

2020- 2024
CAPITAL IMPROVEMENT PLAN

Discussion Draft 9-15-2020

111 S Main Street

Waupaca, WI

Introduction

The City of Waupaca is committed to providing an annual Capital Improvement Plan (CIP) to aid in the decision making process for the annual budget and ensure the adequate maintenance, acquisition and construction of capital projects. This document serves as a tool for determining the scheduling of capital improvements and related financing. The CIP document also shares the City's intentions for improvements for the next five years with residents, developers, intergovernmental partners and the business community. A primary responsibility of the City Council is to preserve, maintain and improve the community's investment in buildings, vehicles, roads, utilities, parks and equipment. The CIP is a short and long range plan for the physical development and infrastructure investment in the City of Waupaca.

Goals of the CIP

The annual CIP is prepared with the guidance of the following two major goals:

- 1) Address the City's immediate and long-term capital needs, particularly those related to the following:

- a. Maintaining the City's investment in existing infrastructure and assets.
- b. Expand and improve the tax base in a way that will benefit both new and existing residents and landowners and potential investors.
- c. Providing City services and programs in the most efficient and effective manner possible.
- d. Manage current and future debt service within Debt Service Policy.

City of Waupaca Mission Statement

"The city of Waupaca's mission is to lead creatively, plan wisely and spend prudently to provide the services that ensure a safe and vibrant community."

- 2) Provide a financial plan for the implementation of the CIP that evaluates all available funding resources, prioritizes projects and maintains the City's strong financial condition.

- 3) As elected officials and employees of the City of Waupaca we are **dedicated** to serving our community by providing **quality** public services, implementing **innovative** policies and being **responsive** to everyone who lives, works and visits our community. Our purpose is to make Waupaca the best place to raise a family, own a business and enjoy a high quality of life. To accomplish this purpose effectively, we share a commitment to work together to hold ourselves **accountable**, to maintain the highest **integrity** and to **lead** by example.

Relationship of the CIP to the Operating Budget

The City coordinates development of the annual CIP with the development of the operating budget. The inclusion of a project within the first year of the CIP shows the strong intent to include that project within the budget document for that year.

Inclusion of projects in the remaining four years also shows intent, but is more subject to change. Approval of the annual capital improvement budget (year one of the CIP) takes place at the same time as approval of the annual operating budget. Therefore, CIP projects are not considered final and approved for funding until they are included and approved in the annual operating budget. Future operating costs associated with new capital improvements or major equipment purchases are also projected and included in the operating budget as necessary.

CIP Development Process

The annual CIP development process is initiated by the City Administrator and Finance Director/Treasurer. Each Department Director will develop their annual capital improvement budget for his or her respective department and prioritize projects. A review of financial and borrowing impacts of the requests are then reviewed with the Finance Director/Treasurer and the City's Financial Advisor as necessary. A special meeting of the City Council is typically planned for late August or September to allow necessary time to review the draft plan prior to full initiation of the annual operating budget development process. The final CIP, associated budget and financing plans will then be completed and presented to the City Council for their final approval in November.

CIP Development Software

The City of Waupaca utilizes software called PlanIt! to assist in the CIP process. This software allows for greater efficiency in the planning process over previously utilized spreadsheets. PlanIt! is an Microsoft Access based software product which offers the City flexibility in prioritizing projects, planning beyond five years, moving projects and offers a variety of reporting functions. An annual renewal fee is required for the use of the software.

Definition of Capital Expenditure

Capital improvement expenditures shall include any amounts expended for equipment or other assets with a useful life of five years or more and/or which involve amounts more than \$5,000. Project expenditures should include all costs related to a project including, but not limited to, planning, engineering, legal, construction inspection, land acquisition, etc. Expenditures not meeting these criteria, or which have a useful life of less than the payback period of the funds to be borrowed, shall be included in the City's annual operating budget as applicable.

Departments

The CIP includes projects for the following departments and utilities:

Airport	Buildings & Grounds
Cemetery	Information Technology
Parks & Recreation	Police Department
Public Library	Public Works Department
Transit	Wastewater Treatment Utility
Water Utility	Waupaca Online Utility

Project Worksheets & Details

The CIP software used by the City includes a number of standard data entry fields to describe and categorize each project in the CIP. These fields allow for a comprehensive variety of summary reports and analysis features not available through standard spreadsheets. It is however important that users of the software and readers of the resulting CIP document understand how these fields are used and defined. The following is a brief description of each of those fields as used by the City in the Plant! software:

- **Project Number:** Unique number assigned to each project. Number reflects the department responsible, the year added to the CIP, and then a sequential numbering schema.
- **Project Name:** Brief name of the project.
- **Department:** Department the project is assigned.
- **Contact:** Individual responsible for details regarding the project.
- **Type:** Basic codes that can be assigned including equipment, improvement, maintenance, vehicle or unassigned.
- **Useful Life:** Estimated useful life of the project or purchase once implemented.
- **Category:** One of the codes used to categorize projects such as vehicles, public safety equipment, software, parks improvements, buildings, etc.
- **Priority:** Identification of the priority of the project. (See next section for a

further description of project prioritization.)

- **Custom Fields:** A total of four custom fields are available for use. The four fields currently used by the City include the following:
 - Created: When was the project first created and included in the CIP.
 - Updated: On what date was an update last provided to the projects details.
 - Map-Other Info Available: Indication if the project has a GIS map or documentation available to further geographically display or present the project.
- **Total Project Cost:** Total cost of a project for all years entered within the CIP. This may include costs already entered for years beyond the five year planning period.
- **Description:** A detailed description of what the project is. May include details such as location, quantities, who will complete the project, general type of project (new, replacement, repair), staff involvement, who provided cost estimates, etc.
- **Justification:** An explanation on why the project is needed. Should also help further explain the projects priority and year proposed.
- **Budget Impact/Other:** An explanation of any known direct costs or savings to the operating budget should the project be implemented.
- **Status (not shown):** Projects are assigned to one of three codes including active, pending or completed. The status of a project is currently not shown on project detail worksheets as all projects are active. Pending projects are provided in a separate section of the CIP document. These projects are not officially included within the five-year plan.

Project Prioritization

Because capital project requests and needs typically exceed available financing, they have to be prioritized. The City uses the following project prioritization categories for all project requests. Prioritization categories are assigned to projects by Department Directors with review by the City Administrator and/or Finance Director.

- **Mandatory (1):** Project is mandated or must comply by Federal or State law, regulation, court order, municipal agreement or contract. Project is an immediate health and safety issue that must be addressed. Project has been confirmed for receiving grant funding and the City Council pre-approved the application for funding. Project is identified as vital to the economic stability of the City.
- **High Priority (2):** Project is a likely health and safety issue or may significantly affect City operations or services that must, at a minimum, be addressed within the next two to three years. Project must also be identified as a requirement or planned project under a City plan, policy or code. Projects that have actively submitted for grant funding or have received private funding and projects that demonstrate a high ROI (payback <3 years) shall be given greater priority as well as.
- **Essential (3):** Project is highly desired, but is likely not a health or safety issue. The project should be addressed at least within the next five years. Project may be identified as a priority under a City plan, policy or code. Project may be eligible for grant or private funding and may demonstrate a moderate ROI (payback <5 years).
- **Acceptable (4):** Project is currently more desirable than necessary and could be deferred several years before becoming essential or high priority. Project is adequately planned, but not absolutely required. Project may have limited opportunities for grant or private funding. Project may demonstrate a ROI over the life of the asset.
- **Deferrable (5):** Project is desirable, but not essential and can be easily deferred beyond five years. Project is also not clearly identified in any City plan, policy or code.
- **Future Consideration:** Project is clearly a long-term request which is known as not necessary within the five year planning period. Project may be included for illustrative purposes only or submission of additional information is necessary and/or project is on hold indefinitely.

There are other factors that may come into consideration when prioritizing projects. For example, there may be a specific dedicated funding source that must be used only for

a particular type of project for a specific timeframe. One project may be an integral part of another project that needs to be completed even if its individual priority is not as high. Finally, a project may take advantage of opportunities that exist currently that may not be available in the future.

Capital Improvement Plan Financing

The financing of capital projects includes a variety of funding options. The use of the following listed revenue sources are evaluated as part of the CIP process and are listed within project worksheets. Additional details on project financing may also be provided in worksheet text as necessary, particularly if projects involve several funding sources or grants.

- General Fund Operations
- Private Donations
- State Trust Fund Loan
- Clean Water Loan Fund
- Reserve Funds
- General Obligation Debt
- Federal/State Grants
- WI DOT Funding
- Safe Drinking Water Loan Fund
- Utility Operating Funds
- Utility Retained Earnings
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While the majority of projects within the CIP identify the use of general obligation debt for project financing, some projects utilize other funding sources. For example, the City has established a Donation fund, equipment reserve funds and other supporting funds. These funds are supported utilizing various funding mechanisms and sources and are evaluated during the development of the CIP.

City of Waupaca, Wisconsin

Capital Improvement Plan

2020 thru 2024

PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	2020	2021	2022	2023	2024	Total
Airport							
TERMINAL AREA AND RUNWAY DEVELOPMENT	AIR-17-02				10,000	12,500	22,500
DESIGN DEER FENCE	AIR-17-05					5,000	5,000
HANGAR/STORAGE BUILDING	AIR-17-06		300,000				300,000
EXTEND RUNWAY 10/28	AIR-17-08				42,500		42,500
REPLACE SNOW REMOVAL EQUIPMENT	AIR-17-09	20,000					20,000
DEVELOP HANGAR/TERMINAL AREA	AIR-17-10					8,400	8,400
MOVE RWY 28 END-RWY 10/28 SHIFT	AIR-17-11				30,000		30,000
FUEL FARM POS SYS UPGRADE	AIR-19-01	20,000					20,000
Airport Total		40,000	300,000		82,500	25,900	448,400
<i>Airport Fund</i>						8,400	8,400
<i>Bureau of Aeronautics GA Funding</i>							270,000
<i>GO Bonds/STFLP Long term</i>						40,000	30,000
Airport Total		40,000	300,000		82,500	25,900	448,400
City Clerk/Elections							
ELECTION EQUIPMENT UPGRADE	CLK-21-01		15,000				15,000
City Clerk/Elections Total			15,000				15,000
<i>GO Bonds/STFLP Long term</i>							15,000
City Clerk/Elections Total			15,000				15,000
City Hall/Library Building							
CITY HALL/LIBRARY ROOF REPLACEMENT	CHLIB-17-05	125,000		75,000			200,000
CITY HALL/LIBRARY LANDSCAPE UPGRADE	CHLIB-17-06			25,000			25,000
SOLAR PANEL ENERGY PROGRAM	CHLIB-17-07			25,000	200,000		225,000
CITY HALL OFFICE WORKSPACES	CHLIB-17-12					30,000	30,000
AHU CONTROL UPGRADE	CHLIB-18-01		25,000				25,000
City Hall/Library Building Total		125,000	25,000	125,000	200,000	30,000	505,000
<i>Focus On Energy Grant</i>						200,000	200,000
<i>GO Bonds/STFLP Long term</i>						125,000	25,000
City Hall/Library Building Total		125,000	25,000	50,000	200,000	105,000	505,000

