



## **CITY COUNCIL AGENDA**

City of Brainerd, Minnesota  
City Hall, 501 Laurel Street, Council Chambers  
Monday, July 31, 2023 @ 6:00 PM

The public is invited to attend these meetings in person

1. **Call To Order**

2. **Roll Call**

\_\_\_J. Czezok \_\_\_M. O'Day \_\_\_K. Stunek \_\_\_K. Terry \_\_\_T. Stenglein \_\_\_G. Johnson

\_\_\_K. Bevans \_\_\_Mayor Badeaux

\_\_\_M. Angland \_\_\_T. Johnson \_\_\_D. Matten \_\_\_M. O'Day \_\_\_P. Wussow

3. **Discussion Items**

A. **Discussion on Water Lines in City Limits**

B. **Reorganization of the Public Utilities Department**

C. **Discussion on Future Public Utilities Capital Projects**

4. **Adjourn**

Visit the City's Website at [www.ci.brainerd.mn.us](http://www.ci.brainerd.mn.us)

### **MISSION**

*"Provide high quality, cost effective public services and leadership in creating a sustainable city"*



# Brainerd City Council Agenda Request

**MEETING DATE:** July 31, 2023

**TITLE OF ITEM:** Discussion on Water Lines in City Limits

**AGENDA:** Main Agenda

**ACTION REQUESTED:** Discussion Item

**SUBMITTED BY:** Jennifer Bergman

**DEPARTMENT:** Admin

**PRESENTER:** Todd Wicklund

**ESTIMATED TIME (MIN):** 5 min

**SUMMARY OF ISSUE:**

Council Member Czezok requested to have a discussion on the materials which can be used or not for water lines from the curb-stop to the meter outside the building/structure and also to include who has the authority to issue a Certificate of Occupancy (see attached email). Attached is a copy of the plumbing code which dictates what materials are approved for building supply and water distribution piping for all residential and commercial structures.

For decades, BPU has been restricting the material to copper because it lasts longer and it's a natural disinfectant. However, we have since learned that according to Minnesota Statutes 326B.121(b), the City is not able to be more or less restrictive than the plumbing code without the approval of the state building official. Therefore, any material listed in the plumbing code is able to be used. The Building Official has the ultimate authority to issue a certificate of occupancy.

Staff is currently working on updating the water ordinance to help refine this, which will be brought to the City Council at a future meeting.

**ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:**

[Click to enter text](#)

**RECOMMENDED ACTION/MOTION:**

Discussion Item

**FINANCIAL IMPACT:**

*Is there a cost associated with this request:* [Click to enter text](#)

*What is the total cost, with tax and shipping:* [Click to enter text](#)

*Is this budgeted? (Please Explain)* [Click to enter text](#)

**From:** [Jeff Czczok](#)  
**To:** [Jennifer Bergman](#); [Todd Wicklund BPU](#)  
**Subject:** Fwd: Water Lines (Outside) in city limits  
**Date:** Wednesday, July 26, 2023 2:21:53 PM

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Hello Jennifer, Todd,

still waiting for an answer as Jennifer, you indicated would be answered by Todd related to email below.

I am requesting on the agenda for the July 31, 2023 workshop that the item of the City Attorney's email referencing the state statute which does not allow for a city to mandate specific materials to be used or not for water lines from the curb-stop to the meter outside the building/structure be included.

Please also include whom has the ultimate authority as to issuing Certificate of Occupancy and whom is it that has the ultimate authority to inspect inside and outside a residential home or other structure in the City of Brainerd.

My reasons for requesting these items are as follows:

It is important that we are no longer mandating builders/contractors to use copper exclusively based on the state statute and all employees and elected/appointed officials are made aware of the facts.

It is also important that all of those mentioned above understand the same as it pertains to who is it that has the final authority related to inspections and COs.

My question asked at the June BPUC meeting contradicts what you informed me of following said meeting.

Please let me know if you have any questions or concerns related to this request.

Thanks much, Jeff

----- Forwarded Message -----

**Subject:** Water Lines (Outside) in city limits

**Date:** Mon, 17 Jul 2023 16:08:31 -0500

**From:** Jeff V. Czczok <[bubbajustice@charter.net](mailto:bubbajustice@charter.net)>

**To:** Jennifer Bergman <[jbergman@ci.brainerd.mn.us](mailto:jbergman@ci.brainerd.mn.us)>

**CC:** Todd Wicklund <[TWicklund@bpu.org](mailto:TWicklund@bpu.org)>

Hi Jennifer,

please confirm if subcontractors and or contractors working in the city limits of Brainerd have been made aware that there is no longer a requirement to exclusively use copper pipe for the outside water line.

