



AGENDA OF THE WATER COMMISSION

MONDAY, SEPTEMBER 8, 2025, 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. Join Zoom Meeting Online:

<https://zoom.us/j/98284055918?pwd=eHBxaWkvNlJ2a3N0RERUWkRsNjVkUT09>

Or call in by phone: +1 312 626 6799

Meeting ID: 982 8405 5918

Passcode: 385002

If you wish to speak at this public meeting or leave a comment, please fill out the online [Comment Form](#) prior to the meeting. More detailed [Zoom Instructions](#) can be found online.

B. Roll Call.

- I. Members: John Heugel, Jamie Wall, Jacque Boyle, Thomas Karman, Allen Farvour, Lynn Gerlach, William Morgan, John Luczaj

C. Approval of the Agenda.

- I. Approval of the agenda for the Monday, September 8, 2025, meeting of the Water Utility Commission.

D. Approval of Minutes.

- I. Approval of the minutes from the August 11, 2025 meeting.

E. Regular Business.

- I. July 2025 Financial Report

F. Informational.

I. General Manager Update

G. Adjournment.

I. Adjournment of the Monday, September 8, 2025, meeting of the Water Utility Commission.

- 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.



MINUTES OF THE WATER COMMISSION

MONDAY, AUGUST 11, 2025, 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. Join Zoom Meeting Online:

<https://zoom.us/j/98284055918?pwd=eHBxaWkvNlJ2a3N0RERUWkRsNjVkUT09>

Or call in by phone: +1 312 626 6799

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Passcode: 385002

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B. ROLL CALL.

- I. Members: John Heugel, Jamie Wall, Jacque Boyle, Thomas Karman, Allen Favour, Lynn Gerlach, William Morgan, John Luczaj

On Monday, August 11, 2025, 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: President John Heugel (Virtually via Zoom), Secretary-Treasurer Tom Karman (In Person), Jacque Boyle (Virtually via Zoom), Al Favour (Virtually via Zoom), Lynn Gerlach (In Person) and John Luczaj (Virtually via Zoom). Also present: Alder Bill Morgan (Virtually via Zoom, non-voting), Council Representative to the Water Commission, and Attorney William Vande Castle (Virtually via Zoom).

Staff present: Brian Powell, Doug Martin, Stephanie Rogers, Andrea Hay, and Russ

Hardwick.

C. APPROVAL OF THE AGENDA.

1. Approval of the agenda for the Monday, August 11, 2025, meeting of the Water Utility Commission.

Moved by Lynn Gerlach, seconded by Allen Farvour to approve the agenda. Voice vote being had, the motion passed unanimously.

D. APPROVAL OF MINUTES.

1. Approval of the minutes from the July 14, 2025 meeting.

Moved by Lynn Gerlach, seconded by Allen Farvour to approve the minutes. Voice vote being had, the motion passed unanimously.

E. REGULAR BUSINESS.

1. Approval of the Water Service Agreement By and Between the City of Green Bay, the Village of Hobart and the Village of Pulaski.

Moved by Thomas Karman, seconded by Jacque Boyle to approve the Water Service Agreement and authorize the execution of the agreement. Voice vote being had, the motion passed unanimously.

2. June 2025 Financial Report

Moved by Jacque Boyle, seconded by Thomas Karman to approve as presented. Voice vote being had, the motion passed unanimously.

F. INFORMATIONAL.

1. General Manager Update

General Manager Brian Powell provided the commission with updates on the following initiatives within our organization:

1. Whole Customer Update
2. WIAWWA Conference September 10th-12th
3. Workforce Report
 - a. Connie Wielgus - 35 Years, Billing & Records Coordinator

b. Safety Coordinator

G. ADJOURNMENT.

I. Adjournment of the Monday, August 11, 2025, meeting of the Water Utility Commission.

Moved by Jacque Boyle, seconded by Allen Farvour to adjourn. Voice vote being had, the motion passed unanimously.

