



A G E N D A
CITY OF WAUPUN COMMON COUNCIL
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, February 13, 2024 at 6:00 PM

VIRTUAL AND TELECONFERENCE ACCESS AVAILABLE

Join Virtually: <https://us02web.zoom.us/j/81976994115?pwd=T0hORVFNTDFjMXV4ZGIiV3A5eDI0UT09>

Join Teleconference: 1 312 626 6799

Meeting ID: 819 7699 4115

Passcode: 697657

CALL TO ORDER

PLEDGE OF ALLEGIANCE FOLLOWED BY A MOMENT OF SILENT MEDITATION

ROLL CALL--Mayor to excuse any absent members

PUBLIC HEARING

PERSONS WISHING TO ADDRESS COUNCIL--*State name, address, and subject of comments. (2 Minutes)*

1. Gregg Zonnefeld, Director of Advancement -Central WI Christian Update
2. Todd Snow, Municipal Court Judge

No Public Participation after this point.

RESOLUTIONS AND ORDINANCES:

- [3.](#) Resolution Authorizing 2023 Budget Amendments in a Series of Funds
- [4.](#) Resolution Approving the Carry Forward of Unexpended 2023 Appropriations
- [5.](#) Ordinance to amend Ch.8.14 entitled Orderly Conduct-Sexting by Minors Restricted
- [6.](#) Ordinance to amend Ch.8.04(8) entitled Orderly Conduct-Trespass to Dwellings

BOARD/COMMITTEE/COMMISSION RECOMMENDATIONS (*Roll Call Motion*)

- [7.](#) 2024 Department of Public Works Equipment Rates
- [8.](#) 2024 Asphalt Paving Contract Bid
- [9.](#) Community/Senior Center Door access and Security Camera systems
- [10.](#) Heritage Museum Restoration (Tuck pointing and front Step repair)
- [11.](#) 2024 Chevrolet Silverado 1500 4WD Regular Cab

CONSIDERATION - ACTION

- [12.](#) 2023 City of Waupun Housing Fee Report
- [13.](#) Letter of Intent with Trane Technologies
- [14.](#) Assign Responsibility for Youth Sports Grant Evaluation and Award Process
- [15.](#) Extension of Childcare Stabilization Grant Deadlines
- [16.](#) 2023 City of Waupun Taxi Statistics

MAYORAL CORRESPONDENCE/PRESENTATIONS

- [17.](#) Envision Greater Fond Du Lac Annual Meeting - March 28

CONSENT AGENDA (*Roll Call Motion*) ***Items under the consent agenda may be acted upon by one motion.***

It is the judgment of any Board Member that any item may be moved to later on the agenda for discussion and/or action.

- [18.](#) Future Meetings & Gatherings, License and Permit Applications, Expenses

BOARDS, COMMITTEE AND COMMISSION MEETING MINUTES

- [19.](#) Board of Public Works and Facilities 11-14-23
- [20.](#) Business Improvement District 10-17-23; 11-21-23; 12-19-23
- [21.](#) Common Council 1-9-24; 1-30-24
- [22.](#) Community Development Authority 10-17-23; 11-21-23; 12-19-23
- [23.](#) Economic Development 9-21-23; 11-28-23
- [24.](#) Utility Commission 1-8-24
- [25.](#) Library Board 1-17-24
- [26.](#) Police and Fire Commission 1-4-24;1-18-24
- [27.](#) Police and Fire Commission 2-1-24

DEPARTMENT REPORTS

- [28.](#) Police Department
- 29. Fire Department
- [30.](#) Library
- [31.](#) Recreation
- [32.](#) Public Works
- [33.](#) Utilities
- 34. Finance
- 35. City Clerk-Treasurer-HR
- [36.](#) Administrator-Economic Development

ADJOURNMENT

Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact the City Clerk at 920-324-7915.



AGENDA SUMMARY SHEET

TITLE: Resolution Authorizing 2023 Budget Amendments in a Series of Funds

MEETING DATE: 2/13/2024

AGENDA SECTION: RESOLUTIONS-ORDINANCES

PRESENTER: Casey Langenfeld, Finance Director

DEPARTMENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	

SUMMARY:

The following Council and Committee approved actions took place in 2023 creating the need for budget amendments:

General Fund:

- A \$22,215 transfer from Library Fund to Capital Projects. (Acted on by Library Board 2/20/23)
- A \$7,747 transfer from Finance Operating Budget to Information Technology to assist in paying for IT upgrades and service provider.
- A \$87,708 transfer from the Aquatic Facility Salaries and Wages account to the Aquatic Facility Operating Expense Account to allocate where the contracted pool wages are expensed.

ATTACHMENTS:

Resolution Authorizing 2023 Budget Amendments in a Series of Funds.

RECOMMENDED MOTIONS:

Motion to adopt Resolution # _____ Authorizing 2023 Budget Amendments in a Series of Funds

RESOLUTION NO. 02-13-24-__

AUTHORIZING 2023 BUDGET AMENDMENTS IN A SERIES OF FUNDS

WHEREAS, the Common Council of the City of Waupun approved a series of actions that require related 2023 budget adjustments in a series of funds;

WHEREAS, budget amendments are necessary to fund costs incurred related to Information Technology Operating Expenses;

WHEREAS, budget amendments are necessary to fund expenses for the Aquatic Center;

WHEREAS, budget amendments are necessary to fund expenses in the Capital Projects Fund;

BE IT THEREFORE RESOLVED, the Waupun Common Council approves Budget Amendments as follows:

Account	Account Name	Original Budget	Adjustment Amount	Adjusted Budget	Purpose of Amendment
General Fund					
100-10-5197-338	INFO TECHNOLOGY-OPERATING EXP	23,861	7,747	31,608	Allocate funds from Contingency to Human Resources Operation
100-10-5153-338	FINANCE-OPERATING EXPENSES	39,613	(7,747)	31,866	Allocate funds from Contingency to HR and Utilities Expenses
100-20-5523-110	AQUATIC FACILITY-SALARIES/WAGE	109,075	(87,708)	21,367	Allocate funds from Police Patrol to Police Admin Overtime
100-20-5523-338	AQUATIC FACILITY-OPERATING EXP	4,000	87,708	91,708	Allocate funds from Police Patrol to Police Admin Overtime
General Fund Total		176,549	0	176,549	
Library Fund					
210-80-5960-338	OPERATING TRANSFER OUT-CAPITAL	23,861	(22,215)	1,646	Allocate funds from Library Fund to Capital Projects Fund
400-49-4920-000	TRANSFERS IN FROM OTHER FUNDS	39,613	22,215	61,828	Allocate funds from Library Fund to Capital Projects Fund
Library Fund Total		63,474	-	63,474	

This is to certify that the foregoing Resolution was duly adopted by the Common Council on February 13, 2024.

ATTEST:

Angela J. Hull, City Clerk

CITY OF WAUPUN

APPROVED:

By: _____
Rohn W. Bishop, Mayor



AGENDA SUMMARY SHEET

MEETING DATE: 02/13/2024

TITLE: Resolution Approving the Carry Forward of Unexpended 2023 Appropriations

AGENDA SECTION: RESOLUTIONS AND ORDINANCES

PRESENTER: Casey Langenfeld, Finance Director

DEPARTMENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	

SUMMARY:

Projects and purchases budgeted for 2023 but not completed include:

- Public Safety New Facility Plan/Design Work
- PAA Fire Study
- Police Department Wages and Benefits, new initiatives set in 2023 will use these funds in 2024.
- Turnout Gear
- Land Acquisition
- Information Technology Services

A total carryover of \$581,709 is being requested to fund these projects/purchases in 2024.

ATTACHMENTS:

Resolution Approving the Carryforward of Unexpended 2023 Appropriations

RECOMMENDED MOTION:

Motion to adopt Resolution # _____ Authorizing the Carryforward of Unexpended 2023 Appropriations

RESOLUTION NO. 02-13-24-_____

RESOLUTION APPROVING THE CARRYFORWARD OF UNEXPENDED 2023 APPROPRIATIONS

BE IT HEREBY RESOLVED, that the following unexpended appropriations on December 31, 2023 be carried forward to 2024:

Fund	Account	Account Name	Amount	Description
General Fund				
	100-10-5197-338	INFO TECHNOLOGY-OPERATING EXP	\$ 20,000	Information Technology Upgrade projects and IT Services
	100-50-5231-338	FIRE ADM-OPERATING EXPENSES	5,000	PAA Fire Department Study
	100-40-5211-110	POLICE ADM-SALARIES/WAGES	104,000	Unspent PD Wages and Benefits to carryforward to assist in dept initiatives
	100-40-5212-110	POLICE PATROL-SALARIES/WAGES	104,000	Unspent PD Wages and Benefits to carryforward to assist in dept initiatives
General Fund Total			233,000	
Capital Improvement Fund				
	400-40-5211-800	CAPITAL IMPROVEMENT-PUB SAFETY	50,000	Safety Building Facility Plan/Design
Capital Improvement Fund Total			50,000	
Equipment Replacement Fund				
	410-50-5231-400	EQUIPMENT-FIRE	15,000	Turnout Gear
Equipment Replacement Fund Total			15,000	
Stormwater Fund				
	700-10-5192-800	STORMWATER UTILITY-CAPITAL OUT	283,709	Land Acquisition
Stormwater Fund Total			283,709	

Adopted this 13th day of February, 2024.

ATTEST:

Rohn W. Bishop, Mayor

Angie Hull, City Clerk

COMMON COUNCIL
CITY OF WAUPUN, WISCONSIN

ORDINANCE #_____

**AN ORDINANCE TO AMEND CHAPTER EIGHT OF THE MUNICIPAL CODE OF THE CITY OF WAUPUN ENTITLED
“ORDERLY CONDUCT”**

THE COMMON COUNCIL OF THE CITY OF WAUPUN, DODGE AND FOND DU LAC COUNTY, WISCONSIN
ORDAINS:

SECTION 1: Section 8.14 of the Municipal Code of the City of Waupun entitled “SEXTING
BY MINORS RESTRICTED” is created as follows:

SECTION 8.14. SEXTING BY MINORS RESTRICTED.

(1) FINDINGS. The Common Council of the City of Waupun has determined that the sharing of explicit images and related activities between minors represents a concern for the health, safety, welfare, peace and order to the citizens of the City of Waupun, the Council has further determined that prohibiting sharing of explicit images and related activities between minors will serve to deter such activities within the City.

(2) DEFINITIONS. For the purposes of this Subsection:

(a) "Nudity" means the showing of the human male or female genitals, pubic area, or buttocks with less than a fully opaque covering; or the showing of the female breast with less than a fully opaque covering of any portion thereof below the top of the nipple; or the depiction of covered male genitals in a noticeably erect state. A mother's breastfeeding of her baby does not under any circumstance constitute "nudity," irrespective of whether or not the nipple is covered during or incidental to feeding.

(b) "Harmful to Minors" means any reproduction, imitation, characterization, description, exhibition, presentation, or representation of whatever kind or form, depicting nudity, sexual conduct, or sexual excitement when it:

1. Predominantly appeals to an indecent, shameful, or morbid interest;
2. Is blatantly offensive to prevailing standards in the adult community as a whole with respect to what is suitable material or conduct for minors;
3. Taken as a whole, is without serious literary, artistic, political, or scientific value for minors.

(c) "Minor" means any person under the age of 18 years.

(3) RESTRICTIONS. A minor commits the offense of sexting if he or she knowingly:

(a) Uses a computer, or any other device capable of electronic data transmission or distribution, to transmit or distribute to another minor any photograph or video of any person which depicts nudity, as defined in this subsection, and is harmful to minors as defined in this subsection.

(b) Possesses a photograph or video of any person that was transmitted or distributed by another minor which depicts nudity, as defined above, and is harmful to minors, as defined above. A minor does not violate this paragraph if all of the following apply:

1. The minor did not solicit the photograph or video; and
2. The minor took reasonable steps to report the photograph or video to a school or law enforcement official; and
3. The minor did not transmit or distribute the photograph or video to a third party other than a law enforcement official.

(c) Uses a computer, or any other device capable of electronic data transmission or distribution, to transmit or distribute to another minor any electronic message, including without limitation, a text message, correspondence, message or electronic application data of a sexual nature when it:

1. Predominantly appeals to an indecent, shameful, or morbid interest; and
2. Is blatantly offensive to prevailing standards in the adult community as a whole with respect to what is suitable material or conduct for minors; and
3. Taken as a whole, is without serious literary, artistic, political, or scientific value for minors.

(d) Solicits the transmission or distribution of any text, correspondence, message, photograph or video from another minor that would itself be prohibited under this subsection.

(4) PENALTIES. Except as otherwise provided, the penalty for violation of any provision of this section shall be the penalty provided in 18.04 of this Municipal Code and as established by the municipal fee schedule established by the Waupun Common Council. Each violation and each day a violation continues shall constitute a separate offense. This section shall not preclude the City from maintain any appropriate action to prevent or remove a violation of this chapter.

SECTION 2: All Ordinances or portions of Ordinances inconsistent with this Ordinance are hereby repealed.

SECTION 3: This Ordinance shall be effective from and after its adoption and publication as required by law.

Adopted this _____ day of _____, 2024.

Rohn W. Bishop
Mayor

ATTEST:

Angela J. Hull
City Clerk/Treasurer

COMMON COUNCIL

CITY OF WAUPUN, WISCONSIN

ORDINANCE # _____

**AN ORDINANCE TO AMEND CHAPTER EIGHT OF THE MUNICIPAL CODE OF THE CITY OF WAUPUN
ENTITLED ORDERLY CONDUCT**

THE COMMON COUNCIL OF THE CITY OF WAUPUN, DO ORDAIN:

SECTION 1: Section 8.04(8) of the Municipal Code of the City of Waupun entitled TRESPASS TO DWELLINGS is amended to eliminate and add as follows:

~~(8) — TRESPASS TO DWELLINGS. No person shall enter the dwelling of another without the consent of some person lawfully upon the premises under circumstances tending to create or provoke a breach of the peace.~~

(8) TRESPASS. A person commits a trespass when he or she unlawfully enters or remains in or on the premises identified below. It shall be unlawful for any person to trespass intentionally on the land or buildings of another and intentionally and without regard for the rights of the owner or lawful occupant to use or occupy such premises without authority to do so from the owner, lawful occupant, or agent of either. Consistent with this general prohibition, it shall be unlawful for any person:

- (a) To trespass intentionally on the land or buildings of another, and intentionally and without regard for the rights of the owner or lawful occupant to use, occupy or cross such premises without authority to do so from the owner, lawful occupant, or agent of either. There shall be a rebuttable presumption that entry on the land or buildings of another constitutes trespass when a sign or other device forbidding entry has been posted on such premises or when written notice forbidding entry has been given to one forbidden from such entry. A sign forbidding entry, for the purposes of this subsection shall be sufficient when the sign is legible, contains the words "no trespassing" or other express statement forbidding entry, and is posted in a place where it is plainly visible, and particularly when posted at the main entrance to the premises or at any other point of approach or entry.
- (b) To enter into or on any dwelling, mobile or manufactured home, accessory or other commercial or residential building, or vehicle, aircraft or watercraft, without the consent of the person having the right to possession or control thereof, or fail or refuse to leave after being so requested by a person having such right.
- (c) Being lawfully upon the land or buildings of another, intentionally or willfully and without regard for the rights of the owner or lawful occupant, to remain upon or refuse to leave such premises within a reasonable time after being requested to leave by the person having such right.
- (d) For the purpose of this ordinance, police officers, firefighters, code enforcement personnel, and other municipal employees or agents, when acting in the discharge of their official duties, shall be presumed to be lawfully on the premises of another, regardless of posted notice, provided that
 - (i) entry into a dwelling or other building is in direct response to an emergency call for assistance at the premises; or
 - (ii) such entry is confined to any open area on the premises, exclusive of entry into any building or structure.

SECTION 2: This Ordinance shall be in full force and effect on its passage and publication as provided by law.

Adopted this ____ day of _____, 2024.

Rohn W. Bishop, Mayor

ATTEST:

Angela J. Hull, City Clerk/Treasurer

DRAFT



AGENDA SUMMARY SHEET

MEETING DATE: 2/13/24

TITLE: 2024 Department of Public Works Equipment Rates

AGENDA SECTION: BOARD/COMMITTEE/COMMISSION RECOMMENDATIONS

PRESENTER: Jeff Daane Director of Public Works

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	

ISSUE SUMMARY:

Each year the Department of Public Works updates their equipment rates. These rates come from the Wisconsin DOT website. These rates help the city to get funding or reimbursement in the event of a weather event or accident cleanup.

STAFF RECOMENDATION:

Approve proposed 2024 equipment rates

ATTACHMENTS:

Proposed 2024 equipment rates

MOTIONS FOR CONSIDERATION:

Motion to approve the 2024 Department of Public Works Equipment Rates

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2024 Equipment Rates

ID	Description	Manufacturer	Model	Year	VIN
1-16	Ford Escape	Ford	Escape	2017	1FMCU9G97HUA 52025
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$16.76	119
3-08	Tandem Dump Truck	Sterling	LT-7501	2008	2FZHATBS78AY7 9046
	Ratesub				
	Name		Date	Rate	DOT #
	Truck		1/1/2024	\$90.46	118
	Power Reversible		1/1/2024	\$15.78	633
	Tailgate-Mounted-computerized		1/1/2024	\$16.06	426
	Widening Wing		1/1/2024	\$14.82	635
5-09	Tandem Dump Truck	Freightliner	M2106V	2009	1FVHC3BS19HAJ 1444
	Ratesub				
	Name		Date	Rate	DOT #
	Truck		1/1/2024	\$90.46	118
	Power Reversible		1/1/2024	\$15.78	633
	Tailgate-Mounted-computerized		1/1/2024	\$16.06	426
	Widening Wing		1/1/2024	\$14.82	635
6-13	Single Axle Dump Truck	Freightliner	108SD	2013	1FVAG5BS0DHF B9538
	Ratesub				
	Name		Date	Rate	DOT #
	Truck		1/1/2024	\$68.52	106
	Power Reversible		1/1/2024	\$15.78	633
	Tailgate - mounted - computerized		1/1/2024	\$16.06	426
	Spar bar applicator		1/1/2024	\$8.28	638
	Widening Wing		1/1/2024	\$14.82	635
7-03	Tandem Dump Truck	Sterling	LT-7501	2003	2FZHATAKX3AM 13718
	Ratesub				
	Name		Date	Rate	DOT #
	Truck		1/1/2024	\$90.46	118
	Power Reversible		1/1/2024	\$15.78	633
	Widening Wing		1/1/2024	\$14.82	635
8-20	Tandem Dump Truck	Freightliner	114SD	2020	1FVHG3FE9LHLW7783
	Ratesub				
	Name		Date	Rate	DOT #
	Truck		1/1/2024	\$90.46	118
	Power Reversible		1/1/2024	\$15.78	633
	Tailgate - mounted - computerized		1/1/2024	\$16.06	426
	Spray Bar Applicator		1/1/2024	\$8.28	638
	Widening Wing		1/1/2024	\$14.82	635
9-12	Tandem Dump Truck	Freightliner	M280	2012	1FVHC3BS3CHB R5339
	Ratesub				
	Name		Date	Rate	DOT #
	Truck		1/1/2024	\$90.46	118
	Power Reversible		1/1/2024	\$15.78	633
	Tailgate - mounted - computerized		1/1/2024	\$16.06	426
	Widening Wing		1/1/2024	\$14.82	635
11-01	Tandem Dump Truck	Sterling	LT-7501	2001	2FZHATAK01AJ9 3549
	Ratesub				
	Name		Date	Rate	DOT #
	Truck		1/1/2024	\$ 90.46	118
	Power Reversible		1/1/2024	\$ 15.78	633
	Widening Wing		1/1/2024	\$ 14.82	635

ID	Description	Manufacturer	Model	Year	VIN
12-18	Global Street Sweeper	Global	M4HSD	2017	1G9GS4HL3HS4 62010
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$136.30	433
15-17	3/4 Ton Pick-up Truck	Chevrolet	Silverado 15	2017	1GCNKNEC4HZ1 85094
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$16.58	101
19-03	1/2-Ton Pickup Truck	Chevrolet	1500	2003	1GCEK14T63Z26 3023
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$16.58	101
22-13	1/2-Ton Pickup Truck	Chevrolet	Silverado	2013	1GCNKPE01DZ1 65235
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$16.58	101
27-20	1-Ton Flatbed Truck w/hoist	Chevrolet	Silverado 35	2020	1GB3YSEY8LF278652
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$16.58	101
28-03	1-Ton Flatbed Truck w/hoist	Chevrolet	3500	2003	1GBJK34173E26 6968
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$16.58	101
29-11	1/2 Ton Pick-up	Chevrolet	Silverado	2011	1GCNKPE03BZ3 61139
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$16.58	101
30-06	1-Ton Flatbed Truck w/hoist	Chevrolet	3500	2006	1GBJK34266E12 6374
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$16.58	101
34-09	1-Ton Pickup Truck w/ hoist	Chevrolet	3500	2009	1GBJK74649F15 8829
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$16.58	101
34-12-A	Wideout Plow	Western		2012	
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$15.78	633
38-22	F350 Pick-Up Truck	Ford	F350	2022	1FDRF3H4NDA 19380
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$16.58	101
39-06	1-Ton Flatbed Truck w/hoist	Chevrolet	3500	2006	1GBJK34296E12 5381
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$16.58	101
40-07	1-Ton Flatbed Truck	Chevrolet	Silverado	2007	1GBJK34667E52 5564
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$16.58	101

ID	Description	Manufacturer	Model	Year	VIN
52-23	1-Ton Flatbed Pickup Truck	Ford	F350	2023	1FDRF3HN9PED13202
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$16.58	101
101-88	Track Loader	Caterpillar	953	1988	20Z01628
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$66.60	217
102-84	Grader	Caterpillar	140G	1984	72V06860
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$77.20	307
	Ripper Attachment		1/1/2024	\$137.22	907
	Widening Wing		1/1/2024	\$37.82	612
103-10	Caterpillar Payloader	Caterpillar	930H	2010	CAT0930HPDHC 02116
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$75.10	208
103-22	Snowblower	Larue	D40	2022	D40186
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$190.94	9296
103-10-B	Payloader Wausau Plow	Wausau	HSP4212H	2010	17494
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$15.78	633
103-10-C	Payloader Wausau Wing	Wausau	PW10 RHTE Wing	2010	17494
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$37.82	612
103-10-D	GEM Grapple Bucket		GEM	2023	
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$18.46	9113
104-18	New Holland Backhoe	New Holland	895CSC	2018	NJHH01346
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$74.48	250
104-18-A	Compactor	New Holland		2018	
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$41.16	9254
104-18-B	Breaker	New Holland		2018	12986
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$33.32	9054
105-08	Front End Loader	Caterpillar	930H	2008	CAT0930HLDHC 00679
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$75.10	208
105-08-C	Payloader Wausau Plow	Wausau	SS4212H	2008	08172
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$15.78	633

ID	Description	Manufacturer	Model	Year	VIN
105-08-D	Payloader Wausau Wing	Wausau	PW9RHTE	2008	08172
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$37.82	612
106-96	Backhoe / Tractor	Caterpillar	311	1996	9LJ00491
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$58.76	558
107-23	CAT 259 Skid Loader	Caterpillar	259D	2023	
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$38.48	222
151-76	Tractor	Massey Ferguson	MF-20	1976	9A236875
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$41.20	204
	Roto-tiller		1/1/2024	\$50.94	9114
152-20	Grounds-master Mower/Snowblower	Toro	7210	2020	405498862
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$29.98	411
	Plow		1/1/2024	\$47.70	9090
153-98	Floor Sweeper	Clarke	575-100	1998	350802
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$77.66	9258
					PER DAY
154-08	Compactor	Honda	WP 1550AW	2008	7576 121 6644032
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$41.74	906
155-96	Leaf Vac	Giant Vac	6600 JD	1996	96267144
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$36.24	9284
156-10	Leaf Vac	Giant Vac	6600JDT-TR14	2010	111910001
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$36.24	9284
157-18	Toro Grounds-master	Toro	30695	2018	403155061
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$29.98	411
	Plow		1/1/2024	\$47.70	9090
158-84	Tractor	John Deere	430	1984	M00430X360056
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$18.90	410
159-24	Mower	John Deere	1600 Turbo Cut	2024	1TC1600TCPH680270
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$29.98	411

ID	Description	Manufacturer	Model	Year	VIN
160-96	Tractor / Blade / Broom	John Deere	455	1996	00455C040252
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$18.90	410
	Broom		1/1/2024	\$46.52	431
	Sprayer		1/1/2024	\$16.06	925
162-85	Tractor	John Deere	430	1985	
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$18.90	410
163-08	John Deere 6330 Premium Tractor	John Deere	6330	1988	LO6330H535002
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$49.60	224
	2 pan section		1/1/2024	\$29.42	415
164-94	Roller / Vibrating	Wacker	RD880	1994	629601130
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$40.78	533
165-07	Brush Chipper	Brush Bandit	1290H Drum Bandit	2007	007231
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$40.06	902
166-12	Rustler 120 4X4	New Holland	120	2012	CM1234-304085
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$24.14	9201
167-03	Toyota Fork Lift	Toyota	7FGU25	2003	69064
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$68.70	9352
168-00	Versa Vac Trailer		1266	2000	1J911172XYC124 266
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$69.26	9375
169-22	50 Gallon Sprayer	Master MFG		2022	
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$16.06	925
200-18	Walk behind concrete saw		FS400	2018	20181400182
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$75.42	934
201	Makita Concrete Saw	Makita	DPC7311		0507096193
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$75.42	934
202	Cement Saw	ICS	613GC		4470492
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$75.42	934

ID	Description	Manufacturer	Model	Year	VIN
203	Cement Saw	Dolmar	309		309000150
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$75.42	934
211-15	Cement Saw	Stihl	TS500i		4250-351-0500B
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$75.42	934
250-98	Air Compressor	Atlas	XAS90JD	1998	4500A0717WH60 6309
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$20.28	402
251-73	Trailer	Roller Trailer	8-12	1973	Home Made
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$16.30	491
252-01	Paint Striper	Line Laze II	3900	2001	BA5980
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$24.82	9036
253	Paint / Cone Trailer				Home Made
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$11.42	490
254	425 Gal. Water Tank & Pump		PG2		5806936
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$35.44	926
255	Toro Mower Trailer	Toro			Home Made
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$16.30	491
256-12	3" Diaphragm Pump	Wacker - Neuson PD3	PDT3A	2012	20059729
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$23.24	924
257-13	Generator	Honda	EU2000I	2013	EACT-1120920
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$28.64	805
258	Compactor	Wacker	B5-604		0501310334
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$41.74	906
260	Tiller	Gilson			13D2C1-433
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$50.94	9114
261	Portable Generator	OHV	OVH50		H934107
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$28.64	805

ID	Description	Manufacturer	Model	Year	VIN
262-22	H&H ATV Utility Trailer		H&H	2022	5JWU11412MR556409
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$16.30	491
263	Bobcat Flatbed Trailer				Home Made
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$24.48	493
265-94	CAT Flatbed Trailer	Trail King	TK40LP	1994	1TKC02422RM11 5296
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$54.06	496
269	Power Washer	Alkota	5181		D02-05181
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$67.20	960
277-12	All Seasons Sprayer	Monroe	ASSU 325	2012	12-04-9001
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$23.26	9255
278-13	Anti-Icer	Monroe	Anti Icer Unit	2013	18-08-9000
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$41.66	9257
282	Floor Cleaner	Advance		393670	1162169
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$77.66	9258
					PER DAY
283	Cement Trailer	Radius			Home Made
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$16.30	491
285-05	Cement Trailer			2005	Home Made
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$16.30	491
346	Miller Arc Welder	Miller			JD724859
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$6.06	976
366-13	Air Compressor	Rolair	D2002HPV5	2013	13103350
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$15.00	9006
376	Air Compressor	NAPA	NAC82-309-VBT		0006995
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$20.28	402
379-13	Pressure Washer	MI-T-M	cv-2400-4mbc	2013	10663263
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$51.20	947

ID	Description	Manufacturer	Model	Year	VIN
380-14	Pressure Washer	MI-T-M	cv-2600-ommc	2014	10702320
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$51.20	947
381-14	Pressure Washer	Clean Blue	AR142plus	2014	13019-0813040
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$51.20	947
382-14	Laser Level		Stabila	LAR200	2014 08044LAR2
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$6.08	9159
900	Cub Cadet Volunteer 4x2 625		625		
	Ratesub				
	Name		Date	Rate	DOT #
	Default		1/1/2024	\$24.14	9201
901	John Deere Gator CX	John Deere	Gator CX		1M00CXRAEEM1 20288
	Ratesub				
	Name	Date	Rate	DOT #	
	Default	1/1/2024	\$24.14	9201	
902	John Deere 3 Wheeler	John Deere	1200A		TC1200A14480
	Ratesub				
	Name	Date	Rate	DOT #	
	Default	1/1/2024	\$24.14	9201	



AGENDA SUMMARY SHEET

MEETING DATE: 2/13/24

TITLE: Award 2024 Asphalt Paving Contract Bid

AGENDA SECTION: BOARD/COMMITTEE/COMMISSION
RECOMMENDATIONS

PRESENTER: Jeff Daane, Director of Public Works

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
Sustainability	\$146,495.60	

ISSUE SUMMARY:

The City received three bids for this year’s paving work:

Northeast Asphalt \$146,495.60

Kartechner Brothers LLC \$148,319.00

Tri-County Paving \$181,060.63

STAFF RECOMENDATION:

Award to low bidder

ATTACHMENTS:

Bid tab

MOTIONS FOR CONSIDERATION:

Motion to award the 2024 Asphalt Paving Contract Bid to the low bidder, Northeast Asphalt in the amount, \$146,495.60

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**CITY OF WAUPUN
 BID TAB FOR
 ASPHALT PAVING
 2024 Mill & Overlay**

			Northeast Asphalt 20 Camelot Dr Fond du Lac, WI 54935			Kartechner Brothers LLC N11829 County Rd I Waupun, WI 53963			Tri-County Paving PO Box 394 DeForest, WI 53532			
Item No	Item Description	Quantity	Mill Unit Price	Surface Unit Price	Total Price	Mill Unit Price	Suface Unit Price	Total Price	Mill Unit Price	Surface Unit Price	Total Price	
1	2" Profile Mill											
	2" Blacktop Surface (4LT 58-28s)											
	Gateway Dr (From Hwy 26 to Kelly Ave)	13161	\$1.10	\$8.10	\$121,081.20	\$1.50	\$7.80	\$122,397.30	\$1.28	\$10.10	\$149,772.18	
	Grandview Ave (From S State St to S Division St)	1809	\$1.30	\$9.30	\$19,175.40	\$1.95	\$8.90	\$19,627.65	\$2.45	\$11.60	\$25,416.45	
	Alley (Between N Division St.and N State St	367	\$4.50	\$12.50	\$6,239.00	\$3.65	\$13.50	\$6,294.05	\$3.50	\$12.50	\$5,872.00	
					\$146,495.60				\$148,319.00			\$181,060.63



AGENDA SUMMARY SHEET

MEETING DATE 2/13/24

TITLE: Community/Senior Center Door access and Security Camera systems

AGENDA SECTION: BOARD/COMMITTEE/COMMISSION RECOMMENDATIONS

PRESENTER: Jeff Daane, Public Works Director

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
Sustainability		

ISSUE SUMMARY

Construction is well underway for the new facility. The next step is to approve door access and camera systems. I have contacted four vendors that could do both systems. Each has equipment and staff to handle the project. I have been working with Gappa here in Waupun during the project for door hardware and equipment specs. The hardware that is getting installed and the keys will be able to be serviced by Gappa.

Gappa’s Quote features a Continental access system and hardware needed for the system to work. In the Reach Waupun space, they asked to be able to have access control as their mentors do change periodically. The Proxess system would allow them to control that space. The camera system is an avigilon. We currently have at a few other facilities. All data will be stored onsite with this system. Total cost for the installation and equipment is \$61,078.45

Pros4 Quote uses and HID Signo reader system for the door access. The way this system works different people can have access to certain doors, so the Reach Waupun group could have access control of their doors, while the City would have controls of all the doors. The camera system uses mostly Hanwha equipment. Currently Pros4 is our computer IT provider. The total cost for installation and equipment is \$24,003.48 plus a monthly recurring charge for the cloud based system of \$96.

Accurate Controls Quote features a Premisys door access system and hardware. The Camera system is Hanwha. The Reach area would be included in the building system. They would not have souls access to their doors. The total cost for the installation and equipment is \$64,400.

Verkada Quote met virtually with them a couple times. This is also a cloud based system that both cameras and door access work together. Sharing videos of the camera system is done just by adding a the other departments phone number

The systems are a apples to oranges comparison. The Gappa and Accurate Controls quotes are all onsite equipment. With these two systems there is more equipment to install and all storage of data is onsite.

The Pros4 and Verkada systems use less equipment use less onsite equipment and use the cloud for storage. They both have monthly fees for use of the cloud.

STAFF RECCOMENDATION:

All of these systems will work for the facility.

ATTACHMENTS:

Gappa Quote

Pros4 Quote

Accurate Controls Quote

Verkada Quote

RECCOMENDED MOTION OPTIONS:

1. Approve Pros4 for the amount of \$24,003.48 and monthly charge of \$96 for cloud hosting
2. Approve Gappa for the amount of \$61,078.45
3. Approve Accurate Controls for the amount of \$64,400.
4. Approve Verkada for the amount of \$24,291.05 plus yearly fees of \$3,059.14
5. Approve Verkada for the amount of \$40,003.31 This option includes the 10 year fees



1203 Storbeck Drive
 Waupun, WI 53963

Proposal

Date	Proposal #
1/18/2024	21329

Name / Address:

Waupun, City of
 Jeff Daane
 201 E. Main Street
 Waupun, WI 53963

Revision	Project / Entered By	Terms	Rep
G	Senior Center/JS	25% Down, N30 Progressing	GS...

Qty	Description	Total
	*****REVISED from Proposal 21286***** To Provide and Install Continental Access IP Solution for WAUPUN SENIOR CENTER located at 520 McKinley St.: (Door Locations Include: Main Entrance Exterior 100, Main Office Room 101, Room 103, Hallway Door 119A, Door 142 - Door Contacts Only, Door 131 Exterior Door, Room 300, Room 106, Hallway 119B, Room 301, Room 306, Room 306 Overhead Door - Door Contacts Only, Room 112, and Door 114C - Door Contacts Only)	
1	Continental Access - CA4K Five User Software	700.00
1	Continental Access - (5) User Yearly Upgrade Program - This purchase entitles the dealer to 1 copy of the newest major software release available for shipment within 1 year of upgrade program purchase date.	410.00
1	Continental Access - Accelaterm - Eight (8) Reader Access Control Panel (for use with CA3000 version 2.9 or higher), with ethernet adapter. C1CP18ACCNETBD is Included.	5,035.00
1	Continental Access - Reader Expansion Board for Accelaterm (Mandatory purchase for 16 door Accelaterm configuration)	3,440.00
1	Power Supply Charger, 16 Fused Outputs, 24VDC @ 10 Amp, 115VAC, Grey Enclosure	475.00
1	Power Cord for Power Supplies	8.50
4	Back - Up Battery	128.00
11	Continental Access - HID Signo Wall Switch Smartcard Reader - Black	4,125.00
11	REX Motion with Screw Terminals	1,199.00
14	Brown Door Contacts - 3/4" stubby recessed door contact with terminal connections, SPDT	371.70
2	Overhead Door Mini Switch with Universal Magnet Featuring No Dead Spot Technology	49.00
1	Relay Logic Module, Time Delay Relay (Replaces MCLINX1&2)	147.00
1	12-24VDC Relay DPDT	16.75
	Installation includes up to 2 Hours of Basic Software Training. Advanced training or more extensive software customization is available for an additional charge. Our technicians will assist in adding items to the software if requested, but all other software work, including adding users, creating schedules, providing documentation, and applying rules is the responsibility of the end user. If our assistance is required for these items, additional charges will apply.	16,300.00

Please Call or Email with Any Additional Questions!

Total

Phone #	Fax #	E-mail	Web Site
920-324-2260	888-558-0458	orders@gappasecuritysolutions.com	www.gappasecuritysolutions.com



1203 Storbeck Drive
 Waupun, WI 53963

Proposal

Date	Proposal #
1/18/2024	21329

Name / Address:

Waupun, City of
 Jeff Daane
 201 E. Main Street
 Waupun, WI 53963

Revision	Project / Entered By	Terms	Rep
G	Senior Center/JS	25% Down, N30 Progressing	GS-...

Qty	Description	Total
	<p>First Annual Maintenance Visit: First annual maintenance on-site check in by GSS technician, including system inspection, configuration backup, and any free software updates that may be available.</p> <p>NOTES: 1. City of Waupun will need to provide a computer/server that will meet minimum system requirements for CA4K. Gappa technicians will need full admin privileges. 2. For the highest level of security and functionality, we recommend that all electronic access systems be set up on a separate VLAN from the end user's primary network. We also recommend that all users schedule routine password changes for their individual logins and keep all windows servers updated. 3. Gappa Security Solutions will only install and make final connections at card readers, door position switches, and access control panel. Electric Strikes will be provided and installed by others. Gappa will make final connections. 4. All necessary wire to be provided and pulled BY OTHERS from access control panel location to locations of electric strikes, card readers, and door position switches. This includes others fishing wire in frames or running conduit as needed. 5. Upon request GSS will provide electronic documentation on the materials we are installing and all manufacturer and labor warranties, but will not be providing any CAD-based riser diagrams or as-builts. Any such CAD-based drawings will need to be produced by the Electrician (GSS can advise as to the placement of items in the diagram). Additionally, there will be an additional \$300 charge if physical hard copies of the documentation are required. 6. This proposal does NOT include any work pertaining to design, submittals, or fees relating to permitting from the City of Waupun, Dodge County, or the local fire authorities. If Gappa Security Solutions is required to do this, there will be an additional \$1000 design charge plus the costs of any fees required by these third parties. 7. This proposal does NOT include any work pertaining to additions to or connections to the fire alarm system. 8. This proposal does not include any time for Gappa technicians to attend on-site meetings or to provide consulting services. Any time spent doing this by Gappa technicians will be billed on a time and materials basis with a labor rate of \$150/hr. 9. Unless otherwise specified, all work is quoted to be done during normal business hours.</p>	150.00

Please Call or Email with Any Additional Questions!

Total

Phone #	Fax #	E-mail	Web Site
920-324-2260	888-558-0458	orders@gappasecuritysolutions.com	www.gappasecuritysolutions.com



1203 Storbeck Drive
 Waupun, WI 53963

Proposal

Date	Proposal #
1/18/2024	21329

Name / Address:

Waupun, City of
 Jeff Daane
 201 E. Main Street
 Waupun, WI 53963

Revision	Project / Entered By	Terms	Rep
G	Senior Center/JS	25% Down, N30 Progressing	GS-...

Qty	Description	Total
	<p>WORK DONE BY OTHERS:</p> <ol style="list-style-type: none"> IT personnel to provide the following upon request: IP address(s), Subnet and Gateway information, potential firewall exceptions, forwarding of ports to devices, available switch port openings (with or without PoE, depending on need), assistance in configuring the routing of information across the network, and assistance in installing and setting up servers, workstations, and/or software. Finally, an adequate number of power outlets is the responsibility of the owner of the building. Any delay in getting help or assistance with the information required above may result in Gappa Security Solutions not being able to finish the project(s) in the time in which the project was quoted. Such delays may also incur additional charges. Some of this information may be requested or provided in advance of the project. If remote connections to the software are required, Customer must rely on their IT personnel. If you desire Gappa Security Solutions to do this work, we can contract an IT company to make this connection for additional charges. <p>TERMS: 25% Due Upon Receipt of Order, Net 30 Progressing Billing for Remainder. Wisconsin Sales Tax-Exempt</p>	0.00

Please Call or Email with Any Additional Questions!

We are working hard to ensure the pricing on this proposal is good for approximately 15 days. Due to the volatile nature of supply chains at the moment, however, sudden cost increases from our suppliers can force us to have to revise pricing unexpectedly.
 All quoted prices subject to correction for clerical error
 Credit Card purchases will be assessed an additional 3% credit card fee
 For Warranty Information please see our website

Total	\$32,554.95
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Phone #	Fax #	E-mail	Web Site
920-324-2260	888-558-0458	orders@gappasecuritysolutions.com	www.gappasecuritysolutions.com



**818 East Clifford Street
Plymouth, WI 53073
920-400-1279**

ESTIMATE FOR CITY OF WAUPUN SENIOR CENTER DOOR ACCESS CONTROL PROJECT

January 22, 2024

**By:
David Becker
Pros 4 Technology, Inc.
www.pros4technology.com**



Proprietary Notice & Non-Disclosure Statement

Information contained in this document is provided under an exclusive, perpetual non-disclosure agreement and cannot be copied, transmitted, excerpted, or otherwise communicated to anyone without the prior written consent of Pros 4 Technology, Inc.

