



AGENDA OF THE WATER COMMISSION

**MONDAY, NOVEMBER 15, 2021, 8:30 AM
GREEN BAY WATER UTILITY
631 S Adams St**

A. Zoom Information

1. This item contains a document which provides call in information and instructions for the Zoom Virtual Meeting.

B. Roll Call.

C. Approval of the Agenda.

1. Approval of Agenda

D. Approval of Minutes.

1. Approval of Water Commission Meeting Minutes from October 11, 2021

E. Regular Business.

1. Approval of Revised Vacation Hour Schedule
2. Approval of Revised Safety Shoe Reimbursement Policy
3. Approval & Adoption of Resolution for the 2022 Annual Budget
4. Financials - September 2021 and October 2021

F. Informational.

1. Safety Report
2. Building Remodel Update
3. General Manager Update

G. Adjournment.

I. Motion to Adjourn

- 1) **ACCESSIBILITY:** Any person wishing to attend who requires special accommodation because of a disability, should contact the City Safety Manager at 920-448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 2) **QUORUM:** Please take notice that a majority or quorum of the Common Council may attend this Water Commission meeting and will constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
- 3) **REPRESENTATION:** The party requesting the communication, or their representative, should be present at this meeting.

Virtual Meeting Instructions



Water Commission

Zoom Meeting Information

Join Zoom Meeting

<https://zoom.us/j/98284055918?pwd=eHBxaWkvN1J2a3NORERUWkRsNjVkuT09>

Meeting ID: 982 8405 5918

Passcode: 385002

One tap mobile

+13126266799,,98284055918#,,,,*385002# US (Chicago)

+19292056099,,98284055918#,,,,*385002# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 982 8405 5918

Passcode: 385002

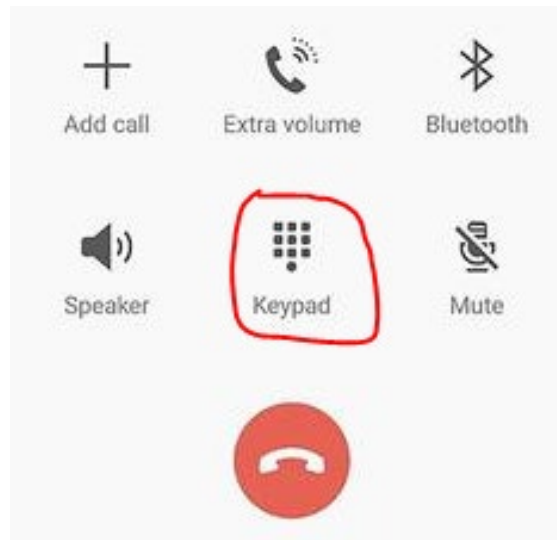
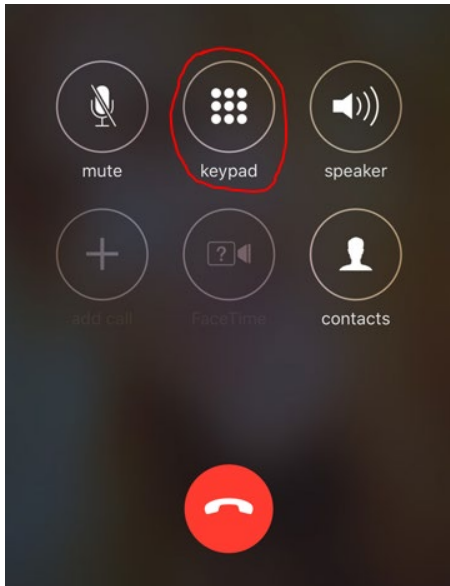
Find your local number: <https://zoom.us/u/afEVof5c6>

Additional Information

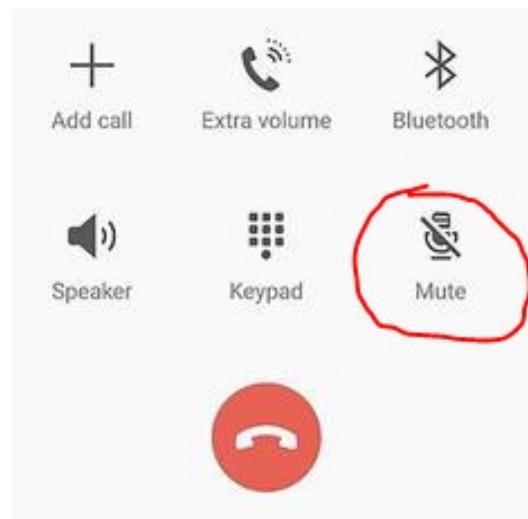
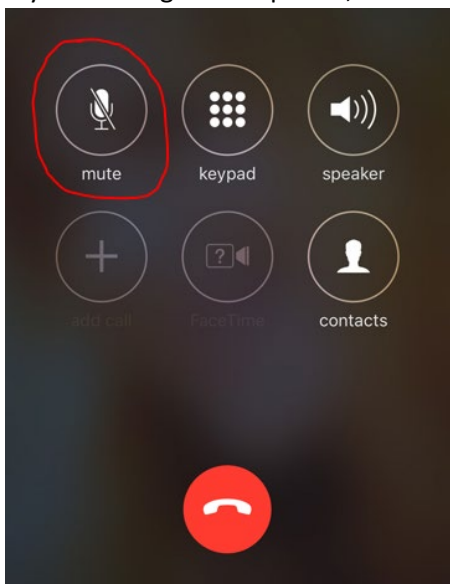
1. Wisconsin Open Meetings Law still applies
 - a. Persons interested in speaking to an item must give their name and address
 - b. Committee/Commission/Board members will still follow *Roberts Rules of Order*
2. All zoom meetings will have a password in the instructions. Please enter when prompted.
3. Please log into the Zoom meeting 10 minutes before the meeting starts to ensure proper technology is working.
4. Once you are in the meeting please mute yourselves.
 - a. You may unmute yourself when you are called upon to speak.
5. Using Zoom with a tablet or computer
 - a. Tablet—you will be asked to sign in. Download the app either with the Apple Store or the Play Store
 - b. Computer—you will be asked to sign in. You may download the app or click on the link to open Zoom in your browser.
6. What devices should I use?
 - a. Smart phone (please see more detailed instructions on page 3)
 - b. Land line
 - c. Tablet—well in advance of the meeting, please download the Zoom Meeting app before you join a meeting by using either the Apple Store or the Play Store. You will be asked to input your name, thus identifying you for the meeting. You'll also be asked to verify your email.
 - d. Computer—well in advance of the meeting, please download the Zoom Meeting app, but you can also click on a link to open the Zoom Meeting in your browser. You will be asked to input your name, thus identifying you for the meeting.
 - e. For tablet and computer users—if you download the app you will be asked to verify your email.
7. Zoom etiquette
 - a. Muting yourselves when you're not talking will prevent your background noise from interfering with others' ability to listen to and participate in the meeting.
 - b. If you're using a telephone, please identify yourself with your phone number and name before you speak. Zoom meeting hosts can see only your telephone number and will ask you to identify yourselves.
8. Closed session
 - a. Persons in the Zoom meeting will be put into a waiting room while the committee meets in Closed Session. Participants will be admitted back into the Zoom meeting once the committee reconvenes in Open Session.
9. Persons interested in attending anonymously or listening to the meeting may call in by dialing *67 followed by the phone number above.

Calling into the Zoom meeting using a smartphone

1. Dial the phone number listed at the beginning of this document.
2. When prompted, enter the Meeting ID number followed by #
 - a. If you're using a smartphone, you can access the keypad by clicking "Keypad" on your screen



3. Once you are in the meeting, notify the meeting host that you are in and state your name.
4. If you do not need to talk, please make sure your phone is on **Mute**
 - a. If you're using a smartphone, look at your screen and click the Mute button



- b. If you're using a computer, you should see a Mute button in the Zoom application





MINUTES OF THE WATER COMMISSION

**MONDAY, OCTOBER 11, 2021, 8:30 AM
GREEN BAY WATER UTILITY
631 S Adams St**

A. ZOOM INFORMATION

I. This item contains a document which provides call in information and instructions for the Zoom Virtual Meeting.

B. ROLL CALL.

Called to order by President Heugel at 8:30 a.m.

Commissioners: John Heugel, Jamie Wall, Doug Martin, Kathryn Hasselblad-Pascale, Tom Karman, Elizabeth Wheat, Jacque Boyle (8:36 am), Kathy Lefebvre

Other: Attorney William Vande Castle

Utility Staff: Nancy Quirk, Jason Maes, Stephanie Rogers, Andrea Hay, Russ Hardwick, Jessica Cortes, Kristin Romanowicz, Brian Powell, Jeff Possi

C. APPROVAL OF THE AGENDA.

Motion by Hasselblad-Pascale, second by Martin to approve the agenda as presented. Motion passed unanimously.

D. APPROVAL OF MINUTES.

I. Approval of Water Commission Meeting minutes from September 13, 2021

Motion by Hasselblad-Pascale, second by Wall to approve September 13, 2021 meeting minutes as amended by Karman. Motion passed unanimously.

E. REGULAR BUSINESS.

I. Approve Employee Handbook, Chapter 35, Temporary Remote Work Policy

Motion by Martin, second by Karman to approve Employee Handbook, Chapter 35, Temporary Remote Work Policy as presented. Motion passed unanimously.

2. Financials - August 2021

Business Manager Rogers reviewed financial reports from August 2021. Financials are within expectations. No substantive issue of concern was identified. Motion by Karman, second by Martin to receive financials and place on file. Motion passed unanimously.

F. INFORMATIONAL.

1. Building Remodel Update

Engineering Services Manager Romanowicz gave the following Building Remodel Update:

1. Front office staff moved to temporary spaces last week and customers are going to the front lobby and using the night drop box.
2. Movers are completing the furniture move-in, so all staff can return this week.
3. The next phase of the renovation will begin and take until the end of the year.
4. The addition is still on track to finish for us in January.
5. We processed another change order in the amount of \$114,490.68, which primarily dealt with the existing electrical replacement that was planned to remain. (The amount of change orders known or anticipated at this time is approximately equal to the planned contingency.)

2. Strategic Goals Report - Quarter 3

General Manager Quirk presented an update of the Strategic Goals completed during Quarter Three.

3. General Manager Update

1. Budget Process - Current schedule to approve budget at December 13, 2021 Commission meeting.
2. Distribution Section Vacancies - The job description has been posted with the control point at the 60th percentile. As of last Monday, we had eight applications.
3. COVID Update - We are requiring masks in public places for the vaccinated and unvaccinated. We have had seventeen cases at the utility to date.
4. Construction of Water Main Replacement is Complete for 2021.
5. UDF Done Tuesday - Unidirectional Flushing for 2021 is nearing completion this week.
6. Wholesale Customer Talks - We have had a meeting with Pulaski to discuss supplying them with treated Lake Michigan water. They have also been in discussions with Central Brown County Water Authority.
7. Galvanized Service Replacement Program - We continue to replace galvanized services that were once hooked to a lead service under the Safe Drinking Water Loan Program. The last day to submit for funding this year is December 8.
8. Jacque Boyle Commissioner Reappointment - At the October 5th Common Council meeting, Jacque was confirmed for reappointment to the Commission for a seven-year term.
9. Mason Street and 12th Avenue Water Main Break Claim Update - Attorney Vande Castle has

made contact with a law firm in our service area and they will be in contact with us.

10. Utility 101 - Andrea will send this to the Commission and look at posting it on our website.

11. Personnel Committee - President Heugel established an ad-hoc Personnel Committee. With help from a consultant, Carlson Dettmann, they are charged with establishing an evaluation process for the General Manager that meets current standards. Kathryn Hasselblad-Pascale, Doug Martin and Jamie Wall agreed to serve on the Personnel Committee.

G. ADJOURNMENT.

I. Motion to Adjourn

Motion to adjourn by Wall, second by Karman. Motion passed unanimously.

President Heugel adjourned meeting at 9:08 a.m.



Green Bay Water Utility

MEMORANDUM

DATE: November 1, 2021
TO: Green Bay Water Utility Commissioners
FROM: Jessica Cortes, Human Resources Coordinator, Green Bay Water Utility
RE: Approve Revised Vacation Hour Schedule
—Employee Handbook: Chapter 18, Section 15

Green Bay Water Utility requests the commission's approval to adjust the employee vacation schedule as a means for retaining and recruiting top personnel.

In the face of a labor scarcity, it was determined from employee feedback that many work here to achieve a healthy work-life balance, with vacation playing a significant role. Currently, new employees are given two weeks (ten days) of vacation to start, and an additional week (five days) is added after five years of full-time employment. Compensation specialists at Carlson Dettmann Consulting recommend adjusting the schedule to accelerate vacation time for employees. The current and proposed schedules are as follows:

CURRENT VACATION HOUR SCHEDULE FOR FULL-TIME EMPLOYEES (FTE)

- Start as a regular FTE through the end of 5th year 80 hours
- 6th through the end of 10th year 120 hours
- 11th through the end of 15th year 136 hours
- 16th through the end of 20th year 160 hours
- 21st year and thereafter 200 hours

PROPOSED VACATION HOUR SCHEDULE FOR FULL-TIME EMPLOYEES (FTE)

- Start as a regular FTE through end of 1st year 80 hours
- 2nd year 88 hours
- 3rd year 96 hours
- 4th year 104 hours
- 5th year 112 hours
- 6th through end of 10th year 120 hours
- 11th through end of 15th year 136 hours
- 16th through end of 20th year 160 hours
- 21st year and thereafter 200 hours

Thank you for your consideration. Green Bay Water Utility Senior Management unanimously agreed that this is an excellent opportunity to retain and employ new staff without compromising its budget. If approved, this change would take effect in January 2022.



Green Bay Water Utility

MEMORANDUM

DATE: November 1, 2021
TO: Green Bay Water Utility Commissioners
FROM: Jessica Cortes, Human Resources Coordinator, Green Bay Water Utility
RE: Approve Revised Safety Shoe Reimbursement Policy
--Employee Handbook Chapter 19, Section 21

Green Bay Water Utility requests the commission's approval to remove the financial number associated with our safety shoe reimbursement policy and replace it with a figure decided by the General Manager on a yearly basis, as noted on the following page.

Current policy is to reimburse employees up to \$200 annually for the purchase of approved protective footwear. To be eligible for reimbursement, Green Bay Water Human Resources must verify the shoes meet criteria defined in the most recent version of the City of Green Bay Safety Handbook.

We believe this employee benefit also benefits the utility in avoiding costly foot injuries caused by falling or rolling objects, objects entering the soles, crushing or lacerations. Recent records indicate that our employees spent more than \$300 for shoes due to inflation and material cost increases. A revision to our current safety shoe allowance was proposed by Green Bay Water Utility managers to give the General Manager authority to determine how much the utility will reimburse employees for protective shoes on a year-by-year basis.

Thank you for your consideration. Eliminating the current cash figure ensures that we stay fair without requiring future policy modifications to be resubmitted to the commission every time the economy changes. If approved, this change would take effect in January 2022.

CHAPTER 19 ~ FRINGE BENEFITS

Section 21 CLOTHING ALLOWANCE.

