



A G E N D A
UTILITY COMMISSION MEETING
817 S. Madison Street
Monday, February 12, 2024 at 4:00 PM

There is a regular commission meeting scheduled for Monday, February 12, 2024 at 4:00 p.m. at the Waupun Utilities Administrative Building, with option to join via virtual and teleconference. Instructions to join the meeting are provided below:

Join Zoom Meeting

<https://us02web.zoom.us/j/89819520743?pwd=amNEeGRJTzBNaVdhUHhpcUdDNGNwdz09>

By Phone: 1 312 626 6799

Meeting ID: 898 1952 0743

Passcode: 061341

CALL TO ORDER

ROLL CALL OF COMMISSIONERS

APPROVAL OF PREVIOUS MEETING MINUTES

1. January 8, 2024 Minutes

APPROVAL OF PAYMENT - PREVIOUS MONTHS BILLS

2. 1-2024 Accounts Payable

FINANCIAL REPORT / APPROVAL OF MONTHLY FINANCIAL RESULTS

3. Finance Director Report

GM REPORT / OPERATIONS REPORT

4. General Manager Report
5. Treatment Facilities and Operations Water and Wastewater Report

APPEARANCE BY VISITORS

AGENDA

6. Discuss Rural Economic Development Loan and Grant Program

ADJOURNMENT

Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact the City Clerk at 920-324-7915.

**Minutes of a Regular Meeting of the
Waupun Utilities Commission
Monday, January 8, 2024**

Meeting called to order by President Heeringa at 4:00 p.m.

Commissioners Present: Daane, Heeringa, Homan, Kunz, Siebers, and Westphal
Commissioner Absent with Notice: Thurmer

Motion made by Homan, seconded by Daane and unanimously carried, to approve minutes from November 13, 2023 meeting. On motion by Homan, seconded by Westphal and unanimously carried, to approve minutes from November 16, 2023 special meeting.

Motion by Kunz, seconded by Siebers and unanimously carried, bills for months of November and December 2023 approved as presented.

On motion by Siebers, seconded by Daane and unanimously carried, year-to-date financial reports through November 2023 approved as presented by Finance Director Stanek. Electric operating income was \$386,700. Water operating income was \$835,700. Sewer operating income was \$690,500.

General Manager Brooks provided an update on outages, projects and work completed. Staff has been working with a potential new customer looking to construct facility in Waupun Industrial Park. If Waupun site is selected by potential customer, infrastructure upgrades would be needed as the customer would be a large electric user.

Treatment Facilities and Operations Superintendent Schramm reported on operations and maintenance performed on water and wastewater treatment facilities and distribution/collection system. Installation of Oilon high efficiency dual fuel power burner and linkage-less digital controller was installed at WWTF to allow greater efficiencies and micro adjustments for continuous changes in gas qualities. Update provided on WWTF ABNR upgrade and anticipated substantial completion date to be set.

General Manager Brooks provided update on electric utility easement S31 T14N R15E Fairway Estates Lot 9. Attorney Dan Vande Zande worked with customer regarding offer approved by Utility Commission on October 16, 2023. Customer has accepted commission offer and will sign documents once MSA has completed easement work.

On motion by Daane, seconded by Homan and unanimously carried, meeting adjourned at 4:59 p.m.

The next regular commission meeting will be held on February 12, 2024 at 4:00 p.m.

Jen Benson
Office & Customer Service Supervisor

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
AIR PRODUCTS AND CHEMICALS INC							
840	426419835	CARBON DIOXIDE	01/10/2024	4,385.78	4,385.78	49705	01/11/2024
	426645891	CARBON DIOXIDE	01/31/2024	4,203.80	4,203.80	49750	01/31/2024
Total AIR PRODUCTS AND CHEMICALS INC:				8,589.58	8,589.58		
AIRGAS USA INC							
855	5504616489	ACETYLENE/OXYGEN/NITROGEN-E	01/10/2024	43.30	43.30	49706	01/11/2024
	5504616489	ACETYLENE/OXYGEN/NITROGEN-W	01/10/2024	43.30	43.30	49706	01/11/2024
	5504616489	ACETYLENE/OXYGEN/NITROGEN-S	01/10/2024	43.29	43.29	49706	01/11/2024
Total AIRGAS USA INC:				129.89	129.89		
ALLIANT ENERGY							
900	183035-12292023	GAS UTILITY - WATER PLANT	01/10/2024	848.27	848.27	49707	01/11/2024
	3261389217.12292	WWTF- PROCESS BLD, GREEN HOUSE AND PUMP BLD	01/10/2024	433.95	433.95	49707	01/11/2024
	437000.12292023	GAS UTIL BILL @ N2721 FDL ST - ADMIN/DIGESTER BLD	01/10/2024	534.97	534.97	49707	01/11/2024
	590516.12292023	SPLIT DISTRIBUTION- MAIN BLD - 2% E	01/10/2024	11.76	11.76	49707	01/11/2024
	590516.12292023	SPLIT DISTRIBUTION- MAIN BLD - 2% W	01/10/2024	11.76	11.76	49707	01/11/2024
	590516.12292023	SPLIT DISTRIBUTION- MAIN BLD - 2% S	01/10/2024	11.76	11.76	49707	01/11/2024
	590516.12292023	SPLIT DISTRIBUTION- MAIN BLD - 27% E	01/10/2024	158.81	158.81	49707	01/11/2024
	590516.12292023	SPLIT DISTRIBUTION- MAIN BLD - 27% W	01/10/2024	158.82	158.82	49707	01/11/2024
	590516.12292023	SPLIT DISTRIBUTION- MAIN BLD - 27% S	01/10/2024	158.82	158.82	49707	01/11/2024
	590516.12292023	SPLIT DISTRIBUTION- MAIN BLD - 4% W	01/10/2024	25.49	25.49	49707	01/11/2024
	590516.12292023	SPLIT DISTRIBUTION- MAIN BLD - 4% S	01/10/2024	25.49	25.49	49707	01/11/2024
	590516.12292023	SPLIT DISTRIBUTION- MAIN BLD - 5% E	01/10/2024	25.50	25.50	49707	01/11/2024
	801050.12292023	GAS UTILITY FOR WELLHOUSE #5	01/10/2024	40.94	40.94	49707	01/11/2024
	931084.12292023	GAS UTIL @ N2721 FDL ST - FILTER & DEWATERING BLD	01/10/2024	1,376.31	1,376.31	49707	01/11/2024
Total ALLIANT ENERGY:				3,822.65	3,822.65		
AMAZON CAPITAL SERVICES							
1015	13AV-1DKH-KYQJ	LOCKING BANK BAG	01/10/2024	15.20	15.20	49708	01/11/2024
	13AV-1DKH-KYQJ	LOCKING BANK BAG	01/10/2024	12.08	12.08	49708	01/11/2024
	13AV-1DKH-KYQJ	LOCKING BANK BAG	01/10/2024	11.70	11.70	49708	01/11/2024
	13CD-L64V-1CF1	WWTF JANITORIAL SUPPLIES	01/10/2024	27.32	27.32	49708	01/11/2024
	1JHH-G9VN-D1KG	WWTP SIGNS	01/10/2024	85.14	85.14	49708	01/11/2024
	1JHH-G9VN-D1KG	WWTP PHONE	01/10/2024	106.90	106.90	49708	01/11/2024
	1KXG-NKDX-LMXG	QUANTUM PHOTOSYNTHETIC ACTIVITY TESTER	01/31/2024	85.99	85.99	49751	01/31/2024
	1NQD-1MFT-XC1J	UNIT 109 & 134 FILTERS	01/31/2024	25.42	25.42	49751	01/31/2024
	1NQD-1MFT-XC1J	UNIT 109 & 134 FILTERS	01/31/2024	25.41	25.41	49751	01/31/2024
	1PHK-3YPP-4L36	URINAL CAKES	01/31/2024	9.91	9.91	49751	01/31/2024
	1PHK-3YPP-4L36	URINAL CAKES	01/31/2024	7.88	7.88	49751	01/31/2024
	1PHK-3YPP-4L36	URINAL CAKES	01/31/2024	7.63	7.63	49751	01/31/2024
	1TFX-XDV1-KC4D	WWTP GATE SIGNS	01/10/2024	216.97	216.97	49708	01/11/2024
	1TVL-YDNR-DJ3L	ELECTRIC OFFICE SUPPLIES	01/10/2024	12.08	12.08	49751	01/31/2024
	1W1Q-VFP7-9YN7	CAR WASH SUPPLIES	01/10/2024	30.99	30.99	49708	01/11/2024
	1W1Q-VFP7-9YN7	CAR WASH SUPPLIES	01/10/2024	30.99	30.99	49708	01/11/2024
	1W1Q-VFP7-9YN7	CAR WASH SUPPLIES	01/10/2024	30.98	30.98	49708	01/11/2024
	1WTH-H3DX-9146	PRESSURE WASHER - WWTP	01/31/2024	376.86	376.86	49751	01/31/2024
Total AMAZON CAPITAL SERVICES:				1,119.45	1,119.45		
AMERICAN PUBLIC POWER ASSOC.							
1100	160851	EREIABILITY TRACKER 2.0/RENEWAL	01/31/2024	325.00	325.00	49752	01/31/2024

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total AMERICAN PUBLIC POWER ASSOC.:				325.00	325.00		
APPLIED TECHNOLOGIES							
1340	36758	ABNR UPGRADES	01/12/2024	6,388.68	6,388.68	30057	01/24/2024
	36761	ABNR UPGRADES- GENERATOR ADDITION	01/12/2024	760.00	760.00	30057	01/24/2024
	36828	WQT PLAN	01/31/2024	2,833.00	2,833.00	49753	01/31/2024
Total APPLIED TECHNOLOGIES:				9,981.68	9,981.68		
B & B TRANSFORMER INC							
2011	28698	(8) 50 POLE TRANSFORMERS	01/31/2024	26,704.00	26,704.00	49754	01/31/2024
Total B & B TRANSFORMER INC:				26,704.00	26,704.00		
BORDER STATES ELECTRIC SUPPLY							
3300	927723736	PAD MOUNT SWITCH GEAR	01/31/2024	28,561.28	28,561.28	49755	01/31/2024
Total BORDER STATES ELECTRIC SUPPLY:				28,561.28	28,561.28		
BUTTERS-FETTING CO. INC.							
3800	J090691	WWTP 2023 BOILER INSPECTION & REPAIRS	01/10/2024	4,972.01	4,972.01	49709	01/11/2024
	J091007	BLDG #80 BOILER AND CONTROL PANEL	01/31/2024	25,741.00	25,741.00	49756	01/31/2024
Total BUTTERS-FETTING CO. INC.:				30,713.01	30,713.01		
MEDIA PARTNERS							
5450	186505-1	NOTICE OF ELECTRIC RATE HEARING	01/10/2024	81.93	81.93	49727	01/11/2024
Total MEDIA PARTNERS:				81.93	81.93		
CARDIO PARTNERS INC							
5545	INV3328120	AED REPLACEMENT PADS	01/31/2024	205.20	205.20	49757	01/31/2024
	INV3328120	AED REPLACEMENT PADS	01/31/2024	410.40	410.40	49757	01/31/2024
Total CARDIO PARTNERS INC:				615.60	615.60		
CAREW CONCRETE & SUPPLY CO							
5600	1285825	AG SCREENINGS-SHALER	01/10/2024	73.90	73.90	49710	01/11/2024
Total CAREW CONCRETE & SUPPLY CO:				73.90	73.90		
CARLSON DETTMANN CONSULTING							
5630	340823	COMPENSATION STUDY-3/4	01/31/2024	975.00	975.00	49758	01/31/2024
	340823	COMPENSATION STUDY-3/4	01/31/2024	775.00	775.00	49758	01/31/2024
	340823	COMPENSATION STUDY-3/4	01/31/2024	750.00	750.00	49758	01/31/2024
Total CARLSON DETTMANN CONSULTING:				2,500.00	2,500.00		
US CELLULAR							
5700	629405279	ACT #851360664	01/31/2024	228.05	228.05	49782	01/31/2024
	629800789	ACT #375001031	01/31/2024	270.22	270.22	49782	01/31/2024
Total US CELLULAR:				498.27	498.27		
CITIES and VILLAGES MUTUAL INS							
5890	2024 Boiler-Mach	BOILER & MACHINERY INS PREM	01/31/2024	482.83	482.83	49760	01/31/2024

