

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: August 23, 2024

Commission President Mark Allwardt has called for a meeting of the Menasha Utilities Commission to begin at 8:00 am on **WEDNESDAY**, August 28, 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 August 28, 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 July 24, 2024.
 - B. Approve and warrant the following payments dated July 25 – August 28, 2024 in the amount of \$7,972,016.13.
 - C. Correspondence
- IV. Claims Against the Utility – M. Krause
- V. **Purchase Orders** – K. Hubertus
- VI. Unfinished Business
 - A. **Electric Long-Range Plan** – S. Grenell
- VII. New Business
 - A. **Social Media Communication** – K. Hubertus
 - B. **Substation/Electric Distribution Budget Reallocation** – S. Grenell
- VIII. Strategic Reports
 - A. **Monthly Strategic Objective Update** – Management Team
 - B. **July Financial and Project Status Reports** – K. Hubertus

Regular Meeting of the Water and Light Commission

August 28, 2024

Page Two

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

X. ADJOURN

REGULAR MEETING OF THE WATER AND LIGHT COMMISSION

July 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, Antoine Tines, and Gary Turchan present on roll call. Also present were Melanie Krause (telephonically), General Manager; Adam Smith, Water Utility Manager; Kristin Hubertus, Finance Manager; Kurt Melchert, Electric Manager; and Tammy Phillips, Accounting and Administrative Assistant. Also present was Lisa Miotke, WPPI Sr. Energy Services Manager.

Those excused were: Steve Grenell, Engineering Manager and Paula Maurer, Customer Service 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. Turchan, was unanimous on roll call to approve the following:

- A. Minutes of the Regular Meeting of June 26, 2024.
- B. Approve and warrant the following payments dated June 27, 2024 – July 24, 2024 in the amount of \$4,640,114.23.
- C. Correspondence as listed:
 - Copy of Thank-You from Ryan Johnson, 2024-25 MU Scholarship Winner
 - Copy of MU July 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.

Item VI. Unfinished Business, McMahon Agreement for Office Building – Two prints of the office building remodel were presented for informational purposes. Bid packets will be sent out prior to the annual budget meeting in October.

Racine Street Road Project Status Update – The City provided an update on the status of the Racine Street Road project to address resident complaints and give a timeline for completion.

Item VII. New Business, 2025 Strategic Plan, Budget, and Planning Schedule – A budget planning schedule was presented for informational purposes.

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

June Financial and Project Status Reports – Electric consumption was lower than budget by 8%, cost of power was lower by 14.1%, pass-through rates were lower than budget, and net operating income was negative due to the variance between revenues and cost of power.

Water usage was higher than budget by 37%, revenues were higher and expenses were lower, making net operating income higher than budget by \$211,718. The water plant produced 4.995 million gallons in a single day, the highest since July 2019, and a total of almost 68 million gallons for the month.

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

Project Reports, Electric Projects – Work continues on the Water Street and Racine Street rebuilds, the Mathewson Street overhead rebuild project has begun, the CP-3 customer conversion project is completed, and crews are working on bad pole replacements.

Water Projects – The Racine Street water main project, large meter testing, and water plant painting are complete, a valve on DePere and 11th Street was replaced, a VFD drive was purchased, and 3 customer side LSL's were replaced.

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. Turchan, was unanimously approved on roll call to adjourn at 8:31 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.



DATE: July 2nd, 2024
 TO: Margaret Struve
 FROM: Benjamin Hoverson, Underwriting Analyst
 RE: 2024 Dividend Report

On May 15, 2024, the CVMIC Board of Directors approved a Liability program dividend in the amount of **\$1,017,639**. This dividend is based upon operating results of the Liability program for the period ending 12/31/23 and will be paid on or after **March 1, 2025**. The methodology of calculation is consistent with that of previous dividends declared and paid. The first 50% of the dividend declared is paid on a level basis, and the balance is based on the loss history of your community.

Your community's share of this declared dividend is **\$23,622** of which **\$12,523** may be allocated to Menasha Utilities.

Please review the options outlined below and return a signed PDF copy to Ben Hoverson (benh@cvmic.com) **no later than November 1, 2024**. The election below must be completed by the Member Representative, Mayor or other individual with the authority to sign on behalf of your community.

The City of Menasha has reviewed the dividend options and instructs CVMIC to account for the dividend as marked below:

Option 1: _____ **PAY** all dividends to my community on or after March 1, 2025.

Option 2: _____ **HOLD** dividends declared for the **Liability** program until you are provided further instructions. I understand that interest will be paid based on the rate earned by CVMIC on its investments. I further understand that I will get an annual accounting regarding any open balance.

ACCEPTED AND AGREED TO this _____ day of _____, 2024.

By _____
 Signature

Its _____
 Title

CITIES AND VILLAGES MUTUAL INSURANCE COMPANY

Steve Stanczak, Chief Executive Officer
 Direct: 414-831-6002
 Email: steves@cvmic.com

Benjamin Hoverson, Underwriting Analyst
 Direct: 414-831-6013
 Email: benh@cvmic.com

FOCUS ON FREE ENERGY SAVINGS

You heard right, energy-saving packs from FOCUS ON ENERGY® are free, seriously free. Packs are shipped directly to you and include a variety of products designed to help you focus on reducing energy waste. Choose from packs that include energy-efficient LEDs, showerheads, and more!

Ready to save for free?

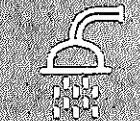
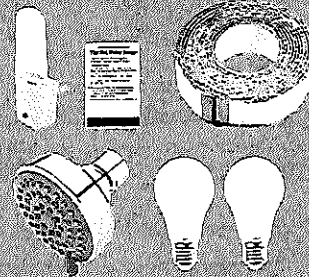
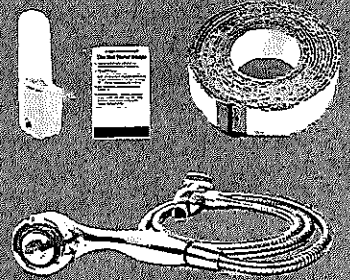
Order your free pack now at focusenergymarketplace.com/free or give Focus on Energy a call at **800.762.7077**. Before ordering your pack, please have your electric and gas (if applicable) utility account numbers handy. *Limit of one pack per eligible household per year.* Pack contents may vary.



Already ordered your free pack this year? Visit focusenergymarketplace.com to find discounts on more energy-saving products.



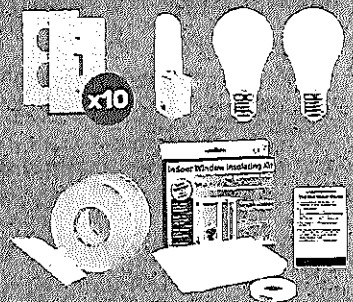
Focus on
Baths



Focus on
Showers

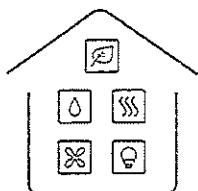


Focus on
Comfort



RESIDENTIAL OVERVIEW

FOCUS ON HOME ENERGY SAVINGS



When you turn your focus on energy efficiency, you can focus on doing more. Whatever the motivation may be, you're making a conscious effort to reduce your home energy use and save money not only for yourself, but for Wisconsin, too.

With all the different ways to take action, it can be challenging to decide which solutions are best for you. We make it easy for you to find the right opportunities to make a real difference.

Focus on FREE energy-saving products.

Get a pack with LED bulbs, efficient water fixtures, smart power strips, and more sent right to your door—all for free!

focusonenergymarketplace.com/free

Stay comfortable and save on heating and cooling upgrades.

Get rebates on new heating and cooling equipment like furnaces, smart thermostats, and more.

focusonenergy.com/heatingandcooling

Find instant discounts on energy-efficient products online.