Current Policy

- B. Safety Shoes. For employees required to wear safety shoes by the Utility for field work, the Utility may pay up to \$200.00 toward the purchase of safety shoes. It is the intent that this is an annual allowance. If it is shown to the Manager that safety shoes are unusable due to a result from Utility work or where there is a documented medical condition that requires an individual to require more frequent safety shoe replacement, then the Manager may authorize additional funds toward the replacement of safety shoes.

Red line Policy

- B. Safety Shoes. For employees required to wear safety shoes by the Utility for field work, ~~the Utility may pay up to \$200.00 toward the purchase of safety shoes~~ the amount of the Utility will reimburse is at the discretion of the General Manager on an annual basis. It is the intent that this is an annual allowance. If it is shown to the Manager that safety shoes are unusable due to a result from Utility work or where there is a documented medical condition that requires an individual to require more frequent safety shoe replacement, then the Manager may authorize additional funds toward the replacement of safety shoes.

Proposed Policy

- B. Safety Shoes. For employees required to wear safety shoes by the Utility for field work, the amount the Utility will reimburse is at the discretion of the General Manager on an annual basis. It is the intent that this is an annual allowance. If it is shown to the Manager that safety shoes are unusable due to a result from Utility work or where there is a documented medical condition that requires an individual to require more frequent safety shoe replacement, then the Manager may authorize additional funds toward the replacement of safety shoes.



GREEN BAY WATER UTILITY

2022 BUDGET

THE MISSION OF THE GREEN BAY WATER UTILITY IS TO
PROVIDE A RELIABLE, HIGH-QUALITY DRINKING
WATER SUPPLY WITH EXCEPTIONAL CUSTOMER
SERVICE AND VALUE.



Green Bay Water Utility

631 S. Adams St. – P.O. Box 1210
Green Bay, WI 54305-1210

920-448-3480
FAX 920-448-3486
www.gbwater.org

November 8, 2021

Dear Green Bay Water Commission, Staff and Customers:

Welcome to Green Bay Water's Five-Year Capital Improvement Plan and Budget for 2022, led by our utility business manager, Stephanie Rogers, and accountant, Karen Smits. As General Manager of a leading Wisconsin drinking water utility, I place great value in our finance team's ability to design and execute an annual budget that balances income with spending.

Certainly, the COVID-19 outbreak has impacted many parts of utility operations. It is expected to continue into 2022. Our human resources department has been monitoring employee circumstances. To maintain a productive, healthy, and safe workforce, we offered opportunities for staff immunizations and emergency leave.

Economic inflation affects Green Bay Water Utility as it does on the rest of our community's businesses and residences. As a result, the utility's budget faces the pressures of rising supply, equipment, and labor costs.

REVENUES

There will be no change in Green Bay Water's drinking water rates this year. A rate increase of five percent was last implemented on June 1, 2020. Since that time, Green Bay Water has not initiated another case with the Wisconsin Public Service Commission (PSC). The PSC's water rates and projections of our typical water consumption volume were used to decide not to raise rates in 2022. Based on our communications with significant water consumers, we predict that water usage in the next year will be comparable to prior years.

Green Bay Water continues to serve the City of De Pere, the Village of Ashwaubenon, the Village of Wrightstown, and the Village of Bellevue with chargeable water billing services.

CAPITAL IMPROVEMENT PROGRAM

Our new Capital Improvement Plan (CIP) addresses our water system's safety, security, efficiency, redundancy, and reliability. Additionally, we balance expenses to minimize the impacts on rates. CIP 2022 highlights not previously covered include:

- We expect to finish our renovations and expansion to the facility at the beginning of 2022. The contractor and consultant will get \$1,200,000 in final payments.
- Green Bay Water's utilization of technology has resulted in a significant gain in operational efficiency. However, we need to be more aware of cyber security threats than

ever before. Therefore, \$425,000 is allocated in the 2022 budget for programs to strengthen and protect our computer systems.

- The fleet of the Utility is also critical to our operations, and this year's budget includes \$246,000. We have a condition rating system of our vehicles and equipment--systematically reassigning aging vehicles and equipment based on criticality to emergency operations—eventually removing vehicles from the fleet at the end of their useful life.
- The budget for this year includes \$5,826,085 for water main, meter and facility replacement projects, which the utility regards as the highest critical priority.
- The utility will invest \$173,000 in laboratory equipment and water quality meters to ensure the reliability of our water quality measurements.

PERSONNEL

The Green Bay Water Commission unanimously authorized the addition of a full-time Education and Outreach Coordinator in the 2022 budget.

We recommend a two percent increase in the cost-of-living adjustment and a commensurate step raise for workers, based on Carlson Dettmann's 2021 compensation survey. Green Bay Water is dedicated to becoming an employer of choice in order to attract and maintain a skilled staff, particularly in light of labor shortages and reduced benefits. In 2022, rates for employee health insurance will rise by 2%. The current health insurance contract is in place for two more years, meaning employee spouses who lost access to municipal insurance last year will still be ineligible. In 2022, the State of Wisconsin will reduce their contribution to our employee's retirement funds, going from 6.75 percent to 6.5 percent. Despite enormous challenges of the pandemic and other crises, Green Bay Water employees have not wavered in their commitment to providing excellent customer service.

Green Bay Water provides opportunities for utility employees to train and develop as professionals in areas that will increase their knowledge of health and safety, leadership, succession planning, diversity, emergency preparation and more.

OPERATING BUDGET

PipeDiver testing will continue as we analyze our prestressed concrete cylinder pipe's structural integrity, and funding is made available to remedy any issues found.

The continuing pandemic and labor shortage forced us to re-prioritize some of our 2021 projects and shift them to 2022. This includes the deconstruction of the Broadway Tower, which was already taken offline, and relocating the previously decommissioned Bay Highlands pressure vault to another pressure zone. Additionally, funds have been set aside to rebuild one of our pumps and to modernize the lake station's programmable logic controllers (PLCs).

Most water treatment chemicals are facing an increase in their purchase price as a result of increasing delivery expenses.

In 2022, funds will be provided to activate and disseminate our newly developed branding strategy, which will include the physical replacement of out-of-date logos and color schemes.

Outside service in 2022 will be used in the following projects:

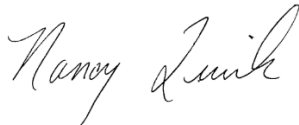
- Master Plan Update
- Pump Efficiency Study
- Financial Software Implementation
- Water Quality Consulting
- Treatment Plant Residuals Consulting
- Communication and Education Strategy Guidance

We continue to budget for unidirectional flushing of our transmission and distribution pipes. Additionally, we continue to monitor for leaks on our pipelines continuously using satellite leak detection and correlation.

CONCLUSION

The 2022 Utility Budget reflects our mission statement and continued commitment to providing a reliable, high quality drinking water supply with exceptional customer service and value for Green Bay Water Utility customers.

Sincerely,

A handwritten signature in cursive script, reading "Nancy Quirk".

Nancy Quirk, P.E.
General Manager
Green Bay Water Utility

GREEN BAY WATER COMMISSION

RESOLUTION AUTHORIZING AND APPROVING 2022 ANNUAL BUDGET

WHEREAS, pursuant to the provisions of Sec. 66.0805, Wis. Stats., the City of Green Bay (the “City”) has previously provided for and authorized the management of the Green Bay Water Utility (the “Utility”), as a municipal public utility, by a commission; and

WHEREAS, the Green Bay Water Commission (the “Commission”), as established by the City under the provisions of Sec. 66.0805, Wis. Stats., is responsible for oversight of the management and control of the Utility, including, but not limited to the financial and fiscal operations thereof; and

WHEREAS, the rules and regulations of the Green Bay Water Utility as adopted by the Green Bay Water Commission (the “Commission”) on May 8, 1974, and approved by the City of Green Bay Improvement and Service Committee of the Common Council of the City of Green Bay on August 15, 1974 and the Green Bay Water Utility Operating Rules, as adopted by the Commission on September 16, 1985, and approved by the City of Green Bay Improvement and Service Committee of the Common Council of the City of Green Bay on December 11, 1985, require the Commission to annually consider, approve and adopt an annual operating budget for the Utility; and

WHEREAS, the Utility’s staff, in consultation with the Commission’s Budget Committee has prepared a proposed 2022 Annual Budget, in the form presented herewith and attached hereto, which proposed 2022 Annual Budget has subsequently been reviewed by and received the approval recommendation from the Budget Committee; and

WHEREAS, on review of financial and management information provided by the Utility staff, on review of the Commission’s previously adopted strategic plan and within the current rate based revenue structure authorized and approved by the Wisconsin Public Service Commission, and on consideration of the recommendation of the Commission’s Budget Committee, the Commission has reviewed, analyzed and considered the Utility’s proposed 2022 Annual Budget including projected rate based revenues as well as anticipated expenses necessary to maintain the operation of the Utility and carry-out its mission and responsibilities within the framework of the approved rate based revenue structure;

NOW, THEREFORE, it is hereby moved and resolved by the Green Bay Water Commission in the following:

RESOLVED FIRST: That the 2022 Annual Budget of the Green Bay Water Utility, in the form presented herewith and attached hereto, be, and the same hereby is authorized and approved.

RESOLVED SECOND: That the appropriate officers of the Utility be, and they hereby are, authorized to take all such other and further action as they, in their judgment, shall determine necessary to carry out the intent and to accomplish the purposes of these Resolutions and to carry out and implement the Budget approved hereunder.

ADOPTED this ____ day of _____, 2021.

APPROVED this ____ day of _____, 2021.

GREEN BAY WATER COMMISSION

John Heugel, President

ATTEST:

Douglas Martin, Secretary/Treasurer

**GREEN BAY WATER UTILITY
2022 BUDGET**

	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget
OPERATING REVENUE					
Residential & Apartment	\$ 8,521,556	\$ 9,209,602	\$ 9,220,000	\$ 8,830,000	\$ 8,975,000
Commercial & Restaurant	2,169,341	2,051,280	2,315,000	2,345,000	2,382,000
Industrial	5,219,982	5,450,345	5,300,000	6,600,000	6,200,000
Municipal	443,568	369,660	465,000	400,000	450,000
Public Fire Protection	1,340,187	1,364,722	1,380,000	1,361,000	1,365,000
Private Fire Protection	140,085	150,444	155,000	158,000	159,000
Water for Resale - Ashwaubenon	2,903,163	3,214,287	3,075,000	3,400,000	3,500,000
Water for Resale - Scott	79,068	99,618	100,000	103,000	105,000
Water for Resale - Hobart	285,740	374,008	375,000	375,000	380,000
Water for Resale - Wrightstown	166,936	207,053	170,000	182,000	185,000
Sewer Dept Reimbursement	796,494	894,559	855,000	921,000	1,010,000
Stormwater Utility Reimbursement	317,118	361,188	340,000	365,000	375,000
Penalties	152,709	73,934	145,000	120,000	150,000
Other Water Revenues	278,140	304,798	287,000	284,000	287,000
TOTAL OPERATING REVENUE	22,814,089	24,125,498	24,182,000	25,444,000	25,523,000
OPERATING EXPENSES					
Source of Supply Expense					
Purchased Water	4,466	6,716	7,000	7,785	8,000
Maintenance of Intakes	-	8,900	-	-	10,000
Maintenance of Supply Mains	45,953	25,866	1,633,841	700,000	1,206,683
Total Source of Supply Expense	50,419	41,482	1,640,841	707,785	1,224,683
Pumping Expense					
Pumping Operation Supervision	30,862	61,602	49,309	69,300	76,456
Fuel/Power Purchased for Pumping	700,620	701,815	725,000	725,000	761,250
Pumping Labor & Expense	83,013	68,566	67,930	75,700	81,856
Miscellaneous Pumping	85,225	110,507	77,349	64,200	77,402
Pumping Maintenance Supervision	83,280	57,339	62,329	32,500	36,400
Maintenance of Pumping Structures	135,777	144,215	252,877	133,200	248,601
Maintenance of Power Prod Equip	10,379	10,565	8,000	246,000	29,000
Maintenance of Pumping Equipment	144,031	112,190	163,077	106,675	180,788
Total Pumping Expense	1,273,185	1,266,800	1,405,871	1,452,575	1,491,753
Water Treatment Expense					
Water Treatment Supervision	71,606	72,331	73,950	68,000	77,212
Chemicals	300,998	306,496	305,000	305,000	370,000
Treatment Operations	530,789	615,610	668,727	650,200	981,882
Miscellaneous Water Treatment	118,609	143,991	138,430	143,800	146,628
Treatment Maintenance Supervision	23,823	29,168	31,693	27,400	33,091
Maintenance of Treatment Structures	27,300	44,675	32,038	37,600	46,065
Maintenance of Treatment Equipment	946,553	290,231	162,816	546,635	192,472
Total Water Treatment Expense	2,019,678	1,502,502	1,412,654	1,778,635	1,847,350
Transmission & Distribution Expense					
Distribution Supervision	214,057	219,916	222,622	216,000	233,021
Transmission and Distribution Line	455,266	357,003	399,617	382,300	441,408
Meter Expense	150,204	175,930	188,106	234,200	271,209
Customer Installation	90,519	92,147	85,428	80,250	88,458
Private Services	-	4,003	14,145	27,800	-
Miscellaneous Distribution	226,958	300,578	230,550	228,000	253,862
Maintenance of Reservoirs and Standpipes	12,119	47,719	27,617	17,800	30,828
Maintenance of Mains	1,155,934	1,173,660	1,680,414	1,412,000	1,459,214
Maintenance of Services	262,042	357,428	439,761	370,700	388,776
Maintenance of Meters	95,054	144,677	118,320	129,000	133,171
Maintenance of Hydrants	154,469	154,194	142,630	147,120	161,471
Total Transmission & Distribution Expense	2,816,622	3,027,256	3,549,210	3,245,170	3,461,418

