



# Common Council Meeting Agenda

Tuesday, December 03, 2024 at 6:35 PM

Columbus City Hall – 105 N. Dickason Boulevard  
**AMENDED AGENDA – 12/02/2024**

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## Roll Call

## Pledge of Allegiance

## Notice of Open Meeting

## Approval of Agenda

## Consent Agenda

1. Special Committee of the Whole, Common Council, Committee of the Whole and Council Workshop Minutes of 11/19/2024
2. Street Closing for 2024 Holiday Parade (12/14/2024)

## Public Comment

3. Recognition of Jack Roelke for Completion of Eagle Scout Project

## New Business

4. Consider and take action on Resolution 13-24: A Resolution Authorizing the Issuance and Sale of \$4,990,000 General Obligation Promissory Notes, Series 2024A (CoW 10/15/24; Council 10/29/24).
5. Consider and take action on the 2025 Dodge County Humane Society Contract (CoW 11/19/24).
6. Consider and take action on Permitting Module by Civic Plus (11/19/24).
7. Consider and take action on Proposal from Caselle (CoW 11/19/24).
8. Consider and take action on Raze Order for 235 W Harrison Street (Special CoW 12/3/24).
9. Consider and take action on Resolution No. 14-24 supporting the Wisconsin Economic Development Corporation (WEDC) Small Business Development Grant (Special CoW 12/3/24).
10. Consider and take action on Resolution No. 15-24 supporting Wisconsin Economic Development Corporation (WEDC) Vibrant Spaces Grant (Special CoW 12/3/24).
11. Consider and take action on Ratification of 2025 Utility Operating Budgets (Special CoW 12/3/24).
12. Consider and take action on claims in the amount of \$420,189.17
13. Consider and take action on Award of Building Inspection Services to MSA (CoW 11/19/24)

## Report of City Officers – City Administrator, Mayor

## Adjourn

\*A quorum of city committees and/or commissions may be present at this meeting. No action will be taken or considered by those committees and/or commissions.



## Special Committee of the Whole Meeting Minutes

Tuesday, November 19, 2024 at 6:30 PM

Columbus City Hall – 105 N. Dickason Boulevard

### Roll Call

Council President, Amy Roelke, called the meeting to order at 6:30pm. Members present included Council President Amy Roelke, Mayor Joe Hammer, Alderperson Trina Reid, Alderperson Michael Lawson, Alderperson Ryan Rostad, and Alderperson Molly Finkler.

### ABSENT

Alderperson Sarah Motiff was excused.

### Notice of Open Meeting

Noted as posted.

### Approval of Agenda

Motion made by Alderperson Rostad, Seconded by Alderperson Finkler to approve the agenda.

Voting Yea: Council President Roelke, Mayor Hammer, Alderperson Reid, Alderperson Lawson, Alderperson Rostad, and Alderperson Finkler.

### Public Comment

None.

### New Business

#### 1. Consideration and discussion of recent request for services (electrical, internment, lawn service, hvac, plumbing, tree services, cleaning)

Administrator Amundson shared the Summary Sheet highlighting the returned proposals for the recent request of the following services: electrical, internment, lawn service, HVAC, plumbing, tree services and cleaning, most of which were only received from one vendor. The city has a working relationship with most of these contractors. These quotes are for services only. Any substantial replacement items needed would have to go through the 3-Quote protocol already established. Committee members agreed to move forward to the November 19, 2024, regular Council meeting.

#### 2. Discussion regarding change order No. 2 with Forest Landscaping and Construction, Inc related to 2024 Street and Utility Construction

Amundson shared this is a change order stating a decrease of \$30,617.96 for a revised total of \$1,246,780.30 for the 2024 Street and Utility Reconstruction project with Forest Landscaping and Construction, Inc. Committee members agreed to move forward to the November 19, 2024, regular Council meeting.

**3. Discussion regarding task order with Ruekert-Mielke for 2025 street reconstruction for Brookside Drive**

City Engineer, Jason Leitha shared that Task Order 2024-05 is a 2025 Street Reconstruction project for Brookside Lane which will run from Avalon Road to the end of the cul-de-sac. It will allow an extension of the storm sewer on Brookside Lane to improve drainage, sanitary sewer replacement with all new sanitary sewer laterals to the right-of-way, and water main replacement and upsizing with all new water services to the right-of-way. Committee members agreed to move forward to the November 19, 2024, regular Council meeting.

**4. Discussion and review of bids for replacement of pedestrian school crossings**

Amundson shared that there are nine pedestrian school crossings needing replacement at this time. This expense is part of the 2025 capital planning. Staff is working with Red Arrow to coordinate the installation of a crossing sign at the corner of James Street and Dickason Blvd. at the same time to save cost. These will be powered signs, not solar operated. Committee members agreed to move forward to the November 19, 2024, regular Council meeting. Additional signage needs in the city can be reviewed at a future meeting.

**5. Discussion of WisDOT Request of STH 073, Ludington Street**

WisDOT is requesting that the City of Columbus who owns Parcel 10, in the right-of-way in the State Highway 73, Ludington Street Project, follow the Aquisition procedures and complete a resolution indicating that the city understands that we are waiving our rights to compensation. Committee members agreed to move forward the request for a resolution to grant a TLE (Temporary Limited Easement) for Parcel 10, Plat Right-of-Way required for Project ID 3060-24-00, Ludington Street; STH-073, Columbia County to the November 19, 2024, regular Council meeting.

**6. 2024 Wine Walk Picnic License Application**

The 2024 Wine Walk will take place on Saturday, November 30, 2024, from 12:00 noon until 6:00 pm. Clerk Caine shared the list of participating vendors needing approval for their Temporary "Class B" Wine Licenses for the day's event. This is a Columbus Area Chamber of Commerce Annual event. Committee members agreed to move forward to the November 19, 2024, regular Council meeting.

**Adjourn**

Motion made by Alderperson Finkler, Seconded by Alderperson Rostad to adjourn the meeting at 6:56 pm. Voting Yea: Council President Roelke, Mayor Hammer, Alderperson Reid, Alderperson Lawson, Alderperson Rostad, and Alderperson Finkler.

\*A quorum of city committees and/or commissions may be present at this meeting. No action will be taken or considered by those committees and/or commissions.

By Susan L. Caine, Clerk

Disclaimer: These minutes are uncorrected; any corrections made thereto will be so noted in the proceedings at which these minutes are approved.



## Common Council Meeting Minutes

Tuesday, November 19, 2024 at 6:35 PM

Columbus City Hall – 105 N. Dickason Boulevard

### Roll Call

Mayor Hammer called the meeting to order at 6:57pm. Council Members present included: Alderperson Molly Finkler, Mayor Joe Hammer, Alderperson Michael Lawson, Alderperson Trina Reid, Council President Amy Roelke and Alderperson Ryan Rostad.

### ABSENT

Alderperson Sarah Motiff was excused.

### Pledge of Allegiance

The Pledge of Allegiance was recited by those in attendance.

### Notice of Open Meeting

Noted as posted.

### Approval of Agenda

Motion made by Council President Roelke, Seconded by Alderperson Finkler to approve the agenda.

Voting Yea: Alderperson Finkler, Alderperson Lawson, Alderperson Reid, Council President Roelke, and Alderperson Rostad. Motion carried.

### Consent Agenda

Motion made by Alderperson Finkler, Seconded by Alderperson Reid to approve the Consent Agenda which included minutes from the Public Hearing, Council and Committee of the Whole meetings held on 10/29/2024, and the 2024 Wine Walk (11/30/24) Picnic License.

Voting Yea: Alderperson Finkler, Alderperson Lawson, Alderperson Reid, Council President Roelke, and Alderperson Rostad. Motion carried on a unanimous voice vote.

### Public Comment

None.

### New Business

#### 3. Consider and take action on Resolution 11-24: Special Assessments for 2024 Street and Utility Improvements (CoW 3/5/24, Council 4/1/24)

Motion made by Alderperson Finkler, Seconded by Council President Roelke to approve Resolution 11-24: Final Resolution Authorizing Public Improvements and Levying Special Assessments Against Benefited Properties for the 2024 Street and Utility Improvements for Commercial Drive.

Voting Yea: Alderperson Finkler, Alderperson Lawson, Alderperson Reid, Council President Roelke, and Alderperson Rostad. Motion carried on a unanimous voice vote.

**4. Consider and take action on Resolution 12-24: A Resolution to Grant a Temporary Limited Easement for Parcel 10, Plat of Right-of-Way Required for PROJ. ID 3060-00-24. Ludington Street; STH-073, Columbia County (CoW 11/19/24)**

Motion made by Alderperson Lawson, Seconded by Council President Roelke to approve Resolution 12-24: A Resolution to Grant a Temporary Limited Easement for Parcel 10, Plat Right-of-Way required for PROJ. ID 3060-00-24. Ludington Street; STH-073, Columbia County. Voting Yea: Alderperson Finkler, Alderperson Lawson, Alderperson Reid, Council President Roelke, and Alderperson Rostad. Motion carried on a unanimous voice vote.

**5. Consider and take action on Water Quality Trading Agreement with Stibb Farms**

Motion made by Council President Roelke, Seconded by Alderperson Finkler to approve the Water Quality Trading Agreement with Stibb Farms.

Voting Yea: Alderperson Finkler, Alderperson Lawson, Alderperson Reid, Council President Roelke, and Alderperson Rostad. Motion carried on a 5-0 Roll Call vote.

**6. Consider Class "B" Beer and "Class B" Liquor License for Hachi Hachi Sushi & Hibachi Alcohol License Application (CoW 10/29/24)**

Motion made by Alderperson Finkler, Seconded by Alderperson Reid to approve the Class "B" Beer and "Class B" Liquor License for Hachi Hachi Sushi & Hibachi.

Voting Yea: Alderperson Finkler, Alderperson Lawson, Alderperson Reid, Council President Roelke, and Alderperson Rostad. Motion carried on a unanimous voice vote.

**7. Consider and take action on Change Order No. 2 with Forest Landscaping and Construction, Inc., related to 2024 Street and Utility Construction**

Motion made by Alderperson Finkler, Seconded by Alderperson Lawson to approve and accept Change Order No. 2 with Forest Landscaping and Construction, Inc. related to the 2024 Street and Utility Construction. This Change Order is showing a final Adjustment and project close out at a reduction of \$30,617.96 to a revised total of \$1,246,780.30.

Voting Yea: Alderperson Finkler, Alderperson Lawson, Alderperson Reid, Council President Roelke, and Alderperson Rostad. Motion carried on a 5-0 Roll Call vote.

**8. Consider and take action on task order with Ruekert Mielke for 2025 street reconstruction for Brookside Lane (CoW 11/19/24)**

Motion made by Council President Roelke, Seconded by Alderperson Finkler to approve Task Order No. 2024-05 for 2025 Street Reconstruction of Brookside Lane.

Voting Yea: Alderperson Finkler, Alderperson Lawson, Alderperson Reid, Council President Roelke, and Alderperson Rostad. Motion carried on a 5-0 Roll Call vote.

**9. Consider and take action on award of service to the following vendors:**

SNS for electrical, Meitner's Land Service for Hillside interment, TAS Heating & Cooling for HVAC, Wright Plumbing for plumbing, K & B Tree Service for forestry services, Lakeside Lawn Care for Weed, Grass, & Shrubbery

Motion made by Alderperson Finkler, Seconded by Council President Roelke Award of Service to SNS for electrical, Meitner's Land Service for Hillside Internment, TAS Heating & Cooling for HVAC, Wright Plumbing for plumbing, K & B Tree Service for forestry services, and Lakeside Lawn Care for weed, grass and shrubbery needs. Voting Yea: Alderperson Finkler, Alderperson Lawson, Alderperson Reid, Council President Roelke, and Alderperson Rostad. Motion carried on a 5-0 Roll Call vote.

**10. Consider and take action on award of service to Lakeside Lawn Care for Hillside Cemetery in the amount of \$74,100 (CoW 11/19/24)**

Motion made by Alderperson Rostad, Seconded by Council President Roelke to approve the Award of Service to Lakeside Lawn Care for Hillside Cemetery in the amount of \$74,100 for 2025. Voting Yea: Alderperson Finkler, Alderperson Lawson, Alderperson Reid, Council President Roelke, and Alderperson Rostad. Motion carried on a 5-0 Roll Call vote.

**11. Consider and take action on award of service to Sassy Heifer for pavilion cleaning in the amount of \$9,100 (CoW 11/19/24)**

Motion made by Alderperson Rostad, Seconded by Alderperson Finkler to approve the Award of Service to Sassy Heifer for Pavilion Bathroom Cleaning for 2025 in the amount of \$9,100. Voting Yea: Alderperson Finkler, Alderperson Lawson, Alderperson Reid, Council President Roelke, and Alderperson Rostad. Motion carried on a 5-0 Roll Call vote.

**12. Consider and take action to award quote to Decker in the amount of \$15,309 and Red Arrow Electric in the amount of \$6,525 to replace 9 school pedestrian crossing lights (CoW 11/19/24).**

Motion made by Alderperson Rostad, Seconded by Council President Roelke to award Decker in the amount of \$15,309 and Red Arrow Electric in the amount of \$6,525, for a total of \$21,834 to replace nine school pedestrian crossing lights. Voting Yea: Alderperson Finkler, Alderperson Lawson, Alderperson Reid, Council President Roelke, and Alderperson Rostad. Motion carried on a 5-0 Roll Call vote.

**13. Consider & take action on claims in the amount of \$438,552.19**

Motion made by Alderperson Lawson, Seconded by Alderperson Finkler to approve the Claims in the amount of \$438,552.19. Voting Yea: Alderperson Finkler, Alderperson Lawson, Alderperson Reid, Council President Roelke, and Alderperson Rostad. Motion carried on a 5-0 Roll Call vote.

**Report of City Officers – City Clerk, City Administrator, Mayor**

Clerk Caine publicly thanked the Election Inspectors for their hard work and dedication during the November 5th General election and the weeks preceding it. She also thanked all of the staff and city departments who assisted in the preparations and on election day. She shared the election results which included: 266 Newly Registered Voters, a total of 1751 Absentee Ballots requested, and total number of ballots cast in the City of Columbus as 3,194, which was an 89.44% turnout!

Amundson also congratulated Clerk Caine and the staff on a job well done on election day.

Mayor Hammer also thanked Caine and the Election Inspectors for their efforts on election day, and shared it was a great experience. He also wished everyone a very Happy Thanksgiving!

**Adjourn**

Motion made by Alderperson Finkler, Seconded by Alderperson Rostad to adjourn at 7:15 pm. Voting Yea: Alderperson Finkler, Alderperson Lawson, Alderperson Reid, Council President Roelke, Alderperson Rostad. Motion carried by unanimous voice vote.

\*A quorum of city committees and/or commissions may be present at this meeting. No action will be taken or considered by those committees and/or commissions.



## Committee of the Whole Meeting Minutes

Tuesday, November 19, 2024 at 6:40 PM

Columbus City Hall – 105 N. Dickason Boulevard

### Roll Call

Council President Amy Roelke called the meeting to order at 7:15pm. The following members were present: Council President Amy Roelke, Mayor Joe Hammer, Alderperson Trina Reid, Alderperson Michael Lawson, Alderperson Ryan Rostad, and Alderperson Molly Finkler.

### ABSENT

Alderperson Sarah Motiff was excused.

### Notice of Open Meeting

Noted as posted.

### Approval of Agenda

Motion made by Alderperson Rostad, Seconded by Alderperson Finkler to approve the agenda minus the Pledge of Allegiance printed on the original agenda.

Voting Yea: Council President Roelke, Mayor Hammer, Alderperson Reid, Alderperson Lawson, Alderperson Rostad, and Alderperson Finkler. Motion carried on a voice vote.

**Department Reports for File** included Fire (09/2024, 10/2024), Library (10/2024), Lifestar (08/2024, 09/2024, 10/2024), Police (10/2024).

### Public Comment

Resident Kelly Crombie shared that Columbus is a full-service community and as such, shared his support of Council considering what the City's needs are with stormwater utility, going into the future. He feels the last referendum discussion regarding stormwater was confusing to residents. Stormwater is an issue across the city.

### New Business

#### 2. Discussion and consideration of the 2025 Dodge County Humane Society Contract

Clerk Caine shared the details in the 2025 Dodge County Humane Society Contract presented. The annual fee has a \$300 increase over the 2024 contract, and a \$50 increase per animal in excess of five per year. After a brief discussion regarding choosing the lump sum payment of \$1,800 which covers up to five animals, and having the city approve any animals before they are accepted, Committee members agreed to move forward to the December 3, 2024, regular Council meeting agenda.

#### 3. Discussion and consideration of Permitting Module by Civic Plus

CED Director Kornmann shared the details of the permitting module available through the City's current website software company, CivicPlus. This feature would allow residents and contractors the ability to submit their permit applications, plans and payments directly through our website, sending the information to staff for review. Property owners and contractors could also log in and track their permit status, as well. Customization of specific features is allowed. Additional costs could be absorbed through our fee schedule. Committee members agreed to move forward to the December 3, 2024, regular Council meeting agenda.

#### **4. Discussion and Consideration of Proposal from Caselle for Cloud Based Upgrade to Financial Software**

Administrator Amundson shared that the city is currently paying for two separate licenses, one for the city, and one for Utilities for the financial software. Combining the licenses into one would allow both entities to work within one financial system. There is an annual fee for the Cloud based system, but combining the licenses would give us a decrease in our total cost. It would also allow us to be more efficient utilizing our staff within the Financial Department. Committee members agreed to move forward to the December 3, 2024, regular Council meeting agenda.

#### **5. Discussion and consideration regarding posting city buildings prohibiting firearms**

Amundson reminded members that state law was updated in 2012 with the addition of conceal carry. Initially, the City of Columbus adopted State law, and then after subsequent discussions it was decided not to post our buildings. Alder Reid questioned the wording in our current ordinance regarding written notification. Attorney Johnson explained the history and background of how the city arrived at the decision not to post the buildings. Alder Lawson shared that there are specific directions for signage. He also asked how to move forward with allowing a Gun Show in the Pavilion as an event. Johnson stated you could decide to post the buildings, then issue a waiver for an event. There was further discussion by members as to whether or not to add signage to the city's buildings. Committee members agreed to move forward to the December 3, 2024, regular Council meeting agenda.

#### **6. Discussion of potential 2025 Stormwater Referendum question for the Spring Election ballot.**

Amundson led the discussion with committee members reminding them that there is a hard deadline of January 21, 2025, to have everything ready for the Spring Election ballot and submitted to county for print. If this is something council is wanting to move forward on, staff needs to start preparing the formal process. Engineer Leitha shared that 100 plus Stormwater referenda have gone to ballot in the state. Committee would like to see the last referendum language. Alder Lawson suggested that showing residents, in particular anyone who questioned how the project would be funded, would be important to invite to the discussion this time.

Alder Rostad asked if the school district is planning anything for spring. Amundson said he would follow up with the Superintendent and let members know. Amundson will bring back the former language and staff suggestion(s) for wording at a future Committee of the Whole meeting. A reminder that a Stormwater referendum will establish dedicated funds for stormwater utility. An Operational referendum does not allow for dedicated funding. There are nineteen priority projects which could be addressed over a five-to-ten-year timeline with successful passage of a Stormwater Utility referendum. Attorney Johnson read the last referendum question to members.

#### **Adjourn**

Motion made by Alderperson Finkler, Seconded by Alderperson Lawson to adjourn at 7:59pm.  
Voting Yea: Council President Roelke, Mayor Hammer, Alderperson Reid, Alderperson Lawson, Alderperson Rostad, and Alderperson Finkler. Motion carried on a voice vote.

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## Common Council Workshop Minutes

Tuesday, November 19, 2024 at 7:00 PM

Columbus City Hall – 105 N. Dickason Boulevard

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### Roll Call

Mayor Hammer called the Council Workshop to order at 8:05pm. The following members were present: Alderperson Molly Finkler, Mayor Joe Hammer, Alderperson Michael Lawson, Alderperson Trina Reid, Council President Amy Roelke and Alderperson Ryan Rostad.

### ABSENT

Alderperson Sarah Motiff was excused.

Council Members held a workshop format discussion regarding Tower Drive development, the 2025 - 2027 Strategic Plan, and the current city organization structure.

### Adjourn

Motion made by Alderperson Finkler, Seconded by Alderperson Lawson to adjourn at 9:20pm. Voting Yea: Alderperson Finkler, Mayor Hammer, Alderperson Lawson, Alderperson Reid, Council President Roelke, and Alderperson Rostad. Motion carried on a voice vote.

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City of Columbus 105 N Dickason Blvd, Columbus WI 53925 920.623.5900 920.623.5901 (fax)

## STREET CLOSING APPLICATION

Name of Organization Applying for permit:

Contact Information:

Name: Recreation Department, Amy Jo Meyers

Address 161 N Dickason Blvd

Phone 920.623.5936 email ameyers@columbuswi.gov

**\*\*please provide a certificate of insurance for the event**

Date(s) and time(s) of street closing:

12.14.2024 \_\_\_\_\_ am 4 pm

12.14.2024 \_\_\_\_\_ am 8 pm

Name of street(s) and description of area to be closed:

See attached

Purpose for street closing:

Holiday parade

**\*Attach a map showing area of the requested street closure.**

### ITEMS REQUESTED:

Barricades	_____ No <u>X</u> Yes	<u>6 lg + 14 small for parking stall</u> number needed
Trash Barrels	_____ No <u>X</u> Yes	<u>6</u> number needed
Picnic Tables	<u>X</u> _____ No _____ Yes	_____ number needed
with umbrellas	_____ No _____ Yes	_____ number needed (15 maximum)
Fencing	<u>X</u> _____ No _____ Yes	_____ number of sections (3 12' sections)

additional fencing options available—see reverse

**IT IS THE APPLICANT'S RESPONSIBILITY TO CONTACT  
DEPT OF PUBLIC WORKS THREE DAYS PRIOR TO EVENT  
AT 920.623.5908 TO MAKE ARRANGEMENTS FOR ITEMS REQUESTED**

Amy Meyers  
Applicant Signature

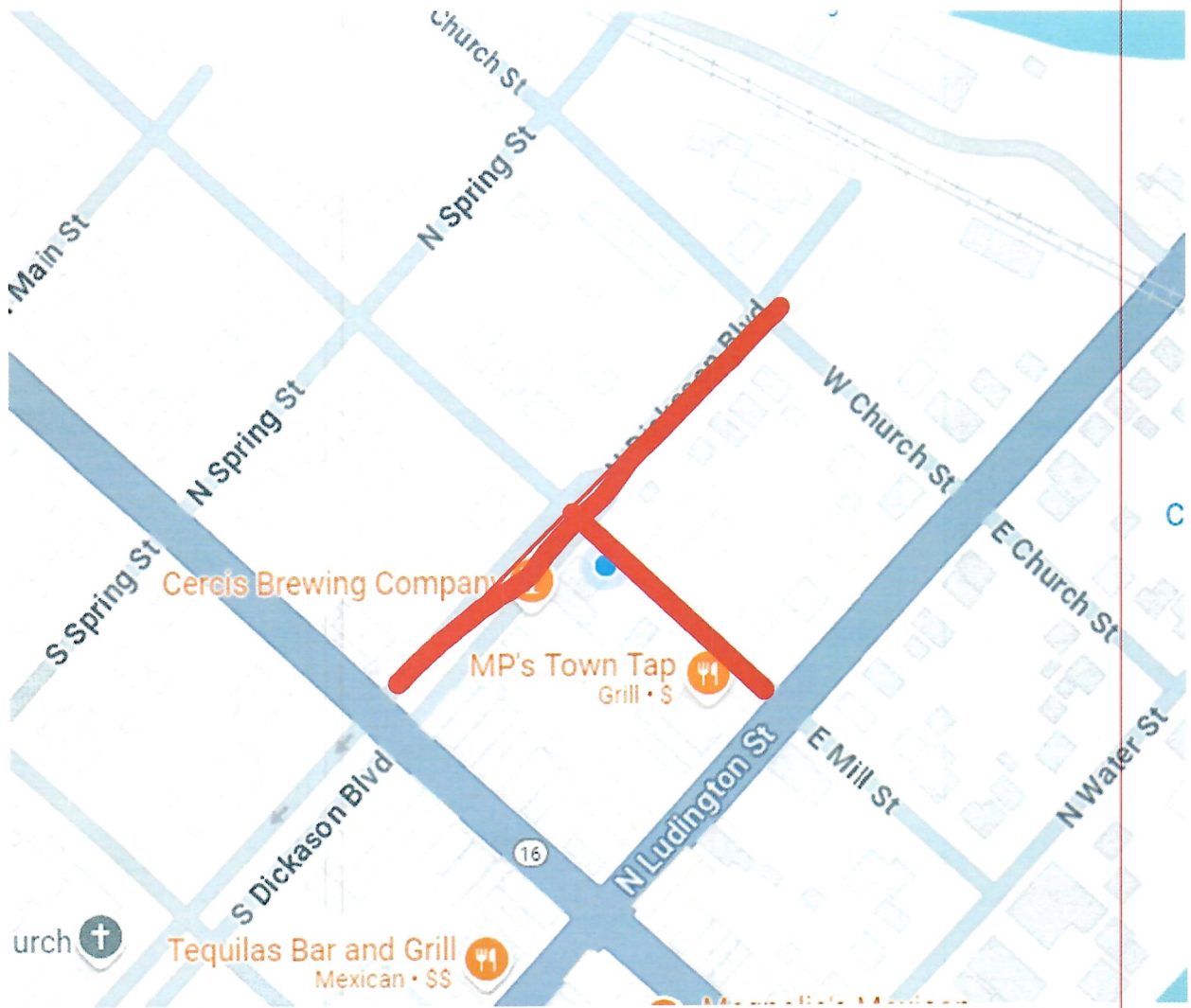
11.22.2024

Date

\_\_\_\_\_  
Initials/date received in clerk's office

Council Action \_\_\_\_\_

Date of Action \_\_\_\_\_



December 14, 2024

161 N Dickason Building is the meeting place for float participants, they will line up on N Dickason Blvd and turn onto W Mill towards Ludington where the parade begins.

Floats will be situated on N. Dickason, South of West Mill and will turn from W Mill to Ludington for the parade.

We need the corner of W Mill, and 161 N Dickason Blvd. closed to Ludington Street from 4pm – 8pm.

Street closing from Church and N Dickason all the way to the Community Center at 125 N Dickason to allow parking for Cercis customers who can park from the Community Center towards city hall and they can also utilize the Community Center parking Lot.

## RESOLUTION NO. 13-24

RESOLUTION AUTHORIZING THE ISSUANCE AND SALE  
OF \$4,990,000 GENERAL OBLIGATION PROMISSORY  
NOTES, SERIES 2024A

WHEREAS, on October 29, 2024, the Common Council of the City of Columbus, Columbia and Dodge Counties, Wisconsin (the "City") adopted a resolution (the "Set Sale Resolution"), providing for the sale of General Obligation Promissory Notes, Series 2024A (the "Notes") for public purposes, including paying the cost of (a) storm water project costs in Tax Incremental District No. 7 and (b) 2024 or 2025 capital projects, such as street improvements, building and grounds projects, sewer projects, storm water projects and acquiring municipal equipment (collectively, the "Project");

WHEREAS, the Common Council hereby finds and determines that the Project is within the City's power to undertake and therefore serves a "public purpose" as that term is defined in Section 67.04(1)(b), Wisconsin Statutes;

WHEREAS, the City is authorized by the provisions of Section 67.12(12), Wisconsin Statutes, to borrow money and issue general obligation promissory notes for such public purposes;

WHEREAS, pursuant to the Set Sale Resolution, the City has directed Ehlers & Associates, Inc. ("Ehlers") to take the steps necessary to sell the Notes to pay the cost of the Project;

WHEREAS, Ehlers, in consultation with the officials of the City, prepared a Notice of Sale (a copy of which is attached hereto as Exhibit A and incorporated herein by this reference) setting forth the details of and the bid requirements for the Notes and indicating that the Notes would be offered for public sale on December 3, 2024;

WHEREAS, the City Clerk (in consultation with Ehlers) caused a form of notice of the sale to be published and/or announced and caused the Notice of Sale to be distributed to potential bidders offering the Notes for public sale on December 3, 2024;

WHEREAS, the City has duly received bids for the Notes as described on the Bid Tabulation attached hereto as Exhibit B and incorporated herein by this reference (the "Bid Tabulation"); and

WHEREAS, it has been determined that the bid proposal (the "Proposal") submitted by the financial institution listed first on the Bid Tabulation fully complies with the bid requirements set forth in the Notice of Sale and is deemed to be the most advantageous to the City. Ehlers has recommended that the City accept the Proposal. A copy of said Proposal submitted by such institution (the "Purchaser") is attached hereto as Exhibit C and incorporated herein by this reference.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City that:

Section 1. Ratification of the Notice of Sale and Offering Materials. The Common Council hereby ratifies and approves the details of the Notes set forth in Exhibit A attached hereto as and for the details of the Notes. The Notice of Sale and any other offering materials prepared and circulated by Ehlers are hereby ratified and approved in all respects. All actions taken by officers of the City and Ehlers in connection with the preparation and distribution of the Notice of Sale, and any other offering materials are hereby ratified and approved in all respects.

Section 1A. Authorization and Award of the Notes. For the purpose of paying the cost of the Project, there shall be borrowed pursuant to Section 67.12(12), Wisconsin Statutes, the principal sum of FOUR MILLION NINE HUNDRED NINETY THOUSAND DOLLARS (\$4,990,000) from the Purchaser in accordance with the terms and conditions of the Proposal. The Proposal of the Purchaser offering to purchase the Notes for the sum set forth on the Proposal, plus accrued interest to the date of delivery, resulting in a true interest cost as set forth on the Proposal, is hereby accepted. The Mayor and City Clerk or other appropriate officers of the City are authorized and directed to execute an acceptance of the Proposal on behalf of the City. The good faith deposit of the Purchaser shall be applied in accordance with the Notice of Sale, and any good faith deposits submitted by unsuccessful bidders shall be promptly returned. The Notes shall bear interest at the rates set forth on the Proposal.

Section 2. Terms of the Notes. The Notes shall be designated "General Obligation Promissory Notes, Series 2024A"; shall be issued in the aggregate principal amount of \$4,990,000; shall be dated December 19, 2024; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and shall bear interest at the rates per annum and mature on April 1 of each year, in the years and principal amounts as set forth on the Pricing Summary attached hereto as Exhibit D-1 and incorporated herein by this reference. Interest shall be payable semi-annually on April 1 and October 1 of each year commencing on April 1, 2025. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The schedule of principal and interest payments due on the Notes is set forth on the Debt Service Schedule attached hereto as Exhibit D-2 and incorporated herein by this reference (the "Schedule").

Section 3. Redemption Provisions. The Notes maturing on April 1, 2033 and thereafter shall be subject to redemption prior to maturity, at the option of the City, on April 1, 2032 or on any date thereafter. Said Notes shall be redeemable as a whole or in part, and if in part, from maturities selected by the City, and within each maturity by lot, at the principal amount thereof, plus accrued interest to the date of redemption.

[The Proposal specifies that [some of] the Notes shall be subject to mandatory redemption. The terms of such mandatory redemption are set forth on an attachment hereto as Exhibit MRP and incorporated herein by this reference. Upon the optional redemption of any of the Notes subject to mandatory redemption, the principal amount of such Notes so redeemed shall be credited against the mandatory redemption payments established in Exhibit MRP for such Notes in such manner as the City shall direct.]

Section 4. Form of the Notes. The Notes shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit E and incorporated herein by this reference.

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Notes as the same becomes due, the full faith, credit and resources of the City are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the City a direct annual irrepealable tax in the years 2025 through 2043 for the payments due in the years 2025 through 2044 in the amounts set forth on the Schedule. The amount of tax levied in the year 2025 shall be the total amount of debt service due on the Notes in the years 2025 and 2026; provided that the amount of such tax carried onto the tax rolls shall be abated by any amounts appropriated pursuant to subsection (D) below which are applied to payment of principal of or interest on the Notes in the year 2025.

(B) Tax Collection. So long as any part of the principal of or interest on the Notes remains unpaid, the City shall be and continue without power to repeal such levy or obstruct the collection of said tax until all such payments have been made or provided for. After the issuance of the Notes, said tax shall be, from year to year, carried onto the tax roll of the City and collected in addition to all other taxes and in the same manner and at the same time as other taxes of the City for said years are collected, except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt Service Fund Account created below.

(C) Additional Funds. If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said Notes when due, the requisite amounts shall be paid from other funds of the City then available, which sums shall be replaced upon the collection of the taxes herein levied.

(D) Appropriation. The City hereby appropriates from taxes levied in anticipation of the issuance of the Notes, proceeds of the Notes or other funds of the City on hand a sum sufficient to be irrevocably deposited in the segregated Debt Service Fund Account created below and used to pay debt service on the Notes coming due in 2025 as set forth on the Schedule.

Section 6. Segregated Debt Service Fund Account.

(A) Creation and Deposits. There shall be and there hereby is established in the treasury of the City, if one has not already been created, a debt service fund, separate and distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Debt service or sinking funds established for obligations previously issued by the City may be considered as separate and distinct accounts within the debt service fund.

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for General Obligation Promissory Notes, Series

2024A, dated December 19, 2024" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Notes is fully paid or otherwise extinguished. There shall be deposited into the Debt Service Fund Account (i) all accrued interest received by the City at the time of delivery of and payment for the Notes; (ii) any premium which may be received by the City above the par value of the Notes and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Notes when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Notes when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

(B) Use and Investment. No money shall be withdrawn from the Debt Service Fund Account and appropriated for any purpose other than the payment of principal of and interest on the Notes until all such principal and interest has been paid in full and the Notes canceled; provided (i) the funds to provide for each payment of principal of and interest on the Notes prior to the scheduled receipt of taxes from the next succeeding tax collection may be invested in direct obligations of the United States of America maturing in time to make such payments when they are due or in other investments permitted by law; and (ii) any funds over and above the amount of such principal and interest payments on the Notes may be used to reduce the next succeeding tax levy, or may, at the option of the City, be invested by purchasing the Notes as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes ("Permitted Investments"), which investments shall continue to be a part of the Debt Service Fund Account. Any investment of the Debt Service Fund Account shall at all times conform with the provisions of the Internal Revenue Code of 1986, as amended (the "Code") and any applicable Treasury Regulations (the "Regulations").

(C) Remaining Monies. When all of the Notes have been paid in full and canceled, and all Permitted Investments disposed of, any money remaining in the Debt Service Fund Account shall be transferred and deposited in the general fund of the City, unless the Common Council directs otherwise.

Section 7. Proceeds of the Notes; Segregated Borrowed Money Fund. The proceeds of the Notes (the "Note Proceeds") (other than any premium and accrued interest which must be paid at the time of the delivery of the Notes into the Debt Service Fund Account created above) shall be deposited into a special fund (the "Borrowed Money Fund") separate and distinct from all other funds of the City and disbursed solely for the purpose or purposes for which borrowed. Monies in the Borrowed Money Fund may be temporarily invested in Permitted Investments. Any monies, including any income from Permitted Investments, remaining in the Borrowed Money Fund after the purpose or purposes for which the Notes have been issued have been accomplished, and, at any time, any monies as are not needed and which obviously thereafter cannot be needed for such purpose(s) shall be deposited in the Debt Service Fund Account.

Section 8. No Arbitrage. All investments made pursuant to this Resolution shall be Permitted Investments, but no such investment shall be made in such a manner as would cause the Notes to be "arbitrage bonds" within the meaning of Section 148 of the Code or the Regulations and an officer of the City, charged with the responsibility for issuing the Notes, shall

certify as to facts, estimates, circumstances and reasonable expectations in existence on the date of delivery of the Notes to the Purchaser which will permit the conclusion that the Notes are not "arbitrage bonds," within the meaning of the Code or Regulations.

