



AGENDA OF THE WATER COMMISSION

MONDAY, FEBRUARY 13, 2023, 8:30 AM

In person at the Green Bay Water Utility.

631 S Adams St

Virtual attendance is also available via Zoom.

A. Zoom Meeting Information.

1. This item contains a document that provides call-in information and instructions for the attendees to join the meeting online using Zoom.

B. Roll Call.

1. Roll call for the Water Commission Meeting of February 13, 2023.

C. Approval of the Agenda.

1. Approval of the Water Commission Meeting Agenda for February 13, 2023.

D. Approval of Minutes.

1. Approval of the Water Commission Meeting Minutes for January 9, 2023.

E. Regular Business.

1. Introduction of new Executive Assistant Pam Beilke, new Distribution Maintenance Person Aaron Cisler and new Equipment Maintenance Technician Nate Peters.
2. Consideration of the Resolution and Memorandum of Understanding related to a Wholesale Water Service Agreement by, between, and among the City of Green Bay, the Village of Hobart and the Village of Pulaski.
3. December 2022 Financial Report

F. Informational.

1. Strategic Communications Update
2. Final Building Remodel Project Update

3. General Manager Update.
4. Date of the next meeting: Monday, March 13, 2023.

G. Adjournment.

1. Motion to adjourn the Water Commission meeting of February 13, 2023.

- 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 Utility Commission

Zoom Meeting Information

Join Zoom Meeting

<https://zoom.us/j/98284055918?pwd=eHBxaWkvN1J2a3N0RERUWkRsNjVkJkUT09>

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

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+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/j/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, FEBRUARY 13, 2023, 8:30 AM

In person at the Green Bay Water Utility.

631 S Adams St

Virtual attendance is also available via Zoom.

MEETING DATE

February 13, 2023

AGENDA ITEM # C.1

Approval of the Water Commission Meeting Agenda for February 13, 2023.

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.
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AGENDA OF THE WATER COMMISSION

MONDAY, FEBRUARY 13, 2023, 8:30 AM

In person at the Green Bay Water Utility.

631 S Adams St

Virtual attendance is also available via Zoom.

MEETING DATE

February 13, 2023

PREPARED BY

Andrea Hay

AGENDA ITEM # D.1

Approval of the Water Commission Meeting Minutes for January 9, 2023.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

I. Minutes (1)

- 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, JANUARY 9, 2023, 8:30 AM

In person at the Green Bay Water Utility.

631 S Adams St

Virtual attendance is also available via Zoom.

A. ZOOM MEETING INFORMATION.

I. This item contains a document that provides call-in information and instructions for the attendees to join the meeting online using Zoom.

B. ROLL CALL.

I. Roll call for the Water Commission Meeting of January 9, 2023.

On Monday, January 9, 2022, the Water Commission met in person and virtually via Zoom. President Heugel called the meeting to order at 8:30 a.m.

Recording Secretary Hay called the roll. Five voting commission members responded: President John Huegel (Virtual via Zoom), Vice President Jamie Wall (In Person), Secretary-Treasurer Tom Karman (In Person), Elizabeth Wheat (Virtually via Zoom) and Al Farvour (Virtually via Zoom).

Members Kathryn Hasselblad-Pascale and Jacque Boyle were excused.

Also present: Alderman Craig Stevens (non-voting), Council Representative to the Water Commission, attended in person, and Steve Baue, owner of BMG, attended in person.

Staff Present: Nancy Quirk, Andrea Hay, Brian Powell, Russ Hardwick, Stephanie Rogers, Kristin Romanowicz, Jason Maes, Sarah Fidler, Jon Peters.

C. APPROVAL OF THE AGENDA.

I. Approval of the Water Commission Meeting Agenda for January 9, 2023.

Motion by member Wall, seconded by member Karman to approve the agenda as presented. Voice vote being had, the motion passed unanimously.

D. APPROVAL OF MINUTES.

I. Approval of the Water Commission Meeting Minutes for December 12, 2022.

Moved by member Wall, seconded by member Karman to approve the Water Commission Meeting Minutes for December 12, 2022, as presented. Voice vote being had, the motion passed unanimously.

E. REGULAR BUSINESS.

I. 2022 Employee Engagement Survey

Owner/CEO of BMG Steve Baue presented the findings of the 2022 Employee Engagement Survey. Motion by member Wall, seconded by member Karman to receive the 2022 Employee Engagement Survey Summary as presented and place it on file, continuing the discussion at the March Water Commission Meeting once Commissioners have acquired a copy of the data and had the opportunity to assess them. Voice vote being had, the motion passed unanimously.

2. November 2022 Financial Report

Business Manager Rogers presented the Water Utility's November 2022 financials and cash position. All were within expectations. No substantive issue of concern was identified. Motion by member Karman, seconded by member Farvour to receive the financials and place them on file. Voice vote being had, the motion passed unanimously.

F. INFORMATIONAL.

I. Strategic Communication Update.

Director of Communications Hay reviewed the pillars of the GBW 2022-26 Strategic Communication Plan. She provided an update on the PFAS news headlines over the last week and her conversation with the author of the newly released research, UW Professor Remucal. Remucal's findings from two years ago would not have had a significant impact on GBW source water, collected a mile from the Kewaunee shoreline and 60 feet into the lake. To communicate this to the public and ensure GBW speaks with one voice, Hay used the GBW-adapted communication tiers: first, providing concise language to the public (available on gbwater.org), and then, directing staff/stakeholder to the statement while providing background and resources (via email). If the subject had reached a greater level, a similar notification would have been sent to the commission, council, and municipal officials. In the wake of other headlines, the media's attention soon turned elsewhere. Hay also presented an update on open records training and the legal implications of record-keeping, taking thorough notes, and managing carefully framed public interactions. Over the coming months, employees will be trained on these themes.