**GREEN BAY WATER UTILITY
2022 BUDGET**

	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget
Customer Accounts Expense					
Meter Reading	28,213	30,538	34,676	17,120	32,197
Customer Records and Collection	818,163	940,441	932,340	902,000	1,028,648
Uncollectible Accounts	11,804	8,608	4,000	3,000	5,000
Customer Service & Information	845	1,511	14,000	3,000	77,317
Total Customer Accounts Expense	859,024	981,097	985,016	925,120	1,143,162
Administrative & General Expense					
Administrative & General Salaries	641,424	716,244	708,335	645,000	718,316
Office Supplies & Expenses	85,562	75,687	94,000	76,000	109,265
Outside Services Employed	305,786	280,215	535,400	276,900	609,900
Property Insurance	67,411	59,167	79,500	77,500	80,450
Liability Insurance	73,212	39,222	62,510	93,665	59,500
Employee Benefits	1,457,557	1,274,726	1,300,032	1,224,270	1,372,160
Regulatory Commission Expense	9,494	12,952	5,000	635	-
Miscellaneous General Expense	57,742	70,978	103,000	58,629	97,385
General Plant Maintenance	125,504	142,475	146,285	148,900	211,068
Jobbing & Contract Work	105,833	148,962	222,437	192,700	221,825
Taxes	299,242	321,278	342,065	322,358	354,823
Amortization of Ashwaubenon Booster	131,453	131,453	131,453	131,453	131,453
Total Administrative & General Expense	3,360,218	3,273,360	3,730,017	3,248,010	3,966,145
Depreciation Expense	5,228,702	5,295,672	5,461,434	5,346,434	5,401,434
TOTAL OPERATING EXPENSE	15,607,849	15,388,168	18,185,043	16,703,729	18,535,946
OPERATING INCOME	7,206,240	8,737,330	5,996,957	8,740,271	6,987,054
NONOPERATING REVENUES (EXPENSES)					
Interest Income	607,969	319,662	230,000	277,500	278,500
Miscellaneous Income	177,538	421,620	305,000	305,000	310,000
Amortization of Debt Premium	373,759	572,749	572,749	585,567	589,689
Capital Contributions	1,325,622	591,178	500,000	500,000	500,000
Tax Equivalency	(2,477,790)	(2,545,829)	(2,552,000)	(2,584,000)	(2,622,000)
Interest Expense	(1,970,057)	(1,472,722)	(1,423,185)	(1,659,045)	(1,501,433)
Amortization of Debt Expense	(375,717)	(373,093)	(342,818)	(342,819)	(308,587)
TOTAL NONOPERATING REVENUES (EXPENSES)	(2,338,677)	(2,486,435)	(2,710,254)	(2,917,797)	(2,753,831)
NET INCOME	\$ 4,867,563	\$ 6,250,894	\$ 3,286,703	\$ 5,822,474	\$ 4,233,223

GREEN BAY WATER UTILITY
Green Bay Operations w/o Ashwaubenon
2022 BUDGET

	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget
OPERATING REVENUE					
Residential & Apartment	\$ 8,521,556	\$ 9,209,602	\$ 9,220,000	\$ 8,830,000	\$ 8,975,000
Commercial & Restaurant	2,169,341	2,051,280	2,315,000	2,345,000	2,382,000
Industrial	5,219,982	5,450,345	5,300,000	6,600,000	6,200,000
Municipal	443,568	369,660	465,000	400,000	450,000
Public Fire Protection	1,340,187	1,364,722	1,380,000	1,361,000	1,365,000
Private Fire Protection	140,085	150,444	155,000	158,000	159,000
Water for Resale - Scott	79,068	99,618	100,000	103,000	105,000
Water for Resale - Hobart	285,740	374,008	375,000	375,000	380,000
Water for Resale - Wrightstown	166,936	207,053	170,000	182,000	185,000
Sewer Dept Reimbursement	796,494	894,559	855,000	921,000	1,010,000
Stormwater Utility Reimbursement	317,118	361,188	340,000	365,000	375,000
Penalties	152,709	73,934	145,000	120,000	150,000
Other Water Revenues	278,140	304,798	287,000	284,000	287,000
TOTAL OPERATING REVENUE	19,910,926	20,911,211	21,107,000	22,044,000	22,023,000
OPERATING EXPENSES					
Source of Supply Expense					
Purchased Water	4,466	6,716	7,000	7,785	8,000
Maintenance of Intakes	-	8,900	-	-	10,000
Maintenance of Supply Mains	45,953	25,866	1,633,841	700,000	1,206,683
Total Source of Supply Expense	50,419	41,482	1,640,841	707,785	1,224,683
Pumping Expense					
Pumping Operation Supervision	30,862	61,602	49,309	69,300	76,456
Fuel/Power Purchased for Pumping	590,380	592,814	610,000	610,000	640,500
Pumping Labor & Expense	83,013	68,566	67,930	75,700	81,856
Miscellaneous Pumping	85,225	110,507	77,349	64,200	77,402
Pumping Maintenance Supervision	83,280	57,339	62,329	32,500	36,400
Maintenance of Pumping Structures	135,777	144,215	252,877	133,200	248,601
Maintenance of Power Prod Equip	10,379	10,565	8,000	246,000	29,000
Maintenance of Pumping Equipment	144,031	112,190	163,077	106,675	180,788
Total Pumping Expense	1,162,946	1,157,799	1,290,871	1,337,575	1,371,003
Water Treatment Expense					
Water Treatment Supervision	71,606	72,331	73,950	68,000	77,212
Chemicals	249,738	257,352	250,000	254,000	300,000
Treatment Operations	513,235	597,590	647,477	630,200	960,882
Miscellaneous Water Treatment	118,609	143,991	138,430	143,800	146,628
Treatment Maintenance Supervision	23,823	29,168	31,693	27,400	33,091
Maintenance of Treatment Structures	27,300	44,675	32,038	37,600	46,065
Maintenance of Treatment Equipment	946,553	290,231	162,816	546,635	192,472
Total Water Treatment Expense	1,950,863	1,435,338	1,336,404	1,707,635	1,756,350
Transmission & Distribution Expense					
Distribution Supervision	214,057	219,916	222,622	216,000	233,021
Transmission and Distribution Line	455,266	357,003	399,617	382,300	441,408
Meter Expense	150,204	175,930	188,106	234,200	271,209
Customer Installation	90,519	92,147	85,428	80,250	88,458
Private Services	-	4,003	14,145	27,800	-
Miscellaneous Distribution	226,958	300,578	230,550	228,000	253,862
Maintenance of Reservoirs and Standpipes	12,119	47,719	27,617	17,800	30,828
Maintenance of Mains	1,155,934	1,173,660	1,680,414	1,412,000	1,459,214
Maintenance of Services	262,042	357,428	439,761	370,700	388,776
Maintenance of Meters	95,054	144,677	118,320	129,000	133,171
Maintenance of Hydrants	154,469	154,194	142,630	147,120	161,471
Total Transmission & Distribution Expense	2,816,622	3,027,256	3,549,210	3,245,170	3,461,418

GREEN BAY WATER UTILITY
Green Bay Operations w/o Ashwaubenon
2022 BUDGET

	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget
Customer Accounts Expense					
Meter Reading	28,213	30,538	34,676	17,120	32,197
Customer Records and Collection	818,163	940,441	932,340	902,000	1,028,648
Uncollectible Accounts	11,804	8,608	4,000	3,000	5,000
Customer Service & Information	845	1,511	14,000	3,000	77,317
Total Customer Accounts Expense	859,024	981,097	985,016	925,120	1,143,162
Administrative & General Expense					
Administrative & General Salaries	641,424	716,244	708,335	645,000	718,316
Office Supplies & Expenses	85,562	75,687	94,000	76,000	109,265
Outside Services Employed	305,786	280,215	535,400	276,900	609,900
Property Insurance	67,411	59,167	79,500	77,500	80,450
Liability Insurance	73,212	39,222	62,510	93,665	59,500
Employee Benefits	1,457,557	1,274,726	1,300,032	1,224,270	1,372,160
Regulatory Commission Expense	9,494	12,952	5,000	635	-
Miscellaneous General Expense	57,742	70,978	103,000	58,629	97,385
General Plant Maintenance	125,504	142,475	146,285	148,900	211,068
Jobbing & Contract Work	105,833	148,962	222,437	192,700	221,825
Taxes	299,242	321,278	342,065	322,358	354,823
Amortization of Ashwaubenon Booster	131,453	131,453	131,453	131,453	131,453
Total Administrative & General Expense	3,360,218	3,273,360	3,730,017	3,248,010	3,966,145
Depreciation Expense	5,117,268	5,184,237	5,350,000	5,235,000	5,290,000
TOTAL OPERATING EXPENSE	15,317,360	15,100,569	17,882,359	16,406,295	18,212,762
OPERATING INCOME	4,593,566	5,810,642	3,224,641	5,637,705	3,810,238
NONOPERATING REVENUES (EXPENSES)					
Interest Income	607,969	319,662	230,000	277,500	278,500
Miscellaneous Income	177,538	421,620	305,000	305,000	310,000
Amortization of Debt Premium	339,299	519,942	519,942	532,760	536,882
Capital Contributions	1,325,622	591,178	500,000	500,000	500,000
Tax Equivalency	(2,323,123)	(2,394,589)	(2,400,000)	(2,431,000)	(2,469,000)
Interest Expense	(1,788,418)	(1,336,937)	(1,289,245)	(1,528,105)	(1,378,168)
Amortization of Debt Expense	(341,076)	(338,694)	(311,211)	(311,211)	(280,135)
TOTAL NONOPERATING REVENUES (EXPENSES)	(2,002,189)	(2,217,817)	(2,445,514)	(2,655,056)	(2,501,921)
NET INCOME	\$ 2,591,376	\$ 3,592,825	\$ 779,127	\$ 2,982,649	\$ 1,308,317

GREEN BAY WATER UTILITY

Ashwaubenon Operations 2022 BUDGET

	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget
OPERATING REVENUE					
Water for Resale - Ashwaubenon	\$ 2,903,163	\$ 3,214,287	\$ 3,075,000	\$ 3,400,000	\$ 3,500,000
OPERATING EXPENSES					
Pumping Expense					
Fuel/Power Purchased for Pumping	110,239	109,001	115,000	115,000	120,750
Water Treatment Expense					
Chemicals	51,261	49,144	55,000	51,000	70,000
Treatment Operations	17,555	18,020	21,250	20,000	21,000
Total Water Treatment Expense	68,815	67,164	76,250	71,000	91,000
Depreciation Expense	111,434	111,434	111,434	111,434	111,434
TOTAL OPERATING EXPENSE	290,489	287,599	302,684	297,434	323,184
OPERATING INCOME	2,612,674	2,926,688	2,772,316	3,102,566	3,176,816
NONOPERATING REVENUES (EXPENSES)					
Amortization of Debt Premium	34,460	52,807	52,807	52,807	52,807
Tax Equivalency	(154,667)	(151,240)	(152,000)	(153,000)	(153,000)
Interest Expense	(181,639)	(135,785)	(133,940)	(130,940)	(123,265)
Amortization of Debt Expense	(34,641)	(34,399)	(31,607)	(31,608)	(28,452)
TOTAL NONOPERATING REVENUES (EXPENSES)	(336,487)	(268,617)	(264,740)	(262,741)	(251,910)
NET INCOME	\$ 2,276,187	\$ 2,658,070	\$ 2,507,576	\$ 2,839,825	\$ 2,924,906

GREEN BAY WATER UTILITY

Operating and Maintenance Expenses by Major Function w/o Ashwaubenon

2022 BUDGET

	2022 Budget Amount	% of Total Budget	2021 Budget Amount	% of Total Budget
Salaries & wages	\$ 4,398,434	19.69%	\$ 4,328,434	19.78%
Employee benefits:				
Health, dental & life insurance	968,143	4.33%	922,188	4.21%
Social Security	333,396	1.49%	327,482	1.50%
WRS pension	284,346	1.27%	289,877	1.32%
Other employee benefits	106,544	0.48%	80,385	0.37%
Total employee benefits	1,692,429	7.58%	1,619,932	7.40%
 Total salaries, wages & employee benefits	 6,090,863	 27.26%	 5,948,366	 27.18%
 Depreciation	 5,290,000	 23.68%	 5,350,000	 24.45%
PILOT payment to City	2,469,000	11.05%	2,400,000	10.97%
Contractor costs	2,835,084	12.69%	3,093,600	14.14%
 Electric for pumping	 653,500	 2.93%	 627,000	 2.87%
Materials & supplies	825,462	3.69%	673,100	3.08%
Vehicle & equipment fuel & maintenance	532,800	2.38%	494,400	2.26%
 Chemicals for water treatment	 300,000	 1.34%	 250,000	 1.14%
Outside services (legal, audit, engineering, City services)	748,700	3.35%	692,400	3.16%
Treatment plant electric & natural gas	140,000	0.63%	145,000	0.66%
 Amortization of wholesale grants	 166,453	 0.75%	 166,453	 0.76%
Liability, property & workers' comp insurance	139,950	0.63%	142,010	0.65%
Water sample testing	248,250	1.11%	92,500	0.42%
 Meetings, conventions and public relations	 108,050	 0.48%	 105,000	 0.48%
Office & vehicle building electric & natural gas	71,000	0.32%	53,000	0.24%
Other (phone, postage, bad debts, etc.)	62,650	0.28%	49,530	0.23%
 Debt interest and amortization	 1,658,303	 7.42%	 1,600,456	 7.31%
 Total Expenses	 \$ 22,340,065	 100.00%	 \$ 21,882,815	 100.00%

GREEN BAY WATER UTILITY

Schedule of Cash Flows

2022 BUDGET

	Total	Green Bay	Ashwaubenon
Cash Balance 12/31/19	\$ 6,528,080	\$ (4,250,073)	\$ 10,778,153
Net Income	\$ 6,250,896	\$ 3,592,825	\$ 2,658,071
Capital Contribution	(328,468)	(328,468)	-
Depreciation	5,651,245	5,651,245	-
Amortization of grants	163,104	163,104	-
LT debt proceeds	-	-	-
LT debt pmts	(3,705,000)	(3,363,399)	(341,601)
Amortization of debt prem/disc.	(199,657)	(199,657)	-
Interest on debt reserve	(170,557)	(170,557)	-
Gain/loss on debt reserve	(92,476)	(92,476)	-
Fixed asset purchases	(6,886,853)	(6,820,021)	(66,832)
Net change in cash	\$ 682,234	\$ (1,567,404)	\$ 2,249,638
Cash Balance 12/31/20	7,210,314	(5,817,477)	13,027,791
Net Income	\$ 5,822,474	\$ 2,982,649	\$ 2,839,825
Capital Contribution	(500,000)	(500,000)	-
Depreciation	5,607,434	5,607,434	-
Amortization of grants	163,104	163,104	-
LT debt proceeds	7,311,207	7,311,207	-
LT debt pmts	(4,180,000)	(3,831,945)	(348,055)
Amortization of debt prem/disc.	(242,748)	(242,748)	-
Interest on debt reserve	(155,000)	(155,000)	-
Gain/loss on debt reserve	(95,000)	(95,000)	-
Fixed asset purchases	(9,284,292)	(9,198,878)	(85,414)
Net change in cash	4,447,179	2,040,823	2,406,356
Cash Balance 12/31/21	\$ 11,657,493	\$ (3,776,654)	\$ 15,434,147
Net Income	\$ 4,233,223	\$ 1,308,317	\$ 2,924,906
Capital Contribution	(500,000)	(500,000)	-
Depreciation	5,666,434	5,666,434	-
Amortization of grants	163,104	163,104	-
LT debt proceeds	-	-	-
LT debt pmts	(4,205,000)	(3,849,569)	(355,431)
Amortization of debt prem/disc.	(281,102)	(281,102)	-
Interest on debt reserve	(160,000)	(160,000)	-
Gain/loss on debt reserve	(90,000)	(90,000)	-
Fixed asset purchases	(7,870,085)	(7,772,085)	(98,000)
Net change in cash	(3,043,426)	(5,514,901)	2,471,475
Cash Balance 12/31/22	\$ 8,614,067	\$ (9,291,555)	\$ 17,905,622

Cash Balance includes O & M, Bond Redemption and Private Service Replacement Accounts

GREEN BAY WATER UTILITY
PROJECTED 2022 RATE OF RETURN ANALYSIS
(Excluding Ashwaubenon Wholesale Operations)
2022 BUDGET

