AGENDA OF THE WATER COMMISSION

MONDAY, MARCH 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 March 13, 2023.

C. Approval of the Agenda.

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

D. Approval of Minutes.

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

E. Regular Business.

1. Introduction of new employees Jason Bader, Pumping Mechanic/Electrician, and Jessica Faulds, Metering and Cross Connection Control Specialist.
2. December 2022 and January 2023 Financial Reports.

F. Informational.

1. Strategic Communications Update
2. General Manager Update

G. Adjournment.

1. Motion to adjourn the Water Commission meeting of March 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=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.

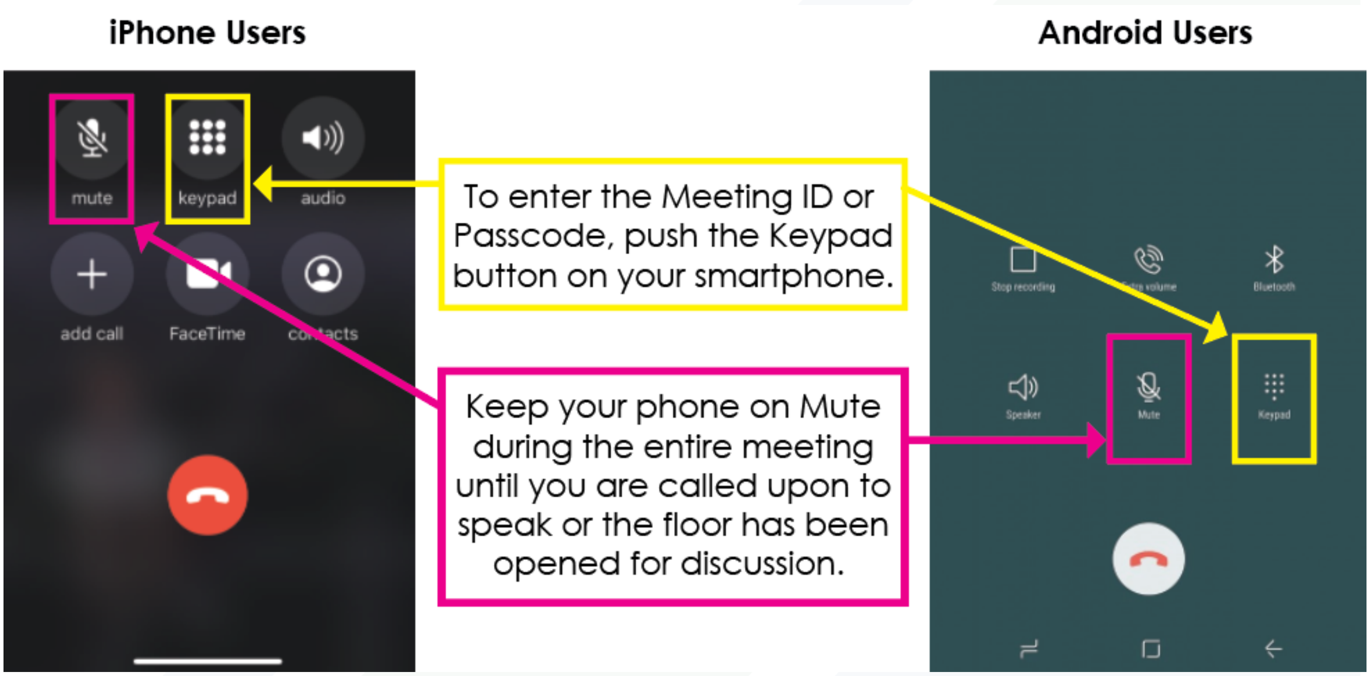
Additional Information

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



MINUTES 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.

On Monday, February 13, 2023, the Water Commission met in person and virtually via Zoom.
President Heugel called the meeting to order at 8:30 a.m.
Recording Secretary Beilke called the roll. Six voting commission members responded: President John Heugel (In person), Vice President Jamie Wall (In person), Secretary-Treasurer Tom Karman (In Person), Kathryn Hasselblad-Pascale (Virtually via Zoom), Elizabeth Wheat (Virtually via Zoom) , and Al Farvour (Virtually via Zoom).
Jacque Boyle arrived during item E2 at 8:37 a.m. (Virtually via Zoom).
Also present: Alder Craig Stevens (non-voting), Council Representative to the Water Commission, attended in person, and Attorney William Vande Castle (Virtually via Zoom)
Staff present: Nancy Quirk, Andrea Hay (Virtually via Zoom), Brian Powell, Kristin Romanowicz, Stephanie Rogers, Sarah Fidler, Russ Hardwick, Jason Maes, Jon Peters, Justin Hewitt, Pam Beilke, Aaron Cisler and Nate Peters.