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
	2024 Boiler-Mach	BOILER & MACHINERY INS PREM	01/31/2024	965.66	965.66	49760	01/31/2024
	2024 Boiler-Mach	BOILER & MACHINERY INS PREM	01/31/2024	1,770.37	1,770.37	49760	01/31/2024
Total CITIES and VILLAGES MUTUAL INS:				3,218.86	3,218.86		
CORE & MAIN LP							
6310	U204297	(5) 5/8 METERS	01/31/2024	825.00	825.00	49761	01/31/2024
	U204297	METER COUPLINGS	01/31/2024	180.00	180.00	49761	01/31/2024
	U204297	METER SHIPPING	01/31/2024	24.42	24.42	49761	01/31/2024
Total CORE & MAIN LP:				1,029.42	1,029.42		
DIGGERS HOTLINE INC.							
7300	231 2 31801	MONTHLY LOCATE TICKET CHRGS	01/10/2024	74.70	74.70	49711	01/11/2024
Total DIGGERS HOTLINE INC.:				74.70	74.70		
EVOQUA WATER TECHNOLOGIES LLC							
8955	906246905	MIXBED, FILTER CARTRIDGE	01/10/2024	395.15	395.15	49712	01/11/2024
Total EVOQUA WATER TECHNOLOGIES LLC:				395.15	395.15		
FARMERS ELEVATOR CORP LTD							
9300	132291	SALT -S	01/31/2024	116.86	116.86	49762	01/31/2024
	132291	SALT -W	01/31/2024	116.86	116.86	49762	01/31/2024
	132291	SALT -E	01/31/2024	155.83	155.83	49762	01/31/2024
	132294	OIL FOR ALL VEHICLES-E	01/31/2024	346.50	346.50	49762	01/31/2024
	132294	OIL FOR ALL VEHICLES-W	01/31/2024	346.50	346.50	49762	01/31/2024
	132294	OIL FOR ALL VEHICLES-S	01/31/2024	346.50	346.50	49762	01/31/2024
	132344	SALT -E	01/31/2024	311.64	311.64	49762	01/31/2024
	132344	SALT -W	01/31/2024	233.73	233.73	49762	01/31/2024
	132344	SALT -S	01/31/2024	233.73	233.73	49762	01/31/2024
Total FARMERS ELEVATOR CORP LTD:				2,208.15	2,208.15		
FERGUSON WATERWORKS #1476							
9480	358563-1 Revised	LF 3/4" CTS X 3/4" I.P. COMP.	12/28/2023	248.00	248.00	49763	01/31/2024
	358563-1Credit	LF 1" CTS X 3/4" IP 3-PART UNION	12/28/2023	248.00-	248.00-	49763	01/31/2024
	407869	69 VALVE BOX RISER 2-12 SCRW TYPE DOM	01/31/2024	518.00	518.00	49763	01/31/2024
	407869	TYLER VALVE BOX LID WATER DOM	01/31/2024	300.00	300.00	49763	01/31/2024
	407869-1	69 VALVE BOX RISER 2-12 SCRW TYPE DOM	01/31/2024	370.00	370.00	49763	01/31/2024
Total FERGUSON WATERWORKS #1476:				1,188.00	1,188.00		
FORSTER ELECTRICAL ENGINEERING							
9885	25012	SUBSTATION W08-23A	01/10/2024	3,435.00	3,435.00	49713	01/11/2024
Total FORSTER ELECTRICAL ENGINEERING:				3,435.00	3,435.00		
GFL ENVIRONMENTAL							
11300	U90000174943	DUMPSTER - OFFICE BLDG-E 40%	01/31/2024	243.95	243.95	49764	01/31/2024
	U90000174943	DUMPSTER - OFFICE BLDG-W 30%	01/31/2024	182.97	182.97	49764	01/31/2024
	U90000174943	DUMPSTER - OFFICE BLDG-S 30%	01/31/2024	182.97	182.97	49764	01/31/2024
	U90000175249	DUMPSTER - WWTP	01/31/2024	2,946.18	2,946.18	49764	01/31/2024
Total GFL ENVIRONMENTAL:				3,556.07	3,556.07		

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GORDON FLESCH COMPANY INC							
11325	IN14504239	MTHLY CLICK COUNTS -E	01/10/2024	36.62	36.62	49714	01/11/2024
	IN14504239	MTHLY CLICK COUNTS -W	01/10/2024	29.11	29.11	49714	01/11/2024
	IN14504239	MTHLY CLICK COUNTS -S	01/10/2024	28.17	28.17	49714	01/11/2024
Total GORDON FLESCH COMPANY INC:				93.90	93.90		
GREEN IGNITE INC							
11592	INV-007381	LED FIXTURES	01/10/2024	6,175.96	6,175.96	49715	01/11/2024
	INV-007381	SHORTING CAP FOR COBRA HEAD FIXTURES	01/10/2024	846.23	846.23	49715	01/11/2024
Total GREEN IGNITE INC:				7,022.19	7,022.19		
GS PLANTOPTICS LLC							
11615	INV26403	SCADA SOFTWARE LICENSE-ELECTRIC	01/31/2024	4,680.00	4,680.00	49765	01/31/2024
	INV26404	SCADA SOFTWARE LICENSE-SEWER	01/31/2024	5,490.00	5,490.00	49765	01/31/2024
	INV26405	SCADA SOFTWARE LICENSE-WATER	01/31/2024	12,110.00	12,110.00	49765	01/31/2024
Total GS PLANTOPTICS LLC:				22,280.00	22,280.00		
GUELG WASTE REMOVAL							
11690	66713	RENTAL OF 20YD DUMPSTER - ELEC DEPT	01/31/2024	910.00	910.00	49766	01/31/2024
Total GUELG WASTE REMOVAL:				910.00	910.00		
HARN R/O SYSTEMS INC.							
12140	IN-3121	(4) DRUMS VITEC	01/10/2024	4,600.00	4,600.00	49716	01/11/2024
Total HARN R/O SYSTEMS INC.:				4,600.00	4,600.00		
HYDROCORP INC.							
13985	75775-IN	CROSS CNNCTN CONTROL PROGRM	01/10/2024	2,306.00	2,306.00	49717	01/11/2024
Total HYDROCORP INC.:				2,306.00	2,306.00		
ICS MEDICAL ANSWERING SERVICE LLC							
14120	231300101101	ANSWERING SERVICE - E	01/10/2024	78.49	78.49	49718	01/11/2024
	231300101101	ANSWERING SERVICE - W	01/10/2024	62.39	62.39	49718	01/11/2024
	231300101101	ANSWERING SERVICE - S	01/10/2024	60.38	60.38	49718	01/11/2024
	231400101101	ANSWERING SERVICE - E	01/31/2024	155.66	155.66	49767	01/31/2024
	231400101101	ANSWERING SERVICE - W	01/31/2024	123.73	123.73	49767	01/31/2024
	231400101101	ANSWERING SERVICE - S	01/31/2024	119.73	119.73	49767	01/31/2024
Total ICS MEDICAL ANSWERING SERVICE LLC:				600.38	600.38		
INFOSEND INC							
14490	254165	BILL PRINT & POSTAGE-E	01/10/2024	1,106.22	1,106.22	49719	01/11/2024
	254165	INLINE INSERT: ELECTRIC RATE NOTICE	01/10/2024	356.80	356.80	49719	01/11/2024
	254165	BILL PRINT & POSTAGE-W	01/10/2024	879.31	879.31	49719	01/11/2024
	254165	BILL PRINT & POSTAGE-S	01/10/2024	850.94	850.94	49719	01/11/2024
Total INFOSEND INC:				3,193.27	3,193.27		
IRBY, STUART C							
14890	S012734685.006	(1) 1PH POLE MOUNT TRANSFORMER	01/10/2024	3,320.00	3,320.00	49720	01/11/2024
	S013819497.001	LEADER GUARD	01/10/2024	437.74	437.74	49720	01/11/2024

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Total IRBY, STUART C:				3,757.74	3,757.74		
ITU ABSORB TECH INC.							
14950	8226223	SHOP TOWELS MTHLY RENTAL FEE-E	01/31/2024	13.35	13.35	49746	01/11/2024
	8226223	SHOP TOWELS MTHLY RENTAL FEE-W	01/31/2024	13.34	13.34	49746	01/11/2024
	8226223	SHOP TOWELS MTHLY RENTAL FEE-S	01/31/2024	13.34	13.34	49746	01/11/2024
	9226220	SHOP TOWELS FOR WWTP	01/31/2024	24.19	24.19	49746	01/11/2024
Total ITU ABSORB TECH INC.:				64.22	64.22		
J & H CONTROLS INC							
16000	10000025422	BUILDING MAINT MTHLY CHRГ-WTP	01/10/2024	193.00	193.00	49721	01/11/2024
	10000025423	BUILDING MAINT MTHLY CHRГ-E	01/10/2024	192.80	192.80	49721	01/11/2024
	10000025423	BUILDING MAINT MTHLY CHRГ-W	01/10/2024	144.60	144.60	49721	01/11/2024
	10000025423	BUILDING MAINT MTHLY CHRГ-S	01/10/2024	144.60	144.60	49721	01/11/2024
	10000025424	BUILDING MAINT MTHLY CHRГ-WWTF	01/10/2024	438.00	438.00	49721	01/11/2024
	10000025457	GAS BURNER INSPECTION & CLEANING. - WASTEWATE	01/10/2024	138.70	138.70	49721	01/11/2024
Total J & H CONTROLS INC:				1,251.70	1,251.70		
J HARLEN CO							
16150	1654784	BOOTS - FLEGNER	01/31/2024	253.36	253.36	49768	01/31/2024
Total J HARLEN CO:				253.36	253.36		
JUNEAU UTILITIES							
16750	20566	(1) 5/8" RESIDENTIAL METER (56440527070)	01/31/2024	169.67	169.67	49769	01/31/2024
Total JUNEAU UTILITIES:				169.67	169.67		
KAESER COMPRESSOR INC							
17350	916483236	PREVENTATIVE MAINT SEWER	01/10/2024	1,065.33	1,065.33	49722	01/11/2024
	916503047	WWTP MAINTENANCE	01/10/2024	2,078.25	2,078.25	49722	01/11/2024
	916511477	PREVENTATIVE MAINT WATER	01/31/2024	6,180.11	6,180.11	49770	01/31/2024
Total KAESER COMPRESSOR INC:				9,323.69	9,323.69		
KARTECHNER BROTHERS LLC							
17400	3229	BLACK TOP PATCHING	01/10/2024	4,831.00	4,831.00	49723	01/11/2024
	3229	BLACK TOP PATCHING	01/10/2024	350.00	350.00	49723	01/11/2024
Total KARTECHNER BROTHERS LLC:				5,181.00	5,181.00		
KEMIRA WATER SOLUTIONS INC.							
17513	9017815713	FERROUS CHLORIDE	01/10/2024	11,179.91	11,179.91	49724	01/11/2024
Total KEMIRA WATER SOLUTIONS INC.:				11,179.91	11,179.91		
KEVINS SMALL ENGINES							
17520	12.02.2023	UNIT 19 MAINTENANCE	01/10/2024	166.15	166.15	49725	01/11/2024
	12.02.2023	UNIT 19 MAINTENANCE	01/10/2024	166.15	166.15	49725	01/11/2024
	12.02.2023	UNIT 19 MAINTENANCE	01/10/2024	166.14	166.14	49725	01/11/2024
Total KEVINS SMALL ENGINES:				498.44	498.44		

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
MARTELLE WATER TREATMENT INC.							
20250	26357	CHLORINE & HYDROFLUOSILIC ACID BULK	01/10/2024	2,516.60	2,516.60	49726	01/11/2024
Total MARTELLE WATER TREATMENT INC.:				2,516.60	2,516.60		
MEUW							
23500	010124-75	MEMBERSHIP DUES	01/10/2024	9,269.00	9,269.00	49728	01/11/2024
	4313	WATT-HOUR TRAINING -JAHN	01/31/2024	375.00	375.00	49771	01/31/2024
	4314	UTILITY LINE DESIGN/CODE COMP - SCHRAMM	01/31/2024	295.00	295.00	49771	01/31/2024
	4314	UTILITY LINE DESIGN/CODE COMP - HACKBARTH	01/31/2024	295.00	295.00	49771	01/31/2024
	4316	URD WORKSHOP-SCHRAMM	01/31/2024	295.00	295.00	49771	01/31/2024
	4316	URD WORKSHOP-FLEGNER	01/31/2024	295.00	295.00	49771	01/31/2024
	4316	URD WORKSHOP-HACKBARTH	01/31/2024	295.00	295.00	49771	01/31/2024
Total MEUW:				11,119.00	11,119.00		
MIDNIGHT RUN REPAIR LLC							
24250	1693	UNIT 18 U JOINT KIT	01/10/2024	250.02	250.02	49729	01/11/2024
Total MIDNIGHT RUN REPAIR LLC:				250.02	250.02		
MIDWEST OVERHEAD DOORS INC							
24300	193687	SERV CALL FOR OVERHEAD DOORS AT OFFICE	01/31/2024	200.77	200.77	49772	01/31/2024
	193687	SERV CALL FOR OVERHEAD DOORS AT OFFICE	01/31/2024	150.57	150.57	49772	01/31/2024
	193687	SERV CALL FOR OVERHEAD DOORS AT OFFICE	01/31/2024	150.58	150.58	49772	01/31/2024
Total MIDWEST OVERHEAD DOORS INC:				501.92	501.92		
SECURIAN FINANCIAL GROUP INC							
25200	2832I-1027	FEB 20 EMPLOYER CONTRIBUTION 20%-E	01/10/2024	14.63	14.63	49735	01/11/2024
	2832I-1027	FEB 20 EMPLOYER CONTRIBUTION 20%-W	01/10/2024	11.63	11.63	49735	01/11/2024
	2832I-1027	FEB 20 EMPLOYER CONTRIBUTION 20%-S	01/10/2024	11.26	11.26	49735	01/11/2024
	2832I-1027	FEB 20 BASIC GROUP LIFE INS PREMIUM	01/10/2024	264.54	264.54	49735	01/11/2024
Total SECURIAN FINANCIAL GROUP INC:				302.06	302.06		
MIRON CONSTRUCTION CO INC							
25700	210790-PA 29	PAY APPLICATION 29 - WWTP UPGRADE	01/12/2024	427,409.74	427,409.74	30058	01/24/2024
Total MIRON CONSTRUCTION CO INC:				427,409.74	427,409.74		
MUNICIPAL PROPERTY INSURANCE CO							
29450	2024 Property Ins	PROPERTY INSURANCE PREMIUM-S	01/10/2024	43,715.17	43,715.17	49730	01/11/2024
	2024 Property Ins	PROPERTY INSURANCE PREMIUM-W	01/10/2024	14,303.34	14,303.34	49730	01/11/2024
	2024 Property Ins	PROPERTY INSURANCE PREMIUM-E	01/10/2024	7,918.49	7,918.49	49730	01/11/2024
Total MUNICIPAL PROPERTY INSURANCE CO:				65,937.00	65,937.00		
NAPA AUTO PARTS							
30900	399064	UNIT 22 FILTERS & OIL	01/10/2024	93.73	93.73	49731	01/11/2024
	399263	UNIT 56 FILTER	01/10/2024	29.99	29.99	49731	01/11/2024
	399484	UNIT 89 SPARK PLUG	01/10/2024	5.99	5.99	49731	01/11/2024
	399484	UNIT 89 SPARK PLUG	01/10/2024	5.99	5.99	49731	01/11/2024
	399484	UNIT 89 SPARK PLUG	01/10/2024	5.98	5.98	49731	01/11/2024
	400059	UNIT 51/52/54 TRASH PUMPS	01/10/2024	17.96	17.96	49731	01/11/2024
	400180	UNIT 98 SPARK PLUG	01/10/2024	2.99	2.99	49731	01/11/2024
	400180	UNIT 98 SPARK PLUG	01/10/2024	2.99	2.99	49731	01/11/2024

