



A G E N D A
CITY OF WAUPUN COMMON COUNCIL
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, November 14, 2023 at 6:00 PM

VIRTUAL AND TELECONFERENCE ACCESS AVAILABLE

Virtual Access: <https://us02web.zoom.us/j/88975185869?pwd=THJ4VGdZc25vMmc5QXEVT01LdFhscz09>

Teleconference Access: 1-312-626-6799

Meeting ID: 889 7518 5869 **Pass Code:** 157171

CALL TO ORDER

PLEDGE OF ALLEGIANCE FOLLOWED BY A MOMENT OF SILENT MEDITATION

ROLL CALL--Mayor to excuse any absent members

PUBLIC HEARING

- [1.](#) Public Hearing-2024 City of Waupun Budget and Tax Levy
- [2.](#) Close Public Hearing (Roll Call)
- [3.](#) Resolution Adopting 2024 Budget and Tax Levy

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

- [4.](#) Steve Hill, Waupun Area School District Administrator Update
- [5.](#) Jon Venhuizen, Fond Du Lac County Supervisor Update
- [6.](#) Samantha Martinsen- Consideration to amend Ch.8.025 Regulation of Chickens
- [7.](#) Zander Bailey- Presentation on Trees

No Public Participation after this point

RESOLUTIONS AND ORDINANCES:

- [8.](#) Amendment to the Municipal Code Ordinances to Remove Fees for the Creation of a Fee Schedule
- [9.](#) Resolution Adopting Fee Schedule

CONSIDERATION - ACTION

- [10.](#) Local Roads Improvement Program Grant Application for Mill and Overlay of S. West St. to W. Lincoln St. to Visser Ave.
- [11.](#) 2024 Business Improvement District Operating Plan, Budget, and Assessment Rate
- [12.](#) Youth Recreation and Sports Grant Design Guidelines
- [13.](#) DOT Regulated Employee Alcohol Misuse Prevention and Anti-Drug Policy
- [14.](#) Appointment/Oath of Office to Aldermanic District 3 Vacancy

MAYORAL CORRESPONDENCE/PRESENTATIONS

- [15.](#) City of Waupun Christmas Parade - December 1, 2023
- [16.](#) Thanksgiving Holiday -November 23 and 24, 2023

CONSENT AGENDA

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

BOARDS, COMMITTEE AND COMMISSION MEETING MINUTES

- [18.](#) Board of Public Works 9-12-23
- [19.](#) Business Improvement District 9-19-23
- [20.](#) Community Development Authority 9-19-23
- [21.](#) Common Council 10-10-23

- [22.](#) Utility Commission 10-16-23
- [23.](#) Library Board 10-18-23
- [24.](#) Special Common Council 10-31-23
- [25.](#) Special Common Council 11-9-23

DEPARTMENT REPORTS

- [26.](#) Police Department
- [27.](#) Fire Department
- [28.](#) Library
- [29.](#) Recreation
- [30.](#) Public Works
- [31.](#) Utilities
- [32.](#) Finance
- 33. City Clerk-Treasurer-HR
- [34.](#) 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

MEETING DATE: 11/14/2023

TITLE: Public Hearing-2024 City of Waupun Budget and Tax Levy

AGENDA SECTION: Public Hearing

PRESENTER: Kathy Schlieve, City Administrator

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
High Performance Government	2024 Budget	

ISSUE SUMMARY

Staff will present the proposed 2024 budget during a public hearing. As outlined, the proposed budget is balanced, operates within levy limits, and meets expenditure restraint requirements set forth by the State of WI.

STAFF RECOMMENDATION:

The information presented during the budget hearing is consistent with information presented at the final budget workshop on October 10, 2023. Staff recommends the budget as presented.

ATTACHMENTS:

1. 2024 Budget Hearing Presentation
2. Proposed 2024 Budget

RECOMMENDED MOTION:

Motion to close the 20243 Budget hearing.



WAUPUN

CITY OF SCULPTURE

2024 BUDGET HEARING

November 14, 2023

2024... the Year Innovation Meets Municipal Budgets



Innovation Focused On...

1. Shared Service Agreements / Cost Reduction
2. Sustainable Service Delivery
3. Talent Acquisition and Retention
4. Debt Capacity Planning/Utilization
5. Technology Utilization
6. Quality of Life Issues
7. Community Engagement

BUDGET PROCESS

September 26, 2023

- Final Budget Presentation

October 10, 2023

- Approve Notice for and Publication of Public Hearing

October 11, 2023

- Submit Budget Hearing Notice to Newspaper for Publication

November 14, 2023

- Public Hearing
Budget Adoption
- Certification of Tax Levy



Breakdown of your tax dollar



40%

Waupun School
District



32%

City of Waupun



25%

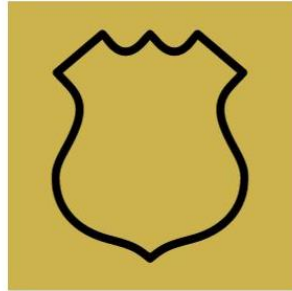
Fond du Lac /
Dodge Counties



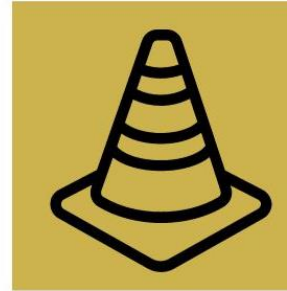
3%

Moraine Park
Tech. College

2024 Budget Priorities



PUBLIC SAFETY



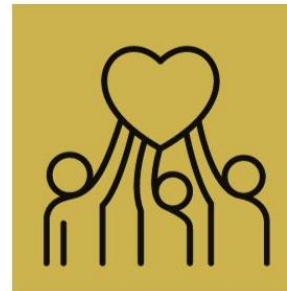
INFRASTRUCTURE



SUSTAINABILITY



**HIGH PERFORMANCE
GOVERNMENT**



RECREATION

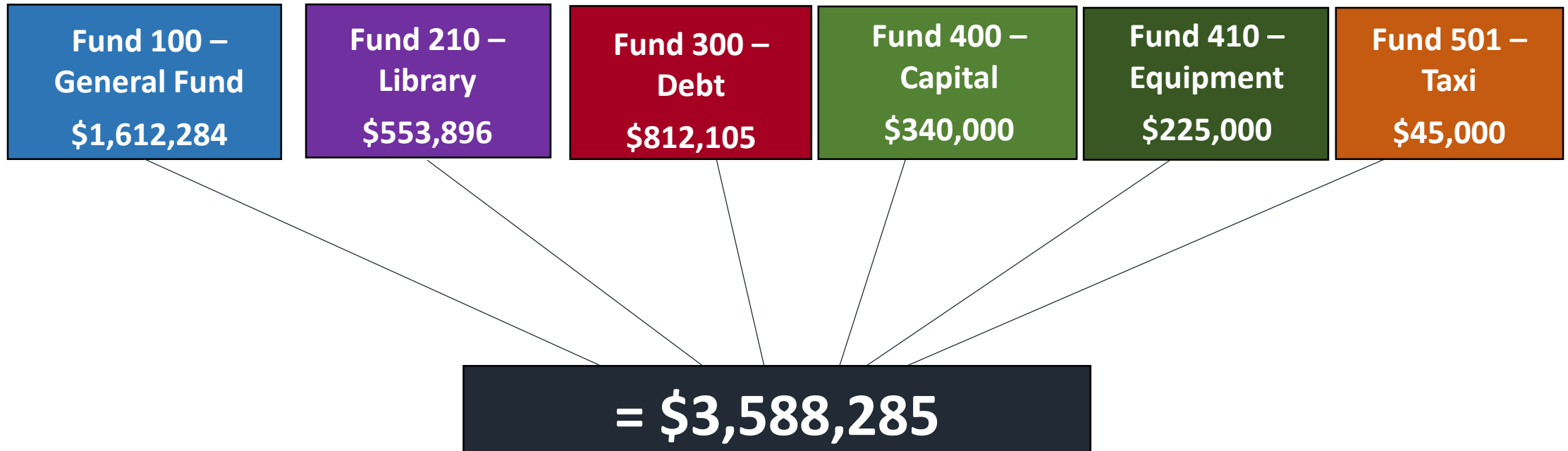


**SECURE OPERATING
SYSTEM**

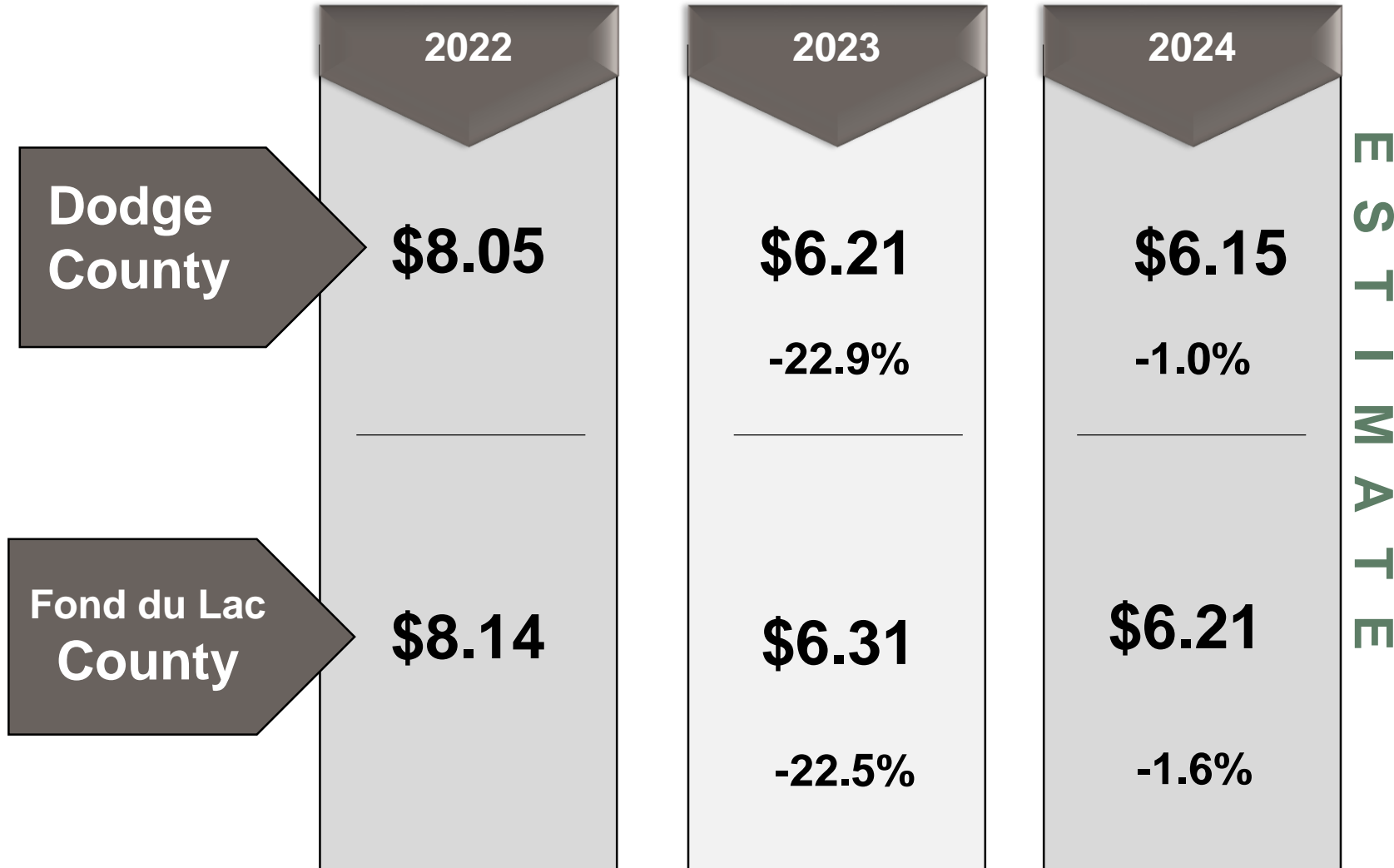
2024 Budget Summary

All Government and Proprietary Funds Combined	Estimated Fund Balance 1/1/2024	Total Revenues	Total Expenditures	Estimated Fund Balance 12/31/2024	Property Tax Contribution
General Fund (100)	\$ 6,749,845	\$ 6,900,067	\$ 6,900,067	\$ 6,559,144	\$ 1,612,284
Trust Funds (200)	33,132	12	-	33,144	
Library (210)	484,104	776,221	776,221	484,104	553,896
Grants and Donations (220)	13,109	6,010	6,000	13,119	
Building Inspection (230)	24,012	84,500	76,825	31,687	
Affordable Housing (250)	248,387	-	-	248,387	
Debt (300)	33,945	1,819,042	1,819,042	33,945	812,105
Capital Improvements (400)	1,815,917	3,143,887	3,128,800	1,800,830	340,000
Business Park (404)	1,559,089	10,453	10,000	1,559,542	
Equipment Replacement (410)	409,487	239,000	263,741	384,746	225,000
Recycling (420)	147,688	162,877	154,604	155,960	
Solid Waste (425)	62,909	428,259	432,093	59,075	
Tourism (430)	31,680	70,000	70,000	31,680	
Taxi (501)	(15,756)	115,000	212,916	(113,672)	45,000
Home/HCRI Housing (507)	154,123	10	-	154,133	
CDBG Housing (509)	1,196,272	20	73,000	1,123,292	
Stormwater (700)	683,844	592,500	541,780	734,564	
TID 3 (405)	180,184	244,061	206,222	218,023	
TID 5 (401)	(1,699,687)	436,020	379,200	(1,642,867)	
TID 6 (408)	(362,238)	111,724	72,870	(323,384)	
TID 7 (407)	(342,729)	54,237	156,088	(444,579)	
TID 8 (418)	29,995	178,277	125,302	82,970	
TID 9 (418)	(135,192)	24,440	131,040	(241,792)	
	<u>\$ 11,302,120</u>	<u>\$ 15,396,617</u>	<u>\$ 15,535,811</u>	<u>\$ 10,942,051</u>	<u>\$ 3,588,285</u>

2024 Levy Distribution



2024 Assessed Tax Rate per \$1,000



ESTIMATED IMPACT TO PROPERTY OWNERS

	Tax Year 2022	Tax Year 2023	Change	% Change
City of Waupun – Dodge County Residents				
Average Home Value	\$159,620	\$152,630	-\$6,990	-4.3%
Mill Rate (per \$1K)	\$6.212	\$6.152	-\$0.06	-1.0%
City of Waupun Taxes	\$991	\$938	-\$53	-5.3%
City of Waupun – Fond du Lac County Residents				
	Tax Year 2022	Tax Year 2023	Change	% Change
Average Home Value	\$195,953	\$185,673	-\$10,280	-5.2%
Mill Rate (per \$1K)	\$6.314	\$6.210	-\$0.11	-1.6%
City of Waupun Taxes	\$1,237	\$1,153	-\$84	-6.8%

Levy Distribution 2023 Compared to 2024

	2023	2024	Increase (Decrease)	Percent Change
General Fund	\$1,686,658	\$1,612,284	(\$74,374)	-4.4%
Debt Fund	\$788,080	\$812,105	\$24,025	3.0%
Library Fund	\$516,792	\$553,896	\$37,104	7.2%
Capital Fund	\$340,000	\$340,000	\$0	0%
Equipment Fund	\$225,000	\$225,000	\$0	0%
Taxi Fund	\$45,000	\$45,000	\$0	0%

BUDGET HIGHLIGHTS

2024 General Fund Revenue

INCREASES

- Shared Revenue \$621,745
- Recycling Grant \$45,000
- Ambulance \$25,775

DECREASES

- MSP (\$32,000)
- Utility PILOT (\$52,271)
- Tax Levy (\$74,455)

BUDGET HIGHLIGHTS

2024 General Fund Expenses

INCREASES

- **Wages & Benefits** \$200,000
- **Utilities** \$18,000
- **IT Services** \$44,000
- **Community Center** \$23,660

BUDGET HIGHLIGHTS

DEPARTMENT	2023 BUDGET	2024 BUDGET	BUDGET CHANGE	BUDGET CHANGE KEY FACTORS
GENERAL GOVERNMENT	\$ 611,918	\$ 650,559	\$ 38,641	Healthcare Clinic, IT Services, Utilities
RECREATION	173,685	379,909	206,224	Comm. Center, YMCA Labor Expense allocation
ASSESSOR	39,375	40,000	625	
POLICE	178,403	178,403	0	IT, utilities, fuel, reduction OT expenses
FIRE	101,885	100,639	(1,246)	IT, utilities, fuel
PUBLIC WORKS	765,304	788,794	23,490	Utilities, fuel, part-time staff
ECONOMIC DEVELOPMENT	22,045	22,145	100	
TOTAL	\$1,892,615	\$2,160,449	\$ 267,834	

BUDGET HIGHLIGHTS

2024 Capital Improvements

General Government	City Hall Roof Replacement	\$86,300
Recreation	Museum Tuck Point	\$73,000
	Community Center	\$200,000
	Aquatic Center improvements	\$13,500
Public Works/Streets	Raze and Remove Shed/Barn	\$25,000
	Rounsville St. Pond Engineering	\$4,000
	Downtown Plaza – East Side	\$50,000
	Street Engineering	\$6,000
	Mill and Overlay Streets	\$250,000

2024 Fund Balance Applied = \$0



BUDGET HIGHLIGHTS

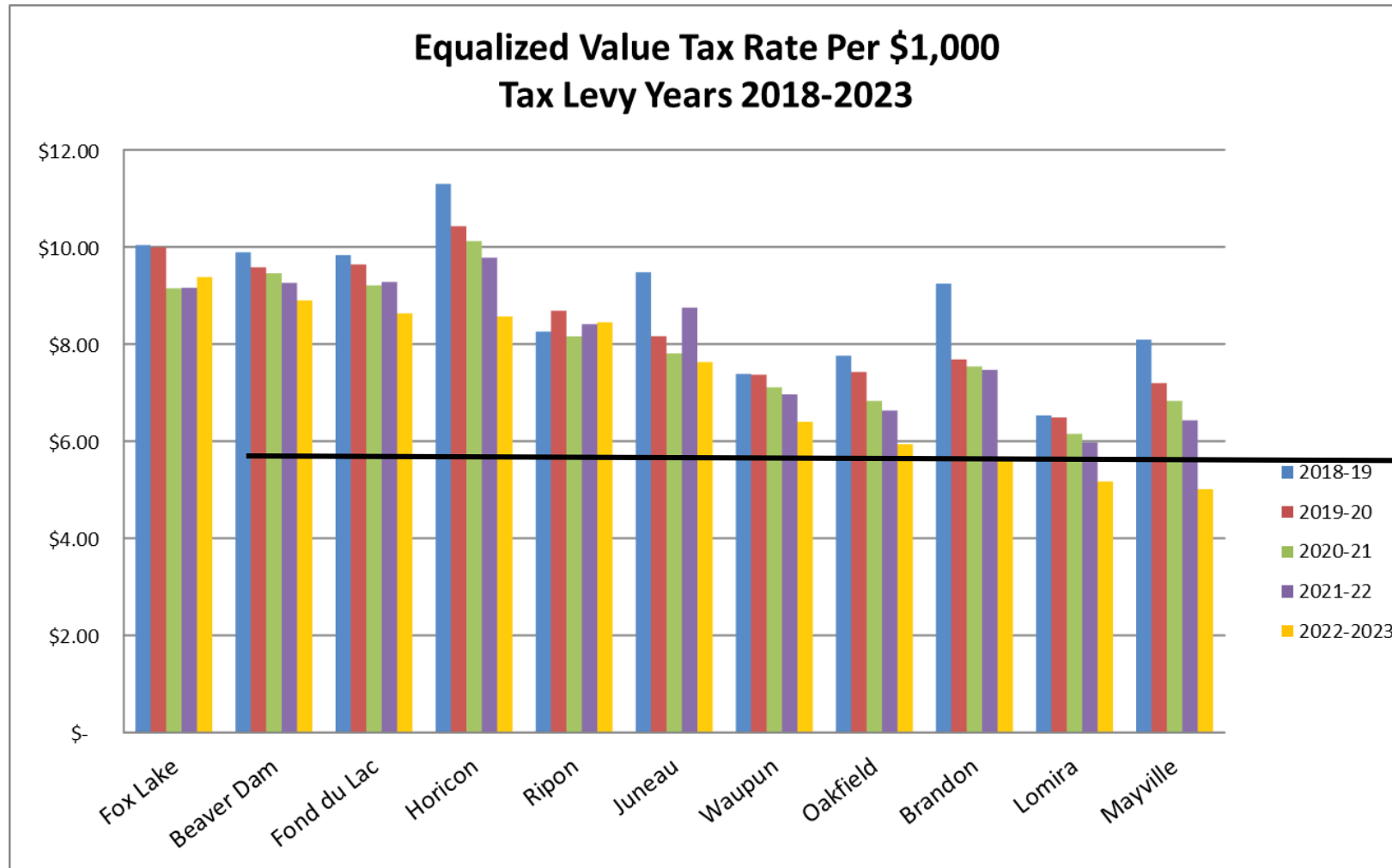


2024 Equipment Replacement

General Government	Computer/Software	\$14,000
Police	Equipment	\$131,624
Fire	Computer/Gear	\$11,500
Public Works	Equipment	\$101,617
Recreation	Aquatic Center Equipment	\$5,000
Taxi	Vehicle	\$50,000

2024 Fund Balance Applied = \$24,741

COMMUNITY AFFORDABILITY COMPARISON



LOOKING BEYOND 2024



SUSTAINABILITY

2025 Estimated Supplemental Aid Increase

\$14,438

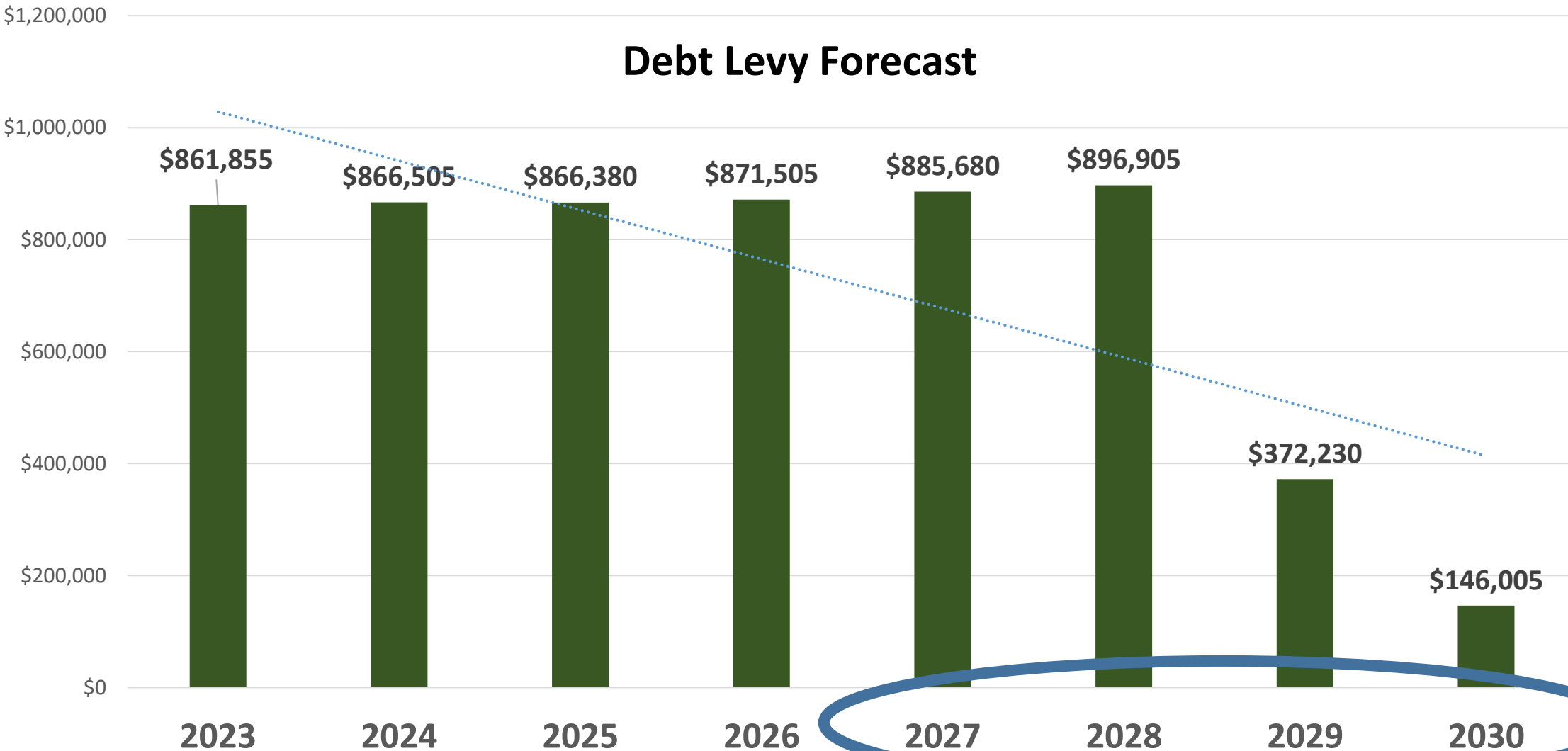
Average Annual Increase in the General Fund (3%)

\$170,000



WAUPUN
CITY OF SCULPTURE

STRATEGIC DECISIONS MADE NOW CAN HELP ADDRESS THE LONG-TERM NEEDS OF THE CITY



Closing

- Discussion
- Resolution
 - 2024 Annual Budget approved and adopted
 - Property tax in the amount of \$3,588,285 levied as tax upon all taxable property in the city
 - City Clerk is authorized and directed to place this tax on the current tax roll
- Recommended Motion
 - Motion to approve the Resolution adopting the 2024 budget and tax levy



WAUPUN
CITY OF SCULPTURE
cityofwaupun.org

2024 BUDGET REPORT



11/14/2023
PREPARED BY: KATHY SCHLIEVE

Hello Waupun!

2023 was a year of accomplishments that provide a strong foundation on which our 2024 budget is built. Here are just a few of the highlights:

- Construction is underway on a new \$4.9M Senior/Community Center that will open in 2024. This project is being supported in part by American Rescue Plan Act funds awarded to the City of Waupun via the Wisconsin Department of Administration by the U.S. Department of the Treasury and through private donations.
- The EMS Flex Grant and Healthcare Infrastructure Grant funded by the American Rescue Plan Act through the Wisconsin Department of Administration by the U.S. Department of Treasury helped the City secure and equip both our EMR program and two ambulances to support future needs in the community.
- A fire staffing study is completing in late 2023 and will be presented in early 2024. This study will help us identify any actions needed to strengthen the long-term sustainability of our emergency response services across the City.
- Wilson and Shaler Drives in the Waupun Industrial Park were extended, and Phase 1 and 2 of a development project with United Cooperative is well underway and scheduled to open in 2024.
- All Phase Heating & Cooling opened in Heritage Ridge Business Park and Bayberry Lane extension and stormwater infrastructure is complete. This paves the way for new construction that includes a truck wash and facility that will be home to Eric Mulder Construction in 2024.
- The Tanager Drive subdivision on the City's west side completed builds ahead of schedule, adding \$5.8M of new valuation and badly needed housing to the City.
- The K9 Police program was restored with citizen support.
- City support for youth sports organizations was established with the City dedicating \$100,000 to Waupun Hockey for floor replacement, \$100,000 to Waupun Little League for turf replacement, and \$75,000 for a youth sports grant that will be introduced in 2024.
- A Childcare Stabilization Grant that allocated \$250,000 of funds to help increase licensed childcare space in the City was launched. The first award from that program supports a renovation at Wee Care to bring additional licensed childcare slots to the community.
- A Vibrant Spaces Grant was awarded from WI Economic Development Corporation and a new food truck alley will be constructed in Downtown in 2024 to continue the City's placemaking efforts.
- Design WI completed a workshop with community stakeholders and presented ideas to advance Capital Improvement Planning in the Central Business District using Tax Increment financing.

Maybe the most substantial shift comes from the passage of ACT 12, which brings new supplemental revenue to the City for 2024. This marks the first increase in state shared revenues in more than 20 years and lays the foundation for a 2024 budget that is focused on moving Waupun forward.

Questions on the 2024 budget can be directed to Kathy Schlieve, City Administrator.

Sincerely,
Mayor Rohn Bishop

BUDGET OVERVIEW:







The 2024 City of Waupun budget as outlined is balanced, operates within expenditure restraint, and supports key priorities outlined in our 2024 work plan. Our most recent audit confirms the soundness of our internal controls and protects our strong Aa3 bond rating. Elements of the proposed 2024 budget include:

- General fund revenues increase 13% (\$587,273) overall, excluding the tax levy. This reflects increased revenue from the State of Wisconsin Shared Revenue; ambulance fees; and, updated fees for garbage collection. The General fund will have a decrease in revenue from Municipal Service Payments, and Utility PILOT payments.
- Total general fund expenditures increase 9% (\$540,510) overall. Within that amount, regular wages and benefits increase 6% (\$272,576); police overtime decreases .34% (\$74,311); and, health insurance premiums increase 7% (\$38,937); and the new Community Center contributes the largest portion at 26% (\$214,361). The wage budget also funds the addition of a part-time Public Works employee.
- The proposed general fund operating budget, excluding wages and benefits, increases 14% (\$267,834) over prior year, with increases primarily driven by the new employee healthcare clinic, IT service provider, and escalating utility, fuel and insurance costs.
- The 2024 budget shifts \$37,104 levy dollars from the General Fund to the Library Fund to assist in maintaining services in that department.
- The 2024 budget levies \$866,505 for repayment of long-term debt, a 10% increase over prior year.
- The 2024 budget funds recurring capital equipment and improvement projects with a combination of operating revenues, grant funds, and fund balance.
- The proposed budget maintains unassigned fund balance within policy limits and uses restricted funds reserved to pay retiree health benefits.

Noteworthy Growth Indicators:

- Equalized value increased 11% over the previous year, resulting in a 1% drop in equalized value tax rates.
- Net new construction increased 1.603% (~\$9.7 M) over prior year.
- The City's Tax Increment District (TID) portfolio grew 17.3% in valuation over prior year, adding \$14.3M in valuation.

BUDGET AT A GLANCE:

2024 Budget by the Numbers		
Budget Priorities: <ol style="list-style-type: none">1. Sustainable Infrastructure2. Public Safety3. Community & Economic Vitality4. High Performance Government	2024 Budget: \$15,535,811 	
	General Fund: \$6,900,067 <i>(Portion funding operations)</i>	
Proposed Levy: \$3,588,285 <i>0.4% decrease over prior year</i>  Within Levy Limit and meets Expenditure Restraint	Equalized Value: Increase 11% over prior year 	Proposed Tax Rate: <i>(per \$1,000 property value)</i>  Fond du Lac County: \$6.210 <i>(1.6% decrease from prior year)</i> Dodge County: \$6.152 <i>(1.0% decrease from prior year)</i>
Capital Projects: \$628,800 (less grants) <ul style="list-style-type: none">• Mill & Overlay• City Hall Roof Replacement• Senior Center (grant funded)• Museum Repairs	2024 Debt Payments: \$1,817,442 (13% increase) Total Debt: \$12.5M 49% of limit per city policy 2024 Debt Levy: \$866,505 <i>10% increase over prior year</i>	Economic Growth: Active TIDs: 6  TID Valuation: Increased \$14.3M <i>17.3% increase over prior year</i>

The 2024 budget projects revenues of \$15,396,617 and expenditures of \$15,535,811. Of total expenditures, \$6,900,067 comes from the general fund to support general government operations. The proposed budget calls for a property tax levy of \$3,588,285, a 0.4% decrease from prior year.

GENERAL FUND REVENUES:

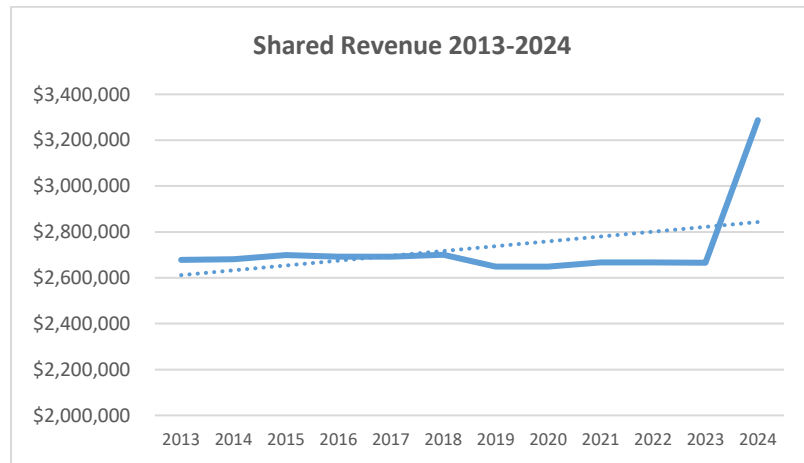
It is rare that the City has a new revenue sources, but that is the case in 2024 with general fund revenues increasing 13% (\$617,319). This results from increases due to; the passage of 2023 Act 12 which provided an increase to our State of Wisconsin Shared Revenue Payments; fees being adjusted; improvements in interest income; and, grant revenues received. Fees coming from Dodge County townships pertain to the addition of per capita ambulance fees charged. At present, Fond du Lac County provides an ambulance subsidy to the City while Dodge County does not. The ambulance fees will offset rising costs in contracted ambulance service within the community. Additionally, PILOT payment revenues from Utilities, Expenditure Restraint Program payments, and Municipal Service Payments are projected to decrease, and restricted funds reserved for post-retirement benefits are utilized to offset retiree health insurance premiums.

REVENUE SOURCES:

To provide essential services, the City has two primary revenue sources, State Shared Revenues and Property Tax, which fund 70% of general operating expenses.

STATE SHARED REVENUES

The graph below shows historical data for State Shared Revenue. 2024 estimated Shared Revenues are projected to be \$3,287,239, \$621,745 more than 2023 Shared Revenues. With the passage of Act 12, the City of Waupun will receive a 23% increase in Shared Revenue. While this increase is beneficial to the city, over the last decade, shared revenues have not kept up with inflation. With the addition of lost or decreased revenue from other sources, the City will still need to evaluate services to find ways to maintain or to reduce operating expenses.



PROPERTY TAX REVENUES

Property Taxes are subject to levy limits, which cannot grow beyond a city’s rate of net new construction. In 2022, the City had \$9.7M in net new construction, which resulted in an allowable levy increase of \$43,066 in the proposed 2024 budget. This increase is inadequate to cover the inflationary costs the City is experiencing. As such, staff have worked to reduce operating expenditures and continue work to eliminate expenses that cause only minimal disruption to essential service.

GENERAL FUND EXPENSES:

The proposed general operating budget is projected to increase \$540,510 or 9% over prior year, with the following areas contributing to the increase:

STAFFING, WAGES and BENEFITS:

Of the total General Fund budget, the largest increase (\$272,576) is associated with wage and compensation changes. The budget supports the additional of a part-time Department of Public Works employee. Overall, the budget includes a 3% cost of living adjustment in January for non-represented staff, combined with a mid-year, merit-based step increase.

The 2024 budget includes an 8.9% increase in health insurance premiums with a decrease to the contributions provided to the employees HSA accounts. The City is continually working to streamline healthcare costs and will be partnering with the Waupun Area School District to create a shared employee Healthcare Clinic in 2024, with the goal of improving employee access to care to reduce non-emergent ER utilization while reducing employee out of pockets expenses. The clinic is an investment that is forecast to help control future healthcare premium renewals.

Overall staffing levels remain consistent with the exception of the addition of a part-time Department of Public Works employee.

The following table shows staffing levels by department from 2023 to 2024.

Department	2023		2024		Increase / (Decrease)	
	Full Time	Part-Time /Seasonal	Full Time	Part-Time /Seasonal	Full Time	Part-Time /Seasonal
City Clerk	2	0	2	0	0	0
Finance	1	1	1	1	0	0
DPW	13	7	13	8	0	1
Administration/ED	1	0	1	0	0	0
Senior Center/Parks	1	4	1	4	0	0
Police	19	1	19	1	0	0
Fire	2	48	2	48	0	0
Library	5	12	5	12	0	0
	44	73	44	74	0	1

Finally, on the wage front, the City continues to find it difficult to attract and retain qualified police officers. This is a national problem and one we are working to combat. As we work through these challenges, we are working to: hire additional officers; reduce overtime expenses; and, to offer competitive wages, benefits, and schedules that will attract new talent to our department.

NON-WAGE EXPENSES:

General fund, non-wage expenditures increase 14% (\$267,834), driven by increases to property and liability insurance, facility maintenance, as well as utilities/energy and fuel costs. Several reductions were made to offset cost increases of non-wage expenses, including reductions to micro-sealing of streets and painting of street lines from an every year to an every other year rotation. The following chart summarizes changes by department.

DEPARTMENT	2023 BUDGET	2024 BUDGET	BUDGET CHANGE	BUDGET CHANGE KEY FACTORS
GENERAL GOVERNMENT	\$ 611,918	\$ 650,559	\$ 38,641	Healthcare Clinic, IT Services, Utilities
RECREATION	173,685	379,909	206,224	Comm. Center, YMCA Labor Expenses allocation
ASSESSOR	39,375	40,000	625	
POLICE	178,403	178,403	0	IT, utilities, fuel
FIRE	101,885	100,639	(1,246)	IT, utilities, fuel
PUBLIC WORKS	765,304	788,794	23,490	Utilities, fuel
ECONOMIC DEVELOPMENT	22,045	22,145	100	
TOTAL	\$ 1,892,615	\$ 2,160,449	\$267,834	

City staff continue to work on a number of cost saving projects that are helping to reduce cost in the 2024 budget, the most notable include examining better use of technology, ongoing evaluation of contracted services, and projects to examine consolidation of fire and emergency response services.

DEBT SERVICE:

Debt service payments for 2024 increase 13% to a total of \$1,817,442. Current outstanding debt for the city is \$12.5M, which is 49% of our debt capacity limit per city policy. This results in a \$866,505 tax levy, which is an increase of 10% over prior year. Over the next seven to ten years, the city’s capital needs outpace its ability to borrow by more than six times and our current approach to finance these needs will need to be examined. As such, staff will continue to evaluate alternative ways to finance capital and will complete a long-range financial forecast that informs decision-making on significant factors such as needed replacement of our ladder truck for fire, changes required in our public safety facilities and needed City Hall repairs.

CAPITAL PLAN:

The city annually updates a five-year capital improvement and equipment replacement plan to finance all infrastructure and capital equipment needs. The 2024 budget funds recurring capital equipment and improvement projects with a combination of levy, grant funds, and fund balance as outlined below.

CAPITAL IMPROVEMENTS:

The 2024 Capital Improvement Plan budget is \$3,128,800, including a levy of \$340,000, revenues of \$56,000 and grant revenue of \$2.5M. No fund balance will be applied to the 2024 Capital Projects.

2024 Planned Capital Improvements:

- City Hall Roof Replacement: \$86,300
- Museum – Tuck point/steps/railing/window repairs: \$73,000
- Raze and Remove Shed/barn 1357 S Watertown: \$25,000 (*TID 9*)
- Rounsville St Pond engineering: \$4,000 (*Stormwater Project*)
- Downtown Plaza – East Side: \$50,000 (*TID 3/portion grant funded*)
- Street Design and Engineering: \$6,000
- Aquatic Center Equipment: \$13,500
- Mill and Overlay costs for street repairs: \$250,000
- Senior Center construction: \$2,500,000 (*grant funded*)

EQUIPMENT REPLACEMENT:

The 2024 Capital Equipment Replacement Plan budget is \$263,741, including a levy of \$225,000. The balance of the plan will be financed through the sale of equipment, interest income, and use of fund balance.

2024 Planned Capital Equipment Purchases:

- General Government Technology Updates/Upgrades: \$14,000
- Police: \$131,624
 - Vehicles and related equipment \$76,429
 - Other Equipment \$55,195, including AED, computer updates, bullet resistant vests, tasers, computers, portable radios, radar systems, body cameras
- Fire: \$11,500
 - Turnout gear and technology upgrades
- Public Works: \$101,617
 - Pickup truck replacement, mower.
- Recreation: \$5,000
 - Aquatic Center for pool furnishing and safety equipment
- Taxi: \$50,000

- City portion of new ADA Minivan

OVERALL BUDGETARY IMPACT:

Overall, the proposed budget calls for a decrease of (\$13,245) or -0.4% as previously outlined. The 2024 budget complies with the state-mandated property tax levy limit. The property tax levy limit is allowed to increase by the percentage increase in equalized value from net new construction, plus any increase in general debt service principal and interest payments.