Department	Project #	2020	2021	2022	2023	2024	Total
Community Development							
WAYFINDING SIGNAGE STUDY	COMDEV-18-01				40,000		40,000
INSPECTION/PERMIT SOFTWARE UPGRADE	COMDEV-21-03		16,000				16,000
Community Development Total			16,000		40,000		56,000
<i>GO Bonds/STFLP Long term</i>			16,000				16,000
<i>Community Development Total</i>			16,000		40,000		16,000
IT/Community Media							
ANNUAL COMPUTER REPLACEMENT	ITCM-17-03	10,000	10,000	10,000	10,000		40,000
CITY HALL SERVER UPGRADE	ITCM-21-04		13,738				13,738
MEETING TECH UPGRADES	ITCM-21-05		5,550				5,550
COUNCIL DEVICES	ITCM-21-06		6,000				6,000
POLICE SERVER REPLACEMENT	ITCM-22-01			8,706			8,706
MEETING/AGENDA MGMT SOFTWARE	ITCM-22-02			5,000			5,000
IT/Community Media Total		10,000	35,288	23,706	10,000		78,994
<i>FSB Line of Credit/STFLP Short term</i>				18,706	10,000		28,706
<i>GO Bonds/STFLP Long term</i>		10,000	35,288	5,000			50,288
<i>IT/Community Media Total</i>		10,000	35,288	23,706	10,000		78,994
Parks and Recreation							
SWAN PARK BUILDINGS ROOFING AND SIDING	PARKS-20-03	65,000					65,000
BOYER PARK SPRINKLER	PARKS-20-04	5,000					5,000
SWAN PARK PLAYGROUND/SPLASH PAD	PARKS-21-01		1,400,000				1,400,000
415 SCHOOL STREET BUILDING	PARKS-21-02		55,000				55,000
BIKE/PEDESTRIAN PLANNING	PARKS-21-03		18,000				18,000
PARK SUPERVISOR TRUCK REPLACEMENT	PARKS-22-01			40,000			40,000
LAKEMEN FIELD FACILITIES	PARKS-23-01				200,000		200,000
REPLACE LAKEMEN FIELD LIGHT POLES	PARKS-23-02				175,000		175,000
ROTARY RIVERVIEW PARK COMMITMENT	PARKS-24-01					100,000	100,000
Parks and Recreation Total		70,000	1,473,000	40,000	375,000	100,000	2,058,000
<i>GO Bonds/STFLP Long term</i>		70,000	748,000	40,000	475,000	100,000	1,433,000
<i>Private Donations</i>			725,000				725,000
<i>Parks and Recreation Total</i>		70,000	1,473,000	40,000	475,000	100,000	2,158,000
Police Building							
REPLACE BACK UP BOILER	PDBLDG-17-01	25,000					25,000
POLICE BUILDING ROOF REPAIRS	PDBLDG-17-03			20,000			20,000
Police Building Total		25,000		20,000			45,000
<i>GO Bonds/STFLP Long term</i>		25,000		20,000			45,000

Department	Project #	2020	2021	2022	2023	2024	Total
Police Building Total		25,000		20,000			45,000
Police Department							
BEAST - EVIDENCE SOFTWARE	Police 20-01		10,522				10,522
TASERS - AXON	POLICE 20-02	12,400					12,400
PORTABLE RADIOS	POLICE 20-03	27,400					27,400
BODY CAMERAS	POLICE 20-04					40,000	40,000
PATROL SQUAD	POLICE-17-02	122,000	64,500	128,000	66,000	130,000	510,500
CHIEF SQUAD	POLICE-17-03	20,000					20,000
POLICE SERVER	POLICE-17-05		15,000				15,000
Police Department Total		181,800	90,022	128,000	66,000	170,000	635,822
FSB Line of Credit/STFLP Short term				128,000	66,000	130,000	324,000
GO Bonds/STFLP Long term		161,800	90,022			40,000	291,822
Police Equipment Reserve Funds		20,000					20,000
Police Department Total		181,800	90,022	128,000	66,000	170,000	635,822
Public Library							
OUTDOOR DIGITAL SIGN	LIB-18-01			15,000			15,000
Public Library Total				15,000			15,000
General Fund				15,000			15,000
Public Library Total				15,000			15,000
Rec Center Building							
REC CENTER BOILER REPLACEMENT	RECCTR-17-04			100,000			100,000
Rec Center Building Total				100,000			100,000
GO Bonds/STFLP Long term				100,000			100,000
Rec Center Building Total				100,000			100,000
Street Department							
REPLACE PLOW TRUCK	STR-17-03					210,000	210,000
REPLACE PICKUP TRUCK	STR-17-05		40,000		40,000		80,000
PUBLIC WORKS GARAGE	STR-17-09	255,000	375,000	6,550,000			7,180,000
FRONTEND LOADER	STR-18-02	225,000					225,000
10 YRD DUMPER	STR-18-03	65,000	120,000				185,000
BIKE AND PEDESTRIAN TRAIL PLAN	STR-18-04					40,000	40,000
VACTOR TRUCK	STR-18-06			450,000			450,000
Street Department Total			585,000	945,000	6,590,000	250,000	8,370,000
GO Bonds/STFLP Long term			520,000	675,000	6,590,000	210,000	7,995,000

Department	Project #	2020	2021	2022	2023	2024	Total
<i>Operating Funds</i>						40,000	40,000
<i>Wastewater Reserve Funds</i>				250,000			250,000
Street Department Total		520,000	925,000	6,590,000	250,000	8,285,000	

Street Rehabilitation Program

MAIN STREET RECONST-PHASE I	ENG-17-01	30,000					30,000
MAIN STREET RECONSTRUCTION	ENG-17-01A		3,725,000				3,725,000
MAIN ST AMMENITIES	ENG-17-01B		75,000				75,000
GRANITE STREET RECONSTRUCTION	ENG-17-03	735,000					735,000
REPLACE PEDESTRIAN BRIDGE - RIVERVIEW	ENG-17-07					70,000	70,000
DOWNTOWN ALLEY RECONSTRUCTION	ENG-18-01	340,000					340,000
HARRISON & HIGH STREET	ENG-18-03		85,000	1,005,000			1,090,000
FULTON STREET REPAVE	ENG-18-05				50,000	825,000	875,000
Street Rehabilitation Program Total		1,105,000	3,885,000	1,005,000	50,000	895,000	6,940,000

<i>GO Bonds/STFLP Long term</i>		845,000	1,140,600	750,000	50,000	775,000	3,560,600
<i>LRIP Funding</i>		50,000					50,000
<i>Private Donations</i>			25,000				25,000
<i>Revenue Bonds - Water</i>		165,000	475,000	285,000		25,000	950,000
<i>Revenue Bonds - WWTP</i>		55,000	425,000	55,000		25,000	560,000
<i>WIS-DOT Funding</i>			1,540,000				1,540,000
Street Rehabilitation Program Total		1,115,000	3,605,600	1,090,000	50,000	825,000	6,685,600

Transit

REPLACEMENT REAR LOADING MINI VAN WITH LIFT	TAXI-17-04	42,000					42,000
REPLACEMENT REAR LOADING MINI VAN W/LIFT	TAXI-17-05		45,000				45,000
Transit Total		42,000	45,000				87,000

<i>Federal/State Transit Grants</i>		33,600	36,000				69,600
<i>GO Bonds/STFLP Long term</i>		8,400	9,000				17,400
Transit Total		42,000	45,000				87,000

Wastewater Treatment

LS CATHODIC PROTECTION/COATINGS	WWTP-17-01			40,000			40,000
REPLACE PICKUP TRUCK	WWTP-17-02			45,000			45,000
Plant DCS (Distributed Control System) Replacement	WWTP-17-08		10,000	30,000	280,000		320,000
BLOWER REPLACEMENT/AERATION UPGRADE	WWTP-17-12	160,000					160,000
8000 DIGESTIOR REHAB	WWTP-18-01		350,000				350,000
CLARIFIER REHABILITATION	WWTP-18-02	250,000	300,000				550,000
COVERED BRIDGE LS GENERATOR	WWTP-19-01	42,000					42,000
PRIMARY PUMP REPLACEMENT	WWTP-19-02			80,000			80,000
RAS PUMP REPLACEMENT	WWTP-19-03			80,000			80,000
LAB AND OFFICE RENOVATION	WWTP-20-01					400,000	400,000

Department	Project #	2020	2021	2022	2023	2024	Total
	Wastewater Treatment Total	452,000	660,000	275,000	280,000	400,000	2,067,000
<i>Revenue Bonds - WWTP</i>		452,000	650,000	200,000	320,000	400,000	2,022,000
<i>Wastewater Reserve Funds</i>				30,000		320,000	350,000
<i>Wastewater Utility Operating Budget</i>			10,000				10,000
	Wastewater Treatment Total	452,000	660,000	230,000	320,000	720,000	2,382,000
Water Department							
METER REPLACEMENT/BEACON UPGRADE	WATER-17-01	125,000	125,000				250,000
HYDRANT PAINTING	WATER-17-07	11,000	11,500	12,000			34,500
LEAK LOCATION	WATER-17-09	10,000	10,000	10,000	10,000		40,000
WATER TOWER INSPECTION	WATER-17-10		40,000	100,000			140,000
CROSS CONNECTION CONTROL PROGRAM	WATER-17-12	15,000	20,000	30,000	30,000	35,000	130,000
NEW PICKUP-WATER	WATER-17-15	40,000				45,000	85,000
MT TOM BACKUP GENERATOR	WATER-18-01				100,000		100,000
WATERMAIN REPLACEMENT	WATER-19-01					200,000	200,000
WATER DUMP TRUCK	WATER-20-01			85,000			85,000
	Water Department Total	201,000	206,500	237,000	140,000	280,000	1,064,500
<i>Revenue Bonds - Water</i>		165,000	165,000	185,000		200,000	715,000
<i>Water Utility Operating Budget</i>		25,000	30,000	40,000	40,000	35,000	170,000
<i>Water Utility Reserve Funds</i>		11,000	11,500	12,000		45,000	79,500
	Water Department Total	201,000	206,500	237,000	40,000	280,000	964,500
	Grand Total	2,251,800	7,335,810	2,913,706	7,833,500	2,150,900	22,485,716

City of Waupaca, Wisconsin

Capital Improvement Plan

2020 thru 2024

PROJECTS BY FUNDING SOURCE

Source	Project #	2020	2021	2022	2023	2024	Total
FSB Line of Credit/STFLP Short term							
ANNUAL COMPUTER REPLACEMENT	ITCM-17-03			10,000	10,000		20,000
POLICE SERVER REPLACEMENT	ITCM-22-01			8,706			8,706
PATROL SQUAD	POLICE-17-02			128,000	66,000	130,000	324,000
FSB Line of Credit/STFLP Short term Total				146,706	76,000	130,000	352,706
GO Bonds/STFLP Long term							
TERMINAL AREA AND RUNWAY DEVELOPMENT	AIR-17-02				10,000	12,500	22,500
DESIGN DEER FENCE	AIR-17-05					5,000	5,000
HANGAR/STORAGE BUILDING	AIR-17-06		30,000				30,000
EXTEND RUNWAY 10/28	AIR-17-08				42,500		42,500
REPLACE SNOW REMOVAL EQUIPMENT	AIR-17-09	20,000					20,000
MOVE RWY 28 END-RWY 10/28 SHIFT	AIR-17-11				30,000		30,000
FUEL FARM POS SYS UPGRADE	AIR-19-01	20,000					20,000
CITY HALL/LIBRARY ROOF REPLACEMENT	CHLIB-17-05	125,000				75,000	200,000
CITY HALL/LIBRARY LANDSCAPE UPGRADE	CHLIB-17-06			25,000			25,000
SOLAR PANEL ENERGY PROGRAM	CHLIB-17-07			25,000			25,000
CITY HALL OFFICE WORKSPACES	CHLIB-17-12					30,000	30,000
AHU CONTROL UPGRADE	CHLIB-18-01		25,000				25,000
ELECTION EQUIPMENT UPGRADE	CLK-21-01		15,000				15,000
INSPECTION/PERMIT SOFTWARE UPGRADE	COMDEV-21-03		16,000				16,000
MAIN STREET RECONST-PHASE I	ENG-17-01	30,000					30,000
MAIN STREET RECONSTRUCTION	ENG-17-01A		1,090,600				1,090,600
MAIN ST AMMENITIES	ENG-17-01B		50,000				50,000
GRANITE STREET RECONSTRUCTION	ENG-17-03	475,000					475,000
DOWNTOWN ALLEY RECONSTRUCTION	ENG-18-01	340,000					340,000
HARRISON & HIGH STREET	ENG-18-03			750,000			750,000
FULTON STREET REPAVE	ENG-18-05				50,000	775,000	825,000
ANNUAL COMPUTER REPLACEMENT	ITCM-17-03	10,000	10,000				20,000
CITY HALL SERVER UPGRADE	ITCM-21-04		13,738				13,738
MEETING TECH UPGRADES	ITCM-21-05		5,550				5,550
COUNCIL DEVICES	ITCM-21-06		6,000				6,000
MEETING/AGENDA MGMT SOFTWARE	ITCM-22-02			5,000			5,000
SWAN PARK BUILDINGS ROOFING AND SIDING	PARKS-20-03	65,000					65,000
BOYER PARK SPRINKLER	PARKS-20-04	5,000					5,000
SWAN PARK PLAYGROUND/SPLASH PAD	PARKS-21-01		700,000				700,000
415 SCHOOL STREET BUILDING	PARKS-21-02		30,000				30,000
BIKE/PEDESTRIAN PLANNING	PARKS-21-03		18,000				18,000
PARK SUPERVISOR TRUCK REPLACEMENT	PARKS-22-01			40,000			40,000
LAKEMEN FIELD FACILITIES	PARKS-23-01				200,000		200,000
REPLACE LAKEMEN FIELD LIGHT POLES	PARKS-23-02				175,000		175,000
ROTARY RIVERVIEW PARK COMMITMENT	PARKS-24-01				100,000	100,000	200,000
REPLACE BACK UP BOILER	PDBLDG-17-01	25,000					25,000
POLICE BUILDING ROOF REPAIRS	PDBLDG-17-03			20,000			20,000

