



## *Water Works and Lighting Commission*

*221 16<sup>th</sup> Street South P.O. Box 399 Wisconsin Rapids, WI 54495-0399 715/423-6300 FAX: 715/423-2831*

### **AGENDA**

There will be a Regular Meeting of the Water Works and Lighting Commission in the conference room on Wednesday, July 8, 2020 at 1:00 PM. Due to COVID-19 restrictions the meeting will not be open to the public for attendance in person. If you would like to join the meeting remotely via audio conference please use the information listed below. Long distance charges may apply.

Dial in number: +1 312 626 6799

Meeting ID: 983 1707 2758

Password: 061836

Listed below is the agenda for this meeting.

1. Call to order
2. Approval, additions or corrections to the minutes of the following meetings
  - 2.1. Regular Commission Meeting held June 10, 2020
3. Action items
4. Department updates
  - 4.1. Safety Committee
  - 4.2. Line Superintendent
  - 4.3. Water Department Operations
  - 4.4. Customer Support Supervisor
  - 4.5. Director of Finance
  - 4.6. Information Systems Administrator
  - 4.7. Conservation Manager
  - 4.8. Director of Engineering & Electric Operations
  - 4.9. General Manager
5. Review of accounts payable
6. Adjourn

*If given 72 hours' notice, efforts will be made by the General Manager's office to accommodate the needs of disabled individuals through sign language interpreters and other auxiliary aids.*

## Regular Meeting of the Water Works and Lighting Commission Wednesday, June 10, 2020

### **There were present:**

Commissioner John Bergin  
Commissioner John Harper  
Commissioner Scott Kellogg  
Commissioner Tom Nowak  
Commissioner Rick Merdan

Also in attendance: Jem Brown, Roxanne Gronski, Todd Weiler, Dale Scheunemann, and Jeff Kuhn. In attendance via audio conference: Matt Stormoen, Josh Elliott, Lynn Schroer and Shawn Reimer.

### **1. Call to Order**

Chairman Tom Nowak called the meeting to order at 1:00 PM.

### **2. Approval, additions or corrections to the minutes of the following meeting**

#### **2.1 Special Commission Meeting held May 13, 2020**

There was a motion made by John Bergin, seconded by Rick Merdan, and carried to approve the minutes of the Special Commission Meeting held May 13, 2020 and to place them on file. There were no nay votes recorded.

#### **2.2 Regular Commission Meeting held May 13, 2020**

There was a motion made by John Harper, seconded by Rick Merdan, and carried to approve the minutes of the Regular Commission Meeting held May 13, 2020 and to place them on file. There were no nay votes recorded.

### **3. Action items**

There were no action items.

### **4. Department Updates**

#### **4.1 Safety Committee Report**

Sean Wall stated that he is anticipating being able to resume safety

trainings that were temporarily suspended due to COVID-19 restrictions. Sean also stated that he will soon be getting out with the crews to perform work zone inspections for the summer.

#### **4.2 Line Superintendent's Report**

This report was reviewed and May electric projects and animal related outages were discussed.

#### **4.3 Water Department Operations Report**

This report was reviewed and our lead service replacement project was discussed.

#### **4.4 Customer Support Supervisor's Report**

This report was reviewed and discussed. To help our customers, our office has again sent an automated message to approximately 500 residential customers encouraging them to contact us regarding energy assistance, crisis funding, payment, or payment arrangements.

#### **4.5 Director of Finance's Report**

This report was reviewed and the financial reports were discussed. Maintenance and distribution costs are up for electric which is due to the extra tree trimming crew that was added. Also discussed was the updated city ordinance pertaining to private wells which makes the utility responsible for permitting the nearly 1,200 private wells within the city limits.

#### **4.6 Information System's Administrator's Report**

This report was reviewed.

#### **4.7 Conservation Manager's Report**

This report was reviewed. Focus on Energy (FoE) has offered free energy/water saving kits to all WW&LC customers in the past several years. These packs consist of 5 kit options that include an assortment of LED lightbulb options, advanced power strips, faucet aerators and low-flow showerheads. WW&LC customers are eligible for one kit per household every 3 years.

#### **4.8 Director of Engineering & Electric Operations**

This report was reviewed and the Coyne Substation/Matalco Project was

discussed.

#### **4.9 General Manager's Report**

This report was reviewed. Jem stated that the GLU board met via teleconference and discussed a presentation from the Chlupp and Hall group regarding the GLU investment portfolio.

#### **5. Review of accounts payables**

A listing of all invoices and checks covering May purchases was provided to the commission for review.

#### **6. Adjourn**

There was a motion made by Rick Merdan, seconded by John Bergin, and carried to adjourn at 1:31 PM. No nay votes were recorded.

Respectfully submitted,

Rick Merdan, Secretary

**SAFETY COMMITTEE MEETING MINUTES FOR JULY 1, 2020**

Discussion with: Dale Scheunemann, Adam Breunig, Justin Armagost, Tyler Sneen, Beth Knobeck, Bob Nash, and Jason Warren.

**OLD BUSINESS**

Due to Covid-19 the respirator fit testing for the water crew and filter plant operators has been delayed but will be scheduled as soon as circumstances permit.

**NEW BUSINESS**

Dale Scheunemann reminded the committee about the importance of doing the pre-check inspection on the forklift as well as the other equipment prior to use.

The committee reviewed the Emergency Action Plan and found no changes required at this time.

There were no other new items at this time.

**SAFETY TOPIC**

The topic of the month was the effects of high temperatures now that it has warmed up. Always stay hydrated, drink fluids with electrolytes in them, pace yourself to avoid over exertion in the heat, monitor yourself and coworkers for signs of heat exhaustion or heat stroke, and take precautions to limit direct exposure to the sun if possible.

The Safety Committee meeting ended at 7:30 AM.



### *Water Works and Lighting Commission*

221 16<sup>th</sup> Street South P.O. Box 399 Wisconsin Rapids, WI 54495-0399 715/423-6300 FAX: 715/423-2831

## **LINE SUPERINTENDENT'S REPORT**

**June 2020**

### **Work Performed**

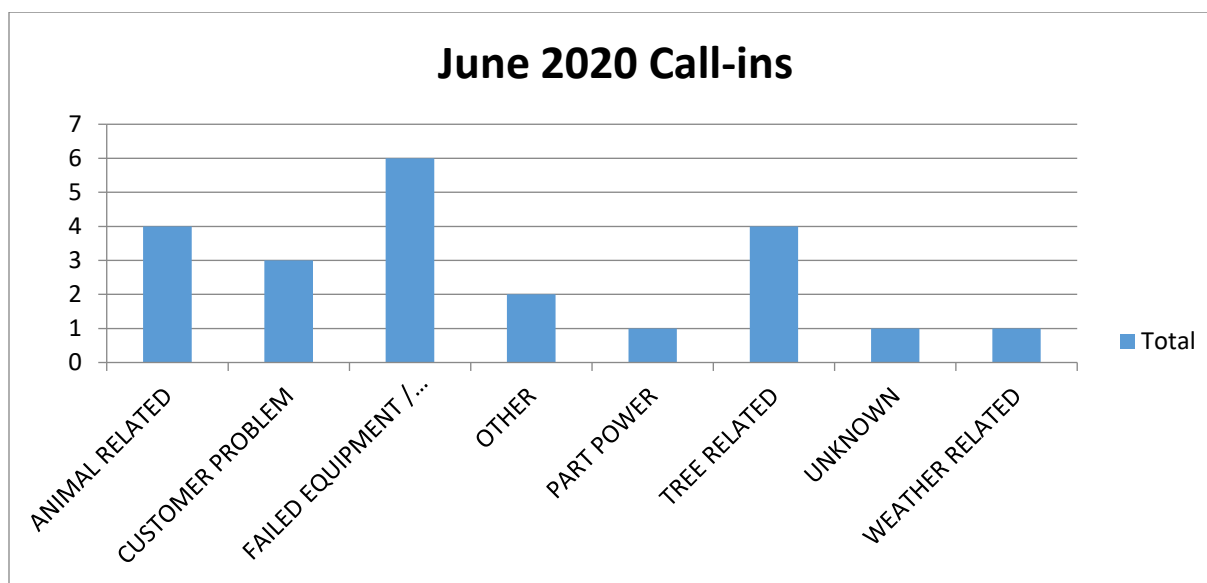
During June the Electric Department processed 30 work orders, 16 electric service orders, and 91 trouble slips.

