



321 Milwaukee Street • P.O. Box 340 • Menasha, WI 54952-0340 • www.menashautilities.com

MENASHA ALDERMEN OCCASIONALLY ATTEND MEETINGS OF THIS BODY. IT IS POSSIBLE THAT A QUORUM OF COMMON COUNCIL MEMBERS MAY BE ATTENDING THIS MEETING; (NO OFFICIAL ACTION OF THIS BODY WILL BE TAKEN).

NOTICE OF PUBLIC MEETING

TO: Menasha Utilities Commission
FROM: Melanie Krause, General Manager
DATE: May 17, 2024

Commission President Mark Allwardt has called for a meeting of the Menasha Utilities Commission to begin at 8:00 am on **WEDNESDAY**, May 22, 2024, at the Menasha Utilities' Office and Operations Facility located at 321 Milwaukee Street, Menasha, Wisconsin. The Agenda for the meeting will be:

**REGULAR MEETING OF THE MENASHA UTILITIES COMMISSION
May 22, 2024**

- I. Roll Call
- II. People from the Gallery to be heard on any topic of public concern to the Utility
- III. **Consent Items:**
 - A. Approval of the Proposed Minutes of the Regular Meeting of April 24, 2024.
 - B. Approve and warrant the following payments dated April 25 – May 22, 2024, in the amount of \$3,792,308.80.
 - C. Correspondence
- IV. Claims Against the Utility – M. Krause
- V. **Purchase Orders** – K. Hubertus
- VI. Unfinished Business
- VII. New Business
 - A. **Menasha Utilities Bill Comparisons** – M. Krause
 - B. **2024 Watermain SDWL** – M. Krause
 - C. **Professional Services Agreement for Office Building** – K. Melchert
 - D. Substation Preventative Maintenance – S. Grenell and Operations
- VIII. Strategic Reports
 - A. **Monthly Strategic Objective Update** – Management Team

Regular Meeting of the Water and Light Commission

May 22, 2024

Page Two

B. April Financial and Project Status Reports – K. Hubertus

C. Project Reports

1. Electric Projects – S. Grenell, K. Melchert
2. Water Projects – A. Smith

IX. People from the Gallery to be heard on only those items discussed at this meeting
(five minute time limit for each person)

X. ADJOURN

REGULAR MEETING OF THE WATER AND LIGHT COMMISSION

April 24, 2024

Draft

Commission President Allwardt called the Regular Meeting of the Water and Light Commission to order at 8:00 a.m., with Commissioners Roy Kordus, Austin Hammond, and Gary Turchan (telephonically) present on roll call. Also present were Melanie Krause, General Manager; Adam Smith, Water Utility Manager; Kristin Hubertus, Finance Manager; Steve Grenell, Engineering Manager; and Tammy Phillips, Accounting and Administrative Assistant. Also present were Elizabeth McMasters from CLA (telephonically); and Nicole Guld from WPPI Energy.

Those excused were Commissioner Antoine Tines, Paula Maurer, Customer Service Manager; and Kurt Melchert, Electric Manager.

Item II. No one from the Gallery requested to be heard on any topic of public concern to the Utility.

Item III. Motion made by Comm. Allwardt, seconded by Comm. Kordus, was unanimous on roll call to approve the following:

- A. Minutes of the Regular Meeting of March 27, 2024.
- B. Approve and warrant the following payments dated March 28 – April 24, 2024 in the amount of \$3,924,221.77.
- C. Correspondence as listed:
 - Copy of 2024 PSC Water Rate Case Notice to Customers
 - Copy of Menasha Utilities Energy Report Card
 - Copy of APPA Press Release RE: National Award for Outstanding Safety Practices
 - Copy of APPA Press Release RE: Reliable Electric Service to the Community
 - Copy of 2024 Press Release RE: 2024 Arbor Day Foundation Tree Line USA Award
 - Copy of April MU Newsletter

Item IV. Claims Against the Utility – There were no claims discussed at this meeting.

Item V. Purchase Orders over \$10,000.00 issued since the last Commission meeting were presented for informational purposes.

With the presence of Elizaeth McMasters, the New Business, Item VII, 2023 Audit was advanced for discussion.

Item VII. New Business, 2023 Audit. The audited financial statements were discussed. The Utilities received a clean opinion with no reported instances of non-compliance with its financial statements and ended the year with a positive net position.

Elizabeth McMasters departed at 8:30 a.m.

The motion by Comm. Allwardt, seconded by Comm. Kordus, was unanimous on roll call to accept the 2023 Audit results.

Item VI. Unfinished Business, Tariff for Wireless/Telecom – The PSC approved the application from Menasha Utilities regarding the tariff for unmetered telecom equipment

2024 Electric Rate Case – Nicole Guld, Rate Analyst II from WPPI Energy, presented the 2024 electric rate case study. Menasha Utilities is requesting a 1.67% overall rate increase, which includes an increase in fixed customer costs from \$10.50 to \$13.00.

The motion by Comm. Allwardt, seconded by Comm. Kordus, was unanimous on roll call to approve the 2024 Electric Rate Case Application.

Nicole Guld left the meeting at 8:53 a.m.

2023 APPA Reliability Benchmarking Report – Outage information by categories, and reliability indices, are included in the reliability report. This report assists staff with evaluation of the electrical distribution system and is used as a comparison with other APPA communities.

2024 Water Main Construction Staking – The proposal from McMahon, in the amount of \$5,600, is for construction staking not included in the original proposal.

The motion by Comm. Allwardt, seconded by Comm. Kordus, was unanimous on roll call to approve the Agreement for Professional Services from McMahon for \$5,600.

2025 Water Main Construction – The proposal from McMahon for \$13,360 is for the replacement of 1200 feet of water main on Harding Street from Appleton Road to London Street.

The motion by Comm. Allwardt, seconded by Comm. Kordus, was unanimous on roll call to approve the Agreement for Professional Services from McMahon for \$13,360.

Item VIII. Strategic Reports, Monthly Strategic Initiative Update – The March report was discussed.

March Financial and Project Status Reports – Electric consumption was lower than budget by 2.5%, cost of power was lower by 14%, and net operating income was lower than budget by 15.3% due to lower consumption and the difference between revenues and purchased power expense.

Water usage was higher than budget by 13.4%, chemical costs were less by \$4,305, and net operating income was higher by \$59,415. The high system loss ratio of 17.41% is due to a main break on London Street and a service leak.

After discussion, the Commission accepted the March Financial and Project Status Reports as presented.

Project Reports, Electric Projects – Crews continued work on the Water Street project, CP3 rebuild, new services, locating and documenting fiber assets, network issues at the Water Plant, the Maplewood Middle School project, and an osprey pole at Heckrodt. Transformers ordered in 2022 arrived.

Water Projects – Work on the 2024 water main replacement project continues, as well as GIS asset locating. Crews worked on AMI meter changes, exercising valves, and five customer-side LSL replacements.

Water Tower Pipe Replacement Report - An article, written by Adam Smith regarding the Water Tower Pipe Replacement project, along with photos was presented.

Item IX. No one from the Gallery requested to be heard on any topic of public concern to the Utility.

Item X. The motion by Comm. Allwardt, seconded by Comm. Kordus, was unanimously approved on roll call to adjourn at 9:33 a.m.

By: MARK L. ALLWARDT
President

GARY TURCHAN
Secretary

NOTE: THESE MINUTES ARE NOT TO BE CONSIDERED OFFICIAL UNTIL ACTED UPON AT THE NEXT REGULAR MEETING, THEREFORE, ARE SUBJECT TO REVISION.

MENASHA UTILITIES

Correspondence Summary for the Meeting of May 22, 2024

Copy of MU Solar Install Steps

Copy of Renewable Energy Block Signup

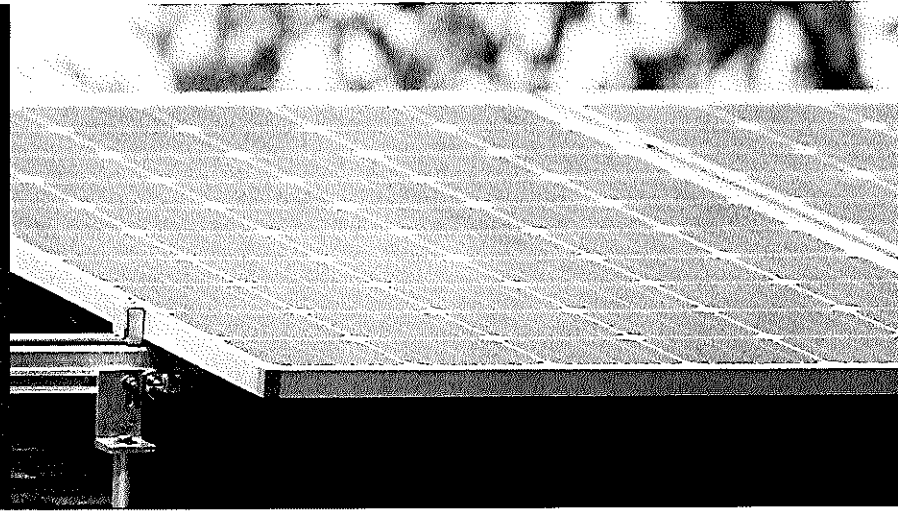
Copy of Menasha Utilities' EV incentives

Copy of MU April Newsletter

Copy of Thank-You Letter from St. Joe's Food Pantry RE: 690 lbs of food donated

WANT SOLAR?

Follow these steps to ensure
a correctly installed solar system.



DO YOUR HOMEWORK.

Identify your solar options. Some important basic questions are: What type of solar installation could work for me? Ground or roof mounted? Would my solar project receive any shading? What type of inverter do I want?



CONTACT SOLAR INSTALLATION CONTRACTORS.

Get information and quotes to install a solar system at your home. Not sure who to call? Try the Find a Trade Ally tool on Wisconsin's Focus on Energy website, FocusOnEnergy.com. We recommend getting 3 bids to compare. We can help you review them.



SELECT YOUR CONTRACTOR.

Discuss expectations of cost, construction timeframes, and investment returns as well as who will be responsible for obtaining permits and scheduling inspections.



FORMS AND APPROVALS.

Complete and submit required interconnection documents including application, agreement and supporting documents to the Utility for review and approval prior to construction. Forms can be found at menashautilities.com.



OBTAIN LOCAL PERMITS.

Contact your local government permitting office to submit the necessary paperwork and have a structural analysis performed for any roof mounted application.



INSTALLATION AND INSPECTION.

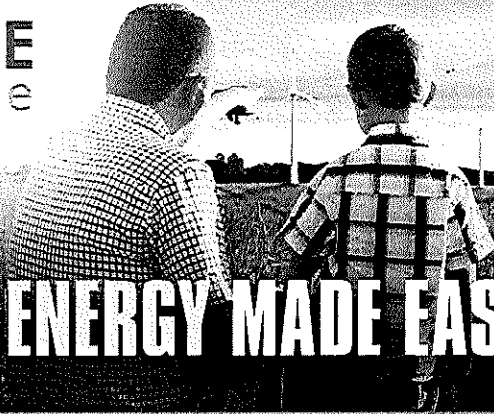
Contact the City Inspector and Utility when construction is complete. Your meter will be reprogrammed to allow recording of system generation at this time.

CONTACT US TO LEARN MORE!



menashautilities.com • (920) 967-3400

At Menasha Utilities, we join forces with other local, not-for-profit utilities through WPPI Energy to share resources and lower costs.

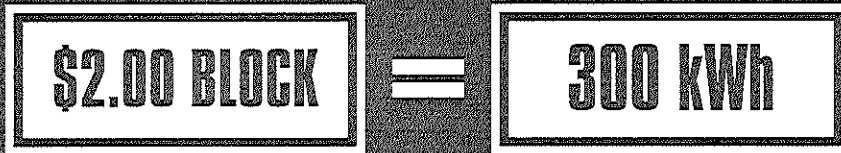


RENEWABLE ENERGY MADE EASY & AFFORDABLE

Did you know that it only takes two or three blocks of renewable energy to power the average home for a month? And, with no equipment to buy or install on your roof, there is no need to worry about payback periods or annual maintenance costs.

How Choose Renewable Works:

- ☀ Just an additional \$2 per block per month!
- ☀ Produced from 100% renewable sources - solar, wind and biogas.
- ☀ Each \$2 block equals 300 kilowatt hours (kWh) of energy. A typical home uses about 750 kWh each month.



Adding renewable energy is fast and simple!

Signing up for Choose Renewable takes only two minutes.

You can start (or stop) your participation at any time and you can use as many blocks of renewable energy you like.

I AGREE TO PURCHASE:

blocks of renewable energy at
**\$2.00 per month, for a total monthly
commitment of \$**

*Current Choose Renewable participants,
enter additional blocks you wish to order. This
purchase will appear as an additional charge
on my monthly utility bill.*

Current Subscriber **New Subscriber**

NAME _____

ADDRESS _____

CITY _____

STATE _____ ZIP _____

EMAIL ADDRESS _____

PHONE _____

Send in completed form with your next bill payment.



**GET
CHARGED UP
FOR OUR GREAT
INCENTIVES**

Want to charge your electric vehicle? We want to help. Our incentives for installing new electric vehicle chargers make switching to an electric vehicle easier than ever. We recommend demand response or smart chargers as great options.

**RESIDENTIAL
CUSTOMERS**

**\$250 rebate for a
Level 2 charger**

(Maximum of 50% of the installed cost,
rebate not to exceed \$250.)

**COMMERCIAL
CUSTOMERS**

**\$1,000 rebate per
Level 2 or 3 charger**

(Maximum of 50% of the installed cost,
rebate not to exceed \$1,000 per charger.)

**COMMERCIAL
CUSTOMERS**

**\$1,500 rebate per
Level 2 or 3 dual head charger**

(Maximum of 50% of the installed cost,
rebate not to exceed \$1,500 per charger.)

Menasha Utilities offers an incentive to encourage charging for electric vehicles (EV).

ELIGIBILITY

- Bill credit applications must be received by the end of the calendar year in which the product was purchased. All incentive applications must be received by December 31, 2024.
- Submit within 60 days of purchase.
- EV charger installed on an electric meter billed under an electric service rate.
- Residents to own or Lease a registered EV that can receive a Level 2 or 3 charge.

