



AGENDA OF THE WATER COMMISSION

MONDAY, OCTOBER 13, 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=eHBxaWkvNIJ2a3N0RERUWkRsNjVkUT09>

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, October 13, 2025, meeting of the Water Utility Commission.

D. Approval of Minutes.

- I. Approval of the minutes from the September 8, 2025 meeting.

E. Regular Business.

- I. August 2025 Financial Report

F. Informational.

I. General Manager Update

G. Adjournment.

I. Adjournment of the Monday, October 13, 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, 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

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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, September 8, 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 (In Person), Vice President Jamie Wall (In Person), Secretary-Treasurer Tom Karman (In Person), Al Favour (Virtually via Zoom), Lynn Gerlach (In Person) and John Luczaj (In Person).

Also present: Alder Bill Morgan (In Person, non-voting).

Staff present: Brian Powell, Doug Martin, Stephanie Rogers, Andrea Hay, Russ Hardwick, Kristin Romanowicz, Jonathan Peters, and Hailey Heath.

C. APPROVAL OF THE AGENDA.

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

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

D. APPROVAL OF MINUTES.

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

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

E. REGULAR BUSINESS.

- I. July 2025 Financial Report

Moved by Thomas Karman, seconded by John Luczaj to approve the July 2025 Financial Report. Voice vote being had, the motion passed unanimously.

F. INFORMATIONAL.

- I. General Manager Update

General Manager Brian Powell provided 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

G. ADJOURNMENT.

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

Moved by John Luczaj, seconded by Jamie Wall to adjourn. Voice vote being had, the motion passed unanimously.

GREEN BAY WATER
CASH POSITION
August 31, 2024 & 2025

	8/31/2024	8/31/2025
UNRESTRICTED CURRENT ASSETS		
Cash & Investments - Operation & Maintenance		
Local Govt. Investment Pool	\$ 115,050	\$ 120,380
Associated Bank Checking	10,575,310	10,798,006
Working Cash Funds - Petty Cash	1,700	1,700
Total Cash & Investments - Operation & Maintenance	10,692,060	10,920,086
RESTRICTED CURRENT ASSETS		
Cash & Investments - Restricted		
Local Govt. Investment Pool - Construction Fund	-	17,086,284
Certificates of Deposit - Bond Redemption	4,080,000	3,630,000
Associated Bank Money Market Account - Bond Redemption	2,334	2,418
Associated Bank Checking - Private Service Replacement	153,720	29,084
Total Cash & Investments - Restricted	4,236,054	20,747,786
RESTRICTED LONG-TERM ASSETS		
Cash & Investments - Debt Reserve		
Associated Trust Money Market	392,018	3,586,845
Associated Trust Certificates of Deposit	482,923	-
Associated Trust Municipal Bonds	6,044,965	4,233,046
Total Cash & Investments - Debt Reserve	6,919,906	7,819,891
TOTAL CASH POSITION	\$ 21,848,020	\$ 39,487,763

