



A G E N D A
CITY OF WAUPUN COMMITTEE OF THE WHOLE
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, September 27, 2022 at 6:00 PM

The Waupun Committee of the Whole will meet In-person, virtual, and teleconference. Instructions to join the meeting are provided below:

Join Zoom Meeting: <https://us02web.zoom.us/j/81250127431?pwd=MW9xSEdMNnN1TnBVZIN4UTkzbkxXQT09>

Dial by your location : 1 312 626 6799

Meeting ID: 812 5012 7431

Passcode: 370472

CALL TO ORDER

ROLL CALL

CONSENT AGENDA

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

DISCUSSION FOR POSSIBLE FUTURE CONSIDERATION

- [2.](#) 2023 Budget Workshop: High Level Overview of Operating Budget
- [3.](#) EMS Grant Award: Trends and Impact on Emergency Response Services

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

MEETING DATE: 9/27/22

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

AGENDA SECTION: CONSENT AGENDA

PRESENTER: Angela Hull, Clerk

ISSUE SUMMARY:

Future meetings/gatherings of the Common Council, consideration of licenses/permits, payment of expenses.

Future Meetings/Gatherings of the Body of the Common Council (All meetings begin at 6:00pm unless otherwise noticed)

Tuesday, October 11, 2022	Common Council	6:00pm
Tuesday, October 25, 2022	Committee of the Whole	6:00pm
Wednesday, November 9, 2022	Common Council	6:00pm
Tuesday, November 29, 2022	Committee of the Whole	6:00pm
Tuesday, December 13, 2022	Common Council	6:00pm
Tuesday, December 27, 2022	Committee of the Whole	6:00pm

License and Permit Applications

Operator License:

Joyce Fischer, Keith Funk

Temporary Class B

Waupun Downtown Promotions: November 12, 2022 Fashion Show at City Hall Auditorium, 201 E Main St. Waupun

Soda License:

Waupun Downtown Promotions: November 12, 2022 Runway to the Holidays Fashion Show at City Hall Auditorium, 201 E Main St. Waupun

ATTACHMENTS:

Expense Report(s)

RECOMENDED MOTION: Motion to approve the Consent Agenda. *(Roll Call)*

Report Criteria:

Report type: Summary

Check Issue Date	Check Number	Payee	Amount
09/22/2022	104546	AMAZON CAPITAL SERVICES	303.34
09/22/2022	104547	AIRGAS USA LLC	873.66
09/22/2022	104548	ANDERSON SOD FARM	648.00
09/22/2022	104549	ARMGA, BARB	73.50
09/22/2022	104550	BALLWEG IMPLEMENT	47.18
09/22/2022	104551	BROWN CAB SERVICE INC	12,157.69
09/22/2022	104552	BUCHHOLZ, BAMBI	40.00
09/22/2022	104553	CAPITAL NEWSPAPERS	516.74
09/22/2022	104554	CHARTER COMMUNICATIONS	1,235.77
09/22/2022	104555	CIVIC PLUS LLC (PAYMENTS)	4,515.00
09/22/2022	104556	CITIES DIGITAL	1,228.00
09/22/2022	104557	DESTINATION LAKE WINNEBAGO RE	11,163.85
09/22/2022	104558	DODGE COUNTY REGISTER OF DEED	30.00
09/22/2022	104559	H & R SAFETY SOLUTIONS LLC	71.60
09/22/2022	104560	HEIDEMANN, TERESA	40.00
09/22/2022	104561	HOMAN AUTO -GATEWAY	247.62
09/22/2022	104562	HULL'S 151 IMPLEMENT INC	250.00
09/22/2022	104563	JESSIFFANY CANINE SERVICES LLC	279.75
09/22/2022	104564	KIMBALL MIDWEST	211.70
09/22/2022	104565	MSA PROFESSIONAL SERVICES INC	13,104.55
09/22/2022	104566	NEUMAN POOLS INC	452.45
09/22/2022	104567	NORTHERN PIPE INC	14,360.07
09/22/2022	104568	O'REILLY AUTOMOTIVE INC	90.98
09/22/2022	104569	OSHKOSH OFFICE SYSTEMS	164.07
09/22/2022	104570	PETERSEN, JENNIFER	46.25
09/22/2022	104571	PIT-STOP PORTABLES	152.50
09/22/2022	104572	PUBLIC ADMINISTRATION ASSOCIATE	5,970.00
09/22/2022	104573	RENS NURSERY RETAIL	113.97
09/22/2022	104574	RHODES, TARA	40.00
09/22/2022	104575	SERWE IMPLEMENT	99.61
09/22/2022	104576	SHARE CORPORATION	530.97
09/22/2022	104577	SHRED-IT	78.51
09/22/2022	104578	STAPLES CREDIT PLAN	211.15
09/22/2022	104579	STICKS AND STONES	222.50
09/22/2022	104580	STOBB PLUMBING & HEATING INC	6,788.43
09/22/2022	104581	THURMER, MIKE	40.00
09/22/2022	104582	TRUCK EQUIPMENT INC	359.68
09/22/2022	104583	UMR	1,500.00
09/22/2022	104584	VET PEST CONTROL LLC	915.00
09/22/2022	104585	VON BRIESEN & ROPER, S.C.	3,748.50
09/22/2022	104586	WAUPUN UTILITIES	35,358.80
09/22/2022	104587	WESTWOOD PROFESSIONAL SERVIC	8,000.00
09/22/2022	104588	WI DEPART OF TRANSPORTATION	44,003.32
09/22/2022	104589	YMCA OF DODGE COUNTY	4,342.86
09/22/2022	104590	SENSIT TECHNOLOGIES LLC	586.11
09/22/2022	104591	MARCO TECHNOLOGIES LLC	160.91
09/22/2022	104592	BETT, JOHN	40.00
Grand Totals:			175,414.59

Report Criteria:

Report type: Invoice detail
Check.Type = {<>} "Adjustment"