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
	400180	UNIT 98 SPARK PLUG	01/10/2024	3.00	3.00	49731	01/11/2024
	400334	UNIT 109 & 134 SPARK PLUGS	01/31/2024	14.97	14.97	49773	01/31/2024
	400334	UNIT 109 & 134 SPARK PLUGS	01/31/2024	14.97	14.97	49773	01/31/2024
	400493	UNIT 47 FLUID FILTER	01/31/2024	30.98	30.98	49773	01/31/2024
	400585	UNIT 106 FLUID FILTER	01/31/2024	25.99	25.99	49773	01/31/2024
	400585	UNIT 106 FLUID FILTER	01/31/2024	26.00	26.00	49773	01/31/2024
	400585	UNIT 106 FLUID FILTER	01/31/2024	26.00	26.00	49773	01/31/2024
	40070	UNIT 79 SPARK PLUG	01/10/2024	6.58	6.58	49731	01/11/2024
	401300	UNIT 114 SPARK PLUGS	01/31/2024	15.96	15.96	49773	01/31/2024
Total NAPA AUTO PARTS:				330.07	330.07		
NCL OF WISCONSIN INC							
33000	497644	LAB SUPPLIES- WWTP	01/31/2024	524.44	524.44	49774	01/31/2024
Total NCL OF WISCONSIN INC:				524.44	524.44		
NORTH SHORE ANALYTICAL INC.							
38500	14603	EFFLUENT & INFLUENT	01/31/2024	270.00	270.00	49775	01/31/2024
Total NORTH SHORE ANALYTICAL INC.:				270.00	270.00		
ODP BUSINESS SOLUTIONS LLC							
38877	345523402001	TAX FORMS	01/10/2024	4.29-	4.29-	49732	01/11/2024
	345523402001	TAX FORMS	01/10/2024	3.40-	3.40-	49732	01/11/2024
	345523402001	TAX FORMS	01/10/2024	3.30-	3.30-	49732	01/11/2024
	348770303001	BLEACH - WWTF	01/10/2024	33.56	33.56	49732	01/11/2024
	348770303001	MAIN OFFICE SUPPLIES-E	01/10/2024	5.73	5.73	49732	01/11/2024
	348770303001	MAIN OFFICE SUPPLIES-W	01/10/2024	4.56	4.56	49732	01/11/2024
	348770303001	MAIN OFFICE SUPPLIES-S	01/10/2024	4.42	4.42	49732	01/11/2024
	348770646001	MAIN OFFICE SUPPLIES-E	01/10/2024	1.67	1.67	49732	01/11/2024
	348770646001	MAIN OFFICE SUPPLIES-W	01/10/2024	1.32	1.32	49732	01/11/2024
	348770646001	MAIN OFFICE SUPPLIES-S	01/10/2024	1.30	1.30	49732	01/11/2024
	348830731001	WWTP OFFICE SUPPLIES	01/10/2024	286.78	286.78	49732	01/11/2024
Total ODP BUSINESS SOLUTIONS LLC:				328.35	328.35		
PATRIOT FENCE AND CONSTRUCTION							
40275	3642	WWTF- FENCE	01/12/2024	11,445.00	11,445.00	Multiple	Multiple
Total PATRIOT FENCE AND CONSTRUCTION:				11,445.00	11,445.00		
POWERSPORTS COMPANY LLC							
42790	302431	UNIT 12A SHEARPINS	01/31/2024	81.02	81.02	49777	01/31/2024
Total POWERSPORTS COMPANY LLC:				81.02	81.02		
POWER SYSTEM ENGINEERING INC							
42800	9051127	GIS SUPPORT-W	01/31/2023	57.50	57.50	49776	01/31/2024
	9051127	GIS SUPPORT-S	01/31/2023	57.50	57.50	49776	01/31/2024
Total POWER SYSTEM ENGINEERING INC:				115.00	115.00		
PUBLIC SERVICE COMMISSION OF W							
44200	2312-I-06290	TY23 ELECTRIC RATE STUDY - INV #7	01/31/2024	2,039.76	2,039.76	49778	01/31/2024

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total PUBLIC SERVICE COMMISSION OF W:				2,039.76	2,039.76		
REACH WAUPUN							
45400	2024 BOWLING	BOWLING FUNDRAISER	01/31/2024	250.00	250.00	49779	01/31/2024
Total REACH WAUPUN:				250.00	250.00		
SABEL MECHANICAL LLC							
50300	231759	MAINT ON 90S - SCH 80 SPOOL & FLOOR STAND	01/10/2024	4,178.66	4,178.66	49734	01/11/2024
	231874	COPPER PIPING	01/10/2024	1,075.85	1,075.85	49734	01/11/2024
Total SABEL MECHANICAL LLC:				5,254.51	5,254.51		
SEERA							
51535	WAUPUN/DEC 202	"WAUPUN" FOCUS PROGRAM FEE	01/10/2024	2,755.03	2,755.03	49736	01/11/2024
Total SEERA:				2,755.03	2,755.03		
CHARTER COMMUNICATIONS							
52500	171156801010724	INTERNET SERVICES-E	01/31/2024	99.12	99.12	49759	01/31/2024
	171156801010724	INTERNET SERVICES-W	01/31/2024	78.79	78.79	49759	01/31/2024
	171156801010724	INTERNET SERVICES-S	01/31/2024	76.24	76.24	49759	01/31/2024
	171156801010724	MONTHLY SERVICE EXP 1ST & 2ND-E	01/31/2024	106.34	106.34	49759	01/31/2024
	171156801010724	MONTHLY SERVICE EXP 1ST & 2ND-W	01/31/2024	84.53	84.53	49759	01/31/2024
	171156801010724	MONTHLY SERVICE EXP 1ST & 2ND-S	01/31/2024	81.80	81.80	49759	01/31/2024
	171156801010724	WASTEWATER VOICE SERV	01/31/2024	79.98	79.98	49759	01/31/2024
	171156801010724	WATER PLANT VOICE SERV	01/31/2024	79.98	79.98	49759	01/31/2024
Total CHARTER COMMUNICATIONS:				686.78	686.78		
SPEE-DEE							
52600	942294	SERVICE CHRG FOR WATER SAMPLES	01/10/2024	50.10	50.10	49737	01/11/2024
	954330	SERVICE CHRG FOR WATER SAMPLES	01/10/2024	64.21	64.21	49737	01/11/2024
	959346	SERVICE CHRG FOR WATER SAMPLES	01/31/2024	50.30	50.30	49780	01/31/2024
Total SPEE-DEE:				164.61	164.61		
SUPERIOR CHEMICAL LLC							
54200	377222	VEHICLE CLEANING SUPPLIES	01/31/2024	156.74	156.74	49781	01/31/2024
	377222	VEHICLE CLEANING SUPPLIES	01/31/2024	156.75	156.75	49781	01/31/2024
	377222	VEHICLE CLEANING SUPPLIES	01/31/2024	156.75	156.75	49781	01/31/2024
	382837	WWTP SHOP SUPPLIES	01/31/2024	457.29	457.29	49781	01/31/2024
Total SUPERIOR CHEMICAL LLC:				927.53	927.53		
TRUCLEANERS LLC							
58700	WU010124	MONTHLY CLEANING SERVICE - E	01/10/2024	390.00	390.00	49738	01/11/2024
	WU010124	MONTHLY CLEANING SERVICE - W	01/10/2024	310.00	310.00	49738	01/11/2024
	WU010124	MONTHLY CLEANING SERVICE - S	01/10/2024	300.00	300.00	49738	01/11/2024
Total TRUCLEANERS LLC:				1,000.00	1,000.00		
USA BLUE BOOK							
59600	INV00235479	WWTP LAB SUPPLIES	01/09/2024	1,918.58	1,918.58	49739	01/11/2024
	INV00238440	COUPLINGS	01/10/2024	35.30	35.30	49739	01/11/2024

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total USA BLUE BOOK:				1,953.88	1,953.88		
UTILITY SALES and SERVICE							
59775	76498-IN	UNIT #150 ANNUAL INSPECTION & REPAIRS	01/10/2024	1,069.33	1,069.33	49740	01/11/2024
	76499-IN	UNIT #4 ANNUAL INSPECTION AND REPAIRS	01/10/2024	893.03	893.03	49740	01/11/2024
	76500-IN	UNIT #156 ANNUAL INSPECTION AND REPAIRS	01/10/2024	997.02	997.02	49740	01/11/2024
	76501-IN	UNIT #151 ANNUAL INSPECTION AND REPAIRS	01/10/2024	997.37	997.37	49740	01/11/2024
Total UTILITY SALES and SERVICE:				3,956.75	3,956.75		
UTILITY SERVICE CO. INC.							
59800	595918	ANNUAL PRISON TANK	01/31/2024	22,678.45	22,678.45	49783	01/31/2024
Total UTILITY SERVICE CO. INC.:				22,678.45	22,678.45		
VAN BUREN, JEROME and/or SANDRA							
60800	Dec 2023 Solar Ref	SOLAR CREDIT	01/10/2024	84.90	84.90	49741	01/11/2024
Total VAN BUREN, JEROME and/or SANDRA:				84.90	84.90		
VANDE ZANDE & KAUFMAN LLP							
61200	DEC 2023	ELECTRIC UTILITY EASEMENT S31 T14N R15E FAIRWAY	01/10/2024	910.00	910.00	49742	01/11/2024
Total VANDE ZANDE & KAUFMAN LLP:				910.00	910.00		
VERIZON WIRELESS							
62900	9952336577	CELLPHONE MTHLY EXPENSES - E	01/10/2024	118.87	118.87	49743	01/11/2024
	9952336577	CELLPHONE MTHLY EXPENSES - W	01/10/2024	98.56	98.56	49743	01/11/2024
	9952336577	CELLPHONE MTHLY EXPENSES - S	01/10/2024	99.12	99.12	49743	01/11/2024
	9952336577	CELLPHONE MTHLY EXPENSES - S ABNR	01/10/2024	9.34	9.34	49743	01/11/2024
	9952336577	DPW'S MTHLY/DATA TABLET CHRGS	01/10/2024	62.31	62.31	49743	01/11/2024
	9954808399	CELLPHONE MTHLY EXPENSES - E	01/31/2024	118.84	118.84	49784	01/31/2024
	9954808399	CELLPHONE MTHLY EXPENSES - W	01/31/2024	98.54	98.54	49784	01/31/2024
	9954808399	CELLPHONE MTHLY EXPENSES - S	01/31/2024	99.10	99.10	49784	01/31/2024
	9954808399	CELLPHONE MTHLY EXPENSES - S ABNR	01/31/2024	9.34	9.34	49784	01/31/2024
	9954808399	DPW'S MTHLY/DATA TABLET CHRGS	01/31/2024	62.31	62.31	49784	01/31/2024
Total VERIZON WIRELESS:				776.33	776.33		
WAUPUN HIGH SCHOOL							
72770	2024 BACKSTOP SI	2024 BACKSTOP SIGN SPONSOR	01/31/2024	200.00	200.00	49785	01/31/2024
Total WAUPUN HIGH SCHOOL:				200.00	200.00		
WAUPUN, CITY OF							
74400	1333	WORKER'S COMP PREMIUM- SEWER	01/10/2024	2,915.66	2,915.66	49744	01/11/2024
	1333	WORKER'S COMP PREMIUM- WATER	01/10/2024	1,943.78	1,943.78	49744	01/11/2024
	1333	WORKER'S COMP PREMIUM- ELECTRIC	01/10/2024	1,619.81	1,619.81	49744	01/11/2024
	1351	2024 CVMIC AUTO & LIABILITY-E	01/31/2024	9,453.21	9,453.21	49792	01/31/2024
	1351	2024 CVMIC AUTO & LIABILITY-W	01/31/2024	6,132.84	6,132.84	49792	01/31/2024
	1351	2024 CVMIC AUTO & LIABILITY-S	01/31/2024	6,717.04	6,717.04	49792	01/31/2024
	1363	WELLNESS CLINIC START UP - 30% WAP	01/31/2024	1,220.18	1,220.18	49792	01/31/2024
	1363	WELLNESS CLINIC START UP - 30% WAP	01/31/2024	802.75	802.75	49792	01/31/2024
	1363	WELLNESS CLINIC START UP - 30% WAP	01/31/2024	1,188.07	1,188.07	49792	01/31/2024
	STORMWATER -DE	STORMWATER RECEIPTS	01/10/2024	50,335.38	50,335.38	49744	01/11/2024
	TRASH - DEC 2023	TRASH/RECYCLING COLLECTION	01/10/2024	47,571.52	47,571.52	49744	01/11/2024

