AGENDA OF THE WATER COMMISSION

MONDAY, APRIL 11, 2022, 8:30 AM
GREEN BAY WATER UTILITY
631 S Adams St

A. Zoom Information

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

B. Roll Call.

1. Roll call for the Water Commission Meeting of April 11, 2022

C. Approval of the Agenda.

1. Approval of the Water Commission Meeting Agenda for April 11, 2022

D. Approval of Minutes.

1. Approval of Commission Meeting Minutes of February 14, 2022

E. Regular Business.

1. Introduction of New Green Bay Water Employees: Lynda Kong-Moua and Luke Swagel

2. Approval of the Resolution Authorizing Execution of the Department of Natural Resources Principal Forgiven Financial Assistance Agreement

3. Financial Reports for December 2021, January 2022 and February 2022

F. Informational.

1. Building Remodel Update

2. Strategic Communications Update

3. General Manager Update

G. Adjournment.

1. 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

Green Bay Water Commission

Zoom Meeting Information

Join Zoom Meeting

https://zoom.us/j/98284055918?pwd=eHBxaWkvN1J2a3N0RERUWkRsNjVkUT09

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

Public Comments

If you wish to speak at this public meeting or leave a comment, please fill out the online Comment Form prior to the meeting.

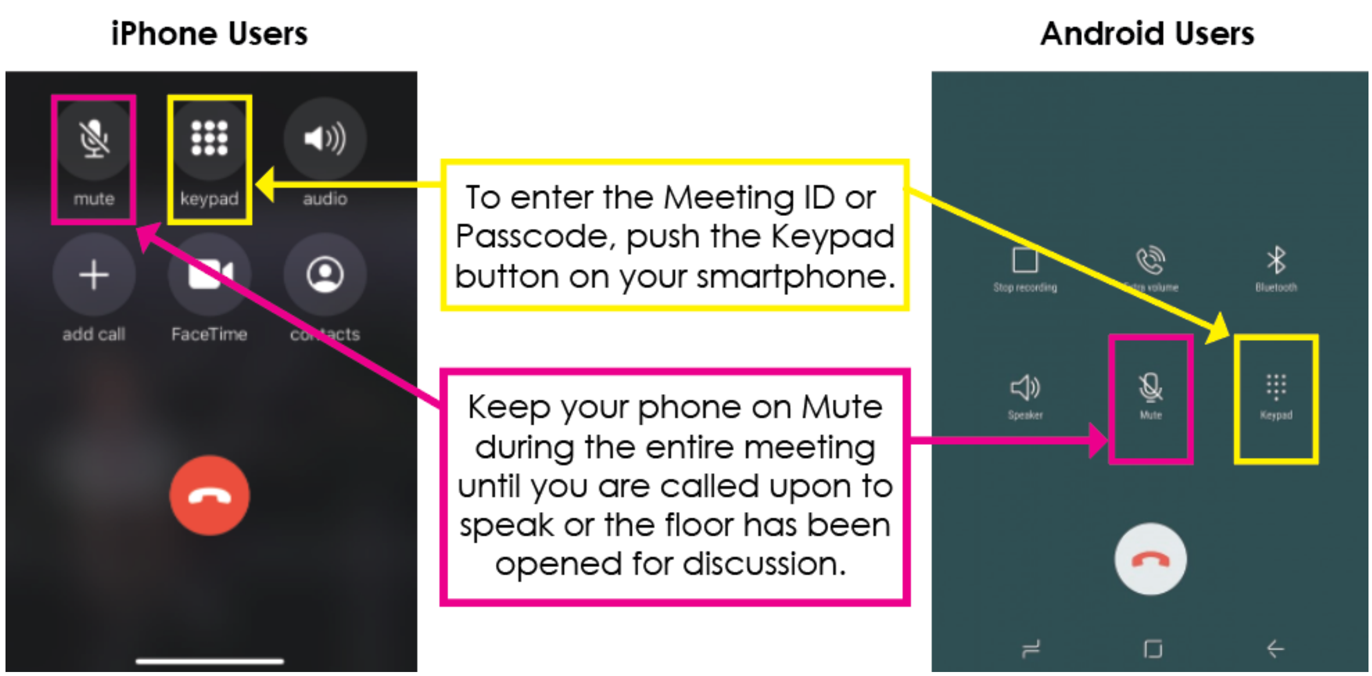
Additional Information

1. Wisconsin Open Meetings Law still applies
    a. Persons interested in speaking to an item must state their name and address for the minutes.
    b. Committee/Commission/Board members will still follow *Roberts Rules of Order Newly Revised 12th edition*.
2. Please log into the Zoom meeting at least 10 minutes before the meeting begins to ensure a proper connection and that your technology is working.
    a. If you are a Board Member, please log into CivicClerk with a computer, laptop, or tablet device.
3. Once you are in the meeting please mute yourself.
    a. You may unmute yourself when you are called upon to speak.
4. Waiting room
    a. When you call in or connect via web or Zoom app, you will be placed in a "waiting room."
    b. The meeting host will then admit you to the meeting, and mute you upon entrance (you will still be able to hear and or otherwise observe the meeting).
5. Registering
    a. The host may ask you to register for the meeting. A registration link will be sent to you along with the invite. You'll receive another email confirming that you're registered for the meeting.
    b. If you're using a phone, your registration will be tied to an email.
6. Raising your hand
    a. Committee/Commission/Board members—you can either use CivicClerk and request to speak or you can also utilize the "raise your hand" tool in the Zoom platform (you'd need to use a computer or tablet) to let the host know you would like to speak. You can also un-mute yourself and start speaking.
    b. Persons with items on the agenda or other interested parties —you can also utilize the "raise your hand" tool on the Zoom platform via computer or mobile device. You will be allowed to speak once the committee, commission, or board has moved to "open the floor for interested parties to speak." Once discussion on your agenda item has concluded, the host will mute you, unless the committee opens the floor again.
7. What devices should I use?
    a. Smart phone (please see more detailed instructions on page 3)
    b. Land line
    c. Tablet— in advance of the meeting, please download the Zoom Meeting app by using either the Apple Store or the Play Store. You will be asked to input your name, to identify you for the meeting.
    d. Computer— you can access the meeting through a web browser by clicking on the meeting link, or through the Zoom Meeting app. If using the app, please download it in advance of the meeting. You will be asked to input your name, to identify yourself for the meeting.
    e. For tablet and computer users--if you download the app you may be asked to verify your email.

8. Zoom etiquette
    a. Muting yourself when you're not speaking 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 state your name and address before you speak. Zoom meeting hosts can see only your telephone number and will ask you to identify yourself.
9. Closed session
    a. Persons in the Zoom meeting will be put into a waiting room while the committee/commission/board meets in Closed Session. Participants will be admitted back into the Zoom meeting once the committee reconvenes in Open Session.
    b. Persons watching a Common Council meeting live on YouTube will see a gray screen with the City logo during closed session.
10. Persons interested in attending anonymously or listening to the meeting may call in by dialing *67 followed by the phone number in the Zoom Meeting Information box.

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



AGENDA OF THE WATER COMMISSION

MONDAY, APRIL 11, 2022, 8:30 AM
GREEN BAY WATER UTILITY
631 S Adams St

MEETING DATE	PREPARED BY
April 11, 2022	

AGENDA ITEM # C.1

Approval of the Water Commission Meeting Agenda for April 11, 2022

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None

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.

AGENDA OF THE WATER COMMISSION

MONDAY, APRIL 11, 2022, 8:30 AM
GREEN BAY WATER UTILITY
631 S Adams St

MEETING DATE	PREPARED BY
April 11, 2022	

AGENDA ITEM # D.1

Approval of Commission Meeting Minutes of February 14, 2022

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. 02.14.2022_Water_Comm_Mtg_MINUTES

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.
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MINUTES OF THE WATER COMMISSION

MONDAY, FEBRUARY 14, 2022, 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.

