers	3,411,304	2,728,826	5,137,301	4,445,634	8,548,605	7,174,460
Transfers	651,560	248,233	(651,560)	(248,233)	-	-
Change in net position	4,062,864	2,977,059	4,485,741	4,197,401	8,548,605	7,174,460
Net position, January 1	29,286,963	26,309,904	96,945,770	92,748,369	126,232,733	119,058,273
Net position, December 31	\$ 33,349,827	\$ 29,286,963	\$ 101,431,511	\$ 96,945,770	\$ 134,781,338	\$ 126,232,733

- Program revenues totaled \$1,869,361 for governmental activities and \$30,138,549 for business-type activities. In total, program revenues decreased by \$724,673 compared to 2023, due to a decrease in the utility charges for services.
- General revenues totaled \$11,369,683 for governmental activities and \$2,011,892 for business-type activities. In total, general revenues increased \$1,311,162 compared to 2023, due mainly to an increase in investment income.

City of Plymouth

Management's Discussion and Analysis
Year ended December 31, 2024
(Unaudited)

Governmental Activities

Net Cost of Governmental Activities. Table 3 reports the cost of seven major City activities for the years ended December 31, 2024 and 2023. The table also shows each activity's net cost (total cost less fees generated by the activities and grants and contributions provided for specific programs). The net cost shows the financial burden that was placed on the City's taxpayers by each of these functions.

Table 3
Net Cost of Governmental Activities
Years ended December 31, 2024 and 2023

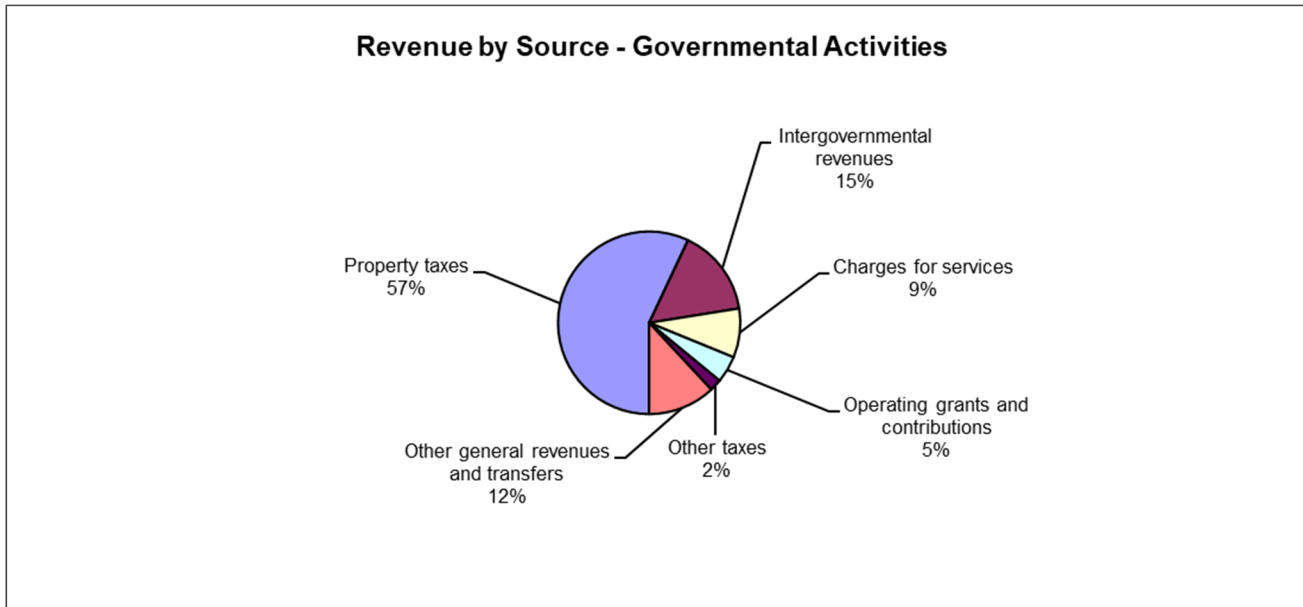
	Total Cost of Services		Net Cost of Services	
	2024	2023	2024	2023
General government	\$ 1,078,455	\$ 1,372,718	\$ 720,905	\$ 339,341
Public safety	3,134,668	2,946,097	2,724,094	2,565,066
Public works	3,302,211	2,326,716	2,698,407	2,300,499
Health and human services	207,438	177,699	207,438	179,533
Culture, education and recreation	1,688,862	1,352,388	1,218,975	868,985
Conservation and development	345,161	895,916	317,615	380,449
Interest and fiscal charges	70,945	146,928	70,945	199,041
Total	<u>\$ 9,827,740</u>	<u>\$ 9,218,462</u>	<u>\$ 7,958,379</u>	<u>\$ 6,832,914</u>

- The total cost of all governmental activities for the year was \$9,827,740, an increase of \$609,278 compared to 2023.
- Individuals, other governments and others who directly participated in or benefited from a program paid \$1,208,085 of the costs.
- Governmental and other operating grants and contributions accounted for \$661,276 of the costs.
- The net cost of governmental activities were financed with general revenues and transfers, which consists of property taxes, other taxes, intergovernmental revenues, donations, investment income (loss), miscellaneous items and a transfer from the business-type activities.

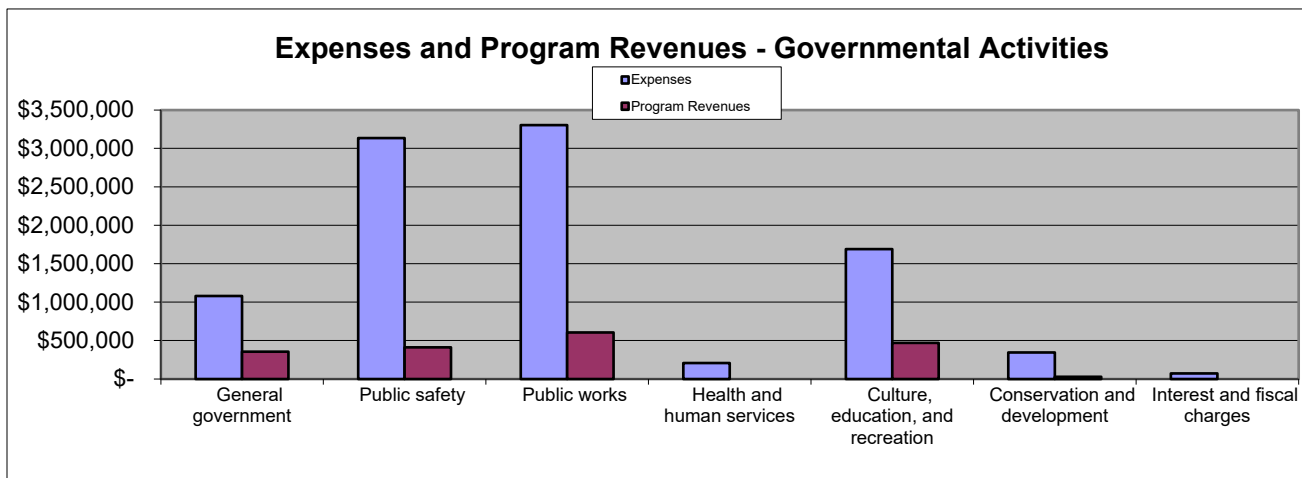
City of Plymouth

Management's Discussion and Analysis
Year ended December 31, 2024
(Unaudited)

- Property taxes and intergovernmental revenues and account for the greatest portion of revenues for the City as illustrated below.



- Expenses and program revenues by major function are illustrated below.



City of Plymouth

Management's Discussion and Analysis
Year ended December 31, 2024
(Unaudited)

Business-Type Activities

Revenues for the City's business-type activities (Plymouth Utilities) are comprised of charges for services, capital grants and contributions and investment income. (See Table 2)

- The Utilities revenues exceeded expenses by \$4,485,741 an increase of \$288,340 compared to 2023.
- Charges for services, which are amounts paid by individuals and others for electric, water and sewage service, totaled \$30,090,969 for 2024, a decrease of \$652,936 compared to 2023. A portion of this decrease related to a decrease in usage and cost of power in the electric utility.
- Capital grants and contributions from customers and developers totaled \$47,580, a decrease of \$82,503, compared to 2023.

Governmental Funds

The City completed the year with a total governmental fund balance of \$11,655,990, which was \$2,504,305 more than last year's ending fund balance of \$9,151,685.

- The general fund had an increase in fund balance of \$613,578.
- The debt service fund had a decrease in fund balance of \$511.
- The TIF District #4 fund had an increase in fund balance of \$1,777,093, due to limited expenditures.
- The capital improvements fund had a decrease in fund balance of \$183,009, due to capital outlay expenditures

General Fund Budgetary Highlights

Consistent with current state statutes and regulations the Common Council adopts a general fund budget. Generally, the budget is not significantly modified during the year. The general fund had a favorable budget variance of \$613,578 for the year. The general fund budgetary comparison schedule is shown on page 52 of this report.

Capital Asset and Debt Administration

Capital Assets

As of December 31, 2024, the City had invested over \$198 million in a broad range of capital assets, including land, land improvements, buildings, infrastructure, utility transmission and distribution systems and machinery and equipment. (See Table 4) Additional information about capital assets can be found in Note 4. Accumulated depreciation on these assets totaled \$49,889,435 for governmental activities and \$53,724,210 for business-type activities.

- Major capital asset additions for the year include public works, equipment/vehicles, and utility system improvements.

City of Plymouth

Management's Discussion and Analysis
Year ended December 31, 2024
(Unaudited)

Table 4
Capital Assets
December 31, 2024 and 2023

	Governmental Activities		Business-Type Activities		Totals	
	2024	2023	2024	2023	2024	2023
Land	\$ 1,931,402	\$ 1,931,402	\$ 1,499,338	\$ 1,499,338	\$ 3,430,740	\$ 3,430,740
Land improvements	3,463,364	3,486,479	-	-	3,463,364	3,486,479
Buildings	8,192,303	8,122,618	-	-	8,192,303	8,122,618
Infrastructure	50,867,033	50,268,757	-	-	50,867,033	50,268,757
Utility plant	-	-	120,528,555	117,260,662	120,528,555	117,260,662
Machinery and equipment	7,105,697	6,787,757	-	-	7,105,697	6,787,757
Construction in progress	225,366	41,894	5,166,720	1,417,361	5,392,086	1,459,255
	<u>71,785,165</u>	<u>70,638,907</u>	<u>127,194,613</u>	<u>120,177,361</u>	<u>198,979,778</u>	<u>190,816,268</u>
Accumulated depreciation	(49,889,435)	(48,326,138)	(53,724,210)	(50,907,741)	(103,613,645)	(99,233,879)
Total	<u>\$ 21,895,730</u>	<u>\$ 22,312,769</u>	<u>\$ 73,470,403</u>	<u>\$ 69,269,620</u>	<u>\$ 95,366,133</u>	<u>\$ 91,582,389</u>

Long-Term Obligations

At year end, the City had \$4,835,000 in general obligation debt and promissory notes outstanding - a decrease of \$4,135,000 from last year. Additional information about the City's long-term obligations is presented in Note 4 to the financial statements.

Table 5
City of Plymouth's Outstanding Debt
General Obligation, Revenue Bonds, and Promissory Notes

	Governmental Activities		Business-type Activities		Totals	
	2024	2023	2024	2023	2024	2023
General obligation debt	\$ 2,295,000	\$ 3,945,000	\$ 2,415,000	\$ 4,870,000	\$ 4,710,000	\$ 8,815,000
Promissory notes	-	-	125,000	155,000	125,000	155,000
Total	<u>\$ 2,295,000</u>	<u>\$ 3,945,000</u>	<u>\$ 2,540,000</u>	<u>\$ 5,025,000</u>	<u>\$ 4,835,000</u>	<u>\$ 8,970,000</u>

City of Plymouth

Management's Discussion and Analysis
Year ended December 31, 2024
(Unaudited)

Factors Bearing on the City's Future

Currently known circumstances that will impact the City's financial status in the future are:

- The federal government passed the American Rescue Plan Act on March 11, 2022 to respond to the COVID-19 public health emergency and its negative economic impacts. Amounts were appropriated for fiscal year 2022 to units of local government to mitigate the fiscal effects stemming from the public health emergency. The City's estimated award is \$900,000, which will be used to combat the negative effects of the public health emergency in the local economy. The City received 50% of the funds in 2021, with the remaining received during 2022. The funds are to cover costs designated by December 31, 2024. As of December 31, 2024, all of these funds have been spent.

Contacting the City's Financial Management

This financial report is designed to provide our citizens, taxpayers, customers and creditors with a general overview of the City's finances and to demonstrate the City's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the City Administrator/Utilities Manager or Finance Director, City of Plymouth, P.O. Box 107, Plymouth, Wisconsin 53073.

City of Plymouth

Statement of Net Position

December 31, 2024

	Governmental Activities	Business- Type Activities	Total
Assets and Deferred Outflows of Resources			
Assets			
Cash and investments	\$ 13,264,546	\$ 24,469,379	\$ 37,733,925
Receivables:			
Taxes	8,234,044	-	8,234,044
Delinquent personal property taxes	31,528	-	31,528
Delinquent special assessments	3,998	-	3,998
Accounts	82,484	2,203,095	2,285,579
Accrued interest	37,550	225,602	263,152
Loans	1,375,130	-	1,375,130
Due from other governmental units	53,364	-	53,364
Internal balances	(1,921,350)	1,921,350	-
Prepayments	106,523	368	106,891
Inventory	-	2,687,769	2,687,769
Replacement account - restricted	-	1,199,951	1,199,951
Investment in American Transmission Company	-	8,057,963	8,057,963
Land held for resale	969,795	-	969,795
Capital assets:			
Land	1,931,402	1,499,338	3,430,740
Construction in progress	225,366	5,166,720	5,392,086
Capital assets, net of depreciation	19,738,962	66,804,345	86,543,307
Total assets	44,133,342	114,235,880	158,369,222
Deferred Outflows of Resources			
Deferred outflows related to pension	2,641,716	1,625,269	4,266,985
Unamortized loss on advance refunding	-	9,164	9,164
Total deferred outflows of resources	2,641,716	1,634,433	4,276,149
Liabilities, Deferred inflows of Resources and Net Position			
Liabilities			
Accounts payable	402,447	2,179,746	2,582,193
Accrued liabilities	317,505	80,216	397,721
Due to other governmental units	28,847	-	28,847
Deposits	42,781	115,164	157,945
Unearned revenues	1,794	-	1,794
Other current liabilities	-	87,285	87,285
Noncurrent liabilities:			
Due within one year	655,172	830,000	1,485,172
Due in more than one year	1,882,840	9,989,446	11,872,286
Net pension liability	306,439	169,265	475,704
Total liabilities	3,637,825	13,451,122	17,088,947
Deferred Inflows of Resources			
Deferred inflows related to pension	1,554,756	987,680	2,542,436
Property tax levied for next period	8,232,650	-	8,232,650
Total deferred inflows of resources	9,787,406	987,680	10,775,086

See notes to financial statements

City of Plymouth

Statement of Net Position
December 31, 2024

	Governmental Activities	Business- Type Activities	Total
Net Position			
Net investment in capital assets	\$ 19,518,947	\$ 70,848,975	\$ 90,367,922
Restricted for:			
TIF activities	2,905,200	-	2,905,200
Loan programs	1,043,056	-	1,043,056
Unrestricted	<u>9,882,624</u>	<u>30,582,536</u>	<u>40,465,160</u>
Total net position	<u>\$ 33,349,827</u>	<u>\$101,431,511</u>	<u>\$134,781,338</u>

See notes to financial statements

City of Plymouth

Statement of Activities -
Year Ended December 31, 2024

Functions/Programs	Expenses	Program Revenues			Net (Expenses) Revenues and Changes in Net Position		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-Type Activities	Total
Governmental activities:							
General government	\$ 1,078,455	\$ 357,550	\$ -	\$ -	\$ (720,905)	\$ -	\$ (720,905)
Public safety	3,134,668	182,670	227,904	-	(2,724,094)	-	(2,724,094)
Public works	3,302,211	415,305	188,499	-	(2,698,407)	-	(2,698,407)
Health and human services	207,438	-	-	-	(207,438)	-	(207,438)
Culture, education and recreation	1,688,862	225,014	244,873	-	(1,218,975)	-	(1,218,975)
Conservation and development	345,161	27,546	-	-	(317,615)	-	(317,615)
Interest and fiscal charges	70,945	-	-	-	(70,945)	-	(70,945)
Total governmental activities	9,827,740	1,208,085	661,276	-	(7,958,379)	-	(7,958,379)
Business-type activities:							
Electric	23,291,514	24,539,961	-	47,580	-	1,296,027	1,296,027
Water	1,658,105	2,521,600	-	-	-	863,495	863,495
Sewage	2,063,521	3,029,408	-	-	-	965,887	965,887
Total business-type activities	27,013,140	30,090,969	-	47,580	-	3,125,409	3,125,409
Total	\$ 36,840,880	\$ 31,299,054	\$ 661,276	\$ 47,580	(7,958,379)	3,125,409	(4,832,970)
General Revenues							
Taxes:							
Property taxes, levied for general purposes					4,772,305	-	4,772,305
Property taxes, levied for TIF districts					3,147,299	-	3,147,299
Other taxes					295,894	-	295,894
Intergovernmental revenues not restricted to specific programs					2,148,023	-	2,148,023
Donations					70,477	-	70,477
Investment income					797,041	2,007,804	2,804,845
Miscellaneous					138,644	4,088	142,732
Total general revenues					11,369,683	2,011,892	13,381,575
Transfers					651,560	(651,560)	-
Change in net position					4,062,864	4,485,741	8,548,605
Net Position, Beginning					29,286,963	96,945,770	126,232,733
Net Position, Ending					\$ 33,349,827	\$ 101,431,511	\$ 134,781,338

See notes to financial statements

City of Plymouth

Balance Sheet -
Governmental Funds
December 31, 2024

	<u>General</u>	<u>Debt Service</u>	<u>TIF District #4</u>	<u>Capital Improvements</u>
Assets				
Cash and investments	\$ 3,634,521	\$ 4,405	\$ 1,930,131	\$ 1,720,816
Receivables:				
Taxes	4,749,860	-	2,536,475	-
Delinquent personal property taxes	31,528	-	-	-
Delinquent special assessments	-	-	-	-
Accounts	55,969	-	-	-
Accrued interest	18,769	-	5,274	-
Loans	-	-	-	-
Due from other governments	48,808	-	-	-
Due from other funds	651,560	-	-	-
Prepayments	106,523	-	-	-
Advances to other funds	79,941	-	-	-
Land held for resale	-	-	969,795	-
	<u>9,377,479</u>	<u>4,405</u>	<u>5,441,675</u>	<u>1,720,816</u>
Total assets	<u>\$ 9,377,479</u>	<u>\$ 4,405</u>	<u>\$ 5,441,675</u>	<u>\$ 1,720,816</u>
Liabilities, Deferred Inflows of Resources and Fund Balances				
Liabilities				
Accounts payable	\$ 122,519	\$ -	\$ -	\$ 90,320
Accrued liabilities	307,531	-	-	-
Deposits	42,781	-	-	-
Due to other governments	28,847	-	-	-
Unearned revenues	1,794	-	-	-
Due to other funds	-	-	-	-
Advances from other funds	73,943	-	-	-
	<u>577,415</u>	<u>-</u>	<u>-</u>	<u>90,320</u>
Total liabilities	<u>577,415</u>	<u>-</u>	<u>-</u>	<u>90,320</u>
Deferred Inflows of Resources				
Unearned revenues	<u>4,748,466</u>	<u>-</u>	<u>2,536,475</u>	<u>-</u>
	<u>4,748,466</u>	<u>-</u>	<u>2,536,475</u>	<u>-</u>
Total deferred inflows of resources	<u>4,748,466</u>	<u>-</u>	<u>2,536,475</u>	<u>-</u>
Fund Balances (Deficit)				
Nonspendable	217,992	-	-	-
Restricted	-	4,405	2,905,200	-
Committed	-	-	-	-
Assigned	651,560	-	-	1,630,496
Unassigned (deficit)	<u>3,182,046</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total fund balances (deficit)	<u>4,051,598</u>	<u>4,405</u>	<u>2,905,200</u>	<u>1,630,496</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 9,377,479</u>	<u>\$ 4,405</u>	<u>\$ 5,441,675</u>	<u>\$ 1,720,816</u>

See notes to financial statements

Nonmajor Governmental Funds	Total
\$ 2,635,131	\$ 9,925,004
947,709	8,234,044
-	31,528
3,998	3,998
156	56,125
5,271	29,314
1,375,130	1,375,130
4,556	53,364
-	651,560
-	106,523
660,000	739,941
-	969,795
<u>\$ 5,631,951</u>	<u>\$ 22,176,326</u>

\$ 55,343	\$ 268,182
-	307,531
-	42,781
-	28,847
-	1,794
9,000	9,000
<u>1,555,608</u>	<u>1,629,551</u>
<u>1,619,951</u>	<u>2,287,686</u>

<u>947,709</u>	<u>8,232,650</u>
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<u>947,709</u>	<u>8,232,650</u>
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3,998	221,990
1,043,056	3,952,661
3,520,756	3,520,756
-	2,282,056
<u>(1,503,519)</u>	<u>1,678,527</u>

<u>3,064,291</u>	<u>11,655,990</u>
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<u>\$ 5,631,951</u>	<u>\$ 22,176,326</u>
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See notes to financial statements

City of Plymouth

Reconciliation of the Balance Sheet of Governmental Funds to the Statement of Net Position December 31, 2024

Total Fund Balances, Governmental Funds	\$ 11,655,990
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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. See Note 2.	21,895,730
The net pension liability does not relate to current financial resources and is not reported in the governmental funds.	(306,439)
Deferred outflows of resources related to pensions do not relate to current financial resources and are not reported in the governmental funds.	2,641,716
Deferred inflows of resources related to pensions do not relate to current financial resources and are not reported in the governmental funds.	(1,554,756)
Internal service funds are reported in the statement of net position as governmental activities.	1,565,572
Some liabilities, including long-term debt, are not due and payable in the current period and, therefore, are not reported in the funds.	
Bonds and notes payable	(2,295,000)
Compensated absences	(161,229)
Accrued interest	(9,974)
Unamortized premium on debt	(81,783)

Net Position of Governmental Activities	<u>\$ 33,349,827</u>
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City of Plymouth

Statement of Revenues, Expenditures and Changes in Fund Balances -
Governmental Funds
Year Ended December 31, 2024

	<u>General</u>	<u>Debt Service</u>	<u>TIF District #4</u>	<u>Capital Improvements</u>
Revenues				
Taxes	\$ 4,896,466	\$ -	\$ 2,620,741	\$ -
Intergovernmental	1,774,559	-	69,271	142,267
Licenses and permits	214,887	-	-	-
Fines, forfeitures and penalties	118,194	-	-	-
Public charges for services	315,852	-	-	-
Intergovernmental charges for services	160,820	-	-	13,880
Investment income	414,973	-	127,271	-
Miscellaneous revenues	8,065	-	-	235
	<u>7,903,816</u>	<u>-</u>	<u>2,817,283</u>	<u>156,382</u>
Total revenues				
Expenditures				
Current:				
General government	917,629	-	51,507	-
Public safety	2,753,950	-	-	-
Public works	1,103,089	-	-	-
Health and human services	207,575	-	-	-
Culture, recreation and education	1,307,943	-	-	-
Conservation and development	107,707	-	150	-
Capital outlay	-	-	-	1,380,980
Debt service:				
Principal	-	466,000	944,000	-
Interest and fiscal charges	-	21,471	44,533	-
	<u>6,397,893</u>	<u>487,471</u>	<u>1,040,190</u>	<u>1,380,980</u>
Total expenditures				
Excess (deficiency) of revenues over expenditures	<u>1,505,923</u>	<u>(487,471)</u>	<u>1,777,093</u>	<u>(1,224,598)</u>
Other Financing Sources (Uses)				
Transfers out	(1,576,717)	-	-	-
Sale of property	23,262	-	-	18,832
Transfers in	661,110	486,960	-	1,022,757
	<u>(892,345)</u>	<u>486,960</u>	<u>-</u>	<u>1,041,589</u>
Total other financing sources (uses)				
Net change in fund balances	613,578	(511)	1,777,093	(183,009)
Fund Balances, Beginning	<u>3,438,020</u>	<u>4,916</u>	<u>1,128,107</u>	<u>1,813,505</u>
Fund Balances, Ending	<u>\$ 4,051,598</u>	<u>\$ 4,405</u>	<u>\$ 2,905,200</u>	<u>\$ 1,630,496</u>

See notes to financial statements

Nonmajor Governmental Funds	Total
\$ 698,291	\$ 8,215,498
662,382	2,648,479
-	214,887
-	118,194
414,528	730,380
-	174,700
123,659	665,903
86,706	95,006
<u>1,985,566</u>	<u>12,863,047</u>
81,979	1,051,115
35,484	2,789,434
497,595	1,600,684
-	207,575
50,331	1,358,274
203,875	311,732
594,410	1,975,390
240,000	1,650,000
42,188	108,192
<u>1,745,862</u>	<u>11,052,396</u>
<u>239,704</u>	<u>1,810,651</u>
(9,550)	(1,586,267)
-	42,094
<u>67,000</u>	<u>2,237,827</u>
<u>57,450</u>	<u>693,654</u>
297,154	2,504,305
<u>2,767,137</u>	<u>9,151,685</u>
<u>\$ 3,064,291</u>	<u>\$ 11,655,990</u>

See notes to financial statements

City of Plymouth

Reconciliation of the Statement of Revenues, Expenditures
and Changes in Fund Balances of Governmental Funds
to the Statement of Activities
Year Ended December 31, 2024

Net Change in Fund Balances, Total Governmental Funds	\$ 2,504,305
--	---------------------

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 Net Position the cost of these assets is capitalized and they are depreciated over their estimated useful lives and reported as depreciation expense in the Statement of Activities.

Capital outlay is reported as an expenditure in the fund financial statements but is capitalized in the government-wide financial statements	1,975,390
Some items are reported as capital outlay but not capitalized	(633,649)
Depreciation is reported in the government-wide financial statements	(1,680,677)
Net book value of assets retired	(78,103)

Debt issued provides 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.

Principal repaid	1,650,000
------------------	-----------

Governmental funds report debt premiums and discounts as other financing sources (uses) or financing sources or uses. However, in the Statement of Net Position, these are reported as additions to or deductions from long-term debt. These are allocated over the period the debt is outstanding in the Statement of Activities and are reported as interest expense.

Amortization of premium	28,997
-------------------------	--------

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.

Compensated absences	4,962
Accrued interest on debt	8,251
Net pension liability	761,445
Deferred outflows of resources related to pensions	652,226
Deferred inflows of resources related to pensions	(1,338,032)

Internal service funds are used by management to charge insurance costs to individual funds. The change in net position of the internal service fund reported with governmental activities

207,749

Change in Net Position of Governmental Activities	<u>\$ 4,062,864</u>
--	----------------------------

City of Plymouth

Statement of Net Position -
Proprietary Fund
December 31, 2024

	<u>Plymouth Utilities</u>	<u>Governmental Activities - Internal Service Funds</u>
Assets		
Current assets:		
Cash and investments	\$ 24,469,379	\$ 3,339,542
Interest receivable	225,602	8,236
Customer accounts receivable	2,115,895	26,359
Other accounts receivable	87,200	-
Inventory	2,687,769	-
Prepayments	368	-
Due from municipality	9,000	-
	<u>29,595,213</u>	<u>3,374,137</u>
Total current assets		
Noncurrent assets:		
Capital assets:		
Electric plant	65,342,480	-
Water plant	27,070,098	-
Sewage plant	29,615,315	-
Construction work in progress	5,166,720	-
Less accumulated depreciation	(53,724,210)	-
Other assets:		
Replacement account - restricted	1,199,951	-
Advance to municipality	73,943	-
Advance to TIF's	815,667	-
Investment in American Transmission Company	8,057,963	-
	<u>83,617,927</u>	<u>-</u>
Total noncurrent assets		
Total assets	<u>113,213,140</u>	<u>3,374,137</u>
Deferred Outflows of Resources		
Unamortized loss on advanced refunding	9,164	-
Deferred outflows related to pension	1,625,269	-
	<u>1,634,433</u>	<u>-</u>
Total deferred outflows of resources		

See notes to financial statements

City of Plymouth

Statement of Net Position -
Proprietary Fund
December 31, 2024

	<u>Plymouth Utilities</u>	<u>Governmental Activities - Internal Service Funds</u>
Liabilities		
Current liabilities:		
Accounts payable	\$ 2,179,746	\$ 134,265
Due to municipality	651,560	-
Customer deposits	115,164	-
Accrued interest	9,802	-
Accrued vacation leave	70,414	-
Other current liabilities	55,502	-
Commitment to community	31,783	-
Current portion of general obligation bonds payable	800,000	-
Current portion of promissory notes	30,000	-
	<u>3,943,971</u>	<u>134,265</u>
Total current liabilities		
Noncurrent liabilities:		
Long-term debt:		
General obligation bonds payable	1,615,000	-
Accrued sick leave	143,312	-
Promissory notes	95,000	-
Unamortized premium on debt	90,592	-
Customer advances for construction	8,045,542	-
Net pension liability	169,265	-
	<u>10,158,711</u>	<u>-</u>
Total noncurrent liabilities		
Total liabilities	<u>14,102,682</u>	<u>134,265</u>
Deferred Inflows of Resources		
Deferred inflows related to pension	<u>987,680</u>	<u>-</u>
Total deferred inflows of resources	<u>987,680</u>	<u>-</u>
Net Position		
Net investment in capital assets	70,848,975	-
Unrestricted	<u>28,908,236</u>	<u>3,239,872</u>
Total net position	99,757,211	<u>\$ 3,239,872</u>
Adjustments to reflect the consolidation of internal service funds activities related to enterprise funds.	<u>1,674,300</u>	
Net position business-type activities	<u>\$ 101,431,511</u>	

See notes to financial statements

City of Plymouth

Statement of Revenues, Expenses and Changes in Net Position -
Proprietary Fund
Year Ended December 31, 2024

	Plymouth Utilities	Governmental Activities - Internal Service Funds
Operating Revenues		
Electric	\$ 24,539,961	\$ -
Water	2,521,600	-
Sewage	3,029,408	-
City and Utility contributions	-	1,296,004
Other	-	202,765
Total operating revenues	<u>30,090,969</u>	<u>1,498,769</u>
Operating Expenses		
Electric	23,278,519	-
Water	1,658,105	-
Sewage	2,063,521	-
Health care costs, City employees	-	595,416
Health care costs, Utility employees	-	482,742
Risk management insurance and expense	-	288,868
Total operating expenses	<u>27,000,145</u>	<u>1,367,026</u>
Operating income	<u>3,090,824</u>	<u>131,743</u>
Nonoperating Revenues (Expenses)		
Interest on investments	2,007,804	131,138
Merchandising & jobbing	4,088	-
Legislative expenses	(5,304)	-
Interest expense and debt issuance costs	(78,600)	-
Amortization of premium	18,118	-
Amortization of loss on advance refunding	(2,341)	-
Total nonoperating revenues (expenses)	<u>1,943,765</u>	<u>131,138</u>
Income before contributions and transfers	<u>5,034,589</u>	<u>262,881</u>
Contributions and Transfers		
Capital contributions	47,580	-
Transfers out	(651,560)	-
Total contributions and transfers	<u>(603,980)</u>	<u>-</u>
Change in net position	4,430,609	262,881
Net Position, Beginning	<u>95,326,602</u>	<u>2,976,991</u>
Net Position, Ending	99,757,211	<u><u>\$ 3,239,872</u></u>
Adjustment to reflect the consolidation of internal service funds activities related to enterprise funds	<u>55,132</u>	
Change in net position of business-type activities	<u><u>\$ 4,485,741</u></u>	

See notes to financial statements

City of Plymouth

Statement of Cash Flows -
Proprietary Fund
Year Ended December 31, 2024

	Plymouth Utilities	Governmental Activities - Internal Service Funds
Cash Flows From Operating Activities		
Received from customers	\$ 29,870,005	\$ 1,516,424
Received from municipality for services	151,709	-
Paid to suppliers for goods and services	(23,894,912)	(1,316,702)
Paid to employees for operating payroll	(1,656,127)	-
	<u>4,470,675</u>	<u>199,722</u>
Net cash flows from operating activities		
Cash Flows From Investing Activities		
Investments sold and matured	41,628,243	-
Investment income	1,653,202	128,157
Investments purchased	(40,123,372)	-
Investment in American Transmission Company	(230,280)	-
	<u>2,927,793</u>	<u>128,157</u>
Net cash flows from investing activities		
Cash Flows From Noncapital Financing Activities		
Paid to municipality for tax equivalent	(640,516)	-
	<u>(640,516)</u>	<u>-</u>
Net cash flows from noncapital financing activities		
Cash Flows From Capital and Related Financing Activities		
Debt retired	(2,485,000)	-
Interest paid	(91,961)	-
Capital contributions received	47,580	-
Received from TIF	1,750,000	-
Acquisition and construction of capital assets	(6,962,219)	-
Advance for construction	1,274,647	-
	<u>(6,466,953)</u>	<u>-</u>
Net cash flows from capital and related financing activities		
Net change in cash and cash equivalents	290,999	327,879
Cash and Cash Equivalents, Beginning	<u>4,503,907</u>	<u>1,462,028</u>
Cash and Cash Equivalents, Ending	<u>\$ 4,794,906</u>	<u>\$ 1,789,907</u>

See notes to financial statements

City of Plymouth

Statement of Cash Flows -
Proprietary Fund
Year Ended December 31, 2024

	<u>Plymouth Utilities</u>	<u>Governmental Activities - Internal Service Funds</u>
Reconciliation of Operating Income to Net Cash Flows From Operating Activities		
Operating income	\$ 3,090,824	\$ 131,743
Nonoperating revenue (expense)	(1,216)	-
Adjustments to reconcile operating income to net cash flows from operating activities:		
Depreciation	3,218,179	-
Depreciation charged to other funds	6,067	-
Changes in assets, liabilities, and deferred inflows and outflows:		
Customer accounts receivable	(117,368)	17,655
Other accounts receivable	60,595	-
Inventory	(1,359,965)	-
Prepayments	24	-
Accounts payable	(379,343)	50,324
Customer deposits	2,871	-
Accrued vacation and sick leave	26,270	-
Other current liabilities	6,094	-
Commitment to community	(5,137)	-
Pension related amounts	(68,220)	-
OPEB related amounts	(9,000)	-
Net cash flows from operating activities	<u>\$ 4,470,675</u>	<u>\$ 199,722</u>
Reconciliation of Cash and Cash Equivalents to the Statement of Net Position, Proprietary Funds		
Cash and investments	\$ 24,469,379	\$ 3,339,542
Restricted cash and investments:		
Replacement account	<u>1,199,951</u>	<u>-</u>
Total cash and investments	25,669,330	3,339,542
Less noncash equivalents	<u>(20,874,424)</u>	<u>(1,549,635)</u>
Cash and cash equivalents	<u>\$ 4,794,906</u>	<u>\$ 1,789,907</u>
Noncash Capital and Related Financing Activities		
Dividends reinvested in American Transmission Company	<u>\$ 202,273</u>	<u>\$ -</u>
Change in fair value of investments	<u>\$ 127,594</u>	<u>\$ -</u>

See notes to financial statements

City of Plymouth

Statement of Fiduciary Net Position -
Custodial Fund
December 31, 2024

	Tax Collection Fund
Assets	
Cash and investments	\$ 6,777,129
Taxes receivable	<u>2,857,792</u>
Total assets	<u>9,634,921</u>
Liabilities	
Due to other governments	<u>9,634,921</u>
Total liabilities	<u>9,634,921</u>
Net Position	
Total net position	<u><u>\$ -</u></u>

See notes to financial statements

City of Plymouth

Statement of Changes in Fiduciary Net Position -
Custodial Fund
Year Ended December 31, 2024

	Tax Collection Fund
Additions	
Property taxes collected for other governments	\$ 7,166,441
Total additions	<u>7,166,441</u>
Deductions	
Property taxes distributed to other governments	<u>7,166,441</u>
Total deductions	<u>7,166,441</u>
Change in fiduciary net position	-
Net Position, Beginning	<u>-</u>
Net Position, Ending	<u><u>\$ -</u></u>

See notes to financial statements

City of Plymouth

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December 31, 2024

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1. Summary of Significant Accounting Policies

The accounting policies of the City of Plymouth, Wisconsin (the City) conform to accounting principles generally accepted in the United States of America as applicable to governmental units. The accepted standard-setting body for establishing governmental accounting and financial reporting principles is the Governmental Accounting Standards Board (GASB).

Reporting Entity

This report includes all of the funds of the City. The reporting entity for the City consists of the primary government and its component units. Component units are legally separate organizations for which the primary government is financially accountable or other organizations for which the nature and significance of their relationship with the primary government are such that their exclusion would cause the reporting entity's financial statements to be misleading. The primary government is financially accountable if (1) it appoints a voting majority of the organization's governing body and it is able to impose its will on that organization, (2) it appoints a voting majority of the organization's governing body and there is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on, the primary government, (3) the organization is fiscally dependent on and there is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on, the primary government. Certain legally separate, tax exempt organizations should also be reported as a component unit if all of the following criteria are met: (1) the economic resources received or held by the separate organization are entirely or almost entirely for the direct benefit of the primary government, its component units or its constituents; (2) the primary government or its component units, is entitled to, or has the ability to access, a majority of the economic resources received or held by the separate organization; and (3) the economic resources received or held by an individual organization that the primary government, or its component units, is entitled to, or has the ability to otherwise access, are significant to the primary government.