GREEN BAY WATER
CASH POSITION
July 31, 2024 & 2025

	7/31/2024	7/31/2025
UNRESTRICTED CURRENT ASSETS		
Cash & Investments - Operation & Maintenance		
Local Govt. Investment Pool	\$ 114,525	\$ 119,936
Associated Bank Checking	10,793,655	11,525,722
Working Cash Funds - Petty Cash	1,700	1,700
Total Cash & Investments - Operation & Maintenance	10,909,880	11,647,358
RESTRICTED CURRENT ASSETS		
Cash & Investments - Restricted		
Certificates of Deposit - Bond Redemption	3,610,000	3,210,000
Associated Bank Money Market Account - Bond Redemption	2,332	2,417
Associated Bank Checking - Private Service Replacement	59,685	29,084
Total Cash & Investments - Restricted	3,672,017	3,241,501
RESTRICTED LONG-TERM ASSETS		
Cash & Investments - Debt Reserve		
Associated Trust Money Market	109,752	1,731,713
Associated Trust Certificates of Deposit	481,887	-
Associated Trust Municipal Bonds	5,260,182	4,709,948
Total Cash & Investments - Debt Reserve	5,851,821	6,441,661
TOTAL CASH POSITION	\$ 20,433,718	\$ 21,330,520

GREEN BAY WATER
BALANCE SHEET
July 31, 2024 & 2025

	<u>7/31/2024</u>	<u>7/31/2025</u>
ASSETS		
Current Assets		
Unrestricted Current Assets		
Cash & Investments - Operating & Maintenance	\$ 10,909,880	\$ 11,647,358
Accounts Receivable - Customer Accounts	12,119,506	12,923,245
Accounts Receivable - Leases	-	63,938
Inventories	791,540	874,120
Prepaid Items	34,785	72,839
Total Unrestricted Current Assets	23,855,711	25,581,500
Restricted Current Assets		
Cash & Investments - Bond Redemption Fund	3,612,332	3,212,417
Interest Receivable	38,739	26,344
Cash & Investments - Private Service Replacement Fund	59,685	29,084
Accounts Receivable - Grants	54,050	12,600
Total Restricted Current Assets	3,764,806	3,280,445
Total Current Assets	27,620,517	28,861,945
Noncurrent Assets		
Restricted Assets		
Cash & Investments - Debt Reserve Fund	6,851,821	6,441,661
Accrued Interest	62,156	44,277
Total Restricted Assets	6,913,977	6,485,938
Other Assets		
Unamortized Ashwaubenon Booster	909,219	777,765
Unamortized Wrightstown Grant	361,338	329,688
Long-term Receivable - Leases	-	2,556,578
Total Other Assets	1,270,557	3,664,031
Capital Assets		
Property, Plant & Equipment	259,712,685	267,693,468
Less: Accumulated Depreciation	(111,577,362)	(116,925,712)
Net Property, Plant & Equipment	148,135,323	150,767,756
Construction in Progress	878,872	1,227,384
Total Capital Assets	149,014,195	151,995,140
Total Noncurrent Assets	157,198,729	162,145,109
TOTAL ASSETS	184,819,246	191,007,054
DEFERRED OUTFLOWS OF RESOURCES		
Unamortized Loss on Advanced Refunding	181,307	125,752
Deferred Outflows - Pension	8,875,731	6,829,962
Total Deferred Outflows of Resources	9,057,038	6,955,714