2. General Manager Update.

General Manager Quirk presented her report on the following:

I. Workforce Report

- a. Recruitment
 - i. Distribution Maintenance Person (FT)
 - ii. Executive Assistant (FT)
 - iii. Pumping Mechanic/Electrician (FT)
 - iv. Equipment Maintenance Technician (FT) v. Metering and Cross Connection Control Specialist (FT))
- b. UWGB Internships update
 - i. Operations
 - ii. Communications/Public Outreach
- 2. Pump Electrical Efficiency Study at Lake Station update
- 3. Building Project Update is scheduled for February
- 4. GBWU Personnel Presentations
 - a. Nancy-ASDWA virtual panel on Service Inventory
 - b. Kristin Romanowicz-WIAWWA webinar presentation on Service Inventory
 - c. Sarah Besaw-Distribution Seminar at WIAWWA panel on Lead and Copper Rule Service Inventory process
- 5. Pulaski Wholesale Customer Update
 - a. Memorandum of Understanding and City Approval update
 - b. Open Records Request

G. ADJOURNMENT.

I. Motion to adjourn the Water Commission meeting of January 9, 2023.

Motion by member Wall, seconded by member Karman, to adjourn the meeting. Voice vote being had, the motion passed unanimously.

President Heugel adjourned the meeting at 9:31 a.m.



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MEETING DATE

February 13, 2023

PREPARED BY

AGENDA ITEM # E.1

Introduction of new Executive Assistant Pam Beilke, new Distribution Maintenance Person Aaron Cisler and new Equipment Maintenance Technician Nate Peters.

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.
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In person at the Green Bay Water Utility.

631 S Adams St

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MEETING DATE

February 13, 2023

PREPARED BY

AGENDA ITEM # E.2

Consideration of the Resolution and Memorandum of Understanding related to a Wholesale Water Service Agreement by, between, and among the City of Green Bay, the Village of Hobart and the Village of Pulaski.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. Memo to Commission
2. Pulaski Water Service MOU - Commission Resolution
3. Pulaski Wholesale Water MOU 1.24.23

- 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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- 3) REPRESENTATION: The party requesting the communication, or their representative, should be present at this meeting.



GREEN BAY WATER

631 S. Adams Street
Green Bay, WI 54301
(920) 448-3480
www.GBWater.org

MEMORANDUM

DATE: February 13, 2023

TO: Green Bay Water Commissioners

FROM: Nancy Quirk

RE: RESOLUTION and MEMORANDUM OF UNDERSTANDING by,
between, and among Green Bay, Hobart, and Pulaski

I am requesting that the Water Utility Commission approve the Resolution and Memorandum of Understanding between Green Bay, Hobart, and Pulaski as presented.

This approval by the Water Commission will ensure that the process continues in a timely manner.

Green Bay Water Utility collaborated with our Utility Attorney to prepare the Resolution and Memorandum.

The Memorandum of Understanding has been approved by the Village of Hobart and the Village of Pulaski and will be brought forward to the Common Council for approval upon the recommendation of the Water Commission.

I look forward to presenting this information to you and answering any questions that you may have.

Recommended Motion: Motion to approve the Resolution and Memorandum of Understanding by, between, and among the City of Green Bay, the Village of Hobart, and the Village of Pulaski for wholesale water service to the Village of Pulaski with authorization for staff to, in their discretion on the basis of sound fiscal policy and prudent Utility practice, make technical amendments thereto prior to final approval by all municipal governing bodies.

GREEN BAY WATER COMMISSION

RESOLUTION AUTHORIZING AND APPROVING MEMORANDUM OF UNDERSTANDING REGARDING THE PROPOSED WHOLESALE WATER SERVICE AGREEMENT WITH THE VILLAGE OF PULASKI, WISCONSIN

WHEREAS, the Village of Pulaski, Wisconsin has approached the Utility and is desirous of purchasing potable water from Green Bay at wholesale to satisfy the potable water needs of its customers and to meet safe drinking water standards on a long-term basis; and

WHEREAS, Green Bay is willing to sell potable water to the Pulaski at wholesale subject to the terms and conditions of a proposed Wholesale Water Service Agreement, based upon the Village of Hobart Wholesale Water Service Agreement previously entered into between the Utility and the Village of Hobart, with additional provisions related to the contemplated delivery of the Green Bay water through, in part, the Hobart waterworks system; and

WHEREAS, the City of Green Bay, the Green Bay Water Utility, the Village of Hobart and the Village of Pulaski (the “Parties”) have entered into and are continuing discussions and negotiations as to the terms, conditions, limitations and operational format for the sale, provision and delivery of potable water by and from Green Bay to Pulaski through the Village of Hobart waterworks system; and

WHEREAS, the Parties hereto are desirous of entering into a Memorandum of Understanding, as more particularly described on EXHIBIT “A” hereto, to set forth some, but not all, of the material general terms, conditions, operational formats, rights, duties, responsibilities, obligations and limitations of the Parties in connection with the sale, transport and delivery of potable water by Green Bay to Pulaski through the Village of Hobart waterworks system.

NOW, THEREFORE, it is hereby moved and resolved by the GREEN BAY WATER COMMISSION in the following:

RESOLVED FIRST: That the Memorandum of Understanding between the City of Green Bay, the Green Bay Water Utility, the Village of Hobart and the Village of Pulaski, in the form presented herewith and attached hereto as EXHIBIT “A”, (the “Pulaski Water Service MOU”) be, and the same hereby is, authorized and approved.