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City of Waupun Senior Center Door Access Control Project

City of Waupun Door Access Control Project

7 – HID Signo 20 Mullion Size* \$2,070.53
100A, 119A, 119B, 127, 131, 301A, 400A

6 – HID Signo 40 1-Gang Size* \$1,774.74
101, 103, 106, 112, 300, 400B

1 –PDK Red Cloud Node – Ethernet Only \$753.99
Will require a power outlet

1 – PDK Red Max Door Controller – Ethernet Only \$2,485.29
Will require a power outlet

2 – PDK 4-Door Expansion Boards for Red Max \$1,365.88
Total Space for 16 doors

Wiring Supplies \$121.00
Security Cable, patch cords, misc. supplies (Caulk, Fasteners, zip ties, etc.).

Wiring and Install Labor \$1,520.00

Programming Labor \$2,000.00

Total Cost	\$12,091.43
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Monthly Recurring Charge for Access Control Cloud Hosting \$96.00

HID iClass Key Fobs **\$7.00/ea.**

HID iClass Key Cards **\$6.00/ea.**

*This reader is not Bluetooth capable

Terms and Conditions

Sales Tax will be added when applicable, hardware will be billed before ordering, labor will be billed after completion, prices and specifications subject to change. Although we strive to be as accurate as possible, this estimate is an approximation and is not guaranteed. The estimate is based on information provided from the client regarding project requirements and what we could see during the initial walk through. Actual costs may change once the project starts due to unforeseen circumstances, any need for changes, or any changes requested by the client. Prior to any changes of cost, the client will be notified. Estimate valid for 30 days. ***This estimate has security wire and install provided by others, electric strikes provided by others, and door contacts/door position sensors provided by others. Pros***



4 Technology will only provide readers, door controllers, access cards or FOBs, and will make all devices live and operational with the system. THIS SYSTEM REQUIRES STRIKES THAT ARE 12V AND WILL NOT WORK WITH A 24V SYSTEM.

Acceptance of Estimate

I have reviewed and accept the above prices, specifications, terms, and conditions. Pros 4 Technology is authorized to perform the work specified.

Printed Name

Signature

Date



**818 East Clifford Street
Plymouth, WI 53073
920-400-1279**

ESTIMATE FOR CITY OF WAUPUN SENIOR CENTER CAMERA PROJECT

Revised January 23, 2024

**By:
David Becker
Pros 4 Technology, Inc.
www.pros4technology.com**



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NDAA Compliance Statement

What is NDAA Section 889?

Section 889 of the 2019 National Defense Authorization Act prohibits the federal government, government contractors, and grant and loan recipients from procuring or using certain “covered telecommunication equipment or services” that are produced by Huawei, ZTE, Hytera, Hikvision, and Dahua and their subsidiaries as a “substantial or essential component of any system, or as critical technology as part of any system.”

Specifically, Sec. 889 has two specific phases of prohibition:

Sec. 889(a)(1)(A) required the federal government, as of August 13, 2019, to not “procure or obtain or extend or renew a contract to procure or obtain any equipment, system, or service that uses covered telecommunication equipment or services as a substantial or essential component of any system, or as critical technology as part of any system.”

Sec. 889(a)(1)(B), which went into effect on August 13, 2020, prohibits the federal government from entering into or extending or renewing contracts with any entity that “uses any equipment, system, or service that uses covered telecommunication equipment or services as a substantial or essential component of any system, or as critical technology as part of any system.”

What does this mean?

Per Section 889, any federal government, government contractors, or agency or organization who receives federal grant or loan money is required to follow NDAA compliance. This means cameras and telecommunications devices that are produced by Huawei, ZTE, Hytera, Hikvision, and Dahua and their subsidiaries are not allowed to be used.

Pros 4 Technology and the NDAA

Pros 4 Technology understands the importance of cybersecurity which is why we provide cameras and systems that are fully NDAA compliant. All camera listed on this estimate fall under NDAA and TAA compliance.



City of Waupun Senior Center Camera Project

City of Waupun Camera Project

1 – Hanwha QNF-8010 6MP Fisheye Gym	\$587.44
1 – Hanwha QNV-8080R 5MP Vandal Dome with Flush Mount Area 133	\$660.54
2 – Hanwha PNM-9022V 180 Degree Camera with Wall Mount East and West Exterior Walls	\$3,400.00
2 – Hanwha PNM-12082RVD 6MP Dual Head Cameras Hallway Cameras	\$2,958.93
1 – Lenovo M75S NVR with 4TB Hard Drive	\$966.64
6 – Hanwha WAVE Recording Licenses	\$826.50
Wiring Supplies Security Cable, patch cords, misc. supplies (Caulk, Fasteners, zip ties, etc.).	\$72.00
Wiring and Install Labor	\$1,440.00
Programming Labor	\$1,000.00
Total Cost	\$11,912.05

Terms and Conditions

Sales Tax will be added when applicable, hardware will be billed before ordering, labor will be billed after completion, prices and specifications subject to change. Although we strive to be as accurate as possible, this estimate is an approximation and is not guaranteed. The estimate is based on information provided from the client regarding project requirements and what we could see during the initial walk through. Actual costs may change once the project starts due to unforeseen circumstances, any need for changes, or any changes requested by the client. Prior to any changes of cost, the client will be notified. Estimate valid for 30 days. **This estimate has network cable installed and provided by others. Pros 4 Technology will only provide the cameras, mounting hardware, and will install and make all cameras live and operational.**

Acceptance of Estimate

I have reviewed and accept the above prices, specifications, terms, and conditions. Pros 4 Technology is authorized to perform the work specified.

Printed Name

Signature

Date



**Optional Camera Managed Services Plan
For the City of Waupun**

Plan Description	Current Plan
Remote Emergency Response Time 30 Minutes or Less	✓
On-Site Emergency Response Time Within 1 Business Day	✓
Regular Scheduled On-Site Tech Maintenance Visits Semi-Annually	✓
Help Desk Remote Support for Any Camera Viewing on Computer or Camera Mobile App Help	✓
NVR Monitoring and Management - for down/offline devices including Cameras - We Make Sure It Is Online!	✓
NVR Manage Microsoft Updates and Microsoft Security Patches	✓
NVR Software Updates as Needed	✓
Camera Cleanings as Needed	✓
Camera Adjustments as Needed	✓
Includes any Pros 4 Labor Cost for Replacing or Removing Camera for Repairs	✓
Includes Any Pros 4 Labor for Any NVR Repairs Like a Failed Drive	✓
Strategic Planning for New Technology	✓
Employee Training as Needed	✓
Recycling and Properly Disposing of Old Equipment	✓
Designing and Help in Future Camera Additions	✓
Annual Agreement Billed Per Month	\$75.00

Terms and Conditions

The above quoted monthly rate will stay the same for a period of 2 years, unless you exceed your current camera count of 13 cameras, 1 NVR(s). Sales tax will be added when applicable. Lift rental is not included in the above rate. If a lift is needed, a lift charge will be billed separately to cover the cost of the lift rental.

Acceptance of Managed Service Plan

- I have reviewed and accept the above managed service agreement and agree to the terms and conditions. I understand that the managed service plan will automatically renew after the initial two years, annually until cancelled by me. I understand that to cancel the managed service plan Pros 4 Technology requests 90 days' notice prior to the end of the managed service term.

- I have reviewed the above managed service agreement, terms, and conditions, and I decline the managed service agreement. I understand that the services listed in the above managed service plan will not be provided to me by Pros 4 Technology and that any future service calls will be billed per service call and that no camera/NVR monitoring will be done by Pros 4 Technology.

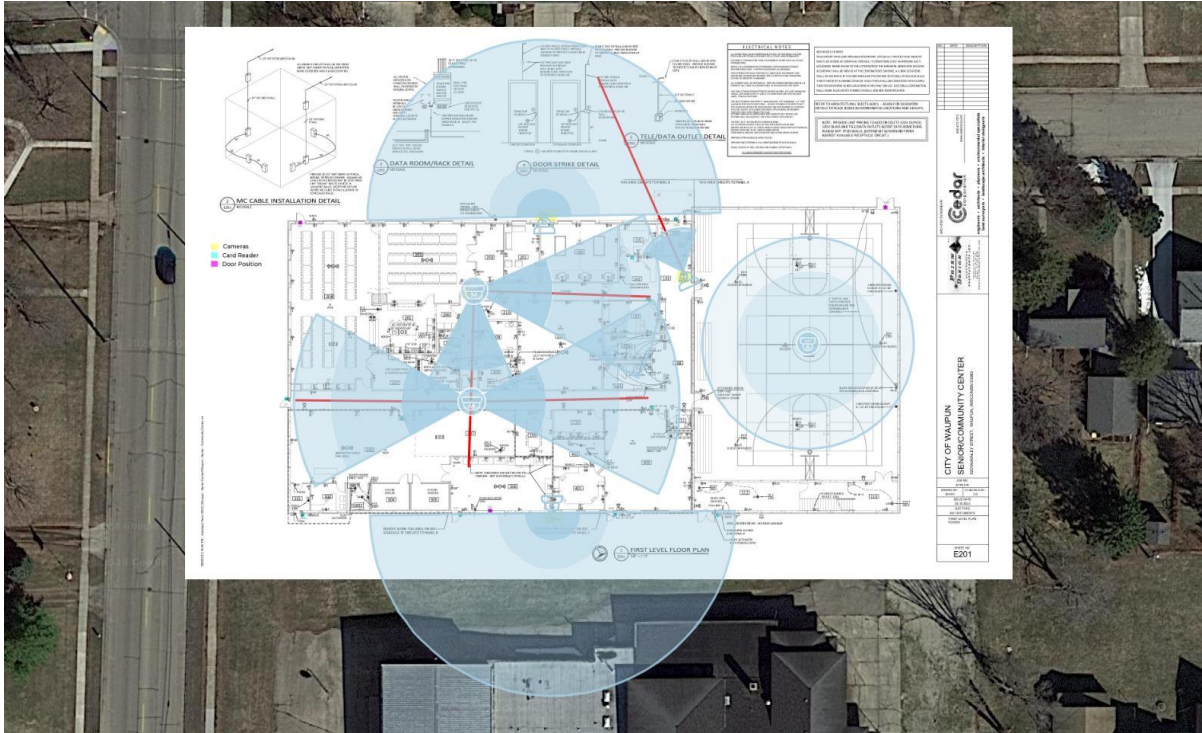
Printed Name

Signature


Date

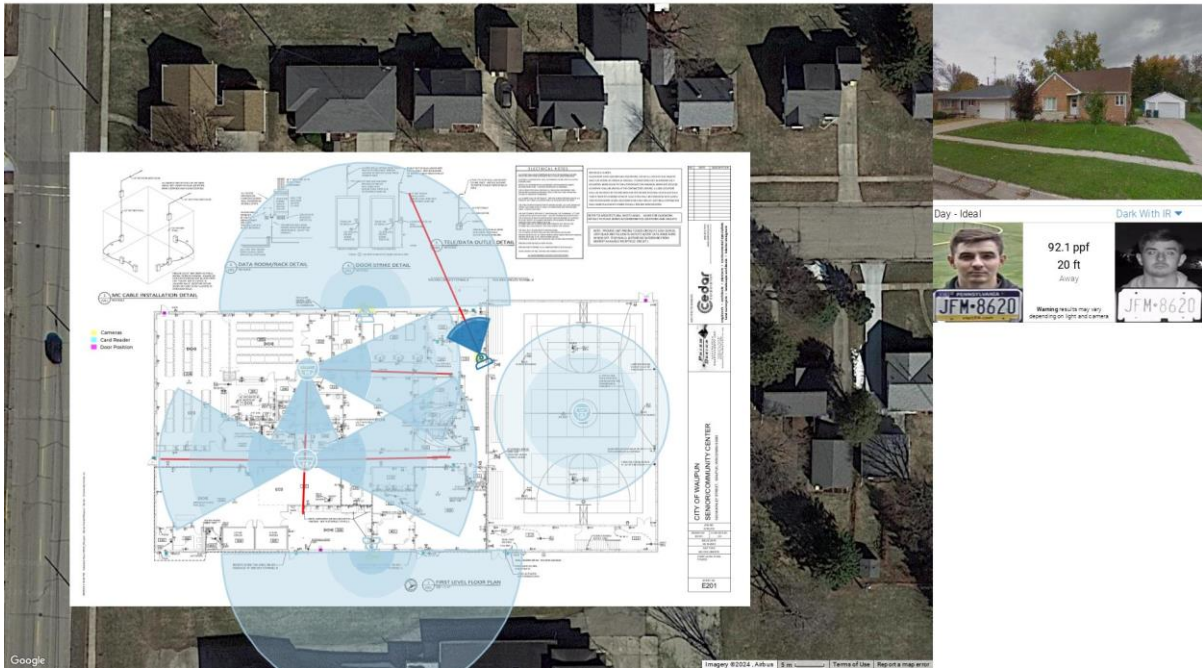
Waupun Senior Center | January 22, 2024

Overview



Camera 1

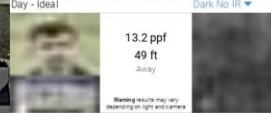
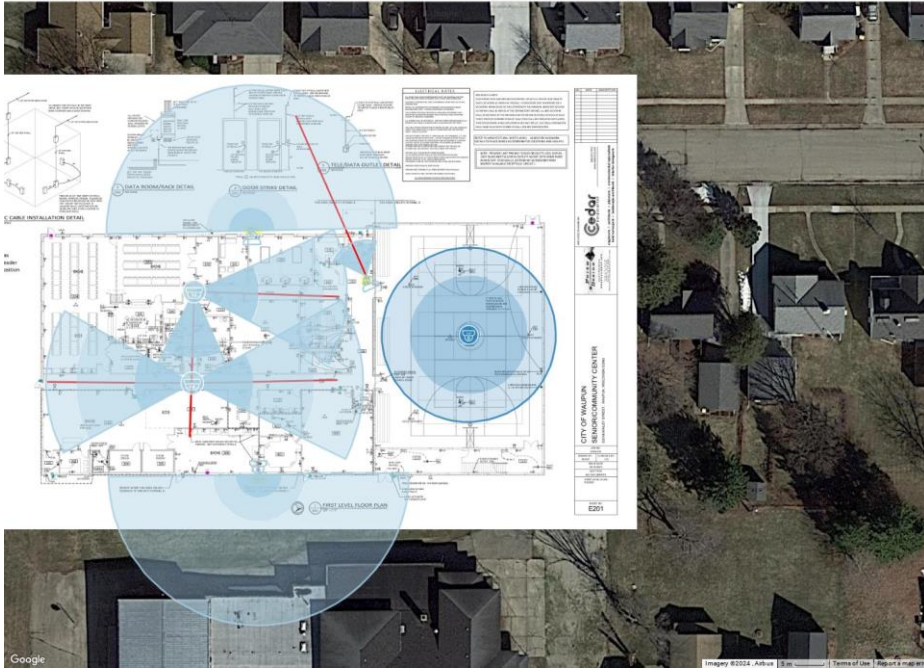

 Model: Hanwha QNV-8080R Resolution: 5MP
 HAOV: 80° Distance: 20ft Width: 28.1ft PPF: 92.1
 Imager: 1/2.8" Focal Length: 3.2 - 10mm Camera Height: 10.00ft Tilt: -30.00° Scene Height: 10.00ft



Camera 2



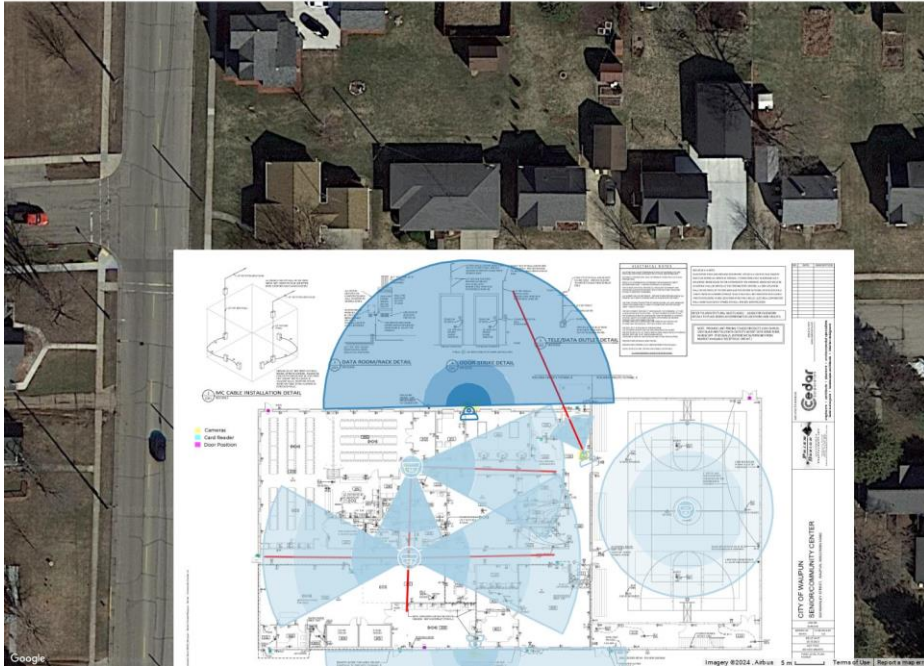
Model: Hanwha QNF-8010 Resolution: 2048x2048
 HAOV: 360° Distance: 49ft Width: 309.9ft PPF: 13.2
 Imager: 1/1.8" Focal Length: 1.14mm Camera Height: 10.00ft Tilt: -180.00° Scene Height: 10.00ft



Camera 3



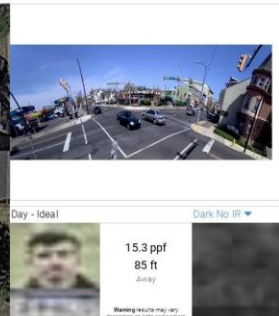
Model: Hanwha PNM-9022V 180° Resolution: 4096 x 1800
 HAOV: 180° Distance: 82ft Width: 258.5ft PPF: 15.8
 Imager: 1/2.8" Focal Length: 2.8mm Camera Height: 10.00ft Tilt: -39.55° Scene Height: 10.00ft



Camera 4



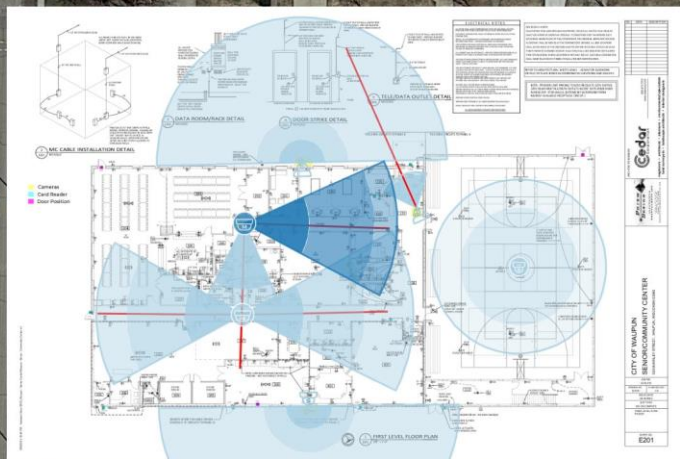
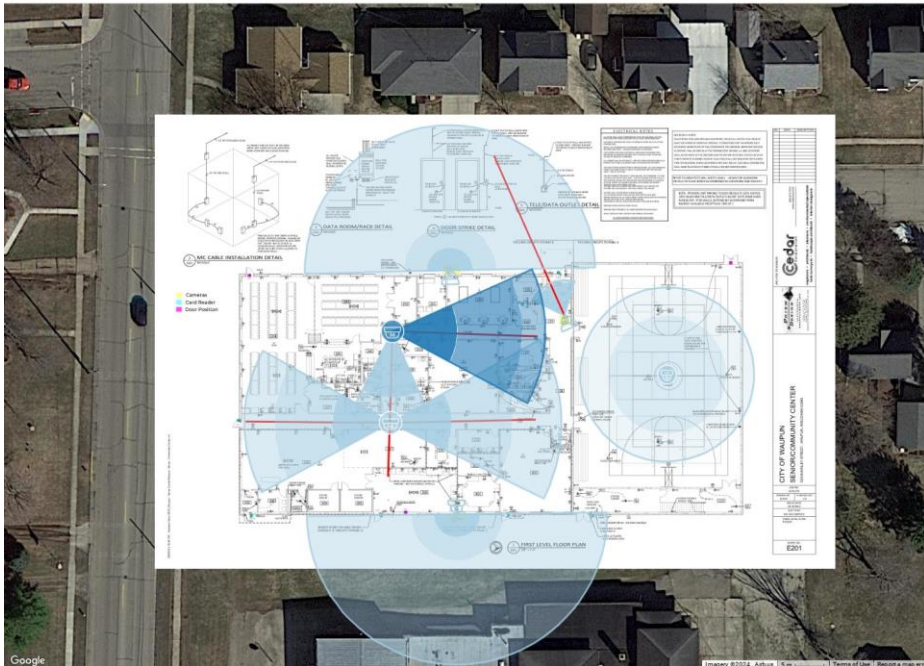
Model: Hanwha PNM-9022V 180° Resolution: 4096 x 1800
 HAOv: 180° Distance: 85ft Width: 267.3ft PPF: 15.3
 Imager: 1/2.8" Focal Length: 2.8mm Camera Height: 10.00ft Tilt: -39.55° Scene Height: 10.00ft



Camera 5: Imager 1



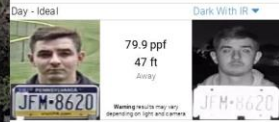
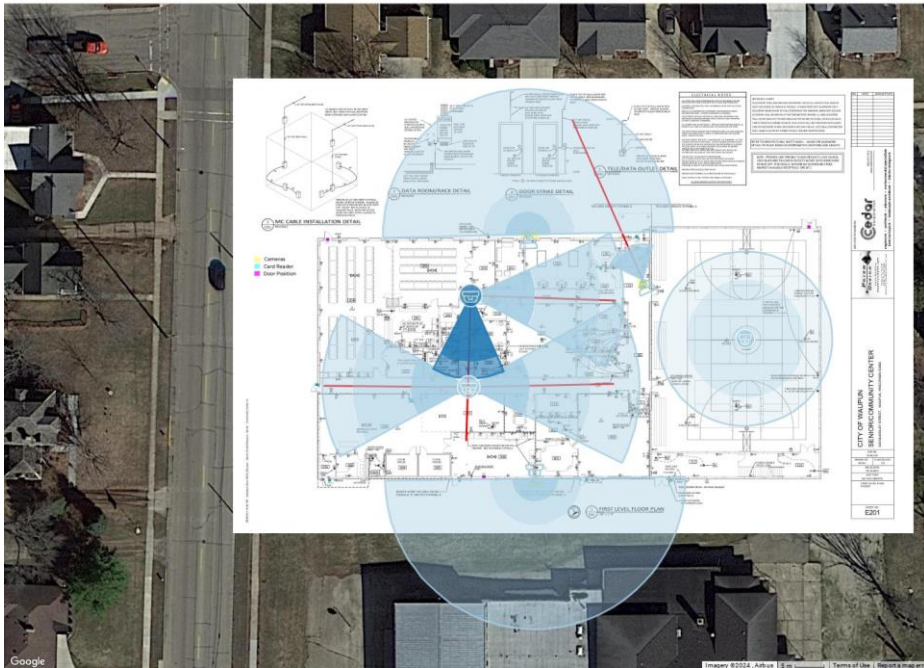
Model: Hanwha PNM-12082RVD (Single Imager) Resolution: 3528x1872
 HAOv: 52° Distance: 87ft Width: 78.5ft PPF: 42.4
 Imager: 1/2.8" Focal Length: 3.5 - 6.6mm Camera Height: 10.00ft Tilt: -14.62° Scene Height: 10.00ft



Camera 5: Imager 2



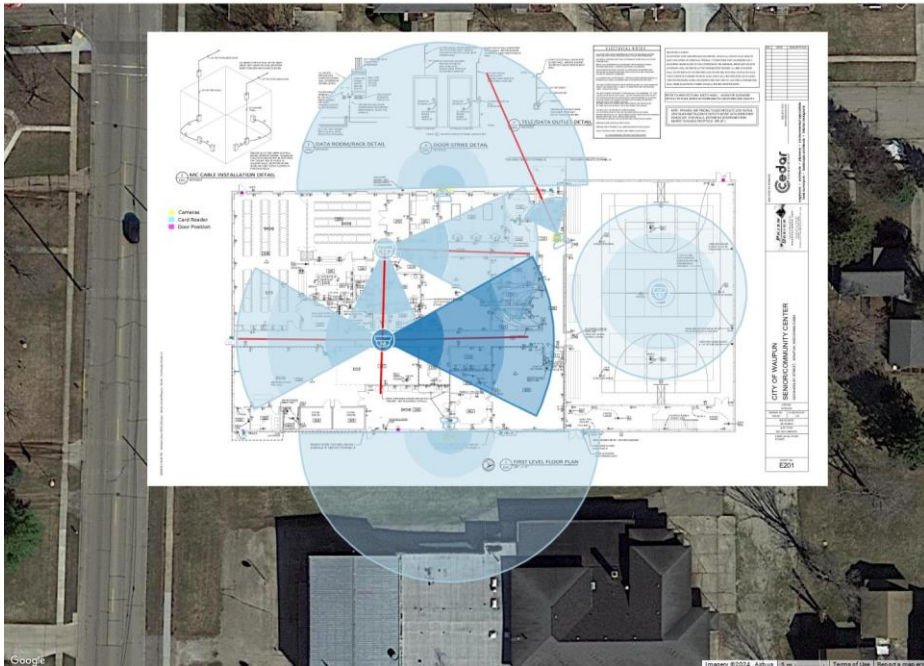
Model: Hanwha PNM-12082RVD (Single Imager) Resolution: 3328x1872
 HAOv: 51° Distance: 47ft Width: 41.6ft PPF: 79.9
 Imager: 1/2.8" Focal Length: 3.5 - 6.6mm Camera Height: 10.00ft Tilt: -14.33° Scene Height: 10.00ft



Camera 6: Imager 1



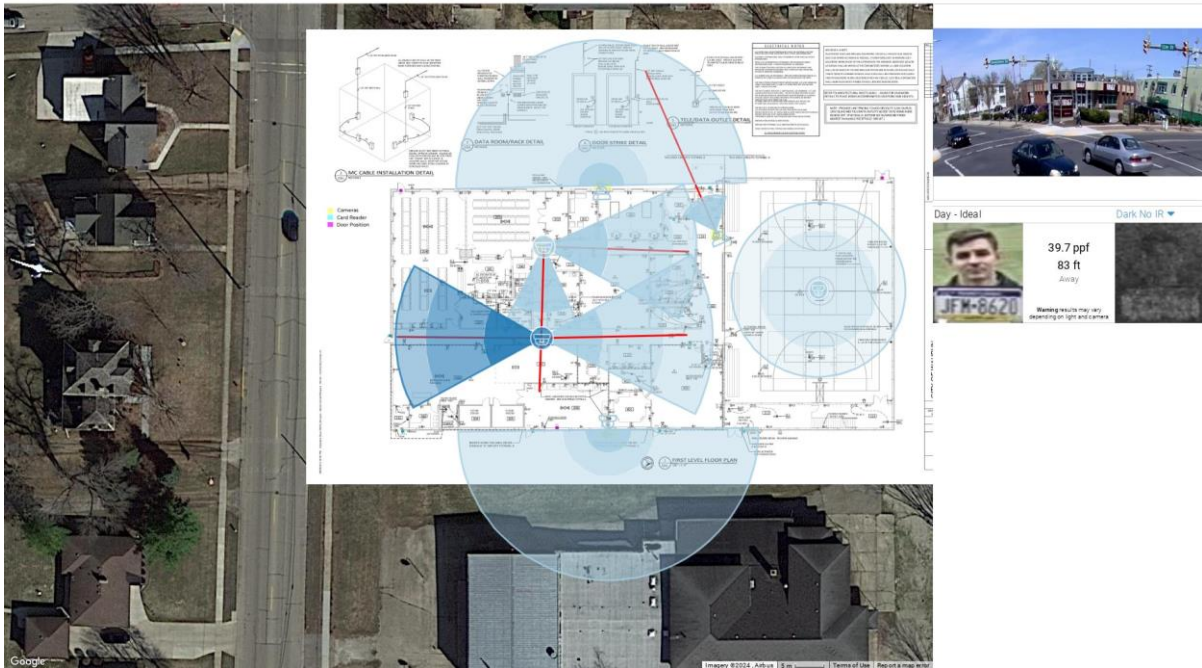
Model: Hanwha PNM-12082RVD (Single Imager) Resolution: 3328x1872
 HAOv: 55° Distance: 97ft Width: 93.6ft PPF: 35.6
 Imager: 1/2.8" Focal Length: 3.5 - 6.6mm Camera Height: 10.00ft Tilt: -15.58° Scene Height: 10.00ft



Camera 6: Imager 2



Model: Hanwha PNM-12082RVD (Single Imager) Resolution: 3328x1872
HxV: 58° Distance: 83ft Width: 83.8ft PPF: 39.7
Imager: 1/2.8" Focal Length: 3.5 - 6.6mm Camera Height: 10.00ft Tilt: -16.28° Scene Height: 10.00ft



This presentation is an output of the IPVM Designer / Calculator but is the work product of the individual who created it. IPVM does not guarantee nor warranty the work therein nor its implementation. Issues that may impact actual performance include but are not limited to lighting conditions, lens quality, and compression level.

QNF-8010

6MP Network Fisheye Camera



Key Features

- 30fps@2048 x 2048
- H.265, H.264, MJPEG codec
- On-camera dewarping with multi-channel support: Original fisheye view, Single panorama, Double panorama, Quad view
- WDR 120dB, WiseStreamII
- Digital PTZ
- People counting, Heatmap
- Micro SD/SDHC/SDXC 1 slot maximum 256 GB, PoE powered

Compatible Accessories (Optional)



SBP-300WMW



SBP-300WMW1



SBP-300PMW



SBP-300KMW



SBP-300LMW



SBP-300NBW



SBP-300BW



SBP-300CMW



SBP-099TMW



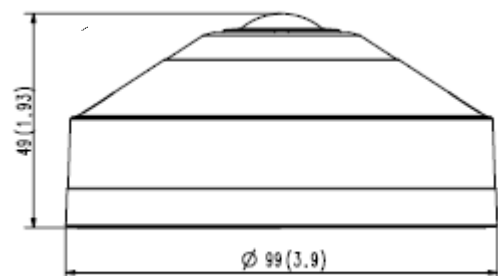
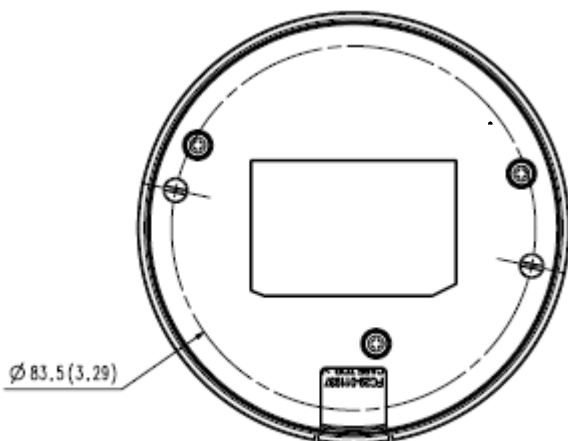
SBP-120WMW



SBP-099HMW

Dimensions

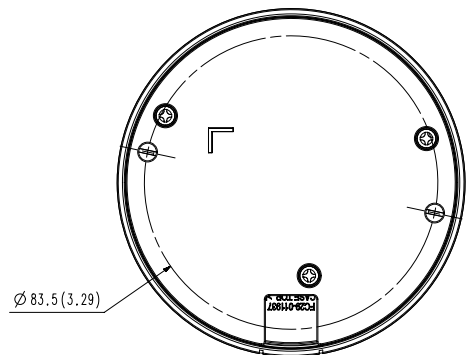
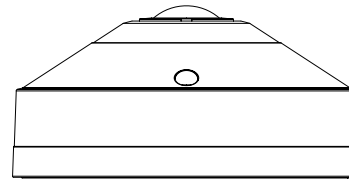
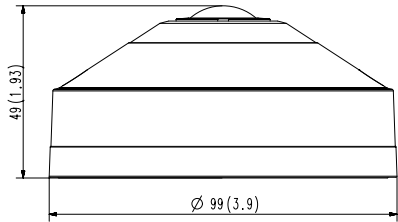
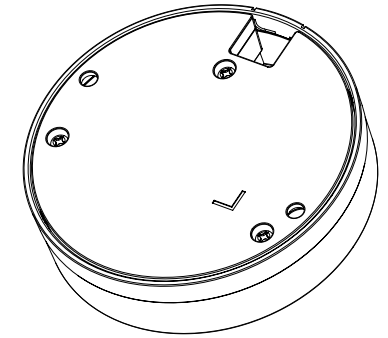
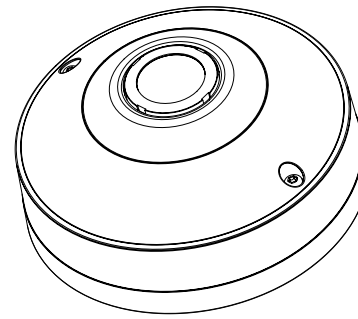
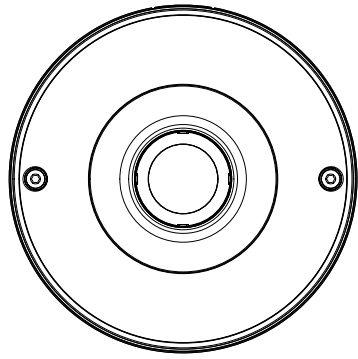
Unit : mm (inch)



Video	
Imaging Device	1/1.8" 6MP CMOS
Resolution	Original view: 2048x2048, 1280x1280, 1080x1080, 960x960, 768x768, 720x720, 640x640, 480x480 Single panorama: 2048x512, 1920x480, 1280x320, 640x160, 704x176 Double panorama: 2048x1024, 1920x960, 1280x640, 640x320, 704x352 Quad view: 2048x1536, 1600x1200, 1280x960, 1024x768, 800x600, 640x480, 704x576 Q1/2/3/4: 1024x768, 800x600, 640x480
Maximum Framerate	H.264/H.265 : 30fps@2048x2048 MJPEG : 15fps
Minimum Illumination	Color: 0.2 Lux (F2.5, 1/30sec)
Video Out	CVBS : 1.0 Vp-p / 75Ω composite, 720x480, for Installation
Lens	
Focal Length (Zoom Ratio)	1.14mm fixed focal
Maximum Aperture Ratio	F2.5
Angular Field of View	H: 187° / V: 187° / D: 187°
Minimum Object Distance	0.3m
Operational	
Camera Title	Displayed up to 85 characters
Day & Night	Auto (Electrical)
Backlight Compensation	BLC, HLC, WDR, SDR
Wide Dynamic Range	120dB
Digital Noise Reduction	SSNR V
Motion Detection	8ea, polygonal zones
Privacy Masking	6ea, Rectangle zones - Color: Grey/Green/Red/Blue/Black/White - Mosaic
Gain Control	Low / Middle / High
White Balance	ATW / AWC / Manual / Indoor / Outdoor
Electronic Shutter Speed	Minimum / Maximum / Anti flicker (2~1/12,000sec)
Video Rotation	Flip, Mirror
Analytics	Defocus detection, Motion detection, Tampering
Business Intelligence	People counting, Heatmap
Alarm Triggers	Analytics, Network disconnect
Alarm Events	File upload via FTP and e-mail Notification via e-mail SD/SDHC/SDXC or NAS recording at event triggers
Network	
Ethernet	RJ-45(10/100BASE-T)
Video Compression	H.265/H.264: Main/Baseline/High, MJPEG
Smart Codec	WiseStream II

Bitrate Control	H.264/H.265: CBR or VBR MJPEG: VBR
Streaming	Unicast(6 users) / Multicast Multiple streaming(Up to 3 profiles), 2 virtual channels
Protocol	IPv4, IPv6, TCP/IP, UDP/IP, RTP(UDP), RTP(TCP), RTCP, RTSP, NTP, HTTP, HTTPS, SSL/TLS, DHCP, FTP, SMTP, ICMP, IGMP, SNMPv1/v2c/v3(MIB-2), ARP, DNS, DDNS, QoS, PIM-SM, UPnP, Bonjour
Security	HTTPS(SSL) Login Authentication Digest Login Authentication IP Address Filtering User access log 802.1X Authentication(EAP-TLS, EAP-LEAP)
Application Programming Interface	ONVIF Profile S/G/T SUNAPI(HTTP API) Wisenet open platform
General	
Webpage Language	English, French, German, Spanish, Italian, Chinese, Korean, Russian, Japanese, Swedish, Portuguese, Czech, Polish, Turkish, Dutch, Hungarian, Greek
Web Viewer	Supported OS: Windows 7, 8.1, 10, Mac OS X 10.12, 10.13, 10.14 Recommended Browser: Google Chrome Supported Browser : MS Internet Explorer 11, MS Edge, Mozilla Firefox (Windows 64-bit only), Apple Safari (Mac OS X only)
Edge Storage	Micro SD/SDHC/SDXC 1 slot maximum 256GB
Memory	1024MB RAM, 256MB Flash
Environmental & Electrical	
Operating Temperature / Humidity	-10°C ~ +55°C(+14°F ~ +131°F) / Less than 90% RH
Storage Temperature / Humidity	-50°C ~ +60°C(-58°F ~ +140°F) / Less than 90% RH
Certification	IP42
Input Voltage	PoE(IEEE802.3af, Class3)
Power Consumption	PoE: Maximum 6.4W, typical 4.6W
Mechanical	
Color / Material	White / Plastic
RAL Code	RAL9003
Product Dimensions / Weight	Ø99x49mm(Ø3.9x1.93"), 320g(0.705 lb)
DORI (EN62676-4 standard)	
Detect	25m (82.02ft)
Observe	10m (32.81ft)
Recognize	5m (16.40ft)
Identify	2.5m (8.2ft)

- The latest product information / specification can be found at hanwhasecurity.com
- Design and specifications are subject to change without notice.
- Wisenet is the proprietary brand of Hanwha Techwin, formerly known as Samsung Techwin.