GREEN BAY WATER
BALANCE SHEET
August 31, 2024 & 2025

	<u>8/31/2024</u>	<u>8/31/2025</u>
ASSETS		
Current Assets		
Unrestricted Current Assets		
Cash & Investments - Operating & Maintenance	\$ 10,692,060	\$ 10,920,086
Accounts Receivable - Customer Accounts	13,005,072	15,047,607
Accounts Receivable - Leases	-	63,938
Inventories	769,786	844,545
Prepaid Items	34,898	70,076
Total Unrestricted Current Assets	24,501,816	26,946,252
Restricted Current Assets		
Cash & Investments - Bond Redemption Fund	4,082,334	3,632,418
Interest Receivable	51,436	34,690
Cash & Investments - Private Service Replacement Fund	153,720	29,084
Accounts Receivable - Grants	-	12,600
Total Restricted Current Assets	4,287,490	3,708,792
Total Current Assets	28,789,306	30,655,044
Noncurrent Assets		
Restricted Assets		
Cash & Investments - Debt Reserve Fund	6,919,906	7,819,891
Cash & Investments - Construction Fund	-	17,086,284
Accrued Interest	49,525	39,170
Total Restricted Assets	6,969,431	24,945,345
Other Assets		
Unamortized Ashwaubenon Booster	898,264	766,811
Unamortized Wrightstown Grant	358,700	327,050
Long-term Receivable - Leases	-	2,556,578
Total Other Assets	1,256,964	3,650,439
Capital Assets		
Property, Plant & Equipment	259,836,606	269,028,932
Less: Accumulated Depreciation	(112,018,515)	(117,391,035)
Net Property, Plant & Equipment	147,818,091	151,637,897
Construction in Progress	1,298,135	1,325,738
Total Capital Assets	149,116,226	152,963,635
Total Noncurrent Assets	157,342,621	181,559,419
TOTAL ASSETS	186,131,927	212,214,463
DEFERRED OUTFLOWS OF RESOURCES		
Unamortized Loss on Advanced Refunding	168,542	123,286
Deferred Outflows - Pension	8,875,731	6,829,962
Total Deferred Outflows of Resources	9,044,273	6,953,248

GREEN BAY WATER
BALANCE SHEET
August 31, 2024 & 2025

	<u>8/31/2024</u>	<u>8/31/2025</u>
LIABILITIES		
Current Liabilities		
Accounts Payable	\$ 400,702	\$ 124,935
Sewer Collections Payable	7,225,311	7,829,166
Storm Water Collections Payable	3,508,820	3,692,064
Accrued Payroll Taxes	99,374	139,615
Accrued Payroll, Vacation & Sick Leave Pay	289,220	576,691
Accrued Taxes	1,590,085	1,521,196
Payable from Restricted Assets		
Current Portion of Long - Term Debt	4,415,000	3,910,000
Accrued Interest	430,042	463,554
Total Current Liabilities	17,958,554	18,257,221
Long - term Obligations, Less Current Portion		
Revenue Bonds - Net of Premiums & Discounts	33,027,589	48,206,061
Accrued Vacation & Sick Leave Pay	201,769	272,235
Net Pension Liability	1,390,540	389,100
Total Long-term Liabilities	34,619,898	48,867,396
TOTAL LIABILITIES	52,578,452	67,124,617
DEFERRED INFLOWS OF RESOURCES		
Deferred Inflows - Pension	6,665,467	5,487,167
Deferred Inflows - Leases	-	2,620,516
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	111,842,181	100,970,862
Restricted	10,826,878	28,190,583
Unrestricted	12,518,990	14,029,734
TOTAL NET POSITION	\$ 135,932,281	\$ 143,935,411

GREEN BAY WATER

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

	<u>8/31/24</u>	<u>8/31/25</u>
OPERATING REVENUES		
Charges for services	\$ 15,065,313	\$ 18,208,826
Other	1,291,085	1,425,383
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Total operating revenues	16,356,398	19,634,209
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OPERATING EXPENSES		
Operation and maintenance	7,649,584	8,221,099
Depreciation	3,527,392	3,721,136
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Total operating expenses	11,176,976	11,942,235
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Operating income	5,179,422	7,691,974
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NONOPERATING REVENUES (EXPENSES)		
Interest income	736,101	650,459
Grant revenue	261,839	12,600
Grant expense	(261,839)	(12,600)
Miscellaneous income	205,352	300,596
Interest and fiscal charges	(860,085)	(1,101,029)
Amortization of debt premium net of discounts	301,840	397,309
Amortization of loss on advance refundings	(60,530)	(120,482)
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Total nonoperating revenues (expenses)	322,678	126,853
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Income before contributions and transfers	5,502,100	7,818,827
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Capital contributions	35,209	18,302
Transfers out - tax equivalent	(1,817,767)	(1,788,898)
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Change in net position	3,719,542	6,048,231
	<hr/>	<hr/>
Net position - January 1	132,212,739	137,887,180
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Net position - August 31	\$ 135,932,281	\$ 143,935,411
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GREEN BAY WATER