Vendor Number	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total WAUPUN, CITY OF:				129,900.24	129,900.24		
WAUPUN LITTLE LEAGUE							
75800	2024 SPONSORSH	OUTFIELD SIGN RENEWAL	01/31/2024	300.00	300.00	49786	01/31/2024
Total WAUPUN LITTLE LEAGUE:				300.00	300.00		
WIL-SURGE ELECTRIC INC							
82800	2685-TL-26865T2	WWTF - PAY APPLICATION 2	01/12/2024	22,500.00	22,500.00	30060	01/24/2024
Total WIL-SURGE ELECTRIC INC:				22,500.00	22,500.00		
WISCONSIN CORRECTIONAL CENTER							
84300	19359	INMATE LABOR 12/17/2023-12/30/2023	01/31/2024	95.00	95.00	49793	01/31/2024
Total WISCONSIN CORRECTIONAL CENTER:				95.00	95.00		
WISCONSIN STATE LAB OF HYGIENE							
88300	766457	FLUORIDE	01/10/2024	28.00	28.00	49745	01/11/2024
Total WISCONSIN STATE LAB OF HYGIENE:				28.00	28.00		
WWOA							
88900	2024 MIDWEST W/	2024 MIDWEST W & WW OPER EXPO - SMITH	01/31/2024	105.00	105.00	49794	01/31/2024
	2024 MIDWEST W/	2024 MIDWEST W & WW OPER EXPO - SMITH	01/31/2024	105.00	105.00	49794	01/31/2024
Total WWOA:				210.00	210.00		
WAUPUN UTILITIES (Refund Acct)							
100000	14026400.21	REF OVERPAYMT FRM: 318 S MADISON ST	01/31/2024	146.67	146.67	49789	01/31/2024
	14026400.21	REF OVERPAYMT FRM: 318 S MADISON ST	01/31/2024	124.60	124.60	49789	01/31/2024
	14026400.21	REF OVERPAYMT FRM: 318 S MADISON ST	01/31/2024	70.72	70.72	49789	01/31/2024
	14026400.21	REF OVERPAYMT FRM: 318 S MADISON ST	01/31/2024	2.97-	2.97-	49789	01/31/2024
	17057994.26	REF OVERPAYMT FRM: 100 S HARRIS AVE APT 111	01/31/2024	177.00	177.00	49787	01/31/2024
	17058013.28	REF OVERPAYMT FRM: 100 S HARRIS AVE APT 207	01/31/2024	54.81	54.81	49790	01/31/2024
	18063950.20	REF OVERPAYMT FRM: 514 E MAIN ST	01/31/2024	208.42	208.42	49791	01/31/2024
	20081500.23	REF OVERPAYMT FRM: 102 WELCH ST	01/31/2024	93.56	93.56	49788	01/31/2024
Total WAUPUN UTILITIES (Refund Acct):				872.81	872.81		
Grand Totals:				920,181.86	920,181.86		

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
CASH DISBURSEMENTS (CD)						
1						
01/10/2024	1	Record ACH Credit Card Paymt	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTRIC	1,014.93	
		Record ACH Credit Card Paymt	2-2232-0000-00	ACCOUNTS PAYABLE - WATER	153.53	
		Record ACH Credit Card Paymt	3-2232-0000-00	ACCOUNTS PAYABLE - WASTEWATER	1,634.84	
		Record ACH Credit Card Paymt	9-1131-0000-00	COMBINED CASH	.00	2,803.30-
Total 1:					2,803.30	2,803.30-
CASH DISBURSEMENTS (CD)						
2						
01/05/2024	2	Record Monthly ACH Vehicle Payment	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTRIC	683.75	
		Record Monthly ACH Vehicle Payment	2-2232-0000-00	ACCOUNTS PAYABLE - WATER	184.09	
		Record Monthly ACH Vehicle Payment	3-2232-0000-00	ACCOUNTS PAYABLE - WASTEWATER	330.73	
		Record Monthly ACH Vehicle Payment	9-1131-0000-00	COMBINED CASH	.00	1,198.57-
Total 2:					1,198.57	1,198.57-
CASH DISBURSEMENTS (CD)						
3						
01/28/2024	3	Record November's Wholesale Power Bill	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTRIC	624,566.82	
		Record November's Wholesale Power Bill	2-2232-0000-00	ACCOUNTS PAYABLE - WATER	1,613.82	
		Record November's Wholesale Power Bill	3-2232-0000-00	ACCOUNTS PAYABLE - WASTEWATER	1,512.39	
		Record November's Wholesale Power Bill	9-1131-0000-00	COMBINED CASH	.00	627,693.03-
Total 3:					627,693.03	627,693.03-
CASH DISBURSEMENTS (CD)						
4						
01/07/2024	4	Record Monthly ONLINE Inv Payment	1-2232-0000-00	ACCOUNTS PAYABLE - ELECTRIC	5.44	
		Record Monthly ONLINE Inv Payment	2-2232-0000-00	ACCOUNTS PAYABLE - WATER	4.33	
		Record Monthly ONLINE Inv Payment	3-2232-0000-00	ACCOUNTS PAYABLE - WASTEWATER	4.19	
		Record Monthly ONLINE Inv Payment	9-1131-0000-00	COMBINED CASH	.00	13.96-
Total 4:					13.96	13.96-
CASH DISBURSEMENTS (CD)						
5						
01/05/2024	5	Record Dec Sales & Use Tax	1-2241-2416-00	TAX COLL PAY - SALES TAX	8,716.66	
		Record Dec Sales & Use Tax	9-1131-0000-00	COMBINED CASH	.00	8,716.66-
Total 5:					8,716.66	8,716.66-
CASH DISBURSEMENTS (CD)						
6						
01/04/2024	6	Record PSN Fees	1-5921-1010-20	OFC SUP & EXP CREDIT CARD TRAN	530.11	
		Record PSN Fees	2-5921-1010-20	OFC SUP & EXP CREDIT CARD TRAN	146.80	
		Record PSN Fees	3-5851-1010-20	OFC SUP & EXP-CREDIT CARD TRAN	138.64	
		Record PSN Fees	9-1131-0000-00	COMBINED CASH	.00	815.55-
Total 6:					815.55	815.55-
Total CASH DISBURSEMENTS (CD):					641,241.07	641,241.07-

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
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CASH DISBURSEMENTS (CD) (continued)

Account Number	Account Title	Debit Amount	Credit Amount
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CASH DISBURSEMENTS (CD) (continued)

12232000000	ACCOUNTS PAYABLE - ELECTRIC	626,270.94	
22232000000	ACCOUNTS PAYABLE - WATER	1,955.77	
32232000000	ACCOUNTS PAYABLE - WASTEWATER	3,482.15	
12241241600	TAX COLL PAY - SALES TAX	8,716.66	
15921101020	OFC SUP & EXP CREDIT CARD TRAN	530.11	
25921101020	OFC SUP & EXP CREDIT CARD TRAN	146.80	
35851101020	OFC SUP & EXP-CREDIT CARD TRAN	138.64	
91131000000	COMBINED CASH	.00	641,241.07-

Grand Totals:		<u>641,241.07</u>	<u>641,241.07-</u>
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Grand Totals:			<u>641,241.07</u>	<u>641,241.07-</u>
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TO: Waupun Utilities Commissioners
FROM: Jeff Stanek, CPA, Finance Director
DATE: February 12, 2023
SUBJECT: December 2023 Financial Report

This month's report contains the December YTD 2023 financial report. The Utilities audit fieldwork was completed February 5-7 and the auditors have not communicated any audit adjustments as of the date of this report. We don't anticipate any material changes in the figures included in this report.

The December YTD 2023 financial report follows.

CONSTRUCTION AND PLANT ADDITION SUMMARY - 2023

The attached construction and plant additions summary shows activity for December and year-to-date 2023. Total non-carryforward construction activity the year was \$294,800 **over** budget largely due to the receipt of back-ordered transformers and meters from 2021 & 2022 budget years. The Electric Utility also performed substantial billable work for customer extension projects including the initial phases of the United Cooperative extension and Wilson Street light installation projects. Total customer work for the Electric Utility was \$528,100 for the year. Water and Wastewater infrastructure additions included contributions from the City of Waupun for Wilson & Shaler street extensions and from United Cooperative additions. Total Water contributions amounted to \$1,189,600 and Wastewater were \$267,000. Additions for the grant-funded WWTP ABNR upgrades totaled \$3,022,600 for the year.

Plant additions were **under** budget overall as a result of delaying several equipment / maintenance purchases until future periods. Supply chain, lead time and increased material costs continue to be an issue for all three Utilities and are expected into the foreseeable future. The attached schedule highlights budget to actual variances for each utility.

2023 FINANCIAL HIGHLIGHTS

Sales

Total electric sales were 2,519,000 kWh or 2.4% **above** budget on higher sales to General Service and Large Power customer classes. Total electric kilowatt hours sold totaled 105,945,000 in 2023 compared to 104,899,000 in 2022. Revenues associated with the kWh sales **decreased** 4.0% from 2022 largely due to lower PCAC revenues from decreased market energy prices.

Total water sales revenue was 4.9% or \$85,500 **above** budget. The water utility sold 19,800 **more** units of 100 cubic feet compared to 2022 largely due to a change in the operational processes at an existing Industrial customer. Sales revenue in 2023 **increased** \$41,800 to \$1,820,700 from \$1,778,900 in 2022 on the higher Industrial water sales.

Total sewer sales were 11.0% **above** budget on **higher** flows and loadings from the three Department of Corrections facilities. Total volume from the three facilities **increased** 3,719,000 gallons or 19.3% from 2022. Sewer rates were adjusted effective April 1, 2023 which represented the fourth and final step increase developed in the Test Year 2019 sewer rate study. Total sewer revenues from 2023 sales **increased** \$693,100 from 2022 primarily from the increase in DOC volumes and rate change.

Income Statement

Electric

The electric utility's regulatory operating income **decreased** \$4,000 to \$526,300 in 2023 compared to \$522,300 in 2022 from the following:

- *Gross Margin* – **Decrease** of \$12,300 from lower PCAC revenues associated lower market energy costs in 2023, specifically natural gas prices
- *Operational Expenses* – **Increase** of \$69,700 from a combination of an increase in administrative expenses associated with pension and OPEB expenses of \$141,300 and a decrease in distribution costs of \$79,900 associated with allocating maintenance labor to transformer & meter capital assets

Net income was \$1,070,500 or \$892,900 **above** budget. Net income was **higher** than budget due to:

- \$66,800 from higher gross margin resulting from decreased purchased power expenses
- \$176,700 in lower operational & maintenance expenses, primarily from increased billable customer work
- \$528,100 in capital contributions from customers & City of Waupun
- \$129,000 for interest income on investments

Electric's 2023 rate of return of 6.16 was similar to 2022's return of 6.13. The largest impact on the rate of return was the increase in billable customer work and labor allocations for capitalized transformers and meters.

Water

The water utility's regulatory operating income **increased** \$40,800 to \$841,100 in 2023 compared to \$800,300 in 2022. Operating expenses **increased** \$30,300 in 2023 compared to 2022 on **higher** administrative & general pension & benefit expenses. Overall, water net income was \$1,934,800 or \$1,498,900 **above** budget due unbudgeted capital contributions from customers and the city for infrastructure extension projects totaling \$1,189,600. Interest income **increased** \$93,800 due to improved investment rates during the year. The 2023 rate of return **increased** to 6.03 compared to 5.69 in 2022.

Sewer

The sewer utility's operating income (excluding GASB 68 & 75) **increased** \$472,900 to \$830,900 in 2023 compared to 358,000 in 2022. Operating expenses **increased** \$332,500 as a result of initial "start-up" costs of the new ABNR processes that went online during the year. Operating revenues were \$534,400 **above** budget from a combination of the final step rate increase effective April 1, 2023 and an increase in flows/high strength volumes from significant contributing customers. Operating expenses were \$19,700 **above** budget on higher maintenance expenses. Net income was \$3,910,800 or \$8,300 **below** budget due to the timing of grant revenues from the USDA related to the WWTF ABNR upgrade. Grant revenues totaled \$3,289,600 as all USDA loan draws were maxed out in 2022. Net Income without grant revenues amounted to \$621,100 in 2023 compared to \$130,800 in 2022.

Balance Sheets – Years Ended December 31, 2023 and 2022

The electric utility balance sheet **increased** \$1,140,700 to \$15,982,300 from \$14,841,600 in 2022. Unrestricted cash increased \$789,700 and restricted cash increased \$4,700. The unrestricted cash increase was the result of contributed cash received from a customer related to an line extension project. Receivables decreased by \$105,000 compared to 2022 on lower revenues from decreased market energy prices passed through to the utility. Net plant increased \$542,800 because of current additions associated with contributed customer work offset by retirements and depreciation expense. Debt decreased by \$175,000 from scheduled annual payments. Deferred inflows increased \$310,300 as a result of actuarial value changes associated pension and OPEB calculations. Net position **increased** by \$1,070,500 largely from higher unrestricted cash and contributed plant values.

The water utility balance sheet **increased** \$1,436,900 to \$20,907,600 from \$19,470,600 in 2022. Unrestricted and designated cash and investments **increased** \$954,100 as a result of no major street construction during the year. Net plant increased \$618,000 including contributed additions associated with Wilson/Shaler Street & United Cooperative infrastructure extension projects reduced by depreciation. Debt decreased by \$440,000 from annual scheduled payments. Net position **increased** \$1,934,800 from contributions from customers and reductions from debt payments.

The sewer utility balance sheet **increased** \$2,019,100 to \$54,985,000 from \$52,966,000 in 2022. Unrestricted cash and investments **increased** \$420,300 from operating results. Net plant increased \$1,356,300 from additions to construction in progress associated with the WWTF upgrade and decreases for retirements and depreciation. Debt **decreased** \$935,300 and included the final payment on the 2003 Clean Water Fund Revenue Bonds. Net position **increased** \$3,910,800 from grants received from the USDA for the WWTF ABNR upgrade.

Cash and Investments

The monthly metrics dashboard for cash and investments provides a monthly comparison of cash and investment balances and graphs that present long-term investments by maturity, type, and rating. The Utility's investments are typically fixed-income and held-to-maturity unless called before maturity. Held to maturity investments recognize monthly mark to market adjustments that ultimately are not realized when the investment matures.

Total cash and investments **increased** \$2,135,300 in 2023. Unrestricted and designated cash and investments **increased** \$1,769,100 from operating results and cash contributions associated with customer work performed during the year. The long-term investments portfolio included \$115,600 received for interest and distributions, incurred portfolio management fees of \$6,400 and recorded an unrealized positive market adjustment of \$47,100 resulting in a net \$156,300 increase for the year. Total interest and investment income earned (excluding market value adjustments) on all accounts for the year were \$313,600.