C. APPROVAL OF THE AGENDA.

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

Motion by Jamie Wall, seconded by Kathryn Hasselblad-Pascale to approve the agenda as presented. Voice vote being had, the motion passed unanimously.

D. APPROVAL OF MINUTES.

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

Motion by Jamie Wall, seconded by Allen Farvour to approve the Water Commission Minutes for January 9, 2023. Voice vote being had, the motion passed unanimously.

E. REGULAR BUSINESS.

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

New employees Pam Beilke, Aaron Cisler and Nate Peters introduced themselves to the Water Commission. President Heugel welcomed them to the Water Utility.
Aaron Cisler and Nate Peters left the meeting at 8:35 a.m.

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.

Moved by Thomas Karman, seconded by Kathryn Hasselblad-Pascale to approve the Pulaski Memorandum of Understanding and Resolution as presented. Voice vote being had, the motion passed unanimously.
Jacque Boyle arrived at 8:37 a.m. during this Item.

3. December 2022 Financial Report

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

F. INFORMATIONAL.

1. Strategic Communications Update

Director of Communications Hay discussed the audit of the door tagging program and UW Madision's proposal to partner for a fully funded research branding study with UWGB and the airport for bottle filling stations. Director Hay also discussed Wholesale Customer Communications.

2. Final Building Remodel Project Update

Kristin Romanowicz presented a final building project update. President Heugel suggested offering the presentation to UWGB and/or NWTC as a teaching tool for students. The presentation will be kept with the project file at the Green Bay Water Utility.

3. General Manager Update.

General Manager Quirk presented her report on the following:

1. Workforce Report
    1. Recruitment

            1. Pumping Mechanic/Electrician (FT)
            2. Metering and Cross Connection Control Specialist (FT)
            3. Safety Coordinator (PT at GBWU)
            4. Billing Technician (FT)
            5. Distribution Maintenance Warehouse Person (FT)
        2. UWGB Internships update
            1. Operations
            2. Communications/Public Outreach
    2. Succession Plan Project Update
    3. Training Center
        1. General Primary Election February 21
        2. 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
    8. Washington, D.C. trip

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

G. ADJOURNMENT.

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

Motion by Jamie Wall, seconded by Allen Farvour to adjourn the meeting. Voice vote being had, the motion passed unanimously.
President Heugel adjourned the meeting at 9:35 a.m.

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	10,898,722
Inventories	538,570	801,502
Prepaid Items	43,552	45,294
Total Unrestricted Current Assets	21,361,044	21,770,456
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	22,795,686
Noncurrent Assets		
Restricted Assets		
Cash & Investments - Debt Reserve Fund	6,096,882	6,413,042
Accrued Interest	37,883	38,218
Cash & Investments - Construction Fund	1,749,901	356
Net Pension Asset	1,675,610	2,127,002
Total Restricted Assets	9,560,276	8,578,618
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	253,541,083
Less: Accumulated Depreciation	(98,441,709)	(103,517,123)
Net Property, Plant & Equipment	144,549,866	150,023,960
Construction in Progress	5,458,158	90,372
Total Capital Assets	150,008,024	150,114,332
Total Noncurrent Assets	161,260,206	160,221,753
TOTAL ASSETS	183,716,273	183,017,439
DEFERRED OUTFLOWS OF RESOURCES		
Unamortized Loss on Advanced Refunding	496,311	338,859
Deferred Outflows - Pension	2,745,871	4,737,486
Total Deferred Outflows of Resources	3,242,182	5,076,345