AUGUST 2025 REVENUE BUDGET REPORT

FOR 2025 08

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD REVENUE		AVAILABLE BUDGET	PCT USED
610 WATER UTILITY							
415000 MERCH & JOBBING REV	355,000	0	355,000	235,963.00	.00	119,037.00	66.5%
419900 INT INCOME-OPER FUND	600,000	0	600,000	333,570.72	.00	266,429.28	55.6%
419904 INT INC-CONST FUND	0	0	0	40,825.53	.00	-40,825.53	100.0%
419911 INT INC-BOND REDEMPTION	50,000	0	50,000	42,966.44	.00	7,033.56	85.9%
419920 INT INC-DEBT RESERVE	175,000	0	175,000	150,860.79	.00	24,139.21	86.2%
419925 UNREALIZED GAIN/LOSS DEBT RE	50,000	0	50,000	82,236.95	.00	-32,236.95	164.5%
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	18,301.53	.00	281,698.47	6.1%
429440 AMORT PREM-GB-2004	124,305	0	124,305	82,870.24	.00	41,434.76	66.7%
429443 AMORT PREM ASH-2004	12,625	0	12,625	8,416.64	.00	4,208.36	66.7%
429460 AMORT PREM-GB-2014	82,167	0	82,167	54,777.92	.00	27,389.08	66.7%
429463 AMORT PREM-ASH-2014	8,345	0	8,345	5,563.44	.00	2,781.56	66.7%
429470 AMORT PREM-GB-2019	313,470	0	313,470	208,980.24	.00	104,489.76	66.7%
429473 AMORT PREM-ASH-2019	31,837	0	31,837	21,224.96	.00	10,612.04	66.7%
429480 AMORT PREM-GB-2021	16,940	0	16,940	11,293.36	.00	5,646.64	66.7%
429481 AMORT PREM-GB-2025	0	0	0	4,181.93	.00	-4,181.93	100.0%
461508 METERED RESIDENTIAL	5,850,000	0	5,850,000	4,126,164.48	.00	1,723,835.52	70.5%
461558 METERED COMMERCIAL	2,400,000	0	2,400,000	1,611,084.82	.00	788,915.18	67.1%
461608 METERED INDUSTRIAL	7,200,000	0	7,200,000	4,925,504.96	.00	2,274,495.04	68.4%
461658 METERED APARTMENT < 3 UNITS	2,735,000	0	2,735,000	1,882,382.36	.00	852,617.64	68.8%
461708 METERED MULTI FAMILY	1,700,000	0	1,700,000	1,164,974.82	.00	535,025.18	68.5%
461758 METERED RESTAURANT	205,000	0	205,000	139,114.94	.00	65,885.06	67.9%
461808 METERED MUNICIPAL	500,000	0	500,000	342,906.41	.00	157,093.59	68.6%
462000 PRIVATE FIRELINES	220,000	0	220,000	112,759.39	.00	107,240.61	51.3%
463000 PUBLIC FIRE PROTECTION	1,570,000	0	1,570,000	1,076,942.94	.00	493,057.06	68.6%
466003 SALES FOR RESALE-ASH	3,700,000	0	3,700,000	2,298,273.68	.00	1,401,726.32	62.1%
466004 SALES FOR RESALE-SCOTT	95,000	0	95,000	55,158.95	.00	39,841.05	58.1%
466005 SALES FOR RESALE-HOBART	450,000	0	450,000	298,728.57	.00	151,271.43	66.4%
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	64,633.09	.00	75,366.91	46.2%
471000 TURN ON & SET REVENUE	120,000	0	120,000	65,884.00	.00	54,116.00	54.9%
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	12,913.11	.00	11,086.89	53.8%
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	181,640.11	.00	-180,140.11*****	(1)
474010 RETURN ON METER INVEST	102,500	0	102,500	.00	.00	102,500.00	.0%
474020 REBATES	33,000	0	33,000	24,539.81	.00	8,460.19	74.4%
474030 PRIVATE WELL PERMITS	500	0	500	300.00	.00	200.00	60.0%
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	1,140.00	.00	860.00	57.0%

