



PLEASE TAKE NOTICE that there will be a City of Lodi Public Works & Utilities Committee meeting held on Tuesday, August 6, 2019 at 5:00 pm in Council Chambers, City Hall, 130 South Main Street, Lodi, WI.

Public Works & Utilities Committee Agenda

1. Call to Order
2. Public Input

Must state name and address. Must be limited to items not on the agenda. Limited to two minutes unless otherwise extended. Committee's role is to listen and not discuss the item. Personnel issues cannot be discussed nor individuals named. Committee is unable to take action at this meeting.

3. Approve Minutes from July 9, 2019

Documents:

[7-9-19 Public Works Utilities Meeting Minutes.pdf](#)

4. Monthly Financials

Documents:

[6 June 2019 Electric Balance Sheet.pdf](#)
[6 June 2019 Electric Income Stmt.pdf](#)
[6 June 2019 PW Projects Balance Sheet.pdf](#)
[6 June 2019 PW Projects Income Stmt.pdf](#)
[6 June 2019 Sewer Balance Sheet.pdf](#)
[6 June 2019 Sewer Income Stmt.pdf](#)
[6 June 2019 Solid Waste Balance Sheet.pdf](#)
[6 June 2019 Solid Waste Income Stmt.pdf](#)
[6 June 2019 Water Balance Sheet.pdf](#)
[6 June 2019 Water Income Stmt.pdf](#)

5. Discussion on Public Water Refill Station
6. Discussion on Lawn Seeding Netting
7. Discussion on 2020 Street Projects
8. Discussion on 2020 Budget
9. Director of Operations Projects Report
10. Next Meeting Date and Agenda Items
11. Adjourn

Posted: _____

By: _____

To ensure a quorum, please inform the Chair if you are unable to attend

Members: Alders Stevenson (Chair), Groves Lloyd, Hansen

City of Lodi Public Works & Utilities Committee Meeting
Minutes of July 9, 2019

1. Call to Order

Chair Stevenson called the meeting to order at 5:02 PM.

Committee Members Present: Rich Stevenson, Eric Hansen, Ann Groves Lloyd

Staff Present: Julie Ostrander, Kennan Buhr and Jennifer Sweeney

Others: Jim Ness, Suzanne Miller

2. Public Input.

None

3. Approve Minutes of June 4, 2019 Meeting

MOTION (Groves Lloyd/Hansen) to approve the minutes of the June 4, 2019 meeting. Motion carried.

4. Public Works & Utilities Financial Reports

The committee reviewed the balance sheets and income statements.

5. Review and Recommendation to Amend Ch. 234 Abatement of Public Nuisance

MOTION (Hansen/Stevenson) to recommend to Council amending Ch. 234 Abatement of Public Nuisance. Motion carried.

Groves Lloyd shared concerns that property owners would not be informed from the outset if a nuisance tree needed removal from a property. Stevenson suggested a proactive approach notifying property owners that the city has a program to manage nuisance trees. Groves Lloyd stated she would like the program to be proactive instead of reactionary. Property owners should be made aware that they can take down a nuisance tree themselves or the city can remove the tree with payment in full at the time of removal or costs recovered through a special assessment on their property tax bill. Ostrander assured Groves Lloyd that a procedure for nuisance trees would be put in place where property owners can either pay up front or over a series of years, similar to the special assessments for sidewalk, curb, and gutter.

6. Review and Recommendation to Amend Chapter 307, Trees

MOTION (Stevenson/Groves Lloyd) to recommend to council amending Chapter 307, Trees. Motion carried.

Ostrander stated that these amendments were 'cleaning up' the ordinance, but the committee should note that, to improve efficiency, these changes remove the authority of the Parks Commission to decide which trees stay or are removed.