Tax Levy by Fund

	Budget Year				Change Increase (Decrease)	Percentage Change Increase (Decrease)
	2021	2022	2023	2024		
General Fund	\$ 1,427,156	\$ 1,560,494	\$1,686,658	\$1,612,284	\$ (74,374)	-4.4%
Debt Service Fund	768,233	783,244	788,080	812,105	24,025	3.0%
Library Fund	516,792	516,792	516,792	553,896	37,104	7.2%
Capital Improvements	420,000	390,000	340,000	340,000	-	0.0%
Equipment Replacement	169,350	225,000	225,000	225,000	-	0.0%
Taxi Fund	-	26,000	45,000	45,000	-	0.0%
TOTAL	\$ 3,301,531	\$ 3,501,530	\$ 3,601,530	\$ 3,588,285	\$ (13,245)	-0.4%
Percentage Change		6.1%	2.9%	-0.4%		

ESTIMATED IMPACT TO PROPERTY OWNERS:

City of Waupun – Dodge County Residents	Tax Year	Tax Year	Change	% Change
	2022	2023		
Average Home Value	\$159,620	\$152,630	-\$6,990	-4.3%
Mill Rate (per \$1K)	\$6.212	\$6.152	-\$0.06	-1.0%
City of Waupun Taxes	\$991	\$938	-\$53	-5.3%

City of Waupun – Fond du Lac County Residents	Tax Year	Tax Year	Change	% Change
	2022	2023		
Average Home Value	\$195,953	\$185,673	-\$10,280	-5.2%
Mill Rate (per \$1K)	\$6.314	\$6.210	-\$0.11	-1.6%
City of Waupun Taxes	\$1,237	\$1,153	-\$84	-6.8%

DODGE COUNTY

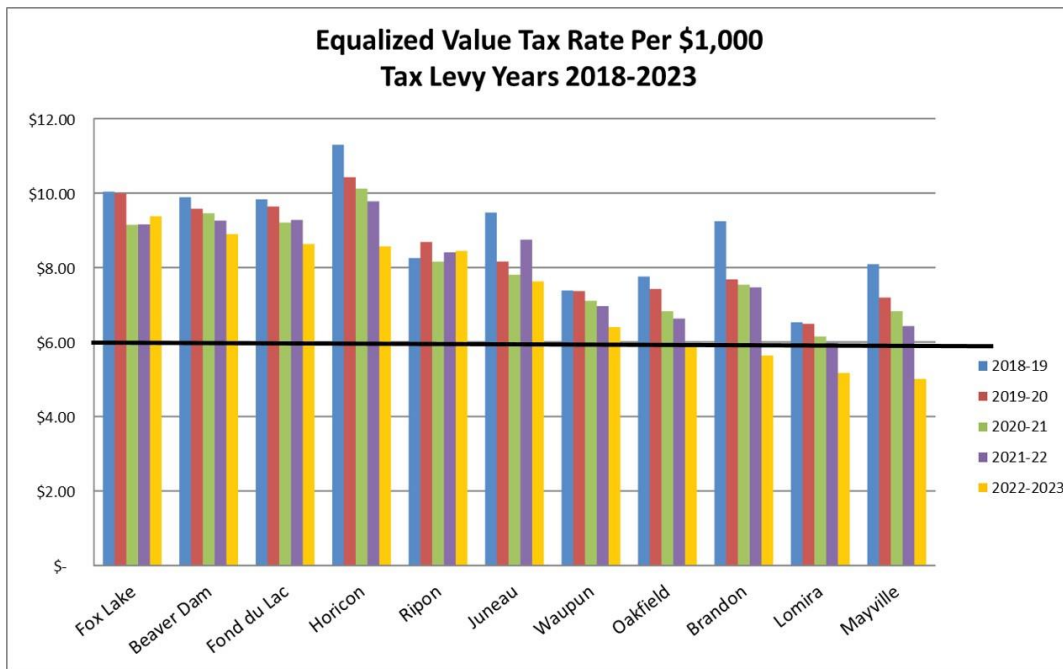
- Average home values in Dodge County decrease 4.3%
- Mill rate of \$6.152 per \$1,000 of assessed value, a 1.0% decrease over prior year.
- Average home valued at \$152,630 will see a decrease of \$53.

FOND DU LAC COUNTY

- Average home values in Fond du Lac County decrease 5.2%
- Mill rate of \$6.210 per \$1,000 of assessed value, a 1.6% decrease over prior year.
- Average home valued at \$185,673 will see a decrease of \$84.

TAX HISTORY AND COMPARISONS:

The bar graph that follows shows a comparison of local tax for cities and villages in Dodge and Fond du Lac counties. This bar graph contains five years of historical data for the equalized value tax rate per \$1,000. For 2024, the City has a 11% increase in equalized value, which results in the equalized tax rate per \$1,000 dropping to \$5.72, or \$0.68 lower than prior year. Waupun’s equalized tax rate is below average for similar-sized communities and is a strong indicator of stability and affordability for Waupun residents. When compared with other surrounding communities, Waupun maintains one of the lowest equalized value tax rates among area communities.



LEVY LIMITS:

We anticipate that tax levy limits will remain in effect for the foreseeable future. The levy limit is allowed to increase by the rate of growth in net new construction, in addition to any increases necessary to cover increasing debt principal and interest payments. Net new construction for 2022 is 1.603%. The 2024 budget as presented is within levy limits and qualifies the city for expenditure restraint payments.

2024 WORK PLAN:

The following tables define the 2024 work plan as outlined in the proposed 2024 budget. The budget focuses resources in four primary areas:

1. Sustainable infrastructure to ensure the city meets required mandates and maintains critical infrastructure to support long-term viability of the city.

PRIORITY 1: SUSTAINABLE INFRASTRUCTURE		
1.1	Improve roads, pedestrian, bike and transit infrastructure.	DEPARTMENT
1.1.1	Continue to implement street improvement plan to extend the life of roadways across community.	Public Works
1.1.2	ADA improvements to parks.	Public Works
1.1.3	Seek funding to support park, pedestrian, bike and transit improvements.	Administration
1.1.4	Leverage TIDS where possible to support road improvements.	Administration
1.2	Improve stormwater management practices and infrastructure to comply with WIDNR mandate.	
1.2.1	Meet MS4 permit requirements for development of stormwater ponds.	Public Works
1.3	Improve and maintain public facilities to meet long-term needs of community.	
1.3.1	Senior Center construction and grant management in accordance with federal funding.	Public Works
1.3.2	Determine space and design requirements for future of public safety building.	Public Works
1.3.3	Facility maintenance per Capital Improvement Budget	Public Works
1.4	Enhance energy efficiency and sustainability of city resources	
1.4.1	Evaluate and recommend funding to address needs in Energy Innovation Plan.	Administration
1.4.2	Evaluate fleet management programs to ensure optimum efficiency.	Administration

2. Public safety that meets current and future needs of city residents.

PRIORITY 2: PUBLIC SAFETY C29A19:D32A19:D35A1A19:D34		
2.1	Protect lives and property through timely and effective public safety response.	DEPARTMENT
2.1.1	Implement grant programs to strengthen ambulance response.	Fire/EM
2.1.2	Review findings of staffing study and form recommendations for sustainable emergency response model.	Fire/EM
2.1.3	Strengthen command staff to balance call response and workload.	Fire/EM
	Develop capability as backup ambulance service to reduce number of service failures.	Fire/EM
2.1.4	Determine need for public safety referendum and timing.	Fire/EM
2.1.5	Continue MABAS and other cooperative efforts with neighboring departments and explore cooperative opportunities to enhance service delivery.	Fire/EM
2.1.6	Community risk reduction/education.	Fire/EM
2.1.7	Strengthen Deputy Emergency Management Director role.	Fire/EM
2.2	Enhance crime prevention, community policing and code enforcement.	
2.2.1	Implement recommendations from organizational assessment.	Police
2.2.2	Increase access to training resources to prepare staff for response.	Police
2.2.3	Actively recruit, retain and train officers to meet the needs of the community.	Police
2.3	Improve ability to manage and recover from disaster related events.	
2.3.1	Maintain emergency response plan / contacts.	Fire/EM

3. High-Performance Government operations that are transparent, efficient and fiscally sound, supporting current needs without compromising the future health of the community.

PRIORITY 3: HIGH PERFORMANCE GOVERNMENT		
3.1	Develop a succession plan for key leadership and supervisory positions.	
3.1.1	Train all department heads on creating a culture of accountability.	Administration
3.1.2	Continue to monitor progress on succession plans.	Administration
3.2	Develop a financial forecast model that ensures strong financial management and sustainability.	
3.2.1	Continue to improve the budget document in accordance with GFOA standards.	Administration
3.2.2	Advance Capital Improvement Planning Process and finalize funding recommendations for significant capital expenditures in the community.	Administration
3.2.3	Develop a debt forecast through 2030 to inform decision making on capital improvement needs.	Administration
3.2.4	Determine appropriateness of budget module to streamline the budget planning process.	Administration
3.2.5	Implement annual rate review to ensure cost recovery of service delivery for all non-levied services.	Administration
3.5	Actively pursue cost containment opportunities.	
3.5.1	Develop intergovernmental agreements where appropriate to support efficient operation of municipal services.	Administration
3.6	Seek alternative funding to support organizational performance.	
3.6.1	Ongoing management of grant per guidelines of various grantmaking authorities.	Administration
3.7	Optimize organizational structure and human resource management.	
3.7.1	Revise employee handbook to reflect industry standards and regulatory requirements.	Administration
3.7.2	Annually review and revise where necessary employee job descriptions to reflect essential duties and functions.	Administration
3.7.3	Recommend enhancements to employee compensation and benefits to reflect industry standards and best practices.	Administration
3.7.4	Enhance education/training opportunities for employees.	Administration
3.8	Implement operating efficiencies and technology improvements.	
3.8.1	Establish an employee intranet to improve access and content accessibility.	Administration

4. Community and Economic Vitality that supports growth and enhances quality of life for all.

5.

PRIORITY 4: COMMUNITY & ECONOMIC VITALITY			
4.1	Strengthen and diversify the local economy.		
4.1.1	Market available land for development		Economic Development
4.1.2	Identify and research future industrial park sites.		Economic Development
4.1.3	Strengthen enterprenuerial ecosystem and support business starts.		Economic Development
4.1.4	Advance the Design WI planning efforts to inform capital improvement plans.		Economic Development
4.2	Strengthen partnerships to support development		
4.2.1	Stregngthen collaboration with regional and state economic development organizations to support development in the City.		Economic Development
4.2.2	Strengthen partnerships with local schools to promote entrepreneurship		Economic Development
4.3	Increase housing options within the community		
4.3.1	Develop an affordable housing strategy.		Economic Development
4.3.2	Work with developers to facilitate multi- and single-family development.		Economic Development
4.4	Deploy placemaking strategies to improve public spaces.		
4.4.1	Advance Streetscape work in downtown		Economic Development
4.5	Support expansion and retention of childcare solutions in the community.		
4.5.1	Support retention and expansion of daycare options in Waupun		Economic Development
4.6	Ensure Waupun is a community for all people to prosper.		
4.6.1	Develop a senior center policies that support opening of new facility.		Recreation
4.6.2	Expand youth programming throughout the year through collaborative partnerships.		Recreation
4.6.3	Enhance communication of recreation programs for all ages through a variety of media channels.		Recreation
4.6.4	Determine 2025 staffing needs for new facility.		Recreation
4.6.5	Provide quality programming for all residents, from pre-schoolers to adults.		Library
4.6.6	Provide reputable resources for lifelong learning opportunities.		Library
4.6.7	Provide for the educational, cultural, and recreational needs of the community.		Library/Recreation
4.6.8	Coordinate a communications team and increase use of social media across all channels to engage the community on topics of importance.		Dept Heads

2024 BUDGET PROPOSAL:

**CITY OF WAUPUN
2024 Budget
SUMMARY OF ALL FUNDS**

Fund Number	Fund Name	Total Revenues	Total Expenditures	Excess (Deficit)	Balance January 1	Balance December 31	Property Tax Contribution
Governmental Funds							
100	General Fund	\$ 6,900,067	\$ 6,900,067	\$ 0	\$ 6,749,845	\$ 6,559,144	\$ 1,612,284
Special Revenue Funds							
200	Trust Funds	12	-	12	33,132	33,144	-
210	Library	776,221	776,221	-	484,104	484,104	553,896
220	Grants and Donations	6,010	6,000	10	13,109	13,119	-
230	Building Inspection	84,500	76,825	7,675	24,012	31,687	-
250	Affordable Housing	-	-	-	248,387	248,387	-
420	Recycling	162,877	154,604	8,273	147,688	155,960	-
425	Solid Waste	428,259	432,093	(3,834)	62,909	59,075	-
430	Tourism	70,000	70,000	-	31,680	31,680	-
501	Taxi Grant	115,000	212,916	(97,916)	(15,756)	(113,672)	45,000
507	Home/HCRI Housing	10	-	10	154,123	154,133	-
509	CDBG Housing	20	73,000	(72,980)	1,196,272	1,123,292	-
700	Stormwater	592,500	541,780	50,720	683,844	734,564	-
300	Debt Service	1,819,042	1,819,042	-	33,945	33,945	812,105
Capital Project Funds							
400	Capital Improvements	3,143,887	3,128,800	15,087	4,315,918	4,331,005	340,000
410	Equipment Replacement	239,000	263,741	(24,741)	409,487	384,746	225,000
405	Tax Incremental District #3	244,061	206,222	37,839	180,184	218,023	-
401	Tax Incremental District #5	436,020	379,200	56,820	(1,699,687)	(1,642,867)	-
408	Tax Incremental District #6	111,724	72,870	38,854	(362,238)	(323,384)	-
407	Tax Incremental District #7	54,237	156,088	(101,851)	(342,729)	(444,579)	-
418	Tax Incremental District #8	178,277	125,302	52,975	29,995	82,970	-
419	Tax Incremental District #9	24,440	131,040	(106,600)	(135,192)	(241,792)	-
404	Business Park	10,453	10,000	453	1,559,089	1,559,542	-
		<u>\$ 15,396,617</u>	<u>\$ 15,535,811</u>	<u>\$ (139,194)</u>	<u>\$ 13,802,120</u>	<u>\$ 13,472,225</u>	<u>\$ 3,588,285</u>

The City's property taxes are summarized as follows:

Tax Levy by Fund	Budget Year				Change Increase (Decrease)	Percentage Change Increase (Decrease)
	2021	2022	2023	2024		
General Fund	\$ 1,427,156	\$ 1,560,494	\$ 1,686,658	\$ 1,612,284	\$ (74,374)	-4.4%
Debt Service Fund	768,233	783,244	788,080	812,105	24,025	3.0%
Library Fund	516,792	516,792	516,792	553,896	37,104	7.2%
Capital Improvements	420,000	390,000	340,000	340,000	-	0.0%
Equipment Replacement	169,350	225,000	225,000	225,000	-	0.0%
Taxi Fund	-	26,000	45,000	45,000	-	-
TOTAL	<u>\$ 3,301,531</u>	<u>\$ 3,501,530</u>	<u>\$ 3,601,530</u>	<u>\$ 3,588,285</u>	<u>\$ (13,245)</u>	-0.4%
Percentage Change		6.1%	2.9%	-0.4%		

Assessed Tax Rate per \$1,000		(ESTIMATED)			
Dodge County	\$ 7.851	\$ 8.058	\$ 6.212	\$ 6.152	
Percentage Change	3.3%	2.6%	-22.9%	-1.0%	
Fond du Lac County	\$ 7.887	\$ 8.143	\$ 6.314	\$ 6.210	
Percentage Change	2.5%	3.2%	-22.5%	-1.6%	

CITY OF WAUPUN
2024 Budget
General Fund Summary

	2021	2022	2023	2023	2023	2024
	Actual	Actual	Budget	8 Month Actual	2023 Estimated	Budget
REVENUES						
General Property Taxes	\$ 1,427,156	\$ 1,560,494	\$ 1,686,658	\$ 1,276,270	\$ 1,686,658	\$ 1,612,284
Other Taxes	694,193	674,628	719,112	455,449	683,923	666,841
Special Assessments	289	718	100	2,248	2,259	100
Intergovernmental	3,326,443	3,349,957	3,340,523	1,064,004	3,464,087	3,970,768
Licenses and Permits	60,170	62,232	58,160	37,701	57,849	55,230
Fines, Forfeitures and Penalties	49,946	41,385	45,500	29,003	44,369	42,500
Public Charges for Services	239,407	248,774	225,643	194,042	243,491	232,643
Intergovernmental Charges for Services	36,913	37,993	40,725	53,315	53,315	66,500
Miscellaneous	27,242	59,709	50,000	183,048	198,522	62,500
Other Financing Sources						
Transfers In						
Fund Balance Applied	-	-	710,046	-	-	190,701
TOTAL REVENUES	<u>5,861,760</u>	<u>6,035,889</u>	<u>6,876,467</u>	<u>3,295,081</u>	<u>6,434,473</u>	<u>6,900,067</u>
EXPENDITURES						
General Government	963,219	1,063,214	1,240,536	737,697	1,215,130	1,338,350
Public Safety	2,514,028	2,623,377	2,811,059	1,581,082	2,735,165	2,899,303
Public Works	1,565,630	1,697,051	1,721,767	1,007,233	1,592,771	1,674,638
Culture, Recreation, and Education	330,031	352,163	385,944	329,421	518,511	802,351
Conservation and Development	114,208	85,105	37,161	34,417	97,197	22,235
Transfers Out	230,000	150,000	680,000	490,000	490,000	163,190
TOTAL EXPENDITURES	<u>5,717,116</u>	<u>5,970,910</u>	<u>6,876,467</u>	<u>4,179,851</u>	<u>6,648,775</u>	<u>6,900,067</u>
NET CHANGE IN FUND BALANCE	144,644	64,980	(710,046)	(884,771)	(214,302)	(190,701)
FUND BALANCE - BEGINNING OF YEAR	<u>6,754,524</u>	<u>6,899,168</u>	<u>6,964,147</u>	<u>6,964,147</u>	<u>6,964,147</u>	<u>6,749,845</u>
FUND BALANCE - END OF YEAR	<u>\$ 6,899,168</u>	<u>\$ 6,964,147</u>	<u>\$ 6,254,101</u>	<u>\$ 6,079,377</u>	<u>\$ 6,749,845</u>	<u>\$ 6,559,144</u>

CITY OF WAUPUN
2024 Budget
General Fund Revenues

Account Number	Account Title	2021 Actual	2022 Actual	2023 Budget	2023 8 Month Actual	2023 Estimated	2024 Budget
GENERAL FUND REVENUES							
TAXES							
100-41-4111-000	GENERAL PROPERTY TAXES	1,427,156	1,560,494	1,686,658	1,276,270	1,686,658	1,612,284
100-41-4113-000	OMITTED PROPERTY TAXES	-	-	-	2,659	2,659	-
100-41-4114-000	MOBILE HOME FEES	27,497	26,353	26,000	23,910	26,000	26,000
100-41-4115-000	TAX-COMPUTER EXEMPT PROPERTY	1,986	2,311	2,311	2,311	2,311	2,311
100-41-4116-000	TAX-EXEMPT PERSONAL PROPERTY	2,082	8,437	8,437	8,437	8,437	8,437
100-41-4121-000	LOCAL ROOM TAX	29,080	32,434	25,000	18,564	25,000	25,000
100-41-4130-000	PILOT-DODGE HOUSING AUTHORITY	27,364	27,364	27,364	4,800	27,364	27,364
100-41-4131-000	PILOT-MUNICIPAL OWNED UTILITY	606,184	577,729	630,000	394,768	592,152	577,729
100-41-4181-000	INTEREST ON TAXES	-	-	-	-	-	-
TAXES TOTAL		2,121,349	2,235,122	2,405,770	1,731,719	2,370,581	2,279,125
SPECIAL ASSESSMENTS							
100-42-4230-000	SIDEWALKS/CURBS & GUTTERS	-	-	-	2,143	2,143	-
100-42-4290-000	SPECIAL ASSESSMENTS-INTEREST	289	718	100	106	116	100
SPECIAL ASSESSMENTS TOTAL		289	718	100	2,248	2,259	100
INTERGOVERNMENTAL AIDS							
100-43-4321-000	FEDERAL AID DISASTER ASSISTANC	-	-	-	-	-	-
100-43-4328-000	FEDERAL GRANT-MISC	-	-	-	-	-	-
100-43-4329-000	FED GRANT(PD BY ST/CTY)-POLICE	5,205	8,080	4,000	7,866	7,866	4,000
100-43-4330-000	FEDERAL GRANT-EMR INFRAS GRANT	-	35,665	-	117,787	117,787	-
100-43-4341-000	STATE SHARED REVENUES	2,666,778	2,666,245	2,665,494	399,824	2,665,494	3,287,239
100-43-4342-000	FIRE INSURANCE TAX FROM STATE	22,613	23,520	22,500	26,203	26,203	25,000
100-43-4343-000	VIDEO SERVICE PROVIDER AID	22,635	22,635	22,635	22,635	22,635	22,635
100-43-4352-000	STATE AID DISASTER ASSISTANCE	-	-	-	-	-	-
100-43-4353-000	TRANSPORTATION AIDS	474,069	444,607	472,543	354,467	472,543	472,543
100-43-4354-000	CONNECTING STREET AIDS	82,955	65,268	65,351	49,013	65,351	65,351
100-43-4355-000	STATE GRANT-EMERGENCY/GOV-FIRE	-	-	7,000	-	-	-
100-43-4356-000	STATE GRANT-POLICE	2,807	2,647	-	-	-	-
100-43-4357-000	STATE GRANT-PARK	-	-	-	-	-	-
100-43-4358-000	STATE GRANT-RECYCLING	-	-	-	-	-	45,000
100-43-4359-000	STATE GRANT-TRAFFIC/BLDG&GROUN	-	-	-	-	-	-
100-43-4361-000	PAYMENT FOR MUNICIPAL SERVICES	49,380	50,389	51,000	55,389	55,389	19,000
100-43-4370-000	FDL COUNTY SALES & USE TAX	-	30,899	30,000	30,819	30,819	30,000
INTERGOVERNMENTAL AIDS TOTAL		3,326,443	3,349,957	3,340,523	1,064,004	3,464,087	3,970,768
LICENSES & PERMITS							
100-44-4411-000	LICENSES-CABLE TELEVISION	43,101	45,231	41,000	21,894	41,000	41,000
100-44-4412-000	LICENSES-LIQUOR/MALT BEVERAGE	6,875	6,485	6,500	6,240	6,500	6,500
100-44-4413-000	LICENSES-OPERATOR'S	5,416	5,015	5,100	4,918	5,100	5,100
100-44-4414-000	LICENSES-CIGARETTE	650	750	650	750	750	750
100-44-4415-000	LICENSES-SODA	275	295	270	305	305	-
100-44-4416-000	LICENSES-MILK	310	320	310	310	310	-
100-44-4417-000	LICENSES-AMUSEMENT	1,620	1,800	1,650	1,890	1,890	-
100-44-4418-000	LICENSES-OTHER BUSINESS/OCC	155	270	200	255	255	200
100-44-4421-000	LICENSES-BICYCLE	21	15	20	15	20	20
100-44-4422-000	LICENSES-DOG	928	887	900	909	909	900
100-44-4423-000	LICENSES-CAT	74	44	40	26	40	40
100-44-4430-000	PERMITS-PLUMBING	-	-	-	-	-	-
100-44-4431-000	PERMITS-BUILDING	-	-	-	-	-	-
100-44-4432-000	PERMITS-STREET OPENING	735	1,080	1,500	180	750	700
100-44-4491-000	PERMITS-PARADE	10	40	20	10	20	20

CITY OF WAUPUN
2024 Budget
General Fund Revenues

Account Number	Account Title	2021 Actual	2022 Actual	2023 Budget	2023 8 Month Actual	2023 Estimated	2024 Budget
100-44-4492-000	PERMITS-PARKING	-	-	-	-	-	-
LICENSES & PERMITS TOTAL		60,170	62,232	58,160	37,701	57,849	55,230
PENALTIES & FORFEITURES							
100-45-4511-000	PARKING VIOLATIONS	9,589	4,736	7,500	9,154	9,369	7,500
100-45-4513-000	COURT PENALTIES & COSTS	40,357	36,649	38,000	19,849	35,000	35,000
PENALTIES & FORFEITURES TOTAL		49,946	41,385	45,500	29,003	44,369	42,500
PUBLIC CHARGES FOR SERVICE							
100-46-4610-000	FEES-ECONOMIC DEVELOPMENT	-	-	-	-	-	-
100-46-4611-000	FEES-TREASURER	10	11	10	-	10	10
100-46-4612-000	FEES-LICENSE PUBLICATION	450	435	425	420	425	425
100-46-4614-000	FEES-ANIMAL POUND	210	260	150	120	150	150
100-46-4615-000	FEES-ZONING/OCCUPANCY	-	-	-	-	-	-
100-46-4617-000	FEES-SPECIAL ASSESSMENT LETTER	2,370	1,827	2,500	800	2,000	2,000
100-46-4621-000	FEES-ACCIDENT REPORTS	1,071	851	750	610	850	800
100-46-4622-000	FEES-AMBULANCE	36,913	37,993	40,725	53,315	53,315	66,500
100-46-4623-000	FEES-FIRE DEPARTMENT	4,700	4,800	4,800	-	4,800	4,900
100-46-4624-000	FEES-POLICE	78,956	81,702	82,000	65,919	83,056	83,000
100-46-4643-000	FEES-PUBLIC WORKS	500	500	-	580	580	-
100-46-4644-000	FEES-WEED CONTROL	5,237	6,575	2,000	-	3,000	2,000
100-46-4646-000	FEES-SNOW & ICE CONTROL	2,050	3,965	1,000	-	1,000	1,000
100-46-4671-000	FEES-LIBRARY	-	-	-	-	-	-
100-46-4672-000	FEES-PARKS	3,415	3,678	3,000	2,760	3,000	3,000
100-46-4674-000	FEES-SENIOR CENTER	315	1,475	1,000	1,125	3,000	1,000
100-46-4675-000	FEES-ICE ARENA	43,506	47,334	35,000	22,820	38,000	38,000
100-46-4676-000	FEES-AQUATIC FACILITY	71,954	71,536	70,000	68,870	68,870	70,000
100-46-4677-000	FEES-RECREATION	75	-	-	2,245	2,245	1,000
100-46-4678-000	FEES-RECREATION FACILITIES	10,185	9,996	9,100	5,399	9,500	9,200
100-46-4679-000	FEES-MISCELLANEOUS	4,158	4,158	4,158	3,527	4,158	4,158
100-46-4681-000	FEES-AQUATIC FCLTY CONCESSIONS	10,247	9,671	9,750	18,847	18,847	12,000
PUBLIC CHARGES FOR SERVICE TOTAL		276,320	286,767	266,368	247,357	296,806	299,143
MISCELLANEOUS REVENUE							
100-48-4811-000	INTEREST INCOME	20,171	75,033	35,000	178,843	195,000	50,000
100-48-4812-000	INVESTMENT INCOME	(18,498)	(35,724)	-	(89)	(922)	-
100-48-4813-000	MISCELLANEOUS REVENUE	116	1,104	750	769	769	750
100-48-4820-000	INTEREST ON ADVANCES	17,413	14,935	12,000	-	-	10,000
100-48-4821-000	RENT OF CITY BLDGS & OFFICES	1,000	600	250	100	250	250
100-48-4831-000	SALE OF CITY PROPERTY	4,643	-	500	300	300	-
100-48-4841-000	INSURANCE RECOVERIES	-	-	-	-	-	-
100-48-4861-000	DONATIONS FROM ORG&INDIVIDUALS	-	10	-	1,625	1,625	-
100-48-4871-000	REFUND OF PRIOR YR EXPENSES	70	2,110	-	-	-	-
100-48-4881-000	Soda Rev./Vending Commission	2,328	1,640	1,500	1,500	1,500	1,500
MISCELLANEOUS REVENUE TOTAL		27,242	59,709	50,000	183,048	198,522	62,500
SPECIAL FUNDS ACTIVITY							
100-49-4932-000	FUND BALANCE APPLIED-ASSIGNED	-	-	30,046	-	-	-
100-49-4975-000	FUND BALANCE APPLIED-GF	-	-	680,000	-	-	190,701
SPECIAL FUNDS ACTIVITY TOTAL		-	-	710,046	-	-	190,701
GENERAL FUND REVENUE GRAND TOTAL		5,861,760	6,035,889	6,876,467	3,295,081	6,434,473	6,900,067

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GENERAL FUND EXPENDITURES							
GENERAL GOVERNMENT							
COMMON COUNCIL							
100-10-5110-110	COMMON COUNCIL-SALARIES/WAGES	36,000	36,833	36,000	23,000	36,000	36,000
100-10-5110-113	COMMON COUNCIL-PER DIEM	320	560	750	120	750	750
100-10-5110-223	COMMON COUNCIL-SOCIAL SECURITY	2,778	2,861	2,811	1,769	2,811	2,811
100-10-5110-330	COMMON COUNCIL-OFFICE SUPPLIES	-	-	-	-	-	-
100-10-5110-331	COMMON COUNCIL-TELEPHONE	-	-	-	-	-	-
100-10-5110-333	COMMON COUNCIL-POSTAGE	-	-	-	-	-	-
100-10-5110-334	COMMON COUNCIL-MEMBERSHIP DUES	2,357	2,603	2,756	3,111	3,111	3,725
100-10-5110-335	COMMON COUNCIL-NEWSPAPER PUB.	3,714	2,324	3,150	1,799	3,150	3,150
100-10-5110-337	COMMON COUNCIL-TRAV/CONFERENCE	39	617	550	380	550	550
100-10-5110-338	COMMON COUNCIL-OPERATING EXP	8,953	8,196	10,400	1,818	10,400	10,400
100-10-5110-800	COMMON COUNCIL-CAPITAL OUTLAY	-	-	-	-	-	-
COMMON COUNCIL TOTAL		54,161	53,994	56,417	31,998	56,772	57,386
MAYOR							
100-10-5131-110	MAYOR-SALARIES/WAGES	10,000	9,167	10,000	6,707	10,000	11,533
100-10-5131-113	MAYOR-PER DIEM	40	400	200	-	200	200
100-10-5131-223	MAYOR-SOCIAL SECURITY	768	732	780	513	780	898
100-10-5131-330	MAYOR-OFFICE SUPPLIES	234	282	250	164	250	250
100-10-5131-331	MAYOR-TELEPHONE	480	480	480	320	480	480
100-10-5131-333	MAYOR-POSTAGE	-	5	25	3	-	25
100-10-5131-334	MAYOR-DUES/SUBSCRIPTS	-	-	-	-	-	-
100-10-5131-337	MAYOR-TRAVEL/CONFERENCE	19	20	550	139	550	550
100-10-5131-338	MAYOR-OPERATING EXPENSES	-	-	200	-	200	200
MAYOR TOTAL		11,541	11,085	12,485	7,846	12,460	14,136
CLERK							
100-10-5141-110	CLERK-SALARIES/WAGES	131,608	134,187	138,727	87,214	138,727	144,315
100-10-5141-111	CLERK-OVERTIME	-	751	500	611	611	500
100-10-5141-220	CLERK-HEALTH INSURE	19,260	17,816	19,011	13,666	16,511	19,368
100-10-5141-221	CLERK-LIFE INSURANCE	324	472	550	384	572	572
100-10-5141-222	CLERK-RETIREMENT	8,838	8,753	9,467	6,140	9,467	9,992
100-10-5141-223	CLERK-SOC SECURITY	9,908	10,167	10,651	6,791	10,651	11,078
100-10-5141-224	CLERK-SICK LEAVE PO	2,903	2,984	3,108	-	3,108	3,237
100-10-5141-229	CLERK-INCOME CONT	681	944	1,075	665	1,075	1,075
100-10-5141-330	CLERK-OFFICE SUPPLY	933	1,183	1,400	939	1,400	1,400
100-10-5141-331	CLERK-TELEPHONE	904	862	1,000	557	1,000	1,000
100-10-5141-333	CLERK-POSTAGE	3,111	3,623	3,600	1,339	3,600	3,700
100-10-5141-334	CLERK-MEMBERSHIP DUE	490	490	800	563	685	750
100-10-5141-335	CLERK-NEWSPAPER PUB.	-	34	-	-	250	-
100-10-5141-336	CLERK-REPAIR/MAINT	7,760	6,745	8,400	3,303	8,400	8,200
100-10-5141-337	CLERK-TRAVEL/CONFERENCE	342	176	720	95	720	750
100-10-5141-338	CLERK-OPERATING EXP	14,555	15,453	17,900	15,242	17,900	16,500
CLERK TOTAL		201,617	204,640	216,910	137,510	214,678	222,438
ELECTIONS							
100-10-5142-110	ELECTIONS-SALARIES/WAGES	4,513	14,164	8,500	5,967	5,967	20,000
100-10-5142-330	ELECTIONS-OFFICE SUPPLIES	-	-	-	-	-	-
100-10-5142-333	ELECTIONS-POSTAGE	549	3,278	1,000	700	1,000	3,000
100-10-5142-335	ELECTIONS-NEWSPAPER PUB.	180	500	500	213	500	500
100-10-5142-337	ELECTIONS-TRAVEL/CONFERENCE	290	588	500	549	549	500

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100-10-5142-338	ELECTIONS-OPERATING EXPENSES	3,082	3,465	5,000	3,215	5,000	13,000
ELECTIONS TOTAL		8,614	21,994	15,500	10,645	13,016	37,000
HUMAN RESOURCES							
100-10-5143-338	HUMAN RESOURCES-OPERATING EXP	20,627	48,818	25,150	12,975	25,150	25,150
HUMAN RESOURCES TOTAL		20,627	48,818	25,150	12,975	25,150	25,150
ADMINISTRATIVE ASSISTANT							
100-10-5151-110	ADM. ASSISTANT-SALARIES/WAGES	38,969	36,237	35,469	20,504	31,248	32,384
100-10-5151-111	ADM. ASSISTANT-OVERTIME	-	373	66	12	641	668
100-10-5151-220	ADM. ASSISTANT-HEALTH INS.	12,547	12,133	12,476	8,089	9,570	13,674
100-10-5151-221	ADM. ASSISTANT-LIFE INSURANCE	46	43	43	29	35	35
100-10-5151-222	ADM. ASSISTANT-RETIREMENT	2,620	2,389	2,416	1,457	2,113	2,301
100-10-5151-223	ADM. ASSISTANT-SOCIAL SECURITY	2,727	2,579	2,718	1,446	2,440	2,528
100-10-5151-229	ADM. ASSISTANT-INCOME CONTINUE	221	266	246	149	246	246
100-10-5151-330	ADM. ASSISTANT-OFFICE SUPPLIES	-	-	-	-	-	-
100-10-5151-331	ADM. ASSISTANT-TELEPHONE	-	-	-	-	-	-
100-10-5151-338	ADM. ASSISTANT-OPERATING EXP	-	-	-	-	-	-
ADMINISTRATIVE ASSISTANT TOTAL		57,130	54,020	53,434	31,685	46,293	51,836
FINANCE							
100-10-5153-110	FINANCE-SALARY/WAGES	73,979	94,649	124,428	75,688	122,428	129,883
100-10-5153-111	FINANCE-OVERTIME	-	-	-	-	-	-
100-10-5153-220	FINANCE-HEALTH INSURE	-	4,188	19,011	13,455	16,511	19,368
100-10-5153-221	FINANCE-LIFE INS.	46	54	600	138	161	161
100-10-5153-222	FINANCE-RETIREMENT	3,514	4,517	6,785	4,394	6,614	7,111
100-10-5153-223	FINANCE-SOC SECURITY	5,637	7,018	9,519	5,749	9,366	9,936
100-10-5153-229	FINANCE-INCOME CONTINUE	-	62	750	494	750	750
100-10-5153-331	FINANCE-TELEPHONE	-	-	-	-	-	-
100-10-5153-334	FINANCE-DUES/SUBSCRIPTIONS	50	50	185	25	185	185
100-10-5153-337	FINANCE-TRAVEL/CONFERENCE	240	700	2,050	832	2,050	3,500
100-10-5153-338	FINANCE-OPERATING EXPENSES	2,945	3,145	39,613	9,041	39,613	5,500
FINANCE TOTAL		86,412	114,383	202,940	109,816	197,678	176,394
INDEPENDENT AUDITING							
100-10-5157-338	INDEPENDENT AUDITING-OPERATING	47,674	48,794	57,493	57,039	57,493	57,600
INDEPENDENT AUDITING TOTAL		47,674	48,794	57,493	57,039	57,493	57,600
CITY ATTORNEY							
100-10-5161-110	CITY ATTORNEY-SALARIES/WAGES	17,710	17,992	18,532	11,995	18,532	-
100-10-5161-223	CITY ATTORNEY-SOCIAL SECURITY	1,355	1,376	1,418	918	1,418	-
100-10-5161-338	CITY ATTORNEY-OPERATING EXP	35,932	46,987	63,000	24,124	63,000	82,088
CITY ATTORNEY TOTAL		54,996	66,355	82,949	37,036	82,950	82,088
CODIFICATION OF ORDINANCES							
100-10-5163-338	COD. OF ORDINANCES-OPERATING	2,248	2,490	2,900	2,132	2,900	3,000
CODIFICATION OF ORDINANCES TOTAL		2,248	2,490	2,900	2,132	2,900	3,000
UNEMPLOYMENT COMP							
100-10-5177-338	UNEMPLOYMENT COMP-OPERATING	255	-	3,000	-	3,000	3,000
UNEMPLOYMENT COMP TOTAL		255	-	3,000	-	3,000	3,000

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CITY ADMINISTRATOR							
100-10-5191-110	ADMINISTRATOR-SALARIES/WAGES	56,101	63,493	68,531	41,081	48,784	111,081
100-10-5191-220	ADMINISTRATOR-HEALTH INSURANCE	8,768	9,947	11,407	5,572	7,052	18,012
100-10-5191-221	ADMINISTRATOR-LIFE INSURANCE	176	285	315	167	357	597
100-10-5191-222	ADMINISTRATOR-RETIREMENT	3,768	4,124	4,660	2,140	4,660	7,659
100-10-5191-223	ADMINISTRATOR-SOCIAL SECURITY	4,036	4,629	5,243	2,210	3,732	8,498
100-10-5191-224	ADMINISTRATOR-SICK LEAVE PO	-	-	-	-	-	-
100-10-5191-229	ADMINISTRATOR-INCOME CONTINUAT	351	453	540	219	540	540
100-10-5191-330	ADMINISTRATOR-OFFICE SUPPLIES	331	325	300	164	300	300
100-10-5191-331	ADMINISTRATOR-TELEPHONE	570	583	480	557	900	550
100-10-5191-333	ADMINISTRATOR-POSTAGE	4	2	50	-	50	50
100-10-5191-334	ADMINISTRATOR-DUES/SUBSCRIPT	-	204	175	321	321	175
100-10-5191-335	ADMINISTRATOR-NEWSPAPER PUBLIC	-	-	-	-	-	-
100-10-5191-337	ADMINISTRATOR-TRAVEL/CONFERENC	923	1,707	1,100	581	1,100	1,100
100-10-5191-338	ADMINISTRATOR-OPERATING EXP	4,748	12,229	7,000	55	7,000	3,500
CITY ADMINISTRATOR TOTAL		79,775	97,980	99,801	53,068	74,796	152,061
CONTINGENCY							
100-10-5193-338	CONTINGENCY-OPERATING	-	-	45,000	-	45,000	-
CONTINGENCY TOTAL		-	-	45,000	-	45,000	-
PROPERTY & LIABILITY INSURANCE							
100-10-5194-338	PROPERTY & LIABILITY-OPERATING	111,939	101,874	112,288	85,470	112,288	120,242
PROPERTY & LIABILITY INSURANCE TOTAL		111,939	101,874	112,288	85,470	112,288	120,242
EMPLOYEE BONDS							
100-10-5195-338	EMPLOYEE BONDS-OPERATING	356	499	600	485	485	500
EMPLOYEE BONDS TOTAL		356	499	600	485	485	500
WORKERS COMP							
100-10-5196-338	WORKERS COMP-OPERATING	58,435	70,447	75,023	53,301	75,023	74,169
WORKERS COMP TOTAL		58,435	70,447	75,023	53,301	75,023	74,169
INFORMATION TECHNOLOGY							
100-10-5197-331	COMMUNICATIONS	6,648	6,496	7,520	3,669	7,520	7,520
100-10-5197-338	INFO TECHNOLOGY-OPERATING EXP	17,554	15,645	23,861	5,966	42,946	68,000
100-10-5197-800	INFO TECHNOLOGY-CAPITAL OUTLAY	-	-	-	-	-	-
INFORMATION TECHNOLOGY TOTAL		24,202	22,140	31,381	9,635	50,466	75,520
PRIOR YEAR UNCOLLECTABLE ACCOUNTS							
100-10-5199-338	PRIOR YR UNCOLLECTABLE ACCOUNT	-	-	500	117	-	-
PRIOR YEAR UNCOLLECTABLE ACCOUNTS TOTAL		-	-	500	117	-	-
FIRE & POLICE COMMISSION							
100-10-5210-338	FIRE/POLICE COMM-OPERATING	920	1,515	1,200	800	1,200	1,200
FIRE & POLICE COMMISSION TOTAL		920	1,515	1,200	800	1,200	1,200
SEALER OF WEIGHTS & MEAURES							
100-10-5246-338	SEALER WEIGHTS/MEAS-OPERATING	2,800	2,800	2,800	1,600	2,800	3,000
SEALER OF WEIGHTS & MEAURES TOTAL		2,800	2,800	2,800	1,600	2,800	3,000
AMBULANCE							
100-10-5255-338	AMBULANCE-OPERATING EXP	67,200	66,000	66,000	38,500	66,000	66,000