Section 9. Compliance with Federal Tax Laws. (a) The City represents and covenants that the projects financed by the Notes and the ownership, management and use of the projects will not cause the Notes to be "private activity bonds" within the meaning of Section 141 of the Code. The City further covenants that it shall comply with the provisions of the Code to the extent necessary to maintain the tax-exempt status of the interest on the Notes including, if applicable, the rebate requirements of Section 148(f) of the Code. The City further covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of the Notes) if taking, permitting or omitting to take such action would cause any of the Notes to be an arbitrage bond or a private activity bond within the meaning of the Code or would otherwise cause interest on the Notes to be included in the gross income of the recipients thereof for federal income tax purposes. The City Clerk or other officer of the City charged with the responsibility of issuing the Notes shall provide an appropriate certificate of the City certifying that the City can and covenanting that it will comply with the provisions of the Code and Regulations.

(b) The City also covenants to use its best efforts to meet the requirements and restrictions of any different or additional federal legislation which may be made applicable to the Notes provided that in meeting such requirements the City will do so only to the extent consistent with the proceedings authorizing the Notes and the laws of the State of Wisconsin and to the extent that there is a reasonable period of time in which to comply.

Section 10. Designation as Qualified Tax-Exempt Obligations. The Notes are hereby designated as "qualified tax-exempt obligations" for purposes of Section 265 of the Code, relating to the ability of financial institutions to deduct from income for federal income tax purposes, interest expense that is allocable to carrying and acquiring tax-exempt obligations.

Section 11. Execution of the Notes; Closing; Professional Services. The Notes shall be issued in printed form, executed on behalf of the City by the manual or facsimile signatures of the Mayor and City Clerk, authenticated, if required, by the Fiscal Agent (defined below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to the Purchaser upon payment to the City of the purchase price thereof, plus accrued interest to the date of delivery (the "Closing"). The facsimile signature of either of the officers executing the Notes may be imprinted on the Notes in lieu of the manual signature of the officer but, unless the City has contracted with a fiscal agent to authenticate the Notes, at least one of the signatures appearing on each Note shall be a manual signature. In the event that either of the officers whose signatures appear on the Notes shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers are hereby authorized and directed to do all acts and execute and deliver the Notes and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The City hereby authorizes the officers and agents of the City to enter into, on its behalf, agreements and contracts in conjunction with the Notes, including but not limited to agreements and contracts for

legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Notes is hereby ratified and approved in all respects.

Section 12. Payment of the Notes; Fiscal Agent. The principal of and interest on the Notes shall be paid by Bond Trust Services Corporation, Roseville, Minnesota, which is hereby appointed as the City's registrar and fiscal agent pursuant to the provisions of Section 67.10(2), Wisconsin Statutes (the "Fiscal Agent"). The City hereby authorizes the Mayor and City Clerk or other appropriate officers of the City to enter into a Fiscal Agency Agreement between the City and the Fiscal Agent. Such contract may provide, among other things, for the performance by the Fiscal Agent of the functions listed in Wis. Stats. Sec. 67.10(2)(a) to (j), where applicable, with respect to the Notes.

Section 13. Persons Treated as Owners; Transfer of Notes. The City shall cause books for the registration and for the transfer of the Notes to be kept by the Fiscal Agent. The person in whose name any Note shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Note shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Note to the extent of the sum or sums so paid.

Any Note may be transferred by the registered owner thereof by surrender of the Note at the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the Mayor and City Clerk shall execute and deliver in the name of the transferee or transferees a new Note or Notes of a like aggregate principal amount, series and maturity and the Fiscal Agent shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Fiscal Agent shall cancel any Note surrendered for transfer.

The City shall cooperate in any such transfer, and the Mayor and City Clerk are authorized to execute any new Note or Notes necessary to effect any such transfer.

Section 14. Record Date. The 15th day of the calendar month next preceding each interest payment date shall be the record date for the Notes (the "Record Date"). Payment of interest on the Notes on any interest payment date shall be made to the registered owners of the Notes as they appear on the registration book of the City at the close of business on the Record Date.

Section 15. Utilization of The Depository Trust Company Book-Entry-Only System. In order to make the Notes eligible for the services provided by The Depository Trust Company, New York, New York ("DTC"), the City agrees to the applicable provisions set forth in the Blanket Issuer Letter of Representations, which the City Clerk or other authorized representative of the City is authorized and directed to execute and deliver to DTC on behalf of the City to the extent an effective Blanket Issuer Letter of Representations is not presently on file in the City Clerk's office.

Section 16. Payment of Issuance Expenses. The City authorizes the Purchaser to forward the amount of the proceeds of the Notes allocable to the payment of issuance expenses

to a financial institution selected by Ehlers at Closing for further distribution as directed by Ehlers.

Section 17. Official Statement. The Common Council hereby approves the Preliminary Official Statement with respect to the Notes and deems the Preliminary Official Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by officers of the City in connection with the preparation of such Preliminary Official Statement and any addenda to it or final Official Statement are hereby ratified and approved. In connection with the Closing, the appropriate City official shall certify the Preliminary Official Statement and any addenda or final Official Statement. The City Clerk shall cause copies of the Preliminary Official Statement and any addenda or final Official Statement to be distributed to the Purchaser.

Section 18. Undertaking to Provide Continuing Disclosure. The City hereby covenants and agrees, for the benefit of the owners of the Notes, to enter into a written undertaking (the "Undertaking") if required by the Rule to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be enforceable by the owners of the Notes or by the Purchaser on behalf of such owners (provided that the rights of the owners and the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific performance of the obligations thereunder and any failure by the City to comply with the provisions of the Undertaking shall not be an event of default with respect to the Notes).

To the extent required under the Rule, the Mayor and City Clerk, or other officer of the City charged with the responsibility for issuing the Notes, shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and terms of the City's Undertaking.

Section 19. Record Book. The City Clerk shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Notes in the Record Book.

Section 20. Bond Insurance. If the Purchaser determines to obtain municipal bond insurance with respect to the Notes, the officers of the City are authorized to take all actions necessary to obtain such municipal bond insurance. The Mayor and City Clerk are authorized to agree to such additional provisions as the bond insurer may reasonably request and which are acceptable to the Mayor and City Clerk including provisions regarding restrictions on investment of Note proceeds, the payment procedure under the municipal bond insurance policy, the rights of the bond insurer in the event of default and payment of the Notes by the bond insurer and notices to be given to the bond insurer. In addition, any reference required by the bond insurer to the municipal bond insurance policy shall be made in the form of Note provided herein.

Section 21. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the Common Council or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted, approved and recorded December 3, 2024.

\_\_\_\_\_  
Joe Hammer  
Mayor

ATTEST:

\_\_\_\_\_  
Susan L. Caine  
City Clerk

(SEAL)

EXHIBIT A

Notice of Sale

To be provided by Ehlers & Associates, Inc. and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT B

Bid Tabulation

To be provided by Ehlers & Associates, Inc. and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT C

Winning Bid

To be provided by Ehlers & Associates, Inc. and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT D-1

Pricing Summary

To be provided by Ehlers & Associates, Inc. and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT D-2

Debt Service Schedule and Irrepealable Tax Levies

To be provided by Ehlers & Associates, Inc. and incorporated into the Resolution.

(See Attached)

DRAFT

# [EXHIBIT MRP

## Mandatory Redemption Provision

The Notes due on April 1, \_\_\_\_, \_\_\_\_ and \_\_\_\_ (the "Term Bonds") are subject to mandatory redemption prior to maturity by lot (as selected by the Depository) at a redemption price equal to One Hundred Percent (100%) of the principal amount to be redeemed plus accrued interest to the date of redemption, from debt service fund deposits which are required to be made in amounts sufficient to redeem on April 1 of each year the respective amount of Term Bonds specified below:

### For the Term Bonds Maturing on April 1, \_\_\_\_

<u>Redemption Date</u>	<u>Amount</u>
____	\$ ____
____	____
____	____ (maturity)

### For the Term Bonds Maturing on April 1, \_\_\_\_

<u>Redemption Date</u>	<u>Amount</u>
____	\$ ____
____	____
____	____ (maturity)

### For the Term Bonds Maturing on April 1, \_\_\_\_

<u>Redemption Date</u>	<u>Amount</u>
____	\$ ____
____	____
____	____ (maturity)

### For the Term Bonds Maturing on April 1, \_\_\_\_

<u>Redemption Date</u>	<u>Amount</u>
____	\$ ____
____	____
____	____ (maturity)]

## EXHIBIT E

(Form of Note)

REGISTERED UNITED STATES OF AMERICA  
 STATE OF WISCONSIN DOLLARS  
 COLUMBIA AND DODGE COUNTIES  
 NO. R-\_\_\_\_ CITY OF COLUMBUS \$\_\_\_\_\_  
 GENERAL OBLIGATION PROMISSORY NOTE, SERIES 2024A

MATURITY DATE: ORIGINAL DATE OF ISSUE: INTEREST RATE: CUSIP:  
 April 1, \_\_\_\_\_ December 19, 2024 \_\_\_\_\_% \_\_\_\_\_

DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO.

PRINCIPAL AMOUNT: \_\_\_\_\_ THOUSAND DOLLARS  
 (\$\_\_\_\_\_)

FOR VALUE RECEIVED, the City of Columbus, Columbia and Dodge Counties, Wisconsin (the "City"), hereby acknowledges itself to owe and promises to pay to the Depository or its Nominee Name (the "Depository") identified above (or to registered assigns), on the maturity date identified above, the principal amount identified above, and to pay interest thereon at the rate of interest per annum identified above, all subject to the provisions set forth herein regarding redemption prior to maturity. Interest shall be payable semi-annually on April 1 and October 1 of each year commencing on April 1, 2025 until the aforesaid principal amount is paid in full. Both the principal of and interest on this Note are payable to the registered owner in lawful money of the United States. Interest payable on any interest payment date shall be paid by wire transfer to the Depository in whose name this Note is registered on the Bond Register maintained by Bond Trust Services Corporation, Roseville, Minnesota (the "Fiscal Agent") or any successor thereto at the close of business on the 15th day of the calendar month next preceding each interest payment date (the "Record Date"). This Note is payable as to principal upon presentation and surrender hereof at the office of the Fiscal Agent.

For the prompt payment of this Note together with interest hereon as aforesaid and for the levy of taxes sufficient for that purpose, the full faith, credit and resources of the City are hereby irrevocably pledged.

This Note is one of an issue of Notes aggregating the principal amount of \$\_\_\_\_\_, all of which are of like tenor, except as to denomination, interest rate, maturity date and redemption provision, issued by the City pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, for public purposes, including paying the cost of (a) storm water project costs in Tax Incremental District No. 7 and (b) 2024 or 2025 capital projects, such as street improvements, building and grounds projects, sewer projects, storm water projects and acquiring municipal equipment, as

authorized by a resolution adopted on December 3, 2024 (the "Resolution"). Said Resolution is recorded in the official minutes of the Common Council for said date.

The Notes maturing on April 1, 2033 and thereafter are subject to redemption prior to maturity, at the option of the City, on April 1, 2032 or on any date thereafter. Said Notes are redeemable as a whole or in part, and if in part, from maturities selected by the City, and within each maturity by lot (as selected by the Depository), at the principal amount thereof, plus accrued interest to the date of redemption.

【The Notes maturing in the years \_\_\_\_\_ are subject to mandatory redemption by lot as provided in the Resolution referred to above, at the redemption price of par plus accrued interest to the date of redemption and without premium.】

In the event the Notes are redeemed prior to maturity, as long as the Notes are in book-entry-only form, official notice of the redemption will be given by mailing a notice by registered or certified mail, overnight express delivery, facsimile transmission, electronic transmission or in any other manner required by the Depository, to the Depository not less than thirty (30) days nor more than sixty (60) days prior to the redemption date. If less than all of the Notes of a maturity are to be called for redemption, the Notes of such maturity to be redeemed will be selected by lot. Such notice will include but not be limited to the following: the designation, date and maturities of the Notes called for redemption, CUSIP numbers, and the date of redemption. Any notice provided as described herein shall be conclusively presumed to have been duly given, whether or not the registered owner receives the notice. The Notes shall cease to bear interest on the specified redemption date provided that federal or other immediately available funds sufficient for such redemption are on deposit at the office of the Depository at that time. Upon such deposit of funds for redemption the Notes shall no longer be deemed to be outstanding.

It is hereby certified and recited that all conditions, things and acts required by law to exist or to be done prior to and in connection with the issuance of this Note have been done, have existed and have been performed in due form and time; that the aggregate indebtedness of the City, including this Note and others issued simultaneously herewith, does not exceed any limitation imposed by law or the Constitution of the State of Wisconsin; and that a direct annual irrepealable tax has been levied sufficient to pay this Note, together with the interest thereon, when and as payable.

This Note has been designated by the Common Council as a "qualified tax-exempt obligation" pursuant to the provisions of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

This Note is transferable only upon the books of the City kept for that purpose at the office of the Fiscal Agent, only in the event that the Depository does not continue to act as depository for the Notes, and the City appoints another depository, upon surrender of the Note to the Fiscal Agent, by the registered owner in person or his duly authorized attorney, together with a written instrument of transfer (which may be endorsed hereon) satisfactory to the Fiscal Agent duly executed by the registered owner or his duly authorized attorney. Thereupon a new fully

registered Note in the same aggregate principal amount shall be issued to the new depository in exchange therefor and upon the payment of a charge sufficient to reimburse the City for any tax, fee or other governmental charge required to be paid with respect to such registration. The Fiscal Agent shall not be obliged to make any transfer of the Notes (i) after the Record Date, (ii) during the fifteen (15) calendar days preceding the date of any publication of notice of any proposed redemption of the Notes, or (iii) with respect to any particular Note, after such Note has been called for redemption. The Fiscal Agent and City may treat and consider the Depository in whose name this Note is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal or redemption price hereof and interest due hereon and for all other purposes whatsoever. The Notes are issuable solely as negotiable, fully-registered Notes without coupons in the denomination of \$5,000 or any integral multiple thereof.

This Note shall not be valid or obligatory for any purpose until the Certificate of Authentication hereon shall have been signed by the Fiscal Agent.

No delay or omission on the part of the owner hereof to exercise any right hereunder shall impair such right or be considered as a waiver thereof or as a waiver of or acquiescence in any default hereunder.

IN WITNESS WHEREOF, the City of Columbus, Columbia and Dodge Counties, Wisconsin, by its governing body, has caused this Note to be executed for it and in its name by the manual or facsimile signatures of its duly qualified Mayor and City Clerk; and to be sealed with its official or corporate seal, if any, all as of the original date of issue specified above.

CITY OF COLUMBUS  
COLUMBIA AND DODGE COUNTIES,  
WISCONSIN

By: \_\_\_\_\_  
Joe Hammer  
Mayor

(SEAL)

By: \_\_\_\_\_  
Susan L. Caine  
City Clerk

Date of Authentication: \_\_\_\_\_, \_\_\_\_\_

### CERTIFICATE OF AUTHENTICATION

This Note is one of the Notes of the issue authorized by the within-mentioned Resolution of the City of Columbus, Columbia and Dodge Counties, Wisconsin.

BOND TRUST SERVICES  
CORPORATION,  
ROSEVILLE, MINNESOTA

By \_\_\_\_\_  
Authorized Signatory

DRAFT

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto

\_\_\_\_\_  
(Name and Address of Assignee)

\_\_\_\_\_  
(Social Security or other Identifying Number of Assignee)

the within Note and all rights thereunder and hereby irrevocably constitutes and appoints \_\_\_\_\_, Legal Representative, to transfer said Note on the books kept for registration thereof, with full power of substitution in the premises.

Dated: \_\_\_\_\_

Signature Guaranteed:

\_\_\_\_\_  
(e.g. Bank, Trust Company  
or Securities Firm)

\_\_\_\_\_  
(Depository or Nominee Name)

NOTICE: This signature must correspond with the name of the Depository or Nominee Name as it appears upon the face of the within Note in every particular, without alteration or enlargement or any change whatever.

\_\_\_\_\_  
(Authorized Officer)



## Agenda Item Report

**Meeting Type:** Common Council

**Meeting Date:** December 3, 2024

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**Item Title:** 2025 Dodge County Humane Society Contract

**Submitted By:** Susan L. Caine, Clerk

**Detailed Description of Subject Matter:** The City of Columbus has had an annual contract with the Dodge County Humane Society which in exchange for an annual lump sum payment from the city, we are covered for up to five domestic stray animals, with an additional amount for each animal over five. The Humane Society has been required to seek approval from the city before accepting any animal.

The lump sum fee for 2025 is quoted at \$1,800 for up to five domestic stray animals, and animals in excess of five would be an additional \$450 each. There are other options available for up to 10, 20, or 40 animals.

The approved, signed contract is due back to Dodge County Humane Society by January 1, 2025 to be in effect.

**List all Supporting Documentation Attached:** The cover letter received and 2025 contract are attached.

**Action Requested of Council:** Consideration of approval of the 2025 Dodge County Humane Society Contract.



October 15, 2024

To our Dodge County Municipal and Law Enforcement Partners,

The Dodge County Humane Society remains committed to animal welfare by providing care and shelter to animals throughout Dodge County. Over the past year, DCHS has taken in nearly 300 animals through stray pick-up services and law enforcement seizure. In addition, suitable homes were found for all adoptable animals and over 100 lost pets were reunited with their owners.

Attached please find the stray animal services contract offering for 2025. As we work to encourage municipalities to provide help for more animals, you will notice that the fee per animal decreases as more animals are covered.

Choosing to contract with DCHS benefits your municipality with both time and cost savings. The following are a direct result of the services that we are able to provide:

- Local law officials can be relieved of most of the calls and subsequent duties related to stray animals.
- Area citizens need not be burdened with the health hazards and safety issues related to stray animals.
- Municipalities do not have to house and feed stray animals for five days in order to be in compliance with state statutes.
- Owners of lost pets have a consistent and safe place to contact to reclaim their pet.

As part of this contract, we make the following commitments to you and your municipality:

- We guarantee that all animals will be handled in a humane way.
- We will make shelter staff accessible to you at all times. This will include use of our pager system and also personal cell phone numbers of our Executive Director.
- We agree to be the responsible agency and quarantine facility for all domestic animal bite cases. This includes compliance with all state requirements.
- We agree to assist your officers with any neglect or abuse calls including both domestic animals and livestock.

The Dodge County Humane Society is also happy to work with municipalities that do not feel a contract is right for them. In an effort to provide services for as many animals as possible, we are offering a per animal option. We will accept animals from non-contracted areas at a cost of \$650 per animal, as space permits. This fee helps to offset the costs of any necessary medical care the animal may need.

We appreciate the opportunity to be of service to you and believe that the attached contract accurately summarizes the significant terms of our agreement. The attached contract reflects our best efforts to streamline our services and our strong desire to partner with your municipality. If you agree with the terms as described, please sign the contract and return it to us. If you have any questions, please feel free to contact me.

Kensie Drinkwine, Executive Director  
Dodge County Humane Society



## 2025 STRAY ANIMAL CONTRACT

WHEREAS, the **City of Columbus** desires to enter into a contract ("the Annual Contract") with The Dodge County Humane Society, Inc. for the care of stray and domesticated animals; and

WHEREAS, the Dodge County Humane Society is willing to agree to contract with the **City of Columbus** to provide such services for the term and subject to the terms and conditions described below;

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the **City of Columbus** (hereafter referenced as "the municipality") hereby enters into the following agreement with The Dodge County Humane Society, Inc. (hereafter referenced as "the humane society"), a Wisconsin not-for-profit Corporation, organized under Chapter 181 of the Wisconsin Statutes, without stock, located at N6839 State Road 26, Juneau, WI 53039, for the care of stray and domesticated animals (referenced as "the services").

In consideration for the humane society's agreement to provide the services during the term of this agreement, the municipality shall pay to the Dodge County Humane Society one of the following:

Please choose one of the following contract options:

- ☒ A lump sum of \$1,800. Covers up to 5 domestic stray animals. Animals in excess of 5 will be charged \$450/animal over 5.
- ☐ A lump sum of \$2,900. Covers up to 10 domestic stray animals. Animals in excess of 10 will be charged \$400/animal over 10.
- ☐ A lump sum of \$4,000. Covers up to 20 domestic stray animals. Animals in excess of 20 will be charged \$350/animal over 20.
- ☐ A lump sum of \$5,500. Covers up to 40 domestic stray animals. Animals in excess of 40 will be charged \$250/animal over 40.

Please choose one of the following approval options:

- ☒ Humane society must have approval before accepting any animal. In the event that a municipal representative cannot be reached, **City of Columbus** authorizes the Executive Director of DCHS to act on your behalf in emergency situations.
- ☐ Humane society must have approval for each animal after the contract term has been reached.
- ☐ No pre-approval is needed before accepting animals.

**(Municipality must provide contact list to humane society by January 1, 2025.)**

1. Other Fees and Charges. In addition to the municipality's agreement to pay the sum(s) specified above, the municipality also agrees to pay all other fees and charges that it may incur under the terms of this agreement, including but not limited to pick-up and/or drop-off fees, after-hours drop-off fees, and all charges and fees associated with quarantines as provided in this agreement. All such fees and charges shall be billed to the municipality monthly and will be due and payable to the humane society no later than 15 days after the date of the invoice.
2. Drop-Off and Pick-Up of Animals: Days/Hours, Fees, and Manner of Delivery.
  - a. Normal Hours. On days that are not legal holidays, the humane society agrees to accept stray and domesticated animals during the following hours, which are subject to change upon notice by the humane society:

Monday/Wednesday/Friday	8:00am – 1:00pm
Tuesday/Thursday	8:00am – 7:00pm
Saturday	8:00am – 4:00pm
  - b. Delivery of Animals. The animals must be either (1) brought to the humane society by an agent of the municipality at the humane society's address as listed above; or (2) picked up by humane society staff when staff members are available to respond to requests for pick up, subject to the terms set forth in paragraph 2.c. and 2.d., below.
  - c. Pick-Up Fee Normal Hours. The humane society may, at its sole discretion and if it has staff available, agree to pick up an animal, during the normal hours listed in paragraph 2.a., above, for a fee of \$100. Staff members may not be available to respond to requests for pick up during all of the hours during which the humane society accepts animals by drop off.

- d. After-Hours Pick-Up Fee. The humane society may, at its sole discretion and if it has staff available, agree to accept an animal or to pick up an animal outside of the normal hours listed in paragraph 2.a., above. Any pick-up of an animal outside of the normal hours listed in paragraph 2.a., above, shall constitute an after-hours pick-up and shall be subject to an “after-hours” pick-up fee of \$200. The after-hours pick-up fee shall apply if the pick-up occurs outside of normal hours regardless of whether municipality’s request for an after-hours pick-up was made during normal hours.
- e. Hours for Public Redemption of Strays. The humane society shelter building will be open to the public for stray animal redemption during the following hours, subject to change upon notice:
- |          |                |
|----------|----------------|
| Tuesday  | 12:00 – 7:00pm |
| Thursday | 12:00 – 7:00pm |
| Saturday | 12:00 – 4:00pm |
- f. Drop-Offs by Police Officers. At its sole discretion, the humane society may allow the municipality’s police officers to drop off animals from contracted areas outside normal pick-up and drop-off hours by special arrangement with the humane society, the terms are subject to change on notice at the sole discretion of the humane society.
- g. Canceled Pick-Ups. If an animal is reclaimed by its owner and a request for pick-up is canceled prior to the arrival of humane society staff, there will be no pick-up fee. If a humane society staff member arrives at the designated location to pick up the animal, the appropriate pick-up fee will apply even if the animal has been reclaimed by its owner prior to the staff member’s arrival.
3. Drop-Off and Pick-Up of Animals: Containment. Any stray domestic animal must be contained in some manner so as to be easily approached and apprehended. The humane society may, at its sole discretion, attempt to capture a stray animal that is running at large.
4. Care of Relinquished Animals. Upon acceptance of an animal, the humane society will have sole responsibility for the animal(s) and the sole right to determine the means of its care, relieving the municipality of any further care for the animal(s), subject to the municipality’s responsibility to pay all applicable fees owed under this contract. The humane society will furnish and maintain facilities and equipment adequate for the humane care and treatment of the animals in compliance with Wisconsin laws and regulations concerning the humane treatment of animals. The humane society will use reasonable care to employ competent persons to perform the necessary functions of its shelter.

5. Stray Holding Period. The parties understand that Wisconsin law requires that stray dogs must be held for four (4) days plus the day of impoundment prior to disposition (adoption or euthanasia) and that notice of a stray animal must be provided in the county in which the animal is apprehended. Stray cats will be held for a minimum of four (4) days plus the day of impoundment prior to disposition. The holding period may be waived if a licensed veterinarian determines that an animal is so ill or injured that housing it for the lawful period will only prolong its death.
6. Stray Redemption by Owner. If an animal is redeemed by an owner in accordance with the procedures prescribed by Wisconsin Statutes, the owner will be required to pay any and all expenses incurred and/or fees charged by the humane society, including, but not limited to, veterinary costs and daily boarding fees. If an animal is not rabies vaccinated or licensed, an owner must sign a contract agreeing to have the pet rabies vaccinated and licensed by the deadline stated in the contract. If the municipality requests, and provides the humane society with a fax number, the humane society will fax a copy of the contract to the municipality for follow-up.
7. Records. Upon request, the humane society will submit a record showing the date each animal entered the shelter, where it was originally found, and how and when the animal was disposed of.
8. Bite/Rabies Quarantine; Seizures.
  - a. Known Owner. If an animal that is subject to a bite or rabies quarantine has a known owner, the animal will be held only if space is available at the shelter. The owner will be primarily responsible for daily boarding fees, travel time, charges incurred for veterinary checks on the animal(s), and all other fees and costs for the animal's care, as described in Paragraph 2 of Exhibit A to this agreement; however, if the animal has a known owner and an officer of the municipality requires the animal to be quarantined at the humane society and the owner is unable to pay the daily boarding fees, travel time, charges incurred for veterinary checks, and all other fees and costs associated with the animal's care, the municipality will be responsible for payment of all such fees and charges directly to the humane society.
  - b. Owner Unknown/Unavailable. Animals that must be held for rabies or bite quarantine will be held by the humane society if the owner is unknown or unavailable, and if space is available. In the event the owner is unable to be found or identified, the humane society will request reimbursement from Dodge County for quarantine, travel time, and veterinary expenses pursuant to Wisconsin Statutes Section 95.21(8). Any amount not reimbursed by Dodge County will become the responsibility of the municipality.
  - c. Policies, Fees and Charges. The humane society's current rabies/bite policies and the amounts of fees and charges for quarantine are attached hereto as Exhibit A;

however, all policies are subject to change on notice at the humane society's sole discretion.

- d. Seizures. Animals that are seized by a law enforcement officer can be housed at the humane society if space is available. If the animal has a known owner and an officer of the municipality requires the animal to be quarantined at the humane society, the municipality will be responsible for payment directly to the humane society for the daily boarding fees, travel time, charges incurred for veterinary checks, and all other fees and costs for the animal's care.

#### 9. General Provisions.

- a. Inspection. Any official of any contracted municipality shall have access to the humane society shelter building for the purposes of inspecting the conditions of the shelter. Any such visits shall be conducted during normal staffed hours as listed in paragraph 2a.
- b. Indemnification. Each party agrees to indemnify and save harmless the other from all suits, claims and demands and actions arising out of its own alleged actions or inactions and agrees that it is solely responsible for its own operations, employees and agents.
- c. Effect of Waiver. If the humane society waives any term of this contract at any time, it will not constitute a waiver of the same term for other instances in which it might apply, nor will it constitute a waiver of any of the other provisions of this contract.
- d. Effect of Invalidity of Provision. If any provision in this contract shall be declared invalid, the remaining provisions shall continue in full force and effect.
- e. Entire Agreement. This document contains the entire agreement between the parties and the municipality warrants and represents that there are no statements or representations by any humane society representatives which are contrary to or which would vary or add to the terms of this agreement.
- f. Limited to Stray and domesticated animals. The term "stray and domesticated animals for purposes of this agreement includes dogs, cats, rabbits, hamsters, and domesticated gerbils, mice, rats, certain snakes, and birds. It does not include any other animals, including but not limited to livestock, wild or exotic animals or birds of prey.

- 10. Additional Services. The humane society may, upon request by the municipality, and at the humane society's sole discretion, agree to perform additional or ancillary services or services in extraordinary circumstances beyond those contemplated as within the

normal scope of this agreement. The municipality will pay to the humane society a reasonable or hourly reasonable and customary fee in an amount determined by the humane society as appropriate for additional services under the circumstances of each such request.

11. Term; Binding Effect. The term of this agreement shall be for a period of twelve months, commencing January 1, 2025 and expiring December 31, 2025. Therefore, services provided by the humane society to the municipality will be governed by the terms of this agreement commencing January 1, 2025 and continuing through December 31, 2025. However, this agreement shall be binding upon the parties hereto as soon as it is legally executed by resolution and approved by the municipality and when executed by the humane society.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the dates indicated below:

**City of Columbus**

By: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

By: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

**The Dodge County Humane Society, Inc.**

By: *Kensington Drinkwine* Title: Executive Director Date: 10/15/2024

### **Exhibit A – Rabies/Bite Quarantine Policies, Fees and Charges\***

1. Owned animal up to date on rabies vaccination, not vicious: Not required to be quarantined at a facility; owner can quarantine at home with the following provisions:
  - a. THREE veterinary checks are required: one within 24 hours of bite; a second check thereafter but before 10 days elapse from the date of the bite; and a third on 10<sup>th</sup> day after the bite. The owner is responsible for veterinary charges for all visits.
  - b. The animal must be kept separate from other animals and have minimal human contact. This means no playing in a yard that is not securely fenced, no walking a dog outside the yard, and no playing with other dogs or cats.
  - c. If there are multiple animals in the home, the animal must be kept in a separate room or crated.
  
2. Owned animal not up to date on rabies vaccination, not vicious: Must be quarantined off site (not at the home). If the animal will be quarantined at the humane society. Fee is \$600.00. Owner is responsible for the applicable fees at time of drop off.
  
3. Owned animal considered vicious (whether up to date on rabies or not): Bite euthanasia is an option. Animal will be immediately euthanized and the head sent in to the state for evaluation. Fee is \$900.00. Owner is responsible for the applicable fees at time of drop off.
  
4. Unknown owner: After applicable stray hold period is up, animal will be euthanized. Charges as listed in paragraphs 2a-2d will apply; however, prior to billing the municipality for the charges, the humane society will attempt to bill the county, per state law. If the animal is injured or considered vicious, a veterinarian will be consulted as to whether the four day stray hold can be waived.

\*If state statute or state or local health department directive requires a course of action inconsistent with these policies, they shall be deemed modified to the extent of such statutory or health department directive only, and all remaining portions of these policies, fees and charges shall remain in full force and effect.



## Agenda Item Report

**Meeting Type:** City Council

**Meeting Date:** December 3, 2024

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**Item Title:** Permitting Module by Civic Plus

**Submitted By:** Mike Kornmann, Director of Community and Economic Development

**Detailed Description of Subject Matter:** This module would be an addition to our existing web site to provide a front end online permitting system (for building permits and zoning) and provide a permit management system that would provide better communication and coordination internally between contractors, city utilities, public works, and community development staff. Any applicant/property owner would be able to log in and check the status of their permit in addition to applying and paying online. The module would be a key component in providing better customer service to external and internal customers. The module also includes a mapping component.

The annual cost of the module is \$5,300 with a one-time set up fee of \$2,900. The module would be paid for through an increase in building permit and zoning permit fees. Our fees should reflect our current costs related to development. By covering the cost through development permits, it ties the cost directly to development and not the general taxpayer.

Prices increase January 1, 2025

**List all Supporting Documentation Attached:**

- Civic Plus Permitting Module Contract/Invoice (Permitting, Zoning, GIS)

**Action Requested of Council:** Approval of the Civic Plus contract/invoice.



## Agenda Item Report

**Meeting Type:** City Council

**Meeting Date:** November 19, 2024

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**Item Title:** Permitting Module by Civic Plus

**Submitted By:** Mike Kornmann, Director of Community and Economic Development

**Detailed Description of Subject Matter:** This module would be an addition to our existing web site to provide a front end online permitting system (for building permits and zoning) and provide a permit management system that would provide better communication and coordination internally between contractors, city utilities, public works, and community development staff. Any applicant/property owner would be able to log in and check the status of their permit in addition to applying and paying online. The module would be a key component in providing better customer service to external and internal customers. The module also includes a mapping component.

The annual cost of the module is \$5,300 with a one-time set up fee of \$2,900. The module would be paid for through an increase in building permit and zoning permit fees. Our fees should reflect our current costs related to development. By covering the cost through development permits, it ties the cost directly to development and not the general taxpayer.

Prices increase January 1, 2025

**List all Supporting Documentation Attached:**

- Civic Plus Permitting Module Contract/Invoice (Permitting, Zoning, GIS)

**Action Requested of Council:** Approval of the Civic Plus invoice.

**CivicPlus**

302 South 4th St. Suite 500  
Manhattan, KS 66502  
US

**Quote #:****Date:****Expires On:**

Statement of Work

Q-85966-1

10/16/2024 2:46 PM

12/15/2024

**Client:**

City of Columbus, WI

**Bill To:**

COLUMBUS CITY, WISCONSIN

SALESPERSON	Phone	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Gregg Huggins	(850) 518-2797	ghuggins@civicplus.com		Net 30

## Core Setup

A typical Standard Implementation project takes 8 weeks from Contract execution to Project launch. Please note that actual timelines vary based on size of organization and final scope of services. Optional supplements and addons may increase configuration timeframes.

QTY	PRODUCT NAME	DESCRIPTION	TOTAL
1.00	Community Development Core Setup	Community Development Core Setup	USD 0.00

A typical Standard Permitting module project takes 8 weeks from Contract execution to Project launch. Please note that actual timelines vary based on size of organization and final scope of services. Optional supplements and addons may increase configuration timeframes.

**Common Module Features**

- 40 Pre-Configured Permit Types
- 5 Pre-Configured Contact Types
- 40 Pre-configured Five Step Routings
- 5 Pre-Configured Application Forms
- 20 CivicPlus Configured Fee Types
- 5 Pre-Configured Printable Documents
- 30 Pre-Configured Inspection Types
- 5 Pre-Configured Report Types

**Permitting Standard Module Features**

- Online Application - Allows residents to submit applications directly to the Permitting module via their Citizen Portal. This user-friendly interface enables applicants to complete forms, upload necessary documents, and

## Permitting - Standard Package

track submission by understanding each module record's status in one convenient location.

- Property - Details from the Parcel Management feature are presented within the module record. Users can update the property detail and push changes back to the associated parcel record.
- Structure - Users can record details related to construction type, square footage, living space, foundation, setbacks and utilities.
- Contractors - Contacts can be associated with contractor types which hold details of licensure and insurance coverage.
- Digital Certificates - Users can make a digital certificate record associated with the module record and attached to the parcel, building or suite record within the Parcel Management feature

QTY	PRODUCT NAME	DESCRIPTION	TOTAL
1.00	Community Development Permitting Annual	Community Development Permitting Annual	USD 2,400.00
1.00	Community Development Permitting Setup	Community Development Permitting Setup	USD 1,200.00

A typical Standard Planning and Zoning module project takes 8 weeks from Contract execution to Project completion. Please note that actual timelines vary based on size of organization and final scope of services.

### Common Module Features

- 10 Pre-Configured Project Types
- 5 Pre-Configured Contact Types
- 10 Pre-configured Five Step Routings
- 5 Pre-Configured Application Forms
- 20 CivicPlus Configured Fee Types
- 5 Pre-Configured Printable Documents
- 10 Pre-Configured Inspection Types
- 5 Pre-Configured Report Types

Planning and Zoning - Standard Package

### Planning and Zoning Module Features

- Online Application - Allows residents to submit applications directly to the Planning and Zoning module via their Citizen Portal. This user-friendly interface enables applicants to complete forms, upload necessary documents, and track submission by understanding each module record's status in one convenient location.
- Property - Details from the Parcel Management feature are presented within the module record. Users can update the property detail and push changes back to the associated parcel record.
- Structure - Users can record details related to construction type, square footage, living space, foundation, setbacks and utilities.
- Digital Certificates - Users can make a digital certificate record associated with the module record and attached to the parcel, building or suite record within the Parcel Management feature.

- Associated Parcels - Users can associate parcel records to the planning project which are held in the Parcel Management feature.