OTHER FINANCIAL MATTERS

WWTP Upgrade – Construction Update and Progress

Listed below is a summary of the costs incurred and paid for with USDA loan proceeds requested to date:

Total Project Budget <i>(As of 4/14/2022):</i>	\$ 37,508,000
Total Project Costs to Date <i>(Thru 1/3/2024):</i>	\$ 34,679,468
Loan Draws – Project to Date <i>(Thru 4/4/2023):</i>	\$ 27,807,000
Grants Provided <i>(Thru 2/8/2024):</i>	\$ 7,207,860
Disburse Request #32 Requested <i>(12/18/2023):</i>	\$ 468,503
Disburse Request #32– Paid <i>(1/9/2024):</i>	\$ 468,500

This concludes my report. Please do not hesitate to contact me at 324-7920 or jstanek@waupunutilities.org with any questions or comments.

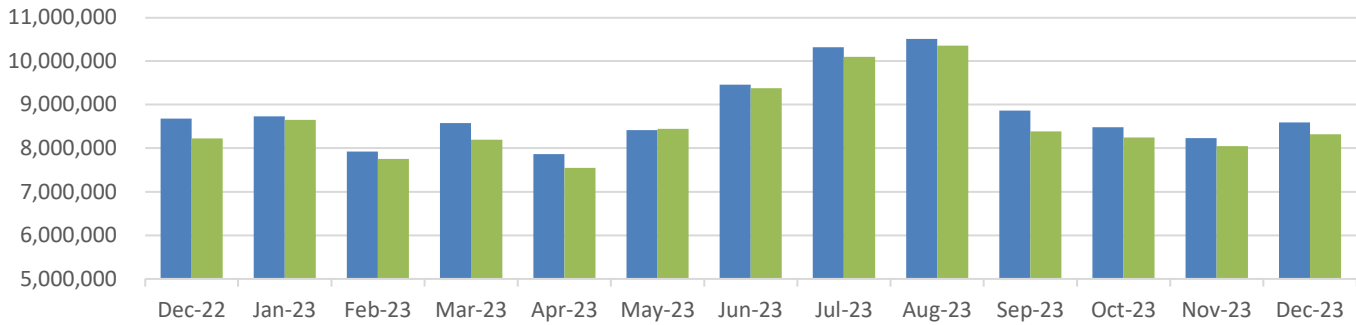
Waupun Utilities											
Construction and Plant Additions Summary											
December 2023											
CONSTRUCTION:											
Description	Electric			Sewer			Water			Total	
	Month	Project To Date	Budget	Month	Project To Date	Budget	Month	Project To Date	Budget	Project To Date	Budget
Projects:											
Substation upgrades	\$ 1,180	\$ 1,180	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,180	\$ 90,000
Poles, towers and fixtures	(905)	2,063	10,000	-	-	-	-	-	-	2,063.20	10,000.00
Overhead and underground conductor and devices	(7,401)	17,103	20,000	-	-	-	-	-	-	17,103	20,000
Transformers	15,581	390,915	110,000	-	-	-	-	-	-	390,915	110,000
Overhead and Underground Services	4,514	22,074	15,000	-	-	-	-	-	-	22,074	15,000
LED street lighting	(3,738)	10,343	5,000	-	-	-	-	-	-	10,343	5,000
Rebuild overhead and underground line	(24,638)	51,841	193,500	-	-	-	-	-	-	51,841	193,500
Work Invoiced to Customer / Others - CIAC	14,984	153,030	-	-	-	-	-	-	-	153,030	-
City of Waupun - Shared Services	(651)	3,636	-	-	-	-	-	-	-	3,636	-
Wilson / Shaler / Bayberry Extension	1,795	67,582	-	-	-	-	-	-	-	67,582	-
Sewer CIPP & manhole lining	-	-	-	-	63,626	80,500	-	-	-	63,626	80,500
Meters	4,127	31,237	12,000	-	-	-	1,517	23,922	8,000	55,159	20,000
Miscellaneous Work Orders	(60)	293	-	-	-	-	-	-	-	293	-
TOTAL CONSTRUCTION	\$ 4,788	\$ 751,298	\$ 455,500	\$ -	\$ 63,626	\$ 80,500	\$ 1,517	\$ 23,922	\$ 8,000	\$ 838,846	\$ 544,000
CARRYOVER PROJECTS:											
Underground services	\$ -	\$ 6,610	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,610	\$ -
Overhead rebuild - Bly Street	(9,176)	44,628	-	-	-	-	-	-	-	44,628	-
United Co-op primary extention	33,301	416,230	-	-	-	-	-	-	-	416,230	-
WWTF Phosphorus Upgrade Engineering	-	-	-	42,884	3,745,333	3,804,000	-	-	-	3,745,333	3,804,000
WWTF Construction Upgrade - ABNR	-	-	-	171,054	30,935,989	33,704,000	-	-	-	30,935,989	33,704,000
S. Madison street reconstruction - phase 2	-	-	-	-	549,895	574,541	-	734,079	784,242	1,283,973	1,358,783
TOTAL CARRYOVER CONSTRUCTION	\$ 24,125	\$ 467,468	\$ -	\$ 213,938	\$ 35,231,216	\$ 38,082,541	\$ -	\$ 734,079	\$ 784,242	\$ 36,432,762	\$ 38,866,783
PLANT ADDITIONS:											
Description	Electric			Sewer			Water			Total	
	Current Month	YTD	Budget	Current Month	YTD	Budget	Current Month	YTD	Budget	YTD	Budget
Cable locator	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Safety equipment & misc tools	-	5,000	22,000	-	-	-	-	-	-	5,000	22,000
SCADA upgrades	-	-	-	-	-	-	-	21,038	22,000	21,038	22,000
Digester building equipment replacement	-	-	-	56,138	75,942	62,500	-	-	-	75,942	62,500
Other equipment replacement	-	-	-	-	6,592	4,000	-	-	6,300	6,592	10,300
TOTAL PLANT ADDITIONS	\$ -	\$ 5,000	\$ 32,000	\$ 56,138	\$ 82,534	\$ 66,500	\$ -	\$ 21,038	\$ 28,300	\$ 108,572	\$ 126,800

Sales and Revenues Dashboard - Dec 2023

	Variance from Budget				Variance from Budget		
	Current	Current	YTD		Current	Current	YTD
KWh	8,587,937	↑ 3.2%	↑ 2.4%	Power Costs	\$ 622,580	↓ -10.4%	↓ -2.4%
Revenues	\$ 792,651	↓ -9.5%	↓ -1.3%	Gross Margin	\$ 170,072	↓ -6.0%	↑ 3.3%

kWhs Sold

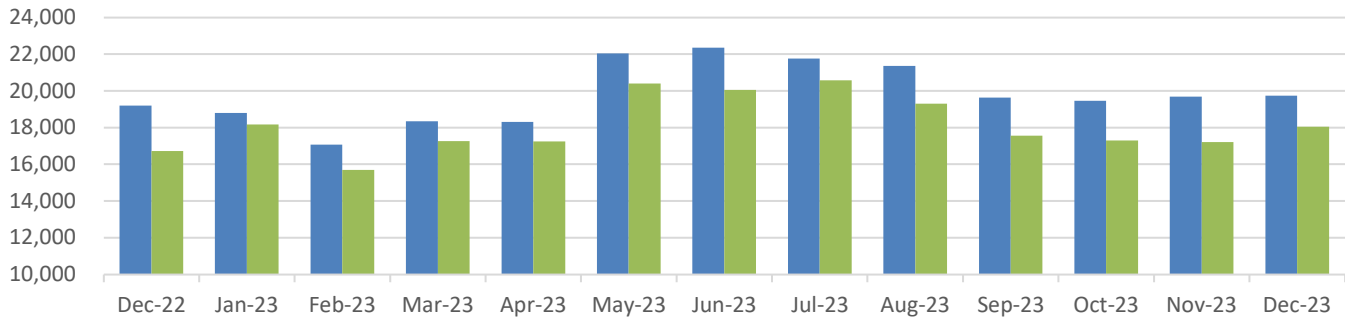
■ Actual ■ Budgeted



	Variance from Budget				Variance from Budget		
	Current	Current	YTD		Current	Current	YTD
Cubic Ft (100)	19,739	↑ 9.4%	↑ 9.0%	Revenues	\$ 150,630	↑ 5.0%	↑ 4.9%

Water Cubic Feet (100's) Sold

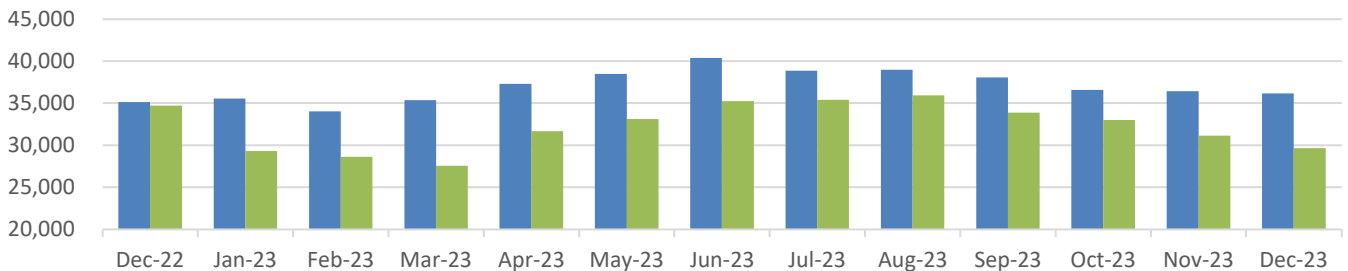
■ Actual ■ Budgeted



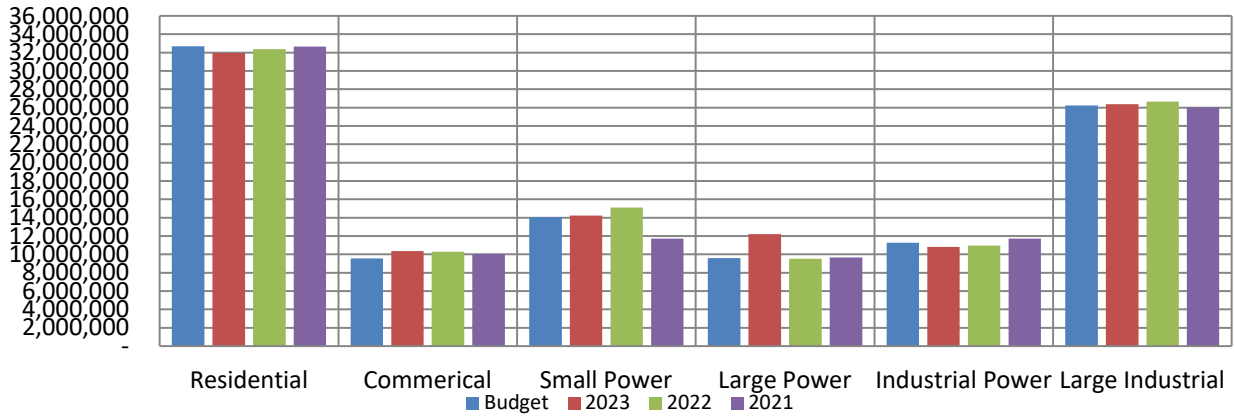
	Variance from Budget				Variance from Budget		
	Current	Current	YTD		Current	Current	YTD
Cubic Ft (100)	36,151	↑ 22.0%	↑ 16.0%	Revenues	\$ 261,387	↑ 16.7%	↑ 11.0%

Sewer Cubic Feet (100's) Treated

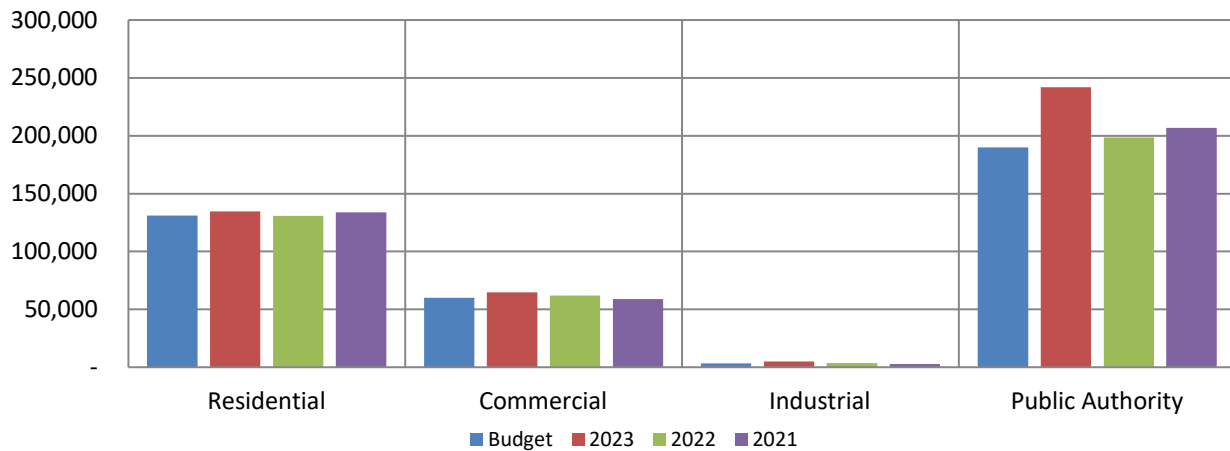
■ Actual ■ Budgeted



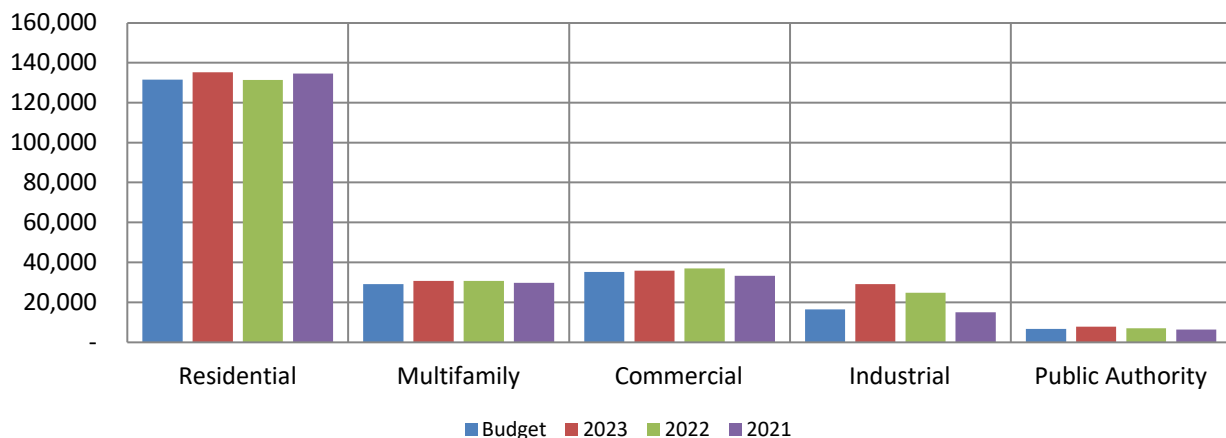
YTD Electric Sales (kWh)