Component units are reported using one of three methods, discrete presentation, blended or fiduciary. Generally, component units should be discretely presented in a separate column in the financial statements. A component unit should be reported as part of the primary government using the blending method if it meets any one of the following criteria: (1) the primary government and the component unit have substantively the same governing body and a financial benefit or burden relationship exists, (2) the primary government and the component unit have substantively the same governing body and management of the primary government has operational responsibility for the component unit, (3) the component unit serves or benefits, exclusively or almost exclusively, the primary government rather than its citizens or (4) the total debt of the component unit will be paid entirely or almost entirely from resources of the primary government.

Component Unit Not Presented

Plymouth Redevelopment Authority (RDA)

The RDA was created under the provisions of Wisconsin State Statute 66.1333 and is a legally separate organization. The board of the RDA is appointed by the mayor. Wisconsin Statutes provide for circumstances whereby the City can impose its will on the RDA, and also create a potential financial benefit to or burden on the City. The RDA's financial statements are not included in these financial statements as the activity of the RDA was deemed to be immaterial to the City.

Government-Wide and Fund Financial Statements

In June 2022, the GASB issued Statement No. 101, *Compensated Absences*. This Statement requires that liabilities for compensated absences be recognized in financial statements prepared using the economic resources measurement focus for (1) leave that has not been used and (2) leave that has been used but not yet paid in cash or settled through noncash means. A liability should be recognized for leave that has not been used if (a) the leave is attributable to services already rendered, (b) the leave accumulates, and (c) the leave is more likely than not to be used for time off or otherwise paid in cash or settled through noncash means. This standard was implemented January 1, 2024; however, the impact of implementation was not material to the financial statements.

Government-Wide Financial Statements

The statement of net position and statement of activities display information about the reporting government as a whole. They include all funds of the reporting entity. The statements distinguish between governmental and business-type activities. Governmental activities generally are financed through taxes, intergovernmental revenues and other nonexchange revenues. Business-type activities are financed in whole or in part by fees charged to external parties for goods or services.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. The City does not allocate indirect expenses to functions in the statement of activities. Program revenues include 1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function or segment, and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not included among program revenues are reported as general revenues. Internally dedicated resources are reported as general revenues rather than as program revenues.

Fund Financial Statements

Financial statements of the City are organized into funds, each of which is considered to be a separate accounting entity. Each fund is accounted for by providing a separate set of self-balancing accounts, which constitute its assets, deferred outflows of resources, liabilities, deferred inflows of resources, net position/fund balance, revenues and expenditures/expenses.

Funds are organized as major funds or nonmajor funds within the governmental and proprietary statements. An emphasis is placed on major funds within the governmental and proprietary categories. A fund is considered major if it is the primary operating fund of the City or meets the following criteria:

- a. Total assets/deferred outflows of resources, liabilities/deferred inflows of resources, revenues or expenditures/expenses of that individual governmental or enterprise fund are at least 10% of the corresponding total for all funds of that category or type, and
- b. The same element of the individual governmental or enterprise fund that met the 10% test is at least 5% of the corresponding total for all governmental and enterprise funds combined.
- c. In addition, any other governmental or enterprise fund that the City believes is particularly important to financial statement users may be reported as a major fund.

Separate financial statements are provided for governmental funds and proprietary funds. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

The City reports the following major governmental funds:

General Fund

General Fund accounts for the City's primary operating activities. It is used to account for and report all financial resources except those accounted for and reported in another fund.

Debt Service Fund

Debt Service Fund is used to account for and report financial resources that are restricted, committed or assigned to expenditure for the payment of general long-term debt principal, interest and related costs, other than TID or enterprise debt.

Capital Projects Funds

Capital Improvements Fund is used to account for and report financial resources that are restricted, committed or assigned to expenditures for capital outlays, including the acquisition or construction of capital facilities and other capital assets.

Tax Incremental District (TID) No. 4 Capital Projects Fund is used to account for and report financial resources that are restricted, committed or assigned to expenditures outlined in the TID project plan.

Enterprise Funds

The City reports the following major enterprise fund:

Plymouth Utilities Fund accounts for operations of the electric, water and sewage systems.

The City reports the following nonmajor governmental funds:

Special Revenue Funds

Special Revenue Funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditures for specified purposes (other than debt service or capital projects).

Committed
USDA Revolving Loan
Housing Grant
American Rescue Plan Act

Revolving Loan
Garbage and Recycling
Water and Sewer Lateral

Capital Projects Funds

Capital Projects Funds are used to account for and report financial resources that are restricted, committed or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets.

TIF District #5
TIF District #6
TIF District #7

In addition, the City reports the following fund types:

Internal Service Funds

Internal Service Funds are used to account for and report the financing of goods or services provided by one department or agency to other departments or agencies of the City, or to other governmental units, on a cost-reimbursement basis.

Health Care
Risk Management

Custodial Fund

Custodial Funds are used to account for and report assets controlled by the City and the assets are for the benefit of individuals, private organizations and/or other governmental units.

Tax Collection Fund

Measurement Focus, Basis of Accounting and Financial Statement Presentation**Government-Wide Financial Statements**

The government-wide statement of net position and statement of activities are reported using the economic resources measurement focus and the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place. Property taxes are recognized as revenues in the year for which they are levied. Taxes receivable for the following year are recorded as receivables and deferred inflows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider are met. Special assessments are recorded as revenue when earned. Unbilled receivables are recorded as revenues when services are provided.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are charges between the Plymouth Utilities and various other functions of the government. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

Fund Financial Statements

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recorded when they are both measurable and available. Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures are recorded when the related fund liability is incurred, except for unmatured interest on long-term debt, claims, judgments, compensated absences and pension expenditures, which are recorded as a fund liability when expected to be paid with expendable available financial resources.

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.

Intergovernmental aids and grants are recognized as revenues in the period the City is entitled to the resources and the amounts are available. Amounts owed to the City which are not available are recorded as receivables and unavailable revenues. Amounts received before eligibility requirements (excluding time requirements) are met are recorded as liabilities. Amounts received in advance of meeting time requirements are recorded as deferred inflows.

Special assessments are recorded as revenues when they become measurable and available as current assets. Annual installments due in future years are reflected as receivables and unavailable revenues.

Revenues susceptible to accrual include property taxes, miscellaneous taxes, public charges for services, special assessments and interest. Other general revenues such as fines and forfeitures, inspection fees, recreation fees and miscellaneous revenues are recognized when received in cash or when measurable and available under the criteria described above.

Proprietary and Fiduciary Funds

Proprietary and fiduciary fund financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as described previously in this note.

The 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 the utilities are charges to customers for sales and services. Special assessments are recorded as receivables and contribution revenue when levied. Operating expenses for proprietary 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.

All Financial Statements

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

Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources and Net Position or Equity

Deposits and Investments

For purposes of the statement of cash flows, the City considers all highly liquid investments with an initial maturity of three months or less when acquired to be cash equivalents.

Investment of City funds is restricted by Wisconsin state statutes. Available investments are limited to:

- a. Time deposits in any credit union, bank, savings bank or trust company.
- b. Bonds or securities of any county, city, drainage district, technical college district, village, town or school district of the state. Also, bonds issued by a local exposition district, a local professional baseball park district, a local professional football stadium district, a local cultural arts district, the University of Wisconsin Hospitals and Clinics Authority or the Wisconsin Aerospace Authority.

City of Plymouth

Notes to Financial Statements
December 31, 2024

- c. Bonds or securities issued or guaranteed by the federal government.
- d. The local government investment pool.
- e. Any security maturing in seven years or less and having the highest or second highest rating category of a nationally recognized rating agency.
- f. Securities of an open-end management investment company or investment trust, subject to various conditions and investment options.
- g. Repurchase agreements with public depositories, with certain conditions.

The City has adopted an investment policy. That policy follows the state statute for allowable investments.

Investments are stated at fair value, which is the amount at which an investment could be exchanged in a current transaction between willing parties. Fair values are based on methods and inputs as outlined in Note 4. No investments are reported at amortized cost. Adjustments necessary to record investments at fair value are recorded in the operating statement as increases or decreases in investment income. Investment income on commingled investments of municipal accounting funds is allocated based on average balances. The difference between the bank statement balance and carrying value is due to outstanding checks and/or deposits in transit.

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, 2024, the fair value of the City's share of the LGIP's assets was substantially equal to the amount as reported in these statements.

See Note 4 for further information.

Receivables

Property taxes are levied in December on the assessed value as of the prior January 1. In addition to property taxes for the City, taxes are collected for and remitted to the county government as well as the local school district and technical college district. Taxes for all state and local governmental units billed in the current year for the succeeding year are reflected as receivables and due to other taxing units on the accompanying statement of fiduciary net position.

Property tax calendar - 2024 tax roll:

Lien date and levy date	December 2024
Tax bills mailed	December 2024
Payment in full, or	January 31, 2025
First installment due	January 31, 2025
Second installment due	July 31, 2025
Tax sale - 2024 delinquent real estate taxes	October 2027

Delinquent real estate taxes as of July 31 are paid in full by the County, which assumes the collection thereof. No provision for uncollectible accounts receivable has been made for the water, electric and sewage utilities because they have the right by law to place substantially all delinquent bills on the tax roll and other delinquent bills are generally not significant.

During the course of operations, transactions occur between individual funds that may result in amounts owed between funds. Short-term interfund loans are reported as "due to and from other funds." Long-term interfund loans (noncurrent portion) are reported as "advances from and to other funds." Interfund receivables and payables between funds within governmental activities are eliminated in the statement of net position. Any residual balances outstanding between the governmental activities and business-type activities are reported in the governmental-wide financial statements as internal balances.

In the governmental fund financial statements, advances to other funds are offset equally by a nonspendable fund balance account which indicates that they do not constitute expendable available financial resources and, therefore, are not available for appropriation or by a restricted fund balance account, if the funds will ultimately be restricted when the advance is repaid.

The City has received federal grant funds for housing rehabilitation loan programs to various businesses and individuals. The City records a loan receivable when the loan has been made and funds have been disbursed. The amount recorded as housing rehabilitation loans receivable has not been reduced by an allowance for uncollectible accounts.

It is the City's policy to record revenue when the initial loan is made from the federal grant funds. The net amount of the loan receivable balance is included in restricted fund balance. Interest received from loan repayments is recognized as revenue when received in cash. Any unspent loan repayments at year end are presented as restricted fund balance in the fund financial statements.

Inventories and Prepaid Items

Governmental fund inventories, if material, are recorded at cost based on the average cost method using the purchases method of accounting. Proprietary fund inventories are generally used for construction and/or for operation and maintenance work. They are not for resale. They are valued at cost based on weighted average and charged to construction and/or operation and maintenance expense when used.

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements. The cost of prepaid items is recorded as expenditures/expenses when consumed rather than when purchased.

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. The excess of restricted assets over current liabilities payable from restricted assets will be used first for retirement of related long-term debt. The remainder, if generated from earnings, is shown as restricted net position.

Capital Assets

Government-Wide Financial Statements

Capital assets, which include property, plant and equipment are reported in the government-wide financial statements. Capital assets are defined by the government as assets with an initial cost of more than \$5,000 general capital assets and \$5,000 for infrastructure assets and an estimated useful life in excess of 1 year. All capital assets are valued at historical cost or estimated historical cost if actual amounts are unavailable. Donated capital assets are recorded at their estimated acquisition value at the date of donation.

Depreciation of all exhaustible capital assets is recorded as an allocated expense in the statement of activities, with accumulated depreciation reflected in the statement of net position. Depreciation is provided over the assets' estimated useful lives using the straight-line method. The range of estimated useful lives by type of asset is as follows:

Buildings	45-50 Years
Land improvements	20-50 Years
Machinery and equipment	5-20 Years
Infrastructure	10-100 Years
Electric plant	7-50 Years
Water plant	4-77 Years
Sewage plant	15-100 Years

Fund Financial Statements

In the fund financial statements, capital assets used in governmental fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition. Capital assets used in proprietary fund operations are accounted for the same way as in the government-wide statements.

Other Assets**Investment in American Transmission Company (ATC)**

The Electric Utility is a member of the ATC, which was formed by approximately 25 utilities to plan, construct, maintain, monitor and own electric transmission facilities in Wisconsin. The Utility owns less than 1/2 of 1% of the ATC.

The investment in the ATC can only be redeemed by the ATC or another existing member. The investment earns dividends quarterly, some of which are paid in cash and some of which are required to be reinvested. From time to time, the Utility has the option to contribute additional funds to maintain their proportionate share of ownership. The investment is valued at net asset value per share which is equal to the original cost, plus additional contributions and reinvested dividends and approximates fair value.

Deferred Outflows of Resources

A deferred outflow of resources represents a consumption of net assets that applies to a future period and will not be recognized as an outflow of resources (expense/expenditure) until that future time.

Compensated Absences

Under terms of employment, employees are granted sick leave and vacation in varying amounts.

Payments for vacation and sick leave will be made at rates in effect when the benefits are used. Accumulated vacation and sick leave liabilities at December 31, 2024, are determined on the basis of current salary rates and include salary related payments.

Long-Term Obligations

All long-term obligations to be repaid from governmental and business-type resources are reported as liabilities in the government-wide statements. The long-term obligations consist primarily of notes and bonds payable and accrued compensated absences.

Long-term obligations for governmental funds are not reported as liabilities in the fund financial statements. The face value of debts (plus any premiums) are reported as other financing sources and payments of principal and interest are reported as expenditures. The accounting in proprietary funds is the same as it is in the government-wide statements.

For the government-wide statements and proprietary fund statements, bond premiums and discounts are amortized over the life of the issue using the straight-line method. The balance at year end is shown as an increase or decrease in the liability section of the statement of net position.

Replacement Account

This account represents internally restricted funds for capital replacements of the wastewater treatment plant.

Customer Advances for Construction

The balance represents fees collected for future capital improvements. The fees may be refundable based in rules file with the PSCW or statutory requirements.

Deferred Inflows of Resources

A deferred inflow of resources represents an acquisition of net assets that applies to a future period and therefore will not be recognized as an inflow of resources (revenue) until that future time.

Equity Classifications

Government-Wide Statements

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

- a. **Net Investment in Capital Assets** - Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances (excluding unspent debt proceeds) of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction or improvement of those assets.
- b. **Restricted Net Position** - Consists of net position with constraints placed on their use either 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.
- c. **Unrestricted Net Position** - All other net positions that do not meet the definitions of "restricted" or "net investment in capital assets."

When both restricted and unrestricted resources are available for use, it is the City's policy to use restricted resources first, then unrestricted resources as they are needed.

Fund Statements

Governmental fund balances are displayed as follows:

- a. **Nonspendable** - Includes fund balance amounts that cannot be spent either because they are not in spendable form or because legal or contractual requirements require them to be maintained intact.

- b. **Restricted** - Consists of fund balances with constraints placed on their use either 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.
- c. **Committed** - Includes fund balance amounts that are constrained for specific purposes that are internally imposed by the government through formal action of the highest level of decision making authority. Fund balance amounts are committed through a formal action (resolution) of the City Council. This formal action must occur prior to the end of the reporting period, but the amount of the commitment, which will be subject to the constraints, may be determined in the subsequent period. Any changes to the constraints imposed require the same formal action of the City Council that originally created the commitment.
- d. **Assigned** - Includes spendable fund balance amounts that are intended to be used for specific purposes that do not meet the criteria to be classified as restricted or committed. The Council may take official action to assign amounts. Assignments may take place after the end of the reporting period.
- e. **Unassigned** - Includes residual positive fund balance within the general fund which has not been classified within the other above mentioned categories. Unassigned fund balance may also include negative balances for any governmental fund if expenditures exceed amounts restricted, committed or assigned for those purposes.

Proprietary fund equity is classified the same as in the government-wide statements.

The City considers restricted amounts to be spent first when both restricted and unrestricted fund balance is available unless there are legal documents / contracts that prohibit doing this, such as in grant agreements requiring dollar for dollar spending. Additionally, the City would first use committed, then assigned and lastly unassigned amounts of unrestricted fund balance when expenditures are made.

In the General Fund, it is the policy of the City to maintain a minimum unassigned fund balance that will maintain working capital to meet the cash flow needs of the City and thus reducing the need for short-term borrowing, serve as a safeguard for unanticipated expenditures and show fiscal responsibility. Per the City's fund balance policy, the unassigned fund balance in the General Fund shall be maintained at a level of 20% to 25% of the budgeted general fund appropriations and any excess shall be allocated according to Council policy. The balance at year-end was \$3,182,046, or 39%, and is included in unassigned General fund balance.

See Note 4 for further information.

Pension

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; and
- 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.

Basis for Existing Rates

Current electric rates were approved by the Public Service Commission of Wisconsin on May 26, 2015.

Current water rates were approved by the Public Service Commission of Wisconsin on February 15, 2023 and placed into effect on April 1, 2023.

Current sewage rates were approved by the common council effective April 1, 2023.

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**

The governmental fund balance sheet includes a reconciliation between fund balance, total governmental funds and net position, governmental activities as reported in the government-wide statement of net position. The details of this reconciliation include the following items.

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

Land	\$ 1,931,402
Buildings	8,192,303
Machinery and equipment	7,105,697
Infrastructure	50,867,033
Land improvements	3,463,364
Construction in progress	225,366
Less accumulated depreciation	<u>(49,889,435)</u>
Combined adjustment for capital assets	<u>\$ 21,895,730</u>

City of Plymouth

Notes to Financial Statements
December 31, 2024

3. Stewardship, Compliance and Accountability

Excess Expenditures and Other Financing Uses Over Budget

<u>Funds</u>	<u>Budgeted Expenditures</u>	<u>Actual Expenditures</u>	<u>Excess Expenditures Over Budget</u>
Capital improvements	\$ 1,325,725	\$ 1,380,980	\$ 55,255
Water and Sewer Lateral	2,862	2,863	1
American Rescue Plan Act Committed	600,000	618,033	18,033
TIF District #6	176,100	234,955	58,855
TIF District #5	108,197	108,246	49
TIF District #5	235,189	238,227	3,038
TIF District #7	-	51,200	51,200

The City controls expenditures at the department level. Some individual departments experienced expenditures which exceeded appropriations. The detail of those items can be found in the City's year-end budget to actual report.

Deficit Balances

Generally accepted accounting principles require disclosure of individual funds that have deficit balances at year end.

As of December 31, 2024, the following individual funds held a deficit balance:

<u>Fund</u>	<u>Amount</u>	<u>Reason</u>
TIF District #5	\$ 691,332	Excess expenditures over revenues
TIF District #6	760,987	Excess expenditures over revenues
TIF District #7	51,200	Excess expenditures over revenues

TIF district deficits are anticipated to be funded with future incremental taxes levied over the life of the districts, which is 27 years for the districts created before October 1, 1995, and 23 years for districts created thereafter through September 30, 2004. Beginning October 1, 2004, the life of new districts varies by type of district (20-27 years) and may be extended in some cases.

Limitations on the City's Tax Levy

Wisconsin law limits the City's future tax levies. Generally the City is limited to its prior tax levy dollar amount (excluding TIF Districts), increased by the greater of the percentage change in the City's equalized value due to net new construction or zero percent. Changes in debt service from one year to the next are generally exempt from this limit with certain exceptions. The City is required to reduce its allowable levy by the estimated amount of fee revenue it collects for certain services, if those services were funded in 2013 by the property tax levy. Levies can be increased above the allowable limits if the amount is approved by referendum.

4. Detailed Notes on All Funds

Deposits and Investments

The City maintains a cash and investment pool that is available for use by all funds. Each fund type's portion of this pool is displayed on the statement of net position and balance sheet as cash and investments.

City of Plymouth

Notes to Financial Statements

December 31, 2024

The City's deposits and investments at year end were comprised of the following:

	<u>Carrying Value</u>	<u>Statement Balances</u>	<u>Associated Risks</u>
Checking and money market LGIP	\$ 23,136,295 116	\$ 22,053,589 116	Custodial credit Credit
U.S. treasuries	6,409,010	6,409,010	Custodial credit and interest rate
U.S. agency securities, implicitly guaranteed	7,506,403	7,506,403	Credit, custodial credit, concentration of credit and interest rate
State and local bonds	<u>8,659,181</u>	<u>8,659,181</u>	Credit, custodial credit, concentration of credit and interest rate
Total deposits and investments	<u>\$ 45,711,005</u>	<u>\$ 44,628,299</u>	
Reconciliation to financial statements			
Per statement of net position:			
Unrestricted cash and investments	\$ 37,733,925		
Replacement account	1,199,951		
Per statement of net position, fiduciary funds:			
Tax Collection Fund	<u>6,777,129</u>		
Total deposits and investments	<u>\$ 45,711,005</u>		

Deposits in each local and area bank are insured by the FDIC in the amount of \$250,000 for time and savings accounts (including NOW accounts) and \$250,000 for demand deposit accounts (interest-bearing and non-interest-bearing). In addition, if deposits are held in an institution outside of the state in which the government is located, insured amounts are further limited to a total of \$250,000 for the combined amount of all deposit accounts.

Bank accounts are also insured by the State Deposit Guarantee Fund in the amount of \$1,000,000. However, due to the nature of this fund, recovery of material principal losses may not be significant to individual municipalities. This coverage has been considered in computing custodial credit risk.

The City maintains collateral agreements with its banks. At December 31, 2024, the banks had pledged various government securities in the amount of \$13,921,293 to secure the City's deposits.

The City 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 other observable inputs; Level 3 inputs are significant unobservable inputs.

City of Plymouth

Notes to Financial Statements
December 31, 2024

The valuation methods for recurring fair value measurements are as follows:

- **U.S. Agency Securities** - uses a market based approach which considers yield, price of comparable securities, coupon rate, maturity, credit quality and dealer-provided prices.
- **U.S. Treasuries** - uses a market based approach which considers yield, price of comparable securities, coupon rate, maturity, credit quality and dealer-provided prices.
- **State and Local Bonds** - uses a market based approach which considers yield, price of comparable securities, coupon rate, maturity, credit quality and dealer-provided prices.

Investment Type	December 31, 2024			
	Level 1	Level 2	Level 3	Total
U.S. agency securities, implicitly guaranteed	\$ -	\$ 7,506,403	\$ -	\$ 7,506,403
State and local bonds	-	8,659,181	-	8,659,181
U.S. treasuries	-	6,409,010	-	6,409,010
Total	<u>\$ -</u>	<u>\$ 22,574,594</u>	<u>\$ -</u>	<u>\$ 22,574,594</u>

The investment in ATC is measured at the net asset value (NAV) per share of ownership. As of December 31, 2024, the fair value of the investment was \$8,057,963. ATC was formed by approximately 25 utilities to plan, construct, maintain, monitor and own electric transmission facilities in Wisconsin. The Utility elected to receive an investment in ATC at its inception rather than directly sell its transmission facilities. The Utility owns less than 1/2 of 1% of ATC. The Utility has no unfunded commitment at year-end. The investment in ATC can only be redeemed by ATC or another existing member.

Custodial Credit Risk

Deposits

Custodial credit risk is the risk that in the event of a financial institution failure, the City's deposits may not be returned to the City.

The City does not have any deposits exposed to custodial credit risk.

Investments

For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party.

The City does not have any investments exposed to custodial credit risk.

Credit Risk

Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations.

City of Plymouth

Notes to Financial Statements
December 31, 2024

As of December 31, 2024, the City's investments were rated as follows:

Investment Type	Standard & Poors	Moody's Investors Services
U.S. agency securities, implicitly guaranteed	AA+	Aaa
State and local bonds	A- to AAA	Aa1

The City also held investments in the following external pool which is not rated:

LGIP - external pool

Concentration of Credit Risk

Concentration of credit risk is the risk of loss attributed to the magnitude of a government's investment in a single issuer.

At December 31, 2024, the City's investment portfolio was concentrated as follows:

Issuer	Investment Type	Percentage of Portfolio
Federal Home Loan Bank	U.S. agency securities, implicitly guaranteed	27.32 %

Interest Rate Risk

Interest rate risk is the risk that changes in interest rates will adversely affect the value of an investment.

As of December 31, 2024, the City's investments were as follows:

Investment Type	Fair Value	Maturity (in Years)		
		Less Than 1	1-5	Greater Than 5
U.S. agency securities, implicitly guaranteed	\$ 7,506,403	\$ 2,268,284	\$ 4,290,170	\$ 947,949
State and local bonds	8,659,181	768,005	7,384,341	506,835
U.S. treasuries	6,409,010	5,434,360	485,355	489,295
Total	<u>\$ 22,574,594</u>	<u>\$ 8,470,649</u>	<u>\$ 12,159,866</u>	<u>\$ 1,944,079</u>

See Note 1 for further information on deposit and investment policies.

Receivables

All receivables, except \$685,252 in nonmajor funds are expected to be collected within one year.

City of Plymouth

Notes to Financial Statements
December 31, 2024

Governmental funds report *unavailable* or *unearned revenue* in connection with receivables for revenues that are not considered to be available to liquidate liabilities of the current period. Property taxes levied for the subsequent year are not earned and cannot be used to liquidate liabilities of the current period. Governmental funds also defer revenue recognition in connection with resources that have been received, but not yet earned. At the end of the current fiscal year, the various components of *unavailable revenue* and *unearned revenue* reported in the governmental funds were as follows:

	<u>Unearned</u>
Property taxes receivable for subsequent year	\$ 8,232,650
Gift certificates	<u>1,794</u>
Total unearned/unavailable revenue for governmental funds	<u>\$ 8,234,444</u>
Unearned revenue included in liabilities	\$ 1,794
Unearned revenue included in deferred inflows	<u>8,232,650</u>
Total unearned revenue for governmental funds	<u>\$ 8,234,444</u>

Capital Assets

Capital asset activity for the year ended December 31, 2024, was as follows:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending Balance</u>
Governmental Activities				
Capital assets not being depreciated:				
Land	\$ 1,931,402	\$ -	\$ -	\$ 1,931,402
Construction in progress	<u>41,894</u>	<u>183,472</u>	<u>-</u>	<u>225,366</u>
Total capital assets not being depreciated	<u>1,973,296</u>	<u>183,472</u>	<u>-</u>	<u>2,156,768</u>
Capital assets being depreciated:				
Land improvements	3,486,479	11,885	35,000	3,463,364
Buildings	8,122,618	69,685	-	8,192,303
Infrastructure	50,268,757	600,201	1,925	50,867,033
Machinery and equipment	<u>6,787,757</u>	<u>476,498</u>	<u>158,558</u>	<u>7,105,697</u>
Total capital assets being depreciated	<u>68,665,611</u>	<u>1,158,269</u>	<u>195,483</u>	<u>69,628,397</u>
Total capital assets	<u>70,638,907</u>	<u>1,341,741</u>	<u>195,483</u>	<u>71,785,165</u>
Less accumulated depreciation for:				
Land improvements	(2,055,929)	(104,481)	1,750	(2,158,660)
Buildings	(4,178,075)	(185,920)	-	(4,363,995)
Infrastructure	(37,664,246)	(998,428)	39	(38,662,635)
Machinery and equipment	<u>(4,427,888)</u>	<u>(391,848)</u>	<u>115,591</u>	<u>(4,704,145)</u>
Total accumulated depreciation	<u>(48,326,138)</u>	<u>(1,680,677)</u>	<u>117,380</u>	<u>(49,889,435)</u>
Net capital assets being depreciated	<u>20,339,473</u>	<u>(522,408)</u>	<u>78,103</u>	<u>19,738,962</u>
Total governmental activities capital assets, net as reported in the statement of net position	<u>\$ 22,312,769</u>	<u>\$ (338,936)</u>	<u>\$ 78,103</u>	<u>\$ 21,895,730</u>

City of Plymouth

Notes to Financial Statements
December 31, 2024

Depreciation expense was charged to functions as follows:

Governmental Activities

General government	\$ 126,078
Public safety	227,449
Public works	1,268,915
Culture, education and recreation	<u>58,235</u>
Total governmental activities depreciation expense	<u>\$ 1,680,677</u>

Business-Type Activities

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending Balance</u>
Sewer				
Capital assets not being depreciated:				
Land and land rights	\$ 192,453	\$ -	\$ -	\$ 192,453
Construction in progress	<u>105,118</u>	<u>751,484</u>	<u>105,118</u>	<u>751,484</u>
Total capital assets not being depreciated	<u>297,571</u>	<u>751,484</u>	<u>105,118</u>	<u>943,937</u>
Capital assets being depreciated:				
Collection system	13,825,296	350,901	59,411	14,116,786
Collection system pumping	3,257,438	-	-	3,257,438
Treatment and disposal	10,782,539	104,027	-	10,886,566
General	<u>1,103,562</u>	<u>58,510</u>	<u>-</u>	<u>1,162,072</u>
Total capital assets being depreciated	<u>28,968,835</u>	<u>513,438</u>	<u>59,411</u>	<u>29,422,862</u>
Total capital assets	<u>29,266,406</u>	<u>1,264,922</u>	<u>164,529</u>	<u>30,366,799</u>
Less accumulated depreciation for:				
Collection system	(2,618,325)	(139,709)	74,406	(2,683,628)
Collection system pumping	(1,753,430)	(112,228)	-	(1,865,658)
Treatment and disposal	(9,671,285)	(271,462)	-	(9,942,747)
General	<u>(621,606)</u>	<u>(60,378)</u>	<u>-</u>	<u>(681,984)</u>
Total accumulated depreciation	<u>(14,664,646)</u>	<u>(583,777)</u>	<u>74,406</u>	<u>(15,174,017)</u>
Net capital assets being depreciated	<u>14,304,189</u>	<u>(70,339)</u>	<u>(14,995)</u>	<u>14,248,845</u>
Net sewer capital assets	<u>\$ 14,601,760</u>	<u>\$ 681,145</u>	<u>\$ 90,123</u>	<u>\$ 15,192,782</u>

City of Plymouth

Notes to Financial Statements
December 31, 2024

	Beginning Balance	Additions	Deletions	Ending Balance
Water				
Capital assets not being depreciated:				
Land and land rights	\$ 221,228	\$ -	\$ -	\$ 221,228
Total capital assets not being depreciated	221,228	-	-	221,228
Capital assets being depreciated:				
Source of supply	567,881	-	-	567,881
Pumping	1,672,194	-	-	1,672,194
Water treatment	749,265	-	-	749,265
Transmission and distribution	21,876,315	330,219	55,308	22,151,226
General	1,664,241	44,063	-	1,708,304
Total capital assets being depreciated	26,529,896	374,282	55,308	26,848,870
Total capital assets	26,751,124	374,282	55,308	27,070,098
Less accumulated depreciation for:				
Source of supply	(306,251)	(16,469)	-	(322,720)
Pumping	(613,838)	(62,736)	-	(676,574)
Water treatment	(391,882)	(44,956)	-	(436,838)
Transmission and distribution	(4,661,084)	(397,475)	71,384	(4,987,175)
General	(994,631)	(42,729)	-	(1,037,360)
Total accumulated depreciation	(6,967,686)	(564,365)	71,384	(7,460,667)
Net capital assets being depreciated	19,562,210	(190,083)	(16,076)	19,388,203
Net water capital assets	\$ 19,783,438	\$ (190,083)	\$ (16,076)	\$ 19,609,431

City of Plymouth

Notes to Financial Statements
December 31, 2024

	Beginning Balance	Additions	Deletions	Ending Balance
Electric				
Capital assets not being depreciated:				
Land and land rights	\$ 1,085,657	\$ -	\$ -	\$ 1,085,657
Construction in progress	<u>1,312,243</u>	<u>3,461,901</u>	<u>358,908</u>	<u>4,415,236</u>
Total capital assets not being depreciated	<u>2,397,900</u>	<u>3,461,901</u>	<u>358,908</u>	<u>5,500,893</u>
Capital assets being depreciated:				
Distribution	53,483,364	2,506,959	124,278	55,866,045
General	<u>8,278,567</u>	<u>151,419</u>	<u>39,208</u>	<u>8,390,778</u>
Total capital assets being depreciated	<u>61,761,931</u>	<u>2,658,378</u>	<u>163,486</u>	<u>64,256,823</u>
Total capital assets	<u>64,159,831</u>	<u>6,120,279</u>	<u>522,394</u>	<u>69,757,716</u>
Less accumulated for:				
Distribution	(24,454,625)	(1,810,201)	228,219	(26,036,607)
General	<u>(4,820,784)</u>	<u>(265,903)</u>	<u>33,768</u>	<u>(5,052,919)</u>
Total accumulated depreciation	<u>(29,275,409)</u>	<u>(2,076,104)</u>	<u>261,987</u>	<u>(31,089,526)</u>
Net capital assets being depreciated	<u>32,486,522</u>	<u>582,274</u>	<u>(98,501)</u>	<u>33,167,297</u>
Net electric capital assets	<u>\$ 34,884,422</u>	<u>\$ 4,044,175</u>	<u>\$ 260,407</u>	<u>\$ 38,668,190</u>

Depreciation expense was charged to functions as follows:

Business-Type Activities

Sewer	\$ 628,419
Water	526,732
Electric	<u>2,063,028</u>

Total business-type activities, net as reported in the statement of net position expense	<u>\$ 3,218,179</u>
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Depreciation expense may be different from business-type activity accumulated depreciation additions because of joint metering, salvage, cost of removal, internal allocations or costs associated with the disposal of assets.

City of Plymouth

Notes to Financial Statements
December 31, 2024

Interfund Receivables/Payables, Advances and Transfers

Interfund Receivables/Payables

The following is a schedule of interfund receivables and payables including any overdrafts on pooled cash and investment accounts:

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>
General Fund	Plymouth Utilities	\$ 651,560
Plymouth Utilities	Water and Sewer Lateral	9,000
Total, fund financial statements		660,560
Add interfund receivables created with internal service fund eliminations		1,674,300
Less government-wide eliminations		(1,251,920)
Add interfund advances		838,410
Total internal balances, government-wide statement of net position		<u>\$ 1,921,350</u>

All amounts are due within one year.

This interfund relates to the payment in lieu of taxes (PILOT) due from the Utilities to the General Fund on an annual basis.

Advances

The General Fund and Utilities are advancing funds to TIF District #6. On December 7, 2010, the common council adopted a resolution to create TIF District #6 and established boundaries. Financing for the initial capital improvements has been secured by the municipality through issuance of \$6.9 million combined utility revenue bonds, dated July 6, 2011, and these amounts are currently being shown as an advance. The 2011 revenue bonds have been refunded with the 2020 general obligation bonds. A repayment schedule has been established for these advances and no interest is being charged. The final payment to the General Fund for the balance of the advance is in 2025. The Utilities portion of this advance is in the amount of \$745,666, however a repayment schedule as only been created for \$317,426 of this balance as follows: \$5,000 in 2025, \$30,000 for each year of 2026-2028, \$25,000 in 2029, \$30,000 in 2030 and \$167,426 in 2031. If the cash flow of TIF District #6 improves, the repayment schedule will be adjusted to return as much as possible to the Utilities. Currently, \$428,240 is not covered by the repayment schedule.

On September 24, 2024, the common council adopted the resolution to create TIF District #7 and establish boundaries. The deficit cash in TIF District #7 are currently shown as an advance from the General Fund. No repayment schedule has been established and no interest being charged.

On January 29, 2008, the common council adopted a resolution to create TIF District #5 and established boundaries. Financing for the initial capital improvements for water mains has been secured by the municipality through issuance of \$3.9 million taxable combined utility revenue bonds, dated July 14, 2010. The 2010 revenue bonds have been refunded with the 2013 general obligation bonds issued by the Utilities. During 2008-2012, the utility financed construction of water utility facilities which are eligible TIF plan projects, and these amounts are currently being shown as an advance. The remaining portion of the advance is scheduled to be repaid in 2025.

The Utilities are advancing funds to the General Fund. The amount advanced relates to the initial costs of setting up the Stormwater fund. In 2025, the Stormwater fund will be separated from the General Fund and this advance will be subsequently paid by the public user fee charges collected. No repayment schedule has been established and no interest is being charged.