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

Commissioners: Doug Martin, Kathryn Hasselblad-Pascale, John Heugel, Tom Karman, Elizabeth Wheat, Kathy Lefebvre, Jamie Wall, Jacque Boyle
Other: Attorney William Vande Castle, Patrick Glynn
Utility Staff: Nancy Quirk, Jessica Cortes, Andrea Hay, Jason Maes, Allen Evenson, Stephanie Rogers, Meghan Finger, Kristin Romanowicz, Brian Powell, Jeff Possi, Russ Hardwick

C. APPROVAL OF THE AGENDA.

1. Approval of Agenda

Motion by Hasselblad-Pascale, second by Martin to amend agenda and move item E4 CLOSED SESSION to end of presented agenda after F4 General Manager Update. Motion passed unanimously.

D. APPROVAL OF MINUTES.

1. Approval of Water Commission Meeting Minutes from December 13, 2021

Motion by Wall, second by Martin to approve December 13, 2021 meeting minutes as presented. Motion passed unanimously.

E. REGULAR BUSINESS.

1. Introduction of New Employees

- Introduction of Allen Evenson, Distribution Maintenance Person. Allen introduced himself to the Water Commissioners.
- Introduction of Meghan Finger, Education and Outreach Coordinator. Meghan introduced herself to the Water Commissioners.

2. Approval of Recommendation of Vehicle Bids

Motion by Hasselblad-Pascale, second by Martin to approve bid proposals for equipment as recommended by staff. Motion passed unanimously.

3. Financials - Preliminary December 2021

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

4. Consider to adjourn to CLOSED SESSION pursuant Sec. 19.85(l)(c). Wis. Stats., for consideration of employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; to- wit, General Manager's performance evaluation and compensation.

Motion by Wall, second by Hasselblad-Pascale for Commission to convene at 9:38 a.m. into Closed Session pursuant to Sec. 19.85(l)(c). Wis. Stats., for consideration of employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; to- wit, General Manager's performance evaluation and compensation. Roll call was taken: John Heugel-yes, Jamie Wall-yes, Tom Karman-yes, Kathryn Hassselblad-Pascale-yes, Doug Martin-yes, Elizabeth Wheat-yes, Jacque Boyle-yes, Kathy Lefebvre-yes. Roll call vote passed unanimously.

Motion by Wall, second by Hasselblad-Pascale at 10:04 a.m. to return to open session. Vote to return to open session passed unanimously.

5. Return to Open Session for Possible Consideration of General Manager Compensation

Motion by Wall, second by Hasselblad-Pascale to approve 2022 compensation for the Green Bay Water Utility General Manager from a Step 5 on the Employee Pay Plan to a Step 6 on the Employee Pay Plan along with a cost of living adjustment.

F. INFORMATIONAL.

1. 2021 Training Update

Human Resources Coordinator Cortes presented information to the Commission regarding the total amount of hours of safety and technical training by department in 2021.

2. Building Remodel Update

Engineering Services Supervisor Romanowicz gave the following Building Remodel Update: We have processed a change order in the amount of $60,603.55, bringing the contract total to $4,876,094.55. We are working through other closeout topics with the contract and have one change order close to processing. We are happy to report that we just received full occupancy of our spaces, so we can move in as we need. There are items in our training center that we will not have until spring due to the material and shipping shortages that are being experienced throughout the industry.

3. Strategic Communications Update

Communications Director Hay gave the following Strategic Communications Update: . . .

4. General Manager Update

General Manager Update:

1. 36" Pipe Repairs – The second repair of the 36" pipe located with SmartBall technology is complete. The third repair will be conducted in two weeks.
2. Human Resources Hiring Update:
   a. Seasonal Assignments -
   b. Summer Postings -
   c. Permanent Full Time Hiring -
      - Distribution Maintenance Person – Two positions have been filled and a third applicant will be starting soon.
      - Distribution Maintenance Assistant – Interviews were conducted and awaiting background check results on best applicant.
      - Billing Assistant – Position has been posted and applications are being reviewed.
      - Executive Assistant – Position has been posted and applications are being reviewed.
3. COVID Update – Employee cases of COVID have slowed and updates to COVID Childcare policy will be effective March 1, 2022.
4. Utility Training Center - Lease Agreements and Rules for use of the new training center are being worked on.
5. PFAS Discussion – A discussion on PFAS took place. Commissioners Wheat and Martin will help General Manager Quirk and Communications Director Hay write a statement.

G. ADJOURNMENT.

1. Motion to Adjourn

Motion to adjourn by Martin, second by Wall to adjourn the meeting. Motion passed unanimously.

President Heugel adjourned the meeting at 10:08 a.m.

AGENDA OF THE WATER COMMISSION

MONDAY, APRIL 11, 2022, 8:30 AM
GREEN BAY WATER UTILITY
631 S Adams St

MEETING DATE	PREPARED BY
April 11, 2022	

AGENDA ITEM # E.1

Introduction of New Green Bay Water Employees: Lynda Kong-Moua and Luke Swagel

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None

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AGENDA OF THE WATER COMMISSION

MONDAY, APRIL 11, 2022, 8:30 AM
GREEN BAY WATER UTILITY
631 S Adams St

MEETING DATE	PREPARED BY
April 11, 2022	

AGENDA ITEM # E.2

Approval of the Resolution Authorizing Execution of the Department of Natural Resources Principal Forgiven Financial Assistance Agreement

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. 04.11.2022_Water_Comm_Mtg_E2.1
2. 04.11.2022_Water_Comm_Mtg_E2

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.
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Resolution Authorizing Execution of the Department of Natural Resources Principal Forgiven Financial Assistance Agreement

April 19, 2022

BY THE COMMON COUNCIL OF THE CITY OF GREEN BAY:

WHEREAS, the City of Green Bay wishes to undertake a project to replace private lead service lines at residences, pre k -12 schools and licensed and/or certified daycare centers, identified as DNR No. 5331-30 (the “Project”); and

WHEREAS, the Department of Natural Resources Intended Use Plan notes that “galvanized service lines that are currently or have previously been downstream of lead components, and lead goosenecks, are considered lead service lines for purposes of this program”; and

WHEREAS, the City has applied to the Safe Drinking Water Loan Program (the “SDWLP”) for financial assistance in the form of a loan made by the SDWLP to the City of which all the principal will be forgiven at the time that loan disbursements are made to the City, pursuant to the DNR Principal Forgiven Financial Assistance Agreement, which is incorporated herein by reference; and

WHEREAS, the SDWLP has determined that it can provide a loan with principal forgiveness in an amount up to $1,586,950 that it has identified as being eligible for SDWLP funding;

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Green Bay hereby authorizes the Mayor and City Clerk by and on behalf of the City to execute the Principal Forgiven Financial Assistance Agreement that contains the terms and conditions of the SDWLP award for the Project.

Adopted ___________________________

Approved __________________________

____
Eric Genrich, Mayor

____
Celestine Jeffreys, Clerk

Green Bay Water

MEMORANDUM

DATE: April 11, 2022

TO: Green Bay Water Commission

FROM: Nancy Quirk

RE: Approve Resolution Authorizing Execution of the Department of Natural Resources Principal Forgiven Financial Assistance Agreement

The DNR requires City authorization to execute the Principal Forgiven Financial Assistance Agreement to undertake the private lead service line replacement project, DNR No. 5331-27.

I am asking you to recommend to the Green Bay Common Council that they approve the Resolution Authorizing Execution of the Department of Natural Resources Principal Forgiven Financial Assistance Agreement.

