

**CITY OF WAUPACA
COMMITTEE OF THE WHOLE**

**SPECIAL CALLED MEETING
COUNCIL CHAMBERS, CITY HALL
(With the Option to attend physically
or virtually via video/teleconferencing)**

WEDNESDAY AUGUST 31, 2022

6:00 P.M.

1. CALL TO ORDER

Pursuant to regulations, the Common Council of the city of Waupaca met on the above date and time.

2. ROLL CALL

Present: Mayor Brian Smith, Alderpersons Collin Dykstra, Lori Chesnut, Paul Hagen, Henry Veleker, Scott Purchatzke, Dave Peterson, Dmitri Martin, Paul Mayou, Mary Phair and Eric Olson

Absent: none

Others Present: Aaron Jenson, City Administrator, Sandy Stiebs, City Clerk, Kathy Kasza, Finance Director/Treasurer, Stephanie Reif, Assistant Finance Director, Eric Bailey, Library Director, Jarod Rachu, Community and Economic Development Director, Justin Berrens, Public Works Director, Laura Colbert, Parks and Recreation Director, Captain John Helgeson and Justin Fischer, Robert W. Baird & Co.

3. APPROVE AGENDA

MOVED by Ald. Martin, **SECONDED** by Ald. Chesnut Council **APPROVES** the Agenda as presented. 10 ayes, 0 nays, 0 absent. **MOTION CARRIED ON A VOICE VOTE.**

4. FY 2023 Budget Workshop Session #1 - Capital Improvement Plan (CIP) Development

- **Review all existing G.O. Debt (Justin Fischer)**
- **Review Debt Capacity Policy with Projections (Justin Fischer)**
- **Review Property Tax Rate Impacts with Projections (Aaron Jenson)**
- **Review CIP Project Requests by Department 2023 – 2026 (Aaron Jenson and Department Heads)**
- **Update on Public Works Facility Project (Justin Berrens)**

City Administrator Aaron Jenson recapped the 2022 G.O. Bond Projects that will be completed by December 31, 2022:

- Airport: Micro-surfacing and Crack Sealing
- Airport: New Mowing Equipment
- City Hall: Roof Replacement
- City Hall/Library: Lobby Floor Replacement
- City Hall/Library: Front Lawn Renovation
- Public Works Department: New Facility Design

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- Public Works Department: High and Harrison Street Project
- Public Works: Seal Coating of City-Owned Parking Lots
- Public Works/CED: Quiet Zone Feasibility Study
- IT: Annual Computer Replacements
- IT/CED/City Hall: Permitting Software
- Police Department: Server Replacement
- Police Department: Patrol Squad Purchases (2)
- Police Department: Roof Repairs
- Police Department: Camera Server
- Police Department: Interview Room Cameras
- Parks and Recreation Department: Dump Truck Replacement
- Library: Downstairs Meeting Room Storage Cabinets

Amount Budgeted for Above Projects: \$1,225,500

Projected Total Expenses: \$1,166,190

Projected Funds Remaining: \$59,310

Mr. Jenson then reviewed the Projects borrowed for with 2022 G.O. Bonds that are currently in process:

- Public Works Facility

Amount Budgeted for Public Works Facility: \$7,060,000

Projected Total Expenses: \$10,110,000

Additional Funding Needed: \$3,050,00

Justin Fischer, RW Baird presented the city's Debt Capacity total debt with additional funding for the Public Works building including potential TID #11 projects. With everything factored in, including the city's valuation increase of 13%, the city is in great shape to be within the city's debt policy of 3.75% of equalized valuation. Mr. Fischer said that the city does have the capacity if council chooses to move forward with the additional \$3,000,000 needed to fund the Public Works building and suggested that the city start with a construction loan. Mayor Smith added that there is a possible new construction project in TID #11 that will be brought forward to Council later in September.

Each department provided their 2023-2027 Capital Improvement Plan with projects and funding sources. Public Works Director Justin Berrens provided photos and renderings of the proposed Public Works facility to be constructed at 500 Harding Street along with site logistics and specifications.

For more detailed information and to watch the entire meeting, please go here [Special Waupaca City Council Meeting 8.31.22 - YouTube](#)

5. ADJOURNMENT

MOVED by Ald. Hagen, **SECONDED** by Ald. Dykstra Council **ADJOURNS** the Special Called August 31, 2022 Committee of the Whole Meeting. 10 ayes, 0 nays, 0 absent. **MOTION CARRIED ON A VOICE VOTE.**

Meeting adjourned at 7:24 P.M.

Mayor Brian Smith

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