HOW TO APPLY

- Contact us at (920) 967-3400 to confirm funding is still available.
- Applicant must meet all eligibility conditions and complete the application form (reverse side).
- Attach:
 - Receipt for the EV charger
 - Receipt of installation costs
- Drop off your completed application at our office or mail it to:
Menasha Utilities
321 Milwaukee St
Menasha, WI 54952

ELECTRIC VEHICLE CHARGER REBATE APPLICATION

Completed applications can be submitted to the utility office during normal business hours. Attach copy of installation invoice of your charger. Invoice must include date, price, manufacturer and model number. You must be an eligible Utilities customer to apply.

CUSTOMER INFORMATION (PLEASE PRINT CLEARLY)

Customer Name (first, last) Utility Account #

Address City State Zip Code

Building Type: Single Family/Duplex Manufactured Home Apt/Condo Commercial Commercial New Construction

Telephone # (Home) Telephone # (Days) E-mail Address

CHARGER INFORMATION

New Used Charger Listing (check all that apply): UL ETL Energy Star

Charger Manufacturer Charger Model

EV Charger Equipment Cost EV Charger Installation Costs

Purchased Where Purchase Date

Installation Date Installer Name or Company

VEHICLE INFORMATION

New Used PHEV BEV

Type of Vehicle Replaced: New Purchase Gas/Diesel Hybrid PHEV BEV

EV Make Model/Year Own/Lease

Dealership Name Dealership Address Is this considered your primary vehicle?

Will this vehicle be used for work commuting? What is the normal Daily roundtrip commute?

Does your employer offer EV charging? If yes, is there a cost associated with charging?

List information of other vehicles owned:

Make Model/Year Own/Lease

Make Model/Year Own/Lease

ELECTRIC VEHICLE CHARGER REBATE APPLICATION

Limited rebates available. Restricted to Menasha Utilities' service area. Program subject to change without notice. Funds available.

RESTRICTIONS

- Used Electric Vehicle charging stations are not eligible for incentive.
- Electric Vehicle charging stations included with the vehicle purchase or lease are not eligible for incentive.
- Electric Vehicle charging stations must be UL (Underwriters Laboratories), ETL (Electric Testing Laboratories), or Energy Star certified.

CERTIFICATION AND AGREEMENT

I understand that this offer provides a \$250 incentive (\$1,000 for Commercial) for a Level 2 or 3 EV charger at a customer currently receiving electricity on a retail basis from Menasha Utilities.

Menasha Utilities makes no warranties, expressed or implied, with respect to any equipment purchased and/or installed including, but not limited to, any warranty of merchantability or fitness for purpose. In no event shall Menasha Utilities be liable for any incidental or consequential damages.

I understand that this program has a limited budget, and that applications will be accepted on a first-come, first-served basis, until allocated funds are spent. This program may be modified or discontinued at any time without notice.

I certify that all statements made in this application are correct to the best of my knowledge and agree to Menasha Utilities confirmation visit of installed EV charger. I agree to the terms and conditions of this offer as set forth on this application.

Customer Signature

UTILITY USE ONLY

Account Approved

Date



menashautilities.com • (920) 967-3400

At Menasha Utilities, we join forces with other local, not-for-profit utilities through WPPI Energy to share resources and lower costs.



Inside this issue:

- APPA Safety Award
- Fox Cities Expo
- Reliability Award
- Safety Update
- Employee Recognition
- Wellness Update
- Tree Line/Arbor Day
- Upcoming Events

APPA Safety Award

Menasha Utilities has earned the American Public Power Association's Safety Award of Excellence for safe operating practices in 2023. The utility earned the top award in the category for utilities with 39,065 worker-hours of annual worker exposure.

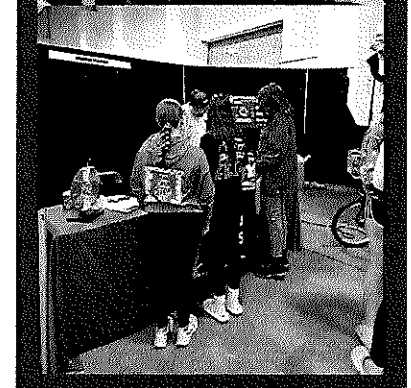
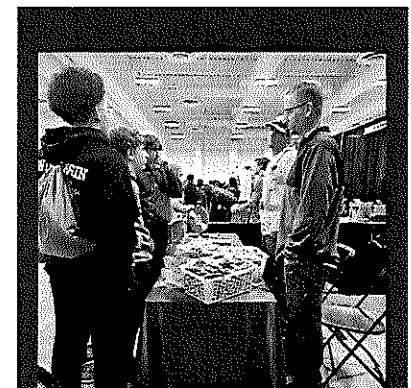
More than 160 utilities entered the annual Safety Awards for 2023. Entrants were placed in categories according to their number of worker-hours and ranked based on the most incident-free records and overall state of their safety programs and culture during 2023. The incidence rate is based on the number of work-related reportable injuries or illnesses and the number of worker-hours during 2023, as defined by the Occupational Safety and Health Administration (OSHA).

"In our industry, safety has to be top of mind all day every day," said Scott McKenzie, Chair of APPA's Engineering and Operations Conference safety track and Senior Director of Member Training & Safety at AMP Inc. "These honored utilities have demonstrated a commitment to safety that runs through every aspect of their organizations."

Congratulations! This award demonstrates the hard work our employees have put in to ensure that everyone goes home safe to their families every day.

Future Fox Cities Career Expo

Menasha Utilities participated in the annual Career Expo hosted by the Fox Cities Chamber of Commerce in April. This is a two-day event where local businesses of all types join together in bringing information about various career opportunities to participating area middle and high school students. This year, over 100 businesses were there to talk with the over 2,000 students who came to learn more about potential careers. There were many hands-on and interactive displays. Students were encouraged to ask questions and engage with local businesses. Thank you to **Gage, Brett, and Troy** for attending the Expo and sharing information about their jobs,





Email Address in a Data Breach?

Data breaches happen all the time. There is a free, simple resource out there to see if your email addresses have been compromised. Go to:

havebeenpwned.com

All the data on their site comes from breaches where data is exposed to persons that should not have been able to view it. They hope that by aggregating the data in one place, it helps victims learn of compromises of their accounts and highlights the severity of the risks of online attacks on today's internet.

After you search your email address, it will list any breaches you were associated with and also list the compromised data in the attack.

This website also allows them to notify you if your email address becomes part of a breach. Keep your data safe!

APPA Excellence in Reliability for 2023



Menasha Utilities has received national recognition for achieving exceptional electric reliability in 2023. The recognition comes from the American Public Power Association (APPA), a trade group that represents more than 2,000 not-for-profit, community-owned electric utilities.

APPA helps electric utilities track power outage and restoration data through its subscription-based eReliability Tracker service. Once per year, APPA's Reliability Team compares this data to national statistics tracked by the U.S. Energy Information Administration for all types of electric utilities.

"It's encouraging to see year after year that public power's track record for providing highly reliable service is backed up by data," said APPA Director of Research and Development Paul Zummo. "These utilities are the best of the best when it comes to keeping the lights on. And these communities should be proud of their local power providers and appreciate the hard work that goes into earning this recognition."

Nationwide, the average public power customer has their lights out for less than half the amount of time that customers of other types of utilities do.

Congratulations! This is a testament to the responsiveness of our staff to ensure we provide great customer service and reliability to our community.



*Safety Slogan of the Month:
May is National Motorcycle & Bike Safety Month!*

Here are some tips to help you remain aware of cyclists and keep everyone safe. Remember the rider may be your friend, neighbor, or relative.

- Most crashes with cyclists occur when the vehicle driver is turning left.
- Always assume cyclists are closer than they appear.
- Double-check your blind spots.
- Don't rely on just your ears.
- Keep your distance.
- Avoid distractions.
- Know their signals.



If you are a rider, remember the right gear matters the most.

- Gloves, helmet, jacket, pants, and boots.
- Never assume the driver can see you.
- Use extra caution when riding through construction areas.
- Avoid riding in poor weather conditions.
- Position yourself out of a driver's blind spots.
- At night, make sure to use headlights and reflective clothing.

A name will be drawn at the end of the month to repeat the slogan or one of the key points.

Last Month's Winner: Lori Volpintesta

City Hall Discounted Tickets Available

Are you planning a summer vacation to Wisconsin Dells or the Milwaukee Zoo? If so, check out the discounted ticket prices offered at City Hall! They offer adult and child tickets for the following events:

Jet Boat Adventures

Mt Olympus Theme & Water Park

Noah's Ark Waterpark

Pirates Cove Adventure Golf

Upper Dells Boat Tour

Wisconsin Ducks Tour

Milwaukee County Zoo

Prices can be found on the bulletin boards.



Employee Recognition: Dan Hutter

We would like to recognize **Dan Hutter** for the presentation he made at the Midwest ESRI Utility Users Group Conference. Dan showcased our new street light outage map system that was created within ESRI to show other Utilities what we all did to create this customer interface and report the outages to our crews. Thanks, Dan, for your hard work and willingness to share ideas with others.

If you would like to nominate an employee or group of employees for their great work ethic, innovative or creative ideas, initiative, safety awareness etc. submit a letter explaining who this individual is and why you feel they should be recognized. Submit a letter to your manager and all nominations will be considered.



Wellness Corner – Stress and Managing It

Stress is part of life, but when it starts negatively affecting our mental and physical well-being, it should be looked at more closely. Chronic stress can lead to physical or emotional symptoms like headaches, fatigue, anxiety, and depression. It can also change your behavior, eating habits, sleep patterns, and other unhealthy behaviors such as smoking or consuming alcohol.

The Mayo Clinic and Harvard Medical School have backed some techniques to reduce stress and gain control of your life.

- Exercise – it helps boost mood and build self-confidence to name a few.
- Quality sleep – get 7-8 hours per night. Unplug hours before bedtime.
- Eat right – fruits, vegetables, whole grains, and lean protein stabilize blood sugar level, keeping your body energized and lowering stress.
- Create meaningful connections – spending time with important people and loved ones in your life helps you face life's challenges.
- Practice mindfulness – this focuses on being present in the moment.
- Take relaxation breaks – this is essential to reduce stress. Read, walk, meditate.
- Seek professional guidance – sometimes a therapist or counselor can be effective for developing coping strategies.

Source: Costco Connection November 2023 article Overcoming the burden by Tina Haller

Wellness Event – Mental Health Lunch & Learn

NAMI Fox Valley is a local affiliate of the National Alliance on Mental Illness (NAMI), a grassroots mental health organization. They provide mental health support, education, and outreach to the community – working to raise awareness about mental health issues, reduce stigma, and improve access to mental health services. On **Wednesday, May 29 at 12:00 pm**, Megan Zimmerman from NAMI Fox Valley will be doing a presentation on the topic of **Promoting Mental Health in the Workplace**. Understand how poor mental health and stress can negatively impact you; identify at least one benefit of addressing mental health in the workplace; know the different strategies to address workplace stress in a healthy way; and identify at least one action step to take towards better mental health in the workplace.


Please see the signup sheet on Kristin's door. You must sign up by Thursday, May 23rd and include your meal choice from Great Harvest Bread Company.

Arbor Day Celebration – Tree Line USA Award

Menasha Utilities was named a 2024 Tree Line USA by the Arbor Day Foundation to recognize its dedication to proper urban forest management in the provider's service area.

Tree Line USA, a partnership between the Arbor Day Foundation and the National Association of State Foresters, recognizes public and private utilities for pursuing best practices that protect and cultivate America's urban tree canopy. In addition, Tree Line USA promotes delivering safe and reliable electricity while maintaining healthy community forests.

Menasha Utilities achieved the Tree Line USA recognition by meeting five program standards: quality tree care, annual worker training, tree planting and public education, a formal tree-based energy conservation, and a sponsorship of or participation Arbor Day celebration.

Birthdays:

Kurt Melchert May 2
 Brett Bellile May 13
 Jeff Lemke May 20

Happy Birthday to YOU!

Anniversaries:

Jason Kluess 22 Years
 Jennifer Heller 26 Years

Congrats on your years of service!



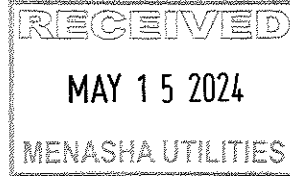
Upcoming Events

MEUW JT&S Training	May 1
WDC Onsite	May 2
Payday	May 3
WPPI Regional Dinner	May 9
Mother's Day	May 12
Safety Committee Meeting	May 14 1:00 p.m.
MEUW Annual Conference	May 16
Payday	May 17
Commission Meeting	May 22 8:00 a.m.
Hearing Tests at Public Works	May 22
Memorial Day	May 27
Lunch and Learn	May 29 12:00 pm
Payday	May 31

ST. JOSEPH FOOD PROGRAM

Fighting Hunger  Sustaining Hope

Menasha Utilities - Dawn Lucier
P.O. Box 340
Menasha, WI 54952



May 9, 2024

Dear Dawn,

Thank you for your donation of 690 lbs. of staples on 4/5/2024.

St. Joseph Food Program has been assisting the Fox Valley area for 42 years with supplemental nutrition assistance. Individuals, families, pantries, school children, and other organizations depend on the food support that our donors provide. Because of you, we can offer relief to thousands of individuals who suffer food insecurity. Thank you for your passion in helping to "fight hunger and sustain hope."

We can't express our gratitude better than our client families do. One member said this:

"I don't know how to express my gratitude and thankfulness. But I have been very very blessed by St. Joe's food pantry. Thanks to everyone - volunteers, foundations, community support, schools, everyone!! Thank you so much from the bottom of my heart."

On behalf of our board, staff, volunteers, and clients, I thank you for your kindness.

Sincerely,

A handwritten signature in black ink that reads "Monica Clare". The signature is fluid and cursive.

Monica M. Clare
Executive Director

St. Joseph Food Program is a registered 501(c)(3) charity. Please retain this letter for tax purposes. No goods or services were received in exchange for this donation.