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
AIRGAS USA LLC						
AIRGAS USA LLC	POOL GAS AND CHEMICALS	09/22/2022	9990675724	100-20-5523-3-40	873.66	873.66
Total AIRGAS USA LLC:						873.66
AMAZON CAPITAL SERVICES						
AMAZON CAPITAL SERVICES	GARAGE DOOR REMOTES & ANTENNA EXTENSIONS TO PD DOORS	09/22/2022	139Y-Q1DN-C	100-70-5410-3-36	229.38	229.38
AMAZON CAPITAL SERVICES	FLAGS FOR PARKS AFTER SPRAY APPLICATION	09/22/2022	1LXR-9GWQ-	100-70-5613-3-38	35.99	35.99
AMAZON CAPITAL SERVICES	CLOTHING ALLOWANCE - LOUDEN	09/22/2022	1GRV-MJVL-9	100-12634	37.97	37.97
Total AMAZON CAPITAL SERVICES:						303.34
ANDERSON SOD FARM						
ANDERSON SOD FARM	SOD FOR SCHLIEVE FIELD	09/22/2022	38588	100-13850	828.00	828.00
ANDERSON SOD FARM	SOD FOR SCHLIEVE FIELD	09/22/2022	38603	100-13850	180.00-	180.00-
Total ANDERSON SOD FARM:						648.00
ARMGA, BARB						
ARMGA, BARB	9-14-22 PREPARING ABSENTEE BALLOTS 8:30AM TO 4PM	09/22/2022	9-22-22	100-10-5142-1-10	73.50	73.50
Total ARMGA, BARB:						73.50
BALLWEG IMPLEMENT						
BALLWEG IMPLEMENT	BOLTS IN TRANSMISSION HOUSING	09/22/2022	P48067	100-70-5411-3-36	40.79	40.79
BALLWEG IMPLEMENT	BOLTS IN TRANSMISSION HOUSING	09/22/2022	P48143	100-70-5411-3-36	6.39	6.39
Total BALLWEG IMPLEMENT:						47.18
BETT, JOHN						
BETT, JOHN	9-21-22 PER DIEM - POLICE & FIRE COMMISSION	09/22/2022	09-22-22	100-10-5210-3-38	40.00	40.00
Total BETT, JOHN:						40.00
BROWN CAB SERVICE INC						
BROWN CAB SERVICE INC	AUGUST MONTHLY TAXI SERVICE 2022	09/22/2022	2950	501-10-5154-3-38	12,157.69	12,157.69
Total BROWN CAB SERVICE INC:						12,157.69
BUCHHOLZ, BAMBI						
BUCHHOLZ, BAMBI	9-21-22 POLICE & FIRE COMMISSION PER DIEM	09/22/2022	9-22-22	100-10-5210-3-38	40.00	40.00
Total BUCHHOLZ, BAMBI:						40.00
CAPITAL NEWSPAPERS						
CAPITAL NEWSPAPERS	TYPE D NOTICE LOCATION & HOURS POLLING PLACE 2022	09/22/2022	117138	100-10-5142-3-35	30.27	30.27
CAPITAL NEWSPAPERS	NOTICE - PUBLIC TEST 8-3-22 ELECTION	09/22/2022	117143	100-10-5142-3-35	8.14	8.14
CAPITAL NEWSPAPERS	VARIANCE REQUEST - 20 N FOREST					

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
	ST	09/22/2022	120746	100-10-5110-3-35	15.28	15.28
CAPITAL NEWSPAPERS	JRB PUBLIC HEARING NOTICE - TID 9 CREATION	09/22/2022	120754	419-70-5435-3-38	205.20	205.20
CAPITAL NEWSPAPERS	22-04 ANNEXATION OF JOHNSON PROPERTY WARD 14	09/22/2022	120758	419-70-5435-3-38	30.27	30.27
CAPITAL NEWSPAPERS	N11456 STATE ROAD 26 HOUSE REMOVAL BID NOTICE	09/22/2022	121196	419-70-5435-3-38	50.85	50.85
CAPITAL NEWSPAPERS	ANNEXATION - CLAGGETT PROPERTY	09/22/2022	121787	220-80-5670-3-38	88.82	88.82
CAPITAL NEWSPAPERS	2022 BID NOTICE - S WEST ST	09/22/2022	118842	100-70-5420-3-35	87.91	87.91
Total CAPITAL NEWSPAPERS:						516.74
CHARTER COMMUNICATIONS	SENIOR CENTER - TV, INTERNET	09/22/2022	16011-SEPT2	100-20-5513-3-38	164.71	164.71
CHARTER COMMUNICATIONS	AQUATIC CENTER	09/22/2022	54053-SEPT2	100-20-5523-3-38	114.97	114.97
CHARTER COMMUNICATIONS	GARAGE - TV, INTERNET	09/22/2022	15199-SEP22	100-70-5412-3-38	226.12	226.12
CHARTER COMMUNICATIONS	CITY HALL - INTERNET	09/22/2022	13430-SEP22	100-10-5197-3-31	139.98	139.98
CHARTER COMMUNICATIONS	MUSEUM - INTERNET - PD BY HISTORICAL SOCIETY	09/22/2022	84621-SEPT2	100-13850	99.99	99.99
CHARTER COMMUNICATIONS	PD - INTERNET	09/22/2022	90122-SEP22	100-40-5211-3-38	490.00	490.00
Total CHARTER COMMUNICATIONS:						1,235.77
CITIES DIGITAL	LASERFICHE RENEWAL 12/8/22-12/7/23	09/22/2022	55383	100-10-5141-3-36	1,228.00	1,228.00
Total CITIES DIGITAL:						1,228.00
CIVIC PLUS LLC (PAYMENTS)	MUNICODE WEB 9/1/22-8/31/23	09/22/2022	239690	100-10-5197-3-38	4,515.00	4,515.00
Total CIVIC PLUS LLC (PAYMENTS):						4,515.00
DESTINATION LAKE WINNEBAGO REGION	70% OF ROOM TAX - JULY 2022	09/22/2022	July22	430-70-5436-3-42	11,163.85	11,163.85
Total DESTINATION LAKE WINNEBAGO REGION:						11,163.85
DODGE COUNTY REGISTER OF DEEDS	AMENDED ANNEXATION RECORDING FEE CLAGGETT PROPERTY	09/22/2022	9-22-22	419-70-5435-3-38	30.00	30.00
Total DODGE COUNTY REGISTER OF DEEDS:						30.00
H & R SAFETY SOLUTIONS LLC	LENS CLEANING TOWELETTES	09/22/2022	7336	100-70-5412-3-38	71.60	71.60
Total H & R SAFETY SOLUTIONS LLC:						71.60
HEIDEMANN, TERESA	9-21-22 POLICE & FIRE COMM PER DIEM	09/22/2022	9-22-22	100-10-5210-3-38	40.00	40.00
Total HEIDEMANN, TERESA:						40.00
HOMAN AUTO -GATEWAY	CONTROL #30-06	09/22/2022	1019127	100-70-5411-3-36	105.93	105.93
HOMAN AUTO -GATEWAY	CLEANER EGR SYSTEM	09/22/2022	410786	100-70-5411-3-36	21.26	21.26
HOMAN AUTO -GATEWAY	REPLACE DOOR HINGE	09/22/2022	1019128	100-70-5411-3-36	120.43	120.43