Source	Project #	2020	2021	2022	2023	2024	Total
BEAST - EVIDENCE SOFTWARE	<i>Police 20-01</i>		10,522				10,522
TASERS - AXON	<i>POLICE 20-02</i>	12,400					12,400
PORTABLE RADIOS	<i>POLICE 20-03</i>	27,400					27,400
BODY CAMERAS	<i>POLICE 20-04</i>					40,000	40,000
PATROL SQUAD	<i>POLICE-17-02</i>	122,000	64,500				186,500
POLICE SERVER	<i>POLICE-17-05</i>		15,000				15,000
REC CENTER BOILER REPLACEMENT	<i>RECCTR-17-04</i>			100,000			100,000
REPLACE PLOW TRUCK	<i>STR-17-03</i>					210,000	210,000
REPLACE PICKUP TRUCK	<i>STR-17-05</i>		40,000		40,000		80,000
PUBLIC WORKS GARAGE	<i>STR-17-09</i>		255,000	375,000	6,550,000		7,180,000
FRONTEND LOADER	<i>STR-18-02</i>		225,000				225,000
10 YRD DUMPER	<i>STR-18-03</i>			100,000			100,000
VACTOR TRUCK	<i>STR-18-06</i>			200,000			200,000
REPLACEMENT REAR LOADING MINI VAN WITH LIFT	<i>TAXI-17-04</i>	8,400					8,400
REPLACEMENT REAR LOADING MINI VAN W/LIFT	<i>TAXI-17-05</i>		9,000				9,000
GO Bonds/STFLP Long term Total		1,285,200	2,628,910	1,640,000	7,197,500	1,247,500	13,999,110
GRAND TOTAL		1,285,200	2,628,910	1,786,706	7,273,500	1,377,500	14,351,816

City of Waupaca Hypothetical Long-Term Capital Improvement Plan

LEVY YEAR	YEAR DUE	NET EXISTING DEBT SERVICE LEVY	LEVY SUPPORTED FUTURE BORROWINGS										COMBINED DEBT SERVICE	COMBINED MILL RATE (B)	YEAR DUE
			2020 - 2021 CIP \$4,000,000 GO PROMISSORY NOTES - POS <i>Dated October 20, 2020 (First interest 3/1/21)</i>			2022 CIP \$1,500,000 GO PROMISSORY NOTES <i>Dated April 1, 2022 (First interest 3/1/23)</i>		2023 CIP \$6,525,000 GO BONDS (A) <i>Dated September 1, 2023 (First interest 3/1/24)</i>		2024 CIP \$1,500,000 GO PROMISSORY NOTES <i>Dated April 1, 2024 (First interest 3/1/25)</i>					
			PRINCIPAL (3/1)	INTEREST (3/1 & 9/1) TIC= 1.30%	LESS: HYPOTHETICAL BID PREMIUM	PRINCIPAL (3/1)	INTEREST (3/1 & 9/1) TIC= 4.00%	PRINCIPAL (3/1)	INTEREST (3/1 & 9/1) TIC= 4.50%	PRINCIPAL (3/1)	INTEREST (3/1 & 9/1) TIC= 4.00%				
2019	2020	\$1,347,147										\$1,347,147	\$3.93	2020	
2020	2021	\$1,084,641	\$65,000	\$70,264	(\$70,264)							\$1,149,641	\$3.32	2021	
2021	2022	\$786,716	\$345,000	\$77,338	(\$57,351)							\$1,151,702	\$3.29	2022	
2022	2023	\$781,300	\$415,000	\$69,738			\$85,000					\$1,351,038	\$3.43	2023	
2023	2024	\$665,000	\$265,000	\$62,938			\$60,000		\$293,625			\$1,346,563	\$3.39	2024	
2024	2025	\$664,775	\$185,000	\$58,438			\$60,000		\$293,625		\$85,000	\$1,346,838	\$3.35	2025	
2025	2026	\$172,175	\$520,000	\$51,388		\$200,000	\$56,000		\$293,625		\$60,000	\$1,353,188	\$3.34	2026	
2026	2027	\$172,450	\$535,000	\$40,838		\$140,000	\$49,200		\$293,625	\$65,000	\$58,700	\$1,354,813	\$3.31	2027	
2027	2028	\$172,575	\$545,000	\$29,697		\$145,000	\$43,500		\$293,625	\$70,000	\$56,000	\$1,355,397	\$3.28	2028	
2028	2029	\$172,550	\$555,000	\$18,009		\$155,000	\$37,500		\$293,625	\$70,000	\$53,200	\$1,354,884	\$3.24	2029	
2029	2030		\$570,000	\$6,056		\$205,000	\$30,300		\$293,625	\$200,000	\$47,800	\$1,352,781	\$3.20	2030	
2030	2031					\$535,000	\$15,500	\$200,000	\$289,125	\$175,000	\$40,300	\$1,254,925	\$2.94	2031	
2031	2032					\$120,000	\$2,400	\$280,000	\$278,325	\$300,000	\$30,800	\$1,011,525	\$2.35	2032	
2032	2033							\$450,000	\$261,900	\$300,000	\$18,800	\$1,030,700	\$2.37	2033	
2033	2034							\$470,000	\$241,200	\$320,000	\$6,400	\$1,037,600	\$2.36	2034	
2034	2035							\$490,000	\$219,600			\$709,600	\$1.60	2035	
2035	2036							\$515,000	\$196,988			\$711,988	\$1.59	2036	
2036	2037							\$535,000	\$173,363			\$708,363	\$1.57	2037	
2037	2038							\$560,000	\$148,725			\$708,725	\$1.55	2038	
2038	2039							\$585,000	\$122,963			\$707,963	\$1.53	2039	
2039	2040							\$615,000	\$95,963			\$710,963	\$1.52	2040	
2040	2041							\$645,000	\$67,613			\$712,613	\$1.51	2041	
2041	2042							\$675,000	\$37,913			\$712,913	\$1.50	2042	
2042	2043							\$505,000	\$11,363			\$516,363	\$1.07	2043	
		\$6,019,329	\$4,000,000	\$484,702	(\$127,616)	\$1,500,000	\$439,400	\$6,525,000	\$4,200,413	\$1,500,000	\$457,000	\$24,998,228			

(A) Bonds will be preceded by short term notes.

(B) Mill rate based on 2019 Assessed Valuation (TID-OUT) of \$342,940,375 with 1.00% annual growth. Estimated TID #3 valuation of \$15,882,900 & estimated TID #6 valuation of \$24,545,400 are included in the assumed 2022 Assessed Valuation (TID-OUT) as a result of the projected closures of those TIDs in 2021.

This information is provided for information purposes only. It does not recommend any future issuances and is not intended to be, and should not be regarded as, advice.

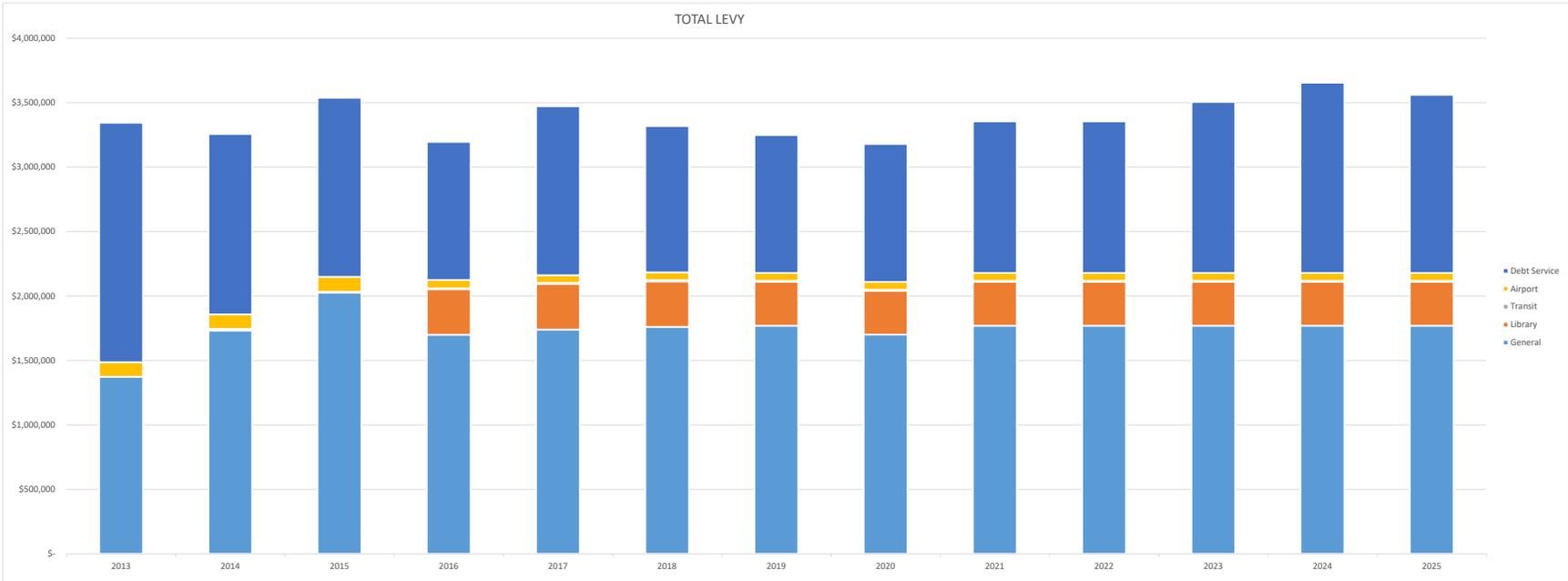
2021 BUDGET WORKSHEET

DEBT SERVICE FUND

Account Description	Actual	Actual	9/30/2020 YTD	Budget	Budget	Budget	Budget	Budget	Budget	Budget
	12/31/2018 Prior Year	12/31/2019 Prior Year		Estimated 12/31/2020	12/31/2020 Request	2021 Request	2022 Request	2023 Request	2024 Request	2025 Request
TRANSFER IN: GEN FUND	1,155,569	1,092,194	1,070,034	1,070,034	1,070,034	1,175,600	1,175,600	1,325,600	1,475,600	1,381,878
DEBT SERVICE PREMIUM	36,460		-							
TRANSFER IN: TIF #7, 5, 3, 6, 4, 8	3,376	-	-			320,320	1,158,812			
DEBT ISSUANCE	1,705,000	43,848	-	67,978						
TOTAL REVENUES	2,900,405	1,136,042	1,070,034	1,138,012	1,070,034	1,495,920	2,334,412	1,325,600	1,475,600	1,381,878
PRINCIPAL: POLICE STATION 2008	990,000	-	-		-					
PRINCIPAL: SUB 99 GO 2011	80,000	85,000	90,000	90,000	90,000					
PRINCIPAL: CAPITAL 2012-2013	346,975	-	-		-	-	-	-	-	-
PRINCIPAL: CAPITAL 2015	687,652	-	-		-	-	-	-	-	-
PRINCIPAL: CAPITAL 2016A-2016B	85,797	88,371	90,999	90,999	90,999	93,752	96,564	-	-	-
PRINCIPAL: REC CENTER 2016C	450,925	-	-		-	-	-	-	-	-
PRINCIPAL: CAPITAL 2017	-	290,657	148,587	148,587	148,587	153,082	157,675	-	-	-
PRINCIPAL: GO 2018	-	370,000	475,000	475,000	475,000	585,000	300,000	570,000	470,000	485,000
PRINCIPAL: GO 2019	-	-	205,000	205,000	205,000	130,000	135,000	140,000	145,000	150,000
PRINCIPAL: GO 2020	-	-	-		-	265,000	550,000	420,000	275,000	195,000
PRINCIPAL: LINE OF CREDIT FSB	-	-	172,477	328,477	156,000					
PRINCIPAL	2,641,348	834,028	1,182,063	1,338,063	1,165,586	1,226,834	1,239,239	1,130,000	890,000	830,000
INTEREST: POLICE STATION	19,800	-	-		-	-	-	-	-	-
INTEREST: SUB 99 GO 2011	8,600	5,300	1,800	1,800	1,800	1,800	-	-	-	-
INTEREST: CAPITAL 12-13	13,012	-	-		-	-	-	-	-	-
INTEREST: CAPITAL 2015	22,349	-	-		-	-	-	-	-	-
INTEREST: CAPITAL 2016A-2016B	13,664	11,091	8,463	8,463	8,463	11,091	11,091	11,091	11,091	11,091
INTEREST: REC CENTER CDA	11,273	-	-		-	-	-	-	-	-
INTEREST: CAPITAL 2017	-	27,185	13,818	13,818	13,818	27,185	27,185	27,185	27,185	27,185
INTEREST: GO 2018	-	136,181	43,275	79,425	79,425	79,425	63,525	50,250	37,200	21,600
INTEREST: GO 2019	-	-	48,715	71,815	71,815	71,668	44,050	39,500	34,100	28,400
INTEREST: GO 2020	-	-	-		-	-	83,600	54,500	49,000	43,300
INTEREST: GO 2021	-	-	-		-	-		109,033	68,000	62,800
INTEREST: GO 2022	-	-	-		-	-			83,000	55,000
INTEREST: GO 2023	-	-	-		-	-				293,625
INTEREST: LINE OF CREDIT FSB	-	5,577	4,411	7,344	6,240	-				-
DEBT ISSUE EXP: PROF SERVICES	24,313		-							
DEBT SERVICING: MISC	556	24,709	865	865	-	-	-	-	-	-
INTEREST	113,567	210,043	121,346	183,530	181,561	191,169	229,451	291,559	309,576	543,001
TRANSFERS & MISC CHARGES	-	-	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES	2,754,916	1,044,070	1,303,409	1,521,593	1,347,147	1,418,003	1,468,690	1,421,559	1,199,576	1,373,001
EXCESS REVENUES OVER (UNDER) EXPENDITURES	145,490	91,972	(233,375)	(383,581)	(277,113)	77,917	865,722	(95,959)	276,024	8,877
BEGINNING FUND BALANCE	485,142	630,632	630,632	722,603	630,632	339,022	416,939	1,282,661	1,186,702	1,462,726
ENDING FUND BALANCE	630,632	722,603	397,257	339,022	353,519	416,939	1,282,661	1,186,702	1,462,726	1,471,603