3		
2	QNF-9010	'19.11.29
1	QNF-8010	'19.09.02
No.	MODEL NAME	DATE
Unit:mm(inch)		SCALE:1/1
© Hanwha Techwin		

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A2

QNV-8080R

5 MP Network IR Dome Camera

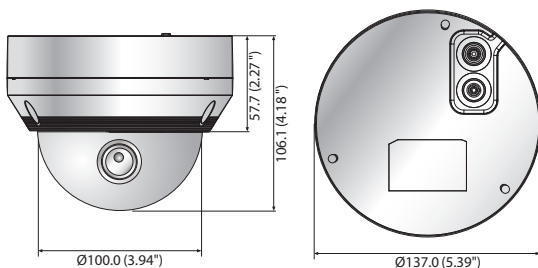


Key Features

- 5 Megapixel (2592 x 1944) resolution
- 3.2~10mm(3.1x) motorized varifocal lens
- 0.15Lux (Color), 0Lux (B/W, IR LED on)
- 30fps@5 MP (H.265 / H.264)
- H.265, H.264, MJPEG codec support, Multiple streaming
- Day & Night, WDR (120dB)
- Defocus detection, Directional/Virtual Line detection, Motion detection, Enter/Exit, Tampering
- Micro SD / SDHC / SDXC memory slot (Maximum 128GB)
- Hallway view, WiseStream II support
- IR Viewable length 30m
- IP66, IK10, PoE

Dimensions

Unit : mm (inch)



Accessories (Optional)



QNV-8080R

VIDEO	
Imaging Device	1/2.8" 5 MP CMOS
Effective Pixels	2592(H) x 1944(V)
Minimum Illumination	Color : 0.15Lux (F1.6, 1/30sec) BW : 0Lux (IR LED on)
Video Out	CVBS : 1.0 Vp-p / 75Ω composite, 720 x 480 for installation
LENS	
Focal Length (Zoom Ratio)	3.2~10mm (3.1x) motorized varifocal
Maximum Aperture Ratio	F1.6 (Wide)~F2.9 (Tele)
Angular Field of View	H : 100.3°(Wide)~31.2°(Tele) / V : 72.3°(Wide)~23.5°(Tele) / H : 133.1°(Wide)~38.8°(Tele)
Focus Control	Simple focus
PAN / TILT / ROTATE	
Pan / Tilt / Rotate Range	0°~350° / 0°~67° / 0°~355°
OPERATIONAL	
IR Viewable Length	30m (98.42ft)
Camera Title	Displayed up to 85 characters, 5 lines, English / Numeric / Special & International characters, 6 colors, Transparency, Auto scale by resolution
Day & Night	Auto (ICR)
Backlight Compensation	BLC, WDR, SSSDR
Wide Dynamic Range	120dB
Digital Noise Reduction	SSNR
Motion Detection	4ea, polygonal zones
Privacy Masking	6ea, rectangular zones
Gain Control	Low / Middle / High
White Balance	ATW / AWC / Manual / Indoor / Outdoor
LDC	Support
Electronic Shutter Speed	Minimum / Maximum / Anti flicker (1/5~1/12,000sec)
Video Rotation	Flip, Mirror, Hallway view (90°/270°)
Analytics	Defocus detection, Directional/Virtual Line detection, Motion detection, Enter/Exit, Tampering
Alarm I/O	Input 1ea / Output 1ea
Alarm Triggers	Analytics, Network disconnect, Alarm input
Alarm events	File upload via FTP and e-mail, Notification via e-mail, SD/SDHC/SDXC or NAS recording at event triggers, Alarm output, Handover
NETWORK	
Ethernet	RJ-45 (10/100BASE-T)
Video Compression	H.265/H.264 : Main/High, MJPEG
Resolution	2592 x 1944, 1920 x 1080, 1280 x 960, 1280 x 720, 800 x 600, 800 x 448, 720 x 576, 720 x 480, 640 x 480, 640 x 360
Maximum Framerate	H.265/H.264 : Maximum 30fps MJPEG : Maximum 15fps
Smart Codec	Manual (5ea area), WiseStream II
Video Quality Adjustment	H.264/H.265 : Target bitrate level control / MJPEG : Quality level control
Bitrate Control	H.264/H.265 : CBR or VBR / MJPEG : VBR
Streaming	Unicast (6 users) / Multicast, Multiple streaming (Up to 3 profiles)
Protocol	IPv4, IPv6, TCP/IP, UDP/IP, RTP(UDP), RTP(TCP), RTCP, RTSP, NTP, HTTP, HTTPS, SSL/TLS, DHCP, FTP, SMTP, ICMP, IGMP, SNMPv1/v2c/v3(MIB-2), ARP, DNS, DDNS, QoS, UPnP, Bonjour, LLDP
Security	HTTPS(SSL) login authentication, Digest login authentication, IP address filtering, User access log, 802.1X authentication(EAP-TLS, EAP-LEAP)
Edge Storage	Micro SD/SDHC/SDXC 1 slot maximum 128GB
Application Programming Interface	ONVIF Profile S/G/T SUNAPI (HTTP API) Wisenet open platform
Webpage Language	English, Korean, Chinese, French, Italian, Spanish, German, Japanese, Russian, Swedish, Portuguese, Czech, Polish, Turkish, Dutch

QNV-8080R

Web Viewer	Supported OS : Windows 7, 8.1, 10, Mac OS X 10.10, 10.11, 10.12, 10.13, 10.14 Recommended Browser : Google Chrome Supported Browser : MS Explorer 11, MS Edge, Mozilla Firefox (Windows 64 bit only), Apple Safari (Mac OS X only)
Memory	512MB RAM, 256MB Flash
ENVIRONMENTAL	
Operating Temperature / Humidity	-30°C ~ +55°C (-22°F ~ +131°F) / Less than 90% RH * Start up should be done at above -20°C
Storage Temperature / Humidity	-30°C ~ +60°C (-22°F ~ +140°F) / Less than 90% RH
Certification	IP66, IK10
ELECTRICAL	
Input Voltage	PoE (IEEE802.3af, Class3)
Power Consumption	PoE : Maximum 8.9W, typical 6.6W
MECHANICAL	
Color / Material	White / Aluminum
RAL Code	RAL9003
Product dimensions / weight	Ø137.0 x 106.1mm (Ø5.39 x 4.18"), 700g (1.543 lb)

* The latest product information / specification can be found at hanwhasecurity.com

* Design and specifications are subject to change without notice.

* Wisenet is the proprietary brand of **Hanwha Techwin**.

PNM-9022V

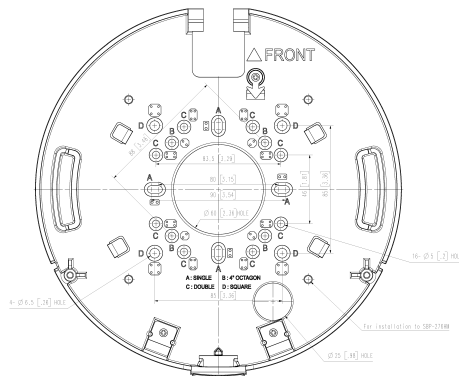
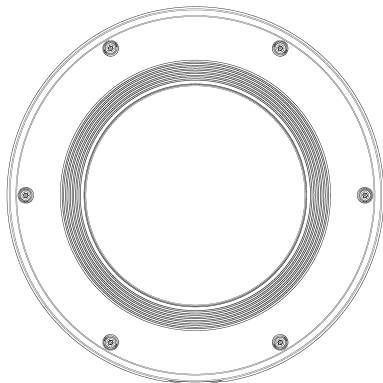
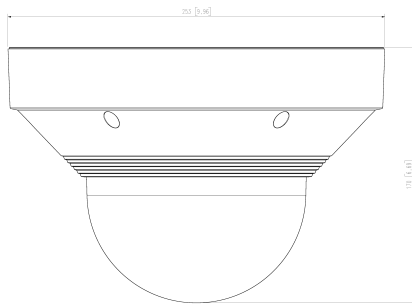
2MP x 4CH H.265 Panoramic 209° Camera



Key Features

- 2MP x 4CH stitched panoramic camera, 8.3MP / 7.3MP resolution
- 209° Mode, 180° Mode switchable
- 2.8mm fixed focal lens x 4
- H.265/H.264/MJPEG : 30fps stitched image
- extreme WDR (120dB)
- H.265, H.264, MJPEG codec, WiseStreamII supported
- Digital PTZ Support
- Intelligent Video Analytics, Visual Heatmap support
- IP66, IK10, NEMA4X

Dimensions



Video	
Imaging Device	1/2.8" CMOS x 4
Resolution	[209° Mode] 4608X1800, 4032X1576, 3456X1352, 2864X1124, 2304X900, 1728X676, 1152X452, 560X224, 720x576 [180° Mode] 4096X1800, 3584X1576, 3072X1352, 2560X1124, 2048X900, 1536X676, 1024X452, 512X224, 720X576
Maximum Framerate	H.265/H.264: 30fps MJPEG: 30fps
Minimum Illumination	Color: 0.1Lux(F1.6, 1/30sec) B&W: 0.01Lux(F1.6, 1/30sec)
Video Out	USB : Micro USB Type B, 1280x720 for installation
Lens	
Focal Length (Zoom Ratio)	2.8mm fixed focal x 4
Maximum Aperture Ratio	F1.6
Angular Field of View	H: 209°/180°, V: 83.3°
Minimum Object Distance	1.5m
Focus Control	Fixed
Pan / Tilt / Rotate	
Pan / Tilt / Rotate Range	0°~355° / 0°~60° / -
Operational	
Camera Title	Displayed up to 85 characters
Day & Night	Auto (ICR)
Backlight Compensation	BLC, HLC, WDR, SDDR
Wide Dynamic Range	extreme WDR(120dB)
Digital Noise Reduction	SSNR V
Defog	Support
Motion Detection	8ea, 8point polygonal zones
Privacy Masking	32ea, polygonal zones - Color: Grey/Green/Red/Blue/Black/White - Mosaic
Gain Control	Low / Middle / High
White Balance	ATW / AWC / Manual / Indoor / Outdoor
Electronic Shutter Speed	Minimum / Maximum / Anti flicker (2~1/12,000sec)
Video Rotation	Flip, Mirror
Analytics	Defocus detection, Motion detection, Appear/Disappear, Enter/Exit, Tampering, Virtual line, Audio detection
Business Intelligence	Heatmap
Alarm I/O	Selectable 2 port
Alarm Triggers	Analytics, Network disconnect, Alarm input
Alarm Events	File upload via FTP and e-mail Notification via e-mail SD/SDHC/SDXC recording at event triggers Alarm output

Audio In	Selectable(microphone in/line in) Supply voltage: 2.5VDC(4mA), Input impedance: 2K Ohm
Audio Out	Line out, Maximum output level: 1Vrms
Network	
Ethernet	Metal shielded RJ-45(10/100BASE-T)
Video Compression	H.265/H.264: Main/Baseline/High, MJPEG
Audio Compression	G.711 u-law /G.726 Selectable G.726(ADPCM) 8KHz, G.711 8KHz G.726: 16Kbps, 24Kbps, 32Kbps, 40Kbps AAC-LC: 48Kbps at 16KHz
Smart Codec	Manual(5ea area), WiseStreamII
Bitrate Control	H.264/H.265: CBR or VBR MJPEG: VBR
Streaming	Unicast(20 users) / Multicast Multiple streaming(Up to 10 profiles)
Protocol	IPv4, IPv6, TCP/IP, UDP/IP, RTP(UDP), RTP(TCP), RTCP,RTSP, NTP, HTTP, HTTPS, SSL/TLS, DHCP, FTP, SMTP, ICMP, IGMP, SNMPv1/v2c/v3(MIB-2), ARP, DNS, DDNS, QoS, PIM-SM, UPnP, Bonjour, LLDP, SRTP
Security	HTTPS(SSL) Login Authentication Digest Login Authentication IP Address Filtering User access log 802.1X Authentication(EAP-TLS, EAP-LEAP) Device Certificate(Hanwha Techwin Root CA)
Application Programming Interface	ONVIF Profile S/G/T SUNAPI(HTTP API) Wisenet open platform
General	
Webpage Language	English, Korean, Chinese, French, Italian, Spanish, German, Japanese, Russian, Swedish,, Portuguese, Czech, Polish, Turkish, Dutch, Hungarian, Greek Micro
Edge Storage	SD/SDHC/SDXC 2 slots 1TB (512GB X 2)
Memory	4GB RAM, 512MB Flash
Environmental & Electrical	
Operating Temperature / Humidity	Normal : -40°C~+55°(-40°F ~ +131°F) / Intermittent : -40°C~+60°C(-40°F ~+140°F) Less than 95% RH(Non-condensing)
Storage Temperature / Humidity	-50°C ~ +60°C(-58°F ~ +140°F) / Less than 90% RH
Certification	IP66, IK10, NEMA4X
Input Voltage	PoE+(IEEE802.3at, Class4), 12VDC
Power Consumption	PoE+: Maximum 18W, Typical 10.4W 12VDC: Maximum 16W, Typical 9W
Mechanical	
Color / Material	White / Aluminum
RAL Code	RAL9003
Product dimensions / weight / Gangbox compatibility	Ø9.96"x6.5" (Ø253x165mm), 7.05lbs (3200g) Single, double, 4" octagon, square

- The latest product information / specification can be found at hanwhasecurity.com
- Design and specifications are subject to change without notice.
- Wisenet is the proprietary brand of Hanwha Techwin , formerly known as Samsung Techwin.



Network

Multi-sensor

PNM-12082RVD

6MP x 2CH Multi-directional Camera



Key Features

- WiseNR, WiseStream II, extremeWDR (120dB)
- Maximum 3328x1872 resolution
- Maximum 15fps@6M
- Color: 0.16lux(F1.67, 1/30sec, 30IRE), 0 Lux (IR LED on)
- 3.54~6.69mm motorized varifocal, 78° tilt angle
- IR viewable length: IR 25m(82ft) based on scene
- TPM 2.0(FIPS 140-2 certified)
- IP66, IK10, NEMA4X

PNM-12082RVD

6MP x 2CH Multi-directional Camera



Specifications

Video

Imaging Device	1/2.8" CMOS x 2CH
Resolution	3328x1872, 3072x1728, 2592x1944, 2688x1520, 1920x1080, 1600x1200, 1280x1024, 1280x960, 1280x720, 1024x768, 800x600, 800x448, 720x576, 720x480, 640x480, 640x360, 320x240
Max. Framerate	H.265/H.264: 6MP Max.15fps MJPEG: Max.15fps
Min. Illumination	Color: 0.16lux(F1.67, 1/30sec, 30IRE) BW: 0.016lux(F1.67, 1/30sec, 30IRE), 0lux(IR LED on)
Video Out	USB: micro USB Type B, 1280x720 for installation

Lens

Focal Length (Zoom Ratio)	3.54~6.69mm(1.9x) motorized varifocal
Max. Aperture Ratio	F1.67(Wide)~F2.64(Tele)
Angular Field of View	H: 96(Wide)~47(Tele) V: 51(Wide)~26(Tele) D: 113(Wide)~54(Tele)
Min. Object Distance	1.5m(4.92ft)
Focus Control	Simple focus
Lens Type	Fixed IRIS

Pan / Tilt / Rotate

Pan / Tilt / Rotate Range	0~355° / 0~78° / 0~180°
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Operational

Camera Title	Displayed up to 85 characters
Day & Night	Auto(ICR)
Backlight Compensation	BLC, HLC, WDR, SSSDR
Wide Dynamic Range	extremeWDR(120dB)
Digital Noise Reduction	WiseNR, SSSNR V
Defog	Support
Motion Detection	8ea, 8point Polygonal zones
Privacy Masking	32ea, 4point Quadrangle zones - Color: Grey/Green/Red/Blue/Black/White - Mosaic
Gain Control	Low / Middle / High
White Balance	ATW / AWC / Manual / Indoor / Outdoor
LDC	Support
Electronic Shutter Speed	Minimum / Maximum / Anti flicker (2 ~1/12,000sec)
Video Rotation	Flip, Mirror, Hallway view (90°/270°)
Analytics	Analytics events* - Defocus detection, Motion detection, Tampering, Virtual line(Crossing/Direction), Virtual area(Loitering/Enter/Exit) * Support Audio detection, Sound classification via optional SPM-4210 I/O box
Alarm I/O	* Support Alarm via optional SPM-4210 I/O box
Alarm Triggers	Analytics, Network disconnect, Alarm input via optional SPM-4210 I/O box

Alarm Events	When alarm trigger occurred - File upload(image) : e-mail/FTP - Notification : e-mail - Recording : SD/SDHC/SDXC or NAS recording at event triggers - Handover(PTZ preset, Send message by HTTP/HTTPS/TCP) - Alarm output via optional SPM-4210 I/O box
Audio In	* Audio in via optional SPM-4210 I/O box
Audio Out	* Audio out via optional SPM-4210 I/O box
IR Viewable Length	25m(82ft)

Network

Ethernet	Metal shielded RJ-45 (10/100/1000BASE-T)
Video Compression	H.265/H.264: Main/Baseline/High, MJPEG
Smart Codec	Manual(5ea area), WiseStream II
Bitrate Control	H.264/H.265: CBR or VBR MJPEG: VBR
Streaming	Unicast(20 users) / Multicast Multiple streaming(Up to 10 profiles)
Protocol	IPv4, IPv6, TCP/IP, UDP/IP, RTP(UDP), RTP(TCP), RTCP, RTSP, NTP, HTTP, HTTPS, SSL/TLS, DHCP, FTP, SMTP, ICMP, IGMP, SNMPv1/v2c/v3(MIB-2), ARP, DNS, DDNS, QoS, UPnP, Bonjour, LLDP, SRTP (TCP, UDP Unicast)
Security	TPM 2.0 (FIPS 140-2 level 2) HTTPS(SSL) Login Authentication Digest Login Authentication IP Address Filtering User access log 802.1X Authentication(EAP-TLS, EAP-LEAP, EAP-PEAP MSCHAPv2) Device Certificate(Hanwha Techwin Root CA, pre-installed) Secure by default certificate Secure OS/Boot/Storage, Verify firmware forgery
Application Programming Interface	ONVIF Profile S/T SUNAPI(HTTP API) Open platform

General

Webpage Language	English, Korean, Chinese, French, Italian, Spanish, German, Japanese, Russian, Swedish, Portuguese, Czech, Polish, Turkish, Dutch, Greek, Hungarian
Edge Storage	Micro SD/SDHC/SDXC 1slot Max. 512GB
Memory	4GB RAM, 512MB Flash

Environmental & Electrical

Operating Temperature / Humidity	-40°C~+55°C(-40°F ~ +131°F) / Less than 95% RH(Non-condensing) * Start up should be above at -35C
Storage Temperature / Humidity	-50°C~+60°C(-58°F~+140°F) / Less than 95% RH(Non-condensing)
Certification	IP66/IP67, NEMA4X, IK10
Input Voltage	PoE+(IEEE802.3at, Class4)
Power Consumption	PoE+: Max 18.3W, typical 13.5W

Mechanical

Color / Material	White / Aluminum Hard-coated dome bubble
RAL Code	RAL9003
Product Dimensions / Weight	215(W)x135(D)x93.2(H)mm(8.46"x5.31"x3.67") / 1330g
Compatible Conduit hole / Gangbox	3/4" (M25) single, double, 4" octagon, 4" square
Hanging Mount (Dome)	SBP-215HMW

Certifications & Standards

EMC	FCC 47 CFR 15 Subpart B Class A ICES-3(A)/NMB-3(A) CE/UKCA - EN 55032 Class A, EN 50130-4 VCCI CISPR 32 Class A RCM AS/NZS CISPR 32 Class A KS C 9832 Class A, KS C 9835
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Safety UL 62368-1, CAN/CSA C22.2 NO. 62368-1
IEC/EN 62471

Environment IEC/EN 63000
IEC/EN 60529 IP66/67, IEC/EN 62262 IK10
NEMA 250 type 4X

DORI (EN62676-4 standard)

Detect (25PPM/ 8PPF) Wide: 59.9m(196.62ft) / Tele: 153.1m(502.22ft)

Observe (63PPM/ 19PPF) Wide: 24.0m(78.65ft) / Tele: 61.2m(200.89ft)

Recognize (125PPM/ 38PPF) Wide: 12.0m(39.32ft) / Tele: 30.6m(100.44ft)

Identify (250PPM/ 76PPF) Wide: 6.0m(19.66ft) / Tele: 15.3m(50.22ft)

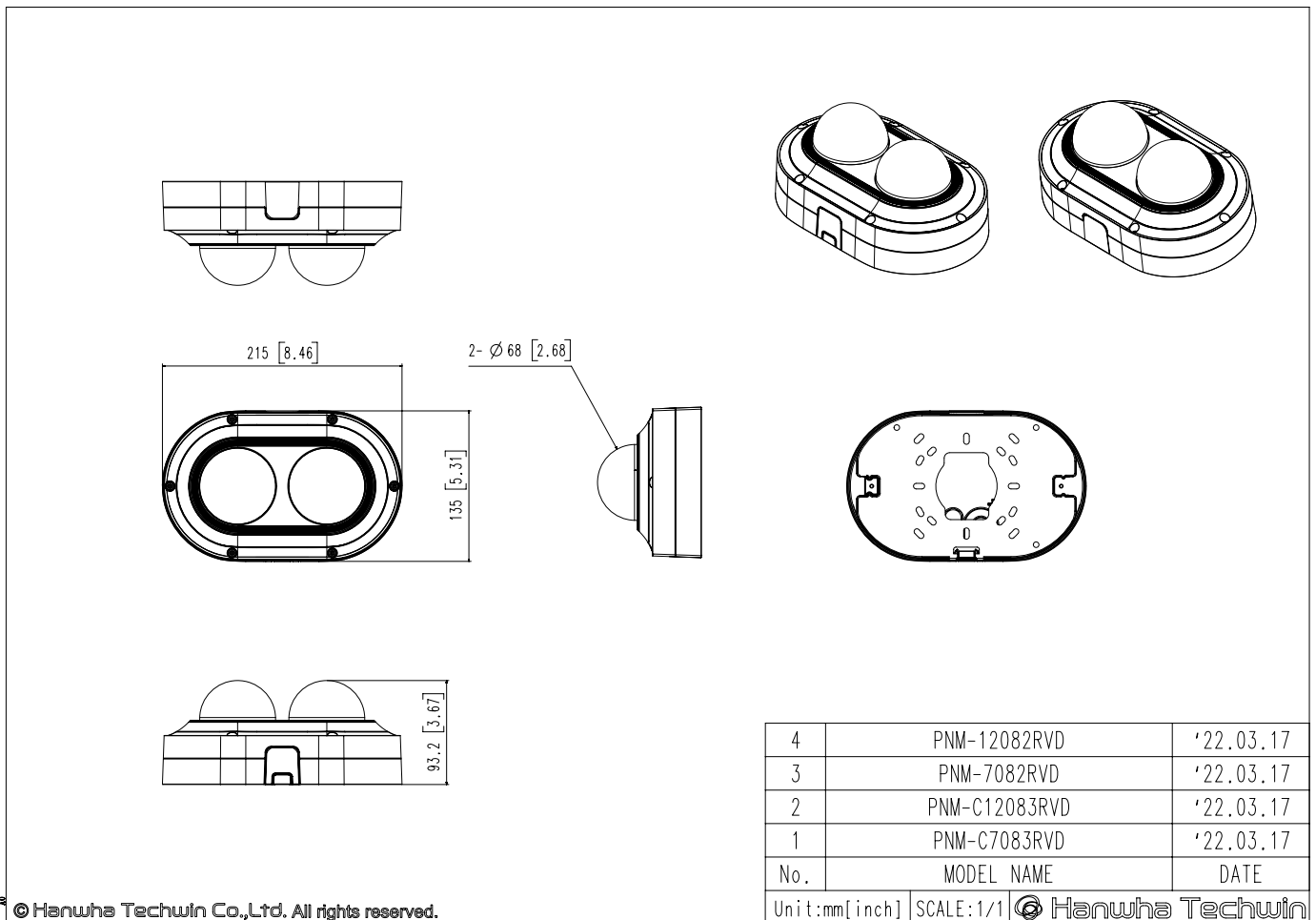
PNM-12082RVD

6MP x 2CH Multi-directional Camera

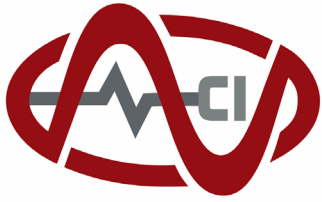


CAD

Unit: mm [inch]



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ACCURATE CONTROLS, INC.

January 25th, 2024

**RE: Price Quotation for the Waupun Community Center
VMS and Card Access Systems
Waupun, WI**

VMS and Card Access Systems

Summary of Scope:

This proposal is a base bid proposal to for Accurate Controls to provide the facility with new Premisys card access and Hanwha video system. Accurate Controls will be providing the headend equipment, field devices (limited to card readers and cameras), and labor for Accurate Controls scope of work. Some of the other items that will be included in this proposal will include a video viewing/ card access enrollment workstation, headend equipment rack, a network switch, VMS server, and UPS units. The only equipment that is included in this proposal is listed below.

If this proposal is accepted Accurate Controls will assign a Project Manager to the project. They will work with the facility to come up with a payment and construction schedule. Then at that time Accurate Controls will order all parts for the project and have then shipped to ACI for assembly/programming. Once the equipment is built and tested at Accurate Controls, all equipment will be sent to the facility for installation by Accurate Controls.

Accurate Controls will schedule a coordination meeting with the General Contractor and the Electrical to coordinate all wire, raceway, and back box requirements for Accurate Controls.

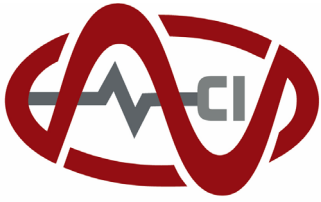
The camera locations that are included in this quotation for this proposal are as follows: (1) exterior of building by room 200, (1) in corridor 119, (1) corridor 133, (1) in un-named corridor outside room 307, (1) in the center of the gymnasium, and (1) exterior of building by room 401.

The card access locations that are included in this quotation for this proposal are as follows: (1) exterior to door 131, (1) on door 300, (1) exterior to door 301, (1) on door 106, (1) exterior to door 127, (1) exterior to door 400A, (1) on door 400B, (1) on door 119B (1) on door 119A, (1) on door 103, (1) on door 101, (1) exterior to door 100A, and (1) exterior to door 112.

The doors to receive monitoring from owner provided position switch will be door 114C and door 126.

This proposal includes adding the following new security electronics equipment:

- (1) Lowell rack with vented front door, fan kit, power strip, and cable management
- (3) Rack labels
- (1) HP programming rack monitor
- (1) HP 24 port PoE network switch
- (1) 24 port patch panel
- (6) Cat 6 patch cables
- (1) Phoenix Contact surge protector
- (1) Eaton Power workstation UPS unit
- (1) Eaton Power rack UPS unit
- (1) Premisys Life Safety wall cabinet
- (1) Premisys Controller boards
- (6) Premisys two reader boards
- (1) Premisys software with license
- (13) HID proximity readers
- (100) HID key fobs



ACCURATE CONTROLS, INC.

- (1) VMS viewing/ Card Access enrollment workstation
- (1) HP monitor for the workstation
- (3) Wisenet 2MP x 2 sensor dome camera
- (3) Wisenet 8MP x 4 sensor dome camera
- (3) Wisenet Mounting caps
- (2) Wisenet wall mount accessory
- (1) Wisenet 8TB application/ storage server
- (1) Wisenet additional Wave pro license

Inclusions:

- System engineering
- System programming
- Project management
- Head end equipment installation in new rack, wall cabinet, and final terminations
- Onsite system startup, testing and certification.
- Quotation includes Accurate Controls technician on site for installation
- As-built drawings

Exceptions:

- Spare equipment
- All work to be completed on 1st shift Monday thru Friday 7:00 am to 4:30 pm
- Some work will require the disruption of normal operations
- Sales tax on materials
- Electrified door hardware will be the responsibility of the owner
- All wire, conduit, back boxes, complete raceway will be responsible of the owner
- Any 120VAC if additional is required.
- Accurate Controls, Inc. may adjust the contract price to reflect the revised actual cost of the labor and materials. Accurate Controls, Inc. shall provide to prime contractor or Owner documentation supporting our claim for additional compensation. If there is an increase in the actual cost of labor or materials charged to Accurate Controls, Inc. in excess of 5% subsequent to signing contract or purchase order, the price set forth in said contract or purchase order shall be increased accordingly with a written change order or amendment.
- Accurate Controls, Inc. shall submit production and labor schedule extensions to contractor or Owner in a timely fashion that result from changes to global supply chain and construction manufacturing that are out of our control.

Assumptions/Clarifications:

- Prevailing wages do not apply.

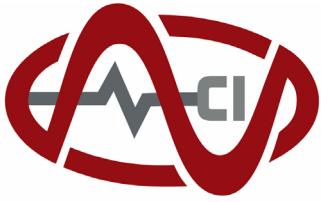
Quotation:

Base Bid Total = \$64,400.00

Add 1.25% to the above referenced proposal if payment and performance bond is required.

Warranty:

Accurate Controls, Inc. shall guarantee our labor and materials to be free from defects for a period of one (1) year from final acceptance of installation. We shall replace defective materials in a timely fashion after diagnosis.



ACCURATE CONTROLS, INC.

Accurate Controls, Inc. will not replace or warrant hardware which is damaged due to negligence, acts of god or vandalism.

Summary:

Quotation valid for 60 days and subject to change thereafter.

Accurate Controls, Inc. is a national UL508A integrator of the preceding equipment with all of our project coordinators, technicians, and engineers being factory authorized. For more information about Accurate Controls, Inc. please visit our website at www.accuratecontrols.com. If you have any questions, comments or suggestions, please feel free to call me at 920-748-6603 ext. 240.

Respectfully,

Jeremy Dahlke
Jeremy Dahlke
Director of Customer Service
jdahlke@accuratecontrols.com

Please accept this signature as an approval of this quotation and an authorization to proceed.

PO#: _____

Date: _____

Authorized Signature

Print Name

Title



1203 Storbeck Drive
 Waupun, WI 53963

Proposal

Date	Proposal #
1/11/2024	21287

Name / Address:

Waupun, City of
 Jeff Daane
 201 E. Main Street
 Waupun, WI 53963

Revision	Project / Entered By	Terms	Rep
G	Senior Center/JS	Due on receipt	GS-...

Qty	Description	Total
	To Provide and Install a Proxess Smartphone-Based Access Control System for the REACH CENTER Door 400B and Room 401:	
1	Proxess - Perpetual License for LoxIQ Android Mobile Phone-Based Software (Server and Client capable)	160.00
1	Proxess - FOB, Read/Write enforced, Mifare DESFire EV2 compatible, with initialized Proxess application and encrypted identification, 4K Bytes, Re-usable & Re-assignable. (Minimum Order 25)	6.50
1	Proxess - 25-pack of Mobile Phone Access Credential Licenses - BLE (Bluetooth Low Energy); iOS & Android Compatible: Each credential is valid only for a single User at a time. Re-usable & Re-assignable.	150.00
1	Proxess - Gen2 Enrollment Reader and Programmer for Smart Credentials, USB Input at Server, Client, or with App	240.00
2	Proxess - CX Cylindrical Intelligent Lockset, 15 Style Lever, 2-3/4 Backset, Less Core, Satin Chrome Finish	1,140.00
	Installation includes Basic System Training	1,125.00
	First Annual Maintenance Visit: Includes first annual maintenance check-in to provide firmware update on wireless locks.	150.00
	NOTES: 1. Customer will need to be present during the installation, and provide their mobile phone for system set-up and training on programming the locks. 2. Unless otherwise specified, all work is quoted to be done during normal business hours. Wisconsin Sales Tax-Exempt	0.00

Please Call or Email with Any Additional Questions!

We are working hard to ensure the pricing on this proposal is good for approximately 15 days. Due to the volatile nature of supply chains at the moment, however, sudden cost increases from our suppliers can force us to have to revise pricing unexpectedly.

All quoted prices subject to correction for clerical error

Credit Card purchases will be assessed an additional 3% credit card fee

For Warranty Information please see our website

Total	\$2,971.50
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Phone #	Fax #	E-mail	Web Site
920-324-2260	888-558-0458	orders@gappasecuritysolutions.com	www.gappasecuritysolutions.com



1203 Storbeck Drive
 Waupun, WI 53963

Proposal

Date	Proposal #
1/11/2024	21288

Name / Address:

Waupun, City of
 Jeff Daane
 201 E. Main Street
 Waupun, WI 53963

Revision	Project / Entered By	Terms	Rep
G	Senior Center/JS	25% Down, N30 Progressing	GS-V

Qty	Description	Total
	To Provide and Install Avigilon's Cutting Edge Video Management System for the SENIOR CENTER located at 520 McKinley St.: (Camera Locations Include: East Side, West Exterior, Gym, Main Lobby Hallway, Hallway 119 Corner, and Hallway by Room 307)	
1	Avigilon - 9TB HD Video Appliance 3X Pro 16-port unit, NA. Licenses sold separately	5,135.00
6	Avigilon - Unity Standard Edition camera license	960.00
3	Avigilon - 2x 3MP H5A Dual Head Camera. Outdoor camera with built-in IR	4,080.00
2	Avigilon - H5 Multisensor Camera, 3 x 8 MP, WDR, 270 degree max field of view, LightCatcher, 3.3-5.7mm, Camera Only	4,620.00
1	Avigilon - H5 Multisensor Camera, 4 x 8 MP, WDR, 360 degree max field of view, LightCatcher, 4mm, Camera Only	2,755.00
3	Avigilon Indoor Single Port PoE Injector Gigabit, 95W, NA power cord	1,233.00
2	Avigilon - Wall Mount for large pendant camera	212.00
3	Avigilon - Junction box with side cable entry for H5A Dual Head camera.	279.00
3	Avigilon - Dome Bubble and Cover, for Outdoor Surface Mount or Pendant Mount H5A Multisensor Cameras, Clear	525.00
3	Avigilon - Outdoor Pendant Mount Adaptor, for use with H5A Multisensor Cameras	525.00
1	Avigilon - 1.5 Inch NPT Adapter for Large Pendant Mount Camera	58.00
3	Avigilon - Optional IR Illuminator Ring, up to 30mm (100 ft.)	1,020.00
	Lift Rental	700.00
	Installation includes up to 1 Hour of Basic Software Training, which includes installation of ACC camera software on up to two workstations, has also been figured into this proposal. Advanced training or more extensive software customization is available for an additional charge. Our technicians will assist in adding items to the software if requested, but all other software work, including adding users, creating schedules, providing documentation, and applying rules is the responsibility of the end user. If our assistance is required for these items, additional charges will apply.	3,375.00
	First Annual Maintenance Visit: First annual maintenance on-site check in by GSS technician, including system inspection, configuration backup, and any free software updates that may be available.	75.00

Please Call or Email with Any Additional Questions!

Total

Phone #	Fax #	E-mail	Web Site
920-324-2260	888-558-0458	orders@gappasecuritysolutions.com	www.gappasecuritysolutions.com



1203 Storbeck Drive
 Waupun, WI 53963

Proposal

Date	Proposal #
1/11/2024	21288

Name / Address:

Waupun, City of
 Jeff Daane
 201 E. Main Street
 Waupun, WI 53963

Revision	Project / Entered By	Terms	Rep
G	Senior Center/JS	25% Down, N30 Progressing	GS-V

Qty	Description	Total
	<p>NOTES:</p> <ol style="list-style-type: none"> All wire to be pulled BY OTHERS from the video appliance location to the locations of each camera. For the highest level of security and functionality, we recommend that all camera systems be set up on a separate VLAN from the end user's primary network. We also recommend that all users schedule routine password changes for their individual logins and keep all windows servers updated. Upon request GSS will provide electronic documentation on the materials we are installing and all manufacturer and labor warranties, but will not be providing any CAD-based riser diagrams or as-builts. Any such CAD-based drawings will need to be produced by the Electrician (GSS can advise as to the placement of items in the diagram). Additionally, there will be an additional \$300 charge if physical hard copies of the documentation are required. This proposal does NOT include any work pertaining to design, submittals, or fees relating to permitting from the City of Waupun, Dodge County, or the local fire authorities. If Gappa Security Solutions is required to do this, there will be an additional \$1000 design charge plus the costs of any fees required by these third parties. This proposal does not include any time for Gappa technicians to attend on-site meetings or to provide consulting services. Any time spent doing this by Gappa technicians will be billed on a time and materials basis with a labor rate of \$150/hr. Unless otherwise specified, all work is quoted to be done during normal business hours. <p>WORK DONE BY OTHERS:</p> <ol style="list-style-type: none"> IT personnel to provide the following upon request: IP address(s), Subnet and Gateway information, potential firewall exceptions, forwarding of ports to devices, available switch port openings (with or without PoE, depending on need), assistance in configuring the routing of information across the network, and assistance in installing and setting up servers, workstations, and/or software. Finally, an adequate number of power outlets is the responsibility of the owner of the building. Any delay in getting help or assistance with the information required above may result in Gappa Security Solutions not being able to finish the project(s) in the time in which the project was quoted. Such delays may also incur additional charges. Some of this information may be requested or provided in advance of the project. If remote connections to the software are required, Customer must rely on their IT personnel. If you desire Gappa Security Solutions to do this work, we can contract an IT company to make this connection for additional charges. 	

Please Call or Email with Any Additional Questions!

Total

Phone #	Fax #	E-mail	Web Site
920-324-2260	888-558-0458	orders@gappasecuritysolutions.com	www.gappasecuritysolutions.com



1203 Storbeck Drive
 Waupun, WI 53963

Proposal

Date	Proposal #
1/11/2024	21288

Name / Address:

Waupun, City of
 Jeff Daane
 201 E. Main Street
 Waupun, WI 53963

Revision	Project / Entered By	Terms	Rep
G	Senior Center/JS	25% Down, N30 Progressing	GS-V

Qty	Description	Total
	TERMS: 25% Due Upon Receipt of Order, Net 30 Progressing Billing for Remainder. Wisconsin Sales Tax-Exempt	0.00

Please Call or Email with Any Additional Questions!

We are working hard to ensure the pricing on this proposal is good for approximately 15 days. Due to the volatile nature of supply chains at the moment, however, sudden cost increases from our suppliers can force us to have to revise pricing unexpectedly.
 All quoted prices subject to correction for clerical error
 Credit Card purchases will be assessed an additional 3% credit card fee
 For Warranty Information please see our website

Total	\$25,552.00
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Phone #	Fax #	E-mail	Web Site
920-324-2260	888-558-0458	orders@gappasecuritysolutions.com	www.gappasecuritysolutions.com

Five Star Telecom Inc.
 Phone: 608.796-9088
 Fax: 608.519-3599
 5136 Mormon Coulee Rd
 La Crosse, WI 54601



Quote
 No.: **27846**
 Date: 1/31/2024

Prepared for:
 Jeff Daane (920) 324-7918
 City of Waupun
 201 East Main Street
 Waupun, WI 53963 U.S.A.

Prepared by: Andy Smith
 Account No.: 4347
 Phone: (608) 324-7900

Quantity	Item ID	Description	UOM	Sell	Total
10 Year License Option					
Senior / Community Center - Installation of Cameras and Access Control					
Please see Job Scope for additional details					
1	AC62-HW	AC62 16 Door Controller	EA	\$2,331.56	\$2,331.56
1	ACC-BAT-18AH	18AH Backup Battery for AC62	EA	\$307.56	\$307.56
14	AD33-HW	AD33 Multi-Format Card Reader	EA	\$153.56	\$2,149.84
3	BR31-HW	Wireless Door Sensor	EA	\$87.56	\$262.68
2	BH61-HW	Wireless Sensor Hub	EA	\$263.56	\$527.12
3	CM42-256-HW	Indoor Mini Dome Camera, 5MP, Fixed Lens, 256GB of Storage, Maximum 30 Days of Retention	EA	\$307.56	\$922.68
3	CF81-30E-HW	Indoor/Outdoor Fisheye Camera, 30 Days of Storage	EA	\$879.56	\$2,638.68
2	ACC-MNT-7	Angle Mount Kit	EA	\$65.56	\$131.12
6	LIC-10Y	10 Year License	EA	\$692.62	\$4,155.72
14	LIC-AC-10Y	10 Year Door License	EA	\$703.65	\$9,851.10
1	LIC-BA-10Y	10 Year Alarm License	EA	\$5,775.00	\$5,775.00

Cabling and Installation Total: \$10,571.25

One (1) Year Parts and Labor Warranty
Ten (10) Year Verkada Equipment Warranty

Your Price:	\$39,624.31
Freight:	\$379.00
SubTotal:	\$40,003.31
Total:	\$40,003.31

Prices are firm until 3/1/2024

Terms: 50% on Signing, 40% on Delivery, 10% on Completion

Prepared by: Andy Smith, asmith@5startel.com

Date: 1/31/2024

Quote

No.: **27846**

Date: 1/31/2024

Job Scope

- 1. Installation of Access Control Cabling for 14 Doors.
 - A. 100A
 - B. 101
 - C. 103
 - D. 106
 - E. 119B
 - F. 131
 - G. 300
 - H. 400B
 - I. 301A
 - J. 127
 - K. 400A
 - L. 112
 - M. 119A
 - N. Door from Room 400 to 401
- 2. Installation of 1 - Verkada 16 Door Controller with 18AH battery backup.
- 3. Installation of 2 Wireless Hubs for Door Contact sensors.
 - A. 142 - Wireless Contact
 - B. 114C - Wireless Contact.
 - C. 126 - Overhead Door Wireless Contact.
- 4. Installation of 6 total cameras:
 - A. 2 - Exterior 180 Degree Cameras.
 - B. 1 - Interior Fisheye Camera.
 - C. 3 - Interior Fixed Lens dome cameras for hallways.
- 5. Supply and apply 6 - 10 Year Verkada Camera Licenses.
- 6. Supply and apply 14 - 10 Year Verkada Door Licenses.
- 7. Supply and apply 1 - 10 Year Verkada Alarm License.
- 8. Complete installation, testing and training.

Accepted by: _____ **Date:** _____

Disclaimer

The above price, specifications and conditions are satisfactory. You are authorized to do the work described, payment will be made as indicated above. Cancellation of this proposal once accepted as an order is subject to restocking charges of 15% of contract price. Seller shall not be liable for failure to deliver due to strikes, casualty, loss or delay of carriers of suppliers. Unless Specified otherwise on proposal, all new products are warranted to be free from defects in material and workmanship for one year following date of installation. Defective equipment will be repaired or replaced at Five Star Telecom's option without charge during normal working hours. (Normal workday 8:00 A.M. – 4:30 P.M. Monday-Friday excluding Holidays.) Any service performed after hours shall be subject to a minimum of 2 hour labor charge and overtime rates of time and a half. This warranty does not apply to equipment subject to misuse, abuse, tampering, negligence, accidents, unsuitable electrical conditions, lightning, or forces of nature. Any call for service not directly caused by the failure of equipment provided by Five Star Telecom shall be subject to service charges. Equipment moved or serviced by anyone other than an authorized Five Star Telecom representative shall void warranty. This agreement bears interest on any unpaid balance at the rate of 18% per year

Five Star Telecom Inc.
 Phone: 608.796-9088
 Fax: 608.519-3599
 5136 Mormon Coulee Rd
 La Crosse, WI 54601



Quote
 No.: **27842**
 Date: 1/31/2024

Prepared for:
 Jeff Daane (920) 324-7918
 City of Waupun
 201 East Main Street
 Waupun, WI 53963 U.S.A.