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
Total HOMAN AUTO -GATEWAY:						247.62
HULL'S 151 IMPLEMENT INC						
HULL'S 151 IMPLEMENT INC	RENT MINI X FOR BALLFIELD WORK	09/22/2022	194	100-70-5411-3-38	250.00	250.00
Total HULL'S 151 IMPLEMENT INC:						250.00
JESSIFFANY CANINE SERVICES LLC						
JESSIFFANY CANINE SERVICES LLC	K9 SUPPLIES	09/22/2022	22-141	220-40-5212-3-38	279.75	279.75
Total JESSIFFANY CANINE SERVICES LLC:						279.75
KIMBALL MIDWEST						
KIMBALL MIDWEST	SHOP SUPPLIES	09/22/2022	100302805	100-70-5411-3-36	211.70	211.70
Total KIMBALL MIDWEST:						211.70
MARCO TECHNOLOGIES LLC						
MARCO TECHNOLOGIES LLC	KONICA MINOLTA C3001 COPIER - CONTRACT	09/22/2022	482100336	100-40-5211-3-38	160.91	160.91
Total MARCO TECHNOLOGIES LLC:						160.91
MSA PROFESSIONAL SERVICES INC						
MSA PROFESSIONAL SERVICES INC	CLAGGETT AVE STORM SEWER CAPACITY EVAL 3/27-8/20/22,REACHED CONTRACT MAX	09/22/2022	R00212129.0-	700-10-5192-3-38	6,669.95	6,669.95
MSA PROFESSIONAL SERVICES INC	MAPLE TREE TOWNHOMES SWU CHARGE EVALUATION	09/22/2022	R00212056.0-	100-13840	1,531.30	1,531.30
MSA PROFESSIONAL SERVICES INC	ROCK/NEWTON PAY REQUEST REVIEW/FINAL SITE WALK THRU-INV 35	09/22/2022	R00212096.0-	400-70-5436-8-00	1,578.30	1,578.30
MSA PROFESSIONAL SERVICES INC	WILSON & SHALER DRIVE EXTENSION PROJECT-INVOICE 6	09/22/2022	R00212130.0-	419-70-5436-8-00	680.00	680.00
MSA PROFESSIONAL SERVICES INC	BAYBERRY SW POND TID 9- CONSTRUCTION ADMIN	09/22/2022	R00212132.0-	419-70-5435-8-00	2,645.00	2,645.00
Total MSA PROFESSIONAL SERVICES INC:						13,104.55
NEUMAN POOLS INC						
NEUMAN POOLS INC	WINTER CHEMICALS FOR POOL	09/22/2022	7682	100-20-5523-3-40	452.45	452.45
Total NEUMAN POOLS INC:						452.45
NORTHERN PIPE INC						
NORTHERN PIPE INC	2022 STORM SEWER TELEVISIONING & CLEANING	09/22/2022	2626	700-10-5192-3-38	14,360.07	14,360.07
Total NORTHERN PIPE INC:						14,360.07
O'REILLY AUTOMOTIVE INC						
O'REILLY AUTOMOTIVE INC	BOLTS IN TRANSMISSION HOUSING	09/22/2022	2391-479019	100-70-5411-3-36	62.99	62.99
O'REILLY AUTOMOTIVE INC	BOLTS FOR TRANSMISSION HOUSING	09/22/2022	2391-479128	100-70-5411-3-36	27.99	27.99
Total O'REILLY AUTOMOTIVE INC:						90.98
OSHKOSH OFFICE SYSTEMS						
OSHKOSH OFFICE SYSTEMS	RICOH MP301SPF-CITY HALL- CONTRACT USAGE CHARGE 8/15/22-9/14/22	09/22/2022	AR79640	100-10-5141-3-36	164.07	164.07

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
Total OSHKOSH OFFICE SYSTEMS:						164.07
PETERSEN, JENNIFER						
PETERSEN, JENNIFER	MILEAGE - FDL CTY - PU ABSENTEE BALLOTS FOR 11-8-22	09/22/2022	9-22-22	100-10-5142-3-37	46.25	46.25
Total PETERSEN, JENNIFER:						46.25
PIT-STOP PORTABLES						
PIT-STOP PORTABLES	PINE STREET PARK PORT A POTTY 8/20/22-9/16/22	09/22/2022	AR-134172	100-20-5525-3-38	152.50	152.50
Total PIT-STOP PORTABLES:						152.50
PUBLIC ADMINISTRATION ASSOCIATES						
PUBLIC ADMINISTRATION ASSOCIAT	PROFESSIONAL CONSULTING SERVICES - RECRUITMENT OF CITY ADMIN/FIN DIR	09/22/2022	C-104-22	100-10-5191-3-38	5,970.00	5,970.00
Total PUBLIC ADMINISTRATION ASSOCIATES:						5,970.00
RENS NURSERY RETAIL						
RENS NURSERY RETAIL	REPLACE TREE - VANDALISM WEST END PARK	09/22/2022	9-8-22	100-70-5443-3-38	113.97	113.97
Total RENS NURSERY RETAIL:						113.97
RHODES, TARA						
RHODES, TARA	9-21-22 POLICE & FIRE COMM PER DIEM	09/22/2022	9-22-22	100-10-5210-3-38	40.00	40.00
Total RHODES, TARA:						40.00
SENSIT TECHNOLOGIES LLC						
SENSIT TECHNOLOGIES LLC	GAS METER MAINT	09/22/2022	0332980-IN	100-50-5232-3-36	586.11	586.11
Total SENSIT TECHNOLOGIES LLC:						586.11
SERWE IMPLEMENT						
SERWE IMPLEMENT	REPLACE COUPLER ON MOWER	09/22/2022	9411	100-70-5411-3-36	99.61	99.61
Total SERWE IMPLEMENT:						99.61
SHARE CORPORATION						
SHARE CORPORATION	HEADLIGHT FOR HARD HATS	09/22/2022	212284	100-70-5411-3-38	308.47	308.47
SHARE CORPORATION	CHEMICAL TO CLEAN SLIDE CORROSION	09/22/2022	212285	100-20-5523-3-40	222.50	222.50
Total SHARE CORPORATION:						530.97
SHRED-IT						
SHRED-IT	DESTRUCTION OF RECORDS	09/22/2022	8002255944	100-40-5211-3-38	78.51	78.51
Total SHRED-IT:						78.51
STAPLES CREDIT PLAN						
STAPLES CREDIT PLAN	STORMWATER OPERATING BINDERS	09/22/2022	09-22-22	700-10-5192-3-38	211.15	211.15