**2021 BUDGET WORKSHEET
LEVY BY FUND**

Taxing Fund	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
General	\$ 1,374,006	\$ 1,732,528	\$ 2,025,629	\$ 1,700,057	\$ 1,740,546	\$ 1,760,971	\$ 1,769,521	1,700,234	1,769,521	1,769,521	1,769,521	1,769,521	1,769,521	1,769,521	1,769,521	1,769,521	1,769,521	1,769,521
Youth Programs								102,323										
Library	\$ -	\$ -	\$ -	\$ 351,454	\$ 352,554	\$ 352,554	\$ 339,554	339,554	339,554	339,554	339,554	339,554	339,554	339,554	339,554	339,554	339,554	339,554
Transit		12,594	8,000	8,000	9,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Airport	113,118	112,818	114,994	65,800	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000
Debt Service	1,856,401	1,399,067	1,388,759	1,070,034	1,309,438	1,134,438	1,070,034	1,070,034	1,175,600	1,175,600	1,325,600	1,475,600	1,381,878	1,455,876	1,357,938	1,360,738	1,371,688	1,370,813
Total Tax Levy	\$ 3,343,525	\$ 3,257,007	\$ 3,537,382	\$ 3,195,345	\$ 3,471,538	\$ 3,317,963	\$ 3,249,109	\$ 3,282,145	\$ 3,354,675	\$ 3,354,675	\$ 3,504,675	\$ 3,654,675	\$ 3,560,953	\$ 3,634,951	\$ 3,537,013	\$ 3,539,813	\$ 3,550,763	\$ 3,549,888



Project # CHLIB-17-05
Project Name CITY HALL/LIBRARY ROOF REPLACEMENT

Department City Hall/Library Building
Contact JUSTIN BERRENS
Type Improvement
Useful Life 20 years
Category J - Public Building Improve

Year Created 2017 **Activity Number** 2251705
Date Updated **L Account Number** 400-71711-503-000

Description

The original roof installed with the original building construction approximately 20+ years ago. There are two major sections, a flat rubberized section and a pitched shingled section. The flat section should be replaced first.
 Pitched area is currently tar shingle, new is proposed to be steel.

Justification

The roof has held up well for it's age. Eventually, the condition will deteriorate and maintenance cost will raise considerably and to the point where the interior of the building may become compromised. This project may be accelerated to match solar panel work.
 Steel roof could be locally sourced saving money and supporting local business.

Expenditures	2020	2021	2022	2023	2024	Total
Construction	125,000		75,000			200,000
Total	125,000		75,000			200,000

Funding Sources	2020	2021	2022	2023	2024	Total
GO Bonds/STFLP Long term	125,000				75,000	200,000
Total	125,000				75,000	200,000

Project # CHLIB-18-01
Project Name AHU CONTROL UPGRADE

Department City Hall/Library Building
Contact JUSTIN BERRENS
Type Maintenance
Useful Life 15 YEARS
Category J - Public Building Improve

Year Created 2018 **Activity Number**
Date Updated 8/21/20 JRB **L Account Number**

Description

Upgrading main control unit that control the recent digital VAV upgrade units. Also replacing 7 pneumatic heating cabinets located in non-office areas (ie stair wells).

Justification

Continue to modernize system and improve efficiencies. We are expecting energy savings which would be dependent on weather and time of demand. A calculation with several assumptions put this ROI at 14 years.

Expenditures	2020	2021	2022	2023	2024	Total
Building Improvements		25,000				25,000
Total		25,000				25,000

Funding Sources	2020	2021	2022	2023	2024	Total
GO Bonds/STFLP Long term		25,000				25,000
Total		25,000				25,000

Project # COMDEV-21-03
Project Name INSPECTION/PERMIT SOFTWARE UPGRADE

Department Community Development
Contact
Type Improvement
Useful Life 15 YEARS
Category N - Equipment - Computers/So

Year Created 2020 **Activity Number**
Date Updated 8/27/20 **L Account Number**

Description

This would be a software change from Munilogic to a more complete and comprehensive software package yet to be determined.

Justification

Our current software Munilogic is in place to process building permits, code enforcement and contractor licensing. The processes are clunky causing repeat work for staff and unfriendly customer interfaces. In looking through different systems we have the opportunity to improve functionality by adding functions such as planning, agenda and minutes processing, GIS layers and compatability with Waupaca County's GIS system which would alleviate the need for our staff to duplicate their work everytime there are changes to a land parcel which can be 5-20 times per week. This system has the capability of not only assisting the CED but also the Clerks and Public Works offices. From what we have seen so far, these added functions and capabilities would come at minimal additional annual software costs. Gained efficiencies would well outweigh any additional costs associated with the software.

Expenditures	2020	2021	2022	2023	2024	Total
Equipment/Furnishings		16,000				16,000
Total		16,000				16,000

Funding Sources	2020	2021	2022	2023	2024	Total
GO Bonds/STFLP Long term		16,000				16,000
Total		16,000				16,000

Project # ITCM-21-04
Project Name CITY HALL SERVER UPGRADE

Department IT/Community Media
Contact JOSHUA WERNER
Type Equipment
Useful Life 5 YEARS
Category N - Equipment - Computers/So

Year Created 2017 **Activity Number**
Date Updated **L Account Number** 400-71552-502-000

Description

The server that houses virtual servers for Clarity, ExecuTime, HVAC Systems, Access Control systems and other functions was purchased and put into service in 2015. In 2021 this server will be six years old. Industry standard for replacing servers is typically five years. Replacing this server would also get server operating systems up to current offerings from Microsoft. This is essential as older Server OS's will become unsupported. As more is asked from the IT department, our current server's resources are being stretched thin to house new virtual servers that have been added in recent years.

The server being replaced would be repurposed as a redundant server allowing us to replicate our Hyper-V environment to an off-site location for backup purposes.

Windows Server 2019 Standard Licenses 2 x \$628 = \$1,256
MS SQL 2019 Standard 4 Cores = \$4,632
Windows Server 2019 Essentials License = \$400
Dell PowerEdge Server = \$5,200
Hard Drives (12tb x 4) = \$1,650
96gb RAM Upgrades = \$600

Justification

Industry standard useful life for servers is typically 5 years. Due to the amount of data stored on these servers and the city's dependability on this data on a 24/7/365 basis the server this data is stored on should be kept up to date. As computers/servers age they are more prone to failures. These failures can cost money and create downtime. If the server that houses Clarity (our financial software) were to have a hardware malfunction it could create a major disruption for city operations.

Expenditures	2020	2021	2022	2023	2024	Total
Equipment/Furnishings		13,738				13,738
Total		13,738				13,738

Funding Sources	2020	2021	2022	2023	2024	Total
GO Bonds/STFLP Long term		13,738				13,738
Total		13,738				13,738

Project # ITCM-21-05
Project Name MEETING TECH UPGRADES

Department IT/Community Media
Contact JOSHUA WERNER
Type Improvement
Useful Life 10 YEARS
Category N - Equipment - Computers/So

Year Created 2020 **Activity Number**
Date Updated **L Account Number**

Description

In 2018 several upgrades were performed to the A/V system in the city council chambers. Microphones and the speaker amp were updated. The remainder of the A/V system is nearing 20 years old, has issues, a number of limitations, and does not interface properly with our virtual-hybrid meetings.

This project would replace the rest of the components of the A/V system not previously upgraded. This would include the audio mixers and video switcher.

Justification

Replace old devices before complete failure; update equipment for proper interfacing with new technology and hybrid-virtual meetings.

Expenditures	2020	2021	2022	2023	2024	Total
Equipment/Furnishings		5,550				5,550
Total		5,550				5,550

Funding Sources	2020	2021	2022	2023	2024	Total
GO Bonds/STFLP Long term		5,550				5,550
Total		5,550				5,550

Project # ITCM-21-06
Project Name COUNCIL DEVICES

Department IT/Community Media
Contact JOSHUA WERNER
Type Equipment
Useful Life 7-8 years
Category N - Equipment - Computers/So

Year Created 2020 **Activity Number**
Date Updated **L Account Number**

Description

The current laptops our city council members have were issued in 2012 and will be nine years old at the start of 2021. This is well beyond best practice for useful life of a laptop or computer for business purposes. A lot has changed with technology in the past 9 years. It is anticipated that most individuals will now have a device at home they can access for city email, packets and other minor city business. Not all individuals have a mobile device. Moving forward I would like to suggest placing 12 iPads to be mounted at each desk in the city council chambers. This would allow consistent technology to all users of this room, including city council, our committees and boards, along with greater technology access in this room for other uses, such as by staff, for training, etc.

This would allow all committees/boards to be paperless and would tie into a future meeting agenda/minute software.

12 iPads + desktop mounts - \$6,000

Justification

Replace outdated technology, make technology accessible to all city elected and appointed officials and for all city meetings. Tie-in with future software system to improve meeting process. Make our council chamber room more multi-purpose with good technology systems to be utilized for other purposes such as staff training and meetings. Improve opportunities for hybrid and virtual meetings.

Expenditures	2020	2021	2022	2023	2024	Total
Equipment/Furnishings		6,000				6,000
Total		6,000				6,000

Funding Sources	2020	2021	2022	2023	2024	Total
GO Bonds/STFLP Long term		6,000				6,000
Total		6,000				6,000

Project # PARKS-20-03
Project Name SWAN PARK BUILDINGS ROOFING AND SIDING

Department Parks and Recreation
Contact ANDREW WHITMAN
Type Maintenance
Useful Life 20 years
Category K - Park Improvements

Year Created 2017 **Activity Number**
Date Updated 12/4/17 **L Account Number**

Description

Complete roofing replacement on concession/bathroom building and all storage sheds. Siding work is needed as bases of the current wood siding are starting to rot on buildings and scorebooths. We would look to have a company come in and shingle the concession stand while our crews would shingle the other buildings and do the siding replacement.

Justification

In 2020 these buildings will be approaching 20 years old. Shingles on the buildings are starting to show wear and the bases of the buildings with wood siding are starting to show moisture damage and rotting. Swan Park hosts thousands of people each year and maintaining our facilities is a must to reflect positively on our community.