GREEN BAY WATER
BALANCE SHEET
July 31, 2024 & 2025

	<u>7/31/2024</u>	<u>7/31/2025</u>
LIABILITIES		
Current Liabilities		
Accounts Payable	\$ 400,702	\$ 197,175
Sewer Collections Payable	7,068,663	7,354,445
Storm Water Collections Payable	3,449,874	3,614,808
Accrued Payroll Taxes	60,526	138,626
Accrued Payroll, Vacation & Sick Leave Pay	495,636	577,058
Accrued Taxes	1,391,324	1,331,047
Payable from Restricted Assets		
Current Portion of Long - Term Debt	4,415,000	3,910,000
Accrued Interest	322,532	292,906
Total Current Liabilities	17,604,257	17,416,065
Long - term Obligations, Less Current Portion		
Revenue Bonds - Net of Premiums & Discounts	33,064,136	28,715,579
Accrued Vacation & Sick Leave Pay	201,769	272,235
Net Pension Liability	1,390,540	389,100
Total Long-term Liabilities	34,656,445	29,376,914
TOTAL LIABILITIES	52,260,702	46,792,979
DEFERRED INFLOWS OF RESOURCES		
Deferred Inflows - Pension	6,665,467	5,487,167
Deferred Inflows - Leases	-	2,620,516
	6,665,467	8,107,683
DEFERRED INFLOWS OF RESOURCES		
	6,665,467	8,107,683
NET POSITION		
Contributed Capital - City of Green Bay	744,232	744,232
Net Investment in Capital Assets	111,709,985	119,495,313
Restricted	10,356,252	9,473,477
Unrestricted	12,133,265	13,349,083
TOTAL NET POSITION	\$ 134,943,734	\$ 143,062,105

GREEN BAY WATER

Statement of Revenues, Expenses and Changes in Net Position Month Ended July 31, 2024 & 2025

	<u>7/31/24</u>	<u>7/31/25</u>
OPERATING REVENUES		
Charges for services	\$ 12,916,043	\$ 15,403,749
Other	988,304	1,273,066
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Total operating revenues	13,904,347	16,676,815
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OPERATING EXPENSES		
Operation and maintenance	6,760,315	7,021,603
Depreciation	3,086,468	3,255,994
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Total operating expenses	9,846,783	10,277,597
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Operating income	4,057,564	6,399,218
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NONOPERATING REVENUES (EXPENSES)		
Interest income	610,716	515,466
Grant revenue	162,432	12,600
Grant expense	(162,432)	(12,600)
Miscellaneous income	185,798	260,448
Interest and fiscal charges	(752,574)	(683,448)
Amortization of debt premium net of discounts	264,110	343,986
Amortization of loss on advance refundings	(52,964)	(105,421)
	<hr/>	<hr/>
Total nonoperating revenues (expenses)	255,086	331,031
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Income before contributions and transfers	4,312,650	6,730,249
	<hr/>	<hr/>
Capital contributions	11,575	14,243
Transfers out - tax equivalent	(1,593,230)	(1,569,567)
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Change in net position	2,730,995	5,174,925
	<hr/>	<hr/>
Net position - January 1	132,212,739	137,887,180
	<hr/>	<hr/>
Net position - July 31	<u>\$ 134,943,734</u>	<u>\$ 143,062,105</u>