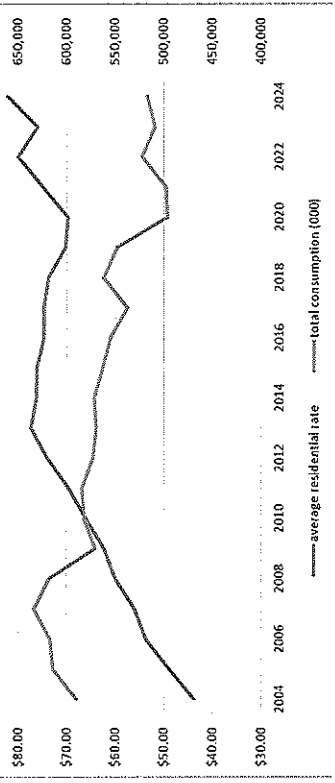
Purchase Orders over \$25,000 issued since the last Commission Meeting on 4/24/2024

Date	P.O. #	Vendor	Amount	Purpose	Budget	Total \$ Budgeted	Remaining Budget	% of Budget
5/10/2024	11252	Elster Solutions/Primus Marketing (1)	\$ 140,000.00	800 A4r meters for 2025	Yes	\$ 135,000.00	\$ 135,000.00	103.70%

(1) In the 2024 meter budget, 2025 was listed as \$135,000. We will be updating the amount based on actual needs for routes and new customers for the October 2025 budget meeting. We need to order now due to long lead times.

**MENASHA UTILITIES
TYPICAL MONTHLY BILL COMPARISON INCLUDING CITY CHARGES
AVERAGE BASED ON 606 KWH & 3,000 GALLONS**

	2014	Proposed 2024	Difference	Ave % Inc/Yr
Electric	\$76.24	\$82.08	\$5.85	1%
Public Benefits - State	\$0.96	\$1.04	\$0.08	1%
Water	\$42.58	\$59.57	\$16.99	4%
Sewer - City	\$24.84	\$31.50	\$6.66	3%
Storm sewer - City	\$6.25	\$9.49	\$3.24	5%
Total	\$150.87	\$183.68	\$32.82	2%
Total Fixed Charges	\$49.63	\$65.61	\$15.98	3%
Total Variable Charges	\$101.24	\$118.07	\$16.84	2%
Total	\$150.87	\$183.68	\$32.82	2%



**MENASHA UTILITIES
ELECTRIC RATE COMPARISON - BASED ON 2024 ACTUALS (JAN-MAR) AND BUDGET
MONTHLY BILL CALCULATION**

RESIDENTIAL	WE Energy (¢)	Months (l)	Wisconsin Public Service (¢)	Alliant Energy (¢)	XCEL Energy (¢)	Mendota Gas & Electric (¢)	Percent Above or Below
100 KWh	\$12.70	12	\$11.13	\$8.01	\$20.07	\$22.35	33.2%
500 KWh	\$63.00	6	\$51.69	\$38.54	\$85.53	\$91.54	35.4%
1,000 KWh	\$124.00	3	\$103.38	\$77.08	\$161.06	\$173.08	39.5%
2,000 KWh	\$248.00	2	\$206.76	\$154.16	\$322.12	\$346.16	42.6%
GENERAL SERVICE							
4 KW 500 KWh (1-phase)	\$84.02	12	\$73.66	\$53.33	\$85.33	\$95.29	35.4%
16 KW 2,000 KWh (1-phase)	\$331.08	6	\$286.53	\$206.33	\$236.33	\$259.44	35.0%
30 KW 6,000 KWh (3-phase)	\$662.14	3	\$573.06	\$412.66	\$462.66	\$518.88	38.7%
40 KW 10,000 KWh (3-phase)	\$1,324.28	2	\$1,146.12	\$825.32	\$925.32	\$1,037.76	42.6%
SMALL POWER SERVICE							
150 KW 60,000 KWh (secondary)	\$1,792.33	1	\$1,556.38	\$1,111.11	\$1,244.11	\$1,384.64	46.7%
LARGE POWER TOD SERVICE (1)							
300 KW 120,000 KWh (secondary)	\$15,403.82	1	\$13,189.37	\$9,839.04	\$11,000.04	\$12,200.04	50.0%
500 KW 200,000 KWh (primary)	\$25,012.02	1	\$21,041.27	\$15,484.38	\$17,170.26	\$19,000.26	56.9%
1,000 KW 400,000 KWh (primary)	\$49,423.00	1	\$42,082.54	\$30,968.76	\$34,340.53	\$38,600.53	60.4%
INDUSTRIAL POWER TOD SERVICE							
1,000 KW 2,000,000 KWh (primary)	\$335,837.08	1	\$284,363.69	\$208,270.50	\$231,299.29	\$256,327.54	71.3%
10,000 KW 20,000,000 KWh (transmission)	\$65,167.42	1	\$56,872.74	\$42,614.16	\$47,884.16	\$52,666.16	77.7%
20,000 KW 40,000,000 KWh (transmission)	\$130,334.84	1	\$113,745.48	\$85,228.32	\$95,768.32	\$105,332.32	80.3%
35,000 KW 70,000,000 KWh (transmission)	\$217,224.73	1	\$189,575.80	\$141,380.53	\$157,301.29	\$172,887.29	79.3%
50,000 KW 100,000,000 KWh (transmission)	\$362,041.21	1	\$310,292.97	\$232,725.74	\$258,002.12	\$282,002.12	79.3%

(1) MENASHA UTILITIES bill, estimated using rates effective 01/01/21 and a projected 2024 PSC&C of
 (2) WE Energy based on their approved 2024 rate. Fuel Cost adjustment \$0.00 (eff 1/1/24) and includes Env Control Charge (12/1/23) that vary by rate class for a total adj of
 (3) WPS&C based on their approved 2024 rates and includes a Fuel Cost Adjustment of \$0.00 (eff 1/1/23) for a total of
 (4) Alliant Energy based on their approved 2024 rates and includes a fuel adjustment (1/1/24) of \$0.00 (eff 1/1/24) for a total adjustment of
 (5) XCEL Energy based on their approved 2024 rates and includes a energy cost adj of \$0.00 (eff 1/1/24) for a total adjustment of
 (6) MGESE based on their approved 2024 rates and a fuel credit of \$0.00 (1/1/21) for a total of
 (7) For TOU rates, on- and off-peak energy splits are adjusted to match the billing periods of each utility.
 \$ 0.0005 per kWh
 \$ 0.00019 per kWh
 \$ - per kWh
 \$ 0.004667 per kWh
 \$ - per kWh
 \$ - per kWh

Water Utility Bill Comparison
 Utilities within a 30 mile radius of Menasha
 In Brown, Calumet, Winnebago, Outagamie, Waupaca counties
 Based on Quarterly Billings - Rates effective as of 4/2024

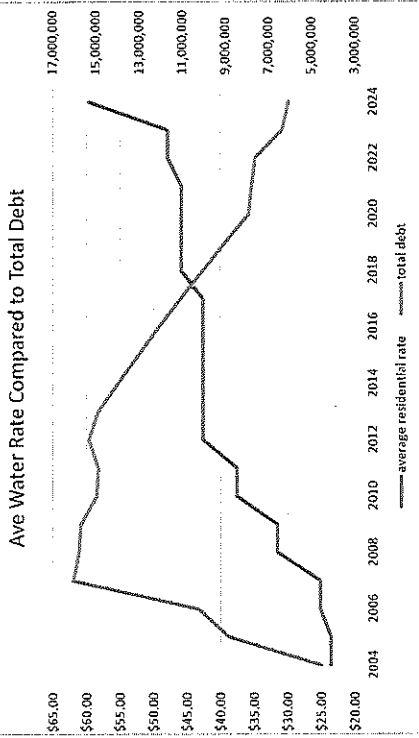
All 55 Utilities	Res 5/8" 9,000 GAL	Comm 1" 300,000 GAL	Comm 2" 600,000 GAL	Ind 3" 7,500,000 GAL	Ind 4" 12,000,000 GAL
Min	\$42.00	\$396.05	\$799.58	\$7,567.55	\$12,043.55
Max	\$167.10	\$3,354.00	\$6,696.00	\$81,996.00	\$131,163.00
Average	\$77.42	\$1,501.01	\$2,931.83	\$32,965.80	\$52,442.06
Menasha	\$101.73	\$2,132.58	\$4,290.36	\$45,724.14	\$70,767.00
Percentile	84	85	87	87	84

*18 Utility's had rate increases since 4/23 and are reflected above and 5 besides Menasha have been filed.

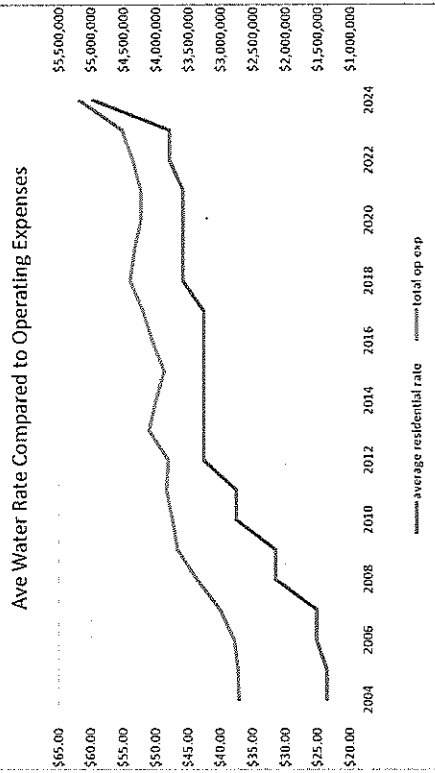
15 Class AB Utilities	Res 5/8" 9,000 GAL	Comm 1" 300,000 GAL	Comm 2" 600,000 GAL	Ind 3" 7,500,000 GAL	Ind 4" 12,000,000 GAL
Min	\$52.32	\$1,064.60	\$2,132.70	\$20,031.40	\$31,425.40
Max	\$112.35	\$2,352.00	\$4,746.00	\$57,567.00	\$92,115.00
Average	\$82.50	\$1,836.19	\$3,623.04	\$40,476.26	\$64,191.87
Menasha	\$101.73	\$2,132.58	\$4,290.36	\$45,724.14	\$70,767.00
Percentile	80	67	73	73	73

* Three Class AB Utility's have filed a rate application besides Menasha that are not reflected above.

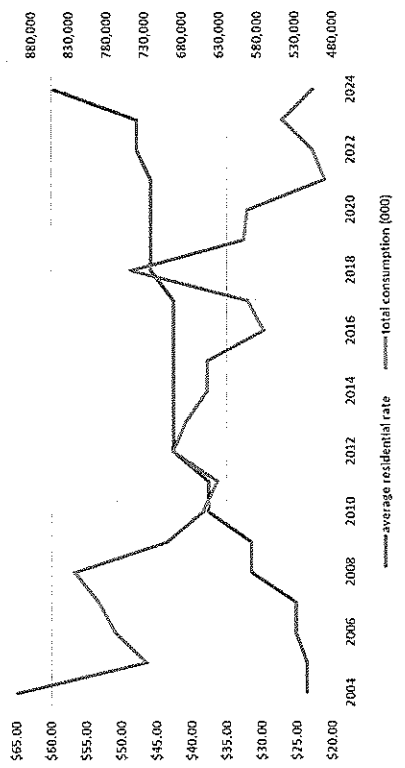
Water Rates were increased to support the capital projects/debt. The total debt has decreased however we have had a consistent debt payment of \$1.2-1.4 million since 2008.



Water rates continued to increase because of increases in operating costs coupled with the decrease in consumption



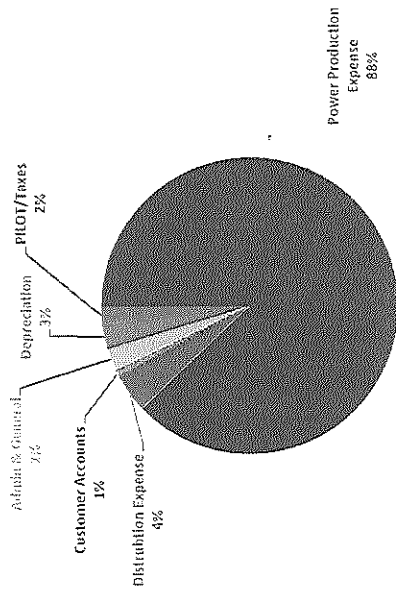
Water rates continued to increase because of increases in operating costs coupled with the decrease in consumption



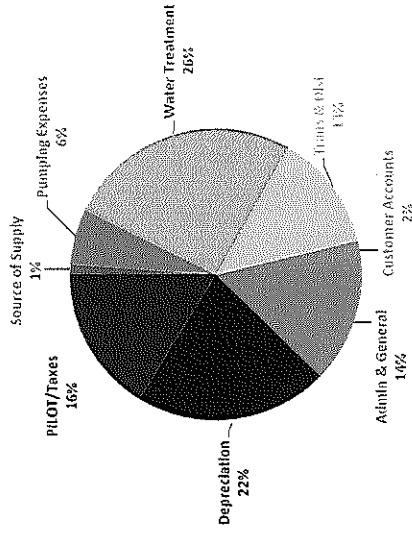
MENASHA UTILITIES OPERATING EXPENSE COMPARISON

The proportion and makeup of the Operating Expenses for Electric and Water are uniquely different.