QTY	PRODUCT NAME	DESCRIPTION	TOTAL
1.00	Community Development Permitting Annual	Community Development Permitting Annual	USD 2,400.00
1.00	Community Development Permitting Setup	Community Development Permitting Setup	USD 1,200.00

#### Addon Features

QTY	PRODUCT NAME	DESCRIPTION	TOTAL
1.00	Community Development Premium GIS (ESRI) Mapping Integration Annual	Community Development GIS (ESRI) Mapping Integration Annual. This requires the client to provide an ArcGIS restful endpoint for a parcel layer and may provide ArcGIS restful endpoints for up to two additional layers.	USD 500.00
1.00	Community Development Premium GIS (ESRI) Mapping Integration Setup	Community Development GIS (ESRI) Mapping Integration Setup. This requires the client to provide an ArcGIS restful endpoint for a parcel layer and may provide ArcGIS restful endpoints for up to two additional layers.	USD 500.00
1.00	Community Development Pay Annual Fee - Forte	Community Development Pay - Forte	USD 0.00
1.00	Community Development Pay Setup Fee - Forte	Community Development Pay Setup Fee - Forte	USD 0.00

#### CivicPlus Connectors

QTY	PRODUCT NAME	DESCRIPTION	TOTAL
1.00	MunicodeNEXT Connector for Community Development	Community Development Code Library integration with Municode Online Codes	USD 0.00

List Price - Initial Term Total	USD 17,500.00
Total Investment - Initial Term	USD 8,200.00
Annual Recurring Services (Subject to Uplift)	USD 5,300.00

Initial Term	12 Months
Initial Term Invoice Schedule	100% Invoiced upon Signature Date

Renewal Procedure	Automatic 1 year renewal term, unless 60 days notice provided prior to renewal date
Annual Uplift	5% to be applied in year 2

This Statement of Work ("SOW") shall be subject to the terms and conditions of the CivicPlus Master Services Agreement and the applicable Solution and Services terms and conditions located at <https://www.civicplus.help/hc/en-us/p/legal-stuff> (collectively, the "Binding Terms"), By signing this SOW, Client expressly agrees to the terms and conditions of the Binding Terms throughout the term of this SOW.

**Acceptance**

The undersigned has read and agrees to the following Binding Terms, which are incorporated into this SOW, and have caused this SOW to be executed as of the date signed by the Customer which will be the Effective Date:

For CivicPlus Billing Information, please visit <https://www.civicplus.com/verify/>

Authorized Client SignatureCivicPlus

By (please sign):

By (please sign):

Printed Name:

Printed Name:

Title:

Title:

Date:

Date:

Organization Legal Name:

Billing Contact:

Title:

Billing Phone Number:

Billing Email:

Billing Address:

Mailing Address: (If different from above)

PO Number: (Info needed on Invoice (PO or Job#) if required)



## Agenda Item Report

**Meeting Type:** Council

**Meeting Date:** December 3, 2024

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**Item Title:** Proposal from Caselle

**Submitted By:** Matt Amundson, City Administrator

**Detailed Description of Subject Matter:**

One of the biggest opportunities for the City and Utility to gain efficiency is to merge our 2 financial accounting systems into one platform. The City currently pays \$9205 annually and the Utility pays \$6052. In order to combine systems into one platform, we would need to move to a cloud-based system. The proposed cost to do this is \$5502. Once we transition to the cloud-based program, the \$6052 that the Utility pays would be eliminated and we would owe a total of \$14,725.

The breakdown of cost once updated would be \$8,939 (City) and \$5,786 (Utility) by splitting the \$532 in savings between both the City & Utility.

**List all Supporting Documentation Attached:**

Caselle Hosted User Contract

**Action Requested of Council:**

Authorize staff to transition Caselle to the cloud based version of the software.

This Hosted Services Agreement (the “Hosted Agreement”) is between Ontech Systems, Inc., a Wisconsin corporation (“ONTECH”), 11800 W. Park Place, Milwaukee, WI 53224, (262) 522-8560 and “CLIENT”.

**“CLIENT” Organization/DBA: City of Columbus, WI**

**Street: 124 Armstrong Blvd.**

**City: City of Columbus**

**State: WI**

**Zip Code: 53925**

**Phone: 920-623-5900**

**Date: 11/1/24**

**Minimum # of Committed Named User for 36 Months: 5**

**I. Purpose**

The purpose of this Hosted Agreement is to detail the understandings under which ONTECH will provide Hosted IT services (“Services”) to you. Additional Services to be provided will be mutually defined by ONTECH and you based upon your current need. Client desires to hire ONTECH and ONTECH agrees to provide CLIENT with certain Hosted Services within Microsoft Azure Data Centers.

**II. Terms Confidential**

The terms and conditions in this Hosted Agreement, the attachments hereto and Addendums are confidential, and shall not be used or disclosed, in whole or in part, for any purpose other than evaluation within your organization.

**Terms, Conditions and Definitions**

- 1) **General Terms, Exclusions, and Responsibilities.**
  - a) **General Responsibilities; ONTECH** will provide:
    - i) Qualified personnel to perform all activities identified in this Statement of Work.
    - ii) Detailed time reporting and related expense information to support its billings in electronic documentation.
    - iii) Services in a professional manner and abide by the CLIENT's code of business conduct.
    - iv) Recommendations based upon its reasonable opinion, industry standards, and supported by manufacturer information that certain equipment, software or security systems are obsolete, defective or incapable of meeting CLIENT's needs.
  - b) **General Responsibilities: Client** will provide:
    - i) Reliable Internet access. Intermittent dropping of connection will cause approval of reconnection through MFA. For optimum performance, a 100/100 fiber (or higher) internet connection is recommended.
    - ii) ONTECH with remote access to its computer systems and equipment.
    - iii) ONTECH with convenient and timely access to the computer systems and equipment covered under any Services Agreement,
    - iv) ONTECH with adequate workspace and facilities within a reasonable distance of the computer systems and equipment, access to and use of all information, internal resources, and facilities determined necessary by ONTECH to provide Services.
    - v) ONTECH with the results of preliminary diagnostic steps or additional information as requested by ONTECH related to any requested Services.
    - vi) An assigned employee to be a liaison or contact person in order to make communications between both parties effective.
    - vii) ONTECH with any network documentation updates made by CLIENT such as password changes, network reconfigurations that will affect ONTECH ability to support CLIENT network
  - c) **General Responsibilities: Client** will agree:
    - i) To follow ONTECH's recommendations in respect to updates or upgrades of the security systems supporting Client's computer systems and equipment to protect against hacking, malware, and other unauthorized entries into CLIENT's computer systems.
  - d) **Exclusions.** Client understands and agrees that Services required in order to recover from failures and/or incidents caused by any of the following circumstances may not be considered normal maintenance CLIENT further understands and agrees that ONTECH shall have no liability for the failures, incidents or work performed.
    - i) Service made necessary by the alteration or modification of hardware or software other than as authorized or recommended by ONTECH
    - ii) Service made necessary by hardware or software operation problems caused by neglect, malicious activity, or misuse including, without limitation, use of the system(s) for a purpose other than which it was designed, by Client, its employees, or third-party contractors.
    - iii) Service made necessary by failure to follow ONTECH recommendations in regard to equipment, software or security modifications or updates.
    - iv) Service made necessary due to acts of God, damage from fire originating outside of equipment, water, wind, earthquakes, lightning, terrorism, transporting equipment, vandalism, or burglary.
    - v) Service made necessary due to electrical damage caused by electrical wiring at the system location or resulting from electrical surges, sags, or spikes.
    - vi) Service made necessary by bugs or malware released by software installed by 3<sup>rd</sup> parties, adverse effects from CLIENT installing 3<sup>rd</sup> party software updates or CLIENT's industry specific software.
    - vii) Service made necessary by Internet or telephone service provider outages.
    - viii) Service made necessary due to outdated, out of support data backup solution(s) causing loss of data and/or slow data restore times.

**2) Definitions.** The following definitions apply to this Agreement:

**“Addendum”** are attachments to this Agreement that contain the specific scope of services that the Client has requested and ONTECH has agreed to provide in exchange for the payment of fees described therein. An Addendum that has been signed by the parties is incorporated into and subject to the terms of this Agreement.

**“Affiliate”** is any legal entity owned by one of the parties, that owns one of the parties, or is under common ownership with one of the parties.

**“Confidential Information”** is information marked or otherwise identified in writing by a party to this Agreement as proprietary or confidential or that, under the circumstances surrounding the disclosure, ought in good faith to be treated as proprietary or confidential. Confidential Information includes non-public information regarding either party’s products, features, marketing and promotions, and the negotiated terms of our agreements, except as otherwise required by action of law. All beta products are confidential unless accepted in the section regarding Confidential Information later in this Agreement. Confidential information does not include information which: (i) the recipient developed independently; (ii) the recipient knew before receiving it under the relevant agreement; or (iii) is or subsequently becomes publicly available or is received from another source, in both cases other than by a breach of an obligation of confidentiality.

**“Client”** is defined as the company, organization, board, or agency that has signed this Agreement with ONTECH. “Client” also refers to any subdivision or parent of the signatory to this Agreement.

**“Delivery” or “Delivered”** means by hand, U.S. mail properly addressed and bearing adequate postage, courier service, including expedited courier service, or by electronic transmission by email addressed to the party that signed this Agreement at the last known address or email address of the other party.

**“ONTECH”** refers to the Corporation that has agreed to provide Services under this Agreement.

**“You”** means the CLIENT and **“Your”** means the request, facilities or operations of the CLIENT.

**“Receipt”** in the case of hand delivery means actual receipt, in the case of delivery by mail, means the date 3 days after the date of mailing, in the case of electronic mail shall mean the date of transmission, and in all other cases, shall mean the date of actual receipt by the party to which delivery was intended.

**“Services”** are the professional services provided by ONTECH under this Agreement which may include development, product support, or consulting services.

**“Scope of Services”** is the description of the Services to be provided by ONTECH to the CLIENT under the terms of this Agreement and is included in an Addendum entered into by ONTECH and CLIENT.

**“Signed”** means the insertion of an original signature, a scanned original signature, or electronic signature into a Quote or Proposal, an Agreement, Addendum or an Amendment and the delivery of the signed document to the other party by hand, via U.S. mail, by courier service, or by electronic mail (e-mail”).

**“Subscription”** means service, licensing, software, or hosted solutions in which CLIENT pays a monthly, annual, or multi year subscription fee for those products and solutions.

Certain other terms are defined as set forth elsewhere in this Agreement.

**3) Fees.** As compensation for the Hourly Services provided by ONTECH, CLIENT agrees to pay ONTECH the fees and charges for the Services selected by CLIENT under an Hourly Services Addendum entered into by and between ONTECH and CLIENT (together with any sales or use tax that may be applicable). ONTECH reserves the right to raise its hourly fees and charges upon forty-five (45) days written notice of amended terms delivered to CLIENT; provided however fees and charges shall not be increased during the first one year from the date of this Agreement or the date of any subsequent Hourly Services Addendum. CLIENT understands and agrees that the following third-party costs are not covered by the fees set forth in ONTECH Services Agreements and shall be charged by ONTECH to CLIENT:

- Parts, hardware, and software not covered by warranties
- Software licenses, subscription, or upgrade fees
- Manufacturer or vendor support fees, whether by annual contract or per incident
- Consumable materials, such as printer cartridges and removable storage tapes/disks
- Shipping costs

CLIENT shall also pay ONTECH for the one-way travel time between ONTECH's office and the CLIENT's location at one hundred percent (100%) of the applicable rates. Emergency Services rates shall be as agreed upon under an Hourly Services Addendum. There shall be a fifteen minute minimum charge for any Service request.

CLIENT further agrees to reimburse ONTECH for all direct costs incurred by ONTECH in providing Services including, without limitation, travel expenses from ONTECH's office to CLIENT's location. Upon CLIENT's request, ONTECH shall provide CLIENT with itemization and documentation concerning such direct costs. Travel in excess of 1.5 hours is subject to an additional charge which will be included within proposals approved by CLIENT.

**4) Invoices.** Client will be invoiced on the effective date and semi-annually thereafter. Invoices are sent in December for services rendered in the subsequent six (6) months for January through June. Invoices are sent in June for Hosted services rendered in the subsequent six (6) months for July through December. New clients added in the middle of the semi annual billing cycle will have a prorated fee for the remaining months of that billing cycle.

All invoices are due within 30 days of the invoice date. Invoices not paid within 30 days are subject to 1.5% interest per month or an annual interest rate of 18% per year. ONTECH has the right to increase Hosted charges at each anniversary or the effective date. Written notice of such increases shall be given to Client not less than thirty (30) days before the anniversary of the effective date.

**5) Suspension/Termination of Services.** ONTECH reserves the right to suspend the delivery of Services if the CLIENT's account becomes 60 days or more past due effective upon CLIENT's receipt of written notice of Suspension. Services will not be resumed until the CLIENT's past due balance is paid in full. ONTECH further reserves the right to terminate Services for non-payment effective upon CLIENT's receipt of written notice of termination for non-payment. In the event that ONTECH elects to terminate the delivery of Services due to non-payment ONTECH's engagement will be deemed to have been completed even if ONTECH has not completed the services described in the Scope of Services referred to in any Addendum and this Hosted Agreement. In such event CLIENT remains obligated to compensate ONTECH for all time expended and to reimburse ONTECH for all out-of-pocket expenditures through the effective date of termination. CLIENT shall still be financially responsible for any remaining contracted services and subscriptions.

**6) Hosted Agreement Term.** This Agreement shall be effective as of the go live date and shall continue in effect for a period of thirty-six (36) months (the "initial term") from the hosted go live date unless canceled by either party upon sixty (60) days' written notice. Early termination by CLIENT will result in full payment of the monthly contracted hosted services as defined in the signed Hosted Agreement. If renewal addendum is not signed by expiration date, an automatic 10% monthly price increase will go into effect at the next invoice date.

**7) Relationship.** The relationship of ONTECH and CLIENT shall be that of independent contractors, not that of employer/employee, partnership or joint venture. ONTECH shall be free to exercise independent judgment as to the time, place and manner of performing the Services under this Agreement subject to the mutual agreement of CLIENT.

**8) Limited Warranties; Disclaimers.** ONTECH represents and warrants that any Services that it provides to CLIENT under this Agreement will be performed in accordance with generally accepted industry standards of care and competence. CLIENT's sole and exclusive remedy for a breach of ONTECH's warranty relating to Services shall be that ONTECH will, in its sole discretion, either (i) use reasonable efforts to re-perform the Services, or (ii) refund the fee CLIENT paid for the Services that are alleged to be in breach of ONTECH's warranty. A claim for breach of ONTECH's warranty relating to Services must be made by CLIENT in writing delivered to ONTECH within fifteen (15) days of CLIENT's discovery of the alleged breach. If CLIENT does not notify ONTECH of a breach of ONTECH's warranty relating to Services during such period, CLIENT shall be deemed to have irrevocably accepted the Services.

ONTECH does not provide any warranty relating to any Products sold to CLIENT pursuant to this Agreement. CLIENT shall pursue any warranty claim under such warranty as may be available from the manufacturer of the Product. All Products are provided to CLIENT by ONTECH "AS IS." ONTECH shall, to the extent it is allowed by its vendors, pass through any warranties provided by the manufacturer of the Product. In the event such warranties are not assignable to CLIENT, ONTECH agrees to take commercially reasonable efforts to assist CLIENT's efforts to obtain warranty coverage. ONTECH is not compensated by manufacturers for Services performed as they relate to the Manufacturer's Warranty. Those services will be billed to the CLIENT in accordance with the Hourly Services Addendum agreed upon rates. CLIENT acknowledges that no employee of ONTECH or any other party is authorized to make any representations or warranties on behalf of ONTECH that are not in this Agreement. **ONTECH EXPRESSLY DISCLAIMS ALL OTHER WARRANTIES RELATED TO THE SERVICES AND/OR PRODUCTS, EXPRESS OR IMPLIED, INCLUDING WARRANTIES OF ACCURACY, TITLE, NON-INFRINGEMENT, FITNESS FOR A PARTICULAR PURPOSE, MERCHANTABILITY, OR OTHER PERFORMANCE.**

**9) Insurance.** ONTECH shall, at its sole expense, maintain in effect at all times during the performance of Services, insurance coverage as set forth below:

- (a) Worker's Compensation in accordance with the law in the State of Wisconsin.
- (b) Commercial General Liability, Professional Liability (Errors and Omissions) and Automobile Liability Insurance.
- (c) Evidences of Insurance – Upon execution of this Agreement, ONTECH will, if requested by CLIENT, provide CLIENT with a certificate of insurance confirming the existence of the above described coverages.

**10) Limitations of Liability; Indemnification.** IN RECOGNITION OF THE RELATIVE RISKS AND BENEFITS OF THE SERVICES TO BE PERFORMED BY ONTECH THE RISKS HAVE BEEN ALLOCATED SUCH THAT THE CLIENT AGREES TO LIMIT THE LIABILITY OF ONTECH FOR ANY AND ALL CLAIMS, LOSSES, COSTS, OR DAMAGES OF ANY NATURE SUCH THAT THE TOTAL AGGREGATE LIABILITY OF ONTECH ON ANY CLAIM SHALL NOT EXCEED THE GREATER OF: (a) THE TOTAL FEE PAID BY CLIENT TO ONTECH FOR THE SERVICES RENDERED TO CLIENT THAT ARE ALLEGED TO BE THE CAUSE OF THE EVENT OR OCCURRENCE GIVING RISE TO CLIENT'S CLAIM; OR (b) THE TOTAL FEE PAID BY CLIENT TO ONTECH FOR SERVICES RENDERED TO CLIENT OVER THE TWELVE (12) MONTHS IMMEDIATELY PRECEDING THE EVENT OR OCCURRENCE GIVING RISE TO CLIENT'S CLAIM. IT IS INTENDED THAT THIS LIMITATION SHALL APPLY TO ANY AND ALL LIABILITY OR CAUSE OF ACTION HOWEVER ALLEGED OR ARISING. NOTWITHSTANDING THE FOREGOING LIMITATIONS ONTECH SHALL IN NO EVENT BE LIABLE FOR DAMAGES IN EXCESS OF PAYMENTS, IF ANY, MADE BY ONTECH'S INSURANCE CARRIER TO CLIENT.

EXCEPT AS PROVIDED IN PARAGRAPH EIGHT (8) IT IS FURTHER AGREED THAT ONTECH SHALL NOT BE LIABLE FOR CLAIMS ASSERTING OR ARISING OUT OF AN ALLEGED BREACH OF EXPRESS OR IMPLIED WARRANTY OR FOR DAMAGES RELATING TO INTERRUPTION OF BUSINESS, CONSEQUENTIAL DAMAGES OR PUNITIVE DAMAGES. CLIENT WILL INDEMNIFY, DEFEND AND HOLD ONTECH HARMLESS FROM AND AGAINST ANY CLAIM, LOSS, COST AND DAMAGE OF ANY NATURE, INCLUDING CLAIMS OF THIRD PARTIES, THAT WOULD BE ABOVE, BEYOND OR OUTSIDE THE SCOPE OF THE TERMS OF THE "LIMITATIONS OF LIABILITY" OR THE "LIMITED WARRANTIES DISCLAIMERS" PROVISIONS SET FORTH IN THE AGREEMENT BY AND BETWEEN ONTECH AND CLIENT.

**11) Confidentiality.** The Parties acknowledge and agree that during the course of the performance of the parties' respective obligations under this Agreement, each party may make available to the other Confidential Information that is of value to the party disclosing the information. Each party agrees to maintain the confidentiality of the Confidential Information of the other party and not to disclose or disseminate such Confidential Information to third parties. The party receiving Confidential Information agrees to use the same standard of care in maintaining the confidentiality of the Confidential Information as it uses to avoid disclosure of its most sensitive Confidential Information. Nothing in this Section shall preclude a party from disclosing Confidential Information to the extent that the disclosure thereof is required by law. Upon termination or expiration of this Agreement, the parties shall destroy or return all Confidential Information of the other and shall not use any Confidential Information of the other in its business. ONTECH further acknowledges that CLIENT owns all proprietary data, files and information maintained, within the files, records and electronic data systems of CLIENT (other than software copyright protected or software licensed by third parties). ONTECH will protect and not release any of CLIENT's data, files or information to any party except upon the express written direction of CLIENT.

**12) Non-solicitation of Ontech employees.** CLIENT recognizes that ONTECH has invested valuable time and resources in the selection, hiring, training and retention of employees that will be assigned to perform Services on behalf of CLIENT. As a result, CLIENT agrees that it will not, during the term of this Agreement or for a period of one (1) year following the termination of this Agreement, solicit for employment or offer employment to any employee of ONTECH. If CLIENT violates this provision ONTECH may immediately terminate this Agreement irrespective of any notice otherwise required herein and CLIENT agrees to pay ONTECH a fee equal to 100% of the yearly wages of the employee or employees that CLIENT hires or attempts to hire as liquidated damages, which amount CLIENT agrees to be a fair and reasonable amount.

**13) Integration; merger.** This Agreement, and the Addendums attached hereto and incorporated herein, supersede all previous agreements whether oral or written between the parties with respect to the subject matter hereof. This Agreement is expressly agreed to contain all of the terms, conditions and understandings of the parties. This Agreement further contains all of the terms, conditions and understandings of the parties as may be subsequently provided by ONTECH to CLIENT in a written notice of "amendment" electronically delivered to CLIENT provided no written objection to any amended term is received by ONTECH within 45 days from the date of the delivery of the notice of amendment to CLIENT.

**14) Binding effect.** This Agreement shall be binding upon the parties, their respective successors, merger partners, assigns, subsidiaries, affiliates, legal representatives and administrators. This Agreement is also binding by and between the parties if CLIENT requests ONTECH to provide services to a third party as a sub-contractor of CLIENT.

**15) Governing law.** This Agreement shall be governed by the laws of the state of Wisconsin and any claims or actions arising under this Agreement shall be filed and heard in the Circuit Court of Washington County, Wisconsin.

**16) No modifications.** Except as provided in paragraph 13, no modification, amendment or waiver of any provision of this Agreement shall be effective unless approved in writing by both parties. The failure of either party at any time to enforce any of the provisions of this Agreement shall in no way be construed as a waiver of such provisions.

**17) No assignments without consent.** This Agreement may not be assigned without the written consent of the other party.

**18) Counter-parts.** This Agreement may be executed by the parties hereto in counter-parts provided it shall not be effective if not signed by both parties with an executed copy provided to the other party. Signatures on a copy of this Agreement or on copies of any other documents provided pursuant to this Agreement delivered by hand, U.S. Mail, courier service or by electronic mail shall be binding upon the parties and of the same legal effect as original signatures.

**19) Authority.** The person executing and attesting to this Agreement on behalf of CLIENT hereby personally represents and warrants that: they have full power, authority and right to execute this Agreement; the execution and delivery of this Agreement has been duly authorized by all Managers, Members or owners of CLIENT whose consent or approval may be required; and the execution of this Agreement by the below signatory is sufficient and legally binding on CLIENT without the signature of any other Manager, Member, owner or party.

Upon receipt of this fully executed document, ONTECH will be available to schedule Services and will proceed in a manner consistent with both organizations' needs. If this meets with your approval, please return a signed copy of this Hosted Agreement and all applicable Addendums. We look forward to being of service to your organization (CLIENT).

### Ontech Systems, Inc.

Signature: \_\_\_\_\_

Mark P. Dohnal

President

Date: \_\_\_\_\_

### City of Columbus, WI

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Civic Systems, LLC  
4807 Innovate Ln  
P.O. Box 7398  
Madison, WI 53707-7398

City of Columbus  
124 Armstrong Blvd.  
Columbus, WI 53925

1. Investment Summary

The following Investment Summary reflects the monthly costs related to the Software and Services.

	<u>Investment</u>
<i>Upfront Investment</i>	<u>\$ 1,500</u>
<i>Monthly Hosting Fee (5 Named Hosted Users) 36 Month Commitment</i>	<u>\$ 460</u>

\*Client will pay semi-annual for Services in advance of the service period in conjunction with the semi-annual support billings.

\*\*Additional Concurrent Connect Users will have an upfront cost along with an annual maintenance fee. Additional Hosted Users will have an additional monthly hosting fee.

2. Contract Agreement Execution

The parties hereto have executed this Contract Agreement to agree on costs and to get on the scheduled for implementation. A separate agreement will need to take place before go live.

CITY OF COLUMBUS, WI

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

CIVIC SYSTEMS, LLC

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**MEMORANDUM**

**TO:** City of Columbus Common Council

**FROM:** Paul A. Johnson

**DATE:** November 25, 2024

**RE:** 235 W. Harrison Street; Raze Order

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Members of the Common Council:

Recently, the principal structure at 235 W. Harrison Street in the City of Columbus was significantly damaged due to a fire. In the opinion of the City Building Inspector, the fire at 235 W. Harrison Street has rendered the principal structure on that property dangerous, unsafe, unsanitary or otherwise unfit for human habitation and unreasonable to repair.

Based on this determination, the Building Inspector prepared a Notice of Raze Order pursuant to Section 66.0413 of the Wisconsin Statutes. The Raze Order provided that because the property has been declared dangerous, unsafe, unsanitary or otherwise unfit for human habitation due to the damage from the structure fire, the owner of the property has 30 days to raze the building. This Notice of Raze Order was served upon the owner of the property on October 15, 2024. Further, pursuant to statute, the Raze Order Notice was recorded with the Register of Deeds, was mailed to the first mortgage holder of the property and was published as a Class 1 Notice in the official newspaper for the City of Columbus.

More than 30 days from the date of service of the Raze Order has now passed, and the owner of the property has not taken the necessary steps to raze the property as required by the Raze Order Notice. Pursuant to Section 66.0413, the City has different options if it chooses to take further steps to enforce the Raze Order. First, pursuant to statute, if the owner fails or refuses to comply with the Raze Order within the time prescribed, the Building Inspector or any other City Officer may proceed to raze the building through any available public agency or by contract with a private person. The cost of razing the building may be charged in full against the real estate upon which the building is located as a special charge under Section 66.0627 of the Wisconsin Statutes, which means that the invoice for razing the building will be submitted to the property owner and if the property owner does not pay the invoice within a specific time, the invoice will be placed on the real estate tax bill and collected in that manner.

NOVEMBER 26, 2024  
PAGE 2

A second option for the City to consider is to prosecute an action in the Columbia County Circuit Court for an order of the court requiring the owner to comply with the Raze Order and if the owner fails to comply within the time prescribed by the court, the court will then permit the City to raze the structure. This option has the same end result as the City taking independent action on its own as referenced above. The difference here is that the City is obtaining a court order, which will provide the homeowner with the opportunity to object to the court order and have his day in court with the judge before the City is given permission to raze the property. The court order provides an extra layer of protection for the City. However, the cost of obtaining the court order is likely between \$2,000 and \$3,000 and the time for obtaining the court order will be several months.

The third option is to do nothing at this time. The property has not yet created a public nuisance in that squatters are not occupying the property and vermin are not making their home on the property so there is no general danger to the public at large. However, the property is unfit for human habitation and at some point, some action will need to be taken in order to clean up this property and preserve the property values of the neighborhood.

City staff is seeking guidance from the Council as to which option it prefers at this time.



## Agenda Item Report

**Meeting Type:** City Council

**Meeting Date:** December 3, 2024

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**Item Title:** Resolution supporting the WEDC Small Business Development Grant

**Submitted By:** Michael Kornmann, Director of Community and Economic Development

**Detailed Description of Subject Matter:** The Small Business Development Grant provides an opportunity for city's to create their own program to assist with business creation, retention, and expansion. The city's proposed "Façade Plus" program if awarded will provide matching grants up to \$50,000. The program is design to run similar to our existing façade grant program but will focus on downtown and allow for other improvements to downtown building beyond facades including interior alterations, safety, accessibility, utilities, and more.

The program will focus resources to revitalize downtown and assist in making an impactful positive change for downtown Columbus.

**List all Supporting Documentation Attached:**

- Resolution supporting grant
- Façade Plus Program Guidelines

**Action Requested of Council:** Approve resolution.

**DOWNTOWN FAÇADE PLUS GRANT APPLICATION**  
**COMMUNITY DEVELOPMENT AUTHORITY (CDA)**  
**CITY OF COLUMBUS**

Item #9.

The Columbus **Façade Plus Grant Program** provides funding for projects in downtown that include façade renovations, accessibility, safety, internal renovations, utility upgrades, and structural repairs to buildings in the downtown. The program supports projects that feature a business space and building renovation and secondary uses such as second and third floor residential spaces.

Applicant: \_\_\_\_\_

Property Address: \_\_\_\_\_

Business Name: \_\_\_\_\_

Parcel Number: \_\_\_\_\_

Phone: \_\_\_\_\_

Project Start Date: \_\_\_\_\_

E-mail: \_\_\_\_\_

Project Completion Date: \_\_\_\_\_

Project Summary (*write see attached if necessary*):

Total Project Cost: \_\_\_\_\_

Total Grant Funds Requested: \_\_\_\_\_

Other Sources of Funds:

\_\_\_\_\_

Pre- Application meeting Date Completed On: \_\_\_\_\_

I CERTIFY that all information in this application is true and complete to the best of my/our knowledge.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

**Required Attachments**

1. Project Plans that identifies the work to be completed. The project plan should include building plans, specifications, and renderings.
2. At least two bids received for the project.
3. **Business Plans.** Attach an executive summary of your business plan for the business locating in the space and/or provide a marketing strategy narrative on how you will attract a tenant to utilize the space. Explain how you will support new businesses in their start-up phase to grow into a thriving profitable business.

4. Submit photos/graphics that communicate the space before and after the project
5. Commitments for all funding sources.

## CITY OF COLUMBUS-CDA FAÇADE PLUS GRANT APPLICATION

### Program Guidelines

1. Must leverage \$1 of private funds for \$1 requested with a maximum grant award of \$50,000 per project. The project will predominantly support the attraction/expansion of businesses in downtown and may have accessory residential uses on floors above the main level.
2. Eligible Activities include:
  - a. Façades components and activities on all sides of buildings including:
    - i. Signs and awnings (new and/or repair)
    - ii. Repair/replacement of the original building's materials and decorative details.
    - iii. Cleaning of exterior building surfaces.
    - iv. Tuck pointing and masonry repair.
    - v. Painting of exterior building surfaces including murals
    - vi. Repair/replacement or addition of entrances, doors, display windows, transoms, or windows.
    - vii. Replacement of existing signs and awnings.
    - viii. Permanent exterior lighting.
    - ix. Garbage/Recycling screening
    - x. Limits to the program: Temporary or Portable signs are not eligible and signs must be for Business Identification
    - xi. Note: Facades should be consistent with traditional downtown design standards
  - b. Accessibility-any building component that promotes accessibility and removes/reduces barriers to accessibility including elevators, parking, building entrance, route through establishment, accessible restrooms, and others
  - c. Safety. Sprinkler systems, electrical upgrades/replacements, etc.
  - d. Utilities. Sewer and water, other
  - e. Internal Remodels. Alterations that support the creation of a viable business space
  - f. Structural/External Building maintenance. Walls, foundations, roofs, and other structural components
  - g. Sustainable Energy. Solar power that can be integrated into building while respecting the historic nature of downtown.
  - h.
3. Eligible Properties - Any property within the City of Columbus zoned Central Business District 1
4. Business Plan Narrative Requirement– An executive summary business plan for the business that will locate/expand in the building or a marketing plan for recruiting a tenant
5. Applications will be reviewed once a complete application is submitted and funds will be distributed on a 'first come, first serve' basis until funds
  1. Applications shall be submitted and approved prior to any work commencing on a project. Any expenditures made before the approval of the grant application are not eligible for reimbursement.
  2. All proposed improvements must comply with the Columbus Municipal Code and the applicant must obtain all necessary permits.

3. If your project is a designated local historic landmark or within a local historic district, approval of a Certificate of Appropriateness (COA) by the Columbus Historic Landmark and Preservation Commission (HLPC) will be required.
4. Grants will not be issued for Tax Delinquent Properties.

Item #9.

#### **Façade Plus Grant Program Process**

1. Pre-application meeting with Director of Community and Economic Development to discuss concept ideas and review business education/business counselling resources.
2. Meet with SCORE mentor or local mentoring team prior to application
3. Application Submittal
  - a. Property owner shall submit a signed copy of grant application.
  - b. Property owner shall submit all required attachments with the application.
4. Review Process
  - a. Internal Review
  - b. Community Development Authority Review and Approval
5. Applicant obtains relevant permits and completes the project
6. Payment Process
  - a. Applicant submits proof of payment for eligible activities to the program administrator.
  - b. Program Administrator will verify that the project was completed as approved.
  - c. Program funds will be disbursed when project invoices or receipts have been submitted to the program administrator.

**RESOLUTION NO. 14-24****RESOLUTION SUPPORTING THE WISCONSIN ECONOMIC DEVELOPMENT CORPORATION (WEDC)  
SMALL BUSINESS DEVELOPMENT GRANT**

WHEREAS, the City of Columbus, Wisconsin (the "City") recognizes that large scale adaptive uses of historic buildings and infill redevelopment of areas in the downtown is identified as a priority in the Columbus Comprehensive Plan; and

WHEREAS, the City of Columbus, Wisconsin (the "City") supports new small businesses and business retention and expansion; and

WHEREAS, the Small Business Development grant program provides incentives for small businesses expansion and new start-up businesses; and

WHEREAS, the City's proposed Façade Plus program would allow the City to provide grants to small businesses for improvements to facades, interior alterations, and other building improvements; and

WHEREAS, the City's Façade Plus program would provide grants up to a maximum of \$50,000 with a dollar-for-dollar match; and

WHEREAS, a resolution of City support is a prerequisite for acceptance of a WEDC Small Business Development grant application; and

NOW, THEREFORE, BE IT RESOLVED, the Columbus Common Council supports the acceptance of the WEDC Small Business Development Grant if awarded by WEDC.

Approved by the Common Council of the City of Columbus on this 3<sup>rd</sup> Day of December 2024

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Joseph G. Hammer, Mayor

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Susan Caine, Clerk



## Agenda Item Report

**Meeting Type:** Committee of the Whole

**Meeting Date:** December 3, 2024

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**Item Title:** Resolution supporting WEDC Vibrant Spaces Grant

**Submitted By:** Mike Kornmann, Director of Community and Economic Development

**Detailed Description of Subject Matter:** The grant if awarded would pay for half of a project for the restoration of Rest Haven up to a grant amount \$50,000 (total project cost \$100,00). The project scope includes new accessible doors and the needed electric for the doors to operate. HLPC has raised matching funds to fulfill the one-to-one match.

**List all Supporting Documentation Attached:**

- Resolution supporting grant
- Vibrant Spaces FAQ's and scoring sheet
- Vibrant Grant Spaces Program Guidelines

**Action Requested of Council:** Approval of resolution.

## RESOLUTION NO. 15-24

### RESOLUTION SUPPORTING WEDC VIBRANT SPACES GRANT FOR FOR THE REHABILITATION OF REST HAVEN

WHEREAS, the City of Columbus, Wisconsin (the "City") recognizes that preservation of historic buildings is recognized as a priority in its Comprehensive Plan; and

WHEREAS the City supports improvements to historic buildings in Fireman's Park-specifically the Rest Haven building; and

WHEREAS, the Historic Landmarks and Preservation Commission has fund raised the match for the Vibrant Spaces grant; and

WHEREAS, the Historic Landmarks and Preservation Commission is requesting \$50,000 through the WEDC Vibrant Spaces grant; and

WHEREAS, the project will include a new and accessible front entry doors and updated electric, and

WHEREAS, the alteration to Rest Haven will add to the vibrancy of the public spaces within Fireman's Park and the City; and

WHEREAS, a resolution of City support is required for acceptance of a WEDC Vibrant Spaces grant application and grant award; and

NOW, THEREFORE, BE IT RESOLVED, the Columbus Common Council supports the acceptance of the WEDC Vibrant Spaces Grant if awarded by WEDC.