GREEN BAY WATER

JULY 2025 REVENUE BUDGET REPORT

FOR 2025 07

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD REVENUE		AVAILABLE BUDGET	PCT USED
610 WATER UTILITY							
415000 MERCH & JOBBING REV	355,000	0	355,000	203,824.00	.00	151,176.00	57.4%
419900 INT INCOME-OPER FUND	600,000	0	600,000	288,491.58	.00	311,508.42	48.1%
419911 INT INC-BOND REDEMPTION	50,000	0	50,000	34,618.76	.00	15,381.24	69.2%
419920 INT INC-DEBT RESERVE	175,000	0	175,000	133,215.87	.00	41,784.13	76.1%
419925 UNREALIZED GAIN/LOSS DEBT RE	50,000	0	50,000	59,139.10	.00	-9,139.10	118.3%
420000 GRANT REVENUE	236,250	0	236,250	12,600.00	.00	223,650.00	5.3%
421000 MISC NON-OPERATING INC	300,000	0	300,000	14,242.89	.00	285,757.11	4.7%
429440 AMORT PREM-GB-2004	124,305	0	124,305	72,511.46	.00	51,793.54	58.3%
429443 AMORT PREM ASH-2004	12,625	0	12,625	7,364.56	.00	5,260.44	58.3%
429460 AMORT PREM-GB-2014	82,167	0	82,167	47,930.68	.00	34,236.32	58.3%
429463 AMORT PREM-ASH-2014	8,345	0	8,345	4,868.01	.00	3,476.99	58.3%
429470 AMORT PREM-GB-2019	313,470	0	313,470	182,857.71	.00	130,612.29	58.3%
429473 AMORT PREM-ASH-2019	31,837	0	31,837	18,571.84	.00	13,265.16	58.3%
429480 AMORT PREM-GB-2021	16,940	0	16,940	9,881.69	.00	7,058.31	58.3%
461508 METERED RESIDENTIAL	5,850,000	0	5,850,000	3,426,760.06	.00	2,423,239.94	58.6%
461558 METERED COMMERCIAL	2,400,000	0	2,400,000	1,349,846.59	.00	1,050,153.41	56.2%
461608 METERED INDUSTRIAL	7,200,000	0	7,200,000	4,172,340.00	.00	3,027,660.00	57.9%
461658 METERED APARTMENT < 3 UNITS	2,735,000	0	2,735,000	1,559,649.53	.00	1,175,350.47	57.0%
461708 METERED MULTI FAMILY	1,700,000	0	1,700,000	995,334.70	.00	704,665.30	58.5%
461758 METERED RESTAURANT	205,000	0	205,000	116,267.54	.00	88,732.46	56.7%
461808 METERED MUNICIPAL	500,000	0	500,000	304,658.54	.00	195,341.46	60.9%
462000 PRIVATE FIRELINES	220,000	0	220,000	112,719.49	.00	107,280.51	51.2%
463000 PUBLIC FIRE PROTECTION	1,570,000	0	1,570,000	916,986.86	.00	653,013.14	58.4%
466003 SALES FOR RESALE-ASH	3,700,000	0	3,700,000	1,975,117.69	.00	1,724,882.31	53.4%
466004 SALES FOR RESALE-SCOTT	95,000	0	95,000	47,161.40	.00	47,838.60	49.6%
466005 SALES FOR RESALE-HOBART	450,000	0	450,000	252,076.97	.00	197,923.03	56.0%
466006 SALES FOR RESALE-WRIGHTSTOWN	210,000	0	210,000	174,829.77	.00	35,170.23	83.3%
470000 LATE PAYMENT PENALTIES	140,000	0	140,000	54,669.48	.00	85,330.52	39.0%
471000 TURN ON & SET REVENUE	120,000	0	120,000	56,624.00	.00	63,376.00	47.2%
472000 RENT-CELL TOWERS	115,051	0	115,051	65,423.70	.00	49,627.30	56.9%
472010 RENT-ADDITIONAL METERS	24,000	0	24,000	11,224.91	.00	12,775.09	46.8%
472020 RENT - LAND	1,800	0	1,800	2,437.50	.00	-637.50	135.4%
474000 OTHER WATER REVENUE-MISC	1,500	0	1,500	181,499.79	.00	-179,999.79***** (1)	
474010 RETURN ON METER INVEST	102,500	0	102,500	.00	.00	102,500.00	.0%
474020 REBATES	33,000	0	33,000	18,186.33	.00	14,813.67	55.1%
474030 PRIVATE WELL PERMITS	500	0	500	100.00	.00	400.00	20.0%
474040 SALE OF SCRAP	10,000	0	10,000	10,454.47	.00	-454.47	104.5%
474050 TITLE COMPANY LETTERS	2,000	0	2,000	1,020.00	.00	980.00	51.0%
474070 MISSED APPOINTMENT CHARGE	700	0	700	550.00	.00	150.00	78.6%
476000 SEWER REIMB FROM CITY	1,125,000	0	1,125,000	656,250.00	.00	468,750.00	58.3%
476100 STORM REIMB FROM CITY	465,000	0	465,000	271,250.00	.00	193,750.00	58.3%

GREEN BAY WATER JULY 2025 REVENUE BUDGET REPORT

FOR 2025 07							
	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD REVENUE		AVAILABLE BUDGET	PCT USED
TOTAL WATER UTILITY	31,331,990	0	31,331,990	17,823,557.47	.00	13,508,432.53	56.9%
GRAND TOTAL	31,331,990	0	31,331,990	17,823,557.47	.00	13,508,432.53	56.9%
** END OF REPORT - Generated by Stephanie Rogers **							