Prepared by: Andy Smith
 Account No.: 4347
 Phone: (608) 324-7900

Quantity	Item ID	Description	UOM	Sell	Total
1 Year License Option					
Senior / Community Center - Installation of Cameras and Access Control					
Please see Job Scope for additional details					
1	AC62-HW	AC62 16 Door Controller	EA	\$2,623.00	\$2,623.00
1	ACC-BAT-18AH	18AH Backup Battery for AC62	EA	\$346.00	\$346.00
14	AD33-HW	AD33 Multi-Format Card Reader	EA	\$172.76	\$2,418.64
3	BR31-HW	Wireless Door Sensor	EA	\$49.00	\$147.00
2	BH61-HW	Wireless Sensor Hub	EA	\$296.50	\$593.00
3	CM42-256-HW	Indoor Mini Dome Camera, 5MP, Fixed Lens, 256GB of Storage, Maximum 30 Days of Retention	EA	\$346.00	\$1,038.00
3	CF81-30E-HW	Indoor/Outdoor Fisheye Camera, 30 Days of Storage	EA	\$989.50	\$2,968.50
2	ACC-MNT-7	Angle Mount Kit	EA	\$73.76	\$147.52
6	LIC-1Y	1 Year License	EA	\$98.50	\$591.00
14	LIC-AC-1Y	1 Year Door License	EA	\$123.26	\$1,725.64
1	LIC-BA-1Y	1 Year Alarm License	EA	\$742.50	\$742.50
Cabling and Installation Total:					\$10,571.25

One (1) Year Parts and Labor Warranty
Ten (10) Year Verkada Equipment Warranty

Your Price:	\$23,912.05
Freight:	\$379.00
SubTotal:	\$24,291.05
Total:	\$24,291.05

Prices are firm until 3/1/2024

Terms: 50% on Signing, 40% on Delivery, 10% on Completion

Prepared by: Andy Smith, asmith@5startel.com

Date: 1/31/2024

Quote

No.: **27842**

Date: 1/31/2024

Job Scope

- 1. Installation of Access Control Cabling for 14 Doors.
 - A. 100A
 - B. 101
 - C. 103
 - D. 106
 - E. 119B
 - F. 131
 - G. 300
 - H. 400B
 - I. 301A
 - J. 127
 - K. 400A
 - L. 112
 - M. 119A
 - N. Door from Room 400 to 401
- 2. Installation of 1 - Verkada 16 Door Controller with 18AH battery backup.
- 3. Installation of 2 Wireless Hubs for Door Contact sensors.
 - A. 142 - Wireless Contact
 - B. 114C - Wireless Contact.
 - C. 126 - Overhead Door Wireless Contact.
- 4. Installation of 6 total cameras:
 - A. 2 - Exterior 180 Degree Cameras.
 - B. 1 - Interior Fisheye Camera.
 - C. 3 - Interior Fixed Lens dome cameras for hallways.
- 5. Supply and apply 6 - 1 Year Verkada Camera Licenses.
- 6. Supply and apply 14 - 1 Year Verkada Door Licenses.
- 7. Supply and apply 1 - 1 Year Verkada Alarm License.
- 8. Complete installation, testing and training.

Accepted by: _____ **Date:** _____

Disclaimer

The above price, specifications and conditions are satisfactory. You are authorized to do the work described, payment will be made as indicated above. Cancellation of this proposal once accepted as an order is subject to restocking charges of 15% of contract price. Seller shall not be liable for failure to deliver due to strikes, casualty, loss or delay of carriers of suppliers. Unless Specified otherwise on proposal, all new products are warranted to be free from defects in material and workmanship for one year following date of installation. Defective equipment will be repaired or replaced at Five Star Telecom's option without charge during normal working hours. (Normal workday 8:00 A.M. – 4:30 P.M. Monday-Friday excluding Holidays.) Any service performed after hours shall be subject to a minimum of 2 hour labor charge and overtime rates of time and a half. This warranty does not apply to equipment subject to misuse, abuse, tampering, negligence, accidents, unsuitable electrical conditions, lightning, or forces of nature. Any call for service not directly caused by the failure of equipment provided by Five Star Telecom shall be subject to service charges. Equipment moved or serviced by anyone other than an authorized Five Star Telecom representative shall void warranty. This agreement bears interest on any unpaid balance at the rate of 18% per year



AGENDA SUMMARY SHEET

MEETING DATE 2/13/2024

TITLE: Heritage Museum Restoration (Tuck pointing and front Step repair)

AGENDA SECTION: BOARD/COMMITTEE/COMMISSION RECOMMENDATIONS

PRESENTER: Jeff Daane, Director of Public Works

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT
Sustainability	\$17,000

ISSUE SUMMARY

Engineering and bid information needs to be put together for the Museum project. We have received two quotes for this work.

Cedar Corporation Quote to include analysis, design, construction documents and bidding in the amount of \$17,000

Legacy Architecture Quote included schematic design, design development, construction documents and procurement in the amount of \$35,000. There quote included all services i asked what it would be if I do the construction administration.

STAFF RECCOMENDATION:

Award quote to Cedar Corp for Heritage Museum restoration

ATTACHMENTS:

- Cedar Corporation Quote
- Legacy Architecture Quote

RECCOMENDED MOTION OPTIONS:

Motion to award the Heritage Museum restoration project to:
Cedar Corporation, the lowest quote, in the amount of \$17,000

OR

Legacy Architecture in the amount of \$35,000

**Confirmation of Client Request for Services
between Cedar Corporation (ENGINEER)
and City of Waupun (CLIENT)**

Authorization to Perform Professional Engineering Services

ARCHITECT/ENGINEER is hereby authorized to proceed with the project listed below.

Project: Museum Heritage Museum Restoration

Scope of Work: ARCHITECT/ENGINEER will complete Scope of Work as identified in Attachment A.

Method of Compensation: Work will be completed on a Lump Sum basis for \$13,750.

Additional Services: Additional Services that may be required and provided upon request of the CLIENT will be completed on an Hourly basis estimated as follows:

- Bidding: \$3,250
- Construction Administration: \$14,850

Payments are due and payable thirty (30) days from the date of the ENGINEER’s invoice. Amounts unpaid thirty (30) days after the invoice date shall bear interest at the rate of one percent (1%) per month from invoice date.

Timetable: Work will be completed in a timely manner to have project bid in the Spring of 2024.

THIS AGREEMENT is hereby approved and executed this ____ day of _____, 20__.

CITY OF WAUPUN

CEDAR CORPORATION

By: _____

By: 

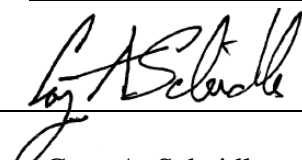
Name: _____

Name: Kris Dressler, RA

Title: _____

Title: Architect

By: _____

By: 

Name: _____

Name: Cory A. Scheidler, AIA

Title: _____

Title: Architect

Attachment A

Scope of Work

Project Understanding:

We understand the project consists of repointing select areas of the entire stone masonry façade and two chimneys, including rebuilding or replacing displaced or deteriorated stones to match. Restoring previously repaired mortar joints to match existing. Applying water repellent to extend life of masonry work.

The project will also include repair of the concrete stairs to the front entrance and the replacement of existing steel railing to meet current code required while maintaining the historical nature of the building.

Scope of Services:

ARCHITECT/ENGINEER will complete the following Scope of Services for the Project, as follows.

I. Analysis

- a. Kick-Off Meeting with the Designated Staff to review project scope, schedule, and budget.
- b. Site Documentation:
 - Examine current conditions of the building's exterior masonry, steel lintel, flashings, joint sealants, concrete stairs, and railing.

II. Design

- a. Design:
 - Design Documents including the following:
 - Staging Plan
 - Elevations/Exterior Views and Images
 - Renovation Details
 - Outline Specifications
 - (1) Meeting with the Designated Staff to review design, gain feedback, evaluate staging, phasing, and occupant impacts, etc.
 - Revisions to Design Documents per the Designated Staff comments and/or additional requirements.
 - Deliverables
 - Provide staging layout, Elevations, exterior views/images, renovation details, and outline specifications of the facility.
- b. Cost Analysis:
 - Assist Designated Staff with probable construction cost estimates.

III. Construction Documents

- a. Architectural & Structural Design:
 - Plans and design documentation required for bidding and construction of the project including but not limited to the following items: Staging plan, Exterior elevations, Details as necessary for a complete set of construction documents.
 - Full specification manual.

IV. Additional Services:

a. Bidding

- Bidding and Negotiation:
 - Assemble and provide plans and specifications as necessary for bid package.
 - Conduct (1) pre-bid conference.
 - Address bidding questions.
 - Prepare bidding addendums.
 - Review requests for equals.
 - Conduct (1) electronic bid opening

b. Construction Administration

- Construction Administration:
 - Conduct (1) preconstruction meeting.
 - Shop Drawing Review.
 - Answer questions during the construction process.
 - Bi-weekly Job Site Observations.
 - Bi-weekly Construction Progress Meetings.
 - Review and Approve Applications for Payment.
 - Review Change Orders.
 - Complete Final Inspection and draft a punch list.
 - Review and approve final payment request.

V. Services Not Included

- a. The following services are typically not included but could be added if you would like
- Plan reproduction.
 - Building Model.

Attachment C - Standard Conditions

PART I - DESCRIPTION OF SERVICES

- 1.1 CEDAR CORPORATION** agrees to provide professional services for the PROJECT as more completely described in this Agreement.
- 1.2 CEDAR CORPORATION** agrees to provide all professional services within a reasonable period of time following the date of authorization to proceed by OWNER. If a special time schedule must be met for a PROJECT, it shall be specifically set forth in this Agreement.

PART II - CLIENT'S RESPONSIBILITIES

Client, at its expense, shall do the following in a timely manner so as not to delay the services,

2.1 INFORMATION/REPORTS

Furnish Cedar Corporation with all reports, studies, site characterizations, regulatory orders, and similar information in its possession relating to the Project. Unless otherwise specified in Part I, Cedar Corporation may rely upon Client-furnished information without independent verification in performing the Service.

2.2 REPRESENTATIVE

Designate a representative for the project who shall have the authority to transmit instructions, receive information, interpret and define Client's policies, and make decisions with respect to the services.

2.3 GIVE NOTICE

Give prompt written notice to Cedar Corporation whenever Client observes or otherwise becomes aware of any defect in the Project or other event which may substantially affect performance of services under this Agreement.

PART III - BILLING, AND PAYMENT

- 3.1** Cedar Corporation will periodically bill the client with net payment due in 30 days. Unless Client provides Cedar

Corporation with a written objection to the bill within 15 days of receipt, Client shall be deemed to accept the bill as submitted.

- 3.2** Where Client disputes some portion of the charges contained in Cedar Corporation's bill for services, he shall make payment of that portion of the bill which is undisputed. In no case may Client elect to withhold payment to Cedar Corporation of the entire amount due.

- 3.3** If Client fails to make any payment due Cedar Corporation for services and expenses after receipt of Cedar Corporation's bill therefore, the amounts due Cedar Corporation shall bear interest from invoice date at the rate set forth in this agreement, or in the absence thereof at the legal rate prevailing from time to time at the principal place of business of Cedar Corporation. In addition Cedar Corporation may, after giving ten (10) days written notice to Client, suspend services under this agreement until paid in full all amounts due under this agreement. In the event Client does not pay, or does not pay timely, Cedar Corporation shall be entitled to collect from Client all amounts due plus expenses, including but not limited to attorney fees, incurred by Cedar Corporation in connection with collection efforts, in addition, the reasonable value of Cedar Corporation's time spent in connection with collection efforts, computed at Cedar Corporation's prevailing fee schedule.

PART IV - STANDARD TERMS AND CONDITIONS

- 4.1 STANDARD OF CARE.** Services shall be performed in accordance with the standard of professional practice ordinarily exercised by the applicable profession at the time and within the locality where the services are performed. Professional services are not subject to, and Cedar Corporation cannot provide any warranty or guarantee, either express or implied. Any such warranties or guarantees contained in any purchase orders, Client action, requisitions or notices to proceed issued by Client are specifically

objected to by Cedar Corporation.

- 4.2 CHANGE OF SCOPE.** The Scope of Services set forth in this Agreement and in any addenda to the Agreement is based on facts known at the time of execution of this Agreement, including, if applicable, information supplied by Client. For some projects involving conceptual or process development services, scope may not be fully definable during initial phases. As the project progresses, facts discovered may indicate that scope must be redefined.

- 4.3 SAFETY.** Cedar Corporation has established and maintains corporate programs and procedures for the safety of its employees. Unless specifically included as a service to be provided under this Agreement, Cedar Corporation specifically disclaims any authority or responsibility for general job site safety and safety of persons other than Cedar Corporation employees.

- 4.4 DELAYS.** If events beyond the control of Client or Cedar Corporation, including, but not limited to, fire, flood, explosion, riot, strike, war, process shutdown, act of god or the public enemy, and act or regulation of any government agency, result in delay to any schedule established in this Agreement or in any Addenda to this Agreement, then such schedule shall be amended to the extent necessary to compensate for such delay. In the event such delay exceeds 60 days, Cedar Corporation shall be entitled to an equitable adjustment in compensation.

- 4.5 TERMINATION.** Either party may terminate this Agreement at the end of the term hereof, or any extension thereof, upon 30 days written notice to the other party as provided at PART I above.

Also, this Agreement may be terminated by either party if the other party fails to fulfill its obligations under this Agreement through no fault of the terminating party. No such termination may be effected unless the other party is given not less than ten calendar day's

written notice of intent to terminate and an opportunity for correcting the default and for consultation with the terminating party before termination. If Cedar Corporation terminates as a result of Client default or the Client terminates for cause, Cedar Corporation shall be paid for services performed to the termination date including reimbursable expenses due. Upon receipt of the terminating action, Cedar Corporation shall promptly discontinue all services unless the notice directs otherwise, and upon receipt of final compensation make available to Client all appropriate documents prepared under the Agreement whether completed or in process.

- 4.6 OPINIONS OF PROBABLE CONSTRUCTION COST.** Any opinion of probable construction costs prepared by Cedar Corporation is supplied for the general guidance of the Client only. Since Cedar Corporation has no control over competitive bidding or market conditions, Cedar Corporation cannot guarantee the accuracy of such opinions as compared to contract bids or actual costs to Client.

- 4.7 RELATIONSHIP WITH CONTRACTORS.** Cedar Corporation shall serve as Client's professional representative for the services, and may make recommendations to Client concerning action relating to Client's contractors. However, Cedar Corporation specifically disclaims any authority to direct or supervise

the means, methods, techniques, sequences or procedures of construction selected by Client's contractors.

- 4.8 CONSTRUCTION REVIEW.** For projects involving construction, Client acknowledges that under generally accepted professional practice, interpretations of construction documents in the field are normally required, and that performance of construction-related services by the design professional for the municipal project permits errors or omissions to be identified and corrected at comparatively low cost. Client agrees to hold Cedar

Corporation harmless from any claims resulting from performance of municipal services by persons other than Cedar Corporation.

4.9 INSURANCE. Cedar Corporation will maintain insurance coverage for Professional Liability, Comprehensive General, Automobile, Workers Compensation, and Employer's Liability in amounts in accordance with applicable legal requirements as well as Cedar Corporation's business requirements. Certificates evidencing such coverage will be provided to Client upon request.

4.10 ALLOCATION OF RISKS. To the fullest extent permitted by law, Cedar Corporation shall indemnify and hold harmless, Client, Client's officers, directors, partners, and employees from and against any and all costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court or arbitration or other dispute resolution costs) caused solely by the negligent acts or omissions of Cedar Corporation or Cedar Corporation's officers, directors, partners, employees, and Cedar Corporation's consultants in the performance and furnishing of Cedar Corporation's services under this Agreement.

To the fullest extent permitted by law, Client shall indemnify and hold harmless Cedar Corporation, Cedar Corporation's officers, directors, partners, employees, and Cedar Corporation's consultants from and against any and all costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court or arbitration or other dispute resolution costs) caused solely by the negligent acts or omissions of Client or Client's officers, directors, partners, employees, and Client's consultants with respect to this Agreement or the Project.

To the fullest extent permitted by law, Cedar Corporation's total liability to Client and anyone claiming by, through, or under

Client for any cost, loss, or damages caused in part by the negligence of Cedar Corporation and in part by the negligence of Client or any other negligent entity or individual, shall not exceed the percentage share that Cedar Corporation's negligence bears to the total negligence of Client, Cedar Corporation, and all other negligent entities and individuals.

4.11 HAZARDOUS MATERIAL. Hazardous materials may exist at a site where there is no reason to believe they could or should be present. Cedar Corporation and Client agree that the discovery of unanticipated hazardous materials constitutes a changed condition mandating a renegotiation of the Project scope of work. Cedar Corporation agrees to notify Client as soon as practically possible should unanticipated hazardous materials or suspected hazardous materials are encountered. Client acknowledges and agrees that it retains title to all hazardous material existing on the site and shall report to the appropriate federal, state or local public agencies, as required, any conditions at the site may present a potential danger to the public health, safety or the environment. Client shall execute any manifests or forms in connection with transporting or storage and disposal of hazardous materials resulting from the site or work on the site or shall authorize Cedar Corporation to execute such documents as Client's agent. Client waives any claim against Cedar Corporation and agrees to defend, indemnify, and save Cedar Corporation harmless from any claim or liability for injury or loss arising from Cedar Corporation's discovery of unanticipated hazardous materials or suspected hazardous materials.

4.12 ACCESS. Client shall provide Cedar Corporation safe access to any premises necessary for Cedar Corporation to provide the services.

4.13 REUSE OF PROJECT DELIVERABLES. Reuse of any documents or other deliverables, including electronic media, pertaining to the project by Client for any purpose other than that for which such documents or deliverables were originally prepared, or alteration

of such documents or deliverables without written verification or adaptation by Cedar Corporation for the specific purpose intended, shall be at the Client's risk. Further, all title blocks and the engineer's seal, if applicable, shall be removed if and when Client provides deliverables in electronic media to another entity. Client agrees that relevant analyses, findings and reports provided in electronic media shall also be provided in "hard copy" and that the hard copy shall govern in the case of a discrepancy between the two versions, and shall be held as the official set of drawings, as signed and sealed. Client shall be afforded a period of thirty (30) days in which to check the hard copy against the electronic media. In the event that any error or inconsistency is discovered within such thirty (30) day period it shall be corrected at no additional cost to Client. Following the expiration of this thirty (30) day period, Client shall bear all responsibility for the care, custody and control of the electronic media. In addition, Client represents that it shall retain the necessary mechanisms to read the electronic media, which Client acknowledges to be of only limited duration. Client agrees to defend, indemnify, and hold harmless Cedar Corporation from all claims, damages, and expenses (including reasonable litigation costs), arising out of such reuse or alteration by Client or others acting through Client. Cedar Corporation agrees that all plans, engineering designs, electronic and computer data and imagery relating to Client's projects are the property of the Client and shall be presented to Client at no additional cost upon written request.

4.14 AMENDMENT. This Agreement, upon execution by both parties hereto, can be amended only by a written instrument signed by both parties.

4.15 ASSIGNMENT. Except for assignments (a) to entities which control, or are controlled by, the parties hereto or (b) resulting from operation of law, the rights and obligations of this Agreement cannot be assigned by either party without written permission of the other party. This Agreement shall be binding upon and inure to the benefit of

any permitted assigns.

4.16 DISPUTE RESOLUTION. Parties shall attempt to settle disputes arising under this agreement by discussion between the parties senior representatives of management. If any dispute cannot be resolved in this manner within a reasonable length of time, parties agree to attempt non-binding mediation or any other method of alternative dispute resolution prior to filing any legal proceedings. In the event any actions are brought to enforce this Agreement, the prevailing party shall be entitled to collect its litigation costs, including attorneys' fees from the other party.

4.17 NO WAIVER. No waiver by either party of any default by the other party in the performance of any particular section of this Agreement shall invalidate any other section of this Agreement or operate as a waiver of any future default, whether like or different in character.

4.18 NO THIRD-PARTY BENEFICIARY. Nothing contained in this Agreement, nor the performance of the parties hereunder, is intended to benefit, nor shall inure to the benefit of, any third party, including Client's municipal project contractors.

4.19 SEVERABILITY. The various terms, provisions and covenants contained in this Agreement or any addenda shall be deemed to be separate and severable, and the invalidity or unenforceability of any of them shall not affect or impair the validity or enforceability of the remainder.

4.20 AUTHORITY. The persons signing this Agreement warrant that they have the authority to sign as, or on behalf of, the party for whom they are signing.

4.21 OTHER. Cedar Corporation reserves the right to enter into agreements with other design professionals for portions of the work included under this Agreement. Where this subagreement would represent a major portion of the design work, Cedar Corporation shall receive approval of Client for this subagreement.



605 Erie Avenue, Suite 101
Sheboygan, Wisconsin 53081
(920) 783-6303
info@legacy-architecture.com
www.legacy-architecture.com

January 30, 2024

Jeff Daane
City of Waupun
201 E. Main Street
Waupun, WI 53963

Re: Exterior Projects at the
Waupun Heritage Museum
22 S. Madison Street
Waupun, Wisconsin

Dear Jeff:

It was a pleasure to meet with you about the abovementioned project. From our discussion, we understand that you would like to undertake some exterior projects which would include replacing the stairs and railing, replacing spalling brick or stone, and re-pointing brick and stone, particularly around windows and at the chimney.

Our scope of basic services for this Agreement shall include the following:

ARCHITECTURE & ENGINEERING SERVICES

Schematic Design

- Visit the site to photograph existing conditions and take field measurements via laser scan.
- Draft existing first floor plan and elevations.
- Meet with you once in person to review owner-supplied data and define project requirements.
- Prepare Schematic Design documents.
- Meet with you once virtually to review and approve the Schematic Design documents.

Design Development

- Continue to develop and refine the documents.
- Meet with you once virtually to finalize and approve the Design Development documents.

Construction Documents

- Prepare Construction Documents for the project including a Title Sheet, First Floor Plan, Elevations, Sections, Details, and Project Manual/Specifications.
- Meet with you once in person to finalize and approve the Construction Documents.
- Email PDF files of Construction Documents to you.

Procurement

- Assist you in soliciting bids from prospective bidders.

- Participate in one in person pre-bid conference with prospective bidders so they can familiarize themselves with the existing conditions.
- Consult with prospective bidders and issue any Addenda for clarification purposes during bidding. (We have included an allowance of 12 hours, which equates to four hours per week for three weeks of bidding.)
- Conduct one in person bid opening and distribute bid results.
- Draft a Contract for Construction for City of Waupun Corporate Council to finalize.

Construction Contract Administration

- Visit the site at appropriate intervals to determine if the Work is in general conformance with the Construction Documents. (We have included a total of four visits including two Progress, one Substantial Completion, and one Final Completion visit.)
- Advise and consult with you and the contractors during construction via phone and email and respond to Requests for Information. (We have included an allowance of 20 hours, which equates to one and one-half hour per week for thirteen weeks of construction.)
- Review and certify up to three Change Orders and three Applications for Payment.
- Review and approve Shop Drawings, Product Data, and Samples for general conformance with the Construction Documents.
- Issue Certificate of Substantial Completion.
- Prepare one Punch List citing deficiencies or non-conforming work observed during the final job site visit.

HISTORIC PRESERVATION CONSULTING SERVICES

State Historic Preservation Office (SHPO) Compliance Review and Approval

As the building is listed in the National Register and State Register, it is considered a historic property. Pursuant to Wis. Stats. §§ 44.42 and 66.1111, the city shall notify the SHPO about a proposed action affecting a historic property in the earliest stage of planning. The SHPO will determine whether the action will have an adverse effect. If so, the SHPO may require negotiations with the city to reduce such effects. If the negotiations result in an agreement as to the means of reducing such effects, that agreement shall be incorporated into the proposed action of the city. The SHPO shall prepare a written report on the effects and the status of all negotiations. The SHPO shall submit the report to the governor and to the chief clerk of each house of the legislature for distribution to the appropriate standing committees

To initiate this process, we propose the following scope of work:

- Research and gather additional data regarding the historic significance, historic integrity, and historic context of the building.
- Prepare a Request for SHPO Review and Comment on a Local Unit of Government Action form.
- Prepare letter report and plans that address the following:
 - General Information
 - Project Narrative Description: Describe the project briefly including the problem or needs being addressed, the options which have been considered, and the option chosen to pursue. Will the project change, replace, augment, add to, diminish, or otherwise alter physical properties of the listed property itself or its setting, whether such impact is perceived to be positive or negative? Attach information including activity summary, plan drawings/specifications, current and historic photographs of the affected property.
 - Area of Potential Effect (APE): Describe the space within which the project will have immediate impact and the space within which there may be collateral/secondary impact. Attach copy of

USGS 7.5 minute topographic quadrangle showing APE, and/or other maps as appropriate, including plat or street to assist in identifying the project location.

- Identification of National Register or State Register-Listed Historic Properties: Attach supporting information identifying said property.
- Findings: The proposed undertaking may affect a National Register and/or State Register-Listed Historic Property withing the APE. Assess any effect(s). Attached supporting documentation.
- Submit the above-mentioned work products digitally to the SHPO for review and approval.

The above work can be performed during the Bidding and Negotiation Phase. Please note, the law requires SHPO to respond within 30 days of their receipt of the submittal. If necessary, SHPO may request an additional 30 days to review the project. If SHPO does not respond within 30 days of their receipt of the submittal, there is a statutory presumption that SHPO has no further comments on the project. The project may then proceed as designed at the time of the submittal. Legacy Architecture, Inc. has no control over the process, scheduling, or timeline of the SHPO.

EXCLUDED SERVICES

In addition to the Scope of Services to be provided under this Agreement, certain other services may be necessary or advisable for the Project. The Client has decided to include such services from another source or to forgo those services. The following services are therefore excluded from this Agreement:

- Additional work not specifically mentioned in the Scope of Services above
 - Construction Document phase services not specifically mentioned above including, but not limited to, applications to and meetings with the City of Waupun, Dodge or Fond du Lac County, or State of Wisconsin, etc. (As this is primarily a repair type project, the only application required should be for a building permit, which will be obtained by the successful contractor(s).)
 - Procurement phase services not specifically mentioned above including, but not limited to, revising and “value engineering” the construction documents, etc.
 - Construction phase services not specifically mentioned above including, but not limited to, revising and “value engineering” the construction documents, etc.
- ALTA Land Title, Existing Conditions, and Topographic Survey
- Civil, structural, fire protection, plumbing, mechanical, and electrical engineering services
- Landscape architecture services
- Interior design services

In consideration of the risks to the Consultant as a result of the Client’s decision to exclude these services from this Agreement, the Client hereby agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Consultant, its officers, directors, employees and subconsultants (collectively, Consultant) from any damages, liabilities, or costs arising out of or in any way connected with the Consultant’s not providing these Excluded Services. If these, or any other services are desired at a later date, they will be performed at our regular hourly rates.

FEES

Professional Service Fees

The professional service fees for the above will be \$42,500.

Reimbursable Expenses

Reimbursable expenses such as AIA Contract Documents, printing, mileage, shipping, and postage are in addition to these fees.

Additional Services

Should additional services be required, our 2024 Schedule of Rates is as follows:

Principal Architect or Interior Designer.....	\$175/hour
Senior Project Manager.....	\$130 - \$145/hour
Project Designer.....	\$85-\$90/hour
Historic Preservation Staff.....	\$80/hour
Business/Administrative Staff	\$75/hour
Reimbursable Expenses	Cost + 10%

The Schedule of Rates is evaluated annually at the beginning of each calendar year.

TERMS & CONDITIONS

Invoices shall be submitted by the Consultant monthly on the basis of work completed and are due on the 21st of each month and shall be considered past due if not paid by the end of the same month. If payment in full is not received by the Consultant within 30 calendar days, invoices shall bear interest at 1.5% or the maximum rate allowable by law, whichever is less, of the past due amount per month, which shall be calculated from the invoice date. Payment thereafter shall be first applied to accrued interest and then to the unpaid principal.

If the Client fails to make payments when due and the Consultant incurs any costs in order to collect overdue sums from the Client or in the event legal action is necessary to enforce the payment terms of this Agreement, the Consultant shall be entitled to collect from the Client any judgment or settlement sums due, plus collection agency fees and expenses, collection bonds, reasonable attorney’s fees, court costs, and other expenses incurred by the Consultant for such collection action and, in addition, the reasonable value of the Consultant’s time and expenses spent for such collection action, computed according to the Consultant’s prevailing fee schedule and expense policies. The obligation of the Client to pay the Consultant’s collection costs shall survive the term of this Agreement or any earlier termination by either party.

If the Client fails to make payments when due or otherwise is in material breach of the Agreement, the Consultant may suspend performance of service. The Consultant shall have no liability whatsoever to the Client for any costs or damages as a result of such suspension caused by any breach of this Agreement by the Client. Upon payment in full by the Client, the Consultant shall resume services under this Agreement, and the time schedule and compensation shall be equitably adjusted to compensate for the period of suspension plus any other reasonable time and expense necessary for the Consultant to resume performance.

If the Client fails to make payment to the Consultant in accordance with the payment terms herein, this shall constitute a material breach of the Agreement and shall be cause for termination of this Agreement by the Consultant. In the event of termination of this Agreement by either party, the Client shall within 30 calendar days of termination pay the Consultant for all services rendered and all reimbursable costs incurred by the Consultant up to the date of termination, in accordance with the payment provisions of this Agreement.

If, during the term of this Agreement, circumstances or conditions that were not originally contemplated by or known to the Consultant are revealed, to the extent that they affect the scope of services, compensation, schedule, allocation of risks or other material terms of this Agreement, the Consultant may call for renegotiation of appropriate portions of this Agreement. The Consultant shall notify the Client of the changed conditions

necessitating renegotiation, and the Consultant and the Client shall promptly and in good faith enter into renegotiation of this Agreement to address the changed conditions. In establishing fees for any additional services to be performed, the Consultant shall utilize the same fee schedule included herein. If terms cannot be agreed to, the parties agree that either party has the absolute right to terminate this Agreement in accordance with the termination provision thereof.

If the Consultant for any reason is not allowed to complete all the services called for by this Agreement, the Consultant shall not be held responsible for the accuracy, completeness, or constructability of the construction documents prepared by the Consultant if used, reused, changed, or completed by the Client or by another party. Accordingly, the Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Consultant, its officers, directors, employees, and subconsultants (collectively, Consultant) from any damages, liabilities, or costs, including reasonable attorneys' fees and defense costs, arising or allegedly arising from such use, change, or completion by any other party of any construction documents prepared by the Consultant.

In an effort to resolve any conflicts that arise during the design and construction of the Project or following the completion of the Project, the Client and the Consultant agree that all disputes between them arising out of or relating to this Agreement or the Project shall be submitted to nonbinding mediation. The Client and the Consultant further agree to include a similar mediation provision in all agreements with independent contractors and consultants retained for the Project and to require all independent contractors and consultants also to include a similar mediation provision in all agreements with their subcontractors, subconsultants, suppliers and fabricators, thereby providing for mediation as the primary method for dispute resolution among the parties to all those agreements.

In the event the parties to this Agreement are unable to reach a settlement of a fee dispute involving an amount of less than \$10,000, arising out of this Agreement or related to the services under this Agreement, in accordance with the paragraph above, then such dispute may, with the consent of both parties, be settled by binding arbitration in accordance with the rules of the Construction Industry Arbitration Rules of the American Arbitration Association current as of the date of this Agreement then pertaining. The Client and the Consultant shall mutually agree over the choice of a qualified arbitrator with construction industry experience free of any conflicts of interest among the parties. The Client and the Consultant also agree that discovery and rules of evidence shall be in accordance with the code of civil procedure in the State of Wisconsin. The decision of the arbitrator may be excepted to, challenged, and appealed according to law.

The Consultant agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Client, its officers, directors, and employees (collectively, Client) against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, to the extent caused by the Consultant's negligent performance or professional services under this Agreement and that of its subconsultants or anyone for whom the Consultant is legally liable. The Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Consultant, its officers, directors, employees and subconsultants (collectively, Consultant) against all damages, liabilities, or costs, including reasonable attorneys' fees and defense costs, to the extent caused by the Client's negligent acts in connection with the Project and the acts of its contractors, subcontractors, or consultants or anyone for whom the Client is legally liable. Neither the Client nor the Consultant shall be obligated to indemnify the other party in any manner whatsoever for the other party's own negligence or for the negligence of others.

The Client agrees, to the fullest extent permitted by law, to limit the liability of the Consultant and Consultant's officers, directors, employees, shareholders, owners and subconsultants for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, including attorneys' fees and costs and expert witness fees and costs, so that the total aggregate liability of the Consultant and Consultant's officers, directors, employees, shareholders, owners and subconsultants shall not exceed \$50,000, or the Consultant's total fee for services rendered on this project, whichever is greater. It is intended that this limitation apply to any and all liability or cause of action however alleged or arising, unless otherwise prohibited by law.

We appreciate the opportunity to provide this proposal and look forward to working with you. Please contact us if there are any questions or if you require further information.

Sincerely,

Legacy Architecture, Inc.

Jennifer L. Lehrke

Jennifer L. Lehrke, AIA, NCARB
Principal Architect, Interior Designer & Historic Preservation Consultant

ACCEPTANCE

Signing and dating of this letter and returning it to Legacy Architecture, Inc. will indicate your acceptance.

Signature

Date



AGENDA SUMMARY SHEET

MEETING DATE 2/13/24 **TITLE** 2024 Chevrolet Silverado 1500 4WD Regular Cab
AGENDA SECTION: BOARD/COMMITTEE/COMMISSIONS
PRESENTER: Jeff Daane, Public Works Director

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT
Sustainability	\$39,017

ISSUE SUMMARY

Quotes were received for a 2024 ½ ton pickup truck. The quotes are as follows
 Ewald \$39,017
 Holiday \$39,908.60
 Homan \$39,911
 Napleton \$41,334.50

STAFF RECCOMENDATION:

Purchasing policy allows local to have priority within 1% of the lowest quote. Ewald is the lowest and the local quotes do not come within that percentage

ATTACHMENTS:

Quotes

RECCOMENDED MOTION:

Motion to purchase a 2024 Chevrolet Silverado 1500 4WD Regular Cab from Ewald for \$39,017

Five Star Telecom Inc.
 Phone: 608.796-9088
 Fax: 608.519-3599
 5136 Mormon Coulee Rd
 La Crosse, WI 54601



Quote
 No.: **27842**
 Date: 1/31/2024

Prepared for:
 Jeff Daane (920) 324-7918
 City of Waupun
 201 East Main Street
 Waupun, WI 53963 U.S.A.

Prepared by: Andy Smith
 Account No.: 4347
 Phone: (608) 324-7900

Quantity	Item ID	Description	UOM	Sell	Total
1 Year License Option					
Senior / Community Center - Installation of Cameras and Access Control					
Please see Job Scope for additional details					
1	AC62-HW	AC62 16 Door Controller	EA	\$2,623.00	\$2,623.00
1	ACC-BAT-18AH	18AH Backup Battery for AC62	EA	\$346.00	\$346.00
14	AD33-HW	AD33 Multi-Format Card Reader	EA	\$172.76	\$2,418.64
3	BR31-HW	Wireless Door Sensor	EA	\$49.00	\$147.00
2	BH61-HW	Wireless Sensor Hub	EA	\$296.50	\$593.00
3	CM42-256-HW	Indoor Mini Dome Camera, 5MP, Fixed Lens, 256GB of Storage, Maximum 30 Days of Retention	EA	\$346.00	\$1,038.00
3	CF81-30E-HW	Indoor/Outdoor Fisheye Camera, 30 Days of Storage	EA	\$989.50	\$2,968.50
2	ACC-MNT-7	Angle Mount Kit	EA	\$73.76	\$147.52
6	LIC-1Y	1 Year License	EA	\$98.50	\$591.00
14	LIC-AC-1Y	1 Year Door License	EA	\$123.26	\$1,725.64
1	LIC-BA-1Y	1 Year Alarm License	EA	\$742.50	\$742.50
Cabling and Installation Total:					\$10,571.25

One (1) Year Parts and Labor Warranty
Ten (10) Year Verkada Equipment Warranty

Your Price:	\$23,912.05
Freight:	\$379.00
SubTotal:	\$24,291.05
Total:	\$24,291.05

Prices are firm until 3/1/2024

Terms: 50% on Signing, 40% on Delivery, 10% on Completion

Prepared by: Andy Smith, asmith@5startel.com

Date: 1/31/2024

Quote

No.: **27842**

Date: 1/31/2024

Job Scope

- 1. Installation of Access Control Cabling for 14 Doors.
 - A. 100A
 - B. 101
 - C. 103
 - D. 106
 - E. 119B
 - F. 131
 - G. 300
 - H. 400B
 - I. 301A
 - J. 127
 - K. 400A
 - L. 112
 - M. 119A
 - N. Door from Room 400 to 401
- 2. Installation of 1 - Verkada 16 Door Controller with 18AH battery backup.
- 3. Installation of 2 Wireless Hubs for Door Contact sensors.
 - A. 142 - Wireless Contact
 - B. 114C - Wireless Contact.
 - C. 126 - Overhead Door Wireless Contact.
- 4. Installation of 6 total cameras:
 - A. 2 - Exterior 180 Degree Cameras.
 - B. 1 - Interior Fisheye Camera.
 - C. 3 - Interior Fixed Lens dome cameras for hallways.
- 5. Supply and apply 6 - 1 Year Verkada Camera Licenses.
- 6. Supply and apply 14 - 1 Year Verkada Door Licenses.
- 7. Supply and apply 1 - 1 Year Verkada Alarm License.
- 8. Complete installation, testing and training.

Accepted by: _____ **Date:** _____

Disclaimer

The above price, specifications and conditions are satisfactory. You are authorized to do the work described, payment will be made as indicated above. Cancellation of this proposal once accepted as an order is subject to restocking charges of 15% of contract price. Seller shall not be liable for failure to deliver due to strikes, casualty, loss or delay of carriers of suppliers. Unless Specified otherwise on proposal, all new products are warranted to be free from defects in material and workmanship for one year following date of installation. Defective equipment will be repaired or replaced at Five Star Telecom's option without charge during normal working hours. (Normal workday 8:00 A.M. – 4:30 P.M. Monday-Friday excluding Holidays.) Any service performed after hours shall be subject to a minimum of 2 hour labor charge and overtime rates of time and a half. This warranty does not apply to equipment subject to misuse, abuse, tampering, negligence, accidents, unsuitable electrical conditions, lightning, or forces of nature. Any call for service not directly caused by the failure of equipment provided by Five Star Telecom shall be subject to service charges. Equipment moved or serviced by anyone other than an authorized Five Star Telecom representative shall void warranty. This agreement bears interest on any unpaid balance at the rate of 18% per year

Five Star Telecom Inc.
 Phone: 608.796-9088
 Fax: 608.519-3599
 5136 Mormon Coulee Rd
 La Crosse, WI 54601



Quote
 No.: **27846**
 Date: 1/31/2024

Prepared for:
 Jeff Daane (920) 324-7918
 City of Waupun
 201 East Main Street
 Waupun, WI 53963 U.S.A.

Prepared by: Andy Smith
 Account No.: 4347
 Phone: (608) 324-7900

Quantity	Item ID	Description	UOM	Sell	Total
10 Year License Option					
Senior / Community Center - Installation of Cameras and Access Control					
Please see Job Scope for additional details					
1	AC62-HW	AC62 16 Door Controller	EA	\$2,331.56	\$2,331.56
1	ACC-BAT-18AH	18AH Backup Battery for AC62	EA	\$307.56	\$307.56
14	AD33-HW	AD33 Multi-Format Card Reader	EA	\$153.56	\$2,149.84
3	BR31-HW	Wireless Door Sensor	EA	\$87.56	\$262.68
2	BH61-HW	Wireless Sensor Hub	EA	\$263.56	\$527.12
3	CM42-256-HW	Indoor Mini Dome Camera, 5MP, Fixed Lens, 256GB of Storage, Maximum 30 Days of Retention	EA	\$307.56	\$922.68
3	CF81-30E-HW	Indoor/Outdoor Fisheye Camera, 30 Days of Storage	EA	\$879.56	\$2,638.68
2	ACC-MNT-7	Angle Mount Kit	EA	\$65.56	\$131.12
6	LIC-10Y	10 Year License	EA	\$692.62	\$4,155.72
14	LIC-AC-10Y	10 Year Door License	EA	\$703.65	\$9,851.10
1	LIC-BA-10Y	10 Year Alarm License	EA	\$5,775.00	\$5,775.00

Cabling and Installation Total: \$10,571.25

One (1) Year Parts and Labor Warranty
Ten (10) Year Verkada Equipment Warranty

Your Price:	\$39,624.31
Freight:	\$379.00
SubTotal:	\$40,003.31
Total:	\$40,003.31

Prices are firm until 3/1/2024

Terms: 50% on Signing, 40% on Delivery, 10% on Completion

Prepared by: Andy Smith, asmith@5startel.com

Date: 1/31/2024

Quote

No.: **27846**

Date: 1/31/2024

Job Scope

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 - A. 100A
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- 8. Complete installation, testing and training.