City of Plymouth

Notes to Financial Statements
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On January 19, 2023, the common council adopted a resolution for the Revolving Loan fund to advance \$750,000 to TIF District #5 to finance the construction of E Clifford Street. This is a zero-interest loan payable through 2028 and the repayment schedule is as follows:

<u>Years</u>	<u>TIF 5 Principal</u>
2025	\$ 45,000
2026	155,000
2027	155,000
2028	305,000
	<u>\$ 660,000</u>

The following is a schedule of interfund advances:

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>	<u>Amount Not Due Within One Year</u>
General Fund	TIF District #6	\$ 28,741	\$ -
General Fund	TIF District #7	51,200	51,200
Plymouth Utilities	General Fund	73,943	73,943
Plymouth Utilities	TIF District #6	745,667	740,667
Plymouth Utilities	TIF District #5	70,000	-
Revolving Loan	TIF District #5	660,000	615,000
Total, fund financial statements		1,629,551	
Less fund eliminations		<u>(791,141)</u>	
Total, interfund advances, government-wide statement of net position		<u>\$ 838,410</u>	

Transfers

The following is a schedule of interfund transfers:

<u>Fund Transferred To</u>	<u>Fund Transferred From</u>	<u>Amount</u>	<u>Principal Purpose</u>
General Fund	Plymouth Utilities	\$ 651,560	PILOT
Debt Service	General Fund	486,960	Tax levy distribution
Capital Improvements	General Fund	1,022,757	Tax levy distribution
Garbage and Recycling	General Fund	67,000	Tax levy distribution
General Fund	ARPA Fund	9,550	Reimbursement of expenditures
Total, fund financial statements		2,237,827	
Less fund eliminations		<u>(1,586,267)</u>	
Total transfers, government-wide statement of activities		<u>\$ 651,560</u>	

City of Plymouth

Notes to Financial Statements
December 31, 2024

Generally, transfers are used to (1) move revenues from the fund that collects them to the fund that the budget requires to expend them, (2) move receipts restricted to debt service from the funds collecting the receipts to the debt service fund and (3) use unrestricted revenues collected in the general fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

Long-Term Obligations

Long-term obligations activity for the year ended December 31, 2024, was as follows:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>	<u>Amounts Due Within One Year</u>
Governmental Activities					
Bonds and notes payable:					
General obligation debt	\$ 3,945,000	\$ -	\$ 1,650,000	\$ 2,295,000	\$ 610,000
Premium on long-term debt	110,780	-	28,997	81,783	-
Total bonds and notes payable	<u>4,055,780</u>	<u>-</u>	<u>1,678,997</u>	<u>2,376,783</u>	<u>610,000</u>
Other liabilities:					
Compensated absences	166,191	32,131	37,093	161,229	45,172
Total other liabilities	<u>166,191</u>	<u>32,131</u>	<u>37,093</u>	<u>161,229</u>	<u>45,172</u>
Total governmental activities long-term liabilities	<u>\$ 4,221,971</u>	<u>\$ 32,131</u>	<u>\$ 1,716,090</u>	<u>\$ 2,538,012</u>	<u>\$ 655,172</u>
Business-Type Activities					
Bonds and notes payable:					
General obligation debt	\$ 4,870,000	\$ -	\$ 2,455,000	\$ 2,415,000	\$ 800,000
Promissory notes	155,000	-	30,000	125,000	30,000
Premium on long-term debt	108,710	-	18,118	90,592	-
Total bonds and notes payable	<u>5,133,710</u>	<u>-</u>	<u>2,503,118</u>	<u>2,630,592</u>	<u>830,000</u>
Other liabilities:					
Customer advances for construction	6,770,895	1,367,341	92,694	8,045,542	-
Compensated absences	120,095	32,994	9,777	143,312	-
Total other liabilities	<u>6,890,990</u>	<u>1,400,335</u>	<u>102,471</u>	<u>8,188,854</u>	<u>-</u>
Total business-type activities long-term liabilities	<u>\$ 12,024,700</u>	<u>\$ 1,400,335</u>	<u>\$ 2,605,589</u>	<u>\$ 10,819,446</u>	<u>\$ 830,000</u>

In accordance with Wisconsin Statutes, total general obligation indebtedness of the City may not exceed 5% of the equalized value of taxable property within the City's jurisdiction. The debt limit as of December 31, 2024, was \$58,085,525. Total general obligation debt outstanding at year end was \$4,710,000.

City of Plymouth

Notes to Financial Statements
December 31, 2024

General Obligation Debt

All general obligation debt payable is backed by the full faith and credit of the City. Debt in the governmental funds will be retired by future property tax levies or tax increments accumulated by the debt service fund. Business-type activities debt is payable by revenues from user fees of those funds or, if the revenues are not sufficient, by future tax levies.

<u>Governmental Activities</u>					
<u>General Obligation Debt</u>	<u>Date of Issue</u>	<u>Final Maturity</u>	<u>Interest Rates</u>	<u>Original Indebtedness</u>	<u>Balance December 31, 2024</u>
2016 G.O. Refunding Bonds	05/18/16	04/01/27	2.00%	\$ 5,485,000	\$ 815,000
2019 G.O. Promissory Note	12/05/19	05/01/29	2.00-3.00	1,540,000	815,000
2020 G.O. Refunding Bond	02/27/20	05/01/31	2.00-3.00	1,000,000	<u>665,000</u>
Total governmental activities, general obligation debt					<u>\$ 2,295,000</u>

<u>Business-Type Activities</u>					
<u>General Obligation Debt</u>	<u>Date of Issue</u>	<u>Final Maturity</u>	<u>Interest Rates</u>	<u>Original Indebtedness</u>	<u>Balance December 31, 2024</u>
Utility construction projects	09/19/13	05/01/25	2.00-3.00%	\$ 3,200,000	\$ 120,000
Utility construction projects	06/03/15	05/01/25	0.50-2.38	7,615,000	430,000
General obligation refunding bonds	02/27/20	05/01/31	2.00-3.00	2,785,000	<u>1,865,000</u>
Total business-type activities, general obligation debt					<u>\$ 2,415,000</u>

Debt service requirements to maturity are as follows:

<u>Years</u>	<u>Governmental Activities General Obligation Debt</u>		<u>Business-Type Activities General Obligation Debt</u>	
	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>
2025	\$ 610,000	\$ 44,400	\$ 800,000	\$ 48,156
2026	465,000	31,225	255,000	33,675
2027	485,000	20,025	265,000	25,875
2028	265,000	12,050	275,000	19,150
2029	275,000	10,500	280,000	13,600
2030-2031	<u>195,000</u>	<u>3,850</u>	<u>540,000</u>	<u>10,700</u>
Total	<u>\$ 2,295,000</u>	<u>\$ 122,050</u>	<u>\$ 2,415,000</u>	<u>\$ 151,156</u>

City of Plymouth

Notes to Financial Statements
December 31, 2024

Other Long-Term Debt

Other Long-Term Debt at December 31, 2024 consists of the following:

<u>Business-Type Activities</u>					Balance
Other Long-Term Debt	Date of	Final	Interest	Original	December 31,
	Issue	Maturity	Rates	Indebtedness	2024
Renewable energy project, direct	02/07/19	03/28/29	0.00%	\$ 300,000	\$ 125,000
					<u>\$ 125,000</u>

Total business-type activities other long-term debt
During July 2012 and February 2019, WPPI agreed to make a loan to the utility to support eligible renewable energy products and eligible energy efficiency projects. The loans do not accrue interest unless there are delinquent monthly payments or in the event of a default and are payable through March 2029.

Debt service requirements to maturity are as follows:

<u>Years</u>	Business-Type Activities Other Long-Term Debt	
	Principal	Interest
2025	\$ 30,000	\$ -
2026	30,000	-
2027	30,000	-
2028	30,000	-
2029	5,000	-
	<u>\$ 125,000</u>	<u>\$ -</u>
Total		

Net Position/Fund Balances

Net position reported on the government-wide statement of net position at December 31, 2024, includes the following:

Governmental Activities

Net investment in capital assets:

Land	\$ 1,931,402
Construction in progress	225,366
Other capital assets, net of accumulated depreciation	19,738,962
Less long-term debt outstanding	(2,295,000)
Less unamortized debt premium	<u>(81,783)</u>

Total net investment in capital assets 19,518,947

Restricted:

TIF activities	2,905,200
Loan programs	<u>1,043,056</u>

Total restricted 3,948,256

Unrestricted 9,882,624

Total governmental activities net position \$ 33,349,827

City of Plymouth

Notes to Financial Statements
December 31, 2024

Governmental Funds

Governmental fund balances reported on the fund financial statements at December 31, 2024, include the following:

	<u>General Fund</u>	<u>Debt Service</u>	<u>TIF District #4</u>	<u>Capital Improvements</u>	<u>Nonmajor Funds</u>	<u>Total</u>
Fund Balances						
Nonspendable:						
Inventories and prepaid items	\$ 106,523	\$ -	\$ -	\$ -	\$ -	\$ 106,523
Delinquent specials/personal property taxes	31,528	-	-	-	3,998	35,526
Advances	79,941	-	-	-	-	79,941
Subtotal	<u>217,992</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,998</u>	<u>221,990</u>
Restricted for:						
Debt service	-	4,405	-	-	-	4,405
TIF activities	-	-	2,905,200	-	-	2,905,200
Loans	-	-	-	-	1,043,056	1,043,056
Subtotal	<u>-</u>	<u>4,405</u>	<u>2,905,200</u>	<u>-</u>	<u>1,043,056</u>	<u>3,952,661</u>
Committed to:						
Garbage and recycling	-	-	-	-	76,204	76,204
Loans	-	-	-	-	3,037,869	3,037,869
Room tax	-	-	-	-	193,818	193,818
Sick leave	-	-	-	-	55,000	55,000
Mural maintenance	-	-	-	-	19,945	19,945
Parks and playgrounds	-	-	-	-	19,914	19,914
Streets	-	-	-	-	20,000	20,000
Veterans memorial	-	-	-	-	2,770	2,770
Fire	-	-	-	-	49,999	49,999
Police	-	-	-	-	37,245	37,245
Library	-	-	-	-	7,079	7,079
Grant purposes	-	-	-	-	913	913
Subtotal	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,520,756</u>	<u>3,520,756</u>
Assigned to:						
PILOT	651,560	-	-	-	-	651,560
Capital projects	-	-	-	1,630,496	-	1,630,496
Subtotal	<u>651,560</u>	<u>-</u>	<u>-</u>	<u>1,630,496</u>	<u>-</u>	<u>2,282,056</u>
Unassigned (Deficit)	<u>3,182,046</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(1,503,519)</u>	<u>1,678,527</u>
Total fund balances	<u>\$ 4,051,598</u>	<u>\$ 4,405</u>	<u>\$ 2,905,200</u>	<u>\$ 1,630,496</u>	<u>\$ 3,064,291</u>	<u>\$ 11,655,990</u>

City of Plymouth

Notes to Financial Statements
December 31, 2024

Business-Type Activities

Net investment in capital assets:	
Construction in progress	\$ 5,166,720
Other capital assets, net of accumulated depreciation	68,303,683
Less long-term debt outstanding	(2,540,000)
Less unamortized debt premium	(90,592)
Plus unamortized loss on refunding	<u>9,164</u>
Total net investment in capital assets	70,848,975
Unrestricted	<u>30,582,536</u>
Total business-type activities net position	<u>\$ 101,431,511</u>

5. Other Information

Employees' Retirement System

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, 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.

Benefits Provided

Employees who retire at or after age 65 (54 for protective occupation employees, 62 for elected officials and executive service retirement participants, if hired on or before 12/31/2016) are entitled to 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 period. 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 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.

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 %
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
2023	1.6	(21.0)

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, Executives and Elected Officials. Starting on January 1, 2016, the Executives 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 \$429,532 in contributions from the City.

Contribution rates for the plan year reported as of December 31, 2024 are:

Employee Category	Employee	Employer
General (Executives & Elected Officials)	6.80 %	6.80 %
Protective with Social Security	6.80	13.20
Protective without Social Security	6.80	18.10

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

At December 31, 2024, the City reported a liability of \$475,704 for its proportionate share of the net pension liability. The net pension liability was measured as of December 31, 2023, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of December 31, 2022 rolled forward to December 31, 2023. No material changes in assumptions or benefit terms occurred between the actuarial valuation date and the measurement date. The City's proportion of the net pension liability was based on the City's share of contributions to the pension plan relative to the contributions of all participating employers. At December 31, 2023, the City's proportion was 0.03199507%, which was a decrease of 0.00004561% from its proportion measured as of December 31, 2022.

For the year ended December 31, 2024, the City recognized pension expense (revenue) of \$285,679.

At December 31, 2024, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between projected and actual experience	\$ 1,918,036	\$ 2,540,450
Changes in assumptions	207,345	-
Net differences between projected and actual earnings on pension plan investments	1,657,753	-
Changes in proportion and differences between employer contributions and proportionate share of contributions	8,996	1,986
Employer contributions subsequent to the measurement date	<u>474,855</u>	<u>-</u>
Total	<u><u>\$ 4,266,985</u></u>	<u><u>\$ 2,542,436</u></u>

\$474,855 reported as deferred outflows of resources 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 (asset) in the year ended December 31, 2025. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pension will be recognized in pension expense as follows:

Years Ending December 31:	Deferred Outflows of Resources and Deferred Inflows of Resources (Net)
2025	\$ 256,571
2026	269,188
2027	1,042,546
2028	(318,610)
2029	(1)

Actuarial Assumptions

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

Actuarial Valuation Date:	December 31, 2022
Measurement Date of Net Pension Liability (Asset):	December 31, 2023
Experience Study:	January 1, 2018 - December 31, 2020 Published November 19, 2021
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:	
Wage Inflation	3.0%
Seniority/Merit	0.1% - 5.6%
Mortality:	2020 WRS Experience Mortality Table
Postretirement Adjustments*:	1.7%

* *No postretirement adjustment is guaranteed. Actual adjustments are based on recognized investment return, actuarial experience and other factors. 1.7% is the assumed annual adjustment based on the investment return assumption and the postretirement discount rate.*

Actuarial assumptions are based upon 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, 2023 is based upon a roll-forward of the liability calculated from the December 31, 2022 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, 2023

Core Fund Asset Class	Asset Allocation %	Long-Term Expected Nominal Rate of Return %	Long-Term Expected Real Rate of Return %**
Public Equity	40	7.3	4.5
Public Fixed Income	27	5.8	3.0
Inflation Sensitive	19	4.4	1.7
Real Estate	8	5.8	3.0
Private Equity/Debt	18	9.6	6.7
Leverage***	(12)	3.7	1.0
Total Core Fund	100	7.4	4.6
Variable Fund Asset			
U.S. Equities	70	6.8	4.0
International Equities	30	7.6	4.8
Total Variable Fund	100	7.3	4.5

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

** New England Pension Consultants' Long-Term U.S. CPI (Inflation) Forecast: 2.7%

*** The investment policy used for the Core Fund involves reducing equity exposure by leveraging lower-volatility assets, such as fixed income securities. Currently, an asset allocation target of 12% 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. This discount rate is based on the expected rate of return on pension plan investments of 6.8% and a municipal bond rate of 3.77% (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, 2023. 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 investment 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 City's Proportionate Share of the Net Pension Liability (Asset) to Changes in the Discount Rate

The following presents the City's proportionate share of the net pension liability (asset) calculated using the discount rate of 6.80%, as well as what the City's proportionate share of the net pension liability (asset) 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%)
City's proportionate share of the net pension liability (asset)	\$ 4,597,914	\$ 475,704	\$ (2,408,780)

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>.

At December 31, 2024, the City reported a payable to the pension plan of \$0, which represents contractually required contributions outstanding as of the end of the year.

Risk Management

The City is exposed to various risks of loss related to torts; theft of, damage to or destruction of assets; errors and omissions; workers compensation; and health care of its employees. These risks are covered through the City's participation in CVMIC programs, commercial insurance and the City's partially self-funded health care program. Settled claims have not exceeded coverage in any of the last three years. There were no significant reductions in coverage compared to the prior year.

City of Plymouth

Notes to Financial Statements
December 31, 2024

Beginning January 1, 2013, the City switched to an insurance internal service fund method of accounting for its health care and risk management programs. The purpose of an internal service fund is "to account for the financing of goods or services provided by one department or agency to other departments or agencies of the governmental unit, or to other governmental units, on a cost-reimbursements basis." In this case, health care and risk management costs are being centralized and provided as a benefit to all City departments.

Public Entity Risk Pool

Wisconsin Municipal Insurance Commission (WMIC) Cities and Villages Mutual Insurance Company (CVMIC)

The WMIC is an intergovernmental cooperation commission created by contract under Section 66.30 of the Wisconsin Statutes. It was created in August, 1987 for the purpose of facilitating the organization, establishment and capitalization of the CVMIC, and has numerous cities and villages as members.

The CVMIC is a municipal mutual insurance company established on September 14, 1987 under Section 611.23 of the Wisconsin Statutes. The CVMIC provides liability insurance coverage to the cities and villages which make up the membership of the WMIC.

The CVMIC is self-insured up to a maximum of \$2,000,000 of each insurance risk. Losses paid by CVMIC plus administrative expenses will be recovered through premiums to the participating pool of municipalities. The City's share of such losses is approximately 1%.

Management of each organization consists of a board of directors or officers comprised of representatives elected by each of three classes of participants based on population. The City does not exercise any control over the activities of the agencies beyond the election of the officers and board.

Financial statements of WMIC and CVMIC can be obtained directly from CVMIC's offices.

The City pays an annual premium to CVMIC for its general liability insurance, which provides coverage up to \$5,000,000 per occurrence, less the City's retained liability. The City's retained liability is limited to \$25,000 per occurrence and an annual aggregate limit of \$100,000. Changes in the fund's claims loss liability follow:

	Beginning Balance	Incurred Claims	Claims Paid/ Settled	Ending Balance
2024	\$ 4,267	\$ 242,003	\$ 246,270	\$ -

Health Care Program

Effective January 1, 2013, the City and Utilities transferred \$815,824 and \$667,500, respectively to establish the new health care internal service fund. The purpose of this fund is to pay medical and prescription drug claims of all City employees and their dependents and to minimize the total costs of annual insurance coverage.

For the current plan year, the City utilized Prairie States Enterprises as the third-party administrator for processing claims and uses Health Payment Systems (as a supplementary option) for pre-processing the claims for further discounts. In addition to maintaining a reserve fund, the City carries stop-loss coverage with ASG / Companion Life, which covers claims in excess of \$75,000 per individual up to an aggregate of \$1,357,976. Changes in fund's claims loss liability follows:

City of Plymouth

Notes to Financial Statements
December 31, 2024

	Beginning Balance	Incurred Claims	Claims Paid/ Settled	Ending Balance
2024	\$ 79,674	\$ 1,126,699	\$ 1,078,158	\$ 128,215

In 2011, the City joined the Center for Health & Wellness. The consortium provides nurse practitioner, physical therapist, chiropractic care, primary medical doctor care and limited wellness services to its members at a reduced cost. The public-private partnership contracts with Prevea Health to staff the Center. Costs related to the Center for Health & Wellness are part of the health care internal service fund.

Commitments and Contingencies

Claims and judgments are recorded as liabilities if all the conditions of Governmental Accounting Standards Board pronouncements are met. The liability and expenditure for claims and judgments are only reported in governmental funds if it has matured. Claims and judgments are recorded in the government-wide statements and proprietary funds as expenses when the related liabilities are incurred.

Long-Term Contracts, WPPI Energy

The electric utility is one of 51 WPPI Energy member municipalities located throughout the States of Wisconsin, Michigan and Iowa. On December 1, 1989, each initial WPPI Energy member commenced purchasing electric service from WPPI Energy under a long-term Power Supply Contract for Participating Members (long-term contract). Under the long-term contract, WPPI Energy is obligated to provide and sell, and each member is obligated to take and pay for, the electric power and energy required for the operation of each member's electric utility.

The long-term contract requires all WPPI Energy members to pay for power and energy requirements supplied or made available by WPPI Energy at rates sufficient to cover WPPI Energy's revenue requirement including power supply costs, administrative expenses and debt service. WPPI Energy's subsequent year's operating budget and rates are approved annually by its Board of Directors, consisting of representatives from each member. The members have agreed to charge rates to retail customers sufficient to meet their WPPI Energy obligations. The long-term contract provides that all payments to WPPI Energy constitute operating expenses of the utility payable from any operating and maintenance fund established for that system.

Fifty members, representing approximately 99.8% of WPPI Energy's existing load, have long-term contracts through December 31, 2055. The remaining member has a long-term contract through December 31, 2037.

WPPI Energy's outstanding debt service obligation to be paid by its members through their wholesale power charges through the remainder of the long-term contract was \$237 million as of December 31, 2024.

Tax Abatement

In 2024, the City issued a municipal revenue obligation as part of a development agreement. The amount of the obligation was \$6,300,000 and is payable to the developer solely from tax increments collected from a specific portion of the development in TID No. 7. Payments are scheduled through the year 2045 (or the life of the TID). The obligation does not constitute a charge upon any funds of the City. In the event that future tax increments are not sufficient to pay off the obligation, the obligation terminates with no further liability to the City. Since the amount of future payments is contingent on the collection of future TIF increments, the obligation is not reported as a liability in the accompanying financial statements. The balance of the commitment outstanding at year end was \$6,300,000.

Economic Dependency

Electric Utility

The utility has one significant customer who was responsible for 15% of operating revenues in 2024.

Sewage Utility

The utility has one significant customer who was responsible for 26% of operating revenues in 2024.

Effect of New Accounting Standards on Current-Period Financial Statements

The Governmental Accounting Standards Board (GASB) has approved the following:

- Statement No. 102, *Certain Risk Disclosures*
- Statement No. 103, *Financial Reporting Model Improvements*
- Statement No. 104, *Disclosure of Certain Capital Assets*

When they become effective, application of these standards may restate portions of these financial statements.

REQUIRED SUPPLEMENTARY INFORMATION

City of Plymouth

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual -

General Fund

Year Ended December 31, 2024

	Original and Final Budget	Actual	Variance With Final Budget
Revenues			
Taxes	\$ 4,900,755	\$ 4,896,466	\$ (4,289)
Intergovernmental	1,750,741	1,774,559	23,818
Licenses and permits	215,890	214,887	(1,003)
Fines, forfeitures and penalties	79,800	118,194	38,394
Public charges for services	260,966	315,852	54,886
Intergovernmental charges for services	136,500	160,820	24,320
Investment income	41,950	414,973	373,023
Miscellaneous revenues	6,800	8,065	1,265
Total revenues	<u>7,393,402</u>	<u>7,903,816</u>	<u>510,414</u>
Expenditures			
Current:			
General government	1,003,111	917,629	85,482
Public safety	2,710,149	2,753,950	(43,801)
Public works	1,503,205	1,103,089	400,116
Health and human services	140,115	207,575	(67,460)
Culture, recreation and education	1,080,643	1,307,943	(227,300)
Conservation and development	19,800	107,707	(87,907)
Total expenditures	<u>6,457,023</u>	<u>6,397,893</u>	<u>59,130</u>
Excess of revenues over expenditures	<u>936,379</u>	<u>1,505,923</u>	<u>569,544</u>
Other Financing Sources (Uses)			
Transfers out	(1,480,529)	(1,576,717)	(96,188)
Sale of property	2,500	23,262	20,762
Transfers in	541,650	661,110	119,460
Total other financing sources (uses)	<u>(936,379)</u>	<u>(892,345)</u>	<u>44,034</u>
Net change in fund balance	-	613,578	613,578
Fund Balance, Beginning	<u>3,438,020</u>	<u>3,438,020</u>	<u>-</u>
Fund Balance, Ending	<u>\$ 3,438,020</u>	<u>\$ 4,051,598</u>	<u>\$ 613,578</u>

See notes to the required supplementary information

City of Plymouth

Schedule of Proportionate Share of the Net Pension Liability (Asset)

Wisconsin Retirement System

Year Ended December 31, 2024

Fiscal Year Ending	City's Proportion of the Net Pension Asset	City's Proportionate Share of the Net Pension Liability (Asset)	City's Covered Payroll	City's 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
12/31/24	0.03199507 %	\$ 475,704	\$ 5,043,905	9.43%	98.85 %
12/31/23	0.03204068 %	1,697,415	4,668,582	36.36 %	95.72 %
12/31/22	0.03233349 %	(2,606,138)	4,565,017	57.09 %	106.02 %
12/31/21	0.03231786 %	(2,017,648)	4,534,351	44.50 %	105.26 %
12/31/20	0.03206321 %	(1,033,864)	4,463,535	23.16 %	102.96 %
12/31/19	0.03133121 %	1,114,666	4,196,530	26.56 %	96.45 %
12/31/18	0.03095614 %	(919,124)	4,106,942	22.38 %	102.93 %
12/31/17	0.03045086 %	250,988	3,910,997	6.42 %	99.12 %
12/31/16	0.03095444 %	503,004	3,908,249	12.87 %	98.20 %
12/31/15	0.03147406 %	(773,089)	3,807,260	20.31 %	102.74 %

Schedule of Employer Contributions

Wisconsin Retirement System

Year Ended December 31, 2024

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
12/31/24	\$ 474,855	\$ 474,855	\$ -	\$ 5,307,861	8.95 %
12/31/23	429,532	429,532	-	5,043,906	8.52 %
12/31/22	372,489	372,489	-	4,668,582	7.98 %
12/31/21	370,638	370,638	-	4,565,017	8.12 %
12/31/20	368,668	368,668	-	4,534,352	8.13 %
12/31/19	340,756	340,756	-	4,463,536	7.63 %
12/31/18	326,606	326,606	-	4,196,530	7.78 %
12/31/17	322,928	322,928	-	4,106,943	7.86 %
12/31/16	288,509	288,509	-	3,910,997	7.38 %
12/31/15	295,575	295,575	-	3,908,249	7.56 %

See notes to the required supplementary information

Budgetary Information

Budgetary information is derived from the annual operating budget and is presented using the same basis of accounting for each fund as described in Note 1.

The budgeted amounts presented are as presented in the original budget and no amendments were adopted during the year. The City may authorize transfers of budgeted amounts within departments. Transfers between departments and changes to the overall budget must be approved by a two-thirds action.

Appropriations lapse at year end unless specifically carried over. There were no carryovers to the following year. Budgets are adopted at the department level of expenditure.

Wisconsin Retirement System

The amounts determined for each fiscal year were determined as of the calendar year-end and occurred within the fiscal year.

Changes in benefit terms. There were no changes of benefit terms for any participating employer in the Wisconsin Retirement System.

Changes in 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 postretirement 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 postretirement 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

SUPPLEMENTARY INFORMATION

City of Plymouth

Combining Balance Sheet -
Nonmajor Governmental Funds
December 31, 2024

	Special Revenue Funds				
	Committed	Revolving Loan	USDA Revolving Loan	Garbage and Recycling	Housing Grant
Assets					
Cash and investments	\$ 414,493	\$ 1,285,589	\$ 347,991	\$ 109,108	\$ 198,890
Receivables:					
Taxes	-	-	-	445,184	-
Accrued interest	-	4,219	-	-	-
Delinquent special assessments	-	-	-	-	-
Loans	-	572,290	50,000	-	446,019
Accounts	-	-	-	-	156
Due from other governments	-	-	-	4,556	-
Advances to other funds	-	660,000	-	-	-
Total assets	<u>\$ 414,493</u>	<u>\$ 2,522,098</u>	<u>\$ 397,991</u>	<u>\$ 558,848</u>	<u>\$ 645,065</u>
Liabilities, Deferred Inflows of Resources and Fund Balances					
Liabilities					
Accounts payable	\$ 7,810	\$ -	\$ -	\$ 37,460	\$ -
Due to other funds	-	-	-	-	-
Advances from other funds	-	-	-	-	-
Total liabilities	<u>7,810</u>	<u>-</u>	<u>-</u>	<u>37,460</u>	<u>-</u>
Deferred Inflows of Resources					
Unearned revenues	-	-	-	445,184	-
Total deferred inflows of resources	<u>-</u>	<u>-</u>	<u>-</u>	<u>445,184</u>	<u>-</u>
Fund Balances					
Nonspendable	-	-	-	-	-
Restricted	-	-	397,991	-	645,065
Committed	406,683	2,522,098	-	76,204	-
Unassigned (deficit)	-	-	-	-	-
Total fund balances (deficit)	<u>406,683</u>	<u>2,522,098</u>	<u>397,991</u>	<u>76,204</u>	<u>645,065</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 414,493</u>	<u>\$ 2,522,098</u>	<u>\$ 397,991</u>	<u>\$ 558,848</u>	<u>\$ 645,065</u>

Special Revenue Funds		Capital Projects Funds			Total Nonmajor Governmental Funds
Water and Sewer Lateral	American Rescue Plan Act	TIF District #5	TIF District #6	TIF District #7	
\$ 216,898	\$ 10,073	\$ 38,668	\$ 13,421	\$ -	\$ 2,635,131
30,482	-	360,968	111,075	-	947,709
1,052	-	-	-	-	5,271
3,998	-	-	-	-	3,998
306,821	-	-	-	-	1,375,130
-	-	-	-	-	156
-	-	-	-	-	4,556
-	-	-	-	-	660,000
<u>\$ 559,251</u>	<u>\$ 10,073</u>	<u>\$ 399,636</u>	<u>\$ 124,496</u>	<u>\$ -</u>	<u>\$ 5,631,951</u>
\$ -	\$ 10,073	\$ -	\$ -	\$ -	\$ 55,343
9,000	-	-	-	-	9,000
-	-	730,000	774,408	51,200	1,555,608
<u>9,000</u>	<u>10,073</u>	<u>730,000</u>	<u>774,408</u>	<u>51,200</u>	<u>1,619,951</u>
30,482	-	360,968	111,075	-	947,709
<u>30,482</u>	<u>-</u>	<u>360,968</u>	<u>111,075</u>	<u>-</u>	<u>947,709</u>
3,998	-	-	-	-	3,998
-	-	-	-	-	1,043,056
515,771	-	-	-	-	3,520,756
-	-	(691,332)	(760,987)	(51,200)	(1,503,519)
<u>519,769</u>	<u>-</u>	<u>(691,332)</u>	<u>(760,987)</u>	<u>(51,200)</u>	<u>3,064,291</u>
<u>\$ 559,251</u>	<u>\$ 10,073</u>	<u>\$ 399,636</u>	<u>\$ 124,496</u>	<u>\$ -</u>	<u>\$ 5,631,951</u>

City of Plymouth

Combining Statement of Revenues, Expenditures and Changes in Fund Balances -
Nonmajor Governmental Funds
Year Ended December 31, 2024

	Special Revenue Funds				
	Committed	Revolving Loan	USDA Revolving Loan	Garbage and Recycling	Housing Grant
Revenues					
Taxes	\$ 171,733	\$ -	\$ -	\$ -	\$ -
Intergovernmental	14,153	-	-	22,180	-
Public charges for services	-	-	-	414,528	-
Investment income	-	70,328	14,797	-	9,377
Miscellaneous revenues	68,373	-	-	-	-
Total revenues	254,259	70,328	14,797	436,708	9,377
Expenditures					
Current:					
General government	-	4,293	-	-	-
Public safety	35,484	-	-	-	-
Public works	-	-	-	497,595	-
Culture, recreation and education	50,331	-	-	-	-
Conservation and development	149,140	-	-	-	-
Capital outlay	-	-	-	-	-
Debt service:					
Principal	-	-	-	-	-
Interest and fiscal charges	-	-	-	-	-
Total expenditures	234,955	4,293	-	497,595	-
Excess (deficiency) of revenues over expenditures	19,304	66,035	14,797	(60,887)	9,377
Other Financing Sources (Uses)					
Transfers in	-	-	-	67,000	-
Transfers out	-	-	-	-	-
Total other financing sources (uses)	-	-	-	67,000	-
Net change in fund balances	19,304	66,035	14,797	6,113	9,377
Fund Balances (Deficit), Beginning	387,379	2,456,063	383,194	70,091	635,688
Fund Balances (Deficit), Ending	\$ 406,683	\$ 2,522,098	\$ 397,991	\$ 76,204	\$ 645,065

Special Revenue Funds		Capital Projects Funds			Total Nonmajor Governmental Funds
Water and Sewer Lateral	American Rescue Plan Act	TIF District #5	TIF District #6	TIF District #7	
\$ -	\$ -	\$ 403,962	\$ 122,596	\$ -	\$ 698,291
-	608,483	14,968	2,598	-	662,382
-	-	-	-	-	414,528
14,263	6,243	8,651	-	-	123,659
-	-	-	18,333	-	86,706
14,263	614,726	427,581	143,527	-	1,985,566
-	14,073	13,189	224	50,200	81,979
-	-	-	-	-	35,484
-	-	-	-	-	497,595
-	-	-	-	-	50,331
2,863	-	50,150	722	1,000	203,875
-	594,410	-	-	-	594,410
-	-	150,000	90,000	-	240,000
-	-	24,888	17,300	-	42,188
2,863	608,483	238,227	108,246	51,200	1,745,862
11,400	6,243	189,354	35,281	(51,200)	239,704
-	-	-	-	-	67,000
-	(9,550)	-	-	-	(9,550)
-	(9,550)	-	-	-	57,450
11,400	(3,307)	189,354	35,281	(51,200)	297,154
508,369	3,307	(880,686)	(796,268)	-	2,767,137
<u>\$ 519,769</u>	<u>\$ -</u>	<u>\$ (691,332)</u>	<u>\$ (760,987)</u>	<u>\$ (51,200)</u>	<u>\$ 3,064,291</u>

City of Plymouth

Combining Statement of Net Position -
Internal Service Funds
December 31, 2024

	<u>Health Care</u>	<u>Risk Management</u>	<u>Total</u>
Assets			
Current assets:			
Cash and investments	\$ 2,955,352	\$ 384,190	\$ 3,339,542
Receivables:			
Accrued interest	8,024	212	8,236
Accounts receivable	<u>7,517</u>	<u>18,842</u>	<u>26,359</u>
Total assets	<u>2,970,893</u>	<u>403,244</u>	<u>3,374,137</u>
Liabilities			
Current liabilities:			
Accounts payable	<u>128,215</u>	<u>6,050</u>	<u>134,265</u>
Total liabilities	<u>128,215</u>	<u>6,050</u>	<u>134,265</u>
Net Position			
Unrestricted	<u>2,842,678</u>	<u>397,194</u>	<u>3,239,872</u>
Total net position	<u><u>\$ 2,842,678</u></u>	<u><u>\$ 397,194</u></u>	<u><u>\$ 3,239,872</u></u>

City of Plymouth

Combining Statement of Revenues, Expenditures and Changes in Fund Net Position -
Internal Service Funds
Year Ended December 31, 2024

	<u>Health Care</u>	<u>Risk Management</u>	<u>Total</u>
Operating Revenues			
City and Utility contributions	\$ 1,020,643	\$ 275,361	\$ 1,296,004
Other	158,839	43,926	202,765
Total operating revenues	<u>1,179,482</u>	<u>319,287</u>	<u>1,498,769</u>
Operating Expenses			
Health care costs, City employees	595,416	-	595,416
Health care costs, Utility employees	482,742	-	482,742
Risk management insurance and expenses	-	288,868	288,868
Total operating expenses	<u>1,078,158</u>	<u>288,868</u>	<u>1,367,026</u>
Operating income	<u>101,324</u>	<u>30,419</u>	<u>131,743</u>
Nonoperating Revenues			
Investment income	<u>120,478</u>	<u>10,660</u>	<u>131,138</u>
Total nonoperating revenues	<u>120,478</u>	<u>10,660</u>	<u>131,138</u>
Change in net position	221,802	41,079	262,881
Net Position, Beginning	<u>2,620,876</u>	<u>356,115</u>	<u>2,976,991</u>
Net Position, Ending	<u><u>\$ 2,842,678</u></u>	<u><u>\$ 397,194</u></u>	<u><u>\$ 3,239,872</u></u>

City of Plymouth

Combining Statement of Cash Flows
Internal Service Funds
Year Ended December 31, 2024

	<u>Health Care</u>	<u>Risk Management</u>	<u>Total</u>
Cash Flows From Operating Activities			
Received from customers	\$ 1,185,715	\$ 330,709	\$ 1,516,424
Paid to suppliers for goods and services	<u>(1,029,617)</u>	<u>(287,085)</u>	<u>(1,316,702)</u>
Net cash flows from operating activities	<u>156,098</u>	<u>43,624</u>	<u>199,722</u>
Cash Flows From Investing Activities			
Investment income	<u>117,573</u>	<u>10,584</u>	<u>128,157</u>
Net cash flows from investing activities	<u>117,573</u>	<u>10,584</u>	<u>128,157</u>
Net change in cash and cash equivalents	273,671	54,208	327,879
Cash and Cash Equivalents, Beginning	<u>1,172,007</u>	<u>290,021</u>	<u>1,462,028</u>
Cash and Cash Equivalents, Ending	<u><u>\$ 1,445,678</u></u>	<u><u>\$ 344,229</u></u>	<u><u>\$ 1,789,907</u></u>
Reconciliation of Operating Income to Net Cash Flows From Operating Activities			
Operating income	\$ 101,324	\$ 30,419	\$ 131,743
Changes in assets and liabilities:			
Accounts receivable	6,233	11,422	17,655
Accounts payable	<u>48,541</u>	<u>1,783</u>	<u>50,324</u>
Net cash flows from operating activities	<u><u>\$ 156,098</u></u>	<u><u>\$ 43,624</u></u>	<u><u>\$ 199,722</u></u>
Reconciliation of Cash and Cash Equivalents to the Statement of Net Position			
Cash and investments, statement of net position	\$ 2,955,352	\$ 384,190	\$ 3,339,542
Less noncash equivalents	<u>(1,509,674)</u>	<u>(39,961)</u>	<u>(1,549,635)</u>
Cash and cash equivalents	<u><u>\$ 1,445,678</u></u>	<u><u>\$ 344,229</u></u>	<u><u>\$ 1,789,907</u></u>
Noncash Capital and Related Financing Activities			
None			

Plymouth Utilities
Report to the Common Council
August 12, 2025

Presented By:

Baker Tilly US, LLP
4807 Innovate Lane
P.O. Box 7398
Madison, WI 53707-7398
512 975 7281

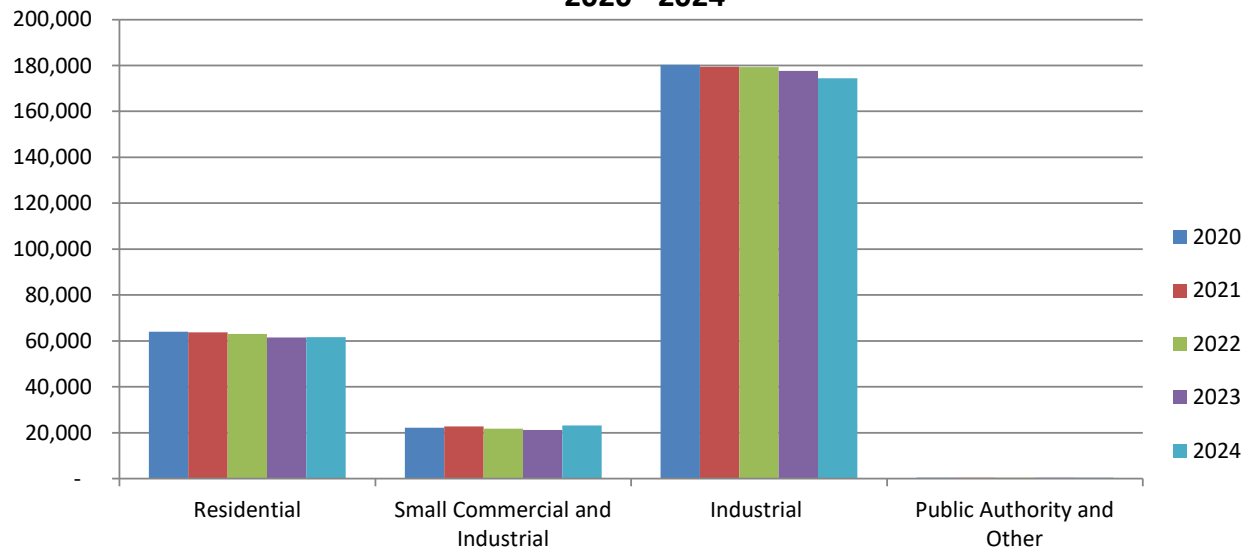
Aaron Worthman, CPA, Principal

Note: Actual data was derived from current and prior years
audited financial statements

Plymouth Utilities

Comparison of Electric kWh's (000) Sold

2020 - 2024

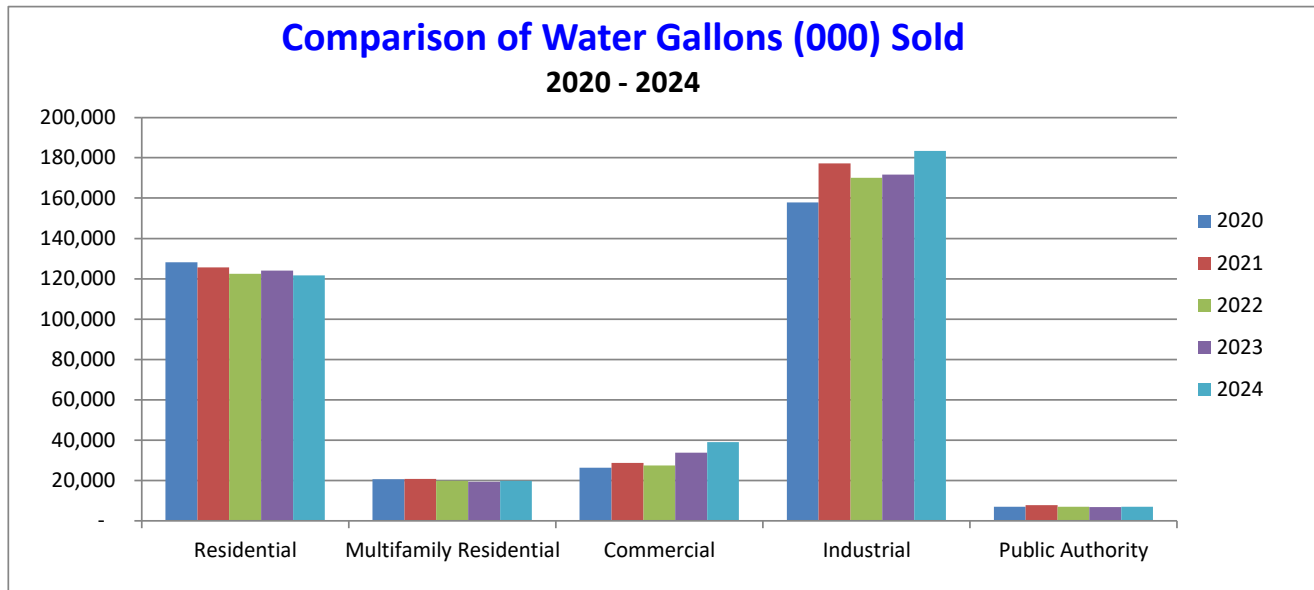


	2020	2021	2022	2023	2024
Residential	63,967	63,745	63,025	61,487	61,636
Small Commercial and Industrial	22,148	22,750	21,804	21,156	23,114
Industrial	180,261	179,396	179,298	177,581	174,321
Public Authority and Other	453	425	398	375	367
Total	266,829	266,316	264,525	260,599	259,438

What it means....