	<u>1/1/21</u>	<u>12/31/21</u>	<u>AVERAGE</u>
Plant in Service (Utility Financed)	\$ 212,717,174	\$ 219,787,259	\$ 216,252,217
Less: Accumulated Depreciation	<u>88,358,574</u>	<u>92,359,574</u>	<u>90,359,074</u>
Net Capital Investment (Utility Financed)	124,358,600	127,427,685	125,893,143
Plus: Materials & Supplies	<u>500,000</u>	<u>530,000</u>	<u>515,000</u>
Rate Base	<u>\$ 124,858,600</u>	<u>\$ 127,957,685</u>	\$ 126,408,143
Less: Regulatory Liability			<u>503,357</u>
Net Investment Rate Base			\$ 125,904,786
Net Operating Income			<u>\$ 5,637,705</u>
Rate of Return			<u>4.48%</u>

AUTHORIZED RATE OF RETURN: 3.9%

	<u>1/1/22</u>	<u>12/31/22</u>	<u>AVERAGE</u>
Plant in Service (Utility Financed)	\$ 219,787,259	\$ 225,657,344	\$ 222,722,302
Less: Accumulated Depreciation	<u>92,359,574</u>	<u>96,359,574</u>	<u>94,359,574</u>
Net Capital Investment (Utility Financed)	127,427,685	129,297,770	128,362,728
Plus: Materials & Supplies	<u>530,000</u>	<u>510,000</u>	<u>520,000</u>
Rate Base	<u>\$ 127,957,685</u>	<u>\$ 129,807,770</u>	\$ 128,882,728
Less: Regulatory Liability			<u>302,012</u>
Net Investment Rate Base			\$ 128,580,716
Net Operating Income			<u>\$ 3,810,238</u>
Rate of Return			<u>2.96%</u>

AUTHORIZED RATE OF RETURN: 3.9%

GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENTS
2022 BUDGET

Project	Department	Amount
Building Addition and Remodel	Administrative	\$ 1,200,000
GIS Server Upgrade and Storage Enhancements	Administrative	15,000
Miscellaneous Network and PC Upgrades	Administrative	20,000
Phone System Upgrade	Administrative	65,000
Server Optimization Upgrades with Hard Drive Racks	Administrative	100,000
Distribution Vehicles	Distribution	190,000
Treatment Vehicle	Distribution	21,000
Small Equipment	Distribution	25,000
Small Safety Equipment	Distribution	10,000
Water Utility Installs of Services, Hydrants, Mains & Valves	Distribution	500,000
Cityworks Upgrades and Implementations	Engineering	80,000
GIS (ESRI) Upgrade and Implementations	Engineering	20,000
Water Main Relays	Engineering	4,480,000
Meter Reading Software Upgrade	Metering & Cross Connection	125,000
Meter Replacement	Metering & Cross Connection	406,085
Generator Addition at Lake Station	Pumping	200,000
Raw Water Meters for 54" and 42" Mains	Pumping	130,000
Vault Replacement - Hwy 54/57	Pumping	60,000
Insertion Mag Meters Project	Treatment	50,000
Instrumentation	Treatment	8,000
Lab Equipment	Treatment	40,000
Turbidity Meters	Treatment	125,000
Total Project Costs		<u>\$ 7,870,085</u>
Funding Sources:		
Water User Fees		\$ 6,670,085
Revenue Bonds		<u>1,200,000</u>
Total Funding Sources		<u>\$ 7,870,085</u>

See 2022 Five-Year Capital Improvement Plan for detail on each project.



GREEN BAY WATER UTILITY

2022 FIVE-YEAR CAPITAL IMPROVEMENT PLAN

THE MISSION OF THE GREEN BAY WATER UTILITY IS TO
PROVIDE A RELIABLE, HIGH-QUALITY DRINKING
WATER SUPPLY WITH EXCEPTIONAL CUSTOMER
SERVICE AND VALUE.

GREEN BAY WATER UTILITY CAPITAL IMPROVEMENT PLAN PROGRAM DEVELOPMENT

It is the intent of the Green Bay Water Utility to maintain a Capital Improvement Plan both to provide physical facilities that are responsive to the needs and demands of the Utility and Utility customers and to be supportive of the long and short range economic, social and environmental development policies of the Utility.

Development of the Five-Year Capital Improvement Plan entails planning together by the various departments within the Utility and with the Business Manager and General Manager. Project requests are submitted by departments in preparation of their operating budget requests. Project and operating budget requests are reviewed by the General Manager in order to develop a capital program and to balance the operating impacts of projects and their funding sources. The Five-Year Capital Improvement Plan is updated each year as an essential component of budget development.

The Five-Year Capital Improvement Plan serves as a planning tool for future growth and development within the Utility. Funds are appropriated in the budget for the current year only, with subsequent years being separately authorized with that year's budget. Sound planning, project descriptions and accurate cost estimates aid in the formulation of a plan that is used as a valuable management tool in accomplishing needed capital improvements within the Utility's ability to pay.

Expenditures consist of a permanent addition to the Utility's assets of major importance and cost and according to Public Service Commission (PSC) definitions. The cost of land acquisition, construction, renovation and equipment are included. Capital Plan assets should have a multi-year useful life or extend the useful life of an existing asset. The Plan includes projects costing approximately \$10,000 or greater.

Funding is provided by user fees "rates" charged to the customers who receive services provided by the Utility. Funding can also be generated through the borrowing of funds (principal) at a cost (interest). Revenue bonds are the main instrument used.

Significant operating and maintenance expenses that are related to maintaining the Utility's capital assets are also included. These are non-frequent or one-time expenses that do not meet the PSC definitions of capital assets but that would have significant effects on our operating budget in a given year. Projects costing \$300,000 or above are included. These expenses would mostly likely be funded by borrowing of funds and/or recovered through user fees over a number of years.

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
2021 PROJECT STATUS**

Project	Dept.	2021 Budget Amount	2021 Projected or Actual Cost	Project Status
Building Addition and Remodel	Administrative	\$ 5,800,000	\$ 4,600,000	Carry forward to 2022
GIS Server Upgrade and Storage Enhancements	Administrative	15,000	5,000	Complete
Miscellaneous Network and PC Upgrades	Administrative	20,000	27,211	Complete
Phone System Upgrade	Administrative	65,000	-	Carry forward to 2022
Server Optimization Upgrades with Hard Drive Racks	Administrative	90,000	58,407	Complete
Distribution Vehicles	Distribution	108,000	108,616	Complete
Metering & Cross Connection Vehicles	Distribution	70,000	60,000	Complete
Small Equipment	Distribution	25,000	20,000	Complete
Small Safety Equipment	Distribution	10,000	10,000	Complete
Cityworks Upgrades and Implementations	Engineering	40,000	30,000	Complete
ESRI Upgrade	Engineering	100,000	50,000	Complete
Water Main Relays	Engineering	4,950,000	3,800,000	Complete
Meter Reading Software Upgrade	Metering & Cross Connection	125,000	-	Carry forward to 2022
Meter Replacement	Metering & Cross Connection	299,593	404,644	Complete
54/57 Well Switch Gear	Pumping	30,000	25,000	Complete
Lab Equipment	Treatment	40,000	20,000	Complete
Orbisphere Sensor Replacement	Treatment	20,000	20,909	Complete
Residuals Management Remediation Engineering Costs	Treatment	75,000	-	N/A
Small Equipment/Fixtures	Treatment	17,000	9,505	Complete
Treatment Plant Security Upgrade	Treatment	40,000	35,000	Complete
		<u>\$ 11,939,593</u>	<u>\$ 9,284,292</u>	

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
2022-2026**

Page	Project	Dept.	2022	2023	2024	2025	2026	Total
3	Building Addition and Remodel	Administrative	\$ 1,200,000	\$ -	\$ -	\$ -	\$ -	\$ 1,200,000
4	Firewall Upgrade	Administrative	-	15,000	-	-	-	15,000
5	GIS Server Upgrade and Storage Enhancements	Administrative	15,000	15,000	15,000	15,000	15,000	75,000
6	Miscellaneous Network and PC Upgrades	Administrative	20,000	20,000	20,000	20,000	20,000	100,000
7	Phone System Upgrade	Administrative	65,000	-	-	-	-	65,000
8	Server Optimization Upgrades with Hard Drive Racks	Administrative	100,000	15,000	15,000	15,000	15,000	160,000
9	Village of Luxemburg Water Main	Administrative	-	-	1,100,000	-	-	1,100,000
10	Vehicle/Equipment Replacement Program Summary	Distribution	211,000	381,000	391,000	396,000	431,000	1,810,000
11-15	Distribution Vehicles							
16-17	Metering & Cross Connection Vehicles							
18-19	Pumping Vehicles							
20	Treatment Vehicle							
21	Small Equipment	Distribution	25,000	25,000	25,000	25,000	25,000	125,000
22	Small Safety Equipment	Distribution	10,000	10,000	10,000	10,000	10,000	50,000
23	Water Utility Installs of Services, Hydrants, Mains & Valves	Distribution	500,000	500,000	500,000	500,000	500,000	2,500,000
24	Cityworks Upgrades and Implementations	Engineering	80,000	20,000	20,000	20,000	20,000	160,000
25	GIS (ESRI) Upgrade and Implementations	Engineering	20,000	100,000	10,000	10,000	10,000	150,000
26-30	Water Main Relays	Engineering	4,480,000	4,810,000	6,440,000	4,570,000	5,230,000	25,530,000
31	Meter Reading Software Upgrade	Metering & Cross Connection	125,000	-	-	-	-	125,000
32	Meter Replacement	Metering & Cross Connection	406,085	375,000	425,000	405,000	455,000	2,066,085
33	Generator Addition at Lake Station	Pumping	200,000	1,800,000	-	-	-	2,000,000
34	Raw Water Meters for 54" and 42" Mains	Pumping	130,000	-	-	-	-	130,000
35	Vault Replacement - Hwy 54/57	Pumping	60,000	-	-	-	-	60,000
36	Water Tower - Bader Zone	Pumping	-	-	300,000	2,700,000	-	3,000,000
37	Diesel Generator Replacement	Treatment	-	-	250,000	-	-	250,000
38	Filter Media	Treatment	-	-	-	250,000	-	250,000
39	Insertion Mag Meters Project	Treatment	50,000	300,000	-	-	-	350,000
40	Instrumentation	Treatment	8,000	-	-	-	-	8,000
41	Lab Addition	Treatment	-	-	-	500,000	-	500,000
42	Lab Equipment	Treatment	40,000	40,000	40,000	40,000	40,000	200,000
43	Residuals Management Project	Treatment	-	-	-	-	6,000,000	6,000,000
44	SCADA Software Upgrade	Treatment	-	-	-	-	250,000	250,000
45	Turbidity Meters	Treatment	125,000	-	-	-	-	125,000
Total Project Costs			\$ 7,870,085	\$ 8,426,000	\$ 9,561,000	\$ 9,476,000	\$ 13,021,000	\$ 48,354,085
Funding Sources:								
Water User Fees			\$ 6,670,085	\$ 6,626,000	\$ 8,461,000	\$ 6,776,000	\$ 7,021,000	\$ 35,554,085
Revenue Bonds			1,200,000	1,800,000	1,100,000	2,700,000	6,000,000	12,800,000
Total Funding Sources			\$ 7,870,085	\$ 8,426,000	\$ 9,561,000	\$ 9,476,000	\$ 13,021,000	\$ 48,354,085

See pages 46-51 for Significant Operating and Maintenance Expenses

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Building Addition and Remodel

Department: Administrative

Project Description & Justification:

Remodel the existing office to create more offices and maximize space.

Build addition for mechanic bays, vehicle storage and large training space.
This is carryover from 2021.

Impact on On-going Operating Costs/Personnel Requirements:

No material impacts on operating costs are expected due to more efficient lighting, HVAC, etc. More personnel are expected to be hired due to contracting with other municipalities for regional billing services. These costs will be offset by additional income charged for providing these services.

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ 1,200,000	\$ -	\$ -	\$ -	\$ -	\$ 1,200,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Firewall Upgrade

Department: Administrative

Project Description & Justification:

In 2023, firewall upgrade will be needed for hardware to stay current with Cyber security standards.

Impact on On-going Operating Costs/Personnel Requirements:

N/A

COST ANALYSIS Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ 15,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: GIS Server Upgrade and Storage Enhancements

Department: Administrative

Project Description & Justification:

Miscellaneous hardware changes on servers and storage for GIS system.

Impact on On-going Operating Costs/Personnel Requirements:

N/A

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 75,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Miscellaneous Network and PC Upgrades

Department: Administrative

Project Description & Justification:

Yearly hardware changes on office desktops, laptops, printers, etc. Yearly software changes on office desktops.

Impact on On-going Operating Costs/Personnel Requirements:

N/A

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 100,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Phone System Upgrade

Department: Administrative

Project Description & Justification:

In 2022, phone system upgrade will be needed for hardware to stay current with hardware and software technology standards. Additional features and capacity will be needed to meet the demands of our billing customers, citizens and staff.

Impact on On-going Operating Costs/Personnel Requirements:

N/A

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ 65,000	\$ -	\$ -	\$ -	\$ -	\$ 65,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Server Optimization Upgrades with Hard Drive Racks

Department: Administrative

Project Description & Justification:

Miscellaneous upgrades to hardware and software associated with data storage system and servers. Continue to upgrade servers to 2019 Microsoft Operating System. Upgrade and add to the hardware at the main office and treatment plant based on additional building and operational needs.

Impact on On-going Operating Costs/Personnel Requirements:

N/A

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ 100,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 160,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Village of Luxemburg Water Main

Department: Administrative

Project Description & Justification:

Contribution to construction based on Luxemburg guaranteeing 0.325 MGD usage.