7. Discussion on Drainage Ditch (from 925 Development Drive)

Buhr noted that erosion from the adjoining farm field is filling the ditch near 925 Development Drive, not allowing water to drain. The business located near the drainage ditch is in the food industry and cannot have standing water on the property. The city has moved soil in the area to see if that helps keep water from pooling. However, he would like get a quote to dredge the ditch. Buhr noted that dredging the ditch is not a long term solution if there isn't a cover crop planted adjacent to it. Mayor Ness stated he would speak to the golf course, as they lease the property to a farmer who plants corn on the property.

8. Discussion and Recommendation for Wayfinding Signs

Ostrander explained that a plan needs to be submitted to the DOT, who also need to approve the sign colors. There are also rules regarding what poles can be used for the signs. The committee declined to make a recommendation until they receive more guidance from the DOT.

9. Update: PSC Rate Increase

The Committee discussed clarification of the content in the press release, as well as the public event planned on a future date. Groves Lloyd stated that the press release was difficult to comprehend and future press releases of this nature should avoid large blocks of text. Ostrander stated that the city wanted to stay consistent with the information provided by the PSC.

10. Update: Planters on Main Street

Buhr stated that the city will be ordering the planters this year. Stevenson stated that since poles are being painted this year, wait to install and plant flowers until next year.

11. Discussion of Installing Public Water Bottle Refill Station

The committee responded positively to the installation of a water bottle refill station. Stevenson and Groves Lloyd noted that it should be installed in the downtown area and should be accessible to the public at all times from spring through fall. Buhr and Stevenson will come up with some location ideas for discussion at the next meeting.

12. Discussion on Lawn Seeding Netting

The Committee noted that lawn seeding netting can take a significant amount of time to dissolve. Stevenson requested that other communities be contacted to see if they have restrictions on lawn seed netting.

13. Next Meeting Date and Agenda Items

The next regular meeting is August 6 at 5:00 p.m. at City Hall. Agenda items will include

- Public water refill station
- Lawn seeding netting
- Update on the welcome sign
- Dir. of Operations projects report (recurring agenda item)

14. Adjourn

MOTION (Groves Lloyd/Hansen) to adjourn at 6:13 p.m. Motion carried.

Minutes by Jennifer Sweeney, Management Analyst

**Lodi Utilities - Electric Department
Balance Sheet
For the Period Ending 6/30/2019**

	Current Month
Assets	
Cash & Investments	\$1,161,227
Customer Accounts Receivable	28,280
Other Receivables	253,973
Prepays & Unamortized Debt Disc/Prem	54,442
Work in Progress	51,567
Inventory	108,747
Pension Accounts	99,390
Land and Buildings	55,663
Station Equipment	1,484,312
Poles and Overhead Conductors	1,420,014
Underground Conduit and Conductors	1,613,251
Line Transformers	1,070,207
Vehicles & Heavy Equipment	402,659
Other Capital Assets	1,536,789
Less: Accumulated Depreciation	(3,930,973)
Total Assets	5,409,548
Liabilities	
Accounts Payable	8,762
Accruals and Deferred Credits	356,426
Bonds and Loans Payable	687,278
Interfund Loans Conversion & PILOT	71,283
Total Liabilities	1,123,748
Equity	
Capital Paid in by Municipality	648,051
Unappropriated Earned Surplus	565,547
Retained Earnings	2,805,144
YTD Net Income	267,057
Total Equity	4,285,800
Total Liabilities and Equity	5,409,548