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AMBULANCE TOTAL		67,200	66,000	66,000	38,500	66,000	66,000
HEALTH CLINIC							
100-10-5256-338	HEALTH CLINIC - CITY PORTION	-	-	-	-	-	40,000
HEALTH CLINIC TOTAL		-	-	-	-	-	40,000
CELEBRATIONS & ENTERTAINMENT							
100-10-5534-110	CELEB/ENTERTAIN-SALARY/WAGES	14,682	13,795	13,349	11,550	11,550	11,898
100-10-5534-111	CELEB/ENTERTAIN-OVERTIME	1,486	1,564	2,071	828	1,323	1,552
100-10-5534-220	CELEB/ENTERTAIN-HEALTH INS	3,796	3,807	3,736	3,633	3,633	3,296
100-10-5534-221	CELEB/ENTERTAIN-LIFE INS	35	45	31	44	44	42
100-10-5534-222	CELEB/ENTERTAIN-RETIREMENT	1,063	933	941	842	1,412	1,519
100-10-5534-223	CELEB/ENTERTAIN-SOC. SECURITY	1,180	1,107	1,180	889	939	1,029
100-10-5534-224	CELEB/ENTERTAIN-SICK LEAVE PO	-	-	28	-	86	90
100-10-5534-229	CELEB/ENTERTAIN-OTHER BENEFITS	78	72	105	69	105	105
100-10-5534-335	CELEB/ENTERTAIN-NEWSPAPER PUB.	-	-	-	-	-	-
100-10-5534-336	CELEB/ENTERTAIN-TOURISM	3,269	252	750	1,015	1,015	900
100-10-5534-338	CELEB/ENTERTAIN-OPERATING	15,683	12,862	14,700	11,379	14,700	14,700
CELEBRATIONS & ENTERTAINMENT TOTAL		41,271	34,437	36,890	30,248	34,807	35,130
GENERAL GOVERNMENT TOTAL		932,174	1,024,266	1,200,661	711,906	1,175,255	1,297,850
RECREATION DEPARTMENT							
COMMUNITY CENTER							
100-20-5511-110	COMM CNTR-SALARIES/WAGES	-	-	-	-	-	104,580
100-20-5511-111	COMM CNTR-OT	-	-	-	-	-	-
100-20-5511-220	COMM CNTR-HEALTH INS	-	-	-	-	-	47,061
100-20-5511-221	COMM CNTR-LIFE INSURANCE	-	-	-	-	-	-
100-20-5511-222	COMM CNTR-WRS	-	-	-	-	-	-
100-20-5511-223	COMM CNTR-FICA	-	-	-	-	-	-
100-20-5511-224	COMM CNTR-SICK LEAVE PO	-	-	-	-	-	-
100-20-5511-229	COMM CNTR-INCOME CONTINUATION	-	-	-	-	-	-
100-20-5511-330	COMM CNTR-OFFICE SUPPLIES	-	-	-	-	-	1,900
100-20-5511-331	COMM CNTR-PHONE/INTERNET	-	-	-	-	-	8,200
100-20-5511-332	COMM CNTR-UTILITIES	-	-	-	-	-	34,200
100-20-5511-333	COMM CNTR-POSTAGE	-	-	-	-	-	-
100-20-5511-334	COMM CNTR-MEMBERSHIP DUES	-	-	-	-	-	-
100-20-5511-335	COMM CNTR-ADVERTISING	-	-	-	-	-	3,000
100-20-5511-336	COMM CNTR-REPAIRS/MAINT.	-	-	-	-	-	-
100-20-5511-337	COMM CNTR-TRAV/CONF	-	-	-	-	-	-
100-20-5511-338	COMM CNTR-OPERATING EXP	-	-	-	-	-	15,420
COMMUNITY CENTER TOTAL		-	-	-	-	-	214,361
MUSEUM							
100-20-5512-331	MUSEUM-TELEPHONE	-	-	-	-	-	-
100-20-5512-332	MUSEUM-UTILITIES	4,414	5,698	6,100	3,303	6,000	6,100
100-20-5512-336	MUSEUM-REPAIRS/MAINTENANCE	-	-	-	-	-	-
100-20-5512-338	MUSEUM-OPERATING EXPENSES	-	-	-	-	-	-
MUSEUM TOTAL		4,414	5,698	6,100	3,303	6,000	6,100
SENIOR CENTER							
100-20-5513-110	SENIOR CENTER-SALARIES/WAGES	32,303	36,488	38,123	23,952	38,123	40,478
100-20-5513-220	SENIOR CENTER-HEALTH INS	10,912	12,730	14,259	10,131	12,384	14,526

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100-20-5513-221	SENIOR CENTER-LIFE INSURANCE	28	32	45	21	32	32
100-20-5513-222	SENIOR CENTER-RETIREMENT	2,171	2,371	2,592	1,676	2,592	2,793
100-20-5513-223	SENIOR CENTER-SOCIAL SECURITY	2,244	2,527	2,916	1,701	2,916	3,097
100-20-5513-229	SENIOR CENTER-INCOME CONTINUE	243	274	425	183	425	425
100-20-5513-330	SENIOR CENTER-OFFICE SUPPLIES	316	475	450	330	450	450
100-20-5513-331	SENIOR CENTER-TELEPHONE	1,507	1,287	1,460	558	1,150	804
100-20-5513-332	SENIOR CENTER-UTILITIES	5,337	7,692	9,200	4,348	8,300	10,000
100-20-5513-333	SENIOR CENTER-POSTAGE	-	24	30	-	30	30
100-20-5513-334	SENIOR CENTER-MEMBERSHIP DUES	-	-	-	-	-	-
100-20-5513-335	SENIOR CENTER-NEWSPAPER PUB.	-	-	-	-	-	-
100-20-5513-337	SENIOR CENTER-TRAV/CONFERENCE	-	199	220	-	220	600
100-20-5513-338	SENIOR CENTER-OPERATING EXP	2,076	2,336	2,550	1,828	2,550	4,000
SENIOR CENTER TOTAL		57,135	66,436	72,271	44,728	69,172	77,235
AQUATIC FACILITY							
100-20-5523-110	AQUATIC FACILITY-SALARIES/WAGE	93,779	93,771	109,075	14,638	95,097	102,060
100-20-5523-111	AQUATIC FACILITY-OVERTIME	1,083	2,170	1,635	1,364	1,364	1,398
100-20-5523-220	AQUATIC FACILITY-HEALTH INS	5,158	5,135	6,028	3,422	3,422	2,905
100-20-5523-221	AQUATIC FACILITY-LIFE INS	23	21	27	11	11	6
100-20-5523-222	AQUATIC FACILITY-PENSION	1,163	1,365	1,319	996	996	559
100-20-5523-223	AQUATIC FACILITY-SOCIAL SECURI	5,825	5,918	6,917	1,025	1,025	7,915
100-20-5523-224	AQUATIC FACILITY-SICK LEAVE PO	-	-	24	-	86	90
100-20-5523-229	AQUATIC FACILITY-INCOME CONTIN	115	163	89	76	89	89
100-20-5523-330	AQUATIC FACILITY-OFFICE SUPPLI	-	-	-	-	-	-
100-20-5523-331	AQUATIC FACILITY-TELEPHONE	297	-	100	242	242	160
100-20-5523-332	AQUATIC FACILITY-UTILITIES	36,470	42,791	44,500	33,874	45,000	46,000
100-20-5523-335	AQUATIC FACILITY-NEWSPAPER PUB	-	-	-	-	-	-
100-20-5523-336	AQUATIC FACILITY-REPAIRS/MAINT	13,226	11,955	9,950	10,248	11,000	11,000
100-20-5523-337	AQUATIC FACILITY-TRAVEL/CONFER	325	350	325	-	325	325
100-20-5523-338	AQUATIC FACILITY-OPERATING EXP	3,510	3,967	4,000	86,787	100,545	124,350
100-20-5523-339	AQUATIC FACILITY-CONCESSION EX	5,978	6,012	6,700	8,331	8,331	10,000
100-20-5523-340	AQUATIC FACILITY-CHEMICALS	16,594	14,524	16,750	21,481	21,481	19,000
AQUATIC FACILITY TOTAL		183,546	188,142	207,437	182,494	289,014	325,857
RECREATION							
100-20-5525-110	RECREATION-SALARIES/WAGES	21,298	24,376	24,653	38,022	76,000	85,569
100-20-5525-111	RECREATION-SALARIES/WAGES OT	-	-	-	-	28	-
100-20-5525-220	RECREATION-HEALTH INS	2,644	1,697	1,901	1,420	2,066	1,937
100-20-5525-221	RECREATION-LIFE INS	26	4	-	4	4	4
100-20-5525-222	RECREATION-RETIREMENT	582	421	346	262	346	372
100-20-5525-223	RECREATION-SOCIAL SECURITY	1,584	1,820	1,886	2,892	5,792	6,546
100-20-5525-229	RECREATION-INCOME CONT	78	36	-	27	27	-
100-20-5525-330	RECREATION-OFFICE SUPPLIES	-	-	-	-	-	-
100-20-5525-332	RECREATION-UTILITIES	41,971	39,738	42,500	22,358	36,000	42,500
100-20-5525-335	RECREATION-NEWSPAPER PUB.	-	-	-	-	-	-
100-20-5525-336	RECREATION-REPAIRS/MAINTENANCE	13,502	17,469	23,000	20,437	20,437	28,200
100-20-5525-337	RECREATION-TRAVEL/CONFERENCE	150	40	150	-	150	150
100-20-5525-338	RECREATION-OPERATING EXPENSES	943	3,995	1,700	9,416	9,416	8,120
100-20-5525-339	RECREATION-PARKS PROGRAMS	2,157	2,290	4,000	4,059	4,059	5,400
100-20-5525-800	RECREATION-CAPITAL OUTLAY	-	-	-	-	-	-
RECREATION TOTAL		84,936	91,887	100,136	98,896	154,325	178,798
RECREATION DEPARTMENT TOTAL		330,031	352,163	385,944	329,421	518,511	802,351

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ASSESSMENT/BUILDING INSPECTION							
ASSESSMENT OF PROPERTY							
100-30-5152-110	BOARD OF REVIEW-SALARIES/WAGES	415	329	500	300	500	500
100-30-5152-331	ASSESSMENT-TELEPHONE	-	-	-	-	-	-
100-30-5152-333	ASSESSMENT-POSTAGE	-	-	-	-	-	-
100-30-5152-338	ASSESSMENT-OPERATING EXPENSES	30,631	38,619	39,375	25,491	39,375	40,000
ASSESSMENT OF PROPERTY TOTAL		31,046	38,948	39,875	25,791	39,875	40,500
ASSESSOR/BUILDING INSPECTOR TOTAL		31,046	38,948	39,875	25,791	39,875	40,500
POLICE DEPARTMENT							
POLICE ADMINISTRATION							
100-40-5211-110	POLICE ADM-SALARIES/WAGES	488,173	516,632	532,833	339,773	526,384	554,586
100-40-5211-111	POLICE ADM-OVERTIME	55,459	60,614	28,589	28,536	28,590	25,302
100-40-5211-220	POLICE ADM-HEALTH INSURANCE	88,887	86,165	95,057	69,564	82,557	96,840
100-40-5211-221	POLICE ADM-LIFE INSURANCE	641	718	825	566	751	751
100-40-5211-222	POLICE ADM-RETIREMENT	67,289	67,814	66,500	46,540	68,238	75,633
100-40-5211-223	POLICE ADM-SOCIAL SECURITY	39,797	42,023	42,719	27,995	42,949	44,361
100-40-5211-224	POLICE ADM-SICK LEAVE PO	5,890	6,449	6,568	-	6,567	6,847
100-40-5211-229	POLICE ADM-INCOME CONTINUE	1,313	1,357	1,525	918	1,525	1,525
100-40-5211-330	POLICE ADM-OFFICE SUPPLIES	2,738	3,000	3,400	1,880	3,400	3,400
100-40-5211-331	POLICE ADM-TELEPHONE	11,376	11,465	15,716	8,007	15,716	15,716
100-40-5211-332	POLICE ADM-UTILITIES	13,926	16,297	17,080	9,594	17,080	17,080
100-40-5211-333	POLICE ADM-POSTAGE	2,013	1,912	2,000	1,391	2,000	2,000
100-40-5211-334	POLICE ADM-MEMBERSHIP DUES	805	845	845	840	845	845
100-40-5211-335	POLICE ADM-NEWSPAPER PUB.	-	-	-	-	-	-
100-40-5211-336	POLICE ADM-REPAIRS/MAINTENANCE	850	821	1,500	-	1,500	1,500
100-40-5211-337	POLICE ADM-TRAV/CONFERENCE	1,498	1,944	2,500	2,194	2,500	2,500
100-40-5211-338	POLICE ADM-OPERATING EXPENSES	41,372	39,249	36,174	12,954	36,174	36,174
100-40-5211-800	POLICE ADM-CAPITAL OUTLAY	-	-	-	-	-	-
POLICE ADMINISTRATION TOTAL		822,027	857,306	853,830	550,750	836,776	885,059
POLICE PATROL							
100-40-5212-110	POLICE PATROL-SALARIES/WAGES	334,504	369,175	410,117	256,523	403,412	438,106
100-40-5212-111	POLICE PATROL-OVERTIME	250,953	203,155	198,988	89,384	197,176	127,964
100-40-5212-220	POLICE PATROL-HEALTH INSURANCE	86,755	69,301	86,029	48,216	48,216	66,375
100-40-5212-221	POLICE PATROL-LIFE INSURANCE	452	496	725	327	415	415
100-40-5212-222	POLICE PATROL-RETIREMENT	66,968	66,794	80,049	48,474	69,142	80,523
100-40-5212-223	POLICE PATROL-SOCIAL SECURITY	43,173	40,510	46,252	27,291	42,105	45,217
100-40-5212-224	POLICE PATROL-SICK LEAVE PO	-	-	-	-	-	-
100-40-5212-229	POLICE PATROL-INCOME CONTINUE	860	884	1,082	693	1,082	1,082
100-40-5212-336	POLICE PATROL-REPAIRS/MAINT	9,334	11,157	11,517	4,503	11,517	11,517
100-40-5212-337	POLICE PATROL-TRAV/CONFERENCE	127	486	1,000	300	1,000	1,000
100-40-5212-338	POLICE PATROL-OPERATING EXP	37,613	45,894	46,494	22,973	46,494	46,494
POLICE PATROL TOTAL		830,739	807,852	882,253	498,684	820,558	818,693
CRIMINAL INVESTIGATION							
100-40-5213-110	CRIMINAL INVEST-SALARIES/WAGES	301,096	333,045	337,971	172,768	336,714	377,877
100-40-5213-111	CRIMINAL INVEST-OVERTIME	-	161	1,991	1,406	1,991	3,299
100-40-5213-220	CRIMINAL INVEST-HEALTH INS	47,158	47,362	54,921	27,548	43,975	68,847
100-40-5213-221	CRIMINAL INVEST-LIFE INSURANCE	307	357	600	219	371	371

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100-40-5213-222	CRIMINAL INVEST-RETIREMENT	34,976	39,119	44,497	23,575	50,116	58,508
100-40-5213-223	CRIMINAL INVEST-SOC. SECURITY	21,729	23,942	25,817	13,124	24,312	29,159
100-40-5213-224	CRIMINAL INVEST-SICK LEAVE PO	-	-	-	-	-	-
100-40-5213-229	CRIMINAL INVEST-OTHER BENEFITS	473	556	627	333	627	627
100-40-5213-338	CRIMINAL INVEST-OPERATING EXP	7,262	6,985	9,377	5,607	9,377	9,377
CRIMINAL INVESTIGATION TOTAL		413,002	451,527	475,801	244,579	467,482	548,065
EDUCATION & COMMUNITY RELATION							
100-40-5214-110	EDUCATION & CR-SALARIES/WAGES	5,462	6,184	7,620	3,177	6,837	7,849
100-40-5214-111	EDUCATION & CR-OVERTIME	-	4	-	-	-	-
100-40-5214-220	EDUCATION & CR-HEALTH INS	767	766	1,076	392	670	1,207
100-40-5214-221	EDUCATION & CR-LIFE INSURANCE	4	6	13	3	7	7
100-40-5214-222	EDUCATION & CR-RETIREMENT	631	722	1,001	429	1,115	1,299
100-40-5214-223	EDUCATION & CR-SOCIAL SECURITY	393	443	579	239	480	600
100-40-5214-229	EDUCATION & CR-INCOME CONTIN	8	10	14	6	14	14
100-40-5214-338	EDUCATION & CR-OPERATING EXP	2,032	1,227	1,800	175	1,800	1,800
EDUCATION & COMMUNITY RELATION TOTAL		9,298	9,362	12,104	4,421	10,923	12,775
POLICE TRAINING							
100-40-5215-110	TRAINING-SALARIES/WAGES	16,385	18,552	20,783	9,529	20,512	23,548
100-40-5215-111	TRAINING-OVERTIME	-	12	-	-	-	-
100-40-5215-220	TRAINING-HEALTH INSURANCE	2,301	2,297	2,935	1,175	2,010	3,620
100-40-5215-221	TRAINING-LIFE INSURANCE	13	17	37	8	13	13
100-40-5215-222	TRAINING-RETIREMENT	1,894	2,165	2,732	1,288	2,230	2,598
100-40-5215-223	TRAINING-SOCIAL SECURITY	1,179	1,328	1,578	718	1,440	1,801
100-40-5215-229	TRAINING-INCOME CONTINUATION	24	31	36	19	36	36
100-40-5215-337	TRAINING-TRAVEL/CONFERENCE	4,135	7,042	9,000	5,148	9,000	9,000
100-40-5215-338	TRAINING-OPERATING EXPENSES	3,579	3,523	8,000	3,319	8,000	8,000
POLICE TRAINING TOTAL		29,512	34,966	45,101	21,204	43,241	48,617
CROSSING GUARDS							
100-40-5217-110	CROSSING GUARDS-SALARIES/WAGES	6,577	6,796	6,850	3,896	6,850	7,056
100-40-5217-223	CROSSING GUARDS-SOC SECURITY	503	520	524	298	524	540
CROSSING GUARDS TOTAL		7,080	7,316	7,374	4,194	7,374	7,596
ANIMAL POUND							
100-40-5343-338	ANIMAL POUND-OPERATING EXP	12,000	12,000	12,000	8,000	12,000	12,000
ANIMAL POUND TOTAL		12,000	12,000	12,000	8,000	12,000	12,000
POLICE DEPARTMENT TOTAL		2,123,657	2,180,328	2,288,462	1,331,833	2,198,354	2,332,805
FIRE DEPARTMENT							
EMERGENCY MEDICAL SERVICES							
100-50-5230-1-10	EMR-SALARIES/WAGES	12,774	39,705	64,155	15,632	61,276	82,393
100-50-5230-2-20	EMR-HEALTH INSURANCE	-	2,700	5,703	3,665	3,665	3,874
100-50-5230-2-21	EMR-LIFE INSURANCE	-	16	42	23	29	29
100-50-5230-2-22	EMR-RETIREMENT	-	1,728	3,231	2,025	3,231	3,752
100-50-5230-2-23	EMR-SOCIAL SECURITY	977	2,929	4,898	1,118	4,924	6,303
100-50-5230-2-24	EMR-SICK LEAVE PO	-	-	214	-	215	224
100-50-5230-2-29	EMR-INCOME CONTINUATION	-	104	175	107	175	175
100-50-5230-3-30	EMR-OFFICE SUPPLIES	-	55	200	-	200	200
100-50-5230-3-31	EMR-TELEPHONE	-	-	304	125	556	556
100-50-5230-3-34	EMR-MEMBERSHIP DUES	-	550	700	50	550	750

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100-50-5230-3-36	EMR-REPAIRS/MAINTENANCE	-	75	500	396	500	500
100-50-5230-3-37	EMR-TRAVEL/CONFERENCE	-	25	1,500	3,597	3,597	2,100
100-50-5230-3-38	EMR-OPERATING EXPENSES	12,356	25,945	10,330	48,471	48,471	12,330
EMERGENCY MEDICAL SERVICES TOTAL		26,107	73,832	91,952	75,210	127,389	113,186
FIRE ADMINISTRATION							
100-50-5231-110	FIRE ADM-SALARIES/WAGES	85,526	80,680	65,089	34,794	65,304	68,362
100-50-5231-220	FIRE ADM-HEALTH INSURANCE	10,747	15,623	11,407	9,267	9,267	9,684
100-50-5231-221	FIRE ADM-LIFE INSURANCE	96	89	88	50	58	58
100-50-5231-222	FIRE ADM-RETIREMENT	8,625	8,093	6,855	4,609	6,855	7,939
100-50-5231-223	FIRE ADM-SOCIAL SECURITY	5,241	4,804	3,961	2,421	4,996	5,230
100-50-5231-224	FIRE ADM-SICK LEAVE PO	1,947	2,030	214	-	1,931	2,012
100-50-5231-229	FIRE ADM-INCOME CONTINUATION	507	489	370	246	370	370
100-50-5231-330	FIRE ADM-OFFICE SUPPLIES	340	96	600	198	600	600
100-50-5231-331	FIRE ADM-TELEPHONE	1,709	900	2,144	1,460	2,500	2,874
100-50-5231-332	FIRE ADM-UTILITIES	7,958	9,294	9,400	5,397	9,574	9,550
100-50-5231-333	FIRE ADM-POSTAGE	257	354	200	173	200	200
100-50-5231-334	FIRE ADM-MEMBERSHIP DUES	960	1,065	1,160	720	1,070	1,410
100-50-5231-335	FIRE ADM-NEWSPAPER PUBLICATION	-	31	200	698	698	200
100-50-5231-336	FIRE ADM-REPAIRS/MAINTENANCE	(254)	63	900	229	679	900
100-50-5231-337	FIRE ADM-TRAVEL/CONFERENCE	691	175	1,090	-	175	6,090
100-50-5231-338	FIRE ADM-OPERATING EXPENSES	8,157	8,026	31,692	13,770	31,692	12,765
100-50-5231-800	FIRE ADM-CAPITAL OUTLAY	-	-	-	-	-	-
FIRE ADMINISTRATION TOTAL		132,508	131,812	135,370	74,031	135,969	128,244
FIRE SUPPRESSION							
100-50-5232-110	FIRE SUPPRESSION-SALARIES/WAGE	52,873	54,905	72,439	5,975	62,598	79,061
100-50-5232-220	FIRE SUPPRESSION-HEALTH INSURE	62	849	2,852	1,639	3,302	3,874
100-50-5232-221	FIRE SUPPRESSION-LIFE INSURE	5	5	19	12	15	15
100-50-5232-222	FIRE SUPPRESSION-RETIREMENT	331	349	1,223	726	1,223	1,442
100-50-5232-223	FIRE SUPPRESSION-SOC SECURITY	4,043	4,189	5,499	438	5,643	6,048
100-50-5232-229	FIRE SUPPRESSION-INCOME CONT	17	21	68	38	68	68
100-50-5232-331	FIRE SUPPRESSION-TELEPHONE	-	-	-	-	-	-
100-50-5232-336	FIRE SUPPRESSION-REPAIRS/MAINT	18,680	13,334	16,050	13,819	18,689	16,550
100-50-5232-338	FIRE SUPPRESSION-OPERATING EXP	10,672	10,116	11,233	7,708	11,233	19,257
FIRE SUPPRESSION TOTAL		86,682	83,768	109,382	30,355	102,771	126,315
FIRE PREVENTION							
100-50-5233-110	FIRE PREVENTION-SALARIES/WAGES	24,798	26,312	41,707	15,730	36,096	40,620
100-50-5233-220	FIRE PREVENTION-HEALTH INSURE	309	4,243	7,605	4,822	6,605	7,747
100-50-5233-221	FIRE PREVENTION-LIFE INSURANCE	23	25	50	34	39	39
100-50-5233-222	FIRE PREVENTION-RETIREMENT	1,666	1,746	3,261	2,007	3,261	3,846
100-50-5233-223	FIRE PREVENTION-SOC SECURITY	1,891	1,953	3,069	1,159	2,932	3,107
100-50-5233-229	FIRE PREVENTION-INCOME CONT	88	104	180	106	180	180
100-50-5233-334	FIRE PREVENTION-MEMBERSHIP DUE	435	675	625	330	625	625
100-50-5233-335	FIRE PREVENTION-NEWSPAPER PUBL	119	67	50	23	119	50
100-50-5233-336	FIRE PREVENTION-REPAIRS/MAINT	-	-	500	-	500	500
100-50-5233-337	FIRE PREVENTION-TRAVEL/CONFER	1,056	858	1,200	-	1,200	1,100
100-50-5233-338	FIRE PREVENTION-OPERATING EXP	2,672	2,224	3,450	50	2,875	3,450
FIRE PREVENTION TOTAL		33,056	38,208	61,697	24,260	54,432	61,265
FIRE TRAINING							
100-50-5234-110	FIRE TRAINING-SALARIES/WAGES	46,227	47,396	65,235	9,542	58,362	71,965
100-50-5234-220	FIRE TRAINING-HEALTH INSURE	124	1,697	4,753	2,796	6,605	7,747

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100-50-5234-221	FIRE TRAINING-LIFE INSURANCE	10	10	31	21	25	25
100-50-5234-222	FIRE TRAINING-RETIREMENT	674	698	2,038	1,220	2,038	2,404
100-50-5234-223	FIRE TRAINING-SOCIAL SECURITY	3,535	3,602	4,949	698	5,148	5,505
100-50-5234-229	FIRE TRAINING-INCOME CONT	36	42	113	64	113	113
100-50-5234-334	FIRE TRAINING-MEMBERSHIP DUES	60	60	60	60	60	60
100-50-5234-335	FIRE TRAINING-NEWSPAPER PUB.	-	-	-	-	-	-
100-50-5234-337	FIRE TRAINING-TRAV/CONFERENCE	474	725	1,000	355	500	1,000
100-50-5234-338	FIRE TRAINING-OPERATING EXP	1,224	2,135	2,645	2,044	2,335	2,746
FIRE TRAINING TOTAL		52,363	56,365	80,824	16,800	75,185	91,565
EMERGENCY GOVERNMENT							
100-50-5251-110	EMERGENCY GOVT-SALARIES/WAGES	32,142	26,465	27,559	17,196	27,559	29,194
100-50-5251-220	EMERGENCY GOVT-HEALTH INS	5,752	5,439	5,703	4,052	4,953	5,810
100-50-5251-221	EMERGENCY GOVT-LIFE INSURANCE	35	31	45	23	29	29
100-50-5251-222	EMERGENCY GOVT-RETIREMENT	3,770	3,214	3,624	2,342	3,624	4,186
100-50-5251-223	EMERGENCY GOVT-SOCIAL SECURITY	2,238	1,878	2,094	1,222	2,108	2,233
100-50-5251-224	EMERGENCY GOVT-SICK LEAVE PO	-	-	-	-	-	-
100-50-5251-229	EMERGENCY GOVT-INCOME CONTIN	220	197	195	124	195	195
100-50-5251-330	EMERGENCY GOVT-OFFICE SUPPLIES	-	-	300	159	300	300
100-50-5251-331	EMERGENCY GOVT-TELEPHONE	134	-	152	83	152	276
100-50-5251-332	EMERGENCY GOVT-UTILITIES	192	192	200	112	192	200
100-50-5251-333	EMERGENCY GOVT-POSTAGE	141	143	200	154	200	200
100-50-5251-334	EMERGENCY GOVT-MEMBERSHIP DUES	-	-	50	-	50	50
100-50-5251-335	EMERGENCY GOVT-NEWSPAPER PUB.	-	-	-	-	-	-
100-50-5251-336	EMERGENCY GOVT-REPAIRS/MAINT	1,547	3,701	2,500	1,452	1,452	2,500
100-50-5251-337	EMERGENCY GOVT-TRAV/CONFERENCE	-	320	500	-	-	500
100-50-5251-338	EMERGENCY GOVT-OPERATING EXP	-	160	250	12	250	250
EMERGENCY GOVERNMENT TOTAL		46,171	41,739	43,372	26,932	41,064	45,924
FIRE DEPARTMENT TOTAL		390,371	443,048	522,597	249,249	536,811	566,498
PUBLIC WORKS							
BUILDINGS & GROUNDS							
100-70-5410-110	BGMS-SALARIES/WAGES	231,831	233,698	256,964	134,615	211,083	226,752
100-70-5410-111	BGMS-OVERTIME	2,140	20,365	2,997	737	5,449	6,396
100-70-5410-220	BGMS-HEALTH INSURANCE	62,878	55,545	71,923	46,236	48,860	73,790
100-70-5410-221	BGMS-LIFE INSURANCE	574	369	601	238	573	573
100-70-5410-222	BGMS-RETIREMENT	14,585	13,873	18,118	9,542	19,295	20,755
100-70-5410-223	BGMS-SOCIAL SECURITY	16,994	18,189	19,887	10,032	16,409	17,836
100-70-5410-224	BGMS-SICK LEAVE PO	1,579	818	532	-	86	90
100-70-5410-229	BGMS-INCOME CONTINUATION	1,398	1,441	2,012	1,021	2,012	2,012
100-70-5410-331	BGMS-TELEPHONE	-	-	-	-	-	-
100-70-5410-332	BGMS-UTILITIES	71,200	88,836	85,000	44,651	90,000	90,000
100-70-5410-336	BGMS-REPAIRS/MAINTENANCE	60,478	49,591	63,711	23,201	60,000	62,181
100-70-5410-338	BGMS-OPERATING EXPENSES	71,435	74,449	67,900	38,830	72,500	69,500
100-70-5410-800	BGMS-CAPITAL OUTLAY	-	-	-	-	-	-
BUILDINGS & GROUNDS TOTAL		535,092	557,175	589,645	309,103	526,266	569,885
MACHINERY & EQUIPMENT							
100-70-5411-110	MACHINERY & EQUIP-SALARY/WAGES	102,417	96,649	93,441	68,115	84,248	90,501
100-70-5411-111	MACHINERY & EQUIP-OVERTIME	275	386	409	(144)	(144)	518
100-70-5411-220	MACHINERY & EQUIP-HEALTH INS	34,506	36,092	35,535	23,274	23,374	46,667
100-70-5411-221	MACHINERY & EQUIP-LIFE INS	197	232	218	199	210	210
100-70-5411-222	MACHINERY & EQUIP-RETIREMENT	6,848	6,282	6,589	5,061	7,059	7,593

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General Fund Expenditures

Account Number	Account Title	2021 Actual	2022 Actual	2023 Budget	2023 8 Month Actual	2023 Estimated	2024 Budget
100-70-5411-223	MACHINERY & EQUIP-SOC SECURITY	7,528	7,088	7,180	5,393	6,419	6,963
100-70-5411-224	MACHINERY & EQUIP-SICK LEAVE P	-	-	194	-	86	90
100-70-5411-229	MACHINERY & EQUIP-INCOME CONT	735	994	732	690	732	732
100-70-5411-336	MACHINERY & EQUIP-REPAIR/MAINT	89,470	96,416	95,500	63,115	94,000	97,500
100-70-5411-337	MACHINERY & EQUIP-TRAV/CONF	375	976	2,000	450	1,000	2,000
100-70-5411-338	MACHINERY & EQUIP-OPERATING	39,252	66,252	65,255	38,326	67,074	66,755
100-70-5411-800	MACHINERY & EQUIP-CAP OUTLAY	-	-	-	-	-	-
MACHINERY & EQUIPMENT TOTAL		281,602	311,367	307,052	204,478	284,057	319,529
GARAGES & SHEDS							
100-70-5412-110	GARAGES/SHEDS-SALARIES/WAGES	1,466	1,836	1,669	1,844	1,844	1,069
100-70-5412-111	GARAGES/SHEDS-OVERTIME	-	-	-	-	2	2
100-70-5412-220	GARAGES/SHEDS-HEALTH INSURANCE	-	521	467	609	609	262
100-70-5412-221	GARAGES/SHEDS-LIFE INSURANCE	-	6	4	10	28	28
100-70-5412-222	GARAGES/SHEDS-RETIREMENT	99	119	118	125	941	1,012
100-70-5412-223	GARAGES/SHEDS-SOCIAL SECURITY	105	133	128	134	134	82
100-70-5412-224	GARAGES/SHEDS-SICK LEAVE PO	-	-	3	-	86	90
100-70-5412-229	GARAGES/SHEDS-INCOME CONTINUE	-	17	13	18	18	13
100-70-5412-331	GARAGES/SHEDS-TELEPHONE	1,247	1,137	1,260	762	1,260	1,260
100-70-5412-332	GARAGES/SHEDS-UTILITIES	22,824	26,811	29,000	15,652	27,000	29,000
100-70-5412-336	GARAGES/SHEDS-REPAIRS/MAINT	2,265	8,535	6,753	2,194	6,753	6,753
100-70-5412-338	GARAGES/SHEDS-OPERATING EXP	8,114	14,229	10,500	5,785	10,000	11,500
100-70-5412-800	GARAGES/SHEDS-CAPITAL OUTLAY	-	-	-	-	-	-
GARAGES & SHEDS TOTAL		36,121	53,344	49,914	27,132	48,675	51,071
ENGINEERING & ADMIN							
100-70-5420-110	ENGIN & ADM-SALARIES/WAGES	69,749	72,995	76,687	46,498	70,454	73,308
100-70-5420-111	ENGIN & ADM-OVERTIME	-	-	-	-	-	-
100-70-5420-220	ENGIN & ADM-HEALTH INSURANCE	12,879	13,579	15,209	10,408	12,136	15,494
100-70-5420-221	ENGIN & ADM-LIFE INSURANCE	181	226	260	147	206	206
100-70-5420-222	ENGIN & ADM-RETIREMENT	4,687	4,743	5,215	3,258	6,143	6,556
100-70-5420-223	ENGIN & ADM-SOCIAL SECURITY	5,078	5,349	5,867	3,506	5,390	5,608
100-70-5420-224	ENGIN & ADM SICK LEAVE PO	2,445	2,548	2,584	-	3,069	3,200
100-70-5420-229	ENGIN & ADM-INCOME CONTINUE	368	525	600	337	600	600
100-70-5420-330	ENGIN & ADM-OFFICE EXPENSES	515	282	750	422	750	750
100-70-5420-331	ENGIN & ADM-TELEPHONE	2,177	2,098	3,500	3,434	3,434	3,500
100-70-5420-333	ENGIN & ADM-POSTAGE	244	513	1,000	424	1,000	1,000
100-70-5420-334	ENGIN & ADM-MEMBERSHIP DUES	430	592	430	444	592	450
100-70-5420-335	ENGIN & ADM-NEWSPAPER PUB.	372	1,304	1,200	358	1,304	1,200
100-70-5420-336	ENGIN & ADM-REPAIRS/MAINT	-	443	400	-	400	400
100-70-5420-337	ENGIN & ADM-TRAV/CONFERENCE	652	-	500	-	500	500
100-70-5420-338	ENGIN & ADM-OPERATING EXPENSES	50,773	33,324	41,480	20,176	38,834	44,480
100-70-5420-800	ENGIN & ADM-CAPITAL OUTLAY	-	-	-	-	-	-
ENGINEERING & ADMIN TOTAL		150,550	138,520	155,681	89,412	144,811	157,252
STREET MAINTENANCE							
100-70-5431-110	STREET MAINT-SALARIES/WAGES	62,640	85,281	65,409	37,697	52,242	56,120
100-70-5431-111	STREET MAINT-OVERTIME	28	39	136	-	240	282
100-70-5431-220	STREET MAINT-HEALTH INSURANCE	20,478	28,569	38,009	24,155	34,155	13,820
100-70-5431-221	STREET MAINT-LIFE INSURANCE	252	155	153	96	140	140
100-70-5431-222	STREET MAINT-RETIREMENT	4,144	3,245	4,612	2,797	4,706	5,062
100-70-5431-223	STREET MAINT-SOCIAL SECURITY	4,531	6,046	5,014	2,953	3,978	4,315
100-70-5431-224	STREET MAINT-SICK LEAVE PO	1,981	-	135	-	86	90
100-70-5431-229	STREET MAINT-INCOME CONTINUE	377	333	512	280	512	512