Impact on On-going Operating Costs/Personnel Requirements:

N/A

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ -	\$ -	\$ 1,100,000	\$ -	\$ -	\$ 1,100,000

GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
VEHICLE/EQUIPMENT REPLACEMENT PROGRAM SUMMARY
2022 - 2026

2022

ID	Year	Make	Model	Department	Description	Condition	Anticipated miles/hours	Recommended Replacement	Est. Replacement Cost	Disposition
7	2015	Cat	Backhoe	Distribution	Front line daily usage	5	7,190 hours	7,500 hours	\$125,000	Sell along with #60 or #61
207	2006	GMC	Canyon	Distribution	Foreman truck	4	87,347	125,000 miles	\$45,000	Keep - Misc. Fleet
95A	1995	Wachs	TM 5	Distribution	Truck mounted valve operator	4	N/A	N/A	\$20,000	Sell
536	2004	John Deere	X585	Treatment	Industrial mower	3	1,780 hours	1,600 hours	\$21,000	Sell
								TOTAL	\$211,000	

2023

ID	Year	Make	Model	Department	Description	Condition	Anticipated miles/hours	Recommended Replacement	Est. Replacement Cost	Disposition
14	2018	Chev	Silverado 3500	Distribution	Crew truck*	8	49,202	55,000 miles	\$60,000	Keep - Misc. Fleet
98	2009	Intl	Dump Truck	Distribution	Front line daily usage	4	98,315	100,000 miles	\$150,000	Sell
8	2015	Cat	Backhoe	Distribution	Front line daily usage	6	8,191 hours	7,500 hours	\$125,000	Sell along with #60 or #61
5	2015	Chev	Silverado 2500	Distribution	UDF/service truck	6	110,432	125,000 miles	\$46,000	Keep - Misc. Fleet
								TOTAL	\$381,000	

2024

ID	Year	Make	Model	Department	Description	Condition	Anticipated miles/hours	Recommended Replacement	Est. Replacement Cost	Disposition
16	2019	Chev	Silverado 3500	Distribution	Crew truck*	9	51,679	55,000 miles	\$65,000	Keep - Misc. Fleet
3	2016	Mack	Dump Truck	Distribution	Front line daily usage	7	72,465	100,000 miles	\$150,000	Keep - Misc. Fleet
4	2015	Chev	Silverado 2500	Distribution	Locate/service truck	6	103,439	125,000 miles	\$46,000	Keep - Misc. Fleet
113	2013	Ford	E250 Van	Metering	Service van	5	123,185	125,000 miles	\$40,000	Sell or keep
307	2017	Chev	Colorado	Pumping	Electrician work truck	7	99,300	125,000 miles	\$45,000	Sell or keep
308	2017	Chev	Colorado	Pumping	Electrician work truck	7	102,533	125,000 miles	\$45,000	Sell or keep
								TOTAL	\$391,000	

2025

ID	Year	Make	Model	Department	Description	Condition	Anticipated miles/hours	Recommended Replacement	Est. Replacement Cost	Disposition
9	2016	Freightliner	Dump Truck	Distribution	Front line daily usage	8	77,459	100,000 miles	\$150,000	Keep - Misc. Fleet
15	2017	Cat	Backhoe	Distribution	Backhoe	9	7,465 hours	7,500 hours	\$125,000	Sell
95	2009	Ford	F250	Distribution	Valve turner/service truck	6	55,974	125,000 miles	\$50,000	Keep - Misc. Fleet
210	2009	Pont	G6	Distribution	IT daily usage	6	125,588	125,000 miles	\$26,000	Sell
114	2013	Ford	E250 Van	Metering	Service van	6	63,674	125,000 miles	\$45,000	Sell or keep
								TOTAL	\$396,000	

2026

ID	Year	Make	Model	Department	Description	Condition	Anticipated miles/hours	Recommended Replacement	Est. Replacement Cost	Disposition
11	2017	Mack	Dump Truck	Distribution	Front line daily usage	9	78,877	100,000 miles	\$150,000	Keep - Misc. Fleet
18	2019	Chev	Silverado 2500	Distribution	Locate/service truck	9	110,500	125,000 miles	\$46,000	Keep - Misc. Fleet
19	2019	Ford	F350	Distribution	Crew truck*	10	56,700	55,000 miles	\$65,000	Keep - Misc. Fleet
429	2013	Vermeer	LP555SDT	Distribution	Limited use vacuum excavator	6	2,258 hours	2,000 hours	\$75,000	Sell
212	2015	Chev	Colorado	Distribution	Foreman truck	7	111,675	125,000 miles	\$45,000	Keep - Misc. Fleet
309	2018	Ford	F250	Pumping	Electrician work truck	9	89,431	125,000 miles	\$50,000	Sell or keep
								TOTAL	\$431,000	

Condition 1-10 - (1 = poor, 10 = excellent)

*Crew trucks get replaced every three to five years due to essential reliability. Retired Crew trucks become miscellaneous fleet vehicles used for Distribution maintenance.

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Distribution Vehicles - 2022

Department: Distribution

Project Description & Justification:

\$125,000 - Front line daily use backhoe.

Replaces #7, a 2015 backhoe will be traded in along with either #60, a 2007 backhoe or #61, a 2010 backhoe.

\$45,000 - Daily use foreman transportation vehicle.

Replaces #207, a 2006 pickup truck will become a miscellaneous fleet vehicle.

\$20,000 - Hydraulic valve operator mounted to daily valve turner truck.

Replaces a 1995 Hydraulic valve operator that is obsolete.

Impact on On-going Operating Costs/Personnel Requirements:

The major factor for these equipment replacements is mileage and reliability (daily front line use). Given our climate, rust plays a significant roll in the longevity of our vehicles/equipment. This type of maintenance is very expensive and often times doesn't last.

Vehicle #7 will be traded in along with #60 or #61. Vehicle #207 will remain in the fleet until it reaches its maximum service life and then be retired. The 1995 hydraulic valve operator will go to auction.

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ 190,000	\$ -	\$ -	\$ -	\$ -	\$ 190,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Distribution Vehicles - 2023

Department: Distribution

Project Description & Justification:

\$60,000 - Front line daily use crew truck.

Replaces #14, a 2018 crew truck will become a miscellaneous fleet vehicle.

\$150,000 - Front line daily use dump truck.

Replaces #98, a 2009 dump truck will be sold.

\$125,000 - Front line daily use backhoe.

Replaces #8, a 2015 backhoe will be sold along with either #60, a 2007 backhoe or #61, a 2010 backhoe.

\$46,000 - Front line daily use UDF/service truck.

Replaces #5, a 2015 truck will become a miscellaneous fleet vehicle.

Impact on On-going Operating Costs/Personnel Requirements:

The major factor for these equipment replacements is mileage and reliability (daily front line use). Given our climate, rust plays a significant roll in the longevity of our vehicles/equipment. This type of maintenance is very expensive and often times doesn't last.

Vehicles #14 and #5 will remain in the fleet until they reach their maximum service life and then be retired. Vehicles #98 and #8 will go to auction.

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ -	\$ 381,000	\$ -	\$ -	\$ -	\$ 381,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Distribution Vehicles - 2024

Department: Distribution

Project Description & Justification:

\$65,000 - Front line daily use crew truck.

Replaces #16, a 2019 crew truck will become a miscellaneous fleet vehicle.

\$150,000 - Front line daily use dump truck.

Replaces #3, a 2016 dump truck will become a miscellaneous fleet vehicle.

\$46,000 - Front line daily use locate/service truck.

Replaces #4, a 2015 locate/service truck will become a miscellaneous fleet vehicle.

Impact on On-going Operating Costs/Personnel Requirements:

The major factor for these equipment replacements is mileage and reliability (daily front line use). Given our climate, rust plays a significant roll in the longevity of our vehicles/equipment. This type of maintenance is very expensive and often times doesn't last.

The replaced vehicles will remain in the fleet until they reach their maximum service life and then be retired.

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ -	\$ -	\$ 261,000	\$ -	\$ -	\$ 261,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Distribution Vehicles - 2025

Department: Distribution

Project Description & Justification:

\$150,000 - Front line daily use dump truck.

Replaces #9, a 2016 dump truck will become a miscellaneous fleet vehicle.

\$125,000 - Front line daily use backhoe.

Replaces #15, a 2017 backhoe will be sold.

\$50,000 - Front line daily use valve turner mounted/service truck.

Replaces #95, a 2009 valve turner mounted/service truck will become a miscellaneous fleet vehicle.

\$26,000 - Front line daily use miscellaneous transportation vehicle.

Replaces #210, a 2009 vehicle will be sold.

Impact on On-going Operating Costs/Personnel Requirements:

The major factor for these equipment replacements is mileage and reliability (daily front line use). Given our climate, rust plays a significant roll in the longevity of our vehicles/equipment. This type of maintenance is very expensive and often times doesn't last.

Vehicles #9 and #95 will remain in the fleet until they reach their maximum service life and then be retired. Vehicles #15 and #210 will go to auction.

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ -	\$ -	\$ -	\$ 351,000	\$ -	\$ 351,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Distribution Vehicles - 2026

Department: Distribution

Project Description & Justification:

\$65,000 - Front line daily use crew truck.

Replaces #19, a 2019 crew truck will become a miscellaneous fleet vehicle.

\$150,000 - Front line daily use dump truck.

Replaces #11, a 2017 dump truck will become a miscellaneous fleet vehicle.

\$46,000 - Front line daily use locate/service truck.

Replaces #18, a 2019 locate/service truck will become a miscellaneous fleet vehicle.

\$45,000 - Daily use foreman transportation vehicle.

Replaces #212, a 2015 pickup truck will become a miscellaneous fleet vehicle.

\$75,000 - Limited use vacuum excavator.

Replaces #429, a 2013 vacuum excavator will be sold.

Impact on On-going Operating Costs/Personnel Requirements:

The major factor for these equipment replacements is mileage and reliability (daily front line use). Given our climate, rust plays a significant roll in the longevity of our vehicles/equipment. This type of maintenance is very expensive and often times doesn't last.

Vehicles #19, #11, #18 and #212 will remain in the fleet until they reach their maximum service life and then be retired. Vehicle #429 will go to auction.

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ -	\$ -	\$ -	\$ -	\$ 381,000	\$ 381,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Metering & Cross Connection Vehicle - 2024

Department: Distribution

Project Description & Justification:

\$40,000 - Front line daily use service van.

Replaces #113, a 2013 service van will be sold or become a miscellaneous fleet vehicle.

Impact on On-going Operating Costs/Personnel Requirements:

The major factor for this equipment replacement is mileage and reliability (daily front line use). Given our climate, rust plays a significant roll in the longevity of our vehicles/equipment. This type of maintenance is very expensive and often times doesn't last.

The vehicle that this one replaces will be sold or remain in the fleet until it reaches its maximum service life and then be retired.

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ 40,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Metering & Cross Connection Vehicle - 2025

Department: Distribution

Project Description & Justification:

\$45,000 - Front line daily use service van.
Replaces #114, a 2013 service van will be sold or become a miscellaneous fleet vehicle.

Impact on On-going Operating Costs/Personnel Requirements:

The major factor for this equipment replacement is mileage and reliability (daily front line use). Given our climate, rust plays a significant roll in the longevity of our vehicles/equipment. This type of maintenance is very expensive and often times doesn't last.

The vehicle that this one replaces will be sold or remain in the fleet until it reaches its maximum service life and then be retired.

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ -	\$ -	\$ -	\$ 45,000	\$ -	\$ 45,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Pumping Vehicles - 2024

Department: Distribution

Project Description & Justification:

\$90,000 - (2) Front line daily use pumping electrician work trucks.
Replaces #307 and #308, 2017 model trucks will be sold or become miscellaneous fleet vehicles.

Impact on On-going Operating Costs/Personnel Requirements:

The major factor for these equipment replacements is mileage and reliability (daily front line use). Given our climate, rust plays a significant roll in the longevity of our vehicles/equipment. This type of maintenance is very expensive and often times doesn't last.

The vehicles that these replace will be sold or remain in the fleet until they reach their maximum service life and then be retired.

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ -	\$ -	\$ 90,000	\$ -	\$ -	\$ 90,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Pumping Vehicle - 2026

Department: Distribution

Project Description & Justification:

\$50,000 - Front line daily use pumping electrician work truck.
Replaces #309, 2018 model truck will be sold or become a miscellaneous fleet vehicle.

Impact on On-going Operating Costs/Personnel Requirements:

The major factor for this equipment replacement is mileage and reliability (daily front line use). Given our climate, rust plays a significant roll in the longevity of our vehicles/equipment. This type of maintenance is very expensive and often times doesn't last.

The vehicle that this one replaces will be sold or remain in the fleet until it reaches its maximum service life and then be retired.

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Treatment Vehicle - 2022

Department: Distribution

Project Description & Justification:

\$21,000 - Cub Cadet Industrial mower to cut at the filter plant and has slope cutting capabilities similar to the Ventrac.

Replaces #536, a 2004 John Deer Mower will be sold.

The Ventrac mower will be kept as a backup since it has attachments such as a snowblower, sweeper and cab that can also be used during the year.

Impact on On-going Operating Costs/Personnel Requirements:

The major factor for this equipment replacement is hours and reliability (daily front line use).

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ 21,000	\$ -	\$ -	\$ -	\$ -	\$ 21,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Small Equipment

Department: Distribution

Project Description & Justification:

This request is for the purchase of equipment for new vehicle set up and new or replacement equipment ranging in price from \$500 - \$10,000. Examples include generators, pipe saws, gas and electric pumps, valve operators, trench compactors, inspection cameras, pipe tapping machines, pipe tapping motors, welders and torch kits. The major factor for these equipment replacements is maintenance and reliability (daily front line use).

Impact on On-going Operating Costs/Personnel Requirements:

N/A

COST ANALYSIS Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 125,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Small Safety Equipment

Department: Distribution

Project Description & Justification:

This request is for the replacement of safety equipment ranging in price from \$500 - \$10,000. Examples would be trench shields, air shores, fin form trench wall plates, large steel shoring plates, davit systems for confined space entry/exit, oxygen monitors and ventilators. The major factor for these equipment replacements is maintenance and reliability (daily front line use).

Impact on On-going Operating Costs/Personnel Requirements:

N/A

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 50,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Water Utility Installs of Services, Hydrants, Mains & Valves

Department: Distribution

Project Description & Justification:

Water Utility stand alone installations of services, hydrants & valves along with replacement of mains due to repairs.

Impact on On-going Operating Costs/Personnel Requirements:

N/A

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,500,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Cityworks Upgrades and Implementations

Department: Engineering

Project Description & Justification:

Cityworks upgrades, pumping section implementation, treatment plant implementation & general assistance through Power Engineers.

Impact on On-going Operating Costs/Personnel Requirements:

N/A

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ 80,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 160,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: GIS (ESRI) Upgrade and Implementations

Department: Engineering

Project Description & Justification:

Upgrade is needed for 2023 because ESRI software is moving to a different platform and our GIS would not be supported any longer. This also includes consultants costs for GIS yearly updates.