YTD Sewer Sales (Ccf)



YTD Water Sales (Ccf)



WAUPUN UTILITIES
Income Statement and Financial Ratios
Electric Utility
For the 12 Months Ending:

ELECTRIC	Dec 2021	Dec 2022	Dec 2023
Sales of Electricity	\$ 10,117,403	\$ 11,049,734	\$ 10,613,512
Purchased Power	8,048,579	8,938,573	8,514,648
Gross Margin	2,068,825	2,111,161	2,098,865
	20.4%	19.1%	19.8%
Other Operating Revenues	112,349	113,875	136,041
Operating Expenses			
Distribution expense	274,162	309,002	230,112
Customer accounts expense	112,652	116,537	123,837
Advertising expense	1,546	787	856
Administrative & general expense	351,452	350,444	491,697
Total operating expenses	739,812	776,769	846,502
Other Operating Expenses			
Depreciation expense	617,367	631,951	652,660
Taxes	318,251	305,206	300,655
Total other operating expenses	935,618	937,157	953,315
Operating Income	505,743	511,109	435,088
Other Income (Expense)			
Capital contributions	133,826	146,681	528,126
Interest expense	(27,975)	(22,900)	(17,675)
Amortization of debt-related costs	(6,700)	(6,599)	(6,390)
Other	21,779	(820)	131,313
Total other income (expense)	120,930	116,361	635,373
Net Income	\$ 626,674	\$ 627,470	\$ 1,070,462

Regulatory Operating Income	532,121	522,222	526,339
Rate of Return	6.16	6.13	6.16
Authorized Rate of Return	5.00	5.00	5.00
Current Ratio	5.0	5.6	7.0
Months of Unrestricted Cash on Hand	3.6	3.9	5.1
Equity vs Debt	0.92	0.94	0.96
Asset Utilization	0.53	0.55	0.56
Combined E&W Debt Coverage	4.28	4.20	4.41
Minimum Required Coverage	1.25	1.25	1.25

Note 1 - Electric rates increased September 2016.

Definitions

Rate of Return - Return on investment in capital infrastructure. Should be near authorized rate of return.

Current Ratio - measure of liquidity or ability to pay obligations. Should be > 1.

Months of Unrestricted Cash on Hand - measure of reserves. Should be at least 2-3 months.

Equity vs Debt - Percent of infrastructure financed by operations. 50% is a good benchmark.

Asset Utilization - Illustrates the relative age of the system. Ratio of 1 indicates a system at full life expectancy.

Debt Coverage - Earnings coverage of annual debt service. Must exceed 1.25

WAUPUN UTILITIES
Detailed Income Statement and YTD Budget Comparison
Electric Utility
For the Period Ended Dec, 31 2023

	Last 12 Months	YTD 2023	YTD Budget	Difference
ELECTRIC				
Operating Revenues	\$ 10,613,512	\$10,613,512	\$10,756,696	\$ (143,184)
Purchased Power	8,514,648	8,514,648	8,724,639	(209,991)
Gross Margin	2,098,865	2,098,865	2,032,057	66,808
	19.8%	19.9%	18.9%	
Other Operating Revenues	136,041	136,041	107,472	28,569
Operating Expenses				
Distribution expense	230,112	230,112	424,503	(194,391)
Customer accounts expense	123,837	123,837	119,736	4,101
Advertising expense	856	856	1,596	(740)
Administrative & general expense	491,697	491,697	477,408	14,289
Total operating expenses	846,502	846,502	1,023,243	(176,741)
Other Operating Expenses				
Depreciation expense	652,660	652,660	635,292	17,368
Taxes	300,655	300,655	271,380	29,275
Total other operating expenses	953,315	953,315	906,672	46,643
Operating Income	435,088	435,088	209,614	225,474
Other Income (Expense)				
Capital contributions	528,126	528,126	-	528,126
Interest expense	(17,675)	(17,675)	(19,428)	1,753
Amortization of debt-related costs	(6,390)	(6,390)	(17,664)	11,274
Other	131,313	131,313	5,004	126,309
Total other income (expense)	635,373	635,373	(32,088)	667,461
Net Income	\$ 1,070,462	\$ 1,070,462	\$ 177,526	\$ 892,936

	Dec 2023	Nov 2023	Oct 2023	Sept 2023	Aug 2023	July 2023	June 2023	May 2023	April 2023	March 2023	Feb 2023	Jan 2023	Dec 2022
Operating Revenues	\$ 792,651	\$ 768,059	\$ 800,149	\$ 998,306	\$ 1,173,633	\$ 1,145,065	\$ 948,047	\$ 801,960	\$ 700,005	\$ 793,343	\$ 754,546	\$ 937,748	\$ 834,648
Purchased Power	622,580	596,675	622,689	827,394	982,992	959,819	766,022	635,130	537,121	621,045	579,903	763,277	654,234
Gross Margin	170,072	171,385	177,459	170,912	190,641	185,246	182,024	166,830	162,884	172,298	174,643	174,471	180,414
	21.5%	22.3%	22.2%	17.1%	16.2%	16.2%	19.2%	20.8%	23.3%	21.7%	23.1%	18.6%	21.6%
Other Operating Revenues	(45,000)	9,935	11,535	12,628	10,509	10,452	9,883	9,464	9,563	8,364	8,700	80,009	(50,986)
Operating Expenses													
Distribution expense	(77,702)	22,232	24,364	39,008	29,592	28,494	28,384	22,641	29,091	27,741	26,694	29,572	8,126
Customer accounts expense	8,539	9,988	10,683	12,784	10,745	8,662	10,478	10,348	13,249	9,852	10,193	8,316	5,377
Advertising expense	(6,624)	1,387	1,207	18	1,148	587	476	300	1,605	550	200	-	(3,135)
Administrative & general expense	65,120	28,857	38,496	36,647	35,860	46,109	24,740	29,855	42,987	44,490	40,711	57,825	(17,463)
Total operating expenses	(10,666)	62,465	74,751	88,457	77,345	83,852	64,078	63,144	86,932	82,634	77,799	95,713	(7,095)
Other Operating Expenses													
Depreciation expense	75,226	52,940	52,940	52,940	52,940	48,029	52,940	52,940	52,940	52,940	52,940	52,940	59,987
Taxes	12,154	24,253	39,618	25,281	24,239	23,925	23,937	23,890	29,844	24,644	24,348	24,522	(25,315)
Total other operating expenses	87,381	77,193	92,559	78,221	77,180	71,954	76,877	76,831	82,784	77,585	77,288	77,462	34,672
Operating Income	48,357	41,662	21,685	16,862	46,625	39,891	50,952	36,319	2,731	20,443	28,256	81,304	101,850
Other Income (Expense)													
Capital contributions	515,101	-	5,727	-	-	-	6,365	-	933	-	-	-	11,954
Interest expense	131	(1,619)	(1,619)	(1,619)	(1,619)	(1,619)	(1,619)	(1,619)	(1,619)	(1,619)	(1,619)	(1,619)	(1,201)
Amortization of debt-related costs	(533)	(533)	(533)	(533)	(533)	(533)	(533)	(533)	(533)	(533)	(533)	(533)	(550)
Other	14,594	15,881	15,575	10,651	14,236	12,082	9,095	8,903	10,123	11,832	1,593	6,748	(5,907)
Total other income (expense)	529,294	13,730	19,150	8,499	12,085	9,931	13,309	6,751	8,905	9,681	(558)	4,596	4,297
Net Income	\$ 577,651	\$ 55,392	\$ 40,835	\$ 25,362	\$ 58,710	\$ 49,822	\$ 64,261	\$ 43,070	\$ 11,636	\$ 30,124	\$ 27,698	\$ 85,900	\$ 106,147

WAUPUN UTILITIES
Income Statement and Financial Ratios
Water Utility
For the 12 Months Ending:

WATER	Dec 2021	Dec 2022	Dec 2023
Operating Revenues	\$ 2,605,519	\$ 2,660,584	\$ 2,706,887
Operating Expenses			
Source of supply expenses	886	31,998	1,983
Pumping expenses	82,374	91,742	85,751
Water treatment expenses	162,084	180,562	203,346
Transmission & distribution expenses	260,748	249,371	241,404
Customer accounts expenses	101,581	108,287	108,077
Administrative & general expense	253,351	310,989	362,698
Total operating expenses	861,023	972,949	1,003,258
Other Operating Expenses			
Depreciation expense	576,974	580,387	614,362
Taxes	361,737	347,557	336,766
Total other operating expenses	938,711	927,943	951,128
Operating Income	805,785	759,692	752,501
Other Income (Expense)			
Capital contributions from customers and municipal	80,000	-	1,189,564
Interest expense	(115,632)	(103,200)	(90,289)
Amortization of debt-related costs	(17,151)	(16,406)	(15,268)
Other	2,603	4,454	98,277
Total other income (expense)	(50,180)	(115,152)	1,182,284
Net Income	\$ 755,605	\$ 644,541	\$ 1,934,785
Regulatory Operating Income	808,084	800,322	841,104
Rate of Return	5.64	5.69	6.03
Authorized Rate of Return	6.50	6.50	6.50
Current Ratio	24.03	31.21	27.20
Months of Unrestricted Cash on Hand	18.11	17.15	25.45
Equity vs Debt	0.75	0.78	0.82
Asset Utilization	0.37	0.39	0.40

Note 1 - Water rates increased May 2012.

Definitions

Rate of Return - Return on investment in capital infrastructure. Should be near authorized rate of return.

Current Ratio - measure of liquidity or ability to pay obligations. Should be > 1.

Months of Unrestricted Cash on Hand - measure of reserves. Should be at least 2-3 months.

Equity vs Debt - Percent of infrastructure financed by operations. 50% is a good benchmark.

Asset Utilization - Illustrates the relative age of the system. Ratio of 1 indicates a system at full life expectancy.

WAUPUN UTILITIES

**Detailed Income Statement and YTD Budget Comparison
Water Utility**

For the Period Ended Dec 31, 2023

	Last 12 Months	YTD 2023	YTD Budget	Difference
WATER				
Operating Revenues	\$ 2,706,887	\$ 2,706,887	\$ 2,613,168	\$ 93,719
Operating Expenses				
Source of supply expenses	1,983	1,983	60,396	(58,413)
Pumping expenses	85,751	85,751	96,228	(10,477)
Water treatment expenses	203,346	203,346	194,436	8,910
Transmission & distribution expenses	241,404	241,404	284,556	(43,152)
Customer accounts expenses	108,077	108,077	112,032	(3,955)
Administrative & general expense	362,698	362,698	330,540	32,158
Total operating expenses	1,003,258	1,003,258	1,078,188	(74,930)
Other Operating Expenses				
Depreciation expense	614,362	614,362	587,976	26,386
Taxes	336,766	336,766	364,548	(27,782)
Total other operating expenses	951,128	951,128	952,524	(1,396)
Operating Income	752,501	752,501	582,456	170,045
Other Income (Expense)				
Capital contributions	1,189,564	1,189,564	-	1,189,564
Interest expense	(90,289)	(90,289)	(94,620)	4,331
Amortization of debt-related costs	(15,268)	(15,268)	(54,480)	39,212
Other	98,277	98,277	2,496	95,781
Total other income (expense)	1,182,284	1,182,284	(146,604)	1,328,888
Net Income	\$ 1,934,785	\$ 1,934,785	\$ 435,852	\$ 1,498,933

	Dec 2023	Nov 2023	Oct 2023	Sept 2023	Aug 2023	July 2023	June 2023	May 2023	April 2023	March 2023	Feb 2023	Jan 2023	Dec 2022
WATER													
Operating Revenues	\$ 223,770	\$ 223,484	\$ 225,196	\$ 224,323	\$ 232,808	\$ 234,998	\$ 238,214	\$ 236,149	\$ 218,445	\$ 217,490	\$ 211,459	\$ 220,551	\$ 217,935
Operating Expenses													
Source of supply expenses	-	-	520	90	-	180	-	247	-	946	-	-	490
Pumping expenses	7,244	5,413	5,287	6,443	7,326	7,156	9,970	6,924	6,667	7,805	8,217	7,299	9,810
Water treatment expenses	19,439	11,636	19,437	22,082	17,678	21,960	14,056	19,069	14,299	13,627	17,931	12,130	14,050
Transmission & distribution expenses	24,858	12,329	16,861	28,162	21,301	32,828	23,844	25,596	21,864	14,483	11,211	8,066	48,611
Customer accounts expenses	5,870	9,036	9,493	11,311	9,134	7,471	9,160	9,154	11,436	9,005	9,483	7,523	6,636
Administrative & general expense	65,577	20,663	23,859	24,819	28,149	25,492	23,941	25,905	30,262	30,437	21,104	42,491	30,185
Total operating expenses	122,988	59,077	75,457	92,906	83,589	95,087	80,972	86,895	84,528	76,303	67,946	77,509	109,782
Other Operating Expenses													
Depreciation expense	107,382	46,089	46,089	46,089	46,089	46,089	46,089	46,089	46,089	46,089	46,089	46,089	51,830
Taxes	8,003	29,434	31,883	30,549	30,035	29,430	29,609	29,665	30,298	29,431	29,116	29,314	(2,698)
Total operating expenses	115,384	75,524	77,972	76,638	76,124	75,519	75,698	75,754	76,387	75,520	75,205	75,403	49,132
Operating Income	(14,602)	88,883	71,767	54,778	73,095	64,391	81,544	73,499	57,531	65,666	68,308	67,639	59,021
Other Income (Expense)													
Capital contributions	1,189,564	-	-	-	-	-	-	-	-	-	-	-	-
Interest expense	(3,551)	(7,885)	(7,885)	(7,885)	(7,885)	(7,885)	(7,885)	(7,885)	(7,885)	(7,885)	(7,885)	(7,885)	(6,869)
Amortization of debt-related costs	(1,272)	(1,272)	(1,272)	(1,272)	(1,272)	(1,272)	(1,272)	(1,272)	(1,272)	(1,272)	(1,272)	(1,272)	(1,367)
Other	13,529	15,111	9,800	5,867	7,195	7,171	6,311	6,112	7,676	10,162	1,860	7,482	4,851
Total other income (expense)	1,198,269	5,953	643	(3,291)	(1,963)	(1,986)	(2,846)	(3,045)	(1,482)	1,005	(7,298)	(1,676)	(3,385)
Net Income	\$ 1,183,667	\$ 94,837	\$ 72,410	\$ 51,487	\$ 71,133	\$ 62,405	\$ 78,698	\$ 70,454	\$ 56,049	\$ 66,671	\$ 61,011	\$ 65,963	\$ 55,636