**Lodi Utilities - Electric Department
Income Statement
For the Period Ending 6/30/2019**

<u>Account Description</u>	<u>June</u>	<u>2019 YTD</u>	<u>Total Budget</u>	<u>Remaining Budget</u>	<u>% of Budget</u>
Revenues					
Interest & Dividend Income	\$2,531	\$14,844	\$9,000	(\$5,844)	165%
Misc Nonoperating Income	1,008	1,120	0	(1,120)	0%
Miscellaneous Credits to Surpl	16,185	16,185	7,000	(9,185)	231%
Residential Sales	97,868	638,357	1,432,908	794,551	45%
Small Comm & Industrial Sales	72,739	452,531	1,198,326	745,795	38%
Large Comm & Industrial Sales	52,713	296,354	655,683	359,329	45%
Public Street & Highway Lighti	5,181	33,216	68,722	35,507	48%
Interdepartmental Sales	2,583	18,837	35,000	16,163	54%
Forfeited Discounts	396	2,578	4,000	1,422	64%
Miscellaneous Service Revenues	0	422	1,000	578	42%
Rent from Electric Property	0	210	16,000	15,790	1%
Other Electric Revenues	63	172	1,000	828	17%
Total Revenue	251,268	1,474,824	3,428,639	1,953,815	43%
Expenses					
Depreciation Expense	115,000	138,000	275,000	137,000	50%
Taxes	0	2,884	160,801	157,917	2%
Miscellaneous Amortization	0	0	(17,663)	(17,663)	0%
Other Income Deductions	0	641	650	9	99%
Interest on Long-Term Debt	0	9,858	19,323	9,465	51%
Power-Purchased Power	152,316	795,915	2,351,928	1,556,013	34%
Distrib-Supervision & Eng	1,762	10,129	22,897	12,768	44%
Distrib-Station Expense	269	3,780	8,578	4,798	44%
Distrib-Meter	728	3,377	13,394	10,017	25%
Distrib-Maint of Overhead Line	4,413	43,044	96,778	53,734	44%
Distrib-Maint of UG Lines	2,440	12,589	50,731	38,142	25%
Distrib-Maint of Line Transfor	0	1,788	6,523	4,735	27%
Distrib-Maint of St. Lighting/	155	7,146	9,157	2,011	78%
Distrib-Maint of Meters	0	819	3,500	2,681	23%
Cust Accts-Meter Reading	1,219	2,938	5,917	2,979	50%
Cust Accts-Records & Collectns	2,197	13,682	69,136	55,454	20%
Cust Accts-Uncollectible Accts	(1)	(4)	0	4	0%
Admin and General Salaries	4,053	25,766	1,600	(24,166)	1,610%
Office Supplies & Expenses	659	3,821	10,400	6,579	37%
Outside Services Employed	1,753	12,419	32,636	20,217	38%
Property Insurance	0	18,825	20,917	2,092	90%
Employee Pensions & Benefits	5,900	34,241	70,450	36,209	49%
Regulatory Commission Exp	0	17,563	4,000	(13,563)	439%
Miscellaneous General Expense	6,710	33,505	70,358	36,853	48%
Maintenance of General Plant	1,369	15,043	42,678	27,635	35%
Total Expenses	300,941	1,207,767	3,329,689	2,121,922	36%
NET INCOME	(49,674)	267,057	98,950	(168,107)	270%



Lodi - PW Projects
Balance Sheet
For the Period Ending 6/30/2019

Assets

Cash	\$200,350
Receivables:	
Taxes	250,000
Accrued Receivables	
Total Assets	<u>450,350</u>

Liabilities

Advance from Other Funds	<u> </u>
Deferred Inflows of Resources	<u> </u>

Fund Balances (Deficits)

Restricted	
Assigned	
Unassigned	196,930
Net Change in Fund Balance	253,420
Total Fund Balances (Deficits)	<u>450,350</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances (Deficits)	<u>450,350</u>

Public Works Projects
Income Statement
For the Six Months Ending 6/30/2019

<u>Account Description</u>	<u>June</u>	<u>2019 YTD</u>	<u>Total Budget</u>	<u>Remaining Budget</u>	<u>% of Budget</u>
REVENUE					
General Property Taxes		\$250,000.00	\$250,000.00		100%
Motor Vehicle Taxes Contingency	4,819.00	29,249.00	79,000.00	49,751.00	37%
Total Revenue	4,819.00	279,249.00	329,000.00	49,751.00	85%
EXPENSE					
Hwy & Street Maint & Construct Sauk St Multi use Path	6,344.80	13,388.05	81,260.00	67,871.95	16%
Hwy & Street Maint & Construct Mill Pave Crackfill Seal Coat	2,173.08	12,440.96	78,285.00	65,844.04	16%
Total Expense	8,517.88	25,829.01	159,545.00	133,715.99	16%
Net Income	<u>(3,698.88)</u>	<u>253,419.99</u>	<u>169,455.00</u>	<u>(83,964.99)</u>	<u>150%</u>

