



**CITY OF RIVER FALLS WISCONSIN
UTILITY ADVISORY BOARD AGENDA
CITY HALL – COUNCIL CHAMBERS
January 16, 2017**

Call Meeting to Order: 6:30 p.m.

Roll Call

Approval of Minutes: November 21, 2016

ACTION MAY BE TAKEN ON ANY OF THE FOLLOWING ITEMS

PUBLIC COMMENTS:

CONSENT AGENDA:

1. Acknowledgement of the following minutes:
 - a. West Central Wisconsin Biosolids Facility Commission – 10-18-16 and 11-15-16
 - b. POWERful Choices Committee – 11-10-16 and 12-8-16

RESOLUTIONS

2. Resolution Recommending Electric Line Clearance Tree and Brush Trimming Contract
3. Resolution Recommending Changes to Business Incentive Program

REPORTS:

4. Finance Report
5. Utility Dashboards
 - a. Electric
 - b. Water
 - c. Waste Water Treatment Plant
 - d. Powerful Choices
6. Monthly Utility Report

ANNOUNCEMENTS:

ADJOURNMENT:

*Council members may be in attendance for informational purposes only.
No official Council action will be taken.*

Publish River Falls Journal 1-12-17: Posted: 1-6-17

REGULAR MEETING

RIVER FALLS UTILITY ADVISORY BOARD

November 21, 2016 6:30 p.m.

Council Chambers, City Hall

The Regular Meeting of the River Falls Utility Advisory Board was called to order by President Hanson at 6:30 p.m. Present: Kevin Swanson, Patrick Richter, Diane Odeen, Grant Hanson, Duane Pederson, Tim Thum, and Adam Myszewski. Staff present: Kevin Westhuis, Utility Director; Kristi Hartmon, Utility Administrative Assistant; Ron Groth, Water/Wastewater Superintendent; Reid Wronski, City Engineer; Crystal Raleigh, Senior Civil Engineer; Julie Bergstrom, Finance Director and Councilmen, District 2, Chris Gagne. Others present: Ron Quanbeck, Eric Klingbeil, and Matt Wassman from TKDA.

M/S Odeen/Swanson to approve minutes of the October 17, 2016 Regular Meeting. Motion Carried.

PUBLIC COMMENTS:

CONSENT AGENDA:

1. Acknowledgment of the following minutes:
West Central Wisconsin Biosolids Facility Commission – 09-20-16
POWERful Choices Committee – 10-13-16

M/S Myszewski/Odeen to approve Consent Agenda. Motion Carried.

RESOLUTIONS:

2. North Interceptor Sewer Project: Reid Wronski, City Engineer introduced engineers from TKDA and gave a recap of this project. On November 16, 2015 staff presented a draft RFP for necessary planning of a North Interceptor Sewer project. On March 21, 2016, the Utility Advisory Board (UAB) adopted a resolution recommending the City Council who authorized to enter into an agreement with TKDA for professional services necessary to complete initial work that included downstream interceptor planning and preliminary design, N. Interceptor routing study, and the St. Croix Street Outfall study. Ron Quanbeck from TKDA along with Eric Klingbeil and Matt Wassman gave a presentation on the recommended preferred route for the N Interceptor Sewer and the preferred concept for the St. Croix Street Outfall. Quanbeck stated that the project overall had several parts to it including eliminating the Kinnickinnic Lift Station and replacing it with a gravity interceptor. Also looking at the St. Croix Street Outfall to determine if they could improve the function of that for water quality and quantity and look at the area downstream from there beyond the power plant and see what the condition of the pipe was and what route made the most sense. Mr. Klingbeil, the engineer for the N. Interceptor Routing Study, spoke about the need of the replacement to accommodate increasing flows from continued development in the N. Interceptor area and the increasing maintenance needs. Options included replace lift station and upsize

downstream pipe or provide gravity service alignment. The gravity sewer was chosen due to its reliability as there are no pumps to fail and reduced energy consumption and maintenance needs. The goals of this project was to minimize cost, serve the expanded service area, and minimize impacts on environment, private property (reduce the amount of easements), residents, and businesses. Route options included alignment of existing sanitary sewer that was initially considered. This route was discarded as not feasible because of the deep excavation, expensive rock excavation, and construction impacts on adjacent properties. Two additional routes (downstream) from the Lift Station to west of St. Croix Street and three routes (upstream) from there to manhole 1274 were also considered. Mr. Klingbeil showed a decision making tool which was a comparison matrix and was included in the UAB packets. The recommended route was 2A as shown on maps. It was recommended because it has the lowest cost out of all of the options. It was also the shallowest of the options and less likely to hit bedrock and all other factors for costs were comparable between the other options. This option allows the ability to expand to serve the entire service area and has the deepest river crossing which allows for an easier and safer river crossing. Private property and impacts to residents are roughly the same or some of the private property impacts are actually slightly less because they are not impacting any developable land and minimizing the impacts to any farmland. Mr. Quanbeck stated that they would be going on the lift station route initially and then the St. Croix Street pond after that. The next step for the lift station would be to refine the design and identify easements that would be needed and begin working with property owners. Mr. Quanbeck stated there is some latitude in adjusting things a little bit within the basic concept of the route to address concerns that the property owners might have. At this meeting is was asked to approve the basic route so engineers can continue. Mr. Quanbeck asked the board if they had any questions. Route A was a little shorter and requires shallower excavation, but does have more easement acquisition required. Route 2 was selected as the preferred route to connect route A to Manhole 274 as shown on the map. Utility Advisory Board Member Swanson asked for clarification as a newer board member on the priority of the project on the budget report and how that works and also asked if the two resolutions are depended on each other or are they separate. Wronski stated this project has been off and on in the works for around 15 years and have brought it back to light with taking looks at bringing development into our corporate parks (Whitetail and Sterling Ponds). Alderperson Odeen clarified that this project has been in front of the UAB and Council for about two years and has to do with development and if there is a business or company that needs a lot of water, the City would not be able to accommodate them right now and the lift station itself is going to become more expensive as time goes on, so it was being proactive. Mr. Quanbeck answered that the sewer rerouting gives an opportunity with the St. Croix Street Pond outfall and will be working in that area and that is where the connection would be. Mr. Quanbeck also answered Swanson's question on crossing the river and that this project is making it available in the future if it's chosen to do so. UAB Member Hanson asked if there was consideration of continued growth and how long this would accommodate that future growth. The 15 inch pipe that's downstream that turns to 18" will serve the area as it expands for quite some time but the lift station and force main are under capacity so those would have to be replaced. The 21 inch pipe should serve the extended area development plus some

additional. UAB Member Richter who stated he is newer with the board asked that he had heard years back about a private party issue and the project was delayed and asked if that was still the case and is there cooperation with the land owner with easements. Mr. Quanbeck stated that the next step is to continue discussion with property owners and he has met with the owner and she was in attendance at this UAB meeting and there are issues to work through and would need to acquire easements from the owner. Odeen asked if she was right in that any of these routes would involve getting easement over private party. Mr. Quanbeck stated that they would. Odeen commented that she appreciated the decision making matrix and that it made it very clear on what was being considered and she found it helpful. With no other questions, President Hanson asked the board to consider Resolution 2016-18 recommending the preferred route for the N Interceptor Sewer. Odeen moved approval of Resolution Number 2016-18 and Myszewski seconded the motion and the resolution was passed.

Matt Wassman from TKDA gave a short presentation on the St. Croix Street Outfall preferred concept. Easements would also need to be negotiated with property owners for this project. Mr. Wassman gave a brief overview of the St. Croix Street Outfall study that was done. The study and technical memorandum that was included in the UAB packets reviewed different concepts for reconfiguring the St. Croix Street Outfall pond. This is needed to enhance its function of providing peak discharge rate control, total suspended solids (TSS) removal and total phosphorus (TP) removal consistent with current standards. Sediments have accumulated to the point where the sediment capturing ability of the pond has been significantly reduced. This existing pond treats storm water runoff from a large portion of downtown River Falls prior to discharging to the Kinnickinnic River. A technical memorandum was included in the UAB packets that documented the preliminary design of multiple storm water treatment options that would provide rate and volume control and help reduce TSS and thermal loads to the river from existing developed areas. TKDA looked at a total of five proposed concepts and Mr. Wassman gave an overview of all five concepts. A meeting and site visit was held with the DNR to discuss two of the proposed concepts. During the site visit and inspection of the existing pond and a walk through of the entire ravine/channel downstream, multiple springs providing fresh cold water to the channel were encountered. The presence of springs confirmed the designation that the channel was a Class II trout stream and as a result it was determined that Concepts 1 and 2 outlined in the technical memorandum would not be feasible. The other three Concepts (3, 4, and 5) included: Concept 3 regrading the pond within the existing footprint; Concept 4 regrading the pond within the existing footprint but also expanding to the east requiring property acquisition; and Concept 5 would be the same as Concept 3 but converting to a dry infiltration/filtration pond. Mr. Wassman also presented the water quality results for Concepts 3, 4, and 5 compared to existing conditions. Concept 5 had the most total suspended solid removal and total phosphorus removal of all three concepts. Concept 5 was recommended by TKDA because it converted wet pond of concept 3 to dry infiltration/filtration pond increasing the storage volume resulting in increased TSS and TP removal and rate reduction. Odeen asked if the dry pond would need to be excavated on a regular basis. Mr. Wassman explained

that they usually plan on about every 20 years but with the infiltration/filtration they would need to get in there about every 5 years and scrape the top layer of the sediment. City Engineer Wronski asked Mr. Wassman if it was accurate that we are intentionally capturing more drainage that is not currently being directed to the pond into this new configuration. Mr. Wassman confirmed that was very accurate. A member of the audience was trying to make a statement and UAB President Hanson advised her that there was a chance for public comments at the beginning of the meeting and that time has closed and that the meeting would move forward with no additional comments from the audience. It was stated that the existing pond is built on a limited easement. Wronski stated for that part of the process, staff engaged a land acquisition firm that specializes in this and the intent is to document what easements we have for existing facilities and where we lack in easements for existing facilities. Wronski stated that there are easements in and around this pond; whether they cover the exact footprint of the pond that would be something we would want to find out before we do anything else out there. Downstream there's all sorts of questions with regard to the existing sewer main that was constructed in the early seventies that where the sewer did go in and he has seen no evidence of any easement over the existing sewer, but staff will do a thorough title search and make sure and if that is the fact we need to do what's right and acquire easements. UAB member Richter asked for clarification that this is an implementable plan and are in the planning phases and not setting dates for starting of the project. Wronski confirmed that this is part of the plan of recommending a concept for the St. Croix Street Outfall and then TKDA will complete preparation of preliminary plans identifying any necessary permanent and temporary easements needed to construct and maintain the project. An acquisition map will be brought to the City Council for approval before the Land Acquisition Specialist begins negotiation with affected property owners. UAB Member Swanson stated that there were no costs in the options presented and should he assume that option 5 that is being recommended is the most expensive. Swanson stated that it would be nice to see costs associated with them as we are making recommendations to move forward. TKDA stated that Concepts 3 and 5 are very similar (one is dry and one is wet) and stated we should look at both of those concepts and then look at the upfront costs and the long term maintenance costs. UAB Member Richter asked if the DNR has seen Concepts 3, 4 and 5. Mr. Wassman stated that they have not seen them yet, but we are not going any further downstream in the existing berm, and are staying within the footprint of the existing pond and just doing some things with the slopes going a little deeper. We are not anticipating the DNR having any issues, but they will absolutely be involved. With no other questions, President Hanson asked the board to consider Resolution 2016-19 recommending the preferred concept for the St. Croix Street Outfall. Odeen moved approval of Resolution Number 2016-19 and Myszewski seconded the motion and the resolution was passed.

3. Resolution recommending purchase and installation of a Variable Frequency Drive (VFD) for Well 5. Kevin Westhuis, Utility Director introduced the resolution asking for a recommendation to purchase and install a Variable Frequency Drive (VFD) for Well 5. About a month ago Ron Groth, Water/Wastewater Superintendent gave a presentation on this item and Westhuis reminded folks that this is Well #5 which is on West Division Street and feeds

two major subdivisions (about 200 homes). There has been water pressure drops and then water pressure increases while residents shower in these areas. Staff did testing and monitoring and after research it was determined that a VFD motor could be put on Well #5 to help with these pressure problems. The cost of this drive and installation is \$17,575.00. Energy rebates in the amount of \$10,545.00 combined with energy savings of \$13,000.00 annually give this project a simple six month payback. Staff is asking Utility Advisory Board to approve the purchase of a Variable Frequency Drive Motor and Pump at Well #5. With no other questions, President Hanson asked the board to consider Resolution 2016-20 recommending the purchase of Variable Frequency Drive Motor and Pump at Well #5. Pederson moved approval of Resolution Number 2016-20 and Thum seconded the motion and the resolution was passed.

REPORTS:

4. Finance Report: Financial reports were included in the UAB packet for review. Finance Director Bergstrom asked the board if they had any questions on the reports.
5. Utility Dashboards for, electric, water, wastewater and POWERful Choices were included in the UAB Packets.
6. Monthly Utility Report was included in the UAB packets for review. Ron Groth gave an update on the progress of the Wastewater Treatment Plant construction and stated that it is very close to being complete and the DAFT thickener has been moved over to the new biosolids building and will be going online later that week and will be 90 percent operational the first of December. The project is coming in under budget and on schedule. Swanson asked if there was any feedback on the postcard that was sent to Sterling Ponds residents on the options for the community solar landscaping. Westhuis stated that he received about seven emails from residents with all positive comments and residents like the combined screen and plantings. UAB Member Myszewski who is also on the Kinni Corridor Planning Committee announced they are hosting a community kickoff event of December 8th from 6:30pm – 8:00pm and located in the lower level of the library. Myszewski invited the community to come out and explore, understand and engage.