### **Other Projects**

- Installed 3 phase URD for Membrane Systems Specialists
- Continued replacement of older wooden poles (Spring Street feeder)
- Continued 2020 URD conversion work
- Completed work on 2020 City projects

### **After Hours Calls**

In June there were 22 after hour call-outs.



The call-ins for failed equipment were for 4 bad combinations and 2 bad lightning arrestors.

Respectfully submitted,

Josh Elliott  
Electric Line Superintendent



*Water Works and Lighting Commission*

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**WATER DEPARTMENT OPERATIONS REPORT  
June 2020**

**WATER PROJECT**

During June, the water department worked on the following projects.

- ❖ Crews are replacing the water infrastructure on 2<sup>nd</sup> Avenue South in conjunction with the City's street reconstruction project.
- ❖ Crews repaired a leaking curb valve at 1770 Riverview Drive.
- ❖ Crews replaced a fire hydrant at 25<sup>th</sup> Avenue North and Jefferson which was damaged after being involved in a vehicle accident.
- ❖ Crews worked with Mid-West Meter whom we had come and test our larger Mag meters and some 4" meters, this puts us in compliance with meter testing this year.
- ❖ Crews are working with the City on another reconstruction project on Washington Street, installing temporary water and making service taps.

**TROUBLE CALLS**

The following paperwork was processed by the water department in June:

24 – Meter trouble slips  
2 – Disconnects  
0 – Reconnect

**METER TESTING**

5/8"	Tested – 0	Retired – 3
4"	Tested – 9	Retired – 1
8"	Tested – 1	Retired – 0

**WATER ELEVATIONS AT MV – 4 MONITORING WELL FOR THE LAST 5 YEARS**

The readings given below were taken during the last week of June of the year noted:

2020 – 14'3"	2018 – 14'6"	2016 – 15'2"
2019 – 14'0"	2017 – 14'6"	

The highest elevation for MV – 4 was 12'7" on July 2, 2004

The lowest elevation for MV – 4 was 21.5 on September 11, 2009

Sincerely,

WATER WORKS AND LIGHTING COMMISSION

*Dale Scheunemann*

Dale Scheunemann  
Water Superintendent



**Water Works and Lighting Commission**

221 16<sup>th</sup> Street S, P.O. Box 399 Wisconsin Rapids, WI 54495-0399 (715) 423-6300

**CUSTOMER SUPPORT SUPERVISOR'S REPORT  
JUNE, 2020****COLLECTIONS**

Below is the comparison of active and inactive accounts receivable for June.

<b>ALL PROVIDERS – Active Accounts</b>			
	<b><u>June, 2018</u></b>	<b><u>June, 2019</u></b>	<b><u>June, 2020</u></b>
<b>30 day</b>	\$188,355.47	\$163,107.87	\$181,709.36
<b>60 day</b>	\$46,389.02	\$48,326.32	\$101,144.58
<b>90 day</b>	\$27,324.76	\$25,963.65	\$204,267.83
<b>Current</b>	\$2,606,839.65	\$2,049,009.11	\$2,060,449.83
<b>Total Active</b>	\$2,868,908.90	\$2,286,406.95	\$2,547,571.60
<b>Total Inactive</b>	\$225,920.12	\$227,852.89	\$174,127.64
<b>Total AR</b>	\$3,094,829.02	\$2,514,259.84	\$2,721,699.24

The Public Service Commission (PSC) has lifted the Covid 19 Emergency Order and utilities can resume disconnections starting July 25<sup>th</sup>. We will begin our disconnection process to notify customers who are past due starting July 20<sup>th</sup>. The PSC has some guidelines to follow and has urged utilities to be sensitive to extenuating circumstances.

Our office has had multiple meetings to prepare and adjust our past disconnection processes to compensate the shorter disconnect season, while being sensitive to customers who may have been affected by the Covid 19 pandemic or upcoming changes within our community.

Again in June, our office sent an automated message to approximately 450 residential customers encouraging them to contact us regarding their past due balance, energy assistance, payment arrangements, and the upcoming disconnection start date. There were five new payment arrangements and we sent twenty customers a reminder notice who have an existing arrangement. Currently we have 420 customers that are over 90 days past due, and 1,075 that would be eligible for disconnect.

In June we collected \$4,493 of revenue through the Tax Refund Interception Program for a 2020 total of \$41,192.

**NEW CUSTOMER ORDERS**

In June, the staff processed five new electric customers. In addition, 309 electric and 125 water move orders were processed. Ten of these orders were submitted electronically.

**CUSTOMER PHONE CALL METRICS AND PAYMENTS**

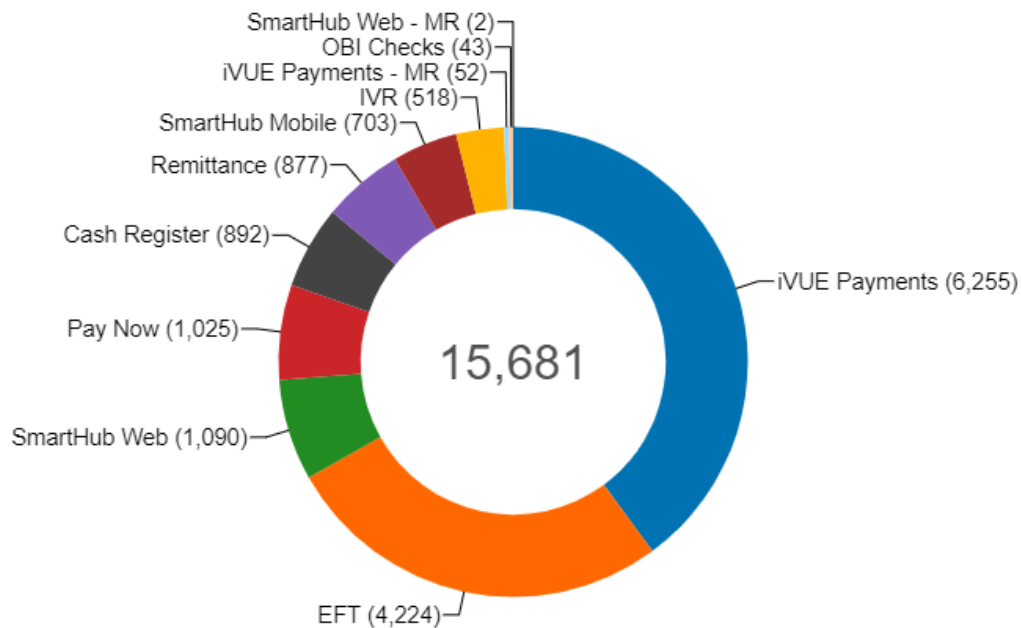
With a new phone system installed this month, call recording reports were not available.

## **OFFICE NEWS**

- ✚ After evaluating the RFP for after-hours call centers, we decided to stay with our current service, AnSer out of Green Bay.
- ✚ Nine new customer welcome letters were sent.
- ✚ Our new website has gone live.
- ✚ Shawn Reimer and I have set up a sign up option in our lobby for customers to receive their free Focus on Energy pack. Eleven customers have submitted a form in June. We will actively promote this to our customers when the current pandemic has passed.
- ✚ Considerable time was spent on the well permit application process. Thirty letters were sent regarding locations that are over the 10 year permit and a door notification was placed on 20 locations outstanding from last year.