**City of Lodi - Sewer Department
Balance Sheet
For the Period Ending 6/30/2019**

	Current Month
Assets	
Cash & Investments	\$1,755,593
Customer Accounts Receivable	17,386
CWIP Sewermain Ext Northside	57,789
Boiler Plant Connections	202,212
Engines Intakes/ Accessory Infiltration	1,606,226
Elec Pump Equip/Other Power Equip	1,782,668
Structures & Improvements	1,964,084
Reserves/ Treatments	357,397
Sludge Treatment & Disposal	841,409
Plant Site Piping/Flow Metering	535,596
General Equipment	364,239
Tools, Shop, Gar/Boiler	40,650
Vehicles & Heavy Equipment	204,373
Less: Accumulated Depreciation	(4,850,543)
Accruals & Deferred Debits	176,471
Total Assets	5,055,550
Accruals and Deferred Credits	123,719
Bonds and Loans Payable	514,413
Total Liabilities	638,132
Contributed Capital	386,843
Retained Earnings	3,915,272
YTD Net Income	115,302
Total Equity	4,417,418
Total Liabilities and Equity	5,055,550

**Lodi Utilities - Sewer Department
Income Statement
For the Period Ending 6/30/2019**

<u>Account Description</u>	<u>June</u>	<u>2019 YTD</u>	<u>Total Budget</u>	<u>Remaining Budget</u>	<u>% of Budget</u>
REVENUE					
Interest & Dividend Income	\$3,942.83	\$21,879.82	\$4,000.00	(\$17,879.82)	547%
Misc Nonoperating Income	98.00	322.00	0.00	(322.00)	0%
Residential Sales	59,433.92	323,540.44	654,406.00	330,865.56	49%
Multifamily Sales	3,551.84	19,876.89	38,990.00	19,113.11	51%
Small Comm & Industrial Sales	9,536.34	54,431.46	115,838.00	61,406.54	47%
Large Comm & Industrial Sales	1,831.76	8,444.72	18,538.00	10,093.28	46%
Other Sales to Public Authorit	5,237.28	22,425.64	39,342.00	16,916.36	57%
Interdepartmental Sales	117.28	3,046.24	2,163.00	(883.24)	141%
Forfeited Discounts	176.77	1,023.08	2,200.00	1,176.92	47%
Misc Service Revenues	3,300.00	9,621.37	15,000.00	5,378.63	64%
Amort of Construction Grant - Sewer Plant	0.00	0.00	26,441.00	26,441.00	0%
Total Revenue	<u>87,226.02</u>	<u>464,611.66</u>	<u>916,918.00</u>	<u>452,306.34</u>	<u>51%</u>
EXPENSES					
Depreciation Expense	95,000.00	114,000.00	230,000.00	116,000.00	50%
Long-Term Debt Interest Exp	0.00	9,207.25	17,810.00	8,602.75	52%
Sewer-Supervision & Labor	15,156.50	93,366.92	242,819.00	149,452.08	38%
Sewer-Power/Fuel for Pumping	4,130.11	26,552.85	65,000.00	38,447.15	41%
Sewer-Phosphorous Removal	5,785.00	11,788.83	24,000.00	12,211.17	49%
Sewer-Sludge Cond Chemical	2,416.41	4,864.14	15,000.00	10,135.86	32%
Sewer-Other Chemicals	1,004.74	3,019.34	5,500.00	2,480.66	55%
Sewer-Transportation Expense	116.60	743.76	12,500.00	11,756.24	6%
Sewer-Operating Rents	5,000.00	6,000.00	12,000.00	6,000.00	50%
Sewer-Maint Collection System	0.00	78.92	2,500.00	2,421.08	3%
Sewer-Collect Sys Pump Equip	87.99	116.79	5,500.00	5,383.21	2%
Sewer-Maint Treat & Disp Eqp	0.00	0.00	4,500.00	4,500.00	0%
Sewer-Maint General Plant	203.95	2,346.18	2,000.00	(346.18)	117%
Sewer-Billing, Collect & Acctg	3,477.52	22,259.05	43,466.00	21,206.95	51%
Sewer-Meter Reading	10,400.41	12,320.16	23,000.00	10,679.84	54%
Sewer-Office Supplies & Exp	418.87	4,351.99	10,800.00	6,448.01	40%
Sewer-Outside Services	1,339.16	6,147.28	42,900.00	36,752.72	14%
Sewer-Insurance	0.00	22,148.07	23,661.00	1,512.93	94%
Sewer-Reg Commission Exp	4,003.52	4,003.52	5,000.00	996.48	80%
Sewer-Misc General Exp	785.97	5,315.47	12,050.00	6,734.53	44%
Miscellaneous General Expense	275.36	678.98	0.00	(678.98)	0%
Total Expenses	<u>149,602.11</u>	<u>349,309.50</u>	<u>800,006.00</u>	<u>450,696.50</u>	<u>44%</u>
NET INCOME	(62,376.09)	115,302.16	116,912.00	1,609.84	99%