GREEN BAY WATER

AUGUST 2025 REVENUE BUDGET REPORT

FOR 2025 08

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD REVENUE		AVAILABLE BUDGET	PCT USED
474070 MISSED APPOINTMENT CHARGE	700	0	700	650.00	.00	50.00	92.9%
476000 SEWER REIMB FROM CITY	1,125,000	0	1,125,000	750,000.00	.00	375,000.00	66.7%
476100 STORM REIMB FROM CITY	465,000	0	465,000	310,000.00	.00	155,000.00	66.7%
TOTAL WATER UTILITY	31,331,990	0	31,331,990	21,013,475.57	.00	10,318,514.43	67.1%
GRAND TOTAL	31,331,990	0	31,331,990	21,013,475.57	.00	10,318,514.43	67.1%

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

(1) PFAS Settlement payment

GREEN BAY WATER

AUGUST 2025 EXPENSE BUDGET REPORT

FOR 2025 08

	ORIGINAL APPROP	TRNFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
610 WATER UTILITY							
1630 STORES EXPENSE	95,615	0	95,615	56,231.10	.00	39,383.90	58.8%
1840 CLEARING ACCOUNTS	637,563	0	637,563	-322,395.96	.00	959,958.96	-50.6%
4030 DEPRECIATION EXPENSE	5,512,113	0	5,512,113	3,721,136.00	.00	1,790,977.00	67.5%
4050 AMORTIZATION OF OTHER PLANT	131,453	0	131,453	87,635.52	.00	43,817.48	66.7%
4080 TAXES	2,852,581	0	2,852,581	1,788,898.47	.00	1,063,682.53	62.7%
4160 MERCHANDISING & JOBBING EXP	264,137	0	264,137	152,845.13	.00	111,291.87	57.9%
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	1,101,028.75	.00	63,596.25	94.5%
4280 AMORTIZATION OF DEBT DISCOUNT	180,723	0	180,723	120,481.60	.00	60,241.40	66.7%
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	230,147.37	40,470.00	-197,617.37	370.7%
6160 MAINTENANCE OF SUPPLY MAINS	122,184	0	122,184	65,764.28	.00	56,419.72	53.8%
6200 PUMP OPS SUPERVISION & ENG	109,708	0	109,708	75,800.85	.00	33,907.15	69.1%
6230 FUEL OR POWER FOR PUMPING	976,880	0	976,880	580,485.22	.00	396,394.78	59.4%
6240 PUMP LABOR & EXPENSES	66,304	0	66,304	24,686.93	.00	41,617.07	37.2%
6260 MISC PUMPING EXPENSE	109,376	0	109,376	41,670.19	.00	67,705.81	38.1%
6300 PUMP MAINT SUPERVISION & ENG	34,456	0	34,456	27,532.92	.00	6,923.08	79.9%
6310 PUMP MAINT OF STRUCTURES	235,348	31,800	267,148	138,424.10	31,800.00	96,923.90	63.7%
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	207,538.88	12,859.00	328,383.12	40.2%
6400 TREATMENT OPS SUPERVIS & ENG	94,928	0	94,928	62,898.54	.00	32,029.46	66.3%
6410 CHEMICALS	594,000	0	594,000	378,294.76	.00	215,705.24	63.7%
6420 WATER TREATMENT OPERATIONS EXP	794,909	0	794,909	464,278.28	.00	330,630.72	58.4%
6430 MISC WATER TREATMENT EXP	181,881	0	181,881	113,076.73	.00	68,804.27	62.2%
6500 TREATMENT MAINT SUPERVIS & ENG	37,672	0	37,672	28,900.59	.00	8,771.41	76.7%
6510 TREATMENT MAINT OF STRUCTURES	376,586	0	376,586	23,800.23	.00	352,785.77	6.3%
6520 MAINT OF TREATMENT EQUIP	267,976	0	267,976	102,454.48	991.73	164,529.79	38.6%
6600 TRANS & DIST OPS SUP & ENG	287,048	0	287,048	205,842.30	.00	81,205.70	71.7%
6620 TRANS & DIST LINES EXPENSE	254,483	0	254,483	188,592.46	.00	65,890.54	74.1%
6630 METER EXPENSE	233,786	550	234,336	181,523.21	.00	52,812.79	77.5%
6640 CUSTOMER INSTALLATION EXP	607,103	0	607,103	202,816.21	.00	404,286.79	33.4%
6650 MISC TRANS & DIST EXPENSES	588,279	-550	587,729	329,890.84	.00	257,838.16	56.1%
6720 MAINT OF DIST RES & STANDPIPES	466,706	23,500	490,206	-9,026.93	23,500.00	475,732.93	3.0%
6730 MAINT OF TRANS & DIST MAINS	1,424,103	0	1,424,103	1,078,105.22	.00	345,997.78	75.7%
6750 MAINT OF SERVICES	749,171	0	749,171	424,944.15	.00	324,226.85	56.7%
6760 MAINT OF METERS	91,108	0	91,108	34,604.98	.00	56,503.02	38.0%
6770 MAINT OF HYDRANTS	243,398	0	243,398	200,470.80	.00	42,927.20	82.4%
9020 METER READING EXPENSE	72,211	0	72,211	51,573.71	.00	20,637.29	71.4%
9030 CUSTOMER RECORDS & COLLECTION	999,752	0	999,752	759,637.28	.00	240,114.72	76.0%
9040 UNCOLLECTIBLE ACCOUNTS	2,000	0	2,000	12,499.79	.00	-10,499.79	625.0%