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	$	745,178
Sewer Collections Payable		5,553,452		5,649,408
Storm Water Collections Payable		2,939,704		2,799,844
Accrued Payroll Taxes		56,491		51,559
Accrued Payroll, Vacation & Sick Leave Pay		484,576		504,179
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		16,655,664
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		230,459
Total Current Liabilities		43,181,437		38,403,975
TOTAL LIABILITIES		60,903,482		55,059,639
DEFERRED INFLOWS OF RESOURCES				
Deferred Inflows - Pension		3,654,487		6,097,494
NET POSITION				
Contributed Capital - City of Green Bay		736,907		736,907
Net Investment in Capital Assets		103,382,262		107,974,675
Restricted		8,655,159		9,370,146
Unrestricted		9,626,158		8,854,923
TOTAL NET POSITION	$	122,400,486	$	126,936,651

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	$ 23,626,925
Other	1,752,386	1,823,911
Total operating revenues	25,931,177	25,450,836
OPERATING EXPENSES		
Operation and maintenance	11,203,749	13,274,399
Depreciation	5,386,567	5,481,663
Total operating expenses	16,590,316	18,756,061
Operating income	9,340,861	6,694,773
NONOPERATING REVENUES (EXPENSES)		
Interest income	29,438	27,881
Grant revenue	0	791,891
Miscellaneous income	309,593	315,806
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)	(67,861)
Income before contributions and transfers	8,278,471	6,626,914
Capital contributions	209,823	276,400
Transfers out - tax equivalent	(2,457,195)	(2,367,148)
Change in net position	6,031,099	4,536,165
Net position - January 1	116,369,387	122,400,486
Net position - December 31	$ 122,400,486	$ 126,936,651

GREEN BAY WATER
DECEMBER 2022 REVENUE BUDGET REPORT

FOR 2022 12

ACCOUNTS FOR: 610	WATER UTILITY	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD REVENUE		AVAILABLE BUDGET	PCT USED	
415000	MERCH & JOBBING REV	255,000	0	255,000	272,000.25	.00	-17,000.25	106.7%	
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	152,856.59	.00	12,143.41	92.6%	
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	276,400.28	.00	223,599.72	55.3%	
425000	MISC AMORTIZATION PRE2003 AD	0	0	0	201,342.50	.00	-201,342.50	100.0%	
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	5,116,567.34	.00	-16,567.34	100.3%	
461558	METERED COMMERCIAL	2,230,000	0	2,230,000	2,069,227.97	.00	160,772.03	92.8%	
461608	METERED INDUSTRIAL	6,200,000	0	6,200,000	6,624,402.81	.00	-424,402.81	106.8%	
461658	METERED APARTMENT < 3 UNITS	2,330,000	0	2,330,000	2,260,836.22	.00	69,163.78	97.0%	
461708	METERED MULTI FAMILY	1,545,000	0	1,545,000	1,503,983.34	.00	41,016.66	97.3%	
461758	METERED RESTAURANT	152,000	0	152,000	161,275.94	.00	-9,275.94	106.1%	
461808	METERED MUNICIPAL	450,000	0	450,000	448,310.59	.00	1,689.41	99.6%	
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	1,377,883.91	.00	-12,883.91	100.9%	
466003	SALES FOR RESALE-ASH	3,500,000	0	3,500,000	3,248,244.58	.00	251,755.42	92.8%	
466004	SALES FOR RESALE-SCOTT	105,000	0	105,000	86,861.56	.00	18,138.44	82.7%	
466005	SALES FOR RESALE-HOBART	380,000	0	380,000	379,390.94	.00	609.06	99.8%	
466006	SALES FOR RESALE-WRIGHTSTOWN	185,000	0	185,000	189,554.13	.00	-4,554.13	102.5%	
470000	LATE PAYMENT PENALTIES	150,000	0	150,000	125,793.21	.00	24,206.79	83.9%	
471000	TURN ON & SET REVENUE	55,000	0	55,000	43,805.65	.00	11,194.35	79.6%	
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	25,097.69	.00	-16,597.69	295.3%	
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	101,066.40	.00	-16,066.40	118.9%	
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	973,959.64	.00	36,040.36	96.4%	
476100	STORM REIMB FROM CITY	375,000	0	375,000	403,613.52	.00	-28,613.52	107.6%	
	TOTAL WATER UTILITY	27,201,189	0	27,201,189	27,653,840.53	.00	-452,651.53	101.7%	

(1) Unrealized loss on investments
(2) DNR private galvanized replacement program - not budgeted