Approved by the Common Council of the City of Columbus on this 3<sup>rd</sup> Day of December 2024

\_\_\_\_\_  
Joseph G. Hammer, Mayor

\_\_\_\_\_  
Susan Caine, Clerk

## COMMUNITY DEVELOPMENT GRANT FOR PLACEMAKING PROJECTS

Creating vibrant and engaging communities helps communities recruit and retain residents, sustaining a robust labor force, and enhancing the quality of life. Creating public gathering places in the heart of our communities fosters community connections and creates accessible locations for programming and amenities desired by local residents, with the additional benefit of boosting foot traffic for nearby businesses.

If your community has a vacant or underutilized space within a key commercial corridor, this grant could be your opportunity to create a community gathering space.

### Competitive projects will:

- Incorporate multiple improvements within or associated with one public space
- Demonstrate community engagement and support via a community document/plan and/or letters of support from public, private, and civic partners
- Be ready to begin construction during 2025
- Increase the number and types of audiences using the space
- Create visible and lasting transformation that fosters public activity

### Review criteria:

- Creation of visible and pedestrian-oriented public space
- Potential of the space to attract multiple user groups and activities
- Impact of the project on the community, district, and nearby businesses
- Demonstrated community support for the project (multiple funding partners, civic organization participation)
- Ability of the project to be started in 2025

To learn more, visit the [program webpage](#).

## PROGRAM TIMELINE



**GRANTS OF  
\$25,000-\$50,000**

to help local communities  
develop and enhance  
public spaces

### KEY PROGRAM FACTS

- 1:1 match required
- **Application deadline:  
Dec. 9, 2024**
- Local government  
applicants only
- One application  
per community
- Competitive application  
cycle with up to 50  
grants awarded

## APPLICATION PROCESS

**Those interested in applying for the Vibrant Spaces Grant should:**

- 1) Talk to your local municipality, since they will need to serve as the lead applicant.
- 2) Attend the informational webinar on Sept. 13 at noon.
- 3) Reach out to your WEDC regional economic development director for a program application. Map and contact info: [wedc.org/regional](https://wedc.org/regional)
- 4) Collect relevant documents:
  - a. Municipal resolution to apply
  - b. Community plan, community document and/or letters of support that identify the project as a positive community investment
  - c. Completed budget and cost estimates
  - d. Photos and plans for the space (pictures of the amenities to be installed or project renderings)
- 5) Write a narrative about the space. Who uses it now? What is the vision for the space? How will the district and community benefit from the public space transformation?
- 6) Upload application to Network Wisconsin by 5:00 p.m. Dec. 9, 2024.

## THE FINE PRINT

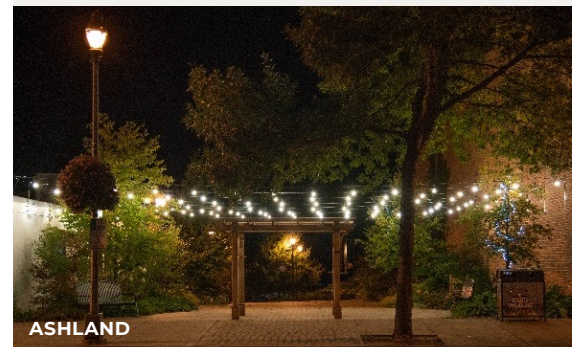
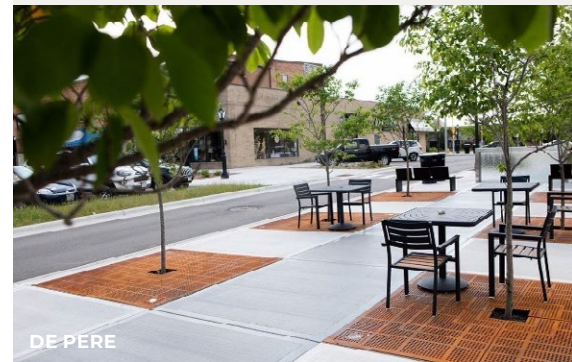
**Eligible activities include:**

- Public space enhancements for projects activating alleys, programmable park spaces, vacant parcels and underutilized parking lots, including elements such as public art, landscaping, benches, bike racks, etc.
- Public signage (wayfinding, interpretive signage, kiosks, or other signage located on and associated with the space)
- Public infrastructure (site prep, restrooms, water features, electrical, lighting)
- Seasonal equipment with the intent to use annually (tables, chairs, umbrellas, heaters)

**Ineligible activities and costs include:**

- Building demolition or improvements, other than restrooms for public space use
- District- or community-wide improvement projects
- Events, staffing, programming, ongoing maintenance
- Private spaces not accessible to the public
- Activities eligible to be funded through other WEDC programs
- Ineligible for grant or match: Past costs, in-kind contributions, indirect expenses/soft costs

## EXAMPLE PROJECTS



# Vibrant Spaces Grant



## APPLICATION CHECKLIST AND INSTRUCTIONS

### Program Timeline

Application Released	Applications Due	Applications Reviewed & Scored	Award Announcement
September 16, 2024	December 9, 2024	December 10- January 31	To awardees: March 14 To public: April 25

### Network Wisconsin

Applicants will be required to submit applications through Network Wisconsin. Contact your Regional Economic Development Director to receive a grant application and instructions on how to use Network Wisconsin. WEDC Regional Director map and contact info.: [wedc.org/regional](http://wedc.org/regional)

### Project Deliverables

All project contracts will require:

- Start the project in 2025. End the project and final performance report in 2026.
- Photos of the completed project
- WEDC logo on project signage
- Narrative identifying project impact including: the increase in the number and type of audiences using the space, impact on nearby businesses, number of events held

### Application Checklist

- 1) Municipal resolution to apply.
- 2) Relevant community plan, records/minutes indicating previous project identification/discussion and/or letters of support that identify the project as a positive community investment.
- 3) Completed budget and cost estimates.
- 4) Photos and plans for the space (pictures of the amenities to be installed or project renderings).

# Vibrant Spaces Grant

## FREQUENTLY ASKED QUESTIONS

### Project Selection

#### Project elements:

- 1) My space is specifically designed for one use, but will be open to others to use, is it eligible? **Answer:** No, projects must accommodate multiple uses.
- 2) Is a project to build new pickle ball courts eligible? **Answer:** No, because projects must accommodate multiple user groups and activities.
- 3) Is my boat ramp and fishing pier eligible? **Answer:** If the ramp and pier are elements of a projects improving a space accessible and visible from a commercial corridor and are part of a broader project, they are eligible, but standalone waterfront projects or those not adjacent to commercial uses would not be.
- 4) Are streetscaping elements eligible? **Answer:** Landscaping and public amenities within a defined space are eligible. Streetscaping or amenities for an entire corridor are not.
- 5) Are alley improvements eligible? **Answer:** Yes, but the alley should be a defined space that can be programmed for use. Alley improvements over multiple blocks and/or alleys that do not cater to pedestrians are not eligible.
- 6) Can the grant be used to renovate the inside and outside of a building in the space? **Answer:** The only interior renovations allowed inside of buildings are the construction (and renovation) of restrooms. Other renovations to the structure are not eligible (Those elements in the space - e.g. concessions - could be done separately from the grant).
- 7) Can the space be fenced and have operating hours for public use? Can the space be used for private events? **Answer:** Yes, provided that the space is generally accessible to the public, it may be fully/partially fenced to accommodate certain activities. Operating hours (such as nighttime closures of restrooms) are permissible. Private events may also be permitted – as often seen in other municipal public spaces.
- 8) Is fencing an eligible expense? **Answer:** Yes, if it is associated with the space.
- 9) Would relocation of a memorial be an allowable expense as part of the overall project? **Answer:** Site preparation is eligible as a match, so the grading work associated with the relocation would be a match. The relocation itself would be outside of the grant and not eligible as a match expense.
- 10) Would a PA system be eligible? **Answer:** Yes, as long as its use is related to the space.

#### Project location:

- 11) Can the project be located on privately-owned property? **Answer:** Yes, but the site/property does need to be publicly accessible. If privately-owned, then a multi-year lease agreement or formal Memorandum of Understanding will be needed as well as property owner permission to carry out activities on the site.
  - a. How long does the lease term need to be? **Answer:** Suggestion of two years or more.
- 12) Can the grant be used in a neighborhood park that isn't necessarily in a downtown space? **Answer:** Yes, but only if you can show the impact to neighborhood businesses.

### Project Logistics and Funding

#### Applicants:

- 1) Can previous Vibrant Spaces grant recipients apply? **Answer:** FY23 awardees are not eligible to apply in FY25. Moving forward, municipalities may receive a VS grant every other year.
- 2) How do you define a community? **Answer:** Municipal boundaries define a community. One (1) application per community is allowed due to limited funds.

# Vibrant Spaces Grant



## FREQUENTLY ASKED QUESTIONS, CONT.

- 3) Does the municipality have to be the entity carrying out the project? **Answer:** No, the municipality has to be the applicant and pass a resolution in support of the project, but the space can be built out/managed/programmed by community partners including but not limited to Business Improvement Districts, Chambers, Downtown Associations, Arts Districts, Libraries, etc.
- 4) Can the County or Redevelopment Authority (RDA) apply on behalf of a project in a municipality in the region? **Answer:** Yes, a County or RDA may be the applicant for a project, but only one application per municipal boundary will be accepted regardless of the applicant.
- 5) Can contiguous municipalities submit coordinated applications relating to projects such as a bicycle/pedestrian trail that would connect multiple communities? **Answer:** Trail extension is not eligible, but trail head and gathering spaces along trails that would benefit commercial district businesses, and that will be used for multiple audiences, are eligible. If a space spans municipalities, is recommended that one or both municipalities submit grants for their portion of the project, as contracts will be with a single entity.
- 6) How do we find out who to contact at our local municipality? **Answer:** Contact your WEDC Regional Director and they will provide you with the appropriate community contact information.

### Funding:

- 7) Do I have to have all 'match sources' secured at the time of application? **Answer:** No, anticipated match sources need to be identified at the time of application, but funds don't need to be secured until time grant fund disbursement is requested. WEDC will allow a total of two (2) draw requests for the project. Grant funds will be disbursed on a pro-rata basis to match the amount of matching funds identified with the draw(s).
- 8) Is ongoing maintenance of the site eligible? **Answer:** No, but we encourage applicants to have a plan to maintain their project/installation and to address that plan in their application.
- 9) What are eligible grant and match activities? **Answer:** Eligible activities include the following:
  - a. Public Space Enhancements (projects activating alleys, programmable park spaces, vacant parcels, and underutilized parking lots including elements such as public art, landscaping, benches, bike racks, etc.)
  - b. Public Signage (wayfinding, interpretive signage, kiosks and other signage located in and associated with the space)
  - c. Public Infrastructure (restrooms, water features, electrical, lighting, site preparation)
  - d. Seasonal Equipment with the intent to use annually (tables, chairs, umbrellas, heaters)
  - e. Site preparation such as grading, stormwater, etc. (Both grant and match eligible in FY23.)
- 10) What are ineligible grant and match activities? **Answer:** Ineligible activities include the following:
  - a. Building improvements (other than restrooms for public space use) – no interior renovations
  - b. District- or community-wide improvement projects
  - c. Events, staffing, programming, ongoing maintenance
  - d. Private spaces not open and accessible to the public
  - e. Site acquisition costs and lease costs
  - f. Activities otherwise eligible to be funded through other WEDC programs
  - g. In-kind contributions of materials or labor
  - h. Demolition
- 11) Can donated goods or services be used as match for the grant? **Answer:** No, but the value/impact of the donations should be summarized in the narrative.

## FREQUENTLY ASKED QUESTIONS, CONT.

### Grant Application and Process

- 1) How long do we have to complete the project? **Answer:** Project must start after the application is accepted into WEDC's Underwriting (anticipated to be sometime in February 2025) and must end by December 31, 2026.
- 2) Is the space design expected to be final by the time of application? **Answer:** No, but a close representation of the future space needs to be provided with the application to have an accurate budget, and stakeholder/partner consensus regarding the project and process must be very well defined within the application.
- 3) If we are planning to start some of the project in 2024, can we still apply? **Answer:** Yes, once a completed application is received (and accepted as complete into WEDC's Underwriting), costs incurred on and after the acceptance date may be considered eligible as match, assuming the grant is awarded. Project elements completed prior to that date will not be eligible for match or reimbursement, but prior progress does not impact the eligibility for funding of the space. Provided sufficient costs remain after the acceptance date to support both match and funding, projects may still apply.
- 4) Can your project be out to bid, but just not have started yet? **Answer:** Yes.
- 5) Is a project eligible to apply that already has site work started? **Answer:** Yes, but the date the application is accepted into WEDC's Underwriting is the "start date" for the project. Only after the "start date" will expenses be considered grant and match eligible.
- 6) If I don't have a community plan that identifies the project, what other documentation would be acceptable to provide? **Answer:** Meeting minutes, news articles, community meeting announcements, and/or documentation of the conversations/meetings that have been had to date with partners/stakeholders regarding the project.
- 7) Are there any requirements or advantages for low-income areas? **Answer:** No.
- 8) If a project has more than one of the eligibility requirements, will it score higher? **Answer:** Yes.

# Vibrant Spaces Grant

## SCORING MATRIX

Category	Possible Points	Competitive Grant Scoring Matrix
<b>Creation of visible and pedestrian-oriented public space</b>	10	<p>1 – Space is not visible from primary roads and is not walkable from businesses and destinations</p> <p>5 – Space is visible from a primary road but not easily accessible via foot OR space is walkable from business and destinations but not visible to pedestrians and vehicles</p> <p>10- Space is prominently located within a downtown/commercial district and easily walkable to nearby businesses and public amenities</p>
<b>The potential of the space to attract multiple user groups and activities</b>	10	<p>1 – Space serves a single purpose (i.e. sports field)</p> <p>5- Space can accommodate multiple user groups but focuses on single-purpose activities (i.e. several structured elements in one space – fishing pier, play area, shelter, etc.)</p> <p>10 – Space is a flexible space that can accommodate many user groups simultaneously and will also be used by multiple community partners/stakeholders to host events</p>
<b>Impact of the project on the community, district, and nearby businesses</b>	10	<p>1 - Space will be primarily used and programmed by one entity, is not located near complementary businesses, and will serve primarily nearby residents or existing user groups</p> <p>5- Space will accommodate the entire community and will boost traffic to a few nearby businesses or accommodate new events</p> <p>10 - Space is centrally located to multiple businesses and creates foot traffic in a commercial corridor. Space actively encourages interaction between community members, businesses, and visitors</p>
<b>Demonstrated community support for the project (multiple funding partners, civic organization participation). Partnerships and collaboration.</b>	10	<p>1 - Project targets an underutilized space and is supported by one or more community partners/stakeholders, but not included in any previous plan (or history of meetings/discussions about the project) and no formal agreements are in place to carry out the project</p> <p>5 - Project not included in formal plan, but meets identified need in the district, has been discussed by community groups and has support from multiple community partners/stakeholders to help make the project/space successful</p> <p>10 - Project is part of a community or district plan, has support from multiple community partners and will be programmed and developed in conjunction with partners/stakeholders</p>
<b>Budget and match funding preparedness (ie: detailed budget including sources of funds)</b>	10	<p>1 - Budget identifies key elements needed for project and potential sources of funding, less than 25% of project funds have been committed</p> <p>5 - Budget includes detailed cost estimates, at least 50% of funds have been committed and remaining funds have source identified</p> <p>10 – Budget includes detailed site plan, detailed cost estimates, and has 75% of funding sources committed with funds coming from diverse sources</p>
<b>Total</b>	<b>50</b>	

**LOOK FORWARD ➤**



November 14, 2024

Note #	Version #2 No Staff Added Comments
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- |    |   |
|----|---|
| 1  | Our latest electric rate increase went into effect 2/29/2024.<br>Our latest water rate increase went into effect 2/1/2024.<br>Our latest wastewater rate increase went into effect 11/1/2022. |
| 2  | Sewer Rate Case values were placed based on Workshop Session and Adjustment to Septage Receiving. Goal of being Net Positive.   |
| 3  | No Additional Employees are added to Budget.  |
| 4  | 2025 Budget prepared with a 83% Increase for ALL Utility Wages.   |
| 7  | AT&T & Charter Pole Attachments were increased by 25%, per contracts.   |
| 8  | ACEC capacity payment of \$29,400 is expected in 2025 for Sub # 4.  |
| 9  | School Benefits maintained due to Jacob Boness and Mason Mosher being in the Apprenticeship Program.  |
| 10 | Proposed capital projects and correlating debt issuance funds are shown.  |
| 11 | ATC Dividends are included in Electric Interest Income.   |
| 12 | A increase of 2% in purchased power cost is anticipated in 2025.  |

COLUMBUS UTILITIES  
STATEMENT OF CASH FLOWS

2025 Budget FINAL version 2 NO Operators Added

	Electric	Water	Wastewater	Total Utilities
Net Income	\$ 18,967	\$ 32,444	\$ 26,134	\$ 77,545
Add:				
Proceeds from 2025 revenue debt issue	4,402,673	1,352,626	2,297,837	8,053,136
Depreciation & Amortization (net)	565,806	340,175	406,843	1,312,824
Less:				
Capital additions	(4,402,673)	(1,352,626)	(2,297,837)	(8,053,136)
Debt principle payments	(520,643)	(140,000)	(321,172)	(981,815)
Net Cash Flow	\$ 64,129	\$ 232,619	\$ 111,805	\$ 408,554

Utility W/E - LGIP \$410,000 Cash Reserve  
Bond Reserves - \$300,000 Required - \$540,000 Plant Renewal & Replacement Surplus

## 2025 Budget - Capital Projects and Additions (TO BE BONDED)

November 14, 2024

### Sewer Utility Needs for FY 2025

Item	Cost	Comments
1 Vehicle Equipment	\$ 149,267.00	Hoist Truck for Sewer Utility
2 Pretreatment Study	\$ 100,000.00	Study and Implementation of Pretreatment Program including Grease Trap inspections etc.
3 Collection System Jet/Repair/etc.	\$ 300,000.00	Repair work on 20% of collection system; jetting, televising, lining, grout work, etc.
4 Birdsey Lift Station	\$ 75,000.00	PLC/SCADA control Panel, carryover from 2024 requests
5 Scum Pumps & Flanges	\$ 100,000.00	Replacement of all scum/sump pumps in WWTP and flanges that are worn including piping.
6 Sand Filter Rehab	\$ 450,000.00	Isolation Valves, Sand Replacement, other repair work/engineering
7 River Level Meter & Effluent Sampling	\$ 60,000.00	New Sample location and sampling process needed for Effluent Samples as well as river level meter.
8 SCADA System Upgrades	\$ 75,000.00	2024 carryover, Extent of Project not known (may be incorporated with Birdsey & PLC/Fiber Project)
9 Biosolids Handling/Project Design/Planning	\$ 703,570.00	Engineering and design portion of project to begin construction in 2026.
<b>SUB TOTAL</b>	<b>\$ 2,012,837.00</b>	

### Water Utility Needs for FY 2025

Item	Cost	Comments
1 WP #2 MCC Replacement	\$ 283,379.00	MCC Electrical Buckets and Panel Replacement
2 WP#2 Softener Recon	\$ 298,906.00	Recondition the Zeolite Softeners
3 WP#2 Softener Repaint	\$ 135,651.00	Repaint the interior of the Vessels
4 WP#2 Iron Filter Automated Backwash	\$ 293,000.00	Replace manual system with automated system to reduce waste and increase efficiency
5 WP#2 Dehumidifier 1 of 4 Replacement	\$ 18,164.00	Dehumidifier #1
6 Site Investigation and Site Selection	\$ 42,436.00	Future Water Plant Site Identification
7 Future Plant Land Acquisition	\$ 106,090.00	Purchase of Land for Future Plant
<b>SUB TOTAL</b>	<b>\$ 1,177,626.00</b>	

### Electric Utility Needs for FY 2025

Item	Cost	Comments
1 Reconnect Padmount Step-Down	\$ 10,000.00	Unit on Ludington & HWY 89 should be reconnected so it is ready to serve load
2 Complete 4.16kV conversion	\$ 3,300,000.00	Covert the remainder of the 4.16kV to 12.47kV via contract and done before failure of Substation #1.
3 Decommission Substation #1	\$ 10,000.00	Turn Off and scrap Substation #1. Scrap value may be less than disposal costs.
4 Sell Pad Mount Step-Downs	\$ (45,000.00)	These Transformers are useful to other Utilities going through conversion.
5 Hospital Expansion Project Equipment Order	\$ 320,000.00	Equipment needed to perform hospital work in 2026.
6 Substation #2 SCADA Connection	\$ 10,000.00	Carryover from 2024
7 Transformers (Stock and hospital Project)	\$ 720,750.00	Purchased for Hospital project as well as inventory needs in our yard.
8 2025 Ford F350 Super Crew Utility Truck	\$ 76,923.00	Replacement for Truck #32.
<b>SUB TOTAL</b>	<b>\$ 4,402,673.00</b>	

### Combined Utility Needs for FY 2025

Item	Cost	Comments
1 Wastewater Portion Streets Projects	\$ 110,000.00	2025 Steets Construction Projects Wastewater Portion
2 Water Portion Streets Projects	\$ 175,000.00	2025 Streets Construction Projects Water Portion
3 PLC/Fiber Installation Upgrade	\$ 175,000.00	City Wide Install of updated comms cable.
<b>SUB TOTAL</b>	<b>\$ 460,000.00</b>	
<b>GRAND TOTAL</b>	<b>\$ 8,053,136.00</b>	

2025									
Employee	Employment Status	Annual Hours	Budgeted Overtime Hours	2024 Hourly Wage	2024 Annual Salary or Wages	Proposed Increase	2025 Hourly Wage	2025 Annual Salary or Wages	
Director	FT	2080	0	\$ 57.69	\$ 120,000.00	3%	\$ 59.42	\$ 123,595	
Superintendent Business Mgr	FT	2080	0	\$ 46.95	\$ 97,656	3%	\$ 48.36	\$ 100,586	
Billing Clerk	FT	2080	0	\$ 24.15	\$ 50,232	3%	\$ 24.87	\$ 51,739	
Accounting Clerk	FT	2080	0	\$ 31.50	\$ 65,520	3%	\$ 32.45	\$ 67,486	
Totals:					\$ 333,408			\$ 343,405	
					\$ 1,405,431.48		2025 wages	\$ 1,493,355.68	
							2024 wages	\$ 1,405,431.48	
							Increase	\$ 87,924.19	

2025																			
Employee	Employment Status	Annual Hours	Budgeted Overtime Hours	2024 Hourly Wage	2024 Annual Salary or Wages	Proposed Increase	2025 Hourly Wage	2025 Annual Salary or Wages											
Lineman Foreman	FT	2080	270	\$ 56.23	\$ 139,732	3%	\$ 57.92	\$ 143,923											
Senior Lineman	FT					3%		\$ -											
Lineman (Journeyman)	FT	2080	270	\$ 54.60	\$ 135,681	3%	\$ 56.24	\$ 139,751											
Lineman (Journeyman)	FT	2080	270	\$ 46.60	\$ 115,801	100% of '25	\$ 56.24	\$ 139,756											
Apprentice Lineman	FT	2080	270	\$ 36.25	\$ 90,081	80% of '25	\$ 44.99	\$ 111,805											
Totals:			1080		\$ 481,295		\$ -	\$ 535,236											

ELECTRIC 2025					CIP/PROJECTS	
	Bond	2025 F350 UTILITY TRUCK PURCHASE (Ehlers)	\$ (76,923)			(\$4,325,750)
	30-594-20-0000	Trench Box large plus braces	\$ 9,720			(\$76,923)
	30-580-20-0000	MEUW (\$6,000 additional)	\$ 14,950			\$3,240
	30-932-20-0000	Snow Blower	\$ 1,500			\$10,984
	30-930-20-9351	RAIN GEAR PPE/SAFETY BUDGET	\$ 5,870			\$750
	30-932-20-0000	Shop Sweeper	\$ 480			\$5,870
	30-589-00-0000	Bobcat Hydraulic Breaker	\$ 13,300			\$240
	30-589-00-0000	Bobcat E48 w 18"30" & Ripper	\$ 78,298			\$1,995
	30-589-00-0000	Bobcat Skidsteer Rental	\$ 3,000			\$11,745
	30-583-20-0000 & 30-584-20-0000	REPAIRS TO ELECTRIC UTILITY TRAILERS 50/50	\$ 21,358			\$1,500
	30-594-20-0000	POPUP HUB FOR WORKING IN RAIN	\$ 1,200			\$21,358
	30-588-20-5881	TOOLS	\$ 25,000			\$1,200
	30-583-20-0000	POLES	\$ 18,000			\$15,000
	30-584-20-0000	PIPING/CONDUIT	\$ 30,000			\$18,000
	30-583-20-0000 & 30-584-20-0000	WIRE 50/50 Split	\$ 50,000			\$25,000
	30-583-20-0000 & 30-584-20-0000	FITTINGS/FUSES 50/50 Split	\$ 35,000			\$45,000
	30-588-20-5881	MAINT SUPPLIES MISC SUPPLIES	\$ 10,000			\$30,000
	30-921-20-0000	PRINTER/COPY MACHINE CONTRACT w/Rhyme	\$ 5,184			\$5,000
		BUDGET TOTAL "PROJECTS " ELECTRIC 2025				\$1,728
		CIP TOTAL ELECTRIC 2025				\$198,610
						(\$4,402,673)

2025 Reconnect Padmount Step-down  
2025 Complete 4.16kV Conversion  
2025 Decommission Sub #1  
2025 Sell Pad Mount Step-downs  
2025 Hospital Work Equipment Order  
2025 Substation #2 SCADA Connection  
Utility Truck  
Transformers

15%  
15%

New Operator adds \$200,975 in Salary Expense

BOND AMOUNT - \$4,402,673

COLUMBUS LIGHT DEPARTMENT  
Electric Revenue and Expenses  
Projected 2024 Year End for 2025 Budget

OPERATING REVENUES

	Thru July			Expected		Budget		2025 Budget vs		% Budget Increase
	Actual	Actual	YTD	2024	2024	2024	2025	2024 Expected	2025	
Sales of Electricity										
Residential Sales (440)	2,529,254	2,378,917	1,836,619		2,448,825		2,514,793	1.90%	2,495,263	-0.78%
Commercial Sales (442) GS = <50 KW for 3 consec months	964,742	938,479	690,754		921,005		847,253	7.81%	992,969	17.20%
Small Power Sales (443) CP - 1 = demand <200 KW	963,229	840,404	634,501		846,002		841,881	5.11%	889,251	5.63%
Large Power Sales (443-82) CP-2 = demand <1000 KW	841,592	813,640	627,351		836,468		915,658	10.81%	926,873	1.22%
Industrial Power Sales (443-83) CP-3 = demand >1000 KW	2,823,105	2,528,744	2,090,349		2,787,131		2,795,636	2.66%	2,861,288	2.35%
Public Street Lighting (444-91)	119,713	121,412	93,912		125,216		120,550	1.64%	127,273	5.58%
Athletic Field Lighting (444-92)	1,202	1,129	1,107		1,476		1,000	10.07%	1,625	62.50%
Interdepartmental Sales (448)	13,486	12,734	7,819		10,426		9,000	-4.08%	10,000	11.11%
Total Sales Electricity	8,256,323	7,635,459	5,982,412		7,976,549		8,045,771	3.95%	8,304,542	3.22%

Other Operating Revenues

Forfeited Discounts (450)	8,293	8,500	8,137		10,850		8,500	-17.05%	9,000	5.88%
Rents From Electric Property (454)	70,058	71,350	50,998		67,997		72,600	6.77%	72,600	0.00%
Other Electric Revenues (456)	9,054	5,875	4,926		6,568		5,875	-23.87%	5,000	-14.89%
Total Other Operating Revenues	87,405	85,725	64,061		85,415		86,975	1.39%	86,600	-0.43%
Total Operating Revenues	8,343,728	7,721,184	6,046,472		8,061,963		8,132,746	3.92%	8,391,142	3.18%

OPERATING EXPENSES

Operation and Maintenance Expenses										
Purchased Power (555)	6,613,233	5,963,618	4,555,070		5,336,492		6,250,250	19.27%	6,364,872	1.83%
Distribution Expenses	229,622	293,389	229,427		278,158		246,600	28.99%	358,800	45.50%
Customer Accounts Expenses	108,692	102,935	84,062		111,760		109,325	4.22%	116,477	6.54%
Sales Expenses	63,845	125,255	32,968		40,657		27,400	-19.07%	32,905	20.09%
Administrative and General Expenses	316,406	746,192	662,291		793,545		538,402	4.48%	829,080	53.99%
Taxes (Non-Tax Equivalent)	46,684	48,718	27,681		27,681		48,718	68.65%	46,684	-4.18%
Total Operation and Maint. Expenses	7,378,482	7,280,107	5,591,498		6,588,293		7,220,695	17.61%	7,748,819	7.31%
Depreciation Expense (403) - Utility Financed	447,109	505,551	310,000		513,339		513,339	-1.00%	508,206	-1.00%
Depreciation Expense (403) - CIAC	53,356	56,138	40,000		55,000		-	9.09%	60,000	100.00%
Taxes (Tax Equivalent) (408)	234,780	262,657	238,517		271,112		281,464	10.89%	300,648	6.82%
Total Operating Expenses	8,113,727	8,104,453	6,180,015		7,427,744		8,015,498	16.02%	8,617,672	7.51%
Net Operating Income	230,001	(383,269)	(133,543)		634,220		117,248	-135.72%	(226,530)	-293.21%

NON-OPERATING REVENUES

Merchandising & Jobbing Revenue (415)	802	-	-		-		-	0.00%	-	0.00%
Merchandising & Jobbing Expense (416)	(4,750)	(1,003)	-		-		-	0.00%	-	0.00%
Interest Income (419)	55,075	101,449	74,803		99,737		34,550	-6.76%	93,000	169.18%
Other Income Deductions (426)	0	-	-		-		(575)	#DIV/0!	-	-100.00%
Interest Expense (427 & 430)	(13,100)	(10,100)	(8,700)		(8,640)		(15,250)	118.78%	(18,903)	23.95%
Amortization of Debt Discount & Expenses (428)	2,760	2,568	1,826		2,460		-	0.00%	2,400	0.00%
Other Non-Operating Income (421)	119,220	11,340	-		2,000		2,000	8350.00%	169,000	8350.00%
Total Non-Operating (Income)/Expense	160,008	104,255	67,929		95,557		20,725	156.91%	245,497	1084.55%
INCOME/(LOSS)	390,010	(279,015)	(65,614)		729,777		137,973	-97.40%	18,967	-86.25%

COLUMBUS LIGHT DEPARTMENT

Detailed Electric Operation and Maintenance Expenses  
Projected 2024 Year End for 2025 Budget

Projected 2024 Year End for 2025 Budget										Thru Sept
	Actual 2021	Actual 12/31/2022 2022	Actual 12/31/2023 2023	YTD 12/31/2024 2024	Expected 2024	Budget 12/31/2024 2024	2025 Budget vs 2024 Expected	Budget 2025	% Budget Increase -1%	
30-440-61-0000		1,078	-	-	2,448,825	2,514,793	2%	2,495,263		
30-440-61-0010	Residential Sales - Total	2,351,744	2,300,057	1,877,540		-				
30-440-61-0011	Residential Sales - City	98,311	6,761	(96,898)		-				
30-440-61-0012	Residential Sales PCAC - City	3,139	3,491	2,554		-				
30-440-61-0020	Res Sales Renew Engy - City	5,115	4,668	3,878		-				
30-440-61-0021	Residential Sales - Twn Clumbs	370	48	(171)		-				
30-440-61-0030	Residential Sales PCAC - TofC	66,893	63,823	52,519		-				
30-440-61-0031	Residential Sales Town of Elba	2,604	69	(2,802)		-				
30-442-71-0010	Residential Sales PCAC - TofE	366,081	344,805	289,917	921,005	847,253	8%	992,969	17%	
30-442-71-0011	S C/I Sales City1Ph	13,266	(462)	(16,428)		-				
30-442-71-0012	S C/I City1Ph Renew Engy	48	48	36		-				
30-442-71-0020	S C/I Town of Columbus	-	-	-		-				
30-442-71-0030	S C/I Town of Elba 1Ph	1,884	2,369	2,013		-				
30-442-71-0031	S C/I Town of Elba 1 Ph PCAC	(19)	(15)	(84)		-				
30-442-72-0010	S C/I Sales City 3Ph	551,738	581,911	432,807		-				
30-442-72-0011	S C/I City 3Ph PCAC	19,677	(1,491)	(25,959)		-				
30-442-72-0012	S C/I City 3Ph Renewal Energy	744	744	558		-				
30-442-72-0030	S C/I Town of Elba 3Ph	9,782	9,371	7,402		-				
30-442-72-0031	S C/I Town of Elba 3Ph PCAC	163	(119)	(548)		-				
30-442-93-0010	S C/I Security Lights City	1,369	1,325	1,058		-				
30-442-93-0011	S C/I Scurity Light City PCAC	9	(6)	(18)		-				
30-443-81-0010	Lg C/I Sales Small Pwr CP-1	920,001	843,074	681,592	846,002	841,881	5%	889,251	6%	
30-443-81-0011	Lg C/I Small Power CP-1 PCAC	42,028	(3,870)	(47,991)		-				
30-443-81-0012	Lg C/I Sml Pwr CP-1 Renew Engy	1,200	1,200	900		-				
30-443-82-0010	Lg C/I Sales Large Power CP-2	754,822	765,689	648,222	836,468	915,658	11%	926,873	1%	
30-443-82-0011	Lg C/I Large Power CP-2 PCAC	40,408	(994)	(43,974)		-				
30-443-82-0030	Lg C/I Sales Large Power Elba	45,819	48,946	23,103		-				
30-443-82-0031	Lg Commer and Indust Sales PCA	543	(1,253)	(832)		-				
30-443-83-0010	Lg Commer and Indust Sales Ind	2,667,853	2,536,713	2,261,548	2,787,131	2,795,636	3%	2,861,288	2%	
30-443-83-0011	Lg Commer and Indust Sales PCA	150,272	(11,696)	(174,103)		-				
30-443-83-0012	Lg Commer and Indust Sales Ren	4,980	4,980	3,735		-				
30-444-91-0010	Public Str and Hwy Lighting Ci	116,768	119,386	93,582	125,216	120,550	2%	127,273	6%	
30-444-91-0011	Public Str and Hwy Lighting PC	579	(284)	(1,303)		-				
30-444-91-0030	Public Str and Hwy Lighting EI	2,328	2,327	1,692		-				
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COLUMBUS LIGHT DEPARTMENT  
Detailed Electric Operation and Maintenance Expenses  
Projected 2024 Year End for 2025 Budget