Please let me know if I need to be more specific.

Thanks much, Jeff

**TABLE 604.1  
MATERIALS FOR BUILDING SUPPLY AND WATER DISTRIBUTION PIPING AND FITTINGS**

| <b>MATERIAL</b>          | <b>BUILDING SUPPLY<br/>PIPE AND FITTINGS</b> | <b>WATER<br/>DISTRIBUTION PIPE<br/>AND FITTINGS</b> | <b>REFERENCED STANDARD(S)<br/>PIPE</b>                                             | <b>REFERENCED STANDARD(S)<br/>FITTINGS</b>                                                                 |
|--------------------------|----------------------------------------------|-----------------------------------------------------|------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------|
| Copper and Copper Alloys | X                                            | X                                                   | ASTM B42, ASTM B43, ASTM B75, ASTM B88, ASTM B135, ASTM B251, ASTM B302, ASTM B447 | ASME B16.15, ASME B16.18, ASME B16.22, ASME B16.26, ASME B16.50 <sup>2</sup> , ASME B16.51, ASSE 1061      |
| CPVC                     | X                                            | X                                                   | ASTM D2846, ASTM F441, ASTM F442, CSA B137.6                                       | ASSE 1061, ASTM D2846, ASTM F437, ASTM F438, ASTM F439, ASTM F1970, CSA B137.6                             |
| CPVC-AL-CPVC             | X                                            | X                                                   | ASTM F2855                                                                         | ASTM D2846                                                                                                 |
| Ductile-Iron             | X                                            | X                                                   | AWWA C151                                                                          | ASME B16.4, AWWA C110, AWWA C153                                                                           |
| Galvanized Steel         | X                                            | X                                                   | ASTM A53                                                                           | —                                                                                                          |
| Malleable Iron           | X                                            | X                                                   | —                                                                                  | ASME B16.3                                                                                                 |
| PE                       | X <sup>1</sup>                               | —                                                   | ASTM D2239, ASTM D2737, ASTM D3035, AWWA C901, CSA B137.1                          | ASTM D2609, ASTM D2683, ASTM D3261, ASTM F1055, CSA B137.1                                                 |
| PE-AL-PE                 | X                                            | X                                                   | ASTM F1282, CSA B137.9                                                             | ASTM F1282, ASTM F1974, CSA B137.9                                                                         |
| PE-AL-PEX                | X                                            | X                                                   | ASTM F1986                                                                         | ASTM F1986                                                                                                 |
| PE-RT                    | X                                            | X                                                   | ASTM F2769, CSA B137.18                                                            | ASTM D3261, ASTM F1055, ASSE 1061, ASTM F1807, ASTM F2098, ASTM F2159, ASTM F2735, ASTM F2769, CSA B137.18 |
| PEX                      | X                                            | X                                                   | ASTM F876, ASTM F877, CSA B137.5, AWWA C904 <sup>1</sup>                           | ASSE 1061, ASTM F877, ASTM F1807, ASTM F1960, ASTM F1961, ASTM F2080, ASTM F2159, ASTM F2735, CSA B137.5   |
| PEX-AL-PEX               | X                                            | X                                                   | ASTM F1281, CSA B137.10, ASTM F2262                                                | ASTM F1281, ASTM F1974, ASTM F2434, CSA B137.10                                                            |
| PP                       | X                                            | X                                                   | ASTM F2389, CSA B137.11                                                            | ASTM F2389, CSA B137.11                                                                                    |
| PVC                      | X <sup>1</sup>                               | —                                                   | ASTM D1785, ASTM D2241, AWWA C900                                                  | ASTM D2464, ASTM D2466, ASTM D2467, ASTM F1970, AWWA C907                                                  |
| Stainless Steel          | X                                            | X                                                   | ASTM A269, ASTM A312                                                               | —                                                                                                          |

**Notes:**

<sup>1</sup> For building supply or exterior cold-water applications, not for water distribution piping.

<sup>2</sup> For brazed fittings only.