Report generated: 03/03/2023 11:59
User: StephanieRo
Program ID: glytdbud

GREEN BAY WATER
DECEMBER 2022 EXPENSE BUDGET REPORT

FOR 2022 12

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	.00	.00	64,161.00	.0%	
1840 CLEARING ACCOUNTS	482,076	0	482,076	.00	.00	482,076.00	.0%	
4030 DEPRECIATION EXPENSE	5,207,113	0	5,207,113	5,027,346.01	.00	179,766.99	96.5%	
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	2,695,703.35	.00	305,107.98	89.8%	
4160 MERCHANDISING & JOBBING EXP	203,079	0	203,079	248,440.77	.00	-45,361.77	122.3%	(1)
4260 OTHER INCOME DEDUCTIONS	459,321	0	459,321	454,316.90	.00	5,004.10	98.9%	
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	1,264,559.17	.00	-57,876.17	104.8%	
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%	(2)
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	136,756.98	.00	-59,354.98	176.7%	(3)
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	120,491.92	.00	128,109.08	48.5%	
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	147,724.09	.00	33,063.91	81.7%	
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%	(4)
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%	(5)
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	244,413.69	.00	-65,791.69	136.8%	(6)
6630 METER EXPENSE	271,209	0	271,209	264,047.27	.00	7,161.73	97.4%	
6640 CUSTOMER INSTALLATION EXP	88,458	0	88,458	950,563.44	.00	-862,105.44	1074.6%	(7)
6650 MISC TRANS & DIST EXPENSES	516,648	0	516,648	399,870.38	.00	116,777.62	77.4%	
6720 MAINT OF DIST RES & STANDPIPES	30,828	0	30,828	40,146.97	.00	-9,318.97	130.2%	(8)
6730 MAINT OF TRANS & DIST MAINS	1,459,214	0	1,459,214	1,389,612.41	.00	69,601.59	95.2%	
6750 MAINT OF SERVICES	388,776	0	388,776	415,580.64	.00	-26,804.64	106.9%	
6760 MAINT OF METERS	133,171	0	133,171	96,807.17	.00	36,363.83	72.7%	
6770 MAINT OF HYDRANTS	161,471	0	161,471	155,841.81	.00	5,629.19	96.5%	
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	20,375.15	.00	-15,375.15	407.5%	(9)
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	104,653.18	.00	4,612.82	95.8%	
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: 610 WATER UTILITY	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
9240 PROPERTY INSURANCE	80,450	0	80,450	80,714.95	.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	1,225,581.19	.00	184,093.81	86.9%
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	207,713.00	.00	2,355.00	98.9%
TOTAL WATER UTILITY	23,812,460	0	23,812,460	22,916,338.20	.00	896,122.13	96.2%

(1) Offset by merchandising & jobbing revenue
(2) Increase in fuel costs
(3) Increase in electric & gas costs
(4) Increase in chemical costs
(5) Filter Plant electrical fire repair
(6) Leak detection expenses
(7) Private side galvanized replacement exp not budgeted due to direct reimbursement of grant from DNR
(8) Legal fees for cell tower contracts
(9) Account writeoffs

GREEN BAY WATER
CASH POSITION
January 31, 2023

		12/31/2022		1/31/2023
UNRESTRICTED CURRENT ASSETS				
Cash & Investments - Operation & Maintenance				
Local Govt. Investment Pool	$	105,565	$	105,947
Associated Bank Checking		9,917,673		9,899,661
Working Cash Funds - Petty Cash		1,700		1,700
Total Cash & Investments - Operation & Maintenance		10,024,938		10,007,308
RESTRICTED CURRENT ASSETS				
Cash & Investments - Restricted				
Certificates of Deposit - Bond Redemption		947,000		1,420,500
Associated Bank Money Market Account - Bond Redemption		21,273		21,279
Associated Bank Checking - Private Service Replacement		16,807		1,371
Local Govt. Investment Pool - Construction Fund		356		357
Total Cash & Investments - Restricted		985,436		1,443,507
RESTRICTED LONG-TERM ASSETS				
Cash & Investments - Debt Reserve				
Associated Trust Money Market		448,876		29,449
Associated Trust Certificates of Deposit		472,000		471,833
Associated Trust Municipal Bonds		5,492,166		5,945,341
Total Cash & Investments - Debt Reserve		6,413,042		6,446,623
TOTAL CASH POSITION	$	17,423,416	$	17,897,438