Electric kWh's sold have seen a decrease since 2020 mainly due to decreases in usage from year to year.

Plymouth Utilities

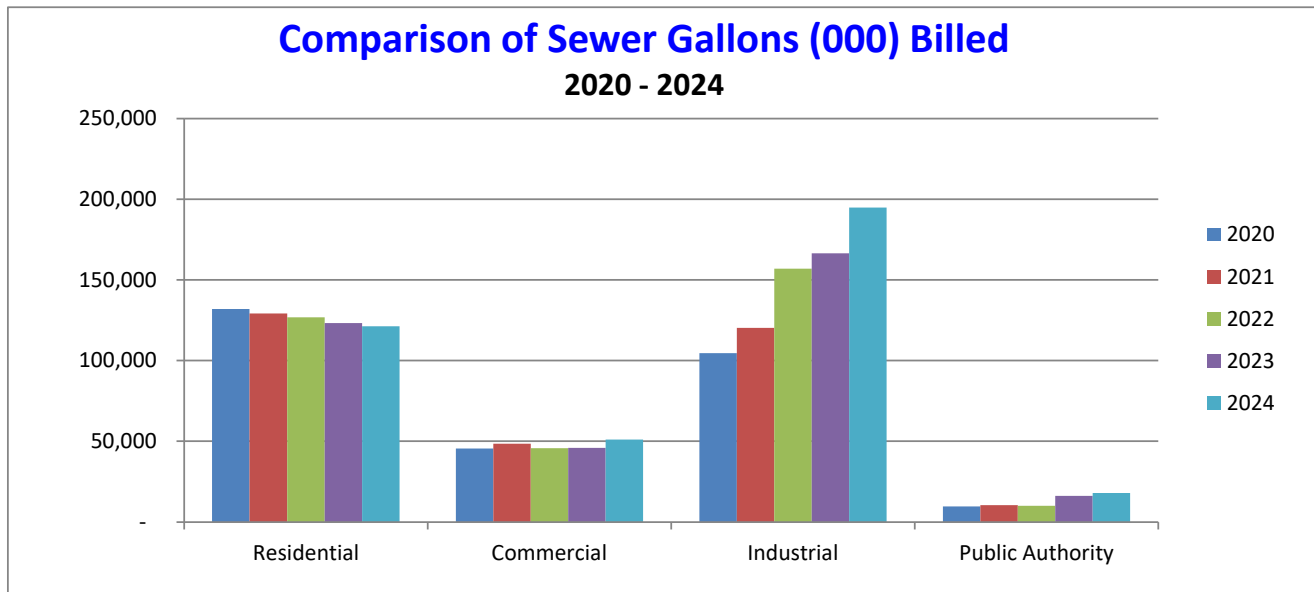


	2020	2021	2022	2023	2024
Residential	128,105	125,689	122,456	124,112	121,692
Multifamily Residential	20,567	20,794	19,833	19,373	19,851
Commercial	26,296	28,641	27,360	33,743	38,990
Industrial	157,805	177,160	170,143	171,603	183,402
Public Authority	6,843	7,765	6,972	6,755	6,897
Total	339,616	360,049	346,764	355,586	370,832

What it means....

The trend in water utilities is to see decreasing usage due to water conservation efforts. There was a downward spike in industrial usage and upward spike in residential usage in 2020 due to quarantine restrictions. Residential usage and industrial usage reverted back to its previous trends in 2024.

Plymouth Utilities

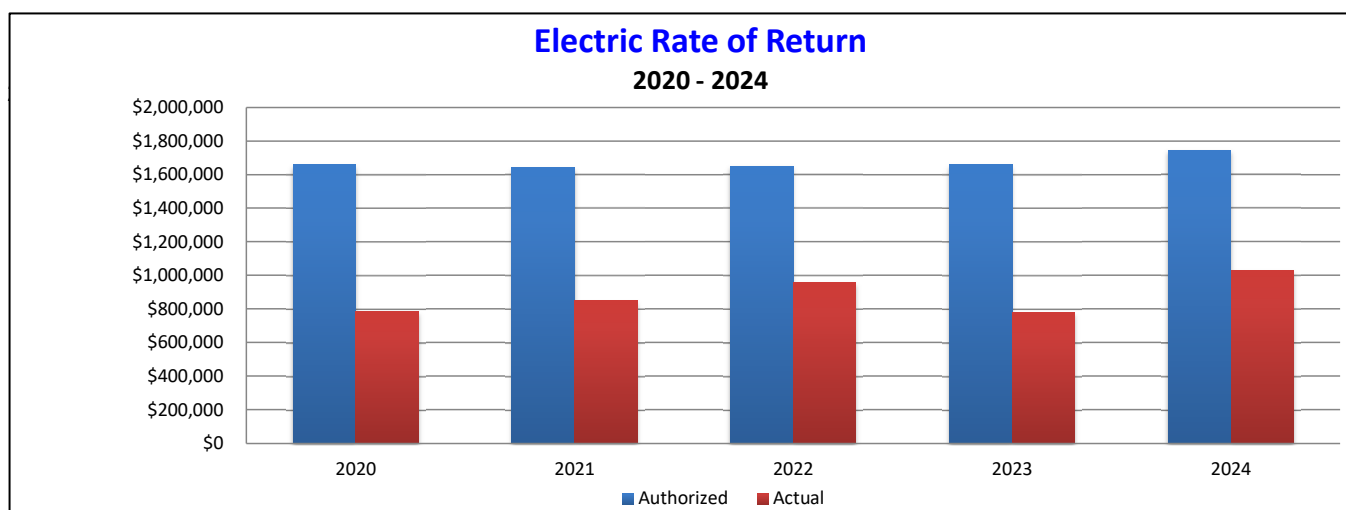


	2020	2021	2022	2023	2024
Residential	131,941	129,202	126,857	123,239	121,163
Commercial	45,418	48,547	45,690	45,827	51,035
Industrial	104,603	120,313	156,873	166,366	194,853
Public Authority	9,559	10,452	10,022	16,089	17,972
Total	<u>291,522</u>	<u>308,514</u>	<u>339,442</u>	<u>351,521</u>	<u>385,023</u>

What it means....

We would expect sewer volumes to follow water industry volumes. This is not the case for Plymouth Utilities. In 2024, these large high strength customers had higher usage activity, which caused the spike in the industrial category.

Plymouth Utilities



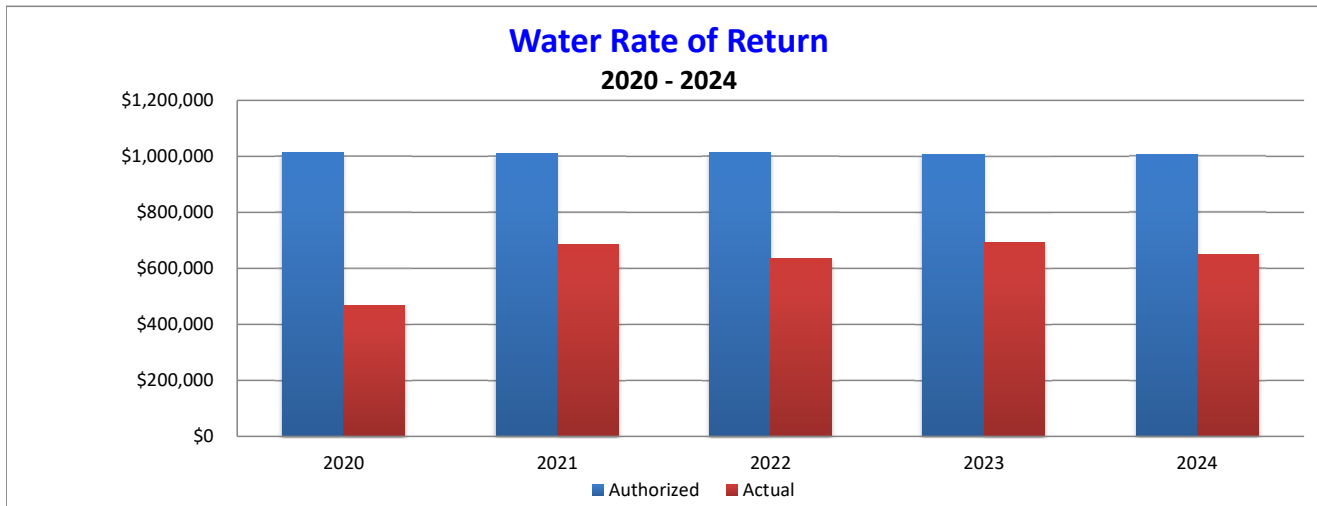
	2020	2021	2022	2023	2024
Net Investment Rate Base	\$ 31,306,575	\$ 30,971,905	\$ 31,176,290	\$ 31,299,927	\$ 32,929,526
Authorized Return	<u>5.30%</u>	<u>5.30%</u>	<u>5.30%</u>	<u>5.30%</u>	<u>5.30%</u>
Authorized Operating Return	<u>\$ 1,659,248</u>	<u>\$ 1,641,511</u>	<u>\$ 1,652,343</u>	<u>\$ 1,658,896</u>	<u>\$ 1,745,265</u>
Actual Operating Income - Regulatory Basis	<u>\$ 787,560</u>	<u>\$ 850,278</u>	<u>\$ 957,960</u>	<u>\$ 782,599</u>	<u>\$ 1,027,974</u>
Actual Return	<u>2.52%</u>	<u>2.75%</u>	<u>3.07%</u>	<u>2.50%</u>	<u>3.12%</u>
Difference	<u>\$ (871,688)</u>	<u>\$ (791,233)</u>	<u>\$ (694,383)</u>	<u>\$ (876,297)</u>	<u>\$ (717,291)</u>

What it means...

Rate of return is a key indicator of financial results in any regulated utility like your electric utility. Any growth in plant requires that rates cover the cost of providing service or the utility will weaken financially in the long run. Current rates were approved by the PSCW on May 26, 2015.

It is important to point out that the operating income reported here will not match what is reported in the financial statements due to PSCW ratemaking rules.

Plymouth Utilities



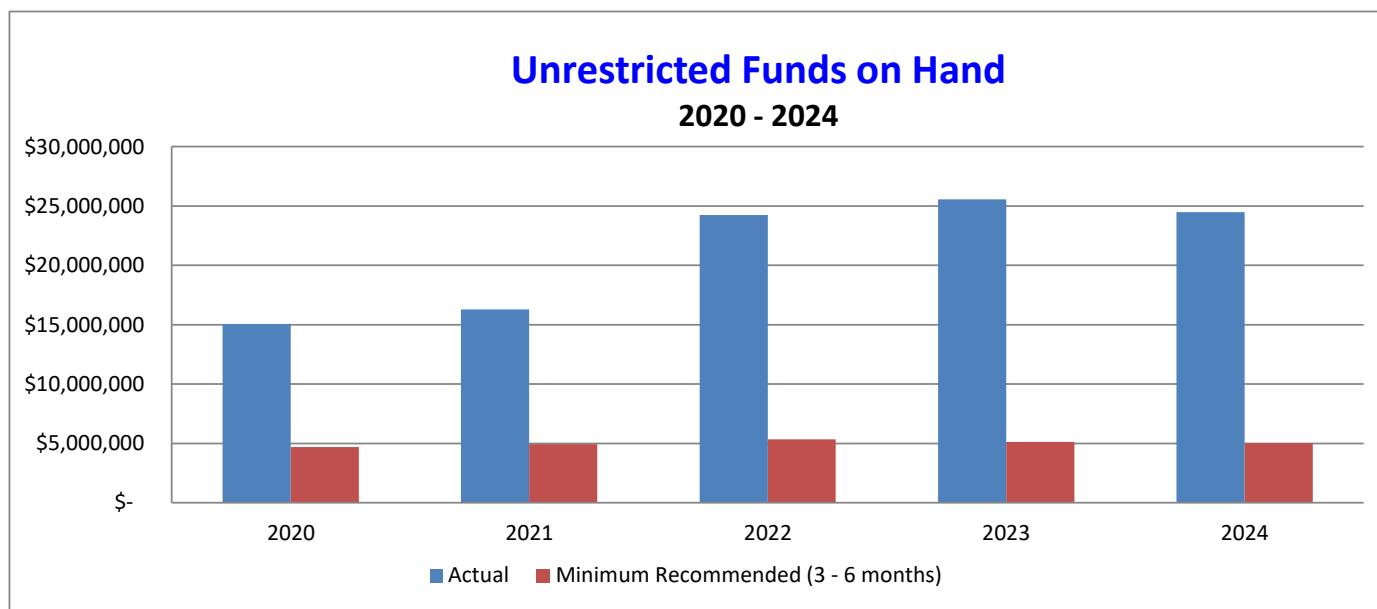
	2020	2021	2022	2023	2024
Net Investment Rate Base	\$ 16,882,120	\$ 16,854,951	\$ 16,879,130	\$ 16,811,256	\$ 16,770,439
Authorized Return	<u>6.00%</u>	<u>6.00%</u>	<u>6.00%</u>	<u>6.00%</u>	<u>6.00%</u>
Authorized Operating Return	\$ <u>1,012,927</u>	\$ <u>1,011,297</u>	\$ <u>1,012,748</u>	\$ <u>1,008,675</u>	\$ <u>1,006,226</u>
Actual Operating Income - Regulatory Basis	\$ <u>469,508</u>	\$ <u>687,799</u>	\$ <u>636,070</u>	\$ <u>694,519</u>	\$ <u>649,539</u>
Actual Return	<u>2.78%</u>	<u>4.08%</u>	<u>3.77%</u>	<u>4.13%</u>	<u>3.87%</u>
Difference	\$ <u>(543,419)</u>	\$ <u>(323,498)</u>	\$ <u>(376,678)</u>	\$ <u>(314,156)</u>	\$ <u>(356,687)</u>

What it means...

Rate of return is a key indicator of financial results in any regulated utility like your water utility. Any growth in plant requires that rates cover the cost of providing service or the utility will weaken financially in the long run. Current rates were approved by the PSCW on April 1, 2023.

It is important to point out that the operating income reported here will not match what is reported in the financial statements due to PSCW ratemaking rules.

Plymouth Utilities



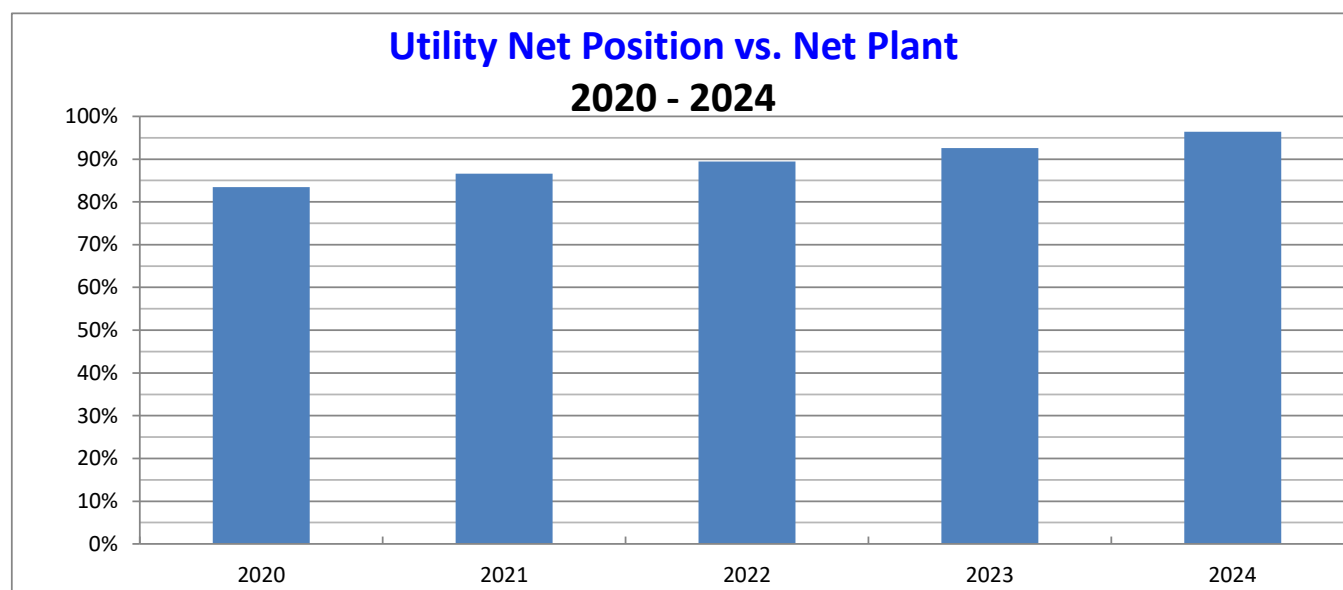
	2020	2021	2022	2023	2024
Funding Benchmark					
Estimated Monthly Revenues	<u>\$ 2,349,197</u>	<u>\$ 2,465,414</u>	<u>\$ 2,669,811</u>	<u>\$ 2,561,992</u>	<u>\$ 2,507,581</u>
Actual Unrestricted Funds on Hand	<u>\$ 15,047,767</u>	<u>\$ 16,282,044</u>	<u>\$ 24,239,267</u>	<u>\$ 25,555,657</u>	<u>\$ 24,469,379</u>
Months billings on Hand	<u>6.41</u>	<u>6.60</u>	<u>9.08</u>	<u>9.97</u>	<u>9.76</u>

What it means....

A utility should maintain funds to cover its operations in a normal business operation cycle (i.e. quarterly, monthly) plus a contingency. In addition, utilities should have available an amount equal to one year's routine capital improvements. These funding levels facilitate budgeting since there will be less concern for business cycle fluctuations.

This shows that the utility has historically had ample cash reserves for operations.

Plymouth Utilities



	2020	2021	2022	2023	2024
Investment in Capital Assets	<u>\$ 57,637,035</u>	<u>\$ 59,850,810</u>	<u>\$ 60,899,394</u>	<u>\$ 64,147,415</u>	<u>\$ 70,848,975</u>
Net Property, Plant, and Equipment	<u>\$ 69,051,340</u>	<u>\$ 69,092,307</u>	<u>\$ 68,097,376</u>	<u>\$ 69,269,620</u>	<u>\$ 73,470,403</u>
Percent of Net Plant Not Funded by Debt	<u>83%</u>	<u>87%</u>	<u>89%</u>	<u>93%</u>	<u>96%</u>

What it means....

Obtaining financing for capital improvements is normally a necessity for capital intensive utilities. Management should keep their related debt to a manageable level as this allows you to be less aggressive seeking rate relief and provides more options to address unanticipated expenses. Normal utility target is 50% or more equity and 50% or less debt.

Plymouth Utilities

An Enterprise Fund of the City of Plymouth, Wisconsin

Financial Statements and
Supplementary Information

December 31, 2024 and 2023

Plymouth Utilities

An Enterprise Fund of the City of Plymouth, Wisconsin

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December 31, 2024 and 2023

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Independent Auditors' Report

To the Common Council of
City of Plymouth

Opinion

We have audited the financial statements of the Plymouth Utilities (Utility), an enterprise fund of the City of Plymouth, WI, as of and for the years ended December 31, 2024 and 2023, 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 for the Utility as of December 31, 2024 and 2023, and the changes in financial position and cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the Auditors' 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 audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Emphasis of Matter

As discussed in Note 1, the financial statements of the Utility are intended to present the financial position, the changes in the financial position, and cash flows of only the Utility. They do not purport to, and do not, present fairly the financial position of the City of Plymouth, WI, as of December 31, 2024, and 2023, and the changes in financial position, or cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America. 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.

Auditors' 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 auditors' report that includes our opinion. 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 required supplementary information, as listed in the table of contents be presented to supplement the financial statements. Such information is the responsibility of management and, although not a part of the financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the 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 financial statements, and other knowledge we obtained during our audit of the 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 an opinion on the financial statements as a whole. The supplementary information as listed in the table of contents is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the 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 supplementary information is fairly stated in all material respects, in relation to the financial statements as a whole.

Baker Tilly US, LLP

Madison, Wisconsin
July 29, 2025

MANAGEMENT'S DISCUSSION AND ANALYSIS

Plymouth Utilities

Management's Discussion and Analysis
December 31, 2024 and 2023
(Unaudited)

The management of the Plymouth Utilities (Utility) offers all persons interested in the financial position of the Utility an objective, easy to read overview and analysis of the Utility's financial performance during the years ending December 31, 2024 and 2023. You are invited to read this narrative in conjunction with the Utility's financial statements.

Financial Highlights

- The electric utility's operating revenues in 2024, generated mostly by user fees, decreased by \$862,451 or 3% due to a decrease in usage and cost of power.
- The electric utility's operation and maintenance expenses in 2024, decreased by \$1,182,900 or 5% mostly due to a decrease in purchased power.
- The water utility's operating revenues in 2024, generated mostly by user fees, increased by \$73,300 or 3% due to an increase in water usage.
- The water utility's operation and maintenance expenses in 2024, increased by \$130,900 or 13% due mostly to an increase in repairs for wells and mains, due to water main breaks.
- The sewage utility's operating revenues, generated mostly by treatment charges, increased by \$136,200 or 5% during fiscal year 2024 due to high usage and strength charges to industrial customers.
- The sewage utility's operation and maintenance expenses in 2024, decreased by \$156,500 or 10% due mostly to decreases in fuel, energy and chemical cost year over year.

Overview of the Financial Statements

The Utility is a self-supporting entity and a separate enterprise fund of the City of Plymouth. The Utility provides electric, water and sewage services to properties within the City of Plymouth and portions of the Towns of Plymouth, Sheboygan Falls, Herman, Mitchell, Greenbush, Lyndon, Rhine, Scott, Osceola and Forest.

The Utility is managed by the Plymouth Common Council (Common Council) and the electric and water utilities operate under service rules and rates that are established by the Public Service Commission of Wisconsin (PSCW). The sewage utility operates under rules and rates established by the Common Council. The accounting records are maintained in accordance with the Uniform System of Accounts prescribed by the PSCW and in accordance with the Governmental Accounting Standards Board.

This annual report consists of two parts: Management's Discussion and Analysis and the financial statements, as well as the independent auditors' report.

An analysis of the Utility's financial position begins with a review of the Statements of Net Position and the Statements of Revenues, Expenses and Changes in Net Position. These two statements report the Utility's net position and changes therein. The Utility's net position - 'the difference between assets, deferred outflows of resources, liabilities and deferred inflows of resources' is key to measuring the financial health of the Utility. Over time, increases or decreases in the net position value are an indicator of whether the financial position is improving or deteriorating. However, it should be noted that the financial position may also be affected by other non-financial factors, including economic conditions, customer growth, climate conditions and new regulations.

Plymouth Utilities

Management's Discussion and Analysis
December 31, 2024 and 2023
(Unaudited)

Utility Financial Analysis

The Statements of Net Position include all of the Utility's assets, deferred outflows of resources, liabilities and deferred inflows of resources and provide information about the nature and amount of investments in resources and the obligations to creditors. This statement provides the basis for evaluating the capital structure and assessing the liquidity and financial flexibility of the Utility.

A summary of the Utility's Statements of Net Position is presented below in Table 1.

Table 1
Condensed Statements of Net Position

	2024	2023	2022	2024 - 2023 Change
Current and other assets	\$ 39,742,737	\$ 40,696,013	\$ 40,607,697	\$ (953,276)
Capital assets	73,470,403	69,269,620	68,097,376	4,200,783
Total assets	113,213,140	109,965,633	108,705,073	3,247,507
Deferred outflows of resources	1,634,433	2,389,104	1,909,662	(754,671)
Current and other liabilities	11,562,682	10,655,171	10,037,192	907,511
Long-term debt outstanding	2,540,000	5,025,000	7,089,590	(2,485,000)
Total liabilities	14,102,682	15,680,171	17,126,782	(1,577,489)
Deferred inflows of resources	987,680	1,347,964	2,294,420	(360,284)
Net investment in capital assets	70,848,975	64,147,415	60,899,394	6,701,560
Restricted for:				
Net pension asset	-	-	952,205	-
Unrestricted	28,908,236	31,179,187	29,341,934	(2,270,951)
Total net position	<u>\$ 99,757,211</u>	<u>\$ 95,326,602</u>	<u>\$ 91,193,533</u>	<u>\$ (4,430,609)</u>

Net investment in capital assets increased by \$6.7 million over 2023 due to an increase in capital assets during 2024.

The restricted portion of net position includes accounts that are limited by bond covenants and other external parties. Listed below are restricted assets:

Net pension asset - Used to fund employee benefits related to pension.

Plymouth Utilities

Management's Discussion and Analysis
December 31, 2024 and 2023
(Unaudited)

The specific nature or source of these changes becomes more evident in the Statements of Revenues, Expenses and Changes in Net Position as shown in Table 2.

The Statements of Revenues, Expenses and Changes in Net Position provide an indication of the Utility's financial health.

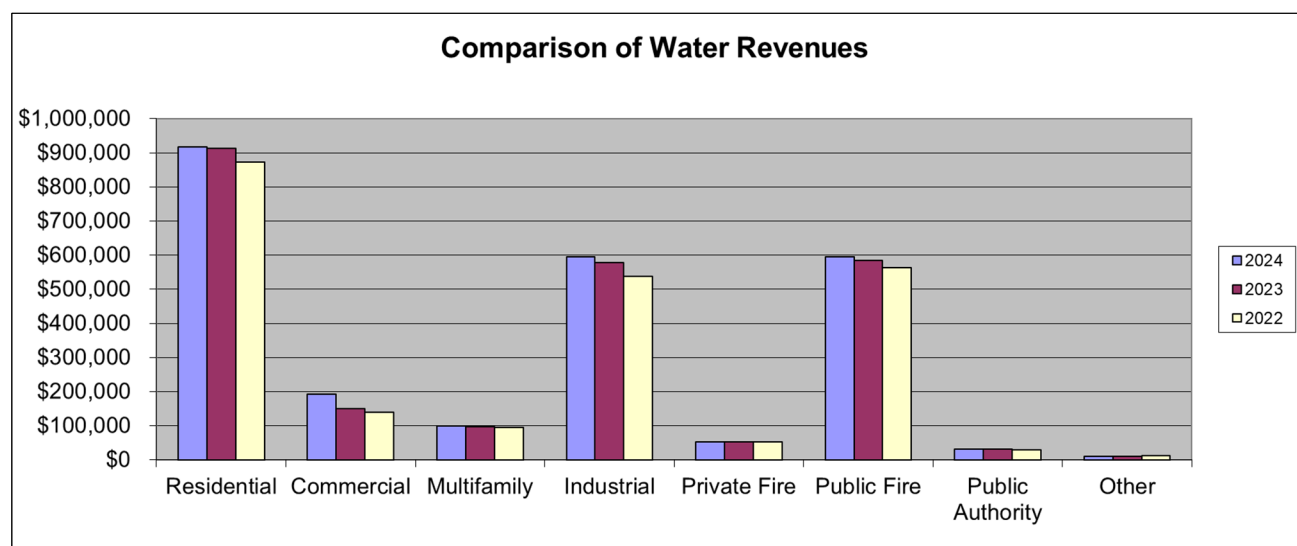
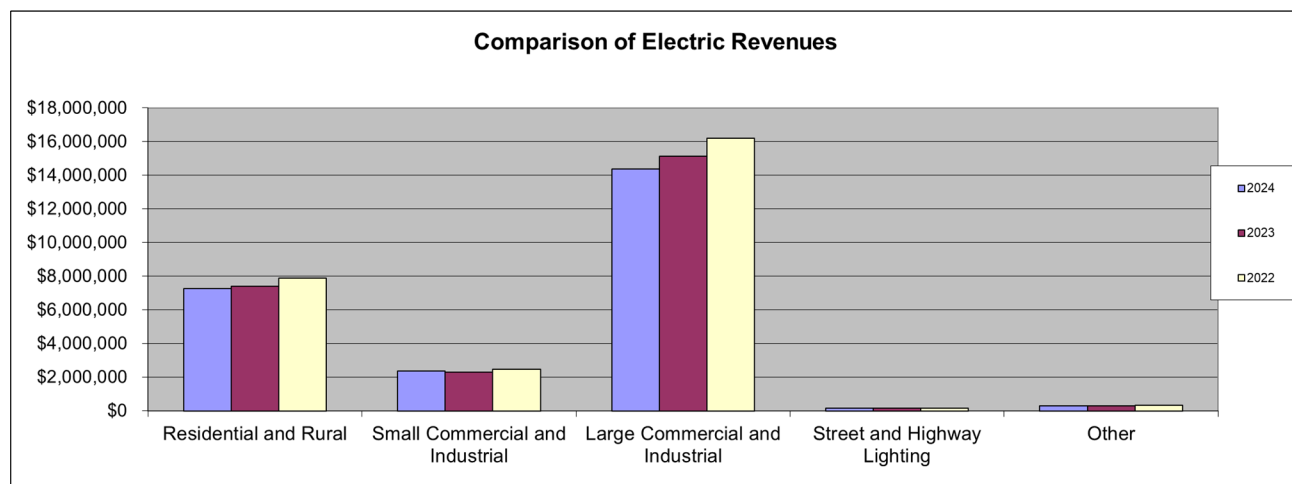
Table 2
Condensed Statements of Revenues,
Expenses and Changes in Net Position

	2024	2023	2022	2024 - 2023 Change
Operating revenues	\$ 30,090,969	\$ 30,743,905	\$ 32,037,737	\$ (652,936)
Nonoperating revenues	2,030,010	1,999,838	115,408	30,172
Total revenues	32,120,979	32,743,743	32,153,145	(622,764)
Depreciation expense	3,218,179	3,355,421	3,284,791	(137,242)
Other operating expenses	23,781,966	24,990,528	26,047,652	(1,208,562)
Nonoperating expenses	86,245	146,575	200,234	(60,330)
Total expenses	27,086,390	28,492,524	29,532,677	(1,406,134)
Income before capital contributions and transfers	5,034,589	4,251,219	2,620,468	783,370
Capital contributions	47,580	522,366	86,308	(474,786)
Transfers	(651,560)	(640,516)	(686,650)	(11,044)
Changes in net position	4,430,609	4,133,069	2,020,126	297,540
Net Position, Beginning	95,326,602	91,193,533	89,173,407	4,133,069
Total Net Position, Ending	\$ 99,757,211	\$ 95,326,602	\$ 91,193,533	\$ 4,430,609

The Utility's operating revenues decreased by \$652,900. Total other operating expenses decreased \$1,208,600. Capital contributions decreased by \$474,800 due to no capital contributions from the City and reduced contributions in aid of construction in 2024.

Plymouth Utilities

Management's Discussion and Analysis
December 31, 2024 and 2023
(Unaudited)

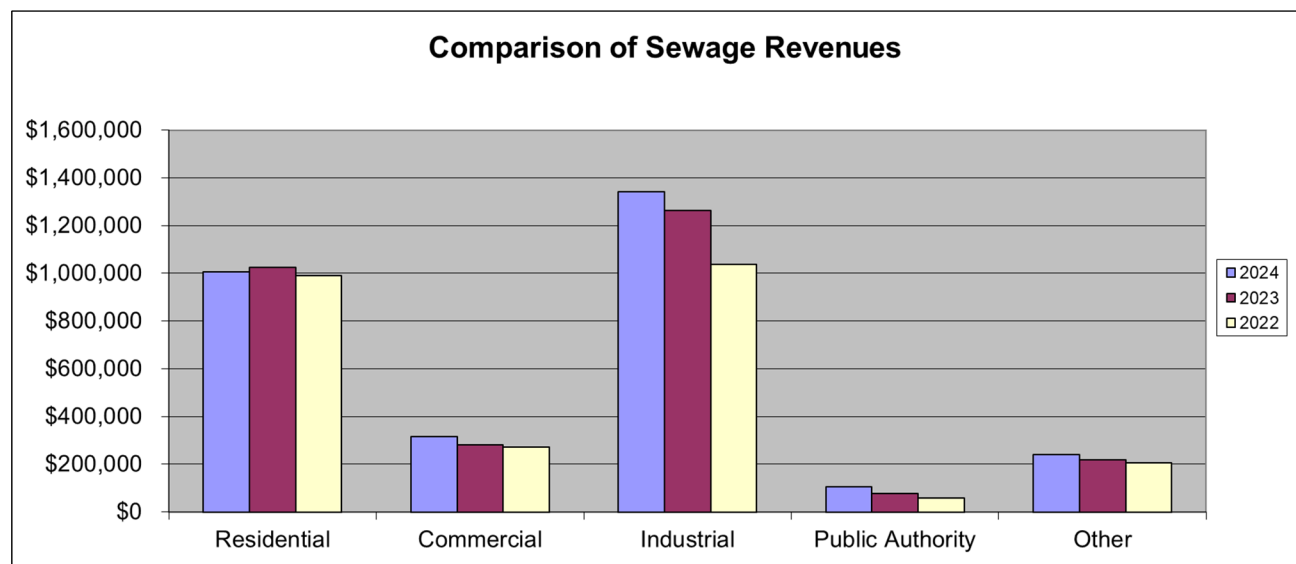


Sales of electricity decreased \$863,100 or 3%, in 2024. The most recent rate adjustment was approved May 26, 2015.