Expenditures	2020	2021	2022	2023	2024	Total
Building Improvements	65,000					65,000
Total	65,000					65,000

Funding Sources	2020	2021	2022	2023	2024	Total
GO Bonds/STFLP Long term	65,000					65,000
Total	65,000					65,000



CITY OF WAUPACA
 SWAN PARK - WAUPACA, WI
 PRELIMINARY LAYOUT - CONCEPT 1



0' 16' 32' 48'
 RETTLER CORP. PROJECT # 20.009
 DATE 03.23.2020



PRELIMINARY COST ESTIMATE
Swan Park - Waupaca, WI - Concept 1

June 16, 2020

Rettler Project No.: 20.010



						FULL PROJECT
Item			Estimated	Unit		Category
No.	Item Description	Units	Quantity	Price	Extension	Sub Total
EARTHWORK/DEMOLITION (8 ACRES)						\$83,000.00
1.	Mobilization	L.S.	1	\$60,000.00	\$60,000.00	
2.	Clearing & Grubbing	L.S.	1	\$5,000.00	\$5,000.00	
3.	Common Excavation (at 12-in depth)	C.Y.	1,000	\$6.00	\$6,000.00	
4.	Stripping Topsoil (6-in)	C.Y.	500	\$3.50	\$1,750.00	
5.	Seed/Fertilize/Mulch Common Green Space	S.F.	5,000	\$0.15	\$750.00	
6.	Erosion Control	L.S.	1	\$5,000.00	\$5,000.00	
7.	Tracking Pad	EACH	3	\$1,500.00	\$4,500.00	
UTILITIES						\$56,850.00
8.	Stormwater Management Allowance	L.S.	1	\$7,500.00	\$7,500.00	
9.	Electrical Underground Service	L.S.	1	\$10,000.00	\$10,000.00	
10.	Sanitary Service	L.F.	300	\$55.00	\$16,500.00	
11.	Sanitary Manholes	EACH	1	\$2,500.00	\$2,500.00	
12.	Water Service	L.F.	370	\$55.00	\$20,350.00	
HARD SURFACE - SIDEWALK AND ENTRANCE						\$83,327.78
13.	5" Concrete	S.F.	7,300	\$6.50	\$47,450.00	
14.	Dense Graded Base, 6-inch Depth	S.Y.	892	\$8.00	\$7,137.78	
15.	Concrete Curb Ramp w/ Detectable Warning Field	EACH	1	\$1,200.00	\$1,200.00	
16.	Striping	L.S.	1	\$2,500.00	\$2,500.00	
17.	24" Curb and Gutter	L.F.	320	\$22.00	\$7,040.00	
18.	Drive Lighting	EACH	4	\$4,500.00	\$18,000.00	
SPLASH PAD						\$374,753.33
19.	Splash Pad Allowance	L.S.	1	\$300,000.00	\$300,000.00	
20.	5" Colored Concrete, brushed nonslip surface	S.F.	4,300	\$12.00	\$51,600.00	
21.	Dense Graded Base, 6-inch Depth	S.Y.	526	\$6.00	\$3,153.33	
22.	Shade Structure w/ Bench	EACH	2	\$10,000.00	\$20,000.00	

PRELIMINARY COST ESTIMATE
Swan Park - Waupaca, WI - Concept 1
June 16, 2020
Rettler Project No.: 20.010



						FULL PROJECT
Item			Estimated	Unit		Category
No.	Item Description	Units	Quantity	Price	Extension	Sub Total
PLAYGROUND - LARGE AREA						\$162,200.00
23.	Play Structure Allowance	L.S.	1	\$135,000.00	\$135,000.00	
24.	Curb Edging	L.F.	270	\$16.00	\$4,320.00	
25.	Wood Chips, 4 inch depth	C.Y.	72	\$40.00	\$2,880.00	
26.	Shade Structures w/ Bench	EACH	2	\$10,000.00	\$20,000.00	
PLAYGROUND - SMALL AREA/TOT LOT						\$39,800.00
27.	Play Structure Allowance	L.S.	1	\$25,000.00	\$25,000.00	
28.	Curb Edging	L.F.	200	\$16.00	\$3,200.00	
29.	Wood Chips, 4 inch depth	C.Y.	40	\$40.00	\$1,600.00	
30.	Shade Structures w/ Bench	EACH	1	\$10,000.00	\$10,000.00	
MISCELLANEOUS						\$88,700.00
31.	Seat Walls	F.F.	237	\$100.00	\$23,700.00	
32.	Entry Arch / Donor Walls	L.S.	1	\$50,000.00	\$50,000.00	
33.	Benches/Picnic Tables/Bike Racks/Trash Receptacles	L.S.	1	\$15,000.00	\$15,000.00	
SUMMARY						FULL PROJECT
CONSTRUCTION ITEMS TOTAL:						\$888,640.00
CONTINGENCY at 7%:						\$62,210.00
CONSTRUCTION ESTIMATE SUBTOTAL:						\$950,850.00
GEOTECHNICAL SERVICES						\$6,500.00
DESIGN DEVELOPMENT/ CONSTRUCTION DOCUMENTS / STORMWATER DESIGN / PERMITTING / BIDDING / CONTRACT ADMINISTRATION @ 7.0%:						\$66,560.00
CONSTRUCTION LAYOUT @ T&M - Estimated Value:						\$9,508.50
CONSTRUCTION OBSERVATION(MANAGEMENT) @ 2.5%:						\$23,780.00
BASE PROJECT TOTAL						\$1,057,200.00

PRELIMINARY COST ESTIMATE
Swan Park - Waupaca, WI - Concept 1

June 16, 2020

Rettler Project No.: 20.010



						FULL PROJECT
Item			Estimated	Unit		Category
No.	Item Description	Units	Quantity	Price	Extension	Sub Total
ALTERNATE						
PLAYGROUND - LARGE AREA						\$127,600.00
1.	8" Poured In-Place Rubber, nonslip surface	S.F.	5,800	\$22.00	\$127,600.00	
PLAYGROUND - SMALL AREA/TOT LOT						\$70,400.00
3.	8" Poured In-Place Rubber, nonslip surface	S.F.	3,200	\$22.00	\$70,400.00	
SUMMARY						FULL PROJECT
CONSTRUCTION ITEMS TOTAL:						\$198,000.00
CONTINGENCY at 7%:						\$13,860.00
CONSTRUCTION ESTIMATE SUBTOTAL:						\$211,860.00
GEOTECHNICAL SERVICES						\$6,500.00
DESIGN DEVELOPMENT/ CONSTRUCTION DOCUMENTS / STORMWATER DESIGN / PERMITTING / BIDDING / CONTRACT ADMINISTRATION @ 7.0%:						\$14,840.00
CONSTRUCTION LAYOUT @ T&M - Estimated Value:						\$2,118.60
CONSTRUCTION OBSERVATION(MANAGEMENT) @ 2.5%:						\$5,300.00
ALTERNATE PROJECT TOTAL						\$240,620.00

Notes:

1. Geotechnical exploration and topographic survey required prior to final estimates.
2. Final storm water detention design needed prior to final estimates.

PRELIMINARY COST ESTIMATE
Swan Park - Waupaca, WI - Concept 1

June 16, 2020

Rettler Project No.: 20.010



						FULL PROJECT
Item			Estimated	Unit		Category
No.	Item Description	Units	Quantity	Price	Extension	Sub Total
EARTHWORK/DEMOLITION (8 ACRES)						\$83,000.00
1.	Mobilization	L.S.	1	\$60,000.00	\$60,000.00	
2.	Clearing & Grubbing	L.S.	1	\$5,000.00	\$5,000.00	
3.	Common Excavation (at 12-in depth)	C.Y.	1,000	\$6.00	\$6,000.00	
4.	Stripping Topsoil (6-in)	C.Y.	500	\$3.50	\$1,750.00	
5.	Seed/Fertilize/Mulch Common Green Space	S.F.	5,000	\$0.15	\$750.00	
6.	Erosion Control	L.S.	1	\$5,000.00	\$5,000.00	
7.	Tracking Pad	EACH	3	\$1,500.00	\$4,500.00	
UTILITIES						\$56,850.00
8.	Stormwater Management Allowance	L.S.	1	\$7,500.00	\$7,500.00	
9.	Electrical Underground Service	L.S.	1	\$10,000.00	\$10,000.00	
10.	Sanitary Service	L.F.	300	\$55.00	\$16,500.00	
11.	Sanitary Manholes	EACH	1	\$2,500.00	\$2,500.00	
12.	Water Service	L.F.	370	\$55.00	\$20,350.00	
HARD SURFACE - SIDEWALK AND ENTRANCE						\$83,327.78
13.	5" Concrete	S.F.	7,300	\$6.50	\$47,450.00	
14.	Dense Graded Base, 6-inch Depth	S.Y.	892	\$8.00	\$7,137.78	
15.	Concrete Curb Ramp w/ Detectable Warning Field	EACH	1	\$1,200.00	\$1,200.00	
16.	Striping	L.S.	1	\$2,500.00	\$2,500.00	
17.	24" Curb and Gutter	L.F.	320	\$22.00	\$7,040.00	
18.	Drive Lighting	EACH	4	\$4,500.00	\$18,000.00	
SPLASH PAD						\$374,753.33
19.	Splash Pad Allowance	L.S.	1	\$300,000.00	\$300,000.00	
20.	5" Colored Concrete, brushed nonslip surface	S.F.	4,300	\$12.00	\$51,600.00	
21.	Dense Graded Base, 6-inch Depth	S.Y.	526	\$6.00	\$3,153.33	
22.	Shade Structure w/ Bench	EACH	2	\$10,000.00	\$20,000.00	

PRELIMINARY COST ESTIMATE
Swan Park - Waupaca, WI - Concept 1

June 16, 2020

Rettler Project No.: 20.010



Item			Estimated	Unit		FULL PROJECT
No.	Item Description	Units	Quantity	Price	Extension	Category
						Sub Total
PLAYGROUND - LARGE AREA						\$286,920.00
23.	Play Structure Allowance	L.S.	1	\$135,000.00	\$135,000.00	
24.	Curb Edging	L.F.	270	\$16.00	\$4,320.00	
25.	8" Poured In-Place Rubber, nonslip surface	S.F.	5,800	\$22.00	\$127,600.00	
26.	Shade Structures w/ Bench	EACH	2	\$10,000.00	\$20,000.00	
PLAYGROUND - SMALL AREA/TOT LOT						\$108,600.00
27.	Play Structure Allowance	L.S.	1	\$25,000.00	\$25,000.00	
28.	Curb Edging	L.F.	200	\$16.00	\$3,200.00	
29.	8" Poured In-Place Rubber, nonslip surface	S.F.	3,200	\$22.00	\$70,400.00	
30.	Shade Structures w/ Bench	EACH	1	\$10,000.00	\$10,000.00	
MISCELLANEOUS						\$173,700.00
31.	Seat Walls	F.F.	237	\$100.00	\$23,700.00	
32.	Entry Arch / Donor Walls	L.S.	1	\$50,000.00	\$50,000.00	
33.	Benches/Picnic Tables/Bike Racks/Trash Receptacles	L.S.	1	\$15,000.00	\$15,000.00	
34.	Restroom Addition	L.S.	1	\$85,000.00	\$85,000.00	
SUMMARY						FULL PROJECT
CONSTRUCTION ITEMS TOTAL:						\$1,167,160.00
CONTINGENCY at 7%:						\$81,710.00
CONSTRUCTION ESTIMATE SUBTOTAL:						\$1,248,870.00
GEOTECHNICAL SERVICES						\$6,500.00
DESIGN DEVELOPMENT/ CONSTRUCTION DOCUMENTS / STORMWATER DESIGN / PERMITTING / BIDDING / CONTRACT ADMINISTRATION @ 7.0%:						\$87,430.00
CONSTRUCTION LAYOUT @ T&M - Estimated Value:						\$12,488.70
CONSTRUCTION OBSERVATION(MANAGEMENT) @ 2.5%:						\$31,230.00
BASE PROJECT TOTAL						\$1,386,520.00

Notes:

1. Geotechnical exploration and topographic survey required prior to final estimates.
2. Final storm water detention design needed prior to final estimates.

Project # POLICE 20-02
Project Name TASERS - AXON

Department Police Department
Contact CHIEF HOELZEL
Type Equipment
Useful Life 5 YEARS
Category M - Equipment - Furnishings, e

Year Created 2020 **Activity Number**
Date Updated **L Account Number**

Description

8 Tasers, 8 batteries, cartridges, and holsters for officers to carry while on duty as a less lethal weapon. Each officer will have their own taser.

Justification

Officers currently do not have their own taser. Tasers are shared with other officers. By purchasing 8 more Tasers, each officer will have their own. When we have events when all officers are working each officer will have their own less lethal weapon.

Tasers currently are replaced every five years as their warranties run out. The current inventory of Tasers have been purchased with budgeted money from line items. Those Tasers will continued to be purchased when the warranty runs out with budget money. After 5 years the 8 will again be placed with capital money.