Focus on Energy's online marketplace offers a variety of energy-efficient retail products at discounted prices.

focusonenergymarketplace.com

Learn how to save at home in a matter of minutes.

Focus on Energy's online home energy assessment can help you make smart energy decisions for your home. Plus, find rebates to help save money with your upgrades.

focusonenergy.myenergyxpert.com

Renewable energy.

Work with Focus on Energy to get the technical support and financial rebates you need to make the transition to renewable energy.

focusonenergy.com/renewable

Seal your home and save energy.

Air sealing and insulation upgrades will help protect your home against lost heating or cooling and air quality issues year-round, while also improving your comfort.

focusonenergy.com/wholehome

Measure twice, cut once (and save forever).

Focus on Energy will put you in touch with builders and consultants providing third-party certification for homes that meet the highest efficiency standards.

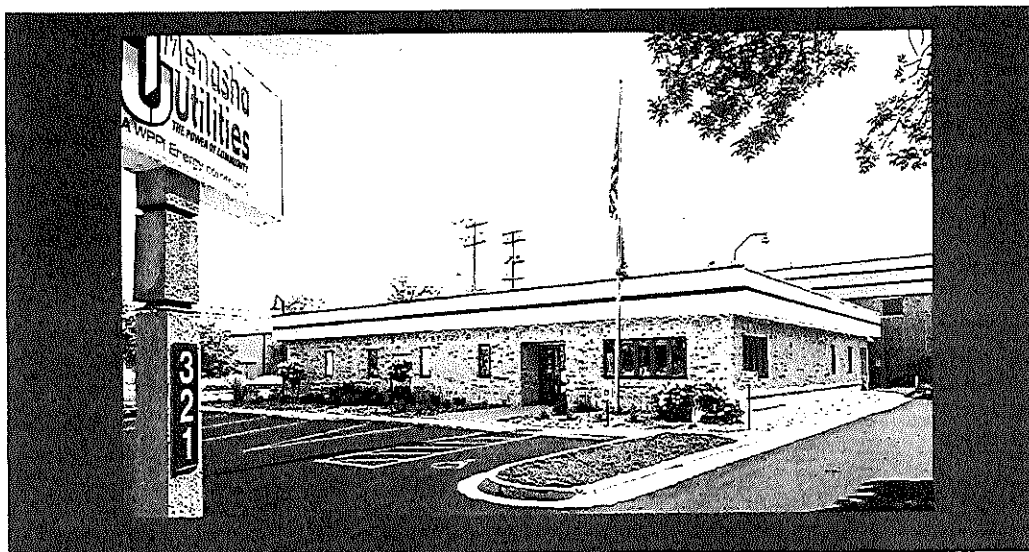
focusonenergy.com/new-home

focusonenergy.com/focusonsavings

REDUCING ENERGY WASTE ACROSS WISCONSIN

Focus on Energy, Wisconsin utilities' statewide program for energy efficiency and renewable energy, helps eligible residents and businesses save energy and money while protecting the environment. Focus on Energy information, resources, and financial incentives help to implement energy efficiency and renewable energy projects that otherwise would not be completed. ©2024 Wisconsin Focus on Energy





Inside this issue:

- Racine Street Project
- 2025 Budget
- Food Truck
- Safety Update
- Employee Recognition
- Wellness Update
- HR News
- Upcoming Events

Racine Street Project Update

In July the Racine Street project from Third Street to Ninth Street was completed and fully open to traffic. The City of Menasha and Menasha Utilities partnered in the bidding of a utility reconstruction project. Included in that work was relay of public sanitary sewer and water main and private sanitary and water laterals. **The Utility replaced 3,601 feet of water main, 13 valves, 5 hydrants and 66 water services.** All trenches over the replaced utilities were patched in temporary asphalt as storm sewer installation and road surface reconstruction will follow in the 2025 construction season.

Spring 2025 Road Reconstruction is anticipated to commence to include:
Construction Activities under WisDOT Contract:

- Storm sewer reconstruction
- Traffic signal replacement at Seventh Street
- New sidewalk with ADA accessible curb ramps
- New concrete roadway with curb and gutter
- Addition of bike lanes on both sides of the road
- Designated parking on west side of the road

Construction Activities under City of Menasha Contract:

- Traffic signal rehabilitation and reconfiguration at Third Street
- Pavement re-striping of Racine Street from First to Third Streets
- Pavement re-striping of Third Street from DePere to Tayco Streets

Late Fall 2025 Road reconstruction is anticipated to be complete

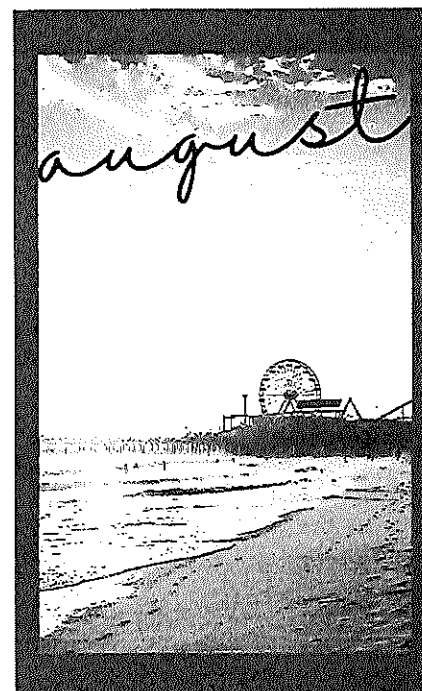
2025 Budget

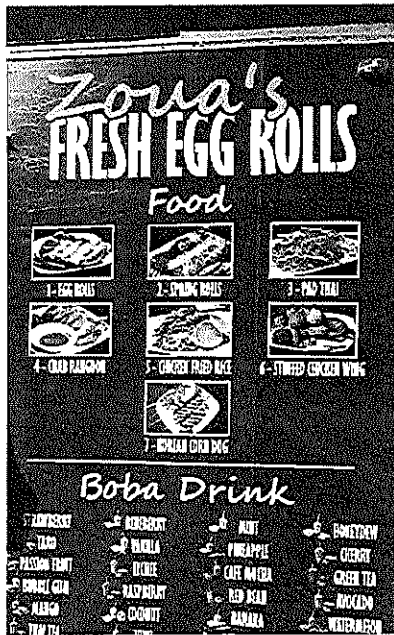
Managers have already received their budget packets to start preparing the 2025 Budget.

Do you know of a project that should be completed next year or the following? Are there tools that need to be replaced? Is there an unreliable area in the City?

Please work with a manager to communicate these projects and/or needs for future years. Capital budgets need to be submitted to the Finance Department by August 30th. All of September is spent "crunching numbers" and assembling the department budgets. Our budget includes a five-year capital plan that is presented to the Commission on October 2nd. **LET'S START SHARING THOSE IDEAS!!**

*"You make a
difference
everyday.
Your
commitment
inspires us all!"*

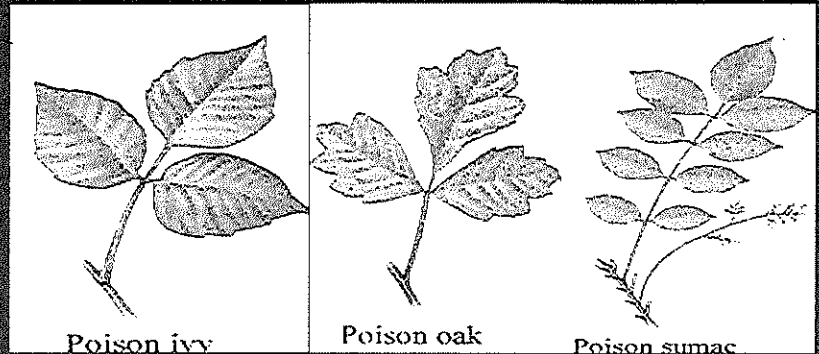




Food Truck – August 14th

On Wednesday, August 14th, Zoua's Fresh Egg Rolls will be at Menasha Utilities from 11:00 a.m. until 1:00 p.m. We will have tables set up to eat outside courtesy of Rob Ujazdowski!