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100-70-5431-330	STREET MAINT-OFFICE SUPPLIES	-	-	-	-	-	-
100-70-5431-336	STREET MAINT-REPAIRS/MAINT	44,577	60,414	52,200	39,231	65,000	65,000
100-70-5431-337	STREET MAINT-TRAV/CONFERENCE	300	-	300	-	300	300
100-70-5431-338	STREET MAINT-OPERATING EXP	-	-	-	-	-	-
100-70-5431-800	STREET MAINT-CAPITAL OUTLAY	-	-	-	-	-	-
STREET MAINTENANCE TOTAL		139,307	184,081	166,481	107,209	161,358	145,641
CURBS & GUTTERS							
100-70-5433-110	CURBS & GUTTERS-SALARIES/WAGES	690	9,920	12,681	1,026	3,723	-
100-70-5433-111	CURBS & GUTTERS-OVERTIME	-	43	-	-	6	-
100-70-5433-220	CURBS & GUTTERS-HEALTH INS	190	2,365	3,549	292	841	-
100-70-5433-221	CURBS & GUTTERS-LIFE INSURANCE	3	15	30	4	42	-
100-70-5433-222	CURBS & GUTTERS-RETIREMENT	47	648	894	70	1,412	-
100-70-5433-223	CURBS & GUTTERS-SOC SECURITY	50	681	970	73	283	-
100-70-5433-224	CURBS & GUTTERS-SICK LEAVE PO	-	-	26	-	86	-
100-70-5433-229	CURBS & GUTTERS-INCOME CONTINU	3	58	99	8	99	-
100-70-5433-335	CURBS & GUTTERS-NEWSPAPER PUB.	-	-	-	-	-	-
100-70-5433-336	CURBS & GUTTERS-REPAIRS/MAINT	385	2,539	2,500	223	3,500	-
100-70-5433-338	CURBS & GUTTERS-OPERATING EXP	-	-	-	-	-	-
100-70-5433-800	CURBS & GUTTERS-CAPITAL OUTALY	-	-	-	-	-	-
CURBS & GUTTERS TOTAL		1,367	16,268	20,750	1,696	9,991	-
SNOW & ICE CONTROL							
100-70-5435-110	SNOW/ICE CONT-SALARIES/WAGES	32,404	38,966	36,709	30,299	33,678	36,178
100-70-5435-111	SNOW/ICE CONT-OVERTIME	46,824	36,183	46,319	29,394	39,258	46,079
100-70-5435-220	SNOW/ICE CONT-HEALTH INSURANCE	20,815	26,818	10,275	22,687	22,687	20,154
100-70-5435-221	SNOW/ICE CONT-LIFE INSURANCE	241	229	86	125	125	98
100-70-5435-222	SNOW/ICE CONT-RETIREMENT	5,106	5,516	2,588	4,050	4,050	3,544
100-70-5435-223	SNOW/ICE CONT-SOC SECURITY	5,529	6,154	6,352	4,292	5,511	6,293
100-70-5435-224	SNOW/ICE CONT-SICK LEAVE PO	-	-	76	-	86	90
100-70-5435-229	SNOW/ICE CONT-INCOME CONTINUE	417	639	287	478	478	287
100-70-5435-336	SNOW/ICE CONT-REPAIRS/MAINT	55,752	52,692	57,000	44,260	56,000	58,500
100-70-5435-338	SNOW/ICE CONT-OPERATING EXP	74	-	-	-	-	-
SNOW & ICE CONTROL TOTAL		167,161	167,197	159,693	135,584	161,873	171,222
TRAFFIC CONTROL							
100-70-5441-110	TRAFFIC CONT-SALARIES/WAGES	14,843	20,366	15,351	9,280	13,097	14,069
100-70-5441-111	TRAFFIC CONT-OVERTIME	150	-	-	69	69	27
100-70-5441-220	TRAFFIC CONT-HEALTH INSURANCE	2,743	6,612	4,297	1,976	2,961	3,454
100-70-5441-221	TRAFFIC CONT-LIFE INSURANCE	31	82	36	20	42	42
100-70-5441-222	TRAFFIC CONT-RETIREMENT	1,012	1,324	1,082	636	1,412	1,519
100-70-5441-223	TRAFFIC CONT-SOCIAL SECURITY	1,079	1,456	1,174	669	994	1,078
100-70-5441-224	TRAFFIC CONT-SICK LEAVE PO	-	-	32	-	86	90
100-70-5441-229	TRAFFIC CONT-INCOME CONTINUE	65	148	120	62	120	120
100-70-5441-332	TRAFFIC CONT-UTILITIES	3,079	2,962	3,500	1,568	3,300	3,500
100-70-5441-336	TRAFFIC CONT-REPAIRS/MAINT	10,669	12,339	11,100	2,951	12,200	12,500
100-70-5441-338	TRAFFIC CONT-OPERATING EXP	-	85	-	-	-	-
TRAFFIC CONTROL TOTAL		33,670	45,375	36,693	17,231	34,281	36,399
STREET LIGHTING							
100-70-5442-332	STREET LIGHTING-UTILITIES	130,272	129,578	135,000	73,226	133,000	135,000
STREET LIGHTING TOTAL		130,272	129,578	135,000	73,226	133,000	135,000
TREE & BRUSH CONTROL							

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Account Number	Account Title	2021	2022	2023	2023	2023	2024
		Actual	Actual	Budget	8 Month Actual	Estimated	Budget
100-70-5443-110	TREE/BRUSH CONT-SALARIES/WAGES	35,091	32,504	35,041	15,633	29,635	31,835
100-70-5443-111	TREE/BRUSH CONT-OVERTIME	-	337	272	248	293	344
100-70-5443-220	TREE/BRUSH CONT-HEALTH INS	6,379	7,920	9,808	5,740	6,754	7,884
100-70-5443-221	TREE/BRUSH CONT-LIFE INSURANCE	88	71	82	35	70	70
100-70-5443-222	TREE/BRUSH CONT-RETIREMENT	2,370	2,135	2,471	1,080	2,353	2,531
100-70-5443-223	TREE/BRUSH CONT-SOC SECURITY	2,528	2,351	2,701	1,141	2,268	2,462
100-70-5443-224	TREE/BRUSH CONT-SICK LEAVE PO	-	-	73	-	86	90
100-70-5443-229	TREE/BRUSH CONT-INCOME CONTINU	179	188	274	69	274	274
100-70-5443-336	TREE/BRUSH CONT-REPAIRS/MAINT	-	-	-	75	-	-
100-70-5443-338	TREE/BRUSH CONT-OPERATING EXP	9,473	9,876	8,665	482	12,000	6,165
TREE & BRUSH CONTROL TOTAL		56,108	55,383	59,387	24,505	53,733	51,655
SIDEWALKS & CROSSWALKS							
100-70-5444-110	SIDEWALKS/XWALKS-SALARIES/WAGE	4,427	4,537	5,006	1,349	2,038	2,189
100-70-5444-111	SIDEWALKS/XWALKS-OVERTIME	-	-	-	-	74	87
100-70-5444-220	SIDEWALKS/XWALKS-HEALTH INS	426	912	1,401	732	732	558
100-70-5444-221	SIDEWALKS/XWALKS-LIFE INS	8	6	12	2	28	28
100-70-5444-222	SIDEWALKS/XWALKS-RETIREMENT	299	295	353	92	941	1,012
100-70-5444-223	SIDEWALKS/XWALKS-SOC SECURITY	319	327	383	97	160	174
100-70-5444-224	SIDEWALKS/XWALKS-SICK LEAVE PO	-	-	10	-	86	90
100-70-5444-229	SIDEWALKS/XWALKS-INCOME CONTIN	12	24	39	5	39	39
100-70-5444-336	SIDEWALKS/XWALKS-REPAIRS/MAINT	2,201	383	1,900	526	1,900	1,900
100-70-5444-338	SIDEWALKS/XWALKS-OPERATING EXP	6,791	9,136	13,000	3,125	9,136	13,000
100-70-5444-800	SIDEWALKS/XWALKS-CAPITAL OUTLA	-	-	-	-	-	-
SIDEWALKS & CROSSWALKS TOTAL		14,482	15,620	22,104	5,928	15,134	19,077
WEED CONTROL							
100-70-5613-110	WEED CONTROL-SALARIES/WAGES	11,140	10,077	10,679	7,473	8,700	9,346
100-70-5613-111	WEED CONTROL-OVERTIME	-	607	-	-	92	108
100-70-5613-220	WEED CONTROL-HEALTH INSURANCE	2,698	3,502	2,989	722	1,984	2,316
100-70-5613-221	WEED CONTROL-LIFE INSURANCE	46	57	25	35	28	28
100-70-5613-222	WEED CONTROL-RETIREMENT	752	695	753	508	941	1,012
100-70-5613-223	WEED CONTROL-SOCIAL SECURITY	805	771	817	554	667	723
100-70-5613-224	WEED CONTROL-SICK LEAVE PO	-	-	22	-	86	90
100-70-5613-229	WEED CONTROL-INCOME CONTINUE	71	84	84	72	84	84
100-70-5613-336	WEED CONTROL-REPAIRS/MAINT	-	-	-	-	-	-
100-70-5613-338	WEED CONTROL-OPERATING EXP	4,384	7,349	4,000	2,365	7,009	4,200
WEED CONTROL TOTAL		19,897	23,143	19,369	11,729	19,591	17,908
PUBLIC WORKS TOTAL		1,565,630	1,697,051	1,721,767	1,007,233	1,592,771	1,674,638
CONSERVATION & DEVELOPMENT							
ECONOMIC DEVELOPMENT							
100-80-5670-110	ECONOMIC DEV-SALARIES/WAGES	75,778	56,513	11,422	9,254	62,896	-
100-80-5670-111	ECONOMIC DEV-OVERTIME	-	-	-	-	-	-
100-80-5670-220	ECONOMIC DEV-HEALTH INSURANCE	10,111	8,367	1,901	3,715	9,092	-
100-80-5670-221	ECONOMIC DEV-LIFE INSURANCE	156	204	52	111	111	-
100-80-5670-222	ECONOMIC DEV-RETIREMENT	5,085	3,717	777	1,427	1,427	-
100-80-5670-223	ECONOMIC DEV-SOCIAL SECURITY	5,567	4,210	874	1,473	1,473	-
100-80-5670-224	ECONOMIC DEV-SICK LEAVE PO	-	-	-	-	-	-
100-80-5670-229	ECONOMIC DEV-INCOME CONTINUAT	500	427	90	146	146	90
100-80-5670-330	ECONOMIC DEV-OFFICE SUPPLIES	228	283	250	164	250	250
100-80-5670-331	ECONOMIC DEV-TELEPHONE	-	-	-	-	-	-

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Account Number	Account Title	2021 Actual	2022 Actual	2023 Budget	2023 8 Month Actual	2023 Estimated	2024 Budget
100-80-5670-333	ECONOMIC DEV-POSTAGE	-	-	-	-	-	-
100-80-5670-334	ECONOMIC DEV-DUES/SUBSCRIPT	540	455	1,325	-	1,325	1,425
100-80-5670-335	ECONOMIC DEV-NEWSPAPER PUB	-	-	-	-	-	-
100-80-5670-337	ECONOMIC DEV-TRAVEL/CONFERENC	1,081	131	2,970	620	2,970	2,970
100-80-5670-338	ECONOMIC DEV-OPERATING EXP	15,081	10,797	17,500	17,507	17,507	17,500
ECONOMIC DEVELOPMENT TOTAL		114,128	85,105	37,161	34,417	97,197	22,235
CONSERVATION & DEVELOPMENT TOTAL		114,208	85,105	37,161	34,417	97,197	22,235
OTHER FINANCING USES							
100-10-5950-6-01	TRANSFER TO TIF #5	51,000	-	-	-	-	-
100-10-5950-6-02	TRANSFER TO FUND 409	-	-	-	-	-	-
100-10-5950-6-03	TRANSFER TO TIF #4	-	-	-	-	-	-
100-10-5950-6-04	TRANSFER TO TAXI GRANT FUND	-	-	-	-	-	-
100-10-5950-6-05	TRANSFER TO ERF	100,000	-	-	-	-	-
100-10-5950-6-06	TRANSFER TO CAPITAL PROJECTS	79,000	-	680,000	199,548	199,548	163,190
100-10-5950-6-07	TRANSFER TO 404 BUS PARK	-	150,000	-	210,452	210,452	-
100-10-5950-6-08	TRANSFER TO EQUIPMENT FUND	-	-	-	80,000	80,000	-
		230,000	150,000	680,000	490,000	490,000	163,190
GENERAL FUND GRAND TOTAL		5,717,116	5,970,910	6,876,467	4,179,851	6,648,775	6,900,067

**CITY OF WAUPUN
2024 Budget**

TRUST FUNDS

	2021 Actual	2022 Actual	2023 Budget	2023 8 Month Actual	2023 Estimated	2024 Budget
REVENUES						
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Investment Income	180	23	75	6	12	12
Miscellaneous Revenues	-	-	-	-	-	-
TOTAL REVENUES	180	23	75	6	12	12
EXPENDITURES						
Brooks Fund	75,000	-	-	-	-	-
Library Trust Funds	-	-	-	-	-	-
Library Systems Fund	-	-	-	-	-	-
Other Financing Uses						
Unrealized gains (losses) on investments	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
TOTAL EXPENDITURES	75,000	-	-	-	-	-
NET CHANGE IN FUND BALANCE	(74,820)	23	75	6	12	12
FUND BALANCE - BEGINNING OF YEAR	107,917	33,097	33,120	33,120	33,120	33,132
FUND BALANCE - END OF YEAR	\$ 33,097	\$ 33,120	\$ 33,195	\$ 33,126	\$ 33,132	\$ 33,144

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Trust Funds

Account Number	Account Title	2021	2022	2023	2023	2023	2024
		Actual	Actual	Budget	8 Month Actual	Estimated	Budget
TRUST FUNDS							
REVENUES							
200-43-4345-0-00	ST AID-WINNEFOX/MID-WISC	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
200-43-4367-0-00	COUNTY LIBRARY CONTRIBUTION	-	-	-	-	-	-
200-48-4811-0-00	INTEREST REVENUE	180	23	75	6	12	12
200-48-4816-0-00	DIVIDEND REVENUE	-	-	-	-	-	-
200-49-4975-0-00	UNREALIZED GAIN ON INVESTMENTS	-	-	-	-	-	-
200-48-4861-0-00	GRANTS AND DONATIONS	-	-	-	-	-	-
	TOTAL REVENUES	<u>180</u>	<u>23</u>	<u>75</u>	<u>6</u>	<u>12</u>	<u>12</u>
EXPENDITURES							
200-80-5502-3-38	BROOKS FUND-EXPENSES	75,000	-	-	-	-	-
200-80-5503-1-10	LIBRARY SYSTEMS-SALARIES/WAGES	-	-	-	-	-	-
200-80-5503-2-23	LIBRARY SYSTEMS-FICA	-	-	-	-	-	-
200-80-5503-3-38	LIBRARY SYSTEMS FUND-EXPENSES	-	-	-	-	-	-
200-80-5504-3-38	LIBRARY TRUST FUND-EXPENSES	-	-	-	-	-	-
200-80-5507-3-38	OPERATING TRANSFER OUT-DSF	-	-	-	-	-	-
200-80-5590-3-38	UNREALIZED LOSS ON INVESTMENTS	-	-	-	-	-	-
200-80-5950-3-38	OPERATING TRANS OUT-LIBR TO GF	-	-	-	-	-	-
200-80-5960-3-38	OPERATING TRANS OUT - CAPITAL	-	-	-	-	-	-
200-80-5970-3-38	OPERATING TRANS OUT - LIBRARY	-	-	-	-	-	-
	TOTAL EXPENDITURES	<u>75,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TRUST FUNDS TOTAL		<u>\$ (74,820)</u>	<u>\$ 23</u>	<u>\$ 75</u>	<u>\$ 6</u>	<u>\$ 12</u>	<u>\$ 12</u>

**CITY OF WAUPUN
2024 Budget**

LIBRARY FUND

	2021 Actual	2022 Actual	2023 Budget	2023 8 Month Actual	2023 Estimated	2024 Budget
REVENUES						
General Property Taxes	\$ 516,792	\$ 516,792	\$ 516,792	\$ 391,049	\$ 516,792	\$ 553,896
Intergovernmental	223,137	217,469	213,938	213,939	217,469	216,625
Miscellaneous Revenues	18,350	23,714	12,200	24,632	32,266	5,700
Unrealized gains (losses) on investments	5,027	-	-	-	-	-
Transfers In	-	-	-	-	-	-
TOTAL REVENUES	763,306	757,975	742,930	629,620	766,527	776,221
EXPENDITURES						
Personnel wages and benefits	483,965	494,234	519,957	328,422	499,011	546,225
Operating expenses	239,286	227,912	222,973	144,235	229,956	229,996
Other Financing Uses						
Unrealized gains (losses) on investments						
Transfers Out	38,000	57,000	-	22,215	22,215	-
TOTAL EXPENDITURES	761,251	779,146	742,930	494,873	751,182	776,221
NET CHANGE IN FUND BALANCE	2,055	(21,171)	-	134,748	15,345	-
FUND BALANCE - BEGINNING OF YEAR	487,875	489,930	468,759	468,759	468,759	484,104
FUND BALANCE - END OF YEAR	\$ 489,930	\$ 468,759	\$ 468,759	\$ 603,507	\$ 484,104	\$ 484,104

CITY OF WAUPUN
2024 Budget
Library Fund

Account Number	Account Title	2021	2022	2023	2023	2023	2024
		Actual	Actual	Budget	8 Month Actual	Estimated	Budget
LIBRARY FUND							
REVENUES							
210-41-4111-0-00	GENERAL PROPERTY TAXES	\$ 516,792	\$ 516,792	\$ 516,792	\$ 391,049	\$ 516,792	\$ 553,896
210-43-4367-0-00	COUNTY APPROPRIATION	223,137	217,469	213,938	213,939	217,469	216,625
210-46-4671-0-00	FEES-LIBRARY	944	1,333	1,200	577	1,200	700
210-48-4811-0-00	INTEREST REVENUE	270	7,231	3,000	16,244	16,244	-
210-48-4816-0-00	DIVIDEND REVENUE	2,642	2,829	2,000	1,512	2,600	-
210-48-4850-000	LIBRARY TRUST DONATIONS	9,131	7,322	-	1,300	7,222	-
210-48-4861-0-00	GRANTS AND DONATIONS	5,363	5,000	6,000	5,000	5,000	5,000
210-49-4920-0-00	OPERATING TRANSFERS IN	-	-	-	-	-	-
210-49-4975-0-00	UNREALIZED GAIN ON INVESTMENTS	5,027	-	-	-	-	-
TOTAL REVENUES		<u>763,306</u>	<u>757,975</u>	<u>742,930</u>	<u>629,620</u>	<u>766,527</u>	<u>776,221</u>
EXPENDITURES							
210-60-5504-3-38	LIBRARY-TRUST OPERATING EXPENS	-	7,298	-	-	7,298	-
210-60-5504-8-00	LIBRARY-TRUST CAPITAL EXPENSES	31,594	-	-	-	-	-
210-60-5511-1-10	LIBRARY-SALARIES/WAGES	381,735	385,301	416,423	261,146	397,000	435,578
210-60-5511-1-11	LIBRARY-OVERTIME	-	-	-	-	-	-
210-60-5511-2-20	LIBRARY-HEALTH INSURANCE	48,986	56,533	45,878	32,668	45,878	50,464
210-60-5511-2-21	LIBRARY-LIFE INSURANCE	830	799	791	574	791	815
210-60-5511-2-22	LIBRARY-RETIREMENT	19,605	18,193	20,592	12,713	19,992	21,539
210-60-5511-2-23	LIBRARY-SOCIAL SECURITY	28,275	28,431	31,673	19,983	30,750	33,129
210-60-5511-2-24	LIBRARY-SICK LEAVE PO	2,864	2,971	3,000	-	3,000	3,000
210-60-5511-2-29	LIBRARY-INCOME CONTINUATION	1,671	2,006	1,600	1,337	1,600	1,700
210-60-5511-3-30	LIBRARY-OFFICE SUPPLIES	13,407	17,703	20,000	8,005	20,000	20,000
210-60-5511-3-31	LIBRARY-TELECOMMUNICATIONS	3,081	3,892	4,000	2,450	3,900	4,000
210-60-5511-3-32	LIBRARY-UTILITIES	25,390	29,331	27,000	18,605	29,000	29,000
210-60-5511-3-33	LIBRARY-POSTAGE	1,457	1,300	1,600	1,280	2,000	1,700
210-60-5511-3-34	LIBRARY-MEMBERSHIP FEES	939	861	2,500	983	2,500	2,500
210-60-5511-3-35	LIBRARY-PUBLICATIONS/PROMOTION	3,223	5,425	7,000	5,061	7,000	7,000
210-60-5511-3-36	LIBRARY-REPAIRS/MAINTENANCE	5,592	5,358	6,000	2,213	5,358	6,000
210-60-5511-3-37	LIBRARY-TRAVEL/CONFERENCE	175	1,298	2,500	1,006	2,400	2,500
210-60-5511-3-38	LIBRARY-AUTOMATION/TECHNOLOGY	33,412	35,132	33,000	27,004	33,000	34,000
210-60-5511-3-39	LIBRARY-BOOKS	68,269	65,301	60,734	38,902	60,000	63,296
210-60-5511-3-40	LIBRARY-AUDIOVISUAL	15,916	16,305	17,639	8,550	13,000	14,000
210-60-5511-3-41	LIBRARY-PERIODICALS	6,046	4,953	7,000	6,478	7,000	7,000
210-60-5511-3-42	LIBRARY-DATABASES	11,621	12,027	12,000	10,165	14,000	15,000
210-60-5511-3-43	LIBRARY-FURNISHINGS REPLACEMNT	8,440	8,080	8,000	1,053	8,000	8,000
210-60-5511-3-44	LIBRARY-PROGRAMMING	9,155	11,055	11,500	11,320	13,000	13,500
210-60-5511-3-45	LIBRARY-MISCELLANEOUS	1,570	2,594	2,500	1,160	2,500	2,500
210-80-5960-338	OPERATING TRANSFER OUT-CAPITAL	38,000	57,000	-	22,215	22,215	-
TOTAL EXPENDITURES		<u>761,251</u>	<u>779,146</u>	<u>742,930</u>	<u>494,873</u>	<u>751,182</u>	<u>776,221</u>
		<u>\$ 2,055</u>	<u>\$ (21,171)</u>	<u>\$ -</u>	<u>\$ 134,748</u>	<u>\$ 15,345</u>	<u>\$ -</u>

**CITY OF WAUPUN
2024 Budget**

GRANTS & DONATIONS FUND

	<u>2021 Actual</u>	<u>2022 Actual</u>	<u>2023 Budget</u>	<u>2023 8 Month Actual</u>	<u>2023 Estimated</u>	<u>2024 Budget</u>
REVENUES						
Miscellaneous Revenues	<u>112,833</u>	<u>55,809</u>	<u>6,010</u>	<u>46,085</u>	<u>46,085</u>	<u>6,010</u>
TOTAL REVENUES	<u>112,833</u>	<u>55,809</u>	<u>6,010</u>	<u>46,085</u>	<u>46,085</u>	<u>6,010</u>
EXPENDITURES						
Operating Expenses	<u>110,751</u>	<u>83,547</u>	<u>6,000</u>	<u>34,631</u>	<u>25,433</u>	<u>6,000</u>
TOTAL EXPENDITURES	<u>110,751</u>	<u>83,547</u>	<u>6,000</u>	<u>34,631</u>	<u>25,433</u>	<u>6,000</u>
NET CHANGE IN FUND BALANCE	2,082	(27,737)	10	11,454	20,652	10
FUND BALANCE - BEGINNING OF YEAR	<u>18,113</u>	<u>20,195</u>	<u>(7,543)</u>	<u>(7,543)</u>	<u>(7,543)</u>	<u>13,109</u>
FUND BALANCE - END OF YEAR	<u>\$ 20,195</u>	<u>\$ (7,543)</u>	<u>\$ (7,533)</u>	<u>\$ 3,911</u>	<u>\$ 13,109</u>	<u>\$ 13,119</u>

CITY OF WAUPUN
2024 Budget
Grants and Donations Fund

Account Number	Account Title	2021	2022	2023	2023	2023	2024
		Actual	Actual	Budget	8 Month Actual	Estimated	Budget
GRANTS AND DONATIONS FUND							
REVENUES							
220-48-4811-0-00	INTEREST REVENUE K9	\$ -	\$ 6	\$ 10	\$ -	\$ -	\$ 10
220-48-4850-0-01	GRANTS-RURAL AGING PROJECT	81,383	-	-	-	-	-
220-48-4850-0-02	GRANTS-CVMIC SAFETY PROGRAM	5,000	7,500	5,000	7,500	7,500	5,000
220-48-4850-0-03	DONATIONS-POLICE DEPT	1,050	1,010	-	-	-	-
220-48-4850-0-04	GRANTS/DONAT-FIRE DEPT PVT ORG	13,679	14,825	-	1,500	1,500	-
220-48-4850-0-05	GRANTS-REC DEPT PVT ORG GRANT	-	1,998	-	4,896	4,896	-
220-48-4850-0-06	GRANTS-SENIOR CTR PVT ORG GRNT	100	1,500	-	-	-	-
220-48-4850-0-07	DONATIONS-ECONOMIC DEVELOPMENT	1,000	1,000	1,000	1,000	1,000	1,000
220-48-4850-0-08	DONATIONS-REC DEPT KAYAK LAUNC	21	600	-	-	-	-
220-48-4850-0-09	DONATIONS-MCCUNE IMPROVEMENTS	4,600	-	-	-	-	-
220-48-4850-0-10	GRANTS/DONAT-EMR SVCS PVT ORG	6,000	-	-	-	-	-
220-48-4850-0-11	GRANTS/DONATIONS-BIKE RODEO	-	625	-	1,153	1,153	-
220-48-4850-0-12	DONATIONS-SHALER VETERAN'S MEM	-	16,236	-	-	-	-
220-48-4850-0-13	GRANT/DONATIONS-POLICE K9	-	9,160	-	4,872	4,872	-
220-48-4850-0-14	DONATIONS-SIGN REFACING	-	1,350	-	-	-	-
220-48-4850-0-15	GRANT - DOA LAW ENFOR AGENCY	-	-	-	25,164	25,164	-
TOTAL REVENUES		<u>112,833</u>	<u>55,809</u>	<u>6,010</u>	<u>46,085</u>	<u>46,085</u>	<u>6,010</u>
EXPENDITURES							
220-10-5140-4-00	GEN GOV'T-CVMIC SAFETY PGM EXP	2,517	5,000	-	5,000	5,000	5,000
220-20-5513-3-38	SENIOR CENTER EXPENSE	489	62	-	283	283	-
220-20-5520-3-38	RECREATION-PARK EXPENSE	2,340	3,280	-	4,896	4,896	-
220-20-5525-3-38	RECREATION-CVMIC SAFETY PGM EX	-	-	-	-	-	-
220-20-5540-3-38	RECREATION-KAYAK LAUNCH EXPENS	10,270	-	-	600	600	-
220-20-5550-3-38	RECREATION-MCCUNE IMPRVMT EXP	1,566	-	-	-	-	-
220-20-5545-3-38	RECREATION-PROGRAMS	-	-	-	-	600	-
220-20-5560-3-38	RECREATION-SHALER VETERANS EXP	-	16,236	-	-	-	-
220-40-5210-3-38	POLICE-CVMIC SAFETY PGM EXP	-	2,500	5,000	2,500	2,500	-
220-40-5211-3-38	POLICE-DONATION RELATED EXPENS	-	2,060	-	-	-	-
220-40-5212-3-38	POLICE-POLICE K9 EXPENSE	-	21,879	-	5,604	5,604	-
220-40-5213-3-38	POLICE-DOA LAW ENFOR AGENCY	-	15,365	-	9,799	-	-
220-40-5214-3-38	POLICE-BIKE RODEO EXPENSES	-	625	-	967	967	-
220-50-5212-3-38	FIRE-CVMIC SAFETY PGM EXP	-	-	-	-	-	-
220-50-5230-3-38	EMR-PVT ORG GRANT/DONATN EXP	5,824	176	-	-	-	-
220-50-5231-3-38	FIRE-PVT ORG GRANT/DONATN EXP	3,880	15,103	-	4,983	4,983	-
220-54-5460-1-10	RURAL AGING-SALARIES/WAGES	28,950	-	-	-	-	-
220-54-5460-1-11	RURAL AGING-OVERTIME	-	-	-	-	-	-
220-54-5460-2-20	RURAL AGING-HEALTH INSURANCE	4,270	-	-	-	-	-
220-54-5460-2-21	RURAL AGING-LIFE INSURANCE	43	-	-	-	-	-
220-54-5460-2-22	RURAL AGING-RETIREMENT	1,983	-	-	-	-	-
220-54-5460-2-23	RURAL AGING-SOCIAL SECURITY	2,138	-	-	-	-	-
220-54-5460-2-24	RURAL AGING-SICK LEAVE PO	-	-	-	-	-	-
220-54-5460-2-29	RURAL AGING-INCOME CONTINUATIO	216	-	-	-	-	-
220-54-5460-3-32	RURAL AGING OVERHEAD-UTILITIES	4,679	-	-	-	-	-
220-54-5460-3-38	RURAL AGING-OPERATING EXPENSE	39,105	-	-	-	-	-
220-70-5410-3-38	DPW-CVMIC SAFETY PGM EXP	2,483	-	-	-	-	-
220-70-5420-3-38	DPW-PSC GRANT EXPENSES	-	-	-	-	-	-
220-70-5430-3-38	SIGN REFACING EXPENSES	-	1,261	-	-	-	-
220-80-5670-3-38	ECONOMIC DEVELOPMENT EXPENSE	-	-	1,000	-	-	1,000
TOTAL EXPENDITURES		<u>110,751</u>	<u>83,547</u>	<u>6,000</u>	<u>34,631</u>	<u>25,433</u>	<u>6,000</u>
TRUST FUNDS TOTAL		<u>\$ 2,082</u>	<u>\$ (27,737)</u>	<u>\$ 10</u>	<u>\$ 11,454</u>	<u>\$ 20,652</u>	<u>\$ 10</u>

**CITY OF WAUPUN
2024 Budget**

Building Inspection Fund

	2021 Actual	2022 Actual	2023 Budget	2023 8 Month Actual	2023 Estimated	2024 Budget
REVENUES						
General Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Permits & Fees	81,629	115,915	84,150	83,675	90,100	84,500
Miscellaneous Revenues	-	-	-	-	-	-
TOTAL REVENUES	81,629	115,915	84,150	83,675	90,100	84,500
EXPENDITURES						
Operating expenses	74,596	114,797	86,816	68,547	83,220	76,825
Other Financing Uses						
Unrealized gains (losses) on investments						
Transfers Out						
TOTAL EXPENDITURES	74,596	114,797	86,816	68,547	83,220	76,825
NET CHANGE IN FUND BALANCE	7,033	1,117	(2,666)	15,128	6,880	7,675
FUND BALANCE - BEGINNING OF YEAR	8,982	16,015	17,132	17,132	17,132	24,012
FUND BALANCE - END OF YEAR	\$ 16,015	\$ 17,132	\$ 14,466	\$ 32,260	\$ 24,012	\$ 31,687

CITY OF WAUPUN
2024 Budget
Building Inspection Fund

Account Number	Account Title	2021	2022	2023	2023	2023	2024
		Actual	Actual	Budget	8 Month Actual	Estimated	Budget
BUILDING INSPECTION FUND							
REVENUES							
230-41-4111-0-00	GENERAL PROPERTY TAXES-BLDG IN	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
230-44-4431-0-00	PERMITS-BUILDING	78,144	113,510	75,000	72,220	77,710	75,000
230-46-4615-0-00	FEES-ZONING/OCCUPANCY	3,485	2,405	9,150	2,770	2,770	2,500
230-46-4616-0-00	FEES - BUILD PERMIT ADMIN FEE	-	-	-	8,685	9,620	7,000
230-48-4811-0-00	INTEREST INCOME-BLDG INSP	-	-	-	-	-	-
	TOTAL REVENUES	<u>81,629</u>	<u>115,915</u>	<u>84,150</u>	<u>83,675</u>	<u>90,100</u>	<u>84,500</u>
EXPENDITURES							
230-30-5241-1-10	BUILDING INSP-SALARIES/WAGES	-	2,511	8,107	5,079	5,079	360
230-30-5241-1-11	BUILDING INSP-OVERTIME	-	-	15	-	-	-
230-30-5241-2-20	BUILDING INSP-HEALTH INSURANCE	-	735	2,852	2,003	2,003	968
230-30-5241-2-21	BUILDING INSP-LIFE INSURANCE	-	3	10	7	23	23
230-30-5241-2-22	BUILDING INSP-RETIREMENT	-	154	552	356	356	40
230-30-5241-2-23	BUILDING INSP-SOCIAL SECURITY	-	165	621	353	353	28
230-30-5241-2-29	BUILDING INSP-INCOME CONTINUAT	-	17	56	37	56	56
230-30-5241-3-30	BUILDING INSP-OFFICE SUPPLIES	23	82	100	52	100	100
230-30-5241-3-33	BUILDING INSP-POSTAGE	216	223	250	96	250	250
230-30-5241-3-38	BUILDING INSP-OPERATING EXP	74,357	110,906	74,252	60,566	75,000	75,000
	TOTAL EXPENDITURES	<u>74,596</u>	<u>114,797</u>	<u>86,816</u>	<u>68,547</u>	<u>83,220</u>	<u>76,825</u>
		<u>\$ 7,033</u>	<u>\$ 1,117</u>	<u>\$ (2,666)</u>	<u>\$ 15,128</u>	<u>\$ 6,880</u>	<u>\$ 7,675</u>

CITY OF WAUPUN
2024 Budget
Affordable Housing Fund

AFFORDABLE HOUSING FUND

	12/31/2021	12/31/2022	12/31/2023	2023 8/31/2023	12/31/2023	12/31/2024
	2021	2022	2023	8 Month	2023	2024
	Actual	Actual	Budget	Actual	Estimated	Budget
REVENUES						
Operating Transfer in From TID 1	248,387	-	-	-	-	-
TOTAL REVENUES	<u>248,387</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
EXPENDITURES						
TOTAL EXPENDITURES	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET CHANGE IN FUND BALANCE	248,387	-	-	-	-	-
FUND BALANCE - BEGINNING OF YEAR	<u>-</u>	<u>248,387</u>	<u>248,387</u>	<u>248,387</u>	<u>248,387</u>	<u>248,387</u>
FUND BALANCE - END OF YEAR	<u>\$ 248,387</u>	<u>\$ 248,387</u>	<u>\$ 248,387</u>	<u>\$ 248,387</u>	<u>\$ 248,387</u>	<u>\$ 248,387</u>

CITY OF WAUPUN
 2024 Budget
 Affordable Housing

Account Number	Account Title	2021 Actual	2022 Actual	2023 Budget	2023 8 Month Actual	2023 Estimated	2024 Budget
Affordable Housing Fund							
REVENUES							
250-49-4920-000	OPERATING TRANSFER IN FRM TID1	\$ 248,387	\$ -	\$ -	\$ -	\$ -	\$ -
		-	-	-	-	-	-
	TOTAL REVENUES	<u>248,387</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
EXPENDITURES							
		-	-	-	-	-	-
	TOTAL EXPENDITURES	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	TRUST FUNDS TOTAL	<u>\$ 248,387</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

CITY OF WAUPUN
2024 Budget

SOLID WASTE

	2021	2022	2023	2023	2023	2024
	Actual	Actual	Budget	8 Month	Estimated	Budget
REVENUES						
Public Charges for Services	\$ 425,552	\$ 442,365	\$ 441,689	\$ 213,867	\$ 427,704	\$ 428,259
TOTAL REVENUES	<u>425,552</u>	<u>442,365</u>	<u>441,689</u>	<u>213,867</u>	<u>427,704</u>	<u>428,259</u>
EXPENDITURES						
Solid Waste Operating Expenses	394,491	461,080	436,846	234,885	407,424	432,093
Capital Outlay	-	-	-	-	-	-
TOTAL EXPENDITURES	<u>394,491</u>	<u>461,080</u>	<u>436,846</u>	<u>234,885</u>	<u>407,424</u>	<u>432,093</u>
NET CHANGE IN FUND BALANCE	31,061	(18,715)	4,843	(21,018)	20,280	(3,834)
FUND BALANCE - BEGINNING OF YEAR	<u>30,282</u>	<u>61,343</u>	<u>42,629</u>	<u>42,629</u>	<u>42,629</u>	<u>62,909</u>
FUND BALANCE - END OF YEAR	<u>\$ 61,343</u>	<u>\$ 42,629</u>	<u>\$ 47,472</u>	<u>\$ 21,611</u>	<u>\$ 62,909</u>	<u>\$ 59,075</u>

CITY OF WAUPUN
2024 Budget
Solid Waste

Account Number	Account Title	2021	2022	2023	2023	2023	2024
		Actual	Actual	Budget	8 Month Actual	Estimated	Budget
SOLID WASTE FUND							
REVENUES							
425-46-4643-0-00	FEES-SOLID WASTE	\$ 425,552	\$ 442,365	\$ 441,689	\$ 213,867	\$ 427,704	\$ 428,259
	TOTAL REVENUES	<u>425,552</u>	<u>442,365</u>	<u>441,689</u>	<u>213,867</u>	<u>427,704</u>	<u>428,259</u>
EXPENDITURES							
425-70-5476-1-10	SOLID WASTE-SALARIES/WAGES	4,713	3,880	6,369	2,419	2,499	2,639
425-70-5476-1-11	SOLID WASTE-OVERTIME	239	-	4	-	367	388
425-70-5476-2-20	SOLID WASTE-HEALTH INSURANCE	1,486	703	1,953	587	760	355
425-70-5476-2-21	SOLID WASTE-LIFE INSURANCE	17	3	12	4	4	1
425-70-5476-2-22	SOLID WASTE-RETIREMENT	333	251	443	167	167	80
425-70-5476-2-23	SOLID WASTE-SOCIAL SECURITY	351	273	488	170	170	232
425-70-5476-2-24	SOLID WASTE-SS-MEDICARE	-	-	8	-	86	90
425-70-5476-2-29	SOLID WASTE-INCOME CONTINUATIO	41	16	48	11	48	48
425-70-5476-3-38	SOLID WASTE-OPERATING EXPENSES	387,310	455,955	427,520	231,527	403,323	428,259
425-70-5476-8-00	SOLID WASTE-CAPITAL OUTLAY	-	-	-	-	-	-
	TOTAL EXPENDITURES	<u>394,491</u>	<u>461,080</u>	<u>436,846</u>	<u>234,885</u>	<u>407,424</u>	<u>432,093</u>
SOLID WASTE TOTAL		<u>\$ 31,061</u>	<u>\$ (18,715)</u>	<u>\$ 4,843</u>	<u>\$ (21,018)</u>	<u>\$ 20,280</u>	<u>\$ (3,834)</u>

**CITY OF WAUPUN
2024 Budget**

RECYCLING

	2021 Actual	2022 Actual	2023 Budget	2023 8 Month Actual	2023 Estimated	2024 Budget
REVENUES						
Intergovernmental	\$ 50,481	\$ 50,369	\$ 50,000	\$ 50,365	\$ 50,365	\$ 5,000
Public Charges for Services	37,843	23,282	99,561	71,289	142,569	154,377
Interest Revenue	119	1,272	750	3,232	3,500	3,500
TOTAL REVENUES	88,443	74,923	150,311	124,886	196,434	162,877
EXPENDITURES						
Recycling Operating Expenses	101,984	120,277	148,828	88,389	153,914	154,604
Capital Outlay	-	-	-	-	-	-
TOTAL EXPENDITURES	101,984	120,277	148,828	88,389	153,914	154,604
NET CHANGE IN FUND BALANCE	(13,542)	(45,355)	1,483	36,498	42,520	8,273
FUND BALANCE - BEGINNING OF YEAR	164,064	150,522	105,168	105,168	105,168	147,688
FUND BALANCE - END OF YEAR	\$ 150,522	\$ 105,168	\$ 106,651	\$ 141,665	\$ 147,688	\$ 155,960

CITY OF WAUPUN
2024 Budget
Recycling Fund

Account Number	Account Title	2021	2022	2023	2023	2023	2024
		Actual	Actual	Budget	8 Month Actual	Estimated	Budget
RECYCLING FUND							
REVENUES							
420-43-4358-0-00	STATE GRANT-RECYCLING	\$ 50,481	\$ 50,369	\$ 50,000	\$ 50,365	\$ 50,365	\$ 5,000
420-46-4641-0-00	FEES-RECYCLING	37,843	23,282	99,561	71,289	142,569	154,377
420-48-4811-0-00	INTEREST REVENUE	119	1,272	750	3,232	3,500	3,500
	TOTAL REVENUES	<u>88,443</u>	<u>74,923</u>	<u>150,311</u>	<u>124,886</u>	<u>196,434</u>	<u>162,877</u>
EXPENDITURES							
420-70-5436-1-10	RECYCLING-SALARIES/WAGES	551	640	260	2,071	2,071	171
420-70-5436-1-11	RECYCLING-OVERTIME	-	-	0	-	-	-
420-70-5436-2-20	RECYCLING-HEALTH INSURANCE	56	102	92	1,319	1,319	-
420-70-5436-2-21	RECYCLING-LIFE INSURANCE	1	1	0	14	14	1
420-70-5436-2-22	RECYCLING-RETIREMENT	33	34	18	147	147	40
420-70-5436-2-23	RECYCLING-SOCIAL SECURITY	40	39	20	154	154	13
420-70-5436-2-29	RECYCLING-INCOME CONTINUATIO	2	2	2	30	30	2
420-70-5436-3-38	RECYCLING-OPERATING EXPENSES	101,303	119,458	148,436	84,654	150,179	154,377
420-70-5436-8-00	RECYCLING-CAPITAL OUTLAY	-	-	-	-	-	-
	TOTAL EXPENDITURES	<u>101,984</u>	<u>120,277</u>	<u>148,828</u>	<u>88,389</u>	<u>153,914</u>	<u>154,604</u>
RECYCLING FUND TOTAL		<u>\$ (13,542)</u>	<u>\$ (45,355)</u>	<u>\$ 1,483</u>	<u>\$ 36,498</u>	<u>\$ 42,520</u>	<u>\$ 8,273</u>