RESOLVED SECOND: That the Commission Chair and Commission Secretary be, and they hereby are, authorized, for and in the name of and on behalf of the Commission and the Green Bay Water Utility, to sign, execute, file and deliver the Pulaski Water Service MOU in the form presented herewith or with such changes or modifications thereto as shall be approved by those authorized officers, their execution and delivery thereof to constitute conclusive evidence of the approval of any such changes or modifications.

RESOLVED THIRD: 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 continue negotiations with all Parties to facilitate the development and implementation of a Wholesale Water Service Agreement with the Village of Pulaski hereunder.

ADOPTED this ____ day of _____, 2023.

APPROVED this ____ day of _____, 2023.

GREEN BAY WATER COMMISSION

John C. Heugel, President

ATTEST:

Tom Karman, Secretary

MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING is made and entered into as of dates set forth herein below, by and between the CITY OF GREEN BAY, WISCONSIN ("Green Bay"), a local governmental unit and political subdivision and body public and corporate of the State of Wisconsin, the GREEN BAY WATER UTILITY, by and through the GREEN BAY WATER COMMISSION, (hereinafter "Green Bay" unless otherwise specifically referenced) and the VILLAGE OF HOBART, WISCONSIN, a local governmental unit and political subdivision and body public and corporate of the State of Wisconsin ("Hobart") and the VILLAGE OF PULASKI, WISCONSIN, a local governmental unit and political subdivision and body public and corporate of the State of Wisconsin ("Pulaski").

PRELIMINARY RECITALS

WHEREAS, Green Bay is the owner and operator of a municipal waterworks system that treats Lake Michigan water for distribution to its retail customers within the corporate municipal boundaries of the City of Green Bay; and

WHEREAS, Hobart is the owner of a municipal waterworks system that uses water obtained from Green Bay under and pursuant to the terms and conditions of a Wholesale Water Service Agreement by and between Green Bay and Hobart of August, 2009 and its subsequent amendments (the "Hobart Agreement"); and

WHEREAS, Pulaski is desirous of purchasing potable water from Green Bay at wholesale to satisfy the potable water needs of its customers and to meet safe drinking water standards on a long-term basis; and

WHEREAS, Green Bay is willing to sell potable water to the Pulaski at wholesale subject to the terms and conditions of a Wholesale Water Service Agreement based upon the Hobart Agreement with additional provisions related to the contemplated delivery of the Green Bay water through, in part, the Hobart waterworks system; and

WHEREAS, the Parties hereto have entered into and are continuing discussions and negotiations as to the terms, conditions, limitations and operational format for the sale, provision and delivery of potable water by and from Green Bay to Pulaski, through, in part, the Village of Hobart waterworks system; and

WHEREAS, the Parties hereto are desirous of entering into this Memorandum of Understanding to set forth some, but not all, of the material general terms, conditions, operational formats, rights, duties, responsibilities, obligations and limitations of the Parties hereto in connection with the sale of potable water by Green Bay to the Pulaski, through, in part, the Village of Hobart waterworks system.

ARTICLE I
PURPOSE AND SCOPE

Section 1.1 Purpose. The purpose of this Memorandum of Understanding is to provide the framework for the continuation of the development of a written wholesale water service agreement between Green Bay and Pulaski for the sale and delivery of potable water by Green Bay to Pulaski and for the purchase by Pulaski of potable water from Green Bay.

Section 1.2 Limitation of Scope. This Memorandum of Understanding is not intended to set forth all of the essential and material terms, and conditions of a final written and approved wholesale water service agreement by, between and among the Parties hereto. This Memorandum of Understanding is not intended to be binding upon any Party hereto.

ARTICLE II
PROJECT DESCRIPTION

Section 2.1 Wholesale Water Sale. Green Bay will agree to sell to Pulaski and that Pulaski will agree to purchase from the Green Bay, under the terms, conditions and limitations to be defined in the Agreement, a maximum daily amount of potable water based on a current average daily amount of 330,000 gallons per day.

Section 2.2 Water Delivery and Transmission Facilities. The Parties will work together to develop, design and construct facilities necessary for Green Bay to deliver potable water to Pulaski through Hobart to a pipeline beginning at the northwestern municipal boundary of Hobart and running to the southeastern municipal boundary of Pulaski (the "Project"). The potable water delivery and transmission facilities will include, at Pulaski's expense, the construction and maintenance of pumping, metering, and pressure reducing facilities. Green Bay will, at its expense, provide and maintain a flow meter at Pulaski's metering station located along the transmission main route on County Trunk Highway U.

ARTICLE III
CURRENT UNDERSTANDINGS AND CONTINUED NEGOTIATIONS

Section 3.1 Acknowledgement. The Parties acknowledge that they have not yet reached a full agreement for the terms, conditions and limitations for the wholesale, sale and transmission of potable water from Green Bay to Pulaski and that until all the terms, conditions and limitations have been agreed upon by all Parties hereto there shall be no such agreement

Section 3.2 Consensus Understandings. On the basis of previous discussions and negotiations at the staff level under the framework of the Project description set forth in Article II, the Parties acknowledge that they have reached a consensus understanding with respect to the following terms, conditions and limitations for the wholesale sale, transmission and delivery of potable water from Green Bay to Pulaski.

- a. Agreement Framework. That the framework and foundation for any agreement hereunder for the wholesale sale and delivery of potable water from Green Bay to Pulaski shall be based upon the framework and format of the Green Bay Water Utility Wholesale Water Service Agreement as previously approved by the Wisconsin Public Service Commission (the "PSC").