Accepted by: _____ **Date:** _____

Disclaimer

The above price, specifications and conditions are satisfactory. You are authorized to do the work described, payment will be made as indicated above. Cancellation of this proposal once accepted as an order is subject to restocking charges of 15% of contract price. Seller shall not be liable for failure to deliver due to strikes, casualty, loss or delay of carriers of suppliers. Unless Specified otherwise on proposal, all new products are warranted to be free from defects in material and workmanship for one year following date of installation. Defective equipment will be repaired or replaced at Five Star Telecom's option without charge during normal working hours. (Normal workday 8:00 A.M. – 4:30 P.M. Monday-Friday excluding Holidays.) Any service performed after hours shall be subject to a minimum of 2 hour labor charge and overtime rates of time and a half. This warranty does not apply to equipment subject to misuse, abuse, tampering, negligence, accidents, unsuitable electrical conditions, lightning, or forces of nature. Any call for service not directly caused by the failure of equipment provided by Five Star Telecom shall be subject to service charges. Equipment moved or serviced by anyone other than an authorized Five Star Telecom representative shall void warranty. This agreement bears interest on any unpaid balance at the rate of 18% per year



AGENDA SUMMARY SHEET

MEETING DATE: 2/13/24

TITLE: 2023 City of Waupun Housing Fee Report

AGENDA SECTION: CONSIDERATION-ACTION

PRESENTER: Kathy Schlieve, City Administrator

DEPARTMENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
High Performance Government	N/A	

ISSUE SUMMARY:

In 2018, the Wisconsin State Legislature approved new legislation, which requires communities of 10,000 population or more to provide two separate annual reports related to housing affordability (Wis. Stat. 66.10013) and housing fees (Wis. Stat. 66.10014) in an effort to shed light and foster change on affordable housing issues across the state.

On November 16, 2020, the City’s request to be waived for the housing affordability mandate was approved by the Department of Revenue for a four-year period. However, the City is still responsible for annually producing a housing fee report.

The attached report meets the statutory requirements and will be posted to the City of Waupun website.

STAFF RECOMMENDATION:

Approve report as presented

ATTACHMENTS:

2023 City of Waupun Housing Fee Report

RECOMMENDED MOTION:

Motion to approve the 2023 City of Waupun Housing Fee Report for publication



City of Waupun New Housing Fee Report

For 2023 Calendar Year



Background

This report is written to satisfy the requirements as outlined in Section 66.10014 of the Wisconsin Statutes. Section 66.10014 reads as follows:

- (1) In this section, “municipality” means a city or village with a population of 10,000 or more.
- (2) Not later than January 1, 2020, a municipality shall prepare a report of the municipality's residential development fees. The report shall contain all of the following:
 - (a) Whether the municipality imposes any of the following fees or other requirements for purposes related to residential construction, remodeling, or development and, if so, the amount of each fee:
 1. Building permit fee.
 2. Impact fee.
 3. Park fee.
 4. Land dedication or fee in lieu of land dedication requirement.
 5. Plat approval fee.
 6. Storm water management fee.
 7. Water or sewer hook-up fee.
 - (b) The total amount of fees under par. (a) that the municipality imposed for purposes related to residential construction, remodeling, or development in the prior year and an amount calculated by dividing the total amount of fees under this paragraph by the number of new residential dwelling units approved in the municipality in the prior year.
- (3)
 - (a) A municipality shall post the report under sub. (2) on the municipality's Internet site on a web page dedicated solely to the report and titled “New Housing Fee Report.” If a municipality does not have an Internet site, the county in which the municipality is located shall post the information under this paragraph on its Internet site on a web page dedicated solely to development fee information for the municipality.
 - (b) A municipality shall provide a copy of the report under sub. (2) to each member of the governing body of the municipality.
- (4) If a fee or the amount of a fee under sub. (2) (a) is not properly posted as required under sub. (3) (a), the municipality may not charge the fee.

Process and Data Sources

Community & Economic Development staff prepared this report for the calendar year ending December 31, 2022 using the adopted City of Waupun Fee Schedule, permit/development records maintained by the Building Inspector and the Department of Public Works, and adopted City of Waupun Ordinances. This report has been posted on the City's website (www.cityofwaupun.org) and has been shared with the City of Waupun City Council. For record keeping purposes, projects are reported in the year in which they were permitted (approved). Projects approved in prior calendar years but completed and occupied in 2022 are not included in this report.

Residential Fee List

The City of Waupun imposes the following fees or other requirements for purposes related to residential construction, remodeling, or development. Only fees the City sets/collects are included in this report. Fees set by others, such as sanitary and utility districts, county, etc., are not included in this report. A complete copy of the municipal fee schedule is included in Appendix A. Table 1 lists the residential development fees collected for 2022.

Table 1: Residential Development Fees (2022)

Building permit fee	Impact fee	Park fee	Land dedication or fee in lieu of land dedication requirement	Plat approval fee	Final plat approval fee	Storm water management fee	Water or sewer hook-up fee
\$500.00 Base + \$0.28/SF (Minimum \$1,000.00)	N/A	N/A	N/A	N/A	N/A	No fee. Developer uses their own contractor to make connections. Waupun Utilities inspects connections.	No fee. Developer uses their own contractor to make connections. Waupun Utilities inspects connections.

Calculations

Section 66.10014(2)(b) states, “The total amount of fees under par. (a) that the municipality imposed for purposes related to residential construction, remodeling, or development in the prior year and an amount calculated by dividing the total amount of fees under this paragraph by the number of new residential dwelling units approved in the municipality in the prior year.”

The total amount of fees that the City of Waupun imposed for residential construction, remodeling, or development in 2022 is listed in Table 2. The average fee collected per permit has been calculated by dividing the total amount of fees collected by the number of permits issued. A full listing of all permits issued in 2022 can be found in Appendix B.

Table 2: Residential Development Fees Collected in 2022

Permit Type	# of Permits Issued	Total Permit Fees Collected	Avg. Fee Collected /Permit
Single Family Dwelling Units	20	\$41,114.68	\$2,055.73
Multi-Family Dwelling Units	0	\$0	\$0
Mobile Home Units	0	\$0	\$0
Residential Housing Additions & Remodel	162	\$21,335.18	\$131.70
Total Fees Permit Fees Collected		\$62,449.86	

Exclusions

This report was prepared in order to meet requirements enacted by 2017 WI Act 243 in Wis. Stat. 66.10014. As such, it does not include the most significant costs of residential development, including the cost of land, the cost of infrastructure, the cost of labor, and the cost of building materials.

Appendix A – Municipal Fee Schedule

FEE SCHEDULE (EFFECTIVE 1/1/2023)	
City of Waupun Will include a \$45 Administrative Fee on all building permits	
Permit fees double if work commenced without permit.	
MINIMUM FEE	\$50.00
RESIDENTIAL - NEW 1 & 2 FAMILY DWELLINGS	
Building, Plumbing, Electric, & HVAC	\$500.00 Base + \$0.28/SF (Minimum \$1,000.00)
UDC Seal	\$40.00 (Fee subject to Change)
Bond (Returned after Occupancy)	\$1,000.00
Erosion Control	\$50.00
Plan Review	INCLUDED
Occupancy Permit	\$50.00
Zoning	\$100.00
RESIDENTIAL ADDITIONS	
Building (Ftg, Fndn, Floor, Frame, Insul, Final)	\$0.16/SF (Minimum \$300.00)
Plumbing	\$0.04/SF (Minimum \$80.00)
Electric	\$0.04/SF (Minimum \$80.00)
HVAC	\$0.04/SF (Minimum \$80.00)
Erosion Control	\$50.00
Plan Review	INCLUDED
Bond (Returned after Occupancy) (Required for Additions over 500 SF)	\$1,000.00
Occupancy Permit	\$50.00
Zoning	\$75.00
RESIDENTIAL REMODELS	
	\$6.00 Per \$1,000 Construction Cost
RESIDENTIAL GARAGES/ACCESSORY (NEW & ADDITIONS)	
Building	\$0.14/SF (Minimum \$100.00)
Plumbing	\$0.04/SF (Minimum \$80.00)
Electric	\$0.04/SF (Minimum \$80.00)
HVAC	\$0.04/SF (Minimum \$80.00)
Erosion Control	\$50.00
Plan Review	INCLUDED
Occupancy Permit	\$50.00
Zoning	\$50.00
MISCELLANEOUS	
Electrical Service	\$80.00
Laterals	\$60.00
Replace Furnace or AC	\$50.00
Plumbing Remodel	\$50.00 or \$8.00 per fixture
Early Start (Footings & Foundation Only)	\$100.00 or \$0.03/SF (whichever is greater)
Decks (2-3 Inspections @ \$50 Each)	\$100.00 - \$150.00

Permanent Swimming Pools (Provide site plan)	\$50.00
Prefabricated Sheds (Provide site plan)	\$50.00
Fences (Provide site plan)	\$50.00
Signs	Base \$50.00 + \$0.50/SF Each Face
Zoning (Swimming Pools, Fences, Signs, Decks, Sheds)	\$50.00
Chicken Coop & Run	\$50.00
AGRICULTURAL	
Building	\$0.14/SF (Minimum \$100.00)
Plumbing	\$0.04/SF (Minimum \$80.00)
Electric	\$0.04/SF (Minimum \$80.00)
HVAC	\$0.04/SF (Minimum \$80.00)
Erosion Control	\$50.00
Plan Review	INCLUDED
Occupancy Permit	\$50.00
Zoning	\$50.00
MULTI-FAMILY, ASSISTED LIVING, NURSING HOMES, COMMERCIAL & INDUSTRIAL (NEW, ADDITIONS, AND REMODELS)	
Building	Base Fee \$100.00 + \$0.20/SF (Min. \$500.00)
Plumbing	Base Fee \$60.00 + \$0.06/SF (Min. \$80.00) OR \$8.00 per Fixture (whichever is greater)
Electric	Base Fee \$60.00 + \$0.06/SF (Min. \$80.00) Or \$1.25 per Opening (whichever is greater)
HVAC	Base Fee \$60.00 + \$0.06/SF (Min. \$80.00)
Fire Protection - Sprinkler	Base Fee \$60.00 + \$0.04/SF (Min. \$80.00) OR \$1.00 per Head (whichever is greater)
Erosion Control	See DPW Fee Schedule
Bond (Returned after Occupancy)	Under 10,000 SF - \$1,500.00 Over 10,001 SF - \$3,000.00
Remodels	\$6.00 per \$1,000 Construction Cost
Occupancy Permit	\$100.00
Plan Review	Under 10,000 SF - \$100.00 Over 10,001 SF - \$200.00
Zoning	\$200.00
Building Plan Review for Approval - Under 50,000 CF	Per DSPS Fees
Note: Over 50,000 CF, Plan Approval must be completed by DSPS	
DEMOLITION	
Residential Dwelling	\$100.00
Accessory/Garage/Agricultural	\$50.00
Commercial/Industrial Building	\$300.00
MOVING	
Principal Building	\$200.00
Garage/Accessory/Agricultural	\$100.00

City of Waupun Municipal Ordinance

Chapter 7 – STREETS AND SIDEWALKS

Section 7.05 STREETS AND SIDEWALKS EXCAVATIONS AND OPENINGS

(1) PERMIT REQUIRED

- (a) No person shall make, direct or cause to be made any excavation or opening in any street, alley, highway, sidewalk or other public way within the City without first obtaining a permit from the Director of Public Works.
- (b) Except as otherwise provided here, the City shall charge an application fee of \$15.00 for each permit issued under this section. A permit shall be required but no permit fee shall be charged if the permit is obtained pursuant to an order of the City of Waupun requiring sidewalk replacement or reconstruction. A permit shall be required but no separate or additional permit fee shall be charged if the permit is issued in conjunction with a building permit where the excavation or opening is ancillary to the project for which the building permit is issued.
- (c) Any person who violates any provision of this section shall be subject to the forfeiture provisions identified in Section 18.04 of this Code. In addition, any contractor who makes an excavation or opening in violation of this subsection without first ensuring that the appropriate permit has been issued shall be subject to the forfeiture provisions identified in Section 18.04 of this Code.

Appendix B – 2022 Annual Report of Permits Issued

ANNUAL REPORT OF PERMITS ISSUED 2022

		# of Permits	Permit Fee	Est. Value
Res. Houses (1 & 2 Family)	Dodge County:	10	\$ 17,300.80	\$ 2,750,000.00
	Fond du Lac County:	10	\$ 23,813.88	\$ 4,685,276.00
	Total:	20	\$ 41,114.68	\$ 7,435,276.00
Res. Houses Add & Remodel	Dodge County:	102	\$ 13,675.59	\$ 1,739,898.03
	Fond du Lac County:	60	\$ 7,659.59	\$ 1,071,236.24
	Total:	162	\$ 21,335.18	\$ 2,811,134.27
Res. Garages New Const.	Dodge County:	12	\$ 2,866.76	\$ 250,500.00
	Fond du Lac County:	2	\$ 635.20	\$ 54,000.00
	Total:	14	\$ 3,501.96	\$ 304,500.00
Res. Garages Add & Remodel	Dodge County:	4	\$ 557.00	\$ 36,833.00
	Fond du Lac County:	3	\$ 510.00	\$ 58,800.00
	Total:	7	\$ 1,067.00	\$ 95,633.00
Multi-Family Const.	Dodge County:	0	\$ -	\$ -
	Fond du Lac County:	0	\$ -	\$ -
	Total:	0	\$ -	\$ -
Swimming Pools	Dodge County:	1	\$ 100.00	\$ -
	Fond du Lac County:	2	\$ 350.00	\$ 12,500.00
	Total:	3	\$ 450.00	\$ 12,500.00
Commercial Const. & Add.	Dodge County:	1	\$ 4,505.36	\$ 660,000.00
	Fond du Lac County:	2	\$ 2,737.52	\$ 1,100,000.00
	Total:	3	\$ 7,242.88	\$ 1,760,000.00
Commercial Alt. & Improve	Dodge County:	22	\$ 2,262.42	\$ 213,197.73
	Fond du Lac County:	9	\$ 2,432.75	\$ 588,522.00
	Total:	31	\$ 4,695.17	\$ 801,719.73
Industrial Const. & Addition	Dodge County:	2	\$ 1,324.00	\$ 3,800,000.00
	Fond du Lac County:	0	\$ -	\$ -
	Total:	2	\$ 1,324.00	\$ 3,800,000.00
Industrial Alt. & Improve	Dodge County:	2	\$ 174.00	\$ 37,257.00
	Fond du Lac County:	0	\$ -	\$ -
	Total:	2	\$ 174.00	\$ 37,257.00
Tax Exempt	Dodge County:	13	\$ 21,854.58	\$ 10,882,990.00
	Fond du Lac County:	2	\$ 160.00	\$ 19,682.55
	Total:	15	\$ 22,014.58	\$ 10,902,672.55
Fences	Dodge County:	18	\$ 1,800.00	\$ 55,745.00
	Fond du Lac County:	14	\$ 1,450.00	\$ 96,725.00
	Total:	32	\$ 3,250.00	\$ 152,470.00
Razing	Dodge County:	3	\$ 400.00	\$ -
	Fond du Lac County:	0	\$ -	\$ -
	Total:	3	\$ 400.00	\$ -
Signs	Dodge County:	6	\$ 1,630.48	\$ 138,000.00
	Fond du Lac County:	7	\$ 906.57	\$ 74,323.00
	Total:	13	\$ 2,537.05	\$ 212,323.00
Moving	Dodge County:	0	\$ -	\$ -
	Fond du Lac County:	0	\$ -	\$ -
	Total:	0	\$ -	\$ -
Electric	Dodge County:	20	\$ 1,848.00	\$ 56,750.00
	Fond du Lac County:	6	\$ 480.00	\$ 1,500.00
	Total:	26	\$ 2,328.00	\$ 58,250.00
Grand Total:		333	\$ 111,434.50	\$ 28,383,735.55



AGENDA SUMMARY SHEET

MEETING DATE: 2/13/24

TITLE: Letter of Intent with Trane Technologies

AGENDA SECTION: CONSIDERATION-ACTION

PRESENTER: Jeff Daane, Public Works Director
Kathy Schlieve, Administrator

DEPARTMENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
Public Infrastructure	\$6,800 engineering / TBD construction	

ISSUE SUMMARY:

In follow up to the January COW discussion on the findings of Trane Technologies and the energy needs within each facility, staff is recommending that we enter into an agreement with Trane to engineer safety improvements identified at community/ice rink. We will also have confirmation on costs for the other level one priority for the city hall boiler and additional discussion will be needed to determine direction of that project.

STAFF RECOMMENDATION:

Complete engineering for the Community/Ice Rink safety improvements as outlined.
Determine next steps for City Hall based on Council input.

ATTACHMENTS:

Trane Letters of Intent

RECOMMENDED MOTION:

Authorize the City Administrator (or designee) to enter into an agreement with Trane Technologies to engineer safety improvements at the current community/ice rink as presented. It is understood that if the city does not contract Trane Technologies to complete the installation of engineered improvements in the timelines outlined in the letter of intent that the city will reimburse the cost of the engineering work to Trane Technologies at a cost not to exceed \$6,800.

February 13, 2024

Trane Technologies
Thomas Huberty
Strategic Energy Solutions Advisor
2500 N Lynndale Drive
Suite H
Appleton, WI 54914

Dear Thomas,

Subject: Ice Rink Ammonia Plant Life /Safety Project Letter Commitment (LOC)

Trane is authorized to proceed finalizing all details for the **City of Waupun Ice Rink Ammonia Plant Life/Safety Project**. This project will address identified risks relative to the ammonia ice system including mechanical ventilation, plumbing, and monitoring. This project will work to address potential code deficiencies present and ensure a safe environment for occupants while in the ice rink.

Trane agrees to the following:

- Perform initial site engineering and analysis.
 - Proper supply and exhaust air to provide the required life/safety ventilation.
 - Proper drainage plumbing to address potential major refrigerant leak.
 - Proper controls system to address the exhaust, supply, and alarming requirements.
- Collaborate with City of Waupun and stakeholders on design options.
- Deliver a firm, fixed price turnkey proposal for the project.

City of Waupun agrees to the following:

- Provide access to building/equipment data which may include but is not limited to floor plans, mechanical drawings, equipment schedules, existing condition reports, design/development plans for proposed capital projects, operational guidelines for equipment, and hours of operation.
- Provide access to the building, facility and management personnel, executive leadership, and key decision makers.
- A time and location for a meeting for the presentation of Trane's final proposal; all involved in the decision-making process shall attend this meeting.
- If the goals of the project are met, City of Waupun will enter a contract with Trane for the construction of this project.
- Omnia Partners is the intended procurement path for the construction of the project.
 - The City is aware that Trane has been awarded a cooperative purchasing contract through Omnia Partners with Racine County as the lead agency.

The City of Waupun shall not be responsible for a direct fee payable to Trane US for this study if a contract is entered into within a reasonable period (usually 30 to 45 days) following presentation of this turnkey proposal for consideration. All costs for this in-depth study and preconstruction services will be rolled into the final contract agreement.

- Cost of detailed study– \$6,800

Should the City of Waupun not execute an agreement with Trane, an invoice would be provided to offset the cost of services and time expended within the period of this study. Upon execution of an agreement, Trane will provide the city with a copy of the work generated by this LOC.

Sincerely,

City of Waupun

Acceptance by Trane

By: _____

By: _____
Thomas Huberty

Its: _____

Its: Strategic Energy Solutions Advisor

Dated: _____

Dated: _____

February 13, 2024

Trane Technologies
Thomas Huberty
Strategic Energy Solutions Advisor
2500 N Lynndale Drive, Suite H
Appleton, WI 54914

Dear Thomas,

Subject: Letter of Commitment (LOC)

- City Hall End of Life Replacement and Capital Improvement
- Ice Rink Ammonia Plant Life /Safety Project

Trane is authorized to proceed with a detailed investment grade audit of City Hall and the Community Center Ice Rink Ammonia Plant. Trane will work with the City of Waupun to define an implementation schedule of projects that align with the city's financial procurement requirements. Upon final scope approval by City council, Trane and the City of Waupun will enter into an agreement to execute the work in a timely manner.

During the investment grade audit, Trane will:

- Ascertain desired outcomes.
- Establish priorities.
- Develop an interdisciplinary approach.
- Create a framework of cooperation.
- Identify opportunities & methods to accelerate desired outcomes.
- Create a timeline for implementation of desired outcomes.
- Uncover financial pathways to fund implementation.

For the Investment Grade Audit, Trane will provide:

- Initial site engineering and analysis
- A list of infrastructure improvements including detailed scope of work and price to implement.
- Collaboration with City of Waupun and stakeholders on design options.
- A summary of energy, operational, and emission savings achieved by implementing the stated infrastructure improvements.

- Project schedule to implement the improvements.
- A firm, fixed price turnkey proposal for the project(s)
- Single source accountability, project timetable, and implementation strategies
- Owner's agent representation to assist in facilitation of Federal, State of Wisconsin, and utility provider grants or rebates and/or any other applicable financial incentives.
- Pro forma statement outlining costs and savings cash flow.

City of Waupun agrees to the following:

- Provide access to building/equipment data which may include but is not limited to floor plans, mechanical drawings, equipment schedules, existing condition reports, design/development plans for proposed capital projects, operational guidelines for equipment, and hours of operation.
- Provide access to the building, facility and management personnel, executive leadership, and key decision makers.
- A time and location for a meeting for the presentation of Trane's final proposal; all involved in the decision-making process shall attend this meeting.
- If the goals of the project are met, City of Waupun will enter a contract with Trane for the construction of this project.
- Omnia Partners is the intended procurement path for the construction of the project.
 - The City is aware that Trane has been awarded a cooperative purchasing contract through Omnia Partners with Racine County as the lead agency.

The City of Waupun shall not be responsible for a direct fee payable to Trane US for this effort if a contract is entered into within a reasonable period (usually 30 to 45 days) following presentation of this turnkey proposal for consideration. All costs for this in-depth study and preconstruction services will be rolled into the final contract agreement.

- Cost of detailed study (City Hall)– \$34,150
- Cost of detailed study (ammonia plant life/safety)– \$6,800

Should the City of Waupun not execute an agreement with Trane, an invoice would be provided to offset the cost of services and time expended within the period of this study.

Upon execution of a construction agreement, Trane will provide the city with a copy of the work generated by this LOC.

Sincerely,

City of Waupun

Acceptance by Trane

By: _____

By: _____

Thomas Huberty

Its: _____

Its: Strategic Energy Solutions Advisor

Dated: _____

Dated: _____



AGENDA SUMMARY SHEET

MEETING DATE: 2/13/24

TITLE: Assign Responsibility for Youth Sports Grant Evaluation and Award Process

AGENDA SECTION: CONSIDERATION-ACTION

PRESENTER: Jeff Daane, Public Works Director
Kathy Schlieve, Administrator

DEPARTMENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT
High Performance Government	\$37,500 (per approved program guidelines)

ISSUE SUMMARY:

When the youth sports grant was approved, grant applications were slated to be reviewed and approved by the COW. For efficiency sake and given the number of applications being received, staff is recommending that the council either delegate the review and award process to the Recreation Committee (did not exist when the program was drafted and approved) or a separate ad hoc committee be named by this body to complete the work. Either approach would result in recommendations to the council for final approval. If the program evaluation is managed by the COW, additional meeting time should be planned to ensure adequate time to review and approve applications.

STAFF RECOMMENDATION:

Delegate review/award process to Recreation Committee or to a separate adhoc committee comprised of staff and council members.

ATTACHMENTS:

RECOMMENDED MOTION:

Motion to delegate review and award recommendations of youth sports grant applications for 2024 and 2025 to the Recreation Commission.

OR

Motion to appoint an adhoc committee to review and determine award recommendations for the youth sports grant applications for 2024 and 2025.

OR

Motion to maintain responsibility with the Committee of the Whole for the youth sports grant application for 2024 and 2025 as drafted in the program guidelines.



AGENDA SUMMARY SHEET

MEETING DATE: 2/13/24

TITLE: Extension of Childcare Stabilization Grant Deadlines

AGENDA SECTION: CONSIDERATION/ACTION

PRESENTER: Kathy Schlieve, City Administrator

DEPARTMENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
Economic Vitality	Budgeted Reserve (\$125,000 of approved \$250,000)	

ISSUE SUMMARY:

The Childcare Stabilization Grant was established in 2023 with the goal of expanding licensed childcare slots in the City of Waupun available to working families. To date, \$125,000 of the \$250,000 reserve has been awarded with the first recipient being Wee Care. The business is working on completing phase 2 of a 3-phase remodel that will increase enrollments by an estimated 50 children. Staff continue to work on recruiting a second provider to Waupun with discussions in process but requiring additional time. The Childcare Stabilization Grant as approved expires February 28, 2024. We are seeking approval for an extension of the program application deadline of December 31, 2024, with awarded projects completing by June 30, 2025.

STAFF RECOMMENDATION:

Childcare continues to be a critical need in our community but is challenging to solve. Additional time as recommended is essential as we work to close this gap.

ATTACHMENTS:

RECOMMENDED MOTION:

Motion to extend Childcare Stabilization Grant deadline to December 31, 2024 with final projects completing by June 30, 2025.



AGENDA SUMMARY SHEET

MEETING DATE: 2/13/24

TITLE: 2023 City of Waupun Taxi Statistics

AGENDA SECTION: CONSIDERATION-ACTION

PRESENTER: Casey Langenfeld, Finance Director

DEPARTMENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	

SUMMARY:

As requested by the DOT during the 2023 audit, the following infographic provides the year end statistics for the Taxi program.

STAFF RECOMMENDATION:

Discussion only

ATTACHMENTS:

2023 Taxi Statistics Infographic

RECOMMENDED MOTION:

Discussion only

CITY OF WAUPUN 2023 TAXI STATS



|

PASSENGERS	2022	2023
Disabled	35%	34%
Senior	25%	24%
Adult	25%	29%
Student	4%	5%
Other	11%	8%

|

DRIVERS HOURS

2022	5,660
2023	5,685



|

	2022	2023
REVENUE	\$41,260	\$45,320
OPERATING EXPENSE	\$177,282	\$179,748
NET EXPENSE	\$136,022	\$134,428
STATE AID	\$67,214	\$68,011
CITY LEVY	\$68,808	\$66,417



Waupun Business Alliance Annual Banquet

Thursday, March 28, 2024 5:00 PM - 8:00 PM

CST

*The Rock Golf Club
700 County Park Rd.
Waupun, WI 53963*



Please join us for the annual Waupun Business Alliance Annual Banquet on Thursday, March 28, 2024, beginning at 5:00 p.m.

Join us to celebrate and learn. Get in-the-know about the economic progress happening in the Waupun community, with timely updates from City Administrator Kathy Schlieve and Sadie Vander Velde, President/CEO of Envision Greater Fond du Lac. Help us celebrate the anniversaries of 4 local companies celebrating 50 years in business!

Business Legacy Award Winners: Central Cable, Homan Auto, Tony's Pizza, & Ver Hage Furniture

Community Impact Award Winner: [Nominations open now!](#)

Cocktail and Networking Hour: 5:00 p.m. - 6:00 p.m.

Dinner, then presentation: 6:00 p.m. - 8:00 p.m.

Cost: \$45 Members; \$55 General Admission; \$350 for table of 8

If you have any dietary restrictions, please contact info@envisiongreaterfdl.com

No refunds will be given on purchased admission to this event.



AGENDA SUMMARY SHEET

MEETING DATE: 2/13/24

TITLE: Future Meetings & Gatherings, License and Permit Applications, Expenses

AGENDA SECTION: CONSIDERATION-ACTION

PRESENTER: Angela Hull, Clerk

FUTURE MEETINGS

Tuesday, February 27, 2024	Committee of the Whole	5:30PM
Tuesday, March 12, 2024	Common Council	6:00PM
Tuesday, March 26, 2024	Committee of the Whole	5:30PM

LICENSE/PERMIT APPLICATIONS

Operator: Nehemiah Watson, Nicole Johnson, Jordan Lee, Sapphire Williams

Temp Class B: Waupun Hockey Association – Icefest February 17, 2024 at 510 E. Spring Street, Waupun

EXPENSES

Attached

RECOMENDED MOTION:

Motion to approve the license applications and expenses. *(Roll Call)*

Report Criteria:

Report type: Summary

Invoice.Batch = "13024","A","020224","020724","021324"

Check Issue Date	Check Number	Payee	Amount
01/30/2024	180	CREXENDO	456.47
01/30/2024	107241	SMA CONSTRUCTION SERVICES	1,278,415.00
02/02/2024	107242	JESSIFFANY CANINE SERVICES LLC	150.00
02/07/2024	107243	DODGE COUNTY TREASURER (LICEN	260.00
02/08/2024	107244	AMAZON CAPITAL SERVICES	2,462.17
02/08/2024	107245	ADVANTAGE POLICE SUPPLY INC	327.50
02/08/2024	107246	ALLIANT ENERGY/WP&L	9,830.64
02/08/2024	107247	AMERICAN HYDRAULICS INC	1,698.00
02/08/2024	107248	ASSOCIATED APPRAISAL CONSULTA	3,200.13
02/08/2024	107249	AT & T	129.40
02/08/2024	107250	AT&T MOBILITY	278.10
02/08/2024	107251	BALLWEG IMPLEMENT	76.59
02/08/2024	107252	BENTZ AUTOMOTIVE INC	918.80
02/08/2024	107253	BISHOP'S DETAIL SERVICES	100.00
02/08/2024	107254	BUCHHOLZ, BAMBI	120.00
02/08/2024	107255	CAPITAL NEWSPAPERS	337.30
02/08/2024	107256	CEDAR CORPORATION	35,484.81
02/08/2024	107257	CINTAS CORPORATION NO 2	733.95
02/08/2024	107258	SSM HEALTH LABORATORIES	40.00
02/08/2024	107259	CELLEBRITE INC	7,230.00
02/08/2024	107260	DAILY CITIZEN	826.98
02/08/2024	107261	DODGE COUNTY REGISTER OF DEED	30.00
02/08/2024	107262	ENERGITECH SERVICES LLC	230.00
02/08/2024	107263	ENVIRONMENTAL SYSTEMS RESEAR	7,590.00
02/08/2024	107264	MARTENS ACE HARDWARE	2,382.96
02/08/2024	107265	SIGNARAMA	1,537.50
02/08/2024	107266	GAPPA SECURITY SOLUTIONS LLC	565.00
02/08/2024	107267	GRAND VALLEY INSPECTION SERVIC	4,584.87
02/08/2024	107268	GRAY'S	465.00
02/08/2024	107269	HEIDEMANN, TERESA	120.00
02/08/2024	107270	JOHN FABICK TRACTOR CO	857.96
02/08/2024	107271	KNUDSON, JARET	150.00
02/08/2024	107272	KREITZMAN, TREVOR	389.29
02/08/2024	107273	LIFESTAR EMERGENCY MEDICAL	5,500.00
02/08/2024	107274	MACQUEEN EQUIPMENT	75.18
02/08/2024	107275	MENARDS - FOND DU LAC	1,074.51
02/08/2024	107276	MIDWEST SERVICE EQUIPMENT	86.72
02/08/2024	107277	MILTON PROPANE INC	129.77
02/08/2024	107278	MUNICIPAL ELECTRIC UTILITIES OF	900.00
02/08/2024	107279	NAPA AUTO PARTS-WAUPUN	762.66
02/08/2024	107280	O'REILLY AUTOMOTIVE INC	10.98
02/08/2024	107281	PROS 4 TECHNOLOGY INC	3,615.00
02/08/2024	107282	QUALITY TRUCK CARE CENTER INC	377.56
02/08/2024	107283	RADIO PLUS	295.00
02/08/2024	107284	RASCH, JEREMY	103.99
02/08/2024	107285	REGISTER OF DEEDS	60.00
02/08/2024	107286	REINDERS INC	99.44
02/08/2024	107287	RENS, MIKE	209.00
02/08/2024	107288	RENS FLORAL	111.90

Check Issue Date	Check Number	Payee	Amount
02/08/2024	107289	RHODES, TARA	120.00
02/08/2024	107290	ROCK RIVER COALITION	200.00
02/08/2024	107291	SAN-A-CARE INC	601.16
02/08/2024	107292	STOBB PLUMBING & HEATING INC	169.60
02/08/2024	107293	THE RISELING GROUP LLC	700.00
02/08/2024	107294	THURMER, MIKE	120.00
02/08/2024	107295	TOTAL BUSINESS PRODUCTS	189.00
02/08/2024	107296	TRAFFIC & PARKING CONTROL CO	392.93
02/08/2024	107297	TRU CLEANERS LLC	4,134.27
02/08/2024	107298	UNIVERSAL TRUCK EQUIPMENT	1,114.70
02/08/2024	107299	US CELLULAR	388.08
02/08/2024	107300	VANDEZANDE & KAUFMAN, LLP	6,427.55
02/08/2024	107301	WARNER, ALEX	99.99
02/08/2024	107302	WAUPUN AREA ANIMAL SHELTER INC	1,000.00
02/08/2024	107303	WAUPUN UTILITIES	877.50
02/08/2024	107304	WI BUILDING SUPPLY	88.32
02/08/2024	107305	WI DEPT OF JUSTICE	98.00
02/08/2024	107306	W.W. ELECTRIC MOTORS INC	170.00
02/08/2024	107307	KAMINSKI, RACHEL	19.22
02/08/2024	107308	BISHOP, ROHN	40.00
02/08/2024	107309	TOP PACK DEFENSE LLC	16.00
02/08/2024	107310	SALAMONE SUPPLIES	679.19
02/08/2024	107311	BETT, JOHN	120.00
Grand Totals:			<u>1,393,155.64</u>

Report Criteria:

Report type: Summary

Invoice.Batch = "13024","A","020224","020724","021324"

Report Criteria:

Report type: Invoice detail

Check.Type = {<>} "Adjustment"

Invoice.Batch = "13024","A","020224","020724","021324"

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
ADVANTAGE POLICE SUPPLY INC						
ADVANTAGE POLICE SUPPLY INC	VEST	02/08/2024	24-0049	410-40-5211-4-00	327.50	327.50
Total ADVANTAGE POLICE SUPPLY INC:						327.50
ALLIANT ENERGY/WP&L						
ALLIANT ENERGY/WP&L	CITY HALL MONTHLY FUEL CHARGES - JAN 2024	02/08/2024	1780510000-J	100-70-5410-3-32	2,343.15	2,343.15
ALLIANT ENERGY/WP&L	ICE ARENA MONTHLY FUEL-JAN 2024 - CITY	02/08/2024	2831330000-J	100-70-5410-3-32	2,623.96	2,623.96
ALLIANT ENERGY/WP&L	GARAGE MONTHLY FUEL - JAN 2024	02/08/2024	3264610000-J	100-70-5412-3-32	2,264.12	2,264.12
ALLIANT ENERGY/WP&L	MUSEUM MONTHLY FUEL CHARGE - JAN 2024	02/08/2024	3425110000-J	100-20-5512-3-32	684.49	684.49
ALLIANT ENERGY/WP&L	AQUATIC CENTER - JAN 2024	02/08/2024	5374620000-J	100-20-5523-3-32	223.30	223.30
ALLIANT ENERGY/WP&L	FIRE DEPT - MONTHLY FUEL CHARGES - JAN 2024	02/08/2024	5946940000-J	100-50-5231-3-32	1,452.30	1,452.30
ALLIANT ENERGY/WP&L	SENIOR CENTER - JAN 2024	02/08/2024	7255200000-J	100-20-5513-3-32	239.32	239.32
Total ALLIANT ENERGY/WP&L:						9,830.64
AMAZON CAPITAL SERVICES						
AMAZON CAPITAL SERVICES	STAPLES - HEAVY DUTY STAPLER	02/08/2024	13C3-XFCY-3	100-10-5141-3-30	7.99	7.99
AMAZON CAPITAL SERVICES	INTERDEPARTMENTAL ENVELOPES	02/08/2024	1Q3F-GTWP-	100-10-5141-3-30	17.98	17.98
AMAZON CAPITAL SERVICES	LOUNGE CHAIRS FOR POOL	02/08/2024	1Q3F-GTWP-	410-20-5523-4-00	2,207.85	2,207.85
AMAZON CAPITAL SERVICES	FLOOR MATS #1-16	02/08/2024	1JPY-1KHF-V	100-70-5411-3-36	49.99	49.99
AMAZON CAPITAL SERVICES	INK FOR SELF STAMPERS	02/08/2024	1LR9-97TV-V	100-10-5141-3-30	125.49	125.49
AMAZON CAPITAL SERVICES	LEAF VAC HYDRAULIC LIMIT SWITCH #155-96	02/08/2024	1M3F-CJK3-L	700-10-5192-3-36	6.88	6.88
AMAZON CAPITAL SERVICES	COFFEE - CITY HALL	02/08/2024	1MT4-QTP9-9	100-10-5110-3-38	45.99	45.99
Total AMAZON CAPITAL SERVICES:						2,462.17
AMERICAN HYDRAULICS INC						
AMERICAN HYDRAULICS INC	REPAIR MAIN DUMP CYLINDER #168-00	02/08/2024	27633	700-10-5192-3-36	1,698.00	1,698.00
Total AMERICAN HYDRAULICS INC:						1,698.00
ASSOCIATED APPRAISAL CONSULTAN						
ASSOCIATED APPRAISAL CONSULTA	MONTHLY SERVICES-REVAL PROGRAM FEB 2024	02/08/2024	172716	100-30-5152-3-38	3,200.13	3,200.13
Total ASSOCIATED APPRAISAL CONSULTAN:						3,200.13
AT & T						
AT & T	POLICE DEPT MONTHLY PHONE CHARGES	02/08/2024	DEC20-JAN19	100-40-5211-3-31	129.40	129.40
Total AT & T:						129.40
AT&T MOBILITY						
AT&T MOBILITY	FIRSTNET MOBILE AIRCARDS - DEC 24-JAN 23 2024 FIRE ADM	02/08/2024	DEC24-JAN23	100-50-5231-3-31	278.10	278.10
Total AT&T MOBILITY:						278.10

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
BALLWEG IMPLEMENT						
BALLWEG IMPLEMENT	PIN FROZEN IN HINGE FOR CHUTE TILT #103-22	02/08/2024	P82376	100-70-5411-3-36	76.59	76.59
Total BALLWEG IMPLEMENT:						76.59
BENTZ AUTOMOTIVE INC						
BENTZ AUTOMOTIVE INC	SHOP SUPPLIES	02/08/2024	28832	100-70-5411-3-36	36.00	36.00
BENTZ AUTOMOTIVE INC	REPLACE BATTERY - SQUAD 11	02/08/2024	28893	100-40-5212-3-36	205.95	205.95
BENTZ AUTOMOTIVE INC	REPLACE BATTERY - SQUAD 1	02/08/2024	28925	100-40-5212-3-36	229.95	229.95
BENTZ AUTOMOTIVE INC	INTERSTATE BATTERIES - FD	02/08/2024	29068	100-50-5231-3-36	446.90	446.90
Total BENTZ AUTOMOTIVE INC:						918.80
BETT, JOHN						
BETT, JOHN	1-23-24 PER DIEM - POLICE & FIRE COMMISSION	02/08/2024	01232024	100-10-5210-3-38	40.00	40.00
BETT, JOHN	1-24-24 PER DIEM - POLICE & FIRE COMMISSION	02/08/2024	01242024	100-10-5210-3-38	40.00	40.00
BETT, JOHN	2-1-24 PER DIEM - POLICE & FIRE COMMISSION	02/08/2024	02012024	100-10-5210-3-38	40.00	40.00
Total BETT, JOHN:						120.00
BISHOP, ROHN						
BISHOP, ROHN	REIMBURSEMENT FOR CELL PHONE - FEB 2024	02/08/2024	2-6-24	100-10-5131-3-31	40.00	40.00
Total BISHOP, ROHN:						40.00
BISHOP'S DETAIL SERVICES						
BISHOP'S DETAIL SERVICES	3 MINI DETAILS ON SQUAD CARS	02/08/2024	01022024	100-40-5212-3-36	100.00	100.00
Total BISHOP'S DETAIL SERVICES:						100.00
BUCHHOLZ, BAMBI						
BUCHHOLZ, BAMBI	1-23-24 PER DIEM - POLICE & FIRE COMMISSION	02/08/2024	01232024	100-10-5210-3-38	40.00	40.00
BUCHHOLZ, BAMBI	1-24-24 PER DIEM - POLICE & FIRE COMMISSION	02/08/2024	01242024	100-10-5210-3-38	40.00	40.00
BUCHHOLZ, BAMBI	2-1-24 PER DIEM - POLICE & FIRE COMMISSION	02/08/2024	02012024	100-10-5210-3-38	40.00	40.00
Total BUCHHOLZ, BAMBI:						120.00
CAPITAL NEWSPAPERS						
CAPITAL NEWSPAPERS	NTB-ASPHALT PAVING CONTRACT BID	02/08/2024	190217	100-70-5420-3-35	99.97	99.97
CAPITAL NEWSPAPERS	2024-001 RECREATION OF RECREATION BOARD	02/08/2024	191136	100-10-5110-3-35	73.38	73.38
CAPITAL NEWSPAPERS	EMPLOYMENT AD - LIGHT EQUIP OPER PART-TIME	02/08/2024	191193-1	100-70-5420-3-35	163.95	163.95
Total CAPITAL NEWSPAPERS:						337.30
CEDAR CORPORATION						
CEDAR CORPORATION	FOOD TRUCK ALLEY ENGINEERING	02/08/2024	118447	405-70-5436-3-39	1,496.25	1,496.25
CEDAR CORPORATION	PROFESSIONAL SERVICES - SENIOR/COMM CENTER - THROUGH 01-20-2024	02/08/2024	118446	400-20-5513-8-00	33,988.56	33,988.56
Total CEDAR CORPORATION:						35,484.81