ADJOURNMENT:

M/S Swanson/Myszewski moved to adjourn at 7:42 p.m. Unanimous.

Reported by: Kristi Hartmon, Utility Administrative Assistant

West Central Wisconsin Biosolids Meeting---

10-18-16

Meeting called to order by Gary @ 8:35

Board Members Present: Gary Newton, Kevin Westhuis, John Bond, Greg Engeset

Others Present: Ron Groth, Rich Bignell, Randy Lindquist

Consent Agenda—

- 1)- M/S John/Kevin to pay the bills. Passed
- 2)- M/S Greg/John to accept the September minutes. Passed

Financial Report-

Was mentioned that we are approx.. \$2000 over budget at this time. M/S John/Kevin to accept. Passed

Facilities Report-

1)-Pounds for the year are slightly down w/gallons being up. 2)-Randy has talked w/Rohl about the end product. They were to have started yesterday hauling, building is full. They are confident that they will get it out. 3)- Annual Meeting will be held on 11-15-16 at the West Wind in River Falls starting at 10:30 a.m.

Old Business- SCADA Project should be completed totally by the next meeting w/final payout in 2016.

New Business-

1)- 2017 Budget will be presented at the Annual Meeting member rates going to .3679 compared to .3628 and non-members going to .4174 from .4117.

2)- Kevin brought up that Ron will now be River Falls representative, and would like to see him on the ballot for the 5 year term to be voted at annual meeting. M/S Kevin/Greg. Passed. Other nominations will be accepted at the Annual Meeting.

3)-Closed Session- M/S Kevin/John to go into closed session to discuss compensation for employees. All members aye. M/S Greg/Kevin to go back into open session, all members aye. M/S Kevin/John to give 2% raises to all employees and to continue having employees pay 10% of health insurance premiums. Passed.

Future Agenda Items---

Possible pilot studies on screens---screw press---

Annual Meeting----11-15-16 in RF at the West Wind @10:30

Greg Engeset—acting secretary

West Central Wisconsin Biosolids Facility

Commission Annual meeting

November 15th 2016

Meeting was called to order by Gary Newton at 10:45 am.

Board members present: Gary Newton, Greg Engeset, John Bond, Kevin Westhuis, and Steve Skinner.

Other present: Community Representative

Dennis Eaton	Prescott
Tom Early	Prescott
Dan Edison	TPC
Neil Gulbranson	Ellsworth Village Board
Curt Wandmacher	Ellsworth Village Board
Steve Reed	Electric Pump
Eugene Laschinger	Town and Country Engineers
Dennis Holtz	New Richmond (retired)
Carl Gaulke	River Falls (retired)
Ron Groth	River Falls
Hank Zwart	Prescott

Business meeting:

Gary Newton started the meeting by thanking the attendees for coming to the annual meeting. The meeting started with the approval of October minutes.

* Motion was made to approve minutes. M/S John/Steve

* Motion was made to approve October bills. M/S Greg/John

Superintendent Report Summary:

Randy highlighted the year with a PowerPoint presentation. He mentioned that the clean water fund loan was paid off this year. The only outstanding debit is a bank loan that was taken out for the last facility upgrade. The loan is scheduled to be paid in a year and half. He talked about how the amount of product processed has been trending upwards over the years. This year an odor control pilot was run to help reduce odor within facility. Results were so good that the facility is running the odor control system full time. The added benefit of this processes is low phosphorus concentration going back to treatment plants in the centrate.

Financial Report:

Randy discussed monthly financial report outlined in agenda.

Town & Country Engineering Report - Eugene Laschinger

Eugene talked about the major project of the year. The new Scada system to provide better operation and control of the facilities day to day operations. Randy has been pleased with the control that the system has allowed him to have. The final completion of the project is set for the end of November. Eugene talked about the future of biosolids end product and how regulations to phosphorus limits will likely change how product is processed. He touched on how the need for a better off loading screener will need to be addressed in the future. The pursuit of processes to lower the end product volume is always something the facility is working on. The facility is also looking at how to handle centrate treatment in the most effective way.

Budget Review and Approval:

Randy discussed how finances were expensed over the year. Motion was made to approve budget expense report. M/S Dennis Eaton/Greg

Election of Commissioner:

The last item of business for the day was the election of the open commissioner seat. Ron Groth was elected the new board member from River Falls. Ron will be filling the position that was held by Kevin Westhuis for the last 5 years. Thank you to Kevin for his service over the years.

Adjournment:

Meeting was adjourned at 11:50am. M/S Greg/John Meeting followed by meal.



MINUTES

November 10, 2016
City Hall Training Room
12:00 p.m. – 1:00 p.m.

Committee members and guests present: Mike Noreen (RFMU), Anna Luebke (RFHS), Katie Feuerhelm (UW Extension), Shelly Smith (ONP), Terry Kusilek (City of RF), Weston Arndt (WPPI), Al Rolek (City of RF), Crystal Raleigh (City of RF), Erin Tomlinson (Tomlinson Financial), Stacy Myers (River Falls School District school board), Melissa MiRickert (Focus on Energy), Dave Engstrom (SVC Habitat), Kevin Juneau (UWRF), Dan Mathews (STEM Hero), Mark Klapatch (UWRF), Patricia LaRue (Resident), Bob Ebert (Resident), Brian Gohkstad (UWRF), Debbie Murtha (SVC Habitat), Brent Buesking (City of RF), Jim Cooper (SCV Habitat), Tiffany Franck (SVC Habitat), Matt Fitzgerald (UWRF), Greg Koehler (RFMU), Mike Stifter (RF City), Aleisha Miller (Miller ESCAPE LLC), Gabrielle Chapin (UWRF student), Alan Symicek (UWRF), Lauren Kaminski (RFSD), Nathan Croes (City of RF), Mike Stifter (RFSD school board), Susan Schuller (Green and Healthy Schools) and Rhonda Davison (RFMU)

Mike Noreen welcomed everyone and commented on the fantastic turn out for the meeting. Mike shared the mission statement for the POWERful Choices a community-wide effort to install a strong local conservation ethic while demonstrating the effectiveness of energy efficiency, conservation, and renewable resource development.

Mike asked to approve the minutes from the October Meeting. Matt Fitzgerald made the motion and Weston Arndt seconded the motion, minutes were approved by the group.

1. Energy education programs in the elementary schools

Energy Educator Aleisha Miller shared information about programs that she teaches at four local public elementary schools for second and fourth grade students. They learn about energy, conservation, renewable energy and safety. The older students learn more about where electricity comes from including coal, wind, solar and hydro.

Aleisha also shared with the group that the River Falls School District, City of River Falls and the UWRF have a [Sustainability Proclamation](#). The proclamation helps give weight to energy education and conservation efforts and encourages the schools to meet goals through various programs such as DEET and Cool Choices. DEET is a program for faculty, staff, students, and community members to all work together toward common goal of energy efficiency. Many small every day changes can add up to significant savings over time. Focus on Energy will help you identify energy saving strategies that work best for your building(s) and will yield the largest energy savings.

Susan Schuller of Green and Healthy Schools was on the phone and spoke about a recognition program through the US Department of Education's Green and Healthy Schools.

Cool Choices is a behavior change game designed to encourage students and staff to take action to address climate change. Cool Choices is a web based game that is fun, social, and easy way to learn and track behavior changes. There is school wide participation amongst the four elementary schools for a period of six to eight weeks, because behavior changes become habits after four weeks. The four elementary schools began playing October 1st and will end on November 28th. Participating in this activity are 91 teachers and staff. They have had 2137 actions taken so far. The

game is played by selecting cards that each group can play. Aleisha shared what the game looks like online by showing the various cards and points values for each activity performed to earn the points (example riding your bike to school instead of driving). The game is available for businesses to participate in too.

Melissa Richart with Focus on Energy shared results for the DEET program at the three elementary schools in River Falls Rocky Branch, Greenwood and Westside. A baseline reading was determined for each school by viewing 12 months of both electric (kWh) and gas (therms). Every 6 months, April and October usages will be reviewed to determine savings, if any. Rocky Branch has saved 12,000 KWH and 1,700 therms for a total dollar savings of \$3,200. The goal is to stay below the pre-determined baseline. Reductions will result in a financial incentive that will go to the school. Westside School experienced an increase based on summer school being held at their facility and Greenwood School has a major construction project going on.

Dan Matthews with Stem Hero shared how some students are able to take the Cool Choices program to the next level by taking readings at home and tracking electric, water, and gas meter readings tracking trends from season to season. A question was asked about classes for college students? It was suggested that college students may become mentors in the elementary schools.

2. Community Connect Bike Project

Katie Feuerhelm shared information about the Community Connect Program held at the First Congregational Church this summer, it was a great collaboration between several organizations which provided free bikes to those in need. Bikes were provided to people from senior citizens to age 4. POWERful Choices! provided a small grant to provide locks and helmets.

3. Non-profit organization - grant development

Mike handed out a draft of the POWERful Choices Matching Grant Application Guidelines for review and suggested changes. Mike explained that the goal is to get people out of poverty, not give them money to pay bills or get them by. Helping Non-profits by providing grant funds to address issues with individuals, addressing issues such as addiction, transportation, mental health or abuse. Mike asked the group for input as to when the funds would be available May/October, and how to get the word out to the Non-profits. Mike asked to put notes on grant draft and return them to him so he can make changes to the draft.

4. Gabrielle Chapin – UWRF Student shared her proposal/ideas for programs that would benefit the community including installing more solar, compost site, community garden, and removal of buckthorn. These programs could benefit all by reducing pollution, providing food for those in need, reducing medical costs, donating items you no longer need to the needy.

Meeting minutes were taken by Rhonda Davison



MINUTES

December 8, 2016

City Hall Training Room & Power Plant Tour

12:00 p.m. – 1:00 p.m.

Committee members and guests present: Mike Noreen (RFMU), Eric Sistow (Allina Health), Patricia LaRue (Resident), Pete Morsch (St Croix Energy Solutions), Paul Steiner (Steiner Electric), Alan Symicek (UWRF), Jill Coleman Wasik (UWRF), Katie Feuerhelm (UW Extension), Al Bohl (Focus on Energy), Wayne Siverling (City of RF/RFMU), Mike Stifter (City of RF), Erin Tomlinson (Tomlinson Financial), Dustin Dodge (Swing Bridge Brewing Co), Don Richards (SCV Habitat), Rose Annett (RF Housing Authority), Steve Preisler (RF CAB), Bill Hanson (Self), Dave Fodroczi (KRLT), Judy Berg (RF Chamber), Kevin Juneau (UWRF), Lauren Kaminski (RF Community Ed), Michael Page (FOTK), Veronica Justen (UWRF), Anna Luebke (RFHS), Matt Fitzgerald (UWRF), Debbie Murtha (SCV Habitat), Amy Henry (SCV Habitat), Kristy Anderson (FOTK), Tiffany Frank (SCV Habitat), Weston Arndt (WPPI), Gabrielle Chapin (UWRF student), and Rhonda Davison (RFMU) *Some names are missing as not everyone signed in.*

Mike Noreen welcomed the large group today. Mike asked to approve the minutes from the November Meeting. Weston Arndt made the motion to accept the minutes and Al Bohl seconded the motion, minutes were approved by the group.

1. POWERful Choices Survey

Mike introduced himself as there were several new attendees. Mike shared that there are no experts in sustainability and hopes that everyone will share their thoughts and ideas on the survey. The survey was to ascertain what people wanted to see at POWRful Choices! meetings. People were allowed 5 minutes to complete the survey.

Mike took a few minutes to share information about the Community Solar program: There are 810 solar panels available for purchase and one option is to gift a panel to a church or other organization. The River Falls Lions Club recently donated a panel to the United Methodist Church, where they hold their monthly meetings. Gifting is another way to give back to the community, consider a donation to the local food pantry, public library, school, or church.

2. Tour of Apollo Hydro (Power Plant)

Mike shared suggestions as to where to park for those wishing to tour the RFMU Power Plant including the Hydro's. Small groups will be guided through the facility by Meter Tech. Brian Hatch who maintains the Hydro's and worked at the Power Plant when it was a 24/7 operation.

3. Other items of Interest

Mike introduced Buddy Lucero the Community Development Director for the City of River Falls. Buddy shared information about the Kinni Corridor Project taking place at the River Falls Public Library lower level tonight (December 8, 2016) from 6:30 P.M. to 8 P.M. This project will look at about 6 miles of the 22 miles of the Kinni Kinnic River that runs just west of Main Street. City staff along with consultants from SEH and the community will create a partnership to plan the future of the corridor. Buddy introduced Ed who is a consultant with SEH out of their

Madison office. Ed shared that as consultants they and the City want to listen and learn what the resident's thoughts and suggestions are for the corridor. Keeping in mind that Main Street is the heart of the community. The attendees will be able to visit different stations including maps to show where people work, live and play in the community. There will be kid's activities, video, and cupcakes! A website is being created with all of the information gathered and individuals will be able to share their ideas with staff and the consultants. Please join us!

Meeting was adjourned for those going on the tour of the Power Plant.

Meeting minutes were taken by Rhonda Davison



MEMORANDUM

To: Utility Advisory Board

From: Kevin Westhuis, Utility Director

Date: January 16, 2017

Re: Vegetation Management / Right of Way Clearing Contract

RECOMMENDED ACTION

Approval of the attached resolution for the agreement authorizing an electric line clearance tree and brush trimming contract with Zielie's Tree Service. This will be a three year contract to complete line clearance vegetation management for the City's electric utilities department.