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
Total STAPLES CREDIT PLAN:						211.15
STICKS AND STONES	MOW & TRIM (108 WELCH ST & 904 PLEASANT AVE)	09/22/2022	13142	100-70-5613-3-38	222.50	222.50
Total STICKS AND STONES:						222.50
STOBB PLUMBING & HEATING INC	PARTS - REPLACE AC & AIR HANDLER - MUSEUM	09/22/2022	13741	400-20-5512-8-00	6,788.43	6,788.43
Total STOBB PLUMBING & HEATING INC:						6,788.43
THURMER, MIKE	9-21-22 POLICE & FIRE COMMISSION PER DIEM	09/22/2022	9-22-22	100-10-5210-3-38	40.00	40.00
Total THURMER, MIKE:						40.00
TRUCK EQUIPMENT INC	PARTS - REPAIR BRAKES - 9-12	09/22/2022	1017652-00	100-70-5411-3-36	359.68	359.68
Total TRUCK EQUIPMENT INC:						359.68
UMR	2022 SHORT TERM DISABILITY RENEWAL	09/22/2022	0013417859	100-10-5143-3-38	1,500.00	1,500.00
Total UMR:						1,500.00
VET PEST CONTROL LLC	PEST CONTROL SERVICES - LIBRARY	09/22/2022	0091	100-70-5410-3-36	300.00	300.00
VET PEST CONTROL LLC	PEST CONTROL SERVICES - GARAGE	09/22/2022	0097	100-70-5410-3-36	300.00	300.00
VET PEST CONTROL LLC	PEST CONTROL SERVICES - CITY HALL	09/22/2022	0098	100-70-5410-3-36	315.00	315.00
Total VET PEST CONTROL LLC:						915.00
VON BRIESEN & ROPER, S.C.	005504-00002 GENERAL - AUGUST 2022	09/22/2022	404081	100-10-5143-3-38	2,236.50	2,236.50
VON BRIESEN & ROPER, S.C.	005504-00002 PERSONNEL GENERAL - AUGUST 2022	09/22/2022	404082	100-10-5143-3-38	1,386.00	1,386.00
VON BRIESEN & ROPER, S.C.	005504-00038 PUBLIC RECORDS CASE 2022-01 - AUGUST 2022	09/22/2022	404083	100-10-5194-3-38	126.00	126.00
Total VON BRIESEN & ROPER, S.C.:						3,748.50
WAUPUN UTILITIES	JOHNSON PROPERTY UTILITIES	09/22/2022	AUG2022	404-10-5711-3-32	29,965.23	29,965.23
WAUPUN UTILITIES	WPPI SUPPORT - AUGUST 2022	09/22/2022	5622	100-10-5197-3-38	29.50	29.50
WAUPUN UTILITIES	STORMWATER BILLING & COLLECTION FEES - AUGUST 2022	09/22/2022	5623	700-10-5192-3-38	875.50	875.50
WAUPUN UTILITIES	CDI GRANT GREEN SPACE PROJECT- INSTALL NEW URD CONDUIT	09/22/2022	5624	405-70-5436-8-00	4,488.57	4,488.57
Total WAUPUN UTILITIES:						35,358.80

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
WESTWOOD PROFESSIONAL SERVICES INC						
WESTWOOD PROFESSIONAL SERVIC	SIDEWALK PREP WORK FOR 2023 PROGRAM	09/22/2022	3220900038	100-70-5444-3-38	8,000.00	8,000.00
Total WESTWOOD PROFESSIONAL SERVICES INC:						8,000.00
WI DEPART OF TRANSPORTATION						
WI DEPART OF TRANSPORTATION	MADISON ST PH 2 PMT 5/INV 276177	09/22/2022	395-00002761	400-70-5436-8-00	44,003.32	44,003.32
Total WI DEPART OF TRANSPORTATION:						44,003.32
YMCA OF DODGE COUNTY						
YMCA OF DODGE COUNTY	TAXES	09/22/2022	9082022	100-20-5523-2-23	3,058.75	3,058.75
YMCA OF DODGE COUNTY	WHISTLES/SWIM-SUITS/T-SHIRTS	09/22/2022	9122022	100-20-5523-3-38	1,284.11	1,284.11
Total YMCA OF DODGE COUNTY:						4,342.86
Grand Totals:						175,414.59

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
100-10-5110-3-35	15.28	.00	15.28
100-10-5141-3-36	1,392.07	.00	1,392.07
100-10-5142-1-10	73.50	.00	73.50
100-10-5142-3-35	38.41	.00	38.41
100-10-5142-3-37	46.25	.00	46.25
100-10-5142-3-38	153.99	.00	153.99
100-10-5143-3-38	5,122.50	.00	5,122.50
100-10-5191-3-38	5,970.00	.00	5,970.00
100-10-5194-3-38	126.00	.00	126.00
100-10-5197-3-31	139.98	.00	139.98
100-10-5197-3-38	4,544.50	.00	4,544.50
100-10-5210-3-38	200.00	.00	200.00
100-12634	23.98	.00	23.98
100-13840	225.00	.00	225.00
100-13850	927.99	180.00-	747.99
100-20-5512-3-32	261.63	.00	261.63
100-20-5513-3-32	350.36	.00	350.36
100-20-5513-3-38	164.71	.00	164.71
100-20-5523-1-10	2,884.86	.00	2,884.86
100-20-5523-2-23	173.89	.00	173.89
100-20-5523-3-32	5,410.84	.00	5,410.84
100-20-5523-3-38	1,399.08	.00	1,399.08
100-20-5523-3-40	1,548.61	.00	1,548.61
100-20-5525-3-32	3,856.24	.00	3,856.24
100-20-5525-3-38	152.50	.00	152.50
100-21100	180.00	65,603.42-	65,423.42-
100-40-5211-3-30	13.99	.00	13.99
100-40-5211-3-32	1,141.97	.00	1,141.97
100-40-5211-3-38	729.42	.00	729.42
100-50-5231-3-32	667.31	.00	667.31
100-50-5232-3-36	586.11	.00	586.11
100-50-5251-3-32	16.00	.00	16.00
100-70-5410-3-32	3,037.19	.00	3,037.19