AGENDA OF THE WATER COMMISSION

MONDAY, APRIL 11, 2022, 8:30 AM
GREEN BAY WATER UTILITY
631 S Adams St

MEETING DATE	PREPARED BY
April 11, 2022	

AGENDA ITEM # E.3

Financial Reports for December 2021, January 2022 and February 2022

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. DEC 2021 Financials
2. JAN 2022 Financials
3. FEB 2022 Financials

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.
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GREEN BAY WATER UTILITY
CASH POSITION
December 31, 2021

		12/31/2020		12/31/2021
UNRESTRICTED CURRENT ASSETS				
Cash & Investments - Operation & Maintenance				
Local Govt. Investment Pool	$	103,838	$	103,899
Associated Bank Checking		6,238,754		9,924,190
Working Cash Funds - Petty Cash		1,700		1,700
Total Cash & Investments - Operation & Maintenance		6,344,292		10,029,788
RESTRICTED CURRENT ASSETS				
Cash & Investments - restricted				
Certificates of Deposit - Bond Redemption		860,000		950,000
Associated Bank Money Market Account - Bond Redemption		5,000		20,228
Associated Bank Checking - Private Service Replacement		1,022		1,487
Local Govt. Investment Pool - Construction Fund		-		1,749,901
Total Cash & Investments - Restricted		866,022		2,721,616
RESTRICTED LONG-TERM ASSETS				
Cash & Investments - Debt Reserve				
Associated Trust Money Market		20,409		297,170
Associated Trust Certificates of Deposit		537,618		515,663
Associated Trust Municipal Bonds		5,870,670		5,284,050
Total Cash & Investments - Debt Reserve		6,428,697		6,096,882
TOTAL CASH POSITION	$	13,639,012	$	18,848,286

GREEN BAY WATER UTILITY
BALANCE SHEET
December 31, 2021

ASSETS	AS OF 12/31/2020	AS OF 12/31/2021
Current Assets		
O & M Cash & Investments	$ 6,344,292	$ 10,029,788
Interest Receivable	86	88
Accounts Receivable	10,599,998	10,749,134
Inventories	528,064	538,570
Prepayments	63,710	43,552
Total Current Assets	17,536,150	21,361,133
Property, Plant & Equipment		
Original Cost	238,968,228	242,991,575
Less: Accumulated Depreciation	(94,170,168)	(98,441,709)
Net Plant	144,798,060	144,549,866
Construction in Progress	292,513	5,458,158
Total Plant & Equipment	145,090,573	150,008,024
Restricted Assets		
Debt Reserve Fund	6,428,697	6,096,882
Bond Redemption Fund	865,000	970,228
Construction Fund	-	1,749,901
Private Service Replacement Fund	1,022	1,487
DNR Grant for Service Replacement Receivable	67,620	123,220
Accrued Interest	38,709	37,883
Total Restricted Assets	7,401,048	8,979,600
Other Assets		
Unamortized Ashwaubenon Booster	1,380,259	1,248,806
Unamortized Wrightstown Loan/Grant	474,750	443,100
Unamortized Loss on Advanced Refunding	687,996	496,311
Net Pension Asset	858,420	1,675,610
Deferred Outflows-Pension	1,982,396	2,132,984
Total Other Assets	5,383,821	5,996,812
TOTAL ASSETS	$ 175,411,592	$ 186,345,569

GREEN BAY WATER UTILITY
BALANCE SHEET
December 31, 2021
Page 2

	AS OF 12/31/2020	AS OF 12/31/2021
LIABILITIES & FUND EQUITY		
Current Liabilities		
Accounts Payable	$ 547,940	1,775,384
Sewer Billings Payable	5,309,074	5,553,452
Storm Water Billings Payable	2,748,211	2,939,704
Accrued Payroll Taxes	52,913	56,491
Accrued Payroll, Vacation & Sick Leave Pay	701,137	748,940
Accrued Taxes	2,545,829	2,457,195
Total Current Liabilities	11,905,104	13,531,166
Other Liabilities		
Net Pension Liability	-	-
Deferred Inflows-Pension	2,578,576	3,041,600
Total Other Liabilities	2,578,576	3,041,600
Payable from Restricted Assets		
Current Portion of Long-Term Debt	3,775,000	4,205,000
Accrued Interest	236,698	250,239
Total Restricted Payables	4,011,698	4,455,239
Long-Term Debt - Net of Premiums & Discounts	40,546,827	42,917,073
TOTAL LIABILITIES	59,042,205	63,945,078
FUND EQUITY		
Contributed Capital		
City of Green Bay	736,907	736,907
Earned Surplus		
Net Investment in Capital Assets	101,456,742	103,382,263
Restricted	8,022,856	10,405,060
Unrestricted	6,152,882	7,876,262
Total Earned Surplus	115,632,480	121,663,585
TOTAL FUND EQUITY	116,369,387	122,400,492
TOTAL LIABILITIES & FUND EQUITY	$ 175,411,592	$ 186,345,569

GREEN BAY WATER UTILITY
INCOME SUMMARY
December 31, 2021

	2021 BUDGET	ACTUAL AS OF 12/31/2021	TOTAL BUDGET REMAINING VARIANCE
TOTAL OPERATING REVENUES	$ 23,895,000	$ 25,617,746	$ 1,722,746
OPERATING EXPENSES			
Pumping	3,046,712	2,315,566	731,146
Water Treatment	1,412,655	1,882,080	(469,425)
Transmission & Distribution	3,549,210	3,139,561	409,649
Customer Accounts	985,016	1,028,936	(43,920)
Administrative & General	11,521,014	10,461,647	1,059,367
Total Operating Expenses	20,514,607	18,827,790	1,686,817
Operating Profit (Loss)	3,380,393	6,789,956	3,409,563
Interest & Miscellaneous Income	1,099,563	642,570	(456,993)
Interest Expense	1,193,254	1,401,421	(208,167)
NET INCOME (LOSS)	$ 3,286,702	$ 6,031,105	$ 2,744,403

GREEN BAY WATER UTILITY

INCOME & EXPENSE COMPARISON
BUDGET TO ACTUAL
December 31, 2021

	BUDGET THRU DECEMBER	Preliminary ACTUAL AS OF 12/31/2021	DOLLAR VARIANCE	PERCENT VARIANCE	
OPERATING REVENUES					
Residential & Apartment	$ 9,220,000	$ 9,098,664	$ (121,336)	-1.3%	
Commercial & Restaurant	2,315,000	2,188,483	(126,517)	-5.5%	
Industrial	5,300,000	6,886,481	1,586,481	29.9%	(1)
Municipal	465,000	448,152	(16,848)	-3.6%	
Sales to General Customers	17,300,000	18,621,781	1,321,781	7.6%	
Sales for Resale - Ashwaubenon	3,075,000	3,371,009	296,009	9.6%	(2)
Sales for Resale - Scott	100,000	103,481	3,481	3.5%	
Sales For Resale - Hobart	375,000	366,674	(8,326)	-2.2%	
Sales for Resale - Wrightstown	170,000	177,517	7,517	4.4%	
Public Fire Protection	1,380,000	1,380,074	74	0.0%	
Private Fire Protection	155,000	158,255	3,255	2.1%	
Sewer & Stormwater Portion of Expenses	1,195,000	1,322,988	127,988	10.7%	
Penalties	145,000	115,967	(29,033)	-20.0%	(3)
TOTAL OPERATING REVENUES	23,895,000	25,617,746	1,722,746	7.2%	
OPERATING EXPENSES					
PUMPING EXPENSE					
Purchased Water (602)	7,000	7,911	(911)	-13.0%	
Maint of Intakes (613)	-	-	0	XXX	
Maint of Supply Mains (616)	1,633,841	758,598	875,243	53.6%	
Pumping Operation Supervision (620)	49,309	83,753	(34,444)	-69.9%	
Power Purchased for Pumping (623)	725,000	815,310	(90,310)	-12.5%	
Pumping Labor & Expense (624)	67,930	71,483	(3,553)	-5.2%	
Miscellaneous Pumping Expense (626)	77,349	58,075	19,274	24.9%	
Pumping Maintenance Supervision (630)	62,329	30,996	31,333	50.3%	
Maintenance of Pumping Structures (631)	252,877	135,107	117,770	46.6%	
Maintenance of Power Prod Equip (632)	8,000	247,235	(239,235)	-2990.4%	
Maintenance of Pumping Equipment (633)	163,077	107,097	55,980	34.3%	
TOTAL PUMPING EXPENSE	3,046,712	2,315,566	731,146	24.0%	(4)
WATER TREATMENT EXPENSE					
Treatment Operations Supervision (640)	73,950	72,206	1,744	2.4%	
Chemicals (641)	305,000	346,704	(41,704)	-13.7%	
Treatment Operations (642)	668,727	701,623	(32,896)	-4.9%	
Miscellaneous Water Treatment (643)	138,430	146,480	(8,050)	-5.8%	
Treatment Maintenance Supervision (650)	31,693	29,038	2,655	8.4%	
Maint of Treatment Structures (651)	32,039	37,877	(5,838)	-18.2%	
Maint of Treatment Equipment (652)	162,816	548,152	(385,336)	-236.7%	
TOTAL WATER TREATMENT EXPENSE	1,412,655	1,882,080	(469,425)	-33.2%	(5)
TRANSMISSION & DISTRIBUTION EXPENSE					
Stores Expense (163)	-	-	-	XXX	
Unallocated Vehicle & Equip Expense (184)	-	-	-	XXX	
Distribution Operation Supervision (660)	222,622	224,149	(1,527)	-0.7%	
Transmission & Distribution Line Expense (662)	399,617	419,568	(19,951)	-5.0%	
Meter Expense (663)	188,106	268,940	(80,834)	-43.0%	
Customer Installation Expense (664)	85,428	81,284	4,144	4.9%	
Miscellaneous Distribution Expense (665)	230,550	228,066	2,484	1.1%	
Maintenance of Reservoirs & Standpipes (672)	27,617	23,521	4,096	14.8%	
Maintenance of Mains (673)	1,680,414	1,235,388	445,026	26.5%	
Private Services (674)	14,145	31,465	(17,320)	0.0%	
Maintenance of Services (675)	439,761	344,515	95,246	21.7%	
Maintenance of Meters (676)	118,320	135,380	(17,060)	-14.4%	
Maintenance of Hydrants (677)	142,630	147,283	(4,653)	-3.3%	
TOTAL TRANSMISSION & DISTRIBUTION EXPENSE	3,549,210	3,139,561	409,649	11.5%	
CUSTOMER ACCOUNTS EXPENSE					
Meter Reading Expense (902)	34,676	14,460	20,216	58.3%	
Customer Records & Collection Expense (903)	932,340	988,384	(56,044)	-6.0%	
Uncollectible Accounts (904)	4,000	24,023	(20,023)	-500.6%	
Conservation/Educational Expense (906)	14,000	2,068	11,932	85.2%	
TOTAL CUSTOMER ACCOUNTS EXPENSE	985,016	1,028,936	(43,920)	-4.5%	