BACKGROUND

River Falls Municipal Utilities is required to clear its service lines, both transmission and distribution, on a regularly scheduled basis. The State of Wisconsin Public Service Commission (WPSC) and the North American Electric Reliability Corporation (NERC) requires regular inspection and maintenance of electric systems. Vegetation must be trimmed for public safety and system reliability.

A review of the feasibility to combine the vegetation management contract with the tree trimming contract with our Public Works department was completed. We thought there may be some synergy by contracting with one contractor for both street tree trimming and electric line clearance trimming. It was determined that electric line clearance trimming is a different skill set that has different certifications and requirements; therefore, not feasible to combine the contracts at this time.

DISCUSSION

In 2017, \$60,000 is budgeted for transmission trimming, and \$60,000 for distribution line trimming (\$120,000 total). Staff requested three-year pricing from bidders to complete the City's line clearance tree trimming. Because the City's distribution system is divided into three areas, a three year contract is used to complete the entire City's trimming needs over a three year period.

In 2014 we contracted with Makovsky Brush Service on a three year contract to complete our line clearance trimming. Makovsky did not bid this year due to work load and available resources.

We had two bidders this year that responded to our Request for Proposal; Asplundh Tree Expert Co., and Zielie's Tree Service.

The two companies that responded to the RFP, Asplundh and Zielie's Tree Service both submitted pricing. Each company provided hourly charges for different aspects of the trimming. The breakdown of the proposals is detailed in the table below.

	Asplundh Tree Expert	Zielie's Tree Service
Operator Cost per Hour (2 Person Crew)	\$98.00	\$91.95
Stump Grinding	N/A	\$4.00/inch
Backyard Track Machine	\$28.00/hr.	\$30.36/hr.
60' Bucket Truck and 15" Chipper	\$23.00/hr.	\$23.43/hr.
Mechanical Tree Trimmer	\$50.00/hr.	\$51.74/hr.
Brush Mower	\$45.00/hr.	\$38.62/hr.
Stump Chipping with Cleanup	N/A	\$79.65/hr.
Stump Chipping W/O Cleanup	N/A	\$27.90/hr.
Equip. for Large Wood Removal	\$45.00/hr.	\$38.62/hr.
¾ ton Pick-Up	\$10.00/hr.	\$12.47/hr.

FINANCIAL CONSIDERATIONS

2017 budget of \$120,000 is for both transmission and distribution vegetation management, funded from the electric fund. The 2018 budget includes \$60,000 for distribution clearance only. As you can see by the table below, we have the distribution system divided into 3 areas of town and rotate through these three areas on a three year rotation. Our 11 miles of transmission right-of-way assets get cleared every 4 years, but we have the 11 miles of transmission divided up into two sections to maintain so we are actually doing partial transmission clearance work every other year.

Example Vegetation Management Rotation / Tree and Brush Trimming ROTATATION

Year 1 - (2017) Distribution area 1 and Transmission section 1	\$120,000
Year 2 - (2018) Distribution area 2 only	\$60,000
Year 3 - (2019) Distribution area 3 and Transmission section 2	\$120,000
Year 4 - (2020) Distribution area 1 only	\$60,000
Year 5 - (2021) Distribution area 2 and Transmission section 1	\$120,000
Year 6 - (2022) Distribution area 3 only	\$60,000
Year 7 - (2023) Distribution area 1 and Transmission section 2	\$120,000

CONCLUSION

Zielie's Tree Service's proposal is less expensive overall and our Electric Superintendent is confident in their abilities through reference checks. Zielie's Tree Service is based in Ladysmith, Wisconsin, and was established in 1987. The company has performed work in many Wisconsin cities, and has a strong focus on both safety and professional tree management practices. All employees are trained in electrical hazard awareness. Staff recommends approval of the resolution authorizing the contract with Zielie's Tree Service. A copy of both proposals (Exhibit A) and the contract with Zielie's is attached to this report (Exhibit B). Work will begin in February pending approval of this contract.



RESOLUTION NO. 2017-01

**RESOLUTION APPROVING VEGETATION MANAGEMENT AND
RIGHT OF WAY CLEARING**

WHEREAS, the State of Wisconsin Public Service Commission (WPSC) and the North American Electric Reliability Commission (NERC) requires electric line clearance, tree trimming, and vegetation management; and

WHEREAS, the City's current line clearance contract has expired; and

WHEREAS, Zielie's Tree Service will provide the service under a three year contract for the lowest operating cost of those proposed; and

WHEREAS, vegetation management will begin soon after approval of this resolution; and

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of River Falls hereby authorizes the contract with Zielie's Tree Service for the City's electric line clearance and vegetation management needs.

Dated this 24th day of January, 2017

Grant Hanson, President

ATTEST:

Jennifer Zeiler, City Clerk

EXHIBIT A

Zielie's Tree Service Proposal

XIV. Scope of Contract

Both RFMU and Contractor agree that RFMU be not obligated to provide the Contractor with any specific amount of work with respect to the care, trimming, cutting of trees, brush or similar growth during the term of the Contract.

It is further agreed by both RFMU and Contractor that RFMU may, at its option, assign any or all of its tree or brush care, trimming, cutting and removal to its own personnel or in the event of default by the Contractor, to other parties engaged in this type of work.

XV. Amount of Contract

The total amount of the contract is subject to RFMU budgeted amount. This Contract shall be in effective from January 1, 2017 through December 31, 2019 as provided for below:

Stump Grinding	\$ 4.00 per inch
2 Person Crew	\$ 91.95 per hour
Backyard Track Machine	\$ 30.36 per hour
60' Bucket Truck and 15" Chipper	\$ 23.43 per hour
Mechanical Tree Trimmer	\$ 51.74 per hour
Brush Mower	\$ 38.62 per hour
Stump Chipping with Chip Cleanup	\$ 79.65 per hour
Stump Chipping without Chip Cleanup	\$ 77.90 per hour
Equipment for Large Wood Removal	\$ 38.62 per hour
¼ ton Pick-Up	\$ 12.47 per hour

IN WITNESS WHEREOF, each of the parties hereto has caused this Agreement to be duly executed by their authorized representatives.

FOR: Zielie's Tree Service _____

RIVER FALLS MUNICIPAL UTILITIES

Justin Kobernick/Division Manager _____
Print Name/Title

Print Name/Title

Signature *Justin Kobernick*

Signature

For additional information, please contact Wayne Siverling, Utility Operations Superintendent, at 715-426-3480.

Asplundh Tree Expert Co Proposal

XIV. Scope of Contract

Both RFMU and Contractor agree that RFMU be not obligated to provide the Contractor with any specific amount of work with respect to the care, trimming, cutting of trees, brush or similar growth during the term of the Contract.

It is further agreed by both RFMU and Contractor that RFMU may, at its option, assign any or all of its tree or brush care, trimming, cutting and removal to its own personnel or in the event of default by the Contractor, to other parties engaged in this type of work.

XV. Amount of Contract

The total amount of the contract is subject to RFMU budgeted amount. This Contract shall be in effective from January 1, 2017 through December 31, 2019 as provided for below:

Stump Grinding	\$ <u> N/A </u> per inch
2 Person Crew	\$ <u> 98 </u> per hour
Backyard Track Machine	\$ <u> 28 </u> per hour
57' Bucket Truck and 15" Chipper	\$ <u> 23 </u> per hour
Mechanical Tree Trimmer	\$ <u> 50 </u> per hour
Brush Mower	\$ <u> 45 </u> per hour
Stump Chipping with Chip Cleanup	\$ <u> N/A </u> per hour
Stump Chipping without Chip Cleanup	\$ <u> N/A </u> per hour
Equipment for Large Wood Removal	\$ <u> 45 </u> per hour
¾ ton Pick-Up	\$ <u> 10 </u> per hour

IN WITNESS WHEREOF, each of the parties hereto has caused this Agreement to be duly executed by their authorized representatives.

FOR : ASPLUNDH TREE EXPERT CO. & **RIVER FALLS MUNICIPAL UTILITIES**

Joseph Schneider / VP
Print Name/Title

Joseph B. Schneider
Signature

Print Name/Title

Signature

For additional information, please contact Wayne Siverling, Utility Operations Superintendent, at 715-426-3480.

**CITY OF RIVER FALLS
RIVER FALLS MUNICIPAL UTILITIES
LINE CLEARANCE CONTRACT SERVICES**

I. Scope of Work

This Line Clearance Service Agreement is intended for River Falls Municipal Utilities (RFMU) to competitively and efficiently trim all trees, including right-of-way line clearance tree/brush cutting and removal work near transmission, distribution and secondary voltage lines in their respective service areas.

Contractor shall furnish all supervision, labor, tools, transportation, licenses, permits and other equipment and materials necessary to perform the work consisting of tree trimming and/or removal, brush and/or woody vegetation cutting at ground line and to dispose of the debris resulting from such work to an approved landfill or burning site at the Contractor's expense.

It is the responsibility of Contractor to supply labor, equipment, materials, and supervision to complete services in a manner acceptable to RFMU to guard against interfering with the normal operations of electrical circuits.

II. Safety to Employees and the Public

Contractor shall at all times conduct the work in a manner as to safe-guard the public from injury to persons or property.

Contractor recognizes that RFMU is engaged in the distribution of electrical energy. Contractor shall at all times be aware of the nature and characteristic of electric circuits before work is commenced in the vicinity thereof. Contractor understands that the electric circuits shall remain energized at all times during the execution of service. Contractor is required to utilize all necessary and proper protective procedures and mechanical devices for the protection of employees and others. Contractor shall not interfere with the normal operation of such electrical circuits. All Contractor-caused electric service interruptions are subject to repair at Contractor's expenses.

Contractor shall be responsible for the erection and maintenance of all barricades, lights and signs necessary for public safety and convenience in accordance with local requirements. In general, all hazards within the limits of the work or on detour around the work must be marked with appropriate signs, flashers, barricades, reflectors, etc., to protect life and property. These safeguards shall be moved, changed, increased or removed as required during the progress of the work to meet changing conditions.

III. Communication

Communication is the responsibility of Contractor. Communication must be established between the Contractor, crew, and property owners in all cases prior to trimming. All trees on private property, including easements, public right-of-ways adjacent to the property owner's property are

considered private property. Prior to trimming and/or removal, the Contractor must make a reasonable attempt to contact each property owner a minimum of twenty-four hours prior to beginning of work, in accordance with PSC Rule 113.0510. Trees to be trimmed on public right-of-way shall be cleared with the appropriate agency.

IV. Personnel and Equipment

All work performed by Contractor under this proposal shall be as an independent Contractor with complete control over all of its employees and equipment without subcontracting. Contractor personnel shall have required training and qualifications, certifications, knowledge and practical experience to perform the required services in accordance with Section V. Standards. Equipment shall be state-of-the-art and adequate to perform the services.

V. Standards

All work performed shall be in accordance with the best recognized and approved forestry and/or tree arborist standards. In addition, all work performed and equipment used shall conform with the requirements, specifications, and standards of the Electrical Hazard Awareness Training (EHAP), the National Electrical Safety Code (NESC), the National Electrical Code (NEC), the Wisconsin State Electrical Code, Municipal Electric Utilities of Wisconsin Safety Manual and applicable practices and specifications of River Falls Municipal Utilities (RFMU) and the City of River Falls or any amendments or revisions of said codes or practices. Furthermore, all work performed and equipment used shall comply with any applicable rules or orders issued by the Public Service Commission of Wisconsin (PSCW), the Wisconsin Department of Industry, Labor or Human Relations (DILHR), or other governmental authorities having jurisdiction. This policy is to set forth the specifications and guidelines related to tree trimming, tree removal, and line clearance to provide for reasonable service continuity, safety to the public, and to guard against forest fire damage caused by supply conductors. All of the work shall be performed in a thorough and workmanlike manner and to the satisfaction of RFMU.

VI. Schedule

RFMU shall furnish Contractor with a map outlining location of work to be performed. The Contractor shall communicate and coordinate work to be performed by providing RFMU a preliminary time table consisting of utility location, preliminary dates, and costs with the proposal. Prior to performing the actual work and seven calendar days in advance, RFMU shall receive in writing an updated work schedule. Contractor normal work hours shall conform to RFMU's normal work hours. Arrangements for work performed beyond or different from normal utility working hours shall be agreed to with RFMU. Contractor shall provide RFMU written weekly update outlining work completed.

VIII. Insurance

The Contractor shall maintain, at its sole expense, insurance coverage of at least one million dollars (\$1,000,000), or statutory coverage where applicable, in the following categories:

- a. Workers' Compensation and Employers Liability Insurance – The Contractor shall cover or insure under the applicable labor laws relating to workers' compensation insurance, all of their employees in accordance with the law in the State of Wisconsin.

b. Commercial General Liability and Automobile Liability Insurance.

The liability policies listed above are to list the City of River Falls as an additional insured. A copy of the certificate of insurance must be submitted with the proposal. Contractor shall deliver a renewal certificate of insurance, if appropriate, to RFMU fifteen (15) days prior to expiration.

X. Indemnification

The Contractor hereby indemnifies and holds harmless RFMU and the City of River Falls, its elected and appointed officials, officers, employees, or agents from and against any and all liabilities, damages, costs, expenses, causes of action, claims, suits, proceedings and judgments arising out of, or are attributable to, the Contractor's performance of the Contract.