## **OFFICE PAYMENTS**

In June, we processed 15,681 payments. The breakdown of payments is below. In comparing the payments processed in June of 2019, EFT payments increased by approximately 1%, online payments increased by 3.5%, and payments mailed increased by 5%.



## **SOCIAL MEDIA AND WEBSITE ANALYTICS**



We posted six messages on Facebook generating 15,787 views. Six messages were posted on Twitter which generated 5,500 impressions.

Respectfully submitted,

*Lynn Schroer*

Customer Support Supervisor

*Water Works and Lighting Commission**221 16<sup>th</sup> Street S, P.O. Box 399 Wisconsin Rapids, WI 54495-0399 (715) 423-6300***Director of Finance Report**

June 2020

**Financial Reports**

Included in this month's packet are the May 2020 draft financial statements. May is historically a 'shoulder' month where the electric utility shows an operating loss, and this year is no different. The warmer May weather increased electric usage, pushing purchased power costs \$200,000 higher than April's amount. Since electric usage is billed to our customers the following month, the higher May sales won't be recognized until June, causing May's net operating loss. Maintenance and distribution expenses are higher due to the second tree trimming crew added in late 2019. Other expense categories are in line with previous years.

The water utility continues to have a reasonable net operating income for the year, with a net operating income of \$198,523 through May. The increase in water treatment expense is primarily related to the budgeted project to paint the filter plant clarifier.

Included in this packet is May's investment report, as the June investment information was not available when the packet was assembled. In May, a \$500,000 Federal Home Loan Mortgage Note was called. Ehlers, our investment partner purchased several city and county notes at a premium to reinvest this balance. While the interest rates appear higher than our other investments (1.25%-4.0%), the premium paid reduces the effective interest rate of these investments to 0.5% to 0.7%. For this month, these investments are shown with an asterisk next to the rate.

**Rate Case Update**

During June, I had several conversations with our PSC rate analyst regarding our electric rate case. He is anticipating having a draft rate design to the utility in early to mid-July, depending on his workload. If the utility agrees with the proposed rate design, a hearing could be scheduled for August.

*Jeff Kuhn*

Director of Finance

Wisconsin Rapids Water Works and Lighting Commission  
Cash Flow Summary  
for Month Ending June 30, 2020

	<u>Current Month</u>	<u>Year to Date</u>
Cash Receipts:		
Utility Receipts	\$ 2,798,623	\$ 17,507,908
Interest and Dividends	\$ 42	\$ 2,213
Transfer from Investments	\$ 150,000	\$ 2,821,742
ATC Dividend Payment	<u>\$ -</u>	<u>\$ 281,030</u>
Total Cash Receipts	<b>\$ 2,948,665</b>	<b>\$ 20,612,893</b>
Disbursements		
AP Payments	\$ (893,272)	\$ (9,656,768)
GLU Power Bill	\$ (1,439,626)	\$ (8,183,568)
Transfer to Investments	\$ (225,000)	\$ (1,360,000)
ATC - Voluntary Capital Call	\$ -	\$ (56,797)
Sales Tax Payment	\$ (29,994)	\$ (211,482)
Payroll	\$ (279,884)	\$ (1,964,824)
Service Fees	\$ (3,639)	\$ (21,309)
NSF Payments	<u>\$ (2,055)</u>	<u>\$ (17,622)</u>
Total Disbursements	<b><u>\$ (2,873,470)</u></b>	<b><u>\$ (21,472,370)</u></b>
Net Cash Flow	<b><u><u>\$ 75,195</u></u></b>	<b><u><u>\$ (859,477)</u></u></b>

Wisconsin Rapids Water Works and Lighting Commission  
Combined Utility Income Statement  
Year to Date for Months Ending May 2020 and 2019

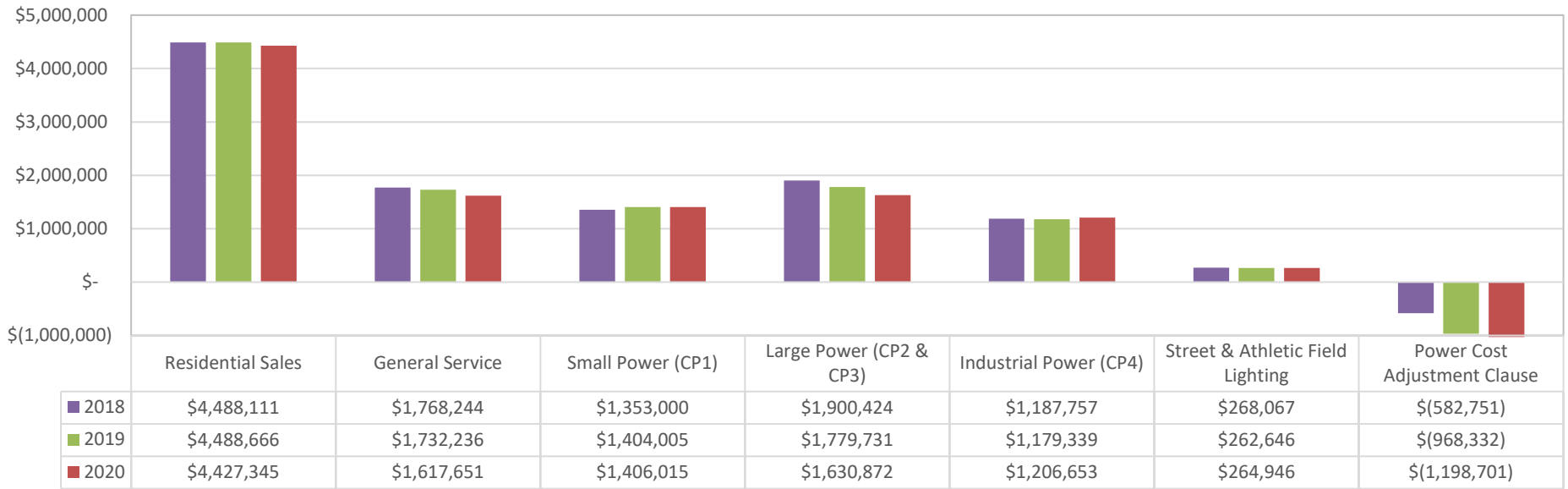
	Current Year to Date			Prior Year to Date			% Increase (Decrease)		
	Electric	Water	Total	Electric	Water	Total	Electric	Water	Total
Charges for Services	\$ 9,354,782	\$ 1,508,766	\$ 10,863,548	\$ 9,878,291	\$ 1,336,322	\$ 11,214,613	(5.3%)	12.9%	(3.1%)
Other Operating Revenues	\$ 151,826	\$ 722,561	\$ 874,387	\$ 171,849	\$ 583,383	\$ 755,232	(11.7%)	23.9%	15.8%
Total Operating Revenues	\$ 9,506,608	\$ 2,231,327	\$ 11,737,935	\$ 10,050,140	\$ 1,919,705	\$ 11,969,845	(5.4%)	16.2%	(1.9%)
Operating Expenses	8,113,696	1,226,870	9,340,567	8,580,835	1,211,733	9,792,568	(5.4%)	1.2%	(4.6%)
Depreciation Expense	942,363	399,684	1,342,047	903,279	388,074	1,291,353	4.3%	3.0%	3.9%
Taxes Expense	641,250	406,250	1,047,500	625,000	405,000	1,030,000	2.6%	0.3%	1.7%
Total Operating Expenses	9,697,310	2,032,805	11,730,114	10,109,114	2,004,806	12,113,921	(4.1%)	1.4%	(3.2%)
<b>Operating Income (Loss)</b>	<b>\$ (190,702)</b>	<b>\$ 198,523</b>	<b>\$ 7,821</b>	<b>\$ (58,974)</b>	<b>\$ (85,102)</b>	<b>\$ (144,076)</b>			
Non-Operating Income	287,395	23,125	310,520	225,486	33,275	258,761	27.5%	(30.5%)	20.0%
Interest Charges	78,820		78,820	84,289		84,289	(6.5%)		(6.5%)
Other Non-operating Exp	148,541	43,777	192,318	124,818	14,147	138,965	19.0%	209.5%	38.4%
<b>Net Income (Loss)</b>	<b>\$ (130,667)</b>	<b>\$ 177,871</b>	<b>\$ 47,204</b>	<b>\$ (42,596)</b>	<b>\$ (65,973)</b>	<b>\$ (108,569)</b>			