	Actual 2021	Thru Sept				Expected 2024	Budget 12/31/2024	2025 Budget vs 2024 Expected	Budget 2025	% Budget Increase
		Actual 12/31/2022	Actual 12/31/2023	YTD 12/31/2024	2024					
30-582-20-0000 Station Exp Supplies & Expense			2,055	1,203	1,444	-	2,000			
30-583-00-0000 Overhead Line Expenses (583)	9,288	-	-	-	888	9,750	859	1613%	859	453%
30-583-10-0000 OH line Exp Labor		8,291	962	740	407	-	394		394	
30-583-10-5835 OH line Exp Labor Install Remo		-	-	339	1,544	-	52,679		52,679	
30-583-20-0000 OH line Exp Supplies & Expense		219	1,034	-	-	-	-		-	
30-583-30-0000 OH line Exp Transportation		-	-	-	-	-	-		-	
30-583-30-5835 OH line Exp Transportation Ins		-	-	-	-	-	-		-	
30-584-00-0000 UG Line Exp	21,401	-	(738)	-	-	16,050	-	353%	-	273%
30-584-10-0000 UG Line Exp Labor		4,716	398	-	-	-	-		-	
30-584-10-5845 UG Line Exp Labor Install Remo		64	562	204	244	-	236		236	
30-584-20-0000 UG Line Exp Supplies & Expense		14,739	12,535	10,813	12,976	-	59,679		59,679	
30-584-20-5845 UG Line Exp Supplies & Expense		-	-	-	-	-	-		-	
30-584-30-0000 UG Line Exp Transportation		-	-	-	-	-	-		-	
30-584-30-5845 UG Line Exp Transportation Ins		15	61	-	-	-	-		-	
30-584-40-0000 UG Line Exp Inventory Allocati		-	-	-	-	-	-		-	
30-584-40-5845 UG Line Exp Inventory Allocati		-	-	-	-	-	-		-	
30-586-00-0000 Meter Exp	(5,355)	-	-	-	-	5,875	-	-19%	-	0%
30-586-10-0000 Meter Exp Labor		60	-	-	-	-	-		-	
30-586-10-5865 Meter Exp Labor Install Remove		111	539	-	-	-	-		-	
30-586-20-0000 Meter Exp Supplies & Expenses		7,966	10,705	5,437	7,249	-	5,850		5,850	
30-586-30-0000 Meter Exp Transportation		1	-	-	-	-	-		-	
30-586-30-5865 Meter Exp Transportation Insta		3	-	-	-	-	-		-	
30-587-00-0000 Customer Installations Exp	30	-	-	-	-	125	-	0%	-	0%
30-587-10-0000 Customer Installations Exp Lab		161	-	-	-	-	-		-	
30-587-30-0000 Customer Installations Exp Tra		-	550	-	125	-	-		-	
30-588-00-0000 Misc Dist Exp	132,524	-	146	-	-	122,250	-	-13%	113,939	10%
30-588-10-0000 Misc Dist Exp Labor		74,039	72,872	109,459	131,351	-	-		-	
30-588-10-5883 Misc Dist Exp Labor Indirect W		14,305	441	-	-	-	-		-	
30-588-13-5882 Misc Dist Exp Stand-by/Estimat		-	-	-	-	-	-		-	
30-588-20-0000 Misc Dist Exp Supplies & Expen		9,725	11,392	18,678	22,414	-	-		-	
30-588-20-5881 Misc Dist Exp Supplies & Expen		-	26	-	-	-	20,000		20,000	

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COLUMBUS LIGHT DEPARTMENT

Detailed Electric Operation and Maintenance Expenses  
Projected 2024 Year End for 2025 Budget

Thru Sept									
	Actual	Actual	Actual	YTD	Expected	Budget	2025 Budget vs	Budget	% Budget
	2021	12/31/2022	12/31/2023	12/31/2024	2024	12/31/2024	2024 Expected	2025	Increase
30-588-30-5881 Misc Dist Exp Transportation		-	-	-		-			
30-589-00-0000 Rents	464	-	-	-	250	250	5996%	15,240	5996%
30-589-20-0000 Rents Supplies & Expenses		-	-	-		-			
30-591-00-0000 Maint of Struct	-	-	-	-					
30-591-10-0000 Maint of Struct Labor		2,897	826	397	477	2,950	-3%	461	-84%
30-592-00-0000 Maint of Station Eqp	10,416	-	-	-		5,850	-3%	6,852	34%
30-592-10-0000 Maint of Station Eqp Labor		3,904	4,508	5,902	7,082	-		1,000	
30-592-20-0000 Maint of Station Eqp Supplies		2,645	2,125	54	1,000	-			
30-592-30-0000 Maint of Station Eqp Transport		-	-	-		-			
30-592-40-0000 Maint of Station Eqp Inventory		-	-	-		-			
Maintenance of Structures and Equipment									
Maintenance of Lines									
30-593-00-0000 Maint of OH Lines		-	(493)	-		25,750	-1%	26,867	-2%
30-593-10-0000 Maint of OH Lines Labor		33,247	39,200	22,697	27,237	-		6,997	
30-593-10-5932 Maint of OH Lines Labor / Tree Trimming (5932)	8,122	7,498	13,578	6,027	7,232	-			
30-593-20-0000 Maint of OH Lines Supplies & E		8,660	10,355	3,857		-			
30-593-20-5931 Maint of OH Lines Supplies & E		-	-	-		-			
30-593-20-5932 Maint of OH Lines Supplies & E		265	5,242	432	1,432	10,275		1,500	
30-593-20-5933 Maint of OH Lines Supplies & E		-	-	-		-			
30-593-30-0000 Maint of OH Lines Transportati		2,560	187	-		-			
30-593-30-5931 Maint of OH Lines Transportati		-	-	-		-			
30-593-30-5932 Maint of OH Lines Transportati		-	-	-		-			
30-593-30-5933 Maint of OH Lines Transportati		-	-	-		-			
30-593-40-0000 Maint of OH Lines Inventory AI		389	-	-		-			
30-594-00-0000 Maint of UG Lines		(5,065)	(375)	-		17,350	-17%		-6%
30-594-00-5941 Maint of UG Lines Maintenance		-	-	-		-		10,865	
30-594-10-0000 Maint of UG Lines Labor		8,536	17,197	9,139	10,967	-			
Electric Locate (5942)	1,151								

COLUMBUS LIGHT DEPARTMENT

Detailed Electric Operation and Maintenance Expenses  
Projected 2024 Year End for 2025 Budget

Projected 2024 Year End for 2025 Budget										Thru Sept
	Actual 2021	Actual 12/31/2022	Actual 12/31/2023	YTD 12/31/2024	Expected 2024	Budget 12/31/2024	2025 Budget vs 2024 Expected	Budget 2025	% Budget Increase	
30-594-10-5942		1,118	1,132	729	875	-		846		
30-594-20-0000		5,778	57,722	6,861	8,861	-		5,000		
30-594-20-5941		-	667	-		-				
30-594-20-5942		-	-	-		975		500		
30-594-30-0000		25	30	-	50	-				
30-594-30-5941		-	-	-		-				
30-594-30-5942		-	-	-		-				
30-594-40-0000		1,181	-	-		-				
30-595-00-0000		-	-	-		675	-4%	163	-76%	
30-595-10-0000		-	245	141	169	-				
30-595-20-0000		72	-	-		-				
30-595-30-0000		-	-	-		-				
30-596-00-0000		-	-	-		3,000	-3%	8,257	192%	
30-596-10-0000		2,968	9,378	7,112	8,534	-		500		
30-596-20-0000		254	634	221	500	-				
30-596-30-0000		-	-	-		-				
30-596-40-0000		409	-	-		-				
30-597-00-0000		-	-	-		525	-3%	3,487	659%	
30-597-10-0000		1,791	6,277	3,004	3,604	-		500		
30-597-20-0000		13	1,572	-	500	-				
Maintenance of Miscellaneous Distrib PI	-		-	-		-				
Total Distribution Expenses	218,658	229,620	293,389	229,427	278,158	246,600	29%	358,800	45%	

Customer Accounts Expenses

30-902-00-0000	-	-	-	-	-	100	83	10%		31%
30-902-10-0000		-	-	71	86	-	-			
Meter Reading Exp Labor										
Meter Reading Expenses (902-20)	9,523									
Meter Reading Exp Supplies & E		10,464	10,440	10,242	11,566	9,775	12,723			
Meter Reading Exp Transportati		88	164	64	128	-	141			
Customer Records & Clct Exp	64,588	-	-	-	-	65,550	-	4%		4%
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Detailed Electric Operation and Maintenance Expenses  
Projected 2024 Year End for 2025 Budget

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Detailed Electric Operation and Maintenance Expenses  
Projected 2024 Year End for 2025 Budget

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COLUMBUS LIGHT DEPARTMENT

Detailed Electric Operation and Maintenance Expenses  
Projected 2024 Year End for 2025 Budget

Thru Sept									
	Actual 2021	Actual 12/31/2022	Actual 12/31/2023	YTD 12/31/2024	Expected 2024	Budget 12/31/2024	2025 Budget vs 2024 Expected	Budget 2025	% Budget Increase
30-930-20-9351 Misc General Exp Supplies & Ex		-	-	-		-		5,870	1205%
30-933-00-0000 Vehicle Clearing	-	17,930	39,655	42,462	50,954	12,500	6%	52,000	
30-933-10-0000 Vehicle Clearing Labor	-	16,084	31,616	24,871	29,846	-		30,305	
30-933-20-0000 Vehicle Clearing S&E	-	42,090	44,538	55,335	73,780	-		75,000	
30-933-30-0000 Vehicle Clearing Transportatio	-	(871)	(2,370)	-		-			
30-932-00-0000 Maint of General Plt	-	3,173	-	650		32,000	-2%		42%
30-932-10-0000 Maint of General Plt Labor	-	58,844	41,244	32,590	39,108	-		38,032	
30-932-20-0000 Maint Gen Plant S&E	-	3,041	3,947	5,466	7,287	-		7,500	
Total Administrative and General Ex	-	316,407	746,192	662,291	793,545	538,402	4%	829,080	54%
Total Operation and Maintenance Ex	6,164,201	7,331,796	7,231,389	5,563,817	6,560,612	7,171,977	17%	7,702,135	7%
Taxes (Non-Tax Equivalent)	48,718	46,684	48,718	27,681	27,681	48,718	69%	46,684	-4%
Total Operation and Maintenance Expe	6,212,919	7,378,480	7,280,107	5,591,498	6,588,293	7,220,695	18%	7,748,819	7%
30-403-00-0000 Depreciation Expense		429,109	505,551	310,000	513,339	513,339	-1%	508,206	-1%
30-403-00-0001 Depreciation Expense Pole Rent		53,356	56,138	40,000	55,000	-	9%	60,000	100%
Total Taxes		482,465	561,689	350,000	568,339	513,339	0%	568,206	11%
30-408-00-0000 Taxes		-	-	-		-			
30-408-20-4081 Taxes Property Tax Equivalent		234,780	212,958	191,000	212,958	234,780	11%	236,447	1%
30-408-20-4082 Taxes Social Security		34,836	37,388	35,391	35,391	34,836	46%	51,646	48%
30-408-20-4083 Taxes Gross Receipts Tax		4,283	4,752	4,084	7,155	4,283	-30%	4,990	16%
30-408-20-4084 Taxes PSC Remainder Assessment		7,565	7,558	8,042	15,607	7,565	-52%	7,565	0%
Total Taxes		281,464	262,657	238,517	271,112	281,464	11%	300,648	7%
NON-OPERATING REVENUES									
30-415-00-0000 Rev from Merch Job & Cont Work		802	-	-		-			
30-416-10-0000 Merch Job & Cont Wrk Labor		(3,145)	(582)	-		-			
30-416-15-0000 Merch Job & Cont Wrk Burden/OH		(1,195)	(221)	-		-			
30-0000 Merch Job & Cont Wrk Transport		(410)	(200)	-		-			

COLUMBUS LIGHT DEPARTMENT

Detailed Electric Operation and Maintenance Expenses  
Projected 2024 Year End for 2025 Budget

Thru Sept

	Actual 2021	Actual 12/31/2022 2022	Actual 12/31/2023 2023	YTD 12/31/2024 2024	Expected 2024	Budget 12/31/2024 2024	2025 Budget vs 2024 Expected	Budget 2025	% Budget Increase
30-419-00-0000 Interest and Dividends Income		55,075	101,449	74,803	99,737	34,550	-7%	93,000	169%
30-426-00-0000 Oth Income Deductions		0	-	-		(575)	#DIV/0!		-100%
30-427-00-0000 Interest on Long-Term Debt		(13,100)	(10,100)	(8,700)	(8,640)	(15,250)	119%	-18,903	24%
30-428-00-4280 Amort of Debt Disc and Exp		2,760	2,568	1,826	2,460	-	-2%	2,400	100%
30-421-00-0000 Misc NonOper Income		23,785	11,340	-	2,000	2,000	0%	2,000	0%
30-421-00-4211 Gain/Sales Fixed Assets		95,435	-	-	-	-	0%	167,000	100%
Total Non-Operating/Misc Income		160,008	104,255	67,929	95,557	20,725	157%	245,497	1085%
NET INCOME/(LOSS)		361,329	(278,987)	(65,614)	729,777	137,973	-97%	18,967	



November 14, 2024

Note #	Version #2 No Staff Added Comments
--------	---------------------------------------

- |    |   |
|----|---|
| 1  | Our latest electric rate increase went into effect 2/29/2024.<br>Our latest water rate increase went into effect 2/1/2024.<br>Our latest wastewater rate increase went into effect 11/1/2022. |
| 2  | Sewer Rate Case values were placed based on Workshop Session and Adjustment to Septage Receiving. Goal of being Net Positive.   |
| 3  | No Additional Employees are added to Budget.  |
| 4  | 2025 Budget prepared with a 83% Increase for ALL Utility Wages.   |
| 7  | AT&T & Charter Pole Attachments were increased by 25%, per contracts.   |
| 8  | ACEC capacity payment of \$29,400 is expected in 2025 for Sub # 4.  |
| 9  | School Benefits maintained due to Jacob Boness and Mason Mosher being in the Apprenticeship Program.  |
| 10 | Proposed capital projects and correlating debt issuance funds are shown.  |
| 11 | ATC Dividends are included in Electric Interest Income.   |
| 12 | A increase of 2% in purchased power cost is anticipated in 2025.  |

COLUMBUS UTILITIES  
STATEMENT OF CASH FLOWS

2025 Budget FINAL version 2 NO Operators Added

	Electric	Water	Wastewater	Total Utilities
Net Income	\$ 18,967	\$ 32,444	\$ 26,134	\$ 77,545
Add:				
Proceeds from 2025 revenue debt issue	4,402,673	1,352,626	2,297,837	8,053,136
Depreciation & Amortization (net)	565,806	340,175	406,843	1,312,824
Less:				
Capital additions	(4,402,673)	(1,352,626)	(2,297,837)	(8,053,136)
Debt principle payments	(520,643)	(140,000)	(321,172)	(981,815)
Net Cash Flow	\$ 64,129	\$ 232,619	\$ 111,805	\$ 408,554

Utility W/E - LGIP \$410,000 Cash Reserve  
Bond Reserves - \$300,000 Required - \$540,000 Plant Renewal & Replacement Surplus

## 2025 Budget - Capital Projects and Additions (TO BE BONDED)

November 14, 2024

### Sewer Utility Needs for FY 2025

Item	Cost	Comments
1 Vehicle Equipment	\$ 149,267.00	Hoist Truck for Sewer Utility
2 Pretreatment Study	\$ 100,000.00	Study and Implementation of Pretreatment Program including Grease Trap inspections etc.
3 Collection System Jet/Repair/etc.	\$ 300,000.00	Repair work on 20% of collection system; jetting, televising, lining, grout work, etc.
4 Birdsey Lift Station	\$ 75,000.00	PLC/SCADA control Panel, carryover from 2024 requests
5 Scum Pumps & Flanges	\$ 100,000.00	Replacement of all scum/sump pumps in WWTP and flanges that are worn including piping.
6 Sand Filter Rehab	\$ 450,000.00	Isolation Valves, Sand Replacement, other repair work/engineering
7 River Level Meter & Effluent Sampling	\$ 60,000.00	New Sample location and sampling process needed for Effluent Samples as well as river level meter.
8 SCADA System Upgrades	\$ 75,000.00	2024 carryover, Extent of Project not known (may be incorporated with Birdsey & PLC/Fiber Project)
9 Biosolids Handling/Project Design/Planning	\$ 703,570.00	Engineering and design portion of project to begin construction in 2026.
<b>SUB TOTAL</b>	<b>\$ 2,012,837.00</b>	

### Water Utility Needs for FY 2025

Item	Cost	Comments
1 WP #2 MCC Replacement	\$ 283,379.00	MCC Electrical Buckets and Panel Replacement
2 WP#2 Softener Recon	\$ 298,906.00	Recondition the Zeolite Softeners
3 WP#2 Softener Repaint	\$ 135,651.00	Repaint the interior of the Vessels
4 WP#2 Iron Filter Automated Backwash	\$ 293,000.00	Replace manual system with automated system to reduce waste and increase efficiency
5 WP#2 Dehumidifier 1 of 4 Replacement	\$ 18,164.00	Dehumidifier #1
6 Site Investigation and Site Selection	\$ 42,436.00	Future Water Plant Site Identification
7 Future Plant Land Acquisition	\$ 106,090.00	Purchase of Land for Future Plant
<b>SUB TOTAL</b>	<b>\$ 1,177,626.00</b>	

### Electric Utility Needs for FY 2025

Item	Cost	Comments
1 Reconnect Padmount Step-Down	\$ 10,000.00	Unit on Ludington & HWY 89 should be reconnected so it is ready to serve load
2 Complete 4.16kV conversion	\$ 3,300,000.00	Covert the remainder of the 4.16kV to 12.47kV via contract and done before failure of Substation #1.
3 Decommission Substation #1	\$ 10,000.00	Turn Off and scrap Substation #1. Scrap value may be less than disposal costs.
4 Sell Pad Mount Step-Downs	\$ (45,000.00)	These Transformers are useful to other Utilities going through conversion.
5 Hospital Expansion Project Equipment Order	\$ 320,000.00	Equipment needed to perform hospital work in 2026.
6 Substation #2 SCADA Connection	\$ 10,000.00	Carryover from 2024
7 Transformers (Stock and hospital Project)	\$ 720,750.00	Purchased for Hospital project as well as inventory needs in our yard.
8 2025 Ford F350 Super Crew Utility Truck	\$ 76,923.00	Replacement for Truck #32.
<b>SUB TOTAL</b>	<b>\$ 4,402,673.00</b>	

### Combined Utility Needs for FY 2025

Item	Cost	Comments
1 Wastewater Portion Streets Projects	\$ 110,000.00	2025 Steels Construction Projects Wastewater Portion
2 Water Portion Streets Projects	\$ 175,000.00	2025 Streets Construction Projects Water Portion
3 PLC/Fiber Installation Upgrade	\$ 175,000.00	City Wide Install of updated comms cable.
<b>SUB TOTAL</b>	<b>\$ 460,000.00</b>	
<b>GRAND TOTAL</b>	<b>\$ 8,053,136.00</b>	



2025								
Employee	Employment Status	Annual Hours	Budgeted Overtime Hours	2024 Hourly Wage	2024 Annual Salary or Wages	Proposed Increase	2025 Hourly Wage	2025 Annual Salary or Wages
Lead Water Operator	FT	2080	240	\$ 38.92	\$ 94,965	3%	\$ 40.09	\$ 97,814
Lead Water Operator Incent.	INC	2320	0	\$ 5.50	\$ 12,760	0%	\$ 5.50	\$ 12,760
Water Operator	FT	2080	240	\$ 34.00	\$ 82,960	3%	\$ 35.02	\$ 85,449
Water Operator Incentive	INC	2320	0	\$ 5.50	\$ 12,760	0%	\$ 5.50	\$ 12,760
Water Operator	FT					3%		\$ -
Water Operator Incentive	INC	0	0		\$ -	0%		\$ -
Part Time/Sesasonal	PT	1000		\$ 20.88	\$ 20,880	3%	\$ 21.51	\$ 21,506
Totals:			480		\$ 224,325			\$ 230,289

WATER 2025				CIP/PROJECTS
50-672-20-0000	Power Wash and Touch Up Elevated Storage (Tower Drive)	\$	12,500	\$12,500
50-662-20-6622	Annual Replacements (LEAD & COPPER)	\$	50,000	\$50,000
50-677-40-0000	Annual Hydrant and Valve Replacement	\$	30,000	\$30,000
50-932-20-0000	Plant #2 Dehumidifier	\$	17,635	\$17,635
50-661-20-0000	CONTINGENCY REPAIR CASH	\$	25,000	\$25,000
50-663-20-0000	Water Meter Bench Tester w/Auto Stop	\$	50,155	\$50,155
50-662-20-0000	Trench Box large plus braces	\$	9,720	\$9,240
50-660-20-0000	MEUW	\$	14,950	\$4,984
50-932-20-0000	Snow Blower	\$	1,500	\$750
50-930-20-9351	RAIN GEAR PPE/SAFETY BUDGET	\$	5,870	\$5,870
50-932-20-0000	Shop Sweeper	\$	480	\$240
50-932-20-0000	Plant #1 Electric Heater	\$	7,998	\$7,998
50-662-20-0000	Kerf Cutter	\$	3,500	\$3,500
50-666-20-0000	Bobcat Hydraulic Breaker	\$	13,300	\$8,645
50-666-20-0000	Bobcat E48 w 18"30" & Ripper	\$	78,298	\$50,894
50-666-20-0000	Bobcat Skidsteer Rental	\$	3,000	\$1,500
50-641-20-0000	WATER TREATMENT CHEMICALS	\$	74,000	\$74,000
50-675-00-6752	HYDROCORP CROSS CONNECCT CONTRACT	\$	11,760	\$11,760
50-921-20-0000	PRINTER/COPY MACHINE CONTRACT w/Rhyme	\$	5,184	\$1,728
BUDGET TOTAL "PROJECTS "WATER 2025				\$360,399
CIP TOTAL WATER 2025				(\$1,352,626)

New Operator adds \$130,587 in Salary Expense  
BOND AMOUNT - \$1,352,626

2025	Plant #2 Softener Reconditioning	\$298,906	Recondition the water softeners
2025	Plant #2 Softener Painting	\$135,651	Repaint interior of Vessels
2025	Motor Control Center Replacement	\$283,379	MCC Electrical Buckets and Panel Replacements
2025	Iron Filter Automated Backwash	\$293,000	Plant #2
2025	Dehumidifier 1 of 4 Replacement	\$18,164	Plant #2
2025	Investigation and Site Selection	\$42,436	Future Water Plant
2025	Land Acquisition	\$106,090	Future Water Plant
2025	Water Portion of Streets Projects	\$175,000	
		\$1,352,626	

65%  
65%

**COLUMBUS WATER DEPARTMENT**  
Water Revenue and Expenses  
Projected 2024 Year End for 2025 Budget

OPERATING REVENUES						
Sales of Water						
Metered Sales						
Residential (4611)	749,523	770,164	619,229	825,639	1,572,500	3.00%
Commercial (4610 & 4612)	217,397	194,634	161,897	215,862	211,600	3.00%
Industrial (4613)	49,168	62,109	51,139	68,185	49,525	3.00%
Deduct Meter Charges (4614)		716	503	671	255	3.00%
Multi Family (4615)	57,339	57,592	50,314	67,085	61,125	3.00%
Public Authority (464)	27,736	29,930	33,394	44,525	34,875	3.00%
Total Metered Sales	1,101,393	1,115,144	916,475	1,221,966	1,929,880	3.00%
Private Fire Protection (462)	37,660	37,968	28,483	37,978	38,250	3.00%
Public Fire Protection (463)	442,399	441,742	355,288	473,717	450,085	3.00%
Total Sales of Water	1,581,452	1,594,855	1,300,246	1,733,661	2,418,215	3.00%
Other Operating Revenues						
Forfeited Discounts (470)	4,823	5,810	2,787	3,716	6,225	3.00%
Other Water Revenues (474)	17,629	5,961	3,122	4,163	5,975	3.00%
Total Other Operating Revenues	22,452	11,770	5,909	7,879	12,200	3.00%
Total Operating Revenues	1,603,904	1,606,625	1,306,155	1,741,540	2,430,415	3.00%
OPERATING EXPENSES						
Operation and Maintenance Expenses						
Pumping Expenses	68,204	43,559	33,770	44,927	40,525	-7.74%
Water Treatment Expenses	217,189	210,064	134,191	169,729	174,775	14.1%
Transmission and Distribution Expenses	171,875	194,100	113,818	164,762	124,550	138.97%
Customer Accounts Expenses	54,680	43,078	38,697	48,612	52,425	-23.71%
Sales Expense	-	-	-	-	250	-100.0%
Administrative and General Expenses	230,136	409,785	334,523	407,867	358,470	7.41%
Taxes (Non-Tax Equivalent)	14,325	30,361	15,750	35,427	48,718	-1.65%
Total Operation and Maintenance Expenses	756,409	930,947	670,748	871,325	799,713	30.73%
Depreciation Expense (403)	308,955	330,618	254,064	304,877	304,099	0.00%
Depreciation Expense (403) -CIAC	44,017	46,659	36,000	43,200	-	100.0%
Taxes (408)	235,022	226,930	204,088	231,704	269,863	10.53%
Total Operating Expenses	1,344,403	1,535,154	1,164,900	1,451,105	1,373,675	20.13%
Operating Income	259,501	71,471	141,255	290,435	1,056,740	-82.6%
NON-OPERATING REVENUES						
Interest Income (419)	10,049	32,296	25,833	31,000	3,500	0.00%
Misc Nonoperating Income (421)	-	-	-	-	3,500	-100.00%
Interest Expense (427)	(65,550)	(62,850)	(48,300)	(64,400)	(69,250)	-10.17%
Amortization of Debt Issuance Expense (4280)	8,976	8,343	5,926	7,901	-	0.00%
Other Interest Expense (431)	1	34	19	25	25	0.00%
Appropriation of Earnings to Municipal Fund (439)	565	941	1,607	845	-	0.00%
Total Non-Operating (Income)/Expense	(45,959)	(21,235)	(14,915)	(24,629)	(62,250)	-26.6%
BT INCOME/(LOSS)	213,542	50,236	126,340	265,806	994,490	73.27%
					32,444	-96.74%

COLUMBUS WATER DEPARTMENT  
Detailed Water Operation and Maintenance Expenses  
Projected 2023 Year End for 2024 Budget

		Thru Sept						
		Actual 12/31/2022	Actual 12/31/2023	YTD 12/31/2024	Expected 2024	Budget 12/31/2024 2024	2025 Budget vs 2024 Expected	% Budget Increase
50-461-60-4611	Metered Sales to Customers Met	749,522.83	770,163.65	619,228.89	825,638.52	1,572,500.00	-90%	-46%
50-461-70-4610	Metered Sales to Customers Met	6,528.95	8,191.94	5,234.31	6,979.08	1,000.00	86%	619%
50-461-70-4612	Metered Sales to Customers Met	210,868.44	186,441.69	156,662.56	208,883.41	210,600.00	-1%	2%
50-461-80-4613	Metered Sales to Customers Met	49,168.49	62,108.76	51,138.69	68,184.92	49,525.00	27%	42%
50-461-60-4614	Metered Sales to Customers Ded	229.50	715.50	503.01	670.68	255.00	62%	171%
50-461-90-4615	Metered Sales to Customers Mul	57,339.08	57,592.44	50,313.63	67,084.84	61,125.00	9%	13%
50-464-00-0000	Oth Sales to Public Author	27,736.04	29,930.46	33,393.62	44,524.83	34,875.00	22%	31%
	Total Metered Sales	1,101,393.33	1,115,144.44	916,474.71	1,221,966.28	1,929,880.00	-58%	-35%
50-462-00-0000	Private Fire Protection Svc	37,660.09	37,968.00	28,483.40	37,977.87	38,250.00	-1%	2%
50-463-00-0000	Public Fire Protection Svc	442,399.15	441,742.40	355,287.74	473,716.99	450,085.00	5%	8%
	Total Water Sales	1,581,452.57	1,594,854.84	1,300,245.85	1,733,661.13	2,418,215.00	-39%	-26%
50-470-00-0000	Forfeited Discs	4,823.04	5,809.52	2,787.12	3,716.16	6,225.00	-68%	-39%
50-474-00-0000	Oth Wtr Rev	17,629.00	5,960.50	3,122.00	4,162.67	5,975.00	-44%	-28%
	Total Other Operating Revenues	22,452.04	11,770.02	5,909.12	7,878.83	12,200.00	-55%	-33%
	Total Operating Revenues	1,603,904.61	1,606,624.86	1,306,154.97	1,741,539.96	2,430,415.00	-40%	-26%
<u>Pumping Expenses</u>								
50-623-00-0000	/Svc Pub Author/Fuel Purchased	36,782.23	37,422.11	29,416.06	39,221	34,475.00	12%	3%
50-624-00-0000	/Svc to Oth/Pmp Labor & Exp	-	-	-	225	425.00	-4%	-49%
50-624-10-0000	/Svc to Oth/Pmp Labor & Exp La	638.53	429.61	187.68	-	-		
50-624-20-0000	/Svc to Oth/Pmp Labor & Exp Su	1,085.00	-	-	-	-		
50-633-00-0000	/Fertil Sales/Maint-Pmp Eqp	-	-	-	666	5,625.00	4%	2%
50-633-10-0000	/Fertil Sales/Maint-Pmp Eqp La	177.13	-	554.76	-	-		
50-633-20-0000	/Fertil Sales/Maint-Pmp Eqp Su	29,521.00	5,707.20	3,611.19	4,815	-		
	Total Pumping Expenses	68,204	43,559	33,770	44,927	40,525	10%	2%
<u>Water Treatment Expenses</u>								
50-641-00-0000	Chemicals	-	-	-	53,144	67,375.00	39%	10%
50-641-20-0000	Chemicals Supplies & Expenses	80,678.64	77,394.11	39,857.82	-	-		
50-641-60-4611	CHEMICALS - METERED SALES RES	-	-	-	-	-		
	Water Treatment Labor and Expenses							
50-641-00-0000	Oper Labor and Exp	-	-	-	-	71,250.00	-6%	
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COLUMBUS WATER DEPARTMENT

Detailed Water Operation and Maintenance Expenses  
Projected 2023 Year End for 2024 Budget

Thru Sept

	Actual 12/31/2022	Actual 12/31/2023	YTD 12/31/2024	Expected 2024	Budget 12/31/2024	2025 Budget vs 2024 Expected	Budget 2025	% Budget Increase
50-642-10-0000	44,547.46	43,282.62	42,127.19	50,553	-		49,612	
50-642-20-0000	37,495.40	41,206.14	13,619.29	18,159	-		15,000	
50-642-30-0000	-	-	-		-			
50-642-30-0000	-	-	-		-			
50-651-00-0000	-	-	-		-			
50-651-10-0000	1,528.01	1,233.90	1,170.96	1,405	-	570%	7,998	528%
50-652-00-0000	-	-	-		34,650.00	-2%	1,417	-62%
50-652-00-6521	-	-	149.96	200	-			
50-652-10-6521	23,499.19	16,882.22	11,089.39	13,307	-		13,112	
50-652-10-6522	11,944.27	14,227.08	14,550.79	17,461	-		16,914	
50-652-20-0000	984.25	95.00	47.50	63	-			
50-652-20-6521	8,626.69	11,436.37	5,904.44	7,873	-		7,800	
50-652-20-6522	7,886.06	4,306.83	5,673.25	7,564	-		7,800	
Water Testing - Notification				-				
Total Water Treatment Expenses	217,190	210,064	134,191	169,729	174,775	-3%	193,653	11%

Transmission and Distribution Expenses

Operation Supplies and Expenses

50-660-00-0000	-	-	-		16,050.00	446%	4,984	87%
50-660-20-0000	12,862.48	16,406.25	-		-			
50-660-20-6601	-	-	-		-		101	
50-661-10-0000	81.20	-	88.32	106	-		25,000	
50-661-20-0000	-	-	4,500.00	5,400	-			
50-662-00-0000	-	-	-		15,775.00	213%	15,054	355%
50-662-10-0000	9,006.35	6,471.73	12,224.42	14,669	-		6,740	
50-662-20-0000	13,354.52	10,816.64	6,886.50	8,264	-		50,000	
50-662-20-6622	-	-	-		-			
50-662-30-0000	-	-	-		-			
50-663-00-0000	-	-	-		2,250.00	1903%	2,600	2245%
50-663-10-0000	903.04	203.38	-	-	-			
50-663-10-6635	6,158.02	1,776.79	2,195.20	2,634	-		50,155	
50-663-20-0000	1,880.37	4,736.94	-		-			
50-663-30-0000	-	-	-		-			
50-664-00-0000	-	-	-		13,875.00	3%	1,077	
50-664-30-0000	44.28	684.84	839.80	1,008	-			
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COLUMBUS WATER DEPARTMENT

Detailed Water Operation and Maintenance Expenses  
Projected 2023 Year End for 2024 Budget

	Thru Sept					Expected 2024	Budget 12/31/2024 2024	2025 Budget vs 2024 Expected	Budget 2025	% Budget Increase
	Actual 12/31/2022	Actual 12/31/2023	YTD 12/31/2024	Actual 12/31/2023	YTD 12/31/2024					
50-664-10-6641	-	-	-	-	-	11,723	-	-	12,000	0%
50-664-20-0000	9,097.30	18,301.51	9,769.46	18,301.51	9,769.46	11,723	-	-	12,000	0%
50-664-20-6641	680.00	929.00	929.00	929.00	929.00	1,115	-	100%	-	0%
50-664-30-0000	-	-	-	-	-	-	-	0%	-	91%
50-665-00-0000	-	508.72	-	508.72	-	-	33,225.00	16%	43,300	-
50-665-10-0000	26,059.65	40,060.30	42,027.82	40,060.30	42,027.82	50,433	-	-	20,000	-
50-665-10-6653	5,146.30	197.06	-	197.06	-	-	-	-	-	-
50-665-13-6651	-	-	-	-	-	3,953	-	-	-	-
50-665-20-0000	9,885.21	18,334.01	3,294.22	18,334.01	3,294.22	-	-	-	-	-
50-665-20-6651	-	30.91	-	30.91	-	-	-	-	-	-
50-665-20-6652	-	-	-	-	-	-	-	-	-	-
50-665-30-6651	-	-	-	-	-	-	-	-	-	-
50-666-20-0000	-	535.09	550.43	535.09	550.43	661	-	4521%	61,039	100%
50-666-20-0000	-	535.09	550.43	535.09	550.43	661	-	-10%	720	316%
50-672-00-0000	-	-	-	-	-	-	3,175.00	-1%	12,500	-70%
50-672-10-0000	581.06	60.54	629.76	60.54	629.76	756	-	-	-	-
50-672-20-0000	10,014.02	65.02	11,650.00	65.02	11,650.00	13,980	-	-	-	-
50-673-00-0000	-	-	-	-	-	-	14,350.00	-	2,443	-
50-673-10-0000	4,603.32	3,590.49	2,135.99	3,590.49	2,135.99	2,563	-	-	1,457	-
50-673-10-6731	9,467.32	14,038.46	-	14,038.46	-	1,415	-	-	470	-
50-673-20-0000	151.99	5,304.54	1,179.13	5,304.54	1,179.13	456	-	-	-	-
50-673-20-6731	2,550.33	19,820.24	380.34	19,820.24	380.34	-	-	-	-	-
50-673-30-0000	120.00	160.00	-	160.00	-	-	-	-	-	-
50-673-30-6731	3,197.50	4,162.50	-	4,162.50	-	-	-	-	-	-
50-673-40-0000	2,110.44	544.17	-	544.17	-	-	-	-	-	-
50-673-40-6731	1,212.59	3,836.54	-	3,836.54	-	-	-	-	-	-
50-675-00-0000	(673.36)	-	-	-	-	-	17,250.00	143%	11,760	13%
50-675-00-6751	150.00	-	-	-	-	-	325.00	-	-	-
50-675-00-6752	-	-	-	-	-	-	-	-	-	-
50-675-00-6753	-	-	-	-	-	-	-	-	-	-
50-675-10-0000	7,600.13	10,464.27	3,728.11	10,464.27	3,728.11	4,474	-	-	4,264	-
50-675-10-6751	-	-	-	-	-	-	-	-	-	-
50-675-10-6751	-	-	-	-	-	-	-	-	-	-
50-675-10-6751	27,281.31	9,889.59	1,792.44	9,889.59	1,792.44	2,151	-	-	2,215	-

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**COLUMBUS WATER DEPARTMENT**

Detailed Water Operation and Maintenance Expenses

Projected 2023 Year End for 2024 Budget

Thru Sept

	Actual 12/31/2022	Actual 12/31/2023	YTD 12/31/2024	Expected 2024	Budget 12/31/2024	2025 Budget vs 2024 Expected	Budget 2025	% Budget Increase
50-675-20-6751	515.85	485.99	1,289.46	1,547	-		1,594	
50-675-20-6752	-	-	-	-	-		-	
50-675-30-0000	35.00	1,080.00	-	-	-		-	
50-675-30-6751	-	-	-	-	-		-	
50-675-40-0000	3,102.93	1,358.64	-	-	-		-	
50-675-40-6751	-	-	-	-	-		-	
50-676-00-0000	(1,023.00)	(8,240.00)	(3,409.00)	(4,091)	1,925.00	-3%	(5,000)	1330%
50-676-10-0000	1,263.21	2,966.05	1,211.41	1,454	-		1,424	
50-676-20-0000	782.25	-	2,592.61	31,111	-		31,110	
50-676-30-0000	-	-	-	-	-		-	
50-677-00-0000	-	(2,502.95)	-	-	6,350.00	341%	6,721	478%
50-677-10-0000	1,254.65	3,484.97	5,419.49	6,503	-		-	
50-677-20-0000	2,069.04	1,465.24	1,362.16	1,816	-		-	
50-677-30-0000	-	285.00	-	-	-		-	
50-677-40-0000	352.36	1,252.36	-	-	-		30,000	
<b>Total Transmission and Distribution Expenses</b>	<b>171,878</b>	<b>194,100</b>	<b>113,818</b>	<b>164,762</b>	<b>124,550</b>	<b>24%</b>	<b>393,729</b>	<b>216%</b>
<b>Customer Accounts Expense</b>								
50-902-00-0000	(5,024.00)	(15,340.00)	(6,348.00)	(7,618)	3,975.00	12%	(7,618)	-26%
50-902-10-0000	1,424.78	336.26	121.71	146	-		139	
50-902-20-0000	8,320.16	8,454.84	8,293.98	9,953	-		10,251	
50-902-30-0000	303.28	112.96	104.10	125	-		150	
50-903-00-0000	(46,526.00)	(40,372.00)	(16,716.00)	(20,059)	48,250.00	-42%	(35,000)	-71%
50-903-00-9033	405.56	-	-	-	-		-	
50-903-10-0000	58,014.64	57,173.01	36,879.15	44,255	-		48,890	
50-903-10-9033	1,819.88	951.00	43.47	52	-		75	
50-903-20-0000	33,215.90	31,761.83	16,318.31	21,758	-	-8%	20,000	100%
50-903-20-9031	-	-	-	-	-		-	
50-904-00-0000	2,724.60	-	-	-	200.00	0%	-	0%
50-906-00-0000	-	-	-	-	-	-100%	200	0%
<b>Total Customer Accounts Expense</b>	<b>54,679</b>	<b>43,078</b>	<b>38,697</b>	<b>48,612</b>	<b>52,425</b>	<b>8%</b>	<b>37,088</b>	<b>-24%</b>
Sales Exp	-	-	-	-	250.00	0%	250	
<b>Administrative and General Expenses</b>								
50-910-00-0000								Item #11.