GL Account	Debit	Credit	Proof
100-70-5410-3-36	1,144.38	.00	1,144.38
100-70-5411-3-36	1,056.77	.00	1,056.77
100-70-5411-3-38	558.47	.00	558.47
100-70-5412-3-32	1,125.01	.00	1,125.01
100-70-5412-3-38	240.12	.00	240.12
100-70-5420-3-35	87.91	.00	87.91
100-70-5431-3-36	57.60	.00	57.60
100-70-5441-3-32	250.32	.00	250.32
100-70-5442-3-32	11,316.22	.00	11,316.22
100-70-5443-3-38	113.97	.00	113.97
100-70-5444-3-38	8,000.00	.00	8,000.00
100-70-5613-3-38	258.49	.00	258.49
210-21100	.00	2,472.11-	2,472.11-
210-60-5511-3-32	2,472.11	.00	2,472.11
220-21100	.00	368.57-	368.57-
220-40-5212-3-38	279.75	.00	279.75
220-80-5670-3-38	88.82	.00	88.82
400-20-5512-8-00	6,788.43	.00	6,788.43
400-21100	.00	52,370.05-	52,370.05-
400-70-5436-8-00	45,581.62	.00	45,581.62
404-10-5711-3-32	17.43	.00	17.43
404-21100	.00	17.43-	17.43-
405-21100	.00	4,749.87-	4,749.87-
405-70-5436-8-00	4,749.87	.00	4,749.87
419-21100	.00	3,641.32-	3,641.32-
419-70-5435-3-38	316.32	.00	316.32
419-70-5435-8-00	2,645.00	.00	2,645.00
419-70-5436-8-00	680.00	.00	680.00
430-21100	.00	11,163.85-	11,163.85-
430-70-5436-3-42	11,163.85	.00	11,163.85
501-10-5154-3-38	12,157.69	.00	12,157.69
501-21100	.00	12,157.69-	12,157.69-
700-10-5192-3-32	42.60	.00	42.60
700-10-5192-3-38	23,007.68	.00	23,007.68
700-21100	.00	23,050.28-	23,050.28-
Grand Totals:	175,774.59	175,774.59-	.00

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

GL Account

Debit

Credit

Proof

Report Criteria:

Report type: Invoice detail

Check.Type = {<>} "Adjustment"



AGENDA SUMMARY SHEET

MEETING DATE: 9/27/22

TITLE: 2023 Budget Workshop: High Level Overview of Operating Budget

AGENDA SECTION: DISCUSSION FOR POSSIBLE FUTURE CONSIDERATION

PRESENTER: Administrator Schlieve

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
High Performance Government	Discussion Only	

ISSUE SUMMARY:

Staff will walk you through two scenarios for our 2023 operating budget.

STAFF RECOMMENDATION:

Discussion only

ATTACHMENTS:

PowerPoint of operating budget considerations

MOTIONS FOR CONSIDERATION:

N/A

SEPTEMBER 27, 2022

2023 BUDGET WORKSHOP

HIGH LEVEL DRAFT BUDGET



BUDGET WORKSHOPS

- May 31 Budget Planning and Timeline
- June 28 Department Priorities & Budget Assumptions
- July 26 Budget Priorities
- August 30 Capital and Equipment Budgets
- September 27 High Level Draft Budget
- October 18 Draft Budget
- November 8 Public Hearing & Budget Adoption

DRAFT BUDGET UNDER LEVY LIMIT CONSTRAINTS

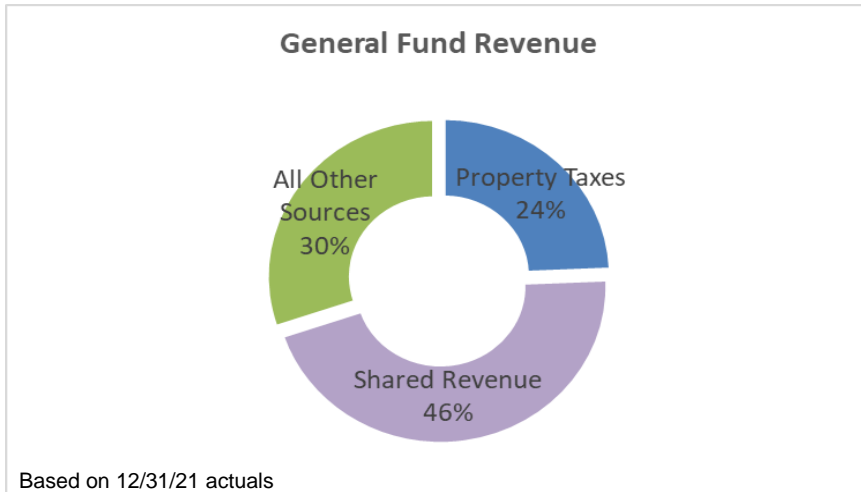
Scenario 1: Where We Are Heading Levy Limit Worksheet Adjustment NOT Taken
Example for Illustration Purposes Only

City Property Tax Levy By Fund					Change Increase (Decrease)	Percentage Change Increase (Decrease)
	Budget Year			2023		
	2020	2021	2022			
General Fund	\$ 1,220,251	\$ 1,427,156	\$ 1,560,494	\$ 1,686,658	\$ 126,164	8.1%
Debt Service Fund	760,983	768,233	783,244	788,080	4,836	0.6%
Library Fund	519,150	516,792	516,792	516,792	-	0.0%
Capital Improvements	441,554	420,000	390,000	205,263	(184,737)	-47.4%
Equipment Replacement	225,000	169,350	225,000	225,000	-	0.0%
Taxi Fund	26,000	-	26,000	45,000	19,000	
TOTAL	\$ 3,192,938	\$ 3,301,531	\$ 3,501,530	\$ 3,466,793	\$ (34,737)	-1.0%
Percentage Change		3.4%	6.1%	-1.0%		



- Currently, a levy limit adjustment is taken to maintain our capital levy
- This scenario illustrates our 2023 budget if we remove the adjustment, resulting in levy **decrease** when costs to provide service are rising.
- Under this scenario, levies to the General and Taxi Funds would rise and Capital Fund levy would drop in response to levy limits.
- This creates more dependence on debt and/or requires reductions in services over time.