XI. Compensation Due Contractor

RFMU shall pay the Contractor for all work on the basis of man-hours actually worked in cutting, trimming and removing trees, brush and similar growth.

Contractor shall accept as full and complete compensation for the performance of all things required by the Contract, such sums as shall be determined due to using the hourly rates for labor, and equipment set forth in the proposal, which is part of this Contract.

Prior to compensation being paid, Contractor shall submit a written statement to RFMU showing amount of work done during the invoice period. Statement shall list the number and kind of man-hours actually worked, equipment used, and map outlining location of work performed. RFMU shall have the right to verify and otherwise investigate the contents of said statement before payment is due.

XII. Emergency Service Restoration

It is the intent of the parties that insofar as possible, all work shall be done during the usual and ordinary working hours on regular workdays. It may, on rare occasions, be necessary for RFMU to require Contractor to work crews for any storm or emergency work and respond quickly for any "hot spot" trimming outside of normal business hours. At such times it may be necessary, because of safety and the urgency of service restoration, to deviate from the use of proper pruning techniques as defined. Contractor shall be compensated at regular rate as provided, unless an emergency service restoration rate has been established.

During a utility declared emergency, utilities must restore service as quickly as possible. At such times it may be necessary, because of safety and the urgency of service restoration, to deviate from the use of proper pruning techniques. Following the emergency, corrective pruning should be done as necessary.

XIII. Assignability of Contractor

The Contractor without the prior written consent of RFMU thereof shall make no assignment or transfer of this Contract or any part. No work to be performed hereunder shall be subcontracted out by the Contractor without the prior written consent of RFMU.

XIV. Scope of Contract

Both RFMU and Contractor agree that RFMU be not obligated to provide the Contractor with any specific amount of work with respect to the care, trimming, cutting of trees, brush or similar growth during the term of the Contract.

It is further agreed by both RFMU and Contractor that RFMU may, at its option, assign any or all of its tree or brush care, trimming, cutting and removal to its own personnel or in the event of default by the Contractor, to other parties engaged in this type of work.

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Equipment for Large Wood Removal	\$ <u>38.62</u> per hour
¾ ton Pick-Up	\$ <u>12.47</u> per hour

IN WITNESS WHEREOF, each of the parties hereto has caused this Agreement to be duly executed by their authorized representatives.

FOR: Zielie's Tree Service

RIVER FALLS MUNICIPAL UTILITIES

Justin Kobernick/Division Manager

Print Name/Title

Print Name/Title

Justin Kobernick

Signature

Signature

For additional information, please contact Wayne Siverling, Utility Operations Superintendent, at 715-426-3480.



MEMORANDUM

To: Utility Advisory Board

From: Mike Noreen, Conservation and Efficiency Coordinator

Date: January 16, 2017

Re: **Changes to Incentives for Energy Efficiency Improvements**

INTRODUCTION

This memorandum requests that the Utility Advisory Board approve a resolution authorizing changes to the City "match" portion of the Focus on Energy business incentive program.

BACKGROUND

The mission of POWERful Choices! is to establish a conservation ethic in River Falls through conservation, energy efficiency, and renewable energy. POWERful Choices! is considered a Demand Side Management (DSM) program, which utilizes modification of consumer electric demand for energy through various methods such as financial incentives for physical equipment and behavior change through education. DSM is a common method for utilities to keep rates stable and give customers the opportunity to manage their consumption and bills. Neighboring utilities using DSM include Xcel, St. Croix Electric and Pierce Pepin Cooperative. The DSM programs at River Falls Municipal Utilities (RFMU) through POWERful Choices! has been successful as we have been able to keep rates competitive, give customers power to control usage, and to assist us in providing excellent customer service. The efforts made by POWERful Choices! was recognized in 2016 with the WPPI Energy Leadership Award for DSM and the American Public Power Association's prestigious "ACE" Award For Continued Excellence.

One of the tools used by POWERful Choices! is to actively partner with Focus on Energy, Wisconsin's statewide utility energy efficiency program organization. Focus on Energy works with eligible Wisconsin residents and businesses to install energy efficiency, and renewable energy projects while providing financial incentives to eligible projects. Eligibility and incentive levels change frequently, so it's important that RFMU staff continually educate customers of opportunities. Over the years Focus on Energy incentive levels have decreased and subsequently has become more difficult to persuade customers to choose more expensive, energy efficient options.

In 2015, POWERful Choices! began matching Focus on Energy incentives for electrical energy efficiency measures with a cap of \$5000 per project or 75% of project cost. Past projects include

lighting, motor, and refrigeration upgrades. This change in policy, similar to that of Xcel Energy, allowed us to leverage more economic development and energy efficiency projects in River Falls. Our local Power Choices! program allocates and budgets money for this purpose.

DISCUSSION

In our continuing drive to serve our community with energy efficiency offerings, RFMU staff proposes a change in incentives for customers utilizing our energy efficiency projects. Customers eligible to receive Focus on Energy incentives will still receive the funds in the form of a cash rebate from Focus on Energy for the project and POWERful Choices! will still match the incentive, but in 2017, the match will be in the form of shares of community solar. The cost of a share is currently at \$535. The customer will receive a share(s) if their matching Focus on Energy incentive is within 10% of the cost of the share. The remaining incentive match will be paid in the form of a check as in the past. EXAMPLE: If a customer is to receive an incentive from Focus on Energy for \$635, RFMU would award the customer a single share at the current value of \$535 and an incentive check of \$100.

The other proposed change to the program in 2017 is raising the cap from \$5,000 per project to \$10,000 or 75% of total project cost. While we don't anticipate many projects exceeding the existing cap, it would be a more attractive incentive for some larger economic development and energy efficiency projects to occur.

CONCLUSION

By changing the financial incentive to shares in community solar, we have created a more comprehensive DSM program by engaging each customer in conservation, efficiency, and renewable energy. Another benefit of this change will allow a participating customer to continue to realize energy savings each month with an energy credit on their utility bill that will represent the actual output of the solar panel(s).

Because of the economic benefits to the customer in the form of solar credits, as well as the community and environmental impacts, staff recommends the Utility Advisory Board's approval of the resolution authorizing changes to the Business Incentive program.



RESOLUTION NO. 2017-02

RESOLUTION AUTHORIZING CHANGES TO BUSINESS INCENTIVE PROGRAM

WHEREAS, through the POWERful Choices! program, River Falls Municipal Utilities' customers are encouraged to make their homes and businesses more energy efficient; and

WHEREAS, several electric and natural gas utilities in Wisconsin offer voluntary supplemental energy efficiency programming including neighboring providers Xcel Energy, St. Croix Electric, and Pierce Pepin Cooperative ; and

WHEREAS, financial incentives have historically been utilized to motivate customers to participate in efficiency programs and invest in energy efficient measures; and

WHEREAS, in 2016 the Business Incentive program offered a match of the Focus on Energy program incentive capped at 75% of project cost and \$5,000 maximum; and

WHEREAS, the River Falls Community Solar program provides subscribers a reduced electric bill for the life of the program; and

WHEREAS, the City of River Falls has Community Solar subscriptions available to transfer to retail electric customers; and

WHEREAS, business customers completing energy efficiency measures in 2017 would be eligible for Focus on Energy financial incentives, as well as, a local bonus of Community Solar subscriptions with a matching value; and

NOW, THEREFORE, BE IT RESOLVED that the Utility Advisory Board of the City of River Falls hereby approves providing subscriptions to the Community Solar program capped at 75% of the project costs and a maximum value of \$10,000 in place of financial incentives for the Business Incentive program.

Dated this 16th day of January, 2017.

Grant Hanson, President

ATTEST:

Jennifer Zeiler, City Clerk



January 12, 2017

To: Utility Advisory Board

From: Tracy Biederman, Accountant

Re: **December 2016 PRELIMINARY (not all conclusive)** Financial Statements (E/W/S, Storm Water)

Electric fund: Total revenue for the year ending is \$13,668,084. Total expenses are \$13,272,722; generating a change in net position of \$395,362.

- 2016 as stated is a very preliminary picture that does not include December purchase card expenditures, blanket work orders have not been closed to plant assets, and final depreciations have not been calculated.
- Purchase Power ended with a positive budget variance of \$1.2 million.
- Preliminary Period ending cash and investments balance is a positive \$7.188 million. Total Liabilities are \$1.239 million.

Water fund: Total revenue for the water fund is \$1,840,512. Total expenses are \$1,765,912; generating a change in net position of \$74,601.

- As noted above, not all expenditures are included in the statements enclosed.
- The water and sewer allocations have not been completed yet. This allocation will pass on meter expenses to the sewer fund in order to share the 50/50 allocation of annual expenses as the sewer fund measures their waste based on domestic water meter consumption.
- Preliminary Period ending cash and investments balance is a positive \$1.675 million. Total Liabilities are \$2.23 million.

Sewer fund: Revenues for the sewer fund are \$3,383,796. Total expenses are \$2,659,124; generating a change in net position of \$724,672.

- Expenditures will increase as the proportionate share of water meter expenses are tallied for the year ending 2016.
- Preliminary Period ending cash and investments balance is a positive \$4.154 million. Total Liabilities are \$9.449 million.

Storm Water fund: Revenues for the storm water fund are \$527,005. Total expenses are \$488,562; generating a change in net position of \$38,443

- The fund's operating revenue remains flat in comparison to 2015.
- Operating expenses are higher in 2016 with the addition of the Operations Director's 1/5th allocation.
- Preliminary Period ending cash and investments balance is a positive \$275,087. Total Liabilities are \$114,810.

Please contact me if you have any questions regarding the monthly financial reports. I am anticipating the February UAB meeting will have a more accurate picture of the 2016 financials as the audit is scheduled to take place the first week of March 2017.



Balance Sheet December 2016

FUND	Description	Period Net Change	Account Balance
610 Electric			
Assets		Total Assets	83,716.85
			21,650,296.84
	Cash and Investments	(20,707.75)	7,188,829.89
	Accounts Receivable	63,817.79	1,273,386.95
	Prepaid & Inventory	(16,887.89)	655,132.84
	Constr in Progress	(169,511.52)	1,123,327.29
	Capital Assets	293,159.07	24,776,533.68
	A/D Capital Assets	(66,152.85)	(13,475,775.81)
	Deferred Resources	0.00	108,862.00
Liabilities		Total Liabilities	(795,505.27)
			(1,239,687.74)
	Accounts Payable	(795,504.51)	(1,042,959.24)
	Benefits Payable	0.00	0.00
	Non-Current Liab	(1,705.30)	(94,513.05)
	Debt Outstanding	1,704.54	(102,215.45)
	Deferred Resources	0.00	0.00
Fund Balance		Total Fund Balance	730,028.99
			(20,392,368.53)
	Fund Balance	730,028.99	(20,392,368.53)
		Total Liabilities + Fund Balance	(65,476.28)
			(21,632,056.27)



Balance Sheet December 2016

FUND	Description	Period Net Change	Account Balance
620 Water			
Assets	Total Assets	(38,032.19)	16,029,553.68
	Cash and Investments	177,837.76	1,675,132.79
	Accounts Receivable	(1,722.02)	145,247.39
	Prepaid & Inventory	7,096.89	75,431.77
	Non-Current Assets	(184,344.24)	153,603.85
	Constr in Progress	0.00	747,346.22
	Capital Assets	0.00	18,892,461.55
	A/D Capital Assets	(36,900.58)	(5,704,465.89)
	Deferred Resources	0.00	44,796.00
Liabilities	Total Liabilities	22,941.95	(2,231,153.64)
	Accounts Payable	30,681.32	(367,336.88)
	Benefits Payable	0.00	0.00
	Non-Current Liab	(2,360.41)	(31,601.84)
	Debt Outstanding	(5,378.96)	(1,832,214.92)
Fund Balance	Total Fund Balance	17,810.58	(13,795,679.70)
	Fund Balance	17,810.58	(13,795,679.70)
Total Liabilities + Fund Balance		40,752.53	(16,026,833.34)



Balance Sheet December 2016

FUND	Description	Period Net Change	Account Balance
630 Waste Water			
Assets	Total Assets	(469,365.10)	27,614,390.49
	Cash and Investments	(557,439.99)	4,154,591.62
	Accounts Receivable	(10,654.97)	310,588.73
	Prepaid & Inventory	12,247.47	29,997.47
	Non-Current Assets	186.29	412,269.01
	Constr in Progress	0.00	4,053,013.43
	Capital Assets	0.00	28,051,641.54
	A/D Fixed Assets	128,163.00	128,163.00
	A/D Capital Assets	(41,866.90)	(9,586,710.31)
	Deferred Resources	0.00	60,836.00
Liabilities	Total Liabilities	539,594.91	(9,449,830.32)
	Accounts Payable	558,902.85	(51,527.67)
	Benefits Payable	0.00	0.00
	Non-Current Liab	1,976.00	(218,103.71)
	Debt Outstanding	(19,270.33)	(9,330,556.39)
	Deferred Resources	(2,013.61)	150,357.45
Fund Balance	Total Fund Balance	(62,811.60)	(18,157,141.96)
	Fund Balance	(62,811.60)	(18,157,141.96)
Total Liabilities + Fund Balance		476,783.31	(27,606,972.28)