**CITY OF WAUPUN
2024 Budget**

TOURISM FUND

	2021 Actual	2022 Actual	2023 Budget	2023 8 Month Actual	2023 Estimated	2024 Budget
REVENUES						
Revenues	\$ 77,853	\$ 95,678	\$ 70,000	\$ 43,317	\$ 70,000	\$ 70,000
TOTAL REVENUES	<u>77,853</u>	<u>95,678</u>	<u>70,000</u>	<u>43,317</u>	<u>70,000</u>	<u>70,000</u>
EXPENDITURES						
Operating Expenses	<u>71,753</u>	<u>76,858</u>	<u>70,000</u>	<u>45,102</u>	<u>70,000</u>	<u>70,000</u>
TOTAL EXPENDITURES	<u>71,753</u>	<u>76,858</u>	<u>70,000</u>	<u>45,102</u>	<u>70,000</u>	<u>70,000</u>
NET CHANGE IN FUND BALANCE	6,100	18,820	-	(1,785)	-	-
FUND BALANCE - BEGINNING OF YEAR	<u>6,760</u>	<u>12,860</u>	<u>31,680</u>	<u>31,680</u>	<u>31,680</u>	<u>31,680</u>
FUND BALANCE - END OF YEAR	<u>\$ 12,860</u>	<u>\$ 31,680</u>	<u>\$ 31,680</u>	<u>\$ 29,896</u>	<u>\$ 31,680</u>	<u>\$ 31,680</u>

**CITY OF WAUPUN
2024 Budget
Tourism Fund**

<u>Account Number</u>	<u>Account Title</u>	<u>2021 Actual</u>	<u>2022 Actual</u>	<u>2023 Budget</u>	<u>2023 8 Month Actual</u>	<u>2023 Estimated</u>	<u>2024 Budget</u>
TOURISM FUND							
REVENUES							
430-41-4121-0-00	LOCAL ROOM TAX-TOURISM FUND	\$ 67,853	\$ 75,678	\$ 60,000	\$ 43,317	\$ 60,000	\$ 60,000
430-48-4813-000	MISCELLANEOUS REVENUE-TOURISM	10,000	20,000	10,000	-	10,000	10,000
	TOTAL REVENUES	<u>77,853</u>	<u>95,678</u>	<u>70,000</u>	<u>43,317</u>	<u>70,000</u>	<u>70,000</u>
EXPENDITURES							
430-70-5436-3-38	OPERATING EXPENSE-TOURISM FUND	1,400	1,180	7,500	1,785	7,500	7,500
430-70-5436-3-40	MARKETING/PROMO-TOURISM FUND	2,500	-	2,500	-	2,500	2,500
430-70-5436-3-42	CONTRACTUAL SVCS-TOURISM FUND	67,853	75,678	60,000	43,317	60,000	60,000
	TOTAL EXPENDITURES	<u>71,753</u>	<u>76,858</u>	<u>70,000</u>	<u>45,102</u>	<u>70,000</u>	<u>70,000</u>
TOURISM FUND TOTAL		<u>\$ 6,100</u>	<u>\$ 18,820</u>	<u>\$ -</u>	<u>\$ (1,785)</u>	<u>\$ -</u>	<u>\$ -</u>

**CITY OF WAUPUN
2024 Budget**

TAXI FUND

	2021 Actual	2022 Actual	2023 Budget	2023 8 Month Actual	2023 Estimated	2024 Budget
REVENUES						
Intergovernmental	\$ 105,790	\$ 62,863	\$ 109,930	\$ 75,016	\$ 96,289	\$ 70,000
Miscellaneous Revenue	-	-	-	-	-	-
Other Financing Sources						
Transfers In	-	-	-	-	-	-
TOTAL REVENUES	<u>105,790</u>	<u>62,863</u>	<u>109,930</u>	<u>75,016</u>	<u>96,289</u>	<u>70,000</u>
EXPENDITURES						
Taxi Services	105,815	136,022	163,303	77,949	163,009	162,916
Taxi Outlay	-	-	-	-	-	50,000
TOTAL EXPENDITURES	<u>105,815</u>	<u>136,022</u>	<u>163,303</u>	<u>77,949</u>	<u>163,009</u>	<u>212,916</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(25)	(73,159)	(53,373)	(2,933)	(66,720)	(142,916)
LOCAL PROPERTY TAX	<u>-</u>	<u>26,000</u>	<u>45,000</u>	<u>34,051</u>	<u>45,000</u>	<u>45,000</u>
NET CHANGE IN FUND BALANCE	(25)	(47,159)	(8,373)	31,118	(21,720)	(97,916)
FUND BALANCE - BEGINNING OF YEAR	<u>53,148</u>	<u>53,123</u>	<u>5,964</u>	<u>5,964</u>	<u>5,964</u>	<u>(15,756)</u>
FUND BALANCE - END OF YEAR	<u>\$ 53,123</u>	<u>\$ 5,964</u>	<u>\$ (2,409)</u>	<u>\$ 37,082</u>	<u>\$ (15,756)</u>	<u>\$ (113,672)</u>

CITY OF WAUPUN
2024 Budget
Taxi Fund

Account Number	Account Title	2021	2022	2023	2023	2023	2024
		Actual	Actual	Budget	8 Month Actual	Estimated	Budget
TAXI FUND							
REVENUES							
501-41-4111-0-00	GENERAL PROPERTY TAXES	\$ -	\$ 26,000	\$ 45,000	\$ 34,051	\$ 45,000	\$ 45,000
501-43-4322-0-00	FED GRANT (PD BY ST)-TRANSPORT	59,954	37,268	81,652	68,011	68,011	65,000
501-43-4357-0-00	STATE GRANT-TAXI	45,836	25,595	28,278	7,005	28,278	5,000
501-48-4831-0-00	SALE OF CITY PROPERTY-TAXI	-	-	-	-	-	-
501-49-4920-0-00	OPERATING TRANSFER IN-GF	-	-	-	-	-	-
	TOTAL REVENUES	105,790	88,863	154,930	109,067	141,289	115,000
EXPENDITURES							
501-10-5154-1-10	TAXI-SALARIES/WAGES	2,099	453	1,311	1,283	2,500	2,500
501-10-5154-1-11	TAXI-OVERTIME	-	-	-	-	-	-
501-10-5154-2-20	TAXI-HEALTH INSURANCE	118	-	-	107	107	-
501-10-5154-2-21	TAXI-LIFE INSURANCE	2	1	-	0	5	5
501-10-5154-2-22	TAXI-RETIREMENT	138	24	89	82	205	220
501-10-5154-2-23	TAXI-SOCIAL SECURITY	159	35	100	92	191	191
501-10-5154-2-24	TAXI-SS-MEDICARE	-	-	-	-	-	-
501-10-5154-2-29	TAXI-INCOME CONTINUATION	8	-	-	1	1	-
501-10-5154-3-30	TAXI-OFFICE SUPPLIES	-	-	-	-	-	-
501-10-5154-3-31	TAXI-TELEPHONE	-	-	-	-	-	-
501-10-5154-3-33	TAXI-POSTAGE	-	-	-	-	-	-
501-10-5154-3-34	TAXI-MEMBERSHIP DUES	-	-	-	-	-	-
501-10-5154-3-35	TAXI-NEWSPAPER PUB.	-	-	-	-	-	-
501-10-5154-3-36	TAXI-REPAIR/MAINT	-	-	-	-	-	-
501-10-5154-3-37	TAXI-TRAV/CONFERENCE	-	-	-	-	-	-
501-10-5154-3-38	TAXI SERVICE-OPERATING EXPENSE	103,290	135,511	161,803	76,385	160,000	160,000
501-10-5154-8-00	TAXI SERVICE-CAPITAL OUTLAY	-	-	-	-	-	50,000
	TOTAL EXPENDITURES	105,815	136,022	163,303	77,949	163,009	212,916
TAXI FUND TOTAL		\$ (25)	\$ (47,159)	\$ (8,373)	\$ 31,118	\$ (21,720)	\$ (97,916)

**CITY OF WAUPUN
2024 Budget**

HOME/HCRI

	2021 Actual	2022 Actual	2023 Budget	2023 8 Month Actual	2023 Estimated	2024 Budget
REVENUES						
Investment Income	14	15	10	10	10	10
TOTAL REVENUES	<u>14</u>	<u>15</u>	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>
EXPENDITURES						
Housing	-	-	-	-	-	-
TOTAL EXPENDITURES	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET CHANGE IN FUND BALANCE	14	15	10	10	10	10
FUND BALANCE - BEGINNING OF YEAR	<u>154,085</u>	<u>154,098</u>	<u>154,113</u>	<u>154,113</u>	<u>154,113</u>	<u>154,123</u>
FUND BALANCE - END OF YEAR	<u>\$ 154,098</u>	<u>\$ 154,113</u>	<u>\$ 154,123</u>	<u>\$ 154,123</u>	<u>\$ 154,123</u>	<u>\$ 154,133</u>

CITY OF WAUPUN
 2024 Budget
 HOME/HCRI Housing Grant Fund

Account Number	Account Title	2021 Actual	2022 Actual	2023 Budget	2023 8 Month Actual	2023 Estimated	2024 Budget
HOME/HCRI HOUSING GRANT FUND							
REVENUES							
507-48-4811-0-00	INTEREST REVENUE	\$ 14	\$ 15	\$ 10	\$ 10	\$ 10	\$ 10
507-48-4863-0-00	MISCELLANEOUS REVENUE	-	-	-	-	-	-
	TOTAL REVENUES	<u>14</u>	<u>15</u>	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>
EXPENDITURES							
507-10-5650-3-38	HOUSING-OPERATING EXPENSES	-	-	-	-	-	-
507-10-5650-7-60	BAD DEBT EXPENSE	-	-	-	-	-	-
	TOTAL EXPENDITURES	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	HOME/HCRI HOUSING GRANT TOTAL	<u>\$ 14</u>	<u>\$ 15</u>	<u>\$ 10</u>	<u>\$ 10</u>	<u>\$ 10</u>	<u>\$ 10</u>

**CITY OF WAUPUN
2024 Budget**

CDBG HOUSING GRANT RLF

	2021 Actual	2022 Actual	2023 Budget	2023 8 Month Actual	2023 Estimated	2024 Budget
REVENUES						
Interest Income	\$ 26	\$ 42	\$ 20	\$ 34	\$ 36	\$ 20
Recovery of Bad Debt	-	-	-	-	-	-
TOTAL REVENUES	26	42	20	34	36	20
EXPENDITURES						
Housing Revolving Loan	64,954	25,492	73,000	63,314	73,000	73,000
TOTAL EXPENDITURES	64,954	25,492	73,000	63,314	73,000	73,000
NET CHANGE IN FUND BALANCE	(64,928)	(25,450)	(72,980)	(63,280)	(72,964)	(72,980)
FUND BALANCE - BEGINNING OF YEAR	1,359,615	1,294,686	1,269,236	1,269,236	1,269,236	1,196,272
FUND BALANCE - END OF YEAR	\$ 1,294,686	\$ 1,269,236	\$ 1,196,256	\$ 1,205,955	\$ 1,196,272	\$ 1,123,292

CITY OF WAUPUN
 2024 Budget
 CDBG Housing Grant RLF

Account Number	Account Title	2021	2022	2023	2023	2023	2024
		Actual	Actual	Budget	8 Month Actual	Estimated	Budget
CDBG HOUSING GRANT RLF							
REVENUES							
509-48-4811-0-00	INTEREST REVENUE	26	42	20	34	36	20
509-48-4870-0-00	RECOVERY OF BAD DEBT	-	-	-	-	-	-
	TOTAL REVENUES	26	42	20	34	36	20
EXPENDITURES							
509-10-5650-3-38	HOUSING GRANT IV-OPERATING EXP	16,764	13,479	18,000	12,655	18,000	18,000
509-10-5650-7-40	HOUSING GRANT- LEAD/GRANT EXP	48,190	12,014	40,000	50,659	40,000	40,000
509-10-5650-7-60	BAD DEBT EXPENSE	-	-	15,000	-	15,000	15,000
	TOTAL EXPENDITURES	64,954	25,492	73,000	63,314	73,000	73,000
CDBG HOUSING GRANT RLF TOTAL		(64,928)	(25,450)	(72,980)	(63,280)	(72,964)	(72,980)

**CITY OF WAUPUN
2024 Budget**

STORMWATER UTILITY

	2021 Actual	2022 Actual	2023 Budget	2023 8 Month Actual	2023 Estimated	2024 Budget
REVENUES						
Utility Charges for Services	\$ 586,978	\$ 588,598	\$ 586,800	\$ 344,825	\$ 586,800	\$ 586,800
Miscellaneous revenues	445	93,545	-	(0)	-	-
Investment Income	443	3,642	2,000	8,547	11,000	5,700
Other Financing Sources						
Long-term financing proceeds	815,000	-	-	-	-	-
TOTAL REVENUES	1,402,865	685,785	588,800	353,372	597,800	592,500
EXPENDITURES						
Stormwater Operating Expenses	213,130	286,415	303,440	172,981	297,952	302,613
Capital Outlay	1,096,848	75,022	303,178	19,150	40,000	51,247
Debt Service - Transfers Out	99,300	195,536	193,520	185,320	193,520	187,920
Capital lease payments	52,631	52,631	-	-	-	-
Other Financing Uses						
Premium on bonds	(41,326)	-	-	-	-	-
Debt issuance costs	20,273	-	-	-	-	-
TOTAL EXPENDITURES	1,440,856	609,605	800,138	377,451	531,472	541,780
NET CHANGE IN FUND BALANCE	(37,991)	76,180	(211,338)	(24,079)	66,328	50,720
FUND BALANCE - BEGINNING OF YEAR	579,327	541,336	617,516	617,516	617,516	683,844
FUND BALANCE - END OF YEAR	\$ 541,336	\$ 617,516	\$ 406,178	\$ 593,437	\$ 683,844	\$ 734,564

CITY OF WAUPUN
2024 Budget
Stormwater Fund

Account Number	Account Title	2021	2022	2023	2023	2023	2024
		Actual	Actual	Budget	8 Month Actual	Estimated	Budget
STORMWATER FUND							
REVENUES							
700-48-4810-0-00	STORMWATER REVENUES	\$ 586,978	\$ 588,598	\$ 586,800	\$ 344,825	\$ 586,800	\$ 586,800
700-43-4355-0-00	GRANT REVENUE-STORMWATER	-	93,491	-	-	-	-
700-46-4679-0-00	FEES-MISCELLANEOUS	445	54	-	-	-	-
700-48-4811-0-00	INTEREST REVENUE-STORMWATER	443	3,642	2,000	8,547	11,000	5,700
700-48-4812-0-00	INVESTMENT INCOME	-	-	-	-	-	-
700-48-4831-0-00	SALE OF CITY PROPERTY	-	-	-	-	-	-
700-49-4912-0-00	PROCEEDS FROM LONG-TERM NOTES	815,000	-	-	-	-	-
700-49-4915-0-00	PROCEEDS FROM CAPITAL LEASE	-	-	-	-	-	-
TOTAL REVENUES		1,402,865	685,785	588,800	353,372	597,800	592,500
EXPENDITURES							
700-10-5190-1-10	ADMINISTRATION -SALARIES/WAGES	27,245	28,374	29,981	18,392	46,504	48,300
700-10-5190-1-11	ADMINISTRATION-OVERTIME	-	-	20	4	-	-
700-10-5190-2-20	ADMINISTRATION-HEALTH INS	6,349	6,782	7,605	5,272	10,708	7,747
700-10-5190-2-21	ADMINISTRATION-LIFE INS	56	69	78	46	76	76
700-10-5190-2-22	ADMINISTRATION-RETIREMENT	1,831	1,843	2,040	1,288	1,760	1,867
700-10-5190-2-23	ADMINISTRATION-SOC SEC	1,954	2,041	2,295	1,347	3,558	3,719
700-10-5190-2-24	ADMINISTRATION-SICK LEAVE	611	637	646	-	162	168
700-10-5190-2-29	ADMINISTRATION-INCOME CONT	146	206	150	133	150	150
700-10-5191-1-10	STREET CLEANING-WAGES	16,892	21,506	19,022	8,086	15,770	16,940
700-10-5191-1-11	STREET CLEANING-OVERTIME	32	-	109	-	61	71
700-10-5191-2-20	STREET CLEANING-HEALTH INS	4,853	3,647	5,324	1,151	3,573	4,168
700-10-5191-2-21	STREET CLEANING-LIFE INS	124	24	44	13	42	42
700-10-5191-2-22	STREET CLEANING-RETIREMENT	1,159	1,398	1,341	550	1,412	1,519
700-10-5191-2-23	STREET CLEANING-SOC SEC	1,236	1,581	1,464	596	1,200	1,301
700-10-5191-2-24	STREET CLEANING-SICK LEAVE	-	-	39	-	86	90
700-10-5191-2-29	STREET CLEANING-INCOME CONT	121	170	149	55	149	149
700-10-5191-3-38	STREET CLEANING-OPERATING EXP	3,756	6,588	3,200	1,717	3,200	3,200
700-10-5192-1-10	REPAIR/MAINT -SALARIES/WAGES	34,097	42,588	55,064	44,782	44,782	42,864
700-10-5192-1-11	REPAIR/MAINT-OVERTIME	54	404	545	596	596	672
700-10-5192-2-20	REPAIR/MAINT-HEALTH INS	8,832	13,980	15,412	13,681	14,644	10,667
700-10-5192-2-21	REPAIR/MAINT-LIFE INS	141	108	129	85	97	28
700-10-5192-2-22	REPAIR/MAINT-RETIREMENT	2,307	2,796	3,883	3,088	3,088	1,012
700-10-5192-2-23	REPAIR/MAINT-SOC SEC	2,473	3,060	4,254	3,259	3,259	3,331
700-10-5192-2-24	REPAIR/MAINT-SICK LEAVE	-	-	114	-	86	90
700-10-5192-2-29	REPAIR/MAINT-INCOME CONT	274	364	506	287	506	506
700-10-5192-3-32	STORMWATER UTILITY-UTILITIES	1,079	1,169	900	278	900	900
700-10-5192-3-36	STORMWATER UTILITY-REPAIR/MAIN	16,772	46,691	42,500	19,875	42,500	42,500
700-10-5192-3-38	STORMWATER UTILITY-OPERATING	35,493	48,805	58,500	38,096	58,500	58,500
700-10-5192-3-39	STORMWATER UTILITY-PUBLIC EDUC	-	5,000	-	-	-	-
700-10-5193-1-10	LEAF PICKUP-WAGES	30,312	33,906	31,703	4,522	27,165	29,181
700-10-5193-1-11	LEAF PICKUP-OVERTIME	-	-	-	-	32	37
700-10-5193-2-20	LEAF PICKUP-HEALTH INS	8,646	5,567	8,874	1,221	6,137	7,159
700-10-5193-2-21	LEAF PICKUP-LIFE INS	139	37	74	12	28	28
700-10-5193-2-22	LEAF PICKUP-RETIREMENT	2,046	2,204	2,235	308	941	1,012
700-10-5193-2-23	LEAF PICKUP-SOC SEC	2,173	2,457	2,425	323	2,061	2,235
700-10-5193-2-24	LEAF PICKUP-SICK LEAVE	-	-	66	-	86	90
700-10-5193-2-29	LEAF PICKUP-INCOME CONT	284	144	248	31	248	248
700-10-5193-3-36	LEAF PICKUP-MAINT/OPERATING EX	1,644	2,271	2,500	3,886	3,886	2,500
700-10-5192-8-00	STORMWATER UTILITY-CAPITAL OUT	1,096,848	75,022	303,178	19,150	40,000	51,247
700-10-5433-1-10	CURB & GUTTER- SALARIES/WAGES	-	-	-	-	-	3,999
700-10-5433-1-11	CURB & GUTTER- OVERTIME	-	-	-	-	-	8
700-10-5433-2-20	CURB & GUTTER- HEALTH INS	-	-	-	-	-	982
700-10-5433-2-21	CURB & GUTTER- LIFE INSURANCE	-	-	-	-	-	42
700-10-5433-2-22	CURB & GUTTER- WRS/RETIREMENT	-	-	-	-	-	1,519

**CITY OF WAUPUN
2024 Budget
Stormwater Fund**

Account Number	Account Title	2021	2022	2023	2023	2023	2024
		Actual	Actual	Budget	8 Month Actual	Estimated	Budget
700-10-5433-2-23	CURB & GUTTER- FICA	-	-	-	-	-	307
700-10-5433-2-24	CURB & GUTTER- SICK LEAVE	-	-	-	-	-	90
700-10-5433-2-29	CURB & GUTTER- INCOME CONT	-	-	-	-	-	99
700-10-5433-3-35	CURB & GUTTER- PUBLICATIONS	-	-	-	-	-	-
700-10-5433-3-36	CURB & GUTTER- REPAIRS/MAINT.	-	-	-	-	-	2,500
700-10-5433-3-38	CURB & GUTTER- OPERATING EXP	-	-	-	-	-	-
700-10-5810-6-01	PRINCIPAL PAYMENTS ON LEASES	49,763	51,240	-	-	-	-
700-10-5820-6-01	INTEREST PAYMENTS ON LEASES	2,868	1,392	-	-	-	-
700-10-5950-3-38	STORMWATER-TRANSFER OUT	99,300	195,536	193,520	185,320	193,520	187,920
700-10-5999-3-37	PREMIUM ON NOTES ISSUED	(41,326)	-	-	-	-	-
700-10-5999-3-38	SW DISCOUNT ON L-T DEBT	6,588	-	-	-	-	-
700-10-5999-3-39	SW DEBT ISSUANCE COSTS	13,685	-	-	-	-	-
TOTAL EXPENDITURES		<u>1,440,856</u>	<u>609,605</u>	<u>800,138</u>	<u>377,451</u>	<u>531,472</u>	<u>541,780</u>
STORMWATER FUND TOTAL		<u><u>(37,991)</u></u>	<u><u>76,180</u></u>	<u><u>(211,338)</u></u>	<u><u>(24,079)</u></u>	<u><u>66,328</u></u>	<u><u>50,720</u></u>

**CITY OF WAUPUN
2024 Budget**

DEBT SERVICE

	2021 Actual	2022 Actual	2023 Budget	2023 8 Month Actual	2023 Estimated	2024 Budget
REVENUES						
Other Financing Sources						
Transfers In	\$ 2,489,760	\$ 770,443	\$ 805,455	\$ 694,528	\$ 861,879	\$ 1,006,937
Fund Balance Applied	-	-	22,000	-	22,000	-
TOTAL REVENUES	2,489,760	770,443	827,455	694,528	883,879	1,006,937
EXPENDITURES						
Principal	2,874,527	1,220,000	1,260,000	865,000	1,260,000	1,386,513
Interest and Fiscal Charges	398,626	353,628	355,535	277,422	411,310	432,530
Capital Lease Costs	21,122	58,086	-	-	-	-
Other Financing Uses						
Paid to escrow agent	-	-	-	-	-	-
Premium on bonds	-	-	-	-	-	-
Debt issuance costs	-	-	-	-	-	-
TOTAL EXPENDITURES	3,294,276	1,631,714	1,615,535	1,142,422	1,671,310	1,819,042
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(804,516)	(861,270)	(788,080)	(447,894)	(787,431)	(812,105)
LOCAL PROPERTY TAX	768,233	783,244	788,080	596,329	788,080	812,105
NET CHANGE IN FUND BALANCE	(36,283)	(78,026)	(22,000)	148,435	(21,351)	-
FUND BALANCE - BEGINNING OF YEAR	169,605	133,322	55,296	55,296	55,296	33,945
FUND BALANCE - END OF YEAR	<u>\$ 133,322</u>	<u>\$ 55,296</u>	<u>\$ 33,296</u>	<u>\$ 203,731</u>	<u>\$ 33,945</u>	<u>\$ 33,945</u>

CITY OF WAUPUN
2024 Budget
Debt Service Fund

Account Number	Account Title	2023					
		2021 Actual	2022 Actual	2023 Budget	8 Month Actual	2023 Estimated	2024 Budget
DEBT SERVICE FUND							
REVENUES							
300-41-4111-0-00	GENERAL PROPERTY TAXES	\$ 768,233	\$ 783,244	\$ 788,080	\$ 596,329	\$ 788,080	\$ 812,105
300-48-4811-0-00	INTEREST REVENUE	164	1,334	375	1,024	1,024	1,000
300-48-4813-0-00	OPERATING TRANSFER IN-TIF #5	-	-	-	-	-	-
300-48-4817-0-00	OPERATING TRANSFER IN-STORM	-	-	-	-	-	-
300-49-4913-0-00	OPERATING TRANSFER IN-TIF #5	423,184	384,850	379,050	379,050	379,050	378,050
300-49-4914-0-00	OPERATING TRANSFER IN-TIF #3	-	3,386	32,967	32,895	32,967	32,377
300-49-4915-0-00	OPERATING TRANSFER IN-TIF #6	53,000	53,000	53,000	53,000	53,000	55,000
300-49-4916-0-00	OPERATING TRANSFER IN-TIF #7	108,038	132,338	131,138	28,069	131,138	154,938
300-49-4917-0-00	OPERATING TRANSFER IN-STORM	99,300	195,536	193,520	185,320	193,520	187,920
300-49-4918-0-00	OPERATING TRANSFER IN-TIF #8	-	-	15,405	15,171	15,405	94,152
300-49-4919-0-00	REFUNDING BONDS ISSUED	-	-	-	-	-	-
300-49-4920-0-00	OPERATING TRANSFER IN-LIBRARY	-	-	-	-	-	-
300-49-4921-0-00	OPERATING TRANSFER IN-CPF 400	1,806,074	-	-	-	-	-
300-49-4922-0-00	OPERATING TRANSFER IN-TIF #9	-	-	-	-	55,775	103,500
300-49-4931-0-00	FUND BALANCES APPLIED	-	-	22,000	-	22,000	-
TOTAL REVENUES		<u>3,257,993</u>	<u>1,553,687</u>	<u>1,615,535</u>	<u>1,290,857</u>	<u>1,671,959</u>	<u>1,819,042</u>
EXPENDITURES							
300-10-5811-6-00	PRINCIPAL ON NOTES-2021 ROCK-N	-	110,000	115,000	115,000	115,000	115,000
300-10-5821-6-00	INTEREST ON NOTES-2021 ROCK-NE	-	20,520	22,350	22,350	22,350	18,900
300-10-5908-6-00	PRINCIPAL LOAN 2023 BCPL TID8	-	-	-	-	-	41,513
300-10-5910-6-00	PRINCIPAL ON BONDS-2020 TID5 R	120,000	270,000	275,000	275,000	275,000	285,000
300-10-5911-6-00	PRINCIPAL ON BONDS - 2019 STFL	-	-	-	-	-	-
300-10-5912-6-00	PRINCIPAL ON BONDS - 2019 GO	200,000	200,000	225,000	225,000	225,000	235,000
300-10-5913-6-00	PRINCIPAL ON BONDS - 2017 GO	50,000	75,000	75,000	-	75,000	100,000
300-10-5914-6-00	PRINCIPAL ON BONDS - 2016 GO	320,000	335,000	320,000	-	320,000	330,000
300-10-5915-6-00	PRINCIPAL ON STATE TRUST LOAN	-	-	-	-	-	-
300-10-5916-6-00	PRINCIPAL ON NOTES-HOTEL	154,527	-	-	-	-	-
300-10-5917-6-00	PRINCIPAL ON BONDS-BUILDINGS	-	-	-	-	-	-
300-10-5918-6-00	PRINCIPAL ON BONDS-TIF #5	-	-	-	-	-	-
300-10-5919-6-00	PRINCIPAL ON BONDS-POOL	2,030,000	230,000	230,000	230,000	230,000	235,000
300-10-5920-6-00	PRINCIPAL ON LOANS-2022 TID3,8	-	-	20,000	20,000	20,000	45,000
300-10-5921-6-00	INTEREST ON BONDS-BUILDINGS	-	-	-	-	-	-
300-10-5922-6-00	INTEREST ON LOANS-2022 TID 3,8	-	3,386	28,372	28,065	28,372	24,460
300-10-5923-6-00	INTEREST ON BONDS-2017 GO	58,038	57,338	56,138	28,069	56,138	54,938
300-10-5924-6-00	INTEREST ON BONDS-2016 GO	62,225	55,825	49,125	24,563	49,125	42,725
300-10-5925-6-00	INTEREST ON STATE TRUST LOAN	-	-	-	-	-	-
300-10-5926-6-00	INTEREST ON NOTES-HOTEL	5,408	-	-	-	-	-
300-10-5927-6-00	INTEREST ON BONDS-TIF #5	-	-	-	-	-	-
300-10-5929-6-00	INTEREST ON BONDS-POOL	57,158	36,760	39,050	39,050	39,050	32,150
300-10-5930-6-00	INTEREST ON BONDS-2019 GO	71,350	63,350	54,850	29,675	54,850	45,650
300-10-5931-6-00	INTEREST ON BONDS-2019 STFL	-	-	-	-	-	-
300-10-5932-6-00	INTEREST ON BONDS-2020 TID5 RE	143,248	114,850	104,050	104,050	104,050	93,050
300-10-5933-6-00	INTEREST ON BONDS-2023 TID 9	-	-	-	-	55,775	103,500
300-10-5934-6-00	INTEREST LOAN 2023 BCPL TID8	-	-	-	-	-	15,557
300-10-5935-6-00	CAPITAL LEASE-2019 LED LIGHTIN	21,122	58,086	-	-	-	-
300-10-5940-6-00	PAID TO ESCROW AGENT	-	-	-	-	-	-
300-10-5941-6-00	PREMIUM ON BONDS ISSUED	-	-	-	-	-	-
300-10-5942-6-00	DEBT ISSUANCE COST	-	-	-	-	-	-
300-10-5943-6-00	PAYING AGENT FEES	1,200	1,600	1,600	1,600	1,600	1,600
TOTAL EXPENDITURES		<u>3,294,276</u>	<u>1,631,714</u>	<u>1,615,535</u>	<u>1,142,422</u>	<u>1,671,310</u>	<u>1,819,042</u>
DEBT SERVICE FUND TOTAL		<u>\$ (36,283)</u>	<u>\$ (78,026)</u>	<u>\$ -</u>	<u>\$ 148,435</u>	<u>\$ 649</u>	<u>\$ -</u>

**CITY OF WAUPUN
2024 Budget**

CAPITAL IMPROVEMENTS

	2021 Actual	2022 Actual	2023 Budget	2023 8 Month Actual	2023 Estimated	2024 Budget
REVENUES						
General Property Taxes	\$ 420,000	\$ 390,000	\$ 340,000	\$ 257,273	\$ 340,000	\$ 340,000
Intergovernmental	98,923	211,214	2,589,434	3,483,950	3,483,950	2,576,877
Misc Revenues	1,498	729	-	23,112	23,112	-
Investment Income	655	5,391	8,000	13,989	19,000	8,000
Special Assessments	-	114,851	100,000	-	10,000	-
Other Financing Sources						
Long-term Debt Proceeds	2,060,000	-	-	-	-	-
Capital Lease Proceeds	-	-	-	-	-	-
Transfers In	117,000	57,000	680,000	221,763	221,763	219,010
TOTAL REVENUES	2,698,076	779,185	3,717,434	4,000,088	4,097,825	3,143,887
EXPENDITURES						
Capital Outlay						
General Government	32,809	-	-	-	-	86,300
Public Safety	10,694	25,950	255,095	185,950	185,950	-
Public Works	693,005	694,956	450,000	165,001	454,223	256,000
Culture, Recreation, and Education	27,028	113,882	2,530,000	327,271	378,985	2,786,500
Other Financing Uses						
Debt Issuance Costs	(89,039)	-	-	-	-	-
Transfers Out	1,806,074	-	-	-	-	-
TOTAL EXPENDITURES	2,480,571	834,788	3,235,095	678,222	1,019,158	3,128,800
NET CHANGE IN FUND BALANCE	217,505	(55,603)	482,339	3,321,866	3,078,667	15,087
FUND BALANCE - BEGINNING OF YEAR	1,075,349	1,292,854	1,237,251	1,237,251	1,237,251	4,315,918
FUND BALANCE - END OF YEAR	\$ 1,292,854	\$ 1,237,251	\$ 1,719,590	\$ 4,559,117	\$ 4,315,918	\$ 4,331,005

CITY OF WAUPUN
2024 Budget
Capital Improvements Fund

Account Number	Account Title	2021	2022	2023	2023	2023	2024
		Actual	Actual	Budget	8 Month Actual	Estimated	Budget
CAPITAL IMPROVEMENTS FUND							
REVENUES							
400-41-4111-0-00	GENERAL PROPERTY TAXES-CIF	\$ 420,000	\$ 390,000	\$ 340,000	\$ 257,273	\$ 340,000	\$ 340,000
400-42-4230-0-00	SIDEWALKS	-	114,851	100,000	-	10,000	-
400-42-4290-0-00	SPECIAL ASSESSMENT-INTEREST	-	-	-	-	-	-
400-43-4341-0-00	STATE SHARED REVENUES-EXP REST	72,118	69,162	74,434	74,434	74,434	61,877
400-43-4355-0-00	GRANT REVENUE SENIOR CENTER	-	95,310	-	3,394,016	3,394,016	2,500,000
400-43-4360-0-00	STATE GRANT REVENUES	11,805	31,392	2,500,000	-	-	-
400-43-4361-0-00	PAYMENT FOR MUNICIPAL SERVICES	-	-	-	-	-	-
400-46-4678-0-00	FEES-REC FACILITY MAINTENANCE	15,000	15,350	15,000	15,500	15,500	15,000
400-48-4811-0-00	INTEREST REVENUE	655	5,391	8,000	13,989	19,000	8,000
400-48-4813-0-00	MISCELLANEOUS REVENUE	1,498	729	-	23,112	23,112	-
400-49-4912-0-00	PROCEEDS OF LONG-TERM DEBT	2,060,000	-	-	-	-	-
400-49-4914-0-00	PROCEEDS FROM FDL COUNTY	-	-	-	-	-	-
400-49-4916-0-00	PROCEEDS FROM CAPITAL LEASE	-	-	-	-	-	-
400-49-4920-0-00	TRANSFERS IN FROM OTHER FUNDS	117,000	57,000	680,000	221,763	221,763	219,010
TOTAL REVENUES		<u>2,698,076</u>	<u>779,185</u>	<u>3,717,434</u>	<u>4,000,088</u>	<u>4,097,825</u>	<u>3,143,887</u>
EXPENDITURES							
400-10-5140-8-00	CAPITAL IMPROVEMENTS-CITY HALL	32,809	-	-	-	-	86,300
400-40-5211-8-00	CAPITAL IMPROVEMENT-PUB SAFETY	10,694	25,950	255,095	185,950	185,950	-
400-70-5412-8-00	CAPITAL IMPRV-PUBLIC WORKS	-	2,967	-	-	-	-
400-70-5420-8-00	CAPITAL IMPR-ENGINEERING	20,899	9,188	-	-	-	6,000
400-70-5433-8-00	CAPITAL IMPROVEMENT-CURB & GUT	-	-	-	-	-	-
400-70-5436-1-10	SALARIES/WAGES-CAPITAL IMPROVE	-	1,607	-	2,991	2,991	-
400-70-5436-2-20	HEALTH-CAPITAL IMPROVEMENT	-	192	-	788	788	-
400-70-5436-2-21	LIFE-CAPITAL IMPROVEMENT	-	7	-	7	7	-
400-70-5436-2-22	RETIREMENT-CAPITAL IMPROVEMENT	-	104	-	203	203	-
400-70-5436-2-23	SOC SECURITY-CAPITAL IMPROVEME	-	118	-	217	217	-
400-70-5436-2-29	INCOME CONTINUATION-CAPITAL IM	-	9	-	17	17	-
400-70-5436-3-38	OPERATING EXP-CAPITAL IMPROVEM	-	-	-	44,196	-	-
400-70-5436-8-00	CAPITAL IMPROV-STREETS	672,106	421,449	250,000	110,791	250,000	250,000
400-70-5444-8-00	CAPITAL IMPROVEMENT-SIDEWALKS	-	259,315	200,000	5,791	200,000	-
400-20-5512-8-00	CAPITAL IMPROVEMENTS-MUSEUM	-	6,788	-	-	-	73,000
400-20-5513-8-00	CAPITAL IMPROVEMENTS-SENIOR CE	5,966	96,070	2,500,000	298,286	350,000	2,700,000
400-20-5514-8-00	CAPITAL IMPROVEMENTS-COMMUNITY	-	-	30,000	-	-	-
400-20-5523-8-00	CAPITAL IMPROVEMENTS-AQUATIC F	-	-	-	-	-	13,500
400-20-5525-8-00	CAPITAL IMPROVEMENTS-PARKS	21,063	11,023	-	28,985	28,985	-
400-60-5511-8-00	CAPITAL IMPROVEMENTS-LIBRARY	-	-	-	-	-	-
400-10-5950-3-38	OPERATING TRANSFER OUT	-	-	-	-	-	-
400-80-5950-3-38	OPERATING TRANS OUT-CIF TO DSF	1,806,074	-	-	-	-	-
400-10-5999-3-37	PREMIUM ON BONDS ISSUED	(145,078)	-	-	-	-	-
400-10-5999-3-38	DISCOUNT ON LONG-TERM DEBT	16,652	-	-	-	-	-
400-10-5999-3-39	DEBT ISSUANCE COSTS	39,387	-	-	-	-	-
TOTAL EXPENDITURES		<u>2,480,571</u>	<u>834,788</u>	<u>3,235,095</u>	<u>678,222</u>	<u>1,019,158</u>	<u>3,128,800</u>
CAPITAL IMPROVEMENTS FUND TOTAL		<u>\$ 217,505</u>	<u>\$ (55,603)</u>	<u>\$ 482,339</u>	<u>\$ 3,321,866</u>	<u>\$ 3,078,667</u>	<u>\$ 15,087</u>

**CITY OF WAUPUN
2024 Budget**

EQUIPMENT REPLACEMENT

	2021 Actual	2022 Actual	2023 Budget	2023 8 Month Actual	2023 Estimated	2024 Budget
REVENUES						
General Property Taxes	\$ 169,350	\$ 225,000	\$ 225,000	\$ 170,254	\$ 225,000	\$ 225,000
Grant Revenue	-	32,349	-	268,600	268,600	5,000
Intergovernmental	-	-	-	-	-	-
Sale of property	25,108	32,907	4,000	25,409	25,409	4,000
Investment Income	254	2,634	1,000	7,022	8,020	5,000
Miscellaneous Revenue	7,572	16,379	-	-	-	-
Other Financing Sources						
Long-term Debt Proceeds	100,000	-	-	80,000	80,000	-
Transfers In	-	-	-	-	-	-
TOTAL REVENUES	302,284	309,269	230,000	551,285	607,029	239,000
EXPENDITURES						
Capital Outlay						
General Government	5,895	17,632	27,743	1,586	7,000	14,000
Public Safety	174,696	172,647	160,687	343,584	357,069	143,124
Public Works	61,500	228,933	141,500	114,436	141,500	101,617
Culture, Recreation, and Education	-	12,052	5,000	5,000	5,000	5,000
Other Financing Uses						
Premium on Bonds Issued	-	-	-	-	-	-
Debt Issuance Costs	-	-	-	-	-	-
TOTAL EXPENDITURES	242,091	431,265	334,930	464,606	510,569	263,741
NET CHANGE IN FUND BALANCE	60,193	(121,996)	(104,930)	86,679	96,460	(24,741)
FUND BALANCE - BEGINNING OF YEAR	374,830	435,023	313,027	313,027	313,027	409,487
FUND BALANCE - END OF YEAR	\$ 435,023	\$ 313,027	\$ 208,097	\$ 399,706	\$ 409,487	\$ 384,746