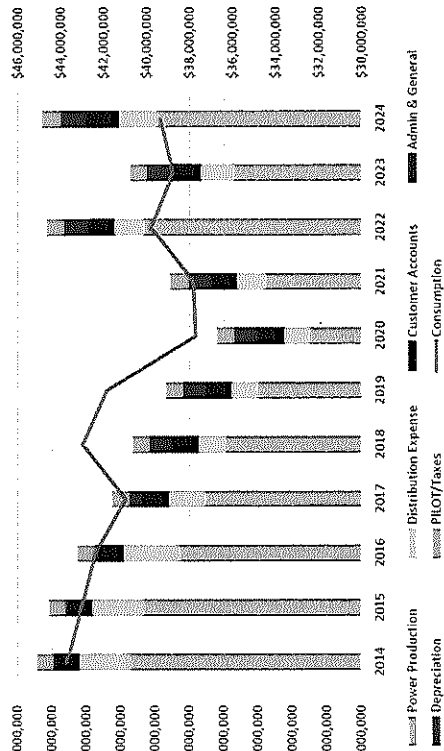
ELECTRIC OPERATING EXPENSES



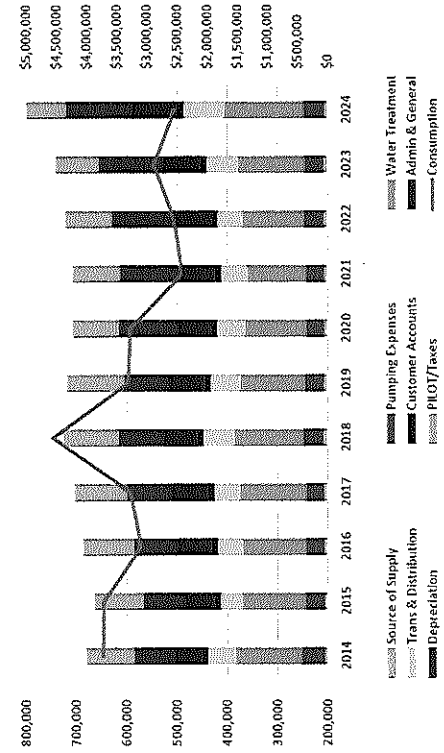
WATER OPERATING EXPENSES



Electric Operating Expenses to Consumption



Water Operating Expenses to Consumption



Safe Drinking Water Loan Program DRAFT Certification Worksheet

Date of Analysis
Municipality Name

5/1/2024
City of Menasha

Financial Review Notes as of 05/01/2024

1. Net revenue appears **sufficient** for this debt service on this project.
2. City of Menasha provided a reimbursement resolution for this project dated 6/14/2023.
3. City of Menasha has a number of outstanding water revenue bonds. The pledge for the new bonds will be water system revenue. New bonds will be senior-parity and tax-exempt.
4. In FAA definitions, Parity Obligations means the Municipality's \$12,061,890 Combined Utility Revenue Bonds, Series 2006, dated April 26, 2006; its \$779,363 Combined Utility Revenue Bonds, Series 2007, dated April 11, 2007; its \$678,908 Combined Utility Revenue Bonds, Series 2009, dated April 22, 2009; its \$233,307 Water System Revenue Bonds, Series 2011, dated November 9, 2011; its \$639,000 Water System Revenue Bonds, Series 2012, dated June 13, 2012; its \$1,276,480 Water System Revenue Bonds, Series 2012B, dated July 25, 2012; its \$997,383 Water System Revenue Bonds, Series 2021C, dated June 23, 2021; its \$971,263 Water System Revenue Bonds, Series 2022A, dated July 27, 2022; and any other obligations issued on a parity with the Municipal Obligations pursuant to the restrictive provisions of Section 11 of the Municipal Obligation Resolution.
5. City of Menasha states that a customer generates more than five percent of system revenue (Village of Fox Crossing-Resale 14%). However, that customer is another governmental entity.

Project Manager	Kate Leja-Brennan
DOA Contact	Rachel Liegel
Primary Project Number	4845-22
Additional Project	n/a
Additional Project	n/a
Substantial Completion Date	8/1/2024
Project was on funding list for State Fiscal Year	2024

Proposed SDW Loan Amount	\$ 1,031,105	4/30/2024 Update
Principal Forgiveness	-	
Disadvantaged Status	Not disadvantaged	
Assumed Interest Rate	2.145%	
Number of SDW Loan Principal Payments	20	

Only Complete Equalized Value GO Table if the New Loan Is a GO		
2023 Equalized Value	\$ 1,734,048,800	
2024 General Obligation Debt Outstanding w/o New Loan	\$ 1,410,000	Menasha Utilities
Share of New Loan that Is General Obligation	0% only, does not include entire city	
General Obligation Debt Outstanding w/ New Loan	\$ 1,410,000	
General Obligation Debt Divided by Equalized Value	0.1%	

DOA Capital Finance Office

This analysis is only as of the date indicated. This worksheet will be updated and may change as DOA reviews finances, ability to pay, etc.

City of Menasha - DEBT COVERAGE CALCULATION

Water System Revenue

6/1/2024

DRAFT

	CliftonLarsonAllen Audit 2020	CliftonLarsonAllen Audit 2021	CliftonLarsonAllen Audit 2022	CliftonLarsonAllen Audit 2023
Water System Revenues				
Sales of water	\$ 5,224,108	\$ 4,888,369	\$ 5,104,800	\$ 5,451,034
Other operating revenue	118,721	87,116	61,126	80,724
Interest and dividend income	21,188	3,265	-	133,065
reserved	-	-	-	-
reserved	-	-	-	-
reserved	-	-	-	-
reserved	-	-	-	-
Total Gross Earnings	5,364,015	4,978,750	5,165,726	5,664,823
Water System Expenses				
Operation & maintenance	2,488,074	2,298,843	2,418,481	2,820,856
Taxes	52,811	51,464	58,919	64,132
reserved	-	-	-	-
reserved	-	-	-	-
reserved	-	-	-	-
reserved	-	-	-	-
Total Current Expenses	2,520,885	2,350,307	2,475,400	2,884,988
Net Revenues	\$ 2,843,130	\$ 2,628,443	\$ 2,690,326	\$ 2,779,835

	2025 Max Debt Service Prin & Int	Required Debt Cover
Water Revenue Debt Issues		
\$12,081,890, SDW 4845-03, Series 2006	821,695	110%
\$779,363, SDW 4845-99, Series 2007	53,365	110%
\$678,908, SDW 4845-04, Series 2009	43,144	110%
\$233,307, SDW 4845-06, Series 2011	14,691	110%
\$639,090, SDW 4845-05, Series 2012	38,260	110%
\$1,276,480, SDW 4845-09, Series 2012B	76,913	110%
\$997,383, SDW 4845-16, Series 2021C	52,635	110%
\$971,263, SDW 4845-18, Series 2022A	57,434	110%
\$130,350, WPPP Loan, N/A	13,035	110%
\$1,031,105, SDW 4845-22, Series 2024	63,496	110%
Reserved	0	
Max Annual Debt Service	1,234,669	

Net Revenues / Max Annual Debt Service = \$ 2,779,835 / \$ 1,234,669 = 225% debt coverage ratio
 Net Revenues must be at least \$1,358,136 (1,234,669 x 110%) to meet Debt Coverage Test

Net Revenues Excess or (Shortfall) 1,421,669

ANNUAL DEBT SERVICE SCHEDULE
Maximum Debt Service is Shaded
 5/1/2024
 DRAFT

Year	SDW 4845-03 Combined Utility Revenue Bonds \$12,061,890 Closed Out: 7/11/2012 Series 2006 Dated 4/28/2006	SDW 4845-99 Combined Utility Revenue Bonds \$779,363 Closed Out: 7/11/2012 Series 2007 Dated 4/11/2007	SDW 4845-04 Combined Utility Revenue Bonds \$678,908 Closed Out: 12/23/2009 Series 2009 Dated 4/22/2009	SDW 4845-06 Water System Revenue Bonds \$233,307 Closed Out: 11/14/2012 Series 2011 Dated 1/19/2011	SDW 4845-05 Water System Revenue Bonds \$639,000 Series 2012 Dated 6/19/2012	SDW 4845-09 Water System Revenue Bonds \$1,276,480 Closed Out: 12/26/2013 Series 2012B Dated 7/25/2012	SDW 4845-16 Water System Revenue Bonds \$997,933 Closed Out: 4/13/2022 Series 2021C Dated 6/23/2021	WPPL Loan Water System Revenue \$130,350 N/A 5/25/2022	SDW 4845-18 Water System Revenue Bonds \$971,263 Closed Out: 1/25/2023 Series 2022A Dated 7/27/2022	SDW 4845-22 Water System Revenue Bonds \$1,031,105 Footnote 1 Series 2024 Dated 7/10/2024	Annual Debt Service Total
1	9,603	1,288	2,183	1,048	3,085	6,202	5,897	7,604	9,185	6,819	52,885
2	821,695	63,365	43,144	14,691	38,260	76,913	62,835	13,035	57,434	63,496	1,234,669
3		53,349	43,130	14,688	38,252	76,898	62,630	13,035	57,425	63,467	412,894
4			43,116	14,685	38,244	76,881	62,628	13,035	57,416	63,477	359,480
5			43,101	14,682	38,236	76,865	62,621	13,035	57,406	63,467	359,413
6				14,678	38,227	76,848	62,616	13,035	57,397	63,456	316,259
7				14,675	38,219	76,831	62,611	13,035	57,387	63,446	316,204
8				14,672	38,210	76,813	62,607	13,035	57,377	63,435	316,149
9					38,201	76,795	62,602	18,468	57,366	63,424	306,855
10							62,597		57,356	63,413	173,366
11							62,591		57,345	63,402	173,338
12							62,586		57,334	63,390	173,311
13							62,581		57,323	63,378	173,282
14							62,576		57,311	63,368	173,253
15							62,570		57,300	63,354	173,224
16							62,565		57,288	63,341	173,194
17							62,559		57,276	63,328	173,163
18							62,553		57,263	63,315	173,131
19									57,250	63,301	120,552
20										63,288	63,288
21										63,273	63,273
22											
23											
24											
25											
26											
27											
28											
29											
30											
31											
32											
33											
34											
35											
36											
37											
38											
39											
40											
41											
Total	831,298	108,002	174,674	103,819	308,935	621,047	899,894	117,315	1,041,440	1,274,657	5,481,181
											TRUE
											Check with Amort

¹ New Loan at 2.145%, 20 principal payments, closing 7/10/2024, 1st principal 5/1/2025.

City of Menasha, Wisconsin

Exhibit B

Project # 4845-22 Safe Drinking Water Loan Program

Loan Closing Date:

July 10, 2024

<u>Payment Date</u>	<u>Principal Payment</u>	<u>Interest Rate</u>	<u>Interest Payment</u>	<u>Principal & Interest</u>	<u>Bond Year Debt Service</u>	<u>Calendar Year Debt Service</u>
1-Nov-24	0.00	2.145%	6,819.47	6,819.47	0.00	6,819.47
1-May-25	41,827.61	2.145%	11,058.60	52,886.21	59,705.68	0.00
1-Nov-25	0.00	2.145%	10,610.00	10,610.00	0.00	63,496.21
1-May-26	42,724.82	2.145%	10,610.00	53,334.82	63,944.82	0.00
1-Nov-26	0.00	2.145%	10,151.78	10,151.78	0.00	63,486.60
1-May-27	43,641.26	2.145%	10,151.78	53,793.04	63,944.82	0.00
1-Nov-27	0.00	2.145%	9,683.72	9,683.72	0.00	63,476.76
1-May-28	44,577.37	2.145%	9,683.72	54,261.09	63,944.81	0.00
1-Nov-28	0.00	2.145%	9,205.63	9,205.63	0.00	63,466.72
1-May-29	45,533.55	2.145%	9,205.63	54,739.18	63,944.81	0.00
1-Nov-29	0.00	2.145%	8,717.28	8,717.28	0.00	63,456.46
1-May-30	46,510.25	2.145%	8,717.28	55,227.53	63,944.81	0.00
1-Nov-30	0.00	2.145%	8,218.46	8,218.46	0.00	63,445.99
1-May-31	47,507.89	2.145%	8,218.46	55,726.35	63,944.81	0.00
1-Nov-31	0.00	2.145%	7,708.94	7,708.94	0.00	63,435.29
1-May-32	48,526.94	2.145%	7,708.94	56,235.88	63,944.82	0.00
1-Nov-32	0.00	2.145%	7,188.49	7,188.49	0.00	63,424.37
1-May-33	49,567.84	2.145%	7,188.49	56,756.33	63,944.82	0.00
1-Nov-33	0.00	2.145%	6,656.87	6,656.87	0.00	63,413.20
1-May-34	50,631.07	2.145%	6,656.87	57,287.94	63,944.81	0.00
1-Nov-34	0.00	2.145%	6,113.85	6,113.85	0.00	63,401.79
1-May-35	51,717.10	2.145%	6,113.85	57,830.95	63,944.80	0.00
1-Nov-35	0.00	2.145%	5,559.19	5,559.19	0.00	63,390.14
1-May-36	52,826.44	2.145%	5,559.19	58,385.63	63,944.82	0.00
1-Nov-36	0.00	2.145%	4,992.63	4,992.63	0.00	63,378.26
1-May-37	53,959.56	2.145%	4,992.63	58,952.19	63,944.82	0.00
1-Nov-37	0.00	2.145%	4,413.91	4,413.91	0.00	63,366.10
1-May-38	55,117.00	2.145%	4,413.91	59,530.91	63,944.82	0.00
1-Nov-38	0.00	2.145%	3,822.78	3,822.78	0.00	63,353.69
1-May-39	56,299.26	2.145%	3,822.78	60,122.04	63,944.82	0.00
1-Nov-39	0.00	2.145%	3,218.97	3,218.97	0.00	63,341.01
1-May-40	57,506.87	2.145%	3,218.97	60,725.84	63,944.81	0.00
1-Nov-40	0.00	2.145%	2,602.21	2,602.21	0.00	63,328.05
1-May-41	58,740.40	2.145%	2,602.21	61,342.61	63,944.82	0.00
1-Nov-41	0.00	2.145%	1,972.22	1,972.22	0.00	63,314.83
1-May-42	60,000.38	2.145%	1,972.22	61,972.60	63,944.82	0.00
1-Nov-42	0.00	2.145%	1,328.71	1,328.71	0.00	63,301.31
1-May-43	61,287.39	2.145%	1,328.71	62,616.10	63,944.81	0.00
1-Nov-43	0.00	2.145%	671.41	671.41	0.00	63,287.51
1-May-44	62,602.00	2.145%	671.41	63,273.41	63,944.82	63,273.41

Totals	1,031,105.00		243,552.17	1,274,657.17	1,274,657.17	1,274,657.17
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Net Interest Rate	2.1450%
Bond Years	11,354.4135
Average Life	11.0119

The above schedule assumes full disbursement of the loan on the loan closing date.

01-May-24 Wisconsin Department of Administration



AGREEMENT

FOR PROFESSIONAL SERVICES

MENASHA UTILITIES
Attn: Kurt Melchert
321 Milwaukee Street
P.O. Box 340
Menasha, WI 54952

MAY 2, 2024
McM. No. M0032-06-99-00001
OPERATING HEADQUARTERS
OFFICE ALTERATION

PROJECT DESCRIPTION

Menasha Utilities is proposing to remodel their existing Operating Headquarters to create a larger Commission Room. The current customer service area, office, workroom, and storage areas will be demolished to make room for the Commission Room. Cabinets and countertop with a sink will be included in the space. The work room will be rotated 90 degrees and will consume an adjacent storage room to maintain its similar size. The current Commission Room will be converted to a shared and individual customer service office.