THE SOURCE OF THE PROBLEM



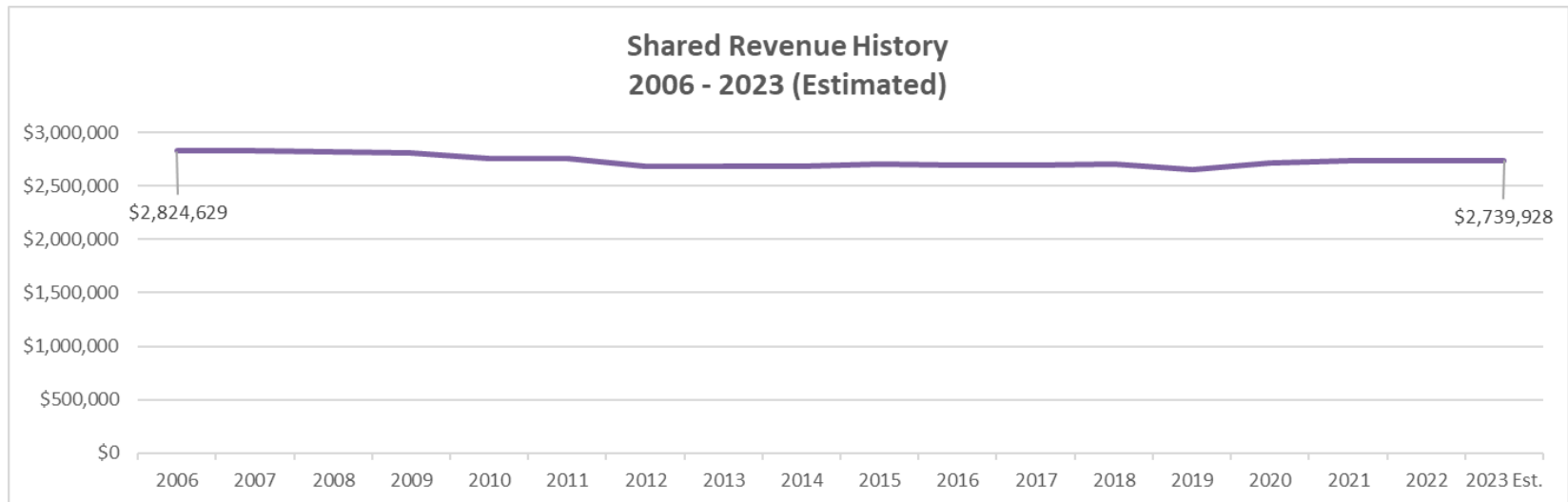
- **Factor #1: Shared Revenue**
- **Factor #2: Property Tax Revenue**

- Reliant on 2 main sources of revenue – Shared Revenue and Property Taxes (70%)
- The GF funds most city services including Police, Fire, Public Works, Recreation, etc.

A CLOSER LOOK AT THESE FACTORS

Factor #1: Shared Revenue

- Declined by \$85K since 2006
- When adjusted for inflation, loss is far greater ~ \$1.1M (30% decline)

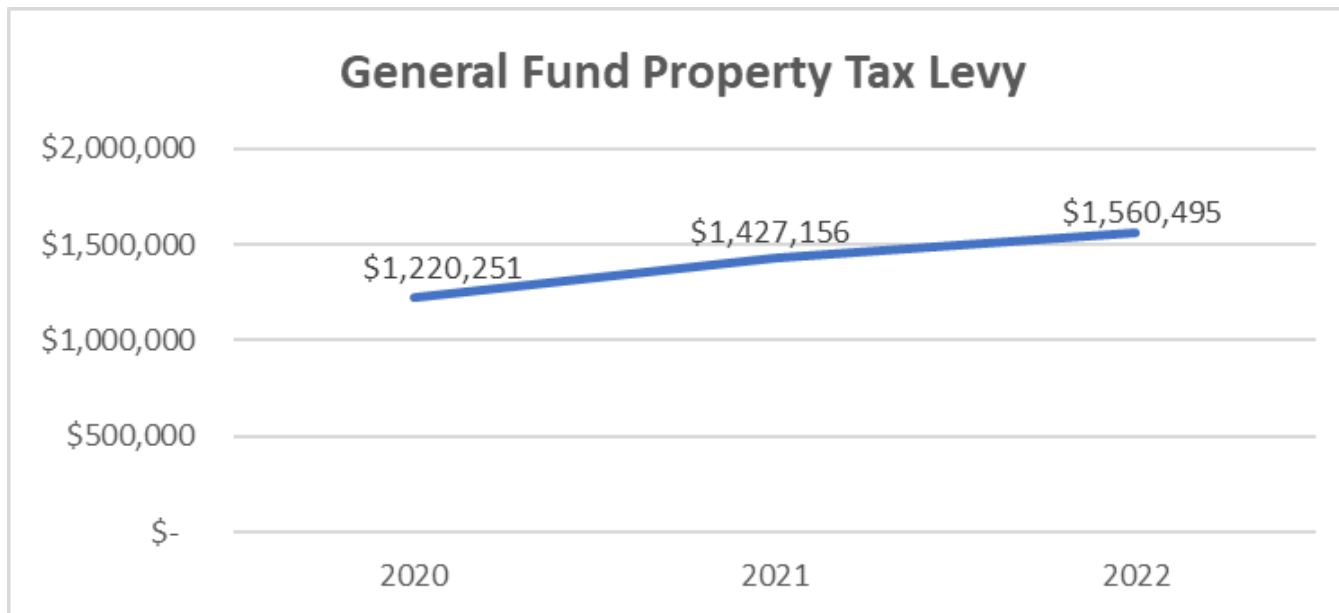


A CLOSER LOOK AT THESE FACTORS

Factor #2:

Property Tax Revenue

- Rising annually to support increased cost of providing service
- But there's more to the story...



A CLOSER LOOK AT THESE FACTORS

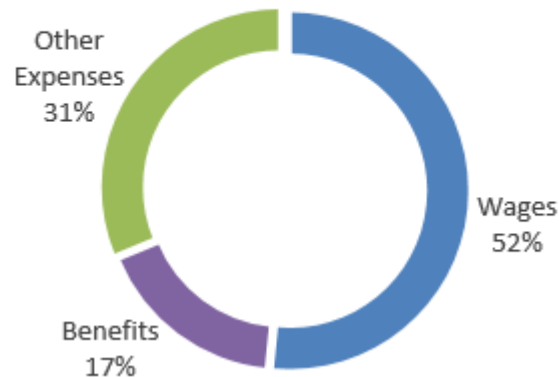
Factor #2: Property Tax Revenue (Continued)

Levy Limit Implications

- Allowable levy increases are **dependent on new construction**
- The city had **\$5.9M** new construction in 2021
 - This is a lot of houses and small commercial developments for Waupun!
- This level of construction resulted in an allowable levy increase of **< \$29K** for the 2023 budget, which does not keep up with rising expenses
- Current estimates show that General Fund expenses alone will rise more than **\$200K** for 2023
- Staff wages and benefits amount to > 2/3 of General Fund expenses:



General Fund Expenses



DRAFT BUDGET

Scenario 2: Where We Are Today Levy Limit Worksheet Adjustment Taken

City Property Tax Levy By Fund	Budget Year				Change Increase (Decrease)	Percentage Change Increase (Decrease)
	2020	2021	2022	2023		
	General Fund	\$ 1,220,251	\$ 1,427,156	\$ 1,560,494		
Debt Service Fund	760,983	768,233	783,244	788,080	4,836	0.6%
Library Fund	519,150	516,792	516,792	516,792	-	0.0%
Capital Improvements	441,554	420,000	390,000	340,000	(50,000)	-12.8%
Equipment Replacement	225,000	169,350	225,000	225,000	-	0.0%
Taxi Fund	26,000	-	26,000	45,000	19,000	
TOTAL	\$ 3,192,938	\$ 3,301,531	\$ 3,501,530	\$ 3,601,530	\$ 100,000	2.9%
Percentage Change		3.4%	6.1%	2.9%		



- Current draft of 2023 budget calls for an overall tax levy increase of \$100K
- Requires use of levy limit worksheet adjustments
- Without adjustment, we will need to borrow to fund even small capital projects and will be left with limited options for increasing the General Fund levy
- Further discussion will be needed relative to new revenue sources, operating referendum, cost containment, service reduction

2023 DRAFT BUDGET HIGHLIGHTS

General Fund Revenues

- Up from 2022 budget (as of 9/21/22)
- Fond du Lac County Sales/Use Tax – new \$30K revenue source
- Interest Earnings – up \$30K+
- Shared revenue – down <\$1K
- Transportation Aids – released late Sept.



General Fund Expenditures

- Up \$200K+ (pending final budget adjustments and cuts identified by management)
- Rising staff costs due to reorganization, proposed 3 paid-on-call firefighters and officer structures, wage increases/COLA, health insurance
- Non-wage operating expenses
 - Cost decreases: financial consulting/reporting, worker's comp, Nixel elimination, elections (2 elections vs. 4)
 - Cost increases: insurance, fuel and utilities, maintenance/repair, Police/Fire IT, new Police policy management software, sidewalk replacement prep work, strategic planning

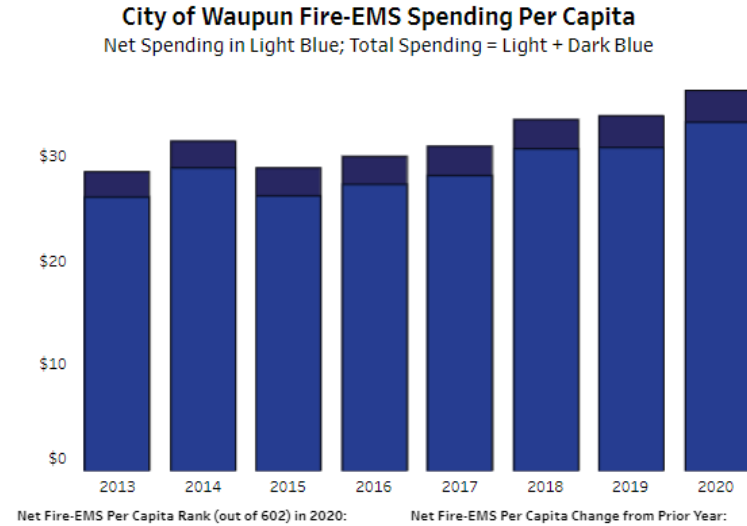
EMS Flex Grant Award

Trends and Impact on Emergency Response Services

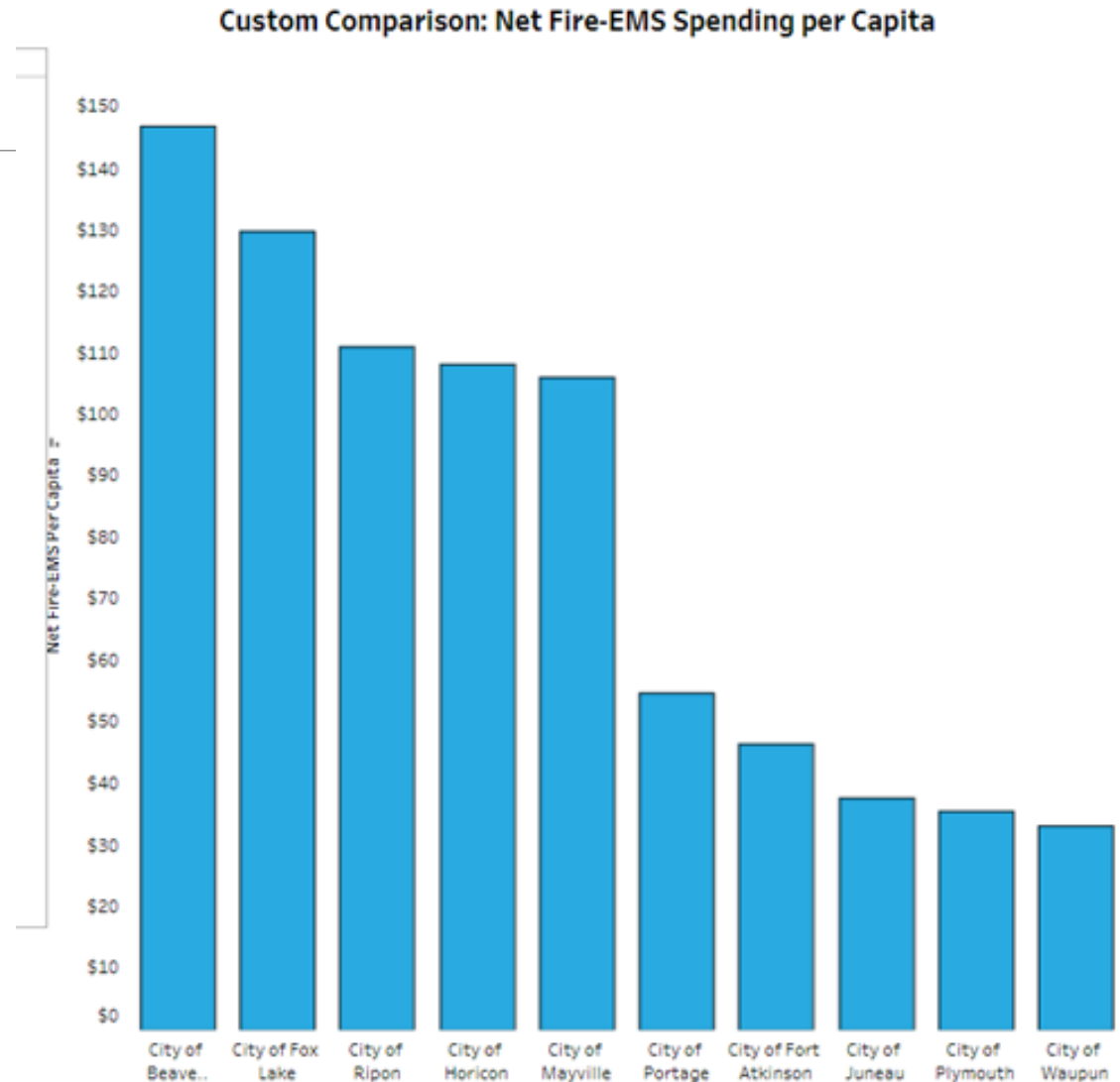
SEPTEMBER 23, 2022

Fire-EMS Spending Per Capita in 2020

Source: WI Policy Forum Municipal Data Tool, Sept 23, 2022



- Waupun ranks 535 out of 602 municipalities in WI on spending per capita for Fire/EMS.
- When compared to neighboring and similar-sized communities (graph at right) Waupun is among the lowest spend per capita among its peers (535 out of 602).