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

ADMINISTRATIVE & GENERAL EXPENSE	BUDGET THRU DECEMBER	ACTUAL AS OF 12/31/2021	DOLLAR VARIANCE	PERCENT VARIANCE	
Depreciation Expense (403 & 426)	$ 5,461,434	$ 5,386,567	$74,867	1.4%	
Amortization of Non-Utility Plant (405)	131,453	131,453	(0)	0.0%	
Taxes (408)	2,894,065	2,800,368	93,697	3.2%	
Administrative & General Salaries (920)	708,335	705,261	3,074	0.4%	
Office Supplies & Expense (921)	94,000	71,177	22,823	24.3%	
Outside Services Employed (923)	535,400	276,723	258,677	48.3%	
Property Insurance (924)	79,500	71,855	7,645	9.6%	
Injuries & Damages (925)	62,510	112,039	(49,529)	-79.2%	
Employee Pension & Benefits (926)	1,300,032	712,795	587,237	45.2%	
Regulatory Commission Expense (928)	5,000	635	4,365	87.3%	
Miscellaneous General Expense (930)	103,000	51,434	51,566	50.1%	
Maintenance of General Plant (932)	146,285	141,339	4,946	3.4%	
TOTAL ADMINISTRATIVE & GENERAL EXPENSE	11,521,014	10,461,647	1,059,367	9.2%	
TOTAL OPERATING EXPENSES	20,514,607	18,827,790	1,686,817	8.2%	
OPERATING PROFIT	3,380,393	6,789,956	3,409,563	100.9%	
MISCELLANEOUS INCOME & (EXPENSE)					
Interest Income (419)	230,000	29,438	(200,562)	-87.2%	
Misc Income/Contributed Capital (421)	500,000	210,348	(289,652)	-57.9%	
Other Income (415, 416, 471, 472, 474)	369,563	402,784	33,221	9.0%	
TOTAL MISC INCOME & (EXPENSE)	1,099,563	642,570	(456,993)	-41.6%	(6)
INTEREST EXPENSE (427, 428, 429)	1,193,254	1,401,421	(208,167)	-17.4%	(7)
NET INCOME (LOSS)	$ 3,286,702	$ 6,031,105	$ 2,744,403	83.5%	

(1) Increase in usage from GB Packaging and P & G
(2) Increased usage
(2) less late fees imposed than budgeted
(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 and contributed assets
(7) Debt issue costs for 2021 debt issue

GREEN BAY WATER

CASH POSITION

January 31, 2022

	12/31/2021	1/31/2022
UNRESTRICTED CURRENT ASSETS		
Cash & Investments - Operation & Maintenance		
Local Govt. Investment Pool	$ 103,899	$ 103,905
Associated Bank Checking	9,924,190	9,956,264
Working Cash Funds - Petty Cash	1,700	1,700
Total Cash & Investments - Operation & Maintenance	10,029,788	10,061,869
RESTRICTED CURRENT ASSETS		
Cash & Investments - restricted		
Certificates of Deposit - Bond Redemption	950,000	1,425,000
Associated Bank Money Market Account - Bond Redemption	20,228	20,228
Associated Bank Checking - Private Service Replacement	1,487	112,742
Local Govt. Investment Pool - Construction Fund	1,749,901	1,027,884
Total Cash & Investments - Restricted	2,721,616	2,585,854
RESTRICTED LONG-TERM ASSETS		
Cash & Investments - Debt Reserve		
Associated Trust Money Market	297,170	180,481
Associated Trust Certificates of Deposit	515,663	510,501
Associated Trust Municipal Bonds	5,284,050	5,362,394
Total Cash & Investments - Debt Reserve	6,096,882	6,053,376
TOTAL CASH POSITION	$ 18,848,286	$ 18,701,099

GREEN BAY WATER

BALANCE SHEET
January 31, 2022

	AS OF 12/31/2021	AS OF 1/31/2022
ASSETS		
Current Assets		
O & M Cash & Investments	$ 10,029,788	$ 10,061,869
Interest Receivable	88	193
Accounts Receivable	10,749,134	10,638,995
Inventories	538,570	515,225
Prepayments	43,552	188,791
Total Current Assets	21,361,133	21,405,073
Property, Plant & Equipment		
Original Cost	242,991,575	242,997,991
Less: Accumulated Depreciation	(98,441,709)	(98,844,952)
Net Plant	144,549,866	144,153,039
Construction in Progress	5,458,158	5,488,850
Total Plant & Equipment	150,008,024	149,641,889
Restricted Assets		
Debt Reserve Fund	6,096,882	6,053,376
Bond Redemption Fund	970,228	1,445,228
Construction Fund	1,749,901	1,027,884
Private Service Replacement Fund	1,487	112,742
DNR Grant for Service Replacement Receivable	123,220	11,950
Accrued Interest	37,883	31,878
Total Restricted Assets	8,979,600	8,683,057
Other Assets		
Unamortized Ashwaubenon Booster	1,248,806	1,237,852
Unamortized Wrightstown Loan/Grant	443,100	440,463
Unamortized Loss on Advanced Refunding	496,311	483,190
Net Pension Asset	1,675,610	1,675,610
Deferred Outflows-Pension	2,132,984	2,132,984
Total Other Assets	5,996,812	5,970,099
TOTAL ASSETS	$ 186,345,569	$ 185,700,117

GREEN BAY WATER UTILITY
BALANCE SHEET
January 31, 2022

	AS OF 12/31/2021	AS OF 1/31/2022
LIABILITIES & FUND EQUITY		
Current Liabilities		
Accounts Payable	$ 1,775,384	731,869
Sewer Billings Payable	5,553,452	5,235,852
Storm Water Billings Payable	2,939,704	2,758,158
Accrued Payroll Taxes	56,491	50,368
Accrued Payroll, Vacation & Sick Leave Pay	748,940	560,277
Accrued Taxes	2,457,195	2,661,961
Total Current Liabilities	13,531,166	11,998,485
Other Liabilities		
Net Pension Liability	-	-
Deferred Inflows-Pension	3,041,600	3,041,600
Total Other Liabilities	3,041,600	3,041,600
Payable from Restricted Assets		
Current Portion of Long-Term Debt	4,205,000	4,205,000
Accrued Interest	250,239	375,358
Total Restricted Payables	4,455,239	4,580,358
Long-Term Debt - Net of Premiums & Discounts	42,917,073	42,880,526
TOTAL LIABILITIES	63,945,078	62,500,969
FUND EQUITY		
Contributed Capital		
City of Green Bay	736,907	736,907
Earned Surplus		
Net Investment in Capital Assets	103,382,263	103,039,553
Restricted	10,405,060	9,983,501
Unrestricted	7,876,262	9,439,187
Total Earned Surplus	121,663,585	122,462,241
TOTAL FUND EQUITY	122,400,492	123,199,148
TOTAL LIABILITIES & FUND EQUITY	$ 186,345,569	$ 185,700,117