Expenditures	2020	2021	2022	2023	2024	Total	Future
Equipment/Furnishings	12,400					12,400	33,000
Total	12,400					12,400	Total

Funding Sources	2020	2021	2022	2023	2024	Total	Future
GO Bonds/STFLP Long term	12,400					12,400	33,000
Total	12,400					12,400	Total

Project # POLICE 20-03
Project Name PORTABLE RADIOS

Department Police Department
Contact CHIEF HOELZEL
Type Equipment
Useful Life 9 years
Category N - Equipment - Computers/So

Year Created 2020 **Activity Number**
Date Updated **L Account Number**

Description

UPGRADE 8 MOTORLA PORTABLE RADIOS

Justification

8 PORTABLE RADIOS ARE OUT OF DATE AND DO NOT POSSESS THE SAME TECHNOLOGY AS MOST OF THE CURRENT RADIOS.

NONE OF THE OLDER RADIOS ARE ABLE TO RECEIVE OR TRANSMIT ON AN ENCRPYTED CHANNEL.

Expenditures	2020	2021	2022	2023	2024	Total	Future
Equipment/Furnishings	27,400					27,400	35,000
Total	27,400					27,400	Total

Funding Sources	2020	2021	2022	2023	2024	Total	Future
GO Bonds/STFLP Long term	27,400					27,400	35,000
Total	27,400					27,400	Total

Project # POLICE-17-02
Project Name PATROL SQUAD

Department Police Department
Contact CHIEF HOELZEL
Type Equipment
Useful Life 4 YEARS
Category L - Vehicles/Construction Equi

Year Created 2017Sgt. **Activity Number**
Date Updated **L Account Number** 400-72112-502-000

Description

2019 FORD F150 Police Responder
 2019 - Replace Sgt. Squad and rotate Sgt. squad to PSLO.
 2020 - Replace two marked squads
 2021- Replance one marked squad
 2022 - Replace two marked squads
 2023 - Replace one marked squad
 2024 - Replace two maked squads

Justification

Each of the squads from 2013 will have approximately 120,000 miles on them. Each squad will be replaced along with squad related equipment. Warranty on parts will be expired or expiring.

Once we get into a roation of squads beginning in 2020, we will be able to replace the squads every four years instead of five years reducing the cost of maintenance and having warranties expire. In each of the even years, two squad cars will be placed.

In 2018 we did not get marked vehicles into fleet until the end of September 2018. Squads came in 7 months late. Because of being late the mileage will be low which should extend us into an extra year and reduce maintenance.

The 2020 model year for the standard Ford police package explorer interceptor suv will be a design change. Biggest change? It will be a Hybrid Electric Vehicle (HEV), with an estimated price increase of \$8,000 per car. I asked if a Ford SUV non-hybrid police package would still be available as an option—they said yes, and the price of that model for 2020 will increase by \$5,000 over current prices.

Prior	Expenditures	2020	2021	2022	2023	2024	Total	Future
172,400	Vehicles	122,000	64,500	128,000	66,000	130,000	510,500	270,000
Total	Total	122,000	64,500	128,000	66,000	130,000	510,500	Total

Prior	Funding Sources	2020	2021	2022	2023	2024	Total	Future
172,400	FSB Line of Credit/STFLP Short term			128,000	66,000	130,000	324,000	270,000
Total	GO Bonds/STFLP Long term	122,000	64,500				186,500	Total
	Total	122,000	64,500	128,000	66,000	130,000	510,500	

Project # STR-17-05
Project Name REPLACE PICKUP TRUCK

Department Street Department
Contact JUSTIN BERRENS
Type Equipment
Useful Life 10 YEARS
Category L - Vehicles/Construction Equi

Year Created 2017 **Activity Number**
Date Updated 8/21/20 JRB **L Account Number** 400-74111-502-000

Description

(2023) Truck #112, 2008 Ford F250 quad cab. Street Superintendent truck used mainly for transportation of crew, some lighter equipment and materials.
 (2021)Truck #118, 2005 GMC 2500HD. This truck is used for a variety of street operations. From mobilizing crew, lighter equipment and materials.
 (2025) Truck #120, 2009 Ford F250. This truck is used for a variety of street operations. From mobilizing crew, lighter equipment and materials.

Justification

These trucks are used year round and for a lot of different work. The age of the trucks and wear from operations has required increased maintenance. The Street Department is taking a proactive approach to spread out expenses and provide other departments servicable vehicles; such as Park and Rec and Online. Even with a proactive approach, all vehicles show worn areas or components.

Expenditures	2020	2021	2022	2023	2024	Total	Future
Equipment/Furnishings		40,000		40,000		80,000	40,000
Total		40,000		40,000		80,000	Total

Funding Sources	2020	2021	2022	2023	2024	Total	Future
GO Bonds/STFLP Long term		40,000		40,000		80,000	40,000
Total		40,000		40,000		80,000	Total

Project # STR-17-09
Project Name PUBLIC WORKS GARAGE

Department Street Department
Contact JUSTIN BERRENS
Type Improvement
Useful Life 50 years
Category J - Public Building Improveme

Year Created 2017 **Activity Number**
Date Updated 9/6/18 JRB 10/2/18KK **L Account Number** 400-74121-503-000

Description

Updated public works facilities are needed. Exisitng facilities are deteriorating, obsolete, and inefficient.

Justification

This project has been extensively researched and every option exhausted. The remaining option is to build a new facility.

Prior	Expenditures	2020	2021	2022	2023	2024	Total
470,000	Engineering/Planning/Design		255,000	375,000			630,000
Total	Building Improvements				6,550,000		6,550,000
	Total		255,000	375,000	6,550,000		7,180,000

Prior	Funding Sources	2020	2021	2022	2023	2024	Total
470,000	GO Bonds/STFLP Long term		255,000	375,000	6,550,000		7,180,000
Total	Total		255,000	375,000	6,550,000		7,180,000

Project # STR-18-02
Project Name FRONTEND LOADER

Department Street Department
Contact JUSTIN BERRENS
Type Equipment
Useful Life 10 YEARS
Category L - Vehicles/Construction Equi

Year Created 2018 **Activity Number**
Date Updated 8/21/20 JRB **L Account Number**

Description

Existing New Holland Frontend Loader will be repurposed for salt shed duty. A thrid front-end loader will be needed replace the existing frontend loader with snow removal duties.

Justification

Existing Frontend Loader is increasing in age and maintenance. With the addition of a new salt shed at the new Public Works Facility, a third frontend loader will be needed.

Expenditures	2020	2021	2022	2023	2024	Total	Future
Equipment/Furnishings		225,000				225,000	300,000
Total		225,000				225,000	Total

Funding Sources	2020	2021	2022	2023	2024	Total	Future
GO Bonds/STFLP Long term		225,000				225,000	300,000
Total		225,000				225,000	Total

Project # STR-18-03
Project Name 10 YRD DUMPER

Department Street Department
Contact JUSTIN BERRENS
Type Equipment
Useful Life 15 YEARS
Category L - Vehicles/Construction Equi

Year Created 2018 **Activity Number**
Date Updated 8/21/20 JRB **L Account Number**

Description

Truck #117 (2022), 1999 International 10 yard dump truck to be replaced.
Truck #103 (2021), 1999 GMC 3500 - flat bed long box truck to be replaced.

Justification

Phase out old equipment. Truck #117 burns oil at about 1 to 3 quarts a day (depending on usage). Truck #103 has a hole in the driver-side floor.

Expenditures	2020	2021	2022	2023	2024	Total
Equipment/Furnishings		65,000	120,000			185,000
Total		65,000	120,000			185,000

Funding Sources	2020	2021	2022	2023	2024	Total
GO Bonds/STFLP Long term			100,000			100,000
Total			100,000			100,000

Project # ENG-17-01B
Project Name MAIN ST AMMENITIES

Department Street Rehabilitation Program
Contact AARON JENSON
Type Improvement
Useful Life
Category D - Street - Residential/Neighb

Year Created 2020 **Activity Number**
Date Updated 8/21/20 ACJ **L Account Number**

Description

Trash recepticles, benches, artwork, irrigation (front lawn city hall)

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Equipment/Furnishings		75,000				75,000
Total		75,000				75,000

Funding Sources	2020	2021	2022	2023	2024	Total
GO Bonds/STFLP Long term		50,000				50,000
Private Donations		25,000				25,000
Total		75,000				75,000

Project # ENG-17-03
Project Name GRANITE STREET RECONSTRUCTION

Department Street Rehabilitation Program
Contact JUSTIN BERRENS
Type Improvement
Useful Life 20 years
Category C - Street - Collector

Year Created 2017 **Activity Number** 1954303
Date Updated 8/27/19 JRB **L Account Number** 400-74311-505-000

Description

Granite Street from Harrison St to Main St reconstruction. Limits may be adjusted based on utility condition and funding. Includes resurfacing City parking lot.

Justification

Roadway pavement in below average condition and is beyond the point where sealing coating would be effective. Crack sealing maintenance is expected to increase dramatically within 3-5 years.
 Water services should be replaced due to the department's belief that lead gooseneck services are present to most homes.
 Project approved for LRIP funds.

Prior	Expenditures	2020	2021	2022	2023	2024	Total
50,000	Sanitary Sewer Construction	50,000					50,000
Total	Construction	525,000					525,000
	Water Main and/or Services	160,000					160,000
	Total	735,000					735,000

Prior	Funding Sources	2020	2021	2022	2023	2024	Total
40,000	GO Bonds/STFLP Long term	475,000					475,000
Total	LRIP Funding	50,000					50,000
	Revenue Bonds - Water	165,000					165,000
	Revenue Bonds - WWTP	55,000					55,000
	Total	745,000					745,000

Project # TAXI-17-04
Project Name REPLACEMENT REAR LOADING MINI VAN WITH LIFT

Department Transit
Contact KATHY KASZA
Type Equipment
Useful Life 5 YEARS
Category L - Vehicles/Construction Equi

Year Created 2017 **Activity Number**
Date Updated **L Account Number** 225-54551-231-000

Description

Rear loading mini-van with handicap accessible lift.

Justification

Replacement of existing Vehicle #1607 - 2011 Dodge Caravan with 154,000 miles. Salvage value \$2,500.

Expenditures	2020	2021	2022	2023	2024	Total
Vehicles	42,000					42,000
Total	42,000					42,000

Funding Sources	2020	2021	2022	2023	2024	Total
Federal/State Transit Grants	33,600					33,600
GO Bonds/STFLP Long term	8,400					8,400
Total	42,000					42,000

Project # TAXI-17-05
Project Name REPLACEMENT REAR LOADING MINI VAN W/LIFT

Department Transit
Contact KATHY KASZA
Type Equipment
Useful Life 10 YEARS
Category L - Vehicles/Construction Equi

Year Created 2017 **Activity Number**
Date Updated **L Account Number** 225-54551-231-000

Description

Replace King Bus Vehicle #45 with rear loading mini-van with handicap accessible lift.

Justification

Current vehicle 2010 Ford Bus with lift. 82,000 miles. Salvage Value \$5,000

Expenditures	2020	2021	2022	2023	2024	Total
Vehicles		45,000				45,000
Total		45,000				45,000

Funding Sources	2020	2021	2022	2023	2024	Total
Federal/State Transit Grants		36,000				36,000
GO Bonds/STFLP Long term		9,000				9,000
Total		45,000				45,000

Project # WATER-17-01
Project Name METER REPLACEMENT/BEACON UPGRADE

Department Water Department
Contact JUSTIN BERRENS
Type Improvement
Useful Life 20 years
Category H - Water Mains/Services

Year Created 2017 **Activity Number**
Date Updated 9/6/19 JRB **L Account Number** 610-93500-610-000

Description

Water meters would be upgraded or replaced to be compatible with "BEACON SOFTWARE".

Justification

The BEACON SOFTWARE allows the utility and users to see water usage in near real time. A huge amount of data is collected by endpoints on the water meters and sent to be viewed within the software. This software automatically detects continuous usage (leaks), tampering, and back flow. All issues the water department is very concerned with. The software also show usage down to the hour. We expect user complaints and unaccounted usage to drop significantly. Drive around meter reads would be eliminating, freeing up several days of labor hours per month.

Prior	Expenditures	2020	2021	2022	2023	2024	Total
250,000	Construction	125,000	125,000				250,000
Total	Total	125,000	125,000				250,000

Prior	Funding Sources	2020	2021	2022	2023	2024	Total
250,000	Revenue Bonds - Water	125,000	125,000				250,000
Total	Total	125,000	125,000				250,000

Project # WATER-17-07
Project Name HYDRANT PAINTING

Department Water Department
Contact JUSTIN BERRENS
Type Maintenance
Useful Life 10 YEARS
Category Unassigned

Year Created 2017 **Activity Number**
Date Updated 9/7/18 JRB **L Account Number** 610-93500-604-000

Description

Hydrant Painting for all City hydrants

Justification

Hydrant painting is routine maintenance. It prevents rust, corrosion, and helps keep them in good operating condition for the fire department.