Wisconsin Rapids Water Works and Lighting Commission  
Electric Income Statement  
Year to Date for Months Ending May 2020, 2019, 2018

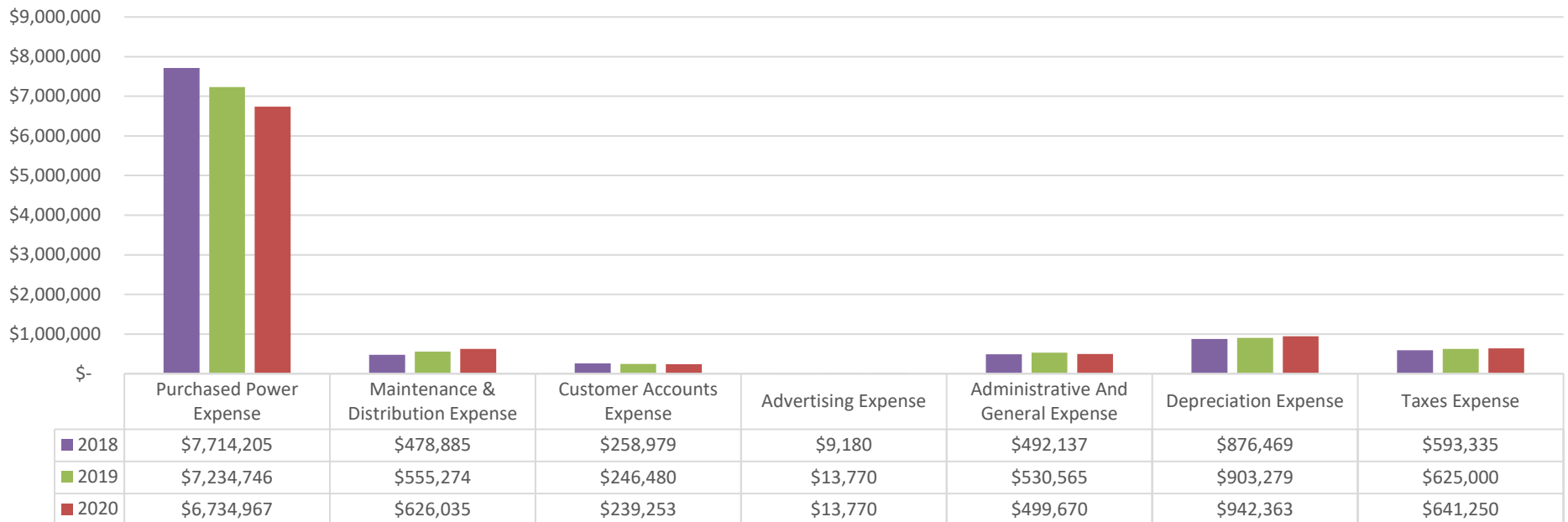
	Current Budget	2020 YTD	2019 YTD	2018 YTD	Remaining Budget
<b>Sales of Electricity</b>					
Residential Sales	\$ 11,025,000	\$ 4,427,345	\$ 4,488,666	\$ 4,488,111	\$ 6,597,655
General Service	\$ 4,139,000	\$ 1,617,651	\$ 1,732,236	\$ 1,768,244	\$ 2,521,349
Small Power (CP1)	\$ 3,497,000	\$ 1,406,015	\$ 1,404,005	\$ 1,353,000	\$ 2,090,985
Large Power (CP2 & CP3)	\$ 4,784,000	\$ 1,630,872	\$ 1,779,731	\$ 1,900,424	\$ 3,153,128
Industrial Power (CP4)	\$ 3,944,000	\$ 1,206,653	\$ 1,179,339	\$ 1,187,757	\$ 2,737,347
Street & Athletic Field Lighting	\$ 620,000	\$ 264,946	\$ 262,646	\$ 268,067	\$ 355,054
Power Cost Adjustment Clause	\$ (500,000)	\$ (1,198,701)	\$ (968,332)	\$ (582,751)	\$ 698,701
Total Sales of Electricity	\$ 27,509,000	\$ 9,354,782	\$ 9,878,291	\$ 10,382,852	\$ 18,154,218
<b>Other Operating Revenues</b>					
Misc Service Revenues - Reconnect Fees	\$ 30,000	\$ 140	\$ 8,470	\$ 6,300	\$ 29,860
Rent From Electric Property	\$ 252,000	\$ 129,113	\$ 125,506	\$ 122,499	\$ 122,887
Forfeited Discounts	\$ 90,000	\$ 21,661	\$ 36,913	\$ 41,762	\$ 68,339
Other Electric Revenues	\$ 4,000	\$ 912	\$ 960	\$ 1,006	\$ 3,088
Total Operating Revenues	\$ 27,885,000	\$ 9,506,608	\$ 10,050,140	\$ 10,554,419	\$ 18,378,392
<b>Operating Expenses</b>					
Purchased Power Expense	\$ 18,868,400	\$ 6,734,967	\$ 7,234,746	\$ 7,714,205	\$ 12,133,433
Maintenance & Distribution Expense	\$ 1,578,600	\$ 626,035	\$ 555,274	\$ 478,885	\$ 952,565
Customer Accounts Expense	\$ 769,000	\$ 239,253	\$ 246,480	\$ 258,979	\$ 529,747
Advertising Expense	\$ 29,000	\$ 13,770	\$ 13,770	\$ 9,180	\$ 15,230
Administrative And General Expense	\$ 1,335,600	\$ 499,670	\$ 530,565	\$ 492,137	\$ 835,930
Depreciation Expense	\$ 2,169,600	\$ 942,363	\$ 903,279	\$ 876,469	\$ 1,227,237
Taxes Expense	\$ 1,530,200	\$ 641,250	\$ 625,000	\$ 593,335	\$ 888,950
Total Operating Expenses	\$ 26,280,400	\$ 9,697,310	\$ 10,109,114	\$ 10,423,191	\$ 16,583,090
<b>Operating Income</b>	<b>\$ 1,604,600</b>	<b>\$ (190,702)</b>	<b>\$ (58,974)</b>	<b>\$ 131,228</b>	<b>\$ 1,795,302</b>
Merchandise and Jobbing	\$ 43,000	\$ 1,302	\$ (14,498)	\$ 2,289	\$ 41,698
Interest and Dividend Income	\$ 715,000	\$ 208,586	\$ 228,533	\$ 216,496	\$ 506,414
Miscellaneous Non-Operating Income	\$ 1,400,000	\$ 77,507	\$ 11,451	\$ 7,572	\$ 1,322,493
Total Other Income Additions	\$ 2,158,000	\$ 287,395	\$ 225,486	\$ 226,357	\$ 1,870,605
Interest Charges	\$ 190,685	\$ 78,820	\$ 84,289	\$ 86,336	\$ 111,865
Other Income Deductions	\$ 333,807	\$ 148,541	\$ 124,818	\$ 117,302	\$ 185,266
<b>Total Net Income</b>	<b>\$ 3,238,108</b>	<b>\$ (130,667)</b>	<b>\$ (42,596)</b>	<b>\$ 153,948</b>	<b>\$ 3,368,775</b>

Wisconsin Rapids Water Works and Lighting Commission  
Selected Electric Utility Financial Charts  
Year to Date for Months Ending May 2020, 2019, 2018