The next food truck will be Hot Biddy's on Tuesday, September 17th.



Safety Slogan of the Month: Poisonous Plant

"Leaves of Three, Let it Be!"

Many native plants are poisonous to humans when ingested or if there is skin contact. The most common hazard is contact with the sap oil which causes an allergic skin reaction. The plants to be on the lookout for are poison ivy, poison oak, poison sumac, and wild parsnip. If you are exposed to a poisonous plant, immediately rinse your skin with rubbing alcohol, poison plant wash, dishwashing soap, or detergent, and lots of cold water.

Poison Ivy:

- Has 3 broad, spoon-shaped leaves and is commonly found around lakes and streams.

Poison Oak:

- Rarely found in Wisconsin but not impossible.
- Typically grows as a low shrub with 3 oak shaped leaves.
- Leaves have deep tooth-like edges around the perimeter.

Poison Sumac:

- Generally found in wet wooded areas.
- Can grow as a shrub or small tree and contains 7 – 13 leaflets that have smooth edges and pointed tips.

Wild Parsnip

- Grows in sunny areas: fence rows, roadsides, uncultivated fields, meadows, wood edges, etc.
- Seed begins to form mid to late July changing from yellow green to tan as they mature.
- Sap contact with skin in the presence of sunlight can cause a rash that often leads to blisters and discoloration of the skin.

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:
Vicki Jesko

Safety Committee Members

In August 2014 the safety committee decided that members chosen by the departments would serve a 2-year term on the safety committee. The departments would be on rotation with half expiring one year and the other the following year so there is consistency as well as opportunity for new people to serve on the committee.

Members can serve consecutive terms if chosen by the department. Those departments whose term expires in August 2024 include **Water Distribution and Electric Distribution**. At the safety committee meeting in August please confirm who the member will be for the above respective departments.



Wild Parsnip



Employee Recognition: Kristin Hubertus, Paula Maurer, and Adam Smith

We would like to recognize several members of the management team for completing CVMIC leadership certification programs within the past year. **Paula Maurer and Adam Smith** completed the Emerging Leadership program and **Kristin Hubertus** completed the Perfecting Leadership program. Both leadership programs are a 12-course series focusing on Managing People, Managing Self, Managing Fairly, Managing Strategically, and Managing Communication. Congratulations on your successful completion and dedication to continuous improvement.

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 – August is Sun Safety Month

Did you know that your skin is the LARGEST organ of the human body? It is soft, to allow movement, but still tough enough to resist breaking or tearing. With August being Sun Safety month, you should do everything possible to protect your largest organ. Here are some facts about sun safety.

- UV Radiation and Skin Cancer – the sun's UV rays, while great for a tan, unfortunately can increase the risk of skin cancer. It's the most common cancer in the United States.
- Sunscreen – a good SPF 15 or higher sunscreen is like a shield, helping you combat skin damage and reducing cancer risk. You should top up every two hours or sooner if you are taking a dip in the water or working up a sweat. You should note that sunscreen does not block all UV rays.
- Dress Smart – long sleeves, pants, hats with wide brims, and UV-blocking sunglasses (for both UVA and UVB rays) are your best defense when it comes to blocking harmful UV rays. Dark colors with a tight weave offer the best protection.
- Time in the Shade – hanging out under trees, umbrellas, or other structures, especially between 10 a.m. and 4 p.m., helps you avoid sunburn and skin damage.
- UV Index Awareness – the UV index is like a weather forecast for your skin. Look at it daily to know what they day will be like to plan for your health.
- Avoid Tanning Beds – avoid tanning devices because they can cause long-term skin damage and increase your risk for skin cancer.

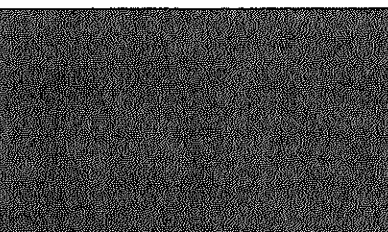
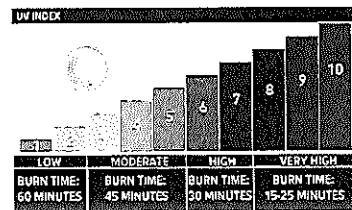
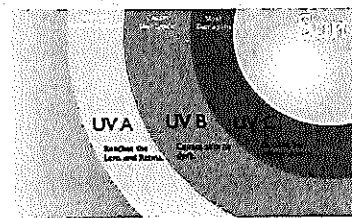
****Want a chance to win a gift card? Take the Sun Safety IQ test and print out your results and turn into Kristin. A random drawing will be done for all test takers!**

<https://www.cancer.org/cancer/risk-prevention/sun-and-uv/sun-safety.html>

Source: American Cancer Society article #080800, How to Protect Yourself and Your Family From the Sun

Wellness Event – Essential Estate Planning 8/8/24

On Thursday, **August 8th at 12:00 p.m.**, Attorney Nate Olson from Olson Legal Group LLC will be speaking to MU employees about essential estate planning. Topics he will cover include health care power of attorney, durable power of attorney for finances, beneficiaries, last will and testament, and long-term care insurance. We will be having Café Nutrition cater the meal and you can pick what you want to eat. The event will take place in either the commission room or the garage depending on how many people are signed up. We hope to see you there!




Dental and Vision Insurance

Given this has been our first year utilizing Delta Dental and Vision coverage we would like to hear from you on how this benefit was for you and your family since we will be going out for renewal in the coming months. Please drop a note, send an email, or stop by Melanie's office and share your feedback.



Focus on Energy Offering FREE Energy Saving Packs

You heard right, energy-saving packs from Focus on Energy are FREE! Packs are shipped directly to you and include a variety of products designed to help you focus on reducing energy waste. Choose from packs that include energy-efficient LED's, showerheads, and more. To order your free pack, you can visit focusonenergymarketplace.com/free, or call 800-762-7077. While visiting their site, take a look at their marketplace offerings such as smart thermostats, air purifiers, lighting, power strips, water saving items, and much more. All items on their marketplace include instant rebates.

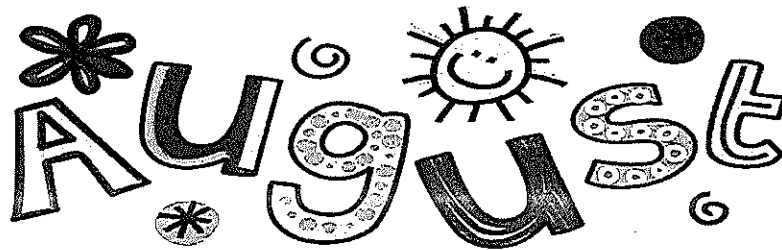


Birthdays:

Nate Jicinsky August 13
 Lori Volpintesta August 21
 Gary Thiele August 23
 Dan Hutter August 26
 Rob Ujazdowski August 31

Happy Birthday to YOU!