## COLUMBUS WATER DEPARTMENT

Detailed Water Operation and Maintenance Expenses

Projected 2023 Year End for 2024 Budget

Thru Sept

	Actual 12/31/2022 2022	Actual 12/31/2023 2023	YTD 12/31/2024 2024	Expected 2024	Budget 12/31/2024 2024	2025 Budget vs 2024 Expected	Budget 2025	% Budget Increase
50-920-00-0000 Admin & General Salaries	-	-	-	-	148,783.00	10%	147,213	-1%
50-920-10-0000 Admin & General Salaries Labor	69,863.38	128,421.63	111,996.44	134,396	-		147,213	
50-921-00-0000 Ofc Supplies and Exp	-	1,446.72	189.78	253	29,125.00	-31%	26,728	-8%
50-921-20-0000 Ofc Supplies and Exp Supplies	33,438.57	36,305.97	28,595.64	38,128	-			
50-921-20-9999 Ofc Supplies and Exp Supplies	-	-	62.67	84	-			
50-923-00-0000 Outside Svcs Employed	-	-	-		25,500.00	3%	60,000	135%
50-923-20-0000 Outside Svcs Employed Supplies	42,291.31	77,582.75	43,766.61	58,355	-			
50-924-00-0000 Prop Insurance	-	-	-		12,125.00	2%	17,500	44%
50-924-20-0000 Prop Insurance Supplies & Expe	14,244.45	15,949.39	17,277.61	17,228	-			
50-925-00-0000 Injuries and Damages	-	-	-		2,700.00	0%		39%
50-925-20-0000 Injuries and Damages Supplies	2,905.20	2,661.20	3,133.41	3,760	-		3,760	
50-926-00-0000 Employee Pensions and Benefits	(3,908.00)	(7,756.00)	(3,213.00)	(3,856)	5,985.00	255%	(3,856)	-164%
50-926-00-9269 Employee P&B Fringes	(65,235.79)	(5,526.61)	(4,554.89)	(5,466)	7,875.00	244%	(5,466)	-169%
50-926-10-9261 Employee P&B Sick Payout	17,578.30	-	-		2,750.00	-100%	-	-100%
50-926-10-9262 Employee P&B Holiday	11,016.20	11,608.12	13,820.64	16,585	11,875.00	28%	21,375	80%
50-926-10-9264 Employee P&B School	8,678.71	3,954.02	5,955.49	7,147	8,500.00	-19%	9,300	9%
50-926-10-9265 Employee P&B Funeral/MISC	493.04	1,489.68	1,550.59	1,861	500.00	73%	2,398	380%
50-926-10-9266 Employee P&B Vacation Payout	10,177.28	873.40	-		-	0%		0%
50-926-10-9999 Special Sick-Covid-19	-	-	-		-	0%		0%
50-926-15-9269 Employee P&B Burden/Overhead	3,764.89	8,474.32	-		-	0%		0%
50-926-20-0000 Employee P&B Supplies & Exp	1,250.00	(1,162.50)	-		-	0%	500	100%
50-926-20-9260 Employee P&B WI Retirement	17,746.76	20,707.96	18,310.32	21,972	20,525.00	7%	21,583	5%
50-926-20-9266 Employee P&B Clothing Allowance	2,864.98	805.32	2,436.50	2,956	3,050.00	-3%	3,050	0%
50-926-20-9267 Employee P&B Health Ins	67,081.83	61,318.03	55,395.39	66,474	50,904.00	23%	55,901	10%
50-926-20-9268 Employee P&B Life Ins	416.17	363.72	365.70	439	500.00	-14%	651	30%
50-926-20-9270 Employee P&B Cell Phone	1,275.00	1,437.50	1,230.00	1,476	1,350.00	9%	1,500	11%
50-926-20-9271 Employee P&B Dental Ins	4,688.15	3,553.13	2,669.78	3,204	3,398.00	-6%	3,093	-9%
50-926-20-9272 Employee P&B Vision	603.27	461.04	343.76	572	425.00	26%	360	-15%
50-926-20-9273 Employee P&B GASB 68 Special Sick-Covid-19	(38,949.00)	-	-		-	0%	-	0%
50-928-00-0000 Regulatory Commuissioin Exp	-	-	-	100	100.00	0%	100	
50-928-20-0000 Regulatory Commuissioin Exp Su	-	-	-		-			
50-928-20-0000 Misc General Exp	-	-	-		22,500.00	65%		

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**COLUMBUS WATER DEPARTMENT**

Detailed Water Operation and Maintenance Expenses

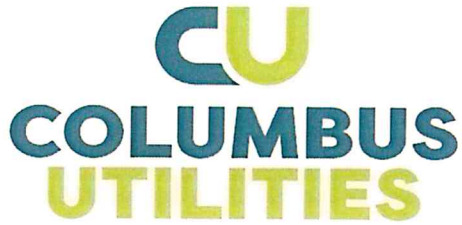
Projected 2023 Year End for 2024 Budget

Thru Sept

	Actual 12/31/2022	Actual 12/31/2023	YTD 12/31/2024	Expected 2024	Budget 12/31/2024	2025 Budget vs 2024 Expected	Budget 2025	% Budget Increase
50-930-10-0000 Misc General Exp Labor	6,212.67	7,168.48	4,121.00	4,945	-		4,713	
50-930-20-0000 Misc General Exp Supplies & Ex	3,840.85	6,574.17	3,275.60	3,931	-		4,100	
50-930-20-9300 Misc General Exp Other General	257.62	968.65	-		-			
50-930-20-9351 Misc General Exp Supplies & Ex	-	-	-		-		5,870	
50-932-00-0000 Maint of General Pit	157.75	-	650.30	780	-	98%	500	100%
50-932-10-0000 Maint of General Pit Labor	14,025.06	16,389.29	14,782.00	17,738	-		17,229	
50-932-20-0000 Maint of General Pit Supplies	3,357.39	4,134.06	5,115.50	6,139	-		31,133	
50-933-00-0000 Transportation Equip Maintenan	(3,209.97)	28.88	157.06	160	-	2%	200	100%
50-933-10-0000 Transportation Equip Maintenan	6,449.01	11,552.49	7,089.45	8,507	-		8,642	
<b>Total Administrative and General Expenses</b>	<b>233,375</b>	<b>409,785</b>	<b>334,523</b>	<b>407,867</b>	<b>358,470</b>	<b>-12%</b>	<b>438,078</b>	<b>22%</b>
<b>Total Operation and Maintenance Expenses-PSC</b>	<b>745,325</b>	<b>900,586</b>	<b>654,998</b>	<b>835,898</b>	<b>750,995</b>	<b>-10%</b>	<b>1,104,246</b>	<b>47%</b>
<b>Taxes (Non-Tax Equivalent)</b>	<b>14,325</b>	<b>30,361</b>	<b>15,750</b>	<b>35,427</b>	<b>48,718</b>	<b>-38%</b>	<b>34,841</b>	<b>-28%</b>
<b>Total Operation and Maintenance Expenses</b>	<b>759,650</b>	<b>930,947</b>	<b>670,748</b>	<b>871,325</b>	<b>799,713</b>	<b>-8%</b>	<b>1,139,087</b>	<b>24%</b>
50-403-00-0000 Depr Exp	308,955.00	330,618.00	254,064.00	304,876.80	304,099.00	0%	304,877	0%
50-403-00-0001 Depr Exp Pole Rent	44,017.00	46,659.00	36,000.00	43,200	-	100%	43,200	100%
<b>Total Depr Exp</b>	<b>352,972</b>	<b>377,277</b>	<b>290,064</b>	<b>348,077</b>	<b>304,099</b>	<b>-13%</b>	<b>348,077</b>	<b>0%</b>
50-408-00-0000 Taxes	(10,258.00)	(11,052.00)	(4,576.00)	(6,101)	10,258.00	268%	(6,101)	-159%
50-408-20-4081 Taxes Property Tax Equivalent	235,022.00	212,073.00	187,000.00	212,073	235,022.00	-11%	235,465	0%
50-408-20-4082 Taxes Social Security	23,247.57	23,539.76	20,330.57	24,397	23,248.00	5%	25,402	9%
50-408-20-4084 Taxes PSC Remainder Assessment	1,334.93	2,369.53	1,333.32	1,335	1,335.00	0%	1,335	0%
<b>Total Taxes</b>	<b>249,347</b>	<b>226,930</b>	<b>204,088</b>	<b>231,704</b>	<b>269,863</b>	<b>16%</b>	<b>256,100</b>	<b>11%</b>
<b>NON-OPERATING REVENUES</b>								
Revenues from Merchandising, Jobbing & Contract								
Costs & Expenses of Merchandising, Jobbing, etc								
Interest and Dividends Income								
50-419-00-0000 Misc NonOper Income Contrib's	10,048.60	32,296.37	25,833.25	31,000	3,500.00	89%	31,000	786%
50-421-00-0000 Interest on Long-Term Debt	-	-	-	-	3,500.00	-100%	-	-100%
50-427-00-0000 Amort of Debt Disc and Exp Armo	(65,550.00)	(62,850.00)	(48,300.00)	(64,400)	(69,250.00)	-8%	(57,850)	
50-428-00-4280 Oth Interest Exp	8,976.00	8,343.00	5,926.00	7,901	-	100%	7,901	
50-40000 Approp of Income to Muni Funds	1.05	34.35	18.64	25	-	100%	25	
50-40000	564.63	941.32	1,606.89	845	-	100%	845	

Item #11.

	Thru Sept							
	Actual 12/31/2022 2022	Actual 12/31/2023 2023	YTD 12/31/2024 2024	Expected 2024	Budget 12/31/2024 2024	2025 Budget vs 2024 Expected	Budget 2025	% Budget Increase
Total Non-Operating Revenues (Expenses)	<u>(45,959.72)</u>	<u>(21,234.96)</u>	<u>(14,915.22)</u>	<u>(24,628.91)</u>	<u>(62,250.00)</u>	153%	<u>(18,078.91)</u>	-27%
NET INCOME/(LOSS)	<u><u>203,387</u></u>	<u><u>205,695</u></u>	<u><u>189,173</u></u>	<u><u>207,075</u></u>	<u><u>207,613</u></u>	0%	<u><u>32,444</u></u>	-84%



November 14, 2024

Note #	Version #2 No Staff Added	Comments
--------	---------------------------	----------

- |    |   |
|----|---|
| 1  | Our latest electric rate increase went into effect 2/29/2024.<br>Our latest water rate increase went into effect 2/1/2024.<br>Our latest wastewater rate increase went into effect 11/1/2022. |
| 2  | Sewer Rate Case values were placed based on Workshop Session and Adjustment to Septage Receiving. Goal of being Net Positive.   |
| 3  | No Additional Employees are added to Budget.  |
| 4  | 2025 Budget prepared with a 83% Increase for ALL Utility Wages.   |
| 7  | AT&T & Charter Pole Attachments were increased by 25%, per contracts.   |
| 8  | ACEC capacity payment of \$29,400 is expected in 2025 for Sub # 4.  |
| 9  | School Benefits maintained due to Jacob Boness and Mason Mosher being in the Apprenticeship Program.  |
| 10 | Proposed capital projects and correlating debt issuance funds are shown.  |
| 11 | ATC Dividends are included in Electric Interest Income.   |
| 12 | A increase of 2% in purchased power cost is anticipated in 2025.  |

COLUMBUS UTILITIES  
STATEMENT OF CASH FLOWS

2025 Budget FINAL version 2 NO Operators Added

	Electric	Water	Wastewater	Total Utilities
Net Income	\$ 18,967	\$ 32,444	\$ 26,134	\$ 77,545
Add:				
Proceeds from 2025 revenue debt issue	4,402,673	1,352,626	2,297,837	8,053,136
Depreciation & Amortization (net)	565,806	340,175	406,843	1,312,824
Less:				
Capital additions	(4,402,673)	(1,352,626)	(2,297,837)	(8,053,136)
Debt principle payments	(520,643)	(140,000)	(321,172)	(981,815)
Net Cash Flow	\$ 64,129	\$ 232,619	\$ 111,805	\$ 408,554

Utility W/E - LGIP \$410,000 Cash Reserve  
Bond Reserves - \$300,000 Required - \$540,000 Plant Renewal & Replacement Surplus

## 2025 Budget - Capital Projects and Additions (TO BE BONDED)

November 14, 2024

### Sewer Utility Needs for FY 2025

Item	Cost	Comments
1 Vehicle Equipment	\$ 149,267.00	Hoist Truck for Sewer Utility
2 Pretreatment Study	\$ 100,000.00	Study and Implementation of Pretreatment Program including Grease Trap inspections etc.
3 Collection System Jet/Repair/etc.	\$ 300,000.00	Repair work on 20% of collection system; jetting, televising, lining, grout work, etc.
4 Birdsey Lift Station	\$ 75,000.00	PLC/SCADA control Panel, carryover from 2024 requests
5 Scum Pumps & Flanges	\$ 100,000.00	Replacement of all scum/sump pumps in WWTP and flanges that are worn including piping.
6 Sand Filter Rehab	\$ 450,000.00	Isolation Valves, Sand Replacement, other repair work/engineering
7 River Level Meter & Effluent Sampling	\$ 60,000.00	New Sample location and sampling process needed for Effluent Samples as well as river level meter.
8 SCADA System Upgrades	\$ 75,000.00	2024 carryover, Extent of Project not known (may be incorporated with Birdsey & PLC/Fiber Project)
9 Biosolids Handling/Project Design/Planning	\$ 703,570.00	Engineering and design portion of project to begin construction in 2026.
<b>SUB TOTAL</b>	<b>\$ 2,012,837.00</b>	

### Water Utility Needs for FY 2025

Item	Cost	Comments
1 WP #2 MCC Replacement	\$ 283,379.00	MCC Electrical Buckets and Panel Replacement
2 WP#2 Softener Recon	\$ 298,906.00	Recondition the Zeolite Softeners
3 WP#2 Softener Repaint	\$ 135,651.00	Repaint the interior of the Vessels
4 WP#2 Iron Filter Automated Backwash	\$ 293,000.00	Replace manual system with automated system to reduce waste and increase efficiency
5 WP#2 Dehumidifier 1 of 4 Replacement	\$ 18,164.00	Dehumidifier #1
6 Site Investigation and Site Selection	\$ 42,436.00	Future Water Plant Site Identification
7 Future Plant Land Acquisition	\$ 106,090.00	Purchase of Land for Future Plant
<b>SUB TOTAL</b>	<b>\$ 1,177,626.00</b>	

### Electric Utility Needs for FY 2025

Item	Cost	Comments
1 Reconnect Padmount Step-Down	\$ 10,000.00	Unit on Ludington & HWY 89 should be reconnected so it is ready to serve load
2 Complete 4.16kV conversion	\$ 3,300,000.00	Covert the remainder of the 4.16kV to 12.47kV via contract and done before failure of Substation #1.
3 Decommission Substation #1	\$ 10,000.00	Turn Off and scrap Substation #1. Scrap value may be less than disposal costs.
4 Sell Pad Mount Step-Downs	\$ (45,000.00)	These Transformers are useful to other Utilities going through conversion.
5 Hospital Expansion Project Equipment Order	\$ 320,000.00	Equipment needed to perform hospital work in 2026.
6 Substation #2 SCADA Connection	\$ 10,000.00	Carryover from 2024
7 Transformers (Stock and hospital Project)	\$ 720,750.00	Purchased for Hospital project as well as inventory needs in our yard.
8 2025 Ford F350 Super Crew Utility Truck	\$ 76,923.00	Replacement for Truck #32.
<b>SUB TOTAL</b>	<b>\$ 4,402,673.00</b>	

### Combined Utility Needs for FY 2025

Item	Cost	Comments
1 Wastewater Portion Streets Projects	\$ 110,000.00	2025 Steels Construction Projects Wastewater Portion
2 Water Portion Streets Projects	\$ 175,000.00	2025 Streets Construction Projects Water Portion
3 PLC/Fiber Installation Upgrade	\$ 175,000.00	City Wide Install of updated comms cable.
<b>SUB TOTAL</b>	<b>\$ 460,000.00</b>	
<b>GRAND TOTAL</b>	<b>\$ 8,053,136.00</b>	

2025									
Employee	Employment Status	Annual Hours	Budgeted Overtime Hours	2024 Hourly Wage	2024 Annual Salary or Wages	Proposed Increase	2025 Hourly Wage	2025 Annual Salary or Wages	
Director	FT	2080	0	\$ 57.69	\$ 120,000.00	3%	\$ 59.42	\$ 123,595	
Superintendent Business Mgr	FT	2080	0	\$ 46.95	\$ 97,656	3%	\$ 48.36	\$ 100,586	
Billing Clerk	FT	2080	0	\$ 24.15	\$ 50,232	3%	\$ 24.87	\$ 51,739	
Accounting Clerk	FT	2080	0	\$ 31.50	\$ 65,520	3%	\$ 32.45	\$ 67,486	
Totals:					\$ 333,408			\$ 343,405	
					\$ 1,405,431.48		2025 wages	\$ 1,493,355.68	
							2024 wages	\$ 1,405,431.48	
							Increase	\$ 87,924.19	

2025									
Employee	Employment Status	Annual Hours	Budgeted Overtime Hours	2024 Hourly Wage	2024 Annual Salary or Wages	Proposed Increase	2025 Hourly Wage	2025 Annual Salary or Wages	
Sewer Operator A - PG	FT	2080	240	\$ 38.92	\$ 94,965	3%	\$ 40.09	\$ 97,814	
Operator A Incentive Pay - PG	INC	2320	0	\$ 5.00	\$ 11,600	0%	\$ 5.50	\$ 12,760	
Sewer - Operator B - MN	FT	2080	240	\$ 30.43	\$ 74,249	3%	\$ 31.34	\$ 76,477	
Operator B Incentive Pay - MN	INC	2320	0	\$ 3.50	\$ 8,120	0%	\$ 5.50	\$ 12,760	
Sewer Operator B - AD	FT	2080	240	\$ 30.45	\$ 74,298	3%	\$ 31.36	\$ 76,527	
Operator B Incentive Pay - AD	INC	2320	0	\$ 3.50	\$ 8,120	0%	\$ 3.50	\$ 8,120	
Sewer Operator B - JR	FT	2080	240	\$ 30.70	\$ 74,908	3%	\$ 31.62	\$ 77,155	
Operator B Incentive Pay - JR	INC	2320	0	\$ 3.50	\$ 8,120	0%	\$ 3.50	\$ 8,120	
Seasonal Worker	PT	700		\$ 12.33	\$ 8,633		\$ 16.00	\$ 11,200	
Custodian	PT	208		\$ 16.30	\$ 3,391	3%	\$ 16.79	\$ 3,492	
<b>Totals:</b>			960		\$ 366,404			\$ 384,425	

SEWER 2025				CIP/PROJECTS
BOND				
60-831-00-0000	2023 CHEVROLET 5500 HOIST TRUCK (Ehlers)	\$	(149,267)	(\$2,148,570)
60-820-20-0000	Trench Box large plus braces	\$	9,720	
60-820-20-0000	MEUW	\$	14,500	\$3,240
60-930-20-9351	RAIN GEAR PPE/SAFETY BUDGET	\$	8,000	\$4,983
60-832-20-0000	Bobcat Hydraulic Breaker	\$	13,300	\$8,000
60-832-20-0000	Bobcat E48 w 18"30" & Ripper	\$	78,298	\$2,660
60-833-00-0000	JOHN DEERE 624P RENTAL 2025 ONLY	\$	16,000	\$15,660
60-826-00-0000	WASTEWATER CHEMICALS	\$	214,600	\$16,000
60-831-00-0000	COLSYS EQUIP/LAB EQUIP/SUPPLIES/SHIP (est)	\$	50,000	\$214,600
60-827-00-0000	PLANT LAB EXPENSES	\$	40,000	\$50,000
60-834-00-0000	PLANT CONTINGENCY PUMP REPLACEMENT (est)	\$	35,000	\$40,000
60-834-00-0000	ENG/CONSULT/PRO-MAN (est)	\$	75,000	\$35,000
60-834-00-0000	HVAC BASSETT MECH CONTRACT	\$	39,036	\$75,000
60-834-00-0000	MUFFIN MONSTER NOT TO EXCEED (est)	\$	28,000	\$39,036
60-834-00-0000	INFLUENT PUMP FLUSH VALVES	\$	10,000	\$28,000
60-827-00-0000	CHEM SCAN PHOS REDUCTION PROCESS	\$	75,000	\$10,000
60-834-00-0000	MLSS CHANNEL AERATION/MIXING (est)	\$	15,000	\$75,000
60-833-00-0000	LAND APPLICATION/CONTRACT SERVICES	\$	21,000	\$15,000
60-421-00-4211	SALE OF CHEVY 2500 & FORD EXPLORER	\$	(12,500)	\$21,000
60-921-00-0000	PRINTER/COPY MACHINE CONTRACT w/irrhyme	\$	2,256	(\$12,500)
BUDGET TOTAL "PROJECTS" SEWER 2025				\$2,256
CIP TOTAL SEWER 2025				\$642,935
				(\$2,297,837)

BOND AMOUNT - \$2,297,837

2025	Wastewater Hoist Truck*	\$149,267
2025	Comprehensive Study on FOG	\$100,000
2025	Collection System Sampling/Testing/Jetting/Etc	\$300,000
2025	Birdsey Lift Station (Control Panel)	\$75,000
2025	Street Construction Projects	\$110,000
2025	Scum Pumps & Flanges	\$100,000
2025	Rehab/Rebuild of Sand Filter System	\$450,000
2025	River Level Meter & Effluent Sampling System	\$60,000
2025	Scada System	\$75,000
2025	Biosolids Handling/Project Design and Planning	\$703,570
2025	PLC/Fiber Installation Upgrade	\$175,000

20%  
20%

**COLUMBUS WASTEWATER DEPARTMENT**  
Wastewater Revenue and Expenses  
Projected 2024 Year End for 2025 Budget

	Actual	Actual	Thru July YTD	Expected	Budget	2025 Budget vs 2024 Expected	Budget	% Budget Increase
<b>OPERATING REVENUES</b>	2022	2023	2024	2024	2024	2025		
Wastewater Revenue:								
Metered Sales								
Residential	891,685	1,001,917	752,300	1,003,067	1,015,700	35.00%	1,354,141	33.32%
Commercial	339,321	337,880	268,792	358,389	392,700	35.00%	483,826	23.20%
Industrial	101,120	123,735	70,387	93,849	94,500	60.00%	150,158	58.90%
Public Authority	25,744	29,842	29,442	39,256	32,000	35.00%	52,996	65.61%
Service to other systems	121,664	121,603	116,466	139,759	150,000	40.00%	195,662	30.44%
Total Wastewater revenues	1,479,534	1,614,977	1,237,387	1,634,321	1,684,900	205.00%	2,236,784	211.48%
Other operating revenues:								
Forfeited Discounts (470)	-	-	3,160	4,214	-		5,688	
Miscellaneous	92,140	122,845	134,370	155,467	171,000		405,370	
Total operating revenues	1,571,674	1,737,822	1,374,917	1,794,001	1,855,900	47.59%	2,647,842	42.67%
<b>OPERATING EXPENSES</b>								
Operation and Maintenance Expenses								
Operation:								
Supervision and labor	132,580	197,407	29,941	35,929	-	104.27%	73,392	100.00%
Power and fuel	98,181	99,632	66,477	79,773	77,000	-30.00%	55,841	-27.48%
Other operating supplies, expense	80,048	75,072	24,398	29,278	64,000	-100.00%	115,000	79.69%
Transportation 60-828-10-0000	5,102	3,999	679	815	679	0.00%	1,551	128.42%
Chemicals	97,903	96,629	101,812	122,174	98,000	75.65%	214,600	118.98%
Total Operation	413,814	472,739	223,307	267,969	239,679	49.92%	460,384	92.08%
Maintenance:								
Collection system	59,684	48,536	34,655	41,586	70,693	112.71%	88,458	25.13%
Pumping equipment	26,961	29,518	25,761	30,913	21,625	130.25%	71,176	229.13%
Treatment and disposal plant equipment	132,268	153,547	17,573	21,087	49,833	0.00%	63,371	27.17%
General plant structures and equipment	26,521	40,380	156,687	188,025	431,237	128.65%	429,912	-0.31%
Total Maintenance	245,434	271,981	234,676	281,611	573,388	371.60%	652,917	13.87%
Customer Accounts								
Accounting and collecting	107,400	11,980	13,462	16,155	113,862	53.82%	24,850	-78.18%
Administrative and general:								
Salaries & Benefits	114,937	140,816	186,172	223,406	186,172	75.05%	391,071	110.06%
Office supplies	785	1,330	13,433	16,119	6,400	36.48%	22,000	243.75%
Outside services employed	92,130	63,467	137,922	165,506	442,000	141.68%	400,000	-9.50%
Insurance	28,853	31,434	32,621	33,340	31,500	2.88%	34,300	8.89%
Miscellaneous	8,364	10,995	6,017	7,252	15,500	115.81%	15,650	0.97%
Vehicle	-	-	8,872	15,208	16,000	5.21%	16,000	0.00%
Total administrative and general	245,069	248,042	385,037	460,832	697,572	90.75%	879,021	26.01%
Total operation and maintenance	1,011,717	1,004,742	856,481	1,026,567	1,624,501	96.50%	2,017,172	24.17%
Depreciation:								
Depreciation	406,843	417,939	-	406,843	406,843	0.00%	406,843	0.00%
Taxes	-	-	20,078	24,094	26,140	54.37%	37,194	42.29%
Total operating expenses	1,418,560	1,422,681	856,481	1,433,410	2,031,344	71.70%	2,461,209	21.16%
Operating Income	153,114	315,141	518,436	360,592	(175,444)	-48.24%	186,633	-206.38%
<b>NON-OPERATING REVENUES</b>								
Interest Income (419)	-	-	42,712	51,254	93,000	-18.06%	42,000	-54.84%
Interest Expense (431)	-	-	-	(197,402)	(197,402)	8.97%	(215,105)	8.97%
Other Non-Operating Income (421)	-	-	78	94	-	13310.64%	12,606	100.00%
Total Non-Operating (Income)/Expense	-	-	42,790	(146,054)	(104,402)	9.89%	(160,499)	53.73%
NET INCOME/(LOSS)	-	-	42,790	(146,054)	(104,402)	-39.90%	26,134	-125.03%

## COLUMBUS WASTEWATER DEPARTMENT

Detailed Wastewater Operation and Maintenance Expenses

Projected 2024 Year End for 2025 Budget

	Thru Sept	YTD 12/31/2024	Expected 2024	Budget 12/31/2024	2025 Budget vs 2024 Expected	Budget	% Budget Increase
Metered Sales to Customers-RES	60-480-60-0000	752,300.38	1,003,067.17	1,015,700.00	35%	1,354,140.68	33%
Metered Sales to Customers-COM	60-480-70-0000	188,151.47	250,868.63	392,700.00	35%	338,672.65	-14%
Metered Sales to Customers-IND	60-480-80-0000	70,386.78	93,849.04	94,500.00	60%	150,158.46	59%
Metered Sales to Customers-MUL	60-480-90-0000	80,640.59	107,520.79	-	35%	145,153.06	0%
Svc to Pub Authorities	60-482-00-0000	29,442.36	39,256.48	32,000.00	35%	52,996.25	66%
Total		1,120,921.58	1,494,562.11	1,534,900.00	40%	2,041,121.10	29%
Svc to Other Sys	60-483-00-0000	-	-	-	-	-	-
Svc to Other Sys-Elba	60-483-00-1100	11,109.10	13,330.92	10,000.00	40%	18,663.29	87%
Svc to Other Sys-Fall River	60-483-00-1200	105,356.64	126,427.97	140,000.00	40%	176,999.16	26%
Total Other Sewer		116,465.74	139,758.89	150,000.00	40%	195,662.44	57%
Total Sewer Utility-Public Charges		1,237,387.32	1,634,320.99	1,684,900.00	40%	2,236,783.55	43%
Cust Forfeited Disc	60-485-00-0000	3,160.13	4,213.51	-	35%	5,688.23	100%
Total		3,160.13	4,213.51	-	-	5,688.23	-
Svc to Other Sys-Water Qual Tr	60-483-00-1300	65,109.00	65,109.00	66,000.00	1%	66,000.00	0%
Svc to Other Sys-To Discharge	60-483-00-1400	47,685.41	57,222.49	53,500.00	351%	257,970.00	382%
Svc to Other Sys-High Streng D	60-483-00-1500	17,969.22	26,953.83	46,500.00	60%	74,400.00	60%
Misc Oper Rev	60-487-00-0000	2,405.97	4,124.52	-	-3%	4,000.00	100%
Misc Oper Rev-Connection Fees	60-487-00-9000	1,200.00	2,057.14	5,000.00	46%	3,000.00	-40%
Total Miscellaneous Revenue		134,369.60	155,466.98	171,000.00	126%	405,370.00	126%
Total Operating Revenue		1,374,917.05	1,794,001.49	1,855,900.00	103%	2,647,841.78	143%
Supervision and Labor	60-820-10-0000	29,940.57	35,929.00	-	90%	68,408.00	100%
Supervsn and Labor L	60-820-20-0000	-	-	-	0%	4,984.00	100%
Supervsn and Engineering supp		29,941	35,929	-	0%	73,392	104.27%
Pumping Expenses	60-821-00-0000	-	-	-	-30%	55,840.83	-27%
Pwr and Fuel for Piping	60-822-00-0000	66,477.18	79,772.62	77,000.00	-30%	55,840.83	-30.00%
Pwr and Fuel-Aeration Eqp		66,477	79,773	77,000	-30%	55,840.83	-30.00%
Total Pumping Expenses		101,812.03	122,174.44	98,000.00	76%	214,600.00	119%
Water Treatment Expenses	60-826-00-0000	101,812	122,174	98,000	76%	214,600.00	75.65%
Water Treatment Labor and Expenses		24,397.94	29,277.53	19,000.00	293%	115,000.00	505%
Oth Chemicals-Sewage Tfrmt		-	-	45,000.00	-100%	-	-100%
Total		24,398	29,278	64,000	193%	115,000.00	292.79%
Transportation Exp Labor	60-828-10-0000	679.01	815.00	679.01	90%	1,551.00	128%
Total		679	815	679	90%	1,551.00	90.31%
Maint of Sewage Ciction Sys	60-828-10-0000	20,461.76	24,554.05	56,500.00	117%	53,240.00	-6%

Item #11.