Impact on On-going Operating Costs/Personnel Requirements:

N/A

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ 20,000	\$ 100,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 150,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Water Main Relays - 2022

Department: Engineering

Project Description & Justification:

Relays on Resurfacing Streets:

6th Street - \$180,000
Cleveland Street - \$80,000
Irene Street - \$200,000
Klaus Street - \$380,000
Loretta Lane - \$100,000
Loretta Lane - \$100,000
Minahan Street - \$60,000
Pine Ridge Court - \$60,000
Roscoe Street - \$240,000
St. Ann Drive - \$180,000
St. George Street - \$340,000
Term Court - \$60,000
Winford Avenue - \$240,000

Relays on Reconstructed Streets:

Eliza Street - \$90,000
Elmore Street - \$350,000
Finger Road - \$260,000
Howard Street - \$140,000
Oakland Avenue - \$190,000
Roosevelt Street - \$230,000
School Place - \$230,000
Van Buren Street - \$350,000
Van Buren Street - \$120,000

Water Utility Stand Alone Relays:

Badger Street - \$40,000
Hazelwood Lane - \$260,000

Total Footage = 21,000 Feet / 3.98 Miles

Impact on On-going Operating Costs/Personnel Requirements:

N/A

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ 4,480,000	\$ -	\$ -	\$ -	\$ -	\$ 4,480,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Water Main Relays - 2023

Department: Engineering

Project Description & Justification:

Relays on Resurfacing Streets:

14th Avenue - \$60,000

8th Street - \$240,000

Alvina Street - \$180,000

Barker Street - \$60,000

Brosig Street - \$240,000

Dennis Place - \$200,000

Eliza Street - \$160,000

Heyrman Street - \$60,000

Hudson Street - \$300,000

Mason Way - \$120,000

Nicolet Avenue - \$200,000

Reber Street - \$140,000

Smith Street - \$100,000

Sumac Place - \$60,000

Suydam Street - \$100,000

Relays on Reconstructed Streets:

Congress Street - \$90,000

Division Street - \$210,000

Hinkle Street - \$210,000

Oxford Avenue - \$140,000

Reed Street - \$70,000

School Place - \$260,000

Spring Street - \$70,000

13th Avenue - \$490,000

Woodlawn Avenue - \$260,000

Water Utility Stand Alone Relays:

Supply Lines - \$360,000

Increase Street Program to 1.6% - \$430,000

Total Footage = 22,000 Feet / 4.17 Miles

Impact on On-going Operating Costs/Personnel Requirements:

N/A

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ -	\$ 4,810,000	\$ -	\$ -	\$ -	\$ 4,810,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Water Main Relays - 2024

Department: Engineering

Project Description & Justification:

Relays on Resurfacing Streets:

Baird Street - \$100,000
Crooks Street - \$160,000
Deckner Avenue - \$140,000
Deschane Place - \$220,000
Edison Street - \$120,000
Ellis Street - \$300,000
Ethel Avenue - \$100,000
Ethel Avenue - \$160,000
Foeller Drive - \$180,000
Grognet Street - \$100,000
Heyrman Street - \$80,000
Langlade Avenue - \$80,000
Lincoln Street - \$120,000
Newtols Street - \$140,000
Redwood Drive - \$280,000
Roscoe Street - \$300,000
Royal Boulevard - \$500,000

Relays on Reconstructed Streets:

13th Avenue - \$330,000
4th Street - \$160,000
Country Club Road - \$900,000
Elmore Street - \$1,150,000
Emilie Street - \$300,000

Water Utility Stand Alone Relays:

Supply Lines - \$90,000

Increase Street Program to 1.6% - \$430,000

Total Footage = 30,000 Feet / 5.68 Miles

Impact on On-going Operating Costs/Personnel Requirements:

N/A

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ -	\$ -	\$ 6,440,000	\$ -	\$ -	\$ 6,440,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Water Main Relays - 2025

Department: Engineering

Project Description & Justification:

Relays on Resurfacing Streets:

Amy Street - \$200,000

Berger Street - \$120,000

Biemeret Street - \$200,000

Briquelet Street - \$200,000

Cedar Street - \$340,000

Frank Street - \$60,000

Park Street - \$460,000

Parkwood Court - \$60,000

Rutgers Street - \$80,000

Schoen Street - \$140,000

Servais Street - \$220,000

Steven Street - \$320,000

Relays on Reconstructed Streets:

Chicago Street - \$300,000

Lawe Street - \$190,000

Maple Street - \$210,000

Oregon Street - \$140,000

Porlier Street - \$390,000

Increase Street Program to 1.6% - \$430,000

Water Utility Stand Alone Relays:

Supply Lines - \$510,000

Total Footage = 21,000 Feet / 3.98 miles

Impact on On-going Operating Costs/Personnel Requirements:

N/A

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ -	\$ -	\$ -	\$ 4,570,000	\$ -	\$ 4,570,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Water Main Relays - 2026

Department: Engineering

Project Description & Justification:

Relays on Resurfacing Streets:
Average - \$2,480,000

Relays on Reconstructed Streets:
Average - \$1,960,000

Water Utility Stand Alone Relays:
Average - \$360,000

Increase Street Program to 1.6% - \$430,000

Total Footage = 24,000 Feet / 4.55 Miles

Impact on On-going Operating Costs/Personnel Requirements:

N/A

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ -	\$ -	\$ -	\$ -	\$ 5,230,000	\$ 5,230,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Meter Reading Software Upgrade

Department: Metering & Cross Connection

Project Description & Justification:

Our current software used to read meters is Aclara. This software is being upgraded to AclaraONE. The current software support is being phased out. This upgrade will allow us to have better access to information relating to how our equipment is operating. It will help with improved tools to check consumption levels, low batteries, possible leaks, etc. The reporting features are also enhanced. This upgrade will allow us to provide some enhanced customer service features for our customers as well.

Impact on On-going Operating Costs/Personnel Requirements:

Annual maintenance of software will probably increase. Subscription costs of hosting the software externally or internally to be determined.

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ 125,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Meter Replacement

Department: Metering & Cross Connection

Project Description & Justification:

Meters are replaced every year according to PSC guidelines. The following is a listing of the number of meters and MTUs that will be replaced each year (including labor):

2022: Meters - 1,581 MTUs - 1,250

2023: Meters - 985 MTUs - 1,250

2024: Meters - 1,349 MTUs - 1,250

2025: Meters - 1,000 MTUs - 1,165

2026: Meters - 1,834 MTUs - 1,500

Impact on On-going Operating Costs/Personnel Requirements:

N/A

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ 406,085	\$ 375,000	\$ 425,000	\$ 405,000	\$ 455,000	\$ 2,066,085

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Generator Addition at Lake Station

Department: Pumping

Project Description & Justification:

Install an additional generator including switch gear and accommodating structure at the Lake Station.

Associated engineering work for preparation of plans and specifications to occur in 2022. The actual generator addition will take place in 2023.

Impact on On-going Operating Costs/Personnel Requirements:

Would allow us to run more pumps, improve efficiency and provide greater reliability.

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ 200,000	\$ 1,800,000	\$ -	\$ -	\$ -	\$ 2,000,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Raw Water Meters for 54" and 42" Mains

Department: Pumping

Project Description & Justification:

Install meters in both the 54" and 42" raw water lines at both the lake station and filter plant. This will allow us to determine pump efficiency, help find leaks on the lines and have a more accurate raw water pumping total.

Impact on On-going Operating Costs/Personnel Requirements:

Help reduce pumping costs by operating pumps more efficiently.

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ 130,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Vault Replacement - Hwy 54/57

Department: Pumping

Project Description & Justification:

The recently abandoned in place Bay Highlands vault will be removed from its existing location, refurbished and relocated near the Hwy 54/57 well. This relocated vault will replace the existing Hwy 54/57 vault, which is outdated, too small to make upgrades or repairs and is a safety concern being located right off the edge of the highway.

Impact on On-going Operating Costs/Personnel Requirements:

The new vault will allow us to meter & track water entering the Bader Pressure Zone. We will also be able to perform maintenance with only one employee instead of the two we previously had to send out.

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Water Tower - Bader Zone

Department: Pumping

Project Description & Justification:

Install 1 million gallon water tower in Bader zone. Includes the purchase of land in 2024.

Impact on On-going Operating Costs/Personnel Requirements:

N/A

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ -	\$ -	\$ 300,000	\$ 2,700,000	\$ -	\$ 3,000,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Diesel Generator Replacement

Department: Treatment

Project Description & Justification:

The 650 KW diesel generator at the filter plant that provides backup to the ozone facility is approaching 21 years old and needs to be replaced.

Impact on On-going Operating Costs/Personnel Requirements:

I do not anticipate any impact on operating costs and no additional personnel required.

COST ANALYSIS Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ 250,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Filter Media

Department: Treatment

Project Description & Justification:

We will most likely need to add additional filter media in the form of anthracite to each filter. Over time, media is lost from each filter primarily during the filter back wash process.

Impact on On-going Operating Costs/Personnel Requirements:

I do not anticipate any additional costs.

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ -	\$ -	\$ -	\$ 250,000	\$ -	\$ 250,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Insertion Mag Meters Project

Department: Treatment

Project Description & Justification:

Engineering costs for installation of new insertion mag meters into finished water transmission lines will be incurred in 2022. The existing finished water vaults will not allow installation of new equipment. The existing vaults will either need to be renovated or possibly new can style vaults installed. Replace existing finished water venturi meters with insertion mag meters in 2023.

Impact on On-going Operating Costs/Personnel Requirements:

None

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ 50,000	\$ 300,000	\$ -	\$ -	\$ -	\$ 350,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Instrumentation

Department: Treatment

Project Description & Justification:

Replace existing old ultrasonic level instrumentation on (2) coagulant and (2) fluoride tanks with new equipment.

Impact on On-going Operating Costs/Personnel Requirements:

None

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ 8,000	\$ -	\$ -	\$ -	\$ -	\$ 8,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Lab Addition

Department: Treatment

Project Description & Justification:

The upgrade/expansion of the lab will allow for more in house testing of water quality parameters with the goal of achieving improved finished water quality.

Impact on On-going Operating Costs/Personnel Requirements:

There will be additional on-going operating costs for such things as lab equipment maintenance, lab supplies, etc.

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ -	\$ -	\$ -	\$ 500,000	\$ -	\$ 500,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Lab Equipment

Department: Treatment

Project Description & Justification:

As we continue to expand our lab capabilities we need to purchase new lab equipment.

Impact on On-going Operating Costs/Personnel Requirements:

No new personnel will be needed, but there will most likely be additional operating costs such as equipment maintenance, reagents, etc.

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 200,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Residuals Management Project

Department: Treatment

Project Description & Justification:

Implement recommendations from the residuals management study that was performed in 2021. This may include the construction of a sanitary sewer, organic removal treatment process or other residuals treatment that will allow for disposal of any solids/sludge that are produced during the treatment process.

This new disposal method will help reduce the amount of concentrated organics that are currently being recycled to the head of the plant. This means a reduction in organics that need to be removed from the water and improved water quality.

Impact on On-going Operating Costs/Personnel Requirements:

There could be additional operating costs, specifically for sending this waste to NEW Water.

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ -	\$ -	\$ -	\$ -	\$ 6,000,000	\$ 6,000,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: SCADA Software Upgrade

Department: Treatment

Project Description & Justification:

The filter plant and distribution system SCADA will need to be upgraded with new software and computers. The last upgrade was in 2014/15.

Impact on On-going Operating Costs/Personnel Requirements:

None

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ 250,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Turbidity Meters

Department: Treatment

Project Description & Justification:

Replace existing turbidity meters on all filters plus raw water, settled water, north & south filter effluent and east & west finished water locations. Total of 19 units.

Impact on On-going Operating Costs/Personnel Requirements:

I do not anticipate any impact on operating costs and no additional personnel are required.

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ 125,000

GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN - SIGNIFICANT OPERATING AND MAINTENANCE EXPENSES
2022-2026

Page	Project	Dept.	2022	2023	2024	2025	2026	Total
47	PipeDiver Analysis of 36" Transmission Mains	Engineering	\$ 1,060,000	\$ -	\$ -	\$ -	\$ -	\$ 1,060,000
48	Abandon Highway B Booster	Pumping	-	-	-	-	300,000	300,000
49	Ozone Generator #3 Upgrade	Treatment	-	-	-	-	600,000	600,000
50	Tank Painting - 150,000 Gallon	Treatment	-	-	450,000	-	-	450,000
51	Tank Painting - 500,000 Gallon	Treatment	-	-	425,000	-	-	425,000
Total Project Costs			<u>\$ 1,060,000</u>	<u>\$ -</u>	<u>\$ 875,000</u>	<u>\$ -</u>	<u>\$ 900,000</u>	<u>\$ 2,835,000</u>
Funding Sources:								
Water User Fees			\$ -	\$ -	\$ 875,000	\$ -	\$ 900,000	\$ 1,775,000
Revenue Bonds/State Trust Fund Loans			<u>1,060,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,060,000</u>
Total Funding Sources			<u>\$ 1,060,000</u>	<u>\$ -</u>	<u>\$ 875,000</u>	<u>\$ -</u>	<u>\$ 900,000</u>	<u>\$ 2,835,000</u>

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN - OPERATING AND MAINTENANCE EXPENSES
PROJECT REQUEST FOR 2022 - 2026**

Project Title: PipeDiver Analysis of 36" Transmission Mains

Department: Engineering

Project Description & Justification:

This project was started in 2021 and was not able to be completed. The remainder of the project will be completed in 2022. Analyze the 36" transmission mains for wire breaks from the filter plant to John Street PRV and the 36" main on Grandview from Finger Road to Highway 54/57.

This was performed in 2010 & was recommended to perform in 10 years.

Impact on On-going Operating Costs/Personnel Requirements:

Any repairs that are identified would be budgeted for in future budgets.

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ 1,060,000	\$ -	\$ -	\$ -	\$ -	\$ 1,060,000

GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN - OPERATING AND MAINTENANCE EXPENSES
PROJECT REQUEST FOR 2022 - 2026

Project Title: Abandon Highway B Booster

Department: Pumping

Project Description & Justification:

Abandon Highway B booster including the reservoir.

Impact on On-going Operating Costs/Personnel Requirements:

Lower maintenance costs and streamline pumping operations.

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ 300,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN - OPERATING AND MAINTENANCE EXPENSES
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Ozone Generator #3 Upgrade

Department: Treatment

Project Description & Justification:

Ozone generator #3 power supply unit and dielectrics will need to be upgraded/replaced. This was last done in 2013.

Impact on On-going Operating Costs/Personnel Requirements:

None

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ -	\$ -	\$ -	\$ -	\$ 600,000	\$ 600,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN - OPERATING AND MAINTENANCE EXPENSES
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Tank Painting - 150,000 Gallon

Department: Treatment

Project Description & Justification:

The 150,000 gallon elevated tank at the filter plant needs to sand blasted and painted. Costs for this project are expected to be higher than other tanks due to the style and accessibility of this tank.
The last painting was performed in 2005.

Impact on On-going Operating Costs/Personnel Requirements:

I do not anticipate any impact on operating costs and no additional personnel will be required.

COST ANALYSIS					
Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ -	\$ -	\$ 450,000	\$ -	\$ -	\$ 450,000

**GREEN BAY WATER UTILITY
CAPITAL IMPROVEMENT PLAN - OPERATING AND MAINTENANCE EXPENSES
PROJECT REQUEST FOR 2022 - 2026**

Project Title: Tank Painting - 500,000 Gallon

Department: Treatment

Project Description & Justification:

The 500,000 gallon elevated tank at the filter plant will need to be sand blasted and painted. The tank was constructed in 2006 and has not been painted since.

Impact on On-going Operating Costs/Personnel Requirements:

I do not anticipate any impact on operating costs and no additional personnel are required.