AUGUST 2024						
SU	M	TU	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31



Upcoming Events

- | | |
|--------------------------------------|---------------------|
| National Night Out Barker Farms | August 7 5:00 p.m. |
| Estate Wellness Lunch & Learn | August 8 12:00 p.m. |
| Payday | August 9 |
| Safety Committee Meeting | August 13 1:00 p.m. |
| Zoua's Food Truck | August 14 |
| Safety Training - Run, Hide, Fight | August 20 |
| Commission Room | 7:15 – 8:15 a.m. |
| Commission Room | 8:30 – 9:30 a.m. |
| Water Plant | 12:30 – 1:30 p.m. |
| Payday | August 23 |
| Commission Meeting | August 28 8:00 a.m. |
| Submit Sun Safety IQ Test to Kristin | August 30 |
| Operating and Capital Budgets Due | August 30 |

Anniversaries:

Nate Jicinsky 9 Years

**Congrats on your
years of service!**



Purchase Orders over \$25,000 issued since the last Commission Meeting on 7/24/2024

Date	P.O. #	Vendor	Amount	Purpose	Budget	Total \$		% of Budget
						Budgeted	Remaining Budget	
8/9/2024	11278	Primus Marketing (1)	\$ 37,050.00	300 AMI modules for 2025 meters	Yes			
8/9/2024	11279	Midwest Meter (1)	\$ 133,810.00	2025 water meters - 645 in total	Yes			
8/14/2024	11281	R.K. Enterprises of Wisconsin	\$ 56,939.50	Woodland Lakes Cottages Phase 2 work (MIU \$33,827.50 & AT&T \$23,112.00), paid by customer	Yes	\$ 128,334.84	\$ 128,334.84	44.37%

(1) Using 2025 meters budget item that will be in the October budget meeting for the 2025 Budget. We need to order now due to long lead times.



MEMORANDUM

TO: Menasha Utility Commission

FROM: Steve Grenell, Engineering Manager

DATE: August 28, 2024

SUBJECT: Long-Range Plan and Engineering Study

The Long-Range Plan and Engineering Study presented by Power System Engineering last year outlined many needs of Menasha Utilities Electric Distribution System over the next twenty years. Some of these improvements outlined in the study will be budgeted for within the next five years, while others will need more time to evaluate and plan. Others may only be needed when certain conditions are met on the system due to actual load growth.

The Commission has asked staff to prepare a detailed twenty-year capital plan based on the Power System Engineering's study by August of 2024. When looking at this plan from a very high level we can identify many projects, but as we start to look at them in more detail other questions begin to form and the planning process becomes more difficult. Before we deliver a detailed plan to the Commission, we want to be sure we understand everything that is in the study.

Staff would like to complete the Distribution Engineering Model in 2025 incorporating AMI load data. With this model we will be able to accurately determine the loads on the different parts of the system. Power Systems Engineering did look at this from a high level from each substation however did not have a full engineering model with all the AMI data included in the evaluation. Once we get to this point, we can properly evaluate system improvements needed to meet the demand and where we may have deficiencies. Based on the study we are not anticipating this load growth in the next five years, and we have time to develop a comprehensive plan with those milestones or thresholds identified.



To: Menasha Utilities Commission
From: Kristin Hubertus, Finance Manager
Date: 8/23/2024
Re: Social Media Communication

Menasha Utilities created a business Facebook page on May 21, 2013. We last provided a communication update in April 2021. We continue to use this to get information out to our customers in a real-time environment. We want to provide information for community events, industry incentives, programs and services, rebates, energy/water savings tips and outages. We also showcase employees and awards that the utility has earned. We reported that as of April 2021, we had 978 likes and 1,055 people that follow our page. As of August 2024, we now have over 1,300 following our page. We continue to track our post scheduling which was suggested by our insurance company CVMIC and WPPI Energy. This gives us data to see the type of content that reaches our followers and see what people like and share. Management has attended multiple training sessions every year on learning how to engage followers, add criteria to help users search for posts (using hashtags), see analytics and post valuable content. We utilize the Meta Business Suite to help schedule posts in advance and send out invites to those who like our posts but are not following our page to help increase our reach.

We currently post everything organically, meaning that we do not boost any of our posts to reach a wider audience of those who do not follow MU. Facebook estimates that our posts could reach an additional 1,400 – 4,000 more people each day by paying money for each post. We currently do not pay anything to be on Facebook or post anything.

Through August 1, 2024, we have created 50 posts for our followers this year. Below are a few examples of our top posts and analytics we have tracked. People Reached is the number of people who saw our post at least once. Engagements is the number of times people engaged with the post through reactions, comments, shares, and clicks.

Date	Post	People Reached	Engagements	Shares
7/24/2024	Racine Main Replacement, City Memo	3,867	792	8
3/12/2024	Barn quilt at WP w/MJSD tag art Dept	2,252	480	5
3/5/2024	Happy 150 th Birthday Menasha	1,569	235	7
6/17/2024	Alert that Karcz doing pole inspections	1,569	57	5
4/9/2024	MU earned APPA Safety Award	1,372	59	7
7/23/2024	Hiring at Water Plant for Maintenance	1,236	140	8
4/26/2024	Celebrated Arbor Day at Smith Park	1,112	278	4
5/15/2024	New rebate for electric landscaping	1,056	205	5
5/3/2024	Spring cleaning, recycling event at PW	955	39	4

We are not able to get the analytics for posts that we share from other organizations (mainly the Menasha Police Department). We have found that our most popular posts are those that showcase our employees or other positive community events that contain pictures.

We continue to still have partnerships with the Menasha Police Department, City of Menasha/Mayor's page, Heckrodt, Focus on Energy, MEUW, and WPPI Energy. Facebook remains the only platform of social media that MU engages in.



To: Menasha Utilities Commission
From: Steve Grenell
Date: 8/23/2024
Re: Budget Reallocation

SUBSTATION/ELECTRIC DISTRIBUTION BUDGET REALLOCATION

Currently, in the Electric Distribution budget there is \$295,750 remaining for the Jefferson Park Overhead Rebuild. To date, there are no definitive plans to move forward for distribution facilities relocation.

We would like to reallocate \$15,000 from #11, Jefferson Park Overhead Rebuild to #10 Northside T2-3 Transformer Foundation in the substation budget. To date we have spent \$6,000 for the soil testing and engineering for the sinking transformer pad. That leaves \$41,000 to complete the work to have a contractor remove the transformer and pad. In addition, we need the contractor to regrade the east side of the substation because of how the drainage is flowing which ultimately caused the original sinking. After regrading, we would redo the foundation and place the transformer back on the pad. The quote we received from the contractor is \$51,000 and we anticipate we will need another \$5,000 for any unforeseen needs of the project.

Recommendation: Reallocate \$15,000 from Electric Distribution budget #11, Jefferson Park to #10 Northside T2-3 Transformer Foundation.



July 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
7/29/2024	Squirrel	13-4-2 Trip & Reclosed	1,844
7/29/2024	Squirrel	13-1-2 Trip & Reclosed	377

Outages

Date	Cause	Description	Customers	Duration
7/9/2024	Unknown	Blown fuse	1	90
7/15/2024	Squirrel	Blown fuse	16	90

Outages to Date

Cause	Outages	Customers	Duration	After Hours
Supply to City				
OH Equip. Failure	6	82	420	2
UG Equip. Failure				
Weather	8	94	4,050	3
Birds, Animals, Snakes, etc.	2	32	177	1
Trees	1	1	90	
Foreign interference				
Human	3	30	720	
Other				
Unknown	1	1	90	1
Total:	21	240	5,547	7

Water Quality, System Data and Main Break Information

Flow	X1000 Gallons	5yr Avg	% of Flow
High Lift to Dist	55,419	56,904	
Dist to Resale	16,976	12,961	31%
Largest Ind	5,874	6,578	11%
2nd Largest Ind	8,479	6,315	15%

Expense	Total Cost	5yr Avg	Cost Per 1000 Gallons
Chemicals	\$33,253	\$29,585	\$0.600
Electricity	\$12,449	\$12,899	\$0.225
Natural Gas	\$214	\$178	\$0.004
Sewer User Fee	\$8,510	\$10,273	\$0.154

System Reliability through improvements and technology (cont)