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
CELLEBRITE INC						
CELLEBRITE INC	50% OF 2024 CELLEBRITE SUBSCRIPTION - RIPON PD	02/08/2024	INVUS265689	100-13850	7,230.00	7,230.00
Total CELLEBRITE INC:						7,230.00
CINTAS CORPORATION NO 2						
CINTAS CORPORATION NO 2	GARAGE SHOP TOWELS/UNIFORMS - JAN 2024	02/08/2024	4179170651	100-70-5411-3-38	50.96	50.96
CINTAS CORPORATION NO 2	SENIOR CENTER RUGS - JAN 2024	02/08/2024	4179962437	100-70-5410-3-38	53.16	53.16
CINTAS CORPORATION NO 2	LIBRARY RUGS - JAN 2024	02/08/2024	4179962439	100-70-5410-3-38	104.30	104.30
CINTAS CORPORATION NO 2	SAFETY BUILDING RUGS - JAN 2024	02/08/2024	4179962453	100-70-5410-3-38	88.27	88.27
CINTAS CORPORATION NO 2	CITY HALL RUGS - JAN 2024	02/08/2024	4179962517	100-70-5410-3-38	116.27	116.27
CINTAS CORPORATION NO 2	GARAGE SHOP TOWELS/UNIFORMS - JAN 2024	02/08/2024	4179962716	100-70-5411-3-38	84.07	84.07
CINTAS CORPORATION NO 2	GARAGE SHOP GLOVES - JAN 2024	02/08/2024	1904566277	100-70-5411-3-38	135.00	135.00
CINTAS CORPORATION NO 2	GARAGE SHOP TOWELS/UNIFORMS - JAN 2024	02/08/2024	4180703042	100-70-5411-3-36	50.96	50.96
CINTAS CORPORATION NO 2	GARAGE SHOP TOWELS/UNIFORMS - JAN 2024	02/08/2024	4181406948	100-70-5411-3-38	50.96	50.96
Total CINTAS CORPORATION NO 2:						733.95
CREXENDO						
CREXENDO	SENIOR CENTER PHONE CHARGES - JAN 2024	01/30/2024	JAN2024	100-20-5513-3-31	456.47	456.47
Total CREXENDO:						456.47
DAILY CITIZEN						
DAILY CITIZEN	ANNUAL SUBSCRIPTION - PD	02/08/2024	01092024	100-40-5211-3-38	413.49	413.49
DAILY CITIZEN	ANNUAL SUBSCRIPTION - CITY HALL	02/08/2024	FEB2024	100-10-5110-3-35	413.49	413.49
Total DAILY CITIZEN:						826.98
DODGE COUNTY REGISTER OF DEEDS						
DODGE COUNTY REGISTER OF DEED	STORMWATER MAINTENANCE AGREEMENT - UNITED COOP	02/08/2024	104-2024	700-10-5192-3-38	30.00	30.00
Total DODGE COUNTY REGISTER OF DEEDS:						30.00
DODGE COUNTY TREASURER (LICENSES)						
DODGE COUNTY TREASURER (LICEN	2024 DOG LICENSES SOLD (DEC 1 - FEB 7 2024)	02/07/2024	2-7-24	100-44-4422-0-00	260.00	260.00
Total DODGE COUNTY TREASURER (LICENSES):						260.00
ENERGITECH SERVICES LLC						
ENERGITECH SERVICES LLC	ANNUAL LIFT INSPECTIONS - CITY GARAGE	02/08/2024	162082	100-70-5411-3-36	230.00	230.00
Total ENERGITECH SERVICES LLC:						230.00
ENVIRONMENTAL SYSTEMS RESEARCH						
ENVIRONMENTAL SYSTEMS RESEAR	ARCGIS ONLINE VIEWER - UTILITIES	02/08/2024	94649988	100-13850	7,590.00	7,590.00
Total ENVIRONMENTAL SYSTEMS RESEARCH:						7,590.00
GAPPA SECURITY SOLUTIONS LLC						
GAPPA SECURITY SOLUTIONS LLC	ICE ARENA - REPLACE DOOR CLOSER ON EAST ENTRANCE DOOR	02/08/2024	28933	100-70-5410-3-36	565.00	565.00

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
Total GAPPA SECURITY SOLUTIONS LLC:						565.00
GRAND VALLEY INSPECTION SERVICES						
GRAND VALLEY INSPECTION SERVIC	BUILDING INSP/ZONING ADMIN FOR JAN 2024	02/08/2024	2024-28	230-30-5241-3-38	4,584.87	4,584.87
Total GRAND VALLEY INSPECTION SERVICES:						4,584.87
GRAY'S						
GRAY'S	SNOW PLOW BLADE REPLACED #34-12A	02/08/2024	38556	100-70-5435-3-36	465.00	465.00
Total GRAY'S:						465.00
HEIDEMANN, TERESA						
HEIDEMANN, TERESA	1-23-24 PER DIEM - POLICE & FIRE COMMISSION	02/08/2024	01232024	100-10-5210-3-38	40.00	40.00
HEIDEMANN, TERESA	1-24-24 PER DIEM - POLICE & FIRE COMMISSION	02/08/2024	01242024	100-10-5210-3-38	40.00	40.00
HEIDEMANN, TERESA	2-1-24 PER DIEM - POLICE & FIRE COMMISSION	02/08/2024	02012024	100-10-5210-3-38	40.00	40.00
Total HEIDEMANN, TERESA:						120.00
JESSIFFANY CANINE SERVICES LLC						
JESSIFFANY CANINE SERVICES LLC	K9 ANNUAL JCS SEMINAR AND CERTIFICATION 2024	02/02/2024	2024	100-40-5215-3-37	150.00	150.00
Total JESSIFFANY CANINE SERVICES LLC:						150.00
JOHN FABICK TRACTOR CO						
JOHN FABICK TRACTOR CO	REPLACE CONTROL HANDLE #103-10	02/08/2024	PIMK0307516	100-70-5411-3-36	857.96	857.96
Total JOHN FABICK TRACTOR CO:						857.96
KAMINSKI, RACHEL						
KAMINSKI, RACHEL	MILEAGE - JANUARY 2024	02/08/2024	January 2024	100-20-5513-3-37	19.22	19.22
Total KAMINSKI, RACHEL:						19.22
KNUDSON, JARET						
KNUDSON, JARET	EYE/SAFETY GLASS REIMBURSEMENT	02/08/2024	7620	100-40-5212-3-38	150.00	150.00
Total KNUDSON, JARET:						150.00
KREITZMAN, TREVOR						
KREITZMAN, TREVOR	CLOTHING ALLOWANCE - BOOTS	02/08/2024	02022024	100-12634	389.29	389.29
Total KREITZMAN, TREVOR:						389.29
LIFESTAR EMERGENCY MEDICAL						
LIFESTAR EMERGENCY MEDICAL	ACLS SERVICE- JAN 2024	02/08/2024	21-0228	100-10-5255-3-38	5,500.00	5,500.00
Total LIFESTAR EMERGENCY MEDICAL:						5,500.00
MACQUEEN EQUIPMENT						
MACQUEEN EQUIPMENT	SHEAR BOLTS FOR BLOWER #103-22	02/08/2024	P32432	100-70-5411-3-36	75.18	75.18

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
Total MACQUEEN EQUIPMENT:						75.18
MARTENS ACE HARDWARE						
MARTENS ACE HARDWARE	SAFETY BLD FAUCET	02/08/2024	233622	100-70-5410-3-36	16.99	16.99
MARTENS ACE HARDWARE	PAINT/PAINT SUPPLIES - ICE ARENA WEST WARMING AREA	02/08/2024	233639	100-70-5410-3-36	69.00	69.00
MARTENS ACE HARDWARE	PAINT/PAINT SUPPLIES - ICE ARENA - PAINT WEST WARMING AREA	02/08/2024	233677	100-70-5410-3-36	69.88	69.88
MARTENS ACE HARDWARE	PAINTBRUSH/TRAY LINERS - PAINT PICNIC TABLES	02/08/2024	233686	100-20-5525-3-36	35.92	35.92
MARTENS ACE HARDWARE	PAINT/PAINT SUPPLIES - ICE ARENA - PAINT WEST WARMING AREA	02/08/2024	233701	100-70-5410-3-36	19.76	19.76
MARTENS ACE HARDWARE	SHOP SUPPLIES - ACE RSTP SPRY/FASTENERS	02/08/2024	233707	100-70-5411-3-36	8.09	8.09
MARTENS ACE HARDWARE	RUBBING ALCOHOL	02/08/2024	233719	100-40-5213-3-38	14.36	14.36
MARTENS ACE HARDWARE	SHOP SUPPLIES - SHOVEL HANDLES/RAIN-X/GLASS CLEANER	02/08/2024	233757	100-70-5412-3-36	66.95	66.95
MARTENS ACE HARDWARE	BATTERIES	02/08/2024	233787	100-70-5410-3-36	17.98	17.98
MARTENS ACE HARDWARE	CAR CHARGER	02/08/2024	233788	100-40-5212-3-38	23.99	23.99
MARTENS ACE HARDWARE	RV/MARINE ANTIFREEZE - FOR TANKS ON TRUCKS	02/08/2024	233799	100-70-5411-3-36	19.96	19.96
MARTENS ACE HARDWARE	UTILITY KNIFE/SWITCH/BOX SGL	02/08/2024	233864	100-70-5410-3-36	23.97	23.97
MARTENS ACE HARDWARE	ICE ARENA-BAR CARPET/DREMEL BLADE/FLOOR DRAIN STRAINER	02/08/2024	233973	100-70-5410-3-36	72.97	72.97
MARTENS ACE HARDWARE	ICE ARENA - CPT TRM EX WIDE/CAULK	02/08/2024	233987	100-70-5410-3-36	26.98	26.98
MARTENS ACE HARDWARE	ICE ARENA - GLUE COVE LATEX/ADHSV SPEADER NOZZLE	02/08/2024	234005	100-70-5410-3-36	20.76	20.76
MARTENS ACE HARDWARE	WINCH/FUSE AUTO	02/08/2024	234019	100-70-5411-3-36	61.98	61.98
MARTENS ACE HARDWARE	DEER & RABBIT REPEL	02/08/2024	234056	100-70-5443-3-38	17.99	17.99
MARTENS ACE HARDWARE	SHEET PROTECTOR - ELEVATOR PERMIT HOLDER - LIBRARY	02/08/2024	234085	100-70-5410-3-36	1.99	1.99
MARTENS ACE HARDWARE	UPS - SEND 2 WAY RADIO FOR SERVICE	02/08/2024	234087	100-70-5410-3-36	18.00	18.00
MARTENS ACE HARDWARE	PIN HITCH/HARDWARE/FASTENERS	02/08/2024	234112	100-70-5411-3-36	42.94	42.94
MARTENS ACE HARDWARE	TOMCAT RAT SNAP TRAP	02/08/2024	234136	100-70-5410-3-36	4.99	4.99
MARTENS ACE HARDWARE	FASTENERS	02/08/2024	234151	100-70-5411-3-36	10.30	10.30
MARTENS ACE HARDWARE	FACE SHIELD CLEAR	02/08/2024	234207	100-70-5411-3-38	36.99	36.99
MARTENS ACE HARDWARE	CAR AIR FRESHENER/MULTI CLEANER/WASH & WAX/GLASS CLEANER/SIMPLE GREEN	02/08/2024	234220	100-70-5412-3-36	99.89	99.89
MARTENS ACE HARDWARE	DUMKE - GUN - 3 YR PAYMENT	02/08/2024	234221	100-12634	1,449.99	1,449.99
MARTENS ACE HARDWARE	FASTENERS	02/08/2024	234263	100-20-5525-3-36	11.74	11.74
MARTENS ACE HARDWARE	BATTERIES	02/08/2024	234268	100-50-5233-3-38	22.98	22.98
MARTENS ACE HARDWARE	DRILL BIT	02/08/2024	234312	100-70-5411-3-36	9.98	9.98
MARTENS ACE HARDWARE	FASTENERS/FINE POINT MARKERS	02/08/2024	234318	100-70-5411-3-36	16.67	16.67
MARTENS ACE HARDWARE	MUSEUM - SPACKLG & PATCH/C+K INT	02/08/2024	234319	100-70-5410-3-36	42.98	42.98
MARTENS ACE HARDWARE	WEATHER STRIP/FASTENERS	02/08/2024	234331	100-20-5525-3-36	25.99	25.99
Total MARTENS ACE HARDWARE:						2,382.96
MENARDS - FOND DU LAC						
MENARDS - FOND DU LAC	REPAIR GARAGE FLOOR - TRENCH DRAINS	02/08/2024	15437	100-70-5412-3-36	1,074.51	1,074.51
Total MENARDS - FOND DU LAC:						1,074.51
MIDWEST SERVICE EQUIPMENT						
MIDWEST SERVICE EQUIPMENT	PARTS - #269	02/08/2024	35680	100-70-5411-3-36	86.72	86.72
Total MIDWEST SERVICE EQUIPMENT:						86.72

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
MILTON PROPANE INC						
MILTON PROPANE INC	FUEL FOR FORKLIFT	02/08/2024	UQ155119	100-70-5411-3-38	129.77	129.77
Total MILTON PROPANE INC:						129.77
MUNICIPAL ELECTRIC UTILITIES OF WI						
MUNICIPAL ELECTRIC UTILITIES OF	2024 MSDS ONLINE CONTRACT	02/08/2024	013024-08	230-30-5241-3-38	900.00	900.00
Total MUNICIPAL ELECTRIC UTILITIES OF WI:						900.00
NAPA AUTO PARTS-WAUPUN						
NAPA AUTO PARTS-WAUPUN	SERVICE CHARGE	02/08/2024	013124	100-70-5411-3-36	1.00	1.00
NAPA AUTO PARTS-WAUPUN	CONNECT - ELECTRICAL REPAIR	02/08/2024	400065	700-10-5193-3-36	4.37	4.37
NAPA AUTO PARTS-WAUPUN	POWER SERVICE DIESEL - FUEL ADDITIVE	02/08/2024	400293	100-70-5411-3-36	179.88	179.88
NAPA AUTO PARTS-WAUPUN	PIPE NIPPLE	02/08/2024	400301	100-70-5411-3-36	4.88	4.88
NAPA AUTO PARTS-WAUPUN	SERPENTINE BELT	02/08/2024	400306	100-70-5411-3-36	70.16	70.16
NAPA AUTO PARTS-WAUPUN	INCANDESCENT SLD BMS	02/08/2024	400340	100-70-5411-3-36	82.62	82.62
NAPA AUTO PARTS-WAUPUN	SHOP TOWELS/TRICO ICE BLADE/GLASS CLEANER	02/08/2024	400681	100-70-5411-3-36	22.17	22.17
NAPA AUTO PARTS-WAUPUN	24IN EXACTFIT-BEAM	02/08/2024	400742	100-70-5411-3-36	39.98	39.98
NAPA AUTO PARTS-WAUPUN	DIESEL FUEL ADDITIVE	02/08/2024	400877	100-70-5411-3-36	161.88	161.88
NAPA AUTO PARTS-WAUPUN	INCANDESCENT SLD BMS/BLISTER PACK CAPSULES	02/08/2024	401287	100-70-5411-3-36	68.37	68.37
NAPA AUTO PARTS-WAUPUN	INCANDESCENT SLD BMS	02/08/2024	401383	100-70-5411-3-36	51.28	51.28
NAPA AUTO PARTS-WAUPUN	HYDRAULIC FLUID	02/08/2024	401641	100-70-5411-3-36	21.77	21.77
NAPA AUTO PARTS-WAUPUN	MOLY EP SYTH PLUS	02/08/2024	402202	100-70-5411-3-36	54.30	54.30
Total NAPA AUTO PARTS-WAUPUN:						762.66
O'REILLY AUTOMOTIVE INC						
O'REILLY AUTOMOTIVE INC	BULK FUEL HOSE	02/08/2024	2391-131282	100-70-5411-3-36	10.98	10.98
Total O'REILLY AUTOMOTIVE INC:						10.98
PROS 4 TECHNOLOGY INC						
PROS 4 TECHNOLOGY INC	IT MANAGEMENT FEB 24	02/08/2024	48886	100-10-5197-3-38	2,785.00	2,785.00
PROS 4 TECHNOLOGY INC	AGREEMENT ADVANCED SECURITY FEB 23	02/08/2024	48887	100-10-5197-3-38	632.00	632.00
PROS 4 TECHNOLOGY INC	MICROSOFT 365 AGREEMENT FEB 24	02/08/2024	48888	100-10-5197-3-38	114.00	114.00
PROS 4 TECHNOLOGY INC	AGREEMENT MANAGED BACKUP SERVICE FEB 24	02/08/2024	48889	100-10-5197-3-38	84.00	84.00
Total PROS 4 TECHNOLOGY INC:						3,615.00
QUALITY TRUCK CARE CENTER INC						
QUALITY TRUCK CARE CENTER INC	VALVE - REPLACE TRACTOR PROTECTION VALVE	02/08/2024	X103025309:0	100-70-5411-3-36	377.56	377.56
Total QUALITY TRUCK CARE CENTER INC:						377.56
RADIO PLUS						
RADIO PLUS	COMMUNITY OPEN HOUSE 2023	02/08/2024	714-00007-00	100-50-5233-3-38	295.00	295.00
Total RADIO PLUS:						295.00
RASCH, JEREMY						
RASCH, JEREMY	CLOTHING ALLOWANCE - RASCH	02/08/2024	01242024	100-12634	103.99	103.99

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
Total RASCH, JEREMY:						103.99
REGISTER OF DEEDS	RECORDING - STORM SEWER EASEMENT - 1025 TANAGER ST	02/08/2024	105-2024	700-10-5192-3-38	60.00	60.00
Total REGISTER OF DEEDS:						60.00
REINDERS INC	REPLACE BOLT FOR FRONT BLADE #152-15-A	02/08/2024	6046081-00	100-70-5411-3-36	99.44	99.44
Total REINDERS INC:						99.44
RENS FLORAL	PLANT FOR VANILLA SERVICE/TURNES SERVICE	02/08/2024	2342-2024	100-50-5231-3-38	111.90	111.90
Total RENS FLORAL:						111.90
RENS, MIKE	CONTINUING ELECTRICAL CLASSES REIMBURSEMENT	02/08/2024	2-5-24	100-70-5411-3-37	209.00	209.00
Total RENS, MIKE:						209.00
RHODES, TARA	1-23-24 PER DIEM - POLICE & FIRE COMMISSION	02/08/2024	01232024	100-10-5210-3-38	40.00	40.00
RHODES, TARA	1-24-24 PER DIEM - POLICE & FIRE COMMISSION	02/08/2024	01242024	100-10-5210-3-38	40.00	40.00
RHODES, TARA	2-1-24 PER DIEM - POLICE & FIRE COMMISSION	02/08/2024	02012024	100-10-5210-3-38	40.00	40.00
Total RHODES, TARA:						120.00
ROCK RIVER COALITION	2024 MEMBERSHIP	02/08/2024	2024	100-70-5420-3-34	200.00	200.00
Total ROCK RIVER COALITION:						200.00
SALAMONE SUPPLIES	BUILDING SUPPLIES	02/08/2024	171682	100-70-5410-3-38	679.19	679.19
Total SALAMONE SUPPLIES:						679.19
SAN-A-CARE INC	BUILDING SUPPLIES	02/08/2024	615335	100-70-5410-3-38	601.16	601.16
Total SAN-A-CARE INC:						601.16
SIGNARAMA	CITY FLAGS	02/08/2024	IN-F-48150	100-70-5410-3-36	1,537.50	1,537.50
Total SIGNARAMA:						1,537.50
SMA CONSTRUCTION SERVICES	SENIOR/COMMUNITY CENTER PAYMENT #2 - RE-ISSUE	01/30/2024	PMT NO 2 REI	400-20-5513-8-00	1,278,415.00	1,278,415.00

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
Total SMA CONSTRUCTION SERVICES:						1,278,415.00
SSM HEALTH LABORATORIES						
SSM HEALTH LABORATORIES	BLOOD DRAWS - JANUARY 2024	02/08/2024	4603025	100-40-5213-3-38	40.00	40.00
Total SSM HEALTH LABORATORIES:						40.00
STOBB PLUMBING & HEATING INC						
STOBB PLUMBING & HEATING INC	ICE ARENA - REPLACE THERMO COUPLE AND CHECK CO2	02/08/2024	15353	100-70-5410-3-36	146.85	146.85
STOBB PLUMBING & HEATING INC	DRAIN CLEANER - CITY GARAGE	02/08/2024	15395	100-70-5412-3-36	22.75	22.75
Total STOBB PLUMBING & HEATING INC:						169.60
THE RISELING GROUP LLC						
THE RISELING GROUP LLC	POLICE CHIEF INTERVIEW PREPARATION	02/08/2024	24-002	100-10-5143-3-38	700.00	700.00
Total THE RISELING GROUP LLC:						700.00
THURMER, MIKE						
THURMER, MIKE	1-23-24 PER DIEM - POLICE & FIRE COMMISSION	02/08/2024	01232024	100-10-5210-3-38	40.00	40.00
THURMER, MIKE	1-24-24 PER DIEM - POLICE & FIRE COMMISSION	02/08/2024	01242024	100-10-5210-3-38	40.00	40.00
THURMER, MIKE	2-1-24 PER DIEM - POLICE & FIRE COMMISSION	02/08/2024	02012024	100-10-5210-3-38	40.00	40.00
Total THURMER, MIKE:						120.00
TOP PACK DEFENSE LLC						
TOP PACK DEFENSE LLC	CLOTHING ALLOWANCE - KNUDSON	02/08/2024	12457	100-12634	16.00	16.00
Total TOP PACK DEFENSE LLC:						16.00
TOTAL BUSINESS PRODUCTS						
TOTAL BUSINESS PRODUCTS	ENVELOPES - MAYOR	02/08/2024	91622	100-10-5131-3-30	189.00	189.00
TOTAL BUSINESS PRODUCTS:						189.00
TRAFFIC & PARKING CONTROL CO						
TRAFFIC & PARKING CONTROL CO	LOCATE FLAGS	02/08/2024	i770389	700-10-5192-3-38	392.93	392.93
Total TRAFFIC & PARKING CONTROL CO:						392.93
TRU CLEANERS LLC						
TRU CLEANERS LLC	CLEANING SERVICE FOR CITY OF WAUPUN - FOR JAN 2024	02/08/2024	CW020124	100-70-5410-3-38	4,134.27	4,134.27
Total TRU CLEANERS LLC:						4,134.27
UNIVERSAL TRUCK EQUIPMENT						
UNIVERSAL TRUCK EQUIPMENT	PARTS - REPAIR SNOW PLOW WING	02/08/2024	62645	100-70-5411-3-36	221.15	221.15
UNIVERSAL TRUCK EQUIPMENT	PARTS - TRUCK WING REPAIRS	02/08/2024	62674	100-70-5411-3-36	893.55	893.55
Total UNIVERSAL TRUCK EQUIPMENT:						1,114.70
US CELLULAR						
US CELLULAR	ECONOMIC					

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
	DEVELOPER/ADMINISTRATOR CELL PHONE - JAN 2024	02/08/2024	0629748534	100-10-5191-3-31	388.08	388.08
Total US CELLULAR:						388.08
VANDEZANDE & KAUFMAN, LLP	TRAFFIC MONTHLY ATTORNEY FEES - JAN 2024	02/08/2024	15290	100-10-5161-3-38	382.00	382.00
VANDEZANDE & KAUFMAN, LLP	MONTHLY CITY ATTORNEY FEES - JAN 2024	02/08/2024	JAN2024	100-10-5161-3-38	6,045.55	6,045.55
Total VANDEZANDE & KAUFMAN, LLP:						6,427.55
W.W. ELECTRIC MOTORS INC	ICE ARENA - REPLACE METER ON ROOF TOP UNIT FOR LOCKER ROOMS 1 & 2	02/08/2024	WPN13715	100-70-5410-3-36	170.00	170.00
Total W.W. ELECTRIC MOTORS INC:						170.00
WARNER, ALEX	N-EAR FLEXO DYNAMIC SINGLE EAR PIECE	02/08/2024	01152024	100-12634	99.99	99.99
Total WARNER, ALEX:						99.99
WAUPUN AREA ANIMAL SHELTER INC	MONTHLY CONTRACT - FEB 2024	02/08/2024	FEB24	100-40-5343-3-38	1,000.00	1,000.00
Total WAUPUN AREA ANIMAL SHELTER INC:						1,000.00
WAUPUN UTILITIES	STORMWATER BILLING & COLLECTION FEES - JANUARY 2024	02/08/2024	6070	700-10-5192-3-38	877.50	877.50
Total WAUPUN UTILITIES:						877.50
WI BUILDING SUPPLY	HEM FIR - PICNIC TABLE REPAIRS	02/08/2024	354692	100-20-5525-3-36	20.64	20.64
WI BUILDING SUPPLY	PAINT & REPAIR PICNIC TABLE	02/08/2024	3546960	100-20-5525-3-36	67.68	67.68
Total WI BUILDING SUPPLY:						88.32
WI DEPT OF JUSTICE	G3369 - BACKGROUND CHECKS - JAN 2024	02/08/2024	G3369-JAN24	100-40-5213-3-38	98.00	98.00
Total WI DEPT OF JUSTICE:						98.00
Grand Totals:						1,393,155.64

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
100-10-5110-3-35	486.87	.00	486.87
100-10-5110-3-38	45.99	.00	45.99
100-10-5131-3-30	189.00	.00	189.00

GL Account	Debit	Credit	Proof
100-10-5131-3-31	40.00	.00	40.00
100-10-5131-3-38	56.25	.00	56.25
100-10-5141-3-30	40.51	.00	40.51
100-10-5141-3-31	67.07	.00	67.07
100-10-5141-3-36	56.25	.00	56.25
100-10-5143-3-38	700.00	.00	700.00
100-10-5161-3-38	6,427.55	.00	6,427.55
100-10-5191-3-31	67.07	.00	67.07
100-10-5197-3-31	336.48	.00	336.48
100-10-5197-3-38	3,615.00	.00	3,615.00
100-10-5210-3-38	600.00	.00	600.00
100-10-5255-3-38	5,500.00	.00	5,500.00
100-12634	2,059.26	.00	2,059.26
100-13850	7,685.00	.00	7,685.00
100-20-5512-3-32	684.49	.00	684.49
100-20-5513-3-31	92.24	.00	92.24
100-20-5513-3-32	239.32	.00	239.32
100-20-5513-3-37	19.22	.00	19.22
100-20-5513-3-38	92.24	.00	92.24
100-20-5523-3-32	223.30	.00	223.30
100-20-5523-3-36	225.00	.00	225.00
100-20-5525-3-36	213.68	67.68-	146.00
100-20-5525-3-39	74.96	.00	74.96
100-21100	67.68	69,026.62-	68,958.94-
100-30-5152-3-38	3,200.13	.00	3,200.13
100-40-5211-3-31	129.40	.00	129.40
100-40-5211-3-32	929.47	.00	929.47
100-40-5211-3-36	56.25	.00	56.25
100-40-5211-3-38	4,193.49	.00	4,193.49
100-40-5212-3-36	535.90	.00	535.90
100-40-5212-3-38	173.99	.00	173.99
100-40-5213-3-38	152.36	.00	152.36
100-40-5215-3-37	150.00	.00	150.00
100-40-5343-3-38	1,000.00	.00	1,000.00
100-44-4422-0-00	260.00	.00	260.00
100-50-5230-3-31	41.71	.00	41.71
100-50-5231-3-31	208.58	.00	208.58
100-50-5231-3-32	522.83	.00	522.83
100-50-5231-3-36	503.15	.00	503.15
100-50-5231-3-38	111.90	.00	111.90
100-50-5233-3-38	317.98	.00	317.98
100-50-5251-3-31	27.81	.00	27.81
100-60-5511-3-36	56.25	.00	56.25
100-70-5410-3-32	4,967.11	.00	4,967.11
100-70-5410-3-36	3,050.60	.00	3,050.60
100-70-5410-3-38	5,776.62	.00	5,776.62
100-70-5411-3-36	3,994.29	.00	3,994.29
100-70-5411-3-37	209.00	.00	209.00
100-70-5411-3-38	487.75	.00	487.75
100-70-5412-3-31	95.95	.00	95.95
100-70-5412-3-32	2,264.12	.00	2,264.12
100-70-5412-3-36	1,280.07	.00	1,280.07
100-70-5420-3-31	135.00	.00	135.00
100-70-5420-3-34	200.00	.00	200.00
100-70-5420-3-35	263.92	.00	263.92
100-70-5420-3-38	3,355.00	.00	3,355.00
100-70-5435-3-36	465.00	.00	465.00
100-70-5443-3-38	17.99	.00	17.99

GL Account	Debit	Credit	Proof
100-80-5670-3-38	56.25	.00	56.25
210-21100	.00	50.74-	50.74-
210-60-5511-3-31	50.74	.00	50.74
230-21100	.00	4,641.12-	4,641.12-
230-30-5241-3-38	4,641.12	.00	4,641.12
400-20-5513-8-00	1,312,403.56	.00	1,312,403.56
400-21100	.00	1,312,403.56-	1,312,403.56-
405-21100	.00	1,496.25-	1,496.25-
405-70-5436-3-39	1,496.25	.00	1,496.25
410-20-5523-4-00	2,207.85	.00	2,207.85
410-21100	.00	2,535.35-	2,535.35-
410-40-5211-4-00	327.50	.00	327.50
700-10-5192-3-36	1,704.88	.00	1,704.88
700-10-5192-3-38	1,360.43	.00	1,360.43
700-10-5193-3-36	4.37	.00	4.37
700-21100	.00	3,069.68-	3,069.68-
Grand Totals:	1,393,291.00	1,393,291.00-	.00

Dated: _____

Mayor: _____

City Council: _____

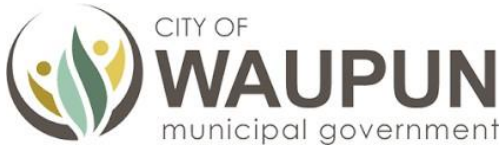
City Recorder: _____

Report Criteria:

Report type: Invoice detail

Check.Type = {<-} "Adjustment"

Invoice.Batch = "13024","A","020224","020724","021324"



MINUTES—CITY OF WAUPUN BOARD OF PUBLIC WORKS & FACILITIES

Tuesday, 14-November-2023 – City Council Chambers

CALL TO ORDER

Chairman Peter Kaczmarki called the meeting to order at 4:30PM

ROLL CALL

Roll call was taken:

Alders—Peter Kaczmarki, Mike Matoushek

Citizens—Dale Heeringa (absent with notification), Dave Rens, Andrew Sullivan, Gregg Zonnefeld

Ex-officio—DPW Director Jeff Daane, Mayor Rohn Bishop, City Administrator Kathy Schlieve, Recreation Director Rachel Kaminski

FUTURE MEETINGS AND GATHERINGS OF THE BOARD OF PUBLIC WORKS & FACILITIES COMMITTEE

Next meeting will be on Tuesday, December 12, 2023 at 4:30PM.

CONSIDERATION - ACTION

1. Approve minutes of the October 10, 2023 Board of Public Works & Facilities Meeting.
Minutes of the October 10, 2023 meeting were presented. Motion (Rens/Zonnefeld) to approve minutes as presented.
MOTION CARRIED (5-0)
2. Waupun Ice Arena ceiling tile replacement (West Side)
DPW Director Jeff Daane shared the current status of the ceiling tile at the west end of the Ice Arena. Proposals were sought from multiple clients. Motion (Zonnefeld/Matoushek) to approve a proposal from Ceiling Guys for a cost of \$12,750. **MOTION CARRIED. (5-0)**
3. South Drummond Parking restriction.
DPW Director Daane shared the need to update the ordinance and signage to reflect the two-hour restricted parking areas on the west side of S. Drummond St between E. Main Street and E. Jefferson Street. This would enhance parking for downtown merchants through the noon hour. Bur Zeratsky, National Rivet President, appeared before the BPW to share their perspective on this issue, including the need for a larger loading zone. They would request dropping the two-hour parking zone in this area. If not they would request two handicap spots for employees with mobility restrictions. Motion (Zonnefeld/Matoushek) to add signage to match the existing ordinance in 6.05 (3)(a)(2) as recommended and expand the marked loading zone at National Rivet in this area. **MOTION CARRIED. (4-0-1—Sullivan abstention)**

ADJOURNMENT

Motion (Matoushek/Sullivan) to adjourn the meeting of the BPW & Facilities at 5:13PM. **MOTION CARRIED (5-0).**

Respectfully submitted,

Gregg Zonnefeld, BPW Clerk



MINUTES
CITY OF WAUPUN BUSINESS IMPROVEMENT
DISTRICT MEETING
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, October 17, 2023 at 7:00 AM

Meeting called to order by Chairperson Krista Bishop at 7:00 a.m.

Roll call was taken. Present: Gary DeJager, Rich Matravers, Craig Much, Jodi Mallas, Tyler Schulz, Krista Bishop, Mitch Greenfield, and Teresa Ruch (online). Absent and excused is Kate Bresser. Also present Mayor Bishop, Administrator Schlieve, Assistant Administrator Langenfeld.

Motion Schulz, second Much to approve the consent agenda that includes minutes from September 19, 2023 and September financials. No discussion. Carried unanimously.

Discussion on outstanding applications was had. Schlieve notes that there are two projects that should be discussed. Broken Threads is having a difficulty with their contractor and Schlieve recommends an extension through the end of November. K's Boutique has not completed their work and has been difficult to track down. Motion DeJager, second Greenfield to extend application for Broken Threads through November 30, 2023 and to allow K's Boutique to expire on October 31, 2023. Carried unanimously.

Schlieve reviewed the proposed 2024 BID Operating plan and Assessment Rate. Craig Much, Mitch Greenfield and Tyler Schulz met last week to discuss plan and assessment rate. The draft plan as presented calls for strengthening of partnerships per the city's market analysis plan and the creation of a sub-committee to encourage more collaboration. Other notable elements of the plan include the establishment of a consistent marketing presence for downtown, a \$4K increase to the façade improvement program, and restoration of the pop-up program. The plan proposes an increase in assessment from \$1.50 per thousand to \$1.85. Once this group approves, the operating plan and assessment are recommended to the Council for approval. That meeting is planned for November 14, 2023. A letter highlighting changes will be sent to all property owners in the BID. Motion Schulz, second DeJager to adopt the BID Operating Plan with an Assessment Rate of \$1.85 for 2024. Carried unanimously.

Administrator Schlieve Provided an update as follows:

- Envision Greater Fond du Lac Resolution of Support approved last week – importance of regional investment - entrepreneurial support; Chamber stability; workforce; childcare; etc.
- Kick off meeting for food truck alley
- Working with UW Extension on next steps of Design WI process / Secured an UW Madison Student who will be working on design plans for back alleyways / improving walkability of the downtown
- CDA – planning for future sustainability / emphasis on targeted redevelopment / importance of your voice in the process
- Provided an overview of Main Street Housing programs being made available through WHEDA.

Motion Schulz, second Matravers to adjourn. Carried unanimously. Meeting adjourned at 7:35 a.m.



MINUTES
CITY OF WAUPUN BUSINESS IMPROVEMENT
DISTRICT MEETING
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, November 21, 2023 at 7:00 AM

Meeting called to order by Board Chair Krista Bishop at 7:01 a.m.

Roll call was taken. Present: Gary DeJager, Rich Matravers, Craig Much, Jodi Mallas, Tyler Schulz, Krista Bishop (online), Mitch Greenfield (online), Absent and excused is Rich Matravers, Kate Bresser, and Teresa Ruch. Also present Mayor Bishop, Administrator Schlieve and Assistant Administrator Langenfeld. Jeni Maly is present online.

Motion DeJager, second Schulz to approve the consent agenda, including October financials and minutes from October 17, 2023 BID meeting, as presented. Carried unanimously.

Review prior outstanding applications. Administrator Schlieve explains that Broken Threads application is delayed by issues with a contractor who has not returned to complete the work. Motion DeJager, second Greenfield to extend grant deadline through December 31, 2023. Carried unanimously.

General discussion was had regarding the rules for a 2024 Pop Up Program. Reviewed previous rules and determined that space with commercial kitchens/restaurants could be considered in this round. Time of year is also determined to be flexible – hence program will be offered on a first-come, first-served basis until funds are depleted. Staff will work with Ignite Network to strengthen business support offerings and Joe Venhuizen agreed that a year’s membership to the Waupun Business Alliance could be offered as part of the total package. No other changes are recommended. Group indicates that they would like to increase the amount allocated to this program for 2025.

Group discussed 2024 Façade Improvement Program guidelines, with the following changes suggest:

- Established or new businesses may apply but preference given to businesses in the first 3 years of operation.
- Grant awards no longer allowed annually to distributed funds to more businesses. Recommendation that grant awards be allowed on every other year basis.
- Preference to work with property owner and to allocate funds per parcel not per business address.
- Increase amount of grant award cap to \$2,100.
- Timeframe of the grant: work must commence within 90 days of award and be completed within 180 days of award. Limited consideration for extensions will be given due to demand for funds being requested.

Motion Schulz, second Much to provide \$500 of funds to market IceFest event in February of 2024. Mallas abstains. Carried unanimously.

Joe Venhuizen provides an update for the Waupun Business Alliance, highlighting a December 5 mentor breakfast for high school students, an AI workshop or small business on December 14, and preplans for the Annual Meeting/Banquet in Spring of 2024, which will mark the 50th anniversary of Tony’s Pizza, Homan Auto, and VerHage’s Furniture.

Administrator Schlieve provides an update. City budgets have been approved. The BID rate is increased to \$1.85 per the recommendation of this BID Board, which is offset by a marginal reduction in the city’s mill rate overall. A \$200K CDI grant has been submitted to WEDC for redevelopment of 514 E Main St. This project is also supported by a grant from the CDA and a Revolving Loan from Fond du Lac County. The CDA is working to create a local revolving loan fund. We are working with neighboring jurisdictions on housing needs and are working on a redevelopment plan for 331 Bly St for the purpose of expanded housing. The Fire Staffing study is nearing

completion. Finally the city will have a senior from UW Madison working with us on a capstone project with a focus on advancing work of the Design WI/placemaking work that begin in the fall.

Motion Schulz, second DeJager to adjourn the meeting at 7:40 am. Carried unanimously.



MINUTES
CITY OF WAUPUN BUSINESS IMPROVEMENT
DISTRICT MEETING
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, December 19, 2023 at 7:00 AM

Chairperson Krista Bishop called the meeting to order at 7:01 am.

Roll call was taken. Present: Gary DeJager, Rich Matravers, Craig Much, Jodi Mallas, Tyler Schulz, Krista Bishop, Mitch Greenfield, Rich Matravers, Kate Bresser. Absent and excused is Teresa Ruch. Also present Mayor Bishop, Administrator Schlieve, Assistant Administrator Langenfeld, Joe Venhuizen (online) and Jason Whitford (online).

Moiton DeJager, second Much to adopt the agenda as presented. Carried unanimously.

Motion Matravers, second Bresser to approve Minutes from November 21, 2023 BID Meeting. Carried unanimously.

Motion Schulz, second Much to approve the November 2023 financials as presented. Carried unanimously.

Outstanding applications are reviewed with the following extensions granted:

- Motion DeJager, second Matravers to extend Broken Threads application to January 31, 2024. Carried unanimously.
- Motion DeJager, second Matravers to extend Gysbers Jewelry application to March 30, 2024. Carried unanimously.

2024 Grant program guidelines and application are reviewed. The grant amount increases to \$2,100 cap, with a required 50% match from applicant. Additional change allows for an award every other year (previously annual award allowed). Work must commence within 90 days of award and be completed within 180 days of award. Board will limit consideration for extensions due to demand for funds being requested. Motion DeJager, second Greenfield to adopt the 2024 grant program guidelines and application as presented. Carried unanimously.