Sales of water increased by \$75,600 or 3%, in 2024. The most recent rate adjustment was approved February 15, 2023 effective April 1, 2023.

Plymouth Utilities

Management's Discussion and Analysis
December 31, 2024 and 2023
(Unaudited)



Sewage billings increased \$142,200 or 5%, in 2024. The most recent rate adjustment was effective April 1, 2023.

The Statements of Cash Flows report the cash provided and used by operating activities, as well as other cash sources such as investment income and cash payments for repayment of capital additions.

Table 3
Condensed Statements of Cash Flows

	2024	2023	2022	2024 - 2023 Change
Cash flows from:				
Operating activities	\$ 4,470,675	\$ 5,568,575	\$ 5,524,609	\$ (1,097,900)
Noncapital financing activities	(640,516)	(686,650)	(766,431)	46,134
Capital and related financing activities	(6,466,953)	(5,040,218)	3,514,740	(1,426,735)
Investing activities	2,927,793	(6,231,316)	(1,704,951)	9,159,109
Net change in cash and cash equivalents	290,999	(6,389,609)	6,567,967	6,680,608
Cash and Cash Equivalents, Beginning	<u>4,503,907</u>	<u>10,893,516</u>	<u>4,325,549</u>	<u>(6,389,609)</u>
Cash and Cash Equivalents, Ending	<u>\$ 4,794,906</u>	<u>\$ 4,503,907</u>	<u>\$ 10,893,516</u>	<u>\$ 290,999</u>

Plymouth Utilities

Management's Discussion and Analysis
December 31, 2024 and 2023
(Unaudited)

Table 4
Capital Assets - Electric Utility

	2024	2023	2022	2024 - 2023 Change
Capital assets:				
Distribution	\$ 56,042,527	\$ 53,659,846	\$ 52,027,159	\$ 2,382,681
General	9,299,953	9,187,742	8,859,414	112,211
Total capital assets	65,342,480	62,847,588	60,886,573	2,494,892
Less accumulated depreciation	(31,089,526)	(29,275,409)	(27,470,463)	(1,814,117)
Construction in progress	4,415,236	1,312,243	137,947	3,102,993
Net capital assets	<u>\$ 38,668,190</u>	<u>\$ 34,884,422</u>	<u>\$ 33,554,057</u>	<u>\$ 3,783,768</u>

The electric utility's net capital assets increased \$3,783,800 in 2024, primarily due to an increase in construction in progress additions.

Table 5
Capital Assets - Water Utility

	2024	2023	2022	2024 - 2023 Change
Capital assets:				
Source of supply	\$ 789,109	\$ 789,109	\$ 789,109	\$ -
Pumping	1,672,194	1,672,194	1,672,194	-
Water treatment	749,265	749,265	665,293	-
Transmission and distribution	22,151,226	21,876,315	21,735,230	274,911
General	1,708,304	1,664,241	1,593,327	44,063
Total capital assets	27,070,098	26,751,124	26,455,153	318,974
Less accumulated depreciation	(7,460,667)	(6,967,686)	(6,684,756)	(492,981)
Construction in progress	-	-	12,025	-
Net capital assets	<u>\$ 19,609,431</u>	<u>\$ 19,783,438</u>	<u>\$ 19,782,422</u>	<u>\$ (174,007)</u>

During 2024, the water utility's net capital assets decreased by \$174,000 due to minimal capital asset activity offset by annual depreciation.

Plymouth Utilities

Management's Discussion and Analysis
December 31, 2024 and 2023
(Unaudited)

Table 6
Capital Assets - Sewage Utility

	2024	2023	2022	2024 - 2023 Change
Capital assets:				
Collecting system	\$ 14,116,786	\$ 13,825,296	\$ 13,731,261	\$ 291,490
Collecting system pumping	3,361,340	3,361,340	3,361,340	-
Treatment and disposal	10,975,117	10,871,090	10,862,898	104,027
General	1,162,072	1,103,562	1,033,244	58,510
Total capital assets	29,615,315	29,161,288	28,988,743	454,027
Less accumulated depreciation	(15,174,017)	(14,664,646)	(14,228,197)	(509,371)
Construction in progress	751,484	105,118	351	646,366
Net capital assets	<u>\$ 15,192,782</u>	<u>\$ 14,601,760</u>	<u>\$ 14,760,897</u>	<u>\$ 591,022</u>

During 2024, the sewage utility's capital assets increase by \$591,000 due to an increase in construction in progress additions.

Please refer to the notes to the financial statements for further detail of the Utility's capital assets.

Long-Term Debt

The Utility also had total general obligation debt outstanding of \$2,415,000 as of December 31, 2024. The general obligation debt was used for utility construction projects in 2012 - 2015 and in 2020 was used to refund outstanding revenue debt originally issued for utility construction projects.

In addition, the Utility had a promissory note outstanding of \$125,000, as of December 31, 2024. The promissory note was used for system improvements.

A table of separate bond issues is included in this audit report in Note 5.

Currently Known Facts/Economic Conditions

The City of Plymouth is located on the southeastern part of the State of Wisconsin. The Utility has been in operation for over 100 years, providing electric, water and sewage service to the citizens of the city and electric service to portions of several surrounding towns. The Utility is currently providing electric service to 8,561 customers, water service to 3,395 customers and sewage service to 3,826 customers.

Contacting Utility Management

This financial report is designed to provide our customers, investors and creditors with a general overview of the Utility's finances. If you have questions about this report or need additional financial information, contact the Utilities Manager or Finance Director, Plymouth Utilities, 900 County Road PP, P.O. Box 277, Plymouth, WI 53073-0277.

General information relating to the Plymouth Utilities can be found at the Utility website www.plymouthutilities.com.

Plymouth Utilities

Statements of Net Position
December 31, 2024 and 2023

	2024	2023
Assets and Deferred Outflows of Resources		
Current Assets		
Cash and investments	\$ 24,469,379	\$ 25,555,657
Interest receivable	225,602	200,867
Customer accounts receivable	2,115,895	1,998,527
Other accounts receivable	87,200	147,795
Due from municipality	9,000	-
Materials and supplies	2,687,769	1,327,804
Prepayments	368	392
Current portion of advance to TIF	75,000	885,000
Total current assets	29,670,213	30,116,042
Noncurrent Assets		
Other assets:		
Advance to stormwater utility	73,943	73,943
Replacement account	1,199,951	1,199,951
Advance to TIF	740,667	1,680,667
Investment in American Transmission Company	8,057,963	7,625,410
Capital assets:		
Plant in service:		
Electric	65,342,480	62,847,588
Water	27,070,098	26,751,124
Sewage	29,615,315	29,161,288
Total plant in service	122,027,893	118,760,000
Accumulated depreciation/amortization:		
Electric	(31,089,526)	(29,275,409)
Water	(7,460,667)	(6,967,686)
Sewage	(15,174,017)	(14,664,646)
Total accumulated depreciation/amortization	(53,724,210)	(50,907,741)
Construction work in progress:		
Electric	4,415,236	1,312,243
Sewage	751,484	105,118
Total construction work in progress	5,166,720	1,417,361
Total noncurrent assets	83,542,927	79,849,591
Total assets	113,213,140	109,965,633
Deferred Outflows of Resources		
Unamortized loss on advance refunding	9,164	11,505
Deferred outflows related to pension	1,625,269	2,377,599
Total deferred outflows of resources	1,634,433	2,389,104

See notes to the financial statements

Plymouth Utilities

Statements of Net Position
December 31, 2024 and 2023

	2024	2023
Liabilities, Deferred Inflows of Resources and Net Position		
Current Liabilities		
Accounts payable	\$ 2,179,746	\$ 2,096,279
Due to municipality	651,560	640,516
Customer deposits	115,164	112,293
Accrued interest	9,802	23,163
Accrued vacation leave	70,414	67,361
Other current liabilities	55,502	49,408
Commitment to community	31,783	36,920
Current portion of general obligation debt	800,000	1,590,000
Current portion of promissory notes	30,000	30,000
Total current liabilities	3,943,971	4,645,940
Noncurrent Liabilities		
General obligation debt	1,615,000	3,280,000
Accrued sick leave	143,312	120,095
Promissory notes	95,000	125,000
Unamortized premium on debt	90,592	108,710
Customer advances for construction	8,045,542	6,770,895
Net pension liability	169,265	629,531
Total noncurrent liabilities	10,158,711	11,034,231
Total liabilities	14,102,682	15,680,171
Deferred Inflows of Resources		
Deferred inflows related to pension	987,680	1,347,964
Net Position		
Net investment in capital assets	70,848,975	64,147,415
Unrestricted	28,908,236	31,179,187
Total net position	\$ 99,757,211	\$ 95,326,602

See notes to the financial statements

Plymouth Utilities

Statements of Revenues, Expenses and Changes in Net Position
Years Ended December 31, 2024 and 2023

	<u>2024</u>	<u>2023</u>
Operating Revenues		
Electric:		
Sales of electricity	\$ 24,426,148	\$ 25,289,296
Other	<u>113,813</u>	<u>113,116</u>
Total electric	<u>24,539,961</u>	<u>25,402,412</u>
Water:		
Sales of water	2,491,913	2,416,362
Other	<u>29,687</u>	<u>31,935</u>
Total water	<u>2,521,600</u>	<u>2,448,297</u>
Sewage:		
Treatment charges	3,010,718	2,868,557
Other	<u>18,690</u>	<u>24,639</u>
Total sewage	<u>3,029,408</u>	<u>2,893,196</u>
Total operating revenues	<u>30,090,969</u>	<u>30,743,905</u>
Operating Expenses		
Electric:		
Operation and maintenance	21,215,491	22,398,406
Depreciation	<u>2,063,028</u>	<u>2,158,404</u>
Total electric	<u>23,278,519</u>	<u>24,556,810</u>
Water:		
Operation and maintenance	1,131,373	1,000,492
Depreciation	<u>526,732</u>	<u>535,702</u>
Total water	<u>1,658,105</u>	<u>1,536,194</u>
Sewage:		
Operation and maintenance	1,435,102	1,591,630
Depreciation	<u>628,419</u>	<u>661,315</u>
Total sewage	<u>2,063,521</u>	<u>2,252,945</u>
Total operating expenses	<u>27,000,145</u>	<u>28,345,949</u>
Operating Income		
Electric	1,261,442	845,602
Water	863,495	912,103
Sewage	<u>965,887</u>	<u>640,251</u>
Total operating income	<u>3,090,824</u>	<u>2,397,956</u>

See notes to the financial statements

Plymouth Utilities

Statements of Revenues, Expenses and Changes in Net Position
Years Ended December 31, 2024 and 2023

	<u>2024</u>	<u>2023</u>
Nonoperating Revenues (Expenses)		
Investment income	\$ 2,007,804	\$ 1,979,717
Income from merchandising and jobbing	4,088	2,003
Legislative expenses	(5,304)	(5,168)
Interest expense	(78,600)	(139,066)
Amortization of premium on debt	18,118	18,118
Amortization of loss on advance refunding	<u>(2,341)</u>	<u>(2,341)</u>
Total nonoperating revenues	<u>1,943,765</u>	<u>1,853,263</u>
Income before contributions and transfers	5,034,589	4,251,219
Capital Contributions	47,580	130,083
Capital Contributions, Municipal	-	392,283
Transfers, Tax Equivalent	<u>(651,560)</u>	<u>(640,516)</u>
Change in net position	4,430,609	4,133,069
Net Position, Beginning	<u>95,326,602</u>	<u>91,193,533</u>
Net Position, Ending	<u><u>\$ 99,757,211</u></u>	<u><u>\$ 95,326,602</u></u>

See notes to the financial statements

Plymouth Utilities

Statements of Cash Flows

Years Ended December 31, 2024 and 2023

	<u>2024</u>	<u>2023</u>
Cash Flows From Operating Activities		
Received from customers	\$ 29,870,005	\$ 30,856,181
Received from Municipality for services	151,709	153,869
Paid to suppliers for goods and services	(23,894,912)	(23,864,758)
Paid to employees for operating payroll	<u>(1,656,127)</u>	<u>(1,576,717)</u>
Net cash flows from operating activities	<u>4,470,675</u>	<u>5,568,575</u>
Cash Flows From Noncapital Financing Activities		
Paid to Municipality for tax equivalent	(640,516)	(686,650)
Repayment of note receivable	-	4,590
Debt retired	<u>-</u>	<u>(4,590)</u>
Net cash flows from noncapital financing activities	<u>(640,516)</u>	<u>(686,650)</u>
Cash Flows From Capital and Related Financing Activities		
Acquisition and construction of capital assets	(6,962,219)	(4,170,837)
Advance for construction	1,274,647	14,693
Capital contributions received	47,580	130,083
Received from TIF	1,750,000	1,188,999
Debt retired	(2,485,000)	(2,059,999)
Interest paid	<u>(91,961)</u>	<u>(143,157)</u>
Net cash flows from capital and related financing activities	<u>(6,466,953)</u>	<u>(5,040,218)</u>
Cash Flows From Investing Activities		
Investments purchased	(40,123,372)	(18,784,833)
Investments sold and matured	41,628,243	11,558,811
Investment in American Transmission Company	(230,280)	(322,330)
Investment income	<u>1,653,202</u>	<u>1,317,036</u>
Net cash flows from investing activities	<u>2,927,793</u>	<u>(6,231,316)</u>
Net change in cash and cash equivalents	290,999	(6,389,609)
Cash and Cash Equivalents, Beginning	<u>4,503,907</u>	<u>10,893,516</u>
Cash and Cash Equivalents, Ending	<u>\$ 4,794,906</u>	<u>\$ 4,503,907</u>
Noncash Capital and Related Financing Activities		
Dividends reinvested in American Transmission Company	\$ 202,273	\$ 170,695
Change in fair value of investments	\$ 127,594	\$ 479,977
Municipality financed additions to utility plant	<u>\$ -</u>	<u>\$ 392,283</u>

See notes to the financial statements

Plymouth Utilities

Statements of Cash Flows

Years Ended December 31, 2024 and 2023

	<u>2024</u>	<u>2023</u>
Reconciliation of Operating Income to Net Cash Flows From		
Operating Activities		
Operating income	\$ 3,090,824	\$ 2,397,956
Nonoperating revenue (expense)	(1,216)	(3,165)
Noncash items in operating income:		
Depreciation	3,218,179	3,355,421
Depreciation charged to clearing and other utilities	6,067	6,069
Changes in assets, deferred outflows, liabilities and deferred inflows:		
Customer accounts receivable	(117,368)	196,632
Other accounts receivable	60,595	44,531
Materials and supplies	(1,359,965)	(654,883)
Prepayments	24	1,034
Accounts payable	(379,343)	75,329
Customer deposits	2,871	13,320
Accrued vacation and sick leave	26,270	(32,942)
Other current liabilities	6,094	(3,640)
Commitment to community	(5,137)	19,417
Pension related deferrals and liabilities	(68,220)	153,496
Receivable from municipality	(9,000)	-
	<u>\$ 4,470,675</u>	<u>\$ 5,568,575</u>
Net cash flows from operating activities	<u>\$ 4,470,675</u>	<u>\$ 5,568,575</u>
Reconciliation of Cash and Cash Equivalents to Statements of Net		
Position Accounts		
Cash and investments	\$ 24,469,379	\$ 25,555,657
Replacement account	<u>1,199,951</u>	<u>1,199,951</u>
Total cash and investments	25,669,330	26,755,608
Less noncash equivalents	<u>(20,874,424)</u>	<u>(22,251,701)</u>
Cash and cash equivalents	<u>\$ 4,794,906</u>	<u>\$ 4,503,907</u>

See notes to the financial statements

Plymouth Utilities

Notes to Financial Statements
December 31, 2024 and 2023

1. Summary of Significant Accounting Policies

The financial statements of Plymouth Utilities (the Utility) have been prepared in conformity with accounting principles generally accepted in the United States of America as applied to enterprise funds of 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.

Reporting Entity

The Utility is a separate enterprise fund of the City of Plymouth (Municipality). The Utility is managed by a common council. The Utility provides electric, water and sewage service to properties within the Municipality. It also provides electric service to portions of the Towns of Plymouth, Sheboygan Falls, Herman, Mitchell, Greenbush, Lyndon, Rhine, Scott, Osceola and Forest.

The electric and water utilities operate under service rules and rates established by the Public Service Commission of Wisconsin (PSCW). The sewage utility operates under rules and rates established by the common council.

Measurement Focus, Basis of Accounting and Financial Statement Presentation

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.

The financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

In June 2022, the GASB issued Statement No. 101, *Compensated Absences*. This Statement requires that liabilities for compensated absences be recognized in financial statements prepared using the economic resources measurement focus for (1) leave that has not been used and (2) leave that has been used but not yet paid in cash or settled through noncash means. A liability should be recognized for leave that has not been used if (a) the leave is attributable to services already rendered, (b) the leave accumulates and (c) the leave is more likely than not to be used for time off or otherwise paid in cash or settled through noncash means. This standard was implemented January 1, 2024. The prior year impact of the standard was not considered material to the financial statements, therefore the prior year balances were not adjusted for the change.

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 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 expenses during the reporting period. Actual results could differ from those estimates.

Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources and Net Position

Deposits and Investments

For purposes of the statement of cash flows, cash and cash equivalents have original maturities of three months or less from the date of acquisition.

Plymouth Utilities

Notes to Financial Statements
December 31, 2024 and 2023

Investment of Utility funds is restricted by state statutes. Investments are limited to:

- Time deposits in any credit union, bank, savings bank or trust company.
- Bonds or securities of any county, city, drainage district, technical college district, village, town or school district of the state. Also, bonds issued by a local exposition district, local professional baseball park district, local professional football stadium district, local cultural arts district, the University of Wisconsin Hospitals and Clinics Authority or the Wisconsin Aerospace Authority.
- Bonds or securities issued or guaranteed by the federal government.
- The local government investment pool.
- Any security maturing in seven years or less and having the highest or second highest rating category of a nationally recognized rating agency.
- Securities of an open end management investment company or investment trust, subject to various conditions and investment options.
- Repurchase agreements with public depositories, with certain conditions.

The Utility has adopted an investment policy. That policy contains the following guidelines for allowable investments.

Investments are stated at fair value, which is the amount at which an investment could be exchanged in a current transaction between willing parties. Fair values are based on methods and inputs as outlined in Note 2. No investments are reported at amortized cost. Adjustments necessary to record investments at fair value are recorded in the operating statement as increases or decreases in investment income. Fair values may have changed significantly after year end.

Receivables/Payables

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.

The Utility has the right under Wisconsin statutes to place delinquent bills on the tax roll for collection. None of the local or town taxing entities except for Sheboygan Falls, Lyndon, Osceola, Herman, Forest and Scott have enacted measures which would allow the Utility to exercise this right. Thus, on a monthly basis, the common council reviews and acts on the status of the delinquent accounts. As such, no allowance for uncollectible customer accounts is considered necessary.

Materials and Supplies

Materials and supplies are generally used for construction, operation and maintenance work, not for resale. They are valued at the lower of cost or market utilizing the average cost method and charged to construction or expense when used.

Plymouth Utilities

Notes to Financial Statements
December 31, 2024 and 2023

Investment in American Transmission Company (ATC)

The electric utility is a member of ATC. ATC was formed by approximately 25 utilities to plan, construct, maintain, monitor and own electric transmission facilities in Wisconsin. The Utility owns less than 1/2 of 1% of ATC.

The investment earns dividends quarterly, some of which is paid in cash and some of which is required to be reinvested. From time to time, the Utility has the option to contribute additional funds to maintain their proportionate share of ownership. The investment is valued at net asset value per share which is equal to the original cost plus additional contributions and reinvested dividends and approximates fair value.

Replacement Account

This account represents internally restricted funds for capital replacement of the wastewater treatment plant.

Plymouth Utilities

Notes to Financial Statements
December 31, 2024 and 2023

Advance to Stormwater Utility

This account is used to accumulate monies advanced to the Stormwater Utility which was formed in 2019.

Advance to TIF District

On September 11, 2001, the common council adopted a resolution to create TIF District No. 4 and established boundaries. Financing for the initial capital improvements, which includes Utility construction, has been secured by the Municipality through issuance of \$5.2 million bond anticipation notes, dated December 15, 2001. During 2001-2019, the Utility financed construction of electric, water and sewage facilities, which are eligible TIF plan projects. An advance to TIF has been recorded as noted below. The repayment schedule of the advance matches the repayment of the outstanding debt. The current portion of the advance represents the current portion of the related bonds. TIF District No. 4 was paid off in 2024, ahead of the repayment schedule along with the payoff of the related bonds.

On January 29, 2008, the common council adopted a resolution to create TIF District No. 5 and established boundaries. Financing for the initial capital improvements for water mains has been secured by the Municipality through issuance of \$3.9 million taxable combined Utility revenue bonds, dated July 14, 2010. The 2010 revenue bonds have been refunded with the 2013 general obligation bonds issued by the Utility. During 2008-2012, the Utility financed construction of water utility facilities which are eligible TIF plan projects. An advance to TIF has been recorded as noted below. The repayment schedule of the advance matches the repayment of the outstanding debt. The current portion of the advance represents the current portion of the related bonds.

On December 7, 2010, the common council adopted a resolution to create TIF District No. 6 and established boundaries. Financing for the initial capital improvements has been secured by the Municipality through issuance of \$6.9 million combined Utility revenue bonds, dated July 6, 2011. The 2011 revenue bonds have been refunded with the 2020 general obligation bonds issued by the TIF. An advance to TIF has been recorded as noted below. TIF 6 is a small district and is not forecasted to be able to repay all of the original advance from the Utility of \$745,666. The current forecast shows TIF 6 able to pay \$317,426. The repayment schedule of the advance is a principal-only repayment schedule with the intention that if the cash flow of TIF 6 improves, the schedule will be adjusted to return as much as possible to the city. The current portion of the advance represents the current portion due to the utility based on the repayment schedule.

	<u>2024</u>	<u>2023</u>
TIF District No. 4	\$ -	\$ 1,675,000
TIF District No. 5	70,000	145,000
TIF District No. 6	<u>745,667</u>	<u>745,667</u>
Total	<u>\$ 815,667</u>	<u>\$ 2,565,667</u>

Capital Assets

Capital assets are generally defined by the Utility as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of one year.

Plymouth Utilities

Notes to Financial Statements
December 31, 2024 and 2023

Capital assets of the Utility are recorded at cost or the estimated acquisition value at the time of contribution to the Utility. Major outlays for Utility plant are capitalized as projects are constructed. Capital assets in service are depreciated or amortized using the straight-line method over the following useful lives:

	<u>Years</u>
Electric Plant:	
Transmission	32-44
Distribution	15-50
General	7-30
Water Plant:	
Source of supply	34
Pumping	23-31
Water treatment	17
Transmission and distribution	17-77
General	4-20
Sewage Plant:	
Collecting system	100
Collecting system pumping	20-40
Treatment and disposal	15-40
General	15-20

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; and
- 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.

Postemployment Benefits Other Than Pensions (OPEB)

In June 2015, the GASB issued Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other than Pensions*. This statement establishes standards of accounting and financial reporting for OPEB expense and related OPEB liabilities. The City and Utility of Plymouth have determined their OPEB liability, deferred outflows of resources and deferred inflows of resources are not material to the financial statements and therefore have elected to not record their OPEB in accordance with Statement No. 75. All OPEB expenses are expensed as benefits are paid.

Deferred Outflows of Resources

A deferred outflow of resources represents a consumption of net position that applies to a future period and will not be recognized as an outflow of resources (expense) until that future time.

Plymouth Utilities

Notes to Financial Statements
December 31, 2024 and 2023

Accrued Vacation and Sick Leave

Under terms of employment, employees are granted sick leave and vacations in varying amounts. Vacation and sick leave pay is accrued when earned in the financial statements. The liability is liquidated from general operating revenues of the Utility.

Customer Advances for Construction

The balance represents fees collected for future capital improvements. The fees may be refundable based on rules filed with the PSCW or statutory requirements.

Commitment to Community

The electric utility charges fees to all customers as required by the 1999 Energy Reliability Act and 2006 Act 141. Revenues generated from the fees are used to fund energy conservation and low-income energy assistance (Commitment to Community) programs. The Utility is acting as an agent administering the program so net collections and expenditures/remittances associated with the program are recorded as a current liability on the statements of net position.

Customer Deposits

This account represents amounts deposited with the Utility by customers as security for payment of customer receivables.

Promissory Notes and Note Receivable

WPPI Energy has established a non-interest bearing loan program pursuant to which money may be loaned to members or member utilities of WPPI to support eligible renewable energy projects and eligible energy efficiency projects. The Utility received a \$300,000 loan to fund a AMI infrastructure implementation with payments due monthly until March 28, 2029.

The Municipality received a rural economic development loan through the Utility, for which GTS Solutions, LLC was the ultimate recipient of the loan proceeds. The Municipality will be responsible for making the monthly payments on this loan and as a result, a note receivable has also been recorded. The note receivable was fully received in December 2022.

Long-Term Obligations

Long-term debt and other obligations are reported as Utility liabilities. Bond premiums and discounts, are amortized over the life of the bonds using the effective interest method. Gains or losses on prior refundings are amortized over the remaining life of the old debt or the life of the new debt, whichever is shorter. The balance at year end for premiums and discounts is shown as an increase or decrease in the liability section of the statement of net position. The balance at year end for the loss on refunding is shown as a deferred outflow in the statement of net position.

Deferred Inflows of Resources

A deferred inflow of resources represents an acquisition of net position that applies to a future period and therefore will not be recognized as an inflow of resources (revenue) until that future time.

Plymouth Utilities

Notes to Financial Statements
December 31, 2024 and 2023

Revenues and Expenses

The Utility distinguishes operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with the Utility's principal ongoing operations. The principal operating revenues of the Utility 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.

Charges for Services

Billings are rendered and recorded monthly based on metered usage. The Utility does not accrue revenues beyond billing dates.

Current electric rates were approved by the PSCW on May 26, 2015.

Current water rates were approved by the PSCW on February 15, 2023 and placed into effect on April 1, 2023.

Current sewage rates were approved by the common council effective April 1, 2023.

Capital Contributions

Cash and capital assets are contributed to the Utility from customers, the Municipality or external parties. The value of property contributed to the Utility is reported as revenue on the statements of revenues, expenses and changes in net position.

Transfers

Transfers include the payment in lieu of taxes to the Municipality.

Effect of New Accounting Standards on Current Period Financial Statements

The Governmental Accounting Standards Board (GASB) has approved the following:

- Statement No. 102, *Certain Risk Disclosures*
- Statement No. 103, *Financial Reporting Model Improvements*
- Statement No. 104, *Disclosure of Certain Capital Assets*

When they become effective, application of these standards may restate portions of these financial statements.

Comparative Data

Certain amounts presented in the prior year data may have been reclassified in order to be consistent with the current year's presentation.

Plymouth Utilities

Notes to Financial Statements
December 31, 2024 and 2023

2. Deposits and Investments

	Carrying Value as of December 31,		Risks
	2024	2023	
Checking and money market	\$ 4,793,907	\$ 4,503,907	Custodial credit
Certificates of deposits	2,583,198	4,498,106	Custodial credit
LGIP	116	110	Credit
U.S. treasuries	5,241,150	9,140,583	Custodial credit and interest rate
U.S. agency securities, implicitly guaranteed	5,154,702	6,038,298	Credit, custodial credit, concentration of credit and interest rate
State and local bonds	7,895,257	2,573,604	Credit, custodial credit, concentration of credit and interest rate
Petty cash	1,000	1,000	N/A
Total	<u>\$ 25,669,330</u>	<u>\$ 26,755,608</u>	

Deposits in each local and area bank are insured by the FDIC in the amount of \$250,000 for time and savings accounts (including NOW accounts) and \$250,000 for demand deposit accounts (interest bearing and noninterest bearing). In addition, if deposits are held in an institution outside of the state in which the government is located, insured amounts are further limited to a total of \$250,000 for the combined amount of all deposit accounts.

Bank accounts are also insured by the State Deposit Guarantee Fund (SDGF) in the amount of \$1,000,000.

The Utility may also maintain separate cash and investment accounts at the same financial institutions utilized by the Municipality. Federal depository insurance and the SDGF apply to all municipal accounts, and accordingly, the amount of insured funds is not determinable for the Utility alone. Therefore, coverage for the Utility may be reduced. Investment income on commingled investments of the entire Municipality is allocated based on average investment balances.

In addition, the Utility and other funds of the city have collateral or depository insurance agreements in the amount of \$13,921,293 and \$15,630,256 at December 31, 2024 and 2023 respectively.

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, 2024 and 2023, the fair value of the LGIP's assets were substantially equal to the Utility's share.

Plymouth Utilities

Notes to Financial Statements
December 31, 2024 and 2023

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 other observable inputs; Level 3 inputs are significant unobservable inputs.

The valuation methods for recurring methods fair value measurements are as follows:

- **U.S. Agency Securities** - uses a market based approach which considers yield, price of comparable securities, coupon rate, maturity, credit quality and dealer-provided prices.
- **State and Local Bonds** - uses a market based approach which considers yield, price of comparable securities, coupon rate, maturity, credit quality and dealer-provided prices.
- **U.S. Treasuries** - uses a market based approach when considers yield, price of comparable securities, coupon rate, maturity, credit quality and dealer-provided prices.

<u>Investment Type</u>	December 31, 2024			
	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>	<u>Total</u>
U.S. agency securities, implicitly guaranteed	\$ -	\$ 5,154,702	\$ -	\$ 5,154,702
State and local bonds	-	7,895,257	-	7,895,257
U.S. treasuries	-	5,241,150	-	5,241,150
Total	<u>\$ -</u>	<u>\$ 18,291,109</u>	<u>\$ -</u>	<u>\$ 18,291,109</u>

<u>Investment Type</u>	December 31, 2023			
	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>	<u>Total</u>
U.S. agency securities, implicitly guaranteed	\$ -	\$ 6,038,298	\$ -	\$ 6,038,298
State and local bonds	-	2,573,604	-	2,573,604
U.S. treasuries	-	9,140,583	-	9,140,583
Total	<u>\$ -</u>	<u>\$ 17,752,485</u>	<u>\$ -</u>	<u>\$ 17,752,485</u>

The investment in ATC is measured at the net asset value (NAV) per share of ownership. As of December 31, 2024 and 2023 the fair value of the investment was \$8,057,963 and \$7,625,410, respectively. The Utility has no unfunded commitment at year end. The investment in ATC can only be redeemed by ATC or another existing member.

Custodial Credit Risk

Deposits

Custodial credit risk is the risk that in the event of a financial institution failure, the Utility's deposits may not be returned to the Utility.

Plymouth Utilities

Notes to Financial Statements
December 31, 2024 and 2023

The Utility maintains certain deposits in the same institutions as the Municipality. The following is a summary of the Utility's total deposit balances at these institutions.

	2024		2023	
	Bank Balance	Carrying Value	Bank Balance	Carrying Value
Bank First National	\$ 3,181,689	\$ 3,181,689	\$ 2,961,265	\$ 2,961,265
Ehlers	2,596,998	2,596,998	4,519,625	4,519,625
American Deposit Management	1,599,418	1,599,418	1,521,123	1,521,123
Total	<u>\$ 7,378,105</u>	<u>\$ 7,378,105</u>	<u>\$ 9,002,013</u>	<u>\$ 9,002,013</u>

As of December 31, 2024 and 2023, \$3,553 and \$582 of the Utility's bank balances are known to be individually exposed to custodial credit risk.

The Utility's investment policy addresses this risk by requiring full collateralization of all demand deposit accounts.

Investments

For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the Utility will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party.

The Utility does not have any investments exposed to custodial credit risk.

The Utility's investment policy addresses this risk by stating that securities will be held by an independent third party custodian in the Utility's name.

Credit Risk

Credit risk is the risk an issuer or other counterparty to an investment will not fulfill its obligations.

As of December 31, 2024, the Utility's investments were rated as follows:

Investment Type	Standard & Poors
U.S. agencies, implicitly guaranteed	AA+, NR
State and local bonds	A-, AA, AA+, AAA, NR

As of December 31, 2023, the Utility's investments were rated as follows:

Investment Type	Standard & Poors
U.S. agencies, implicitly guaranteed	AA+
State and local bonds	A-, AA, AA+, AAA, NR

The Utility held investments in the Local Government Investment Pool which is an external pool that is not rated.

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Notes to Financial Statements
December 31, 2024 and 2023

The Utility's investment policy addresses this risk by limiting investments to the types of securities approved in the investment policy, and by pre-qualifying financial institutions, brokers/dealers, intermediaries and advisors which the Utility does business with. Additionally, the Utility diversifies the investment portfolio in an effort to minimize the impact of potential losses from any one type of security or individual issuer.

Concentration of Credit Risk

Concentration of credit risk is the risk of loss attributed to the magnitude of a government's investment in a single issuer.

At December 31, 2024 and 2023, the Utility's investment portfolio was concentrated as follows:

Issuer	Investment Type	Percentage of Portfolio	
		2024	2023
Federal Home Loan Bank	U.S. agency securities, implicitly guaranteed	20.86%	20.74%
Freddie Mac	U.S. agency securities, implicitly guaranteed	-	9.49
Federal Farm Credit Bank	U.S. agency securities, implicitly guaranteed	5.18	-

The Utility's investment policy addresses this risk by limiting investments to the types of securities approved in the investment policy, and by pre-qualifying financial institutions, brokers/ dealers, intermediaries and advisors which the Utility does business with. Additionally, the Utility diversifies the investment portfolio in an effort to minimize the impact of potential losses from any one type of security or individual issuer.

Interest Rate Risk

Interest rate risk is the risk changes in interest rates will adversely affect the fair value of an investment.

As of December 31, 2024, the Utility's investments were as follows:

Investment Type	Maturity (in Years)			
	Fair Value	Less Than 1	1-5	6-10
U.S. agency securities, implicitly guaranteed	\$ 5,154,702	\$ 1,876,248	\$ 2,330,505	\$ 947,949
State and local bonds	7,895,257	590,065	7,037,985	267,207
U.S. treasuries	5,241,150	4,446,500	305,355	489,295
Total	<u>\$ 18,291,109</u>	<u>\$ 6,912,813</u>	<u>\$ 9,673,845</u>	<u>\$ 1,704,451</u>

Plymouth Utilities

Notes to Financial Statements
December 31, 2024 and 2023

As of December 31, 2023, the Utility's investments were as follows:

Investment Type	Maturity (In Years)			
	Fair Value	Less than 1	1-5	6-10
U.S. agency securities, implicitly guaranteed	\$ 6,038,298	\$ 770,078	\$ 5,268,220	\$ -
State and local bonds	2,573,604	1,183,291	1,390,313	-
U.S. treasuries	9,140,583	9,140,583	-	-
Total	<u>\$ 17,752,485</u>	<u>\$ 11,093,952</u>	<u>\$ 6,658,533</u>	<u>\$ -</u>

The Utility's investment policy addresses this risk by adopting weighted average maturity limitations and not directly investing in securities maturing more than five years from the date of purchase.