CITY OF WAUPUN
2024 Budget
Equipment Replacement Fund

Account Number	Account Title	2021	2022	2023	2023	2023	2024
		Actual	Actual	Budget	8 Month Actual	Estimated	Budget
EQUIPMENT REPLACEMENT FUND							
REVENUES							
410-41-4111-0-00	GENERAL PROPERTY TAXES-ERF	\$ 169,350	\$ 225,000	\$ 225,000	\$ 170,254	\$ 225,000	\$ 225,000
410-43-4355-0-00	GRANT REVENUE-ERF	-	-	-	-	-	5,000
410-43-4361-0-00	PAYMENT FOR MUNICIPAL SERVICES	-	-	-	-	-	-
410-43-4328-0-00	FEDERAL GRANT-MISC	-	32,349	-	268,600	268,600	-
410-48-4811-0-00	INTEREST REVENUE	254	2,634	1,000	7,022	8,020	5,000
410-48-4831-0-00	SALE OF CITY PROPERTY	25,108	32,907	4,000	25,409	25,409	4,000
410-48-4841-0-00	INSURANCE RECOVERIES	-	14,379	-	-	-	-
410-48-4861-0-00	DONATIONS FROM ORG&INDIVIDUALS	7,572	2,000	-	-	-	-
410-49-4912-0-00	PROCEEDS OF LONG-TERM DEBT	-	-	-	-	-	-
410-49-4930-0-00	TRANSFERS IN FROM OTHER FUNDS	100,000	-	-	80,000	80,000	-
TOTAL REVENUES		<u>302,284</u>	<u>309,269</u>	<u>230,000</u>	<u>551,285</u>	<u>607,029</u>	<u>239,000</u>
EXPENDITURES							
410-10-5110-4-00	EQUIPMENT-COMMON COUNCIL	-	-	-	-	-	-
410-10-5140-4-00	EQUIPMENT-CITY HALL	5,895	17,632	27,743	1,586	7,000	14,000
410-10-5141-4-00	EQUIPMENT-CLERK	-	-	-	-	-	-
410-10-5142-4-00	EQUIPMENT-ELECTIONS	-	-	-	-	-	-
410-10-5191-4-00	EQUIPMENT-ECONOMIC DEVELOPMENT	-	-	-	-	-	-
410-10-5197-4-00	EQUIPMENT-INFO TECHNOLOGY	-	-	-	-	-	-
410-10-5534-4-00	EQUIPMENT-CELEBRAT/ENTERTAINME	-	-	-	-	-	-
410-10-5999-3-37	PREMIUM ON BONDS ISSUED	-	-	-	-	-	-
410-10-5999-3-39	DEBT ISSUANCE COSTS	-	-	-	-	-	-
410-20-5513-4-00	EQUIPMENT-SENIOR CENTER	-	-	-	-	-	-
410-20-5523-4-00	EQUIPMENT-AQUATIC FACILITY	-	12,052	5,000	5,000	5,000	5,000
410-20-5525-4-00	EQUIPMENT-PARKS	-	-	-	-	-	-
410-40-5211-4-00	EQUIPMENT-POLICE	110,126	112,767	130,187	116,701	130,187	131,624
410-50-5231-4-00	EQUIPMENT-FIRE	64,570	59,880	30,500	226,882	226,882	11,500
410-60-5511-4-00	EQUIPMENT-LIBRARY	-	-	-	-	-	-
410-70-5410-4-00	EQUIPMENT-BUILDINGS & GROUNDS	-	-	-	-	-	-
410-70-5411-4-00	EQUIPMENT-STREETS	-	175,812	-	-	-	-
410-70-5412-4-00	EQUIPMENT-PUBLIC WORKS	61,500	53,121	141,500	114,436	141,500	101,617
TOTAL EXPENDITURES		<u>242,091</u>	<u>431,265</u>	<u>334,930</u>	<u>464,606</u>	<u>510,569</u>	<u>263,741</u>
EQUIPMENT REPLACEMENT FUND TOTAL		<u>\$ 60,193</u>	<u>\$ (121,996)</u>	<u>\$ (104,930)</u>	<u>\$ 86,679</u>	<u>\$ 96,460</u>	<u>\$ (24,741)</u>

**CITY OF WAUPUN
2024 Budget**

TAX INCREMENTAL DISTRICT NO. 3

	2021 Actual	2022 Actual	2023 Budget	2023 8 Month Actual	2023 Estimated	2024 Budget
REVENUES						
Tax Increment	\$ 133,830	\$ 150,805	\$ 130,000	\$ 95,112	\$ 95,112	\$ 164,463
Intergovernmental Revenue	32,388	20,598	20,598	20,598	20,598	20,598
Payment In Lieu of Tax	9,709	9,814	9,000	9,762	9,762	9,000
Miscellaneous Revenues	-	440,000	-	134,200	134,200	50,000
TOTAL REVENUES	175,927	621,217	159,598	259,672	259,672	244,061
EXPENDITURES						
Administrative Expenditures	7,018	4,855	16,116	14,325	14,563	13,845
Capital Outlay	87,052	181,904	110,000	111,404	111,404	160,000
Interest and Fiscal Charges	8,935	3,386	32,967	32,895	32,895	32,377
TOTAL EXPENDITURES	103,004	190,145	159,083	158,624	158,862	206,222
NET CHANGE IN FUND BALANCE	72,923	431,072	515	101,049	100,810	37,839
FUND BALANCE - BEGINNING OF YEAR	(424,621)	(351,698)	79,374	79,374	79,374	180,184
FUND BALANCE - END OF YEAR	\$ (351,698)	\$ 79,374	\$ 79,889	\$ 180,423	\$ 180,184	\$ 218,023

CITY OF WAUPUN
2024 Budget
Tax Increment District #3

Account Number	Account Title	2021	2022	2023	2023	2023	2024
		Actual	Actual	Budget	8 Month Actual	Estimated	Budget
TAX INCREMENT DISTRICT #3							
REVENUES							
405-41-4112-0-00	TAXES-TAX INCREMENTAL DISTRICT	\$ 133,830	\$ 150,805	\$ 130,000	\$ 95,112	\$ 95,112	\$ 164,463
405-41-4115-0-00	TAX-COMPUTER EXEMPT PROPERTY	8,287	8,287	8,287	8,287	8,287	8,287
405-41-4116-0-00	TAX-EXEMPT PERSONAL PROPERTY	24,101	12,311	12,311	12,311	12,311	12,311
405-42-4240-0-00	PAYMENT IN LIEU OF TAX	9,709	9,814	9,000	9,762	9,762	9,000
405-43-4355-0-00	STATE GRANT	-	-	-	-	-	-
405-43-4356-0-00	WEDC GRANT	-	-	-	134,200	134,200	50,000
405-48-4861-0-00	DONATIONS FROM ORG&INDIVIDUALS	-	-	-	-	-	-
405-49-4912-0-00	PROCEEDS OF LONG-TERM DEBT	-	440,000	-	-	-	-
TOTAL REVENUES		<u>175,927</u>	<u>621,217</u>	<u>159,598</u>	<u>259,672</u>	<u>259,672</u>	<u>244,061</u>
EXPENDITURES							
405-70-5436-1-10	TIF #3-SALARIES/WAGES	5,342	3,356	11,422	8,553	8,553	8,361
405-70-5436-1-11	TIF #3-OVERTIME	-	-	-	-	-	-
405-70-5436-2-20	TIF #3-HEALTH INSURANCE	399	356	1,901	1,710	1,710	1,356
405-70-5436-2-21	TIF #3-LIFE INSURANCE	4	6	52	48	60	42
405-70-5436-2-22	TIF #3-RETIREMENT	353	222	777	582	777	582
405-70-5436-2-23	TIF #3-SOCIAL SECURITY	392	260	874	600	600	640
405-70-5436-2-24	TIF #3-SS-MEDICARE	-	-	-	-	-	-
405-70-5436-2-29	TIF #3-INCOME CONTINUE	27	26	90	59	90	90
405-70-5436-3-33	TIF #3-POSTAGE	-	-	-	-	-	-
405-70-5436-3-35	TIF #3-NEWSPAPER PUB.	-	-	-	-	-	-
405-70-5436-3-38	TIF #3-OPERATING EXPENSES	87,052	110,622	110,000	3,650	3,650	110,000
405-70-5436-3-39	TIF #3-PROFESSIONAL SERVICES	500	630	1,000	2,774	2,774	2,774
405-70-5436-8-00	TIF #3-CAPITAL OUTLAY	-	71,282	-	107,754	107,754	50,000
405-70-5950-3-38	OPERATING TRANSFER OUT-DSF	-	3,386	32,967	32,895	32,895	32,377
405-10-5921-6-00	INTEREST EXPENSES ON ADVANCES	8,935	-	-	-	-	-
TOTAL EXPENDITURES		<u>103,004</u>	<u>190,145</u>	<u>159,083</u>	<u>158,624</u>	<u>158,862</u>	<u>206,222</u>
TAX INCREMENT DISTRICT #3 TOTAL		<u>72,923</u>	<u>431,072</u>	<u>515</u>	<u>101,049</u>	<u>100,810</u>	<u>37,839</u>

**CITY OF WAUPUN
2024 Budget**

TAX INCREMENTAL DISTRICT NO. 5

	2021 Actual	2022 Actual	2023 Budget	2023 8 Month Actual	2023 Estimated	2024 Budget
REVENUES						
Tax Increment	339,156	411,737	390,000	302,337	390,000	398,787
Intergovernmental Revenue	8,592	5,345	5,345	5,345	5,345	5,345
Payment in Lieu of Tax	15,566	14,465	13,000	7,153	7,153	7,153
Miscellaneous Revenues	8,010	-	-	24,735	24,735	24,735
Other Financing Sources						
Long-term Debt Proceeds	-	-	-	-	-	-
Transfers In	51,000	-	-	-	-	-
TOTAL REVENUES	422,324	431,547	408,345	339,569	427,233	436,020
EXPENDITURES						
Administrative Expenditures	650	780	2,000	913	914	1,150
Capital Outlay	-	-	-	-	-	-
Debt Issuance Costs	-	-	-	-	-	-
Debt Service - Transfers Out	423,184	384,850	379,050	379,050	379,050	378,050
TOTAL EXPENDITURES	423,834	385,630	381,050	379,963	379,964	379,200
NET CHANGE IN FUND BALANCE	(1,510)	45,917	27,295	(40,394)	47,269	56,820
FUND BALANCE - BEGINNING OF YEAR	(1,791,363)	(1,792,872)	(1,746,956)	(1,746,956)	(1,746,956)	(1,699,687)
FUND BALANCE - END OF YEAR	\$ (1,792,872)	\$ (1,746,956)	\$ (1,719,661)	\$ (1,787,350)	\$ (1,699,687)	\$ (1,642,867)

CITY OF WAUPUN
2024 Budget
Tax Increment District #5

Account Number	Account Title	2021	2022	2023	2023	2023	2024
		Actual	Actual	Budget	8 Month Actual	Estimated	Budget
TAX INCREMENT DISTRICT #5							
REVENUES							
401-41-4112-0-00	TAXES-TAX INCREMENTAL DISTRICT	\$ 339,156	\$ 411,737	\$ 390,000	\$ 302,337	\$ 390,000	\$ 398,787
401-41-4115-0-00	TAX-COMPUTER EXEMPT PROPERTY	785	785	785	785	785	785
401-41-4116-0-00	TAX-EXEMPT PERSONAL PROPERTY	7,807	4,560	4,560	4,560	4,560	4,560
401-41-4130-0-00	PAYMENT IN LIEU OF TAX	15,566	14,465	13,000	7,153	7,153	7,153
401-42-4240-0-00	DEVELOPER GUARANTEES	-	-	-	24,735	24,735	24,735
401-48-4811-0-00	TIF 5 INTEREST REVENUE	-	-	-	-	-	-
401-48-4831-0-00	SALE OF CITY PROPERTY	8,010	-	-	-	-	-
401-48-4861-0-00	DONATIONS FROM ORG&INDIVIDUALS	-	-	-	-	-	-
401-49-4919-0-00	FARMING-TIF 5	-	-	-	-	-	-
401-49-4912-0-00	PROCEEDS OF LONG-TERM DEBT	-	-	-	-	-	-
401-49-4920-0-00	TRANSFER FROM GENERAL FUND	51,000	-	-	-	-	-
TOTAL REVENUES		<u>422,324</u>	<u>431,547</u>	<u>408,345</u>	<u>339,569</u>	<u>427,233</u>	<u>436,020</u>
EXPENDITURES							
401-10-5199-3-38	PRIOR YR UNCOLLECTABLE ACCOUNT	-	-	-	-	-	-
401-10-5921-6-00	INTEREST EXPENSES ON ADVANCES	-	-	-	-	-	-
401-10-5999-3-37	TID 5 PREMIUM ON BONDS ISSUED	-	-	-	-	-	-
401-10-5999-3-39	TID 5 ISSUANCE COSTS	-	-	-	-	-	-
401-70-5436-1-10	TIF #5 DEVELOP-SALARIES/WAGES	-	-	-	-	-	-
401-70-5436-1-11	TIF #5 DEVELOP-OVERTIME	-	-	-	-	-	-
401-70-5436-2-20	TIF #5 DEVELOP-HEALTH INS	-	-	-	-	-	-
401-70-5436-2-21	TIF #5 DEVELOP-LIFE INSURANCE	-	-	-	-	-	-
401-70-5436-2-22	TIF #5 DEVELOP-RETIREMENT	-	-	-	-	-	-
401-70-5436-2-23	TIF #5 DEVELOP-SOC SECURITY	-	-	-	-	-	-
401-70-5436-2-29	TIF #5 DEVELOP-INCOME CONTINU	-	-	-	-	-	-
401-70-5436-3-33	TIF #5 DEVELOP-POSTAGE	-	-	-	1	1	-
401-70-5436-3-35	TIF #5 DEVELOP-NEWSPAPER PUB.	-	-	-	-	-	-
401-70-5436-3-38	TIF #5 DEVELOP-OPERATING EXP	150	150	1,000	150	150	150
401-70-5436-3-39	TIF #5 DEVEL-PROFESSIONAL SVCS	500	630	1,000	763	763	1,000
401-70-5436-8-00	TIF #5 DEVELOP-CAPITAL OUTLAY	-	-	-	-	-	-
401-70-5950-3-38	OPERATING TRANSFER OUT-DSF	423,184	384,850	379,050	379,050	379,050	378,050
TOTAL EXPENDITURES		<u>423,834</u>	<u>385,630</u>	<u>381,050</u>	<u>379,963</u>	<u>379,964</u>	<u>379,200</u>
TAX INCREMENT DISTRICT #5 TOTAL		<u>(1,510)</u>	<u>45,917</u>	<u>27,295</u>	<u>(40,394)</u>	<u>47,269</u>	<u>56,820</u>

**CITY OF WAUPUN
2024 Budget**

TAX INCREMENTAL DISTRICT NO. 6

	2021 Actual	2022 Actual	2023 Budget	2023 8 Month Actual	2023 Estimated	2024 Budget
REVENUES						
Tax Increment	\$ 129,632	\$ 133,165	\$ 90,000	\$ 74,569	\$ 90,000	\$ 103,236
Intergovernmental Revenue	11,404	8,488	8,488	8,488	8,488	8,488
Miscellaneous Revenues	-	-	-	-	-	-
TOTAL REVENUES	141,036	141,653	98,488	83,057	98,488	111,724
EXPENDITURES						
Administrative Expenditures	10,117	1,549	20,116	10,010	14,605	5,090
Capital Improvements	150	103,126	10,150	150	10,150	150
Interest and Fiscal Charges	8,479	14,935	12,630	-	-	12,630
Transfers Out	53,000	53,000	53,000	53,000	53,000	55,000
TOTAL EXPENDITURES	71,746	172,610	95,896	63,160	77,755	72,870
NET CHANGE IN FUND BALANCE	69,290	(30,957)	2,592	19,897	20,733	38,854
FUND BALANCE - BEGINNING OF YEAR	(421,303)	(352,013)	(382,971)	(382,971)	(382,971)	(362,238)
FUND BALANCE - END OF YEAR	\$ (352,013)	\$ (382,971)	\$ (380,378)	\$ (363,074)	\$ (362,238)	\$ (323,384)

CITY OF WAUPUN
2024 Budget
Tax Increment District #6

Account Number	Account Title	2021	2022	2023	2023	2023	2024
		Actual	Actual	Budget	8 Month Actual	Estimated	Budget
TAX INCREMENT DISTRICT #6							
REVENUES							
408-41-4112-0-00	TAXES-TAX INCREMENTAL DISTRICT	\$ 129,632	\$ 133,165	\$ 90,000	\$ 74,569	\$ 90,000	\$ 103,236
408-41-4115-0-00	TAX-COMPUTER EXEMPT PROPERTY	4,949	4,949	4,949	4,949	4,949	4,949
408-41-4116-0-00	TAX-EXEMPT PERSONAL PROPERTY	6,455	3,539	3,539	3,539	3,539	3,539
408-43-4357-0-00	STATE/FEDERAL GRANT-TIF 6	-	-	-	-	-	-
408-48-4871-0-00	REFUND OF PRIOR YR EXPENSES	-	-	-	-	-	-
	TOTAL REVENUES	141,036	141,653	98,488	83,057	98,488	111,724
EXPENDITURES							
408-70-5436-1-10	TIF #6-SALARIES/WAGES	2,834	362	11,422	6,937	6,937	-
408-70-5436-1-11	TIF #6-OVERTIME	-	-	-	-	-	-
408-70-5436-2-20	TIF #6-HEALTH INSURANCE	596	77	1,901	1,256	1,256	-
408-70-5436-2-21	TIF #6-LIFE INSURANCE	13	2	53	45	60	-
408-70-5436-2-22	TIF #6-RETIREMENT	191	24	777	472	777	-
408-70-5436-2-23	TIF #6-SOCIAL SECURITY	205	26	874	486	486	-
408-70-5436-2-24	TIF #6-SS-MEDICARE	-	-	-	-	-	-
408-70-5436-2-29	TIF #6-INCOME CONTINUATION	26	4	90	52	90	90
408-70-5436-3-32	TIF #6-UTILITIES	4,363	425	-	-	-	-
408-70-5436-3-35	TIF #6-NEWSPAPER PUB.	52	-	-	-	-	-
408-70-5436-3-38	TIF #6-OPERATING EXP	150	150	150	150	150	150
408-70-5436-3-39	TIF #6-PROFESSIONAL SERVICES	1,837	630	5,000	763	5,000	5,000
408-70-5436-8-00	CAPITAL OUTLAY	-	102,976	10,000	-	10,000	-
408-10-5921-6-00	INTEREST EXPENSES ON ADVANCES	8,479	14,935	12,630	-	-	12,630
408-10-5950-3-38	TIF #6-OPERATING TRANSFER OUT	53,000	53,000	53,000	53,000	53,000	55,000
	TOTAL EXPENDITURES	71,746	172,610	95,896	63,160	77,755	72,870
TAX INCREMENT DISTRICT #6 TOTAL		69,290	(30,957)	2,592	19,897	20,733	38,854

**CITY OF WAUPUN
2024 Budget**

TAX INCREMENTAL DISTRICT NO. 7

	2021 Actual	2022 Actual	2023 Budget	2023 8 Month Actual	2023 Estimated	2024 Budget
REVENUES						
Tax Increment	62,882	63,399	45,000	37,796	37,796	54,237
Intergovernmental Revenue	-	-	-	-	-	-
Miscellaneous Revenues	168	50,439	-	-	-	-
Other Financing Sources						
Long-term Debt Proceeds	-	-	-	-	-	-
TOTAL REVENUES	63,051	113,838	45,000	37,796	37,796	54,237
EXPENDITURES						
Administrative Expenditures	500	630	1,000	763	763	1,000
Capital Improvements	1,061	150	5,500	150	5,150	150
Interest and Fiscal Charges	-	-	-	-	-	-
Debt Service - Transfers Out	108,038	132,338	131,138	28,069	131,138	154,938
Other Financing Uses						
Premium on bonds	-	-	-	-	-	-
Debt issuance costs	-	-	-	-	-	-
TOTAL EXPENDITURES	109,599	133,118	137,638	28,981	137,051	156,088
NET CHANGE IN FUND BALANCE	(46,548)	(19,279)	(92,638)	8,815	(99,255)	(101,851)
FUND BALANCE - BEGINNING OF YEAR	(177,647)	(224,195)	(243,474)	(243,474)	(243,474)	(342,729)
FUND BALANCE - END OF YEAR	\$ (224,195)	\$ (243,474)	\$ (336,112)	\$ (234,659)	\$ (342,729)	\$ (444,579)

CITY OF WAUPUN
2024 Budget
Tax Increment District #7

Account Number	Account Title	2021	2022	2023	2023	2023	2024
		Actual	Actual	Budget	8 Month Actual	Estimated	Budget
TAX INCREMENT DISTRICT #7							
REVENUES							
407-41-4112-0-00	TAXES-TAX INCREMENTAL DISTRICT	\$ 62,882	\$ 63,399	\$ 45,000	\$ 37,796	\$ 37,796	\$ 54,237
407-41-4115-0-00	TAX-COMPUTER EXEMPT PROPERTY	-	-	-	-	-	-
407-41-4130-0-00	PAYMENT IN LIEU OF TAX	-	-	-	-	-	-
407-48-4811-0-00	TIF 7 INTEREST REVENUE	168	914	-	-	-	-
407-48-4821-0-00	TIF 7 RENT OF CITY PROPERTY	-	-	-	-	-	-
407-48-4831-0-00	SALE OF CITY PROPERTY	-	49,525	-	-	-	-
407-48-4871-0-00	REFUND OF PRIOR YR EXPENSES	-	-	-	-	-	-
407-49-4912-0-00	PROCEEDS OF LONG-TERM DEBT	-	-	-	-	-	-
	TOTAL REVENUES	63,051	113,838	45,000	37,796	37,796	54,237
EXPENDITURES							
407-70-5436-1-10	TIF #7 DEVELOP-SALARIES/WAGES	-	-	-	-	-	-
407-70-5436-2-20	TIF #7 DEVELOP-HEALTH INS	-	-	-	-	-	-
407-70-5436-2-21	TIF #7 DEVELOP-LIFE INSURANCE	-	-	-	-	-	-
407-70-5436-2-22	TIF #7 DEVELOP-RETIREMENT	-	-	-	-	-	-
407-70-5436-2-23	TIF #7 DEVELOP-SOC SECURITY	-	-	-	-	-	-
407-70-5436-2-29	TIF #7 DEVELOP-INCOME CONTINU	-	-	-	-	-	-
407-70-5436-3-35	TIF #7 DEVELOP-NEWSPAPER PUB.	-	-	-	-	-	-
407-70-5436-3-38	TIF #7 DEVELOP-OPERATING EXP	150	150	500	150	150	150
407-70-5436-3-39	TIF #7 DEVEL-PROFESSIONAL SVCS	500	630	1,000	763	763	1,000
407-70-5436-8-00	TIF #7 DEVELOP-CAPITAL OUTLAY	911	-	5,000	-	5,000	-
407-10-5950-3-38	OPERATING TRANSFER OUT-DSF	108,038	132,338	131,138	28,069	131,138	154,938
407-10-5999-3-37	PREMIUM ON BONDS ISSUED	-	-	-	-	-	-
407-10-5999-3-38	TID 7 DISCOUNT ON L-T DEBT	-	-	-	-	-	-
407-10-5999-3-39	TID 7 ISSUANCE COSTS	-	-	-	-	-	-
	TOTAL EXPENDITURES	109,599	133,118	137,638	28,981	137,051	156,088
	TAX INCREMENT DISTRICT #7 TOTAL	(46,548)	(19,279)	(92,638)	8,815	(99,255)	(101,851)

**CITY OF WAUPUN
2024 Budget**

TAX INCREMENTAL DISTRICT NO. 8

	2021 Actual	2022 Actual	2023 Budget	2023 8 Month Actual	2023 Estimated	2024 Budget
REVENUES						
Tax Increment	62,409	89,621	125,000	104,702	125,000	178,277
Intergovernmental Revenue	-	-	-	-	-	-
Payment in Lieu of Tax	-	-	-	-	-	-
Miscellaneous Revenues	-	-	-	-	-	-
Other Financing Sources						
Long-term Debt Proceeds	-	410,000	-	447,111	447,111	-
TOTAL REVENUES	62,409	499,621	125,000	551,813	572,111	178,277
EXPENDITURES						
Capital Outlay						
Capital Improvements	110,650	148,337	131,150	580,432	580,433	31,150
Administrative Expenditures	-	-	-	-	-	-
Interest and Fiscal Charges	-	-	-	-	-	-
Transfers Out	-	-	15,405	15,171	15,405	94,152
Other Financing Uses						
Premium on bonds	-	-	-	-	-	-
Debt issuance costs	-	-	-	-	-	-
TOTAL EXPENDITURES	110,650	148,337	146,555	595,603	595,838	125,302
NET CHANGE IN FUND BALANCE	(48,241)	351,284	(21,555)	(43,790)	(23,727)	52,975
FUND BALANCE - BEGINNING OF YEAR	(249,321)	(297,562)	53,722	53,722	53,722	29,995
FUND BALANCE - END OF YEAR	\$ (297,562)	\$ 53,722	\$ 32,167	\$ 9,933	\$ 29,995	\$ 82,970

CITY OF WAUPUN
2024 Budget
Tax Increment District #8

Account Number	Account Title	2021	2022	2023	2023	2023	2024
		Actual	Actual	Budget	8 Month Actual	Estimated	Budget
TAX INCREMENT DISTRICT #8							
REVENUES							
418-41-4112-0-00	TAXES-TAX INCREMENTAL DISTRICT	\$ 62,409	\$ 89,621	\$ 125,000	\$ 104,702	\$ 125,000	\$ 178,277
418-41-4115-0-00	TAX-COMPUTER EXEMPT PROPERTY	-	-	-	-	-	-
418-41-4130-0-00	PAYMENT IN LIEU OF TAX	-	-	-	-	-	-
418-48-4811-0-00	TIF 8 INTEREST REVENUE	-	-	-	-	-	-
418-48-4831-0-00	SALE OF CITY PROPERTY	-	-	-	-	-	-
418-49-4912-0-00	PROCEEDS OF LONG-TERM DEBT	-	410,000	-	447,111	447,111	-
	TOTAL REVENUES	<u>62,409</u>	<u>499,621</u>	<u>125,000</u>	<u>551,813</u>	<u>572,111</u>	<u>178,277</u>
EXPENDITURES							
418-70-5436-1-10	TIF #8 DEVELOP-SALARIES/WAGES	-	-	-	-	-	-
418-70-5436-2-20	TIF #8 DEVELOP-HEALTH INS	-	-	-	-	-	-
418-70-5436-2-21	TIF #8 DEVELOP-LIFE INSURANCE	-	-	-	-	-	-
418-70-5436-2-22	TIF #8 DEVELOP-RETIREMENT	-	-	-	-	-	-
418-70-5436-2-23	TIF #8 DEVELOP-SOC SECURITY	-	-	-	-	-	-
418-70-5436-2-29	TIF #8 DEVELOP-INCOME CONTINU	-	-	-	-	-	-
418-70-5436-3-35	TIF #8 DEVELOP-NEWSPAPER PUB.	-	-	-	-	-	-
418-70-5436-3-38	TIF #8 DEVELOP-OPERATING EXP	150	150	150	449,670	449,670	150
418-70-5436-3-39	TIF #8 DEVEL-PROFESSIONAL SVCS	500	630	1,000	763	763	1,000
418-70-5436-8-00	TIF #8 DEVELOP-CAPITAL OUTLAY	110,000	147,557	130,000	130,000	130,000	30,000
418-10-5950-3-38	OPERATING TRANSFER OUT-DSF	-	-	15,405	15,171	15,405	94,152
	TOTAL EXPENDITURES	<u>110,650</u>	<u>148,337</u>	<u>146,555</u>	<u>595,603</u>	<u>595,838</u>	<u>125,302</u>
TAX INCREMENT DISTRICT #8 TOTAL		<u>(48,241)</u>	<u>351,284</u>	<u>(21,555)</u>	<u>(43,790)</u>	<u>(23,727)</u>	<u>52,975</u>

**CITY OF WAUPUN
2024 Budget**

TAX INCREMENTAL DISTRICT NO. 9

	2021 Actual	2022 Actual	2023 Budget	2023 8 Month Actual	2023 Estimated	2024 Budget
REVENUES						
Tax Increment	-	-	-	-	-	24,440
Intergovernmental Revenue	-	-	-	-	-	-
Payment in Lieu of Tax	-	-	-	-	-	-
Miscellaneous Revenues	-	-	-	21,896	62	-
Other Financing Sources						
Long-term Debt Proceeds	-	-	-	2,345,000	2,345,000	-
TOTAL REVENUES	-	-	-	2,366,896	2,345,062	24,440
EXPENDITURES						
Capital Outlay						
Capital Improvements	-	876,827	100,000	1,511,071	1,511,072	25,000
Administrative Expenditures	-	25,541	15,116	10,612	11,039	2,540
Interest and Fiscal Charges	-	-	-	-	-	-
Transfers Out	-	-	-	-	55,775	103,500
Other Financing Uses						
Premium on bonds	-	-	-	(161,233)	-	-
Debt issuance costs	-	-	-	94,305	-	-
TOTAL EXPENDITURES	-	902,368	115,116	1,454,754	1,577,886	131,040
NET CHANGE IN FUND BALANCE	-	(902,368)	(115,116)	912,142	767,176	(106,600)
FUND BALANCE - BEGINNING OF YEAR	-	-	(902,368)	(902,368)	(902,368)	(135,192)
FUND BALANCE - END OF YEAR	\$ -	\$ (902,368)	\$ (1,017,484)	\$ 9,774	\$ (135,192)	\$ (241,792)

CITY OF WAUPUN
2024 Budget
Tax Increment District #9

Account Number	Account Title	2021	2022	2023	2023	2023	2024
		Actual	Actual	Budget	8 Month Actual	Estimated	Budget
TAX INCREMENT DISTRICT #9							
REVENUES							
419-41-4112-0-00	TAXES-TAX INCREMENTAL DISTRICT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,440
419-48-4811-0-00	TIF 9 INTEREST REVENUE	-	-	-	72	62	-
419-48-4812-0-00	INTEREST INCOME	-	-	-	19,085	-	-
419-48-4813-0-00	INVESTMENT INCOME	-	-	-	2,739	-	-
419-48-4831-0-00	SALE OF CITY PROPERTY	-	-	-	-	-	-
419-49-4912-0-00	PROCEEDS FROM LONG TERM DEBT	-	-	-	2,345,000	2,345,000	-
	TOTAL REVENUES	-	-	-	2,366,896	2,345,062	24,440
EXPENDITURES							
419-10-5950-3-38	OPERATING TRANSFER OUT-DSF	-	-	-	-	55,775	103,500
419-10-5999-3-37	PREMIUM ON BONDS ISSUED	-	-	-	(161,233)	-	-
419-10-5999-3-38	DISCOUNT ON LONG TERM DEBT	-	-	-	35,138	-	-
419-10-5999-3-39	DEBT ISSUANCE COSTS	-	-	-	59,167	-	-
419-70-5435-1-10	TIF #9 SALARIES/WAGES	-	249	11,422	6,299	6,299	-
419-70-5435-2-20	TIF #9-HEALTH INSURANCE	-	16	1,901	973	973	-
419-70-5435-2-21	TIF #9-LIFE INSURANCE	-	1	53	30	60	-
419-70-5435-2-22	TIF #9-RETIREMENT	-	16	777	428	777	-
419-70-5435-2-23	TIF #9-SOCIAL SECURITY	-	18	874	443	443	-
419-70-5435-2-29	TIF #9-INCOME CONTINUE	-	1	90	40	90	90
419-70-5435-3-38	TIF #9-OPERATING EXP	-	8,739	-	345	345	350
419-70-5435-3-39	TIF #9 DEVEL-PROFESSIONAL SVCS	-	16,500	-	2,053	2,053	2,100
419-70-5435-8-00	TIF #9-CAPITAL OUTLAY	-	596,611	-	1,394,354	1,394,354	25,000
419-70-5436-3-38	TIF #9-OPERATING EXP-UNITED CO	-	24,131	-	169	169	-
419-70-5436-8-00	TIF #9-CAPITAL OUTLAY-UNITED C	-	256,085	100,000	116,549	116,549	-
	TOTAL EXPENDITURES	-	902,368	115,116	1,454,754	1,577,886	131,040
TAX INCREMENT DISTRICT #8 TOTAL							
		-	(902,368)	(115,116)	912,142	767,176	(106,600)

**CITY OF WAUPUN
2024 Budget**

BUSINESS PARK

	2021 Actual	2022 Actual	2023 Budget	2023 8 Month Actual	2023 Estimated	2024 Budget
REVENUES						
Sale of City Property	14,821	1,346,106	-	-	-	-
Investment Income	124	10,146	-	-	-	-
Miscellaneous Revenues	24,926	167,009	224,103	219,526	220,905	10,453
TOTAL REVENUES	39,871	1,523,261	224,103	219,526	220,905	10,453
EXPENDITURES						
Interest and Fiscal Charges	6,569	5,839	5,109	-	-	-
Operating expenses	5,804	351	10,000	3,625	9,930	10,000
TOTAL EXPENDITURES	12,373	6,190	15,109	3,625	9,930	10,000
NET CHANGE IN FUND BALANCE	27,498	1,517,072	208,994	215,901	210,975	453
FUND BALANCE - BEGINNING OF YEAR	(196,456)	(168,958)	1,348,114	1,348,114	1,348,114	1,559,089
FUND BALANCE - END OF YEAR	\$ (168,958)	\$ 1,348,114	\$ 1,557,108	\$ 1,564,015	\$ 1,559,089	\$ 1,559,542

CITY OF WAUPUN
2024 Budget
Business Park

Account Number	Account Title	2021	2022	2023	2023	2023	2024
		Actual	Actual	Budget	8 Month Actual	Estimated	Budget
BUSINESS PARK FUND							
REVENUES							
404-48-4811-0-00	INTEREST INCOME	124	10,146	-	-	-	-
404-48-4831-0-00	SALE OF CITY PROPERTY	14,821	1,346,106	-	-	-	-
404-49-4912-0-00	CELL TOWER LEASE	7,695	7,695	7,695	7,695	7,695	7,695
404-49-4915-0-00	MISCELLANEOUS REVENUE	-	3,358	-	-	-	-
404-49-4919-0-00	FARMING-BUSINESS PARK	17,231	5,956	5,956	1,379	2,758	2,758
404-49-4920-0-00	OPERATING TRANSFER IN	-	150,000	-	210,452	210,452	-
404-49-4931-0-00	FUND BALANCE APPLIED	-	-	210,452	-	-	-
	TOTAL REVENUES	39,871	1,523,261	224,103	219,526	220,905	10,453
EXPENDITURES							
404-10-5711-3-32	BUSINESS PARK - UTILITIES	-	131	-	70	(70)	-
404-10-5921-6-00	INTEREST EXPENSE ON ADVANCES	6,569	5,839	5,109	-	-	-
404-10-5711-3-38	BUSINESS PARK - OPERATING EXP	5,804	220	10,000	3,555	10,000	10,000
	TOTAL EXPENDITURES	12,373	6,190	15,109	3,625	9,930	10,000
	BUSINESS PARK TOTAL	27,498	1,517,072	208,994	215,901	210,975	453

Capital Improvement Projects

Department Project	2024	2025	2026	2027	2028	Total Budget	Funding Source
General Government							
City Hall Improvements	\$ -	\$ 200,000	\$ 1,100,000	\$ 700,000	\$ 3,500,000	\$ 5,500,000	Tax Levy
City Hall Improvements-Roof Replacement	86,300					86,300	Tax Levy
Subtotal - General Government	86,300	200,000	1,100,000	700,000	3,500,000	5,586,300	
Public Safety							
Police							
Fire							
Post-incident showers at Safety Building		400,000				-	Tax Levy
Subtotal - Public Safety	-	400,000	-	-	-	-	
Public Works							
Library - Elevator			23,000	119,000		142,000	Tax Levy
Library - Engineering roof/parking lot		5,000				5,000	Tax Levy
Library - Seal Parking Lot			12,000			12,000	Tax Levy
Museum - tuck point/steps/railing/windows	73,000					73,000	Tax Levy
Museum - roof				36,000		36,000	Tax Levy
Garage - roof/insulation/walls/ceiling		50,000	283,000			333,000	Tax Levy
Garage - floor grates/overhead doors				72,000		72,000	Tax Levy
Sidewalk Replacement		50,000	50,000	50,000	50,000	200,000	Tax Levy
Raze/Remove shed/barn 1357 S. Watertown St	25,000					25,000	TID 9 - 419
Rounsville St Pond - engineering	4,000					4,000	SW - 700
Downtown Plaza - East Side	50,000					50,000	TID 3 - 405
Downtown Plaza - West Side		241,000				241,000	TID 3 - 405
Street Design and Engineering	6,000	52,000			45,000	103,000	Tax Levy
Park Street (Watertown/Grove)					372,550	372,550	Tax Levy
Park Street - Stormwater (Watertown/Grove)					205,805	205,805	Tax Levy
Roosevelt St. (Watertown/Grove)					372,550	372,550	Tax Levy
Roosevelt St. - Stormwater (Watertown/Grove)					74,890	74,890	Tax Levy
Franklin St. (Grove to Grove)					141,741	141,741	Tax Levy
Newton/Rock Phase 2 Reconstruction		1,184,000				1,184,000	Tax Levy
Signal Control Cabinets and Equipment		7,910				7,910	Tax Levy
Mill and Overlay Streets	250,000	250,000	241,762	210,000	240,000	1,191,762	Tax Levy
Alley - Wind and Unwind		15,000	243,380			258,380	Tax Levy
Subtotal - Public Works	408,000	1,854,910	853,142	487,000	1,502,536	5,105,588	
Culture, Recreation							
Ice Arena - two lower roofs		85,000				85,000	Tax Levy
Community/Senior Center	200,000					200,000	Tax Levy
Aquatic Center - painting		30,000	5,000	5,000	5,000	45,000	Tax Levy
Aquatic Center - umbrellas	13,500					13,500	Tax Levy
McCune Park - remove bath house		18,000				18,000	Tax Levy
Baseball Complex - turf replacement			395,000			395,000	Tax Levy
Wilcox Park - inclusive playground				97,400		97,400	Tax Levy
Playground Replacement (Zellner/Buwalda)		35,000				35,000	Tax Levy
Welcome to Waupun Entry Signs - 4					80,000	80,000	Tax Levy
Subtotal - Culture, Recreation	213,500	168,000	400,000	102,400	85,000	968,900	
Grand Total - less grants or assessments	707,800	2,622,910	2,353,142	1,289,400	5,087,536	11,660,788	

Equipment Replacement Schedule

Department Project	2024	2025	2026	2027	2028	Total Budget	Funding Source
General Government							
Computer/Software/Equipment Upgrades	\$ 14,000	\$ 30,100	\$ 9,200	\$ 9,300	\$ 9,000	\$ 71,600	Tax Levy
Subtotal - General Government	14,000	30,100	9,200	9,300	9,000	71,600	
Public Safety							
Police							
Computer/Software/Equipment Upgrades	28,225	28,225	66,285	28,225	28,225	179,185	Tax Levy
Police Squad and Equipment	64,680	69,207	146,096	79,767	85,350	445,100	Tax Levy
AED	1,500	1,600	1,700	1,800	2,000	8,600	Tax Levy
Bullet Resistant Vests	5,430	3,900	10,400	6,700	3,600	30,030	Tax Levy
Tasers	3,500	3,800	4,000	4,300	4,600	20,200	Tax Levy
Mobile Data Computer(s) for squads	3,500	3,700	3,900	4,100		15,200	Tax Levy
Coban/Nexue Courier System	2,340	2,340	2,340	2,340	2,340	11,700	Tax Levy
Squad Radio - Kenwood	5,710	6,110	6,538	6,995	7,485	32,838	Tax Levy
Portable Radios - Kenwood	12,700	14,000	14,500	15,600	16,600	73,400	Tax Levy
Radar System (new squad)	2,539	2,691	2,852	3,100		11,182	Tax Levy
Body Cameras	1,500	1,600	1,700	1,800	1,900	8,500	Tax Levy
Radar Trailer		10,000				10,000	Tax Levy
Subtotal - Police	131,624	147,173	260,311	154,727	152,100	845,935	
Fire							
Computer Upgrades	6,500					6,500	Tax Levy
Turnout Gear	5,000			50,000	50,000	105,000	Tax Levy
Mobile Radios		7,500				7,500	Tax Levy
Portable Radios					25,000	25,000	Tax Levy
Thermal Imaging Camera/Sensit HCN			6,100	6,400		12,500	Tax Levy
Survive Alive Fire Safety House		48,000				48,000	Tax Levy
SCBAs with Breathing Tanks		190,000	170,000			360,000	Tax Levy
4-Gas Meter			3,000	3,100		6,100	Tax Levy
Sensit HCN					1,700	1,700	Tax Levy
Fire Extinguisher Training				12,000		12,000	Tax Levy
Aerial Ladder Truck		2,100,000				2,100,000	Tax Levy
Subtotal - Fire	11,500	2,345,500	179,100	71,500	76,700	2,684,300	
Public Works							
Dump Truck			300,000	300,000		600,000	Tax Levy
Payloader with attachments		310,000			320,000	630,000	Tax Levy
Mower or Tractor/Mower	65,388			20,000	74,105	159,493	Tax Levy
1/2 Ton or 1 Ton Truck	36,229	54,500		60,000	60,000	210,729	Tax Levy
Line Laze			7,000			7,000	Tax Levy
Subtotal - Public Works	101,617	364,500	307,000	380,000	454,105	1,607,222	
Culture, Recreation							
Aquatic Center - Furnishings and Safety Equipment	5,000	5,000	5,000	5,000	5,000	25,000	Tax Levy
Subtotal - Culture, Recreation	5,000	5,000	5,000	5,000	5,000	25,000	
Transportation							
Taxi ADA Minivan	50,000	-	-	-	-	50,000	Taxi Fund - 501
Subtotal - Transportation	50,000	-	-	-	-	50,000	
Grand Total - less grants or assessments	263,741	2,892,273	760,611	620,527	696,905	5,234,057	



AGENDA SUMMARY SHEET

MEETING DATE: 11/14/23

TITLE: Resolution Adopting 2024 Budget and Tax Levy

AGENDA SECTION: PUBLIC HEARING

PRESENTER: Kathy Schlieve, City Administrator

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
High Performance Government	2024 Budget	

ISSUE SUMMARY

We are seeking approval of a resolution to adopt the 2024 budget and tax levy. This approves a tax levy in the amount of \$3,588,285.00 to fund the expenses of city government as contained in the 2024 annual budget summary and authorizes the City Clerk to place this tax on the current tax roll of the City of Waupun.