# Brainerd City Council Agenda Request

**MEETING DATE:** July 31, 2023

**TITLE OF ITEM:** Reorganization of the Public Utilities Department

**AGENDA:** Joint Workshop City Council and Public Utilities Commission      **ACTION REQUESTED:** Discussion Item

**SUBMITTED BY:** Kris Schubert, Jennifer Bergman, City Administrator, Todd Wicklund, Public Utilities Director      **DEPARTMENT:** HR

**PRESENTER:** Kris Schubert, Jennifer Bergman, City Administrator, Todd Wicklund, Public Utilities Director      **ESTIMATED TIME (MIN):** 10 minutes

**SUMMARY OF ISSUE:** Todd Wicklund was appointed as the Public Utilities Director in May. Since then, he has reviewed the current organizational structure of the Public Utilities Department and made several recommendations as noted on the attached Public Utilities Department Organization Chart. On June 27<sup>th</sup>, the Public Utilities Commission reviewed and recommended approval of Director Wicklund's recommendations. The following summarizes the recommended changes:

- The Accounting Supervisor will be renamed as the Business Office Supervisor.
- Two new positions were requested by the BPU Technology Supervisor and job descriptions would need to be approved before being implemented. The City Administrator and HR Director feel more discussion and other options should be considered before approving these new positions.
- The Electric Distribution Supervisor position would oversee the distribution system and line workers to help assist the Operations Manager. This position has been vacant since 2019. The BPU Commission approved the attached redlined job description on July 24<sup>th</sup>.
- Technical Services and Maintenance Services are two new divisions created to reorganize existing staff and reclassify team members to lead roles with some additional job duties.
- The Water Supervisor position has been vacant since 2013 with the former Superintendent directly overseeing Water division staff. It's recommended that the Water Utility be split into distribution (construction crew) and production (Water Plant). The Wastewater Manager would oversee production and the Operations Manager would oversee distribution. Job descriptions for both positions would need to be adjusted to reflect the additional supervisory responsibilities.
- At its July 24<sup>th</sup> meeting, the BPU Commission recommended approval of the job description for a new Journeyman Electrician position. A redlined version of the Maintenance Electrician

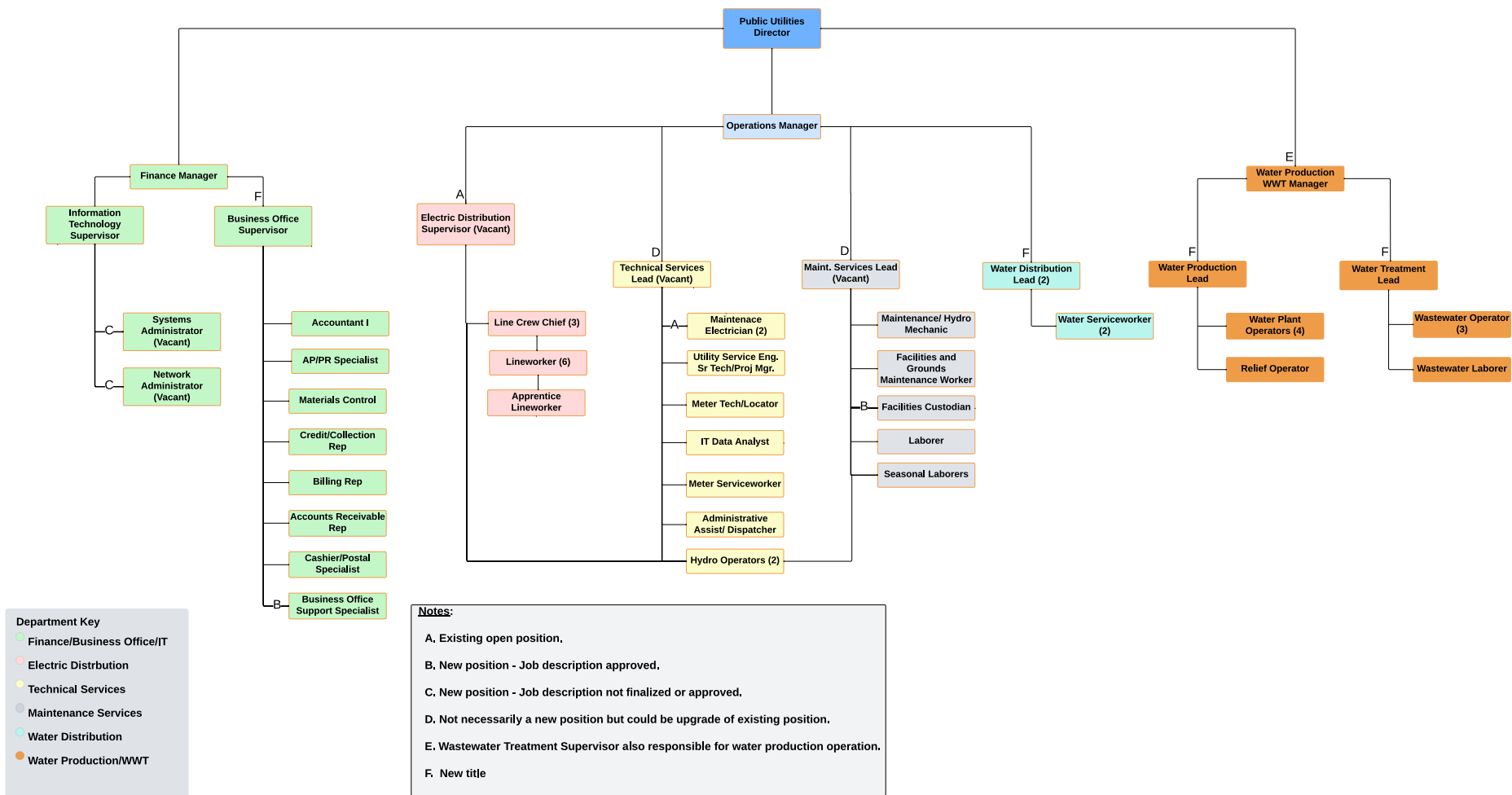
position is attached for reference as job duties would be very similar with different education and experience requirements.

**ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:** N/A

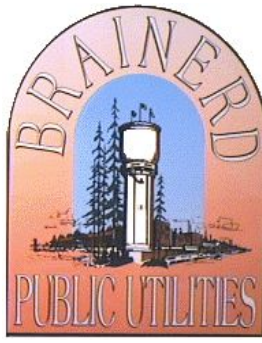
**RECOMMENDED ACTION/MOTION:** N/A - Discussion topic

**FINANCIAL IMPACT:** The financial impact is unknown at this time as we need wage information from our Classification and Compensation Study consultant for the vacant and/or new positions. Public Utilities Director Wicklund stated that 2023 wages for the new positions would be offset by the delayed Finance Manager hiring and the elimination of the Superintendent position.

**Brainerd Public Utilities  
Draft Organizational Chart  
06/2023**



Jun 26, 2023 7:13 AM



## Electric Distribution Supervisor

DepartmentDivision: Electric

FLSA Status: Exempt

### General Definition of Work

Performs difficult advanced technical and administrative work supervising the construction, operation, maintenance and repair of BPU's electrical distribution and hydro electrical generation systems and related work as required. Work is performed under general direction of BPU Superintendent the Operations Manager. Continuous supervision is exercised over personnel in the electric distribution and construction crews and the &-hydro electrical distribution -systems.

### Qualification Requirements

*To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skills, and/or abilities required. The omission of specific statements of duties does not exclude employee from the position if the work is similar, related, or a logical assignment to the position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

### Essential Functions

- Administer/direct the construction, operation, and maintenance of the electric distribution, electric generation, metering, and substation facilities in accordance with established utility/regulatory laws and policies.
- Prioritize both capital and maintenance work in order to meet system needs and maintenance goals.
- Participate in the development and administration of capital and operating budgets and monitor effective and efficient use of budgeted funds, personnel, materials, facilities, and time.
- Determine department safety requirements and implement necessary safety training programs. Conduct audits to ensure compliance to safety rules/procedures.
- Participate at a management level in organizational discussions/decisions on strategic planning, organizational benchmarks, core values/behaviors, process improvements, and other organization initiatives.
- Responsibilities include training, inspecting and assigning work, developing staff schedules, coaching and counseling, conducting performance evaluations, disciplining, and recommending hiring and terminating personnel.
- ~~Inspects and monitors the electrical & hydro systems and equipment to ascertain that it is in proper operation at all times; oversees the repair and maintenance of equipment and reports major repair needs to Superintendent; assists in troubleshooting electrical, mechanical, hydraulic and pneumatic systems.~~
- Oversees the maintenance records of electrical and hydro operations distribution system and prepares periodic reports for submission to local, state and federal regulatory agencies, superiors or others as required.
- Confers with consultants and engineers; and federal and state agencies.
- Consults with vendors; orders equipment and parts.
- Participates in the work performed by electric crews and hydro personnel in emergency situations.
- Assists with voltage, power quality, and other customer complaints and/or problems.
- Attendance at continuing education events applicable to the position is strongly encouraged.
- Assists other Brainerd Public Utilities service crews as needed and in emergencies.
- Attends meetings, workshops and training seminars to keep abreast of industry changes.
- Performs other duties as assigned.