Lodi - Solid Waste
Balance Sheet
For the Period Ending 6/30/2019

Assets

Cash & Investments	(\$50,318)
Receivables:	
Taxes	168,962
Accrued Receivables	
Total Assets	<u>118,644</u>

Liabilities

Advance from Other Funds	<u> </u>
Deferred Inflows of Resources	<u> </u>

Fund Balances (Deficits)

Restricted	
Assigned	
Unassigned	16,975
Net Change in Fund Balance	101,668
Total Fund Balances (Deficits)	<u>118,644</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances (Deficits)	<u>118,644</u>

Lodi Solid Waste
Solid Waste Income Statement
For the Six Months Ending 6/30/2019

<u>Account Description</u>	<u>June</u>	<u>2019 YTD</u>	<u>Total Budget</u>	<u>Remaining Budget</u>	<u>% of Budget</u>
REVENUE					
General Property Taxes		\$168,962.00	\$167,727.00	(\$1,235.00)	101%
Garbage/Recycling Fees		392.00		(392.00)	0%
Total Revenue		169,354.00	167,727.00	(1,627.00)	101%
EXPENSE					
Garbage Collection Contractual Services and Operating Supplies	10,339.90	47,691.35	112,590.00	64,898.65	42%
Recycling Contractual Services	3,999.54	19,994.21	47,785.00	27,790.79	42%
Total Expense	14,339.44	67,685.56	160,375.00	92,689.44	42%
Net Income	<u>(14,339.44)</u>	<u>101,668.44</u>	<u>7,352.00</u>	<u>(94,316.44)</u>	<u>1,383%</u>

**Lodi Utilities - Water Department
Balance Sheet
For the Period Ending Sunday, June 30, 2019**

	Current Month
Assets	
Cash & Investments	\$620,414.76
Customer Accounts Receivable	7,959.11
Other Receivables	45,985.06
Prepays & Unamortized Debt Disc/Prem	22,413.00
Inventory	30,411.85
Pension Accounts	39,077.00
Land and Buildings	1,151,333.56
Wells & Pumps	1,333,779.09
Transmission & Distribution Mains	4,138,068.47
Meters	411,319.81
Hydrants	389,523.56
Vehicles & Heavy Equipment	114,673.83
Other Capital Assets	1,947,310.14
Less: Accumulated Depreciation	(2,247,043.51)
Total Assets	8,005,225.73
Liabilities	
Accruals and Deferred Credits	257,863.76
Bonds Payable	2,209,736.00
Interfund Loan - PILOT	40,205.25
Total Liabilities	2,507,805.01
Equity	
Capital Paid in by Municipality	555,417.23
Unappropriated Earned Surplus	805,542.20
Retained Earnings	4,069,432.03
YTD Net Income	67,029.26
Total Equity	5,497,420.72
Total Liabilities and Equity	8,005,225.73