STAFF RECOMMENDATION:

Approve the 2024 Budget and adopt the resolution

ATTACHMENTS:

1. Resolution Adopting 2024 Budget
2. 2024 Budget Summary

RECOMMENDED MOTION:

Motion to approve Resolution # _____ Adopting the 2024 Budget and Tax Levy and to authorize the City Clerk to place this tax on the current tax roll of the City of Waupun.

COMMON COUNCIL
CITY OF WAUPUN, WISCONSIN

RESOLUTION NO. 11-14-23-____

RESOLUTION ADOPTING 2024 BUDGET AND TAX LEVY

WHEREAS, the Common Council of the City of Waupun has reviewed the proposed revenues from all sources and the proposed expenditures for all purposes and has directed that the proposed budget be adjusted accordingly;

WHEREAS, a public hearing on the 2024 Annual Budget was held on November 14, 2023 after due and proper notice of said hearing having been given in accordance with the provisions of Section 65.90, Wisconsin Statutes;

WHEREAS, certain Resolutions relating to borrowing and levying irrepealable taxes sufficient to pay such borrowing have previously been adopted;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Waupun as follows:

Section 1. That the 2024 Annual Budget be hereby approved and adopted; a summary of which is attached hereto and made a part hereof by reference, hereafter referred to as "budget summary".

Section 2. A property tax in the amount of \$3,588,285 to fund the expenses of city government as contained in the 2024 annual budget summary be hereby levied as a tax upon all taxable property in the City of Waupun.

Dodge County	\$1,829,128.28
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Fond du Lac County	\$1,759,156.72
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Section 3. The City Clerk is hereby authorized and directed to place this tax on the current tax roll of the City of Waupun.

This Resolution was adopted and approved by the Common Council of the City of Waupun on the ____ day of _____, 2023.

Rohn W. Bishop, Mayor

ATTEST:

Angela J. Hull, City Clerk

2024 BUDGET SUMMARY

	2023 Budget	2023 8 Month Actual	2023 Estimated	2024 Budget	PERCENTAGE CHANGE
GENERAL FUND					
REVENUES					
General Property Taxes	\$ 1,686,658	\$ 1,276,270	\$ 1,686,658	\$ 1,612,284	-4.41%
Other Taxes	719,112	455,449	683,923	666,841	-7.27%
Special Assessments	100	2,248	2,259	100	0.00%
Intergovernmental	3,340,523	1,064,004	3,464,087	3,970,768	18.87%
Licenses and Permits	58,160	37,701	57,849	55,230	-5.04%
Fines, Forfeitures, and Penalties	45,500	29,003	44,369	42,500	-6.59%
Public Charges for Services	225,643	194,042	243,491	232,643	3.10%
Intergovernmental Charges for Services	40,725	53,315	53,315	66,500	63.29%
Miscellaneous	50,000	183,048	198,522	62,500	25.00%
Other Financing Sources					
Transfers In	-	-	-		
Fund Balance Applied	710,046	-	-	190,701	-73.14%
TOTAL REVENUES	\$ 6,876,467	\$ 3,295,080	\$ 6,434,473	\$ 6,900,067	0.34%

EXPENDITURES					
General Government	\$ 1,240,536	\$ 737,697	\$ 1,215,130	\$ 1,338,350	7.88%
Public Safety	2,811,059	1,581,082	2,735,165	2,899,303	3.14%
Public Works	1,721,767	1,007,233	1,592,771	1,674,638	-2.74%
Culture, Recreation, and Education	385,944	329,421	518,511	802,351	107.89%
Conservation and Development	37,161	34,417	97,197	22,235	-40.17%
Transfers Out	680,000	490,000	490,000	163,190	-76.00%
TOTAL EXPENDITURES	\$ 6,876,467	\$ 4,179,850	\$ 6,648,774	\$ 6,900,067	0.34%

Fund Number	Fund Name	Total Revenues	Total Expenditures	Excess (Deficit)	Balance January 1	Balance December 31	Property Tax Contribution
Governmental funds							
100	<u>General Fund</u>	\$ 6,900,067	\$ 6,900,067	\$ -	\$ 6,749,845	\$ 6,559,144	\$ 1,612,284
	<u>Special Revenue Funds</u>						
200	Trust Funds	12	-	12	33,132	33,144	-
210	Library	776,221	776,221	-	484,104	484,104	553,896
220	Grants and Donations	6,010	6,000	10	13,109	13,119	-
230	Building Inspection	84,500	76,825	7,675	24,012	31,687	-
250	Affordable Housing	-	-	-	248,387	248,387	-
420	Recycling	162,877	154,604	8,273	147,688	155,960	-
425	Solid Waste	428,259	432,093	(3,834)	62,909	59,075	-
430	Tourism	70,000	70,000	-	31,680	31,680	-
501	Taxi Grant	115,000	212,916	(97,916)	(15,756)	(113,672)	45,000
507	Home/HCRI Housing	10	-	10	154,123	154,133	-
509	CDBG Housing	20	73,000	(72,980)	1,196,272	1,123,292	-
700	Stormwater	592,500	541,780	50,720	683,844	734,564	-
300	<u>Debt Service</u>	1,819,042	1,819,042	-	33,945	33,945	812,105
	<u>Capital Project Funds</u>						
400	Capital Improvements	3,143,887	3,128,800	15,087	4,315,918	4,331,005	340,000
410	Equipment Replacement	239,000	263,741	(24,741)	409,487	384,746	225,000
405	Tax Increment District #3	244,061	206,222	37,839	180,184	218,023	-
401	Tax Increment District #5	436,020	379,200	56,820	(1,699,687)	(1,642,867)	-
408	Tax Increment District #6	111,724	72,870	38,854	(362,238)	(323,384)	-
407	Tax Increment District #7	54,237	156,088	(101,851)	(342,729)	(444,579)	-
418	Tax Increment District #8	178,277	125,302	52,975	29,995	82,970	-
419	Tax Increment District #9	24,440	131,040	(106,600)	(135,192)	(241,792)	-
404	Business Park	10,453	10,000	453	1,559,089	1,559,542	-
		\$ 15,396,617	\$ 15,535,811	\$ (139,194)	\$ 13,802,121	\$ 13,472,226	\$ 3,588,285

8.025 - REGULATION OF CHICKENS.

- (1) **PURPOSE AND INTENT.** The purpose of this section is to specify conditions under which City residents may safely keep or maintain a limited number of chickens, to assure appropriate chicken coops or structures in which to house chickens, and to protect the health, safety, and welfare of the general population of the City of Waupun. This section shall be liberally construed to give effect to these purposes.
- (2) **DEFINITIONS.** In this section, the following terms shall have the meaning indicated:
 - (a) **Abutting Property.** All property that abuts an applicant's property at one or more points except public streets, roads or real estate owned by the City.
 - (b) **Backyard.** That portion of a lot enclosed by the property's rear lot line and the side lot lines to the points where the side lot lines intersect with an imaginary line established by the rear of the single-family structure and extending to the two side lot lines.
 - (c) **Chicken.** A female hen of any age, including chicks, being of the subspecies Gallus Gallus Domesticus. This definition does not include other kinds of fowl, such as ducks, quail, pheasant, geese, turkeys, guinea hens, peacocks, emus, or ostriches.
 - (d) **Coop.** An enclosed structure, building or pen within which chickens roost or are housed.
 - (e) **Educational Facility.** Any building used principally for educational purposes in which a school is located or a course of instruction or training program is offered that has been approved or licensed by a state agency or board, but excluding a home-based educational program that is operated from a residential dwelling.
- (3) **KEEPING OF CHICKENS.** Chickens may be kept or maintained within the municipal limits of the City, subject to all of the requirements and restrictions imposed in this section.
 - (a) Except as otherwise restricted in subsection (4) below, and subject to the permit requirements specified in subsection (5) below, up to four chickens may be raised on lots zoned as follows: R-1 Single Family Residential; R-2 Two- Family Residential; R-4 Central Area Single-Family Residential; and R-5 Mixed Residential.
 - (b) Educational facilities may keep or maintain up to 25 chickens for educational purposes only, on obtaining prior written approval of the Waupun City Administrator.
 - (c) Chickens may be temporarily kept or maintained for special purposes such as a public picnic and other special events, on obtaining prior written approval of the Waupun City Administrator, which approval shall specify the duration in which chickens may be maintained for this purpose.
 - (d) Chickens may be kept or maintained in a local veterinarian's office for the purpose of observation or treatment.
 - (e) This section is not intended to alter or supersede any restrictive covenants or land use restrictions that are otherwise applicable to any property for which a permit is sought.
- (4) **PROHIBITED AREAS.** The keeping or maintaining of chickens shall be expressly prohibited as follows:
 - (a) On vacant lots, unless the permit holder maintains his or her primary residence on abutting property and the lots have been joined as one tax parcel so the coop is located on the same lot as that of the principle structure or use.
 - (b) On any property zoned R-6 Mobile Home or R-7 Single-Family Manufactured Home. Also within mobile home or manufactured home parks, regardless of zoning classification.
 - (c) In any non-residential zoning district, except on obtaining prior authorization by Resolution of the Waupun Common Council.
 - (d) On lots on which condominiums are located, regardless of the zoning classification.
 - (e) On any property that is non-owner occupied or leased by a third party.
- (5) **PERMIT REQUIREMENTS.**
 - (a) No person shall own, keep or maintain chickens within the corporate limits of the City without first obtaining a permit, except that educational facilities shall be exempt from the permit requirement. Permits shall be issued to City residents only. No more than 10 permits shall be issued and outstanding at any one time. Permits shall be issued exclusively on a first-come, first-served basis. No permit shall be issued to any applicant who has an outstanding fine, fee, charge or overdue assessment owing to the City or the Waupun Utilities. No initial or renewal permit shall be issued unless the applicant provides written proof of having a current livestock premises registration on file with the Wisconsin Department of Agriculture, Trade and Consumer Protection.
 - (b) Prior to obtaining a permit, the applicant shall provide written notification of the application to all abutting property owners, and all such property owners and their respective addresses shall be included with the permit application. The applicant shall certify in the application that all such property owners have been so notified. No permit shall be issued unless all owners of abutting property have signed a written statement giving approval of the permit application. No permit shall be issued to any property owner who is subject to an outstanding building or other code enforcement order, or where the property owner has received a citation within the past three years for a violation of Section 13.47 of the Waupun Municipal Code pertaining to minimum standards for property maintenance.
- (6) **PERMIT TERM AND FEES.**
 - (a) Permits shall be granted for a term of not more than one year, commencing on January 1st or the date of issuance, whichever is later, and ending on the following December 31st. Permits shall be renewed annually. Permits shall not be assigned or otherwise transferred to any other applicant or property.
 - (b) The annual permit fee for keeping and maintaining chickens shall be set by resolution of the Common Council from time to time, and the permit fee must be paid to the City Clerk at the time of application. This fee shall not be prorated for a partial year.
 - (c) All renewal permit applications and fees shall be due no later than January 1st of the permit year. Failure to timely renew the permit application will result in forfeiture of the permit. In the event of permit revocation or non-renewal, any holder seeking to re-apply shall be required to meet all initial requirements for obtaining a permit under this section, including without limitation, those requirements set forth in subsection (5) above.
- (7) **CHICKEN COOP LOCATION, DESIGN AND MAINTENANCE.**
 - (a) A coop and any attached enclosure shall be located only in the rear yard of the permit holder's residence. In addition, a coop and any attached enclosure shall not be closer than 15 feet to the side and rear property line or any residence on abutting property.
 - (b) All chickens shall be kept and maintained within a ventilated and roofed coop in compliance with any applicable state and local requirements. All coops, including an attached coop enclosure, shall be enclosed with wire netting or equivalent material that will prevent chickens from escaping the coop or the attached enclosure. The coop structural floor shall be constructed to allow not less than four square feet nor more than eight square feet per chicken, and the height of the coop shall not exceed six feet above ground level. The coop shall have a clear open space to allow the chickens to walk on the ground or a concrete slab.
 - (c) All coops and adjacent lot areas shall be maintained reasonably free from chicken-produced substances, including but not limited to chicken manure, such that the air or environment around the chickens does not become noxious or offensive or create a condition that would reasonably promote the breeding of flies,

mosquitoes, or other insects, or provide a habitat or breeding or feeding place for rodents or other animals, or otherwise be injurious to public health.

(8) SANITATION AND GENERAL REQUIREMENTS. Any person keeping chickens shall comply with the following requirements:

- (a) No roosters or male chickens shall be kept or maintained at any time.
- (b) No free-ranging of chickens shall be permitted, but all chickens shall at all times be kept within a ventilated and roofed outdoor coop or an attached coop enclosure as specified in subsection (7) above. Chickens shall not be permitted inside a residential premises or dwelling, except that newborn chickens (chicks) up to the age of three weeks may be kept in a residence or outbuilding.
- (c) Chickens shall be provided with access to adequate feed and clean water at all times. Chicken feed shall be stored and kept in containers which make the feed inaccessible to rodents, vermin, wild birds, and other predators.
- (d) No eggs shall be sold or exchanged for value, except those chickens that produce eggs while kept and maintained at an educational facility.
- (e) Deceased chickens shall be disposed of immediately after death in a safe manner, which may include trash disposal after placing the deceased chicken in a plastic bag or container that is sealed from leaking. No chickens shall be slaughtered on the premises.
- (f) A permit holder shall consult with a veterinarian with respect to chickens that appear ill or on the occasion of a sudden death. If a disease that would be contagious to humans is diagnosed, the permit holder shall comply with all recommendations of a licensed veterinarian so as to ensure prevention of transmission of a disease. A permit holder shall immediately report unusual illness or death of chickens to the County Health Department.
- (g) The permit holder shall fully comply with all federal and state regulations in regard to the raising of urban chickens at all times.

(9) INSPECTION, PENALTIES AND ENFORCEMENT.

- (a) Inspection. The City Zoning Administrator shall make an initial inspection of the coop and any attached enclosures prior to any time in which chickens are kept or maintained on the property. The City shall have the power, whenever it may deem reasonably necessary, to enter a building, structure, or property where chickens are kept to ascertain whether the keeper is in compliance with this section.
- (b) Enforcement. Any City officer so designated by the Waupun Common Council may issue compliance orders and citations pursuant to the provisions of this section. The City shall revoke a permit to keep chickens in the event that the City has issued two or more violations of this section within any six month period. All chickens, coops and attached enclosures shall be removed by permit holder within seven (7) calendar days of any permit revocation or non-renewal.
- (c) Penalties. Any person who violates this section shall be subject to a forfeiture of \$250.00 for the first violation and \$500.00 for each subsequent violation. Each day that a violation of this section continues shall be deemed a separate violation. Any chickens found to be the subject of a violation of this section shall be subject to immediate seizure and impoundment and may be removed from the City by City officials in the event that the owner or keeper fails to timely remove the chicken as required in subsection (b) above. In addition to the foregoing penalties, any person who violates this section shall pay all expenses, including shelter, food, handling and veterinary care, necessitated by enforcement of this provision.

(Ord. No. 19-03, § 2(Att.), 6-11-2019)

COMMON COUNCIL

CITY OF WAUPUN, WISCONSIN

ORDINANCE #____

AN ORDINANCE TO AMEND CHAPTERS 1, 3, 6, 7, 8, 10, 11, 16, 17 AND 18 OF THE MUNICIPAL CODE OF THE CITY OF WAUPUN TO REMOVE FEES AND TO CREATE A FEE SCHEDULE

THE COMMON COUNCIL OF THE CITY OF WAUPUN ORDAINS:

SECTION 1: Chapter 1 of the Municipal Code of the City of Waupun entitled GENERAL GOVERNMENT is amended and created as follows:

1.24 ANNEXATIONS

1.24 (3) ANNEXATION FEE (Cr.#06-04) ~~\$150.00~~ **Fee established annually by the Common Council on the Fee Schedule** to include:

SECTION 2: Chapter 3 of the Municipal Code of the City of Waupun entitled FINANCIAL PROCEDURE is amended and created as follows:

3.03(5)(a)(4-5) CLAIMS AGAINST CITY.

4. All materials and supplies needed for the general operation of the City government and its departments, buildings and equipment, provided that the cost of any such materials or supplies shall not exceed ~~\$500.00~~ **a fee amount as established annually by the Common Council on the Fee Schedule.**

5. The repair of any equipment or buildings, provided the cost of such repair does not exceed ~~\$500.00~~ **a fee amount as established annually by the Common Council on the Fee Schedule.**

3.11 ROOM TAX

3.11 (1) TAX IMPOSED. Pursuant to §66.0615(1m)(a), Wis. Stats., a tax is imposed on the privileges and service of furnishing at retail rooms or lodging to transients by hotel keepers, motel operators and other persons furnishing accommodations that are available to the public, irrespective of whether membership is required for the use of accommodations. Such tax shall be assessed on a monthly bases at a rate of ~~7.5%~~ **as established annually by the Common Council on the Fee Schedule** of the gross receipts from such retail furnishing of rooms or lodging, with such tax due in full by the 15th day of the month following assessment. Such tax shall not be subject to the selective sales tax imposed by §77.52(2)(a)1., Wis. Stats. All room tax revenues collected will be distributed to the Waupun Tourism Committee, or such other Board, Committee, Commission or other legal entity designated by the Common Council from time to time, to be used exclusively for tourism promotion and related expenses.

SECTION 3: Chapter 6 of the Municipal Code of the City of Waupun entitled TRAFFIC CODE is amended and created as follows:

6.05 PARKING LIMITATIONS

6.05(6)(f) Permit Fees. The special privileges fee shall be ~~\$15.00 per month or \$150.00 per year~~ **established annually by the Common Council on the Fee Schedule**. However, each business located in the downtown area, which is open for business at least 40 hours per week on a regular basis, shall be entitled to receive 2 parking permits free of charge. Businesses located in the downtown area shall be defined as those located on Main St. between Carrington St. and the railroad right-of-way and those located on the part of Carrington, Fond du Lac, Madison, Mull, Forest and Drummond Sts. South of Franklin St. and north of Jefferson St. The permit shall be used by persons engaged in the operation of the business at the times that the permits are used.

6.10 BICYCLES

6.10 (2) REGISTRATION AND LICENSING PROCEDURES. All bicycles shall be registered and the cost therefor shall be ~~\$3.00~~ **established annually by the Common Council on the Fee Schedule**.

6.10 (3)(b)(15) GENERAL REGULATION AND EQUIPMENT

(15) The license plate must always be prominently displayed on the rear of the bicycle. New replacement license plates may be purchased when necessary, with the approval of the Police Department for ~~\$0.25~~ **a fee established annually by the Common Council on the Fee Schedule**.

6.10 (4)(a)(3)(a-c) ENFORCEMENT PROCEDURES AND PENALTIES

(3) Each accused violator appearing at the City Hall or Police Station as required will be given an opportunity to discuss ~~his~~ **their** violation with the Chief of Police or an officer appointed by the Chief to preside at such session. After the discussion or hearing with the Chief or ~~his~~ **their** delegate, the following penalty or penalties shall be imposed by the presiding officer:

- a. First Offense: ~~A forfeiture of \$3.00~~ **A forfeiture as established annually by the Common Council on the Fee Schedule**.
- b. Second Offense: ~~A forfeiture of \$5.00~~ **A forfeiture as established annually by the Common Council on the Fee Schedule**.
- c. Third Offense: ~~A forfeiture of \$10.00~~ **A forfeiture as established annually by the Common Council on the Fee Schedule**. The parent or guardian of the violator shall accompany the violator at such discussion or hearing.

6.15 (3)(a-e) PENALTIES.

(3) LOCAL REGULATIONS. The penalty for violation of § 6.05 of this chapter shall be as follows:

- (a) Time-Restricted Parking Violations. Any person convicted of a time-restricted parking violation as specified in § 6.05(2), (3)(a), (y), or 6.05(5)-(11) shall forfeit ~~\$10.00~~, **an amount as established annually by the Common Council on the Fee Schedule**, together with the costs of prosecution.
- (b) Other Parking Violations. Any person convicted of a parking violation as specified in § 6.05(3)(e)-(q), (s), (w), (y), (4), (12-14) shall forfeit ~~\$20.00~~, **an amount as established annually by the Common Council on the Fee Schedule**, together with the costs of prosecution.
- (c) School Zone Violations. Any person convicted of a school zone violation as specified in § 6.05(3)(p) shall forfeit ~~\$30.00~~, **an amount as established annually by the Common Council on the Fee Schedule**, together with the costs of prosecution.

- (d) Second, Third, and Subsequent Violation of Same Offense. Any person convicted of a second violation of the same offense within one year shall have ~~an additional \$5.00~~ a forfeiture **fee as established annually by the Common Council on the Fee Schedule** added. Any person convicted of a third or subsequent violation of the same offense within one year shall have an additional ~~\$5.00 forfeiture added~~ **fee as established annually by the Common Council on the Fee Schedule**.
- (e) Additional Forfeitures. Any forfeiture not paid within 48 hours, but paid within 10 days of the time of violation, shall have an additional **forfeiture fee as established annually by the Common Council on the Fee Schedule** ~~\$5.00 forfeiture~~ added. Any forfeiture not paid within such 10 days shall have an additional **forfeiture fee as established annually by the Common Council on the Fee Schedule** ~~\$10.00 forfeiture~~ added.

SECTION 4: Chapter 7 of the Municipal Code of the City of Waupun entitled STREETS AND SIDEWALKS is amended and created as follows:

7.03 SIDEWALK CONSTRUCTION AND REPAIR.

7.03(7) NONCOMPLIANCE. Sidewalks replaced by the City contractor or City forces shall be subject to an administrative fee of ~~\$25.00~~ **as established annually by the Common Council on the Fee Schedule** per tax parcel in addition to the replacement cost.

7.05 STREETS AND SIDEWALKS EXCAVATIONS AND OPENINGS

7.05(1)(b) Except as otherwise provided here, the City shall charge an application fee of ~~\$15.00~~ **as established annually by the Common Council on the Fee Schedule** 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.

7.05(2)(a) Before a permit for excavating or opening any street or public way may be issued, the applicant shall execute and deposit with the City Clerk an indemnity bond in ~~the sum of \$10,000.00~~ **an amount as established annually by the Common Council on the Fee Schedule**, conditioned that he will indemnify and save harmless the City and its officers from all liability for accidents and damage caused by any of the work covered by this permit; fill up and place in good and safe condition all excavations and openings made in the street; replace and restore the pavement over any opening he may make as near as can be to the state and condition in which he found it; keep and maintain the same in such condition, normal wear and tear excepted, to the satisfaction of the Director of Public Works for a period of one year; pay all forfeitures imposed upon him for any violation of any rule, regulation or ordinance governing street openings or drain laying adopted by the Council; and repair any damage done to existing improvements during the progress of the excavation in accordance with the ordinances, rules and regulations of the City. Such bond shall also guarantee that if the City elects to make the street repair, the person opening the street will pay all costs of making such repair and of maintaining the same for one year.

7.05(2)(d) In lieu of furnishing an indemnity bond in ~~the sum of \$10,000.00~~ **an amount established annually by the Common Council on the Fee Schedule** as set forth above, an applicant will be permitted to file with the City a Memorandum of Insurance or Certificate of Insurance indicating that there is in existence a policy of insurance which will

adequately protect and safeguard the City and its officers in the same manner and to the same extent that the said City or officers would be indemnified and saved harmless had an indemnity bond been provided. The said Memorandum of Insurance or Certificate of Insurance shall be approved by the Director of Public Works and the City Attorney before it shall be acceptable as being offered in lieu of the indemnity bond.

7.05(3) INSURANCE. Prior to commencement of excavation work, a permittee must furnish the Director of Public Works satisfactory written evidence that ~~he has~~ **they have** in force and will maintain during the life of the permit and the period of excavation, public liability insurance of not less than \$100,000.00 for one person, \$300,000.00 for one ~~and~~ accident and property damage insurance of not less than \$50,000.00 **in an amount established annually by the Common Council on the Fee Schedule.**

7.07 SNOW AND ICE REMOVAL

7.07(3)(c) The cost of snow and/or ice removal shall be charged to the property owner at the rate charged by the City's contractor, together with an administrative fee of \$100.00 per occasion **as established annually by the Common Council on the Fee Schedule.** These costs are not to be considered a penalty, but are to reimburse the City for its cost in administration and overhead.

7.12 SUMP PUMP DISCHARGE

7.12(7) ENFORCEMENT. Any person who violates any provision of this section shall be fined ~~\$100.00 for each separate violation~~ **a fee as established annually by the Common Council on the Fee Schedule.** Each and every day in which a violation continues may be deemed a separate offense. This section shall not preclude the City from enforcing compliance with this chapter by any other means.

SECTION 5: Chapter 8 of the Municipal Code of the City of Waupun entitled ORDERLY CONDUCT is amended as follows:

8.025(9)(c) REGULATIONS OF CHICKENS

Penalties. Any person who violates this section shall be subject to a forfeiture of ~~\$250.00~~ **as established annually by the Common Council on the Fee Schedule** for the first violation and ~~\$500.00~~ **a forfeiture fee as established annually by the Common Council on the Fee Schedule** for each subsequent violation. Each day that a violation of this section continues shall be deemed a separate violation. Any chickens found to be the subject of a violation of this section shall be subject to immediate seizure and impoundment and may be removed from the City by City officials in the event that the owner or keeper fails to timely remove the chicken as required in subsection (b) above. In addition to the foregoing penalties, any person who violates this section shall pay all expenses, including shelter, food, handling and veterinary care, necessitated by enforcement of this provision.

8.05(3)(a) PENALTIES.

(a) For the first offense, a forfeiture of ~~not less than \$200.00 and not more than \$300.00~~ **as established annually by the Common Council on the Fee Schedule** and, for the second offense, a forfeiture of ~~not less than \$300.00 and not more than \$500.00~~ **as established annually by the Common Council on the Fee Schedule**, together with the costs of prosecution and, in default of payment of such forfeiture and costs of prosecution, shall be imprisoned in the county

jail until the forfeiture and costs are paid, but not exceeding 90 days. Each violation and each day a violation continues or occurs shall constitute a separate offense.

8.09(5)(a-b) CONTROLLED SUBSTANCES; DRUG PARAPHERNALIA; PENALTIES.

(5) Any person who shall violate any of the provisions of this section shall, upon conviction of such violation, be subject to a penalty, which shall be as follows:

(a) First Offense. Any person who shall violate any provision of this section shall, upon conviction thereof, forfeit ~~not less than \$200~~ **a fee as established annually by the Common Council on the Fee Schedule**, together with the costs of prosecution and, in default of payment of such forfeiture and costs of prosecution, shall be imprisoned in the county jail until the forfeiture and costs are paid, but not exceeding 90 days, or shall have that person's motor vehicle operator's license suspended until such forfeiture and costs are paid or both.

(b) Second Offense. Any person found guilty of violating any provision of this section who shall previously have been convicted of a violation of this same section within one year shall, upon conviction thereof, forfeit ~~not less than \$300~~ **a fee as established annually by the Common Council on the Fee Schedule** for each such offense, together with the costs of prosecution and, in default of payment of such forfeiture or costs, shall be imprisoned in the county jail until such forfeiture and costs of prosecution are paid, not exceeding 6 months, or shall have that person's motor vehicle operator's license suspended until such forfeiture and costs are paid or both.

SECTION 6: Chapter 10 of the Municipal Code of the City of Waupun entitled HEALTH AND SANITATION is amended as follows:

~~10.03 SALE AND DISTRIBUTION OF MILK AND MILK PRODUCTS~~

~~(1) REGULATED. The production, transportation, processing, handling, sampling, examination, grading, labeling and sale of all milk and milk products sold for ultimate consumption within the City or its police jurisdiction; the inspection of dairy herds, dairy farms and milk plants; and the issuing and revocation of licenses to milk producers, haulers, distributors, plants and retailers shall be regulated in accordance with the provisions of Part II of the Grade A Pasteurized Milk Ordinance 1965 Recommendations of the United States Public Health Service, a certified copy of which shall be filed in the office of the City Clerk, provided further that sections 9, 16 and 17 of such ordinance shall not be of effect.~~

~~(2) GRADE A PASTEURIZED MILK REQUIRED. From and after the date on which this section takes effect, no milk or milk products shall be sold to the final consumer or to restaurants, soda fountains, grocery stores or similar establishments, except Grade A pasteurized, provided that when any milk distributor fails to qualify for such grade, the Health Officer is authorized to revoke his permit or, in lieu thereof, to degrade his produce and permit its sale during a temporary period not exceeding 30 days or, in emergencies, such longer periods as he may deem necessary.~~

~~(3) LICENSE REQUIRED.~~

~~(a) No person shall sell or distribute any Grade A milk products including cottage cheese as defined on pages 92, 58, 62, 83 and 84 of the 1965 Grade "A" Pasteurized Milk Ordinance of the United States Public Health Service, within the~~

~~City, unless such person possesses a license therefor, granted by the City; except this licensing clause shall not be construed to mean the licensing of the restaurants, stores, hotels, and other places which are secondary vendors; and provided further, such milk products and cottage cheese or creamed cottage cheese shall be labeled or marked with either the State permit number or the name and address of the place processed and packaged.~~

- ~~(b) An application for license shall state the name and address of the person applying for such license, and also the names and addresses of all persons processing the milk or milk products handled by such licensee.~~
- ~~(c) The license shall be granted by the City upon application to the City Clerk and approved by the City Health Officer, and a fee of \$25.00 shall be charged therefor.~~
- ~~(d) The license shall be valid from January 1 to December 31 of each year and those licensed in the interim shall pay the full fee for the remainder of the year in which they are licensed.~~
- ~~(e) All milk samples required by the Health Officer shall be provided free of charge by the licensee, and the cost thereof to be an additional license fee necessary as a reasonable cost of regulation.~~
- ~~(4) The City Health Officer, as provided in the 1965 Grade "A" Pasteurized Milk Ordinance of the U.S. Public Health Service, and any official designated by him or the local Board of Health, shall enforce this section and for such purpose may enter any premises in which the milk of any licensee or license applicant is handled or produced.~~
- ~~(4a) Any Grade "A" milk and milk products in the City shall not be sold, stored or distributed unless they are maintained at a liquid temperature of 45°F. or less.~~
- ~~(5) Vendor's License.~~
 - ~~(a) No person operating any store, delicatessen, booth, stand, restaurant, hospital, grocery, supermarket, soda fountain, ice cream parlor, "drive in" service or road side stand, milk vending machine, factory stands or vendors, or public, parochial, or private schools, shall sell, offer for sale, or distribute or give in any way or have in their possession with intent to sell, or to distribute or give in any way, any milk, cream, skim milk or buttermilk, or other milk products, whether to be consumed on the premises as a beverage or consumed in any other manner or form or combination or to be removed from the premises without first having obtained a vendor's license, to be known and hereby defined as a secondary (retail) vendor's license.~~
 - ~~(b) Such license must show name, residence and exact location of the place of business where such applicant proposed to sell or distribute such milk and milk products and the name or distributor from whom such milk, cream or other milk products are obtained for sale.~~
 - ~~(c) Upon inspection of the premises by the Health Officer and notification to the City Clerk in writing that such premises are equipped to handle such milk, cream or milk products in a clean and sanitary way in compliance with all the provisions of this section and that such applicant is a proper person to handle milk, cream or other milk products, the City Clerk, upon receipt of \$10.00, shall issue an annual license in the name of the applicant and the location of the place of business and further such license shall expire on June 30 following the date of issue, unless otherwise revoked as provided herein. Such license shall not be transferable and the fee for any partial year or initial or interim license shall be the same of \$10.00.~~
 - ~~(d) If the Health Officer finds that any licensee hereunder shall fail to keep his refrigeration equipment in proper sanitary condition or that such refrigeration and storage equipment does not keep and maintain such milk, cream or milk~~

products at storage temperatures of not above 40°F., or such licensee shall be found to have or dispense milk, cream or milk products in such condition as not proper or reasonably fit for human consumption as provided in this section, the Health Officer may revoke the license of such licensee, either until such licensee complies with the requirements of this section or indefinitely if there is a continuing failure to so comply therewith. Unreasonable failure to comply with the requirements of this section shall subject the licensee to a forfeiture as provided in §10.15 of this chapter.

10.11 CONTROL OF NOXIOUS WEEDS AND RANK GROWTH.

10.11(5)(b) The cost of destruction, cutting and disposal shall be charged to the property owner at the rate charged by the City's contractor, together with an administrative fee of \$100.00, per occasion **as established annually by the Common Council on the Fee Schedule**. These costs are not to be considered a penalty, but are to reimburse the City for its cost in administration and overhead. (Am. #06-11)

10.15(11)(a) COLLECTION OF RECYCLABLE MATERIAL.

(11) PENALTIES. Penalties for violating this ordinance may be assessed as follows:

- (a) Any person who violates this ordinance may be required to forfeit \$50.00 **a fee as established annually by the Common Council on the Fee Schedule** for a first violation, \$200.00 **a fee as established annually by the Common Council on the Fee Schedule** for a second violation, and ~~not more than \$2,000.00~~ **a fee as established annually by the Common Council on the Fee Schedule** for a third or subsequent violation.

10.17(4)(c) COLLECTION AND DISPOSAL OF SOLID WASTE.

- (c) Violations of this §10.17 may be required to forfeit \$50.00 **a fee as established annually by the Common Council on the Fee Schedule** for a first violation, \$200.00 **a fee as established annually by the Common Council on the Fee Schedule** for a second violation, and ~~not more than \$2,000.00~~ **a fee as established annually by the Common Council on the Fee Schedule** for a third or subsequent violation.

SECTION 7: Chapter 11 of the Municipal Code of the City of Waupun entitled INTOXICATING LIQUORS, FERMENTED MALT BEVERAGES AND SODA WATER BEVERAGES is amended as follows:

11.01 INTOXICATING LIQUORS; **AND** FERMENTED MALT BEVERAGES ~~AND SODA WATER BEVERAGES~~

(1) STATE STATUTES ADOPTED. The provisions of Ch. 125 and § 66.053(2), Wis. Stats., relating to the sale of intoxicating liquor; **and** fermented malt beverages ~~and soda water beverages~~, inclusive of any provisions thereof relating to the penalty to be imposed or the punishment for violation of such statutes, are hereby adopted and made a part of this chapter by reference.

(2) LICENSES.

- (a) ~~When Required-~~. No person, except as provided by subsection (1), shall distribute, vend, sell, offer or keep for sale at retail or wholesale, deal or traffic in or to evade any law or ordinance give away any intoxicating liquor; **or** fermented malt beverage ~~or soda water beverage~~ or cause the same to be done without having procured a license

or permit as provided in this section, nor without complying with all the provisions of this section and all statutes, ordinances and regulations of the State and City applicable thereto.

- (b) Separate License Required for Each Place of Sale-. A separate license shall be required for each stand, place, room or enclosure or for each suite of rooms or enclosures which are in direct connection or communication where intoxicating liquor, **or** fermented malt beverages ~~or soda water beverages~~ are kept, sold or offered for sale and no license shall be issued to any person to possess, sell or offer for sale any intoxicating liquor, **or** fermented malt beverage ~~or soda water beverage~~ in any dwelling house, flat or residential apartment.
- (3) LICENSE FEES. There shall be the following classes and denominations of licenses which, when issued by the City Clerk under the authority of the Council after payment of the fee herein specified, shall permit the holder to **see sell**, deal or traffic in intoxicating liquor, fermented malt beverages ~~or soda water beverages~~ as provided in §§ 125.17, 125.25, 125.26, 125.28 and 125.51, Wis. Stats.:
- (a) Class "A" Fermented Malt Beverage Retailer's License . (Am. #11-02) ~~\$75.00 per year or fractional part thereof~~ **A fee will be established annually by the Common Council on the Fee Schedule.**
- (b) Class "B" Fermented Malt Beverage Retailer's License .
1. ~~\$100.00 per year or 3/4 of such amount for a 6 month period.~~ **The fee will be established annually by the Common Council on the Fee Schedule.** Class "B" fermented malt beverage retailer's licenses for brewers shall be issued pursuant to § 125.31(1)(a), Wis. Stats.
 2. Picnic licenses may be issued as provided in § 125.26(6), Wis. Stats., for a ~~\$10.00~~ fee **as established annually by the Common Council on the Fee Schedule** for each picnic or gathering. Pursuant to § 125.04(3)(f), Wis. Stats., licenses issued under § 125.26(6), Wis. Stats., for a picnic or other gathering lasting less than 4 days shall be issued pursuant to applications which shall be filed with the Clerk at least 3 days prior to the time of the granting of the license.
- (c) Wholesaler's Fermented Malt Beverage License . ~~\$25.00 per year or fractional part thereof.~~ **The fee will be established annually by the Common Council on the Fee Schedule.**
- (d) Special Wholesaler's License . ~~\$25.00 per year or fractional part thereof.~~ **The fee will be established annually by the Common Council on the Fee Schedule.**
- (e) Beverage Operator's License .
1. *Regular.* ~~\$20.00 per year or fractional part thereof.~~ **The fee will be established annually by the Common Council on the Fee Schedule.**
 2. *Provisional.*
 - a. Compliance. The City Clerk may grant a provisional operator's license to an individual who complies with § 125.04(5), Wis. Stats., and has also applied for a regular operator's license and who has not been previously denied a license under this section, subject to the following requirements:
 - i. The applicant for a provisional operator's license must furnish an affidavit stating that he has not been a habitual law offender or been convicted of a felony, unless pardoned.
 - ii. The applicant must provide evidence that he has either completed or enrolled in a training course as required by § 125.17(6), Wis. Stats. In the event that the applicant

fails to successfully complete the course, the provisional operator's license shall be revoked.

b. Restrictions.