GREEN BAY WATER

BALANCE SHEET

January 31, 2023

	AS OF 12/31/2022	AS OF 1/31/2023
ASSETS		
Current Assets		
Unrestricted Current Assets		
Cash & Investments - Operating & Maintenance	$ 10,024,938	$ 10,007,308
Accounts Receivable - Customer Accounts	10,898,722	11,675,837
Inventories	801,502	729,602
Prepaid Items	45,294	198,089
Total Unrestricted Current Assets	21,770,456	22,610,837
Restricted Current Assets		
Cash & Investments - Bond Redemption Fund	968,273	1,441,779
Interest Receivable	2,325	5,397
Cash & Investments - Private Service Replacement Fund	16,807	1,371
Accounts Receivable - Grants	37,825	58,261
Total Restricted Current Assets	1,025,230	1,506,807
Total Current Assets	22,795,686	24,117,644
Noncurrent Assets		
Restricted Assets		
Cash & Investments - Debt Reserve Fund	6,413,042	6,446,623
Accrued Interest	38,218	42,747
Cash & Investments - Construction Fund	356	357
Net Pension Asset	2,127,002	2,127,002
Total Restricted Assets	8,578,618	8,616,729
Other Assets		
Unamortized Ashwaubenon Booster	1,117,353	1,106,398
Unamortized Wrightstown Loan/Grant	411,450	408,813
Total Other Assets	1,528,803	1,515,211
Capital Assets		
Property, Plant & Equipment	253,541,083	253,545,573
Less: Accumulated Depreciation	(103,517,123)	(103,928,280)
Net Property, Plant & Equipment	150,023,960	149,617,293
Construction in Progress	90,372	173,132
Total Capital Assets	150,114,332	149,790,424
Total Noncurrent Assets	160,221,753	159,922,365
TOTAL ASSETS	183,017,439	184,040,009
DEFERRED OUTFLOWS OF RESOURCES		
Unamortized Loss on Advanced Refunding	338,859	325,738
Deferred Outflows - Pension	4,737,486	4,737,486
Total Deferred Outflows of Resources	5,076,345	5,063,224

GREEN BAY WATER
BALANCE SHEET
January 31, 2023

		AS OF 12/31/2022		AS OF 1/31/2023
LIABILITIES				
Current Liabilities				
Accounts Payable	$	745,178	$	260,452
Sewer Collections Payable		5,649,408		5,836,458
Storm Water Collections Payable		2,799,844		2,973,446
Accrued Payroll Taxes		51,559		30,964
Accrued Payroll, Vacation & Sick Leave Pay		504,179		303,110
Accrued Taxes		2,367,148		2,564,410
Payable from Restricted Assets				
Current Portion of Long - Term Debt		4,305,000		4,305,000
Accrued Interest		233,348		350,022
Total Current Liabilities		16,655,664		16,623,859
Long - term Obligations, Less Current Portion				
Revenue Bonds - Net of Premiums & Discounts		38,173,516		38,136,970
Accrued Vacation & Sick Leave Pay		230,459		230,459
Total Current Liabilities		38,403,975		38,367,429
TOTAL LIABILITIES		55,059,639		54,991,288
DEFERRED INFLOWS OF RESOURCES				
Deferred Inflows - Pension		6,097,494		6,097,495
NET POSITION				
Contributed Capital - City of Green Bay		736,907		736,907
Net Investment in Capital Assets		107,974,675		107,674,192
Restricted		9,370,146		9,773,157
Unrestricted		8,854,923		9,830,194
TOTAL NET POSITION	$	126,936,651	$	128,014,450

GREEN BAY WATER

Statement of Revenues, Expenses and Changes in Net Position
Month Ended January 31, 2022 and 2023

	1/31/22	1/31/23
OPERATING REVENUES		
Charges for services	$ 1,764,532	$ 1,980,268
Other	127,104	132,222
Total operating revenues	1,891,636	2,112,490
OPERATING EXPENSES		
Operation and maintenance	341,040	450,430
Depreciation	402,579	410,873
Total operating expenses	743,619	861,303
Operating income	1,148,017	1,251,186
NONOPERATING REVENUES (EXPENSES)		
Interest income	(42,577)	87,964
Grant revenue	11,950	20,435
Miscellaneous income	13,024	16,565
Interest and fiscal charges	(125,119)	(116,674)
Amortization of debt premium net of discounts	37,730	37,730
Amortization of loss on advance refundings	(14,305)	(14,305)
Total nonoperating revenues (expenses)	(119,297)	31,716
Income before contributions and transfers	1,028,720	1,282,903
Capital contributions	0	4,923
Transfers out - tax equivalent	(230,064)	(210,026)
Change in net position	798,656	1,077,799
Net position - January 1	122,400,486	126,936,651
Net position - January 31	$ 123,199,142	$ 128,014,450