Balance Sheet December 2016

FUND	Description	Period Net Change	Account Balance
640 Storm Water			
Assets	Total Assets	(88,795.79)	6,099,501.56
	Cash and Investments	(77,910.43)	275,087.19
	Accounts Receivable	587.41	46,081.21
	Prepaid & Inventory	1,431.16	1,431.16
	Constr in Progress	0.00	37,760.13
	A/D Fixed Assets	(12,903.93)	5,722,765.87
	Deferred Resources	0.00	16,376.00
Liabilities	Total Liabilities	85,169.26	(114,810.42)
	Accounts Payable	11,815.52	(39,609.41)
	Benefits Payable	0.00	0.00
	Debt Outstanding	73,353.74	(75,201.01)
Fund Balance	Total Fund Balance	4,410.08	(5,983,907.59)
	Fund Balance	4,410.08	(5,983,907.59)
	Total Liabilities + Fund Balance	89,579.34	(6,098,718.01)



Financial Statement December 2016

	Current Year				Prior Y-T-D
	Budget	Month	Y-T-D	% Budgeted	
610 - Electric					
Revenue					
Charges for Services	\$14,189,533	\$1,125,634	\$13,140,954	93%	\$13,286,978
Interest	\$15,000	\$1,603	\$43,639	291%	\$18,025
Miscellaneous	\$622,488	\$78,325	\$437,874	70%	\$376,103
Other Financing	\$30,000	\$13,867	\$45,617	152%	\$329,511
Deferred Resources	\$0	\$0	\$0	0%	\$0
Total Revenue	\$14,857,021	\$1,219,428	\$13,668,084	92%	\$14,010,617
Expense					
Hydraulic Power Generation	\$32,569	\$2,906	\$61,612	189%	\$80,197
Purchased Power	\$10,866,597	\$1,663,991	\$9,631,080	89%	\$9,696,357
Transmission	\$25,997	\$308	\$8,831	34%	\$52,050
Distribution	\$1,106,753	\$75,684	\$872,486	79%	\$770,469
Customer Accounts	\$621,039	\$48,585	\$574,661	93%	\$578,337
Administrative & General	\$394,911	\$41,794	\$344,964	87%	\$281,323
Other Operating Expenses	\$764,700	\$66,728	\$831,624	109%	\$774,503
Debt Service	\$277,008	\$0	\$277,008	100%	\$0
Transfers to Other Funds	\$767,447	\$49,462	\$670,455	87%	\$658,806
Total Expense	\$14,857,021	\$1,949,457	\$13,272,722	89%	\$12,892,041
Net Total 610 - Electric	\$0	\$(730,029)	\$395,362	91%	\$1,118,576



Financial Statement December 2016

	Current Year				Prior Y-T-D
	Budget	Month	Y-T-D	% Budgeted	
620 - Water					
Revenue					
Special Assessments	\$0	\$0	\$0	0%	\$30,311
Charges for Services	\$1,313,137	\$119,426	\$1,507,675	115%	\$1,383,116
Interest	\$3,474	\$512	\$7,007	202%	\$2,489
Miscellaneous	\$459,145	\$10,737	\$144,148	31%	\$143,854
Other Financing	\$85,080	\$18,069	\$181,682	214%	\$158,858
Total Revenue	\$1,860,836	\$148,745	\$1,840,512	99%	\$1,718,628
Expense					
Transmission	\$437,754	\$54,657	\$410,782	94%	\$364,425
Pumping	\$139,492	\$11,593	\$116,213	83%	\$146,480
Water Treatment	\$75,901	\$3,950	\$76,750	101%	\$79,837
Customer Accounts	\$117,111	\$8,344	\$81,418	70%	\$90,260
Administrative & General	\$187,321	\$21,946	\$182,033	97%	\$155,200
Other Operating Expenses	\$365,844	\$36,901	\$414,592	113%	\$385,524
Debt Service	\$66,119	\$5,364	\$64,969	98%	\$67,676
Transfers to Other Funds	\$471,294	\$23,801	\$419,154	89%	\$410,158
Total Expense	\$1,860,836	\$166,555	\$1,765,912	95%	\$1,699,560
Net Total 620 - Water	\$0	\$(17,811)	\$74,601	97%	\$19,067



Financial Statement December 2016

	Current Year				Prior Y-T-D
	Budget	Month	Y-T-D	% Budgeted	
630 - Waste Water					
Revenue					
Special Assessments	\$0	\$0	\$0	0%	\$33,517
Charges for Services	\$3,079,754	\$252,901	\$3,164,986	103%	\$3,135,854
Interest	\$4,500	\$2,026	\$32,906	731%	\$8,561
Miscellaneous	\$36,614	\$4,547	\$53,207	145%	\$51,186
Other Financing	\$59,480	\$21,717	\$132,696	223%	\$140,803
Total Revenue	\$3,180,348	\$281,190	\$3,383,796	106%	\$3,369,921
Expense					
Operation	\$529,477	\$41,614	\$397,006	75%	\$434,104
Maintenance	\$558,637	\$40,664	\$472,664	85%	\$638,655
Bio Solids	\$394,000	\$17,753	\$297,236	75%	\$367,325
Customer Accounts	\$285,187	\$8,824	\$130,450	46%	\$157,456
Administrative & General	\$360,773	\$33,186	\$307,818	85%	\$282,350
Other Operating Expenses	\$493,000	\$41,867	\$543,299	110%	\$563,321
Debt Service	\$99,737	\$19,308	\$328,704	330%	\$147,828
Transfers to Other Funds	\$459,537	\$15,162	\$181,947	40%	\$181,947
Total Expense	\$3,180,348	\$218,379	\$2,659,124	84%	\$2,772,987
Net Total 630 - Waste Water	\$0	\$62,812	\$724,672	95%	\$596,934



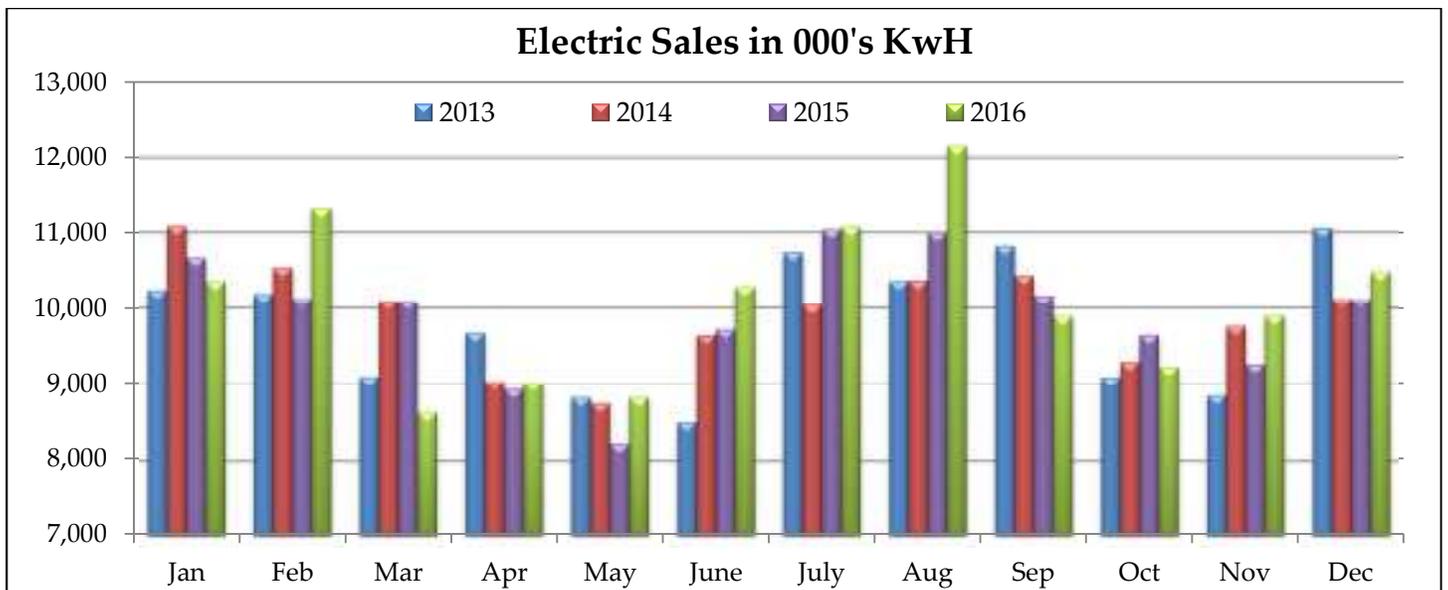
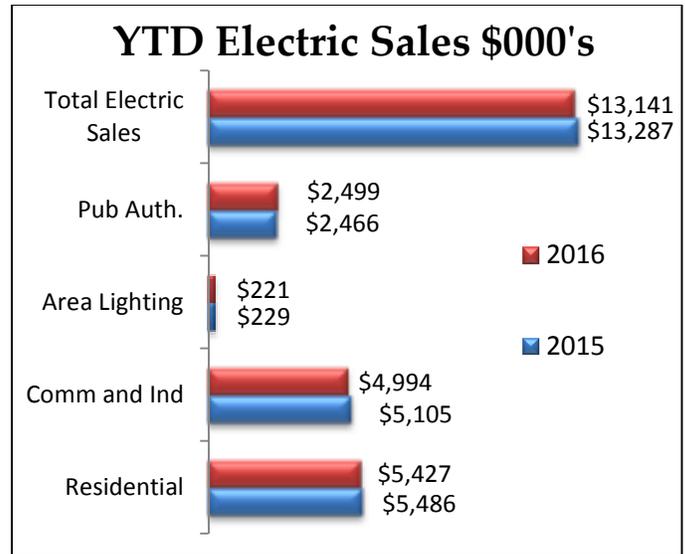
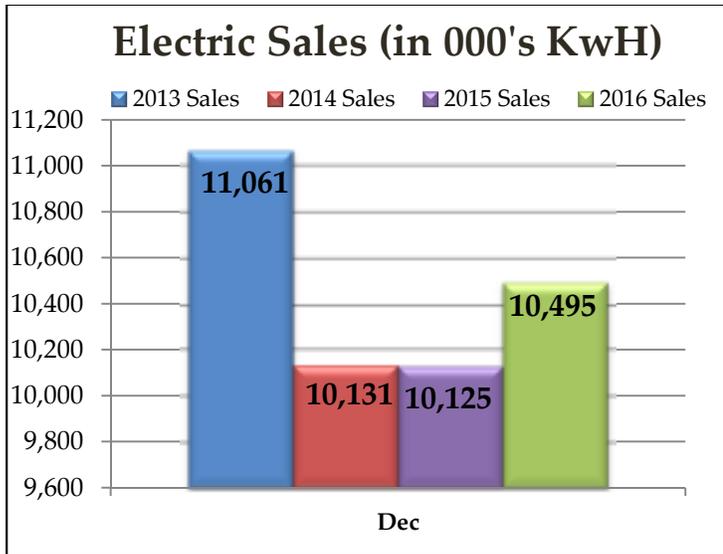
Financial Statement December 2016

	Current Year				Prior Y-T-D
	Budget	Month	Y-T-D	% Budgeted	
640 - Storm Water					
Revenue					
Charges for Services	\$505,000	\$43,093	\$521,838	103%	\$523,070
Interest	\$500	\$0	\$167	33%	\$241
Miscellaneous	\$77,136	\$0	\$0	0%	\$0
Other Financing	\$5,000	\$417	\$5,000	100%	\$5,000
Total Revenue	\$587,636	\$43,510	\$527,005	90%	\$528,311
Expense					
Storm Water	\$587,636	\$47,920	\$488,562	83%	\$556,837
Total Expense	\$587,636	\$47,920	\$488,562	83%	\$556,837
Net Total 640 - Storm Water	\$0	\$(4,410)	\$38,443	86%	\$(28,526)
Grand Total	\$0	\$(689,438)	\$1,233,078	92%	\$1,706,051