Electric Utility Sales Revenue by Customer Type



YTD Electric Operating Expenses



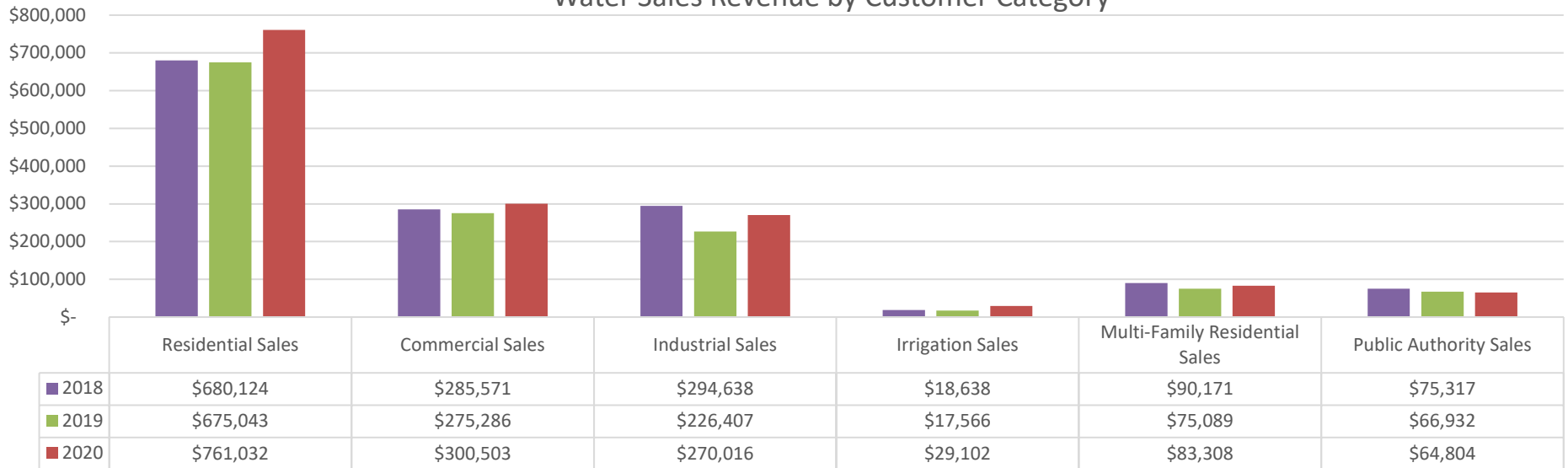
Wisconsin Rapids Water Works and Lighting Commission  
Water Income Statement  
Year to Date for Months Ending May 2020, 2019, 2018

	Current Budget	2020 YTD	2019 YTD	2018 YTD	Remaining Budget
<b>Metered Sales of Water</b>					
Residential Sales	\$ 1,877,000	\$ 761,032	\$ 675,043	\$ 680,124	\$ 1,115,968
Commercial Sales	\$ 786,000	\$ 300,503	\$ 275,286	\$ 285,571	\$ 485,497
Industrial Sales	\$ 805,000	\$ 270,016	\$ 226,407	\$ 294,638	\$ 534,984
Irrigation Sales	\$ 256,000	\$ 29,102	\$ 17,566	\$ 18,638	\$ 226,898
Multi-Family Residential Sales	\$ 228,000	\$ 83,308	\$ 75,089	\$ 90,171	\$ 144,692
Public Authority Sales	\$ 215,000	\$ 64,804	\$ 66,932	\$ 75,317	\$ 150,196
Total Sales of Water	\$ 4,167,000	\$ 1,508,766	\$ 1,336,322	\$ 1,444,459	\$ 2,658,234
<b>Other Operating Revenues</b>					
Private Fire Protection	\$ 52,200	\$ 24,051	\$ 22,319	\$ 24,299	\$ 28,149
Public Fire Protection	\$ 1,276,000	\$ 523,999	\$ 381,508	\$ 380,911	\$ 752,001
Forfeited Discounts	\$ 20,000	\$ 10,955	\$ 15,668	\$ 16,980	\$ 9,045
Miscellaneous Service Revenues	\$ 2,500	\$ 1,400	\$ 2,050	\$ 1,870	\$ 1,100
Rent From Water Property	\$ 92,000	\$ 30,859	\$ 30,014	\$ 29,202	\$ 61,141
Other Water Revenues	\$ 50,000	\$ 131,297	\$ 131,825	\$ 136,204	\$ (81,297)
Total Operating Revenues	\$ 5,659,700	\$ 2,231,327	\$ 1,919,705	\$ 2,033,924	\$ 3,428,373
<b>Operating Expenses</b>					
Source of Supply Expense	\$ 92,900	\$ 60,234	\$ 34,475	\$ 40,060	\$ 32,666
Pumping Expense	\$ 212,900	\$ 92,535	\$ 85,789	\$ 86,010	\$ 120,365
Water Treatment Expense	\$ 601,500	\$ 309,803	\$ 261,900	\$ 293,063	\$ 291,697
Water Transmission/Distribution Expense	\$ 760,300	\$ 270,618	\$ 298,397	\$ 283,486	\$ 489,682
Customer Accounts Expense	\$ 85,000	\$ 72,663	\$ 73,265	\$ 76,690	\$ 12,337
Sales Expense	\$ 12,500	\$ 3,507	\$ 3,442	\$ 8,203	\$ 8,993
Administrative And General Expense	\$ 970,300	\$ 417,510	\$ 454,465	\$ 393,891	\$ 552,790
Depreciation Expense	\$ 873,305	\$ 399,684	\$ 388,074	\$ 381,448	\$ 473,621
Taxes Expense	\$ 944,349	\$ 406,250	\$ 405,000	\$ 387,500	\$ 538,099
Total Operating Expenses	\$ 4,553,054	\$ 2,032,805	\$ 2,004,806	\$ 1,950,351	\$ 2,520,249
<b>Operating Income</b>	<b>\$ 1,106,646</b>	<b>\$ 198,523</b>	<b>\$ (85,102)</b>	<b>\$ 83,573</b>	<b>\$ 908,123</b>
Merchandise and Jobbing	\$ 2,000	\$ 1,288	\$ (183)	\$ 1,156	\$ 712
Interest and Dividend Income	\$ 70,000	\$ 21,837	\$ 33,458	\$ 21,646	\$ 48,163
Miscellaneous Non-operating Income	\$ 40,000	\$ -	\$ -	\$ -	\$ 40,000
Total Other Income Additions	\$ 112,000	\$ 23,125	\$ 33,275	\$ 22,802	\$ 88,875
Other Income Deductions	\$ 125,000	\$ 43,777	\$ 14,147	\$ (92,864)	\$ 81,223
<b>Total Net Income</b>	<b>\$ 1,093,646</b>	<b>\$ 177,871</b>	<b>\$ (65,973)</b>	<b>\$ 199,239</b>	<b>\$ 915,775</b>