- b. PSC Approval. The Parties acknowledge that any final agreement that they may reach will be subject to final approval by the PSC before service can commence.
- c. Term. That the term of the wholesale water service agreement shall be through December 31, 2030.
- d. Interconnection Facilities. That subject to review and approval by Green Bay, Pulaski shall design, construct, and finance such interconnection facilities as the Parties determine necessary in accordance with prudent utility practices to safely accept, receive, transmit and convey potable water provided by Green Bay from the Hobart waterworks system to the Pulaski waterworks system.
- e. Wholesale Water Service Rate. The initial wholesale water service rate for potable water sold to Pulaski by the Green Bay shall be at the initial volume rate set by the PSC under PSC standard rate-making and regulatory principles and procedures at the time of connection. In future rate proceedings before the PSC, the wholesale rate would increase or decrease by the same percentage increase or decrease of the lowest rate approved by the PSC for any Green Bay Retail Customer, as set forth on the Green Bay Water Utility's General Service – Metered Schedule (MG 1), or any subsequent replacement tariff on file with the PSC. The wholesale water service rate established by Green Bay does not include any interconnection transmission fees, costs, rates, or charges (the “Conveyance Rate”) that may be imposed by Hobart for the transmission of Green Bay potable water through a portion of the Hobart water works system as provided pursuant to Subsection 3.2(g) hereof.
- f. PSC Rate Setting. Beginning January 1, 2031, the applicable wholesale water rate in effect for the sale of potable water by the Green Bay to Pulaski shall be set by the PSC under PSC standard rate-making and regulatory principles and procedures.
- g. Conveyance Rate. In addition to the wholesale water service rate payable to Green Bay, Pulaski shall also be subject to a Conveyance Rate to be determined and set by Hobart, based upon the Conveyance Rate Formula established by the PSC, for the receipt and transmission of potable water from Green Bay to be delivered to Pulaski, which Conveyance Rate will be determined and set at the time of connection.
- h. Interruption of Service. Green Bay shall, in emergency or maintenance situations, have the ability to curtail or interrupt service and delivery of water.
- i. Quarterly Billing. Green Bay and Hobart shall bill Pulaski on a quarterly basis for their respective service charges.
- j. Prudent Utility Practice. During the term of any agreement between and among the Parties hereto the Parties shall, at all times, own, operate, maintain, repair and replace their respective waterworks systems in a manner consistent with prudent utility practice.
- k. Financial Responsibilities. During the term of any agreement hereunder, Pulaski will plan and budget for all costs, expenses, fees and charges associated with its

wholesale purchase of potable water from Green Bay and its Conveyance Rate charges through Hobart.

Section 3.3 Continued Negotiations. The Parties agree to continue discussions and negotiations through their respective staffs, agents, and representatives to address the following matters as well as any such additional matters as may arise during the course of those discussions and negotiations:

- a. Maximum Daily Demand. That Pulaski's maximum daily potable water demand through December 31, 2030 will be 954,000 gallons per day and that Green Bay can, absent emergency circumstances, meet and supply Pulaski's maximum daily potable water demands.
- b. Interconnection Facilities. The design and location of the facilities necessary to interconnect the Hobart waterworks system with the Pulaski waterworks system, including, but not limited to the metering stations, right-of-way rights and interconnection plans and specifications.
- c. Connection Costs. The costs payable by Pulaski for connecting to the Green Bay waterworks system through the Hobart waterworks system.
- d. Conveyance Rate. The charges and fees to be payable to Hobart for its receipt of Green Bay potable water for transmission to Pulaski's interconnection facilities.
- e. Financing. Financing arrangements for the design, development, and construction of Pulaski's waterworks system interconnection facilities.
- f. Technical Operational Memorandum. The Parties will develop a technical memorandum for the operations of the interconnected waterworks systems.
- g. Agreement Termination. Provisions for winding up the wholesale water service in the event the parties would, in the future, determine to terminate the water service agreement.

ARTICLE IV

MISCELLANEOUS PROVISIONS

Section 4.1 Due Diligence. The Parties agree to act expeditiously and with due diligence to carry out and complete their responsibilities in connection with this Project and Agreement.

Section 4.2 Amendments. Any amendments to this Memorandum of Understanding are strictly prohibited unless such amendment is agreed to, in writing, by all Parties hereto. There shall be no oral agreements. Electronic writings, including e-mail messages, text messages, tweets, instant messages and their content and any attachments thereto and any prior or subsequent communications, including oral discussions or negotiations concerning some or all of the proposed project are not intended to represent and do not reflect an offer or acceptance to enter into, amend, modify, revise, terminate, abrogate, extend, or create a binding contract, agreement or transaction, and are not intended to and do not in any way bind any Party to this Memorandum.

Section 4.3 Binding Agreement. There shall be no binding agreement by, between or among any Party hereto unless and until all Parties hereto first enter into a written document entitled "WHOLESALE WATER SERVICE AGREEMENT by and between the CITY OF GREEN BAY and the VILLAGE OF PULASKI" after having obtained formal approval thereof by their respective governing bodies, being the Green Bay Water Commission for the Green Bay Water Utility, the Green Bay City Council for the City of Green Bay, the Hobart Village Board for the Village of Hobart; the Pulaski Village Board for the Village of Pulaski; and, the Wisconsin Public Service Commission.

IN WITNESS WHEREOF, the parties hereto have by their duly authorized officers and representatives set their hands and affixed their seals on the date set forth below their name.