	Raw Water			Finished Water		
	Raw Water Avg	Raw 5yr Avg	Raw Ratio	Avg	Finished 5yr Avg	Finished Ratio
Color	73.00	81.00	90.1%	7.00	4.00	175.0%
pH	8.40	8.45	99.4%	8.42	8.44	99.8%
T-Odor	22.80	37.40	61.0%	1.00	1.00	100.0%
Temp. C	24.60	24.60	100.0%	24.60	24.60	100.0%
Turbidity	9.60	11.10	86.5%	0.09	0.08	112.5%

Main Size	Address/Location	Cause Description	Est Water Loss in 1000/gal

Electric and Water Locates and Meter Information

	Month	Year to Date	Project to Date
Electric and water locates	398	2,079	N/A
Total Electric AMR installed/changed out	-	46	3,123
Total Electric AMI installed	328	831	6,349
Electric Meters Tested	328	831	N/A
Total Water AMR installed/changed out	-	-	2,489
Total Water AMI installed	30	751	2,484
Water Meters Tested	30	751	N/A

Customer Service and Customer Satisfaction

- * Held scavenger hunt during the month of June and there were 12 winners who received \$15 bill credits
- * Began planning for the annual Public Power Week Expo scheduled for Oct 10
- * Website updates

Electric & Water Disconnections

Disconnections	Jul-23	Jul-24
Calls Made	253	560
Disconnected	68	101
Reconnected	51	60

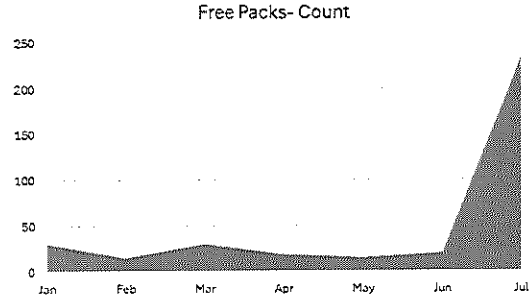
*Note there were 4 disconnect dates in 2024 and only 3 in 2023.

- * Customer newsletter emailed to customers - continue to have open rates over 50%
- * Worked with WPPI to email out Peak Time Awareness information to customers
- * Updates to procedures
- * Added a letter to Northstar for review of customer budgets mid-year for those that needed an update
- * Moved dusk to dawn lighting to separate accounts for customers who have lighting
- * Added the 3 new special water charges to NS that were added to our tariff via the water rate case
- * Worked with WPPI to update and add bill inserts
- * RFP for EE & Focus on Energy program update sent to all key accounts
- * Public Power Week planning
- * Focus on Energy small commercial customer program video done at St Joseph's food pantry
- * Solar - 1 inquiry; 1 installation; 1 application

Customer Service and Customer Satisfaction (cont)

* Worked with Focus on Energy to send out promo for their free packs

Month	Incentive	Count
January	\$1,165.55	31
February	\$783.16	15
March	\$539.74	31
April	\$544.17	19
May	\$748.44	15
June	\$1,128.53	21
July	\$8,813.06	235

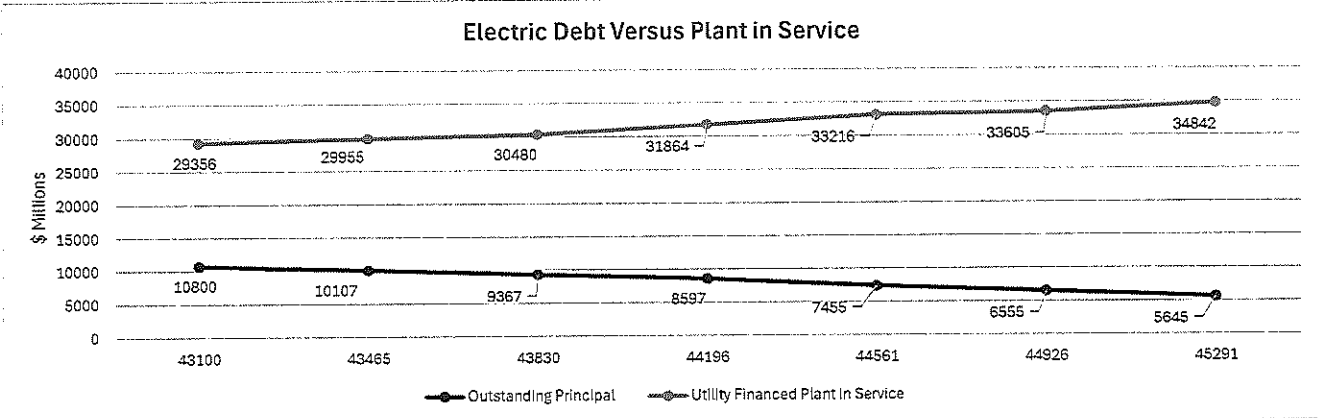


Financial and strategic focus including fair and competitive rates

- * Financial and Project Status Report for month includes information on this objective.
- * Distributed 2025 Budget packets to managers
- * Work with McMahon on the facility plan for the Office Complex

Completed Electric Minor Material physical inventory for 2024. Last year we changed the way we allocate the minor material rate between overhead and underground materials. We continue to monitor how the new rates affect the balance in the account and this year we had to decrease the rate to align it more to the balance held in the general ledger account.

The graph below compares the plant in service (distribution assets around the city, the Office Complex, vehicles, etc) with the outstanding debt for the Electric Utility. The debt was refinanced in 2017 and an annual debt payment has been made every year. The plant in service has increased 19% since 2017. Since 2017, the total principal paid on the debt is \$5,155,000. The Electric Utility is scheduled to make its principal and interest payment totaling \$948,225 at the end of August.



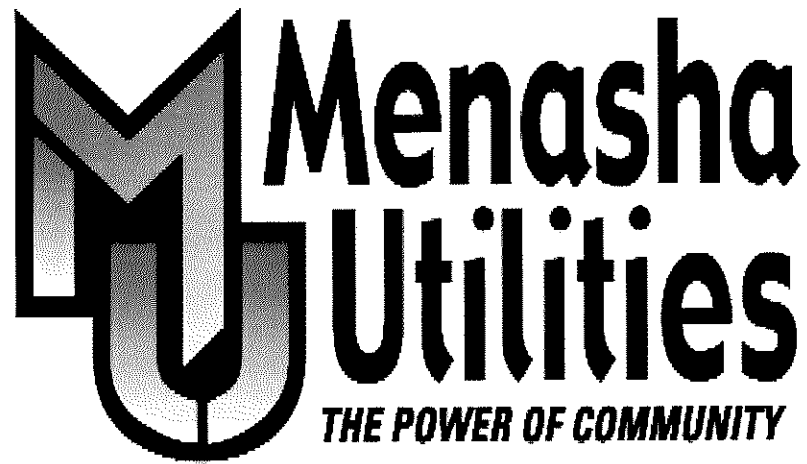
Cultivate a strong and effective team through training and communication

- * Management participation at WPPI committee meetings - Executive Committee Meeting, Rates & Delivery Services Advisory Group, Finance and Audit Committee.
- * Management discussion on updates to PSC 119
- * Management participation at Fox Cities Chamber customer connections workshop
- * Management participation in virtual APPA Public Power Week planning workshop
- * Interviews for the Water Plant Maintenance position
- * Management and employee participation at WPPI MDMS training
- * Management met with the City of Menasha DPW to discuss the 5 year CIP for street projects

Provide and Promote the Health and Safety of Employees

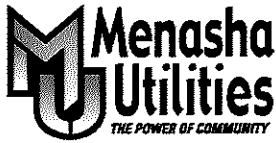
- * OSHA rate monthly and year to date = 1 accident.
- * Distributed Wellness snack/care packages to all employees as initiative for the month

- * Company wide employee grill out luncheon
- * Work on Business Insurance and Health Insurance renewal
- * Safety Committee Meeting regarding Accident Reports and Training and Safety Programs.
- * Employees participated in Hearing testing at Public Works facility



July 2024

**Financial and
Project Status
Reports**



Memorandum

Date: August 23, 2024

To: Menasha Electric and Water Commission

From: Kristin Hubertus, Finance Manager

Re: July Financial Statements compared to Budget

Electric Utility

The consumption of electricity was lower than budget by 2 million kWh, or 4.6% for the month of July. Our largest industrial customer and the Cp-3 customer class took 1.2 million and 1 million less kWh for the month, respectively. Commercial customers had a slight increase in consumption compared to what we expected by 9.4%, or 140k kWh. When looking at this bottom left graph, the July peak in 2024 is lower than all other years except for 2020. The budgeted cost of power was \$82.68/MWh and the actual for the month was 11% lower at \$73.56/MWh. Our power provider stated that there were lower market energy prices, MISO transmission costs, and IOU system purchase costs. Compared to one year ago, the cost of power was \$78.27/MWh which is higher than today's cost by 6%.