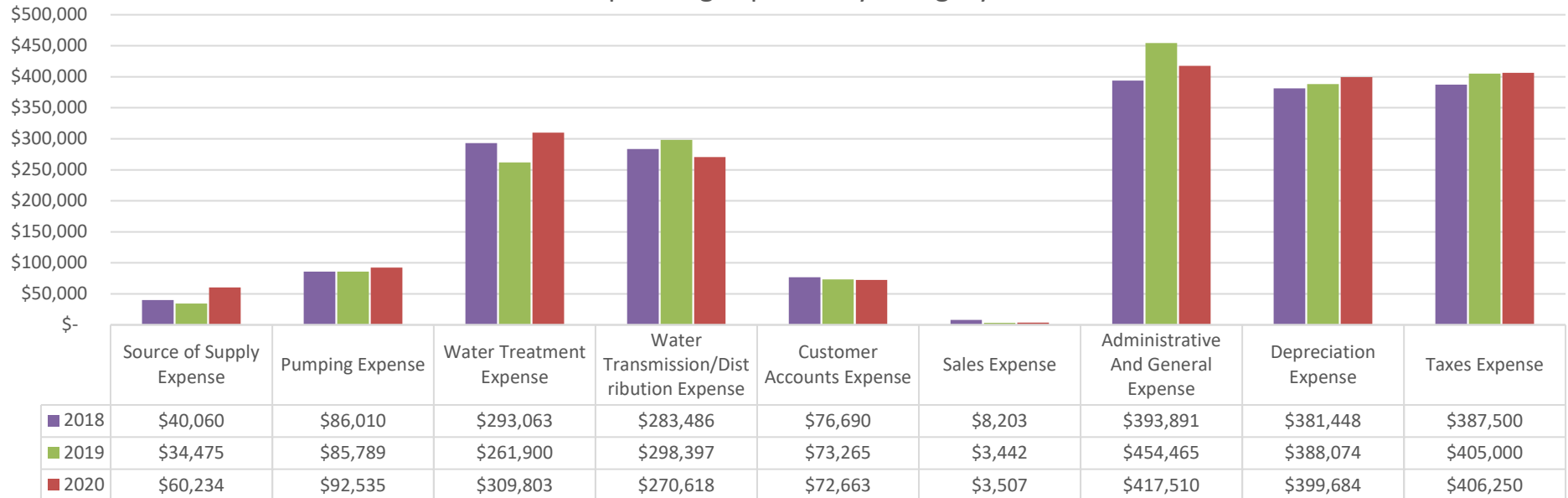


Wisconsin Rapids Water Works and Lighting Commission  
Selected Water Utility Financial Charts  
Year to Date for Months Ending May 2020, 2019, 2018

Water Sales Revenue by Customer Category



Water Operating Expense by Category



Wisconsin Rapids Water Works and Lighting Commission  
Electric and Water Utility Balance Sheet  
Balances as of May 2020 & 2019

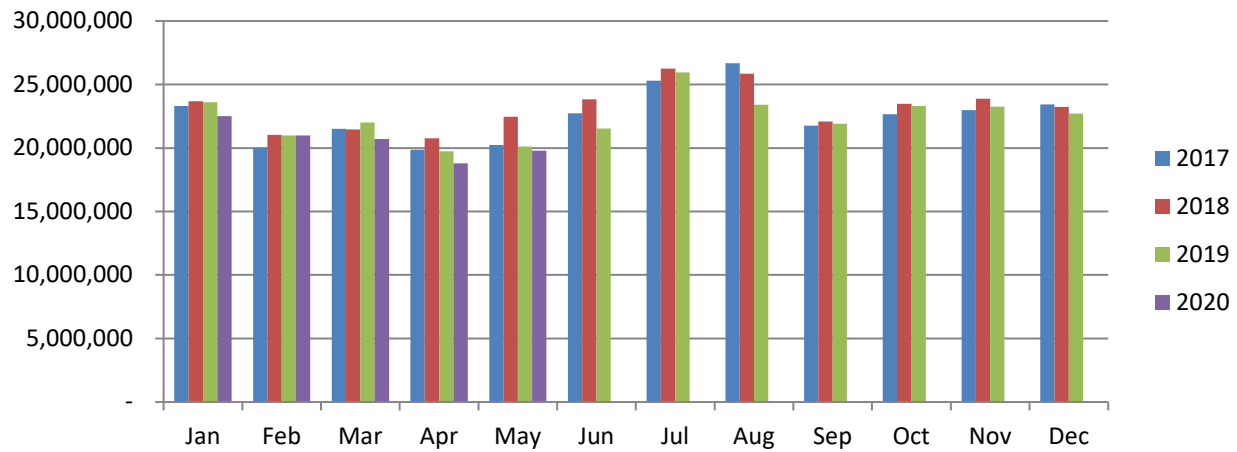
	2020			2019		
	Electric Utility	Water Utility	Combined Utilities	Electric Utility	Water Utility	Combined Utilities
<b>ASSETS</b>						
Utility Plant						
Utility Plant in Service	58,125,030	43,875,877	102,000,907	56,335,224	43,134,986	99,470,210
Utility Plant in Service - Common	7,859,432	2,562,451	10,421,883	7,573,084	2,478,090	10,051,173
Property Held for Future Use	500	104,255	104,755	500	104,255	104,755
Construction Work in Progress	5,082,685	483,875	5,566,560	1,613,075	236,297	1,849,372
Total Utility Plant	71,067,646	47,026,459	118,094,105	65,521,882	45,953,628	111,475,510
Less: Accumulated Depreciation						
Accumulated Depreciation	(25,650,869)	(16,994,011)	(42,644,880)	(24,561,738)	(16,129,632)	(40,691,370)
Accumulated Depreciation - Common	(5,594,968)	(1,618,735)	(7,213,703)	(5,322,883)	(1,561,943)	(6,884,826)
Total Accumulated Depreciation	(31,245,836)	(18,612,746)	(49,858,582)	(29,884,621)	(17,691,575)	(47,576,196)
<b>Net Utility Plant</b>	<b>39,821,810</b>	<b>28,413,713</b>	<b>68,235,523</b>	<b>35,637,262</b>	<b>28,262,053</b>	<b>63,899,315</b>
Current and Accrued Assets						
Cash	(899,573)	1,552,132	652,559	571,996	943,574	1,515,570
Working Funds	940	-	940	940	-	940
Rate Stabilization Deposit	372,986	-	372,986	356,931	-	356,931
Temporary Cash Investments	341,372	339,822	681,195	353,604	285,036	638,639
Customer Accounts Receivable	2,747,256	662,785	3,410,041	2,862,987	528,030	3,391,017
Other Accounts Receivable	1,369,490	416,265	1,785,754	91,208	396,012	487,220
Receivable From Municipality	14,344	-	14,344	10,297	-	10,297
Notes Receivable	500,000	-	500,000	500,000	-	500,000
Sewer Fee For Collections	-	312,740	312,740	-	319,091	319,091
Due To (From) Municipality	-	39,345	39,345	-	30,903	30,903
Plant Materials & Supplies	1,207,041	334,433	1,541,475	1,318,767	452,729	1,771,496
Stores Expense	(2,062)	1,767	(296)	(4,334)	38,129	33,795
Prepayments	171,367	48,290	219,656	386,163	46,660	432,823
Interest Receivable	-	-	-	-	-	-
Total Current and Accrued Assets	5,823,161	3,707,579	9,530,740	6,448,558	3,040,165	9,488,723
Other Investments						
Depreciation Fund	4,269,473	3,728,468	7,997,941	5,469,831	3,609,215	9,079,046
Other Investments	7,941,040	-	7,941,040	7,494,260	-	7,494,260
Other Special Funds	118,594	10,200	128,794	116,066	5,100	121,166
Total Other Investments	12,329,107	3,738,668	16,067,775	13,080,157	3,614,315	16,694,472
Deferred outflows of Resources						
Unamortized Debt Disc & Expense	603,948	-	603,948	672,697	-	672,697
Preliminary Survey & Investigation Charges	2,808	-	2,808	2,808	-	2,808
Clearing Accounts	13,338	18,530	31,867	9,793	6,373	16,166
Deferred Outflows Related To Pension	1,482,811	798,436	2,281,247	1,281,182	689,868	1,971,051
Misc Deferred Debits	38,526	87,912	126,438	163,565	41,250	204,815
Total Deferred Outflows of Resources	2,141,431	904,878	3,046,309	2,130,046	737,491	2,867,537
<b>Total Assets and Deferred Outflows</b>	<b>60,115,508</b>	<b>36,764,838</b>	<b>96,880,346</b>	<b>57,296,022</b>	<b>35,654,025</b>	<b>92,950,047</b>

Wisconsin Rapids Water Works and Lighting Commission  
Electric and Water Utility Balance Sheet  
Balances as of May 2020 & 2019