**Lodi Utilities - Water Department
Income Statement
For the Period Ending 6/30/2019**

<u>Account Description</u>	<u>June</u>	<u>2019 YTD</u>	<u>Total Budget</u>	<u>Remaining Budget</u>	<u>% of Budget</u>
Revenues					
Interest & Dividend Income	\$1,406	\$8,381	\$3,000	(\$5,381)	279%
Misc Nonoperating Income	3,105	7,801	8,000	199	98%
Metered Sales - Water	29,274	160,025	448,815	288,790	36%
Private Fire Protection Servic	1,115	6,675	13,380	6,705	50%
Public Fire Protection Service	40,017	115,754	230,879	115,125	50%
Other Sales Public Auth-Water	2,146	10,525	23,000	12,475	46%
Interdepartmental Sales-Water	145	1,509	2,800	1,291	54%
Forfeited Discounts-Water	83	494	1,000	506	49%
Other Water Revenues	4,485	5,413	10,000	4,587	54%
Total Revenue	81,776	316,577	740,874	424,297	43%
Expenses					
Depreciation Expense	56,505	67,871	156,000	88,129	44%
Taxes	(1,536)	(1,800)	132,821	134,621	(1%)
Miscellaneous Amortization	0	0	(4,520)	(4,520)	0%
Interest on Long-Term Debt	0	37,937	74,771	36,834	51%
Water Supply- Labor & Expenses	1,783	11,732	49,419	37,687	24%
Pumping-Fuel or Power Purch	2,351	15,892	32,000	16,108	50%
Pumping Expenses Transferred	0	239	0	(239)	0%
Pumping-Maint of Pumping Eqp	0	188	24,500	24,313	1%
Water Treat-Chemicals	1,020	1,906	4,000	2,094	48%
Water Trans/Distr-Superv & Eng	1,762	10,129	22,897	12,768	44%
Water Trans/Distr-Miscellaneous	112	854	2,500	1,646	34%
Water Trans/Distr-Maint of Res	0	0	500	500	0%
Water Trans/Distr-Maint of Mai	250	3,375	9,500	6,125	36%
Wtr Trans/Distr-Maint Service	634	3,645	35,444	31,799	10%
Water Trans/Distr-Maint Meter	1,310	8,318	20,599	12,281	40%
Wtr Trans/Distr-Maint Hydrants	1,217	6,312	31,796	25,484	20%
Wtr Trans/Distr-Maint Misc Plt	0	669	4,146	3,477	16%
Cust Accts-Meter Reading	59	257	582	325	44%
Cust Accts-Records & Collectns	1,101	6,805	34,534	27,729	20%
Cust Accts-Uncollectible Accts	0	0	10	10	0%
Admin and General Salaries	2,010	13,227	1,500	(11,727)	882%
Office Supplies & Expenses	368	2,873	9,100	6,227	32%
Outside Services Employed	1,708	11,787	18,752	6,965	63%
Property Insurance	0	6,825	8,093	1,268	84%
Employee Pensions & Benefits	3,109	19,202	29,893	10,691	64%
Regulatory Commission Exp	1,521	4,190	1,500	(2,690)	279%
Miscellaneous General Expense	2,745	10,660	25,705	15,045	41%
Maintenance of General Plant	535	6,455	13,392	6,937	48%
Total Expenses	78,564	249,547	739,434	489,887	34%
NET INCOME	3,212	67,029	1,440	(65,589)	4,655%