WAUPUN UTILITIES
Income Statement and Financial Ratios
Sewer Utility
For the 12 Months Ending:

SEWER	Dec 2021	Dec 2022	Dec 2023
Operating Revenues	\$ 2,212,567	\$ 2,627,668	\$ 3,390,774
Operating Expenses			
WWTP operation expenses	380,503	464,391	620,862
Laboratory expenses	79,849	71,617	92,904
Maintenance expenses	645,287	447,668	494,768
Customer accounts expenses	139,242	143,946	145,604
Administrative & general expenses	400,757	409,902	515,840
Total operating expenses	1,645,639	1,537,524	1,869,978
Other Operating Expenses			
Depreciation expense	708,481	700,497	715,815
Total other operating expenses	708,481	700,497	715,815
Operating Income	(141,553)	389,647	804,981
Other Income (Expense)			
Interest expense	(91,300)	(290,154)	(316,840)
Capital contributions	92,000	4,185,000	3,289,615
Other	(310)	(19,305)	132,998
Total other income (expense)	390	3,875,542	3,105,773
Net Income	\$ (141,163)	\$ 4,265,188	\$ 3,910,754

Operating Income (excluding GASB 68 & 75)	(184,751)	358,028	830,914
Rate of Return	(1.11)	2.54	5.95
Current Ratio	0.59	0.56	2.04
Months of Unrestricted Cash on Hand	9.79	6.04	7.66
Equity vs Debt	0.47	0.42	0.45
Asset Utilization	0.49	0.51	0.51
Debt Coverage	0.57	0.85	1.84
Minimum Required Coverage	1.20	1.20	1.20

Note 1 - Sewer rates increased October 2022.

Definitions

Rate of Return - Return on investment in capital infrastructure.

Current Ratio - measure of liquidity or ability to pay obligations. Should be > 1.

Months of Unrestricted Cash on Hand - measure of reserves. Should be at least 2-3 months.

Equity vs Debt - Percent of infrastructure financed by operations. 50% is a good benchmark.

Asset Utilization - Illustrates the relative age of the system. Ratio of 1 indicates a system at full life expectancy.

Debt Coverage - Earnings coverage of annual debt service. Must exceed 1.20

WAUPUN UTILITIES
Detailed Income Statement and YTD Budget Comparison
Sewer Utility
For the Period Ended Dec 31, 2023

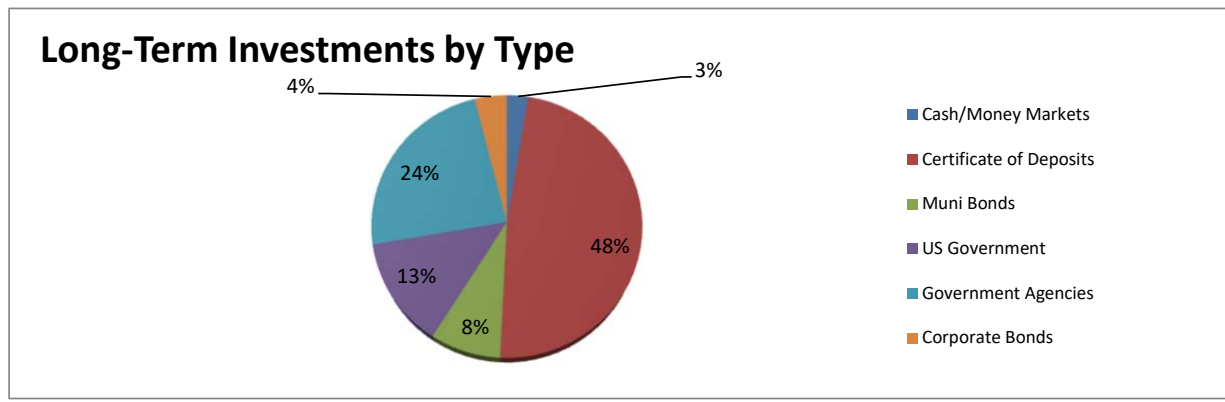
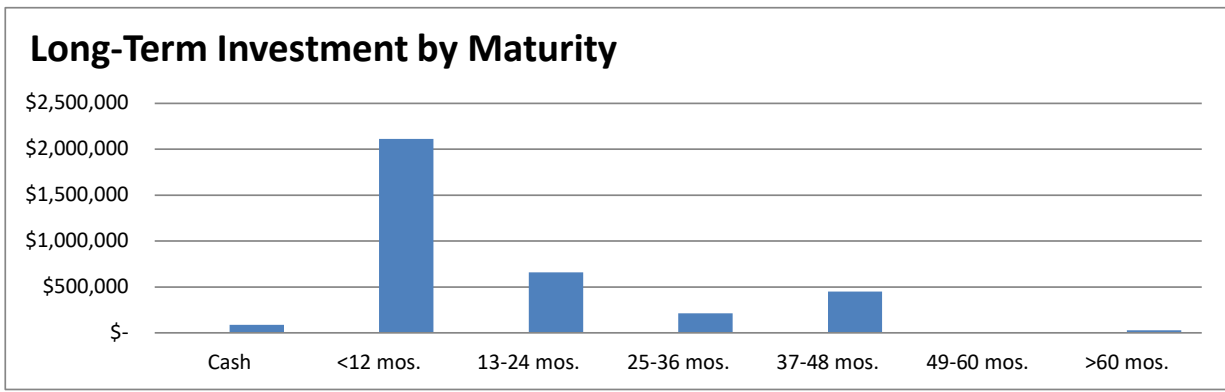
	Last 12 Months	YTD 2023	YTD Budget	Difference
SEWER				
Operating Revenues	\$ 3,390,774	\$ 3,390,774	\$ 2,856,364	\$ 534,410
Operating Expenses				
WWTP operation expenses	620,862	620,862	681,012	(60,150)
Laboratory expenses	92,904	92,904	77,220	15,684
Maintenance expenses	494,768	494,768	433,968	60,800
Customer accounts expenses	145,604	145,604	153,480	(7,876)
Administrative & general expenses	515,840	515,840	504,615	11,225
Total operating expenses	1,869,978	1,869,978	1,850,295	19,683
Other Operating Expenses				
Depreciation expense	715,815	715,815	687,576	28,239
Total other operating expenses	715,815	715,815	687,576	28,239
Operating Income (Loss)	804,981	804,981	318,493	486,488
Non-operating Income (Expense)				
Interest Expense	(316,840)	(316,840)	(320,508)	3,668
Capital contributions	3,289,615	3,289,615	3,906,096	(616,481)
Other	132,998	132,998	15,000	117,998
Total other income (expense)	3,105,773	3,105,773	3,600,588	(494,815)
Net Income (Loss)	\$ 3,910,754	\$ 3,910,754	\$ 3,919,081	\$ (8,327)

	Dec 2023	Nov 2023	Oct 2023	Sept 2023	Aug 2023	July 2023	June 2023	May 2023	April 2023	March 2023	Feb 2023	Jan 2023	Dec 2022
SEWER													
Operating Revenues	\$ 372,805	\$ 283,359	\$ 265,335	\$ 269,994	\$ 278,321	\$ 271,130	\$ 286,803	\$ 303,325	\$ 276,190	\$ 263,430	\$ 249,808	\$ 270,273	\$ 272,291
Operating Expenses													
WWTP operation expenses	63,106	43,326	61,017	57,909	54,258	43,299	56,937	29,604	48,852	65,214	73,383	23,958	54,439
Laboratory expenses	5,025	8,852	5,229	13,427	7,712	8,591	5,972	7,523	10,451	7,571	7,326	5,225	5,417
Maintenance expenses	64,656	28,861	57,451	29,363	23,905	34,585	42,187	77,800	37,159	23,944	42,924	31,932	101,794
Customer accounts expenses	11,434	11,796	12,482	14,270	12,275	10,426	12,148	12,136	14,392	11,711	12,087	10,448	8,150
Administrative & general expense	60,545	31,656	35,513	47,342	34,646	36,538	32,744	43,571	45,361	41,625	37,237	69,061	(6,763)
Total operating expenses	204,766	124,492	171,691	162,310	132,797	133,439	149,987	170,634	156,216	150,065	172,958	140,624	163,037
Other Operating Expenses													
Depreciation expense	53,545	60,206	60,206	60,206	60,206	60,206	60,206	60,206	60,206	60,206	60,206	60,206	55,375
Total other operating expenses	53,545	60,206	60,206	60,206	60,206	60,206	60,206	60,206	60,206	60,206	60,206	60,206	55,375
Operating Income (Loss)	114,495	98,661	33,438	47,478	85,318	77,485	76,609	72,485	59,768	53,158	16,644	69,442	53,879
Other Income (Expense)													
Interest expense	(23,037)	(26,709)	(26,709)	(26,709)	(26,709)	(26,709)	(26,709)	(26,709)	(26,709)	(26,709)	(26,709)	(26,709)	(24,104)
Capital contributions	989,415	-	-	510,000	-	498,000	121,200	-	376,000	-	795,000	-	1,064,000
Other	15,910	23,056	11,317	5,366	8,720	8,736	6,379	5,838	14,362	20,398	(636)	13,552	821
Total other income (expense)	982,289	(3,654)	(15,393)	488,656	(17,989)	480,027	100,870	(20,871)	363,652	(6,312)	767,655	(13,157)	1,040,717
Net Income (Loss)	\$ 1,096,784	\$ 95,007	\$ 18,045	\$ 536,134	\$ 67,329	\$ 557,512	\$ 177,479	\$ 51,614	\$ 423,421	\$ 46,847	\$ 784,298	\$ 56,285	\$ 1,094,595

WAUPUN UTILITES
Balance Sheets
Electric, Water, and Sewer

ELECTRIC	Dec 2021	Dec 2022	Dec 2023	Nov 2023	Change
Cash and investments - unrestricted	\$ 2,720,911	\$ 3,291,440	\$ 4,081,125	\$ 4,030,162	\$ 50,963
Cash and investments - restricted	192,107	194,894	199,585	182,749	16,836
Receivables	1,184,206	1,031,288	926,122	919,544	6,578
Materials and supplies	198,194	296,634	416,202	373,387	42,816
Other assets	78,353	67,630	58,125	(27,336)	85,461
Plant - net of accumulated depreciation	9,061,033	8,954,862	9,497,628	9,482,038	15,590
Deferred outflows of resources	694,671	1,004,815	803,475	1,004,815	(201,340)
Total Assets	14,129,475	14,841,563	15,982,262	15,965,359	16,904
Accounts payable	769,795	767,152	713,693	610,916	102,777
Payable to sewer utility	-	-	-	-	-
Interest accrued	9,050	7,350	5,600	5,731	(131)
Accrued benefits	76,519	84,947	75,082	84,763	(9,681)
Deferred inflows of resources	1,015,683	1,266,216	1,576,528	2,230,240	(653,712)
Long-term debt	905,000	735,000	560,000	560,000	-
Net Position	11,353,427	11,980,898	13,051,359	12,473,708	577,651
Total Liabilities & Net Position	\$ 14,129,475	\$ 14,841,563	\$ 15,982,262	\$ 15,965,359	\$ 16,904
WATER	Dec 2021	Dec 2022	Dec 2023	Nov 2023	Change
Cash and investments - unrestricted / designated	\$ 1,845,476	\$ 1,887,433	\$ 2,841,540	\$ 2,712,554	\$ 128,986
Cash and investments - restricted	550,584	559,034	579,647	532,474	47,174
Receivables	273,171	262,930	257,954	258,022	(68)
Materials and supplies	69,191	70,055	79,572	81,335	(1,763)
Other assets	138,019	98,171	64,099	81,593	(17,494)
Plant - net of accumulated depreciation	15,829,236	16,015,659	16,633,676	15,507,735	1,125,941
Deferred outflows of resources	383,028	577,351	451,080	577,351	(126,271)
Total Assets	19,088,705	19,470,634	20,907,569	19,751,064	1,156,505
Accounts payable	50,307	35,186	84,559	12,964	71,595
Interest accrued	37,863	33,708	29,374	25,823	3,551
Accrued benefits	47,929	53,851	49,863	66,682	(16,819)
Deferred inflows of resources	581,370	757,113	658,212	743,702	(85,490)
Long-term debt	4,295,000	3,870,000	3,430,000	3,430,000	-
Net Position	14,076,235	14,720,776	16,655,561	15,471,894	1,183,667
Total Liabilities & Net Position	\$ 19,088,705	\$ 19,470,634	\$ 20,907,569	\$ 19,751,064	\$ 1,156,505
SEWER	Dec 2021	Dec 2022	Dec 2023	Nov 2023	Change
Cash and investments - unrestricted	\$ 1,342,039	\$ 774,087	\$ 1,194,356	\$ 1,144,163	\$ 50,193
Cash and investments - restricted	2,421,026	2,586,676	2,532,584	2,437,268	95,316
Receivables	212,371	302,988	875,671	308,390	567,281
Receivable from electric utility	-	-	-	-	-
Materials and supplies	7,358	7,294	8,645	8,674	(29)
Advances to other funds	291,946	210,452	-	0	(0)
Other assets	1,445	-	1,188	48,717	(47,529)
Plant - net of accumulated depreciation	34,357,418	48,286,682	49,643,005	48,245,336	1,397,669
Deferred outflows of resources	519,315	797,752	729,543	797,752	(68,209)
Total Assets	39,152,918	52,965,930	54,984,992	52,990,300	1,994,693
Accounts payable	2,616,042	1,873,633	965,178	25,462	939,716
Interest accrued	33,404	54,669	51,876	28,839	23,037
Accrued benefits	68,503	78,162	74,943	97,262	(22,319)
Deferred inflows of resources	648,648	895,466	853,523	896,048	(42,526)
Long-term debt	18,045,292	28,057,782	27,122,500	27,122,500	-
Net Position	17,741,030	22,006,218	25,916,972	24,820,189	1,096,784
Total Liabilities & Net Position	\$ 39,152,918	\$ 52,965,930	\$ 54,984,992	\$ 52,990,300	\$ 1,994,693