GREEN BAY WATER

AUGUST 2025 EXPENSE BUDGET REPORT

FOR 2025 08

	ORIGINAL APPROP	TRNFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
9060 CUSTOMER SERVICE & INFORMATION	78,817	0	78,817	58,626.47	.00	20,190.53	74.4%
9200 ADMIN & GENERAL SALARIES	822,335	0	822,335	574,330.54	.00	248,004.46	69.8%
9210 OFFICE SUPPLIES & EXPENSES	94,600	0	94,600	58,809.13	.00	35,790.87	62.2%
9230 OUTSIDE SERVICES EMPLOYED	635,006	0	635,006	123,407.99	.00	511,598.01	19.4%
9240 PROPERTY INSURANCE	122,509	0	122,509	108,171.82	.00	14,337.18	88.3%
9250 INJURIES & DAMAGES	57,903	0	57,903	40,466.45	.00	17,436.55	69.9%
9260 EMPLOYEE PENSIONS & BENEFITS	1,394,346	0	1,394,346	862,329.91	.00	532,016.09	61.8%
9280 REGULATORY COMMISSION EXP	10,000	0	10,000	5,421.89	.00	4,578.11	54.2%
9300 MISC GENERAL EXPENSES	53,780	0	53,780	52,570.78	.00	1,209.22	97.8%
9320 MAINT OF GENERAL PLANT	283,062	0	283,062	143,167.72	.00	139,894.28	50.6%
TOTAL WATER UTILITY	25,577,926	55,300	25,633,226	14,965,243.90	109,620.73	10,558,361.37	58.8%
GRAND TOTAL	25,577,926	55,300	25,633,226	14,965,243.90	109,620.73	10,558,361.37	58.8%

(3)

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

- (1) Maintenance of lake station - maintenance on north & south intakes
- (2) Write off to collections - unpaid misc. bills
- (3) Annual property insurance paid to City
- (4) Annual professional membership paid in January



Green Bay Water Commission **GENERAL MANAGER UPDATE**

DATE: October 13th, 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 – Meeting on October 14th
2. Meeting with WDNR on Intakes at Lake Station on October 23rd
3. Meeting with Public Service Commission on November 5th
4. 2025 Budget & 5-Year CIP Update
5. Workforce Report
 - a. Billing Assistant – Starting October 20th
 - b. Safety Coordinator – Held Interviews on October 7th & 9th
 - c. Stephanie Rogers, Business Manager, Retiring January 8th