Prior	Expenditures	2020	2021	2022	2023	2024	Total
20,500	Construction	11,000	11,500	12,000			34,500
Total	Total	11,000	11,500	12,000			34,500

Prior	Funding Sources	2020	2021	2022	2023	2024	Total
20,500	Water Utility Reserve Funds	11,000	11,500	12,000			34,500
Total	Total	11,000	11,500	12,000			34,500

Project # WATER-17-09
Project Name LEAK LOCATION

Department Water Department
Contact JUSTIN BERRENS
Type Maintenance
Useful Life
Category O - Other

Year Created 2017 **Activity Number**
Date Updated 9/7/18 JRB **L Account Number** 610-93500-614-000

Description

Leak location from outside professional.

Justification

Water leaks can cause major issues to our water utility. Unaccounted loss has been high for the utility in the last 2-3 years. Loss water is loss revenue. Saturated subgrade and base under roads can severely reduce pavement life.

Prior	Expenditures	2020	2021	2022	2023	2024	Total
20,000	Water Main and/or Services	10,000	10,000	10,000	10,000		40,000
Total	Total	10,000	10,000	10,000	10,000		40,000

Prior	Funding Sources	2020	2021	2022	2023	2024	Total
20,000	Water Utility Operating Budget	10,000	10,000	10,000	10,000		40,000
Total	Total	10,000	10,000	10,000	10,000		40,000

Project # WATER-17-10
Project Name WATER TOWER INSPECTION

Department Water Department
Contact JUSTIN BERRENS
Type Maintenance
Useful Life 5 YEARS
Category O - Other

Year Created 2017 **Activity Number**
Date Updated 9/7/18 JRB **L Account Number** 610-93500-615-000

Description

Two water towers (300K gallon and 750K gallon) and a standpipe reservoir need inspections/maintenance. (2021)
 Recoating the exterior of the standpipe is anticipated to be needed in the near future. (2022)

Justification

Water tower inspection is required every 5 years by WDNR standards.
 Water tower coatings provide protection to steel frame and body. When the coatings become worn it can allow exposure to weather and corrosion. Maintaining a proper coating will help extend the life of the towers.

Expenditures	2020	2021	2022	2023	2024	Total
Engineering/Planning/Design		40,000				40,000
Construction			100,000			100,000
Total		40,000	100,000			140,000

Funding Sources	2020	2021	2022	2023	2024	Total
Revenue Bonds - Water		40,000	100,000			140,000
Total		40,000	100,000			140,000

Project # WATER-17-12
Project Name CROSS CONNECTION CONTROL PROGRAM

Department Water Department
Contact JUSTIN BERRENS
Type Equipment
Useful Life
Category H - Water Mains/Services

Year Created 2017 **Activity Number**
Date Updated **L Account Number** 610-93500-605-000

Description

Cross Connection Control Program needs to be followed per WDNR statues.

Justification

The program identifies and ensure that all service connections are done properly and will prevent other issues throughout the systems. This program helps prevent bacteria from entering our system from uses, reduces back siphonage, and water hammer.

Prior	Expenditures	2020	2021	2022	2023	2024	Total
45,000	Construction	15,000	20,000	30,000	30,000	35,000	130,000
Total	Total	15,000	20,000	30,000	30,000	35,000	130,000

Prior	Funding Sources	2020	2021	2022	2023	2024	Total	Future
45,000	Water Utility Operating Budget	15,000	20,000	30,000	30,000	35,000	130,000	35,000
Total	Total	15,000	20,000	30,000	30,000	35,000	130,000	Total

Project # WATER-17-15
Project Name NEW PICKUP-WATER

Department Water Department
Contact JUSTIN BERRENS
Type Vehicle
Useful Life 10 YEARS
Category L - Vehicles/Construction Equi

Year Created **Activity Number**
Date Updated **L Account Number**

Description

New pickup truck for water crew.

Justification

Existing trucks are 10+ years old.

Expenditures	2020	2021	2022	2023	2024	Total
Vehicles	40,000				45,000	85,000
Total	40,000				45,000	85,000

Funding Sources	2020	2021	2022	2023	2024	Total
Revenue Bonds - Water	40,000					40,000
Water Utility Reserve Funds					45,000	45,000
Total	40,000				45,000	85,000

Project # CHLIB-17-05
Project Name CITY HALL/LIBRARY ROOF REPLACEMENT

Department City Hall/Library Building
Contact JUSTIN BERRENS
Type Improvement
Useful Life 20 years
Category J - Public Building Improve

Year Created 2017 **Activity Number** 2251705
Date Updated **L Account Number** 400-71711-503-000

Description

The original roof installed with the original building construction approximately 20+ years ago. There are two major sections, a flat rubberized section and a pitched shingled section. The flat section should be replaced first.
 Pitched area is currently tar shingle, new is proposed to be steel.

Justification

The roof has held up well for it's age. Eventually, the condition will deteriorate and maintenance cost will raise considerably and to the point where the interior of the building may become compromised. This project may be accelerated to match solar panel work.
 Steel roof could be locally sourced saving money and supporting local business.

Expenditures	2020	2021	2022	2023	2024	Total
Construction	125,000		75,000			200,000
Total	125,000		75,000			200,000

Funding Sources	2020	2021	2022	2023	2024	Total
GO Bonds/STFLP Long term	125,000				75,000	200,000
Total	125,000				75,000	200,000

Project # CHLIB-17-06
Project Name CITY HALL/LIBRARY LANDSCAPE UPGRADE

Department City Hall/Library Building
Contact JUSTIN BERRENS
Type Improvement
Useful Life 20 years
Category O - Other

Year Created 2017 **Activity Number** 2251706
Date Updated 8/21/20 JRB **L Account Number** 400-71711-503-000

Description

The landscaping around the City Hall and Library building was originally installed with the original building construction. The lava rocks have received a number of complaints/comments about their aesthetics and safety as they do roll under feet.
 With the back parking lot now re-done; we would make the front lawn match the back. Possibility of adding irrigation to the front lawn after the Main Street project is complete.

Justification

This project is intended to improve aesthetics around CH/LIB building.

Expenditures	2020	2021	2022	2023	2024	Total
Construction			25,000			25,000
Total			25,000			25,000

Funding Sources	2020	2021	2022	2023	2024	Total
GO Bonds/STFLP Long term			25,000			25,000
Total			25,000			25,000

Project # ITCM-22-01
Project Name POLICE SERVER REPLACEMENT

Department IT/Community Media
Contact
Type Unassigned
Useful Life 5 YEARS
Category N - Equipment - Computers/So

Year Created 2019 **Activity Number**
Date Updated **L Account Number**

Description

The city has two main servers. One which houses our financial software and general city virtual servers. The second houses virtual servers for the police department. This request is to replace the server that houses police department functions. This server hosts virtual servers for their domain controller, file/print server, interview room server, TraCS server and access control. The current server has a five year warranty which expires in 2022 and this server was put into service in 2017. Industry standard for replacing servers is typically five years.

Windows Server 2019 Standard Licenses 2 x \$628 = \$1,256
Dell PowerEdge Server = \$5,200
Hard Drives (12tb x 4) = \$1,650
96gb RAM Upgrades = \$600

Justification

Industry standard useful life for servers is typically 5 years. Due to the amount of data stored on these servers and the city's dependability on this data on a 24/7/365 basis the server this data is stored on should be kept up to date. As computers/servers age they are more prone to failures. These failures can cost money and create downtime. Due to the dependability of the police department on this server, downtime due to hardware failures would create a hinderance to this 24/7/365 operation.

Expenditures	2020	2021	2022	2023	2024	Total
Equipment/Furnishings			8,706			8,706
Total			8,706			8,706

Funding Sources	2020	2021	2022	2023	2024	Total
FSB Line of Credit/STFLP Short term			8,706			8,706
Total			8,706			8,706

Project # ITCM-22-02
Project Name MEETING/AGENDA MGMT SOFTWARE

Department IT/Community Media
Contact JOSHUA WERNER
Type Improvement
Useful Life 10 YEARS
Category N - Equipment - Computers/So

Year Created 2020 **Activity Number**
Date Updated **L Account Number**

Description

Find and select a software system to manage our meeting agenda and minute process. This is part of our strategic plan. This would streamline the process to create agendas/packets, running the meeting and would make the minutes process easier. This would save staff time; allow elected/appointed officials earlier access to meeting materials and consistency across all meetings. The current process can be cumbersome and actual software to manage this process would save time and allow other staff to be involved.

This budget item would cover the setup cost of a software system. \$5,000 is estimated.

Justification

Modernize meeting processes; make city clerk's office job more efficient; quicker release of meeting agenda and packets; and consistency in running meetings.

Expenditures	2020	2021	2022	2023	2024	Total
Other			5,000			5,000
Total			5,000			5,000

Funding Sources	2020	2021	2022	2023	2024	Total
GO Bonds/STFLP Long term			5,000			5,000
Total			5,000			5,000

Project # PARKS-22-01
Project Name PARK SUPERVISOR TRUCK REPLACEMENT

Department Parks and Recreation
Contact ANDREW WHITMAN
Type Vehicle
Useful Life 10 YEARS
Category L - Vehicles/Construction Equi

Year Created 2018 **Activity Number**
Date Updated 9/18/18 **L Account Number**

Description

New vehicle for our parks supervisor.

Justification

This would be an update to our Parks Supervisor truck. His old truck would be filtered down to the parks crew level and we would try to sell one of our current parks trucks.

Expenditures	2020	2021	2022	2023	2024	Total
Vehicles			40,000			40,000
Total			40,000			40,000

Funding Sources	2020	2021	2022	2023	2024	Total
GO Bonds/STFLP Long term			40,000			40,000
Total			40,000			40,000

Project # PDBLDG-17-03
Project Name POLICE BUILDING ROOF REPAIRS

Department Police Building
Contact JUSTIN BERRENS
Type Maintenance
Useful Life 15 YEARS
Category J - Public Building Improve

Year Created 2017 **Activity Number**
Date Updated 8/21/20 JRB **L Account Number** 400-71714-503-000

Description

The building continues to have roof leaks. Roof needs to be repaired/maintained for the integrity of the building. Area around turrents are the most prone to issues. Other arteas of the roof still need some maintenance.

In 2025 the flat balasted area over the patrol offices should be replaced.

Justification

Water is dripping from light fixtures onto computers in front office area as well as squad room. Water is also running down walls in the lobby area causing damage to exterior walls as well as in the basement.

Expenditures	2020	2021	2022	2023	2024	Total	Future
Construction			20,000			20,000	60,000
Total			20,000			20,000	Total

Funding Sources	2020	2021	2022	2023	2024	Total	Future
GO Bonds/STFLP Long term			20,000			20,000	60,000
Total			20,000			20,000	Total

Project # POLICE-17-02
Project Name PATROL SQUAD

Department Police Department
Contact CHIEF HOELZEL
Type Equipment
Useful Life 4 YEARS
Category L - Vehicles/Construction Equi

Year Created 2017Sgt. **Activity Number**
Date Updated **L Account Number** 400-72112-502-000

Description

2019 FORD F150 Police Responder
 2019 - Replace Sgt. Squad and rotate Sgt. squad to PSLO.
 2020 - Replace two marked squads
 2021- Replance one marked squad
 2022 - Replace two marked squads
 2023 - Replace one marked squad
 2024 - Replace two maked squads

Justification

Each of the squads from 2013 will have approximately 120,000 miles on them. Each squad will be replaced along with squad related equipment. Warranty on parts will be expired or expiring.
 Once we get into a roation of squads beginning in 2020, we will be able to replace the squads every four years instead of five years reducing the cost of maintenance and having warranties expire. In each of the even years, two squad cars will be placed.
 In 2018 we did not get marked vehicles into fleet until the end of September 2018. Squads came in 7 months late. Because of being late the mileage will be low which should extend us into an extra year and reduce maintenance.
 The 2020 model year for the standard Ford police package explorer interceptor suv will be a design change. Biggest change? It will be a Hybrid Electric Vehicle (HEV), with an estimated price increase of \$8,000 per car. I asked if a Ford SUV non-hybrid police package would still be available as an option—they said yes, and the price of that model for 2020 will increase by \$5,000 over current prices.