3. Interfund Receivables/Payables and Transfers

The following is a schedule of interfund balances for the years ended December 31, 2024 and 2023:

Due To	Due From	2024		2023	
		Amount	Principal Purpose	Amount	Principal Purpose
Municipality	Utility	\$ 651,650	Tax Equivalent	\$ 640,516	Tax Equivalent
Utility	Municipality	9,000	Sewer Connections	-	N/A

The following is a schedule of transfer balances for the years ended December 31, 2024 and 2023:

To	From	2024		2023	
		Amount	Principal Purpose	Amount	Principal Purpose
Municipality	Utility	\$ 651,560	Tax Equivalent	\$ 640,516	Tax Equivalent

Plymouth Utilities

Notes to Financial Statements
December 31, 2024 and 2023

4. Changes in Capital Assets

Electric Utility

A summary of changes in electric capital assets for 2024 follows:

	Balance 1/1/24	Increases	Decreases	Balance 12/31/24
Capital assets, not being depreciated:				
Land and land rights	\$ 1,085,657	\$ -	\$ -	\$ 1,085,657
Capital assets being depreciated:				
Distribution	53,483,364	2,506,959	124,278	55,866,045
General	8,278,567	151,419	39,208	8,390,778
Total capital assets being depreciated	61,761,931	2,658,378	163,486	64,256,823
Total capital assets	62,847,588	2,658,378	163,486	65,342,480
Less accumulated depreciation:				
Distribution	(24,454,625)	(1,810,201)	228,219	(26,036,607)
General	(4,820,784)	(265,903)	33,768	(5,052,919)
Total accumulated depreciation	(29,275,409)	(2,076,104)	261,987	(31,089,526)
Construction in progress	1,312,243	3,461,901	358,908	4,415,236
Net capital assets	<u>\$ 34,884,422</u>			<u>\$ 38,668,190</u>

A summary of changes in electric capital assets for 2023 follows:

	Balance 1/1/23	Increases	Decreases	Balance 12/31/23
Capital assets, not being depreciated:				
Land and land rights	\$ 1,085,657	\$ -	\$ -	\$ 1,085,657
Capital assets being depreciated:				
Distribution	51,850,677	1,976,894	344,207	53,483,364
General	7,950,239	379,587	51,259	8,278,567
Total capital assets being depreciated	59,800,916	2,356,481	395,466	61,761,931
Total capital assets	60,886,573	2,356,481	395,466	62,847,588
Less accumulated depreciation:				
Distribution	(23,134,950)	(1,698,823)	379,148	(24,454,625)
General	(4,335,513)	(509,375)	24,104	(4,820,784)
Total accumulated depreciation	(27,470,463)	(2,208,198)	403,252	(29,275,409)
Construction in progress	137,947	1,312,243	137,947	1,312,243
Net capital assets	<u>\$ 33,554,057</u>			<u>\$ 34,884,422</u>

Plymouth Utilities

Notes to Financial Statements
December 31, 2024 and 2023

Water Utility

A summary of changes in water capital assets for 2024 follows:

	Balance 1/1/24	Increases	Decreases	Balance 12/31/24
Capital assets, not being depreciated:				
Land and land rights	\$ 221,228	\$ -	\$ -	\$ 221,228
Capital assets being depreciated:				
Source of supply	567,881	-	-	567,881
Pumping	1,672,194	-	-	1,672,194
Water treatment	749,265	-	-	749,265
Transmission and distribution	21,876,315	330,219	55,308	22,151,226
General	1,664,241	44,063	-	1,708,304
Total capital assets being depreciated	26,529,896	374,282	55,308	26,848,870
Total capital assets	26,751,124	374,282	55,308	27,070,098
Less accumulated depreciation:				
Source of supply	(306,251)	(16,469)	-	(322,720)
Pumping	(613,838)	(62,736)	-	(676,574)
Water treatment	(391,882)	(44,956)	-	(436,838)
Transmission and distribution	(4,661,084)	(397,475)	71,384	(4,987,175)
General	(994,631)	(42,729)	-	(1,037,360)
Total accumulated depreciation	(6,967,686)	(564,365)	71,384	(7,460,667)
Net capital assets	<u>\$ 19,783,438</u>			<u>\$ 19,609,431</u>

Plymouth Utilities

Notes to Financial Statements
December 31, 2024 and 2023

A summary of changes in water capital assets for 2023 follows:

	Balance 1/1/23	Increases	Decreases	Balance 12/31/23
Capital assets, not being depreciated:				
Land and land rights	\$ 221,228	\$ -	\$ -	\$ 221,228
Capital assets being depreciated:				
Source of supply	567,881	-	-	567,881
Pumping	1,672,194	-	-	1,672,194
Water treatment	665,293	130,431	46,459	749,265
Transmission and distribution	21,735,230	337,811	196,726	21,876,315
General	1,593,327	94,253	23,339	1,664,241
Total capital assets being depreciated	26,233,925	562,495	266,524	26,529,896
Total capital assets	26,455,153	562,495	266,524	26,751,124
Less accumulated depreciation:				
Source of supply	(289,782)	(16,469)	-	(306,251)
Pumping	(551,102)	(62,736)	-	(613,838)
Water treatment	(402,463)	(42,438)	53,019	(391,882)
Transmission and distribution	(4,474,291)	(392,967)	206,174	(4,661,084)
General	(967,118)	(50,852)	23,339	(994,631)
Total accumulated depreciation	(6,684,756)	(565,462)	282,532	(6,967,686)
Construction in progress	12,025	-	12,025	-
Net capital assets	<u>\$ 19,782,422</u>			<u>\$ 19,783,438</u>

Plymouth Utilities

Notes to Financial Statements
December 31, 2024 and 2023

Sewage Utility

A summary of changes in sewage capital assets for 2024 follows:

	Balance 1/1/24	Increases	Decreases	Balance 12/31/24
Capital assets, not being depreciated:				
Land and land rights	\$ 192,453	\$ -	\$ -	\$ 192,453
Capital assets being depreciated:				
Collecting system	13,825,296	350,901	59,411	14,116,786
Collecting system pumping	3,257,438	-	-	3,257,438
Treatment and disposal	10,782,539	104,027	-	10,886,566
General	1,103,562	58,510	-	1,162,072
Total capital assets being depreciated	28,968,835	513,438	59,411	29,422,862
Total capital assets	29,161,288	513,438	59,411	29,615,315
Less accumulated depreciation:				
Collecting system	(2,618,325)	(139,709)	74,406	(2,683,628)
Collecting system pumping	(1,753,430)	(112,228)	-	(1,865,658)
Treatment and disposal	(9,671,285)	(271,462)	-	(9,942,747)
General	(621,606)	(60,378)	-	(681,984)
Total accumulated depreciation	(14,664,646)	(583,777)	74,406	(15,174,017)
Construction in progress	105,118	751,484	105,118	751,484
Net capital assets	<u>\$ 14,601,760</u>			<u>\$ 15,192,782</u>

Plymouth Utilities

Notes to Financial Statements
December 31, 2024 and 2023

A summary of changes in sewage capital assets for 2023 follows:

	Balance 1/1/23	Increases	Decreases	Balance 12/31/23
Capital assets, not being depreciated:				
Land and land rights	\$ 192,453	\$ -	\$ -	\$ 192,453
Capital assets being depreciated:				
Collecting system	13,731,261	245,609	151,574	13,825,296
Collecting system pumping	3,257,438	-	-	3,257,438
Treatment and disposal	10,774,347	8,192	-	10,782,539
General	1,033,244	70,318	-	1,103,562
Total capital assets being depreciated	28,796,290	324,119	151,574	28,968,835
Total capital assets	28,988,743	324,119	151,574	29,161,288
Less accumulated depreciation:				
Collecting system	(2,639,132)	(137,782)	158,589	(2,618,325)
Collecting system pumping	(1,641,202)	(112,228)	-	(1,753,430)
Treatment and disposal	(9,383,929)	(287,788)	432	(9,671,285)
General	(563,934)	(58,033)	361	(621,606)
Total accumulated depreciation	(14,228,197)	(595,831)	159,382	(14,664,646)
Construction in progress	351	105,118	351	105,118
Net capital assets	<u>\$ 14,760,897</u>			<u>\$ 14,601,760</u>

5. Long-Term Obligations

General Obligation Debt

The following general obligation bonds have been issued:

Date	Purpose	Final Maturity	Interest Rate	Original Amount	Outstanding Amount 12/31/24
12/04/12	Utility construction projects	05/01/23	0.30-1.60 %	\$ 4,545,000	\$ -
09/19/13	Utility construction projects	05/01/25	2.00-3.00	3,200,000	120,000
06/03/15	Utility construction projects	05/01/25	0.50-2.38	7,615,000	430,000
02/27/20	Refinanced revenue bonds for utility construction	05/01/31	2.00-3.00	2,785,000	1,865,000

Plymouth Utilities

Notes to Financial Statements
December 31, 2024 and 2023

General obligation bonds debt service requirements to maturity follows:

Years Ending December 31:	Principal	Interest	Total
2025	\$ 800,000	\$ 48,156	\$ 848,156
2026	255,000	33,675	288,675
2027	265,000	25,875	290,875
2028	275,000	19,150	294,150
2029	280,000	13,600	293,600
2030-2031	540,000	10,700	550,700
Total	<u>\$ 2,415,000</u>	<u>\$ 151,156</u>	<u>\$ 2,566,156</u>

Other Long-Term Debt

Other long-term debt issued by the Utility is as follows:

Date	Purpose	Final Maturity	Interest Rate	Original Amount	Outstanding Amount 12/31/24
12/21/12	Capital rural development	01/20/23	- %	\$ 500,000	\$ - *
02/07/19	Renewable energy project	03/28/29	-	300,000	125,000 *

* The debt noted is considered a direct borrowing or direct placement.

In December 2012, the USDA agreed to make a loan to the Utility on behalf of the Municipality, Glacier Transit & Storage, Inc., GTS Solutions, LLC and TID 4 Development Agreement for economic rural development. The loan does not accrue interest unless there are delinquent monthly payments or in the event of a default. Payments began on January 20, 2014 and are payable through January 2023. The Municipality will make the payment to the USDA on a monthly basis, and as a result, the Utility also recorded a note receivable for \$500,000. The note receivable was fully received in December 2022.

During February 2019, WPPI agreed to make a loans to the Utility to support eligible renewable energy projects and eligible energy efficiency projects. The loans do not accrue interest unless there are delinquent monthly payments or in the event of a default and are payable through March 2029.

Other long-term debt service requirements to maturity follows:

Years Ending December 31:	Direct Placement		
	Principal	Interest	Total
2025	\$ 30,000	\$ -	\$ 30,000
2026	30,000	-	30,000
2027	30,000	-	30,000
2028	30,000	-	30,000
2029	5,000	-	5,000
Total	<u>\$ 125,000</u>	<u>\$ -</u>	<u>\$ 125,000</u>

Plymouth Utilities

Notes to Financial Statements
December 31, 2024 and 2023

Long-Term Obligations Summary

Long-term obligation activity for the year ended December 31, 2024 is as follows:

	<u>1/1/24 Balance</u>	<u>Additions</u>	<u>Reductions</u>	<u>12/31/24 Balance</u>	<u>Due Within One Year</u>
General obligation debt	\$ 4,870,000	\$ -	\$ 2,455,000	\$ 2,415,000	\$ 800,000
Accrued sick leave	120,095	32,994	9,777	143,312	-
Customer advances for construction	6,770,895	1,367,341	92,694	8,045,542	-
Net pension liability	629,531	-	460,266	169,265	-
Promissory notes	155,000	-	30,000	125,000	30,000
Unamortized premium on debt	108,710	-	18,118	90,592	-
Total	<u>\$ 12,654,231</u>	<u>\$ 1,400,335</u>	<u>\$ 3,065,855</u>	<u>\$ 10,988,711</u>	<u>\$ 830,000</u>

Long-term obligation activity for the year ended December 31, 2023 is as follows:

	<u>1/1/23 Balance</u>	<u>Additions</u>	<u>Reductions</u>	<u>12/31/23 Balance</u>	<u>Due Within One Year</u>
General obligation debt	\$ 6,900,000	\$ -	\$ 2,030,000	\$ 4,870,000	\$ 1,590,000
Accrued sick leave	155,476	9,050	44,431	120,095	-
Customer advances for construction	6,785,588	-	14,693	6,770,895	-
Net pension liability	-	629,531	-	629,531	-
Promissory notes	189,590	-	34,590	155,000	30,000
Unamortized premium on debt	126,829	-	18,119	108,710	-
Total	<u>\$ 14,157,483</u>	<u>\$ 638,581</u>	<u>\$ 2,141,833</u>	<u>\$ 12,654,231</u>	<u>\$ 1,620,000</u>

6. Net Position

GASB No. 34 requires the classification of net position into three components - net investment in capital assets, restricted and unrestricted. These classifications are defined as follows:

Net Investment in Capital Assets - This component of net position consists of capital assets, including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction or improvement of those assets. If there are significant unspent related debt proceeds at year-end, the portion of the debt attributable to the unspent proceeds are not included in the calculation of net investment in capital assets. Rather, that portion of the debt is included in the same net position component as the unspent proceeds.

Restricted - This component of net position consists of constraints placed on net position use through external constraints imposed by creditors (such as through debt covenants), grantors, contributors or laws or regulations of other governments or constraints imposed by law through constitutional provisions or enabling legislation.

Unrestricted Net Position - This component of net position consists of net positions that do not meet the definition of "restricted" or "net investment in capital assets."

Plymouth Utilities

Notes to Financial Statements
December 31, 2024 and 2023

When both restricted and unrestricted resources are available for use, it is the Utility's policy to use restricted resources first, then unrestricted resources as they are needed.

The following calculation supports the Utility's subtotal:

	<u>2024</u>	<u>2023</u>
Plant in service	\$ 122,027,893	\$ 118,760,000
Accumulated depreciation/amortization	(53,724,210)	(50,907,741)
Construction work in progress	<u>5,166,720</u>	<u>1,417,361</u>
Subtotal	<u>73,470,403</u>	<u>69,269,620</u>
Less capital related debt:		
Current portion of capital related long-term debt	830,000	1,620,000
Long-term portion of capital related long-term debt	1,710,000	3,405,000
Unamortized loss on advance refunding	(9,164)	(11,505)
Unamortized premium on debt	<u>90,592</u>	<u>108,710</u>
Subtotal	<u>2,621,428</u>	<u>5,122,205</u>
Total net investment in capital assets	<u>\$ 70,848,975</u>	<u>\$ 64,147,415</u>

7. Employees Retirement System

General Information About the Pension Plan

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 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 <http://etf.wi.gov/about-etf/reports-and-studies/financial-reports-and-statements>.

Additionally, ETF issued a standalone Wisconsin Retirement System Financial Report, which can 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.

Benefits Provided

Employees who retire at or after age 65 (54 for protective occupation employees, 62 for elected officials and State executive participants, if hired on or before 12/31/2016) are entitled to 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 earnings period. 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 age 55 (50 for protective occupation employees) 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.

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:

<u>Year</u>	<u>Core Fund Adjustment</u>	<u>Variable Fund Adjustment</u>
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
2023	1.6	(21.0)

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 January 1, 2016, the Executives 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.

Plymouth Utilities

Notes to Financial Statements
December 31, 2024 and 2023

The WRS recognized \$152,835 and \$138,148 in contributions from the Utility during the current and prior reporting periods, respectively.

Contribution rates for the plan year reported as of December 31, 2024 and December 31, 2023 are:

	2024		2023	
	Employee	Employer	Employee	Employer
General (including Executives and Elected Officials)	6.90%	6.90%	6.80%	6.80%
Protective with Social Security	6.90	14.30	6.80	13.20
Protective without Social Security	6.90	19.10	6.80	18.10

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

At December 31, 2024, the Utility reported a liability (asset) of \$169,265 for its proportionate share of the net pension liability (asset). The net pension liability (asset) was measured as of December 31, 2023, and the total pension liability used to calculate the net pension liability (asset) was determined by an actuarial valuation as of December 31, 2022 rolled forward to December 31, 2023. 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, 2023, the City of Plymouth's proportion was 0.03199507%, which was a decrease of -0.00004561% from its proportion measured as of December 31, 2022.

At December 31, 2023, the Utility reported a liability (asset) of \$629,531 for its proportionate share of the net pension liability (asset). The net pension liability (asset) was measured as of December 31, 2022, and the total pension liability used to calculate the net pension liability (asset) 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 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, the City of Plymouth's proportion was 0.03204068%, which was a decrease of -0.00029281% from its proportion measured as of December 31, 2021.

For the years ended December 31, 2024 and 2023, the Utility recognized pension expense (revenue) of \$84,615 and \$291,641, respectively.

At December 31, 2024, the Utility reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Plymouth Utilities	
	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between projected and actual experience	\$ 736,545	\$ 986,929
Changes in assumption	80,115	-
Net differences between project and actual earnings on pension plan	644,931	-
Changes in proportion and differences between employer contributions and proportionate share of contributions	3,238	751
Employer contributions subsequent to the measurement date	160,440	-
Total	<u>\$ 1,625,269</u>	<u>\$ 987,680</u>

Plymouth Utilities

Notes to Financial Statements
December 31, 2024 and 2023

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

	Plymouth Utilities	
	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 1,016,010	\$ 1,346,776
Changes in assumption	125,104	-
Net differences between project and actual earnings on pension plan	1,081,107	-
Changes in proportion and differences between employer contributions and proportionate share of contributions	2,543	1,188
Employer contributions subsequent to the measurement date	<u>152,835</u>	<u>-</u>
Total	<u>\$ 2,377,599</u>	<u>\$ 1,347,964</u>

Deferred outflows related to pension resulting from the WRS Employer's contributions subsequent to the measurement date reported in the tables above will be recognized as a reduction of the net pension liability (asset) in the subsequent year. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pension will be recognized in pension expense as follows:

Years Ending December 31:	Plymouth Utilities
2025	\$ 97,962
2026	102,779
2027	398,057
2028	(121,649)
2029	-
Thereafter	<u>-</u>
Total	<u>\$ 477,149</u>

Plymouth Utilities

Notes to Financial Statements
December 31, 2024 and 2023

Actuarial Assumptions

The total pension liability in the actuarial valuation used in the current and prior year was determined using the following actuarial assumptions, applied to all periods included in the measurement:

	2024	2023
Actuarial Valuation Date:	December 31, 2022	December 31, 2021
Measurement Date of Net Pension Liability (Asset):	December 31, 2023	December 31, 2022
Experience Study:	January 1, 2018 - December 31, 2020, Published November 19, 2021	January 1, 2018 - December 31, 2020, Published November 19, 2021
Actuarial Cost Method:	Entry Age Normal	Entry Age Normal
Asset Valuation Method:	Fair Value	Fair Value
Long-Term Expected Rate of Return:	6.8%	6.8%
Discount Rate:	6.8%	6.8%
Salary Increases:		
Wage Inflation	3.0%	3.0%
Seniority/Merit	0.1%-5.6%	0.1%-5.6%
Mortality:	2020 WRS Experience Mortality Table	2020 WRS Experience Mortality Table
Postretirement Adjustments: *	1.7%	1.7%

* No postretirement adjustment is guaranteed. Actual adjustments are based on recognized investment return, actuarial experience and other factors. The percentages listed above are the assumed annual adjustment based on the investment return assumption and the postretirement discount rate.

Actuarial assumptions are based upon 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, 2023 is based upon a roll-forward of the liability calculated from the December 31, 2022 actuarial valuation. The total pension liability for December 31, 2022 is based upon a roll-forward of the liability calculated from the December 31, 2021 actuarial valuation.

Plymouth Utilities

Notes to Financial Statements
December 31, 2024 and 2023

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 as of December 31, 2024 are summarized in the following table:

Asset Allocation Targets and Expected Returns¹ as of December 31, 2024			
Core Fund Asset Class	Asset Allocation %	Long-Term Expected Nominal Rate of Return %	Long-Term Expected Real Rate of Return %²
Public Equity	40 %	7.3 %	4.5 %
Public Fixed Income	27	5.8	3.0
Inflation Sensitive	19	4.4	1.7
Real Estate	8	5.8	3.0
Private Equity/Debt	18	9.6	6.7
Leverage ³	(12)	3.7	1.0
Total Core Fund ³	100	7.4	4.6
Variable Fund Asset			
U.S. Equities	70	6.8	4.0
International Equities	30	7.6	4.8
Total Variable Fund	100	7.3	4.5

¹ Asset Allocations are managed within established ranges; target percentages may differ from actual monthly allocations.

² New England Pension Consultants' Long-Term U.S. CPI (Inflation) Forecast: 2.7%.

³ The investment policy used for the Core Fund involves reducing equity exposure by leveraging lower-volatility assets, such as fixed income securities. Currently, an asset allocation target of 12% policy leverage is used subject to an allowable range of up to 20%.

Plymouth Utilities

Notes to Financial Statements
December 31, 2024 and 2023

The target allocation and best estimates of arithmetic real rates of return for each major asset class as of December 31, 2023 are summarized in the following table:

Asset Allocation Targets and Expected Returns¹ as of December 31, 2023			
Core Fund Asset Class	Asset Allocation %	Long-Term Expected Nominal Rate of Return %	Long-Term Expected Real Rate of Return %²
Public Equity	48 %	7.6 %	5.0 %
Public Fixed Income	25	5.3	2.7
Inflation Sensitive	19	3.6	1.1
Real Estate	8	5.2	2.6
Private Equity/Debt	15	9.6	6.9
Total Core Fund ³	115	7.4	4.8
Variable Fund Asset			
U.S. Equities	70	7.2	4.6
International Equities	30	8.1	5.5
Total Variable Fund	100	7.7	5.1

¹ Asset Allocations are managed within established ranges; target percentages may differ from actual monthly allocations.

² New England Pension Consultants' Long-Term U.S. CPI (Inflation) Forecast: 2.5%.

³ 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 6.80% was used to measure the total pension liability as of December 31, 2024 and December 31, 2023. As of December 31, 2023, this discount rate was based on the expected rate of return on pension plan investments of 6.80% and a long term bond rate of 3.77%. As of December 31, 2022, the discount rate was based on the expected rate of return on pension plan investments of 6.80% and a long term 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, 2023 and 2022, respectively. 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 6.80% 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 long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Plymouth Utilities

Notes to Financial Statements
December 31, 2024 and 2023

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 (asset) calculated using the current discount rate, as well as what the Utility's proportionate share of the net pension liability (asset) would be if it were calculated using a discount rate that is 1-percentage-point lower or 1-percentage-point higher than the current rate.

The sensitivity analysis as of December 31, 2024 follows:

	<u>1% Decrease to Discount Rate (5.80%)</u>	<u>Current Discount Rate (6.80%)</u>	<u>1% Increase to Discount Rate (7.80%)</u>
Plymouth Utility's proportionate share of the net position liability (asset)	\$ 1,635,938	\$ 169,265	\$ (857,044)

The sensitivity analysis as of December 31, 2023 follows:

	<u>1% Decrease to Discount Rate (5.80%)</u>	<u>Current Discount Rate (6.80%)</u>	<u>1% Increase to Discount Rate (7.80%)</u>
Plymouth Utility's proportionate share of the net position liability (asset)	\$ 2,089,533	\$ 629,531	\$ (374,754)

Pension Plan Fiduciary Net Position

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

8. Commitments and Contingencies

WPPI Energy offers a program under which the Utility may provide capital to customers in order to (1) advance customer energy efficiency projects (standards projects), or (2) encourage energy efficient equipment selection by prospective large customers as part of an economic development package (development projects). Under this program, WPPI Energy provides funds to the Utility which in turn provides those funds to a retail customer. Shared Savings loans range from \$2,500 to \$50,000 for individual standard projects and from \$10,000 to \$500,000 for development projects. The customer repays the Utility through its retail utility bill, and the Utility repays WPPI Energy through its wholesale power bill. WPPI Energy and the Utility shares the risk of a customer repayment default based on agreed upon limits.

Long-Term Contracts - WPPI Energy

The electric utility is one of 51 WPPI Energy members located throughout the states of Wisconsin, Michigan and Iowa. On December 1, 1989, each initial WPPI Energy member commenced purchasing electric service from WPPI Energy under a long-term Power Supply Contract for Participating Members (long-term contract). Under the long-term contract, WPPI Energy is obligated to provide and sell, and each member is obligated to take and pay for, the electric power and energy required for the operation of each member's electric utility.

Plymouth Utilities

Notes to Financial Statements
December 31, 2024 and 2023

The long-term contract requires all WPPI Energy members to pay for power and energy requirements supplied or made available by WPPI Energy at rates sufficient to cover WPPI Energy's revenue requirement including power supply costs, administrative expenses and debt service. WPPI Energy's subsequent year's operating budget and rates are approved annually by its Board of Directors, consisting of representatives from each member. The members have agreed to charge rates to retail customers sufficient to meet their WPPI Energy obligations. The long-term contract provides that all payments to WPPI Energy constitute operating expenses of the Utility payable from any operating and maintenance fund established for that system.

Fifty members, representing approximately 99.8% of WPPI Energy's existing load, have long-term contracts through December 31, 2055. The remaining member has a long-term contract through December 31, 2037.

WPPI Energy's outstanding debt service obligation to be paid by its members through their wholesale power charges through the remainder of the long-term contract was \$237 million as of December 31, 2024.

Claims and Judgments

From time to time, the Utility is party to various pending claims and legal proceedings. Although the outcome of such matters cannot be forecasted with certainty, it is the opinion of management and the Utility's legal counsel 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.

9. Significant Customers

Electric Utility

The Utility has one significant customer who was responsible for 15% and 17% of operating revenues in 2024 and 2023, respectively.

Sewage Utility

The Utility has one significant customer who was responsible for 26% and 23% of operating revenues in 2024 and 2023 respectively.

10. Subsequent Events

The Utility evaluated subsequent events through the date that the financial statements were available to be issued, for events requiring recording or disclosure in the financial statements.

REQUIRED SUPPLEMENTARY INFORMATION

Plymouth Utilities

Schedule of Proportionate Share of the Net Pension Liability (Asset) - Wisconsin Retirement System

Year Ended December 31, 2024

(Unaudited)

The required supplementary information presented below represents the proportionate information for the enterprise fund included in this report.

Fiscal Year Ending	City's 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 (Asset)
12/31/24	0.03199507 %	\$ 169,265	\$ 2,247,574	3.36 %	98.85 %
12/31/23	0.03204068 %	629,531	2,125,354	29.62 %	95.72 %
12/31/22	0.03233349 %	(952,205)	2,067,481	-46.06 %	106.02 %
12/31/21	0.03231786 %	(740,542)	2,065,847	-35.85 %	105.26 %
12/31/20	0.03206321 %	(399,576)	2,010,656	-19.87 %	102.96 %
12/31/19	0.03133121 %	435,370	1,903,985	22.87 %	96.45 %
12/31/18	0.30956140 %	(351,807)	1,817,723	-19.35 %	102.93 %
12/31/17	0.03045086 %	97,112	1,691,370	5.74 %	99.12 %
12/31/16	0.03095444 %	197,313	1,705,074	11.57 %	98.20 %
12/31/15	0.03147060 %	(290,800)	1,606,503	-18.10 %	102.74 %

Schedule of Employer Contributions - Wisconsin Retirement System

Year Ended December 31, 2024

(Unaudited)

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
12/31/24	\$ 160,440	\$ 160,440	\$ -	\$ 2,325,217	6.90 %
12/31/23	152,835	152,835	-	2,247,574	6.80 %
12/31/22	138,148	138,148	-	2,125,354	6.50 %
12/31/21	135,420	135,420	-	2,067,481	6.75 %
12/31/20	135,313	135,313	-	2,065,847	6.75 %
12/31/19	131,698	131,698	-	2,010,656	6.55 %
12/31/18	127,567	127,567	-	1,903,985	6.70 %
12/31/17	123,605	123,605	-	1,817,723	6.80 %
12/31/16	111,630	111,630	-	1,691,370	6.60 %
12/31/15	115,945	115,945	-	1,705,074	6.80 %

See notes to required supplementary information

Plymouth Utilities

Notes to Required Supplementary Information - Wisconsin Retirement System
December 31, 2024
(Unaudited)

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

Changes of assumptions .

	2015 - 2018	2019 - 2021	2022-2024
Long-term expected rate of return	7.2%	7.0%	6.8%
Discount rate	7.2%	7.0%	6.8%
Salary increases			
Inflation	3.2%	3.0%	3.0%
Seniority/Merit	0.2% - 5.6%	0.1% - 5.6%	0.1% - 5.6%
Mortality	Wisconsin 2012 Mortality Table	Wisconsin 2018 Mortality Table	2020 WRS Experience Mortality Table
Postretirement adjustments	2.10%	1.90%	1.70%

SUPPLEMENTARY INFORMATION

Plymouth Utilities

Electric Utility Plant

Year Ended December 31, 2024

	Balance 1/1/24	Additions	Retirements	Balance 12/31/24
Distribution				
Land and land rights	\$ 176,482	\$ -	\$ -	\$ 176,482
Station equipment	6,624,962	58,460	-	6,683,422
Poles, towers and fixtures	8,315,534	464,998	29,445	8,751,087
Overhead conductors and devices	6,893,505	1,106,862	35,138	7,965,229
Underground conduit	43,637	-	-	43,637
Underground conductors and devices	17,605,583	179,689	19,327	17,765,945
Line transformers	7,051,272	597,138	13,669	7,634,741
Services	3,207,460	35,436	3,419	3,239,477
Meters	1,767,685	13,900	-	1,781,585
Installation on customers' premises	131,765	14,132	-	145,897
Street lighting and signal systems	<u>1,841,961</u>	<u>36,344</u>	<u>23,280</u>	<u>1,855,025</u>
Total distribution	<u>53,659,846</u>	<u>2,506,959</u>	<u>124,278</u>	<u>56,042,527</u>
General				
Land and land rights	909,175	-	-	909,175
Structures and improvements	4,655,856	-	-	4,655,856
Office furniture and equipment	154,412	-	-	154,412
Computer equipment	536,649	63,723	-	600,372
Transportation equipment	1,733,382	87,696	39,208	1,781,870
Stores equipment	36,716	-	-	36,716
Tools, shop and garage equipment	140,642	-	-	140,642
Laboratory equipment	46,144	-	-	46,144
Power-operated equipment	222,753	-	-	222,753
Communication equipment	<u>752,013</u>	<u>-</u>	<u>-</u>	<u>752,013</u>
Total general	<u>9,187,742</u>	<u>151,419</u>	<u>39,208</u>	<u>9,299,953</u>
Total electric utility plant	<u>\$62,847,588</u>	<u>\$ 2,658,378</u>	<u>\$ 163,486</u>	<u>\$65,342,480</u>

Plymouth Utilities

Water Utility Plant

Year Ended December 31, 2024

	Balance 1/1/24	Additions	Retirements	Balance 12/31/24
Source of Supply				
Land and land rights	\$ 221,228	\$ -	\$ -	\$ 221,228
Wells and springs	567,881	-	-	567,881
Total source of supply	789,109	-	-	789,109
Pumping				
Structures and improvements	903,292	-	-	903,292
Other power production equipment	51,897	-	-	51,897
Electric pumping equipment	717,005	-	-	717,005
Total pumping	1,672,194	-	-	1,672,194
Water Treatment				
Water treatment equipment	749,265	-	-	749,265
Transmission and Distribution				
Distribution reservoirs and standpipes	1,184,577	-	-	1,184,577
Transmission and distribution mains	15,801,047	192,924	30,462	15,963,509
Services	1,532,928	88,079	13,907	1,607,100
Meters	1,466,205	24,776	7,080	1,483,901
Hydrants	1,891,558	24,440	3,859	1,912,139
Total transmission and distribution	21,876,315	330,219	55,308	22,151,226
General				
Structures and improvements	874,898	-	-	874,898
Computer equipment	176,482	-	-	176,482
Transportation equipment	66,532	44,063	-	110,595
Tools, shop and garage equipment	32,442	-	-	32,442
Laboratory equipment	20,775	-	-	20,775
Power-operated equipment	27,225	-	-	27,225
Communication equipment	372,128	-	-	372,128
SCADA equipment	93,759	-	-	93,759
Total general	1,664,241	44,063	-	1,708,304
Total water utility plant	\$ 26,751,124	\$ 374,282	\$ 55,308	\$ 27,070,098

Plymouth Utilities

Sewage Utility Plant

Year Ended December 31, 2024

	Balance 1/1/24	Additions	Retirements	Balance 12/31/24
Collecting System				
Collecting mains	\$ 11,472,703	\$ 350,901	\$ 59,411	\$ 11,764,193
Interceptor mains	2,279,149	-	-	2,279,149
Force mains	73,444	-	-	73,444
Total collecting system	13,825,296	350,901	59,411	14,116,786
Collecting System Pumping				
Land and land rights	103,902	-	-	103,902
Structures and improvements	384,003	-	-	384,003
Receiving wells	1,446,881	-	-	1,446,881
Electric pumping equipment	1,361,177	-	-	1,361,177
Other power pumping equipment	65,377	-	-	65,377
Total collecting system pumping	3,361,340	-	-	3,361,340
Treatment and Disposal				
Land and land rights	88,551	-	-	88,551
Structures and improvements	1,030,006	-	-	1,030,006
Preliminary treatment equipment	909,362	63,650	-	973,012
Primary treatment equipment	626,754	-	-	626,754
Secondary treatment equipment	3,315,470	40,377	-	3,355,847
Advanced treatment equipment	1,082,632	-	-	1,082,632
Chlorination equipment	286,681	-	-	286,681
Pump station equipment	1,050,093	-	-	1,050,093
Sludge treatment and disposal equipment	1,917,815	-	-	1,917,815
Plant site piping	456,893	-	-	456,893
Flow metering and monitoring equipment	88,895	-	-	88,895
Outfall sewer pipes	11,211	-	-	11,211
Other treatment and disposal equipment	6,727	-	-	6,727
Total treatment and disposal	10,871,090	104,027	-	10,975,117
General				
Structures and improvements	289,663	-	-	289,663
Office furniture and equipment	4,601	-	-	4,601
Computer equipment	23,183	-	-	23,183
Transportation equipment	103,377	-	-	103,377
Communication equipment	493,204	-	-	493,204
Other general equipment	189,534	58,510	-	248,044
Total general	1,103,562	58,510	-	1,162,072
Total sewage utility plant	\$ 29,161,288	\$ 513,438	\$ 59,411	\$ 29,615,315

Plymouth Utilities

Electric Utility Operating Revenues and Expenses
Years Ended December 31, 2024 and 2023

	2024	2023
Operating Revenues		
Sales of electricity:		
Residential	\$ 3,833,252	\$ 3,887,537
Rural	3,440,397	3,532,782
Small commercial and industrial	2,359,124	2,300,475
Large commercial and industrial	14,363,069	15,117,768
Public street and highway lighting	151,709	153,869
Other sales to public authorities	48,648	48,660
Interdepartmental	229,949	248,205
Total sales of electricity	24,426,148	25,289,296
Other operating revenues:		
Forfeited discounts	22,765	24,395
Miscellaneous service revenues	10,412	9,260
Rent from electric property	65,045	64,612
Other	15,591	14,849
Total operating revenues	24,539,961	25,402,412
Operating Expenses		
Operation and maintenance:		
Other power supply:		
Purchased power	19,097,458	20,068,926
Distribution:		
Operation supervision and engineering	131,916	125,471
Overhead line	68,495	67,587
Underground line	83,904	93,101
Meter	97,038	92,199
Miscellaneous	50,987	50,279
Maintenance:		
Station equipment	28,174	44,962
Overhead lines	264,531	285,269
Underground lines	77,925	67,346
Line transformers	14,912	8,937
Street lighting and signal system	15,553	16,775
Miscellaneous	2,651	1,820
Total distribution	836,086	853,746
Customer accounts:		
Meter reading	49,358	46,752
Customer records and collection	87,150	89,722
Total customer accounts	136,508	136,474

Plymouth Utilities

Electric Utility Operating Revenues and Expenses
Years Ended December 31, 2024 and 2023

	<u>2024</u>	<u>2023</u>
Administrative and general:		
Salaries	\$ 199,958	\$ 187,990
Office supplies	13,574	17,456
Outside services employed	40,987	39,830
Property insurance	12,825	10,766
Injuries and damages	39,698	39,871
Employee pensions and benefits	357,203	472,284
Regulatory commission	-	2,502
Miscellaneous	19,562	15,685
Maintenance	<u>48,209</u>	<u>63,420</u>
Total administrative and general	<u>732,016</u>	<u>849,804</u>
Taxes	<u>413,423</u>	<u>489,456</u>
Total operation and maintenance	21,215,491	22,398,406
Depreciation	<u>2,063,028</u>	<u>2,158,404</u>
Total operating expenses	<u>23,278,519</u>	<u>24,556,810</u>
Operating income	<u>\$ 1,261,442</u>	<u>\$ 845,602</u>

Plymouth Utilities

Water Utility Operating Revenues and Expenses
Years Ended December 31, 2024 and 2023

	<u>2024</u>	<u>2023</u>
Operating Revenues		
Sales of water:		
Unmetered	\$ 6,942	\$ 6,015
Metered:		
Residential	916,184	912,820
Multifamily residential	99,946	96,846
Commercial	191,498	149,204
Industrial	595,522	578,984
Public authorities	31,379	31,854
Interdepartmental	<u>2,876</u>	<u>4,219</u>
Total metered sales	1,837,405	1,773,927
Private fire protection	52,681	51,952
Public fire protection	<u>594,885</u>	<u>584,468</u>
Total sales of water	<u>2,491,913</u>	<u>2,416,362</u>
Other operating revenues:		
Forfeited discounts	2,694	2,926
Miscellaneous service revenue	325	880
Other	<u>26,668</u>	<u>28,129</u>
Total operating revenues	<u>2,521,600</u>	<u>2,448,297</u>
Operating Expenses		
Operation and maintenance:		
Source of supply:		
Operation supervision and engineering	25,903	18,302
Maintenance:		
Wells and springs	<u>51,815</u>	<u>18,953</u>
Total source of supply	<u>77,718</u>	<u>37,255</u>
Pumping:		
Fuel or purchased power for pumping	78,511	77,059
Maintenance:		
Structures and improvements	<u>13,035</u>	<u>23,453</u>
Total pumping	<u>91,546</u>	<u>100,512</u>
Water treatment:		
Operation supervision and engineering	5,896	5,670
Chemicals	81,787	74,408
Operation labor	<u>42,718</u>	<u>68,992</u>
Total water treatment	<u>130,401</u>	<u>149,070</u>

Plymouth Utilities

Water Utility Operating Revenues and Expenses
Years Ended December 31, 2024 and 2023

	<u>2024</u>	<u>2023</u>
Transmission and distribution:		
Operation supervision and engineering	\$ 5,896	\$ 5,670
Storage facilities	7,732	4,074
Transmission and distribution lines	61,200	70,309
Meters	29,421	34,889
Customer installations	13,257	12,996
Maintenance:		
Mains	223,401	107,257
Services	50,334	53,287
Meters	8,684	3,060
Hydrants	19,936	5,936
Miscellaneous	<u>28,608</u>	<u>24,809</u>
Total transmission and distribution	<u>448,469</u>	<u>322,287</u>
Customer accounts:		
Supervision	14,071	9,716
Meter reading	12,173	10,297
Accounting and collecting labor	<u>47,879</u>	<u>43,362</u>
Total customer accounts	<u>74,123</u>	<u>63,375</u>
Administrative and general:		
Salaries	70,705	71,317
Office supplies	6,946	8,922
Outside services employed	13,070	10,844
Property insurance	7,901	20,080
Injuries and damages	20,744	19,942
Employee pensions and benefits	144,623	152,977
Regulatory commission	1,420	1,773
Miscellaneous	2,010	1,649
Maintenance	<u>8,168</u>	<u>10,127</u>
Total administrative and general	<u>275,587</u>	<u>297,631</u>
Taxes	<u>33,529</u>	<u>30,362</u>
Total operation and maintenance	1,131,373	1,000,492
Depreciation	<u>526,732</u>	<u>535,702</u>
Total operating expenses	<u>1,658,105</u>	<u>1,536,194</u>
Operating income	<u>\$ 863,495</u>	<u>\$ 912,103</u>

Plymouth Utilities

Sewage Utility Operating Revenues and Expenses
Years Ended December 31, 2024 and 2023

	<u>2024</u>	<u>2023</u>
Operating Revenues		
Wastewater revenues:		
Residential	\$ 1,007,180	\$ 1,026,394
Commercial	315,312	282,265
Industrial	1,342,310	1,264,083
Public authorities	106,488	77,531
Other	238,652	217,530
Interdepartmental sales	<u>776</u>	<u>754</u>
Total sewage revenues	<u>3,010,718</u>	<u>2,868,557</u>
Other operating revenues:		
Forfeited discounts	2,067	2,422
Miscellaneous	<u>16,623</u>	<u>22,217</u>
Total operating revenues	<u>3,029,408</u>	<u>2,893,196</u>
Operating Expenses		
Operation and maintenance:		
Operation:		
Supervision and labor	282,462	310,363
Power and fuel for pumping	147,333	167,928
Phosphorous removal chemicals	140,965	178,727
Other operating supplies	<u>1,733</u>	<u>3,152</u>
Total operation	<u>572,493</u>	<u>660,170</u>
Maintenance:		
Collection system	117,246	120,994
Pumping equipment	39,732	25,769
Treatment and disposal plant equipment	111,660	162,492
General plant structures and equipment	24,679	19,639
Miscellaneous	<u>39,802</u>	<u>34,517</u>
Total maintenance	<u>333,119</u>	<u>363,411</u>
Customer accounts:		
Accounting and collecting	67,174	60,765
Meter reading	<u>6,312</u>	<u>4,865</u>
Total customer accounts	<u>73,486</u>	<u>65,630</u>

Plymouth Utilities

Sewage Utility Operating Revenues and Expenses
Years Ended December 31, 2024 and 2023

	<u>2024</u>	<u>2023</u>
Administrative and general:		
Salaries	\$ 123,950	\$ 119,450
Office supplies	9,665	12,413
Outside services employed	16,666	14,624
Insurance	22,023	18,594
Employees pensions and benefits	148,938	198,095
Miscellaneous	<u>56,252</u>	<u>58,206</u>
Total administrative and general	<u>377,494</u>	<u>421,382</u>
Taxes	<u>78,510</u>	<u>81,037</u>
Total operation and maintenance	1,435,102	1,591,630
Depreciation	<u>628,419</u>	<u>661,315</u>
Total operating expenses	<u>2,063,521</u>	<u>2,252,945</u>
Operating income	<u>\$ 965,887</u>	<u>\$ 640,251</u>



DATE: August 8, 2025

TO: Common Council

FROM: Jack Johnston, Assistant City Administrator/Community Development Director

RE: **Discussion and Possible Action on Extraterritorial Certified Survey Map (CSM);** Parcel numbers 59016217350 and 59016217360 - located on Sandstone Lane in the Town of Plymouth – Jack Johnston, Assistant City Administrator/Community Development Director

Background:

Cheryl Rortvedt, on behalf of the Rortvedt Trust, has submitted a certified survey map (CSM) for extraterritorial review and approval by the City of Plymouth due to the property being within the 1.5 mile extraterritorial review area of the City of Plymouth. The property itself is located within the Town of Plymouth and received Town approval on July 8, 2025.