GREEN BAY WATER
JANUARY 2023 REVENUE BUDGET REPORT

FOR 2023 01

ACCOUNTS FOR: 610 WATER UTILITY		ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD REVENUE		AVAILABLE BUDGET	PCT USED	
415000	MERCH & JOBBING REV	293,500	0	293,500	12,240.00	.00	281,260.00	4.2%	
419900	INT INCOME-OPER FUND	40,000	0	40,000	41,964.37	.00	-1,964.37	104.9%	
419904	INT INC-CONST FUND	0	0	0	1.29	.00	-1.29	100.0%	
419911	INT INC-BOND REDEMPTION	5,000	0	5,000	3,078.11	.00	1,921.89	61.6%	
419920	INT INC-DEBT RESERVE	145,000	0	145,000	14,247.26	.00	130,752.74	9.8%	
419925	UNREALIZED GAIN/LOSS DEBT RE	-150,000	0	-150,000	28,671.95	.00	-178,671.95	-19.1%	
420000	GRANT REVENUE	0	0	0	20,435.43	.00	-20,435.43	100.0%	(1)
421000	MISC NON-OPERATING INC	300,000	0	300,000	4,922.69	.00	295,077.31	1.6%	
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	5,175,000	0	5,175,000	474,155.47	.00	4,700,844.53	9.2%	
461558	METERED COMMERCIAL	2,100,000	0	2,100,000	159,940.49	.00	1,940,059.51	7.6%	
461608	METERED INDUSTRIAL	6,850,000	0	6,850,000	465,997.88	.00	6,384,002.12	6.8%	
461658	METERED APARTMENT < 3 UNITS	2,320,000	0	2,320,000	217,999.33	.00	2,102,000.67	9.4%	
461708	METERED MULTI FAMILY	1,550,000	0	1,550,000	128,876.52	.00	1,421,123.48	8.3%	
461758	METERED RESTAURANT	160,000	0	160,000	15,905.38	.00	144,094.62	9.9%	
461808	METERED MUNICIPAL	405,000	0	405,000	41,300.76	.00	363,699.24	10.2%	
462000	PRIVATE FIRELINES	160,000	0	160,000	.00	.00	160,000.00	.0%	
463000	PUBLIC FIRE PROTECTION	1,380,000	0	1,380,000	133,003.50	.00	1,246,996.50	9.6%	
466003	SALES FOR RESALE-ASH	3,325,000	0	3,325,000	261,152.39	.00	3,063,847.61	7.9%	
466004	SALES FOR RESALE-SCOTT	102,000	0	102,000	5,719.14	.00	96,280.86	5.6%	
466005	SALES FOR RESALE-HOBART	380,000	0	380,000	30,722.35	.00	349,277.65	8.1%	
466006	SALES FOR RESALE-WRIGHTSTOWN	175,000	0	175,000	45,494.29	.00	129,505.71	26.0%	
470000	LATE PAYMENT PENALTIES	120,000	0	120,000	4,018.52	.00	115,981.48	3.3%	
471000	TURN ON & SET REVENUE	42,000	0	42,000	4,325.00	.00	37,675.00	10.3%	
472000	RENT-CELL TOWERS	141,523	0	141,523	.00	.00	141,523.00	.0%	
472010	RENT-ADDITIONAL METERS	22,000	0	22,000	1,525.71	.00	20,474.29	6.9%	
472020	RENT - LAND	1,000	0	1,000	.00	.00	1,000.00	.0%	
474000	OTHER WATER REVENUE-MISC	1,500	0	1,500	50.00	.00	1,450.00	3.3%	
474010	RETURN ON METER INVEST	110,000	0	110,000	.00	.00	110,000.00	.0%	
474020	REBATES	30,000	0	30,000	.00	.00	30,000.00	.0%	
474030	PRIVATE WELL PERMITS	500	0	500	100.00	.00	400.00	20.0%	
474040	SALE OF SCRAP	10,000	0	10,000	4,578.12	.00	5,421.88	45.8%	
474050	TITLE COMPANY LETTERS	2,000	0	2,000	200.00	.00	1,800.00	10.0%	
476000	SEWER REIMB FROM CITY	1,055,000	0	1,055,000	88,000.00	.00	967,000.00	8.3%	
476100	STORM REIMB FROM CITY	405,000	0	405,000	33,750.00	.00	371,250.00	8.3%	
	TOTAL WATER UTILITY	27,245,712	0	27,245,712	2,291,516.80	.00	24,954,195.20	8.4%	