Prior	Expenditures	2020	2021	2022	2023	2024	Total	Future
172,400	Vehicles	122,000	64,500	128,000	66,000	130,000	510,500	270,000
Total	Total	122,000	64,500	128,000	66,000	130,000	510,500	Total

Prior	Funding Sources	2020	2021	2022	2023	2024	Total	Future
172,400	FSB Line of Credit/STFLP Short term			128,000	66,000	130,000	324,000	270,000
Total	GO Bonds/STFLP Long term	122,000	64,500				186,500	Total
	Total	122,000	64,500	128,000	66,000	130,000	510,500	

Project # STR-17-09
Project Name PUBLIC WORKS GARAGE

Department Street Department
Contact JUSTIN BERRENS
Type Improvement
Useful Life 50 years
Category J - Public Building Improve

Year Created 2017 **Activity Number**
Date Updated 9/6/18 JRB 10/2/18KK **L Account Number** 400-74121-503-000

Description

Updated public works facilities are needed. Existing facilities are deteriorating, obsolete, and inefficient.

Justification

This project has been extensively researched and every option exhausted. The remaining option is to build a new facility.

Prior	Expenditures	2020	2021	2022	2023	2024	Total
470,000	Engineering/Planning/Design		255,000	375,000			630,000
	Building Improvements				6,550,000		6,550,000
Total	Total		255,000	375,000	6,550,000		7,180,000

Prior	Funding Sources	2020	2021	2022	2023	2024	Total
470,000	GO Bonds/STFLP Long term		255,000	375,000	6,550,000		7,180,000
Total	Total		255,000	375,000	6,550,000		7,180,000

Project # STR-18-03
Project Name 10 YRD DUMPER

Department Street Department
Contact JUSTIN BERRENS
Type Equipment
Useful Life 15 YEARS
Category L - Vehicles/Construction Equi

Year Created 2018 **Activity Number**
Date Updated 8/21/20 JRB **L Account Number**

Description

Truck #117 (2022), 1999 International 10 yard dump truck to be replaced.

Truck #103 (2021), 1999 GMC 3500 - flat bed long box truck to be replaced.

Justification

Phase out old equipment. Truck #117 burns oil at about 1 to 3 quarts a day (depending on usage). Truck #103 has a hole in the driver-side floor.

Expenditures	2020	2021	2022	2023	2024	Total
Equipment/Furnishings		65,000	120,000			185,000
Total		65,000	120,000			185,000

Funding Sources	2020	2021	2022	2023	2024	Total
GO Bonds/STFLP Long term			100,000			100,000
Total			100,000			100,000

Project # STR-18-06
Project Name VACTOR TRUCK

Department Street Department
Contact JUSTIN BERRENS
Type Equipment
Useful Life 15 YEARS
Category L - Vehicles/Construction Equi

Year Created 2018 **Activity Number**
Date Updated **L Account Number**

Description

New vactor truck for street department and wastewater department.

Justification

The vactor truck is used to clean the City's storm sewer, sanitary sewer, and lift-stations. It is an essential piece of equipment for these work items. We have to maintain this infrastructure to prevent system issues, prevent insurance claims, and maintain proper sanitary conditions.

Expenditures	2020	2021	2022	2023	2024	Total
Equipment/Furnishings			450,000			450,000
Total			450,000			450,000

Funding Sources	2020	2021	2022	2023	2024	Total
GO Bonds/STFLP Long term			200,000			200,000
Wastewater Reserve Funds			250,000			250,000
Total			450,000			450,000

Project # ENG-18-03
Project Name HARRISON & HIGH STREET

Department Street Rehabilitation Program
Contact JUSTIN BERRENS
Type Improvement
Useful Life 20 years
Category C - Street - Collector

Year Created 2018 **Activity Number**
Date Updated 9/6/18 JRB **L Account Number**

Description

Harrison Street from Fulton Street to North Street
High Street from Fulton Street to Highland Drive

Justification

Existing pavement in poor condition. Water main is undersized, old, and possible lead goosenecks.

Expenditures	2020	2021	2022	2023	2024	Total
Engineering/Planning/Design		85,000				85,000
Sanitary Sewer Construction			50,000			50,000
Construction			685,000			685,000
Water Main and/or Services			270,000			270,000
Total		85,000	1,005,000			1,090,000

Funding Sources	2020	2021	2022	2023	2024	Total
GO Bonds/STFLP Long term			750,000			750,000
Revenue Bonds - Water			285,000			285,000
Revenue Bonds - WWTP			55,000			55,000
Total			1,090,000			1,090,000

Project # WWTP-17-01
Project Name LS CATHODIC PROTECTION/COATINGS

Department Wastewater Treatment
Contact JUSTIN BERRENS
Type Maintenance
Useful Life 15 YEARS
Category Unassigned

Year Created 2017 **Activity Number**
Date Updated 9/11/19 JRB **L Account Number** 620-95000-605-000

Description

Cathodic Protection systems on 5 lifts stations protect the metal exterior from corrosion and ultimate failure.

Justification

The five lift stations that utilize underground steel walls have been studied. All five lift stations lack proper cathodic protection from the surrounding soil. These lift stations range in life from 15 years to 40+ year old. It has been determined that the best course of action is to re-install new systems on these lift stations through the next couple years. Money has already been budgeted for this project starting in 2016; unused funds could be rolled over to following years.

Prior	Expenditures	2020	2021	2022	2023	2024	Total
80,000	Construction			40,000			40,000
Total	Total			40,000			40,000

Prior	Funding Sources	2020	2021	2022	2023	2024	Total
80,000	Revenue Bonds - WWTP			40,000			40,000
Total	Total			40,000			40,000

Project # WWTP-17-02
Project Name REPLACE PICKUP TRUCK

Department Wastewater Treatment
Contact JUSTIN BERRENS
Type Equipment
Useful Life 10 YEARS
Category L - Vehicles/Construction Equi

Year Created 2017 **Activity Number**
Date Updated 8/21/20 JRB **L Account Number** 620-95000-606-000

Description

Truck #306 Ford F250 Pick up. This truck is used for a variety of sewer operations. From mobilizing crew to snow plowing.

Justification

This truck is used year round and for a lot of different work. It is a light truck that is very versatile. The age of the truck and wear from operations has required increased maintenance. It is at the point in it's life were replacement would be beneficial before major repairs are needed.

This truck is also used by the sewer department for snow plowing. A newer truck with 4x4 capabilities would make snow removal much more efficient.

Expenditures	2020	2021	2022	2023	2024	Total
Equipment/Furnishings			45,000			45,000
Total			45,000			45,000

Funding Sources	2020	2021	2022	2023	2024	Total
Revenue Bonds - WWTP				40,000		40,000
Total				40,000		40,000

Project # WWTP-17-08
Project Name Plant DCS (Distributed Control System) Replacement

Department Wastewater Treatment
Contact JUSTIN BERRENS
Type Equipment
Useful Life 15 YEARS
Category N - Equipment - Computers/So

Year Created 2017 **Activity Number**
Date Updated 8/21/20 JRB **L Account Number** 620-95000-603-000

Description

A Distributed Control System (DCS) is a control system for the wastewater treatment plan where controls are connected through a network. The DCS is used to adjust, control, and monitor various processes throughout the plant.
 2021 - Conduct preliminary study to guide the rest of the process
 2022 - Create bidable design plans and identify necessary equipment
 2023 - Furnish and install equipment. Make improvements as necessary.

Justification

The current set of DCS are old and out of date. The system is compatible with windows XP and currently operates within a virtual window inside of windows 10. Security and reliability issues are of concern.
 Additional, new and improved controls should help us control our treatment process.

Expenditures	2020	2021	2022	2023	2024	Total
Engineering/Planning/Design		10,000	30,000			40,000
Equipment/Furnishings				280,000		280,000
Total		10,000	30,000	280,000		320,000

Funding Sources	2020	2021	2022	2023	2024	Total
Revenue Bonds - WWTP				280,000		280,000
Wastewater Reserve Funds			30,000			30,000
Wastewater Utility Operating Budget		10,000				10,000
Total		10,000	30,000	280,000		320,000

Project # WWTP-19-02
Project Name PRIMARY PUMP REPLACEMENT

Department Wastewater Treatment
Contact JUSTIN BERRENS
Type Equipment
Useful Life 20 years
Category G - Sanitary Sewer

Year Created 2019 **Activity Number**
Date Updated 8/21/20 JRB **L Account Number**

Description

Primary pumps takes the settled solids from the primary tanks to sends it to our solids treatment side of the plant. The solids are removed early in the treatment process and are an important step to treatment.

Justification

The existing pumps were install in 1997. These pumps where oversized meaning they provide low efficiency at a high maintenance cost. New pumps will be size correctly and provide energy and maintenance savings. Estimated at about \$1,000 per year per pump.

Expenditures	2020	2021	2022	2023	2024	Total
Construction			20,000			20,000
Equipment/Furnishings			60,000			60,000
Total			80,000			80,000

Funding Sources	2020	2021	2022	2023	2024	Total
Revenue Bonds - WWTP			80,000			80,000
Total			80,000			80,000

Project # WATER-17-09
Project Name LEAK LOCATION

Department Water Department
Contact JUSTIN BERRENS
Type Maintenance
Useful Life
Category O - Other

Year Created 2017 **Activity Number**
Date Updated 9/7/18 JRB **L Account Number** 610-93500-614-000

Description

Leak location from outside professional.

Justification

Water leaks can cause major issues to our water utility. Unaccounted loss has been high for the utility in the last 2-3 years. Loss water is loss revenue. Saturated subgrade and base under roads can severely reduce pavement life.

Prior	Expenditures	2020	2021	2022	2023	2024	Total
20,000	Water Main and/or Services	10,000	10,000	10,000	10,000		40,000
Total	Total	10,000	10,000	10,000	10,000		40,000

Prior	Funding Sources	2020	2021	2022	2023	2024	Total
20,000	Water Utility Operating Budget	10,000	10,000	10,000	10,000		40,000
Total	Total	10,000	10,000	10,000	10,000		40,000

Project # WATER-17-10
Project Name WATER TOWER INSPECTION

Department Water Department
Contact JUSTIN BERRENS
Type Maintenance
Useful Life 5 YEARS
Category O - Other

Year Created 2017 **Activity Number**
Date Updated 9/7/18 JRB **L Account Number** 610-93500-615-000

Description

Two water towers (300K gallon and 750K gallon) and a standpipe reservoir need inspections/maintenance. (2021)
 Recoating the exterior of the standpipe is anticipated to be needed in the near future. (2022)

Justification

Water tower inspection is required every 5 years by WDNR standards.
 Water tower coatings provide protection to steel frame and body. When the coatings become worn it can allow exposure to weather and corrosion. Maintaining a proper coating will help extend the life of the towers.

Expenditures	2020	2021	2022	2023	2024	Total
Engineering/Planning/Design		40,000				40,000
Construction			100,000			100,000
Total		40,000	100,000			140,000

Funding Sources	2020	2021	2022	2023	2024	Total
Revenue Bonds - Water		40,000	100,000			140,000
Total		40,000	100,000			140,000

Project # WATER-17-12
Project Name CROSS CONNECTION CONTROL PROGRAM

Department Water Department
Contact JUSTIN BERRENS
Type Equipment
Useful Life
Category H - Water Mains/Services

Year Created 2017 **Activity Number**
Date Updated **L Account Number** 610-93500-605-000

Description

Cross Connection Control Program needs to be followed per WDNR statues.

Justification

The program identifies and ensure that all service connections are done properly and will prevent other issues throughout the systems. This program helps prevent bacteria from entering our system from uses, reduces back siphonage, and water hammer.

Prior	Expenditures	2020	2021	2022	2023	2024	Total
45,000	Construction	15,000	20,000	30,000	30,000	35,000	130,000
Total	Total	15,000	20,000	30,000	30,000	35,000	130,000

Prior	Funding Sources	2020	2021	2022	2023	2024	Total	Future
45,000	Water Utility Operating Budget	15,000	20,000	30,000	30,000	35,000	130,000	35,000
Total	Total	15,000	20,000	30,000	30,000	35,000	130,000	Total

Project # WATER-20-01
Project Name WATER DUMP TRUCK

Department Water Department
Contact JUSTIN BERRENS
Type Equipment
Useful Life 15 YEARS
Category M - Equipment - Furnishings, e

Year Created 2020 **Activity Number**
Date Updated **L Account Number**

Description

Water department uses a GMC 650 as a dump truck for various material hauling.

Justification

This truck is old and worn. The tail gate does not operate properly among other things.

Expenditures	2020	2021	2022	2023	2024	Total
Equipment/Furnishings			85,000			85,000
Total			85,000			85,000

Funding Sources	2020	2021	2022	2023	2024	Total
Revenue Bonds - Water			85,000			85,000
Total			85,000			85,000