2024 Pop Up Grant Program guidelines and application are reviewed. Program is expanded to include commercial kitchen space and is open to applications throughout 2024 (previously October through January). General discussion about amount of demand and transition of available space, with demand for the program as early as January. Determination that the program will be transitioned to a Business Attraction Program capped at \$2,100 per applicant location. Eligible expenditures include rent and interior improvements of the space. Motion DeJager, second Matravers to approve modifications to the program to a Business Attraction Program capped at \$2,100 as discussed. Carried unanimously.

Joe Venhuizen provides an update for the Waupun Business Alliance. The Business Alliance annual meeting is scheduled for March 28, 2024 at the Rock. Tyler Schulz is nominated as a Future five and will be recognized on January 18 at an awards ceremony.

Administrator Schlieve provides an update as follows:

- Change in police leadership and administration is working on transitions plans to secure a strong leader for the role. Jeremy Rasch has been named to the Interim Police Chief role. Schlieve indicates that there will be community forums to gather community input on selection during the hiring process.
- Fire & Emergency Response Staffing Study complete with community conversations planned for first quarter of 2024.
- Housing remains a challenge but staff are working on single family, multi-family (new), and a possible project to redevelop larger sections of 331 Bly St.

- Designs for Food Truck Alley nearly complete. Will be seeking input on review in January.
- Design WI team has reengaged the High School Students with plans to present at the Annual Business Alliance meeting in March.
- Main Street Awards are due in January. The City will submit the Wind & Unwined expansion for an award this year.
- Staff are working through final questions with WEDC on CDI grant for 514 E Main redevelopment.
- City is working on land acquisition to expand the industrial park near the travel plaza.

Motion DeJager, second Schulz to adjourn the meeting at 7:34 a.m. Carried unanimously.



MINUTES
CITY OF WAUPUN COMMON COUNCIL
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, January 09, 2024 at 6:00 PM

CALL TO ORDER

Mayor Bishop called the meeting to order at 6:00pm.

PLEDGE OF ALLEGIANCE FOLLOWED BY A MOMENT OF SILENT MEDITATION

The Pledge of Allegiance is heard followed by a moment of silence.

ROLL CALL

Council in-person: Mayor Bishop, Alderman Kaczmariski, Alderman Kunz, Alderman Siebers, Alderman Matoushek, Alderman Ledesma

Council absent/excused: Alderman Westphal

Management in-person: Attorney VandeZande, Administrator Schlieve, Interim Chief Rasch, Fire Chief Demaa

Management Virtual City Clerk/Treasurer Hull, Library Director Jaeger, Finance Director Langenfeld, Recreation Director Kaminski

Management absent and excused: Utility Finance Director Stanek, General Utility Manager Brooks, Public Works Director Daane

Audience in-person: None

Audience Virtual: Jaedon Buchholz

PUBLIC HEARING

No public hearing is held.

PERSONS WISHING TO ADDRESS COUNCIL

No persons addressed the Council

RESOLUTIONS AND ORDINANCES:

1. **Ordinance to amend Ch 1.11 entitled General Government-Park and Recreation Director and Ch. 1.25(1)(2) entitled General Government- Board of Park and Recreation Commissioners**

Due to the construction and development of the senior/community center on McKinley Street, staff requests to recreate the Board of Park and Recreation, to provide guidance and policy.

Motion Matoushek, second Siebers to waive the first reading and adopt Ordinance 2024-001 to amend Ch 1.11 entitled General Government-Park and Recreation Director and Ch. 1.25(1)(2) entitled General Government-Board of Park and Recreation Commissioners. Motion carried 5-0 on roll call.

BOARD/COMMITTEE/COMMISSION RECOMMENDATIONS

No discussion or action

CONSIDERATION - ACTION

2. **Appoint Fleet Management Ad Hoc Committee**

Motion Ledesma, second Matoushek to approve the creation of a Fleet Management Ad Hoc Committee to consist of Alderman Siebers, Alderman Kaczmariski, (1) City Member, (1) Utility Representative, and (1) Homan Auto Representative. Motion carried 5-0 on roll call.

3. **Offer to Purchase Land Located at N11363 State Rd 26**

An offer to purchase is presented to Council for land located at N11363 State Rd 26, Town of Chester. The City intends to annex this property for the purpose of expanding the Waupun Industrial Park. A Phase 1 environmental assessment was conducted. That assessment recommended a limited Phase 2 to assess land where an above ground fuel tank was stored on the property. A Phase 2 environmental assessment was completed per that recommendation with results negative for any soil contaminants.

Motion Matoushek, second Kunz to accept the Offer to Purchase for the land located at N11363 State Road 26 in the Town of Chester. Motion carried 5-0 on roll call.

4. Light Equipment Operator (Part-Time) Job Description

Motion Siebers, second Matoushek to approve the job description for a Part Time Light Equipment Operator. Motion carried 5-0.

5. Chief of Police Job Description

Motion Kunz, second Matoushek to approve the job description for Chief of Police. Motion carried 5-0.

MAYORAL CORRESPONDENCE/PRESENTATIONS

6. Mayoral Appointments to the Park and Recreation Commission

Motion Kunz, second Matoushek to approve the Mayoral appointments to the Park and Recreation Commission, to consist of Lexi Zarn, Doug Disch, Megan Williams, Mary Kay Gorst, Bridget Winterhack, Wanda Nick, and Alderman Ledesma. Motion carried 5-0.

CONSENT AGENDA

Motion Siebers, second Ledesma to accept the Consent Agenda and approve the monthly financial report. Motion carried 5-0 on roll call.

ADJOURNMENT

At 6:13pm, Motion Kunz, second Siebers to call the meeting adjourned. Motion carried 5-0.



MINUTES
CITY OF WAUPUN SPECIAL COMMON COUNCIL
MEETING
City Hall Common Council Chambers 201 E Main
Street, Waupun
Tuesday, January 30, 2024 at 5:30 PM

CALL TO ORDER

Mayor Bishop called the meeting to order at 5:30pm.

ROLL CALL

Council in-person: Mayor Bishop, Alderman Kaczmarski, Alderman Kunz, Alderman Siebers, Alderman Matoushek, Alderman Ledesma, Alderman Westphal

Council absent/excused:

Management in-person: Attorney VandeZande, City Clerk/Treasurer Hull, Administrator Schlieve, Interim Chief Rasch, Assistant to the Fire Chief Beer, Library Director Jaeger, Finance Director Langenfeld, Recreation Director Kaminski, General Utility Manager Brooks, Public Works Director Daane

Management Virtual - None

Management absent and excused: Utility Finance Director Stanek, Fire Chief Demaa

Audience in-person: Thomas Huberty & Eric Tesch of Trane Technologies, Jeni Maly, Steve Buchholz and Wally Riel of Forest Mound Cemetery, and Jaedon Buchholz, Jason Whitford

Audience Virtual: None

PRESENTATION

1. Thomas Huberty & Eric Tesch of Trane Technologies - Advancement of City of Waupun Energy Plan

Thomas Huberty & Eric Tesch of Trane Technologies provide a presentation of energy reductions for all public facilities. In 2023, an energy plan was adopted in collaboration with Slip Stream to evaluate opportunities to enhance energy savings and address long-standing maintenance needs within city facilities. Staff worked with Trane Technologies to evaluate solutions identified in that plan, with the goal of determining feasibility of an Energy Innovation Grant application to help fund a project. Future discussions will continue.

CONSIDERATION - ACTION

2. City Participation in Eau Claire Sculpture Affiliation Program 2024-2026

Jeni Maly, from Waupun City of Sculpture and affiliated with Icefest is working to increase the number of sculptures in the community and working to secure sponsors for five sculptures in 2024. Eau Claire Sculpture Tour Affiliation program provides a proposal for a three-year commitment with a minimum of five sculptures placed annually in public spaces each of those years. Maly seeks financial support for consulting fee, assistance from Public Works department, insurance coverage, and location permission of sculptures. Sculptures could be on display for approximately 11 months (April to April) each year. The City tourism fund could fund this request using tourism funds if Council authorizes.

Motion Matoushek, second Kunz to fund the Eau Claire Sculpture Affiliation Program from the tourism fund, in the amount not to exceed \$10,500. Motion carried 6-0 on roll call.

3. BCPL State Trust Fund Loan Program Application and Resolution to Borrow Funds and Levy Tax

At the December 12, 2023 Council meeting, the Council approved to adopt the resolution authorizing the BCPL State Trust Fund Loan Program Application for a loan of Four Hundred Thousand and 00/100 Dollars (\$400,000.00) for the purchase of the land at N11363 State Road 26, Waupun for the purpose of expanding the Waupun Industrial Park. Following the Council approval, Staff was informed the BCPL State Trust Fund Loan Program lowered their interest rate and if we wish to receive the lower rate, we are required to resubmit a new application. As we did not received the loan funds, we wish to resubmit the application for the lower rate.

Motion Matoushek, second Siebers to adopt the resolution authorizing the BCPL State Trust Fund Loan Program Application for a loan of Four Hundred Thousand And 00/100 Dollars (\$400,000.00) from the Trust Funds of the State of Wisconsin to the City of Waupun in the County(ies) of Dodge And Fond Du Lac, Wisconsin. Motion carried 6-0 on roll call.

4. Mayoral Appointment to Ad Hoc OPEB Review Committee

Motion Ledesma, second Matoushek to accept the Mayoral appointments to the Ad Hoc OPEB Review Committee. Motion carried 6-0.

5. Future Meetings & Gatherings, License and Permit Applications, Expenses

Motion Siebers, second Matoushek to approve license and permit applications and payment of expenses. Motion carried 6-0 on roll call.

RESOLUTIONS - ORDINANCES

6. Ordinance to amend Ch.8.04(8) entitled Orderly Conduct-Trespass to Dwellings

Motion Kaczmarek, second Siebers to accept the first reading of the ordinance to amend Ch.8.04(8) entitled Orderly Conduct-Trespass to Dwellings. Motion carried 6-0 on roll call.

INFORMATIONAL - DISCUSSION

7. Ordinance Consideration for Limitations Related to Storage of Used Tires

Motion Matoushek, second Ledesma to direct the City Attorney to prepare an ordinance for future consideration relating to storage of used tires. Motion carried 6-0.

CLOSED SESSION

At 6:42pm, motion Matoushek, second Seibers to adjourn to closed session under Section 19.85 (1) (e) for the consideration of investment of public funds relating to 225 E Spring Street, Waupun. Motion carried 6-0.

At 6:43pm, Matoushek is excused from the remainder of the meeting.

OPEN SESSION

At 7:10pm, motion Ledesma, second Kunz to reconvene to open session under Section 19.85(2) of the WI Statutes. Motion carried 5-0.

ACTION FROM CLOSED SESSION

No action from closed session

ADJOURNMENT

At 7:11pm, Motion Kunz, second Ledesma to call the meeting adjourned. Motion carried 5-0.



MINUTES
CITY OF WAUPUN COMMUNITY DEVELOPMENT
AUTHORITY MEETING
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, November 21, 2023 at 7:45 AM

Meeting called to order at 7:45 a.m. by Chairperson, Mayor Rohn Bishop.

Roll Call taken. Present are Mayor Bishop, Gary DeJager, Sue Vandeberg, Derek Drews, Jill Vanderkin and Bobbi Jo Kunz, Cassandra VerHage. Also present Administrator Schlieve, Assistant Administrator Langenfeld (online), Jason Whitford (online), Renee Hickman (online).

Motion DeJager, second Kunz to approve the consent agenda, including October 2023 financials and minutes from October 17, 2023 CDA meeting. Carried unanimously.

Review prior outstanding applications. Administrator Schlieve explains that Broken Threads application is delayed by issues with a contractor who has not returned to complete the work. Motion Vanderkin, second Vandeberg to extend grant deadline through December 31, 2023. Carried unanimously.

Administration Schlieve explains the application for 313 E Main Street (Radio Plus / Echos of the Past) and the businesses that will occupy the space. General discussion on support of interior improvements and wanting to shift focus back to support of exterior only improvements in accordance with grant guidelines. Motion Vanderkin, second Drews to table the application request until the CDA can obtain more information from the property owner about proposed improvements. Carried unanimously.

Renee Hickman explains the sign project being done for her business at 25 W Main Street (Advanced College of Cosmetology). Motion Vandeberg, second VerHage to approve a matching grant of \$2,000 in support of the proposal. Carried unanimously.

General discuss on 2024 CDA Grant program guidelines. Determination that the program guidelines should remain focused on exterior improvements and that a future revolving loan fund program could be used to support interior improvements. Administrator Schlieve is recommending the addition of pictures of final improvements be submitted with receipts for reimbursement. Also discussed the need to better communicate the program opportunities, with indication that many businesses are unaware of the opportunity to make improvements using these funds.

Discussion of Revolving Loan Fund Program centered around support of interior improvements as mentioned in previous agenda item. Administrator Schlieve notes that staff are working on program design and that more information will be available for review in quarter one of 2024.

Administrator Schlieve notes that BID is supporting IceFest with a \$500 donation to market the event.

Administrator Schlieve provides a brief update of the creative economy and how it could benefit Waupun, relative to pulling together streetscaping, art installations, and overall economic development efforts. Discussion on the idea of hosting a Creative Economy Summit. Determination made to ask Anne Katz the Executive Director of Create Wisconsin to attend a future CDA meeting to explain the program.

Administrator Schlieve provides an update. City budgets have been approved. The BID rate is increased to \$1.85 per the recommendation of this BID Board, which is offset by a marginal reduction in the city's mill rate overall. A \$200K CDI grant has been submitted to WEDC for redevelopment of 514 E Main St. This project is also supported by a grant from the CDA and a Revolving Loan from Fond du Lac County. The City is working with neighboring jurisdictions on housing needs and are working on a redevelopment plan for 331 Bly St for the purpose of expanded housing. The Fire Staffing study is nearing completion. Finally the city will have a senior from UW

Madison working with us on a capstone project with a focus on advancing work of the Design WI/placemaking work that begin in the fall.

Motion DeJager, second Drews to adjourn the meeting at 8:32 am. Carried unanimously.



MINUTES
CITY OF WAUPUN COMMUNITY DEVELOPMENT
AUTHORITY MEETING
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, October 17, 2023 at 7:45 AM

Meeting called to order by chairperson Rohn Bishop at 7:45 a.m.

Roll Call taken. Present are Mayor Bishop, Gary DeJager, Sue Vandeberg, Derek Drews, Jill Vanderkin and Bobbi Jo Kunz. Absent and excused is Cassandra VerHage. Also present Administrator Schlieve.

Motion Kunz, second Vandeberg to approve September 19, 2023 Minutes from CDA Meeting. Carried unanimously.

Motion Vandeberg, second Vanderkin to approve September 2023 CDA financials. Carried unanimously.

Motion Vanderkin, second DeJager to adjourn in closed session under Section 19.85 (1) for (e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session for the purpose of investing public funds in TID 3 for redevelopment of 514 E Main St.

The Waupun Community Development Authority will reconvene in open session under Section 19.85(2) of the WI Statutes. No action taken from closed session.

Discussion on outstanding applications was had. Schlieve notes that there are two projects that should be discussed. Broken Threads is having a difficulty with their contractor and Schlieve recommends an extension through the end of November. K's Boutique has not completed their work and has been difficult to track down. Motion DeJager, second Greenfield to extend application for Broken Threads through November 30, 2023 and to allow K's Boutique to expire on October 31, 2023. Carried unanimously.

Schlieve presents the 2024 DRAFT CDA Budget. General discussion on the need to move to a revolving loan fund to support the project. Consensus that the CDA should begin to transition programs to revolving loan fund as soon as possible. Schlieve communicates that staff will begin work on methods to structure a loan program and will present to the CDA when ready.

Administrator Schlieve provided an update as follows:

- Envision Greater Fond du Lac Resolution of Support approved last week – importance of regional investment - entrepreneurial support; Chamber stability; workforce; childcare; etc.
- Kick off meeting for food truck alley
- Working with UW Extension on next steps of Design WI process / Secured an UW Madison Student who will be working on design plans for back alleyways / improving walkability of the downtown
- CDA – planning for future sustainability / emphasis on targeted redevelopment / importance of your voice in the process
- Provided an overview of Main Street Housing programs being made available through WHEDA.
- BID is proposing a change to their assessment, moving from \$1.50 to \$1.85 per \$1,000 of assessed value.

Motion Vanderkin, second Vandeberg to adjourn the meeting. Carried unanimously. Meeting adjourned at 8:20 a.m.



MINUTES
CITY OF WAUPUN COMMUNITY DEVELOPMENT
AUTHORITY MEETING
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, December 19, 2023 at 7:45 AM

Chairperson, Mayor Bishop, called the meeting to order at 7:45 a.m.

Roll Call taken. Present are Mayor Bishop, Gary DeJager, Sue Vandenberg, Derek Drews, Jill Vanderkin and Bobbi Jo Kunz, Cassandra VerHage. Also present Administrator Schlieve, Assistant Administrator Langenfeld (online), Jason Whitford (online).

Motion Drews, second Vanderkin to approve November 21, 2023 CDA Meeting Minutes as presented. Carried unanimously.

Motion Vandenberg, second DeJager to approve November 2023 CDA Financials as presented. Carried unanimously.

Outstanding applications are reviewed with the following extensions granted:

- Motion Vanderkin, second DeJager to extend Broken Threads application to January 31, 2024. Carried unanimously.
- Motion DeJager, second Vandenberg to extend Gysbers Jewelry application to March 30, 2024. Carried unanimously.

Approve 2024 Façade Improvement Program Guidelines and Application

2024 Façade Improvement Grant Program guidelines and application are reviewed. Determination that the program guidelines should remain focused on exterior improvements and that a future revolving loan fund program could be used to support interior improvements is discussed. Determination is made to remove signage as an eligible expenditure if it is being funded by the BID. Also removed outdoor seating as an eligible expenditure, unless permanent installation is part of the proposal. Administrator Schlieve is recommending the addition of pictures of final improvements be submitted with receipts for reimbursement. VerHage requests that if applicants are not present that their award amount can be reduced and/or denied. The guidelines do recommend that applicants be present but Schlieve also notes that many of our small businesses also work full-time jobs and that being present is not always an option, reminding the group that in most cases applicants have worked with her to bring an application forward. Also discussed was the downtown guidelines and review with desire expressed by VerHage to be more stringent on review. Schlieve notes that the City does not have a historic preservation commission and that the guidelines are provided as a means to main historic character of downtown buildings. Schlieve emphasizes that the building inspector must sign off on each application and that the CDA is the group authorized by ordinance to review and approve designs. Motion DeJager, second Vanderkin to approved the 2024 Façade Improvement Program Guidelines and Application as presented with changes to eligible expenditures that eliminate funding for BID-funded signage and references to outdoor seating. Carried unanimously.

Administrator Schlieve provides an update as follows:

- Change in police leadership and administration is working on transitions plans to secure a strong leader for the role. Jeremy Rasch has been named to the Interim Police Chief role. Schlieve indicates that there will be community forums to gather community input on selection during the hiring process.
- Fire & Emergency Response Staffing Study complete with community conversations planned for first quarter of 2024.

- Housing remains a challenge but staff are working on single family, multi-family (new), and a possible project to redevelop larger sections of 331 Bly St.
- Designs for Food Truck Alley nearly complete. Will be seeking input on review in January.
- Design WI team has reengaged the High School Students with plans to present at the Annual Business Alliance meeting in March.
- Main Street Awards are due in January. The City will submit the Wind & Unwined expansion for an award this year.
- Staff are working through final questions with WEDC on CDI grant for 514 E Main redevelopment.
- City is working on land acquisition to expand the industrial park near the travel plaza.
- Business Improvement District (BID) will move their grant award to a cap of \$2,100 every other year.
- BID will run a Business Attraction Grant in 2024, offering \$2,100 grant for new startups in the District. A total of \$4,200 is available.

Motion VerHage, second Drews to adjourn the meeting at 8:20 a.m. Carried unanimously.



MINUTES
CITY OF WAUPUN ECONOMIC DEVELOPMENT
COMMITTEE
Waupun City Hall – 201 E. Main Street,
Waupun WI
Thursday, September 21, 2023 at 4:00 PM

Meeting called to order by chairperson Westphal at 4:01 p.m.

Roll call taken with the following members present: Pete Kaczmarski, Kathy Schlieve, Dan Vande Zande, Rohn Bishop, Steve Brooks, and Jason Westphal. Absent and excused is Dan Siebers, Jeff Daane and Lisa McArthur from Envision Greater Fond du Lac.

Motion Kaczmarski, second Brooks to approve the consent agenda. Carried unanimously.

Motion Kaczmarski, second Brooks to adjourn in closed session under Section 19.85 (1) of the WI Statutes for: (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, for consideration of investing public funds along Libby Street and to foster development in TIDs 7 and 3.

Motion Kaczmarski, second Brooks to reconvene the Economic Development Committee in open session under Section 19.85(2) of the WI Statutes. No action from closed session.

Motion Kaczmarski, second Brooks to adjourn the meeting. Carried unanimously. Meeting adjourned at 4:50 p.m.



MINUTES
CITY OF WAUPUN ECONOMIC DEVELOPMENT
COMMITTEE
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, November 28, 2023 at 4:15 PM

Meeting called to order at 4:17 p.m. by Chairperson Jason Westphal.

Roll call taken with the following members present: Pete Kaczmarski, Dan Vande Zande, Rohn Bishop, Jason Westphal, Dan Siebers, and Lisa McArthur from Envision Greater Fond du Lac. Kathy Schlieve and Casey Langenfeld are also present. Absent and excused are Steve Brooks and Jeff Daane.

Motion Kaczmarski, second Siebers to approve the consent agenda as presented. Carries unanimously.

Administrator Schlieve provides an overview of new WHEDA housing programs, including Restore Main Street, Vacancy to Vitality, and the Infrastructure Access Loan. Municipalities must have made changes to applicable zoning ordinances, subdivision regulations, or other land development regulations to increase development density, expedite approvals, reduce impact fees, or reduce parking, building, or other development costs with respect to eligible projects on or after January 1, 2023. Also, the governmental body must have updated the housing element of its comprehensive plan within the last 5 years. Schlieve notes that all of the city's changes were done prior to January 1, 2023 and that additional work will be needed to qualify for these programs, which are designed to expand housing options and increase affordability of those options. General discussion to secure a planner to address the city's inability to qualify for these programs with approval moving to council once a planner is secured.

Motion Siebers, second McArthur to adjourn into closed session under Section 19.85 (1) of the WI Statutes for: (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Carried unanimously.

Motion Siebers, second Kaczmarski to reconvene in open session under Section 19.85(2) of the WI Statutes. Carried unanimously.

No action taken from closed session.

No advanced planning discussion.

Motion Kaczmarski, second Siebers to adjourn meeting at 5:12 p.m. Carried unanimously.

**Minutes of a Regular Meeting of the
Waupun Utilities Commission
Monday, January 8, 2024**

Meeting called to order by President Heeringa at 4:00 p.m.

Commissioners Present: Daane, Heeringa, Homan, Kunz, Siebers, and Westphal
Commissioner Absent with Notice: Thurmer

Motion made by Homan, seconded by Daane and unanimously carried, to approve minutes from November 13, 2023 meeting. On motion by Homan, seconded by Westphal and unanimously carried, to approve minutes from November 16, 2023 special meeting.

Motion by Kunz, seconded by Siebers and unanimously carried, bills for months of November and December 2023 approved as presented.

On motion by Siebers, seconded by Daane and unanimously carried, year-to-date financial reports through November 2023 approved as presented by Finance Director Stanek. Electric operating income was \$386,700. Water operating income was \$835,700. Sewer operating income was \$690,500.

General Manager Brooks provided an update on outages, projects and work completed. Staff has been working with a potential new customer looking to construct facility in Waupun Industrial Park. If Waupun site is selected by potential customer, infrastructure upgrades would be needed as the customer would be a large electric user.

Treatment Facilities and Operations Superintendent Schramm reported on operations and maintenance performed on water and wastewater treatment facilities and distribution/collection system. Installation of Oilon high efficiency dual fuel power burner and linkage-less digital controller was installed at WWTF to allow greater efficiencies and micro adjustments for continuous changes in gas qualities. Update provided on WWTF ABNR upgrade and anticipated substantial completion date to be set.

General Manager Brooks provided update on electric utility easement S31 T14N R15E Fairway Estates Lot 9. Attorney Dan Vande Zande worked with customer regarding offer approved by Utility Commission on October 16, 2023. Customer has accepted commission offer and will sign documents once MSA has completed easement work.

On motion by Daane, seconded by Homan and unanimously carried, meeting adjourned at 4:59 p.m.

The next regular commission meeting will be held on February 12, 2024 at 4:00 p.m.

Jen Benson
Office & Customer Service Supervisor

**Minutes of the Waupun Public Library Board Meeting
Wednesday, January 17, 2024**

The Waupun Public Library Board was called to order by Bev Martens, President, at 4:30 p.m. on Wednesday, January 17, 2024. Present were Siebers, Sullivan, Svec, Garcia, and Jaeger. Gehl was present via Zoom. Beer, Hintze, and Schultz were absent.

ARTICLE I: Motion by Siebers, supported by Gehl, to accept the minutes of the December 20, 2023, meeting with the correction of Svec making the motion to adjourn. Motion carried.

ARTICLE II: No visitor appearance.

ARTICLE III: Monthly Statistics were reviewed.

- a. Circulated/downloaded/loaned: 139,023 items through the end of December, up 7.5%.
- b. 55,157 people visited the library through the end of December, up 15%.
- c. Program attendance up 82.9% through the end of December.
- d. Meeting room use up 77% through the end of December.

ARTICLE IV: Current budget was reviewed.

ARTICLE V:

- a. Motion by Siebers, supported by Sullivan, to pay the remaining December 2023 bills. Motion carried 5-0 on roll call.
- b. Motion by Sullivan, supported by Siebers, to pay the January 2024 bills. Motion carried 5-0 on roll call.

ARTICLE VI: Ad hoc committee regarding a patron account met and will have a recommendation under new business.

ARTICLE VII: Librarians' Report was reviewed.

ARTICLE VIII: No Old Business.

ARTICLE IX: New Business:

- a. Motion by Sullivan, supported by Martens, to allow Kurt Baumann to 1) access library materials, including Interlibrary Loan, through the Waupun Public Library; 2) complete a 6-month probationary period before attendance allowed at Book Club; and 3) one incident report of unacceptable behavior will result in an indefinite ban from the Waupun Public Library. Motion carried.

ARTICLE X: Motion by Sullivan, supported by Siebers, to adjourn at 4:55 p.m. Motion carried.

*Next tentative meeting: Wednesday, February 21, 2024, at 4:30 p.m.

Marie Svec, Secretary
MS/bkj



MINUTES
POLICE & FIRE COMMISSION (PFC) MEETING
Waupun Safety Building – 16 E. Main Street, Waupun
Thursday, January 4, 2024 at 5:00pm

Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact the City Clerk at 920-324-7915.

CALL TO ORDER

Meeting convened at 5:03pm by PFC President in the Waupun Safety Building.

ROLL CALL

Present: John Bett (PFC Vice President), Bambi Buchholz (PFC Citizen), Teresa Heidemann (PFC Citizen), Bobbi Jo Kunz (Council Member-Ex Officio), Tara Rhodes (PFC Citizen/Secretary), Mike Thurmer (PFC Citizen/President)
Interim Chief Jeremy Rasch joined for third (external) applicant interview during closed session and remained in meeting until adjournment.

Member(s) absent (excused): N/A

Guests: N/A

MINUTES FROM PREVIOUS MEETING

Minutes from the December 13, 2023 were presented for approval. Motion to approve minutes as submitted at 5:04pm by J. Bett, B. Buchholz second; all in favor, motion passed.

WPD CHIEF UPDATE

M. Thurmer shared he is coordinating with Kathy Schlieve, City Administrator/Economic Development, the dates/times/locations/approach for the two WPD Chief public forums; likely to occur the end of January. M. Thurmer requested PFC members to be present at both forums if possible. There will be a (required) public notice send out for these sessions; minutes will not be taken. M. Thurmer noted that once the WPD Chief posting is approved by the City Council, it would be posted for seven days; and based on this timing expect for WPD Chief interviews with PFC to be conducted in early February.

Feedback from the recently completed WPD staff meetings has been shared with the Riesling Group who will adapt into interview questions which will be used during the WPD Chief interviews.

CLOSED SESSION

The Waupun Police and Fire Commission adjourned into closed session under Section 19.85 (1) (c) of the WI Statutes to conduct interviews with three (3) qualified applicants for employment for the open Lieutenant position (Third Shift):

(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Motion to go into Closed Session at 5:22pm was made by T. Rhodes, J. Bett second; all in favor, motion passed.

OPEN SESSION

The Waupun Police and Fire Commission reconvened in open session under Section 19.85(2) of the WI Statutes at 8:16pm after motion from J. Bett, B. Buchholz second; all in favor, motion passed.

ACTION FROM CLOSED SESSION

The PFC confirmed Interim Chief Rasch joined the PFC meeting for the interview for the third candidate during closed session.

The PFC recognizes the selection of the Lieutenant is at the discretion of the Chief and therefore PFC interview results are being forwarded to Interim Chief J. Rasch post-meeting.

FUTURE MEETINGS AND GATHERING INVOLVING THE POLICE AND FIRE COMMISSION

Next Commission meeting is to-be-scheduled (the Commission meets quarterly, at minimum).

If necessary, please send any agenda requests to Chief BJ DeMaa or Interim Chief J. Rasch so appropriate preparation(s) can be made.

Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact the City Clerk at 920-324-7915.

ADJOURNMENT

Motion to adjourn meeting at 8:18pm made by J. Bett, B. Buchholz second; all in favor, motion passed.

Respectfully submitted,
Tara Rhodes, Secretary



MINUTES
POLICE & FIRE COMMISSION (PFC) MEETING
Waupun Safety Building – 16 E. Main Street, Waupun
Thursday, January 18, 2024 at 4:30pm

Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact the City Clerk at 920-324-7915.

CALL TO ORDER

Meeting convened at 4:31pm by PFC President in the Waupun Safety Building.

ROLL CALL

Present: John Bett (PFC Vice President), Bambi Buchholz (PFC Citizen), Teresa Heidemann (PFC Citizen), Bobbi Jo Kunz (Council Member-Ex Officio), Interim Police Chief Jeremy Rasch, Tara Rhodes (PFC Citizen/Secretary), Mike Thurmer (PFC Citizen/President)

Member(s) absent (excused): N/A

Guests: N/A

MINUTES FROM PREVIOUS MEETING

Minutes from the January 4, 2024 were presented for approval. Motion to approve minutes as submitted at 4:32pm by J. Bett, B. Buchholz second; all in favor, motion passed.

CLOSED SESSION

The Waupun Police and Fire Commission adjourned into closed session under Section 19.85 (1) (c) of the WI Statutes to conduct interviews with two (2) qualified applicants for employment for the open Patrol Officer position.

(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Motion to go into Closed Session at 4:34pm was made by T. Rhodes, T. Heidemann second; all in favor, motion passed.

OPEN SESSION

The Waupun Police and Fire Commission reconvened in open session under Section 19.85(2) of the WI Statutes at 6:06pm after motion from J. Bett, T. Heidemann second; all in favor, motion passed.

ACTION FROM CLOSED SESSION

Motion at 6:06pm to extend conditional offer to candidate E. Effert and place candidate L. Nordskog on eligibility list was made by T. Rhodes, B. Buchholz second; all in favor, motion passed.

FUTURE MEETINGS AND GATHERING INVOLVING THE POLICE AND FIRE COMMISSION

City of Waupun Police Chief Forums are scheduled for January 23 at 1pm and January 24 at 6pm and will be held at the Senior Citizens Center. The community is invited to attend to meet the police chief candidate(s) and to provide feedback to the PFC on the hiring process as it pertains to the public safety needs of the community. PFC members are encouraged to attend both sessions.

Next Commission meeting is to-be-scheduled (the Commission meets quarterly, at minimum).

If necessary, please send any agenda requests to Chief BJ DeMaa or Interim Chief J. Rasch so appropriate preparation(s) can be made.

Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact the City Clerk at 920-324-7915.

ADJOURNMENT

Motion to adjourn meeting at 6:17pm made by J. Bett, T. Heidemann second; all in favor, motion passed.

Respectfully submitted,
Tara Rhodes, Secretary



MINUTES
POLICE & FIRE COMMISSION (PFC) MEETING
Waupun City Hall – 201 E. Main Street, Waupun
Thursday, February 1, 2024 at 5:00pm

Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact the City Clerk at 920-324-7915.

CALL TO ORDER

Meeting convened at 5:00pm by PFC President in the Waupun City Hall.

ROLL CALL

Present: John Bett (PFC Vice President), Bambi Buchholz (PFC Citizen), Teresa Heidemann (PFC Citizen), Bobbi Jo Kunz (Council Member-Ex Officio), Tara Rhodes (PFC Citizen/Secretary), Mike Thurmer (PFC Citizen/President)

Member(s) absent (excused): N/A

Guests: Kathy Schlieve (City Administrator): joined Closed Session at 5:39pm

CLOSED SESSION

The Waupun Police and Fire Commission adjourned into closed session under Section 19.85 (1) (c) of the WI Statutes to finalize interview questions for filling of the Police Chief vacancy. The PFC resourced compiled results from the survey provided to the public and a bank of questions provided by the consultant, Riesling Group and a peer community for closed session.

(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Motion to go into Closed Session at 5:01pm was made by J. Bett, B. Buchholz second; all in favor, motion passed.

OPEN SESSION

The Waupun Police and Fire Commission reconvened in open session under Section 19.85(2) of the WI Statutes at 6:33pm after motion from J. Bett, T. Heidemann second; all in favor, motion passed.

ACTION FROM CLOSED SESSION

There was no action from Closed Session.

FUTURE MEETINGS AND GATHERING INVOLVING THE POLICE AND FIRE COMMISSION

The next Commission meeting is scheduled for 4:30pm Monday, February 12 at the Waupun City Hall.

If necessary, please send any agenda requests to Chief BJ DeMaa or Interim Chief J. Rasch so appropriate preparation(s) can be made.

Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact the City Clerk at 920-324-7915.

ADJOURNMENT

Motion to adjourn meeting at 6:34pm made by J. Bett, T. Heidemann second; all in favor, motion passed.

Respectfully submitted,
Tara Rhodes, Secretary



Waupun Police Department Monthly Report

January 2024

Staffing/Hiring Process

Our current staff level is 12 sworn personnel and 2 non-sworn personnel. Two Officers in Training are currently in Police Recruit Academy. Background/Reference checks are being completed on 2 additional candidates. Officer Kreitzman was promoted to Lieutenant, sworn in on January 22, 2024. The Chief of Police hiring process is in progress.

Community Engagement

- Senior Center – Police Department Update
- Salvation Army of Dodge County Meeting
- Community and Corrections Relations Board Meeting
- Dodge County Traffic Safety Commission Meeting
- Fond du Lac County Law Executive Board Meeting
- Dodge County Law Executive Board Meeting
- Dodge County Drug Task Force Meeting
- Dodge County Emergency Management School Safety Meeting

Department Information

- School Lockdown Drills were completed at JR/SR High School, RRIS, and MVP
- Fond du Lac County In-Service Training – Numerous staff attended the annual training
- Operation Rush Training – Officer Alex Warner attended
- K9 Training – Officer Halverson and Jet completed monthly training
- K9 School Sniff – Officer Halverson and Jet assisted a school sniff in Watertown
- US Postal Inspector Training – Interim Chief Rasch, Lt Sullivan, and Lt Williams attended
- Field Training Manual – Manual and program is being updated

January Anniversaries

- Records Clerk Danyelle DeBoer – 5 years
- Lieutenant Trevor Kreitzman – 20 years
- Interim Chief Jeremy Rasch – 22 years

Police Activity

- Calls for Service: 807
- Traffic Stops: 106
- Arrests: 18

Code Enforcement	Warnings	Citations
January	19	3



Waupun Police Department Monthly Report

January 2024

Complex Investigations

1 Homicide Investigation – Ongoing investigation and suspect has been charged with first degree intentional homicide, false imprisonment, intimidating a witness, and bail jumping.

2 Child Sexual Assault Investigations – one currently under investigation the other was unsubstantiated and investigated in the past

2 Drug Distribution Investigations – Ongoing Investigations that have ties to the city of Waupun.

1 Follow Up Child Pornography Investigation - Received digital evidence for Child Porn case 22-1844 that confirmed presence of C.P. on cellular devices. Charges already filed, but additional investigation is required.

1 Follow Up Drug Investigation – Narcotics sent to the crime lab for testing for upcoming jury trial.

1 Embezzlement/Theft Investigation – On going investigation at a living facility.

Complaints

On 1/01/24 at approximately 3:07am, police responded to a residence on W Main St for a welfare check. A county crisis safety plan was put in place with a 25 year old woman.

On 1/01/24 at approximately 10:10am, police conducted a traffic stop on Fond du Lac St at Jackson St. A 32 year old woman was cited for travelling 42mph w/in a 25mph zone.

On 1/02/24 at approximately 1:12am, police conducted a traffic stop in the 200 block of N Forest St. A 25 year old woman was cited for Operating After Revocation. The woman was also taken into custody on 3 counts of Illegally Possessing Prescription Drugs w/out a Valid Prescription and 2 counts of Felony Bail Jumping. The woman was transported to the Fond du Lac County Jail.

On 1/02/24 at approximately 9:29pm, police made contact with a 51 year old man at a business on Shaler Dr. Police learned the man had a warrant through probation and parole and he was taken into custody. The man was transported to the Dodge County Jail.

On 1/03/24 at approximately 4:51pm, police responded to a business on Fond du Lac St for a report of a Court Order Violation. A 54 year old man was referred to the Dodge County DA's Office for Violating a Harassment Injunction and 2 counts of Misdemeanor Bail Jumping.



Waupun Police Department Monthly Report

January 2024

On 1/03/24 at approximately 8:46pm, police responded to a residence on Beaver Dam St for a report of a disturbance. A 38 year old man was cited for Disorderly Conduct. A 45 year old woman was cited for Disorderly Conduct and she was removed from the residence.

On 1/04/24 at approximately 4:51am, police responded to a residence on W Brown St for a medical response. A 74 year old man was pulseless and non-breathing upon arrival of police and EMS. Police continue to investigate this suspicious death. Additional agencies involved with the investigation are the Dodge County Medical Examiners Office, WI DOJ Crime Laboratory, and the Dodge County DA's Office. See prior press releases for additional information.

On 1/05/24 at approximately 8:35pm, police responded to a business on E Main St for a report of a 68 year old man who fell off a barstool. The man was transported to a medical facility.

On 1/06/24 at approximately 8:24pm, K9 Jet and Officer Halverson responded to the city of Beaver Dam for a vehicle sniff. K9 Jet was deployed and alerted to controlled substances. Controlled Substances were located in the vehicle.

On 1/07/24 at approximately 11:15am, police conducted a traffic stop on USH 151 at STH 26. A 23 year old woman was cited for travelling 90mph in the 65mph zone.

On 1/07/24 at approximately 5:25pm, police responded to the 400 block of E Franklin St for a report of a Court Order Violation. A 69 year old man was referred to the Fond du Lac County DA's Office for Violating a Court Order.

On 1/09/24 at approximately 1:55am, police conducted a traffic stop on W Main St at Bly St. A 51 year old woman was cited for Operating After Suspension.

On 1/10/24 at approximately 4:32pm, police referred an Identity Theft charge to the Fond du Lac DA's Office against a 60 year old man. This was as a result of a Fraudulent Check and Fraudulent Use of Identification from a complaint on 12/22/23 at a business on Gateway.

On 1/11/24 at approximately 12:00pm, police responded to a residence on E Main St for a report of a Physical Disturbance. A Battery charge was referred to the Dodge County DA's Office against a 27 year old man.

On 1/11/24 at approximately 12:59pm, police responded to a business on E Main St for a Fraud Complaint. Upon arriving and attempting to make contact with the suspect, a 23 year old man, the man attempted to flee the scene. The man was taken into custody after a short struggle and foot pursuit. The man was taken into custody on charges of Resisting/Obstructing and Officer, Possession of Controlled Substance, and Attempting to Obtain Prescriptions Medication w/a Fraudulent Prescription. The man was transported to the Dodge County Jail.



Waupun Police Department Monthly Report

January 2024

On 1/11/24 at approximately 10:31pm, police responded to a residence on E Franklin St for a report of a Physical Disturbance. A 30 year old man was taken into custody for Disorderly Conduct Domestic Related and 2 counts of Felony Bail Jumping. The man was placed in protective custody and later transported to a mental health facility prior to his transport to the Fond du Lac County Jail.

On 1/12/24 at approximately 6:35pm, police responded to a residence on Bly St for a Threats Complaint. It was reported that a 33 year old man was threatening the life of a 24 year old man via phone. The complaint is under investigation.