### Knowledge, Skills and Abilities

- Thorough knowledge of the operating characteristics and maintenance requirements of the electric department including tools, materials, and equipment with the ability to detect flaws and to determine proper remedial measures.
- Thorough knowledge of the rules and regulations governing equipment operations and utility repair work performed in or on public roads and right-of-ways;

# Electric Supervisor Job Description

Page 2

## Knowledge, Skills and Abilities (Cont.)

- Thorough knowledge of the occupational hazards of the work and of necessary safety precautions to comply with BPU, NESC, and OSHA safety requirements;
- Leadership including problem solving and decision making;
- Ability to read, interpret, and implement documents such as BPU safety rules, operating and maintenance instructions, procedure manuals, and policies;
- Ability to write reports, business correspondence and procedure manuals;
- Ability to effectively present information and respond to questions from subordinates, supervisors, regulatory agencies, and customers;
- Developed mathematical skills;
- Ability to solve practical problems and deal with a variety of variables in situations where only limited standardization exists;
- Ability to adopt to changes in procedures and workload and able to maintain composure when confronted with stressful situations;
- Ability to read and develop complex electrical distribution system plans and schematic diagrams;
- Ability to develop and interpret a variety of instructions and plans furnished in written, oral, and drawing form;
- Knowledgeable in electronics and computer technology and applications including Supervisory Control and Data Acquisition System (SCADA);
- Ability to understand and follow moderately complex oral and written instructions; ability to read meters and charts accurately and to maintain records of operations;
- Ability to assign and supervise the work of others;
- Ability to establish and maintain effective working relationships with employees, regulatory agency officials and the general public.

## Education, Experience and Special Requirements

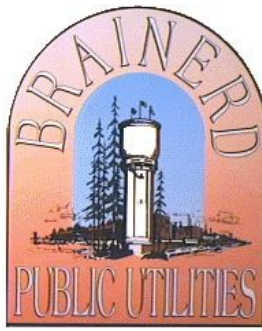
- High School Diploma or general education degree (GED).
- Graduate of electrical lineworker program at a vocational or technical college.
- The qualified candidate must have successfully completed a Lineman Apprenticeship Program or equivalent Lineman training courses.
- Must be a journeyman lineman or combination of experience and training to meet BPU requirements as determined by the BPU Superintendent Public Utilities Director.
- Must have a minimum of ten years experience as a lineworker; utility and supervisory experience preferred.
- Minnesota Class A commercial driver's license with air brake endorsement or the ability to obtain within six months of hire.

## Physical Requirements

This work requires the regular exertion of up to 25 pounds of force, frequent exertion of up to 50 pounds of force, and exertion of up to 100 pounds of force rarely-not daily; work regularly requires standing, speaking or hearing, using hands to finger, handle or feel, climbing or balancing and reaching with hands and arms, frequently requires walking, stooping, kneeling, sitting, bending, crouching or crawling, pushing or pulling, lifting and repetitive motions and occasionally requires tasting or smelling; work requires close vision, distance vision, ability to adjust focus, depth perception, color perception, night vision and peripheral vision; vocal communication is required for expressing or exchanging ideas by means of the spoken word and conveying detailed or important instructions to others accurately, loudly or quickly; hearing is required to perceive information at normal spoken word levels and to receive detailed information through oral communications and/or to make fine distinctions in sound; work requires preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, using of measuring devices, assembly or fabrication of parts within arm's length, operating machines, operating motor vehicles or equipment and observing general surroundings and activities; work regularly requires exposure to outdoor weather conditions including extreme heat or cold, wet/humid conditions (non-weather), and risk of electrical shock, occasionally requires working near moving mechanical parts and working in high, precarious places; occasionally exposed to vibration, noise, fumes or airborne particles and rarely exposed to toxic or caustic chemicals; work is generally in a loud noise location (e.g. grounds maintenance, heavy traffic). The worker may be exposed to bloodborne pathogens and may be required to wear specialized personal protective gear.

***This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer, as the needs of the employer and requirements of the job change.***

**Last Revised: January 1, 2018 July 21, 2023**



## **MAINTENANCE JOURNEYMAN ELECTRICIAN**

~~Department~~Division: Electric

FLSA Status: Non-Exempt

### **General Definition of Work**

Performs skilled work in the construction, operation, maintenance and repair of the Utility's electrical and metering systems and equipment; performs related work as apparent or assigned. Work is performed under the general supervision of ~~an Electric Supervisor~~ the Operations Manager.