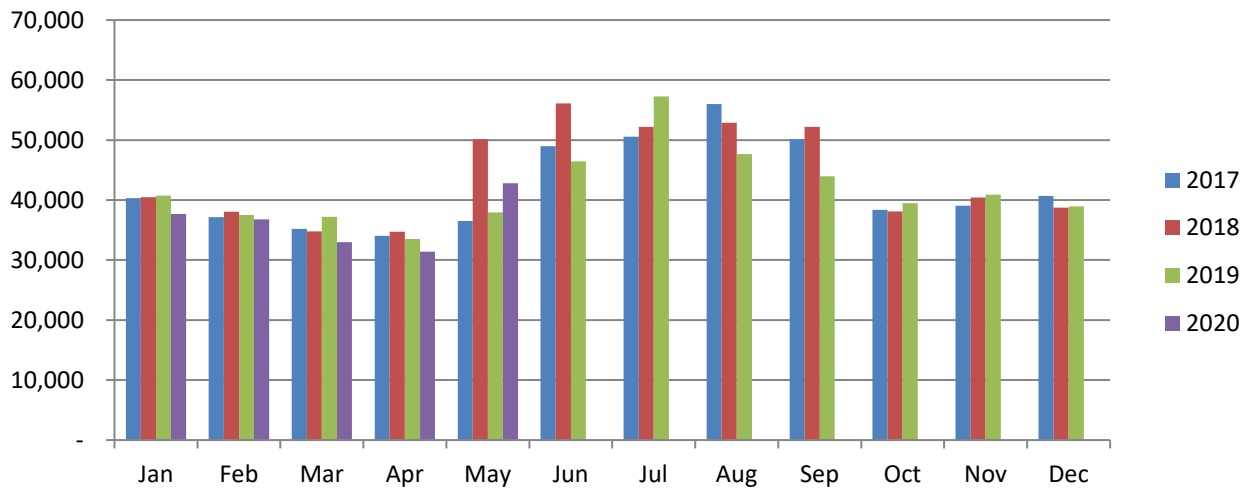
	2020			2019		
	Electric Utility	Water Utility	Combined Utilities	Electric Utility	Water Utility	Combined Utilities
<b>LIABILITIES</b>						
<b>Current and Accrued Liabilities</b>						
Accounts Payable	2,168,779	-	2,168,779	2,022,733	-	2,022,733
Payables To Municipality	-	-	-	-	-	-
Customer Deposits	406,951	-	406,951	372,393	-	372,393
Taxes Accrued	705,475	677,689	1,383,164	892,234	683,727	1,575,961
Interest Accrued	36,041	-	36,041	34,002	-	34,002
Tax Collections Payable	94,621	-	94,621	104,936	-	104,936
Misc Current And Accrued Liabilities	643,840	148,402	792,242	580,477	125,979	706,456
<b>Total Current and Accrued Liabilities</b>	<b>4,055,707</b>	<b>826,091</b>	<b>4,881,798</b>	<b>4,006,775</b>	<b>809,706</b>	<b>4,816,481</b>
<b>Long Term Debt</b>						
Long Term Debt - Bonds	5,025,000	-	5,025,000	5,535,000	-	5,535,000
<b>PROPRIETARY CAPITAL</b>						
Capital Paid In By Municipality	1,030,967	798,819	1,829,787	1,030,967	798,819	1,829,787
Retained Earnings	45,610,059	33,531,590	79,141,650	43,423,141	32,698,176	76,121,317
<b>Total Proprietary Capital</b>	<b>46,641,027</b>	<b>34,330,409</b>	<b>80,971,436</b>	<b>44,454,109</b>	<b>33,496,995</b>	<b>77,951,104</b>
<b>Deferred Inflows of Resources</b>						
Customer Advance For Construction	1,684,230	-	1,684,230	846,811	-	846,811
Wholesale Rate Refund & Public Benefits	292,716	-	292,716	292,750	-	292,750
Unamortized Premium On Debt	57,438	-	57,438	63,971	-	63,971
Other Deferred Credits	2,359,389	1,608,337	3,967,727	2,096,606	1,347,324	3,443,930
<b>Total Deferred Inflows of Resources</b>	<b>4,393,774</b>	<b>1,608,337</b>	<b>6,002,112</b>	<b>3,300,138</b>	<b>1,347,324</b>	<b>4,647,462</b>
<b>Total Liabilities, Equity and Def Inflows</b>	<b>60,115,508</b>	<b>36,764,838</b>	<b>96,880,346</b>	<b>57,296,022</b>	<b>35,654,025</b>	<b>92,950,047</b>

Wisconsin Rapids Water Works and Lighting Commission  
Monthly Electric Purchases  
2017-2020

### Electric Purchases by Month (kWh)



### Electric Purchases - Demand by Month (kW)



**Wisconsin Rapids Water Works & Lighting Commission  
Investment Report**

**5/31/2020**

INSTITUTION	FACE VALUE	FACE VALUE & ACCRUED INT	RATE/ YIELD	MATURITY DATE	DATE ACQUIRED	TYPE
<b>Local Government Investment Pool (LGIP)</b>	863,380.69	<b>863,380.69</b>	0.2000%			
<b>Prevail Bank</b>	1,384,271.51	<b>1,384,271.51</b>	0.7500%			
<b>Ehlers Investments</b>						
MEDALLION BANK	210,000.00	<b>210,155.34</b>	1.7500%	7/17/2020	7/3/2017	CD
MIZUHO BANK	248,000.00	<b>248,145.74</b>	0.6500%	7/17/2020	4/17/2020	CD
BARCLAYS BANK DELEWARE CD	250,000.00	<b>250,572.60</b>	1.9000%	10/19/2020	10/10/2017	CD
THIRD FIFTH SAVINGS AND LOAN	250,000.00	<b>250,467.47</b>	1.9500%	10/19/2020	10/10/2017	CD
PLAINS STATE BANK	250,000.00	<b>250,164.38</b>	2.4000%	11/20/2020	5/20/2019	CD
INVESTORS SAVINGS BANK	250,000.00	<b>252,258.22</b>	2.1000%	12/28/2020	12/28/2017	CD
FLAGSTAR BANK, FSB	250,000.00	<b>250,167.81</b>	2.4500%	5/24/2021	5/20/2019	CD
BROOKLINE BANK	245,000.00	<b>245,064.44</b>	1.6300%	5/26/2021	11/25/2019	CD
DOVER NJ NOTE	370,000.00	<b>370,038.54</b>	1.2500% *	5/27/2021	5/27/2020	NOTE
MILWAUKEE AREA TECHNICAL COLLEGE	45,000.00	<b>45,900.00</b>	4.0000% *	6/1/2021	5/20/2020	NOTE
CITY OF WISCONSIN RAPIDS	40,000.00	<b>41,046.67</b>	3.0000% *	6/1/2021	5/26/2020	NOTE
MORGAN STANLEY BANK, N.A.	250,000.00	<b>252,928.08</b>	2.4500%	6/14/2021	6/14/2019	CD
CITIBANK NATIONAL ASSOCIATION	147,000.00	<b>148,691.51</b>	3.0000%	7/13/2021	7/9/2018	CD
COMENITY CAPITAL BANK UTAH	147,000.00	<b>147,193.32</b>	3.0000%	7/16/2021	7/9/2018	CD
CITY OF KENOSHA TAXABLE GO NOTES	75,000.00	<b>75,375.00</b>	2.0000%	9/1/2021	12/21/2017	NOTE
BMW BANK OF NORTH AMERICA	248,000.00	<b>248,917.60</b>	1.8980%	9/20/2021	9/20/2019	CD
BERGEN COUNTY NJ	30,000.00	<b>30,091.73</b>	2.3930% *	10/15/2021	5/26/2020	NOTE
WAUWATOSA WI	150,000.00	<b>150,375.00</b>	3.0000% *	11/1/2021	5/20/2020	NOTE
MERRICK BANK CORPORATION	245,000.00	<b>245,034.23</b>	1.7220%	11/29/2021	11/22/2019	CD
TIAA, FSB	250,000.00	<b>251,952.05</b>	2.8500%	2/22/2022	2/22/2019	CD
WESTON, WI	90,000.00	<b>90,900.00</b>	4.0000% *	3/1/2022	5/20/2020	NOTE
VILLAGE OF SHOREWOOD HILLS GO NOTE	15,000.00	<b>15,031.25</b>	2.5000% *	5/1/2022	10/11/2019	NOTE
PLEASANT PRAIRIE WI	50,000.00	<b>50,500.00</b>	3.0000% *	8/1/2022	5/19/2020	NOTE
MORGAN STANLEY PRIVATE BANK	250,000.00	<b>250,937.67</b>	1.8500%	9/19/2022	10/11/2019	CD
ALLY BANK	248,000.00	<b>248,887.70</b>	1.9500%	9/26/2022	9/20/2019	CD
LIVE OAK BANKING COMPANY	215,000.00	<b>215,051.54</b>	1.7900%	11/28/2022	11/25/2019	CD
SALLIE MAE BANK	250,000.00	<b>252,192.12</b>	1.8820%	12/12/2022	12/12/2019	CD
WELLS FARGO NATIONAL BANK WEST	248,000.00	<b>248,038.73</b>	1.9000%	1/30/2023	1/30/2020	CD
WISCONSIN STATE GENERAL FUND REV BOND	210,000.00	<b>210,358.58</b>	2.0490%	5/1/2023	1/30/2020	NOTE
JP MORGAN CHASE BANK	200,000.00	<b>200,020.55</b>	0.7500%	5/27/2023	5/21/2020	NOTE
FEDERAL FARM CREDIT BANK FUNDING CORP	300,000.00	<b>301,266.67</b>	1.9000%	9/11/2023	9/20/2019	NOTE
WAUPACA COUNTY	50,000.00	<b>50,375.00</b>	3.0000% *	3/1/2024	5/27/2020	NOTE
CITY OF WATERFORD GO BOND	200,000.00	<b>201,150.56</b>	1.9000% *	4/1/2024	1/30/2020	NOTE
INTERNATIONAL BANK OF CHICAGO	225,000.00	<b>225,209.59</b>	2.0000%	1/15/2025	12/31/2019	CD
FEDERAL GOVT OBLIGATION FUND	15,000.00	<b>15,000.00</b>				MM
FDIC INSURED MONEY MARKET	10,542.50	<b>10,542.50</b>				MM
		<b>6,550,002.19</b>				
<b>TOTAL INVESTMENTS</b>	<b>8,774,194.70</b>	<b>8,797,654.39</b>				
<b>ACCOUNT BALANCES POST-JOURNAL ENTRY</b>						
<b>ELECTRIC UTILITY DEPRECIATION FUND</b>						
<b>0-1261-00</b>		4,269,473.14				
<b>ELECTRIC REVENUE BOND REDEMPTION</b>						
<b>0-1252-00</b>		118,518.55				
<b>WATER UTILITY DEPRECIATION FUND</b>						
<b>2-1261-00</b>		3,728,468.09				
<b>TAX ESCROW FUND</b>						
<b>0-1361-00</b>		335,613.45				
<b>2-1361-00</b>		308,072.40				
<b>GENERAL FUND</b>						
<b>0-1365-00</b>		5,759.02				
<b>2-1365-00</b>		31,749.73				
<b>TOTAL INVESTMENTS</b>		<b>8,797,654.39</b>				