Our Net Operating Income is higher by \$32,203 compared to what we budgeted which is due to the difference between lower revenues and the cost of power. In addition, distribution expenses are higher due to pole inspections for the entire system completed and billed in July for \$44,377. This is less than the annual budget of \$50,000.

The Electric Project Status Report shows that in July work was finalized on the Mathewson Street overhead rebuild and that we replaced 10 bad poles found during inspections. We purchased 3 new large pad mount transformers that had been ordered at the end of 2023 and received 3 refurbished transformers that were sent away in September 2022.

Water Utility

Water usage was higher than budget by 18.8%, or 8.4 million gallons in July. The Resale customer took 5.7 million gallons, or 51% more than expected. Industrial customers took 33.5% more water as well. The system loss is negative for the month due to two possible scenarios. First, the High Lift Pumping Station flow meter was recalibrated earlier this summer in which they initially found that it had been off approximately 10%. The meter was recalibrated again last month in which they found it to be off 6%. Also, due to several billing cycles, water was billed in July that had been pumped into the distribution system in June due to the timing of the bills.

The graph on the bottom left shows the amount of water pumped and the chemical costs. Compared to July 2023, we used 11,073 more pounds of chemicals to treat the water due to lake conditions. Chemical costs continue to be very high, but the cost per thousand gallons is 7% less than a year ago.

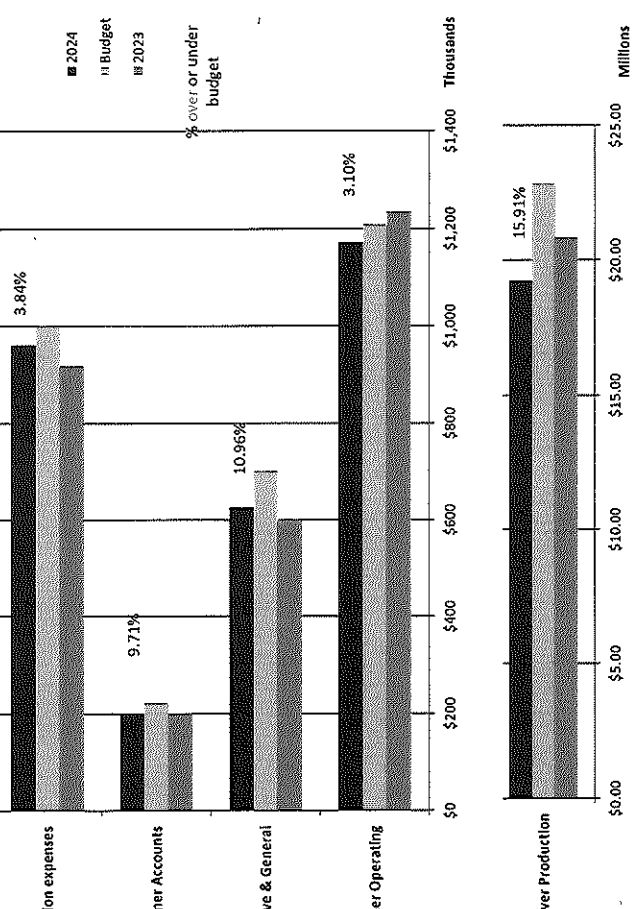
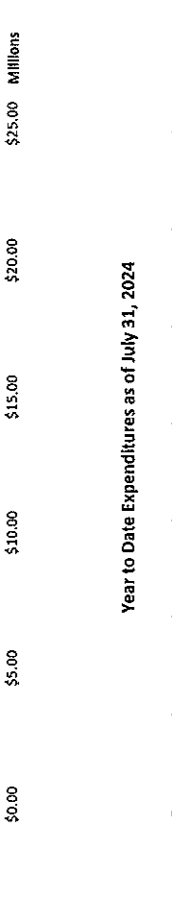
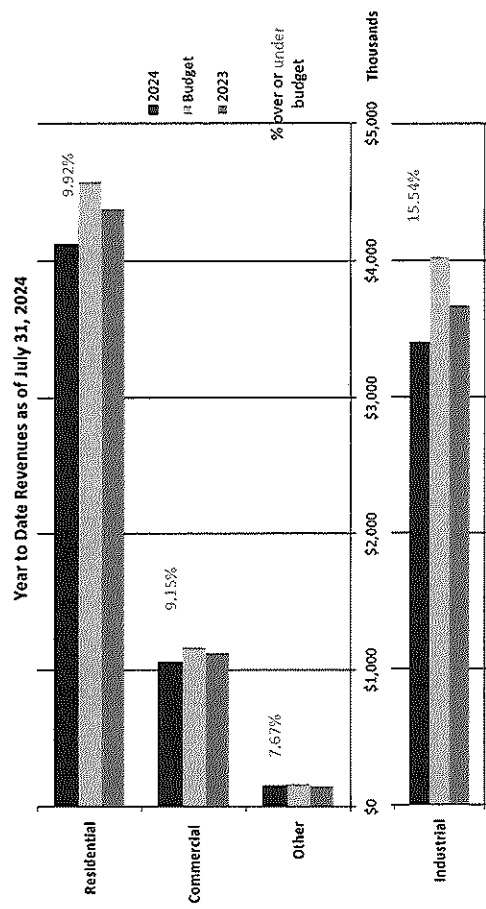
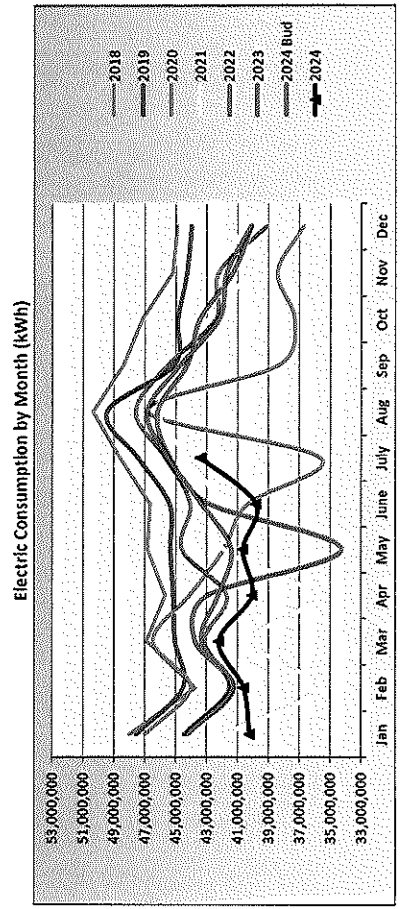
Net Operating Income was higher for the month by \$149,885 due to higher revenues and less operating expenses. In Water Treatment expense, the exterior painting of the diesel room was completed. Distribution expense includes \$18,026 in main break charges from the City. There were no main breaks or service leaks in July. The largest expense for the Water Utility continues to be Other Operating which consists of year-to-date depreciation (\$654,487), PILOT (\$390,061), and other taxes (\$40,156).