### **Qualification Requirements**

*To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skills, and/or abilities required. The omission of specific statements of duties does not exclude employee from the position if the work is similar, related, or a logical assignment to the position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

### **Essential Functions**

- Inspect, maintain, dismantle, repair, test, alter, install and reassemble such electrical and electronic equipment as motors, generators and related auxiliary equipment, circuit breakers, control equipment, relays, signals, power and light circuits, programmable logic controllers and other digital control systems, SCADA, transformers, revenue meters, and other power equipment.
- Test and repair problems on high and low voltage electrical and electronic circuits and systems including substation and recloser inspections.
- Assist in the planning and layout of jobs including parts and equipment identification and ordering needed to complete the job.
- Prepare work permits and administer the Lock Out/Tag Out program, or similar systems, as it applies to the equipment under the control of the Maintenance Electrician.
- Operate bridge cranes, forklifts, scissor lifts, and other mobile equipment as required.
- Clean electrical equipment, electrical equipment areas, and shop areas, as required.
- Maintain generators and related auxiliaries; inspect and lubricate motors and controllers; conducts monthly generator inspections and testing.
- Preventative maintenance activities and equipment performance analysis using diagnostic technologies and portable test equipment.
- Participation in the on-call rotation is required; Responds to trouble and emergency calls and performs necessary maintenance. Willingness to accept call out/call back for outages and emergency repairs is essential. Call out/call back can be declined for good cause only.
- Read, interpret, modify, and implement technical information found in manufacturer's technical manuals, electrical drawings and blueprints, and operating and maintenance procedures.
- Participate in ongoing training to maintain and enhance skills required to perform all Maintenance Electrician duties and assist in the training of others.
- Establish/review metering and metering related equipment inventory; assists in ordering all meters and supplies.
- Determine type and size of meters and associated equipment for service installations.
- Assists with distribution load studies and power factor studies.
- Assists customers with voltage/high bill complaints; May assist electricians in special problems on customer premises.
- Prepares required records of installation, repair and maintenance of facilities; Generates reports as needed.
- Performs electrical construction and alteration of Utility electrical equipment and systems.
- Ability to interface with the public in a professional manner and to effectively communicate orally and in writing. Must be willing to accept overtime assignments.
- Utilizes appropriate leadership and human relationship skills in working with other employees and the public.
- Assists with locating and fault finding.
- Performs other duties when assigned or when necessary.

### Knowledge, Skills and Abilities

- Must have substantial knowledge and aptitude in instrument control, maintenance, instrument transformer connections, testing, troubleshooting and addressing problems associated with the electrical system.
- Thorough knowledge of electric utility safety practices and specialized use of tools and meter test equipment.
- Thorough knowledge of all types of electrical construction materials and methods.
- Considerable knowledge of modern developments, current literature, and sources of information in the field of electrical construction and maintenance.
- Thorough understanding of metering theory, electrical distribution practices,
- Good working knowledge of personal computers including AMI software (Command Center) and building temperature control software/system.
- Ability to inspect and analyze malfunctions in electrical and mechanical equipment;
- Thorough knowledge of the hazards connected with electrical distribution system maintenance and the necessary safety precautions to comply with BPU, NESC, NEC, and OSHA safety requirements.
- Ability to read and interpret documents such as BPU safety rules, operating and maintenance instructions, procedure manuals, and policies.
- Ability to listen and speak effectively; follow oral and written instructions.
- Ability to establish and maintain effective working relationships with coworkers, supervisors, and customers.
- Demonstrates the ability to adopt to change in procedures and workload and able to maintain composure when confronted with stressful situations.
- Maintains skills and knowledge in the proper and safe techniques for performing job functions.

### Education and Experience

#### Minimum Requirements:

1. High School Diploma or general education degree (GED);
2. Possess and maintain a MN Class D driver's license;
3. Licensed as a Class "A" Journeyman electrician to bid on this position.
4. ~~Must hold and maintain a valid Class "A" Master Electrician's license within 18 months of hire to remain in this classification.~~

#### Preferred:

1. Graduation from Technical/Community College training program with specialized training in the electrical trades.
2. Considerable experience involving a wide variety of residential, commercial, and industrial electric operations.
3. Training and/or experience in electric revenue metering to include installation, maintenance, retrofitting, programming, and repair of electric revenue meters.