In order to minimize electrical work, existing electrical panels will remain between the work room and existing office. Fire alarm systems do not need to be upgraded and relocating the sound system cabinet will not be included. Conduit and electrical boxes will be included for security. Emergency lighting will be battery back up to coordinate with some recent lighting updates.

HVAC systems have been updated recently; boilers three years ago and the chiller five years ago. The HVAC system was balanced in 2022.

The project will be issued for competitive bidding. Design is expected to be completed in 2024 and construction in 2025.

McMahon Associates, Inc. (McMahon) has been requested to provide architectural, structural, mechanical, electrical, and plumbing design services for this project. McMahon's Professional Services will include design, bidding, and construction services. McMahon will partner with All HVAC Design for mechanical and Riverside Design for plumbing. The remainder of design services will be in house with McMahon.

SCOPE OF SERVICES

McMahon Associates, Inc. (McMahon) agrees to provide the following Scope of Services for this project:

A. GENERAL DESIGN SERVICES

1. Planning (Preliminary Design)
 - a. Conduct site visit for initial building and site verification.
 - b. Draw floor plans in CAD software (Revit) from existing plans and site visit measurements.
 - c. Provide conceptual/schematic planning.
 - d. Attend meetings for preliminary design coordination as required – two meetings anticipated.
 - e. Owner to sign off on floor plan prior to proceeding into design phase.

2. Design
 - a. Develop construction documents based on approved preliminary design.
 - b. Develop specifications on drawings – if required.
 - c. Attend drawing coordination meeting reviews as required – two meetings anticipated.
 - d. Drawings to be developed in AutoDesk Revit format.
 - e. Coordinate 90% review meeting with Client.
3. Provide PDF format drawings and specifications for State submittals, bidding, and construction.
4. Submit drawings, specifications, calculations, and documentation as required for applicable agency reviews and permitting.

B. CIVIL/SITE DESIGN SERVICES

1. None anticipated

C. ARCHITECTURAL DESIGN SERVICES

1. Planning (Preliminary Design)
 - a. Schematic floor plans.
 - b. Initial code review.
2. Design
 - a. Develop architectural drawings and specifications.
 - b. Final code review.
 - c. Interior design including color selection coordination with Client. We assume that finishes will match or blend with existing finishes.
3. Drawings include: title sheet, code sheets, demolition, and new floor plans, building sections (if required), architectural details, room finish and door schedules, and reflected ceiling plan.

D. STRUCTURAL DESIGN SERVICES

1. None anticipated.

E. FIRE PROTECTION DESIGN SERVICES

1. None anticipated. The building does not have a sprinkler system.

F. PLUMBING DESIGN SERVICES

1. Planning (Preliminary Design) and Design
 - a. Initial site inspection.
 - b. Plumbing design with Isometrics – AutoCAD.
 - c. Engineering calculations.
 - d. Plumbing specifications.

G. HVAC DESIGN SERVICES

1. Planning (Preliminary Design) & Design
 - a. Site Visit to review existing conditions.
 - b. Completion of Heat Loss / Heat Gain Calculations required for state plan review.
 - c. HVAC state plan review / construction documents.
 - d. HVAC Specifications.

H. ELECTRICAL/LIGHTING DESIGN SERVICES

1. Base Design Scope (narrative)
 - a. Design
 - 1) Provide narrative for design/build scope.
 - b. Drawings included: none.

I. BIDDING PHASE SERVICES

1. Assist with bidding documents.
2. Assist owner with a pre-bid conference for prospective bidders.
3. Answer bidder questions.

J. CONSTRUCTION PHASE SERVICES (2025)

1. Review shop drawings.
2. Respond to Requests for Information (RFIs).
3. Review contractor payment requests.
4. Conduct site visits to observe construction (bi-weekly). One punch list site visit.
5. Perform walk-through with the Client's Representative at project completion to develop punch list of items to be completed or corrected by the contractor.

ITEMS NOT INCLUDED IN THE SCOPE OF SERVICES

The following is not intended to be a comprehensive list. It is intended to highlight general areas not included in the Scope of Services.

A. GENERAL

1. Redesign efforts necessitated by changes to site and building layout after planning phase approval or due to project budget reductions after bidding phase.
2. Permit/review fees to municipal/State agencies, including review and recording fees (McMahon will invoice as a reimbursable expense if required).
3. Reproduction of plans and specifications (McMahon will invoice as a reimbursable expense if required).
4. Construction administration services other than those identified in the Proposal.
5. Opinions of Probable Cost of Construction

6. Record drawings and certifications

B. ARCHITECTURAL/STRUCTURAL

1. Renderings and animations.

C. HVAC/ELECTRICAL/PLUMBING

1. Plumbing DSPS submittal (under limit of 16 fixtures).
2. Design of mechanical systems not identified in HVAC services above such as compressed air system, solar panels (Photovoltaic system) atop roof, etc.
3. Full Electrical Design Services

CLIENT RESPONSIBILITIES

The Scope of Services and fee is based upon the understanding that Client will provide the following:

- A. Project information in a timely manner regarding requirements for and limitations to the project which shall establish the Client's objectives; schedule; constraints and criteria, including space requirements and relationships; flexibility; expansion requirements; equipment; systems and site requirements.
- B. Identify a representative authorized to act on the Client's behalf with respect to the project. Client shall render decisions and submittal reviews by McMahon in a timely manner in order to avoid unreasonable delays in the orderly and sequential progress of McMahon's services.
- C. Establish the overall project budget including the construction cost of the project, the Client's other costs, and reasonable contingency related to all these costs.
- D. Payment of all review and recording fees required by the review agencies and County Register of Deeds, which are not included in this Agreement.
- E. Coordinate the services of its own consultants with those services provided by McMahon.
- F. Access to the site and existing drawings.
- G. Receipt and review of bids.

SPECIAL TERMS (Refer also to General Terms & Conditions, attached)

The Client agrees that the Project Description, Scope of Services, and Compensation sections contained in this Agreement, pertaining to this project or any addendum thereto, are considered confidential and proprietary, and shall not be released or otherwise made available to any third party, prior to the execution of this Agreement, without the expressed written consent of McMahon.

COMPENSATION

McMahon agrees to provide the Scope of Services described above for the following Lump Sum compensation.

2024 DESIGN SERVICES

PLANNING SERVICES FEE

■ Architectural Services	\$3,900.00
PLANNING SERVICES FEE SUBTOTAL	\$3,900.00

DESIGN SERVICES FEE

■ Architectural Design Services	\$9,500.00
■ Interior Design Services	\$1,200.00
■ Plumbing Design Services.....	\$2,900.00
■ HVAC Design Services.....	\$2,900.00
■ Electrical Design Services (narrative).....	\$3,000.00
DESIGN SERVICES FEE SUBTOTAL	\$19,500.00

BIDDING SERVICES FEE

■ Architectural Services	\$2,400.00
BIDDING SERVICES FEE SUBTOTAL	\$2,400.00

2024 TOTAL DESIGN FEE	\$25,800.00
------------------------------------	--------------------

2025 CONSTRUCTION ADMINISTRATION SERVICES

*** CONSTRUCTION SERVICES FEE**

■ Architectural Design Services	\$5,400.00
■ Plumbing Design Services.....	\$500.00
■ HVAC Design Services.....	\$500.00
* CONSTRUCTION SERVICES FEE SUBTOTAL.....	\$6,400.00

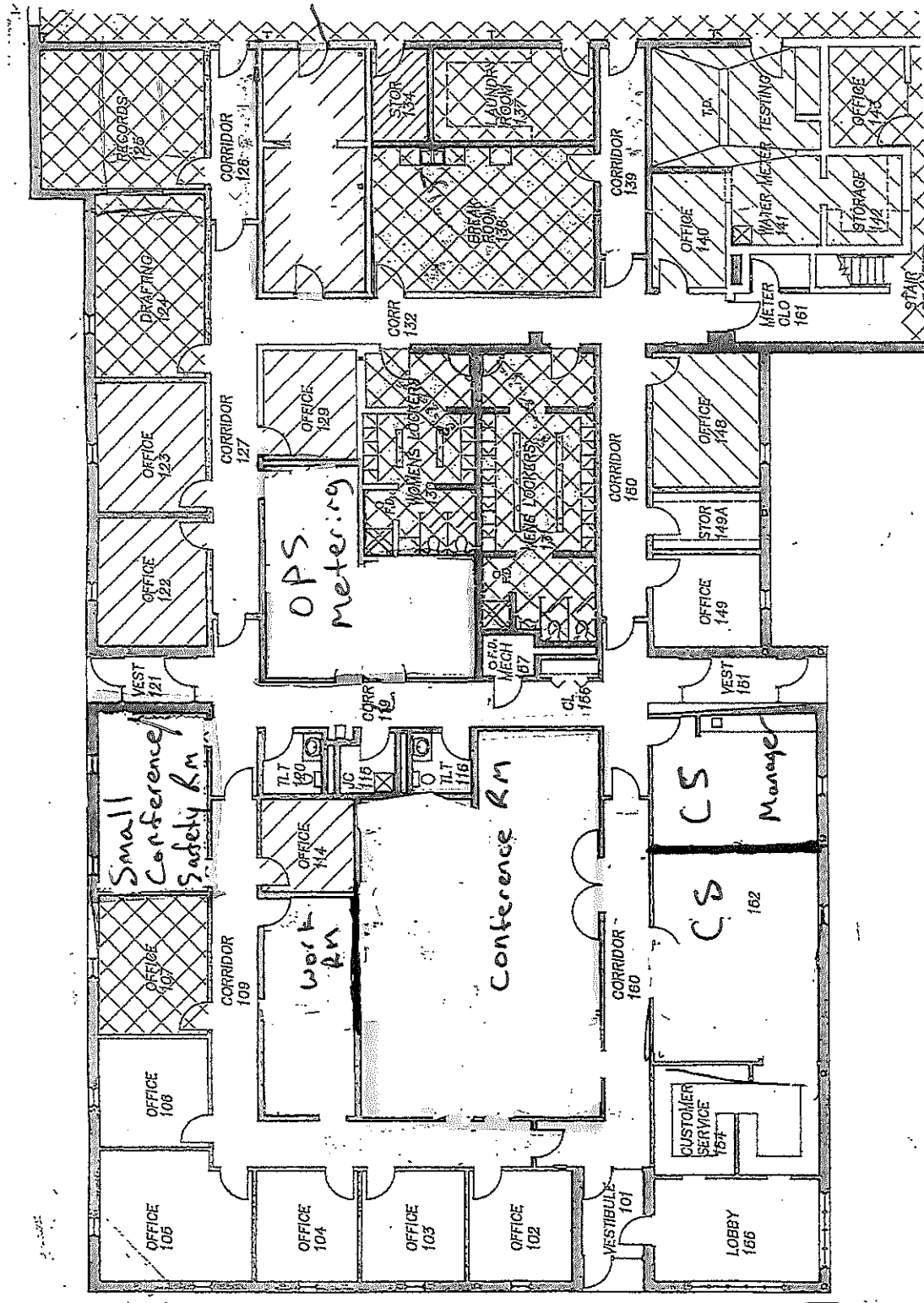
TOTAL PROFESSIONAL FEE (2024 & 2025)	\$32,200.00
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* Construction services fee is based on 2024 billing rates. With the construction work occurring in 2025, we would revisit this fee when construction commences and adjust to coordinate with 2025 billing rates.

ESTIMATED REIMBURSABLE EXPENSES

■ Mileage	\$300.00
■ State Fees	\$700.00
TOTAL ESTIMATED REIMBURSABLE EXPENSES.....	\$1,000.00

Linecrew





April 2024 Company Strategic Initiative Update

Our primary mission is to provide safe, reliable, and environmentally sound utilities at reasonable rates to all customers served by Menasha Utilities

System Reliability through improvements and technology

Electric Reliability Indices and Outage Information

Outages Less Than 1 Minute (Trip & Reclose)

Date	Cause	Description	Customers
4/3/2024	Weather	Primary Sagged into Neutral	1,710

Outages

Date	Cause	Description	Customers	Duration
4/2/2024	Overhead Failure	Stinger Wire Broke	16	60
4/2/2024	Overhead Failure	Blown Fuse	24	75
4/2/2024	Weather	Blown Fuse	15	135
4/3/2024	Weather	Blown Fuse	70	120
4/3/2024	Weather	Blown Fuse	1	60
4/27/2024	Tree	Down Service	1	90

Outages to Date

Cause	Outages	Customers	Duration	After Hours
Supply to City				
OH Equip. Failure	4	42	285	2
UG Equip. Failure				
Weather	3	86	315	
Birds, Animals, Snakes, etc.				
Trees	1	1	90	
Foreign Interference				
Human	1	1	210	
Other				
Unknown				
Total:	9	130	900	2

Water Quality, System Data and Main Break Information

Flow	X 1000 Gallons	5yr Avg	% of Flow
High Lift to Dist.	59,180	52,921	
Dist. to Resale	16,166	12,539	27%
Largest Ind	7,293	5,558	12%
2nd Largest Ind	10,770	6,545	18%

Expense	Total Cost	5yr Avg	Cost Per 1000 Gallons
Chemicals	\$26,797	\$19,753	\$0.453
Electricity	\$9,653	\$8,853	\$0.163
Natural Gas	\$1,965	\$2,384	\$0.033
Sewer User Fee	\$10,157	\$7,736	\$0.172

System Reliability through improvements and technology (cont)

	Raw Water			Finished Water		
	Raw Water Avg	Raw Syr Avg	Raw Ratio	Avg	Finished Syr Avg	Finished Ratio
Color	55.00	50.00	110.0%	8.00	5.00	160.0%
pH	8.38	8.42	99.5%	8.43	8.47	99.5%
T-Odor	17.70	19.00	93.2%	1.00	1.00	100.0%
Temp. C	11.70	9.80	119.4%	11.70	9.80	119.4%
Turbidity	5.60	3.80	147.4%	0.10	0.09	111.1%

Main Size	Address/Location	Cause Description	Est Water Loss in 1000/gal
6"	Ninth and Depere St.	Hole	164
6"	908 London St.	Shear	2,155
6"	Konemac and Fuller Way	Shear	79

Electric and Water Locates and Meter Information

	Month	Year to Date	Project to Date
Electric and water locates	428	939	N/A
Total Electric AMR installed/changed out	-	46	3,683
Total Electric AMI installed	37	268	5,786
Electric Meters Tested	37	268	N/A
Total Water AMR installed/changed out	-	-	2,625
Total Water AMI installed	51	611	2,349
Water Meters Tested	51	611	N/A

Customer Service and Customer Satisfaction

- * Provided response to PSC on the Project Share Application
- * Meeting with Winnebago County on telecommunication consortium
- * 1 Energy Team meeting with Industrial Customer
- * Donate recycled holiday lights to 1000 Islands Environmental Center
- * Scholarship review

Electric & Water Disconnections

Disconnections	Apr-23	Apr-24
Calls Made	291	585
Disconnected	64	105
Reconnected	41	54

*Note that there were 4 disconnect dates in 2024 and only 3 in 2023.