MENASHA ELECTRIC UTILITY FINANCIAL REPORT

Kwh Consumption for July						
	Current Month	Budget	LY Same Month	Last Month	YTD	YTD Budget
Purchases	45,174,126	46,053,319	46,731,238	41,667,375	292,544,636	304,928,810
Residential	5,883,009	6,107,040	6,088,155	4,498,328	34,016,946	35,678,268
Commercial	1,627,779	1,487,684	1,569,792	1,301,205	9,429,670	9,443,005
Other	204,182	174,910	198,962	190,177	1,493,454	1,277,380
Industrial	35,715,027	37,737,599	37,499,863	33,847,097	242,260,012	254,914,403
Total Kwh	43,429,997	45,507,233	45,356,772	39,836,807	287,200,082	301,313,056
System Losses	3.86%	1.19%	2.94%	4.39%	1.83%	1.19%
Maximum Demand	77,816	76,974	78,902	71,386		

Income Statement for July						
	Current Month	Budget	LY Same Month	Last Month	YTD	YTD Budget
Sales	\$3,831,836	\$4,281,620	\$4,084,814	\$3,165,568	\$22,354,123	\$26,058,460
Other	\$17,077	\$18,551	\$17,088	\$16,846	\$114,647	\$119,874
Total Revenues	\$3,848,913	\$4,300,171	\$4,101,903	\$3,180,414	\$22,468,770	\$26,178,334
Purchase Power	\$3,322,875	\$3,807,749	\$3,657,860	\$2,826,010	\$19,223,579	\$22,859,539
Expenses	\$273,727	\$268,199	\$257,218	\$226,123	\$1,896,149	\$2,041,935
PILOT (Taxes)	\$52,432	\$59,252	\$58,275	\$52,432	\$367,021	\$414,767
Depreciation	\$99,739	\$97,033	\$103,433	\$99,739	\$698,159	\$679,232
Total Expenses	\$3,748,773	\$4,232,234	\$4,076,787	\$3,204,304	\$22,184,908	\$25,995,474
Net Operating Income	\$100,140	\$67,937	\$25,116	\$23,890	\$283,862	\$182,860
Revenues per Mwh	\$88.27	\$94.09	\$90.10	\$79.44	\$77.88	\$86.48
Ave Power Cost per Mwh	\$73.56	\$82.68	\$78.27	\$67.82	\$65.71	\$75.40

Ratios and Cash Flow for July						
	Current Month	Budget/ath	Proj Year End	Year End Budget	YTD	YTD Budget
Debt to Total Assets	38.19%					
Rate of Return	3.40%	7.00%				
Liquidity Ratio	2.28	1.50				
Debt/Service Coverage	2.57	2.13	Recommended > 1.25		1.82	1.60
Cash/Work Cap Balance	\$7,159,983	\$6,271,884	\$6,313,198	\$5,924,672		
# of Days Work Capital	66	52	58	49		



Electric Project Status Report as of July 31, 2024

Year-Budget #	Project	External Costs			Variance (Over)/Under	Internal Costs			Budgeted/Projected End Date	Actual End Date	Comments	
		Budget	Actual Costs	Needed to Complete		Forecast	Actual Labor/Truck	Budgeted Labor/Truck				Target Start Date
2021-2023/2024-12	RF Readers for Garage Doors/Automate All Gates	28,508	23,707	4,801	28,508	0	12,846	3,023	Mar-21	Jun-21	Sep-24	Continuing to work on installation. \$800 overage from sign budget. McMahon started engineering.
2024-34	Update Commission Room	25,800	5,279	20,521	25,800	0			Apr-24	Jul-24	Dec-24	Purchased metering IPad in July. Worked continued on GIS project. No Change Purchased hard drive for server.
2024-6	Computer Upgrades	16,910	9,338	7,572	16,910	0			Jan-24	Feb-24	Dec-24	Reviewed with UW closing. Continues to be a placeholder.
2024-4	Computerized W.O. Process/Central Database Sys	30,000	2,848	27,152	30,000	0			Jan-24	Feb-24	Dec-24	Sign installed in April.
2024-9	GIS Server	32,000	16,629	15,371	32,000	0			Mar-24	Dec-23	Dec-24	
2024-10	Renewable Generation / EV Charging Project	10,000		10,000	10,000	0			Aug-24	Jan-24	Dec-24	
2024-13	Educational Kiosks	10,000		10,000	10,000	0			Dec-24	Nov-23	May-24	
2024-7	Printer/Copier Replacement	7,500		7,500	7,500	0			Aug-23	Aug-23	May-24	
2023-10/2024-11	New Front Sign at the Office Complex	30,200	23,061	7,139	23,061	7,139	580	1,852				
Total		2,466,423	1,266,229	1,171,467	2,385,785	80,638	218,660	416,853				

MENASHA WATER UTILITY FINANCIAL REPORT

Gallons of Consumption for July (000)

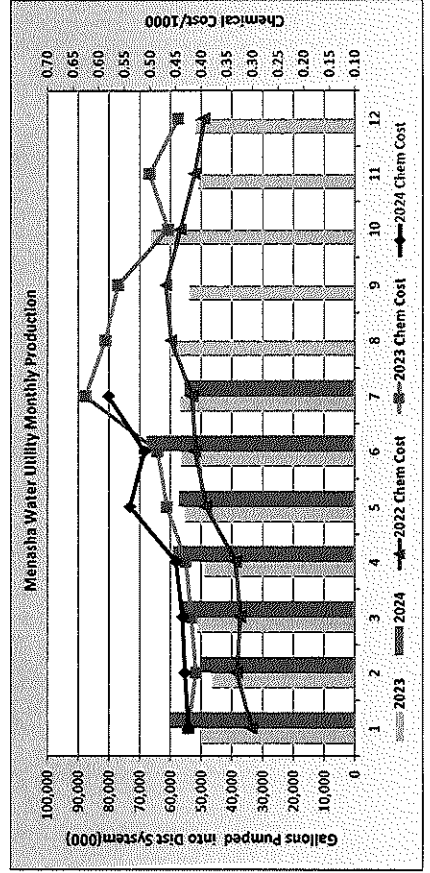
	Current Month	Budget	LY Same Month	Last Month	YTD	YTD Budget
Water Produced	57,211	N/A	57,952	67,869	414,100	N/A
Pumped from HIPS to Dist	55,419	N/A	56,943	67,675	406,640	N/A
Residential	13,739	15,658	15,990	13,685	92,685	94,590
Residential Multi-Family	767	784	730	707	5,648	5,648
Commercial	3,758	3,133	2,938	3,163	23,161	20,771
Industrial	16,355	12,251	10,700	25,992	122,076	83,325
Resale	16,976	11,241	15,391	14,515	102,958	77,356
Municipal	1,402	1,545	1,332	1,428	8,819	8,819
Total Gallons	52,997	44,612	47,081	58,394	353,086	290,489
Internal Use	3,011		3,157	3,524	17,951	
Leaks	0		2,287	30	4,309	
Flow/Flushing/Fire	205		238	182	689	
System Losses	-1.43%		7.34%	6.72%	7.53%	
Target Loss Ratio					8%	