### Physical Requirements

This is heavy work requiring the exertion of up to 75 pounds of force occasionally, 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects; work frequently speaking or hearing and using hands to finger, handle or feel and occasionally requires standing, walking, sitting, climbing or balancing, stooping, kneeling, crouching or crawling, reaching with hands and arms, tasting or smelling, pushing or pulling, lifting and repetitive motions; work requires close vision, distance vision, ability to adjust focus, depth perception, color perception, night vision and peripheral vision; vocal communication is required for expressing or exchanging ideas by means of the spoken word and conveying detailed or important instructions to others accurately, loudly or quickly; hearing is required to perceive information at normal spoken word levels and to receive detailed information through oral communications and/or to make fine distinctions in sound; work requires preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, using of measuring devices, assembly or fabrication of parts within arm's length, operating machines, operating motor vehicles or equipment and observing general surroundings and activities; work frequently requires exposure to the risk of electrical shock and occasionally requires wet, humid conditions (non-weather), working near moving mechanical parts, working in high, precarious places, exposure to fumes or airborne particles, exposure to toxic or caustic chemicals, exposure to outdoor weather conditions, exposure to extreme heat (non-weather) and exposure to vibration; work is generally in a loud noise location (e.g. grounds maintenance, heavy traffic).

***This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer, as the needs of the employer and requirements of the job change.***



# Brainerd City Council Agenda Request

**MEETING DATE:** July 31, 2023

**TITLE OF ITEM:** Discussion on Future Public Utilities Capital Projects

**AGENDA:** Joint Workshop City Council and Public Utilities Commission      **ACTION REQUESTED:** Discussion Item

**SUBMITTED BY:** Todd Wicklund, Public Utilities Director      **DEPARTMENT:** Public Utilities

**PRESENTER:** Todd Wicklund, Public Utilities Director      **ESTIMATED TIME (MIN):** 30 minutes

**SUMMARY OF ISSUE:** Public Utilities Director Todd Wicklund will be presenting information on BPU's upcoming capital projects. See attached.

**ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:**

**RECOMMENDED ACTION/MOTION:** Discussion Item

**FINANCIAL IMPACT:** See attached spreadsheet

**Brainerd Public Utilities**  
**Summary of Capital Improvement Projects**  
**As of July 31, 2023**

| Department               | Project Description                                                                                                     | 2023                           |                             |                   | Total      |
|--------------------------|-------------------------------------------------------------------------------------------------------------------------|--------------------------------|-----------------------------|-------------------|------------|
|                          |                                                                                                                         | Outstanding<br>Purchase Orders | Construction<br>in Progress | 2023<br>Additions |            |
| Electric Distribution    | St. Joe Substation Upgrade included the construction of control house for MV switch gear                                | \$ 255,000                     | \$ 789,000                  | \$                | 1,044,000  |
|                          | Acquition of single phase transformers                                                                                  | 486,000                        |                             | 200,000           | 686,000    |
|                          | Acquition of three phase transformers and Interfaces                                                                    | 550,000                        |                             |                   | 550,000    |
|                          | Acquition of radio frequency meters                                                                                     | 71,300                         |                             | 60,000            | 131,300    |
|                          | 35KV Underground conductor                                                                                              | 243,000                        |                             |                   | 243,000    |
|                          | Breckenridge black poles and fixtures                                                                                   | 95,000                         | 36,000                      |                   | 131,000    |
|                          | Black fiberglass pole mastarms and arms                                                                                 | 80,000                         |                             |                   | 80,000     |
|                          | LED EPIC fixtures                                                                                                       | 21,000                         |                             |                   | 21,000     |
|                          | Terex global digger derrick truck                                                                                       | 519,000                        |                             |                   | 519,000    |
|                          | SCADA System Improvements                                                                                               |                                | 83,000                      |                   | 83,000     |
|                          | OH and UG System Improvements                                                                                           |                                | 189,000                     |                   | 189,000    |
|                          | Capitalized labor                                                                                                       |                                |                             | 153,000           | 153,000    |
|                          | Total Electric Distribution                                                                                             | 2,320,300                      | 1,097,000                   | 413,000           | 3,830,300  |
| Electric Generation      | Generator Relay Upgrade will result in the development of computer controls for generator operations and flow controls. | 166,000                        | 133,000                     |                   | 299,000    |
|                          | Tainter gate controls                                                                                                   | 48,000                         |                             |                   | 48,000     |
|                          | WWTP Solar Project                                                                                                      |                                | 59,000                      |                   | 59,000     |
|                          | Total Electric Generation                                                                                               | 214,000                        | 192,000                     | -                 | 406,000    |
| Water Production         | Flow control actuators at the plant                                                                                     | 55,000                         |                             |                   | 55,000     |
|                          | SCADA System Improvements                                                                                               |                                | 37,000                      |                   | 37,000     |
|                          | Plant Improvements                                                                                                      |                                | 73,000                      |                   | 73,000     |
|                          | Total Water Production                                                                                                  | 55,000                         | 110,000                     | -                 | 165,000    |
| Water Distribution       | 2 million gallon tank project                                                                                           |                                | 6,048,000                   |                   | 6,048,000  |
|                          | Water main relocation                                                                                                   |                                | 52,000                      |                   | 52,000     |
|                          | Acquition of radio frequency meters                                                                                     |                                |                             | 25,000            | 25,000     |
|                          | Total Water Distribution                                                                                                | -                              | 6,100,000                   | 25,000            | 6,125,000  |
| Wastewater Lift Stations | Emergency standby generator for SW 6th Street LS                                                                        | 53,000                         | 7,000                       |                   | 60,000     |
|                          | Main LS fiber SCADA controls                                                                                            | 165,000                        |                             |                   | 165,000    |
|                          | Main LS screening grit motor controls                                                                                   | 90,000                         |                             |                   | 90,000     |
|                          | Main LS grit and sump pumps                                                                                             | 97,000                         | 76,000                      |                   | 173,000    |
|                          | Evergreen LS classifier and sump pump                                                                                   | 77,000                         | 76,000                      |                   | 153,000    |
|                          | Main LS pump building improvements                                                                                      | 59,000                         | 296,000                     |                   | 355,000    |
|                          | Evergreen LS building improvements                                                                                      |                                | 255,000                     |                   | 255,000    |
|                          | SCADA System Improvements                                                                                               |                                | 50,000                      |                   | 50,000     |
|                          | River crossing project                                                                                                  |                                | 138,000                     |                   | 138,000    |
|                          | State hospital LS improvements                                                                                          |                                | 122,000                     |                   | 122,000    |
|                          | Total Wastewater Lift Stations                                                                                          | 541,000                        | 1,020,000                   | -                 | 1,561,000  |
| Wastewater Treatment     | Cast iron elbows for SBR motive pumps                                                                                   | 243,000                        |                             |                   | 243,000    |
|                          | Biosolids Handling Preliminary Engineering                                                                              |                                | 87,000                      |                   | 87,000     |
|                          | Motive parts for SBR pumps                                                                                              |                                | 94,000                      |                   | 94,000     |
|                          | SCADA System Improvements                                                                                               |                                | 48,000                      |                   | 48,000     |
|                          | Rotary lobe pumps                                                                                                       |                                | 82,000                      |                   | 82,000     |
|                          | John Deere 7R 250 tractor for biosolids application                                                                     |                                |                             | 195,000           | 195,000    |
|                          | Total Wastewater Treatment                                                                                              | 243,000                        | 311,000                     | 195,000           | 749,000    |
|                          | Total Utility                                                                                                           | 3,373,300                      | 8,830,000                   | 633,000           | 12,836,300 |
| Future Projects          |                                                                                                                         |                                |                             |                   |            |
|                          | Water                                                                                                                   |                                |                             |                   |            |
|                          | Portion of City street projects for 2023/2024                                                                           |                                |                             |                   | 2,400,000  |
|                          | Water reclamation and backwash improvements - grant received                                                            |                                |                             |                   | 5,000,000  |
|                          | Corrosion control plant improvements                                                                                    |                                |                             |                   | Not Known  |
|                          | Lead service line assessment                                                                                            |                                |                             |                   | Not Known  |
| Wastewater               | Plant automation control improvements                                                                                   |                                |                             |                   | Not Known  |
|                          | Wellhead protect plan                                                                                                   |                                |                             |                   | Not Known  |
|                          |                                                                                                                         |                                |                             |                   |            |
| Electric                 | River crossing project                                                                                                  |                                |                             |                   | 2,000,000  |
|                          | Storage tank/biosolids upgrade/PFAS reduction                                                                           |                                |                             |                   | 20,000,000 |
| Electric                 |                                                                                                                         |                                |                             |                   |            |
|                          | Hydro generation upgrades                                                                                               |                                |                             |                   | 6,000,000  |
|                          | Hydro facility upgrades/automation controls                                                                             |                                |                             |                   | 1,500,000  |
|                          | Energy park development - behind the meter generation including solar development and battery storage                   |                                |                             |                   | 10,000,000 |