CITY OF GREEN BAY

Attest:

By: _____ By: _____
Eric Genrich, Mayor

GREEN BAY WATER UTILITY

Attest:

By: _____ By: _____
John C. Heugel, President

VILLAGE OF HOBART

Attest:

By: _____ By: _____

VILLAGE OF PULASKI

Attest:

By: _____ By: _____
Keith Chambers, Village President Karen Ostrowski, Village Clerk



AGENDA OF THE WATER COMMISSION

MONDAY, FEBRUARY 13, 2023, 8:30 AM

In person at the Green Bay Water Utility.

631 S Adams St

Virtual attendance is also available via Zoom.

MEETING DATE

February 13, 2023

PREPARED BY

Stephanie Rogers, Staff

AGENDA ITEM # E.3

December 2022 Financial Report

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

I. December 2022 I FS

- 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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- 3) **REPRESENTATION:** The party requesting the communication, or their representative, should be present at this meeting.

GREEN BAY WATER**CASH POSITION**

December 31, 2022

	12/31/2021	12/31/2022
UNRESTRICTED CURRENT ASSETS		
Cash & Investments - Operation & Maintenance		
Local Govt. Investment Pool	\$ 103,899	\$ 105,565
Associated Bank Checking	9,924,189	9,917,673
Working Cash Funds - Petty Cash	1,700	1,700
Total Cash & Investments - Operation & Maintenance	10,029,788	10,024,938
RESTRICTED CURRENT ASSETS		
Cash & Investments - Restricted		
Certificates of Deposit - Bond Redemption	950,000	947,000
Associated Bank Money Market Account - Bond Redemption	20,228	21,273
Associated Bank Checking - Private Service Replacement	1,487	16,807
Local Govt. Investment Pool - Construction Fund	1,749,901	356
Total Cash & Investments - Restricted	2,721,616	985,436
RESTRICTED LONG-TERM ASSETS		
Cash & Investments - Debt Reserve		
Associated Trust Money Market	297,169	448,876
Associated Trust Certificates of Deposit	515,663	472,000
Associated Trust Municipal Bonds	5,284,050	5,492,166
Total Cash & Investments - Debt Reserve	6,096,882	6,413,042
TOTAL CASH POSITION	\$ 18,848,286	\$ 17,423,416

GREEN BAY WATER

BALANCE SHEET

December 31, 2022

	AS OF 12/31/2021	AS OF 12/31/2022
ASSETS		
Current Assets		
Unrestricted Current Assets		
Cash & Investments - Operating & Maintenance	\$ 10,029,788	\$ 10,024,938
Accounts Receivable - Customer Accounts	10,749,134	11,574,723
Inventories	538,570	801,502
Prepaid Items	43,552	33,658
Total Unrestricted Current Assets	21,361,044	22,434,821
Restricted Current Assets		
Cash & Investments - Bond Redemption Fund	970,228	968,273
Interest Receivable	88	2,325
Cash & Investments - Private Service Replacement Fund	1,487	16,807
Accounts Receivable - Grants	123,220	37,825
Total Restricted Current Assets	1,095,023	1,025,230
Total Current Assets	22,456,067	23,460,051
Noncurrent Assets		
Restricted Assets		
Cash & Investments - Debt Reserve Fund	6,096,882	6,413,042
Accrued Interest	37,883	38,655
Cash & Investments - Construction Fund	1,749,901	356
Net Pension Asset	1,675,610	1,675,610
Total Restricted Assets	9,560,276	8,127,663
Other Assets		
Unamortized Ashwaubenon Booster	1,248,806	1,117,353
Unamortized Wrightstown Loan/Grant	443,100	411,450
Total Other Assets	1,691,906	1,528,803
Capital Assets		
Property, Plant & Equipment	242,991,575	243,983,565
Less: Accumulated Depreciation	(98,441,709)	(103,326,458)
Net Property, Plant & Equipment	144,549,866	140,657,107
Construction in Progress	5,458,158	10,124,030
Total Capital Assets	150,008,024	150,781,137
Total Noncurrent Assets	161,260,206	160,437,603
TOTAL ASSETS	183,716,273	183,897,654
DEFERRED OUTFLOWS OF RESOURCES		
Unamortized Loss on Advanced Refunding	496,311	338,859
Deferred Outflows - Pension	2,745,871	3,909,456
Total Deferred Outflows of Resources	3,242,182	4,248,315

GREEN BAY WATER**BALANCE SHEET**

December 31, 2022

	AS OF 12/31/2021	AS OF 12/31/2022
LIABILITIES		
Current Liabilities		
Accounts Payable	\$ 1,775,388	\$ 805,718
Sewer Collections Payable	5,553,452	6,167,748
Storm Water Collections Payable	2,939,704	2,962,969
Accrued Payroll Taxes	56,491	72,170
Accrued Payroll, Vacation & Sick Leave Pay	484,576	470,274
Accrued Taxes	2,457,195	2,367,148
Payable from Restricted Assets		
Current Portion of Long - Term Debt	4,205,000	4,305,000
Accrued Interest	250,239	233,348
Total Current Liabilities	17,722,045	17,384,375
Long - term Obligations, Less Current Portion		
Revenue Bonds - Net of Premiums & Discounts	42,917,073	38,173,516
Accrued Vacation & Sick Leave Pay	264,364	264,364
Total Current Liabilities	43,181,437	38,437,880
TOTAL LIABILITIES	60,903,482	55,822,255
DEFERRED INFLOWS OF RESOURCES		
Deferred Inflows - Pension	3,654,487	4,818,072
NET POSITION		
Contributed Capital - City of Green Bay	736,907	736,907
Net Investment in Capital Assets	103,382,262	108,641,479
Restricted	8,655,159	8,919,188
Unrestricted	9,626,158	9,208,067
TOTAL NET POSITION	\$ 122,400,486	\$ 127,505,642