Income Statement for July

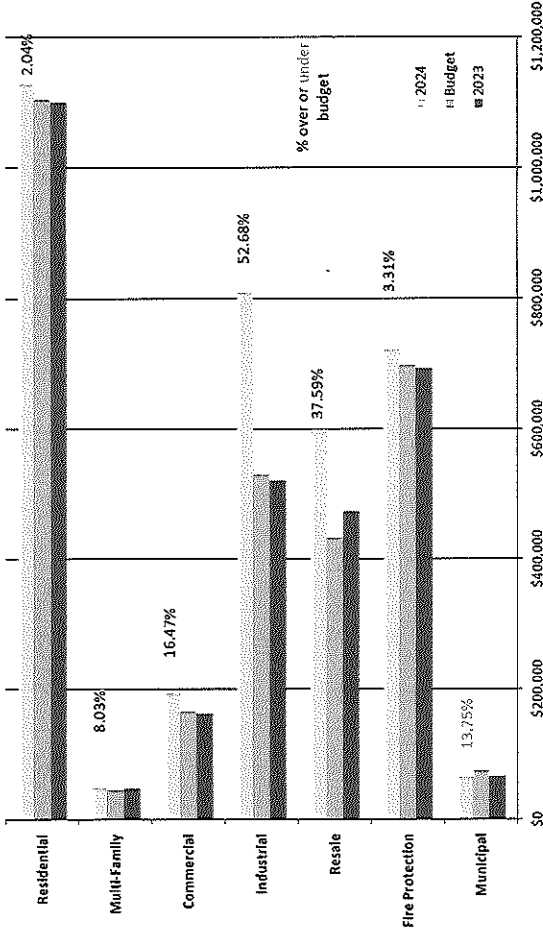
	Current Month	Budget	LY Same Month	Last Month	YTD	YTD Budget
Sales	\$636,651	\$495,671	\$466,168	\$598,175	\$3,563,594	\$3,056,413
Other	\$3,900	\$2,423	\$2,073	\$2,850	\$25,591	\$20,694
Total Revenues	\$620,552	\$498,094	\$468,241	\$601,025	\$3,589,185	\$3,077,105
Water Treatment	\$108,365	\$120,003	\$93,268	\$96,840	\$722,947	\$769,023
Expenses	\$150,146	\$158,985	\$121,667	\$120,319	\$964,466	\$1,145,299
PILOT (Times)	\$55,723	\$63,598	\$62,424	\$55,723	\$390,061	\$445,184
Depreciation	\$93,498	\$92,573	\$51,447	\$93,498	\$654,487	\$649,011
Total Expenses	\$407,732	\$435,159	\$368,807	\$366,380	\$2,721,961	\$3,007,517
Net Operating Income	\$212,820	\$62,935	\$99,434	\$234,645	\$867,224	\$89,587

Ratios and Cash Flow for July

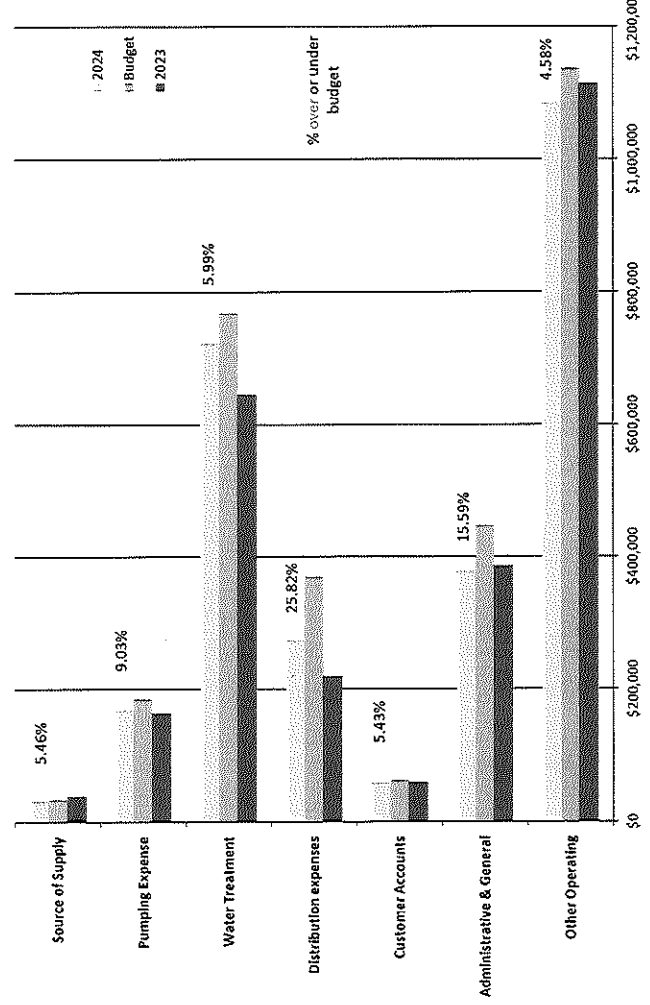
	Current Month	Budget/Auth	Proj Year End	Year End Budget	YTD	YTD Budget
Debt to Total Assets	28.76%					
Rate of Return	7.14%	6.20%				
Liquidity Ratio	3.26	1.50				
Debt Service Coverage	2.66	1.39	Recommended 1.25		1.83	0.86
# of Days Work Capital	153	17	105	7		
Net Cash Balance	\$1,582,121	\$193,785	\$1,085,790	\$83,368		



Year to Date Revenues as of July 31, 2024



Year to Date Expenditures as of July 31, 2024



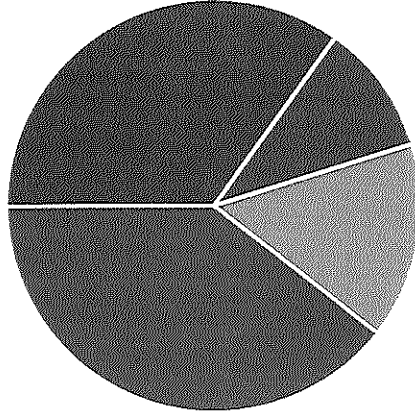
MENASHA ENERGY SERVICES AND TELECOMMUNICATIONS UTILITY FINANCIAL REPORT

Energy Services Income Statement for July 2024

Current Month	Budget	LY Same Month	Last Month	YTD	YTD Budget
Sales	\$1,081	\$1,081	\$1,081	\$7,565	\$7,565
Other	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$1,081	\$1,081	\$1,081	\$7,565	\$7,565
Expenses	\$27	\$28	\$27	\$187	\$199
Depreciation	\$676	\$676	\$676	\$4,731	\$4,731
Total Expenses	\$703	\$704	\$703	\$4,918	\$4,930
Net Operating Income	\$378	\$376	\$378	\$2,647	\$2,635

Telecommunications Comparison

July 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 7/31/2024 \$71,625

Total Assets for Telecommunications 7/31/2024 \$446,048

Total Utility Plant 7/31/2024 \$809,430

Utility Plant is 81% depreciated in total

Net Cash Balance Includes Operations & Depreciation Funds
Operations 7/31/2024 = -\$4,962
Depreciation 7/31/2024 = \$208,003

Telecommunications Income Statement for July 2024

Current Month	Budget	LY Same Month	Last month	YTD	YTD Budget
Sales	\$9,607	\$9,693	\$9,604	\$67,497	\$67,844
Other	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$9,607	\$9,693	\$9,604	\$67,497	\$67,844
Expenses	\$4,925	\$1,482	\$2,430	\$20,240	\$10,633
PILOT (Taxes)	\$1,286	\$1,471	\$1,286	\$8,999	\$10,350
Depreciation	\$1,931	\$1,954	\$1,931	\$13,520	\$13,675
Total Expenses	\$8,142	\$4,914	\$5,647	\$42,759	\$34,657
Net Operating Income	\$1,465	\$4,779	\$3,958	\$24,738	\$33,187

Current Month	Budget	Proj Year End	Year End Budget	YTD	YTD Budget
Debt to Total Assets	19.71%				
Rate of Return	26.33%				
Liquidity Ratio	14.23	1.50			
Debt Service Coverage	0.83	1.60	Recommended >1.25	1.31	1.59
Net Cash Balance	\$203,041	\$204,924	\$218,997	\$214,176	\$214,176