Monthly Dashboard - Cash & Investments						December 2023
Account	Restrictions	Dec 2023	Nov 2023	\$ Inc/(Dec)	% Inc/(Dec)	
Checking - E	Unrestricted	\$ 1,186,446	\$ 1,134,024	\$ 52,422	4.62%	
Checking - W	Unrestricted	567,680	705,049	(137,369)	-19.48%	
Checking - S	Unrestricted	492,502	664,424	(171,922)	-25.88%	
Reserves - E	Unrestricted	2,894,679	2,896,138	(1,460)	-0.05%	
Reserves - W	Unrestricted	1,742,171	1,478,258	263,913	17.85%	
Reserves - S	Unrestricted	701,854	479,739	222,115	46.30%	
P&I Redemption - E	Restricted	156,919	140,350	16,568	11.81%	
P&I Redemption - W	Restricted	416,195	370,048	46,147	12.47%	
P&I Redemption - S	Restricted	448,230	373,143	75,087	20.12%	
Bond Reserve - S	Restricted	279,273	270,066	9,207	3.41%	
Construction - S	Restricted	256	254	1	0.58%	
Depreciation - E	Restricted	42,667	42,399	268	0.63%	
Depreciation - W	Restricted	163,452	162,426	1,027	0.63%	
ERF - Water Plant	Designated	531,689	529,246	2,442	0.46%	
ERF - WWTP	Restricted	1,804,826	1,793,805	11,021	0.61%	
		<u>\$ 11,428,838</u>	<u>\$ 11,039,370</u>	<u>\$ 389,468</u>	<u>3.53%</u>	
	Unrestricted and Designated	<u>\$ 8,117,021</u>	<u>\$ 7,886,879</u>	<u>\$ 230,141</u>	<u>2.92%</u>	
	Restricted	<u>\$ 3,311,817</u>	<u>\$ 3,152,490</u>	<u>\$ 159,327</u>	<u>5.05%</u>	





TO: Waupun Utilities Commissioners
FROM: Steve Brooks, General Manager
DATE: February 12, 2024
SUBJECT: General Manager Report

Electric Department Update:

Call-Ins

- January 12th: A severe winter storm caused a power outage at approximately 9:41 pm on the northeast side of town. Feeder 1 (east) from the Comtech Substation was affected. Crew patrolled the line and identified the cause of outage. Power was restored at 11:15 pm. Approximately 398 customers were affected by the outage.
- January 17th: The electric crew responded to a car vs pole on Maxon St. The accident caused a service to be pulled free from a home on Maxon St. Crew reattached service and worked with electrician to restore power.
- January 20th: Crew responded to request to disconnect power at approximately 9:00 pm due to a house fire on 500 block of S West St. The electric meter was removed by request of the WFD and left off due to damage.

United Co-Op

- 3rd Switchgear arrived on January 22nd
- 1500kva transformer expected March/April 2024 (in production)
- Under budget/estimate for work-to-date

Wilson and Shaler Dr

- All light fixtures are installed and energized

East Main Street Lighting

- LED street light fixtures will be installed on east Main St starting at Hwy 151 & 49 working west. (approx. 28 fixtures)

Tree Trimming

- Crew started on service orders (customer requests/concerns that did not require immediate attention)
- Crew working their way through Main Substation Circuit 6 & 7

Claggett Area Subdivision

- Working with developer and providing preliminary estimates for primary extension and street lighting infrastructure

UtiliSync

- Locate software Waupun Utilities is investing in to better manage Diggers Hotline tickets
- Software/Application features:
 - Positive response for each ticket
 - Picture attachment with 3-year storage
 - Ticket locations overlaid on system maps via ArcGIS
 - Emergency/24hr ticket email and text message notification
- Sun Prairie Utilities facilitated a virtual demonstration with Waupun Utilities operation staff of their experience with UtiliSync
- Training for Waupun Utilities users to follow GIS configuration
 - Training Scheduled for February 12th

General Manager Update:

MEUW EOCE2024

- Waupun Utilities staff attended the MEUW Electric Operations Conference and Expo January 10-12th in Wisconsin Dells. This event brings together municipal and electric cooperative employees from across the state. The conference and expo featured a large-group of general sessions as well as a number of breakout sessions.
- Public Service Commission of Wisconsin (PSC) Commissioner Summer Strand discussed how the PSC continues to strive for a 200-day target for municipal rate cases, as well as her interest in having Commission staff work with MEUW and municipal electric utilities to put forward legislation for a simplified rate case process. The day following Commissioner Strand's presentation, Governor Tony Evers appointed Summer Strand chair of the PSC.

WPPI Advisory Committees

- The WPPI Executive Committee met on Thursday, January 25th and approved the newest members of the advisory committees. Jen Benson was elected to a 3-year term on the Member Services Advisory Group (MSAG). Jeff Stanek was re-elected to a 3-year term to the Rates Services Advisory Group (RSAG). Waupun Utilities continues to be very involved in our joint action agency.

Joint Action Leadership Certificate Program (JALC)

- JALC is an educational program for member utility leaders to become more acclimated to the WPPI, joint action agency in which their utilities are member-owners, and learn more about the valuable partnership by directly connecting concepts a content back to individual communities. The program is geared toward utility managers and management staff as well as those on the WPPI board as directors or on an advisory group. Waupun Utilities currently has two employees in the program.

American Public Power Association Legislative Rally

- Mayor Bishop and I will attend the Legislative Rally February 26-28th in Washington DC. We will have the opportunity to talk Congress about the direct impact of federal action at the local level.

2024 Department Goals

- Departments have documented 2024 goals. We can discuss any questions that you may have.

NorthStar CSR7

- Customer service staff attended training at WPPI January 23rd on the CSR7 test database. Staff has access to CSR7 test database on each workstation and have been completing tasks on the new system as if working in live environment, while documenting questions and comments that arise while utilizing the test system.
- NorthStar extended an invitation to Waupun Utilities staff to do a presentation on CSR7 at the Central Harris User Group in San Marcos, Texas March 26-27th. All expenses paid by NorthStar. Two staff from Waupun Utilities and WPPI will attend.

This concludes my report for February 2024. Please contact me at 324-7920 or sbrooks@waupunutilities.org with any questions or concerns.



TO: Waupun Utilities Commissioners
FROM: Steve Schramm
DATE: February 7, 2024
SUBJECT: Monthly Operation Report

Water Treatment Facility:

There are no call-ins to report this month.

The WDNR has released drinking water monitoring requirements for 2024. Within these requirements, volatile organics and disinfection byproducts sample groups were added in addition to normal monitoring groups. VOCs are a group of chemicals commonly used in industrial, commercial and household applications. The most abundant source of VOCs are fossil fuel products such as gasoline and fuel oil.

Wastewater Treatment Facility:

There were three call-ins this month. The first two call-ins were for wet well transducer failure – high level. After lengthy trouble shooting, a failing signal conditioning relay was identified as the issue and was replaced. The third call-in was for pc/plc comm fail. Communication was restored.

The major Charter outage created monitoring and alarming issues. During this event, there was an alarm with the MBR's that caused them to shut down and not allow flow to pass through the treatment facility. All forward flow was recycled to the head works compounding the hydraulic issue. Communication was restored shortly after 12:00am notifying staff. Hydraulic levels were returned to normal by 2:30am. There was a biological set back on the ABNR system, but within 48-72 hours, the system returned to normal/baseline parameters.

Water/Sewer Crew:

There are no call-ins to report this month.

There were two water main breaks this past month. Details are as follows:

- The first break was located on Home Avenue and was “blow hole” on a 6-inch main. It was leaking approximately 209 gallons per minute for 3.5 hours, totaling 50,194 gallons.
- The second break was located on Home Avenue and was “blow hole” on a 6-inch main. It was leaking approximately 117 gallons per minute for 2 hours, totaling 14,117 gallons.

Staff has completed large customer meter testing. With the use of a portable test meter, staff can efficiently and accurately test large water meters at high and low flow, without removing the meter from service. The testing accuracy of our large field meters confirms billing for accurate volume usage.

Staff started televising the sanitary sewer system, allowing staff to see "inside" of the sanitary sewer. The camera measures the exact distance in a pipe to allow staff to easily and precisely repair cracks, joints, and remove

Water/Sewer Crew Continued:

obstructions. The pipe condition is recorded as the camera moves through the pipe and information is then used to establish a pipe priority grade. The grading allows staff to pinpoint areas within the gravity sanitary collection system that need a more in-depth investigation due to the critical nature of the location, physical attributes of a pipe section, the structural integrity of the pipe, and operation and maintenance needs of the pipe.

This concludes my report. Please do not hesitate to contact me with your questions or concerns at 324-7920 or sschramm@waupunutilities.org.

Rural Economic Development Loan and Grant Programs

What do these programs do?

Rural Economic Development Loan (REDL) and Grant (REDG) programs provide funding to rural projects through local utility organizations. Under the REDL program, USDA provides zero-interest loans to local utilities. In turn, the utilities pass the loans through to local businesses (“ultimate recipients”) for use in projects that create and keep employment in rural areas. Ultimate recipients repay the lending utility directly, and the utility is then responsible for repaying USDA Rural Development.

Under the REDG program, local utility organizations use USDA-awarded grants to establish revolving loan funds (RLFs), which help support projects that create or keep rural jobs. When the RLF is exhausted or ends, the grant is repaid to USDA Rural Development.

Who can apply?

- Any former Rural Utilities Service (RUS) borrower that pre- or repaid an insured, direct, or guaranteed loan
- Nonprofit utilities eligible to receive assistance from Rural Development Electric or Telecommunication Programs
- Current Rural Development Electric or Telecommunication programs borrowers

What is an eligible area?

Intermediaries can use REDLG funds to lend for projects in rural areas or towns with populations of 50,000 or fewer.

How much funding is available to intermediaries?

- Up to \$300,000 in grants can be requested for establishment of an RLF
- Up to 10 percent of grant funds can be applied toward operating expenses over the life of the RLF
- Up to \$2 million in loans can be requested

The intermediary applies to USDA for funding on behalf of specified local projects. Projects can begin after application submission, but there is no guarantee of approval. USDA funds are issued to the intermediary at project completion.

What are the terms for the intermediary?

- 10 years at 0 percent
- Grants require a 20 percent match from the intermediary

- Grant funds must be repaid to USDA upon exhaustion or termination of the RLF

How can funds be used?

REDLG intermediaries pass funding to ultimate recipients for use on eligible projects. Examples include:

- Business incubators
- Community development assistance to nonprofits and public bodies (particularly job creation or enhancement)
- Facilities and equipment for education and training for rural residents to facilitate economic development
- Facilities and equipment for medical care to rural residents
- Start-up venture costs, including such things as financing fixed assets like real estate, new or existing buildings, equipment, or working capital
- Business expansion
- Technical assistance

NOTE: 7 CFR, Part 4280.27 (available at this link: <https://tinyurl.com/5y4hryeu>) and 7 CFR, Part 4280.30 (available at this link: <https://tinyurl.com/4v25xefy>) list ineligible uses.

How much funding is available to business and community borrowers (ultimate recipients) through the RLF?

An ultimate recipient can request up to 80 percent of project costs using REDLG funds. The remainder must be provided by the ultimate recipient or intermediary.

What are the terms on the RLF loan to the ultimate recipient?

- Interest rate is 0 percent
- Maximum term is 10 years
- Up to 80 percent of project cost, with 20 percent from either the ultimate recipient or the intermediary
- The intermediary can incorporate interest rates or administrative loan fees after the funds have been loaned out and revolved once. The first time around, all loans are zero interest.
- Repayment can be deferred up to two years

How do we get started?

Applications are accepted year-round through your local USDA Rural Development office. They also can answer your REDLG questions. You'll find a state-based list at this link: <https://go.usa.gov/xShSz>.

What governs these programs?

- Basic program information: 7 CFR, Part 4280, available at this link: <https://go.usa.gov/xMXrX>
- Loan servicing - 7 CFR, Part 4280 as listed above, plus 2 CFR Part 200, available at this link: <https://go.usa.gov/xMXrV>
- These programs are authorized by the Rural Electrification Act of 1936

Why does USDA Rural Development do this?

The REDLG programs provide financing to eligible RUS electric or telecommunications borrowers to promote rural economic development and job creation projects.

NOTE: Because information is subject to change, always consult official program instructions or contact your local Rural Development office for help. A list is available at this link: <https://go.usa.gov/xJHPE>. You will find additional resources, forms, and program information at <https://rd.usda.gov>. USDA is an equal opportunity provider, employer, and lender.