- * Solar: 2 applications/0 installations/1 inquiry/4 billing questions
- * Annual 2-day Career Expo with middle & high school students in the Fox Valley
- * Work with Focus on Energy regarding offering mid-sized industrial customers assessments in May
- * Participation at the Arbor Day celebration with the City and received Tree Line USA designation
- * Updates to procedures
- * Website updates
- * Monthly customer newsletter sent and continues to have open rate over 50%
- * Updates to bill inserts and other customer communication to be consistent with monthly theme

Customer Service and Customer Satisfaction (cont)

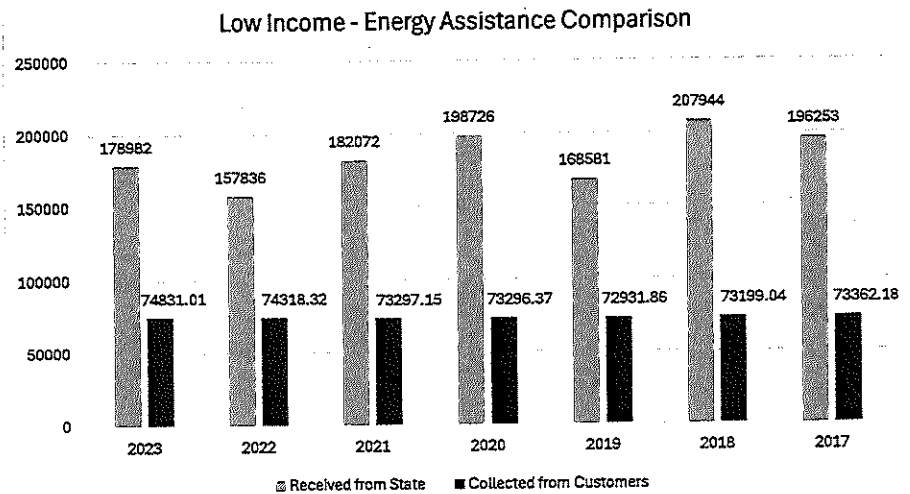
- * Updates to customer class for commercial customers with usage change qualifying them for a different rate class
- * Began work on setups in NS for the new telecom rate tariff

Financial and strategic focus including fair and competitive rates

- * Financial and Project Status Report for month includes information on this objective.
- * Work with WPPI on Electric Rate Case Application
- * Work with the Safe Drinking Water Program on final loan documents for the water main project
- * Made annual Safe Drinking Water payment for principal and interest for water loans

- * This is a comparison for funds received from the state compared to how much was collected from our customers through the billing system. Compared to 2022, the amount we received in 2023 has increased by 13%. We received \$104,151 more in benefit dollars compared to how much our customer's contributed. In 2023 the state started sending assistance for water and sewer in addition to electric. Here is the breakout for the \$178,982 received from the state:

Electric \$134,454
 Water \$26,737
 Sewer \$17,791



Cultivate a strong and effective team through training and communication

- * Management participation at WPPI committee meetings - Board Meeting, Executive Committee Meeting, RSAG, DSAG, and Finance and Audit Committee.
- * Management and employee participation at annual disconnection procedure review and updates
- * WDC Representative onsite to meet with employees
- * Management participation in virtual WPPI BCC meeting
- * Management and employees attended Northeast Water Professionals Association quarterly meeting.
- * Management participation in virtual WPPI Tech Focus Group meeting
- * Management discussion with Werner Electric to segregate the water plant network.
- * Employee and management participation at the Mayor's going away luncheon
- * Finance department attended webinar on Social Engineering: How to Spot Evolving Threats
- * Management attended WPPI Building a Foundation Regulation, Accounting & Reporting class
- * Management participation at leadership training through Chamber
- * Management and employees attended Caselle Connect User Group monthly meeting for accounting software

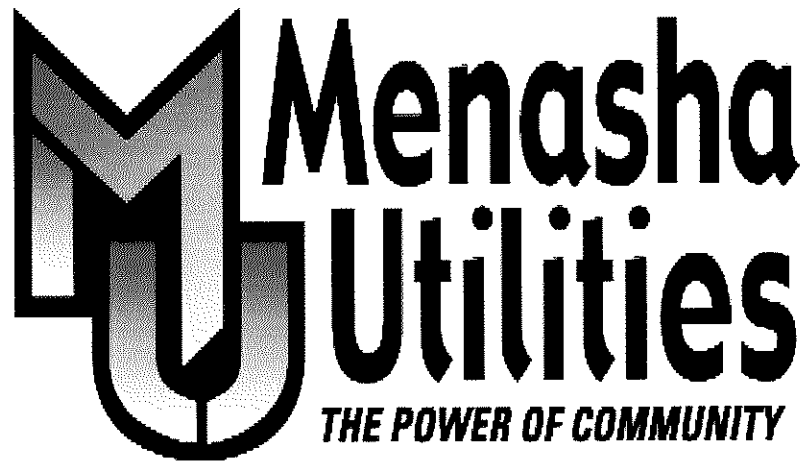
Provide and Promote the Health and Safety of Employees

- * OSHA rate monthly and year to date = 0 accidents.
- * Sleep Lunch and Learn held with Aurora at MU for April's wellness event - 21 attended
- * Meeting with Bitco representative to discuss workers compensation policy and program

- * Tornado drills conducted on Tornado awareness day
- * Safety Committee Meeting regarding Accident Reports and Training and Safety Programs.

Safety Training During the Month

Training	Attendance
Confined Space Entry	9
CPR/First Aid Training	31



April 2024

**Financial and
Project Status
Reports**



Memorandum

Date: May 17, 2024

To: Menasha Electric and Water Commission

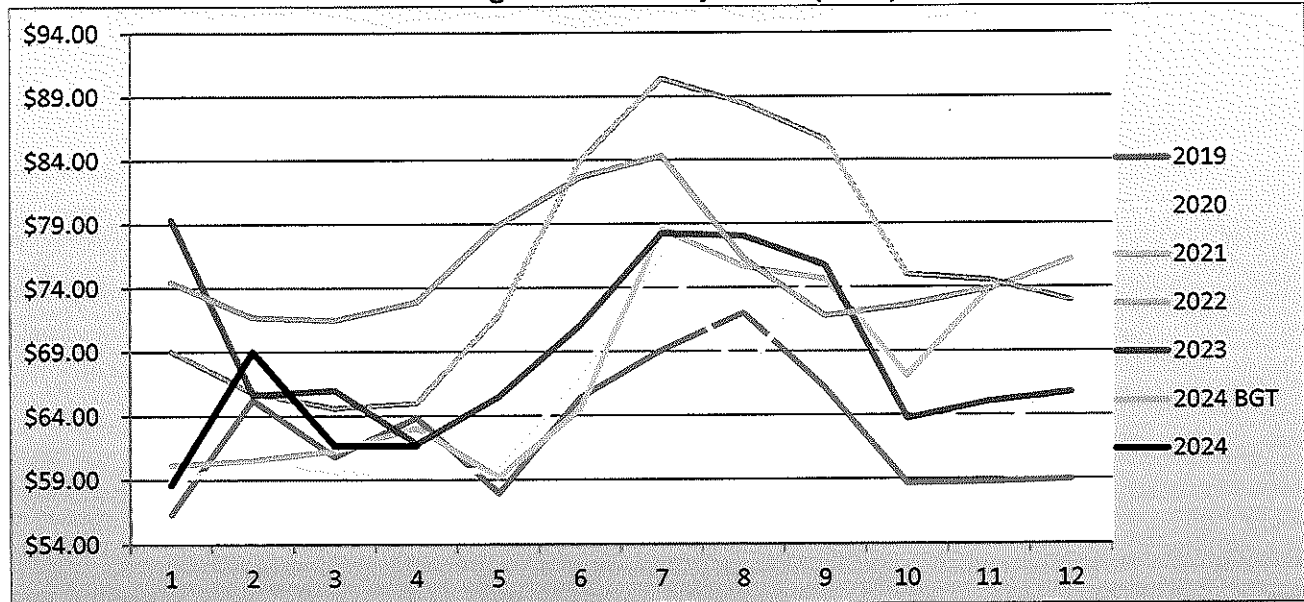
From: Kristin Hubertus, Finance Manager

Re: April Financial Statements compared to Budget

Electric Utility

The consumption of electricity was lower than budget by 5.1%, 2.1 million kWh lower for the month of April. Industrial customers were the driver taking 5.1%, or 1.8 million kWh less for the month. In addition, Residential customers took 7.9% less for the month. The budgeted cost of power was \$71.50/MWh and the actual cost for the month was 13.8% lower at \$61.64/MWh. Below is the average power cost by month (MWh). WPPI Energy stated that there was lower IOU system purchase energy costs and lower market energy prices decreasing the cost to purchase the WPPI load.

Average Power Cost by Month (MWh)



Total revenues are lower by 16.2%, or \$570,591, and purchase power expense is lower by 19%, or \$579,968. Besides lower consumption, the pass-through rates were lower than the budget as well. Net Income is higher than the budget due to the net effect of the lower revenues and lower purchase power expense. All other expense categories are also lower for the month. Distribution expenses are lower due to less substation maintenance completed and a delay in pole inspections by a contractor. The pole inspections are scheduled to start in the next month as the contractor has availability. In Administrative and general expenses, costs are lower because there is less in management training costs and less in PSC regulatory costs. The PSC will bill us as they start working on the electric rate case, so it is a timing issue.

On the Electric Project Status Report, capital and large maintenance projects worked on in April are at the top of each department's section. Crews started the Racine Street facilities relocation project and finished the upgrade at a Cp-3 customer for their overhead to underground conversion. Billable work was done at Maplewood School and at Heckrodt for an extension to their new pavilion. The new sign was installed at the Office Complex, updated from when it was replaced with the logo change back in 2005.

Water Utility

Water consumption was 45%, or 16.8 million gallons higher than budget for the month of April. Nearly all customer classes were higher for the month; however, the large spike in consumption was driven by the Industrial and Resale customer classes. They took 85% and 75% more water than budget, respectively, and combined, the two customer classes took 16.3 million gallons more than expected. The distribution crew found a large leak on London Street which they believe had been leaking for over a year. In total, there were three main breaks and two service leaks in April.

Total revenues were 25% higher due to the higher consumption and lower Water Treatment and Distribution expenses. In Water Treatment expense chemical costs are lower than budget for the month by 18%, or \$5,852. There is less in maintenance expenses at the Water Plant due to the timing of the clearwell wall and ceiling repair.

On the Water Project Status Report, we paid the first two payments for the Racine Street main replacement project to the contractor. The new carbon scales were purchased and installed at the Water Plant in April.

Telecommunications Utility

The net operating income is less for the month due to a fiber tracing project going on to update the fiber maps.

MENASHA ELECTRIC UTILITY FINANCIAL REPORT

kwh Consumption for April

	Current Month	Budget	LY Same Month	Last Month	YTD	YTD Budget
Purchases	40,169,845	42,745,068	42,697,777	42,919,894	164,101,194	173,134,797
Residential	4,382,312	4,756,968	4,770,328	4,481,189	19,369,279	20,566,276
Commercial	1,287,508	1,246,527	1,283,530	1,200,437	5,372,899	5,288,817
Other	203,173	167,069	207,930	212,542	899,643	747,381
Industrial	34,222,592	36,067,646	36,650,414	36,554,028	137,604,445	144,479,342
Total kwh	40,095,585	42,238,210	42,912,202	42,748,196	163,246,266	171,081,816
System Losses	0.18%	1.19%	-0.50%	1.57%	0.52%	1.19%
Maximum Demand	66,520	64,546	65,575	66,513		