River Falls Municipal Utility

⚡ Electric Dashboard ⚡

December 2016

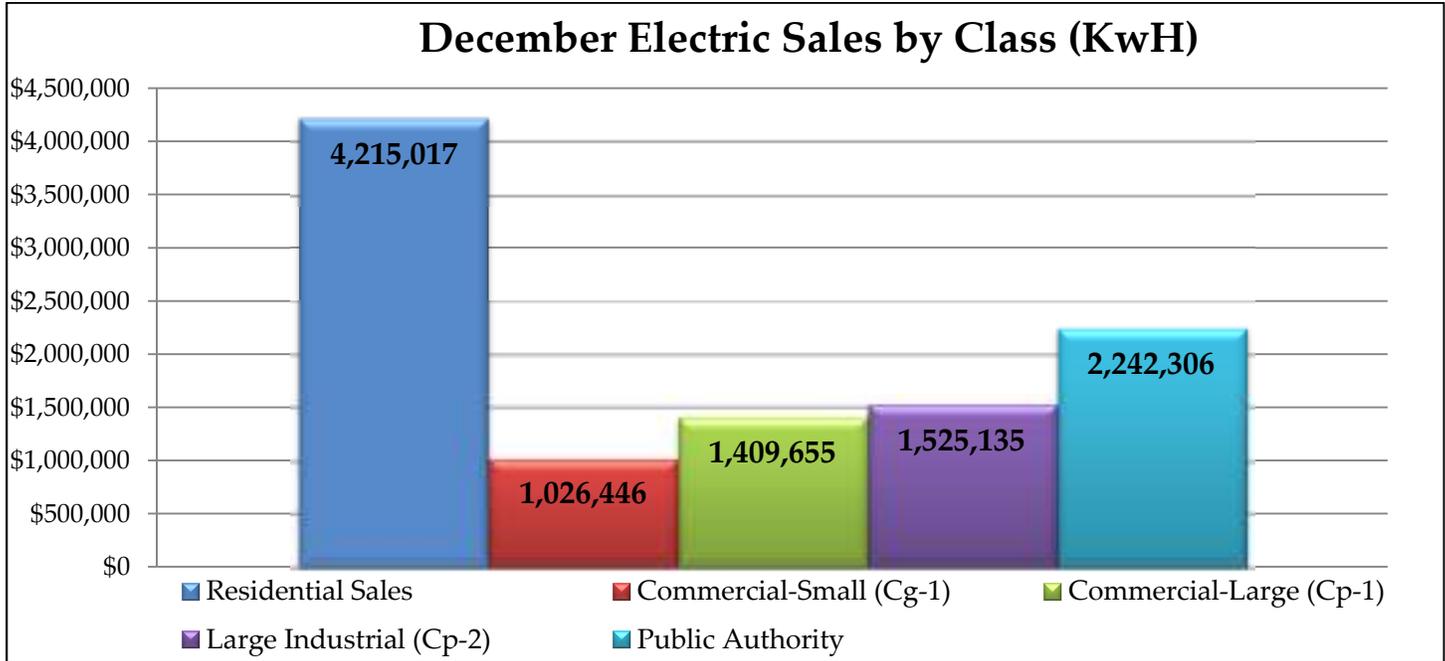


The Power of Community

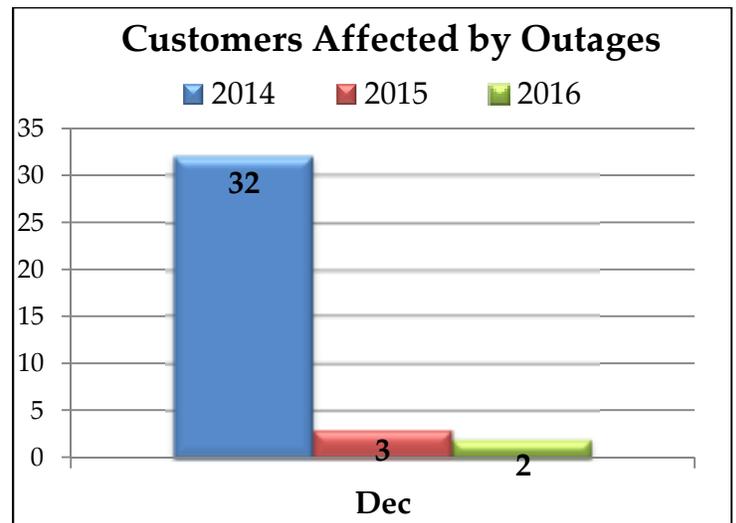
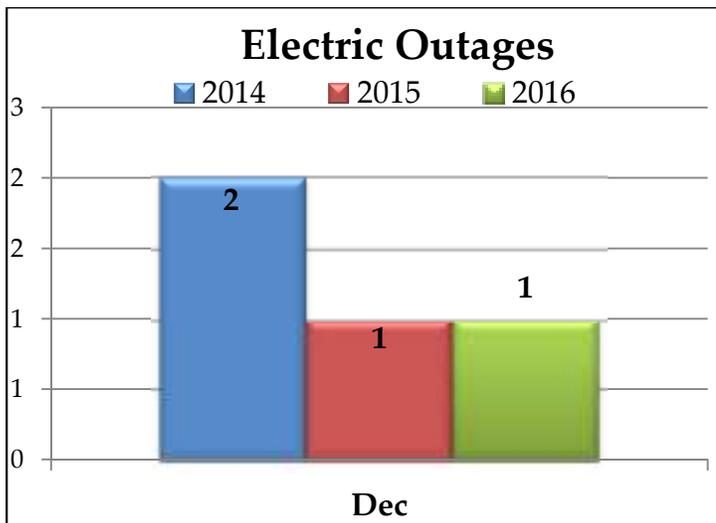
River Falls Municipal Utility

Electric Dashboard

December 2016



Electric Outages



For more information please contact: Kevin Westhuis
(715) 426-3442 or kwesthuis@rfcity.org

River Falls Municipal Utility

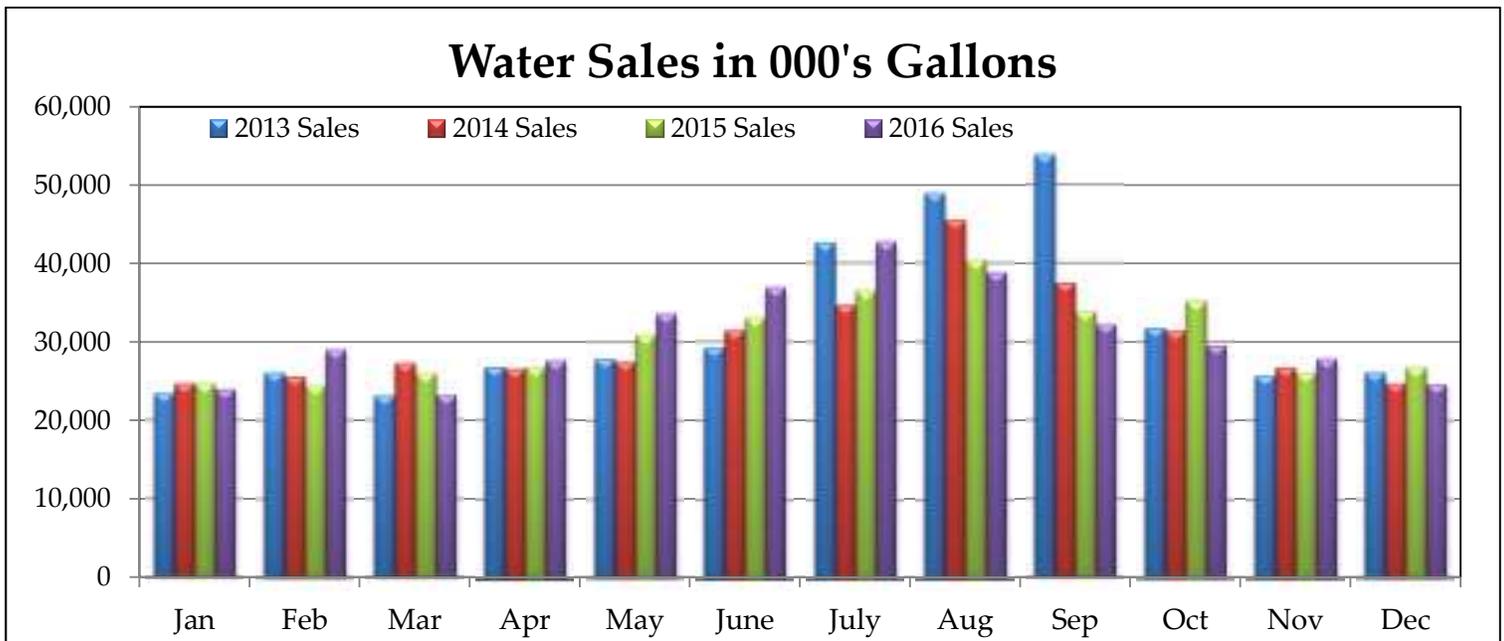
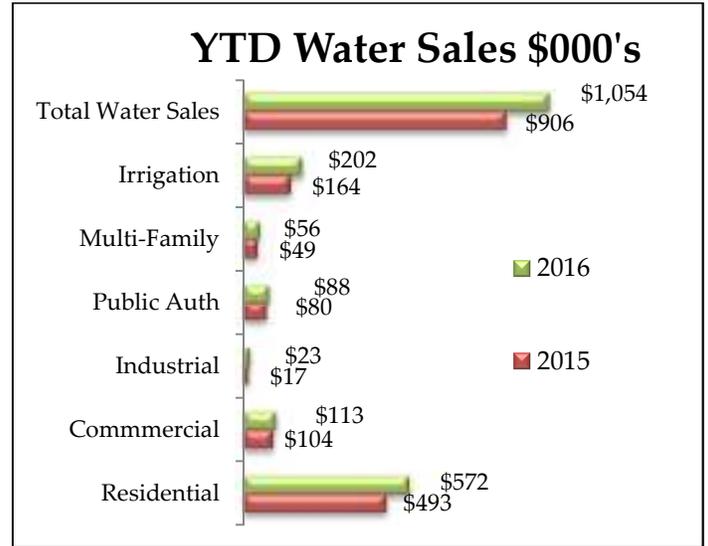
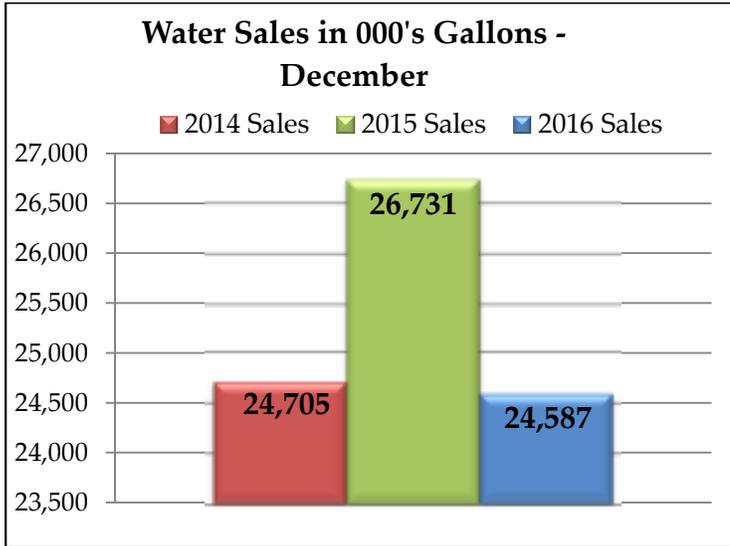


Water Dashboard



December 2016

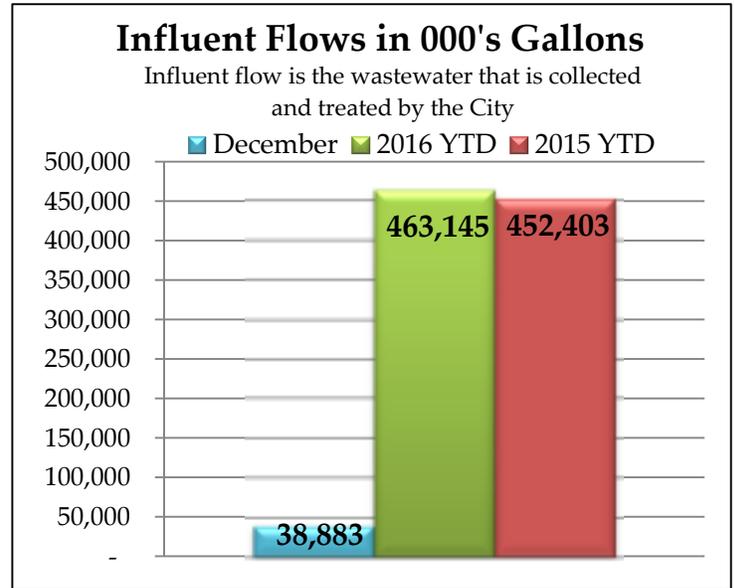
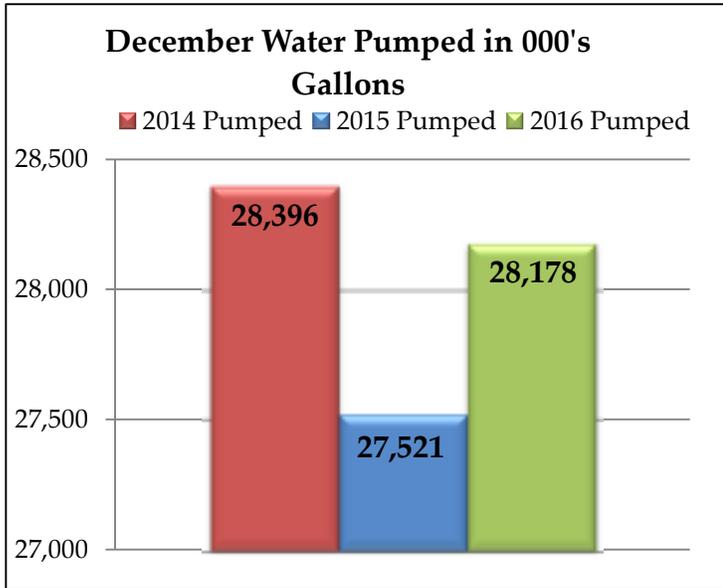
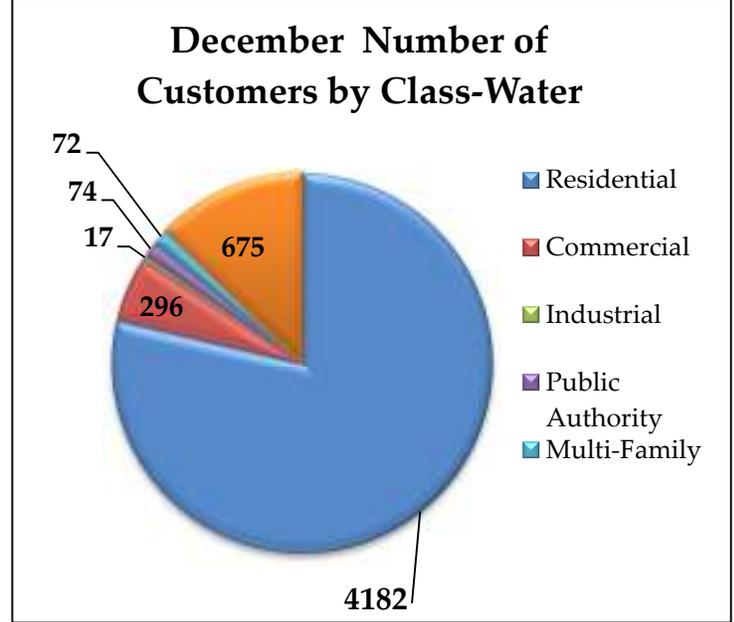
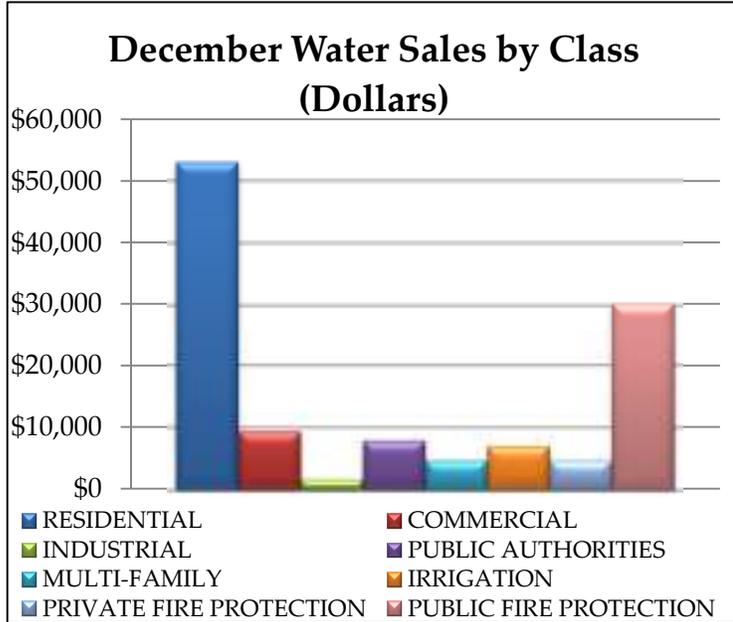
Water Sales



Providing a safe and reliable supply of high quality water to the River Falls community we serve.