GREEN BAY WATER

Statement of Revenues, Expenses and Changes in Net Position Years Ended December 31, 2021 and 2022

	12/31/21	12/31/22
OPERATING REVENUES		
Charges for services	\$ 24,178,791	\$ 23,701,192
Other	1,752,386	1,729,283
Total operating revenues	25,931,177	25,430,474
OPERATING EXPENSES		
Operation and maintenance	11,203,749	12,811,473
Depreciation	5,386,567	4,830,948
Total operating expenses	16,590,316	17,642,421
Operating income	9,340,861	7,788,053
NONOPERATING REVENUES (EXPENSES)		
Interest income	29,438	28,317
Grant revenue	0	791,891
Miscellaneous income	309,593	315,432
Interest and fiscal charges	(1,644,170)	(1,484,542)
Amortization of debt premium net of discounts	434,434	452,760
Amortization of loss on advance refundings	(191,685)	(171,656)
Total nonoperating revenues (expenses)	(1,062,390)	(67,798)
Income before contributions and transfers	8,278,471	7,720,255
Capital contributions	209,823	80,745
Transfers out - tax equivalent	(2,457,195)	(2,695,846)
Change in net position	6,031,099	5,105,154
Net position - January 1	116,369,387	122,400,486
Net position - December 31	\$ 122,400,486	\$ 127,505,640

GREEN BAY WATER

DECEMBER 2022 REVENUE BUDGET REPORT

FOR 2022 12

ACCOUNTS FOR: 610 WATER UTILITY	ORIGINAL	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD REVENUE	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
415000 MERCH & JOBBING REV	255,000	0	255,000	271,307.25	.00	-16,307.25	106.4%
419900 INT INCOME-OPER FUND	20,000	0	20,000	180,692.04	.00	-160,692.04	903.5%
419904 INT INC-CONST FUND	500	0	500	2,819.81	.00	-2,319.81	564.0%
419911 INT INC-BOND REDEMPTION	3,000	0	3,000	9,714.92	.00	-6,714.92	323.8%
419920 INT INC-DEBT RESERVE	165,000	0	165,000	153,292.75	.00	11,707.25	92.9%
419925 UNREALIZED GAIN/LOSS DEBT RE	90,000	0	90,000	-318,208.36	.00	408,208.36	-353.6% (1)
420000 GRANT REVENUE	0	0	0	791,890.75	.00	-791,890.75	100.0% (2)
421000 MISC NON-OPERATING INC	500,000	0	500,000	80,745.25	.00	419,254.75	16.1% (3)
429440 AMORT PREM-GB-2004	124,305	0	124,305	124,305.36	.00	-.36	100.0%
429443 AMORT PREM ASH-2004	12,625	0	12,625	12,624.96	.00	.04	100.0%
429460 AMORT PREM-GB-2014	82,167	0	82,167	82,166.88	.00	.12	100.0%
429463 AMORT PREM-ASH-2014	8,345	0	8,345	8,345.16	.00	-.16	100.0%
429470 AMORT PREM-GB-2019	313,470	0	313,470	313,470.36	.00	-.36	100.0%
429473 AMORT PREM-ASH-2019	31,837	0	31,837	31,837.44	.00	-.44	100.0%
429480 AMORT PREM-GB-2021	16,940	0	16,940	16,940.04	.00	-.04	100.0%
461508 METERED RESIDENTIAL	5,100,000	0	5,100,000	5,163,882.36	.00	-63,882.36	101.3%
461558 METERED COMMERCIAL	2,230,000	0	2,230,000	2,070,910.47	.00	159,089.53	92.9%
461608 METERED INDUSTRIAL	6,200,000	0	6,200,000	6,647,320.60	.00	-447,320.60	107.2%
461658 METERED APARTMENT < 3 UNITS	2,330,000	0	2,330,000	2,272,959.94	.00	57,040.06	97.6%
461708 METERED MULTI FAMILY	1,545,000	0	1,545,000	1,502,900.20	.00	42,099.80	97.3%
461758 METERED RESTAURANT	152,000	0	152,000	158,752.96	.00	-6,752.96	104.4%
461808 METERED MUNICIPAL	450,000	0	450,000	448,479.48	.00	1,520.52	99.7%
462000 PRIVATE FIRELINES	159,000	0	159,000	160,385.29	.00	-1,385.29	100.9%
463000 PUBLIC FIRE PROTECTION	1,365,000	0	1,365,000	1,376,026.94	.00	-11,026.94	100.8%
466003 SALES FOR RESALE-ASH	3,500,000	0	3,500,000	3,253,262.15	.00	246,737.85	93.0%
466004 SALES FOR RESALE-SCOTT	105,000	0	105,000	90,176.62	.00	14,823.38	85.9%
466005 SALES FOR RESALE-HOBART	380,000	0	380,000	373,574.99	.00	6,425.01	98.3%
466006 SALES FOR RESALE-WRIGHTSTOWN	185,000	0	185,000	182,559.71	.00	2,440.29	98.7%
470000 LATE PAYMENT PENALTIES	150,000	0	150,000	124,452.83	.00	25,547.17	83.0%
471000 TURN ON & SET REVENUE	55,000	0	55,000	44,125.00	.00	10,875.00	80.2%
472000 RENT-CELL TOWERS	142,500	0	142,500	141,523.10	.00	976.90	99.3%
472010 RENT-ADDITIONAL METERS	8,500	0	8,500	25,048.92	.00	-16,548.92	294.7%
472020 RENT - LAND	1,000	0	1,000	1,000.00	.00	.00	100.0%
474000 OTHER WATER REVENUE-MISC	2,000	0	2,000	1,080.70	.00	919.30	54.0%
474010 RETURN ON METER INVEST	85,000	0	85,000	.00	.00	85,000.00	.0% (4)
474020 REBATES	25,000	0	25,000	34,576.90	.00	-9,576.90	138.3%
474030 PRIVATE WELL PERMITS	0	0	0	3,300.00	.00	-3,300.00	100.0%
474040 SALE OF SCRAP	20,000	0	20,000	9,959.12	.00	10,040.88	49.8%
474050 TITLE COMPANY LETTERS	3,000	0	3,000	2,110.00	.00	890.00	70.3%
474060 THAW SERVICE	0	0	0	831.00	.00	-831.00	100.0%
476000 SEWER REIMB FROM CITY	1,010,000	0	1,010,000	1,010,400.00	.00	-400.00	100.0%
476100 STORM REIMB FROM CITY	375,000	0	375,000	375,000.00	.00	.00	100.0%
TOTAL WATER UTILITY	27,201,189	0	27,201,189	27,236,543.89	.00	-35,354.89	100.1%