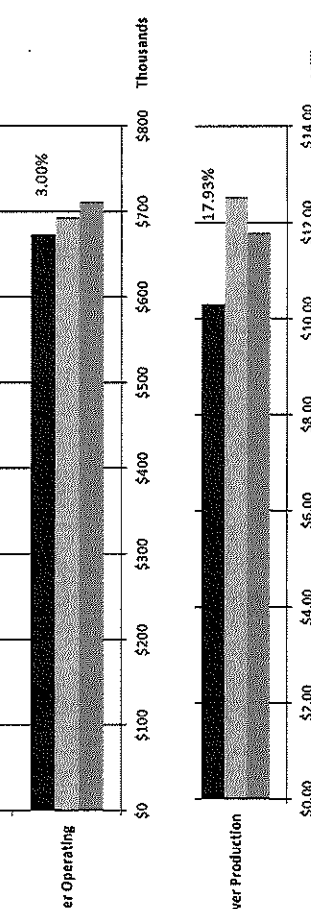
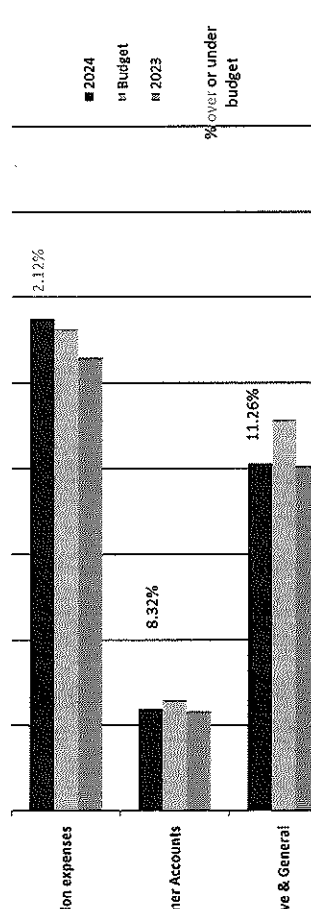
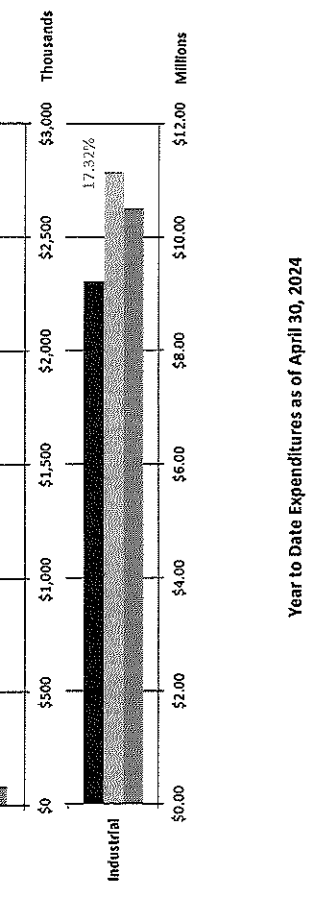
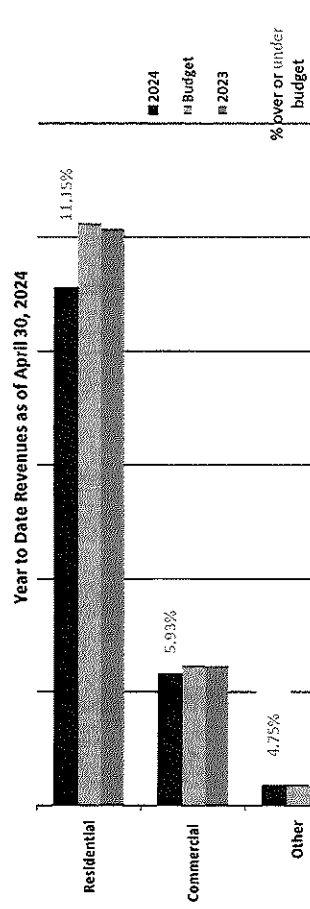
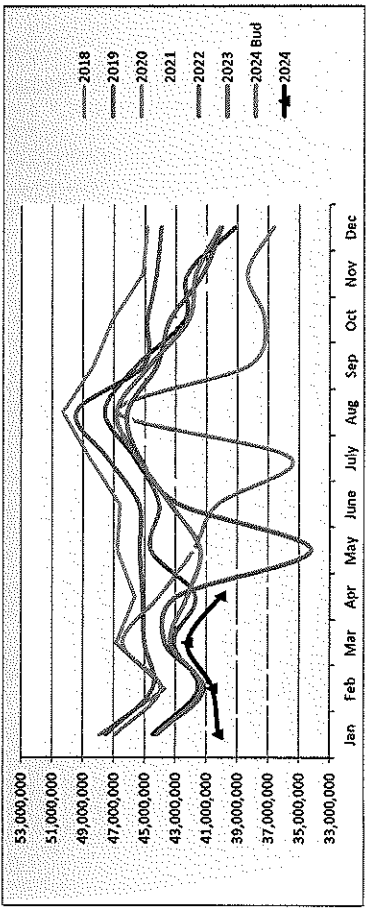
Income Statement for April

	Current Month	Budget	LY Same Month	Last Month	YTD	YTD Budget
Sales	\$2,945,731	\$3,515,947	\$3,126,561	\$3,048,518	\$12,163,170	\$14,420,177
Other	\$15,188	\$15,562	\$14,881	\$14,742	\$61,410	\$63,622
Total Revenues	\$2,960,919	\$3,531,509	\$3,141,442	\$3,063,260	\$12,224,580	\$14,483,799
Purchase Power	\$2,476,235	\$3,056,203	\$2,638,511	\$2,644,998	\$10,289,338	\$12,537,279
Expenses	\$259,391	\$278,708	\$291,202	\$351,184	\$1,164,518	\$1,219,219
PILOT (Taxes)	\$52,432	\$59,252	\$58,275	\$52,432	\$209,726	\$237,010
Depreciation	\$99,737	\$97,033	\$103,434	\$99,736	\$398,943	\$386,133
Total Expenses	\$2,887,795	\$3,491,197	\$3,091,423	\$3,148,350	\$12,062,526	\$14,381,641
Net Operating Income	\$73,123	\$40,312	\$50,020	\$58,910	\$162,054	\$102,158
Revenues per Mwh	\$73.50	\$83.24	\$72.90	\$72.21	\$74.56	\$84.29
Ave Power Cost per Mwh	\$61.64	\$71.50	\$61.80	\$61.63	\$62.70	\$75.40

Ratios and Cash Flow for April

	Current Month	Budget/Auth	Proj Year End	Year End Budget	YTD	YTD Budget
Debt to Total Assets	36.69%					
Rate of Return	3.36%	7.00%				
Liquidity Ratio	2.75	1.50				
Debt Service Coverage	2.23	1.78	Recommended 1.25		1.82	1.59
Cash/Work Cap Balance	\$7,516,562	\$6,662,136	\$6,207,883	\$5,924,672		
# of Days Work Capital	66	56	55	49		

Electric Consumption by Month (kWh)



Electric Project Status Report as of April 30, 2024

Year-Budget #	Project	External Costs			Internal Costs			Budgeted Labor/Truck	Actual Labor/Truck	Variance (Over)/Under	Forecast	Target Start Date	Actual Start Date	Budgeted/Projected End Date	Actual End Date	Comments
		Budget	Actual Costs	Needed to Complete	Actual Labor/Truck	Budgeted Labor/Truck										
Electric Distribution																
2024-5	2024 Developer Projects (Billable work)															
2021-11/2022-17	New/Upgraded Service Installations	25,000	8,893	16,107	25,000	0	17,487	17,487	0	7,782	17,487	Jan-24	Jan-24	Dec-24	Dec-24	Worked on Maplewood School & Heckrodt extension in April.
2024-4	Cp-3 Customer OH-URD Conversion/Radial Rebuild	205,000	165,773	39,227	205,000	0	42,480	29,237	0	29,237	42,480	Jul-21	Jul-21	Aug-24	Aug-24	Worked on 3 services in April by LP.
2024-7	Electric Meters & Metering Equipment	180,000	6,380	173,620	180,000	0	20,924	20,924	0	20,924	20,924	Mar-24	Mar-24	Dec-24	Dec-24	Finalizing the project Apr-May
2024-15	Tools & Equipment	14,000	2,350	11,650	14,000	0	11,650	14,000	0	11,650	14,000	Jan-24	Jan-24	Dec-24	Dec-24	Purchased CT bars in April.
2024-2	Relocate Racine Street Facilities	115,000	3,597	111,403	115,000	0	89,821	89,821	0	15,030	89,821	Apr-24	Apr-24	Sep-24	Sep-24	Purchase 3ph transformer siling.
2024-6	Tree Trimming	82,000	4,353	77,647	82,000	0	1,436	8,682	0	1,436	8,682	Mar-24	Mar-24	Dec-24	Dec-24	Needed to hydro-vac holes for poles.
	Unexpected/Unscheduled Projects	55,000	13,581	41,419	55,000	0	12,012	65,114	0	12,012	65,114	Jan-24	Jan-24	Dec-24	Dec-24	The contractor started in April.
2023-17/2024-12	Water Street Upgrade	100,000	11,932	88,068	100,000	0	10,965	21,705	0	10,965	21,705	Aug-23	Feb-24	Oct-24	Oct-24	Includes the replacement of a cutout, pole & street light.
2023-10/2024-9	Transformer Purchases	310,921	162,225	148,696	310,921	0	15,018	15,018	0	15,018	15,018	Jul-24	Jan-24	Aug-24	Aug-24	Worked on waiting to do URD w/ City's construction part.
2023-12/2024-11	Rebuild Overhead around Jefferson Park Area	305,384	9,634	295,750	305,384	0	1,546	25,467	0	1,546	25,467	Jun-23	Mar-23	Dec-24	Dec-24	Received (4) 75, (2) 150 & (1) 300kva transformers in March.
2023-14	Ground CT Cabinet	80,000		80,000	80,000	0		11,632	0		11,632	May-23	May-23	Dec-24	Dec-24	No Change PSE engineering continued in Jan.
2024-8	Vehicle/Equipment Replacement	224,000		224,000	224,000	0			0			Jul-24	Jul-24	Aug-24	Aug-24	Tabled due to customer plant shutting down.
2024-10	Install Recloser on Circuit 13-4-2	20,000		20,000	20,000	0		10,852	0		10,852	May-24	May-24	Oct-24	Oct-24	Need to do if another company goes in.
2024-13	Mathewson Street Rebuild	25,000		25,000	25,000	0		15,193	0		15,193	Apr-24	Apr-24	May-24	May-24	Multi-year project.
2024-14	Acquisitions	10,000		10,000	10,000	0		7,452	0		7,452	May-24	May-24	Dec-24	Dec-24	
2022-9/2023-9	Vehicle/Equipment Replacement (2023)	168,000	130,059		130,059	37,941						May-22	Jan-22	Jan-24	Jan-24	
Substations																
2023-15	Replace Gang Operated Disconnects at Tayco	60,500	59,755	205	59,960	540		15,492			15,492	Apr-23	Apr-23	Sep-24	Sep-24	Purchased electric conduit bender.
2024-8	Transformer Bushing Replacement	70,000	2,929	67,071	70,000	0		8,606			8,606	Apr-24	Feb-24	Jun-24	Jun-24	Purchased stud connector in April.
2024-6	Substation Tools & Equipment	4,000	2,921	1,079	4,000	0						Jan-24	Feb-24	Dec-24	Dec-24	Purchased Fluor ethernet cable tester
2024-10	Repair T2-3 Transformer Foundation at Northside	47,000		47,000	47,000	0		1,614			1,614	May-24	Mar-24	Oct-24	Oct-24	No Change Solt tests performed in March.
2022-14	Meadows New Transformer/Bus Differential Relays	20,000	4,292	15,708	20,000	0		8,096			8,096	Apr-22	Jun-22	Jun-24	Jun-24	No Change Carry project forward to 2024.
2023-14	Replace Circuit Switcher 13B-CS1-4 at Tayco	139,500		139,500	139,500	0		15,492			15,492	Jul-23	Jul-23	Sep-24	Sep-24	Issued PO for materials in 2023. Transferred \$10,500 to disconnects.
2024-7	Substation Security	6,700		6,700	6,700	0		2,759			2,759	Jan-24	Jan-24	Jun-24	Jun-24	
2024-9	Additional Stone for Substations	8,500		8,500	8,500	0		5,737			5,737	May-24	May-24	Sep-24	Sep-24	
Business Operations																
2023-10/2024-11	New Front Sign at the Office Complex	31,000	23,061	500	23,561	7,439		1,852			1,852	Aug-23	Nov-23	May-24	May-24	Sign Installed in April.
2021-2023/2024-12	RF Readers for Garage Doors/Automate All Gates	28,508	20,648	7,860	28,508	0		9,071			9,071	Mar-21	Jun-21	Sep-24	Sep-24	Purchased tags & misc supplies
2024-4	Computerized W.O. Process/Central Database Sys	30,000	2,492	27,508	30,000	0		3,023			3,023	Jan-24	Jan-24	Dec-24	Dec-24	Worked continued on GIS project.
2024-6	Computer Upgrades	16,910	7,884	9,026	16,910	0						Feb-24	Feb-24	Dec-24	Dec-24	No Change Purchased 5 computers in March.
2024-9	GIS Server	32,000	16,123	15,877	32,000	0						Mar-24	Mar-24	Apr-24	Apr-24	No Change Third party assisted w/server setup.
2024-10	Renewable Generation / EV Charging Project	10,000		10,000	10,000	0						Aug-24	Aug-24	Dec-24	Dec-24	Getting quotes.
2024-14	Update Commission Room	25,000		25,000	25,000	0						Apr-24	Apr-24	May-24	May-24	Continues to be a placeholder.
2024-13	Educational Kiosks	10,000		10,000	10,000	0						Jan-24	Jan-24	May-24	May-24	
2024-7	Printer/Copier Replacement	7,500		7,500	7,500	0						Dec-24	Dec-24	Dec-24	Dec-24	
Total		2,466,423	701,471	1,764,952	2,420,503	45,920		106,824			416,853					

MENASHA WATER UTILITY FINANCIAL REPORT

Gallons of Consumption for April (000)

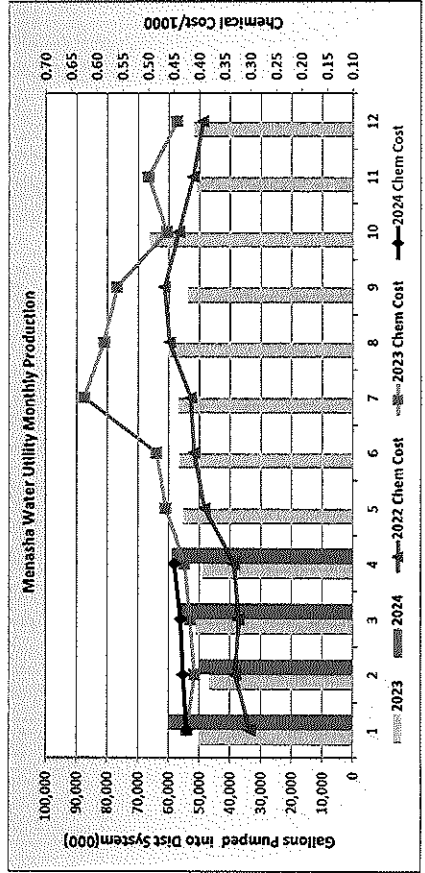
	Current Month	Budget	LY Same Month	Last Month	YTD	YTD Budget
Water Produced	59,595	N/A	50,135	58,779	231,910	N/A
Pumped from HLPs to Dist	59,180	N/A	49,154	56,905	226,317	N/A
Residential	12,773	12,738	17,991	12,380	51,876	51,659
Residential Multi-Family	839	796	828	858	3,145	3,145
Commercial	3,400	2,833	2,814	3,180	12,931	11,235
Industrial	20,349	11,006	10,811	14,602	65,610	47,849
Resale	16,166	9,728	9,361	13,125	56,093	41,637
Municipal	589	688	645	499	2,316	2,783
Total Gallons	54,116	37,289	37,450	44,644	192,337	158,308
Internal Use	2,249		1,492	1,821	7,427	
Leaks	2,754		1,160	504	4,233	
Flow/Flushing/Fire	67		9	30	104	
System Losses	-0.01%		18.40%	17.41%	9.82%	
Target Loss Ratio					8%	