River Falls Municipal Utility Water Dashboard

December 2016



Used as a comparison between water pumped versus water treated.

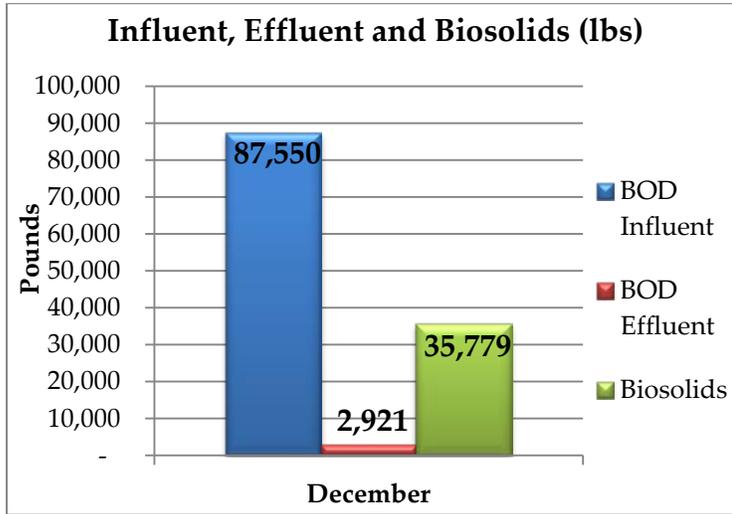


Providing a safe and reliable supply of high quality water to the River Falls community we serve.

River Falls Municipal Utilities Waste Water Treatment Plant

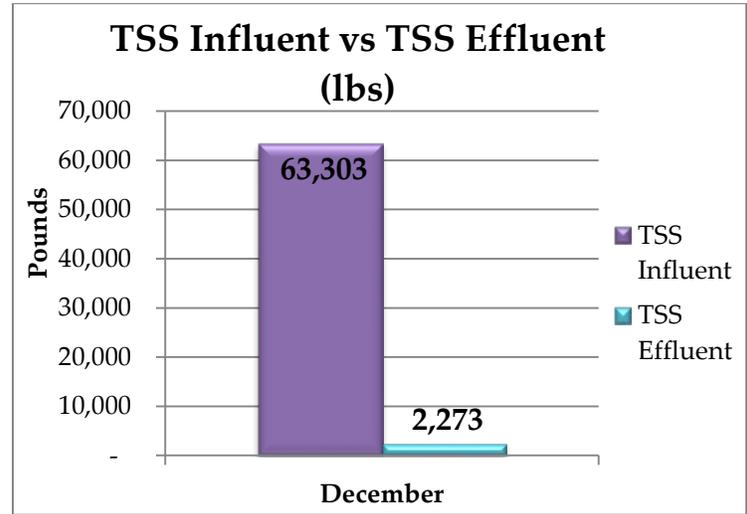
For December 2016

Influent, Effluent and Biosolids (lbs.)



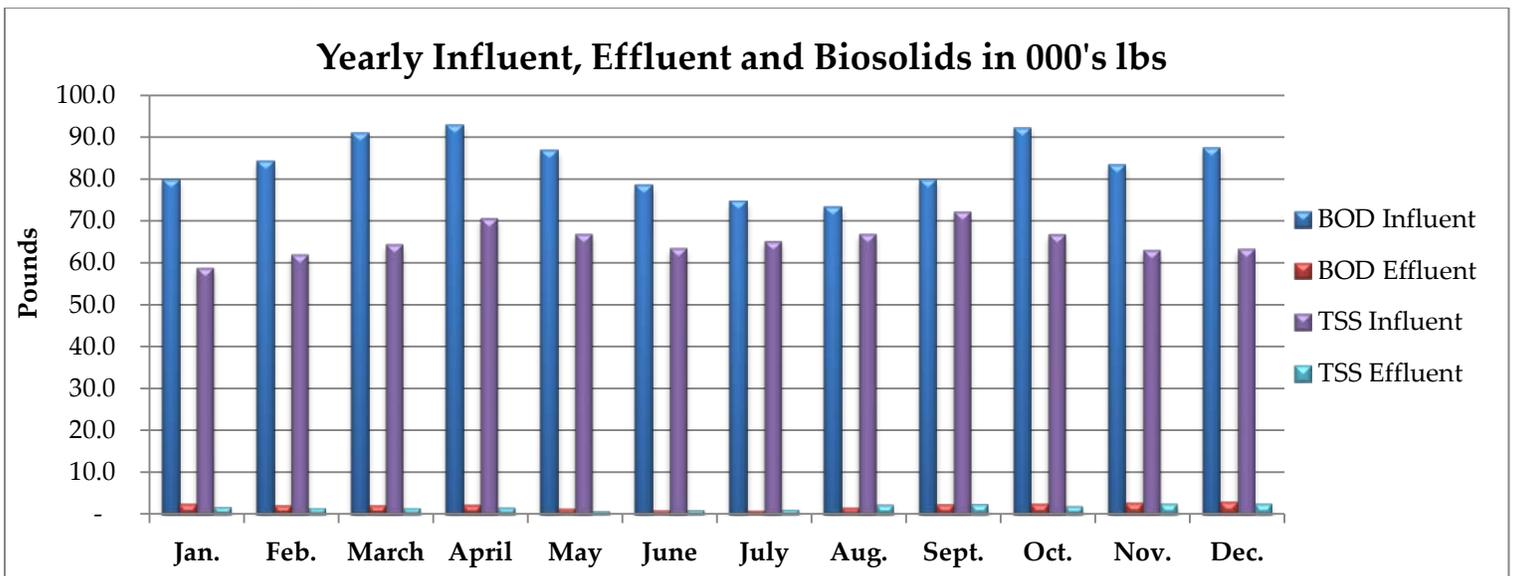
The Biochemical Oxygen Demand (BOD) Influent and BOD Effluent pounds represent pounds of oxygen needed for treatment.

TSS Influent vs TSS Effluent (lbs.)



The TSS Influent and TSS Effluent represent the pounds of Total Suspended Solids entering the Waste Water Treatment plant versus going out into the Kinnickinnic River.

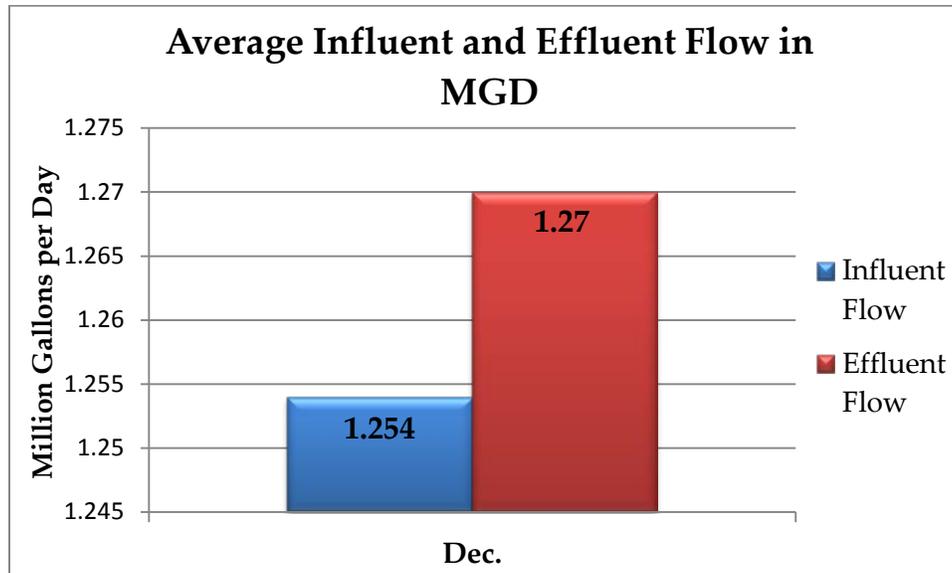
Yearly BOD and TSS Influent and Effluent (in 000's lbs.)



This graph represents the average monthly pounds of both BOD and TSS coming into the plant and being discharged at the plant's outfall into the Kinnickinnic River for the year 2016.

River Falls Municipal Utilities Waste Water Treatment Plant

Average Influent and Effluent Flow in MGD



This graph represents the average daily flow into the treatment plant as well as the average daily flow discharged into the Kinnickinnic River. The design flow for the Treatment Plant is 1.8 million gallons per day (MGD).

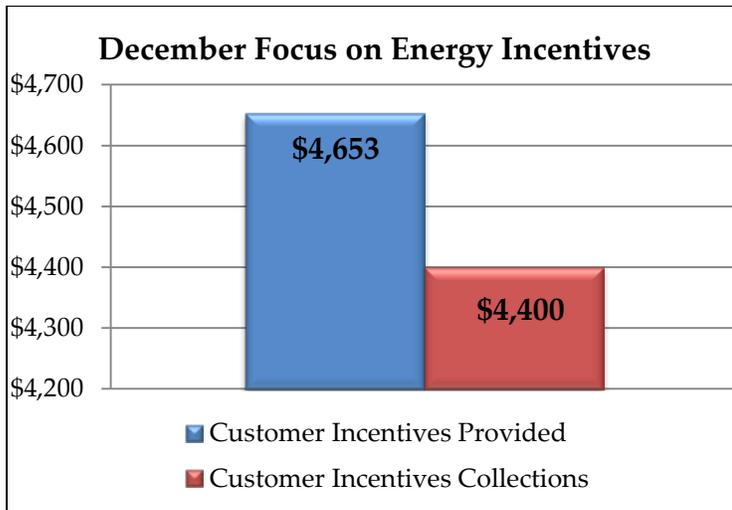


For more information please contact: Bill Swenson
(715) 426-3531 or wswenson@rfcity.org