GREEN BAY WATER

Statement of Revenues, Expenses and Changes in Net Position
Month Ended January 31, 2022

	1/31/22
OPERATING REVENUES	
Charges for services	$ 1,764,532
Other	127,104
Total operating revenues	1,891,636
OPERATING EXPENSES	
Operation and maintenance	341,040
Depreciation	402,579
Total operating expenses	743,619
Operating income	1,148,017
NONOPERATING REVENUES (EXPENSES)	
Interest income	(42,577)
Grant revenue	11,950
Miscellaneous income	13,024
Interest and fiscal charges	(125,119)
Amortization of debt premium net of discounts	37,730
Amortization of loss on advance refundings	(14,305)
Total nonoperating revenues (expenses)	(119,297)
Income before contributions and transfers	1,028,720
Capital contributions	-
Transfers out - tax equivalent	(230,064)
Change in net position	798,656
Net position - January 1	122,400,492
Net position - January 31	$ 123,199,148

GREEN BAY WATER
JANUARY 2022 REVENUE BUDGET REPORT

FOR 2022 01

ACCOUNTS FOR: 610 WATER UTILITY	ORIGINAL BUDGET	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD REVENUE	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
415000 MERCH & JOBBING REV	255,000	0	255,000	10,284.25	.00	244,715.75	4.0%	
419900 INT INCOME-OPER FUND	20,000	0	20,000	2,157.00	.00	17,843.00	10.8%	
419904 INT INC-CONST FUND	500	0	500	100.57	.00	399.43	20.1%	
419911 INT INC-BOND REDEMPTION	3,000	0	3,000	104.28	.00	2,895.72	3.5%	
419920 INT INC-DEBT RESERVE	165,000	0	165,000	11,103.62	.00	153,896.38	6.7%	
419925 UNREALIZED GAIN/LOSS DEBT RE	90,000	0	90,000	-56,042.31	.00	146,042.31	-62.3%	(1)
420000 GRANT REVENUE	0	0	0	11,950.00	.00	-11,950.00	100.0%	(2)
421000 MISC NON-OPERATING INC	500,000	0	500,000	.00	.00	500,000.00	.0%	
429440 AMORT PREM-GB-2004	124,305	0	124,305	10,358.78	.00	113,946.22	8.3%	
429443 AMORT PREM ASH-2004	12,625	0	12,625	1,052.08	.00	11,572.92	8.3%	
429460 AMORT PREM-GB-2014	82,167	0	82,167	6,847.24	.00	75,319.76	8.3%	
429463 AMORT PREM-ASH-2014	8,345	0	8,345	695.43	.00	7,649.57	8.3%	
429470 AMORT PREM-GB-2019	313,470	0	313,470	26,122.53	.00	287,347.47	8.3%	
429473 AMORT PREM-ASH-2019	31,837	0	31,837	2,653.12	.00	29,183.88	8.3%	
429480 AMORT PREM-GB-2021	16,940	0	16,940	1,411.67	.00	15,528.33	8.3%	
461508 METERED RESIDENTIAL	5,100,000	0	5,100,000	365,604.72	.00	4,734,395.28	7.2%	
461558 METERED COMMERCIAL	2,230,000	0	2,230,000	139,649.73	.00	2,090,350.27	6.3%	
461608 METERED INDUSTRIAL	6,200,000	0	6,200,000	509,372.98	.00	5,690,627.02	8.2%	
461658 METERED APARTMENT < 3 UNITS	2,330,000	0	2,330,000	155,134.92	.00	2,174,865.08	6.7%	
461708 METERED MULTI FAMILY	1,545,000	0	1,545,000	115,881.47	.00	1,429,118.53	7.5%	
461758 METERED RESTAURANT	152,000	0	152,000	10,860.10	.00	141,139.90	7.1%	
461808 METERED MUNICIPAL	450,000	0	450,000	26,801.27	.00	423,198.73	6.0%	
462000 PRIVATE FIRELINES	159,000	0	159,000	96.29	.00	158,903.71	.1%	
463000 PUBLIC FIRE PROTECTION	1,365,000	0	1,365,000	102,520.22	.00	1,262,479.78	7.5%	
466003 SALES FOR RESALE-ASH	3,500,000	0	3,500,000	266,169.96	.00	3,233,830.04	7.6%	
466004 SALES FOR RESALE-SCOTT	105,000	0	105,000	9,034.20	.00	95,965.80	8.6%	
466005 SALES FOR RESALE-HOBART	380,000	0	380,000	24,906.40	.00	355,093.60	6.6%	
466006 SALES FOR RESALE-WRIGHTSTOWN	185,000	0	185,000	38,499.87	.00	146,500.13	20.8%	
470000 LATE PAYMENT PENALTIES	150,000	0	150,000	3,760.59	.00	146,239.41	2.5%	
471000 TURN ON & SET REVENUE	55,000	0	55,000	2,740.00	.00	52,260.00	5.0%	
472000 RENT-CELL TOWERS	142,500	0	142,500	.00	.00	142,500.00	.0%	
472010 RENT-ADDITIONAL METERS	8,500	0	8,500	1,204.01	.00	7,295.99	14.2%	
472020 RENT - LAND	1,000	0	1,000	.00	.00	1,000.00	.0%	
474000 OTHER WATER REVENUE-MISC	2,000	0	2,000	.00	.00	2,000.00	.0%	
474010 RETURN ON METER INVEST	85,000	0	85,000	.00	.00	85,000.00	.0%	
474020 REBATES	25,000	0	25,000	6,635.37	.00	18,364.63	26.5%	(3)
474040 SALE OF SCRAP	20,000	0	20,000	18.81	.00	19,981.19	.1%	
474050 TITLE COMPANY LETTERS	3,000	0	3,000	35.00	.00	2,965.00	1.2%	
476000 SEWER REIMB FROM CITY	1,010,000	0	1,010,000	84,200.00	.00	925,800.00	8.3%	
476100 STORM REIMB FROM CITY	375,000	0	375,000	31,250.00	.00	343,750.00	8.3%	
TOTAL WATER UTILITY	27,201,189	0	27,201,189	1,923,174.17	.00	25,278,014.83	7.1%	

(1) Unrealized loss on investments
(2) DNR private galvanized
replacement program - not budgeted
(3) Recovery from class action
lawsuit for liquid alum. sulfate