(1) Unrealized loss on investment

(2) DNR private galvanized replacement program - not budgeted

(3) Contributed capital calculated at with year end entries

(4) Return on meter investment (PSC) calculated with year end entries

GREEN BAY WATER

DECEMBER 2022 EXPENSE BUDGET REPORT

FOR 2022 12

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT	
610 WATER UTILITY	APPROP	ADJSTMTS	BUDGET			BUDGET	USED	
1630 STORES EXPENSE	64,161	0	64,161	77,427.37	.00	-13,266.37	120.7%	(1)
1840 CLEARING ACCOUNTS	482,076	0	482,076	-387,804.46	.00	869,880.46	-80.4%	(1)
4030 DEPRECIATION EXPENSE	5,207,113	0	5,207,113	4,830,948.00	.00	376,165.00	92.8%	
4050 AMORTIZATION OF OTHER PLANT	131,453	0	131,453	131,453.28	.00	-.28	100.0%	
4080 TAXES	3,000,811	0	3,000,811	2,695,845.94	.00	304,965.39	89.8%	
4160 MERCHANDISING & JOBBING EXP	203,079	0	203,079	248,440.77	.00	-45,361.77	122.3%	(2)
4260 OTHER INCOME DEDUCTIONS	459,321	0	459,321	.00	.00	459,321.00	.0%	(1)
4270 INTEREST ON LONG-TERM DEBT	1,501,433	0	1,501,433	1,484,542.16	.00	16,890.84	98.9%	
4280 AMORTIZATION OF DEBT DISCOUNT	308,587	0	308,587	308,586.24	.00	.76	100.0%	
6020 PURCHASED WATER	8,000	0	8,000	8,056.27	.00	-56.27	100.7%	
6130 MAINTENANCE OF INTAKES	10,000	0	10,000	8,960.00	.00	1,040.00	89.6%	
6160 MAINTENANCE OF SUPPLY MAINS	1,206,683	0	1,206,683	1,271,743.06	.00	-65,060.06	105.4%	
6200 PUMP OPS SUPERVISION & ENG	76,456	0	76,456	76,387.74	.00	68.26	99.9%	
6230 FUEL OR POWER FOR PUMPING	761,250	0	761,250	870,046.25	.00	-108,796.25	114.3%	(3)
6240 PUMP LABOR & EXPENSES	81,856	0	81,856	59,933.11	.00	21,922.89	73.2%	
6260 MISC PUMPING EXPENSE	77,402	0	77,402	139,151.61	.00	-61,749.61	179.8%	(4)
6300 PUMP MAINT SUPERVISION & ENG	36,400	0	36,400	25,919.06	.00	10,480.94	71.2%	
6310 PUMP MAINT OF STRUCTURES	248,601	0	248,601	131,863.75	.00	116,737.25	53.0%	
6320 PUMP MAINT OF POWER PROD EQUIP	29,000	0	29,000	31,798.48	.00	-2,798.48	109.6%	
6330 MAINT OF PUMPING EQUIP	180,788	0	180,788	150,276.20	.00	30,511.80	83.1%	
6400 TREATMENT OPS SUPERVIS & ENG	77,212	0	77,212	82,568.55	.00	-5,356.55	106.9%	
6410 CHEMICALS	370,000	0	370,000	416,955.13	.00	-46,955.13	112.7%	(5)
6420 WATER TREATMENT OPERATIONS EXP	981,882	0	981,882	855,149.21	.00	126,732.79	87.1%	
6430 MISC WATER TREATMENT EXP	146,628	0	146,628	145,788.41	.00	839.59	99.4%	
6500 TREATMENT MAINT SUPERVIS & ENG	33,091	0	33,091	26,887.26	.00	6,203.74	81.3%	
6510 TREATMENT MAINT OF STRUCTURES	46,065	0	46,065	81,920.60	.00	-35,855.60	177.8%	(6)
6520 MAINT OF TREATMENT EQUIP	192,472	0	192,472	161,229.50	.00	31,242.50	83.8%	
6600 TRANS & DIST OPS SUP & ENG	233,021	0	233,021	239,328.16	.00	-6,307.16	102.7%	
6620 TRANS & DIST LINES EXPENSE	178,622	0	178,622	253,992.21	.00	-75,370.21	142.2%	(7)
6630 METER EXPENSE	271,209	0	271,209	263,953.65	.00	7,255.35	97.3%	
6640 CUSTOMER INSTALLATION EXP	88,458	0	88,458	950,563.44	.00	-862,105.44	1074.6%	(8)
6650 MISC TRANS & DIST EXPENSES	516,648	0	516,648	407,054.27	.00	109,593.73	78.8%	
6720 MAINT OF DIST RES & STANDPIPES	30,828	0	30,828	40,146.97	.00	-9,318.97	130.2%	(9)
6730 MAINT OF TRANS & DIST MAINS	1,459,214	0	1,459,214	1,475,861.56	.00	-16,647.56	101.1%	
6750 MAINT OF SERVICES	388,776	0	388,776	443,711.60	.00	-54,935.60	114.1%	(10)
6760 MAINT OF METERS	133,171	0	133,171	107,307.17	.00	25,863.83	80.6%	
6770 MAINT OF HYDRANTS	161,471	0	161,471	166,410.03	.00	-4,939.03	103.1%	
9020 METER READING EXPENSE	32,197	0	32,197	13,264.51	.00	18,932.49	41.2%	
9030 CUSTOMER RECORDS & COLLECTION	1,077,648	0	1,077,648	942,080.82	.00	135,567.18	87.4%	
9040 UNCOLLECTIBLE ACCOUNTS	5,000	0	5,000	5,797.54	.00	-797.54	116.0%	(11)
9060 CUSTOMER SERVICE & INFORMATION	77,317	0	77,317	72,477.86	.00	4,839.14	93.7%	
9200 ADMIN & GENERAL SALARIES	718,316	0	718,316	659,326.76	.00	58,989.24	91.8%	
9210 OFFICE SUPPLIES & EXPENSES	109,266	0	109,266	103,370.58	.00	5,895.42	94.6%	
9230 OUTSIDE SERVICES EMPLOYED	561,900	0	561,900	435,989.58	.00	125,910.42	77.6%	