On 1/12/24 at approximately 9:45pm, police responded to a residence on Pleasant Ave for a report of a Disturbance. A 47 year old man was referred to the Dodge County DA's Office for Disorderly Conduct Domestic Related and he was removed from the residence.

On 1/16/24 at approximately 12:55pm, police conducted a traffic stop on S Madison St at Park Ave. A 42 year old woman was cited for Operating w/out a Valid Driver's License.

On 1/17/24 at approximately 2:54pm, police responded to a residence on N Madison St for a report of a physical domestic disturbance. A 41 year old man was later located and taken into on a charge of Disorderly Conduct Domestic Related and an arrest warrant through Probation and Parole. The man was transported to the Fond du Lac County Jail.

On 1/17/24 at approximately 3:11pm, police responded to the 500 block of Maxon St for a report of a vehicle versus power pole crash. No injuries were reported.

On 1/20/24 at approximately 8:33pm, police responded to a residence on S West St for a report of a vehicle on fire inside a garage. Police observed the vehicle was engulfed and the fire was spreading. Police assisted with fire suppression until fire personnel arrived.

On 1/21/24 at approximately 12:55am, police responded to the 400 block of Jackson St for a report of a vehicle versus fire hydrant hit and run crash. A 21 year old man was cited for Hit and Run to Property.

On 1/21/24 at approximately 8:46pm, police conducted a traffic stop in the first block of N State St. A 24 year old man was cited for Operating w/out a Valid Driver's License 2 Offense w/in 3 years, a criminal traffic offense.

On 1/21/24 at approximately 9:05pm, police conducted a traffic stop on E Brown St at S Watertown St. A 23 year old woman was cited for Operating After Suspension.

On 1/22/24 at approximately 7:20am, police responded to a residence on E Jefferson St for a report of a vehicle fire. Police observed an engulfed vehicle and the fire department responded to suppress the fire.



Waupun Police Department Monthly Report

January 2024

On 1/22/24 at approximately 8:18am, police responded to the first block of Fox Lake Rd for a vandalism complaint. Upon arriving police learned a wanted subject was to be inside a business. Police located a 29 year old man who had a warrant through Fond du Lac County and a warrant through Probation and Parole. The man was taken into custody and transported to the Dodge County Jail.

On 1/22/24 at approximately 5:25pm, Officer Halverson and K9 Jet responded to the city of Beaver Dam for a vehicle sniff. K9 Jet indicated a positive alert and contraband was located in the vehicle.

On 1/23/24 at approximately 1:37pm, police responded to Fond du lac St at E Spring St for a report of a 2 vehicle crash. A 71 year old man was cited for Failure to Keep Vehicle Under Control. A 56 year old woman was transported to a local hospital and she was cited for Improper Parking or Stopping on a Roadway.

On 1/23/24 at approximately 7:10pm, police responded to a residence on S Division St for a scam complaint. The victim advised they received a phone call from a scammer claiming to be from the Waupun Police Department. The scammer then advised the victim to send a large sum of money to an address in New Jersey and if the victim did not comply an arrest warrant would be issued for the victim. The complaint is under investigation and please don't fall victim to these scams.

On 1/25/24 at approximately 1:24pm, police responded to a living facility on S Madison St for a report of a missing 35 year old adult. Police located the subject and returned the subject to the facility.

On 1/26/24 at approximately 12:14am, police conducted a traffic stop on W Franklin St at Zimmerman Ave. A 21 year old man was cited for Operating After Suspension.

On 1/26/24 at approximately 3:36pm, police conducted a traffic stop in the 900 block of W Main St. A 51 year old man was cited for Operating After Revocation 4th Offense.

On 1/26/24 at approximately 5:49pm, police conducted a traffic stop in the 600 block of Buwalda Dr. A 40 year old man was cited for Operating After Revocation.

On 1/26/24 at approximately 5:50pm, police conducted a traffic stop on E Lincoln St at Carrington St. A 19 year old man was cited for Operating After Suspension.

On 1/26/24 at approximately 6:16pm, police conducted a traffic stop in the first block of S State St. A 22 year old man was cited for Operating w/out a Valid Driver's License.

On 1/28/24 at approximately 8:08pm, police responded to a residence on Wilcox St for a Welfare Check. A 47 year old woman was taken into custody for charges of Possession of Fentanyl and Possession of Methamphetamine Paraphernalia. The woman was transported to the Dodge County Jail.



Waupun Police Department Monthly Report

January 2024

On 1/30/24 at approximately 11:06am, police responded to a living facility on S Madison St for a Welfare Check of a suicidal subject. County crisis was contacted and a 27 year old man was voluntarily committed.

On 1/30/24 at approximately 10:23pm, police conducted a traffic stop on W Main St at Commercial St. Charges of Operating After Revocation and 2 counts of Bail Jumping were referred to the Fond du Lac County DA's Office against a 24 year old man.

Interim Chief of Police
Jeremy Rasch



January 2024



Monthly Call Volume Report



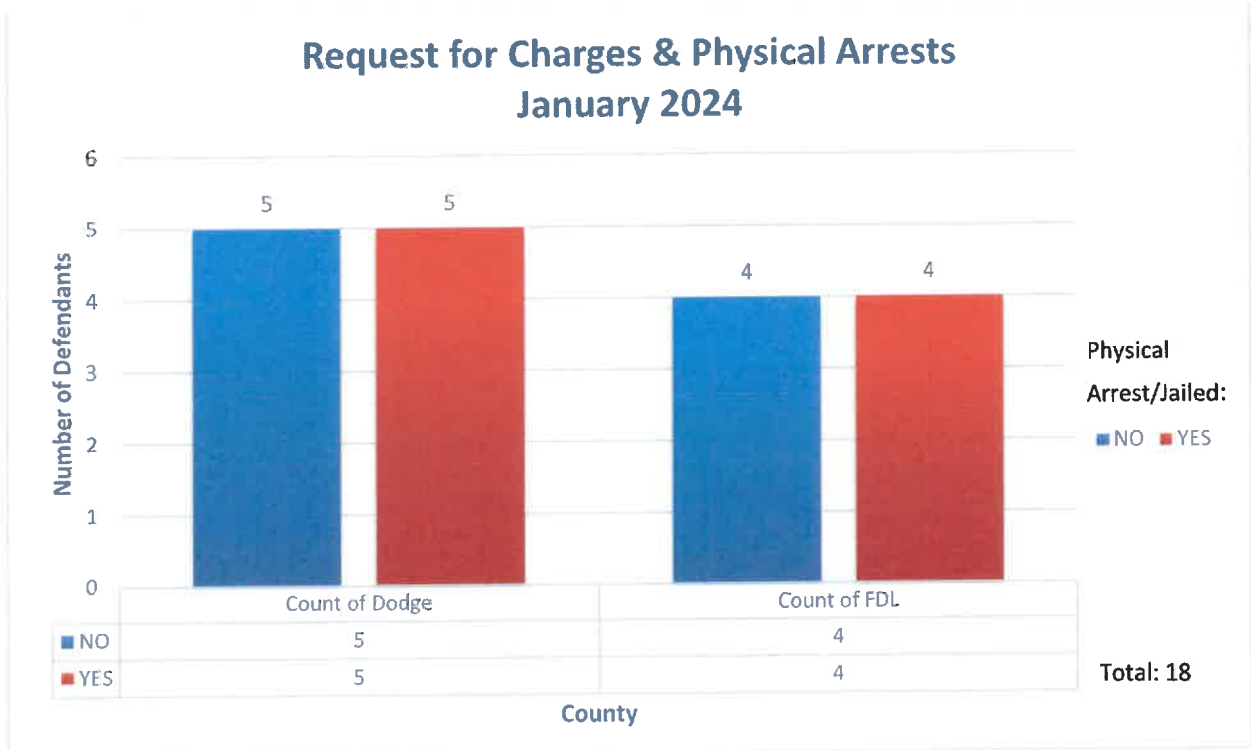
Call Volume Monthly 2023 - 2024			
Month	2023	2024	Percent Difference
January	1070	807	-24.6%
February	920		
March	1037		
April	946		
May	1193		
June	1107		
July	1080		
August	1113		
September	1045		
October	998		
November	769		
December	790		
Grand Total:	12,068	807	



January 2024



Request for Charges & Physical Arrest Report





Waupun Police Department Total Call Report



From: January 01, 2024 To: January 31, 2024

Agency	Incident Type	Total Incidents	WP	FOLLOW UP	
WP	911 CHECK	29		FOOT PATROL	2
	ABANDONED VEHICLE	1		FOUND ANIMAL	3
	ACCIDENT	6		FOUND PROPERTY	3
	ACCIDENT W/INJURY	1		FRAUD COMPLAINT	4
	AMBULANCE	62		FUNERAL ESCORT	5
	ANIMAL BITE	2		GAS DRIVE OFF	2
	ANIMAL COMPLAINT	8		HARASSMENT	1
	ASSIST AGENCY	13		HIT AND RUN	5
	ASSIST CITIZEN	30		HOUSE WATCH REQUEST	1
	ASSIST MOTORIST	4		INFORMATION TO DOCUMENT	16
	BATTERY	2		INTRUSION ALARM	5
	BUILDING CHECK	47		JUVENILE PROBLEM	4
	CAR IN DITCH	2		LOST ANIMAL	1
	CARCASS IN ROADWAY	1		LOST ANIMAL LOCATED	1
	CHECK WELFARE	16		LOST PROPERTY	1
	CHILD ABUSE/NEGLECT	2		MENTAL SUBJECT	1
	CHILD CUSTODY	3		MISSING ADULT	2
	CIVIL PROBLEM	5		NEIGHBORHOOD POLICING	1
	COURT ORDER VIOLATION	2		NOTIFY MED EXAMINER	1
	DEPARTMENT K9 DOG	4		OCCUPIED DISABLED	2
	DIRECTED AREA PATROL	131		OFFICER STANDBY	6
	DISABLED VEHICLE	3		ORDINANCE VIOLATION	25
	DISORDERLY CONDUCT	4		PAPER SERVICE	1
	DOMESTIC	5		PARKING ENFORCEMENT	34
	DRUGS/NARCOTICS	2		PATROL ASSIST FIRE	19
	EXTRA PATROL	34		PORNOGRAPHY	1



Waupun Police Department Total Call Report



From: January 01, 2024 To: January 31, 2024

WP	RAILROAD COMPLAINT	1
	RECKLESS DRIVER	4
	REPOSSESSION	2
	RUNAWAY	1
	SCAM COMPLAINT	5
	SEXUAL ASSAULT	2
	SNOWMOBILE COMPLAINT	2
	SPECIAL ASSIGNMENT	19
	SUBJECT STOP	1
	SUSPICIOUS ACTIVITY	11
	SUSPICIOUS VEHICLE	4
	TAVERN CHECK	7
	THEFT	2
	THREATS COMPLAINT	2
	TRAFFIC COMPLAINT	1
	TRAFFIC PROBLEM	5
	TRAFFIC STOP	106
	TRESPASSING	1
	TRUANCY	7
	VANDALISM	3
	VEHICLE LOCKOUT	1
	WARRANT	5
	WARRANT OTHER AGENCY	4
	WEATHER RELATED INFO	1
	Total	807
Total		807

LIBRARY	MONTHLY REPORT February 2024
Subject	Summary
Statistics	Through the end of January, the library circulated/downloaded/loaned 12,608 items, and 3,917 people walked through our doors. Program attendance is up 73%.
State Annual Report	The Public Library Annual Report for 2023, required by the Department of Public Instruction, has been completed and will be reviewed at the February 21, 2024, Library Board meeting.
February programs	Programs scheduled in February include a wood flower class, Craft Night, Lego Club, Game Night, Toddler Tuesday, and weekly story times. Dates and times can be found on the library's Facebook page, and hard copies of the program schedule are available at the circulation desk.



RECREATION DEPARTMENT		
MONTHLY REPORT TO COMMON COUNCIL – February 13, 2024		
Activity/Project	Status	Notes/Other
Senior Center Attendance – January	1,261 participants signed in Average daily attendance - 66 participants	Open 19 days. Closed due to weather on January 9 and 12. High attendance in fitness classes and tech support.
Senior Center Rentals – January	3 rentals	0 rentals in January 2023
Senior Center Meals – January	Serving Monday – Wednesday 82 Indoor Dining Meals Serving Monday – Friday 157 Mobile Meals	Average daily attendance indoor dining – 6 meals Average daily attendance mobile meals – 8 meals (Fond du Lac County residents only)
Senior Center Special Activities/Events – January	January 2 - New Year’s Party January 19 – Buddy Bingo January 29 – Cardio Drumming class by a student from WASD	38 participants Cancelled due to weather Cancelled due to illness
Upcoming Senior Center Special Activities/Events	Senior Citizens Police Academy: <ul style="list-style-type: none"> February 6—Equipment Day & Tour February 13— K9 Demo/Drugs February 20—Life of a Police Officer with the Mayor February 27—Fire March 5— EMS & Community Fall Prevention Toolkit March 12— Evidence/Crime Scene/Investigations March 19 - Review & Graduation IceFest: <ul style="list-style-type: none"> February 18 - Snow Yoga at 11am February 18 – Sledding at Noon February 18 – Bingo at 2pm February 23 – Buddy Bingo	20 participants Waupun Recreation Department sponsored and led activities
Park Program Update		Currently hiring Park Leaders Finalizing 2024 Calendar of activities and events

DATE February 13th, 2024			
Project	Status		Other
Community/Senior Center	Roofing is getting installed, windows are in, plumbers are working and electrician will be onsite. Hook up to the city water and sewer should happen in the next few days. When they are connecting to the storm sewer on Beaver Dam St. the road will be detoured. They will be prepping for the floor pour on the lower office area on February 20 th .		
City Hall Roof Bid	We have the bid documents out and will be having a pre-bid meeting on February 27 th and bids are due March 5th		
MS4 Storm water report	Trista has been getting all the year's information together. We have sent over to MSA for final review and this should be on the March agenda for your review.		
Free trees from Living lands and Waters	The City had the opportunity to order trees again. The trees should arrive sometime in April. We will get the date out when they can be picked up. These are seedlings about 1 to 2' tall.		
City garage trench floor drains	The floor drains in the older part of the garage are falling and need to be replaced. Staff started this project. We will work on it while we have good weather		
Staff projects	Trimming Trees Patching and Painting at City Hall Measuring and confirming street lengths and widths Repairing and painting picnic tables Maintaining and cleaning equipment Re-Keying of Schlieve and McCune New requirements at the Aquatic Center. Go over those and make sure we are ready for the inspection.		
Part-Time position	We held interviews and hired a person for this position. They started last week.		

Seasonal Employees

We are currently looking to fill 7 seasonal employee positions for the summer. Some of the projects they do are maintain ballfields, Collect garbage, trim weeds, push mow, landscape, paint and help with city festivals.





TO: Waupun Utilities Commissioners
FROM: Steve Brooks, General Manager
DATE: February 12, 2024
SUBJECT: General Manager Report

Electric Department Update:

Call-Ins

- January 12th: A severe winter storm caused a power outage at approximately 9:41 pm on the northeast side of town. Feeder 1 (east) from the Comtech Substation was affected. Crew patrolled the line and identified the cause of outage. Power was restored at 11:15 pm. Approximately 398 customers were affected by the outage.
- January 17th: The electric crew responded to a car vs pole on Maxon St. The accident caused a service to be pulled free from a home on Maxon St. Crew reattached service and worked with electrician to restore power.
- January 20th: Crew responded to request to disconnect power at approximately 9:00 pm due to a house fire on 500 block of S West St. The electric meter was removed by request of the WFD and left off due to damage.

United Co-Op

- 3rd Switchgear arrived on January 22nd
- 1500kva transformer expected March/April 2024 (in production)
- Under budget/estimate for work-to-date

Wilson and Shaler Dr

- All light fixtures are installed and energized

East Main Street Lighting

- LED street light fixtures will be installed on east Main St starting at Hwy 151 & 49 working west. (approx. 28 fixtures)

Tree Trimming

- Crew started on service orders (customer requests/concerns that did not require immediate attention)
- Crew working their way through Main Substation Circuit 6 & 7

Claggett Area Subdivision

- Working with developer and providing preliminary estimates for primary extension and street lighting infrastructure

UtiliSync

- Locate software Waupun Utilities is investing in to better manage Diggers Hotline tickets
- Software/Application features:
 - Positive response for each ticket
 - Picture attachment with 3-year storage
 - Ticket locations overlaid on system maps via ArcGIS
 - Emergency/24hr ticket email and text message notification
- Sun Prairie Utilities facilitated a virtual demonstration with Waupun Utilities operation staff of their experience with UtiliSync
- Training for Waupun Utilities users to follow GIS configuration
 - Training Scheduled for February 12th

General Manager Update:

MEUW EOCE2024

- Waupun Utilities staff attended the MEUW Electric Operations Conference and Expo January 10-12th in Wisconsin Dells. This event brings together municipal and electric cooperative employees from across the state. The conference and expo featured a large-group of general sessions as well as a number of breakout sessions.
- Public Service Commission of Wisconsin (PSC) Commissioner Summer Strand discussed how the PSC continues to strive for a 200-day target for municipal rate cases, as well as her interest in having Commission staff work with MEUW and municipal electric utilities to put forward legislation for a simplified rate case process. The day following Commissioner Strand's presentation, Governor Tony Evers appointed Summer Strand chair of the PSC.

WPPI Advisory Committees

- The WPPI Executive Committee met on Thursday, January 25th and approved the newest members of the advisory committees. Jen Benson was elected to a 3-year term on the Member Services Advisory Group (MSAG). Jeff Stanek was re-elected to a 3-year term to the Rates Services Advisory Group (RSAG). Waupun Utilities continues to be very involved in our joint action agency.

Joint Action Leadership Certificate Program (JALC)

- JALC is an educational program for member utility leaders to become more acclimated to the WPPI, joint action agency in which their utilities are member-owners, and learn more about the valuable partnership by directly connecting concepts a content back to individual communities. The program is geared toward utility managers and management staff as well as those on the WPPI board as directors or on an advisory group. Waupun Utilities currently has two employees in the program.

American Public Power Association Legislative Rally

- Mayor Bishop and I will attend the Legislative Rally February 26-28th in Washington DC. We will have the opportunity to talk Congress about the direct impact of federal action at the local level.

2024 Department Goals

- Departments have documented 2024 goals. We can discuss any questions that you may have.

NorthStar CSR7

- Customer service staff attended training at WPPI January 23rd on the CSR7 test database. Staff has access to CSR7 test database on each workstation and have been completing tasks on the new system as if working in live environment, while documenting questions and comments that arise while utilizing the test system.
- NorthStar extended an invitation to Waupun Utilities staff to do a presentation on CSR7 at the Central Harris User Group in San Marcos, Texas March 26-27th. All expenses paid by NorthStar. Two staff from Waupun Utilities and WPPI will attend.

This concludes my report for February 2024. Please contact me at 324-7920 or sbrooks@waupunutilities.org with any questions or concerns.



TO: Waupun Utilities Commissioners
FROM: Steve Schramm
DATE: February 7, 2024
SUBJECT: Monthly Operation Report

Water Treatment Facility:

There are no call-ins to report this month.

The WDNR has released drinking water monitoring requirements for 2024. Within these requirements, volatile organics and disinfection byproducts sample groups were added in addition to normal monitoring groups. VOCs are a group of chemicals commonly used in industrial, commercial and household applications. The most abundant source of VOCs are fossil fuel products such as gasoline and fuel oil.

Wastewater Treatment Facility:

There were three call-ins this month. The first two call-ins were for wet well transducer failure – high level. After lengthy trouble shooting, a failing signal conditioning relay was identified as the issue and was replaced. The third call-in was for pc/plc comm fail. Communication was restored.

The major Charter outage created monitoring and alarming issues. During this event, there was an alarm with the MBR's that caused them to shut down and not allow flow to pass through the treatment facility. All forward flow was recycled to the head works compounding the hydraulic issue. Communication was restored shortly after 12:00am notifying staff. Hydraulic levels were returned to normal by 2:30am. There was a biological set back on the ABNR system, but within 48-72 hours, the system returned to normal/baseline parameters.

Water/Sewer Crew:

There are no call-ins to report this month.

There were two water main breaks this past month. Details are as follows:

- The first break was located on Home Avenue and was “blow hole” on a 6-inch main. It was leaking approximately 209 gallons per minute for 3.5 hours, totaling 50,194 gallons.
- The second break was located on Home Avenue and was “blow hole” on a 6-inch main. It was leaking approximately 117 gallons per minute for 2 hours, totaling 14,117 gallons.

Staff has completed large customer meter testing. With the use of a portable test meter, staff can efficiently and accurately test large water meters at high and low flow, without removing the meter from service. The testing accuracy of our large field meters confirms billing for accurate volume usage.

Staff started televising the sanitary sewer system, allowing staff to see "inside" of the sanitary sewer. The camera measures the exact distance in a pipe to allow staff to easily and precisely repair cracks, joints, and remove

Water/Sewer Crew Continued:

obstructions. The pipe condition is recorded as the camera moves through the pipe and information is then used to establish a pipe priority grade. The grading allows staff to pinpoint areas within the gravity sanitary collection system that need a more in-depth investigation due to the critical nature of the location, physical attributes of a pipe section, the structural integrity of the pipe, and operation and maintenance needs of the pipe.

This concludes my report. Please do not hesitate to contact me with your questions or concerns at 324-7920 or sschramm@waupunutilities.org.



TO: Waupun Utilities Commissioners
FROM: Jeff Stanek, CPA, Finance Director
DATE: February 12, 2023
SUBJECT: December 2023 Financial Report

This month's report contains the December YTD 2023 financial report. The Utilities audit fieldwork was completed February 5-7 and the auditors have not communicated any audit adjustments as of the date of this report. We don't anticipate any material changes in the figures included in this report.

The December YTD 2023 financial report follows.

CONSTRUCTION AND PLANT ADDITION SUMMARY - 2023

The attached construction and plant additions summary shows activity for December and year-to-date 2023. Total non-carryforward construction activity the year was \$294,800 **over** budget largely due to the receipt of back-ordered transformers and meters from 2021 & 2022 budget years. The Electric Utility also performed substantial billable work for customer extension projects including the initial phases of the United Cooperative extension and Wilson Street light installation projects. Total customer work for the Electric Utility was \$528,100 for the year. Water and Wastewater infrastructure additions included contributions from the City of Waupun for Wilson & Shaler street extensions and from United Cooperative additions. Total Water contributions amounted to \$1,189,600 and Wastewater were \$267,000. Additions for the grant-funded WWTP ABNR upgrades totaled \$3,022,600 for the year.

Plant additions were **under** budget overall as a result of delaying several equipment / maintenance purchases until future periods. Supply chain, lead time and increased material costs continue to be an issue for all three Utilities and are expected into the foreseeable future. The attached schedule highlights budget to actual variances for each utility.

2023 FINANCIAL HIGHLIGHTS

Sales

Total electric sales were 2,519,000 kWh or 2.4% **above** budget on higher sales to General Service and Large Power customer classes. Total electric kilowatt hours sold totaled 105,945,000 in 2023 compared to 104,899,000 in 2022. Revenues associated with the kWh sales **decreased** 4.0% from 2022 largely due to lower PCAC revenues from decreased market energy prices.

Total water sales revenue was 4.9% or \$85,500 **above** budget. The water utility sold 19,800 **more** units of 100 cubic feet compared to 2022 largely due to a change in the operational processes at an existing Industrial customer. Sales revenue in 2023 **increased** \$41,800 to \$1,820,700 from \$1,778,900 in 2022 on the higher Industrial water sales.

Total sewer sales were 11.0% **above** budget on **higher** flows and loadings from the three Department of Corrections facilities. Total volume from the three facilities **increased** 3,719,000 gallons or 19.3% from 2022. Sewer rates were adjusted effective April 1, 2023 which represented the fourth and final step increase developed in the Test Year 2019 sewer rate study. Total sewer revenues from 2023 sales **increased** \$693,100 from 2022 primarily from the increase in DOC volumes and rate change.

Income Statement

Electric

The electric utility's regulatory operating income **decreased** \$4,000 to \$526,300 in 2023 compared to \$522,300 in 2022 from the following:

- *Gross Margin* – **Decrease** of \$12,300 from lower PCAC revenues associated lower market energy costs in 2023, specifically natural gas prices
- *Operational Expenses* – **Increase** of \$69,700 from a combination of an increase in administrative expenses associated with pension and OPEB expenses of \$141,300 and a decrease in distribution costs of \$79,900 associated with allocating maintenance labor to transformer & meter capital assets

Net income was \$1,070,500 or \$892,900 **above** budget. Net income was **higher** than budget due to:

- \$66,800 from higher gross margin resulting from decreased purchased power expenses
- \$176,700 in lower operational & maintenance expenses, primarily from increased billable customer work
- \$528,100 in capital contributions from customers & City of Waupun
- \$129,000 for interest income on investments

Electric's 2023 rate of return of 6.16 was similar to 2022's return of 6.13. The largest impact on the rate of return was the increase in billable customer work and labor allocations for capitalized transformers and meters.

Water

The water utility's regulatory operating income **increased** \$40,800 to \$841,100 in 2023 compared to \$800,300 in 2022. Operating expenses **increased** \$30,300 in 2023 compared to 2022 on **higher** administrative & general pension & benefit expenses. Overall, water net income was \$1,934,800 or \$1,498,900 **above** budget due unbudgeted capital contributions from customers and the city for infrastructure extension projects totaling \$1,189,600. Interest income **increased** \$93,800 due to improved investment rates during the year. The 2023 rate of return **increased** to 6.03 compared to 5.69 in 2022.

Sewer

The sewer utility's operating income (excluding GASB 68 & 75) **increased** \$472,900 to \$830,900 in 2023 compared to 358,000 in 2022. Operating expenses **increased** \$332,500 as a result of initial "start-up" costs of the new ABNR processes that went online during the year. Operating revenues were \$534,400 **above** budget from a combination of the final step rate increase effective April 1, 2023 and an increase in flows/high strength volumes from significant contributing customers. Operating expenses were \$19,700 **above** budget on higher maintenance expenses. Net income was \$3,910,800 or \$8,300 **below** budget due to the timing of grant revenues from the USDA related to the WWTF ABNR upgrade. Grant revenues totaled \$3,289,600 as all USDA loan draws were maxed out in 2022. Net Income without grant revenues amounted to \$621,100 in 2023 compared to \$130,800 in 2022.

Balance Sheets – Years Ended December 31, 2023 and 2022

The electric utility balance sheet **increased** \$1,140,700 to \$15,982,300 from \$14,841,600 in 2022. Unrestricted cash increased \$789,700 and restricted cash increased \$4,700. The unrestricted cash increase was the result of contributed cash received from a customer related to an line extension project. Receivables decreased by \$105,000 compared to 2022 on lower revenues from decreased market energy prices passed through to the utility. Net plant increased \$542,800 because of current additions associated with contributed customer work offset by retirements and depreciation expense. Debt decreased by \$175,000 from scheduled annual payments. Deferred inflows increased \$310,300 as a result of actuarial value changes associated pension and OPEB calculations. Net position **increased** by \$1,070,500 largely from higher unrestricted cash and contributed plant values.

The water utility balance sheet **increased** \$1,436,900 to \$20,907,600 from \$19,470,600 in 2022. Unrestricted and designated cash and investments **increased** \$954,100 as a result of no major street construction during the year. Net plant increased \$618,000 including contributed additions associated with Wilson/Shaler Street & United Cooperative infrastructure extension projects reduced by depreciation. Debt decreased by \$440,000 from annual scheduled payments. Net position **increased** \$1,934,800 from contributions from customers and reductions from debt payments.

The sewer utility balance sheet **increased** \$2,019,100 to \$54,985,000 from \$52,966,000 in 2022. Unrestricted cash and investments **increased** \$420,300 from operating results. Net plant increased \$1,356,300 from additions to construction in progress associated with the WWTF upgrade and decreases for retirements and depreciation. Debt **decreased** \$935,300 and included the final payment on the 2003 Clean Water Fund Revenue Bonds. Net position **increased** \$3,910,800 from grants received from the USDA for the WWTF ABNR upgrade.

Cash and Investments

The monthly metrics dashboard for cash and investments provides a monthly comparison of cash and investment balances and graphs that present long-term investments by maturity, type, and rating. The Utility's investments are typically fixed-income and held-to-maturity unless called before maturity. Held to maturity investments recognize monthly mark to market adjustments that ultimately are not realized when the investment matures.

Total cash and investments **increased** \$2,135,300 in 2023. Unrestricted and designated cash and investments **increased** \$1,769,100 from operating results and cash contributions associated with customer work performed during the year. The long-term investments portfolio included \$115,600 received for interest and distributions, incurred portfolio management fees of \$6,400 and recorded an unrealized positive market adjustment of \$47,100 resulting in a net \$156,300 increase for the year. Total interest and investment income earned (excluding market value adjustments) on all accounts for the year were \$313,600.

OTHER FINANCIAL MATTERS

WWTP Upgrade – Construction Update and Progress

Listed below is a summary of the costs incurred and paid for with USDA loan proceeds requested to date:

Total Project Budget <i>(As of 4/14/2022):</i>	\$ 37,508,000
Total Project Costs to Date <i>(Thru 1/3/2024):</i>	\$ 34,679,468
Loan Draws – Project to Date <i>(Thru 4/4/2023):</i>	\$ 27,807,000
Grants Provided <i>(Thru 2/8/2024):</i>	\$ 7,207,860
Disburse Request #32 Requested <i>(12/18/2023):</i>	\$ 468,503
Disburse Request #32– Paid <i>(1/9/2024):</i>	\$ 468,500

This concludes my report. Please do not hesitate to contact me at 324-7920 or jstanek@waupunutilities.org with any questions or comments.

Administrative Report for January 2024

Prepared by K Schlieve, 2/7/24

Personnel

- Public listening and input sessions were held for the Police Chief vacancy on January 23 and 24. Public feedback was shared with the PFC. The PFC will interview one internal candidate for the position on February 12, 2024.
- The Waupun Wellness Clinic, formed in partnership with WASD, is scheduled to open February 26, 2024. The clinic is part of a comprehensive strategy to enhance employee satisfaction/talent retention, boost productivity, reduce absenteeism, and stabilize healthcare costs. The clinic is accessible to all benefit eligible staff and their dependents as well as to part-time staff but not their dependents.
- A post-retirement benefits (OPEB) ad-hoc committee has been named and will begin meeting in the near future to review post-retirement benefit plan design. The group is responsible for identifying recommendations for the council in advance of the 2025 budget process.
- Mike Schelter began employment with the City on January 2, 2024 as a part-time (.5 FTE) light equipment operator in the DPW.
- Job postings and recruitment are happening for summer positions for DPW and the Park Program.

Senior / Community Center Updates:

- Senior Center construction remains on schedule. An RFP is being published to obtain pricing for furniture and fixtures. Facility signage and a donor recognition wall is being designed.
- The recreation committee met January 22, 2024. This committee will be responsible for helping with policy implementation for the new facility among other things.
- The youth sports grant is currently taking applications. Deadline for first round of applications is February 16, 2024 at 11 a.m.

Community/Economic Development:

- BID awarded a new business attraction grant to Madeline Clothing Company. The small business will locate at 425 E Main Street. Additionally, a \$2,000 façade renovation grant of \$1,178.73 was awarded to the small business to make exterior renovations to the space. The CDA also awarded a façade improvement grant to the business in the amount of \$589.37. This attraction projects helps facilitate approximately \$5,500 in private improvements to the building.
- Kartechner and Girls Flower Company signed a lease at 18 S Madison Street and will open as a small business in spring of 2024.
- The City acquired property located at N11363 State Rd 26. Work is underway to complete annexation of the land to the City. Work is also underway on determining movement/demolition of building structures on the parcel. Once annexed, land will be zoned industrial.

Budget/IT:

- Staff is working to implement a new budgeting module as part of our ERP system for the 2025 budget season.

Administrative Report for January 2024

Prepared by K Schlieve, 2/7/24

- An adhoc committee appointed by the mayor has met to evaluate the Fleet Management solution proposed with Enterprise. The goal of the community was to find a way to reduce capital outlay in future equipment budgets. After careful analysis, it does not appear to be an advantage to the city to pursue this program. While initially there is a reduction of capital expenditure, over the long-term costs to lease a smaller fleet such as the one maintained by the city do not equate to the savings needed to justify the program. We are reverting to our direct purchase strategy. That being said, staff is working on forecasting future debt needs and will be bringing a capital discussion back to the table in advance of the 2025 budget planning process. Over the next five years, capital needs will continue to outpace our ability to levy for our needs and priorities will need to be established.



WAUPUN
CITY OF SCULPTURE

2023 ACCOMPLISHMENTS

PRIORITY 1: SUSTAINABLE INFRASTRUCTURE

1. Groundbreaking and construction underway for grant-funded \$5.8M Senior/Community Center located at 521 McKinley Street. Kick started a successful fundraising plan to raise remaining capital needed to fund the project.
2. Replaced roof on public safety building after significant deterioration was identified with the use of \$180K of ARPA funds.
3. Constructed an outdoor shooting range for the police department. The range is crucial for ongoing training throughout the year.
4. Installed drainage swale and infrastructure to mitigate flooding along W. Hawthorne Dr.
5. Upgraded McCune Park softball/baseball fields to improve safety and expand use of the facility with different athletic groups.
6. Completed upgrades to all city parks, including removal of dilapidated tennis courts at Dodge Park.
7. Worked with the WI & Southern Railroad to complete railroad track repairs at Main Street crossing.
8. Completed mill and overlay repairs in the city, including resurfacing of Wilcox Street which was past end of useful life.
9. Completed Energy Efficiency Plan to identify sustainable energy savings at all public facilities.
10. Waupun Wastewater Treatment Plant with ABNR upgrade received the prestigious award of 2023 Project of the Year from the Algae Biomass Organization.
11. Waupun Utilities earned MEUW's Safety Achievement Award.
12. Waupun Utilities successfully completed Construction Authorization and Electric Rate Case with Public Service Commission (PSC).

PRIORITY 2: PUBLIC SAFETY

1. Jeremy Rasch named Interim Police Chief after the position vacated.

2. 2023 call volume for the police department up 8% over prior year.
3. Ranked in the top 20 safest cities in Wisconsin, coming in at #11 in 2023.
4. Modified police department facility to better serve department needs, with the former evidence room converted to a new records room, which in turn converted to a fitness center as part of an ongoing commitment to officer wellness. Additionally, partnered with Church Health Services to offer annual mental health wellbeing checks for all police officers.
5. Hired three new patrol officers in 2023. Officer Graham Dumke was selected as the new Waupun Police School Liaison Officer, which was vacant due to a retirement.
6. Fond du Lac County Child Abduction Response Team (CART) was rejuvenated with Interim Chief Rasch serving as the CART Commander and multiple department staff attending training.
7. The police department assumed duties for code enforcement in 2023, issuing 116 warnings and 31 citations.
8. Police department technology upgrades: new electronic barcode evidence system to assist with efficiency and chain of custody for all evidence; upgrades to the interview room and security camera systems; and squad camera upgrades to allow for web-based access.
9. Officer Alex Warner recognized with a life-saving award and commendations were awarded to Officers Kreitzman, Hague, Halverson, and Lieutenants Williams and Sullivan.
10. 28 complex investigations, including 11 sexual assaults, 6 suspicious death, 6 felony theft/embezzlement, 2 child pornography, 2 child abuse and 1 suspicious fire, initiated in 2023.
11. Lieutenant Williams and Officer Halverson participate in the Lake Winnebago Area Meg Unit and Dodge County Drug Taskforce respectively, helping to investigate a majority of local and regional drug cases with several drug seizures in Waupun in 2023.
12. Administrative Assistant Dawn Greenfield awarded Dodge County Law Executive Association Support Person of the Year Award in February 2023.
13. Fire completed one hundred fifty-four (154) calls and six hundred (600) Emergency Medical Responder (EMR) calls in 2023. This represents a 2% and 11% increase respectively over prior year.
14. Strong focus on implementing grant programs to strengthen ambulance response, including the Healthcare Infrastructure Grant and the EMS Flex Grant.
15. Finalized all inputs for staffing study for fire and emergency response with the goal of identifying sustainable strategies to meet changing community needs with a presentation anticipated in early 2024.
16. Established a baseline schedule and process for departmental policy updates and implementation.
17. Updates completed to community Emergency Response Plan.

18. Participated in education and fire reduction activities throughout the community, including Fire Prevention Week at area schools, Change Your Clock, Change Your Batteries with Tony's Pizza to check smoke alarms, community services open house, and fire extinguisher training for area businesses just to name a few.

19. EMS Captain Bobbie Vossekul was presented with the 2023 EMR of the Year Award at the WI EMS Association Conference.

20. Celebrated a combined 100 years of milestone service anniversaries for members, including 25 Years Scott DeMotts and Wayne Oppermann; 15 years Dan Perry and Nate Schlieve, 5 years Michelle Fenz, Nick Duer, Erick Searvogel, and Rick Smith.

PRIORITY 3: HIGH PERFORMANCE GOVERNMENT

1. Partnership between Waupun Area School District and SSM Health for dedicated employee health clinic to improve staff wellness and access to care, reduce employee out of pocket costs, and control the rate of health insurance premium increase experienced annually.

2. Negotiated an addendum agreement to the current police union contract to address recruitment and retention challenges of sworn police officers that provides for longer-term flexibility in scheduling.

3. The 2023-2025 Biennium State Budget yielded an additional \$620K of supplemental revenue for the City of Waupun and marks the first increase in shared revenue in more than twenty years. Facilitated a priority-based needs assessment to identify key funding priorities in the 2024 City Budget.

4. Introduced a local purchase preference option within the city's financial policies to provide allowance to support purchasing from local vendors.

5. Finalized distribution and close out of American Recovery Plan Funds to support priorities identified through public input process.

6. Successfully navigated a debt ratings call that resulted in an improved bond rating for the city.

7. Developed and implemented a grants management policy to ensure compliance with federal, state and local grant reporting and tracking requirements.

8. Successfully onboarded a new IT provider and addressed long-standing maintenance issues to enhance cybersecurity, and system speed and efficiency.

PRIORITY 4: COMMUNITY & ECONOMIC VITALITY

1. Closed \$125,000 Community Development Investment (CDI) grant to support redevelopment of 417 E Main Street (Stone & Suede). Project received state-level Main Street recognition for the final project.

2. Completed Wilson/Shaler Drive extension to support expansion of Waupun Industrial Park with three-phase agribusiness project with United Cooperative under development.

3. Received a \$45,000 Vibrant Spaces Grant award from WEDC to support development of a food truck alley on city-owned land in the Central Business District.
4. \$24,000 of Business Improvement District (BID) grant awards to support improvement for 7 businesses in the Central Business District.
5. \$130,000 of CDA grant awards to 14 businesses to facilitate an estimated \$750,000 of private investment improvements in the Central Business District.
6. Secured an agreement with Hoya Hop House Brewing to renovate 514 E Main St as a brewpub, with anticipated opening in fall of 2024.
7. Supported grant awards for both Dodge County and IceFest Joint Effort Marketing (JEM) grants from the Dept of Tourism.
8. Childcare Stabilization Grant launched to support expansion of licensed childcare slots in the community, with the first award supporting Wee Care renovation to increase enrollment by fifty (50) children.
9. Completed work on the DreamUp Grant with Dodge County to develop a working model of how employer-supported childcare could work, including policies and agreements to share with employers and providers.
10. Tanager Street subdivision achieved \$4.8M of assessed value, two years ahead of projection, bringing more than \$1.75M of additional economic impact through local contractors hired to complete construction of the project.
11. Toddler Tuesday program was implemented that included sensory experiences for resident toddlers and their parents.
12. The library added the Hoopla database, which streams movies and TV series, and provides additional audiobook and ebook resources to residents.
13. The library now offers online classes through the Universal Class database.
14. Library interns finished scanning library historical documents and cemetery documents in order to help resident researchers.
15. The library circulated/downloaded/loaned 139,023 items, with library staff answering 4,295 reference questions.
16. 6,314 residents attended library programs, ranging from preschool storytimes to adult programs. Additionally, residents participated by picking up 830 Take & Make projects.
17. Revitalized the summer Park Program with scheduled activities, partnership programs, special events, intergenerational activities, registration of participants and enhanced parent communication. The 2023

Park Program recorded 236 paid registrations with approximately 2,800 attendees in ten weeks of the program.

18. Attendance at the Senior Center increased by 10% reaching 14,712 attendees with continued programming, educational presentations, health screenings, intergenerational programs, special events and additional activities in the parks.

19. Attendance at the Waupun Family Aquatic Center increased by 20% in 2023 compared to prior year. Added an additional weekly water aerobics class and pool Olympics event. All staff trained in Dementia Friendly techniques for senior swim days and senior discount participants. Changes to the concessions stand menu were successful with a new partnership with Pizza Ranch.