GREEN BAY WATER
JANUARY 2022 EXPENSE BUDGET REPORT

FOR 2022 01

ACCOUNTS FOR: 610 WATER UTILITY	ORIGINAL	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
1630 STORES EXPENSE	64,161	0	64,161	3,065.91	.00	61,095.09	4.8%	
1840 CLEARING ACCOUNTS	482,076	0	482,076	-66,237.47	.00	548,313.47	-13.7%	
4030 DEPRECIATION EXPENSE	5,207,113	0	5,207,113	402,579.00	.00	4,804,534.00	7.7%	
4050 AMORTIZATION OF OTHER PLANT	131,453	0	131,453	10,954.44	.00	120,498.56	8.3%	
4080 TAXES	3,000,811	0	3,000,811	217,297.84	.00	2,783,513.49	7.2%	
4160 MERCHANDISING & JOBBING EXP	203,079	0	203,079	5,648.80	.00	197,430.20	2.8%	
4260 OTHER INCOME DEDUCTIONS	459,321	0	459,321	.00	.00	459,321.00	.0%	
4270 INTEREST ON LONG-TERM DEBT	1,501,433	0	1,501,433	125,119.41	.00	1,376,313.59	8.3%	
4280 AMORTIZATION OF DEBT DISCOUNT	308,587	0	308,587	25,715.52	.00	282,871.48	8.3%	
6020 PURCHASED WATER	8,000	0	8,000	.00	.00	8,000.00	.0%	
6130 MAINTENANCE OF INTAKES	10,000	0	10,000	.00	.00	10,000.00	.0%	
6160 MAINTENANCE OF SUPPLY MAINS	1,206,683	0	1,206,683	420.59	.00	1,206,262.41	.0%	
6200 PUMP OPS SUPERVISION & ENG	76,456	0	76,456	5,475.90	.00	70,980.10	7.2%	
6230 FUEL OR POWER FOR PUMPING	761,250	0	761,250	.00	.00	761,250.00	.0%	
6240 PUMP LABOR & EXPENSES	81,856	0	81,856	1,878.18	.00	79,977.82	2.3%	
6260 MISC PUMPING EXPENSE	77,402	0	77,402	2,654.80	.00	74,747.20	3.4%	
6300 PUMP MAINT SUPERVISION & ENG	36,400	0	36,400	.00	.00	36,400.00	.0%	
6310 PUMP MAINT OF STRUCTURES	248,601	0	248,601	4,680.24	.00	243,920.76	1.9%	
6320 PUMP MAINT OF POWER PROD EQUIP	29,000	0	29,000	586.99	.00	28,413.01	2.0%	
6330 MAINT OF PUMPING EQUIP	180,788	0	180,788	3,446.62	.00	177,341.38	1.9%	
6400 TREATMENT OPS SUPERVIS & ENG	77,212	0	77,212	3,381.04	.00	73,830.96	4.4%	
6410 CHEMICALS	370,000	0	370,000	.00	.00	370,000.00	.0%	
6420 WATER TREATMENT LABOR EXPENSE	981,882	0	981,882	15,800.89	.00	966,081.11	1.6%	
6430 MISC WATER TREATMENT EXP	146,628	0	146,628	5,997.63	.00	140,630.37	4.1%	
6500 TREATMENT MAINT SUPERVIS & ENG	33,091	0	33,091	1,170.48	.00	31,920.52	3.5%	
6510 TREATMENT MAINT OF STRUCTURES	46,065	0	46,065	1,211.34	.00	44,853.66	2.6%	
6520 MAINT OF TREATMENT EQUIP	192,472	0	192,472	7,345.39	.00	185,126.61	3.8%	
6600 TRANS & DIST OPS SUP & ENG	233,021	0	233,021	9,749.19	.00	223,271.81	4.2%	
6620 TRANS & DIST LINES EXPENSE	178,622	0	178,622	22,273.20	.00	156,348.80	12.5%	(1)
6630 METER EXPENSE	271,209	0	271,209	11,543.85	.00	259,665.15	4.3%	
6640 CUSTOMER INSTALLATION EXP	88,458	0	88,458	17,275.68	.00	71,182.32	19.5%	(2)
6650 MISC TRANS & DIST EXPENSES	516,648	0	516,648	9,946.32	.00	506,701.68	1.9%	
6720 MAINT OF DIST RES & STANDPIPES	30,828	0	30,828	.00	.00	30,828.00	.0%	
6730 MAINT OF TRANS & DIST MAINS	1,459,214	0	1,459,214	63,154.68	.00	1,396,059.32	4.3%	
6750 MAINT OF SERVICES	388,776	0	388,776	17,034.15	.00	371,741.85	4.4%	
6760 MAINT OF METERS	133,171	0	133,171	4,652.17	.00	128,518.83	3.5%	
6770 MAINT OF HYDRANTS	161,471	0	161,471	3,212.38	.00	158,258.62	2.0%	
9020 METER READING EXPENSE	32,197	0	32,197	.00	.00	32,197.00	.0%	
9030 CUSTOMER RECORDS & COLLECTION	1,077,648	0	1,077,648	37,883.37	.00	1,039,764.63	3.5%	
9040 UNCOLLECTIBLE ACCOUNTS	5,000	0	5,000	.00	.00	5,000.00	.0%	
9060 CUSTOMER SERVICE & INFORMATION	77,317	0	77,317	157.34	.00	77,159.66	.2%	
9200 ADMIN & GENERAL SALARIES	718,316	0	718,316	26,468.17	.00	691,847.83	3.7%	
9210 OFFICE SUPPLIES & EXPENSES	109,266	0	109,266	2,002.57	.00	107,263.43	1.8%	
9230 OUTSIDE SERVICES EMPLOYED	561,900	0	561,900	4,572.66	.00	557,327.34	.8%	

(1) Labor on 36"repair
(2) Private side galvanized service replacement expense not budgeted due to direct reimbursement by grant

GREEN BAY WATER
JANUARY 2022 EXPENSE BUDGET REPORT

FOR 2022 01

ACCOUNTS FOR: 610 WATER UTILITY	ORIGINAL	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
9240 PROPERTY INSURANCE	80,450	0	80,450	.00	.00	80,450.00	.0%	
9250 INJURIES & DAMAGES	59,500	0	59,500	.00	.00	59,500.00	.0%	
9260 EMPLOYEE PENSIONS & BENEFITS	1,409,675	0	1,409,675	85,621.96	.00	1,324,053.04	6.1%	
9300 MISC GENERAL EXPENSES	87,885	0	87,885	23,188.99	.00	64,696.01	26.4%	(3)
9320 MAINT OF GENERAL PLANT	210,068	0	210,068	7,587.52	.00	202,480.48	3.6%	
TOTAL WATER UTILITY	23,812,460	0	23,812,460	1,124,517.74	.00	22,687,942.59	4.7%	

(3) Annual Utility memberships paid for 2022

GREEN BAY WATER

CASH POSITION

February 28, 2022

	12/31/2021	2/28/2022
UNRESTRICTED CURRENT ASSETS		
Cash & Investments - Operation & Maintenance		
Local Govt. Investment Pool	$ 103,899	$ 103,912
Associated Bank Checking	9,924,190	8,373,207
Working Cash Funds - Petty Cash	1,700	1,700
Total Cash & Investments - Operation & Maintenance	10,029,788	8,478,819
RESTRICTED CURRENT ASSETS		
Cash & Investments - restricted		
Certificates of Deposit - Bond Redemption	950,000	1,900,000
Associated Bank Money Market Account - Bond Redemption	20,228	20,228
Associated Bank Checking - Private Service Replacement	1,487	112,742
Local Govt. Investment Pool - Construction Fund	1,749,901	576,294
Total Cash & Investments - Restricted	2,721,616	2,609,264
RESTRICTED LONG-TERM ASSETS		
Cash & Investments - Debt Reserve		
Associated Trust Money Market	297,170	199,139
Associated Trust Certificates of Deposit	515,663	502,540
Associated Trust Municipal Bonds	5,284,050	5,324,813
Total Cash & Investments - Debt Reserve	6,096,882	6,026,492
TOTAL CASH POSITION	$ 18,848,286	$ 17,114,575

GREEN BAY WATER

BALANCE SHEET

February 28, 2022

	AS OF 12/31/2021	AS OF 2/28/2022
ASSETS		
Current Assets		
O & M Cash & Investments	$ 10,029,788	$ 8,478,819
Interest Receivable	88	316
Accounts Receivable	10,749,134	11,126,216
Inventories	538,570	504,558
Prepayments	43,552	168,828
Total Current Assets	21,361,133	20,278,737
Property, Plant & Equipment		
Original Cost	242,991,575	243,040,008
Less: Accumulated Depreciation	(98,441,709)	(99,248,322)
Net Plant	144,549,866	143,791,686
Construction in Progress	5,458,158	5,669,746
Total Plant & Equipment	150,008,024	149,461,432
Restricted Assets		
Debt Reserve Fund	6,096,882	6,026,492
Bond Redemption Fund	970,228	1,920,228
Construction Fund	1,749,901	576,294
Private Service Replacement Fund	1,487	112,742
DNR Grant for Service Replacement Receivable	123,220	11,950
Accrued Interest	37,883	35,019
Total Restricted Assets	8,979,600	8,682,725
Other Assets		
Unamortized Ashwaubenon Booster	1,248,806	1,226,897
Unamortized Wrightstown Loan/Grant	443,100	437,825
Unamortized Loss on Advanced Refunding	496,311	470,069
Net Pension Asset	1,675,610	1,675,610
Deferred Outflows-Pension	2,132,984	2,132,984
Total Other Assets	5,996,812	5,943,386
TOTAL ASSETS	$ 186,345,569	$ 184,366,279