(1) DNR private galvanized replacement program - not budgeted

GREEN BAY WATER
JANUARY 2023 EXPENSE BUDGET REPORT

FOR 2023 01

ACCOUNTS FOR: 610 WATER UTILITY	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
1630 STORES EXPENSE	80,443	0	80,443	3,251.15	.00	77,191.85	4.0%	
1840 CLEARING ACCOUNTS	535,143	0	535,143	-77,306.55	.00	612,449.55	-14.4%	
4030 DEPRECIATION EXPENSE	5,112,113	0	5,112,113	410,873.00	.00	4,701,240.00	8.0%	
4050 AMORTIZATION OF OTHER PLANT	131,453	0	131,453	10,954.44	.00	120,498.56	8.3%	
4080 TAXES	2,978,324	0	2,978,324	210,025.55	.00	2,768,298.45	7.1%	
4160 MERCHANDISING & JOBBING EXP	250,093	0	250,093	6,784.27	.00	243,308.73	2.7%	
4260 OTHER INCOME DEDUCTIONS	456,321	0	456,321	.00	.00	456,321.00	.0%	
4270 INTEREST ON LONG-TERM DEBT	1,400,088	0	1,400,088	116,673.99	.00	1,283,414.01	8.3%	
4280 AMORTIZATION OF DEBT DISCOUNT	270,391	0	270,391	25,715.52	.00	244,675.48	9.5%	
6020 PURCHASED WATER	8,000	0	8,000	.00	.00	8,000.00	.0%	
6160 MAINTENANCE OF SUPPLY MAINS	135,894	0	135,894	5,096.44	.00	130,797.56	3.8%	
6200 PUMP OPS SUPERVISION & ENG	93,512	0	93,512	4,255.29	.00	89,256.71	4.6%	
6230 FUEL OR POWER FOR PUMPING	980,000	0	980,000	3,237.41	.00	976,762.59	.3%	
6240 PUMP LABOR & EXPENSES	71,628	0	71,628	381.48	.00	71,246.52	.5%	
6260 MISC PUMPING EXPENSE	84,994	0	84,994	7,311.84	.00	77,682.16	8.6%	
6300 PUMP MAINT SUPERVISION & ENG	26,991	0	26,991	447.43	.00	26,543.57	1.7%	
6310 PUMP MAINT OF STRUCTURES	237,328	0	237,328	2,019.58	.00	235,308.42	.9%	
6320 PUMP MAINT OF POWER PROD EQUIP	29,500	0	29,500	.00	.00	29,500.00	.0%	
6330 MAINT OF PUMPING EQUIP	221,507	0	221,507	8,024.48	.00	213,482.52	3.6%	
6400 TREATMENT OPS SUPERVIS & ENG	82,147	0	82,147	3,537.42	.00	78,609.58	4.3%	
6410 CHEMICALS	582,875	0	582,875	26,959.44	.00	555,915.56	4.6%	
6420 WATER TREATMENT OPERATIONS EXP	1,359,712	0	1,359,712	39,750.21	.00	1,319,961.79	2.9%	
6430 MISC WATER TREATMENT EXP	157,675	0	157,675	6,243.32	.00	151,431.68	4.0%	
6500 TREATMENT MAINT SUPERVIS & ENG	31,686	0	31,686	1,179.14	.00	30,506.86	3.7%	
6510 TREATMENT MAINT OF STRUCTURES	127,066	0	127,066	802.56	.00	126,263.44	.6%	
6520 MAINT OF TREATMENT EQUIP	383,220	0	383,220	15,027.27	.00	368,192.73	3.9%	
6600 TRANS & DIST OPS SUP & ENG	262,501	0	262,501	9,371.20	.00	253,129.80	3.6%	
6620 TRANS & DIST LINES EXPENSE	351,915	0	351,915	4,019.66	.00	347,895.34	1.1%	
6630 METER EXPENSE	340,887	0	340,887	10,497.17	.00	330,389.83	3.1%	
6640 CUSTOMER INSTALLATION EXP	136,068	0	136,068	29,343.50	.00	106,724.50	21.6%	(1)
6650 MISC TRANS & DIST EXPENSES	453,327	0	453,327	35,408.43	.00	417,918.57	7.8%	
6720 MAINT OF DIST RES & STANDPIPES	33,898	0	33,898	.00	.00	33,898.00	.0%	
6730 MAINT OF TRANS & DIST MAINS	1,657,735	0	1,657,735	53,179.42	.00	1,604,555.58	3.2%	
6750 MAINT OF SERVICES	435,542	0	435,542	34,420.64	.00	401,121.36	7.9%	
6760 MAINT OF METERS	95,269	0	95,269	3,729.68	.00	91,539.32	3.9%	
6770 MAINT OF HYDRANTS	174,989	0	174,989	18,835.45	.00	156,153.55	10.8%	
9020 METER READING EXPENSE	56,659	0	56,659	.00	.00	56,659.00	.0%	
9030 CUSTOMER RECORDS & COLLECTION	1,096,367	0	1,096,367	46,660.23	.00	1,049,706.77	4.3%	
9040 UNCOLLECTIBLE ACCOUNTS	1,000	0	1,000	859.64	.00	140.36	86.0%	
9060 CUSTOMER SERVICE & INFORMATION	78,456	0	78,456	2,829.93	.00	75,626.07	3.6%	
9200 ADMIN & GENERAL SALARIES	768,844	0	768,844	29,397.31	.00	739,446.69	3.8%	
9210 OFFICE SUPPLIES & EXPENSES	119,134	0	119,134	7,774.23	.00	111,359.77	6.5%	
9230 OUTSIDE SERVICES EMPLOYED	554,550	0	554,550	4,809.78	.00	549,740.22	.9%	
9240 PROPERTY INSURANCE	97,884	0	97,884	.00	.00	97,884.00	.0%	