(1) PFAS Settlement payment

GREEN BAY WATER

JULY 2025 EXPENSE BUDGET REPORT

FOR 2025 07

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
610 WATER UTILITY							
0000 UNDEFINED	0	0	0	.00	.00	.00	.0%
1630 STORES EXPENSE	95,615	0	95,615	51,508.94	.00	44,106.06	53.9%
1840 CLEARING ACCOUNTS	637,563	0	637,563	-288,081.26	.00	925,644.26	-45.2%
4030 DEPRECIATION EXPENSE	5,512,113	0	5,512,113	3,255,994.00	.00	2,256,119.00	59.1%
4050 AMORTIZATION OF OTHER PLANT	131,453	0	131,453	76,681.08	.00	54,771.92	58.3%
4080 TAXES	2,852,581	0	2,852,581	1,569,566.81	.00	1,283,014.19	55.0%
4160 MERCHANDISING & JOBBING EXP	264,137	0	264,137	135,531.78	.00	128,605.22	51.3%
4260 OTHER INCOME DEDUCTIONS	460,321	0	460,321	.00	.00	460,321.00	.0%
4270 INTEREST ON LONG-TERM DEBT	1,164,625	0	1,164,625	683,447.87	.00	481,177.13	58.7%
4280 AMORTIZATION OF DEBT DISCOUNT	180,723	0	180,723	105,421.40	.00	75,301.60	58.3%
6020 PURCHASED WATER	10,800	0	10,800	4,661.45	.00	6,138.55	43.2%
6130 MAINTENANCE OF INTAKES	73,000	0	73,000	218,943.05	35,570.00	-181,513.05	348.6%
6160 MAINTENANCE OF SUPPLY MAINS	122,184	0	122,184	65,701.78	.00	56,482.22	53.8%
6200 PUMP OPS SUPERVISION & ENG	109,708	0	109,708	68,532.17	.00	41,175.83	62.5%
6230 FUEL OR POWER FOR PUMPING	976,880	0	976,880	476,003.97	.00	500,876.03	48.7%
6240 PUMP LABOR & EXPENSES	66,304	0	66,304	21,595.44	.00	44,708.56	32.6%
6260 MISC PUMPING EXPENSE	109,376	0	109,376	37,065.27	.00	72,310.73	33.9%
6300 PUMP MAINT SUPERVISION & ENG	34,456	0	34,456	25,107.17	.00	9,348.83	72.9%
6310 PUMP MAINT OF STRUCTURES	235,348	31,800	267,148	117,805.11	31,800.00	117,542.89	56.0%
6320 PUMP MAINT OF POWER PROD EQUIP	72,500	0	72,500	190.77	.00	72,309.23	.3%
6330 MAINT OF PUMPING EQUIP	548,781	0	548,781	176,079.75	12,859.00	359,842.25	34.4%
6400 TREATMENT OPS SUPERVIS & ENG	94,928	0	94,928	55,545.49	.00	39,382.51	58.5%
6410 CHEMICALS	594,000	0	594,000	321,787.55	.00	272,212.45	54.2%
6420 WATER TREATMENT OPERATIONS EXP	794,909	0	794,909	406,565.05	.00	388,343.95	51.1%
6430 MISC WATER TREATMENT EXP	181,881	0	181,881	100,131.23	.00	81,749.77	55.1%
6500 TREATMENT MAINT SUPERVIS & ENG	37,672	0	37,672	24,762.75	.00	12,909.25	65.7%
6510 TREATMENT MAINT OF STRUCTURES	376,586	0	376,586	12,426.98	.00	364,159.02	3.3%
6520 MAINT OF TREATMENT EQUIP	267,976	0	267,976	86,511.46	991.73	180,472.81	32.7%
6600 TRANS & DIST OPS SUP & ENG	287,048	0	287,048	182,280.17	.00	104,767.83	63.5%
6620 TRANS & DIST LINES EXPENSE	254,483	0	254,483	160,929.52	.00	93,553.48	63.2%
6630 METER EXPENSE	233,786	550	234,336	163,564.64	.00	70,771.36	69.8%
6640 CUSTOMER INSTALLATION EXP	607,103	0	607,103	179,648.94	.00	427,454.06	29.6%
6650 MISC TRANS & DIST EXPENSES	588,279	-550	587,729	291,012.09	.00	296,716.91	49.5%
6720 MAINT OF DIST RES & STANDPIPES	466,706	23,500	490,206	-11,912.00	23,500.00	478,618.00	2.4%
6730 MAINT OF TRANS & DIST MAINS	1,424,103	0	1,424,103	786,236.51	.00	637,866.49	55.2%
6750 MAINT OF SERVICES	749,171	0	749,171	394,750.98	.00	354,420.02	52.7%
6760 MAINT OF METERS	91,108	0	91,108	30,884.80	.00	60,223.20	33.9%
6770 MAINT OF HYDRANTS	243,398	0	243,398	178,310.78	.00	65,087.22	73.3%
9020 METER READING EXPENSE	72,211	0	72,211	46,474.78	.00	25,736.22	64.4%
9030 CUSTOMER RECORDS & COLLECTION	999,752	0	999,752	688,287.49	.00	311,464.51	68.8%