Thru Sept						
	YTD 12/31/2024 2024	Expected 2024	Budget 12/31/2024 2024	2025 Budget vs 2024 Expected	Budget 2025	% Budget Increase
Maint of Sewage Clcton Sys L	14,193.38	17,032.00	14,193.38	107%	35,218.00	148%
Total	34,655	41,586	70,693	224%	88,458.00	112.71%
Maint-Clct Sys Pmp Eqp	15,910.82	19,092.98	11,775.00	57%	30,000.00	155%
Maint-Clct Sys Pmp Eqp L	9,850.30	11,820.00	9,850.30	93%	22,856.00	132%
Rentals	-	-	-	0%	18,320.00	100%
Total	25,761	30,913	21,625	150%	71,176.00	130.25%
Maint-Trmt, Dispose Plt Eqp	6,365.39	7,638.47	17,000.00	384%	37,000.00	118%
Maint-Trmt, Dispose Plt Eqp L	11,207.20	13,449.00	11,207.20	96%	26,371.00	135%
Total	17,573	21,087	49,833	480%	63,371.00	200.51%
Maint-Genl Plt Struct & Eqp	87,305.59	104,766.71	361,855.00	105%	214,956.00	-41%
Total	87,306	104,767	361,855	105%	214,956.00	105.18%
Maint-Genl Plt Struct & Eqp L	69,381.74	83,258.00	69,381.74	158%	214,956.00	210%
Total	69,381.74	83,258.00	69,381.74	158%	214,956.00	1.58
Total Water Treatment Expenses	361,565.16	433,878.18	736,066.93	1477%	984,068.00	1.27
Customer Accounts Expense						
Customer Records & Clct Exp	4,599.86	5,519.83	105,000.00	27%	7,000.00	-93%
Customer Records & Clct Exp L	8,862.15	10,635.00	8,862.15	68%	17,850.00	101%
Total Customer Accounts Expense	13,462	16,155	113,862	605%	24,850.00	1
Administrative and General Expenses						
Admin & General Salaries L	186,172.02	223,406.00	186,172.02	0%	222,783.00	20%
Total	186,172	223,406	186,172	-17%	222,783.00	(0)
Ofc Supplies and Exp	13,370.20	16,044.24	5,600.00	37%	22,000.00	293%
Ofc Supplies & Exp- Iss/Prem/P	62.66	75.19	800.00	-100%	-	-100%
Total	13,433	16,119	6,400	-60%	22,000.00	0
Outside Svcs Employed	137,921.95	165,506.34	442,000.00	142%	400,000.00	-10%
Total	137,922	165,506	442,000	167%	400,000.00	1
Property Insurance	29,023.73	29,023.73	31,500.00	3%	30,000.00	-5%
Injuries and Damages	3,597.00	4,316.40	-	0%	4,300.00	100%
Total	32,621	33,340	31,500	-6%	34,300.00	1
Employee P&B Holiday	6,313.38	7,576.00	-	85%	14,008.00	100%
Employee P&B Sick Leave	-	-	-	0%	-	0%
Employee P&B School	10,457.48	12,549.34	15,900.00	-12%	11,000.00	-31%
Employee P&B Funeral	-	-	-	0%	-	0%
Employee P&B Vision Insurance	-	-	-	0%	-	0%
Employee P&B Wl Retirement	18,467.42	22,161.00	22,766.25	48%	32,769.00	44%
Employee P&B Clothing Allowanc	1,830.27	1,830.27	-	9%	2,000.00	100%
Employee P&B Health Insurance	68,340.65	82,009.00	72,018.05	21%	99,379.00	38%
Employee P&B Life Insurance	735.97	883.00	633.61	162%	2,316.00	266%
Employee P&B Cell Phone	805.00	966.00	-	1%	980.00	100%
Employee P&B Dental Insurance	3,628.45	4,354.00	-	20%	5,210.00	100%
Employee P&B Vision Ins	474.08	569.00	-	10%	626.00	100%

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**COLUMBUS WASTEWATER DEPARTMENT**  
Detailed Wastewater Operation and Maintenance Expenses  
Projected 2024 Year End for 2025 Budget

Thru Sept							
	YTD 12/31/2024 2024	Expected 2024	Budget 12/31/2024 2024	2025 Budget vs 2024 Expected	Budget 2025	% Budget Increase	
Employee Pen & Ben GASB 68	-	-	-	0%	-	0%	
OPED Exp GASB 75	-	-	19,500.00	-100%	-	-100%	
Total	111,053	132,898	130,818	-2%	168,288.00	7	
Misc General Exp	5,957.41	7,148.89	15,500.00	5%	7,500.00	-52%	
Misc General Exp - Labor	-	-	-	0%	-	0%	
Misc General Exp Supplies & Ex	-	-	-	0%	8,000.00	100%	
Maint of General Pit	60.00	102.86	-	46%	150.00	100%	
Vehicle Clearing	8,871.54	15,208.35	16,000.00	5%	16,000.00	0%	
Total Misc	14,888.95	22,460.10	31,500.00	40%	31,650.00	0%	
Total Administrative & General Expenses	496,089.21	593,729.61	828,389.93	40%	903,871.00	0.09	
Depreciation Expense	-	406,843.00	406,843.00	0%	406,843.00	0%	
Total Depr Exp	-	406,843.00	406,843.00	0%	406,843.00	-	
Taxes	-	24,094.00	26,140.36	8%	37,194.00	42%	
Taxes Social Security	20,078.20	-	-				
Total Taxes	20,078.20	24,094.00	26,140.36	8%	37,194.00	0.42	
NON-OPERATING REVENUES							
Interest and Dividends Income	42,711.67	51,254.00	93,000.00	81%	42,000.00	-55%	
Interest on Long-Term Debt	-	-197,401.97	(197,401.97)	0%	(215,104.74)	9%	
Amort of Debt Disc and Exp	-	-	-	0%	-	0%	
Approp Income Muni Funds	-	-	-	0%	106.00	0%	
Approp Income Muni Funds Labor	78.40	94.00	-	-100%	106.00	100%	
Gain/Sale of Fixed Assets	-	-	-	0%	12,500.00	100%	
Total Non-Operating Revenue (Exp)	42,790.07	(146,053.97)	(104,401.97)	-29%	(160,498.74)	154%	
NET INCOME/(LOSS)							
	443,556.80	73,701.12	(322,942.19)	-538%	26,134.21	354%	



## Agenda Item Report

**Meeting Type:** Common Council

**Meeting Date:** 12/3/2024

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**Item Title:** Claims Packet

**Submitted By:** Krystal Larson, Treasurer

**Detailed Description of Subject Matter:**

Claims from 11/13/2024 to 11/21/2024 in the amount of \$420,189.17

**List all Supporting Documentation Attached:**

Claims Packet 11/13/2024 – 11/21/2024

**Action Requested of Council:**

Consider & take action on claims in the amount of \$420,189.17

**CITY CLAIMS**

THROUGH: 11/21/2024

PAYROLL MONTHLY LIABILITIES - ACH	\$	-
PAYROLL - PAYDATES	\$	-
<b>TOTAL PAYROLL</b>	\$	-
ADMINISTRATION	\$	99,060.34
CABLE	\$	-
CAPITAL PROJECTS	\$	272,018.48
COMMUNITY CENTER	\$	766.17
COMMUNITY ECONOMIC DEVELOPMENT	\$	-
DEBT PAYMENTS	\$	4,250.00
FIRE DEPARTMENT	\$	18,595.20
HISTORIC LAND PRESERVATION	\$	-
LIBRARY	\$	-
MUNICIPAL COURT	\$	-
POLICE DEPARTMENT	\$	1,510.01
POOL	\$	-
PR ADMIN	\$	-
PUBLIC WORKS DEPARTMENT	\$	20,742.11
RECREATION	\$	3,246.86
REVOLVING LOAN FUND	\$	-
TAX INCREMENTAL FINANCIAL DISTRICT	\$	-
TOURISM COMMISSION	\$	-
<b>TOTAL OPERATIONS</b>	\$	420,189.17
<b>TOTAL ALL CLAIMS:</b>	\$	420,189.17

  
 Krystal Larson, City Treasurer

11/21/24  
 Date

Department	Vendor Name	Invoice #	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Voided
<b>ADMINISTRATION</b>							
	AT&T	92062359	ADMINISTRATION (CU TO REIMBURSE \$255.67)	100-511800-225 CITY HALL; TELEPHONE	11/07/2024	376.83	
	AT&T	92062359	CABLE	225-511220-225 CABLE TV; TELEPHONE	11/07/2024	17.31	
	AT&T	92062359	POLICE DEPT	100-522100-225 PD; TELEPHONE & WIRELESS	11/07/2024	155.76	
	AT&T	92062359	FIRE DEPT	100-522200-225 FIRE; TELEPHONE/TV/INTERNET SV	11/07/2024	133.78	
	AT&T	92062359	DPW	100-533200-225 PWKS ADMIN; TELEPHONE	11/07/2024	93.77	
	AT&T	92062359	LIBRARY	210-555000-225 LIBRARY; TELEPHONE & DATA	11/07/2024	86.55	
	AT&T	92062359	COMMUNITY CENTER	100-555100-225 C CENTER; TELEPHONE	11/07/2024	17.32	
	AT&T	92062359	161 BUILDING	100-555200-225 RECREATION; TELEPHONE	11/07/2024	17.32	
	AT&T	92062359	MEDIA ROOM	225-511220-225 CABLE TV; TELEPHONE	11/07/2024	17.32	
Total AT&T:						915.96	
	BOARDMAN & CLARK LLP	293068	GENERAL MATTERS	100-511600-219 ATTORNEY; PFL SVCS RENDERED	11/14/2024	4,050.00	
	BOARDMAN & CLARK LLP	293068	ACTIVENET	100-511600-219 ATTORNEY; PFL SVCS RENDERED	11/14/2024	67.50	
	BOARDMAN & CLARK LLP	293068	1400 PARK AVE	100-511600-219 ATTORNEY; PFL SVCS RENDERED	11/14/2024	630.00	
	BOARDMAN & CLARK LLP	293068	428 RIVER RD	100-511600-219 ATTORNEY; PFL SVCS RENDERED	11/14/2024	112.50	
	BOARDMAN & CLARK LLP	293068	235 W HARRISON ST	100-511600-219 ATTORNEY; PFL SVCS RENDERED	11/14/2024	594.13	
	BOARDMAN & CLARK LLP	293068	MUNICIPAL PROSECUTIONS	100-511600-212 ATTORNEY; MUNICIPAL PROSECUTIO	11/14/2024	900.00	
	BOARDMAN & CLARK LLP	293068	ZONING	100-511600-219 ATTORNEY; PFL SVCS RENDERED	11/14/2024	112.50	
	BOARDMAN & CLARK LLP	293068	CDA - 103 N LUDINGTON	205-561000-219 CDA; PROFESSIONAL FEES	11/14/2024	67.50	
	BOARDMAN & CLARK LLP	293068	STORMWATER UTILITY	650-555200-212 PROF SERVICES; ATTORNEY	11/14/2024	180.00	
	BOARDMAN & CLARK LLP	293068	TIF #3 - EISENGA GARNISHMENT	410-511570-212 TIF #3; LEGAL SVCS	11/14/2024	787.50	
	BOARDMAN & CLARK LLP	293068	TIF #7	416-511570-212 TIF #7; LEGAL SERVICES	11/14/2024	225.00	
	BOARDMAN & CLARK LLP	293068	2024 STREET PROJECTS	415-513000-700 CAP PRJTS; STREET CONSTRUCTION	11/14/2024	67.50	
	BOARDMAN & CLARK LLP	293068	LESS RETAINER	100-511600-219 ATTORNEY; PFL SVCS RENDERED	11/14/2024	3,400.00-	
Total BOARDMAN & CLARK LLP:						4,394.13	
	CENTURY LINK	71226282	LONG DISTANCE - ADMINISTRATION (CU/WW TO REIMBURSE 3.30)	100-511800-225 CITY HALL; TELEPHONE	11/01/2024	11.57	
	CENTURY LINK	71226282	CABLE	225-511220-225 CABLE TV; TELEPHONE	11/01/2024	.28	
	CENTURY LINK	71226282	POLICE DEPT	100-522100-225 PD; TELEPHONE & WIRELESS	11/01/2024	25.82	
	CENTURY LINK	71226282	FIRE DEPT	100-522200-225 FIRE; TELEPHONE/TV/INTERNET SV	11/01/2024	.82	
	CENTURY LINK	71226282	DPW	100-533200-225 PWKS ADMIN; TELEPHONE	11/01/2024	2.24	
	CENTURY LINK	71226282	LIBRARY	210-555000-225 LIBRARY; TELEPHONE & DATA	11/01/2024	2.48	
	CENTURY LINK	71226282	COMMUNITY CENTER	100-555100-225 C CENTER; TELEPHONE	11/01/2024	.95	
	CENTURY LINK	71226282	161 BUILDING	100-555200-225 RECREATION; TELEPHONE	11/01/2024	.14	

Department	Vendor Name	Invoice #	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Voided
Total CENTURY LINK:						44.30	
	CIVICPLUS LLC	323769	QUARTERLY WEBSITE HOSTING - ADMINISTRATION	100-511800-250 CITY HALL; TECH MAINTENANCE	11/19/2024	323.61	
	CIVICPLUS LLC	323769	POLICE DEPT	100-522100-310 PD; WEB MEDIA	11/19/2024	35.95	
	CIVICPLUS LLC	323769	FIRE DEPT	100-522200-310 FIRE; WEB MEDIA	11/19/2024	35.95	
	CIVICPLUS LLC	323769	DPW	100-533200-310 PWKS ADMIN; COMPUTER/WEB SUPP	11/19/2024	35.96	
	CIVICPLUS LLC	323769	COMMUNITY CENTER	100-555100-310 C CENTER; WEB MEDIA	11/19/2024	35.95	
	CIVICPLUS LLC	323769	RECREATION	100-555200-310 RECREATION; WEB MEDIA	11/19/2024	35.95	
	CIVICPLUS LLC	323769	CDA	205-561000-346 CDA; WEBSITE SUPPORT/DESIGN	11/19/2024	71.91	
	CIVICPLUS LLC	323769	POOL	215-555210-310 POOL; WEB MEDIA	11/19/2024	35.96	
	CIVICPLUS LLC	323769	CABLE	225-511220-388 CABLE TV; VIDEO/WEBSITE	11/19/2024	35.96	
	CIVICPLUS LLC	323769	TOURISM	250-511000-310 TOURISM; WEB MEDIA	11/19/2024	71.91	
Total CIVICPLUS LLC:						719.11	
	COLUMBUS UTILITIES	10/1-11/1/	CITY HALL	100-511800-221 CITY HALL; UTILITIES	11/08/2024	761.99	
	COLUMBUS UTILITIES	10/1-11/1/	EMERGENCY CITY SIRENS	100-522410-221 EMD; SIREN ELECTRICITY	11/08/2024	24.95	
	COLUMBUS UTILITIES	10/1-11/1/	STREET LIGHTING	100-522440-228 STREET LIGHTING	11/08/2024	10,364.32	
	COLUMBUS UTILITIES	10/1-11/1/	TRAFFIC LIGHTS	100-533500-392 STREETS; TRAFFIC LIGHTS EXPENS	11/08/2024	185.98	
	COLUMBUS UTILITIES	10/1-11/1/	1149 W JAMES ST	100-511230-348 CONTINGENCY ACCOUNT	11/08/2024	70.02	
	COLUMBUS UTILITIES	10/1-11/1/	POLICE DEPT	100-522100-221 PD; UTILITIES	11/08/2024	325.19	
	COLUMBUS UTILITIES	10/1-11/1/	FIRE DEPT	100-522200-221 FIRE; UTILITIES	11/08/2024	343.86	
	COLUMBUS UTILITIES	10/1-11/1/	FIRE DEPT - WATER ONLY	100-522200-221 FIRE; UTILITIES	11/08/2024	80.08	
	COLUMBUS UTILITIES	10/1-11/1/	COMMUNITY CENTER	100-555100-221 C CENTER; UTILITIES	11/08/2024	291.62	
	COLUMBUS UTILITIES	10/1-11/1/	161 BUILDING	100-555200-221 RECREATION; UTILITIES	11/08/2024	194.81	
	COLUMBUS UTILITIES	10/1-11/1/	POOL	215-555210-221 POOL FACILITY; UTILITIES	11/08/2024	971.95	
	COLUMBUS UTILITIES	10/1-11/1/	LIBRARY	210-555000-221 LIBRARY; ELECTRIC/WATER/SEWER	11/08/2024	427.67	
	COLUMBUS UTILITIES	10/1-11/1/	LIBRARY ANNEX	210-555100-224 ANNEX; HEATING/UTILITIES	11/08/2024	97.78	
	COLUMBUS UTILITIES	10/1-11/1/	UDEY DAM LIGHTS	100-522420-221 UDEY DAM; UTILITIES	11/08/2024	18.96	
	COLUMBUS UTILITIES	10/1-11/1/	SCHOOL CROSSING LIGHTS	100-522440-228 STREET LIGHTING	11/08/2024	10.40	
	COLUMBUS UTILITIES	10/1-11/1/	DPW OFFICES	100-533200-221 PWKS ADMIN; UTILITIES	11/08/2024	586.93	
	COLUMBUS UTILITIES	10/1-11/1/	PAVILION	100-555400-251 PARKS; PAVILION EXPENSES	11/08/2024	346.65	
	COLUMBUS UTILITIES	10/1-11/1/	LANDSCAPE RECYCLING CENTER	230-577400-221 RECYCLING; UTILITIES	11/08/2024	50.32	
	COLUMBUS UTILITIES	10/1-11/1/	CEMETERY	235-577800-221 CEMETERY; UTILITIES	11/08/2024	60.08	
	COLUMBUS UTILITIES	10/1-11/1/	PARKS ATHLETIC FIELDS	100-555410-221 ATHLETIC FIELDS; UTILITIES	11/08/2024	430.19	
	COLUMBUS UTILITIES	10/1-11/1/	PARKS	100-555400-221 PARKS; UTILITIES	11/08/2024	872.38	
Total COLUMBUS UTILITIES:						16,516.13	

Department	Vendor Name	Invoice #	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Voided
	EGOLDFAX	12091537	EMAIL FAX SERVICE - ADMINISTRATION	100-511800-225 CITY HALL; TELEPHONE	11/13/2024	15.50	
	EGOLDFAX	12091537	LIBRARY	210-555000-225 LIBRARY; TELEPHONE & DATA	11/13/2024	14.99	
Total EGOLDFAX:						30.49	
	LRS	5503058	CITY HALL - DUMPSTERS	100-511800-221 CITY HALL; UTILITIES	10/31/2024	150.00	
	LRS	5503058	POLICE DEPT - DUMPSTERS	100-522100-221 PD; UTILITIES	10/31/2024	150.00	
	LRS	5503058	FIRE DEPT - DUMPSTERS	100-522200-221 FIRE; UTILITIES	10/31/2024	150.00	
	LRS	5503058	DPW - DUMPSTER	100-533200-221 PWKS ADMIN; UTILITIES	10/31/2024	85.00	
	LRS	5503058	PARKS - DUMPSTERS	100-555400-221 PARKS; UTILITIES	10/31/2024	730.00	
	LRS	5503058	RESIDENTIAL GARBAGE/RECYCLING	230-577110-296 COLLECTION FEES GARBAGE/REC	10/31/2024	29,047.85	
	LRS	5503058	DPW/LRC - CARDBOARD DUMPSTER	230-577110-300 TRASH; DUMPSTER CHARGES	10/31/2024	118.83	
	LRS	5503058	DPW - ROLL OFF DUMPSTER	230-577400-296 RECYCLING; DUMPSTER CHARGES	10/31/2024	379.70	
	LRS	5503058	COLUMBUS UTILITES/WWTP - DUMPSTERS (WILL REIMBURSE)	230-577400-296 RECYCLING; DUMPSTER CHARGES	10/31/2024	235.00	
Total LRS:						31,046.38	
	MADISON MEDIA PARTNERS	9/30-11/3/	O#218890 GENERAL ELECTION NOTICE	100-511420-313 ELECTIONS: PRINTING/ADVERTISE	11/03/2024	12.04	
	MADISON MEDIA PARTNERS	9/30-11/3/	O# 221916 PUBLIC HEARING 2025 BUDGET	100-511240-313 LEGIS SUPPORT; LEGAL NOTICES	11/03/2024	384.68	
Total MADISON MEDIA PARTNERS:						396.72	
	RHYME BUSINESS PRODUCTS	37821896	STANDARD PAYMENT/MAINTENANCE - ADMINISTRATION	100-511800-250 CITY HALL; TECH MAINTENANCE	11/05/2024	2,029.33	
	RHYME BUSINESS PRODUCTS	37821896	MEDIA	100-511450-310 MEDIA/COM.DEV; MEDIA/WEB MISC	11/05/2024	155.86	
	RHYME BUSINESS PRODUCTS	37821896	EMERGENCY MANAGEMENT	100-522410-349 EMD; OTHER EXPENSES	11/05/2024	155.86	
	RHYME BUSINESS PRODUCTS	37821896	CDA	205-561000-346 CDA; WEBSITE SUPPORT/DESIGN	11/05/2024	155.86	
	RHYME BUSINESS PRODUCTS	37821896	COMMUNITY CENTER	100-555100-249 C CENTER; REPAIRS/MAINT	11/05/2024	268.02	
	RHYME BUSINESS PRODUCTS	37821896	POOL	215-555210-298 POOL; PROFL SVCS/CONSULTANTS	11/05/2024	381.31	
	RHYME BUSINESS PRODUCTS	37821896	RECREATION	100-555200-810 RECREATION; EQUIP REPLACEMENT	11/05/2024	110.41	
	RHYME BUSINESS PRODUCTS	37821896	DPW	100-533200-310 PWKS ADMIN; COMPUTER/WEB SUPP	11/05/2024	401.26	
	RHYME BUSINESS PRODUCTS	37821896	POLICE DEPT	100-522100-291 PD; SOFTWARE LICENSING/SVCS	11/05/2024	1,369.59	
	RHYME BUSINESS PRODUCTS	37821896	FIRE DEPT	100-522200-340 FIRE; SOFTWARE SUPPORT	11/05/2024	401.26	
	RHYME BUSINESS PRODUCTS	37821896	MUNICIPAL COURT	100-511200-251 COURT; SOFTWARE/LICENSING	11/05/2024	126.02	
Total RHYME BUSINESS PRODUCTS:						5,554.78	
	RHYME BUSINESS PRODUCTS	AR784855	CITY HALL COPIER CONTRACT - 11/12-12/11/2024	100-511800-312 CITY HALL; OPER EXP & SUPPLIES	11/12/2024	121.70	
Total RHYME BUSINESS PRODUCTS LLC:						121.70	
	RUEKERT - MIELKE INC	154106, 1	COUNCIL/STAFF MEETING ATTENDANCE	100-578000-211 ENGINEERING; OTHER NON-INFRAST	11/06/2024	425.50	

Department	Vendor Name	Invoice #	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Voided
	RUEKERT - MIELKE INC	154106, 1	DRT MEETING ATTENDANCE	100-578000-210 ENGINEERING; PLANNING & OTHER	11/06/2024	481.50	
	RUEKERT - MIELKE INC	154106, 1	PLAN COMMISSION MEETING ATTENDANCE	100-578000-210 ENGINEERING; PLANNING & OTHER	11/06/2024	313.50	
	RUEKERT - MIELKE INC	154106, 1	ADMINISTRATOR SUPPORT	100-578000-211 ENGINEERING; OTHER NON-INFRAST	11/06/2024	263.75	
	RUEKERT - MIELKE INC	154106, 1	CAPITAL SCALE SITE PLAN	100-578000-210 ENGINEERING; PLANNING & OTHER	11/06/2024	685.75	
	RUEKERT - MIELKE INC	154106, 1	CSM REVIEWS	100-578000-210 ENGINEERING; PLANNING & OTHER	11/06/2024	369.25	
	RUEKERT - MIELKE INC	154106, 1	ZION SCHOOL	100-578000-211 ENGINEERING; OTHER NON-INFRAST	11/06/2024	546.50	
	RUEKERT - MIELKE INC	154106, 1	CARDINAL DR	100-578000-210 ENGINEERING; PLANNING & OTHER	11/06/2024	105.50	
	RUEKERT - MIELKE INC	154106, 1	PRAIRIE RIDGE HEALTH	201-231400 DUE FROM COLUMBUS HOSPITAL	11/06/2024	627.95	
	RUEKERT - MIELKE INC	154106, 1	DOLLAR TREE	201-231049 DOLLAR STORE	11/06/2024	516.25	
	RUEKERT - MIELKE INC	154106, 1	STORMWATER ORDINANCE SUPPORT	650-555200-215 PROF SERVICES; ENGINEER	11/06/2024	211.00	
	RUEKERT - MIELKE INC	154106, 1	STREET MAINTENANCE	100-578000-210 ENGINEERING; PLANNING & OTHER	11/06/2024	1,374.00	
	RUEKERT - MIELKE INC	154106, 1	2024 STREETS - STREETS	415-581000-217 CAP PRJTS; ENGINEER-2024 STS	11/06/2024	14,914.52	
	RUEKERT - MIELKE INC	154106, 1	2024 STREETS - WATER: REIMBURSE	415-581000-217 CAP PRJTS; ENGINEER-2024 STS	11/06/2024	3,900.72	
	RUEKERT - MIELKE INC	154106, 1	2024 STREETS - SEWER: REIMBURSE	415-581000-217 CAP PRJTS; ENGINEER-2024 STS	11/06/2024	1,606.18	
	RUEKERT - MIELKE INC	154106, 1	2024 STREETS - STORM	650-555210-830 STORM WATER; STREET PROJECTS	11/06/2024	2,523.99	
	RUEKERT - MIELKE INC	154106, 1	TIF #7 ENGINEERING	416-574000-215 TIF #7; ENGINEERING	11/06/2024	3,537.79	
	RUEKERT - MIELKE INC	154106, 1	TIF #7 STORMWATER	416-574100-700 TIF #7; STORMWATER CONSTRUC	11/06/2024	6,778.99	
Total RUEKERT - MIELKE INC:						39,182.64	
	VON BRIESEN & ROPER SC	475112	PROFESSIONAL SERVICES - PERSONNEL POLICE DEPT	100-522100-219 PD; PROFESSIONAL FEES	11/12/2024	138.00	
Total VON BRIESEN & ROPER SC:						138.00	
Total ADMINISTRATION:						99,060.34	

Department	Vendor Name	Invoice #	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Voided
<b>CAPITAL PROJECTS</b>							
	FOREST LANDSCAPING & CON	2024 PAY	CITY OF COLUMBUS - STREET	415-581000-217 CAP PRJTS; ENGINEER-2024 STS	11/04/2024	251,619.76	
	FOREST LANDSCAPING & CON	2024 PAY	COLUMBUS UTILITIES - SANITARY SEWER	415-581000-217 CAP PRJTS; ENGINEER-2024 STS	11/04/2024	2,185.62	
	FOREST LANDSCAPING & CON	2024 PAY	COLUMBUS UTILITIES - WATER	415-581000-217 CAP PRJTS; ENGINEER-2024 STS	11/04/2024	4,838.40	
	FOREST LANDSCAPING & CON	2024 PAY	CITY OF COLUMBUS - STORM SEWER	650-555210-830 STORM WATER; STREET PROJECTS	11/04/2024	5,026.63	
	FOREST LANDSCAPING & CON	2024 PAY	CITY OF COLUMBUS - CEMETERY	235-577800-249 CEMETERY; REPAIRS/MAINTENANCE	11/04/2024	3,730.77	
	FOREST LANDSCAPING & CON	2024 PAY	CITY OF COLUMBUS - FIRE STATION PARKING LOT	415-513000-610 CAP PRJTS; FIRE DEPARTMENT	11/04/2024	539.59	
	FOREST LANDSCAPING & CON	2024 PAY	CITY OF COLUMBUS - STREET MAINTENANCE	100-533500-833 STREETS; CONTRACTED MAINTENANC	11/04/2024	1,412.51	
Total FOREST LANDSCAPING & CONST INC:						269,353.28	
	PARKITECTURE + PLANNING	2	COLUMBUS FIREMAN'S PARK CONCEPTUAL DESIGN	415-511570-210 CAP PRJTS; ENGINEERING	11/06/2024	2,665.20	
Total PARKITECTURE + PLANNING:						2,665.20	
Total CAPITAL PROJECTS:						272,018.48	

Department	Vendor Name	Invoice #	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Voided
<b>DEBT SERVICE</b>							
	EHLERS & ASSOCIATES INC	99546	2024 CONTINUING DISCLOSURE REPORTING	300-511570-213 DEBT; LEGAL/AUDIT SERVICES	11/12/2024	4,250.00	
Total EHLERS & ASSOCIATES INC:						4,250.00	
Total DEBT SERVICE:						4,250.00	

Department	Vendor Name	Invoice #	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Voided
<b>FIRE</b>							
	COLUMBUS ACE HARDWARE	FD 10/202	FURNACE FILTERS FOR FIRE STATION	100-522200-817 FIRE; BLDG REPAIR/MAINTENANCE	10/31/2024	29.98	
Total COLUMBUS ACE HARDWARE:						29.98	
	DUFFY FLEET SERVICES INC	W47359	ENGINE 92A RADIATOR REPAIR	100-522200-249 FIRE; REPAIR & MAINTENANCE	11/07/2024	3,944.58	
Total DUFFY FLEET SERVICES INC:						3,944.58	
	FIRE SAFETY USA INC	194116	HEADSETS FOR ENGINE 92	100-522200-820 FIRE; EQUIP REPLACEMENT	11/14/2024	1,585.00	
Total FIRE SAFETY USA INC:						1,585.00	
	FIRE SERVICE INC	WI-16088	SQUAD 99 REPAIR - INSURANCE CLAIM	100-522200-249 FIRE; REPAIR & MAINTENANCE	10/09/2024	7,073.23	
Total FIRE SERVICE INC:						7,073.23	
	GREAT LAKES TESTING INC	125282	LADDER TESTING & 5 YEAR AERIAL TEST	100-522200-250 FIRE; EQUIP SAFETY INSPECTION	11/06/2024	1,708.50	
Total GREAT LAKES TESTING INC:						1,708.50	
	NAPLETON CHEVROLET BUICK	6034025/1	COMMAND 90 SERVICE & REPAIR	100-522200-249 FIRE; REPAIR & MAINTENANCE	10/16/2024	3,564.46	
	NAPLETON CHEVROLET BUICK	6034247/1	PICKUP 98 REMOVAL OF 20 MINUTE SHUTDOWN.	100-522200-249 FIRE; REPAIR & MAINTENANCE	10/17/2024	408.95	
Total NAPLETON CHEVROLET BUICK COLUMBUS:						3,973.41	
	PRAIRIE RIDGE HEALTH INC	G285483	EMPLOYEE PHYSICAL	100-522200-233 FIRE; PFL SVCS - LEGAL	11/04/2024	280.50	
Total PRAIRIE RIDGE HEALTH INC:						280.50	
Total FIRE:						18,595.20	

Department	Vendor Name	Invoice #	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Voided
<b>POLICE</b>							
	AMAZON CAPITAL SERVICES	1YW1-9G	BREAK ROOM SUPPLIES	100-522160-312 PD; SUPPORT SVCS - OP EXPENSES	09/27/2024	54.52	
	AMAZON CAPITAL SERVICES	IVJ7-6KX	CLERICAL CHAIR	100-522160-810 PD; SUPPORT SVCS - EQUIPMENT	11/11/2024	105.99	
	AMAZON CAPITAL SERVICES	IVJ7-6KX	FIRST AID, BREAK ROOM AND SQUAD ROOM SUPPLIES - CREDIT OF 114.99	100-522120-314 PD; PATROL SMALL EQUIP ITEMS	11/11/2024	489.75	
Total AMAZON CAPITAL SERVICES:						650.26	
	AXON ENTERPRISES INC	INUS2953	TASER BATTERY PACK X3	100-522100-314 PD; SMALL ITEMS OF EQUIPMENT	11/04/2024	314.40	
Total AXON ENTERPRISES INC:						314.40	
	MARLIN LEASING CORP	21544263	COPIER LEASE	100-522160-825 PD; SUPPORT SVCS - CAP LEASE	11/18/2024	148.35	
Total MARLIN LEASING CORP:						148.35	
	PERSONNEL EVALUATION INC	52979	PEP TESTING NEW OFFICER CANDIDATE	100-522100-219 PD; PROFESSIONAL FEES	10/31/2024	25.00	
Total PERSONNEL EVALUATION INC:						25.00	
	PRAIRIE RIDGE HEALTH INC	G285492	OWI BLOOD DRAWS	100-522100-300 PD; COURT & JAIL FEES	11/04/2024	260.00	
Total PRAIRIE RIDGE HEALTH INC:						260.00	
	WEINER, DENNIS	PC11-24	REPLENISH PETTY CASH FROM NNO PURCHASES	100-522100-935 PD; COMMUNITY SERVICES	11/20/2024	77.00	
Total WEINER, DENNIS:						77.00	
	WISE GUYS AUTO REPAIR LLC	55964	120 OIL CHANGE	100-522120-250 PD; PATROL FLEET REPAIR/MAIN	11/05/2024	35.00	
Total WISE GUYS AUTO REPAIR LLC:						35.00	
Total POLICE:						1,510.01	

Department	Vendor Name	Invoice #	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Voided
<b>PUBLIC WORKS</b>							
	BONESS, PAT	Pumpkins	8 PUMPKINS FOR CITY	800-510000-341 BEAUTIFICATION COMMITTEE EXPS	11/13/2024	16.00	
Total BONESS, PAT:						16.00	
	COLUMBUS ACE HARDWARE	DPW 10/2	TRASH BAGS BEAUTIFICATION	800-510000-340 BEAUTIFICATION EXPENSES	10/31/2024	17.99	
	COLUMBUS ACE HARDWARE	DPW 10/2	FLAMNT LED BULD	100-533100-312 GARAGE; SUPPLIES	10/31/2024	24.99	
	COLUMBUS ACE HARDWARE	DPW 10/2	ASPHALT FILLER	100-555400-312 PARKS; SUPPLIES	10/31/2024	1.80	
	COLUMBUS ACE HARDWARE	DPW 10/2	ASPHALT FILLER	100-555400-312 PARKS; SUPPLIES	10/31/2024	3.60	
	COLUMBUS ACE HARDWARE	DPW 10/2	ASPHALT FILLER	100-555400-312 PARKS; SUPPLIES	10/31/2024	1.80	
	COLUMBUS ACE HARDWARE	DPW 10/2	ASPHALT FILLER	100-555400-312 PARKS; SUPPLIES	10/31/2024	1.80	
	COLUMBUS ACE HARDWARE	DPW 10/2	GORILLA GLUE	100-533100-312 GARAGE; SUPPLIES	10/31/2024	9.99	
Total COLUMBUS ACE HARDWARE:						61.97	
	DUFFY FLEET SERVICES INC	W47484	DOT 7 PLOW OIL CHANGE	100-533100-249 GARAGE; VEHICLE REPAIRS/MAIN	11/06/2024	814.18	
	DUFFY FLEET SERVICES INC	W47539	DOT #37 AND REPAIRS	100-533100-249 GARAGE; VEHICLE REPAIRS/MAIN	11/13/2024	215.38	
Total DUFFY FLEET SERVICES INC:						1,029.56	
	LUBE TECH & PARTNERS LLC	3656820	5W-20 HYDRAULIC OIL	100-533100-249 GARAGE; VEHICLE REPAIRS/MAIN	11/11/2024	886.06	
Total LUBE TECH & PARTNERS LLC:						886.06	
	MICKELSON FEED CO INC	106297	DEER FEED	100-555400-314 PARKS; DEER OPERATING EXPENSES	10/28/2024	158.00	
Total MICKELSON FEED CO INC:						158.00	
	MID-STATE EQUIPMENT INC	FT-16-IT-J	FELLING TILT DECK TRAILER	100-533100-815 GARAGE; EQUIPMENT REPLACEMENT	11/18/2024	15,445.00	
Total MID-STATE EQUIPMENT INC:						15,445.00	
	MID-STATE EQUIPMENT JANES	P97781	BLADE KIT MS 462 CM 25 33 WOOD CUTTER OIL	100-555510-312 FORESTRY; SUPPLIES	11/12/2024	423.05	
	MID-STATE EQUIPMENT JANES	P97782	MS 462 CM 25 33 CHAINSAW AND CHAIN	100-555510-249 FORESTRY; EQUIP REPAIR/REPLACE	11/12/2024	1,449.98	
Total MID-STATE EQUIPMENT JANESVILLE INC:						1,873.03	
	NAPA AUTO PARTS	802505	ANTIFREEZE FOR BATHROOMS	100-555400-312 PARKS; SUPPLIES	11/13/2024	339.99	
	NAPA AUTO PARTS	802721	STARTING FLUID MOTOR TUNE -UP	100-533100-312 GARAGE; SUPPLIES	11/18/2024	20.77	
Total NAPA AUTO PARTS:						360.76	
	OVERHEAD DOOR CO OF MADI	36135	GARAGE DOOR - OLD COUNTY SIDE	100-533100-250 GARAGE; BUILDING REPAIRS/MAINT	11/13/2024	484.00	
Total OVERHEAD DOOR CO OF MADISON INC:						484.00	

Department	Vendor Name	Invoice #	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Voided
	SNS ELECTRIC INC	11171	PAVILION DIMMER SWITCH	100-555400-251 PARKS; PAVILION EXPENSES	11/15/2024	97.50	
Total SNS ELECTRIC INC:						97.50	
	WEBER TIRES INC	11-11-24 #	TIRE FOR #16	100-533100-249 GARAGE; VEHICLE REPAIRS/MAIN	11/11/2024	149.95	
Total WEBER TIRES INC:						149.95	
	WELLS FARGO BANK NA	50320686	COPIER LEASE	100-533200-312 PWKS ADMIN; SUPPLIES	11/08/2024	78.28	
Total WELLS FARGO BANK NA:						78.28	
	WISCONSIN CORRECTIONAL C	19637	BURKE CENTER LABOR 9-22 10 -5	235-577800-266 CEMETERY; MONUMENT REPAIRS	10/30/2024	72.00	
Total WISCONSIN CORRECTIONAL CENTER:						72.00	
	WISE GUYS AUTO REPAIR LLC	56076	PATCH PUG STYLE TIRE REPAIR	100-533100-249 GARAGE; VEHICLE REPAIRS/MAIN	11/12/2024	30.00	
Total WISE GUYS AUTO REPAIR LLC:						30.00	
Total PUBLIC WORKS:						20,742.11	

Department	Vendor Name	Invoice #	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Voided
<b>RECREATION</b>							
	BROWSKOWSKI, KANE	11/7/2024	KANE- TRAVEL MT. HOREB	100-555200-332 RECREATION; EDUC/TRAIN/MILEAGE	11/15/2024	52.66	
Total BROWSKOWSKI, KANE:						52.66	
	COLUMBUS ACE HARDWARE	REC 10/2	CLEANING SUPPLIES	100-555200-312 RECREATION; SUPPLIES/OP EXP	10/31/2024	81.53	
Total COLUMBUS ACE HARDWARE:						81.53	
	COLUMBUS KIWANIS CLUB	11/16 BBal	KIWANIS- BBALL TOURNAMENT	100-555200-322 RECREATION; BASKETBALL-GIRLS	11/15/2024	759.91	
	COLUMBUS KIWANIS CLUB	11/16 BBA	KIWANIS- BBALL TOURN	100-555200-322 RECREATION; BASKETBALL-GIRLS	11/15/2024	186.71	
Total COLUMBUS KIWANIS CLUB:						946.62	
	MEYERS, AMY JO	November	AJM- TRAVEL NOV	100-555200-332 RECREATION; EDUC/TRAIN/MILEAGE	11/15/2024	25.00	
	MEYERS, AMY JO	October 2	AJM- TRAVEL OCTOBER	100-555200-332 RECREATION; EDUC/TRAIN/MILEAGE	11/15/2024	25.00	
Total MEYERS, AMY JO:						50.00	
	SASSY HEIFER CLEANING LLC	209	BATHROOM CLEANING- PAVILION	100-555400-251 PARKS; PAVILION EXPENSES	11/12/2024	330.00	
Total SASSY HEIFER CLEANING LLC:						330.00	
	SYSCO BARABOO LLC	41864205	BBALL CONCESSIONS 11/07	100-555200-322 RECREATION; BASKETBALL-GIRLS	11/07/2024	1,086.05	
Total SYSCO BARABOO LLC:						1,086.05	
	TONN PEST CONTROL INC	11-5-2024	WASP TREATMENT 11-5	100-555200-312 RECREATION; SUPPLIES/OP EXP	11/15/2024	75.00	
Total TONN PEST CONTROL INC:						75.00	
	TRATAR, HOLLY	11/9/2024	DEPOSIT RETURN NOV RENTAL	100-233000 PARKS; FACILITY RENT DEPOSITS	11/18/2024	600.00	
Total TRATAR, HOLLY:						600.00	
	WPRA	8775	WPRA- AJM TRAINING	100-555200-332 RECREATION; EDUC/TRAIN/MILEAGE	11/07/2024	25.00	
Total WPRA:						25.00	
Total RECREATION:						3,246.86	

Department	Vendor Name	Invoice #	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Voided
<b>SENIOR CENTER</b>							
	KIDD, JESSICA	10/12/24	RENTAL DEPOSIT REFUND	100-233100 C CENTER; RENT DEPOSITS	11/15/2024	150.00	
Total KIDD, JESSICA:						150.00	
	LANG, KIM MARIE	11/1/24	HOLIDAY PARTY FROM 5 BELOW	100-555100-340 C CENTER; PROGRAMS	11/15/2024	46.60	
	LANG, KIM MARIE	11/1/24	OUTDOOR DECORATION	100-555100-249 C CENTER; REPAIRS/MAINT	11/15/2024	5.88	
	LANG, KIM MARIE	11/1/24	HOLDIAY PARTY SUPPLIES	100-555100-340 C CENTER; PROGRAMS	11/15/2024	48.37	
	LANG, KIM MARIE	11/1/24	BINGO PRIZES FROM DOLLAR TREE	100-555100-340 C CENTER; PROGRAMS	11/15/2024	32.50	
	LANG, KIM MARIE	11/1/24	HOLIDAY PARTY FROM MENARDS	100-555100-340 C CENTER; PROGRAMS	11/15/2024	116.00	
	LANG, KIM MARIE	11/1/24	BIRTHDAY CARD SUPPLIES	100-555100-340 C CENTER; PROGRAMS	11/15/2024	15.49	
	LANG, KIM MARIE	11/1/24	SNACKS AND BEVERAGES FOR FNDRAISING	100-555100-340 C CENTER; PROGRAMS	11/15/2024	45.90	
	LANG, KIM MARIE	11/1/24	TEAM TRAINING AND PAINTING LUNCH	100-555100-333 C CENTER; EDUCATION/TRAVEL	11/15/2024	30.63	
Total LANG, KIM MARIE:						341.17	
	O'NEAL, DEB	9/6/2025 E	EVENT DEPOSIT REFUND - CANCELLED	100-233100 C CENTER; RENT DEPOSITS	11/19/2024	175.00	
Total O'NEAL, DEB:						175.00	
	SCHRAUFNAGEL, TERRY	104 & 112	SANTA FOR HOLIDAY TRAIN	100-555100-318 C CENTER; MARKETING/ADVERT	11/15/2024	60.00	
	SCHRAUFNAGEL, TERRY	104 & 112	SANTA FOR CCC PARTY	100-555100-340 C CENTER; PROGRAMS	11/15/2024	40.00	
Total SCHRAUFNAGEL, TERRY:						100.00	
Total SENIOR CENTER:						766.17	
Grand Totals:						420,189.17	

## Report Criteria:

Detail report.