Current Configuration vs. Changes:

The current configuration of the land encompasses two parcels and will split them into three. The western-most parcel is an agricultural farm property with a house, barn, silo, and multiple sheds and a detached garage on site. A small portion of a wetland is located on the eastern end of that parcel per Sheboygan County GIS. To the west is another parcel owned by the Trust. The same wetland encompasses most of the middle of this parcel.

The revised CSM leaves the western-most parcel with the agricultural buildings more-or-less unchanged and splits the eastern parcel into two. Lot 2 on the CSM will be 14.1675 acres and have the wetland bisect it in the middle. The new Lot 3 on the far east of the CSM is 6.8746 acres in size and does not show any wetlands present on the lot.

Public Works/Plymouth Fire Department Review:

Both Public Works Director Austin and Chief Pafford reviewed the proposal and have no concerns. Chief Pafford noted that any potential future driveway is required to have a stake at 500 feet from the house. This is to allow the Fire Department to drop supply hose at that point for the next truck to hook into.

Sheboygan County Approval:

The Town of Plymouth approved this CSM on July 8, but it also requires Sheboygan County review. Sheboygan County has provided conditional approval of the CSM and their letter is attached.

City Approval Process:

The City's Common Council is the final City body to give approval of the CSM from the City of Plymouth. However, the Plan Commission must first furnish a recommendation to the Council. This CSM was presented to the CSM on August 7.

Plan Commission Recommendation:

At their meeting on August 7, 2025, the Plan Commission unanimously recommended approval of the CSM as presented.

Staff Recommendation:

The property is not located near adjacent City lands or roadways. As such, staff recommends the Common Council approve the CSM as presented.

Copies Mailed/Emailed To:

- I. Cheryl Rortvedt: scrortvedt@excel.net

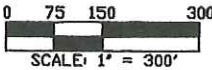
Attachments:

- I. Certified Survey Map

CERTIFIED SURVEY MAP

PART OF THE SE 1/4, SECTION 18, T15N, R21E, TOWN OF
PLYMOUTH, SHEBOYGAN COUNTY, WISCONSIN.

BEARINGS HEREON ARE REFERENCED
TO THE SHEBOYGAN COUNTY
COORDINATE GRID. THE SOUTH LINE
SE 1/4 SECTION 18 IS RECORDED TO
BEAR N89°39'12"E



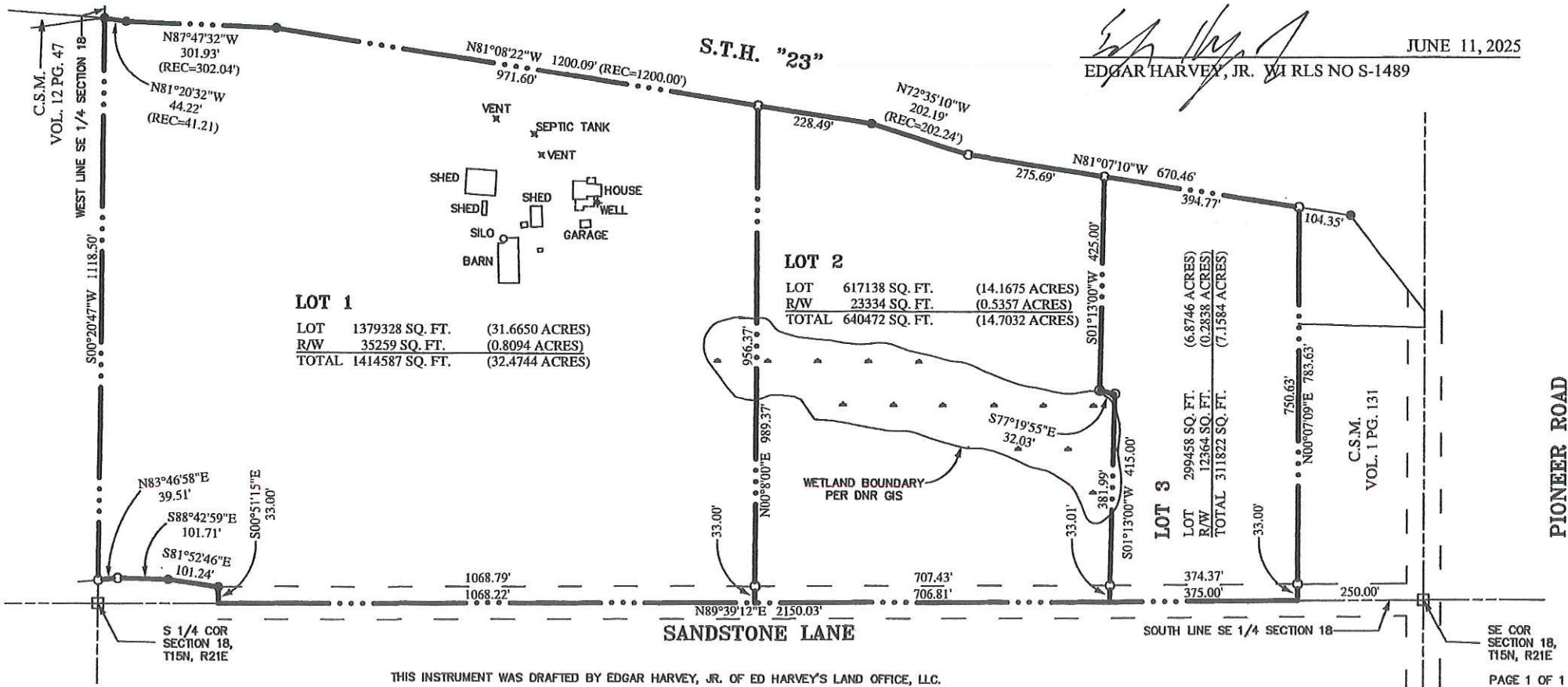
LEGEND

- 1" x 24" IRON PIPE SET WEIGHING
1.13 LBS / LIN FT
- 1" IRON PIPE FOUND
- COUNTY MONUMENT FND



I HEREBY CERTIFY THAT THIS
SURVEY IS CORRECT TO THE BEST
OF MY KNOWLEDGE AND BELIEF

Edgar Harvey, Jr.
EDGAR HARVEY, JR. VI RLS NO S-1489
JUNE 11, 2025



THIS INSTRUMENT WAS DRAFTED BY EDGAR HARVEY, JR. OF ED HARVEY'S LAND OFFICE, LLC.

CERTIFIED SURVEY MAP

PART OF THE SE ¼ SE ¼ AND PART OF THE SW ¼ SE ¼, SECTION 18, T15N, R21E, TOWN OF
PLYMOUTH, SHEBOYGAN COUNTY, WISCONSIN

CERTIFICATE OF SURVEYOR

I, Edgar Harvey, Jr., State of Wisconsin Registered Land Surveyor Number S-1489, do hereby certify that, in full compliance with the provisions of chapter 236 of the Wisconsin State Statutes and the subdivision regulations of Sheboygan County, the Town of Plymouth, and the City of Plymouth, and under the order and direction of Cheryl J. Rortvedt, the trustee of the Steven J. Rortvedt and Cheryl J. Rortvedt revocable living trust of 2007, owner, I have surveyed, mapped and divided into three (3) lots, part of the SE ¼ SE ¼ and part of the SW ¼ SE ¼, Section 18, T15N, R21E, Town of Plymouth, Sheboygan County, Wisconsin, described as follows:

Commencing at the southeast corner Section 18, T15E, T21E; thence S89°39'12"W, along the south line SE ¼ said Section 18, 250.00 feet to the southwest corner of the certified survey map recorded in volume 1, page 131 of Sheboygan County Certified Survey Maps, said point being the true point of beginning.

Thence N00°07'09"E, along the west line of the certified survey map recorded in volume 1, page 131 of Sheboygan County Certified Survey Maps, 783.63 feet to the south line of STH 23; thence N81°07'10"W, along said south line, 670.46 feet; thence N72°35'10"W, along said south line, 202.19 feet (recorded as 202.24 feet); thence N81°08'22"W, along said south line, 1200.09 feet (recorded as 1200.00 feet); thence N87°47'32"W, along said south line, 301.93 feet (recorded as 302.04 feet); thence N81°20'32"W, along said south line, 44.22 feet (recorded as 41.21 feet) to the west line SE ¼ Section 18; thence S00°20'47"W, along said west line, 1118.50 feet to the north line of Sandstone Lane; thence N83°46'58"E, along said north line, 39.51 feet; thence S88°42'59"E, along said north line, 101.71 feet; thence S81°52'46"E, along said north line, 101.24 feet; thence S00°51'15"E 33.00 feet to the south line SE ¼ Section 18; thence N89°39'12"E, along said south line, 2150.03 feet to the point of beginning and containing 2366876 square feet (54.3360 acres) of land, including therein 70957 square feet (1.6289 acres) lying within the right of way of Sandstone Lane.

I further certify that this survey is correct to the best of my knowledge and belief.

Edgar Harvey, Jr., Wisconsin Registered Land Surveyor Number S-1489

Date



CERTIFICATE OF OWNER

As owner, I do hereby certify that I have caused the land shown on this map to be surveyed, divided and mapped as shown on this map.

Cheryl J. Rortvedt

Date

trustee of the Steven J. Rortvedt and Cheryl J. Rortvedt
revocable living trust of

CERTIFIED SURVEY MAP

PART OF THE SE ¼ SE ¼ AND PART OF THE SW ¼ SE ¼, SECTION 18, T15N, R21E, TOWN OF
PLYMOUTH, SHEBOYGAN COUNTY, WISCONSIN

CERTIFICATE OF CITY COUNCIL (Extraterritorial Jurisdiction)

This Certified Survey Map has been submitted to, reviewed and approved by the Common Council of the City of
Plymouth.

Dated this _____ day of _____, 2025

Mayor

Clerk

CERTIFICATE OF TOWN BOARD

This Certified Survey Map has been reviewed and approved by the Town Board of the Town of Plymouth.

Dated this _____ day of _____, 2025

Town chairman

Town Clerk

CERTIFICATE OF COUNTY PLANNING AND CONSERVATION DEPARTMENT

This Certified Survey Map has been reviewed and approved by the Sheboygan County Planning and Conservation
Department.

Dated this _____ day of _____, 2025

Title:





DATE: August 7, 2025

TO: Mayor and Common Council

FROM: Tim Blakeslee, City Administrator/Utilities Manager

RE: Approval Proposal from Somerville Architects/Engineers.

Background:

The 2024 Budget allocated funding for the Plymouth Public Library to conduct a space needs analysis. Over the spring and summer of 2024, the Library partnered with its selected consultant, FEH, and a task force of citizen volunteers to assess necessary upgrades and updates to the current facility. This collaborative effort resulted in the development of initial improvement concepts. The findings of the space needs analysis were presented to the Committee of the Whole during the summer of 2024. Based on this presentation, the Committee recommended a phased approach to address immediate repairs and renovations while applying for a flexible facilities grant that did not require a matching contribution.

Unfortunately, in late 2024, staff was notified that the flexible facilities grant application was unsuccessful. In response, City and Library staff met with the Library Board to determine next steps. The consensus from these discussions was to establish an ad hoc committee to phase and prioritize the Library's future needs.

Resolution No. 1 of 2025 (attached) formally established the Ad Hoc Library Repair, Renovation, and Expansion Committee. The committee's purpose is to evaluate the immediate, mid-term, and long-term needs of the Library.

To date, the Committee has focused on reviewing immediate and mid-term needs. Several immediate repair items will be addressed in the 2026 City budget cycle. However, to properly plan for additional immediate and mid-term needs—and to avoid duplicative work—the Committee issued a request for proposals (RFP) in June 2025 for an Interior Renovation Master Plan. The plan focuses on designing ADA compliance improvements, a redesigned entrance, safety enhancements to the Children's Pit, and other needed repairs. It also includes planning for the addition of study rooms, enhancements to the multipurpose meeting room, and refurbishment or replacement of the elevator. The RFP specified that the work should build off the planning already completed. Following a public input process, the final product will include two design options that can be used for future implementation within the current building footprint.

Four proposals were received, and the unanimous recommendation of the Ad Hoc Committee was to move forward with Somerville Architects/Engineers at a total cost of \$21,200. The Library Board at their meeting on August 4 also unanimously recommended moving forward with Somerville. The other proposals were from FEH (\$17,800, They conducted the prior study, but Ad-hoc Committee wanted a new perspective), HGA (\$36,750), and PRA (\$44,500) This cost will

be split equally three ways between the Library, the City, and WPPI (via their Value of Local Utilities program). While this is an unbudgeted expense, the City's share of approximately \$7,066 can be covered using available capital fund reserves.

Recommendation: Move to approve the proposal from Somerville Architects/Engineers as presented.

Attachments:

Somerville Architects/Engineers Proposal

JULY 11, 2025



somerville

architects
engineers

PROPOSAL FOR:

Interior
Renovation
Master Plan

**Plymouth Public
Library**

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July 11, 2025

Leslie Jochman
Plymouth Public Library
130 Division Street
Plymouth, WI 53073

Dear Ms. Jochman,

The Plymouth Public Library has started an exciting journey to ensure your facilities will continue to meet the needs of your staff and community for generations to come. Somerville's team has the experience to study, plan, design, and deliver creative ideas and solutions that will **fit the budget and create consensus**. As professionals in the architecture and engineering sector, we want to use our talents and efforts to do more than just design structures and environments, we want to help contribute to the success of communities for generations to come.

Somerville is one of Wisconsin's largest employee-owned providers of **integrated architecture, engineering, interior design**, and construction administration services. We have been in business for over 79 years and have had the opportunity to serve many of Wisconsin's cities, villages and municipalities. The expertise and talent of our professionals provides a strong foundation for every project because our team balances technical expertise with decades of hands-on experience as facility planners and designers. As such, we will present for your consideration the most **current industry trends, design concepts, and engineering solutions**.

We look forward to the opportunity to help the Plymouth Public Library develop a comprehensive Interior Renovation Master Plan. Our goal will be to ensure long-term sustainability, plan for future technology needs and programming, address maintenance needs, create a plan for future improvements or replacements, and integrate the plan seamlessly with your existing strategic efforts. The final document will provide a phased implementation schedule, detailed cost estimates, and visual examples to guide the Library's future development.

We hope the enclosed information adequately conveys our interest in your project, as well as our team's qualifications to execute it to your satisfaction. Somerville's expertise, long history, depth of staff, and solid financial stability will ensure that our firm and its personnel will remain a resource to the Plymouth Public Library for years to come.

Thank you for this opportunity.

Melanie Parma

Senior Vice President & Director of Client Relations
mparma@somervilleinc.com | 920.593.3860



Somerville, Inc.

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somervilleinc.com

EST. 1946
WE'VE BEEN IN
BUSINESS FOR
79 Years



EMPLOYEE-OWNED
CORPORATION



SOMERVILLE BUSINESS INFORMATION

At Somerville, we believe that design matters, not only for building systems and structures, but also in the assembly of our team. Our innovative, engaging, and creative projects begin with our outstanding staff. The idea "design matters" starts with a strong employee foundation, and a belief that each employee you interact with matters to you and your project.

PRINCIPALS

Matt Schachtner, NCARB, AIA | President
mschachtner@somervilleinc.com | 920.593.3839

Sara Kvitek | Executive Vice President
skvitek@somervilleinc.com | 920.593.3812

Melanie Parma | Senior Vice President
mparma@somervilleinc.com | 920.593.3860

PRIMARY CONTACT

Dan Wiitanen, AIA, LEED® AP | Associate | Senior Project Architect
dwiitanen@somervilleinc.com | 920.593.3863

SOMERVILLE STAFFING

In-House Architectural Personnel

Registered Architects	9
Project Managers	5
Architectural Designers	3
Drafters	3
Interior Designers	2

In-House Engineering Personnel

Mechanical	5
Electrical	4
Plumbing & Fire Protection	1
Drafters	4

Support Personnel

Construction Phase Services	2
Production/Quality Control	1
Marketing/Business Development	4
Administrative	3

Total Number of Employees **46**



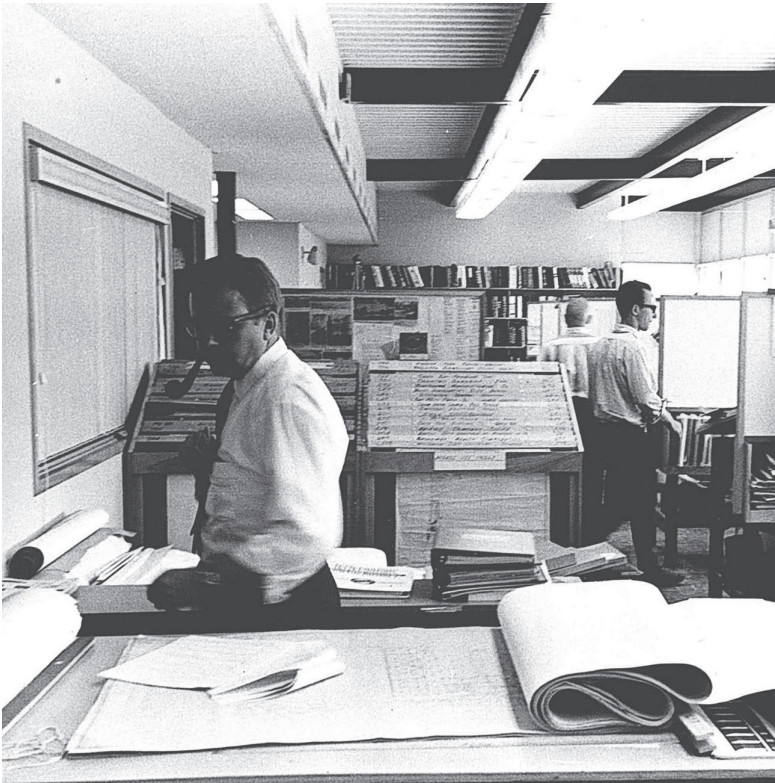
executive SUMMARY

Somerville Architects & Engineers is pleased to submit our proposal to assist the Plymouth Public Library in developing an interior renovation master plan that will **address both current and long-term facility needs while remaining sensitive to budget, schedule,** and the footprint of the existing building. With a long history of designing community-centered spaces—including more than 1,200 projects across Wisconsin—we are uniquely positioned to guide the Library through a **thoughtful, data-driven planning process** that results in meaningful, recommendations tailored to your community's needs.

We understand that the goal of this master plan is to **improve the patron experience, enhance staff workflow and productivity, modernize facility systems, and increase accessibility** within the existing 16,790 square foot footprint. Importantly, the plan must also accommodate a high volume of after-school student use, support diverse community needs for small meeting and quiet study spaces, and address aging infrastructure such as the elevator, HVAC system, and ADA compliance features. All recommendations will be **developed with a clear vision for the future**, while being adaptable, ensuring the Library remains aligned with evolving community needs and is well-positioned for any future expansion.

Somerville's approach will **build upon the important work already completed** by the Library, including the 2024 space needs analysis, building assessment, and community engagement sessions. Through additional stakeholder collaboration and strategic space planning, we will prioritize design solutions that are realistic, cost-conscious, and phased for implementation. Our **in-house team of architects, engineers, and interior designers will work collaboratively with your team** to ensure that all recommendations support operational efficiency, visitor comfort, and long-term sustainability.

We are committed to **completing this project on time and on budget.** Our experience delivering successful library renovations demonstrates our ability to navigate complexity while achieving results that are functional, welcoming, and future-ready.



our story



Somerville, Inc. was founded in 1946 by **John E. Somerville** to deliver professional Architectural/Engineering (A/E) services and a quality customer experience.

Success was met early on by Somerville's dedicated team with the completion of numerous commercial and industrial projects. Word of our success quickly spread throughout northeast Wisconsin, expanding Somerville's client base to include civic, cultural, life, healthcare, corporate, and our largest market today, education.

Since 1946, our team has continued the tradition of **designing beautiful facilities that are landmarks in their communities**, the most notable being the original Lambeau Field built in 1957 and its 2003 renovation. Performing an important role in the growth of many of the Midwest's largest and most recognizable companies and organizations, Somerville's service base grew to fulfill the demands of diverse client base. We take great pride in the variety of projects we have completed, and our broad experience across different markets informs every design we create. We have built our reputation by designing **attractive, well-engineered, energy-efficient buildings** of all types while maintaining established budgets, schedules, and relationships.

One thing is for sure, **Somerville isn't your typical architectural and engineering firm.**

We've been in business for over **seven decades**, and in that time, we've created thoughtfully-designed and inspiring buildings for clients in a wide range of industries. But we've also built something more important – a reputation for listening to our clients, responding with innovative designs and then completing projects on time and on budget. Maybe that's why **94% of our clients have returned to us** time and again, trusting us to complete more than 7,900 projects across the Midwest.

Of course, our clients also appreciate that we're **employee-owned** and that they know they can count on our team to take pride in designing solutions that will serve their needs now and well into the future. Many clients also point to **how easy we make the design and construction process** - Somerville offers a comprehensive range of architectural, engineering and interior design services all under one roof.

SOMERVILLE'S QUALIFICATIONS

ARCHITECTURE

Our approach to design is simple. You have a goal for your next building project, and our job is to help you achieve and even **exceed that goal** – often in ways you never dreamed possible.

To do that, we begin by getting to know you and your business or mission. **We ask questions.** We learn about your unique goals and challenges and we share our seven decades of insight learned through similar challenges and design.

Then **we respond with thoughtful and innovative design solutions** created especially for you. Our process is interactive; we take the time to listen again to your feedback and suggestions. In fact, we encourage that give-and-take throughout the design and construction process because we understand that no one knows your business or mission like you do. In the end, we've created not only a great space but **a lasting relationship with you.** Perhaps that's why so many of our clients have returned to us for project after project.

INTERIOR DESIGN

It's one thing to design a space. It's quite another to **design an environment** – how the space feels, how people move through it, and how the space can be used to promote productivity while contributing to your organizational goals.

Interior design is about **integrating your brand with the built environment** to create a memorable experience. Elements like material, image, color, texture, pattern, and illustration are aligned with architectural features to convey a specific feeling or create a distinct experience.

Throughout the design process, we can help you **visualize the environment** and propose ideas, ensuring you get a real sense of how your final environment will look and feel before construction even begins.

Our interior design team provides **solutions that are creative,** environmentally progressive, and provide a lasting impact unique to your vision, mission, and goals.

ENGINEERING

It's simply not enough for a building to enhance your organization's image and purpose. It also has to be **comfortable, safe and as efficient** as possible to operate and maintain.

Our in-house staff includes LEED-accredited engineers and designers — from **electrical, plumbing and fire protection** design to **HVAC**, air quality, and sustainable "green" energy systems. Our engineers and architectural team collaborate and work closely with each other, applying the **latest systems and technology** to create a seamlessly integrated infrastructure plan for your building that provides maximum comfort, efficiency, and reliability.

What's more, **our engineers understand that your needs can grow.** They design with an eye toward making future expansion easy and inexpensive – at Somerville, **we're always thinking ahead.**

ENVIRONMENTAL GRAPHICS

Environmental graphic design is about **integrating a story or a brand with the built environment** to create a memorable experience.

Environmental graphic design in its most basic explanation **unites architecture with visual elements of a brand.** But it is much more than that. Environmental graphics help create a sense of comfort and inspiration in a hospital, provide words of encouragement to students in a school, and give businesses eye-catching displays that promote their brand.

Images, color, patterns, illustrations, and typography are integrated with architectural features to **convey a specific message or create an experience.** The message and experience can vary greatly – from informing building occupants how to interact with the space, to inspiring the people who inhabit it.

Our team of environmental graphic designers help you **communicate stories, inform people, activate spaces,** and organize places for efficient navigation.

LIBRARY PROJECTS



Somerville's team has been designing dynamic library spaces for decades, and as libraries shift from a role of housing collections of books towards fostering learning through the connection of paper, technology and resources, so too does the design of their physical space.

Today's libraries are best categorized as the Learning Commons - a "hub of learning" for the community. The Learning Commons incorporates technology, flexible furniture and an open design to foster learning in a variety of ways - from quiet individual study to group collaboration and knowledge sharing. **Below is a list of some of Somerville's past library projects:**

Brown County

- East Branch Library Renovation
- Denmark Community Center & Library
- Pulaski Library
- Library Computer Project (9 branches)
- Library Fire Alarm System
- Central Library Study
- Central Library Basement Remodel Design Work

Florence County School District

- Library Addition

Gibraltar Area School District

- High School Library Renovation & Addition

Green Bay Area Public School District

- West High School Library
- Beaumont Elementary Classroom & Library Addition
- Martin Elementary Library Addition
- Jackson Elementary Library Addition

Laona School District

- Library Remodel & Ramp Addition

Mequon-Thiensville School District

- Inquiry & Collaboration Center Renovations

Mid-State Technical College

- Wisconsin Rapids Library Remodel

Moraine Park Technical College

- West Bend Library Addition
- Beaver Dam Library Addition
- Fond du Lac Library & Computer Lab Remodel

Northcentral Technical College

- Library Stair Remodel

Northeast Wisconsin Technical College

- Library Relocation
- Student Success & Library Renovation

Northland Missions

- Library Analysis
- Library & Classroom Addition

Oneida Nation

- Library Expansion Study

Salem School District

- Library & Conference Room Addition

Shawano County

- Library Study

Village of Mishicot

- Village Hall & Library

project TEAM



Melanie Parma

Senior Vice President | Principal-In-Charge



Some people's biggest fear is actually Melanie Parma's specialty. She's the one at the front of the room addressing the audience – answering questions, alleviating concerns, eliciting feedback. She engages community members from all walks of life on building projects that will affect their neighborhoods and school districts and the very hearts of their communities.

As leader of Somerville's education projects, Melanie facilitates meetings on some of the hottest topics a community can take up. Her focus is education design, a Somerville sweet spot. But public speaking is only one aspect of her role. She answers the tough questions, but she asks them as well. She breaks down the process: Listen, observe, evaluate, then create. Although her background is in design and architecture, her natural skills as a welcoming conversationalist have led her toward an expertise in facilities assessment and feasibility work.

Planning, public participation and community engagement are critical to the success of these projects, and all stakeholders – from staff to student to everyone outside the school district– play a crucial role in designing a functional and fabulous space, and Melanie is the voice that leads the conversation.

EDUCATION / AFFILIATIONS

- **Bachelor of Arts in Architecture**, University of Minnesota – Twin Cities
- **City of Green Bay's Redevelopment Authority**
- **Board Member of Green Bay Area Chamber of Commerce's Partners in Education**
- **International Association of Public Participation training (IAP2)**
- **Melanie has been a part of the Somerville team since 1998**

PROJECT EXPERIENCE

- **Brown County**
East Branch Library, STEM Innovation Center
Green Bay, Wisconsin
- **Gibraltar Area School District**
Library Media Center Addition & Remodel
Fish Creek, Wisconsin
- **Shawano County**
Library Building Study
Shawano, Wisconsin
- **Northeast Wisconsin Technical College**
Student Success & Library Renovation
Green Bay, Wisconsin
- **Moraine Park Technical College**
Student Life & Library; Library Addition
West Bend & Beaver Dam, Wisconsin

Dan Wiitanen, AIA, LEED® AP
Associate | Senior Project Architect



What's old is new again. Or it can be if you do it right. From the time he was a child, Dan Wiitanen has had an appreciation for the classics. A small motif tucked into a modern presentation. A classic architectural flair weaved among contemporary elements. Designs that were rooted in the past uniquely enhancing a brand new project.

With over 20 years of experience at Somerville and an ever-watchful eye to time-honored design concepts,

Dan can seamlessly adapt the past to the present. His projects include sprawling technical college campuses with increasingly varied instructional offerings that require unique features. Dan considers architects like himself to be problem solvers, envisioning not only what a facility will look like but how it will be used, merging efficiency with practicality and adding flair to function. Not design for the sake of design, but concepts that best serve the needs of the client. Dan sees himself as the advocate for the client and finds his greatest honor to be their decision to return to him with their next upgrade or build.

To Dan, the greatest gift architects can receive is to see their vision become a reality in use by the people who need it.

EDUCATION / AFFILIATIONS

- **Bachelor of Science in Architectural Studies,**
University of Wisconsin – Milwaukee
- **Registered Architect** – Wisconsin
- **LEED® Accredited Professional**
- **American Institute of Architects (AIA)**
- **Dan has been a part of the Somerville team since 1997**

PROJECT EXPERIENCE

- | | |
|---|--|
| <ul style="list-style-type: none">■ Brown County
East Branch Library,
STEM Innovation Center,
Green Bay, Wisconsin■ Green Bay Area Public School District
New Starr Elementary School; Martin & Jackson Elementary Schools
Addition and Remodel
Green Bay, Wisconsin | <ul style="list-style-type: none">■ Shawano County
Library Building Study
Shawano, Wisconsin■ Moraine Park Technical College
Student Life & Library; Library Addition, Planning / Building Additions / Remodeling
Fond du Lac, Beaver Dam, West Bend, Horicon, Jackson, Wisconsin |
|---|--|

Halle Laverdure
Interior Designer



Creativity is key to interior design, but good design also requires research. And technical skills. And the ability to communicate, listen and understand. And problem-solving abilities. And so much more.

As a graduate of UW-Stevens Point's Interior Architecture program, Halle found her passion for education design and learned all of these essential skills. She keeps an eye toward how the building looks, how it feels, and how it's being used.

Halle sees her role as ensuring the design meets the needs of those using it, pairing what's aesthetically pleasing with what's comfortable and functional in order to create a place that "makes people just want to be there." She ensures the design stays true to the client's intent from beginning to end, listens and works with clients and her Somerville team to determine the best solutions for each space and attends to even the smallest of details because every single one matters.

EDUCATION / AFFILIATIONS

- **Bachelor of Fine Arts in Interior Architecture,**
University of Wisconsin-Stevens Point
- **Bachelor of Science in Communications,** University of Wisconsin-Stevens Point
- **International Interior Design Association (IIDA) Member**
- **Halle has been a part of the Somerville team since 2022**

PROJECT EXPERIENCE

- | | |
|--|--|
| <ul style="list-style-type: none">■ Brown County
East Branch Library renovation
Green Bay, Wisconsin■ Brown County
New Denmark Library and Community Center
Denmark, Wisconsin■ Menominee Indian School District
New High School, Keshena
Primary School - Main Office Remodel
Keshena, Wisconsin | <ul style="list-style-type: none">■ Wausau School District
Various remodel and addition projects
Wausau, Wisconsin■ ASPIRO
Building Renovation
Green Bay, Wisconsin■ Oconto Falls School District
Facilities Study, New Middle School, Secure Entrances
Oconto Falls, Wisconsin |
|--|--|

Sam Graner, PE, QCxP

Vice President of Engineering | Senior Mechanical Project Engineer



Sam Graner is hoping you never notice all his hard work. If all goes well, his efforts stay behind the scenes; his team doesn't get much credit. That means everything was done right.

Designing heating and cooling systems is less flashy, less visible than some of the more noticeable pieces of any project. But that's no testament to its importance, which you'll truly understand only if something goes wrong.

And Sam ensures it doesn't by putting design first. He considers design the most important aspect of a project: Good design minimizes risk and ensures the result is exactly what the client is looking for. It's good engineering practice that meets codes and regulations while keeping within a budget and masterfully coordinating with the electrical, plumbing and structural engineers and architects.

Sam's not in this for the credit. It's the field work – troubleshooting in a loud, hot mechanical room – that's more his style. It helps him appreciate what he's working on and allows for a better understanding of the system – and a better connection with the contractors installing his pieces. The hands-on experience allows him to better understand problems and how to manage them.

EDUCATION / AFFILIATIONS

- **Bachelor of Science, Mechanical Engineering,**
University of Wisconsin – Madison
- **Registered Professional Engineer** – Wisconsin
- **American Society of Heating, Refrigeration, and Air Conditioning**
(ASHRAE)
- **Qualified Commissioning Process Provider** (QCxP)
- **Sam has been a part of the Somerville team since 2017**

PROJECT EXPERIENCE

- | | |
|---|---|
| <ul style="list-style-type: none">■ Brown County
East Branch Library, STEM Innovation Center; Jail Expansion & New Medical Examiners Office
Green Bay, Wisconsin■ Brown County
New Denmark Library and Community Center
Denmark, Wisconsin | <ul style="list-style-type: none">■ Shawano County
Library Study
Shawano, Wisconsin■ Howard Suamico School District
Forest Glen Facility Study, Howard Elementary HVAC Revisions; District-Wide HVAC Study
Howard, Wisconsin |
|---|---|

Aaron Baumgartner, PE

Senior Mechanical Project Engineer



Aaron likes to say that architects design a building and engineers design what makes it run. The motto comes from years of being behind the scenes on projects like the Brown County East Branch Library, high schools, and health care settings and finding that when he's doing his best work, it's going unnoticed by clients. And that's a good thing.

Design of HVAC, fire protection, and plumbing systems are just pieces in the intricate puzzle of a building, but they are critical to its operations. That requires a collaborative process among architects and engineers that is at the heart of Aaron's appreciation for the work.

Aaron enjoys the collaboration that has all teams working at their highest level. He excels at coordinating the complex systems involved in the process, from laying out duct work and piping to electrical systems and air units. This puzzle requires communication, collaboration, and coordination at all steps along the way.