(1)

GREEN BAY WATER

JULY 2025 EXPENSE BUDGET REPORT

FOR 2025 07

	ORIGINAL APPROP	TRANFRS/ ADJSTMNTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
9040 UNCOLLECTIBLE ACCOUNTS	2,000	0	2,000	12,499.79	.00	-10,499.79	625.0%
9060 CUSTOMER SERVICE & INFORMATION	78,817	0	78,817	51,302.39	.00	27,514.61	65.1%
9200 ADMIN & GENERAL SALARIES	822,335	0	822,335	511,215.25	.00	311,119.75	62.2%
9210 OFFICE SUPPLIES & EXPENSES	94,600	0	94,600	49,122.61	.00	45,477.39	51.9%
9230 OUTSIDE SERVICES EMPLOYED	635,006	0	635,006	55,426.92	.00	579,579.08	8.7%
9240 PROPERTY INSURANCE	122,509	0	122,509	107,226.96	.00	15,282.04	87.5%
9250 INJURIES & DAMAGES	57,903	0	57,903	11,048.57	.00	46,854.43	19.1%
9260 EMPLOYEE PENSIONS & BENEFITS	1,394,346	0	1,394,346	756,043.75	.00	638,302.25	54.2%
9280 REGULATORY COMMISSION EXP	10,000	0	10,000	4,534.74	.00	5,465.26	45.3%
9300 MISC GENERAL EXPENSES	53,780	0	53,780	52,655.42	.00	1,124.58	97.9%
9320 MAINT OF GENERAL PLANT	283,062	0	283,062	137,600.68	.00	145,461.32	48.6%
TOTAL WATER UTILITY	25,577,926	55,300	25,633,226	12,648,632.84	104,720.73	12,879,872.43	49.8%
GRAND TOTAL	25,577,926	55,300	25,633,226	12,648,632.84	104,720.73	12,879,872.43	49.8%

** END OF REPORT - Generated by Stephanie Rogers **

- (1) Maintenance of lake station - maintenance on north and south intake
- (2) write off to collection - unpaid misc. bills
- (3) Annual property insurance payment to City
- (4) Annual professional membership paid in January



Green Bay Water Commission **GENERAL MANAGER UPDATE**

DATE: September 8th, 2025
TO: Green Bay Water Commission
FROM: General Manager Brian Powell, P.E.
RE: General Manager Update

General Manager Brian Powell will provide the commission with updates on the following initiatives within our organization:

1. Village of Pulaski Update
2. Mason Street Bridge Relocation Update
3. 2025 Budget & 5-Year CIP Update
4. Water Main Breaks in August
5. Workforce Report
 - a. Safety Coordinator
 - b. Billing Assistant