Invoice detail records above \$0.00 included.

Paid and unpaid invoices included.



## Agenda Item Report

**Meeting Type:** City Council

**Meeting Date:** December 3, 2024

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**Item Title:** Building Inspection Services RFP

**Submitted By:** Michael Kornmann, Director of Community and Economic Development

**Detailed Description of Subject Matter:**

The RFP was posted on two municipal related web sites and it was also sent to five firms. We received two responses. Reviewed by multiple staff, the clear best proposal was from MSA. They have a clear process on how they do their work, will have office hours, and will coordinate permits with zoning. They are also willing to work with us in utilizing a new permitting software system. Their references were positive, and no red flags were identified. Their compensation will be based on time spent on issuing permits, inspections, office hours and any other time spent. Our fee schedule will be updated in the near future to address the new firm and contract. I will monitor expenses and revenues on a regular basis to ensure a sound fiscal building inspection program.

**List all Supporting Documentation Attached:**

- MSA proposal for building inspection services

**Action Requested of Council:** Approve MSA proposal and direct staff to execute a contract.

# PROPOSAL TO PROVIDE Building Inspection Services



**Prepared for:**  
City of Columbus  
November 18, 2024



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November 18, 2024

Mike Kornmann, Director of Community and Economic Development  
City of Columbus  
105 N. Dickason Boulevard  
Columbus, WI 53925

Re: Proposal to Provide Building Inspection Services

Dear Mike,

The City of Columbus continues to grow and is requesting the services of a proven building inspection partner to help provide continued successful growth. MSA Professional Services, Inc. (MSA) is that proven and trusted partner.

Here is why MSA is a good partner to provide building inspection services for the City of Columbus:

- **Community Understanding:** MSA is very familiar with communities the size of Columbus and understands their needs. MSA prides itself on working with communities to navigate through and assist with the building inspection processes. We understand the process and how to work cohesively with municipalities and contractors, while providing a high-quality level of service.
- **MSA's Full-service Capabilities:** MSA is a well-established, employee-owned firm backed by experienced certified building inspectors, and further supported by architectural and engineering professionals. Our team of qualified individuals will partner with the City of Columbus to provide excellent customer service.
- **Our Approach to Projects:** Our approach to projects is collaborative, with communication as the key to success. MSA's goal is to work as an extension of your community and staff, applying our knowledge and experience to reach your goals.
- **Financial Balance:** MSA understands the need for municipalities to manage their budgets. We have spent a great deal of time developing a transparent approach to the building inspection process. The City pays for the services received, and not just a guaranteed percentage of the permit fee. The City collects and keeps all permit fees and MSA only invoices for completed inspections. The permit fees pay for the work completed.

**MSA will be available to begin providing inspection services on December 16, 2024 or other agreed upon date.**

MSA looks forward to providing building inspection services and establishing a long list of successfully completed projects for the City. Please do not hesitate to call us with any questions regarding this proposal or additional expertise you are looking for.

Sincerely,  
MSA Professional Services, Inc.

Stephanie Potter  
Project Manager | Building Inspector II (*primary contact*)  
P: (608) 617-5691  
E: [spotter@msa-ps.com](mailto:spotter@msa-ps.com)

Gregg Borucki, PE  
Team Leader  
P: (608) 355-8959  
E: [gborucki@msa-ps.com](mailto:gborucki@msa-ps.com)

## RESPONSE TO ALL SELECTION CRITERIA

To aid in the proposal review process, MSA has organized our proposal based on the “Form of Proposal” elements outlined in the Request for Proposal (RFP). Below is a matrix that outlines where we’ve addressed the “Selection Criteria” as identified in the RFP.

SELECTION CRITERIA	WHERE TO FIND IN OUR PROPOSAL
1. Certifications as required by the State of Wisconsin.	Certifications as required by the State of Wisconsin are outlined in our project team resumes on pages 6-8 of our proposal.
2. Knowledge and understanding of all applicable codes.	Our project team is very familiar with all applicable codes as detailed in their resumes on pages 6-8 of our proposal.
3. Successful experience in providing building inspection services to a municipality of similar size.	MSA has more than 22 years of experience providing building inspection services to similar-sized municipalities. These municipalities are listed on page 5 of our proposal. References you can contact to confirm our experience, performance, and high-quality service are provided on pages 9-11 of our proposal.
4. Ability to provide timely inspections so that permits or inspections are not unreasonably delayed.	MSA's has a proven record of providing timely inspections so that permits or inspections are not unreasonably delayed. Our availability is further detailed on page 12.
5. Demonstration of a high level of accuracy in building inspection services for municipal clients.	MSA uses the Fulcrum app to provide a high level of accuracy in building inspection services for municipal clients. See pages 5 and 13 of our proposal to learn more about this app.
6. Evidence of positive client interaction/service from previous or existing municipal clients.	See pages 9-11 of our proposal for reference letters from existing clients, along with their contact information.
7. An ability to work effectively with the City staff.	Our methods for working effectively with City staff are outlined on page 14 of our proposal.
8. An ability to work effectively with building contractors and property owners, particularly in regard to communicating code issues and assisting with permit applications/procedures.	Our methods for working effectively with building contractors and property owners are outlined on page 14 of our proposal.
9. Reference checks demonstrating a high level of competence and customer service in providing building inspection services for municipal clients.	See pages 9-11 of our proposal for reference letters from existing clients, along with their contact information.
10. Written and visual quality and accuracy of the proposal.	MSA confirms the accuracy of the information in our proposal.
11. Existing workload of the Inspector/Inspection firm.	Our current contractual inspection obligations in the State of Wisconsin are listed on page 12 of our proposal, along with our availability.
12. The City may follow up with the applicant to clarify any parts of the submitted proposal.	MSA acknowledges this selection criteria.
13. The City may conduct interviews of applicants prior to entering into contract negotiations.	MSA acknowledges this selection criteria.

## PROPOSED COMPENSATION

The City of Columbus collects the permit fees from the applicants and retains those fees. MSA will complete the required building inspection work for each permit and invoice the City monthly on a time and expense basis based on the provided MSA Standard Rate Schedule. The invoices will show the cost of work broken down by permit fee, or as a general service (i.e., in the event office hours are required). The goal is to balance the permit fees with the invoices and leave a little left to cover miscellaneous expenses like office hours, City coordination, permit summaries, etc. MSA will work with the City of Columbus to evaluate their current building inspection fee schedule and suggest any updates or additions based on required inspections to be completed.

### RATE SCHEDULE

2025

#### CLASSIFICATION

#### LABOR RATE

Administrative.....	\$ 85 – \$154/hr.
Architects.....	\$ 85 – \$198/hr.
Community Development Specialists .....	\$137 – \$198/hr.
Digital Design .....	\$115 – \$151/hr.
Environmental Scientists/Hydrogeologists.....	\$110 – \$193/hr.
Geographic Information Systems (GIS) .....	\$100 – \$193/hr.
Housing Administration .....	\$ 97 – \$198/hr.
Inspectors/Zoning Administrators .....	\$110 – \$160/hr.
IT Support.....	\$175 – \$193/hr.
Land Surveying .....	\$ 85 – \$198/hr.
Landscape Designers & Architects .....	\$ 85 – \$220/hr.
Planners .....	\$ 85 – \$215/hr.
Principals.....	\$225 – \$314/hr.
Professional Engineers/Designers of Engineering Systems.....	\$155 – \$204/hr.
Project Managers .....	\$120 – \$248/hr.
Real Estate Professionals.....	\$140 – \$193/hr.
Staff Engineers.....	\$ 85 – \$149/hr.
Technicians .....	\$100 – \$151/hr.
Wastewater Treatment Plant Operator .....	\$ 92 – \$118/hr.

#### REIMBURSABLE EXPENSES

Copies/Prints .....	Rate based on volume
Specs/Reports.....	\$10
Copies .....	\$0.14/page
Plots .....	\$0.01/sq.in.
Flash Drive .....	\$10
GPS Equipment .....	\$20/hour - \$10.75/hour for DOT
GPS R2 Equipment .....	\$20/hour - \$2/hour for DOT
Dini Laser Level .....	\$85/per day
Mailing/UPS .....	At cost
Mileage – Reimbursement .....	IRS Rate – IRS Rate + \$5/day
Mileage – MSA Vehicle .....	\$0.70 mile standard/
.....	\$0.69 mile for DOT
Nuclear Density Testing .....	\$30/day
Organic Vapor Field Meter .....	\$100/day
PC/CADD Machine .....	Included in labor rates
Robotic Survey Equipment.....	\$20/hour - \$10/hour for DOT
Stakes/Lath/Rods .....	At cost
Travel Expenses, Lodging, & Meals .....	At cost
Traffic Counting Equipment & Data Processing.....	At cost
Geodimeter .....	\$30/hour
Drone Flight.....	\$375/flight - \$360/flight for DOT

Labor rates represent an average or range for a particular job classification.  
These rates are in effect until December 31, 2025.

## FIRM PROFILE

MSA Professional Services, Inc. (MSA) specializes in the sustainable development of communities. We achieve this by building honest, open relationships that go beyond the project to become a trusted source of expertise and support for immediate challenges and long-term goals. Big or small, we do whatever it takes to meet each need, working to make communities stronger in the process. **It's more than a project. It's a commitment.**

MSA's roots reach back to 1919. Our firm consists of 450+ engineers, architects, planners, landscape architects, funding experts, surveyors, GIS experts and environmental scientists. MSA excels at helping clients identify grant and funding sources and then delivering high-quality, cost-effective solutions.

WE'RE PROUD TO BE 100%  
**EMPLOYEE-OWNED**

**450+**  
TEAM MEMBERS



**17**  
OFFICE  
LOCATIONS



**POSITIVELY IMPACTING**  
THE LIVES OF OTHERS SINCE 1919

**33**

INDUSTRY  
AWARDS  
EARNED SINCE  
2017



**\$625+ MILLION**  
GRANTS & LOW-INTEREST LOANS  
We've helped our clients  
secure to help offset the cost  
of infrastructure projects

## CLIENT EXPERIENCE

The pillar of our success is seeing our clients succeed. The graphic below shows the percentage of clients who say MSA met or exceeded their expectations based on the following categories.

**98%**  
ACCURACY



**98%**  
RESPONSIVENESS



**98%**  
SCHEDULE



**96%**  
HELPFULNESS



**99%**  
QUALITY



**97%**  
SCOPE & FEES

## BUILDING INSPECTION SERVICES

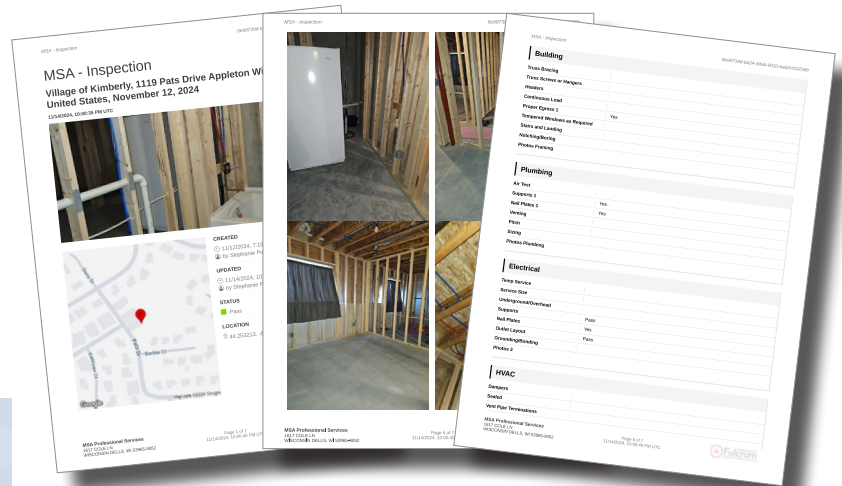
### Building trust, one inspection at a time.

Building inspections play a critical role in ensuring the safety, compliance, and quality of construction projects, ultimately bringing peace of mind to communities.

With over 22 years of experience, MSA is a trusted partner in helping communities with their residential and commercial building inspection service needs. Our licensed inspectors oversee the building inspection process, from issuing permits to conducting inspections and generating final inspection reports. As a reliable partner, we continue to gain recognition for providing excellent customer service to both contractors and communities.

#### MSA's building inspection services include:

- Building plan and permit review
- Permit issuance and tracking
- Commercial and residential building, HVAC, electrical, and plumbing inspections
- Department of Safety and Professional Services (DSPS) delegation help to communities for contracted services
- Final inspection and occupancy permits
- Real-time GIS inspection reporting
- Customer service by phone and email for communities and contractors
- Updated permit fee schedule and permit fee tracking
- Other reports as requested (e.g., appraiser reports)



Our inspection tracking app offers instant inspection reports that include pictures, notes, and status updates for all permits.

“MSA makes the process very simple and the inspectors provide excellent service. They are knowledgeable on building codes, quick to respond to emails and other requests, and are truly a pleasure to work with.”

- VILLAGE OF SAUK CITY



**Stephanie Potter**  
PROJECT MANAGER  
BUILDING INSPECTOR II

Stephanie serves as Project Manager for MSA's building inspection projects and is a primary contact for permit issuance and inspection scheduling. She provides valuable field experience as a building inspector and is a licensed commercial building, HVAC, fire sprinkler, and electrical inspector.

#### Certification

WI Commercial Building, HVAC, Fire Sprinkler Inspector  
#1563415 – CBI

WI Commercial and Residential Electrical Inspector #1563415 – CEI

WI UDC Building Inspector #122200088 – UDC

WI UDC HVAC Inspector #122200087 - UDC

#### Selected Project Experience

- Commercial and Residential Building Inspection
- Building Inspection Services, Abbotsford, WI
- Building Inspection, Baraboo, WI
- Building Inspection and Zoning, Lodi, WI
- General Engineering Assistance, New Lisbon, WI
- Building Inspection Services, Freedom, WI
- Building Inspection Services, Lyndon, WI
- Building Inspection, Rome, WI
- Building Inspection Services, Roxbury, WI
- Building Inspection, Scott, WI
- Building Inspection Services, West Point, WI
- Building Inspection Services, Lake Delton, WI
- Kalahari Treehouse Site Development, Lake Delton, WI
- Building Inspection Services, Sauk City, WI
- Building Inspection and Zoning Services, West Baraboo, WI



**Jeffrey Fitzwilliams**  
PLUMBING SUPERVISOR

Jeff has 29 years of experience and currently provides building inspector services to the MSA team.

#### Certification

Commercial Plumbing Inspector Certification #230817

#### Selected Project Experience

- Commercial and Residential Plumbing Inspection
- Plumbing Inspection Services, Abbotsford, WI
- Plumbing Inspection, Baraboo, WI
- Plumbing Inspection, Lodi, WI
- Plumbing Inspection Services, Freedom, WI
- Plumbing Inspection Services, Lyndon, WI
- Plumbing Inspection, Rome, WI
- Plumbing Inspection Services, Roxbury, WI
- Plumbing Inspection, Scott, WI
- Plumbing Inspection Services, West Point, WI
- Plumbing Inspection Services, Lake Delton, WI
- Kalahari Treehouse Site Development, Lake Delton, WI
- Plumbing Inspection Services, Sauk City, WI
- Plumbing Inspection, West Baraboo, WI



**Abbe Thompson**  
**BUILDING INSPECTOR**

With extensive experience in the construction and design industry, Abbe excels in collaborating with contractors and property owners. Her background as a draftsman significantly enhances her ability to perform building inspections. With a deep understanding of structural plans and design principles, she can accurately interpret blueprints and identify potential issues early. This expertise allows her to ensure that projects adhere to design specifications and building codes, ultimately leading to safer and more efficient structures. Additionally, her experience in creating detailed plans means she is well-versed in the practical aspects of construction, enabling her to communicate effectively with contractors and engineers to address any discrepancies or improvements needed on-site. This comprehensive skill set makes her a highly effective and insightful building inspector.

#### Education

Architectural Commercial Design, Wisconsin Indianhead Technical College, Rice Lake, WI

#### Certification

Dwelling Contractor Qualifier - #978

UDC-Construction Inspector - #8019

#### Selected Project Experience

- Building Inspection Services, Rome, WI
- Building Inspection Services, Adams, WI
- Building Inspection Services, Baraboo, WI
- Building Inspection, Lodi, WI
- Building Inspection Services, Kimberly, WI
- Building Inspection Services, Freedom, WI
- Building Inspection Services, Roxbury, WI
- Building Inspection Services, West Point, WI
- Building Inspection Services, Sauk City, WI
- Building Inspection Services, West Baraboo, WI



**Jeremy Peach**  
**ZONING ADMINISTRATOR**

Jeremy brings a wealth of experience to zoning administration, with a strong foundation in reading and interpreting municipal zoning standards. As the Assistant Zoning Administrator for Lake Delton, WI, he plays a crucial role in examining zoning codes. Jeremy is responsible for reviewing zoning applications, attending public hearings, and assisting citizens in understanding zoning forms. He ensures compliance with zoning ordinances, decides on variance applications, and interprets sections of the zoning code. His proficiency in understanding and applying zoning regulations ensures thorough and accurate inspections, making him a reliable and knowledgeable zoning administrator, adept at identifying potential issues and upholding the highest standards of construction quality.

#### Education

Specialty courses in jet mechanics and leadership in the United States Air Force

#### Certification

UDC-Construction Inspector - #111700008 - UDC

UDC-HVAC Inspector - #121700003 - UDC

UDC-Plumbing Inspector - #012000007 - UDC

#### Selected Project Experience

- Zoning Administration, Lake Delton, WI
- Building Inspection Services, Lake Delton, WI
- General Services, Lake Delton, WI
- Zoning Administration, West Baraboo, WI
- Building Inspection Services, Lyndon, WI
- Comprehensive Plan and Zoning Code Update, Lyndon, WI
- Building Inspection Services, West Baraboo, WI
- Building Inspection Services, Abbotsford, WI
- Building Inspection, Baraboo, WI
- Building Inspection, Wisconsin Dells, WI
- Zoning Administration, Lyndon, WI
- Building Inspection Services, Roxbury, WI
- Building Inspection Services, West Point, WI
- Building Inspection Services, Sauk City, WI



**Jeremy McHugh**  
**BUILDING INSPECTOR**

Jeremy is a seasoned professional with over three decades of experience in plumbing and construction. His journey from a farm hand to a master plumber highlights his adaptability, problem-solving abilities, and mechanical aptitude. Jeremy's comprehensive knowledge of plumbing, carpentry, and construction, ensures that he can effectively oversee building inspection projects and maintain high standards of quality and safety.

#### Education

Plumbing, Fox Valley Technical College

#### Certification

Master Plumber, WI - #230822 – MP

#### Selected Project Experience

- Commercial Plumbing Inspection, Menasha, WI
- Building Inspection Services, Kimberly, WI
- Building Inspection Services, Freedom, WI



**Gregg Borucki, PE**  
**TEAM LEADER**

Gregg is a civil engineer with 33 years of experience focusing on civil engineering design and construction administration projects. Gregg oversees all project coordination, public involvement, project development, design, budgets, client communication, and construction related services. He brings to the table a variety of diverse project design and construction expertise. Gregg has worked with various municipalities, developers, Wisconsin Department of Transportation, contractors and private clients. He manages projects as diverse as municipal roadways, highways, subdivisions, site developments, bridges and box culverts, bike trails, stormwater, sanitary sewer, water main, master plans and roadway maintenance programs.

#### Education

B.S., Civil Engineering, University of Wisconsin-Milwaukee

#### Registration | Certification

Professional Engineer, WI

#### Selected Project Experience

- 17+ Years of Various Projects, Monona, WI
- TID 1 Creation Planning, Merrimac, WI
- STH 113 / 78 Utility Design and Construction, Merrimac, WI
- Various development and roadway maintenance ordinance review, Merrimac, WI
- Vortex Nation Site Development & Master Plan, Barneveld, WI
- WisDOT STH 27 Watermain and Sanitary Sewer Design, Eastman, WI
- Christmas Mountain Projects, Wisconsin Dells, WI
- WisDOT WIS23/WIS22 Watermain/Sanitary Sewer Design, Montello, WI
- CDA Façade Grant Assistance and TID Amendment, Camp Douglas, WI
- Schreiber Foods Site Development, Richland Center, WI
- Rainbow Rascals Child Care Facility Site Development, Waunakee WI
- Cypress Avenue Stormwater Structures (Carter and Bingham Creek), Preston, WI
- TID Amendment, Westby, WI
- Necedah Wildlife Refuge Dam 29 Structure Rehabilitation, Sprague, WI
- WisDOT I90/94 Bridge Replacement Construction, Tomah, WI



**Village of West Baraboo**  
500 Cedar Street Baraboo, WI 53913  
Phone: (608) 356-2516 Fax: (608) 356-2441  
[villageofwestbaraboo.com](http://villageofwestbaraboo.com)

Melissa Ryan, Clerk Treasurer  
Kathy Klein, Deputy Clerk Treasurer

William H. Clary, Director of Public Works  
Mike Arndt, Village President

April 17, 2024

Town of Freedom  
W2004 County Highway S  
Freedom, WI 54131

Dear Administrator,

I am writing this letter to recommend MSA Professional Services, Inc. - Building Inspections Services. I believe the service they offer is what you are looking for.

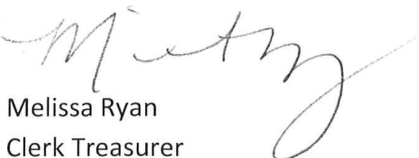
The Village of West Baraboo has used MSA's Building Inspection Services for many years. They have been a trusted partner meeting the needs of our Village.

The scope of work provided includes interpretation and administration of the Village and State Building Codes, performing Residential and Commercial Building Inspections, maintain records of inspections and official actions.

The Village of West Baraboo has a population of 1,627. We have multiple hotels, restaurants, and businesses within our borders. We have one TID district with a new development breaking ground soon. Our MSA building inspector has been invaluable to the Village with an outstanding knowledge base.

I am happy to recommend the services of MSA. If you have any questions, feel free to contact me.

Sincerely,

  
Melissa Ryan  
Clerk Treasurer

**Village of Sauk City**  
726 Water Street  
Sauk City, WI 53583  
608-643-3932



To Whom It May Concern:

The Village of Sauk City has worked with MSA Professional Services for many years. We have contracted with MSA to be our engineering firm, as well as provide commercial building inspections for our municipality. When we receive a building permit application, we contact the commercial inspector, and they handle the review of the plans, issuing the permit, and completing the necessary inspections. We basically just have to collect the proper fees from the applicant, and once the permit is issued, provide that to the applicant. MSA makes the process very simple and the inspectors provide excellent service. They are knowledgeable on building codes, quick to respond to emails and other requests, and are truly a pleasure to work with. We would highly recommend MSA for your inspection service needs.

Sincerely,

Heidi Koch  
Village Administrator

## TOWN OF ROXBURY

7167 KIPPLEY RD, SAUK CITY, WI 53583  
608-643-8281  
RoxburyClerk@merr.com

May 1, 2024

This letter serves as a reference for MSA Professional Services, Inc. Building Inspection Services.

The Town of Roxbury has worked with MSA for several years and have been very happy with the services that they provide for the Town. The Building Inspector's have always delivered their building permits and inspections in a very timely manner. Stephanie Potter is very pleasant to work with and stops in often to see how things are going and if we need anything from her. Always willing to make changes or adjustments as needed.

We have also heard from residents that they are happy with the services provided to them.

All other services that they have provided have been essential to the Town, such as engineering projects, permits and grant writing.

The Town highly recommends MSA Professional Services, Inc.

Sincerely, 

Chairman Nick Ganer

## CONTRACTUAL OBLIGATIONS

MSA's current contractual inspection obligations in the State of Wisconsin are as follows:

- City of Adams
- City of Baraboo
- City of Lodi
- City of Menasha
- Village of Black Creek
- Village of Kimberly
- Village of Lake Delton
- Village of Nichols
- Village of Sauk City
- Village of Shiocton
- Village of West Baraboo
- Town of Scott
- Town of West Point
- Town of Rome
- Town of Lyndon
- Town of Roxbury
- Town of Freedom

## DATE WHEN THE INSPECTOR WILL BE AVAILABLE TO BEGIN PROVIDING INSPECTION SERVICES

MSA will be available to begin providing inspection services on December 16, 2024 or other agreed upon date.

## AVAILABILITY

MSA submits this proposal with the commitment that our staff will be available to complete requested inspections and issue permits in a timely manner. **Our team is expanding in size and geographic coverage, and we are actively pursuing new work.** With our growing resources and dedicated team, we are well-equipped to handle increased demand and deliver exceptional service to the communities and contractors that we serve.

Our success as a consultant depends upon our ability to meet the fluctuating needs of our clients. More than 60 years of experience in the consulting industry has allowed MSA to develop strategies for distributing workloads across time and distance in order to efficiently meet challenges in the timeframes allowed. Employees work flexible hours and workloads can be shared across teams so that inspection tasks are completed in an efficient manner as needs arise.

Residential inspection requests require 48-hour notification. Commercial inspection requests per SPS standards require five days, but we typically inspect within two days.

SAMPLE INSPECTION ACTIVITY REPORTS

MSA offers a digital inspection app that records real-time inspections and tracks all aspects of the building inspection process from erosion control tracking to final inspections. The app can also be used for code enforcement, if requested. Reports are available and broken down for different inspections per property. Shown below are some pictures of the app interface and reports or [click here to view a full report](#).

MSA - Inspection

8d02850d-65bd-424e-9043-330d875907b5

MSA - Inspection

Village of Lake Delton, 413 South Burritt Avenue Baraboo Wisconsin 53913 United States, October 29, 2024

10/29/2024, 8:33:10 PM UTC



CREATED

10/29/2024, 8:14:12 PM UTC

by Jeff Fitzwilliams

UPDATED

10/29/2024, 8:33:10 PM UTC

by Jeff Fitzwilliams

STATUS

Fail

LOCATION

43.583879, -89.797229

MSA Professional Services

1617 COLE LN


WISCONSIN DELLS, WI 53965-9052

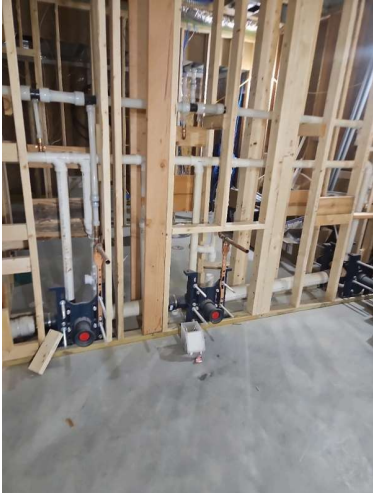
Page 1 of 5


11/15/2024, 3:49:56 PM UTC


MSA - Inspection

8d02850d-65bd-424e-9043-330d875907b5









MSA Professional Services

1617 COLE LN

WISCONSIN DELLS, WI 53965-9052

Page 3 of 5

11/15/2024, 3:49:56 PM UTC

POWERED BY

Fulcrum

WWW.FULCRUMAPP.COM

MSA

143

## METHODS FOR WORKING EFFECTIVELY WITH CITY STAFF, BUILDING CONTRACTORS, AND PROPERTY OWNERS

MSA is available and can be reached by phone, text, or email. We will work with the City to discuss your preferred frequency for updates, as well as your preferred communication method (i.e., in-person visits, phone calls, emails). We want to make this process as easy as possible for you. Building Inspector Stephanie Potter will be your primary contact and will facilitate all communications between our team and yours. Designating Stephanie as your single point of contact will help streamline communications, keep the team organized, and provide prompt responses to your needs.

## CERTIFICATE OF INSURANCE

We have included a certificate of insurance with the City of Columbus as additionally insured on the following page. *Note: professional services claims fall under Professional Liability Insurance and do not allow for additionally insured entities.*



# CERTIFICATE OF LIABILITY INSURANCE

MSAPROF-04

WGERKEN

DATE (MM/DD/YYYY)

11/13/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER <b>TRICOR, LLC</b> 230 W Cherry St Lancaster, WI 53813	CONTACT NAME: <b>Wendy Gerken</b>	
	PHONE (A/C, No, Ext): <b>(608) 356-6608 1910</b>	FAX (A/C, No):
	E-MAIL ADDRESS: <b>wgerken@tricorinsurance.com</b>	
INSURED  <b>MSA Professional Services Inc</b> 1230 South Blvd Baraboo, WI 53913	INSURER(S) AFFORDING COVERAGE	
	INSURER A : <b>CNA</b>	NAIC # <b>20443</b>
	INSURER B : <b>Cowbell Cyber</b>	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

## COVERAGES

## CERTIFICATE NUMBER:

## REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	X		7039431573	6/30/2024	6/30/2025	EACH OCCURRENCE \$ <b>1,000,000</b> DAMAGE TO RENTED PREMISES (Ea occurrence) \$ <b>100,000</b> MED EXP (Any one person) \$ <b>5,000</b> PERSONAL & ADV INJURY \$ <b>1,000,000</b> GENERAL AGGREGATE \$ <b>2,000,000</b> PRODUCTS - COMP/OP AGG \$ <b>2,000,000</b> \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			7039431542	6/30/2024	6/30/2025	COMBINED SINGLE LIMIT (Ea accident) \$ <b>1,000,000</b> BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ <b>10,000</b>			7039431556	6/30/2024	6/30/2025	EACH OCCURRENCE \$ <b>7,000,000</b> AGGREGATE \$ <b>7,000,000</b> \$
A	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y / <input checked="" type="checkbox"/> N If yes, describe under DESCRIPTION OF OPERATIONS below		N / A	7039555939	6/30/2024	6/30/2025	<input checked="" type="checkbox"/> PER STATUTE <input checked="" type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ <b>1,000,000</b> E.L. DISEASE - EA EMPLOYEE \$ <b>1,000,000</b> E.L. DISEASE - POLICY LIMIT \$ <b>1,000,000</b>
B	<input checked="" type="checkbox"/> Cyber Liability			PLM-CB-SSVSCQ5PL-003	6/30/2024	6/30/2025	Aggregate Limit \$ <b>5,000,000</b>

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
City of Columbus is listed as an additional insured on the General Liability where their interests appear.

## CERTIFICATE HOLDER

## CANCELLATION

<b>City of Columbus</b> 105 North Dickason Boulevard Columbus, WI 53925	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

ACORD 25 (2016/03)

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# CERTIFICATE OF LIABILITY INSURANCE

MSAPROF-01

CJOHNSON

DATE (MM/DD/YYYY)

1/30/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> <b>Ames &amp; Gough</b> <b>859 Willard Street</b> <b>Suite 320</b> <b>Quincy, MA 02169</b>	<b>CONTACT NAME:</b> <b>PHONE (A/C, No, Ext): (617) 328-6555</b>		<b>FAX (A/C, No): (617) 328-6888</b>
	<b>E-MAIL ADDRESS: boston@amesgough.com</b>		
<b>INSURED</b>  <b>MSA Professional Services, Inc.</b> <b>1230 South Boulevard</b> <b>Baraboo, WI 53913</b>	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	<b>INSURER A : Berkshire Hathaway Specialty Insurance Company (A++XV)</b>		<b>22276</b>
	<b>INSURER B :</b>		
	<b>INSURER C :</b>		
	<b>INSURER D :</b>		
	<b>INSURER E :</b>		
<b>INSURER F :</b>			

## COVERAGES

## CERTIFICATE NUMBER:

## REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> Y/N <input type="checkbox"/> N/A ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liab.			47EPP31390504	2/1/2024	2/1/2025	Per Claim Limit 5,000,000
A				47EPP31390504	2/1/2024	2/1/2025	Aggregate Limit 10,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 All Coverages are in accordance with the policy terms and conditions.

Claims Made Policy - Environmental Coverage Included. Deductible is \$100.00.

## CERTIFICATE HOLDER

## CANCELLATION

<b>MSA Professional Services</b> <b>1230 South Blvd</b> <b>Baraboo, WI 53913</b>	<b>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</b>
	<b>AUTHORIZED REPRESENTATIVE</b> <i>Gared Maxwell</i>

ACORD 25 (2016/03)

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**IT'S MORE THAN A PROJECT. IT'S A COMMITMENT.**  
BUILDING INSPECTION SERVICES | COLUMBUS, WI | NOVEMBER 18, 2024