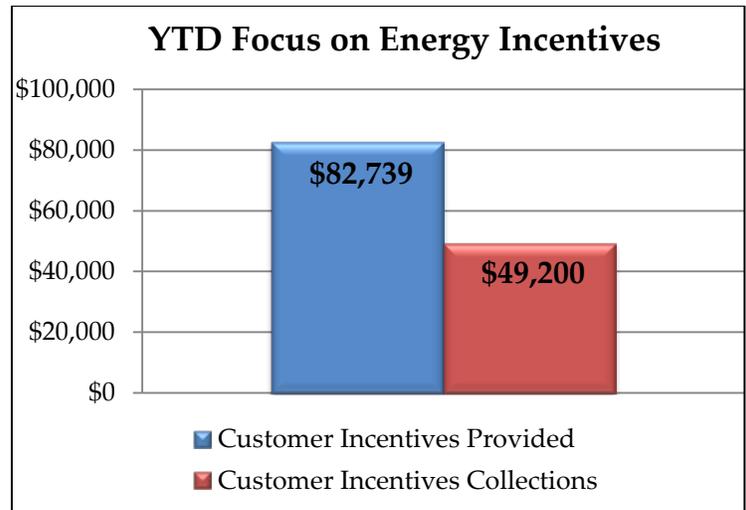
POWERful Choices! Dashboard

For December 2016

Focus on Energy Program

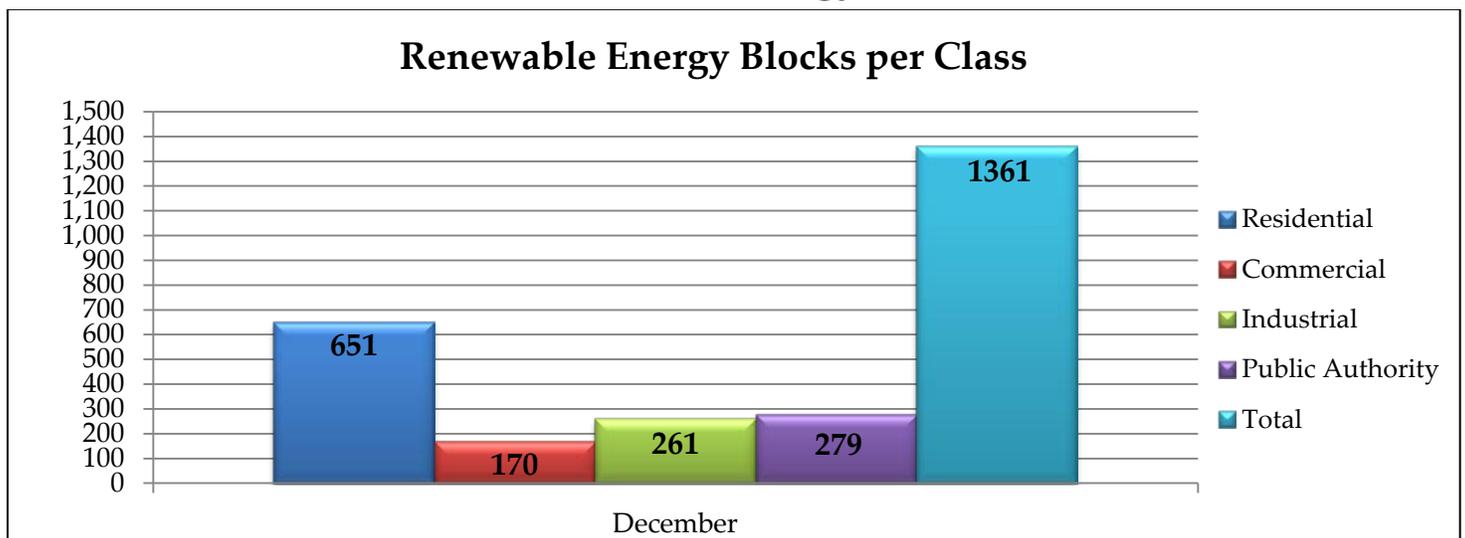


The total customer incentives provided for December compared to the customer incentives collections from Focus on Energy.



The year-to date customer incentives provided compared to the customer incentives collections from Focus on Energy.

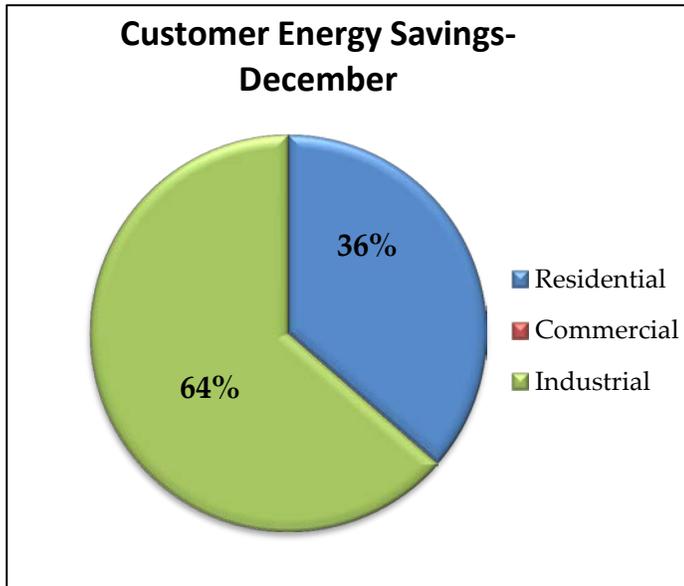
Renewable Energy Blocks



Renewable energy blocks are sold at \$3 for 300kWh of renewable energy.

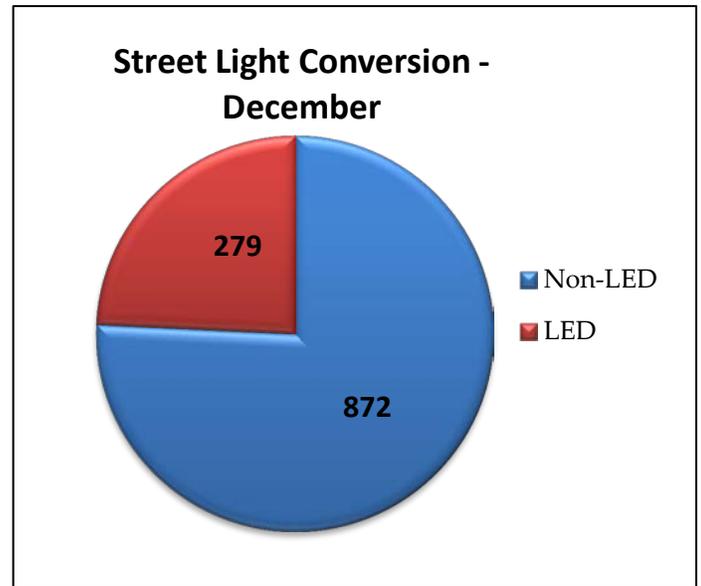
POWERful Choices! Dashboard

Energy Savings



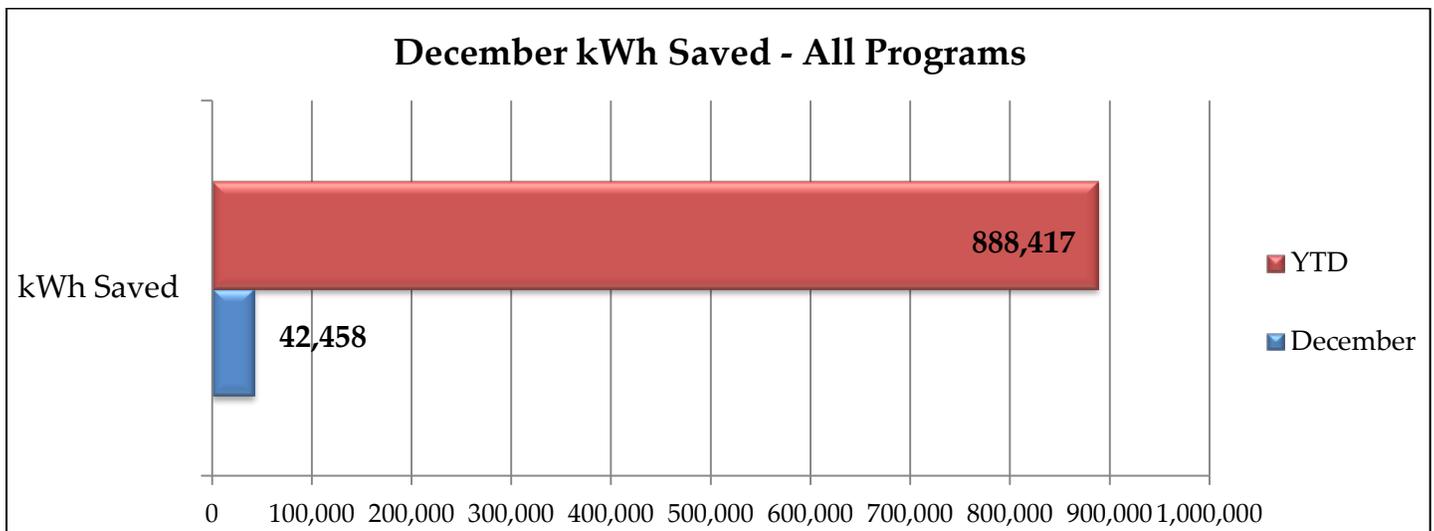
Monthly cumulative percentage of kilowatt hours saved per customer sector.

Street Light Conversion Program



This change is another example of our City leading by example in energy efficiency and environmental stewardship. The goal is to have 70 percent of the street lights converted to LED by 2018.

kWh Saved



Energy savings resulting from programs such as upgrades to lighting, motors, HVAC, variable frequency drives, and refrigeration. All customer sectors are included.

POWERful Choices! Dashboard

Renewable Energy Block Participation



River Falls currently ranks 5th in the nation for customer participation and 1st in Wisconsin. The 2016 goal to become first in the state has been achieved! The current level of customer participation in Renewable Energy Blocks is 9 percent. The goal is to reach 10 percent customer participation.



River Falls Municipal Utilities

Monthly Report

December 2016



ELECTRIC

Maintenance / Inspections

- Maintenance repairs performed. This is maintenance work found through required system inspections.
- Substation monthly inspections completed.
- Hydro's checked on daily.

Projects

- Installed a new Primary service on the Northside of the Foley Building at 1195 Benson Street. Transformer and secondary installed and will be energized by December 28.
- Winfield's primary extension for the Sterling Ponds Cooperate Park has been completed. Service has been installed and will be energized by December 28.
- Repaired a few street light faults within the city.
- Had a primary fault in the golf view area. This has been repaired and is back in service.
- Started on overhead line inspections for feeder 4, 5 and 6.
- Will be replacing more of the street light overhead cobra HPS fixtures to LED soon.
- Installed a new service (upgrade) to Swinging Bridge Brewery.

Misc.

- Underground services continue on a monthly basis and the winter lateral fee is in place for the winter months.
- Replaced street lights with LED fixtures. Repaired the ones we could replace with bulbs and photo eyes.
- Meter readings continue monthly.



RIVER FALLS WASTE WATER TREATMENT FACILITY

Bio-solids Building Construction Progress

- Startup polymer system for the thickener
- Pour floor in old DAFT building for vac truck storage
- Prepare punch list for final items to finish on bio-building
- Walk thru bio-building with designing architect
- Walk thru bio-building with HVAC and electrical engineer



WATER/SEWER

Projects and Maintenance

- A water main break on East Johnson Street was discovered and repaired just one week after a break on Spring Street.
- Water meter replacement for the year is complete and meets PSC guide lines for compliance.
- Cross connection inspections for the year have gone very well for the residential and CIPs. These should meet the yearly requirements of the DNR.
- Winter operations are in place including lowering of the level of Golf View water tower as usage is reduced during winter months.
- Testing and sampling of new water mains in the new development in Spring Creek (north section) are complete and proven safe.
- Inventory is complete for the year and looks to be very accurate with our records.

Misc.

- All monthly and yearly DNR samples were taken, found to be safe, and met all compliance measures.
- Started new DNR standards for lead and copper sampling for 2017 including pre-inspections of plumbing and is nearly done. This includes a minimum of 45 sample location inspections.

ENGINEERING TECH WORK

GPS and Map Work

- GPS and map Spring Creek South water and sanitary infrastructure
- Made LED street light & UG inspection map books
- Located called in and mapped the water main break at E. Johnson Street
- Attached and reviewed lining video's from Insituform
- Mapped electric work orders
- Updated AMI meter map

Plan Reviews and Walk-throughs

- One new home lateral inspection
- Final inspect for 1300 S. Main motel abandonment

Misc. Projects

- Bloodborne pathogen and fire safety training
- Work with new Plotter printer (training and trial period for possible purchase)
- Witness connectivity and pressure testing of the water main in Spring Creek South Development (with Luke in training on procedure).
- Start looking at 2017 sanitary lining project



CONSERVATION AND EFFICIENCY

- Community Solar
 - City purchased all remaining shares of community solar
 - The purchase from WPPI was essential to capturing the credit from the beginning of the project in Dec. 2015 to Dec. 2016.
 - Shares will continue to be sold at the prorated price
 - Shares that are not sold will be placed on the accounts of City Hall, the ambulance building and the wastewater treatment facility. These three buildings will receive the utility bill credit until sold (transferred).
 - Promoted community solar as a gift to all River Falls churches and many nonprofits.
- Renewable Energy Blocks
 - 559 customers are purchasing green blocks
 - We're at 8.9% customer participation, up from 8.8% last month
 - We are 64 customers from reaching our goal of 10% customer participation
 - Remain #1 in the state for customer participation
- LED Light Exchange
 - Held the last LED Light exchange after 5 very successful years
 - Collected over 1000 old strands of lights to be recycled
 - Collected over two shopping carts of food that was donated to the River Falls Food Pantry
 - The light exchange has been terminated because LED holiday lighting is now commonplace
- POWERful Choices! Committee
 - Provided 40+ residents and business representatives the opportunity to learn about the power plant and upper hydro
 - Tour and presentation of the hydro was the second half of the meeting
- Large Power Customers
 - Wrapped up several large customer projects
 - Met with new facilities managers of two large power customers
- Committees, Training and Education
 - Participated in the following webinars:
 - APPA -Starting and Sustaining Social Media for Your Utility
 - Zagster- Making Bike Share Work Outside of the Big City
 - EPA - Hydraulic Fracturing Drinking Water Final Assessment
 - APPA – Developments in Energy Efficiency Design (DEED)
 - Conference call to determine Fall scholarship and research awards
 - WPPI Energy – Participated in Energy Services Advisory Group meeting
 - Taught drinking water and City infrastructure to Greenwood second grade classes



For November 1, 2016 – November 30, 2016

Move in applications = 100
New Access My Account = 72
Disconnected Services = 0
Reconnected Services = 6

As of **12-21-16** we had a total of 6701 Active utility Accounts.

Explanation

Move in applications - Customers that came into the office to sign up for service or submitted an online application. This information also would include new construction, customers new to River Falls, and customers moving within town. Anytime we need the meters read to end one account and begin a new account.

Access My Account - This is customers logging into the utilities E-Care for the first time. E-Care is an online utility dashboard where the customers can access their individual utility account to view information and make payments.

Disconnected - These are the number of services (electric or water) disconnected for non-payment and or properties in foreclosure with outstanding balances.

Reconnected - These are the number of services (electric or water) reconnected. Customers have paid, landlords have taken over, or new owner on foreclosed properties.