*Water Works and Lighting Commission**221 16th St. So. P.O. Box 399 Wisconsin Rapids, WI 54495-0399 715/423-6300 FAX: 715/423-2831***INFORMATION SYSTEMS ADMINISTRATOR'S REPORT**  
**June 2020****Telephone system upgrade**

The new hosted phone system provided by Solarus has been fully installed. The way that we have the system set up should eliminate the busy signals, dropped calls, and queue loops that customers have experienced in the past. We will be monitoring the system closely to see how it handles a larger call volume caused by a major outage. If there are any issues we will be able to address them quickly with the help of Solarus's 24 hour Technical Assistance Center.

**Outage Management**

We have engaged with the NISC Engineering and Operations group to help us bring Outage Management System back online. NISC has had their technicians look at our system and they have developed a plan that will eliminate the issues that we have had with the OMS. We will be working closely with them over the next month to implement the changes needed to make OMS usable for us.

**Projects**

1. Honeywell Connexo to iVUE integration
2. Outage Management
3. AMI Communication Upgrade
4. Cyber Security Mitigation

Sincerely,

Matt Stormoen  
Information Systems Administrator



*Water Works and Lighting Commission*

221 16<sup>th</sup> Street So. P.O. Box 399 Wisconsin Rapids, WI 54495-0399 715/423-6300 FAX: 715/423-2831

**Conservation Manager Report  
June 2020**

This month I had contact with these accounts: These accounts were sent a rate change letter, and load analysis were performed/discussed to assist their organization with the most cost effective rate option.

- Shape Into Fitness
- Northward LLC
- Hokkaido Japanese Restaurant
- Hawaiian Tanning Studios

**Waste Water Treatment Plant**

The City of WR has requested annual electric usages for seventeen lift station accounts. The information will be used for the Waste Water Treatment Compliance Maintenance Program and sent to the Wisconsin Department of Natural Resources. All information was sent over to the WWTP for reporting purposes.

**Focus on Energy E-tail Program**

Recently, the Utility was sent a program offer from Focus on Energy offering Utility employees LED/Water saving kits at an affordable cost. These kits are similar to the Kits sold to our customers at the 2019 PPW Open House Event. Considering the huge success and great feedback from the LED kits being purchased at last year's event, it seemed like a great opportunity to request from Focus if we could offer the program and these kits to our rate payers.

Lynn Schroer and I had a conference call with Focus to get program approval, and to discuss the marketing material options to offer our 15,000 customers. Focus has agreed to partner with WW&LC, while allowing our customers to be linked to an on-line portal to purchase the kits in the month of October. We will market/promote the energy saving LED kits, a month prior, during the month of September through social media, billing newsletter, WWLC website and in our lobby area.

Respectfully,

*Shawn Reimer*

Conservation Manager

*Water Works and Lighting Commission*

221 16th St. So. P.O. Box 399 Wisconsin Rapids, WI 54495-0399 715/423-6300 FAX: 715/423-2831

**DIRECTOR OF ENGINEERING AND ELECTRIC OPERATIONS REPORT  
June, 2020**

**Coyne Substation/Matalco Project**

The Substation work is almost complete with a small amount of SCADA wiring left. Matalco still appears to be on track for a late fall start-up.

**Baker Substation**

Construction is in full swing at the Baker Substation. MJ Electric is currently on site working for ATC to pour the foundations for the ATC building and structures. Final engineering design is being wrapped up for the WW&LC grounding grid, underground cable trench system, and building foundation. I hope to be able to go out for bids on this portion of the project in early July.

**June 2<sup>nd</sup> Outage**

A turkey vulture came in contact with our 46kV line that feeds the Peach Street Substation on the night of June 2<sup>nd</sup>. All protective equipment operated as expected but approximately 6,400 customers were out of power for about 90 minutes as the lines were checked and then re-energized.

*Todd Weiler, P.E.*

Director of Engineering & Electric Operations





*Water Works and Lighting Commission*

*221 16<sup>th</sup> Street So. P.O. Box 399 Wisconsin Rapids, WI 54495-0399 715/423-6300 FAX: 715/423-2831*

**GENERAL MANAGER'S REPORT**  
**June 2020**

**Mayor introductory meeting:** On June 6<sup>th</sup>, our recently elected Mayor Blaser visited WW&LC. Todd, Jeff and I met with him and provided a tour of the WW&LC facilities. It was a good discussion, and we look forward to working with the new Mayor.

**Great Lakes Utilities:** The GLU east power supply pool had a conference call with The Energy Authority on June 23<sup>rd</sup>. The Energy Authority has public power roots and is based out of Jacksonville, Florida. They are a power supply consultant. GLU may hire them to gain access to their forward power supply price curves and to help us with future capacity decisions.

*Jem Brown*  
General Manager