COST ANALYSIS Estimated Cash Summary					
2022	2023	2024	2025	2026	Total
\$ -	\$ -	\$ 425,000	\$ -	\$ -	\$ 425,000

GREEN BAY WATER UTILITY

CASH POSITION

September 30, 2021

	12/31/2020	9/30/2021
UNRESTRICTED CURRENT ASSETS		
Cash & Investments - Operation & Maintenance		
Local Govt. Investment Pool	\$ 103,838	\$ 103,882
Associated Bank Checking	6,238,754	7,647,780
Working Cash Funds - Petty Cash	1,700	1,700
Total Cash & Investments - Operation & Maintenance	6,344,292	7,753,362
RESTRICTED CURRENT ASSETS		
Cash & Investments - restricted		
Certificates of Deposit - Bond Redemption	860,000	4,500,000
Associated Bank Money Market Account - Bond Redemption	5,000	5,276
Associated Bank Checking - Private Service Replacement	1,022	109,782
Local Govt. Investment Pool - Construction Fund	-	4,296,980
Total Cash & Investments - Restricted	866,022	8,912,038
RESTRICTED LONG-TERM ASSETS		
Cash & Investments - Debt Reserve		
Associated Trust Money Market	20,409	210,856
Associated Trust Certificates of Deposit	537,618	521,536
Associated Trust Municipal Bonds	5,870,670	5,378,970
Total Cash & Investments - Debt Reserve	6,428,697	6,111,361
 TOTAL CASH POSITION	 \$ 13,639,012	 \$ 22,776,761

GREEN BAY WATER UTILITY

BALANCE SHEET

September 30, 2021

	AS OF <u>12/31/2020</u>	AS OF <u>9/30/2021</u>
<u>ASSETS</u>		
Current Assets		
O & M Cash & Investments	\$ 6,344,292	\$ 7,753,362
Interest Receivable	86	1,663
Accounts Receivable	10,599,998	8,659,085
Inventories	528,064	508,184
Prepayments	63,710	36,869
Total Current Assets	<u>17,536,150</u>	<u>16,959,163</u>
Property, Plant & Equipment		
Original Cost	238,968,228	239,874,431
Less: Accumulated Depreciation	<u>(94,170,168)</u>	<u>(97,932,336)</u>
Net Plant	144,798,060	141,942,095
Construction in Progress	292,513	5,157,434
Total Plant & Equipment	<u>145,090,573</u>	<u>147,099,529</u>
Restricted Assets		
Debt Reserve Fund	6,428,697	6,111,361
Bond Redemption Fund	865,000	4,505,276
Construction Fund	-	4,296,980
Private Service Replacement Fund	1,022	109,782
DNR Grant for Service Replacement Receivable	67,620	-
Accrued Interest	38,709	49,842
Total Restricted Assets	<u>7,401,048</u>	<u>15,073,242</u>
Other Assets		
Unamortized Ashwaubenon Booster	1,380,259	1,281,669
Unamortized Wrightstown Loan/Grant	474,750	451,013
Unamortized Loss on Advanced Refunding	687,996	544,233
Net Pension Asset	858,420	858,420
Deferred Outflows-Pension	1,982,396	1,982,396
Total Other Assets	<u>5,383,821</u>	<u>5,117,731</u>
TOTAL ASSETS	<u>\$ 175,411,592</u>	<u>\$ 184,249,664</u>

GREEN BAY WATER UTILITY**BALANCE SHEET**

September 30, 2021

Page 2

	AS OF <u>12/31/2020</u>	AS OF <u>9/30/2021</u>
<u>LIABILITIES & FUND EQUITY</u>		
Current Liabilities		
Accounts Payable	\$ 547,940	120,591
Sewer Billings Payable	5,309,074	3,893,503
Storm Water Billings Payable	2,748,211	1,807,739
Accrued Payroll Taxes	52,913	40,684
Accrued Payroll, Vacation & Sick Leave Pay	701,137	531,819
Accrued Taxes	2,545,829	1,909,377
Total Current Liabilities	<u>11,905,104</u>	<u>8,303,713</u>
Other Liabilities		
Net Pension Liability	-	-
Deferred Inflows-Pension	<u>2,578,576</u>	<u>2,578,576</u>
Total Other Liabilities	<u>2,578,576</u>	<u>2,578,576</u>
Payable from Restricted Assets		
Current Portion of Long-Term Debt	3,775,000	4,180,000
Accrued Interest	<u>236,698</u>	<u>684,291</u>
Total Restricted Payables	<u>4,011,698</u>	<u>4,864,291</u>
Long-Term Debt - Net of Premiums & Discounts	<u>40,546,827</u>	<u>47,231,749</u>
TOTAL LIABILITIES	<u>59,042,205</u>	<u>62,978,329</u>
<u>FUND EQUITY</u>		
Contributed Capital		
City of Green Bay	<u>736,907</u>	<u>736,907</u>
Earned Surplus		
Net Investment in Capital Assets	101,456,742	96,232,013
Restricted	8,022,856	15,249,033
Unrestricted	<u>6,152,882</u>	<u>9,053,383</u>
Total Earned Surplus	<u>115,632,480</u>	<u>120,534,429</u>
TOTAL FUND EQUITY	<u>116,369,387</u>	<u>121,271,336</u>
TOTAL LIABILITIES & FUND EQUITY	<u>\$ 175,411,592</u>	<u>\$ 184,249,664</u>

GREEN BAY WATER UTILITY
INCOME SUMMARY
September 30, 2021

	<u>2021 BUDGET</u>	<u>BUDGET THRU SEPTEMBER</u>	<u>ACTUAL AS OF 9/30/2021</u>	<u>TOTAL BUDGET REMAINING VARIANCE</u>
TOTAL OPERATING REVENUES	\$ 23,895,000	\$ 17,345,050	\$ 19,036,676	\$ (4,858,324)
OPERATING EXPENSES				
Pumping	3,046,712	1,111,494	1,415,329	1,631,383
Water Treatment	1,412,655	1,062,161	1,459,159	(46,504)
Transmission & Distribution	3,549,210	2,542,221	2,247,021	1,302,189
Customer Accounts	985,016	705,590	656,601	328,415
Administrative & General	11,521,014	8,148,462	7,582,580	3,938,434
Total Operating Expenses	<u>20,514,607</u>	<u>13,569,928</u>	<u>13,360,689</u>	<u>7,153,918</u>
Operating Profit (Loss)	3,380,393	3,775,122	5,675,987	2,295,594
Interest & Miscellaneous Income	1,099,563	447,716	306,127	(793,436)
Interest Expense	<u>1,193,254</u>	<u>894,941</u>	<u>1,080,164</u>	<u>113,090</u>
NET INCOME (LOSS)	<u>\$ 3,286,702</u>	<u>\$ 3,327,897</u>	<u>\$ 4,901,949</u>	<u>\$ 1,615,247</u>

GREEN BAY WATER UTILITY
INCOME & EXPENSE COMPARISON
BUDGET TO ACTUAL
September 30, 2021

	<u>BUDGET</u> <u>THRU SEPTEMBER</u>	<u>ACTUAL</u> <u>AS OF</u> <u>9/30/2021</u>	<u>DOLLAR</u> <u>VARIANCE</u>	<u>PERCENT</u> <u>VARIANCE</u>
OPERATING REVENUES				
Residential & Apartment	\$ 6,638,400	\$ 6,797,523	\$ 159,123	2.4%
Commercial & Restaurant	1,689,950	1,627,369	(62,581)	-3.7%
Industrial	3,869,000	5,195,792	1,326,792	34.3% (1)
Municipal	311,550	277,700	(33,850)	-10.9% (2)
Sales to General Customers	12,508,900	13,898,384	1,389,484	11.1%
Sales for Resale - Ashwaubenon	2,275,500	2,550,285	274,785	12.1% (3)
Sales for Resale - Scott	74,000	77,443	3,443	4.7%
Sales For Resale - Hobart	281,250	281,085	(165)	-0.1%
Sales for Resale - Wrightstown	127,500	133,727	6,227	4.9%
Public Fire Protection	1,007,400	1,028,861	21,461	2.1%
Private Fire Protection	116,250	118,465	2,215	1.9%
Sewer & Stormwater Portion of Expenses	896,250	896,247	(3)	0.0%
Penalties	58,000	52,179	(5,821)	-10.0%
TOTAL OPERATING REVENUES	17,345,050	19,036,676	1,691,626	9.8%
OPERATING EXPENSES				
<u>PUMPING EXPENSE</u>				
Purchased Water (602)	5,250	3,892	1,358	25.9%
Maint of Intakes (613)	-	-	0	XXX
Maint of Supply Mains (616)	171,841	250,484	(78,643)	-45.8%
Pumping Operation Supervision (620)	36,982	55,859	(18,878)	-51.0%
Power Purchased for Pumping (623)	543,750	571,802	(28,052)	-5.2%
Pumping Labor & Expense (624)	50,948	55,486	(4,539)	-8.9%
Miscellaneous Pumping Expense (626)	58,012	46,087	11,925	20.6%
Pumping Maintenance Supervision (630)	46,747	24,632	22,115	47.3%
Maintenance of Pumping Structures (631)	114,658	89,628	25,030	21.8%
Maintenance of Power Prod Equip (632)	6,000	240,988	(234,988)	-3916.5%
Maintenance of Pumping Equipment (633)	77,308	76,469	839	1.1%
TOTAL PUMPING EXPENSE	1,111,494	1,415,329	(303,834)	-27.3% (4)
<u>WATER TREATMENT EXPENSE</u>				
Treatment Operations Supervision (640)	55,463	50,739	4,723	8.5%
Chemicals (641)	228,750	244,141	(15,391)	-6.7%
Treatment Operations (642)	501,545	499,889	1,656	0.3%
Miscellaneous Water Treatment (643)	103,823	114,561	(10,739)	-10.3%
Treatment Maintenance Supervision (650)	23,770	21,967	1,802	7.6%
Maint of Treatment Structures (651)	26,699	31,422	(4,723)	-17.7%
Maint of Treatment Equipment (652)	122,112	496,439	(374,327)	-306.5%
TOTAL WATER TREATMENT EXPENSE	1,062,161	1,459,159	(396,997)	-37.4% (5)
<u>TRANSMISSION & DISTRIBUTION EXPENSE</u>				
Stores Expense (163)	-	50,908	(50,908)	XXX
Unallocated Vehicle & Equip Expense (184)	-	(53,993)	53,993	XXX
Distribution Operation Supervision (660)	166,967	169,125	(2,159)	-1.3%
Transmission & Distribution Line Expense (662)	319,694	311,228	8,465	2.6%
Meter Expense (663)	141,080	181,414	(40,335)	-28.6%
Customer Installation Expense (664)	64,071	58,368	5,703	8.9%
Miscellaneous Distribution Expense (665)	172,913	167,644	5,269	3.0%
Maintenance of Reservoirs & Standpipes (672)	20,713	9,241	11,472	55.4%
Maintenance of Mains (673)	1,092,269	832,631	259,638	23.8%
Private Services (674)	11,316	22,733	(11,417)	0.0%
Maintenance of Services (675)	343,014	274,481	68,533	20.0%
Maintenance of Meters (676)	94,656	102,385	(7,729)	-8.2%
Maintenance of Hydrants (677)	115,530	120,857	(5,327)	-4.6%
TOTAL TRANSMISSION & DISTRIBUTION EXPENSE	2,542,221	2,247,021	295,200	11.6% (6)
<u>CUSTOMER ACCOUNTS EXPENSE</u>				
Meter Reading Expense (902)	20,806	12,524	8,281	39.8%
Customer Records & Collection Expense (903)	671,285	641,548	29,736	4.4%
Uncollectible Accounts (904)	3,000	1,107	1,893	63.1%
Conservation/Educational Expense (906)	10,500	1,422	9,078	86.5%
TOTAL CUSTOMER ACCOUNTS EXPENSE	705,590	656,601	48,989	6.9%

GREEN BAY WATER UTILITY
INCOME & EXPENSE COMPARISON
BUDGET TO ACTUAL
September 30, 2021

	BUDGET	ACTUAL	DOLLAR	PERCENT
	THRU SEPTEMBER	AS OF	VARIANCE	VARIANCE
		9/30/2021		
ADMINISTRATIVE & GENERAL EXPENSE				
Depreciation Expense (403 & 426)	\$ 3,744,084	\$ 3,461,049	\$283,035	7.6%
Amortization of Non-Utility Plant (405)	98,590	98,590	(0)	0.0%
Taxes (408)	2,170,549	2,138,544	32,005	1.5%
Administrative & General Salaries (920)	531,251	506,825	24,426	4.6%
Office Supplies & Expense (921)	70,500	48,235	22,265	31.6%
Outside Services Employed (923)	255,400	164,717	90,683	35.5%
Property Insurance (924)	79,500	71,855	7,645	9.6%
Injuries & Damages (925)	32,850	35,444	(2,594)	-7.9%
Employee Pension & Benefits (926)	975,024	902,745	72,279	7.4%
Regulatory Commission Expense (928)	3,750	635	3,115	83.1%
Miscellaneous General Expense (930)	77,250	50,229	27,021	35.0%
Maintenance of General Plant (932)	109,714	103,711	6,003	5.5%
TOTAL ADMINISTRATIVE & GENERAL EXPENSE	8,148,462	7,582,580	565,881	6.9%
TOTAL OPERATING EXPENSES	13,569,928	13,360,689	209,239	1.5%
OPERATING PROFIT	3,775,122	5,675,987	1,900,865	50.4%
MISCELLANEOUS INCOME & (EXPENSE)				
Interest Income (419)	172,500	44,205	(128,295)	-74.4%
Misc Income/Contributed Capital (421)	35,000	37,209	2,209	6.3%
Other Income (415, 416, 471, 472, 474)	240,216	237,433	(2,783)	-1.2%
Covid - 19 Labor expenses (880's)	-	(12,721)	(12,721)	XXX
TOTAL MISC INCOME & (EXPENSE)	447,716	306,127	(141,589)	-31.6% (7)
INTEREST EXPENSE (427, 428, 429)	894,941	1,080,164	(185,224)	-20.7% (8)
NET INCOME (LOSS)	\$ 3,327,897	\$ 4,901,949	\$ 1,574,052	47.3%

- (1) Increase in usage from GB Packaging and P & G
(2) School's and Government buildings closed earlier in the year
(3) Increased usage
(4) Increased staff labor for pipe diver and generator repair for lake station
(5) Lagoon dredging /ozone generator carried over from 2020
(6) Vacant positions and reallocation of labor to other areas
(7) Decreased interest revenue/labor for Covid time off
(8) Debt issue costs for 2021 debt issue

GREEN BAY WATER UTILITY

CASH POSITION

October 31, 2021

	12/31/2020	10/31/2021
UNRESTRICTED CURRENT ASSETS		
Cash & Investments - Operation & Maintenance		
Local Govt. Investment Pool	\$ 103,838	\$ 103,887
Associated Bank Checking	6,238,754	7,967,074
Working Cash Funds - Petty Cash	1,700	1,700
Total Cash & Investments - Operation & Maintenance	<u>6,344,292</u>	<u>8,072,661</u>
RESTRICTED CURRENT ASSETS		
Cash & Investments - restricted		
Certificates of Deposit - Bond Redemption	860,000	-
Associated Bank Money Market Account - Bond Redemption	5,000	20,227
Associated Bank Checking - Private Service Replacement	1,022	279,767
Local Govt. Investment Pool - Construction Fund	-	3,867,258
Total Cash & Investments - Restricted	<u>866,022</u>	<u>4,167,252</u>
RESTRICTED LONG-TERM ASSETS		
Cash & Investments - Debt Reserve		
Associated Trust Money Market	20,409	52,781
Associated Trust Certificates of Deposit	537,618	519,241
Associated Trust Municipal Bonds	5,870,670	5,514,274
Total Cash & Investments - Debt Reserve	<u>6,428,697</u>	<u>6,086,296</u>
 TOTAL CASH POSITION	 <u>\$ 13,639,012</u>	 <u>\$ 18,326,209</u>