Income Statement for April

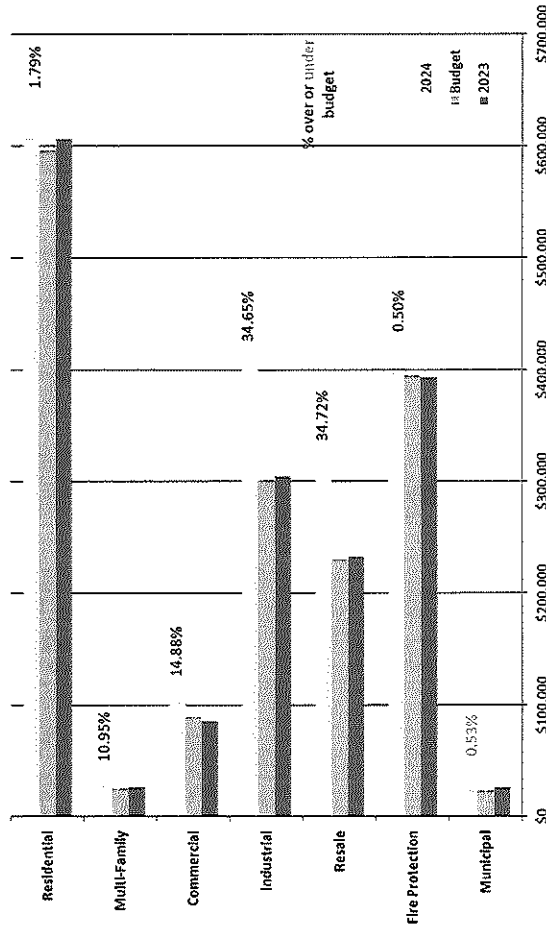
	Current Month	Budget	LY Same Month	Last Month	YTD	YTD Budget
Sales	\$501,699	\$401,419	\$410,658	\$411,274	\$1,875,210	\$1,662,240
Other	\$4,053	\$3,042	\$3,326	\$3,456	\$16,163	\$13,234
Total Revenues	\$505,751	\$404,461	\$413,984	\$414,730	\$1,891,373	\$1,675,474
Water Treatment	\$94,463	\$103,816	\$102,451	\$121,171	\$406,609	\$426,080
Expenses	\$138,145	\$155,633	\$148,984	\$184,828	\$562,783	\$655,841
PILOT (taxes)	\$55,723	\$65,598	\$62,424	\$63,598	\$222,892	\$254,391
Depreciation	\$93,498	\$92,573	\$91,447	\$92,573	\$373,992	\$370,292
Total Expenses	\$381,830	\$415,619	\$405,305	\$462,169	\$1,566,276	\$1,716,604
Net Operating Income	\$123,922	-\$12,158	\$8,678	-\$47,440	\$325,097	-\$41,130

Ratios and Cash Flow for April

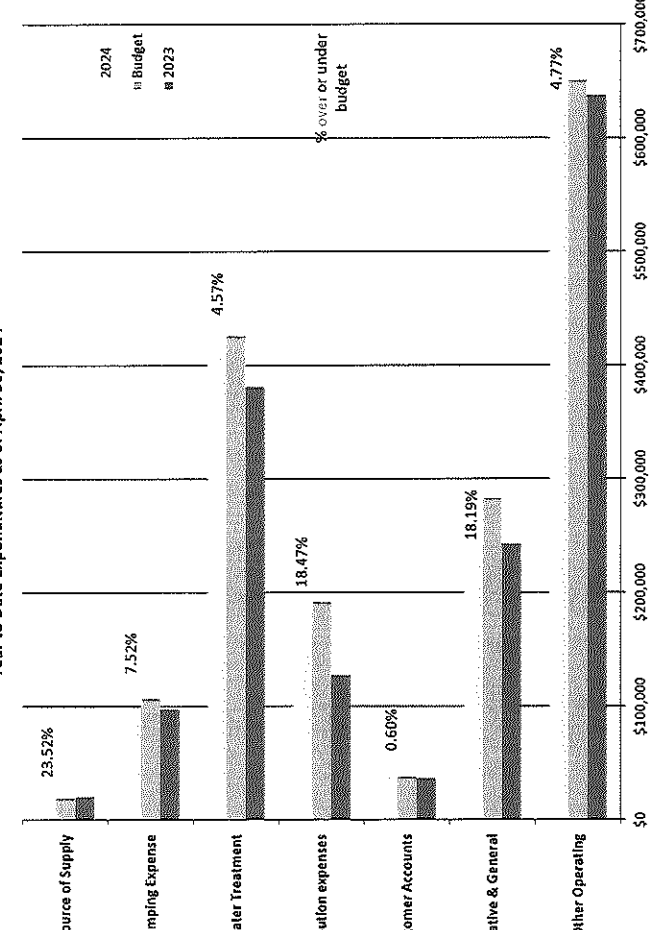
	Current Month	Budget/Auth	Proj Year End	Year End Budget	YTD	YTD Budget
Debt to Total Assets	28.74%					
Rate of Return	4.52%	4.90%				
Liquidity Ratio	2.28	1.50				
Debt Service Coverage	1.91	0.76	Recommended 1.25		1.47	0.69
# of Days Work Capital	114	35	86	7		
Net Cash Balance	\$1,225,428	\$384,535	\$917,224	\$83,868		



Year to Date Revenues as of April 30, 2024



Year to Date Expenditures as of April 30, 2024



Water Project Status Report as of April 30, 2024

Year-Budget #	Project	External Costs			Internal Costs			Variance (Over)/Under	Forecast	Needed to Complete	Actual Costs	Budget	Actual Labor/Truck	Budgeted Labor/Truck	Target Start Date	Actual Start Date	Budgeted/Projected End Date	Actual End Date	Comments
		Actual	Needed to Complete	Forecast	Actual Labor/Truck	Budgeted Labor/Truck	Budgeted/Projected End Date												
Water Plant																			
2024-12	Scale Replacements	14,369	14,369	14,369	0	14,369	0	3,100	0	3,100	0	Apr-24	Apr-24	Oct-24	Oct-24	Oct-24	Oct-24	Installed new carbon scales in April.	
2024-4	Tools and Equipment	18,000	255	17,745	0	18,000	0	0	0	17,745	0	Jan-24	Apr-24	Dec-24	Apr-24	Dec-24	Dec-24	Using for Pump VFD Drive failure.	
2024-11	Instrumentation	15,000	4,427	10,574	0	15,000	0	348	0	10,574	0	Jan-24	Jan-24	Dec-24	Jan-24	Dec-24	Dec-24	No Change Purchased chlorine analyzer for the HPS in Jan.	
2022-11/2023-9	Water Tower Piping/Painting Project	239,216	216,395	22,821	0	239,216	0	2,833	0	10,446	0	Apr-22	Sep-22	Dec-23	Sep-22	Dec-23	Dec-23	No Change Insulation for the piping part completed.	
2018-2023/2024-9	Raw Water Intake & Pre-Treatment Basin	43,622	26,122	17,500	0	43,622	0	0	0	26,122	0	Jun-18	Dec-17	Dec-24	Dec-17	Dec-24	Dec-24	No Change Sent letter to DNR after Nov commission meeting	
2014-2017/2021-10	Upgrade Plant PLC5 & integrate with existing PLC	67,900	6,367	61,533	0	67,900	0	4,795	0	61,533	0	Feb-14	Feb-14	Aug-24	Feb-14	Aug-24	Aug-24	As of Aug 2023, getting outside quotes. Carry forward to 2024 due to large projects in fall.	
2024-3	North HPS 24" Pipe Replacement	35,000	35,000	35,000	0	35,000	0	1,654	0	35,000	0	Mar-24	Mar-24	Oct-24	Mar-24	Oct-24	Oct-24		
2024-5	HVAC Heater Replacements	30,000	30,000	30,000	0	30,000	0	630	0	30,000	0	Oct-24	Oct-24	Dec-24	Oct-24	Dec-24	Dec-24	Continues to be a placeholder.	
2024-6	Facility Modifications	100,000	100,000	100,000	0	100,000	0	2,790	0	100,000	0	Jul-24	Jul-24	Dec-24	Jul-24	Dec-24	Dec-24	\$369 for Scale Replacement average	
2024-7	Water Plant Equipment Failure	39,631	39,631	39,631	0	39,631	0	0	0	39,631	0	Jan-24	Jan-24	Dec-24	Jan-24	Dec-24	Dec-24		
2024-8	Pre-treatment Optimization & Filter Aid	40,000	40,000	40,000	0	40,000	0	6,966	0	40,000	0	May-24	May-24	Sep-24	May-24	Sep-24	Sep-24		
2024-10	Lab Equipment	5,000	5,000	5,000	0	5,000	0	0	0	5,000	0	Jan-24	Jan-24	Dec-24	Jan-24	Dec-24	Dec-24		
2024-13	Sludge Scrapers Gearbox & Motor Repairs	24,000	24,000	24,000	0	24,000	0	1,550	0	24,000	0	Jan-24	Jan-24	Dec-24	Jan-24	Dec-24	Dec-24	Issued PO in March for \$19,926	
Water Distribution																			
2024-7	Water Main Replacement for 2024	926,290	286,251	640,039	0	926,290	0	26,493	0	640,039	0	May-23	May-23	Dec-24	May-23	Dec-24	Dec-24	Work on Racine St continues.	
2024-6	Water Meters - AMI Group Replacement	146,708	85,437	61,271	0	146,708	0	19,632	0	61,271	0	Jan-24	Jan-24	Dec-24	Jan-24	Dec-24	Dec-24	Purchased 1 - 3" meter in April.	
**	LSL Replacement Program (MU/City/Cust sides)	13,500	13,500	13,500	0	13,500	0	0	0	13,500	0	Mar-24	Mar-24	Dec-24	Mar-24	Dec-24	Dec-24	5 customer side lead services replaced in March. All 5 took the loan.	
2024-5	Replacement of Valves and Hydrants	18,000	18,000	18,000	0	18,000	0	7,579	0	18,000	0	Apr-24	Apr-24	Dec-24	Apr-24	Dec-24	Dec-24		
2024-8	Water Service Replacements	18,000	18,000	18,000	0	18,000	0	9,095	0	18,000	0	Jan-24	Jan-24	Dec-24	Jan-24	Dec-24	Dec-24		
2024-9	Tools and Equipment	6,000	6,000	6,000	0	6,000	0	0	0	6,000	0	Jan-24	Jan-24	Dec-24	Jan-24	Dec-24	Dec-24		
2024-10	Large Meter Plumbing	7,500	7,500	7,500	0	7,500	0	0	0	7,500	0	Jan-24	Jan-24	Dec-24	Jan-24	Dec-24	Dec-24		
Business Operations																			
2023-5/2024-8	Water Plant SCADA Upgrade	114,000	41,456	72,544	0	114,000	0	4,242	0	72,544	0	Nov-23	Sep-23	Dec-24	Sep-23	Dec-24	Dec-24	No Change Software training continues.	
2024-6	Computer Upgrades	8,590	2,061	6,529	0	8,590	0	108,902	0	6,529	0	Jan-24	Jan-24	Dec-24	Jan-24	Dec-24	Dec-24	No Change Purchased 1 computer in March for Water Dist.	
Total		1,884,457	682,014	1,215,942	0	1,897,956	0	45,976	0	1,215,942	0	219,572	219,572						

MENASHA ENERGY SERVICES AND TELECOMMUNICATIONS UTILITY FINANCIAL REPORT

Energy Services Income Statement for April 2024

	Current Month	Budget	LY Same Month	Last Month	YTD	YTD Budget
Sales	\$1,081	\$1,081	\$1,081	\$1,081	\$4,323	\$4,323
Other	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$1,081	\$1,081	\$1,081	\$1,081	\$4,323	\$4,323
Expenses	\$27	\$28	\$27	\$27	\$107	\$114
Depreciation	\$676	\$676	\$676	\$676	\$2,703	\$2,703
Total Expenses	\$703	\$704	\$703	\$703	\$2,810	\$2,817
Net Operating Income	\$378	\$376	\$378	\$378	\$1,513	\$1,506

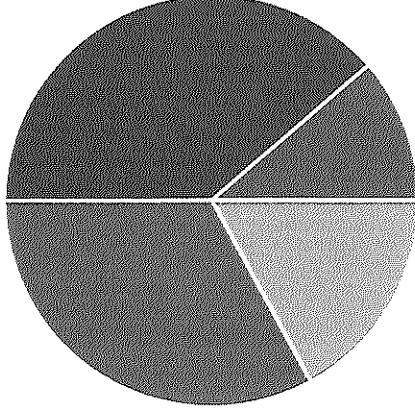
Telecommunications Income Statement for April 2024

	Current Month	Budget	LY Same Month	Last month	YTD	YTD Budget
Sales	\$9,607	\$9,691	\$9,851	\$9,691	\$38,679	\$38,765
Other	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$9,607	\$9,691	\$9,851	\$9,691	\$38,679	\$38,765
Expenses	\$3,727	\$1,422	\$1,280	\$1,555	\$7,152	\$5,873
PILOT (Taxes)	\$1,286	\$1,479	\$1,471	\$1,479	\$5,142	\$5,914
Depreciation	\$1,931	\$1,954	\$1,941	\$1,954	\$7,726	\$7,814
Total Expenses	\$6,944	\$4,854	\$4,692	\$4,987	\$20,019	\$19,601
Net Operating Income	\$2,663	\$4,838	\$5,159	\$4,704	\$18,660	\$19,164

	Current Month	Budget	Proj Year End	Year End Budget	YTD	YTD Budget
Debt to Total Assets	22.01%					
Rate of Return	33.58%					
Liquidity Ratio	14.62	1.50				
Debt Service Coverage	1.11	1.61	Recommended >1.25		1.56	1.60
Net Cash Balance	\$208,951	\$199,044	\$227,076	\$214,176		

Telecommunications Comparison

April 2024



■ Debt ■ PILOT ■ Depreciation ■ Expenses

Miscellaneous Telecommunication Financial Information
2024 Fiber Monthly Payment to Electric \$4,376

Debt to be paid off in 2025, Rate = 3%

Total Debt Outstanding 4/30/2024 \$84,000

Total Assets for Telecommunications 4/30/2024 \$460,901

Total Utility Plant 4/30/2024 \$805,376

Utility Plant is 81% depreciated in total

Net Cash Balance includes Operations & Depreciation Funds
Operations 4/30/2024 = \$279

Depreciation 4/30/2024 = \$208,672