Aaron also appreciates the employee ownership aspect of Somerville, where everyone can see the fruits of their labor and work as a team to empower each other.

EDUCATION / AFFILIATIONS

- **Bachelor of Science in Architectural Engineering,**
Milwaukee School of Engineering, Milwaukee, Wisconsin
- **Registered Professional Engineer** – Wisconsin
- **American Society of Heating, Refrigeration, and Air Conditioning**
(ASHRAE)
- **Experienced in Revit, AutoCAD, Navisworks, Carrier HAP**
- **Aaron has been a part of the Somerville team since 2012**

PROJECT EXPERIENCE

- | | |
|---|---|
| <ul style="list-style-type: none">■ Brown County
East Branch Library, STEM Innovation Center; Jail Expansion & New Medical Examiners Office
Green Bay, Wisconsin■ Brown County
New Denmark Library and Community Center
Denmark, Wisconsin | <ul style="list-style-type: none">■ Moraine Park Technical College
New Energy Education Center, Career Center Addition; Library Remodel
Fond du Lac and Beaver Dam, Wisconsin■ Northeast Wisconsin Technical College
Student Success & Library Renovation
Green Bay, Wisconsin |
|---|---|

Sheila Downing, CPD, LEED AP® BD+C
Associate | Senior Designer of Plumbing Engineering Systems



It's fair to say Sheila Downing stands out from the crowd. After all, she's one of a few female licensed plumbing designers in all of Wisconsin. But it's her LEED-accreditation, impressive knowledge of plumbing design and broad experience with a diverse array of projects that really set her apart.

Over the course of her career with Somerville, she's masterfully handled just about every type of plumbing design project—from medical gas and compressed air systems to sustainable water usage systems and specialty waste management. Sheila's skills were even called upon to assist with the formidable challenge of cleaning up the Fox River, helping to design the complex plumbing systems within the barge to filter harmful sediment and hazardous materials out of the basin over a 10-mile span. One thing's for sure—clients who see firsthand Sheila's commitment to designing efficient, reliable and worry-free plumbing solutions know she's more than someone who stands out. She's outstanding.

EDUCATION / AFFILIATIONS

- **Bachelor of Science**, University of Wisconsin – Stevens Point
- **Registered Designer of Plumbing Systems** – Wisconsin
- **Certified Plumbing Designer** (CPD)
- **LEED Accredited Professional for Building Design and Construction** (LEED® AP BD+C)
- **American Society of Plumbing Engineers** (ASPE) **Member**
- **Experienced in Revit MEP**
- **Sheila has been a part of the Somerville team since 1994**

PROJECT EXPERIENCE

- | | |
|---|---|
| <ul style="list-style-type: none">■ Brown County
STEM Innovation Center; Jail Expansion & New Medical Examiners Office
Green Bay, Wisconsin■ Marinette School District
Feasibility Study, Master Planning, Pre-Referendum Services, Park & Merryman Elementary Schools Additions & Remodeling
Marinette, Wisconsin | <ul style="list-style-type: none">■ Green Bay Area Public School District
East High School Addition & Remodel; Martin Elementary Library Addition; Jackson Elementary Library Addition
Green Bay, Wisconsin■ Mid-State Technical College
Stevens Point Mall Campus Remodel, Building Addition & Remodel
Stevens Point, Wisconsin |
|---|---|

Mike Leibham, PE
Senior Electrical Project Engineer



It's not uncommon in the workplace: You learn a set of skills in a critical category of work – say, electrical engineering in health care settings – and you begin to be assigned those projects, further sharpening those skills. Soon you are a go-to resource in that space. As your career develops and your portfolio grows, so does your expertise, and eventually you become a specialist of sorts.

So went the path of Michael Leibham, whose experience is vast and varied with exceptional contributions in health care design. Michael notes that while design is always intricate, health care systems are especially layered and complex. Years of experience has allowed Michael to build a base of knowledge as well as a broad perspective, giving him both versatility and depth.

At the end of the day, though, relationships are at the heart of the work, and Michael is, first and foremost, a people person.

Drawn to Somerville's genuine culture of care for their clients and their team, Michael came on board as a bit of a veteran in the industry and sees his role as adding skills steeped in project work. While learning alongside young engineers, he's also bringing an experienced approach and a career of successful project.

EDUCATION / AFFILIATIONS

- **Bachelor of Science in Electrical Engineering**, University of Wisconsin, Milwaukee
- **Registered Professional Engineer** – Wisconsin
- **Mike has been a part of the Somerville team since 2025**

PROJECT EXPERIENCE

- | | |
|--|---|
| <ul style="list-style-type: none">■ Brown County
New Denmark Library and Community Center
Denmark, Wisconsin■ Brown County*
Downtown Branch of Brown County Library Relighting Project
Green Bay, Wisconsin | <ul style="list-style-type: none">■ UW-Oshkosh*
Library Remodel
Oshkosh, Wisconsin■ City of Waupaca*
Waupaca Recreation Center Addition/Remodel
Waupaca, Wisconsin |
|--|---|

** work performed while at previous employer*

East Branch Library

BROWN COUNTY

Green Bay, Wisconsin

Nestled in the heart of Green Bay's east side is the new Brown County East Branch Library. Previously a fitness center, this impressive **16,500 square-foot renovated space** triples the size of the previous library and is designed for readers of all ages.

One of the main goals Somerville helped the library achieve was **creating a 'destination' for community members** that would beckon them to come. The library is a place to read and check out books, but also provides essential community services to all. The library's "It's Yours" tagline speaks to the multitude of ways in which community members are already calling this space their own.

Inside, patrons will find **meeting and study rooms that encourage collaboration**, wall graphics that honor Green Bay's east side neighborhoods, and an open floor plan with large glass windows that allow natural light to fill the space. A cozy fireplace and a convenient coffee nook create an atmosphere of relaxation.

Floor-to-ceiling architectural features create zones within the open space, subtly sectioning off areas for different ages and interests. Carpet patterns, colored soffits, and linear lighting transition departments, seamlessly integrating bookshelves and play spaces. Pops of color throughout provide a look that is vibrant, yet timeless. Open 'books' that appear to be flying around the ceiling and colorful acoustic wall panels double as sound absorbing tools in the large children's area.

Exterior amenities include a drive-up book return window pick-up and a secure outdoor green space with a play area for children, weaving paths, and built-in seating.

Technology is also integrated into the design, featuring an automatic materials handling system, for sorting all returns, and a hearing loop included in the community room.

The new Brown County East Branch Library stands not just as a home of books, but is a **vibrant community hub**, fostering a sense of belonging and knowledge for all. Brown County Library. It's Yours.

Facility Highlights

- Project Cost: \$3.96 Million
- Completion Date: August 2023
- Total Square Feet: 16,530 SF
- Somerville provided Architectural and Interior Design, and Mechanical, Electrical, Plumbing & Fire Protection Engineering Design, and Environmental Graphics Design
- Somerville team members: Melanie Parma, Dan Wiitanen, Halle Laverdure, Sam Graner, Aaron Baumgartner



PROJECT REFERENCE:

BROWN COUNTY LIBRARY

Sarah Sugden, Executive Director

920-448-5810 | sarah.sugden@browncountywi.gov



AWARD WINNER

IIDA Wisconsin Award for Interior Design
Daily Reporter Top Projects Award
2024 Build Wisconsin Award



Denmark Community Center & Library

ONE DENMARK / BROWN COUNTY

Denmark, Wisconsin

Somerville's team has been working closely with OneDenmark and the Brown County Library to reimagine how a recently vacated Early Childhood Center will become a **vibrant central hub for the Denmark community**.

To kick off this ambitious project, the OneDenmark team enlisted Somerville's expertise in early 2024 to help **conceptualize the facility's future**. Somerville's team began by meeting with members of OneDenmark and the Brown County Library to gather input and understand their needs and aspirations. We conducted an **interactive Visioning Session with stakeholders and numerous community members**, encouraging everyone to dream big and share ideas that could enhance their community. This collaborative exercise allowed us to capture a broad vision for the facility.

Based on all of the information gathered it became clear that the facility would include: a new main entrance with a covered walkway, a **public library**, multi-purpose spaces, **meeting rooms** of various sizes, a **community food pantry** and closet, business rental spaces, a **gym and fitness area**, **community rental spaces with dedicated areas for teens and children**, and an internet commons equipped with laptops, printers, and charging stations.

Somerville's team also performed a high-level facility walkthrough, reviewed a previously conducted facility study, and provided a report of findings. We then synthesized all the gathered information to create conceptual building and site plans that **addressed the stakeholders' needs and desires**. Additionally, we developed 3D renderings to visualize what the facility could look like, aiding OneDenmark in its ongoing capital campaign to bring this vision to life.

OneDenmark will break ground on this exciting project later this year.

Facility Highlights

- Project Cost: Approximately \$5 Million
- Completion Date: Est. September 2026
- Area Dimensions: Approximately 25,000 SF
- Somerville is providing Architectural and Interior Design, and Mechanical, Electrical, Plumbing & Fire Protection Engineering Design
- Somerville team members: Halle Laverdure, Sam Graner, Aaron Baumgartner, Michael Leibham



PROJECT REFERENCE:

ONE DENMARK

Deb Kralovetz, Board President

920-609-8854 | dkralovetz5@gmail.com



Library Assessment & Design Options

SHAWANO COUNTY

Shawano, Wisconsin

Somerville's team was engaged by Shawano County in 2022 to evaluate the current library building and develop future options for the County's Library. The objective was to determine whether to renovate and expand the existing space or to construct a new library for the community. Our team provided guidance on the size, location, design, and layout possibilities for the library.

In collaboration with Shawano County, we conducted comprehensive discussions to understand the current offerings, future aspirations, and strategic goals for the library. The County specified several key areas to be included in the design plan: Children's Area, Teen Area, Adult Area, Maker Space, Computer Services, Community Room, Kitchen, Study/Meeting Rooms, Soft Seating/Lounge/Reading Areas, Staff Areas, Garage, Outdoor Spaces, and a Drive-Thru Book Drop.

Our study addressed several critical topics to ensure a thorough assessment:

- **Concerns of New vs. Renovation:** Evaluating the pros and cons of renovating the existing building versus constructing a new facility
- **Current Functionality:** Identifying what aspects of the current library are working well
- **Library Visions and Goals:** Understanding the long-term vision and goals for the library
- **Potential Uses for Spaces:** Exploring other potential uses for the library spaces
- **Space Interactions:** Analyzing how different spaces within the library interact with each other
- **Library Services and Target Audience:** Defining what services the library will provide and for whom
- **Ultimate Goal:** Establishing the ultimate goal for the library project

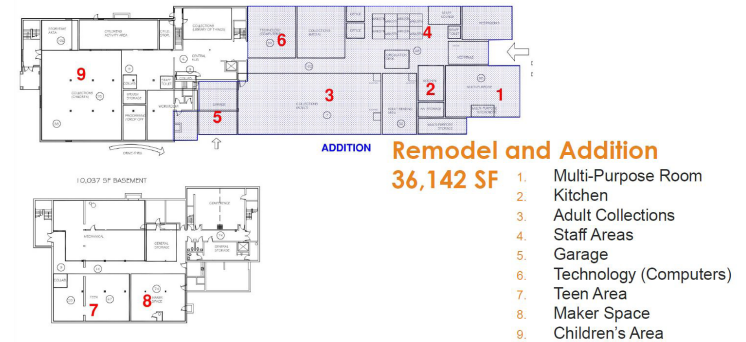
Based on our analysis, we developed three distinct design options, each accompanied by detailed floorplans, site plans, and an Opinion of Probable Cost (OPC):

- **Option 1** – Existing Library Addition & Remodel: This option involves renovating and expanding the current library building to meet the new requirements
- **Option 2** – New One-Story Building: This option proposes constructing a new single-story library facility
- **Option 3** – New Two-Story Building: This option suggests building a new two-story library to accommodate all specified areas and future growth

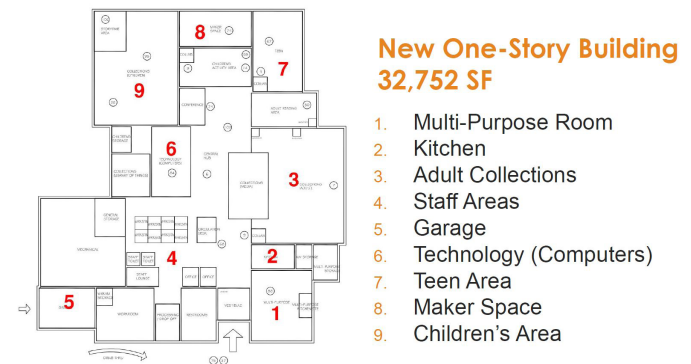
Project Highlights

- Completion Date: Study completed in 2022
- Somerville provided Architectural and Interior Design, Mechanical, Electrical, Plumbing & Fire Protection Engineering Design
- Somerville team members: Melanie Parma, Dan Wiitanen, Halle Laverdure, Sam Graner

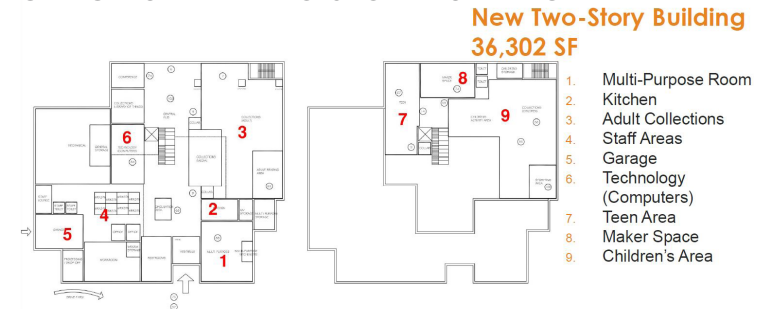
OPTION 1: ADDITION & RENOVATION OF EXISTING



OPTION 2: NEW ONE-STORY BUILDING



OPTION 3: NEW TWO-STORY BUILDING



PROJECT REFERENCE:

SHAWANO COUNTY

James Davel, Administrative Coordinator

715-524-4611 | James.Davel@shawanocountywi.gov



similar projects

LIBRARY PROJECTS

BROWN COUNTY

East Branch Library Renovation, Denmark Community Center & Library, Central Library Basement Remodel Design Work, Pulaski Library

Sarah Sugden, Executive Director
920-448-5810 | sarah.sugden@browncountywi.gov

GIBRALTAR AREA SCHOOL DISTRICT

High School Library Renovation & Addition

Tina Van Meer, Retired Superintendent

GREEN BAY AREA PUBLIC SCHOOL DISTRICT

Martin Elementary Library Addition, Jackson Elementary Library Addition, Starr Elementary School (includes library)

Cale Pulczynski, Chief Operations Officer
920-448-2000 | cjpulczynski@gbaps.org

HOWARD SUAMICO SCHOOL DISTRICT

Elementary School Innovation Centers (five schools)

Dr. Mark Smith, Superintendent
920-662-7878 | marksmit@hssdschools.org

LUXEMBURG-CASCO SCHOOL DISTRICT

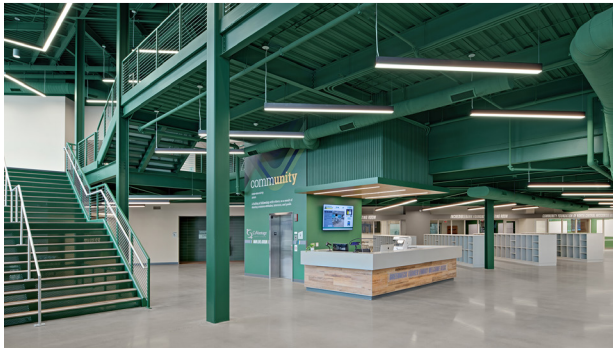
New Middle School, High School Addition - Including New Modern Library

Mike Snowberry, Director of Learning Services
920-845-2391 | 920-845-2391

MARINETTE SCHOOL DISTRICT

Primary School Addition & Remodel - Included Library Addition, Intermediate School Addition & Remodel - Included Library Addition

Corry Lambie, Superintendent
715-732-7905 | clambie@marinette.k12.wi.us



LIBRARY PROJECTS CONTINUED...

MEQUON-THIENSVILLE SCHOOL DISTRICT

Inquiry & Collaboration Center Renovations

Kyle Thompson, Director of Maintenance and Operations
262-238-5666 | kthompson@mtsd.k12.wi.us

NORTHEAST WISCONSIN TECHNICAL COLLEGE

Library Relocation, Student Success &
Library Renovation

Danielle Kerkhoff, Manager of Capital Development
920-498-6909 | danielle.kerkhoff@nwtc.edu

SHAWANO COUNTY

Library Study

James Davel, Administrative Coordinator
715-524-4611 | James.Davel@shawanocountywi.gov

COMMUNITY / CIVIC / CULTURAL CENTER PROJECTS

BROWN COUNTY

STEM Innovation Center

Troy Streckenbach, County Executive
920-438-7640 | streck4@mac.com

CEREBRAL PALSY, INC.

CP Center Addition & Remodel

Jon Syndergaard, Executive Director
920-337-1122 | 920-337-1122

CITY OF MARINETTE

Community Sports and Event Center

Mayor Steve Genisot, Mayor
715-732-5120 | sgenisot@marinette.wi.us

DISCOVER GREEN BAY

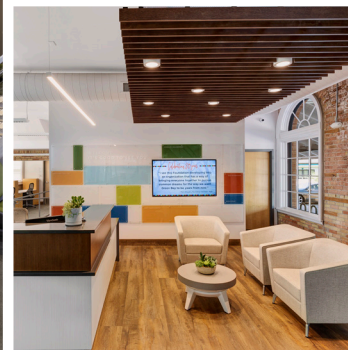
Discover Green Bay Visitor Center

Brad Toll, President/CEO
920-494-9507 | Brad@greenbay.com

GREATER GREEN BAY COMMUNITY FOUNDATION

Addition & Remodel

Dennis Buehler, President & CEO
920-432-0800 | dennisbuehler@ggbcf.org



GREEN BAY BOTANICAL GARDENS

Grand Garden Structures, Kress Oval Garden Arbor Replacement, Visitor Center Remodel and Expansion Schematic Design, Office Remodel , Master Planning

Dr. Laura Nelson, President & CEO
920-593-5665 | lnelson@gbbg.org

GREENHECK TURNER COMMUNITY CENTER

New Sports and Event Center

Aaron Mull, Director of Greenheck, Special Projects, & Safety
715-359-4221 | amull@dce.k12.wi.us

HOUSE OF HOPE

Teen Drop-In Center Remodel

Shannon Wienandt, Executive Director
920-884-6740 | shannonw@houseofhopegb.org

MILITARY AVENUE BUSINESS ASSOCIATION

Market Building Conceptual Design

Leah Weyker, Executive Director
920-544-9503 | Director@MilitaryAve.org

NEW COMMUNITY CLINIC

New Clinic

Kim Franzen, Chief Executive Officer
920-437-9773
Kim.Franzen@newcommunityclinic.org

ONEIDA NATION

New Visitor Center

Briggs Noble, Construction Manager
920-869-4550 | fnoble@oneidanation.org

THE AUTOMOBILE GALLERY

Automotive Gallery Renovation

Aaron Geitner, Executive Director
920-437-9024 | aarong@theautomobilegallery.org



project approach

It takes a lot more than concrete and steel to create a great space.

It takes a well-defined plan, consistent and clear communication, and the ability to anticipate and solve potential challenges before they become problems.

After more than 79 years of planning, designing and managing projects both large and small, we know this: the more time and effort spent planning beforehand, the fewer issues and questions you'll have to deal with later.

Knowing that every client faces unique challenges guides our efforts, and in turn, our findings, recommendations, and solutions. **Every project has multiple options** that need to be reviewed and analyzed along with the associated costs. Our team will work with you to create and examine these options and determine which option will best fit your needs, wants, goals, schedule and budget for not only today, but the future of the Plymouth Public Library.

Once a final conceptual design option has been selected, **our team will continue to engage with your stakeholders to bring your vision to reality.** Timelines get met. Budgets get kept. Surprises get eliminated. It's an approach that doesn't just create great space. It serves as the foundation for great relationships.

We believe that the key to successful planning is to start with consensus on a mission statement for the plan.

We will begin the Master Planning process by meeting with Plymouth Public Library's key stakeholders to affirm the mission, vision, goals and objectives for the library.

As we work through each stage of the process, all decisions can be weighed against the mission statement that was established. Initial meetings will establish a communication protocol and a project milestone schedule with key dates. **Throughout the planning process, Somerville is committed to engaging stakeholders in the process.**

PROJECT APPROACH + METHODOLOGY

The Plymouth Public Library is embarking on an exciting journey to re-imagine its space, ensuring it remains a vibrant and functional space for the community. Somerville's team will work with the Plymouth Public Library team to craft a comprehensive Master Plan that will guide the Library through necessary maintenance, improvements, and future replacements.

Vision for the Future

As the libraries evolve with technological advancements and an expanding digital collection, they face the challenge of maintaining and upgrading their aging infrastructure. Our goal will be to create a sustainable and forward-thinking Master Plan that aligns with existing strategic plans, fitting seamlessly within the Library's future capital improvements and budgets.

Goals and Objectives

The Master Plan will address the following key objectives:

- **Sustainability:** Develop a plan that ensures the long-term viability of the Library's physical space
- **Integration:** Ensure that the Master Plan aligns with the Library's strategic goals
- **Innovation:** Incorporate modern technology and flexible spaces that will support the Library's evolving functions

Scope of Work

Somerville's Architectural and Engineering team will thoroughly review the previous studies, assessments, and work completed to understand the existing conditions and needs of the library. Key tasks include:

- **Stakeholder Engagement:** Meet with Plymouth Public Library staff, the Ad Hoc Library Repair, Renovation, and Expansion Committee, and the Library Board to gather insights and direction. This will include an interactive Visioning Session with Somerville's design team.
- **Review of Facility Conditions:** Somerville's team will meet with your staff and facilities personnel, visit the library and devote their time reviewing existing library documentation including the space needs analysis, strategic plan, ADA assessment, etc.
- **Recommendations:** Our team will recommend library facility reorganization and renovation that meets the identified needs, service levels, and goals of the Library.
- **Conceptual Designs:** Somerville will develop a minimum of two conceptual designs that address immediate repairs, update antiquated systems, and improve the use of space within the current library footprint.
- **Cost Estimates:** Our team will examine solutions that would address the needs and provided detailed suggestions for improvements, maintenance, and remodeling. We will provide detailed cost estimates of proposed renovations, including architectural, engineering, construction, furniture, fixtures, equipment and other related costs.
- **Community Engagement:** Somerville will provide at least one community engagement session to solicit feedback input from community members.
- **Timeline:** Our team will provide a recommended timeline and implementation sequence for proposed changes.
- **Presentation:** Somerville will present the renovation master plan to the Library Board Trustees and City of Plymouth Common Council.



COMMUNICATION APPROACH

Somerville is committed to engaging all stakeholders in our design process. Our first step in every project is to **listen to you**, Plymouth Public Library staff, the Ad Hoc Library Repair, Renovation, and Expansion Committee, and the Library Board and even the community you serve.

Throughout the life of a project with Somerville, there are multiple milestones in which we will **require stakeholder participation**, and it is our goal to involve Plymouth Public Library's team in every step in the process. We believe that **involving stakeholders from all levels** in the process not only allows them to share their thoughts and ideas about what the facility will look like, but it **creates enthusiasm** about the project.

Visioning is a critical step in our design process where we engage the stakeholders, and have them share their thoughts and ideas about what that project will look like—what it will be—when it's complete. **These visioning sessions are about breaking down barriers, thinking outside of the box and dreaming big.** People share their ideal vision and express what the project means to them. The visioning process allows stakeholders to participate in the **collaborative spirit of design** that creates buy in, camaraderie and excitement about the possibilities for the Plymouth Public Library.

The ideas from these sessions establish principles and guidelines that are later used



VISION BOARD EXAMPLE

as benchmarks to develop the final design. So in the end, the vision is not lost. You can see it, not only in the final building, but in the building occupants reaction to how their vision was translated into bricks and mortar.

Along with the interactive visioning sessions, **throughout the design process, we emphasize functionality and brand**, ensuring the project is consistent with the mission of our client. Brand attributes and organizational attitudes are realized through architecture and underscore each client's mission through design.

budget control

We continue to experience extremely successful results with our standard cost estimating methods. Although the Project Architect directs the total process, we require estimated cost figures to be compiled by each team member for their discipline. These estimates involve application of unit prices from costing databases and other industry accepted standards, with final adjustments for special project conditions and input from suppliers for specialty items. Because each team members has created their portion of the estimate, they are aware of the effect it has on final design decisions. Ultimate cost control results from a thorough planning process and the production of a complete, concise set of construction documents. Contractors often compliment Somerville on the quality of our bid packages. These packages thoroughly define their responsibilities; and they in turn have responded with bid results that are highly competitive and closely grouped.

Our records show that **Somerville's average percentage of change orders during construction are less than 2 percent** of the contract amounts, whereas industry averages range between 5-12 percent.

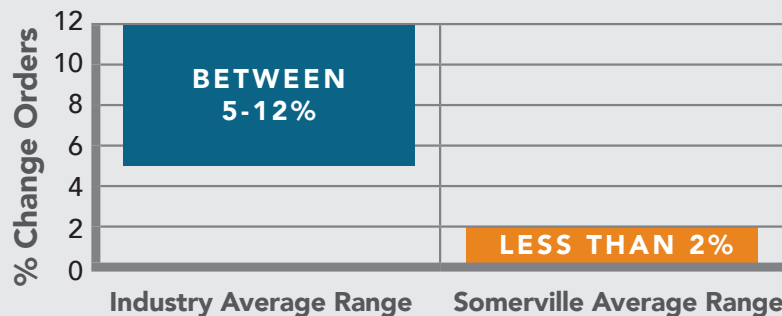
TYPES OF change orders

Owner Revisions – When the Owner requests changes beyond the scope of the project.

Document Issues – When errors in the design and specifications are found that impact the scope and budget, and need to be corrected.

Unforeseen Conditions – When the site conditions differ from the expected and changes are required to address the conditions.

change orders



PROJECT contingency funds

Our team knows from years of experience that unforeseen conditions and challenges can occur on projects. This is why we suggest contingency funds are built in to the project. Planning ahead can minimize financial challenges later.

DELIVERABLES

- **Design Plans and Recommendations:** Somerville's team will provide design plans of the recommended library renovations, including complete descriptions of proposed changes, furniture layouts, and floor plans for select areas impacted by the plan with suggestions for furniture, fixtures and equipment needed to implement the master plan.
- **Cost Estimates:** We will examine solutions that would address the needs of the library and provide detailed suggestions for improvements, maintenance, and remodeling, along with anticipated cost estimates.
- **Timeline:** We will recommend a timeline and implementation sequence for completing the master plan's proposed changes.
- **Renderings:** Somerville will provide high-quality renderings of the designs to be used with stakeholders, designed both to accurately reflect the Library's plans and to generate enthusiasm for the design.
- **Stakeholder Engagement:** Somerville will attend Ad Hoc Library Repair, Renovation, and Expansion Committee meetings.
- **Final Report:** Somerville will conduct an in-person presentation to the Library Board and City Common Council and provide physical copies of the completed report.

Additional resources you expect the Plymouth Public Library and/or City of Plymouth to provide:

- List of specific library equipment requirements (current and anticipated)
- List of existing furniture to keep so it can be integrated into the design plan
- Size of library collection (current and anticipated)

TASKS + PROPOSED project schedule

TASK	AUG.			SEPT.					OCT.				NOV.			
	11	18	25	1	8	15	22	29	6	13	20	27	3	10	17	24
Kick-off meeting with key stakeholders																
INTERIOR RENOVATION MASTER PLAN																
Gather and review existing library documentation including the space needs analysis, strategic plan, ADA assessment, etc.																
Meet with Library Director, staff and Ad Hoc Library Repair, Renovation, and Committee to discuss future goals regarding programming, services, and building																
Conduct an interactive Visioning Session with a larger stakeholder group (Library Director, staff, and Ad Hoc Library Repair, Renovation, and Committee, community members, business partners, local officials, etc.)																
REPORT OF RECOMMENDATIONS FORECASTING FUTURE NEEDS AND COST																
Develop recommendations for library facility reorganization and renovation																
Develop a minimum of two conceptual designs that address immediate repairs, update antiquated systems, and improve the use of space within the current library footprint																
Examine solutions that would address the needs and provided detailed suggestions for improvements, maintenance, and remodeling.																
Provide detailed cost estimates of proposed renovations, including architectural, engineering, construction, furniture, fixtures, equipment and other related costs.																
Community engagement session to solicit feedback input from community members.																
Meetings to review findings and preliminary recommendations with the Library staff, along with estimated costs																
Refine plans based on feedback from the Library staff and Ad Hoc Library Repair, Renovation, and Committee																
Provide recommended timeline and implementation sequence for proposed changes.																
Compile all of the information gathered into one cohesive Master Plan document with findings to address deficiencies and recommendations for improvements, opinion of probable cost and forecast for future costs																
Present the renovation master plan to the Library Board Trustees and City of Plymouth Common Council																

exclusions

Note any parts of the proposal that is beyond the expertise of the consultant, or would be better handled by city staff.

- There are no parts of this proposal that are beyond the expertise of Somerville.



cost PROPOSAL

Somerville, Inc. will provide professional services to the Plymouth Public Library as outlined within this proposal for the following fee structure:

TASKS & PERSONNEL TIME COMMITMENTS	TOTAL AMOUNT
1. Reviewing existing library documentation including the space needs analysis, strategic plan, ADA assessment, etc.	\$2,300
2. Conceptual Design Development (includes (3) meetings and visioning)	\$12,500
3. Cost Estimating	\$1,100
4. Community Engagement Session	\$1,600
5. Create Timeline and Implementation Sequence	\$400
6. Presentations	\$2,200
7. Report	\$1,100
TOTAL	\$21,200

Hourly rates are identified on page 27. All fees are negotiable.



cost PROPOSAL

THE STATED FEES INCLUDE THE FOLLOWING SERVICES:

- **Stakeholder Engagement:** Meet with Plymouth Public Library staff, the Ad Hoc Library Repair, Renovation, and Expansion Committee, and the Library Board to gather insights and direction. This will include an interactive Visioning Session with Somerville's design team.
- **Review of Facility Conditions:** Somerville's team will meet with your staff and facilities personnel, visit the library and review existing library documentation including the space needs analysis, strategic plan, ADA assessment, etc.
- **Recommendations:** Our team will recommend library facility reorganization and renovation that meets the identified needs, service levels, and goals of the Library.
- **Conceptual Designs:** Somerville will develop a minimum of two conceptual designs that address immediate repairs, update antiquated systems, and improve the use of space within the current library footprint. Includes (2) renderings.
- **Cost Estimates:** Our team will examine solutions that would address the needs and provide detailed suggestions for improvements, maintenance, and remodeling. We will provide detailed cost estimates of proposed renovations, including architectural, engineering, construction, furniture, fixtures, equipment and other related costs.
- **Community Engagement:** Somerville will provide one (1) community engagement session to solicit feedback input from community members.
- **Timeline:** Our team will provide a recommended timeline and implementation sequence for proposed changes.
- **Final Report:** Somerville will provide in-depth narration of the process and interpretation, including an executive summary and all collected data, questionnaires, data analysis, and data interpretation.
- **Presentation:** Somerville will present the renovation master plan to the Library Board Trustees and City of Plymouth Common Council.

Reimbursable expenses are in addition to the stated fees and will be billed with a 10% markup. Reimbursable expenses include the following:

- Printing and reproduction.
- Postage, handling and delivery.
- Travel expenses associated with the project. Mileage to and from the project site will not be billed.
- Additional renderings, physical models, mock-ups, professional photography, and presentation materials.
- Other project related expenses.

2025 SOMERVILLE, INC. HOURLY RATES & INSURANCE

(For additional services requested & authorized by the owner. Billing rates are adjusted annually effective on the first day of January.)

Architecture

Senior Project Architect - Level III	\$177
Senior Project Architect - Level II	\$172
Senior Project Architect - Level I	\$167
Project Architect - Level III.	\$162
Project Architect - Level II	\$157
Project Architect - Level I	\$152
Architect - Level III.	\$147
Architect - Level II	\$142
Architect - Level I	\$137
Senior Designer - Level III	\$115
Senior Designer - Level II	\$112
Senior Designer - Level I.	\$109
Designer - Level III.	\$106
Designer - Level II	\$103
Designer - Level I	\$100
Senior Drafter - Level III	\$97
Senior Drafter - Level II	\$94
Senior Drafter - Level I.	\$91
Drafter - Level III.	\$88
Drafter - Level II	\$85
Drafter - Level I	\$82

Project Management

Senior Project Manager - Level III	\$162
Senior Project Manager - Level II	\$156
Senior Project Manager - Level I.	\$150
Project Manager - Level III.	\$144
Project Manager - Level II	\$138
Project Manager - Level I	\$132

Interior Design & Environmental Graphics

Senior Interior Designer - Level III.	\$123
Senior Interior Designer - Level II	\$115
Senior Interior Designer - Level I	\$107
Interior Designer - Level III	\$99
Interior Designer - Level II	\$91
Interior Designer - Level I	\$83
Environmental Graphics / Graphic Design	\$106

Engineering

Senior Project Engineer - Level III	\$185
Senior Project Engineer - Level II	\$177
Senior Project Engineer - Level I	\$169
Project Engineer - Level III.	\$164
Project Engineer - Level II	\$159
Project Engineer - Level I	\$154
Engineer - Level III	\$149
Engineer - Level II	\$144
Engineer - Level I	\$139
Senior Designer of Engineering Systems - Level III	\$145
Senior Designer of Engineering Systems - Level II	\$141
Senior Designer of Engineering Systems - Level I.	\$137
Designer of Engineering Systems - Level III.	\$133
Designer of Engineering Systems - Level II	\$129
Designer of Engineering Systems - Level I	\$125
Senior Designer - Level III	\$123
Senior Designer - Level II	\$120
Senior Designer - Level I.	\$117
Designer - Level III.	\$114
Designer - Level II	\$111
Designer - Level I	\$108
Senior Drafter - Level III	\$105
Senior Drafter - Level II	\$102
Senior Drafter - Level I.	\$99
Drafter - Level III.	\$96
Drafter - Level II	\$93
Drafter - Level I	\$90

Principal	\$245
Vice President - Engineering.	\$208
Vice President - Operations	\$187

Business, Umbrella, Automobile, Workers Comp and Professional Liability Insurance

Somerville, Inc. carries the insurance limits listed on page 28 as standard coverage. Premiums for insurance limits beyond that identified on the following page which are required by the Owner will be charged as a reimbursable expense.



SOMEARC-01

HUSN11

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
8/12/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).


PRODUCER Baer Insurance Services, Inc. 9701 Brader Way, Suite 101 Middleton, WI 53662	CONTACT NAME: PHONE (A/C, No, Ext): (608) 830-5800 E-MAIL ADDRESS: baer@baerinsurance.com FAX (A/C, No): (608) 830-5877
INSURED Somerville Inc 2100 Riverside Drive Green Bay, WI 54301	INSURER(S) AFFORDING COVERAGE INSURER A : RLI Insurance INSURER B : Arch Insurance Company INSURER C : INSURER D : INSURER E : INSURER F : NAIC #

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDITIONAL SUBROGATION WAIVED	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY <input checked="" type="checkbox"/> PROTECT <input checked="" type="checkbox"/> LOC OTHER:		PSB0003664	8/1/2024	8/1/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPIOP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS HIRING AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY		PSA0001848	8/1/2024	8/1/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0		PSE0002089	8/1/2024	8/1/2025	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	PSW0002721	8/1/2024	8/1/2025	PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Professional Liab.		PAAEP0169700	8/1/2024	8/1/2025	Per Claim/Aggregate \$ 5,000,000
A	Excess Umbrella		PSE0003183	8/1/2024	8/1/2025	Aggregate \$ 5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER	CANCELLATION
For Proposal Purposes Only	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

ACORD 25 (2016/03)

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THE SOMERVILLE difference

MEETING DEADLINES, RESPECTING BUDGETS, & **EXCEEDING EXPECTATIONS**

We hope that our proposal displays our passion - a passion for design that improves the experience and lives of all that enter the buildings we design. Our full-service team has the experience, knowledge, and dedication to help the Plymouth Public Library achieve your goals. We have assembled a team of highly-experienced and seasoned professionals, all of whom have previous experience working on library and municipal projects. Our team has a reputation of "digging in" to facilities, understanding what is working and what isn't, **listening to our clients' needs** and developing creative and engaging solutions unique to each clients program.

Central to Somerville's approach is the belief that architecture/engineering is a constant balance between art, science, and sustainability. **Our goal is to produce functional yet creative solutions for the Plymouth Public Library.** This approach underscores our firm's philosophy that Design Matters to each individual client - for every client's individual needs.

Advantages of the Somerville Team

- **Full-service team:** architectural, interior design, mechanical, electrical, plumbing & fire protection engineering, plus environmental graphics – **What this means to you** is that our team of designers understand the importance of the whole building, not just architecture, but the **importance of integrated MEP systems**
- We have been in business for 79 years and have a time-tested process that will bring success to the Plymouth Public Library
- We bring creative solutions with no preconceived ideas
- We design attractive, cost-effective and functional facilities
- **We want to build a relationship with the Plymouth Public Library**



somerville

architects
engineers