Staffing Trends for Fire & Emergency Response

Average # Fire Responders by Month in 2022

Average Fire Personnel Response (excluding mutual aid & shift calls) YTD:												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
4A – 8P	10.4	11.6	11.5	14.8	11.2	11.0	9.8	9.8				
8P – 4A	13.3	5.0	11.6	11.5	16.0	12.3	8.0	10.0				

Average # Fire Responders by Daypart

Average Fire Personnel Response (excluding mutual aid & shift calls):		
	Avg # of Responders	% of Total Department
4A – 8P	9.8	35%
8P – 4A	10.0	36%

* Current roster is 28 members.

** National Institute of Standards and Technology (NIST) recommends no less than 18 firefighters for offensive fire attack at structure fire.

- Over the previous 10 years, call volume for fire has doubled from 69 in 2012 to 131 in 2022.
- Response levels have been a concern but are declining
 - 2019: 17% in standard (6 months of data tracking)
 - 2020: 17% in standard
 - 2021: 0% in standard
 - 2022: 0% in standard (YTD)
- Annually – responding to ~130-150 calls per year
- Low responder rates places increasing burden on full-time staff to ensure 24/7, 365 coverage.
- Increasing burden on full-time staff suggests need to evaluate our staffing model to ensure sustainability of operations.

Staffing Trends for Fire & Emergency Response

Ambulance Demand Increasing

- 2021 call volume up 18% over 2020 call volume
- YOY Q1 2021 to 2022 ambulance volume remains steady
- 2021 – 1 out of every 25 911 calls experience failure (either delayed arrival or no ambulance available)
- 2022 similar trend through Q1, with an uptick in both misses and delays evident in Q2 & Q3
- The cost to add a dedicated ambulance through our contracted service is estimated at \$400,000

EMR Response since February 2022 Startup

Call Summary:

Emergency Medical Responder Calls YTD:												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
0	59	45	54	44	50	48	49					349

- Responders aid a mix of call types including cardiac and other significant needs
- 24% of 911 calls EMRs are first on scene
- Mutual aid – 2X (20+ minutes prior to ambulance)
- Day time responder challenges - 35% of calls covered by FT staff during regular work day.

EMS Grant Awards in 2022

HEALTHCARE INFRASTRUCTURE GRANT (\$204,864)

Completion Deadline: December 31, 2024

- EMR initial training
- Startup Equipment
- Ongoing hiring and training of EMRs
- Capital Equipment (ambulance and equipment)
- Rent and Utilities (vehicle storage)

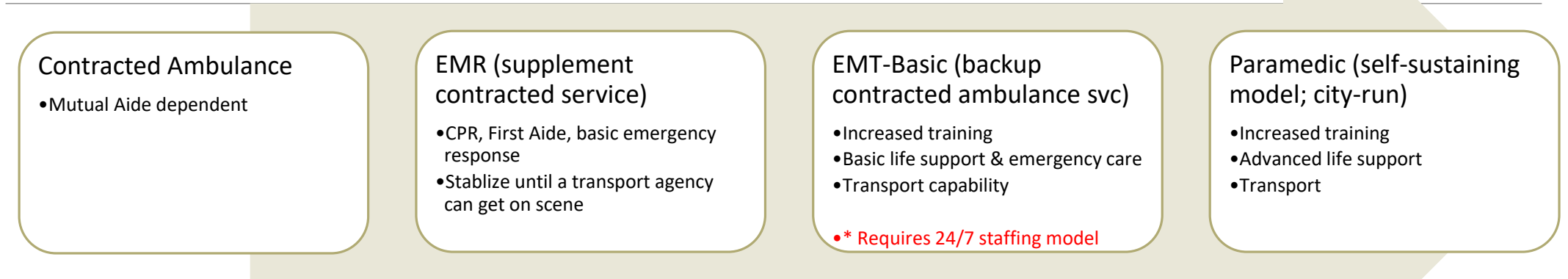
EMS FLEX GRANT (\$268,600)

Completion Deadline: Pending

- Supplies
- Equipment
- Emergency Response Vehicle
- Training (EMT-Basic)
- Recruitment & Retention (EMT Basic taught at High School)

EMS Progression

Flex Grant Award Requires Decisions About Staffing Model



DISCUSSION:

- What does the community expect when they call 911 for both fire and EMS?
- Moving to an EMT-Basic Service would provide backup ambulance service to the community to address service failures. EMT-Basic transport service requires that we move to a 24/7 coverage (Note: that does not mean we need exclusively full-time staff – but it does mean we need a different staffing model). What is our goal for emergency response?
- How does EMS and Fire work together to strengthen staffing picture? What impact will that have on facilities?



AGENDA SUMMARY SHEET

MEETING DATE: 9/27/22

TITLE: EMS Grant Award: Trends and Impact on
Emergency Response Services

AGENDA SECTION: DISCUSSION FOR POSSIBLE FUTURE
CONSIDERATION

PRESENTER: Fire Chief DeMaa
Administrator Schlieve

DEPARTMENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
Public Safety	Discussion Only	

ISSUE SUMMARY:

The City was awarded an EMS-Flex Grant (announced 9/21/22). This is in addition to the Healthcare Infrastructure Grant awarded earlier this year. The grant creates an opportunity for the City to address some of the trends we are seeing through our service delivery for both fire and EMS. As part of our 2023 work plan, we are recommending a complete analysis of our staffing models. We are also recommending a slightly modified structure for fire to support the increasing demands on full-time staff as call volumes and services expand. In our preliminary research, there are a number of strategies that could be deployed. It is important that we have a discussion about where we want to take this service so that we can best leverage the grant opportunities before us and position the department to meet needs of the community both now and in the future.

STAFF RECOMMENDATION:

Discussion only

ATTACHMENTS:

PowerPoint of trends

MOTIONS FOR CONSIDERATION:

N/A