GREEN BAY WATER UTILITY
BALANCE SHEET
February 28, 2022
Page 2

	AS OF 12/31/2021	AS OF 2/28/2022
LIABILITIES & FUND EQUITY		
Current Liabilities		
Accounts Payable	$ 1,775,384	271,641
Sewer Billings Payable	5,553,452	5,782,456
Storm Water Billings Payable	2,939,704	3,029,998
Accrued Payroll Taxes	56,491	50,579
Accrued Payroll, Vacation & Sick Leave Pay	748,940	560,277
Accrued Taxes	2,457,195	409,533
Total Current Liabilities	13,531,166	10,104,482
Other Liabilities		
Net Pension Liability	-	-
Deferred Inflows-Pension	3,041,600	3,041,600
Total Other Liabilities	3,041,600	3,041,600
Payable from Restricted Assets		
Current Portion of Long-Term Debt	4,205,000	4,205,000
Accrued Interest	250,239	500,478
Total Restricted Payables	4,455,239	4,705,478
Long-Term Debt - Net of Premiums & Discounts	42,917,073	42,843,980
TOTAL LIABILITIES	63,945,078	60,695,540
FUND EQUITY		
Contributed Capital		
City of Green Bay	736,907	736,907
Earned Surplus		
Net Investment in Capital Assets	103,382,263	102,882,521
Restricted	10,405,060	9,858,174
Unrestricted	7,876,262	10,193,138
Total Earned Surplus	121,663,585	122,933,833
TOTAL FUND EQUITY	122,400,492	123,670,740
TOTAL LIABILITIES & FUND EQUITY	$ 186,345,569	$ 184,366,279

GREEN BAY WATER

Statement of Revenues, Expenses and Changes in Net Position
Month Ended February 28, 2022

		2/28/22
OPERATING REVENUES		
Charges for services	$	3,758,457
Other		255,556
Total operating revenues		4,014,013
OPERATING EXPENSES		
Operation and maintenance		1,262,738
Depreciation		805,158
Total operating expenses		2,067,896
Operating income		1,946,117
NONOPERATING REVENUES (EXPENSES)		
Interest income		(63,848)
Grant revenue		11,950
Miscellaneous income		26,055
Interest and fiscal charges		(250,239)
Amortization of debt premium net of discounts		75,460
Amortization of loss on advance refundings		(28,609)
Total nonoperating revenues (expenses)		(229,231)
Income before contributions and transfers		1,716,886
Capital contributions		-
Transfers out - tax equivalent		(446,638)
Change in net position		1,270,248
Net position - January 1		122,400,492
Net position - February 28	$	123,670,740

GREEN BAY WATER
FEBRUARY 2022 REVENUE BUDGET REPORT

FOR 2022 02

ACCOUNTS FOR: 610 WATER UTILITY	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD REVENUE	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
415000 MERCH & JOBBING REV	255,000	0	255,000	20,505.25	.00	234,494.75	8.0%	
419900 INT INCOME-OPER FUND	20,000	0	20,000	4,425.90	.00	15,574.10	22.1%	
419904 INT INC-CONST FUND	500	0	500	178.63	.00	321.37	35.7%	
419911 INT INC-BOND REDEMPTION	3,000	0	3,000	228.21	.00	2,771.79	7.6%	
419920 INT INC-DEBT RESERVE	165,000	0	165,000	22,903.39	.00	142,096.61	13.9%	
419925 UNREALIZED GAIN/LOSS DEBT RE	90,000	0	90,000	-91,583.96	.00	181,583.96	-101.8%	(1)
420000 GRANT REVENUE	0	0	0	11,950.00	.00	-11,950.00	100.0%	(3)
421000 MISC NON-OPERATING INC	500,000	0	500,000	.00	.00	500,000.00	.0%	
429440 AMORT PREM-GB-2004	124,305	0	124,305	20,717.56	.00	103,587.44	16.7%	
429443 AMORT PREM ASH-2004	12,625	0	12,625	2,104.16	.00	10,520.84	16.7%	
429460 AMORT PREM-GB-2014	82,167	0	82,167	13,694.48	.00	68,472.52	16.7%	
429463 AMORT PREM-ASH-2014	8,345	0	8,345	1,390.86	.00	6,954.14	16.7%	
429470 AMORT PREM-GB-2019	313,470	0	313,470	52,245.06	.00	261,224.94	16.7%	
429473 AMORT PREM-ASH-2019	31,837	0	31,837	5,306.24	.00	26,530.76	16.7%	
429480 AMORT PREM-GB-2021	16,940	0	16,940	2,823.34	.00	14,116.66	16.7%	
461508 METERED RESIDENTIAL	5,100,000	0	5,100,000	784,092.58	.00	4,315,907.42	15.4%	
461558 METERED COMMERCIAL	2,230,000	0	2,230,000	324,684.99	.00	1,905,315.01	14.6%	
461608 METERED INDUSTRIAL	6,200,000	0	6,200,000	999,812.00	.00	5,200,188.00	16.1%	
461658 METERED APARTMENT < 3 UNITS	2,330,000	0	2,330,000	410,783.03	.00	1,919,216.97	17.6%	
461708 METERED MULTI FAMILY	1,545,000	0	1,545,000	269,403.69	.00	1,275,596.31	17.4%	
461758 METERED RESTAURANT	152,000	0	152,000	28,993.28	.00	123,006.72	19.1%	
461808 METERED MUNICIPAL	450,000	0	450,000	59,328.50	.00	390,671.50	13.2%	
462000 PRIVATE FIRELINES	159,000	0	159,000	106.09	.00	158,893.91	.1%	
463000 PUBLIC FIRE PROTECTION	1,365,000	0	1,365,000	230,940.70	.00	1,134,059.30	16.9%	
466003 SALES FOR RESALE-ASH	3,500,000	0	3,500,000	540,432.59	.00	2,959,567.41	15.4%	
466004 SALES FOR RESALE-SCOTT	105,000	0	105,000	18,701.55	.00	86,298.45	17.8%	
466005 SALES FOR RESALE-HOBART	380,000	0	380,000	52,677.80	.00	327,322.20	13.9%	
466006 SALES FOR RESALE-WRIGHTSTOWN	185,000	0	185,000	38,499.87	.00	146,500.13	20.8%	
470000 LATE PAYMENT PENALTIES	150,000	0	150,000	8,090.69	.00	141,909.31	5.4%	
471000 TURN ON & SET REVENUE	55,000	0	55,000	5,550.00	.00	49,450.00	10.1%	
472000 RENT-CELL TOWERS	142,500	0	142,500	.00	.00	142,500.00	.0%	
472010 RENT-ADDITIONAL METERS	8,500	0	8,500	2,704.22	.00	5,795.78	31.8%	
472020 RENT - LAND	1,000	0	1,000	.00	.00	1,000.00	.0%	
474000 OTHER WATER REVENUE-MISC	2,000	0	2,000	200.00	.00	1,800.00	10.0%	
474010 RETURN ON METER INVEST	85,000	0	85,000	.00	.00	85,000.00	.0%	
474020 REBATES	25,000	0	25,000	13,527.38	.00	11,472.62	54.1%	(2)
474040 SALE OF SCRAP	20,000	0	20,000	18.81	.00	19,981.19	.1%	
474050 TITLE COMPANY LETTERS	3,000	0	3,000	115.00	.00	2,885.00	3.8%	
476000 SEWER REIMB FROM CITY	1,010,000	0	1,010,000	168,400.00	.00	841,600.00	16.7%	
476100 STORM REIMB FROM CITY	375,000	0	375,000	62,500.00	.00	312,500.00	16.7%	
TOTAL WATER UTILITY	27,201,189	0	27,201,189	4,086,451.89	.00	23,114,737.11	15.0%	

(1) Unrealized loss on investments
(2) Recovery from class action lawsuit for liquid Alum. Sulfate
(3) DNR private galvanized replacement program - not budgeted