GREEN BAY WATER UTILITY

BALANCE SHEET

October 31, 2021

	AS OF <u>12/31/2020</u>	AS OF <u>10/31/2021</u>
<u>ASSETS</u>		
Current Assets		
O & M Cash & Investments	\$ 6,344,292	\$ 8,072,661
Interest Receivable	86	-
Accounts Receivable	10,599,998	7,673,535
Inventories	528,064	527,936
Prepayments	63,710	40,253
Total Current Assets	<u>17,536,150</u>	<u>16,314,384</u>
Property, Plant & Equipment		
Original Cost	238,968,228	239,900,382
Less: Accumulated Depreciation	<u>(94,170,168)</u>	<u>(98,352,292)</u>
Net Plant	144,798,060	141,548,090
Construction in Progress	292,513	6,566,879
Total Plant & Equipment	<u>145,090,573</u>	<u>148,114,969</u>
Restricted Assets		
Debt Reserve Fund	6,428,697	6,086,296
Bond Redemption Fund	865,000	20,227
Construction Fund	-	3,867,258
Private Service Replacement Fund	1,022	279,767
DNR Grant for Service Replacement Receivable	67,620	-
Accrued Interest	38,709	55,530
Total Restricted Assets	<u>7,401,048</u>	<u>10,309,077</u>
Other Assets		
Unamortized Ashwaubenon Booster	1,380,259	1,270,715
Unamortized Wrightstown Loan/Grant	474,750	448,375
Unamortized Loss on Advanced Refunding	687,996	528,259
Net Pension Asset	858,420	858,420
Deferred Outflows-Pension	1,982,396	1,982,396
Total Other Assets	<u>5,383,821</u>	<u>5,088,165</u>
TOTAL ASSETS	<u>\$ 175,411,592</u>	<u>\$ 179,826,596</u>

GREEN BAY WATER UTILITY**BALANCE SHEET**

October 31, 2021

Page 2

	AS OF <u>12/31/2020</u>	AS OF <u>10/31/2021</u>
<u>LIABILITIES & FUND EQUITY</u>		
Current Liabilities		
Accounts Payable	\$ 547,940	118,054
Sewer Billings Payable	5,309,074	3,730,553
Storm Water Billings Payable	2,748,211	1,729,079
Accrued Payroll Taxes	52,913	40,684
Accrued Payroll, Vacation & Sick Leave Pay	701,137	531,819
Accrued Taxes	2,545,829	2,121,530
Total Current Liabilities	<u>11,905,104</u>	<u>8,271,719</u>
Other Liabilities		
Net Pension Liability	-	-
Deferred Inflows-Pension	2,578,576	2,578,576
Total Other Liabilities	<u>2,578,576</u>	<u>2,578,576</u>
Payable from Restricted Assets		
Current Portion of Long-Term Debt	3,775,000	4,205,000
Accrued Interest	236,698	0
Total Restricted Payables	<u>4,011,698</u>	<u>4,205,000</u>
Long-Term Debt - Net of Premiums & Discounts	<u>40,546,827</u>	<u>42,990,190</u>
TOTAL LIABILITIES	<u>59,042,205</u>	<u>58,045,485</u>
<u>FUND EQUITY</u>		
Contributed Capital		
City of Green Bay	<u>736,907</u>	<u>736,907</u>
Earned Surplus		
Net Investment in Capital Assets	101,456,742	101,448,038
Restricted	8,022,856	11,167,497
Unrestricted	6,152,882	8,428,668
Total Earned Surplus	<u>115,632,480</u>	<u>121,044,204</u>
TOTAL FUND EQUITY	<u>116,369,387</u>	<u>121,781,111</u>
TOTAL LIABILITIES & FUND EQUITY	<u>\$ 175,411,592</u>	<u>\$ 179,826,596</u>

GREEN BAY WATER UTILITY
INCOME SUMMARY
October 31, 2021

	<u>2021 BUDGET</u>	<u>BUDGET THRU OCTOBER</u>	<u>ACTUAL AS OF 10/31/2021</u>	<u>TOTAL BUDGET REMAINING VARIANCE</u>
TOTAL OPERATING REVENUES	<u>\$ 23,895,000</u>	<u>\$ 19,873,683</u>	<u>\$ 21,102,519</u>	<u>\$ (2,792,481)</u>
OPERATING EXPENSES				
Pumping	3,046,712	2,579,693	1,531,371	1,515,341
Water Treatment	1,412,655	1,181,671	1,548,846	(136,191)
Transmission & Distribution	3,549,210	2,830,368	2,603,119	946,091
Customer Accounts	985,016	788,613	712,804	272,212
Administrative & General	<u>11,521,014</u>	<u>9,212,678</u>	<u>8,423,179</u>	<u>3,097,835</u>
Total Operating Expenses	<u>20,514,607</u>	<u>16,593,022</u>	<u>14,819,318</u>	<u>5,695,289</u>
Operating Profit (Loss)	3,380,393	3,280,661	6,283,200	2,902,807
Interest & Miscellaneous Income	1,099,563	510,339	320,876	(778,687)
Interest Expense	<u>1,193,254</u>	<u>994,378</u>	<u>1,192,352</u>	<u>902</u>
NET INCOME (LOSS)	<u><u>\$ 3,286,702</u></u>	<u><u>\$ 2,796,621</u></u>	<u><u>\$ 5,411,724</u></u>	<u><u>\$ 2,125,022</u></u>

GREEN BAY WATER UTILITY
INCOME & EXPENSE COMPARISON
BUDGET TO ACTUAL
October 31, 2021

	BUDGET THRU OCTOBER	ACTUAL AS OF 10/31/2021	DOLLAR VARIANCE	PERCENT VARIANCE
OPERATING REVENUES				
Residential & Apartment	\$ 7,837,000	\$ 7,493,842	\$ (343,158)	-4.4%
Commercial & Restaurant	1,782,550	1,807,985	25,435	1.4%
Industrial	4,452,000	5,769,175	1,317,175	29.6% (1)
Municipal	362,700	315,362	(47,338)	-13.1% (2)
Sales to General Customers	14,434,250	15,386,364	952,114	6.6%
Sales for Resale - Ashwaubenon	2,521,500	2,831,722	310,222	12.3% (3)
Sales for Resale - Scott	83,000	85,564	2,564	3.1%
Sales For Resale - Hobart	311,250	312,606	1,356	0.4%
Sales for Resale - Wrightstown	168,300	180,149	11,849	7.0%
Public Fire Protection	1,159,200	1,132,442	(26,758)	-2.3%
Private Fire Protection	116,250	118,471	2,221	1.9%
Sewer & Stormwater Portion of Expenses	995,833	995,830	(3)	0.0%
Penalties	84,100	59,370	(24,730)	-29.4%
TOTAL OPERATING REVENUES	19,873,683	21,102,519	1,228,835	6.2%
OPERATING EXPENSES				
<u>PUMPING EXPENSE</u>				
Purchased Water (602)	5,833	6,144	(311)	-5.3%
Maint of Intakes (613)	-	-	0	XXX
Maint of Supply Mains (616)	1,361,534	260,507	1,101,027	80.9%
Pumping Operation Supervision (620)	41,091	62,406	(21,316)	-51.9%
Power Purchased for Pumping (623)	638,000	635,734	2,266	0.4%
Pumping Labor & Expense (624)	56,608	60,997	(4,388)	-7.8%
Miscellaneous Pumping Expense (626)	64,458	48,594	15,863	24.6%
Pumping Maintenance Supervision (630)	51,941	26,476	25,465	49.0%
Maintenance of Pumping Structures (631)	214,945	102,777	112,168	52.2%
Maintenance of Power Prod Equip (632)	6,667	242,029	(235,363)	-3530.4%
Maintenance of Pumping Equipment (633)	138,615	85,706	52,909	38.2%
TOTAL PUMPING EXPENSE	2,579,693	1,531,371	1,048,321	40.6% (4)
<u>WATER TREATMENT EXPENSE</u>				
Treatment Operations Supervision (640)	61,625	56,653	4,972	8.1%
Chemicals (641)	254,167	264,660	(10,493)	-4.1%
Treatment Operations (642)	561,731	541,812	19,919	3.5%
Miscellaneous Water Treatment (643)	115,358	123,868	(8,510)	-7.4%
Treatment Maintenance Supervision (650)	26,411	23,939	2,472	9.4%
Maint of Treatment Structures (651)	26,699	32,363	(5,664)	-21.2%
Maint of Treatment Equipment (652)	135,680	505,551	(369,871)	-272.6%
TOTAL WATER TREATMENT EXPENSE	1,181,671	1,548,846	(367,175)	-31.1% (5)
<u>TRANSMISSION & DISTRIBUTION EXPENSE</u>				
Stores Expense (163)	-	54,420	(54,420)	XXX
Unallocated Vehicle & Equip Expense (184)	-	(43,359)	43,359	XXX
Distribution Operation Supervision (660)	185,518	186,566	(1,047)	-0.6%
Transmission & Distribution Line Expense (662)	331,682	348,732	(17,050)	-5.1%
Meter Expense (663)	156,755	202,999	(46,244)	-29.5%
Customer Installation Expense (664)	71,190	64,197	6,993	9.8%
Miscellaneous Distribution Expense (665)	192,125	183,218	8,907	4.6%
Maintenance of Reservoirs & Standpipes (672)	23,014	11,870	11,144	48.4%
Maintenance of Mains (673)	1,260,311	1,026,433	233,878	18.6%
Private Services (674)	11,316	24,501	(13,185)	0.0%
Maintenance of Services (675)	373,797	304,613	69,184	18.5%
Maintenance of Meters (676)	100,572	109,193	(8,621)	-8.6%
Maintenance of Hydrants (677)	124,088	129,736	(5,648)	-4.6%
TOTAL TRANSMISSION & DISTRIBUTION EXPENSE	2,830,368	2,603,119	227,249	8.0%
<u>CUSTOMER ACCOUNTS EXPENSE</u>				
Meter Reading Expense (902)	27,741	13,370	14,371	51.8%
Customer Records & Collection Expense (903)	745,872	696,586	49,286	6.6%
Uncollectible Accounts (904)	3,333	1,107	2,227	66.8%
Conservation/Educational Expense (906)	11,667	1,741	9,926	85.1%
TOTAL CUSTOMER ACCOUNTS EXPENSE	788,613	712,804	75,809	9.6%

GREEN BAY WATER UTILITY
INCOME & EXPENSE COMPARISON
BUDGET TO ACTUAL
October 31, 2021

	BUDGET THRU OCTOBER	ACTUAL AS OF 10/31/2021	DOLLAR VARIANCE	PERCENT VARIANCE
<u>ADMINISTRATIVE & GENERAL EXPENSE</u>				
Depreciation Expense (403 & 426)	\$ 4,160,093	\$ 3,845,610	\$314,483	7.6%
Amortization of Non-Utility Plant (405)	109,544	109,544	(0)	0.0%
Taxes (408)	2,411,721	2,400,278	11,442	0.5%
Administrative & General Salaries (920)	590,279	567,141	23,138	3.9%
Office Supplies & Expense (921)	78,333	51,529	26,805	34.2%
Outside Services Employed (923)	446,167	178,496	267,671	60.0%
Property Insurance (924)	79,500	71,855	7,645	9.6%
Injuries & Damages (925)	32,850	35,444	(2,594)	-7.9%
Employee Pension & Benefits (926)	1,083,360	1,002,472	80,888	7.5%
Regulatory Commission Expense (928)	4,167	635	3,531	84.7%
Miscellaneous General Expense (930)	94,760	50,392	44,368	46.8%
Maintenance of General Plant (932)	121,904	109,782	12,122	9.9%
TOTAL ADMINISTRATIVE & GENERAL EXPENSE	9,212,678	8,423,179	789,499	8.6%
 TOTAL OPERATING EXPENSES	 16,593,022	 14,819,318	 1,773,704	 10.7%
 OPERATING PROFIT	 3,280,661	 6,283,200	 3,002,540	 91.5%
 <u>MISCELLANEOUS INCOME & (EXPENSE)</u>				
Interest Income (419)	191,667	32,006	(159,661)	-83.3%
Misc Income/Contributed Capital (421)	41,500	37,209	(4,291)	-10.3%
Other Income (415, 416, 471, 472, 474)	277,172	269,233	(7,939)	-2.9%
Covid - 19 Labor expenses (880's)	-	(17,572)	(17,572)	XXX
TOTAL MISC INCOME & (EXPENSE)	510,339	320,876	(189,463)	-37.1% (6)
 INTEREST EXPENSE (427, 428, 429)	 994,378	 1,192,352	 (197,974)	 -19.9% (7)
 NET INCOME (LOSS)	 \$ 2,796,621	 \$ 5,411,724	 \$ 2,615,103	 93.5%

(1) Increase in usage from GB Packaging and P & G

(2) School's and Government buildings closed earlier in the year

(3) Increased usage

(4) Pipe diver, Broadway tank and Bay Highlands vault projects not completed. Generator repair for lake station.

(5) Lagoon dredging /ozone generator carried over from 2020

(6) Decreased interest revenue/labor for Covid time off

(7) Debt issue costs for 2021 debt issue



Green Bay Water Utility

631 S. Adams St. – P.O. Box 1210
Green Bay, WI 54305-1210

920-448-3480
FAX 920-448-3486
www.gbwater.org

MEMORANDUM

DATE: November 1, 2021
TO: Green Bay Water Commissioners
FROM: Jessica Cortes, Human Resource Coordinator
RE: 2021 Review Reported Injuries

Review of 2021 work related injuries and vehicle accidents.

Summary of Accident Reports

<u>Date</u>	<u>Summary</u>
1/27/2021	Lifting Pump on truck and lower back started to hurt.
1/28/2021	Slipped on ice at a customer's house, hurt right wrist, right elbow and lower right back.
2/11/2021	Stacking concrete blocks with another employee and they were positioning them with our backhoe and hurt their back.
3/18/2021	After cutting a metal pipe employee took off their sweatshirt and a piece of metal got in their eye. They did end up going to Aurora Urgent Care.
4/22/2021	Bit by a large German Shepard during their afternoon walk on their paid lunch break.
6/18/2021	Bending over water main shoe to lower parts down lost grip and hurt neck.
9/7/2021	Was setting up a barricade by a water main break and the road gave out beneath the employee resulting in an injury to the knee.
10/25/2021	Throwing grass seed down and the wind was blowing and blew a piece in employees eye.

Summary of Vehicle Accident Reports

<u>Date</u>	<u>Summary</u>
9/20/2021	Employee stopped for a red light and a vehicle pulled up behind them and hit the back end of the company vehicle.



Green Bay Water Utility

MEMORANDUM

TO: Green Bay Water Commission
FROM: Nancy Quirk, P.E.
DATE: November 15, 2021
RE: General Manager's Update

1. Distribution Section Vacancies
2. UPS mistake caused noncompliance in monitoring
3. CBCWA Memorandum of Understanding
4. Mason St at 12th Ave claim update
5. City of Green Bay polling location request
6. Sludge lagoon direct infiltration project
7. Filter Plant and Lake Station Tour with DPW and Community Development Directors
8. [H.R. 3684](#), the Infrastructure Investment and Jobs Act
9. 36" pipe repairs in November