GREEN BAY WATER

DECEMBER 2022 EXPENSE BUDGET REPORT

FOR 2022 12								
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT	
610 WATER UTILITY	APPROP	ADJSTMTS	BUDGET			BUDGET	USED	
9240 PROPERTY INSURANCE	80,450	0	80,450	80,714.95	.00	-264.95	100.3%	
9250 INJURIES & DAMAGES	59,500	0	59,500	36,669.15	.00	22,830.85	61.6%	
9260 EMPLOYEE PENSIONS & BENEFITS	1,409,675	0	1,409,675	1,246,314.35	.00	163,360.65	88.4%	
9300 MISC GENERAL EXPENSES	87,885	0	87,885	49,759.67	.00	38,125.33	56.6%	
9320 MAINT OF GENERAL PLANT	210,068	0	210,068	203,226.79	.00	6,841.21	96.7%	
TOTAL WATER UTILITY	23,812,460	0	23,812,460	22,131,395.11	.00	1,681,065.22	92.9%	

- (1) Year end entry
- (2) offset by Merchandising & jobbing revenue
- (3) Increase fuel costs
- (4) Increase electric & gas costs
- (5) Increase chemical costs
- (6) Filter Plant electrical fire repair
- (7) Leak detection expenses
- (8) Private side galvanized replacement exp not budgeted due to direct reimbursement of grant from DNR
- (9) Legal fees for cell tower contracts
- (10) Increased maint on services
- (11) Account writeoffs



AGENDA OF THE WATER COMMISSION

MONDAY, FEBRUARY 13, 2023, 8:30 AM

In person at the Green Bay Water Utility.

631 S Adams St

Virtual attendance is also available via Zoom.

MEETING DATE

February 13, 2023

PREPARED BY

AGENDA ITEM # F.1

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, FEBRUARY 13, 2023, 8:30 AM

In person at the Green Bay Water Utility.

631 S Adams St

Virtual attendance is also available via Zoom.

MEETING DATE

February 13, 2023

PREPARED BY

AGENDA ITEM # F.2

Final Building Remodel Project 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, FEBRUARY 13, 2023, 8:30 AM

In person at the Green Bay Water Utility.

631 S Adams St

Virtual attendance is also available via Zoom.

MEETING DATE

February 13, 2023

PREPARED BY

Nancy Quirk, Water Utility Director

AGENDA ITEM # F.3

General Manager Update.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

I. General Manager Update Feb 2023

- 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 Commission

GENERAL MANAGER UPDATE

DATE: February 13, 2023
TO: Green Bay Water Commission
FROM: Nancy Quirk, P.E., General Manager, Green Bay Water
RE: General Manager Update

1. Workforce Report
 - a. Recruitment
 - i. Pumping Mechanic/Electrician (FT)
 - ii. Metering and Cross Connection Control Specialist (FT)
 - iii. Safety Coordinator (PT at GBWU)
 - iv. Billing Technician (FT)
 - v. Distribution Maintenance Warehouse Person (FT)
 - b. UWGB Internships update
 - i. Operations
 - ii. Communications/Public Outreach
2. Succession Plan Project Update
3. Training Center
 - a. General Primary Election February 21
 - b. Police active threat training for GBPD, GBMFD, GBAPS and GB Metro Feb 28 and Mar 1
4. Pump Electrical Efficiency Study at Lake Station update
5. Meetings with Large Water User Customers
6. Meeting with new DPW Director of Ashwaubenon, Brian Rickert
7. NEW Water Meeting



AGENDA OF THE WATER COMMISSION

MONDAY, FEBRUARY 13, 2023, 8:30 AM

In person at the Green Bay Water Utility.

631 S Adams St

Virtual attendance is also available via Zoom.

MEETING DATE

February 13, 2023

PREPARED BY

AGENDA ITEM # F.4

Date of the next meeting: Monday, March 13, 2023.

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.