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GREEN BAY WATER
FEBRUARY 2022 EXPENSE BUDGET REPORT

FOR 2022 02

ACCOUNTS FOR: 610 WATER UTILITY	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
1630 STORES EXPENSE	64,161	0	64,161	8,364.62	.00	55,796.38	13.0%	
1840 CLEARING ACCOUNTS	482,076	0	482,076	-97,641.99	.00	579,717.99	-20.3%	
4030 DEPRECIATION EXPENSE	5,207,113	0	5,207,113	805,158.00	.00	4,401,955.00	15.5%	
4050 AMORTIZATION OF OTHER PLANT	131,453	0	131,453	21,908.88	.00	109,544.12	16.7%	
4080 TAXES	3,000,811	0	3,000,811	446,638.32	.00	2,554,173.01	14.9%	
4160 MERCHANDISING & JOBBING EXP	203,079	0	203,079	26,198.96	.00	176,880.04	12.9%	
4260 OTHER INCOME DEDUCTIONS	459,321	0	459,321	.00	.00	459,321.00	.0%	
4270 INTEREST ON LONG-TERM DEBT	1,501,433	0	1,501,433	250,238.82	.00	1,251,194.18	16.7%	
4280 AMORTIZATION OF DEBT DISCOUNT	308,587	0	308,587	51,431.04	.00	257,155.96	16.7%	
6020 PURCHASED WATER	8,000	0	8,000	.00	.00	8,000.00	.0%	
6130 MAINTENANCE OF INTAKES	10,000	0	10,000	.00	.00	10,000.00	.0%	
6160 MAINTENANCE OF SUPPLY MAINS	1,206,683	0	1,206,683	518.26	.00	1,206,164.74	.0%	
6200 PUMP OPS SUPERVISION & ENG	76,456	0	76,456	10,674.04	.00	65,781.96	14.0%	
6230 FUEL OR POWER FOR PUMPING	761,250	0	761,250	74,946.08	.00	686,303.92	9.8%	
6240 PUMP LABOR & EXPENSES	81,856	0	81,856	6,641.75	.00	75,214.25	8.1%	
6260 MISC PUMPING EXPENSE	77,402	0	77,402	10,653.61	.00	66,748.39	13.8%	
6300 PUMP MAINT SUPERVISION & ENG	36,400	0	36,400	1,434.62	.00	34,965.38	3.9%	
6310 PUMP MAINT OF STRUCTURES	248,601	0	248,601	19,896.60	.00	228,704.40	8.0%	
6320 PUMP MAINT OF POWER PROD EQUIP	29,000	0	29,000	2,556.15	.00	26,443.85	8.8%	
6330 MAINT OF PUMPING EQUIP	180,788	0	180,788	15,933.21	.00	164,854.79	8.8%	
6400 TREATMENT OPS SUPERVIS & ENG	77,212	0	77,212	9,791.96	.00	67,420.04	12.7%	
6410 CHEMICALS	370,000	0	370,000	51,101.00	.00	318,899.00	13.8%	
6420 WATER TREATMENT LABOR EXPENSE	981,882	0	981,882	102,059.38	.00	879,822.62	10.4%	
6430 MISC WATER TREATMENT EXP	146,628	0	146,628	15,837.81	.00	130,790.19	10.8%	
6500 TREATMENT MAINT SUPERVIS & ENG	33,091	0	33,091	3,307.45	.00	29,783.55	10.0%	
6510 TREATMENT MAINT OF STRUCTURES	46,065	0	46,065	2,166.66	.00	43,898.34	4.7%	
6520 MAINT OF TREATMENT EQUIP	192,472	0	192,472	22,492.96	.00	169,979.04	11.7%	
6600 TRANS & DIST OPS SUP & ENG	233,021	0	233,021	28,447.64	.00	204,573.36	12.2%	
6620 TRANS & DIST LINES EXPENSE	178,622	0	178,622	43,146.54	.00	135,475.46	24.2%	(1)
6630 METER EXPENSE	271,209	0	271,209	33,450.35	.00	237,758.65	12.3%	
6640 CUSTOMER INSTALLATION EXP	88,458	0	88,458	26,552.06	.00	61,905.94	30.0%	(2)
6650 MISC TRANS & DIST EXPENSES	516,648	0	516,648	58,852.46	.00	457,795.54	11.4%	
6720 MAINT OF DIST RES & STANDPIPES	30,828	0	30,828	675.02	.00	30,152.98	2.2%	
6730 MAINT OF TRANS & DIST MAINS	1,459,214	0	1,459,214	159,392.18	.00	1,299,821.82	10.9%	
6750 MAINT OF SERVICES	388,776	0	388,776	40,074.62	.00	348,701.38	10.3%	
6760 MAINT OF METERS	133,171	0	133,171	13,491.82	.00	119,679.18	10.1%	
6770 MAINT OF HYDRANTS	161,471	0	161,471	6,111.34	.00	155,359.66	3.8%	
9020 METER READING EXPENSE	32,197	0	32,197	4,434.43	.00	27,762.57	13.8%	
9030 CUSTOMER RECORDS & COLLECTION	1,077,648	0	1,077,648	117,586.50	.00	960,061.50	10.9%	
9040 UNCOLLECTIBLE ACCOUNTS	5,000	0	5,000	19.07	.00	4,980.93	.4%	
9060 CUSTOMER SERVICE & INFORMATION	77,317	0	77,317	5,522.52	.00	71,794.48	7.1%	
9200 ADMIN & GENERAL SALARIES	718,316	0	718,316	74,528.18	.00	643,787.82	10.4%	
9210 OFFICE SUPPLIES & EXPENSES	109,266	0	109,266	16,239.85	.00	93,026.15	14.9%	
9230 OUTSIDE SERVICES EMPLOYED	561,900	0	561,900	11,293.80	.00	550,606.20	2.0%	

(1) Labor on 36" repair
(2) Private side galvanized replacement exp. not budgeted due to direct reimbursement of grant.

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GREEN BAY WATER
FEBRUARY 2022 EXPENSE BUDGET REPORT

FOR 2022 02

ACCOUNTS FOR: 610 WATER UTILITY	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
9240 PROPERTY INSURANCE	80,450	0	80,450	80,561.95	.00	-111.95	100.1%	(3)
9250 INJURIES & DAMAGES	59,500	0	59,500	.00	.00	59,500.00	.0%	
9260 EMPLOYEE PENSIONS & BENEFITS	1,409,675	0	1,409,675	185,832.29	.00	1,223,842.71	13.2%	
9300 MISC GENERAL EXPENSES	87,885	0	87,885	24,073.86	.00	63,811.14	27.4%	(4)
9320 MAINT OF GENERAL PLANT	210,068	0	210,068	23,609.30	.00	186,458.70	11.2%	
TOTAL WATER UTILITY	23,812,460	0	23,812,460	2,816,203.97	.00	20,996,256.36	11.8%	

(3) Insurance Prem paid to City for 2022
(4) Annual Utility Memberships paid for 2022

AGENDA OF THE WATER COMMISSION

MONDAY, APRIL 11, 2022, 8:30 AM
GREEN BAY WATER UTILITY
631 S Adams St

MEETING DATE	PREPARED BY
April 11, 2022	

AGENDA ITEM # F.1

Building Remodel Update

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None

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.

AGENDA OF THE WATER COMMISSION

MONDAY, APRIL 11, 2022, 8:30 AM
GREEN BAY WATER UTILITY
631 S Adams St

MEETING DATE	PREPARED BY
April 11, 2022	

AGENDA ITEM # F.2

Strategic Communications Update

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None

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.

AGENDA OF THE WATER COMMISSION

MONDAY, APRIL 11, 2022, 8:30 AM
GREEN BAY WATER UTILITY
631 S Adams St

MEETING DATE	PREPARED BY
April 11, 2022	

AGENDA ITEM # F.3

General Manager Update

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. 02.14.2022_Water_Comm_Mtg_F3

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.

Green Bay Water
MEMORANDUM

DATE: April 11, 2022

TO: Green Bay Water Commissioners

FROM: Nancy Quirk, P.E., General Manager

RE: General Manager Update

1. 36" Pipe Repairs
2. Pipe Diver project start up April 18
3. Human Resources Hiring Update
    a. Joint Locator Position for TDS project
    b. Summer Postings-Job Fair
    c. Permanent Full Time hiring
        i. Distribution Maintenance Assistant
        ii. Executive Assistant
4. City Stipend to employees
5. Water Main Replacement Bids update
6. Pulaski Water Supply Proposal update
7. Future meeting locations
8. Certificate of Achievement for Excellence in Financial Reporting awarded to Green Bay Water Utility for the 27th year in a row