GREEN BAY WATER
JANUARY 2023 EXPENSE BUDGET REPORT

FOR 2023 01

ACCOUNTS FOR: 610 WATER UTILITY	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
9250 INJURIES & DAMAGES	64,500	0	64,500	.00	.00	64,500.00	.0%	
9260 EMPLOYEE PENSIONS & BENEFITS	1,392,631	0	1,392,631	66,047.63	.00	1,326,583.37	4.7%	
9280 REGULATORY COMMISSION EXP	10,000	0	10,000	.00	.00	10,000.00	.0%	
9300 MISC GENERAL EXPENSES	60,589	0	60,589	12,507.99	.00	48,081.01	20.6%	(2)
9320 MAINT OF GENERAL PLANT	292,917	0	292,917	12,781.46	58,830.00	221,305.54	24.4%	(3)
TOTAL WATER UTILITY	24,363,766	0	24,363,766	1,213,718.03	58,830.00	23,091,217.97	5.2%	

(1) Private side galvanized replacement exp not budgeted due to direct reimbursement of grant from DNR
(2) Utility annual memberships paid at beginning of year
(3) Drain repair in Vehicle building

Green Bay Water Commission
GENERAL MANAGER UPDATE

DATE: March 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. Distribution Maintenance/Warehouse Person/Equipment Maintenance Shop Assistant (FT)
        ii. Distribution Maintenance Person (FT)
        iii. Billing Technician (FT)
        iv. Filter Plant Technician (FT)
2. General Manager Annual Goals—Progress Report
    a. Manage our employee succession strategy
    b. Oversee technology advancement to rise with the prevalence of integrated work management systems, metering software and cyber security
    c. Fostering an even more robust Utility-wide emphasis on safety
    d. Seek opportunities to cut down energy use and become better environmental stewards to reduce our carbon footprint
    e. Prepare our Utility to comply with forthcoming regulations impacting drinking water
3. Employee Handbook Revisions
4. Pump Electrical Efficiency Study at Lake Station
5. Water Quality Report
6. Pulaski Wholesale Water Agreement Update