- i. No provisional operator's license may be issued to a person who has been denied an operator's license by the City Council.
- ii. The provisional operator's license shall expire 60 days after its issuance or when a regular operator's license is issued whichever is sooner.
- iii. The City Clerk may revoke the provisional operator's license if it is discovered that the applicant made a false statement on the application.

c. *Fee.* The provisional operator's license fee shall be ~~\$10.00~~ **established annually by the Common Council on the Fee Schedule.**

(f) Retail Class "A" Liquor License. ~~\$150.00 per year.~~ **The fee will be established annually by the Common Council on the Fee Schedule.**

(g) Retail Class "B" Liquor License. ~~\$250.00 per year, except that if the total number of such licenses issued in any year does not exceed 10, the fee shall be \$250.00 per year.~~ **The fee will be established annually by the Common Council on the Fee Schedule.** Such license shall permit its holder to sell, deal and traffic in intoxicating liquors to be consumed on the premises and in the original package or container in quantities of not more than 4 liters to be consumed off the premises, except that wine may be sold in the original package or otherwise in any quantity to be consumed off the premises. The City elects to come under § 125.51(3)(b), Wis. Stats.

(h) Club License. A combination Class "B" fermented malt beverage retailer's license and Class "B" retailer's intoxicating liquor license may be issued to bona fide clubs as defined in § 125.02(4), Wis. Stats., for a ~~\$25.00 per year~~ fee **as established annually by the Common Council on the Fee Schedule.**

(i) Part-Time or Semi-Annual Liquor Licenses. Part-time or semi-annual liquor licenses shall be issued pursuant to § 125.51(9), Wis. Stats.

~~(j) Soda Water Beverage License. \$5.00 per year, which shall entitle the holder thereof to manufacture, distribute, vend, sell, offer or keep for sale at wholesale or retail soda water beverages not to be consumed upon the premises, only in original packages or containers.~~

(k) "Class C" Wine License. (Am. #10-15) ~~\$100.00 per year,~~ **The fee will be established annually by the Common Council on the Fee Schedule** which authorizes only the retail sale of wine by the glass or in its opened original container for consumption on the premises where sold.

11.02 PEDDLERS, SOLICITORS AND TRANSIENT MERCHANTS.

11.02 (5)(a) INVESTIGATION FEE.

- (a) Every applicant for a license under this section as a peddler, solicitor or transient merchant shall, at the time of the filing of such application with the City Clerk pay to the Clerk for the City an investigation fee of ~~\$50.00~~ **as established**

annually by the Common Council on the Fee Schedule. The monies so paid shall be retained by the City whether a license is issued to the applicant or not.

(b) Every applicant for a license under this section as a peddler, solicitor or transient merchant, to whom the City has issued such a license within the 12 months immediately preceding the date of the present application, shall pay to the City through the office of the Clerk an investigation fee of ~~\$30.00~~ **as established annually by the Common Council on the Fee Schedule.**

11.02 (7) FEES AND BOND.

(7) FEES AND BOND.

(a) The investigation fee, as heretofore set forth, shall permit any applicant to whom a license is to be granted, to conduct his business within the City for a period of not to exceed 2 days without additional cost, excepting for the bond hereinafter set forth. Every applicant for a license under this section and to whom such a license is to be granted, and who proposes to conduct his business within the City for a period of time longer than 2 days, shall pay to the City, through the office of the City Clerk, the additional ~~sum of \$20.00 per day~~ **fee as established annually by the Common Council on the Fee Schedule,** for each day, or portion thereof, that such business is to be conducted in the City, over and above the initial 2-day period. The term "day" as used herein shall mean each business day, and shall not include Sundays, holidays or days when no business is conducted.

(b) Every applicant for a license under this section, to whom such a license is to be granted shall, prior to the issuance of such license, file with the City Clerk of the City a surety bond to guarantee the applicant's good, honorable and lawful possession and proper and legal distribution and sale of the merchandise or personal services that he proposes to sell. The bond ~~cost~~ shall be in the amount of ~~\$100.00 for each day~~ **a fee as established annually by the Common Council on the Fee Schedule** that the applicant proposes to conduct his **their** business in the City, ~~excepting that the maximum amount of such bond shall be the sum of \$1,000.00.~~ The application for the license herein described shall authorize the City Clerk of the City to utilize the said bond, or portions thereof, to pay for any monetary fine and costs which might be assessed against the applicant, or an employee or agent of the applicant acting in his behalf for violations of any of the provisions of this section, or to satisfy any judgment rendered against the applicant, or an employee or agent of the applicant for violations of any contract existing between the applicant, or his employee or agent for merchandise to be furnished or services to be rendered to any person while the said applicant, or his employee or agent is conducting business within the City during the licensed period.

1. Said surety bond shall be held by the City Clerk for not less than 60 days after the applicant has completed the business set forth in the license, and the bond shall then be returned to the applicant unless the City Clerk has been notified of any actions pending against the said applicant, or an employee or agent of the applicant for the violation of any of the provisions of this section, or for the violation of any contracts existing between the said applicant or his employees or agents with a purchaser of the materials or services.

2. If the City Clerk is notified of any action against the applicant, or his employee or agent for the violation of any of the terms of this section, or for the violation of any contract with or to any purchaser of materials or services, the City Clerk shall then hold such surety bond until satisfaction has been made to the City or to the purchaser of such materials or services, or in lieu thereof, shall deduct the amount or sum necessary to satisfy such

judgment due the City or due the purchaser of the materials or services, and shall then remit the balance of the surety bond to the applicant.

(c) The applicant may furnish a certified check, a cashier's check or a money order payable to the City in lieu of the surety bond herein required.

(8) ANNUAL FEE.

(a) Any applicant for a license under this section may apply to the City Council for an annual license. The annual fee shall be ~~\$200.00 and shall be assessed on a calendar year basis,~~ **established annually by the Common Council on the Fee Schedule** ~~excepting, that if the license is issued on or after July 1, the amount of such annual fee for the remainder of the year shall be \$100.00.~~ The annual fee as herein set forth shall include the investigation fee.

(b) The surety bond, or acceptable alternative, as described in subsection (7)(b) above shall be required by the City Council of any applicant for an annual license, and such bond shall be in the amount prescribed **annually** by the City **Council on the Fee Schedule**, ~~but shall not exceed the sum of \$1,000.00.~~ The surety bond shall be held by the City Clerk under the same conditions as set forth in subsection (7)(b)1. above.

(13) PENALTY. Any person who shall violate any provision of this section shall forfeit ~~not less than \$25.00 and not more than \$100.00~~ **a fee as established annually by the Common Council on the Fee Schedule**, together with the costs of prosecution, and in default of payment of the forfeiture and costs shall be imprisoned in the County Jail until such forfeiture and costs of prosecution shall be paid, but not to exceed 20 days. Each day's violation of this section shall constitute a separate offense.

11.03 AUCTION SALES

11.03(4) APPLICATION. Application for such license shall be made to the City Council of the City, and the City Council may grant such license for one year upon payment of a license fee of ~~\$10.00~~ **as established annually by the Common Council on the Fee Schedule** and execution and delivery to the City by the applicant of a bond with 2 sureties to be approved by the Council in ~~the sum of \$500.00~~ **an amount as established annually by the Common Council on the Fee Schedule** conditioned that such licensee shall pay to the City Treasurer all fees imposed by this section **as shown on the Fee Schedule** and shall comply with the provisions of this section.

11.04 PUBLIC AMUSEMENTS

11.04(5) LICENSE FEES. License Fees for public amusements shall be **established annually by the Common Council on the Fee Schedule** as follows:

Circus, street carnival, menagerie or sideshow	\$25/day
Dance hall, skating rink, play or theatrical performance, including motion picture show	\$75/year or fraction thereof
Play or theatrical performance	\$10/day
Billiard or pool room	\$15/table per year or fraction thereof

Bowling alley	
— One alley	\$15/year or fraction thereof
— Each additional alley	\$5/year or fraction thereof
All other amusements, amusement devices, juke boxes and music boxes	\$15/unit per year or fraction thereof

11.06 TAXI CABS

11.06(4) The taxicab license fee shall be **established annually by the Common Council and shown on the Fee Schedule.** \$20.00 per year or any fractional part thereof for the first vehicle operated and \$20.00 per year or any fractional part thereof for each additional vehicle operated by the same licensee. The license year shall commence on January 1 and end on December 31. If less than 6 months remain of the license year, the license fee shall be reduced by one half.

11.08 JUNK DEALERS

11.08(2) APPLICATION. Every applicant for a license to engage in the business of junk dealer shall file with the Clerk a written verified application upon a form provided by the Clerk signed by the applicant or applicants. Such application shall be accompanied by a fee of \$15.00 **as established annually by the Common Council on the Fee Schedule.**

11.08(5) LICENSE FEE. Every junk dealer shall pay an annual license fee of \$50.00 or a daily license fee of \$10.00 per day **as established annually by the Common Council on the Fee Schedule.** All annual licenses shall be issued on July 1 and shall continue in force until June 30 next succeeding the date of issuance thereof, unless sooner revoked.

11.09 DOG AND CAT LICENSES.

(1) DOG AND CAT LICENSES REQUIRED. Every owner of a dog and cat more than 5 months of age on January 1 of any year or 5 months of age within the license year shall annually or within 30 days from the date such dog or cat becomes 5 months of age, at the time and in the manner provided by law for the payment of property taxes, pay his dog or cat license tax and obtain a license therefor. No such license shall be issued without proof of compliance with rabies vaccination, as required in this Code. The license fees shall be \$2.00 for each neutered dog or cat, on presentation of evidence that the animal is neutered, and \$5.00 for each unneutered dog or cat. **The license fee for neutered/non-neutered dogs or cats will be established annually by the Common Council on the Fee Schedule.**

(2) LICENSE TAGS. All licensable pets must wear license tags provided by the City at all times when off the premises of the owners, except under any organized show or training situation.

(3) LATE FEES. The collecting official shall charge a late fee of \$5.00 **as established annually by the Common Council on the Fee Schedule** if the owner fails to obtain a proper license under this section within 30 days after acquiring a licensable animal, in addition to the regular fees as permitted by § 174.05(5), Wis. Stats.

11.10 PARADE REGULATIONS

11.10(3)(c) Fee. There shall be paid at the time of filing the application for a parade permit the fee of \$10.00. **The fee for a parade permit shall be established annually by the Common Council on the Fee Schedule.**

11.13 TOBACCO PRODUCTS

There shall be a fee of ~~\$50.00 per year~~ **as established annually by the Common Council on the Fee Schedule** charged for a license allowing the sale of cigarettes or other tobacco products within the City. Such license shall be obtained by complying with the application forms and other reasonable procedures as prescribed by the City Clerk.

SECTION 8: Chapter 16 of the Municipal Code of the City of Waupun entitled ZONING CODE is amended as follows:

16.01 GENERAL

16.01(11)(b)(ix) *Fees.* A fee of ~~\$150.00~~ **as established annually by the Common Council on the Fee Schedule** shall be paid to the Zoning Administrator upon the filing of all petitions for amendment(s) of the Zoning Ordinance. (Am. #06-04)

16.03 RESIDENTIAL DISTRICT REQUIREMENTS.

16.03(6)(e)(ii)(b) Fees and Expiration Date (per §66.058, Wis. Stats.) are as follows:

- Annual mobile home court license shall be ~~\$100.00 for each 50 spaces or fraction thereof~~ **established annually by the Common Council on the Fee Schedule;**
- Mobile home court license transfer fee shall be ~~\$10.00~~ **established annually by the Common Council on the Fee Schedule;**
- Surety bond **shall be an amount established annually by the Common Council on the Fee Schedule** ~~in the sum of \$2,000.00~~, this bond shall guarantee the collection by the licensee of the monthly parking permit provided for in this Ordinance and the payment of such fees to the City Treasurer, the payment by the licensee of any fine or forfeiture including legal costs imposed or levied against said licensee for a violation of this section, and shall also be for the use and recovery had thereon by any person who may be injured or damaged by reason of the licensee violating the provisions of this section; and
- Expiration: All such licenses are to expire on the 30th day of June of each year and shall be renewed annually, there shall be no proration of fees.

16.07 PCD PLANNED COMMUNITY DEVELOPMENT REQUIREMENTS

16.07(6)(g) Fee(s). (Cr. #06-04)

- (i) Department review: ~~\$250.00 + \$15.00 per lot~~ **has a fee that is established annually by the Common Council on the Fee Schedule.**
- (ii) Engineering, improvement review, inspections, review: ~~Actual cost~~ **has a fee that is established annually by the Common Council on the Fee Schedule.**
- (iii) Administration, Clerk Treasurer, legal: ~~One percent City loan~~ **has a fee that is established annually by the Common Council on the Fee Schedule.**

16.12 CONDITIONAL USES

16.12(2) Application for conditional use permits shall be submitted to the Zoning Administrator. A fee of ~~\$150.00~~ **as established annually by the Common Council on the Fee Schedule** shall be paid at the time of submittal. Such forms shall be provided by the Zoning Administrator and shall be accompanied by a plan showing the location, size and shape of the land involved and of any proposed structures, and the existing and proposed use of each structure and lot. (Am. #06-04)

16.13 HOME OCCUPATIONS

16.13(4) An application for a home occupation license must be submitted to the Zoning Administrator. There shall be a fee of ~~\$25.00~~ **as established annually by the Common Council on the Fee Schedule** for all such applications. If after review, it is the opinion of the Zoning Administrator that the requested home occupation is permitted than a license may be issued. If however, in the opinion of the Zoning Administrator the requested home occupation is neither permitted nor strictly prohibited, then a conditional use permit approved by the Plan Commission will be required.

(5) A ~~\$150.00~~ application fee **as established annually by the Common Council on the Fee Schedule** will be required for any home occupation requiring a conditional use permit. After the holding of a public hearing and review by the Plan Commission, the permit will be approved or denied based on the conditions listed in subsection (1). (Am. #07-11)

(6) All permitted home occupations shall be licensed annually for a fee of ~~\$25.00~~ **as established annually by the Common Council on the Fee Schedule** and will automatically expire when the premises is sold, leased or otherwise transferred to a different owner or owners.

16.16 BOARD OF APPEALS.

16.16(1) A Board of Appeals shall be appointed as specified in §62.23(7)(e), Wis. Stats. The members shall serve without compensation. The Board of Appeals shall make its own rules of procedure consistent with the statutes. It shall have the following powers:

- (a) To hear and decide appeals where it is alleged that the Zoning Administrator has made an erroneous finding or order. A ~~\$50.00~~ filing fee **as established annually by the Common Council on the Fee Schedule** shall be required when publication of a notice of hearing is necessary; and
- (b) To grant specific variances from the terms of this Ordinance where it is shown that unique physical circumstances applying to a lot cause hardship to the owner under the Ordinance, and that the variance still will be in fundamental harmony with surrounding uses. Applications for variances are subject to a ~~\$150.00~~ filing fee **as established annually by the Common Council on the Fee Schedule**. (Am. #06-04)

16.17 SITE PLAN REVIEW

16.17(7) SITE PLAN REVIEW/APPLICATION FEE. (Cr. #06-04)

- (a) Consultant/engineering: ~~Actual cost~~ **a fee established annually by the Common Council on the Fee Schedule.**
- (b) Department review: ~~\$100.00~~ **a fee established annually by the Common Council on the Fee Schedule.**

SECTION 9: Chapter 17 of the Municipal Code of the City of Waupun entitled SUBDIVISION ORDINANCE is amended as follows:

17.01 GENERAL

17.01(9)(d) Dedication and Reservation of Lands. (Am. #06-04) Whenever a tract of land to be subdivided embraces all or any part of an arterial street, drainage way or other public way which has been designated in the Comprehensive Plan, Comprehensive Plan component, or on the official map, said public way shall be made part of the plat and dedicated or reserved by the subdivider in the locations and dimensions indicated on said plan or map and as set forth in this Ordinance.

Whenever a proposed playground, park, school site or other public land, other than streets or drainage ways, designated in the Comprehensive Plan, Comprehensive Plan component, or on the official map, is embraced, all or in part, in a tract of land to be subdivided, these proposed public lands shall be made part of the plat and shall be dedicated to the community by the subdivider shall at the discretion of the Plan Commission at ~~either the rate of 5 percent of the total plan area or \$200.00~~ **a fee as established annually by the Common Council on the Fee Schedule** per residential lot or if multifamily, **a fee as established annually by the Common Council on the Fee Schedule** ~~\$200.00 per unit~~, and said proposed public lands, other than streets or drainage ways, in excess of the rate established herein shall be reserved for a period not to exceed 3 years unless extended by mutual agreement for purchase by the public agency having jurisdiction; and all said proposed public lands, other than streets or drainage ways, shall be reserved by the subdivider for a period not to exceed 3 years unless extended by mutual agreement for acquisition by a public agency at undeveloped land costs.

17.01(13)(b) ENFORCEMENT AND PENALTIES.

(b) Penalties. Any person, firm, or corporation who fails to comply with this Ordinance shall be subject to a forfeiture of ~~not less than \$200.00 or more than \$1,000.00~~ **a fee as established annually by the Common Council on the Fee Schedule**, plus the costs of prosecution, for each day of violation.

17.07 DESIGN STANDARDS

17.07(8) PUBLIC SITES AND OPEN SPACES. In the design of the Plat, due consideration shall be given to the reservation of suitable sites of adequate area for future schools, reservation of suitable sites of adequate area for future schools, parks, playgrounds, drainage ways and other public purposes. If designated on the Comprehensive Plan, Comprehensive Plan component, or Official Map, such areas shall be made a part of the Plat. If no park is so designated the owner shall dedicate, land usable for recreation purposes equal in size to 5% of the Plat. This land shall be in one parcel and shall be used for park, playground, or for other specific public recreational uses as deemed desirable by the Plan Commission. However, if the Plan Commission should consider the Plat too small or for some reason unusable for a public purpose, the Plan Commission shall direct the owner to make a money payment to the City in lieu of land. The subdivider shall pay into the City treasury ~~\$100.00 per~~ **a fee as established annually by the Common Council on the Fee Schedule** per residential lot or if multiple residential units, ~~\$100.00~~ **a fee as established annually by the Common Council on the Fee Schedule** per

unit. All monies shall be applied to the capital budget of the Parks and Recreation Department, and shall be due and payable at the time of the Final Plat is submitted for approval.

17.10 FEES.

The subdivider shall pay the City all fees as hereinafter required and at the time specified **as established annually by the Common Council on the Fee Schedule.**

(1) PRELIMINARY PLAT REVIEW FEES.

(a) ~~Department Review : \$250.00 + \$15.00 per lot.~~

(b) ~~Engineering (Improvement Review, Inspections, Review) : Actual cost.~~

(c) ~~Administration (Clerk, Legal) : 1% City loan.~~

(2) FINAL PLAT REVIEW FEES.

(a) ~~Department Review : \$150.00 + \$5.00 per lot.~~

(b) ~~Engineering (Improvement Review, Inspections, Review) : Actual cost.~~

(c) ~~Administration (Clerk, Legal) : 1% City loan.~~

(3) LETTER OF INTENT REVIEW. ~~FEE.~~ A fee of \$10.00 shall be paid at the time of first submission for approval of any letter of intent.

(4) CERTIFIED SURVEY MAP REVIEW. ~~FEE.~~ A fee of \$100.00 + \$15.00 per lot shall be paid at the time of first submission for approval of any Certified Survey Map to defray the cost of review.

(5) CONDOMINIUM PLAT ~~FEE.~~ \$250.00 + \$15.00 per lot/unit.

(6) REPLAT REVIEW. ~~FEES.~~ A subdivider shall pay a fee amounting to:

(a) ~~Department Review : \$250.00 + \$15.00 per lot.~~

(b) ~~Engineering (Improvement Review, Inspections, Review) : Actual cost.~~

(c) ~~Administration (Clerk, Legal) : 1% City loan.~~

(7) IMPROVEMENT REVIEW ~~FEE.~~ The subdivider shall pay a fee amounting to one percent of the total cost of any required public improvements to defray the costs of review

(8) INSPECTION ~~FEE.~~ The subdivider shall pay for any inspections required of any City employee.

SECTION 10: Chapter 18 of the Municipal Code of the City of Waupun entitled GENERAL PROVISIONS is amended as follows:

18.04 PENALTY PROVISIONS.

(1) GENERAL PENALTY. Except as otherwise provided in this code, any person who shall violate any of the provisions of this code shall, on conviction of such violation, forfeit the sum of \$100.00 **a fee as established annually by the Common Council on the Fee Schedule**, together with the costs of prosecution.

18.08(3)(a)(2-3) CITATIONS FOR VIOLATION OF MUNICIPAL ORDINANCES.

(3) SCHEDULE OF DEPOSITS.

(a) Cash deposits are established for use with citations issued under this section as follows:

2. For all other violations of this Municipal Code by adults, a ~~\$100.00~~ **a fee as established annually by the Common Council on the Fee Schedule** deposit shall be used.
3. For all other violations of this Municipal Code by minors, a ~~\$50.00~~ **a fee as established annually by the Common Council on the Fee Schedule** deposit shall be used.

SECTION 11: This Ordinance shall be in full force and effect upon its passage and publication as provided by law.

Enacted this _____ day of _____, 2023.

Rohn W. Bishop
Mayor

ATTEST:

Angela J. Hull
City Clerk/Treasurer



**City of Waupun Fee Schedule
2024**

Some items require the collection of sales tax. This will be calculated during the transaction.

	DESCRIPTION	ADDITIONAL INFORMATION	2023 RATE	2024 RATE	MUNICIPAL CODE CHAPTER
1					
2	GENERAL GOVERNMENT				
3	Annexations		\$150.00	\$250.00	1.24(3)
4	Materials and Supplies	shall not exceed	\$500.00	\$500.00	3.03(5)(a)(4)
5	Repair of Equipment	shall not exceed	\$500.00	\$250.00	3.03(5)(a)(5)
6	Room Tax		7.50%	8.00%	3.11(1)
7	LICENSES/PERMITS				
8	Dogs/Cats - Neutered or Spayed	Annually April 1 - March 31	\$2.00	\$5.00	11.09(1)
9	Dogs/Cats - Non - Neutered or Spayed	Annually April 1 - March 32	\$5.00	\$10.00	11.09(1)
10	Late Fee for Dog/Cat Licenses		\$5.00	\$7.00	11.09(3)
11	LIQUOR LICENSES	State Fee Law			
12	Class "A" Beer	no max / no min	\$75.00	\$100.00	11.01(3)(a)
13	"Class A" Liquor	\$500 max / \$50 min	\$150.00	\$200.00	11.01(3)(f)
14	Class "B" Beer	\$100 max/ no min	\$100.00	\$100.00	11.01(3)(b)(1)
15	"Class B" Liquor	\$500 max / \$50 min	\$250.00	\$300.00	11.01(3)(g)
16	"Class C" Wine	\$100 max / no min	\$100.00	\$100.00	11.01(3)(k)
17	Picnic License		\$10.00	\$10.00	11.01(3)(b)(2)
18	Wholesalers Fermented Malt Beverage		\$25.00	\$25.00	11.01(3)(c)
19	Special Wholesaler's License		\$25.00	\$25.00	11.01(3)(d)
20	Club License		\$25.00	\$25.00	11.01(3)(h)
21	Operators License		\$20.00	\$35.00	11.01(3)(e)(1)
22	Operators Provisional		\$10.00	\$15.00	11.01(3)(e)(2)(c)
23	SODA				
24	Soda Water		\$5.00	eliminate	11.01(3)(j)
25	CIGARETTE				
26	Cigarette		\$50.00	\$100.00	11.13
27	MILK				
28	Milk - Sale and Distribution		\$25.00	eliminate	10.03(3)(e)
29	Milk Vendor's License		\$10.00	eliminate	10.03(5)(e)
30	PARKING				
31	Parking Permit	month	\$15.00	\$15	6.05(6)(f)
32	Parking Permit	annual	\$150.00	\$150.00	6.05(6)(f)

33	Time-Restricted Parking Violation		\$10.00	\$15.00	6.15(83)(a)
34	Other Parking Violations		\$20.00	\$25.00	6.15(3)(b)
35	School Zone Violations		\$30.00	\$35.00	6.15(3)(c)
36	Second Violations	same offense within same year	\$5.00	\$10.00	6.15(3)(d)
37	Third and Subsequent Violations	same offense within same year	\$5.00	\$10.00	6.15(3)(d)
38	Additional Forfeitures for Parking Violations	not paid within 48 hours	\$5.00	\$10.00	6.15(3)(e)
39	Additional Forfeitures for Parking Violations	not paid within 10 days	\$10.00	\$15.00	6.15(3)(e)
40	PUBLIC WORKS				
41	Sidewalks Noncompliance	per parcel plus replacement cost	\$25.00	\$25.00	7.03(7)
42	Street and Sidewalk Excavation Permit Application		\$15.00	\$50.00	7.05(1)(b)
43	Excavation or Street/Public Way Opening Bond		\$10,000.00	\$10,000.00	7.05(2)(a)
44	Excavation Work Insurance	Public Liability	\$100,000 per occasion	\$100,000 per occasion	7.05(3)
45	Excavation Work Insurance	Public Liability	\$300,000 one accident	\$300,000 one accident	7.05(3)
46	Excavation Work Insurance	Public Liability	\$50,000 property damage	\$50,000 property damage	7.05(3)
47	Waste Container	annual	\$0.00		
48	Recycling Container	annual	\$0.00		
49	Weed Cutting Charges	per occasion	\$100 + actual cost	\$100 + actual cost	10.11(5)(b)
50	Snow Removal Charges	per occasion	\$100 + actual cost	\$100 + actual cost	7.07(3)(c)
51	Sump Pump Discharge	fine	\$100.00	\$100.00	7.12(7)
52	Moving Buildings		\$1,000.00		13.06
53	PROTECTIVE SERVICES				
54	BIKE				
55	Bike License	per bike owner	\$3.00		6.10(2)
56	Lost Bike License		\$0.25	0.50	6.10(15)
57	PEDDLER				
58	Peddler/Solicitors/Transient Merchant Initial Investigation		\$50.00	\$50.00	11.02(5)(a)
59	Peddler/Solicitors/Transient Merchant	if received 1st license within 12 month	\$30.00	\$40.00	11.02(5)(b)
60	Peddler/Solicitors/Transient Merchant longer than 2 days	per day over 2 days	\$20.00	\$20.00	11.02(7)(a)
61	Peddler/Direct Seller Solicitors/Transient Merchant Bond	per day/max \$1,000	\$100.00	\$100.00	11.02(7)(b)
62	Peddler/Solicitors/Transient Merchant Annual	12 months	\$200.00	\$200.00	11.02(8)(a)
63	Peddler/Solicitors/Transient Merchant 6 month	6 months	\$100.00	\$100.00	11.02(8)(a)

64	Surety Bond		\$1,000.00	\$1,000.00	11.02(8)(b)
65	AUCTION				11.03
66	Auction Sales	annual	\$10.00		11.03(4)
67	Auction Sales Bond		\$500.00	\$500.00	11.03(4)
68	Auction Fees on Sales	of sales	20%		11.03(5)
69	PUBLIC AMUSEMENTS				11.04
70	Circus, street carnival, menagerie or sideshow	day	\$25.00	\$25.00	11.04(5)
71	Dance hall, skating rink, play or theatrical performance, motion picture show	annual or fractional part	\$75.00	\$75.00	11.04(5)
72	Play or Theatrical performance	day	\$10.00	\$10.00	11.04(5)
73	Billiard or Pool Room	per table annual or fractional part	\$15.00	eliminate	11.04(5)
74	Bowling Alley — one alley	annual or fractional part	\$15.00	eliminate	11.04(5)
75	Bowling Alley — each additional alley	annual or fractional part	\$5.00	eliminate	11.04(5)
76	All other amusements, amusement devices, juke boxes and music boxes	per unit annual or fractional part	\$15.00	eliminate	11.04(5)
77	PARADE				
78	Parade Permit		\$10.00	\$10.00	11.10(3)(c)
79	TAXI				11.06
80	Taxi Cab License - 1st vehicle	annual or fractional part	\$20.00	\$20.00	11.06(4)
81	Taxi Cab License - each additional vehicle	annual or fractional part	\$20.00	\$20.00	11.06(4)
82	JUNK DEALER				
83	Junk Dealer Application		\$15.00		11.08(2)
84	Junk Dealer License	annual	\$50.00		11.08(5)
85	Junk Dealer License	daily	\$10.00		11.08(5)
86	PARK & RECREATION		resident/non-resident	resident/non-resident	
87	Dodge Park Shelter		\$65/\$90	\$65/\$90	
88	Harris Mill Park Shelter		\$65/\$90	\$65/\$90	
89	McCune Park Concession Stand	requires \$50 security deposit	\$100/\$115	\$100/\$115	
90	McCune Park Shelter		\$65/\$90	\$65/\$90	
91	West End Park Shelter		\$65/\$90	\$65/\$90	
92	Wilcox Park Shelter		\$65/\$90	\$65/\$90	
93	ZONING				
94	Zoning Code Amendment		\$150.00	\$250.00	16.01(11)(b)(ix)
95	Special Assessment Letters		\$10.00	\$25.00	
96	Annual Mobile Home Court	50 spaces	\$100.00	\$100.00	16.03(6)(e)(ii)(b)
97	Mobile Home Court License Transfer		\$10.00	\$20.00	16.03(6)(e)(ii)(b)
98	Mobile Home Surety Bond		\$2,000.00	\$2,000.00	16.03(6)(e)(ii)(b)

99	Planned Community Development	Department Review	\$250 + \$15 per lot	\$2,000.00	16.07(6)(g)(i)
100	Planned Community Development	Engineering	Actual Cost	Actual Cost	16.07(6)(g)(ii)
101	Planned Community Development	Administration	1% City Loan	1% City Loan	16.07(6)(g)(iii)
102	Conditional Use		\$150.00	\$250.00	16.12(2)-16.13(5)
103	Home Occupation License Application		\$25.00	\$50.00	16.13(4)
104	Home Occupation License Annual License		\$25.00	\$25.00	16.13(6)
105	Board of Appeals	Violation Filing Fee	\$50.00	\$50.00	16.16(1)(a)
106	Variance		\$150.00	\$200.00	16.16(1)(b)
107	Site Plan Review - Consult/Engineering		Actual Cost	Actual Cost	16.17(7)(a)
108	Site Plan Review - Department Review		\$100.00	\$100.00	16.17(7)(b)
109	Dedication and Reservation of Lands	Single Lot	5% of total plan area or \$200.00	5% of total plan area or \$200.01	17.01(9)(d)
110	Dedication and Reservation of Lands	Multi-Family	\$200.00 per unit	\$200.00 per unit	17.01(9)(d)
111	Public Sites and Open Spaces	Per Residential Lot	\$100.00 per lot	\$100.00 per lot	17.07(8)
112	Public Sites and Open Spaces	Multiple Residential Units	\$100.00 unit	\$100.00 unit	17.07(8)
113	Preliminary Plat Review	Department Review	\$250.00 + \$15.00 per lot	\$250.00 + \$15.00 per lot	17.10(1)
114	Preliminary Plat Review	Engineering	Actual Cost	Actual Cost	17.10(1)
115	Preliminary Plat Review	Administration	1% City Loan	1% City Loan	17.10(1)
116	Final Plat Review	Department Review	\$150.00 + \$5.00 per lot	\$150.00 + \$5.00 per lot	17.10(2)
117	Final Plat Review	Engineering	Actual Cost	Actual Cost	17.10(2)
118	Final Plat Review	Administration	1% City Loan	1% City Loan	17.10(2)
119	Letter of Intent Review		\$100.00	\$100.00	17.10(3)
120	Certified Survey Map		\$100.00 + \$15.00 per lot	\$100.00 + \$15.00 per lot	17.10(4)
121	Condominium Plat		\$250.00 + \$15.00 per lot	\$250.00 + \$15.00 per lot	17.10(5)
122	Replat Review	Department Review	\$250.00 + \$15.00 per lot	\$250.00 + \$15.00 per lot	17.10(6)
123	Replat Review	Engineering	Actual Cost	Actual Cost	17.10(6)
124	Replat Review	Administration	1% City Loan	1% City Loan	17.10(6)
125	Improvement Review		1% of total cost of any required public improvements to defray the costs of review	1% of total cost of any required public improvements to defray the costs of review	17.10(7)
126	Inspection		Actual Cost	Actual Cost	17.10(8)
127	PENALTIES				
128	Penalty for Chapter 6 violation	First Offense	\$3.00	\$3.00	6.10(4)(a)(3)(a-c)
129	Penalty for Chapter 6 violation	Second Offense	\$5.00	\$5.00	6.10(4)(a)(3)(a-c)
130	Penalty for Chapter 6 violation	Third Offense	\$10.00	\$10.00	6.10(4)(a)(3)(a-c)
131	Penalty for Chapter 6 violation	Third Offense	\$10.00	\$10.00	6.10(4)(a)(3)(a-c)
132	Penalty for Chapter 8 violation - Chickens	First Violation	\$250.00	\$250.00	8.025(9)(c)
133	Penalty for Chapter 8 violation - Chickens	Subsequent Violation	\$500.00	\$500.00	8.025(9)(c)

134	Penalty for Chapter 8 violation	First Offense	\$200.00-\$300.00	\$200.00-\$300.00	8.05(3)(a)
135	Penalty for Chapter 8 violation	Second Offense	\$300.00-\$500.00	\$300.00-\$500.01	8.05(3)(a)
136	Penalty for Chapter 8 violation - Controlled Substances	First Offense	not less than \$200 + costs of prosecution	not less than \$200 + costs of prosecution	8.09(5)(a)
137	Penalty for Chapter 8 violation - Controlled Substances	Second Offense	not less than \$300 + costs of prosecution	not less than \$300 + costs of prosecution	8.09(5)(b)
138	Penalty for Chapter 10 violation - Recycling	First Violation	\$50.00	\$50.00	10.15(11)(a)
139	Penalty for Chapter 10 violation - Recycling	Second Violation	\$200.00	\$200.00	10.15(11)(a)
140	Penalty for Chapter 10 violation - Recycling	Third and Subsequent Violations	not more than \$2,000.00	not more than \$2,000.00	10.15(11)(a)
141	Penalty for Chapter 10 violation - Solid Waste	First Violation	\$50.00	\$50.00	10.17(4)(c)
142	Penalty for Chapter 10 violation - Solid Waste	Second Violation	\$200.00	\$200.00	10.17(4)(c)
143	Penalty for Chapter 10 violation - Solid Waste	Third and Subsequent Violations	not more than \$2,000.00	not more than \$2,000.00	10.17(4)(c)
144	Penalty for Chapter 11 violation		\$25.00-\$100.00	\$25.00-\$100.01	11.02(7)(13)
145	Penalty for Chapter 17 violation		\$200.00-\$1,000.00	\$200.00-\$1,000.01	17.01(13)(b)
146	Penalty for Chapter 18 violation		\$100 + cost of prosecution	\$100 + cost of prosecution	18.04(1)
147	Penalty for Chapter 18 violation	Cash Deposits- Adults	\$100.00	\$100.00	18.08(3)(a)(2)
148	Penalty for Chapter 18 violation	Cash Deposits - minor	\$50.00	\$50.00	18.08(3)(a)(3)



AGENDA SUMMARY SHEET

MEETING DATE: 11/14/23

TITLE: Local Roads Improvement Program Grant
Application for Mill and Overlay of S. West St. to
W. Lincoln St. to Visser Ave.

AGENDA SECTION: CONSIDERATION-ACTION

PRESENTER: Jeff Daane, Public Works Director

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

ISSUE SUMMARY

Requesting to submit for a Local Roads and Improvements Grant with the Wisconsin DOT. Our estimate for the project is \$43,539.86. This grant can pay up to 50%, but we usually receive less.

This street is in the Capital plan for next year.

STAFF RECOMMENDATION:

Authorize the Public Works Director to submit the grant application

ATTACHMENTS:

City of Waupun Grant Request form

RECOMMENDED MOTION:

Motion to authorize the Public Works Director to submit the Local Roads and Improvement Program Grant Application for consideration of mill and overlay of S. West Street to W. Lincoln Street to Visser Avenue



CITY OF WAUPUN GRANT REQUEST FORM

Upon the Department completing the grant and grant application assessment as outlined in the Grant Management Policy, the Department will complete this form and supporting documentation on the grant and submit it to the Finance Director. No grant applications shall be submitted to the funding agency or organization without the prior approvals defined in the Grant Management Policy. Created 12/01/2022 revision Date: 3/8/23

Date	November 8, 2023	What year is the project scheduled for?	2024
Department	Public Works		
Department Grant Project Manager	Jeff Daane		

Grant Program Name	Local Roads and Improvments	Application Deadline	December 1st, 2023
Granting Agency Name	Wisconsin DOT	Grant Amount	Not Sure
Agency Contact	Brian Field	Agency Phone No.	920-386-3653
Agency Website		Agency Email Contact	bfield@co.dodge.wi.us

Source of Funds					
Federal	State (Federal Pass-thru)	State	Other	Local Match	Total Grant Project Budget
		X		X	\$43,539.86
If source of funds is either Federal or State (Federal Pass-thru), please provide the appropriate Federal Grant Catalog of Federal Domestic Assistance (CFDA) number				CFDA#	

If local match is required, are funds available in the department budget?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, identify budget line item Mill and Overlay	Name	S. West St
				Account Number	

Please provide a concise description of the grant and potential sources of local match if funds are not available in department budget.

LRIP has an opening for grants to be filed. The due date is December 1st. S. West street is figured into the 2024 budget. My budget numbers are coming in at about \$280,000 and we have budgeted \$250,000 for streets next year. This could help offset some of the over run. We usually get Between \$10,000 and \$20,000 for this grant.

Grant Accounting (Completed by Finance Department)			
Grant Revenue Account No.		Grant Expenditure Account No.	
Budget Resolution Required?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If a budget resolution is required please attach Date Approved

Grant Request Approvals (Level of approval governed by the Grant Management Policy.)			
Department Head	Name Jeff Daane	Signature	Date 11/8/23
Finance Director	Name	Signature	Date
Mayor	Name	Signature	Date
Committee of the Whole and/or Common Council Approval (Attach minutes)	Date	Common Council Approval	Date



AGENDA SUMMARY SHEET

MEETING DATE: 11/14/2023 **TITLE:** 2024 Business Improvement District Operating Plan, Budget, and Assessment Rate

AGENDA SECTION: CONSIDERATION-ACTION

PRESENTER: Kathy Schlieve, City Administrator

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

ISSUE SUMMARY

The BID Board unanimously approved the 2024 operating plan as included in this packet along with a change in assessment from \$1.50 to \$1.85 per \$1,000 of assessed value. According State Statute and per the BID operating plan, you are required to adopt the plan.

RECOMMENDATION:

Approve the BID Operating Plan, Budget and increasing the assessment rate to \$1.85 per thousand

ATTACHMENTS:

DRAFT 2024 BID Operating Plan Document and Budget

MOTIONS FOR CONSIDERATION:

Motion to approve the 2024 BID Operating Plan and to set the BID assessment rate at \$1.85 per \$1,000 of assessed value beginning with the 2023 tax collection year. It is understood that the assessment rate may be adjusted yearly to support the annual operating plan submitted to the Council by the BID Board.



WAUPUN
CITY OF SCULPTURE

2024 BUSINESS IMPROVEMENT DISTRICT
OPERATIONAL PLAN

Approved by BID Board October 17, 2023

NOVEMBER X, 2023
ADOPTED BY WAUPUN COMMON COUNCIL

THE WAUPUN BUSINESS IMPROVEMENT DISTRICT 2024 OPERATING PLAN

INTRODUCTION

In 1984, the Wisconsin legislature created Sec. 66.1109 of the Statutes enabling cities to establish Business Improvement Districts (BID) upon the petition of at least one property owner within the proposed district. The purpose of the law is “to allow businesses within those proposed district to develop, manage, and promote the districts and to establish an assessment method to fund these activities”. Upon petition from property owners within the Waupun Business Improvement District (hereafter “BID”), the City’s Common Council created the BID and adopted its initial operating plan in 1988.

Section 66.1109(3)(b), Wis. Stats., requires that a BID Board “shall annually consider and make changes to the operating plan. The board shall then submit the operating plan to the local legislative body for approval”. The Board of the Waupun BID submits this BID operating plan in fulfillment of the statutory requirement.

This plan proposes a continuation and expansion of the activities described in the initial 1988 BID operating plan. Therefore, it incorporates by reference the earlier plans as adopted by the City’s Common Council. In the interest of brevity, this plan emphasizes the elements, which are required by Sec. 66.1109, Wis. Stats. and the proposed changes for 2024. This plan does not repeat the background information that is contained in the initial operating plan.

DISTRICT BOUNDARIES

A calculation of the BID assessment and the original 1988 map of the district is provided in Appendix A and Appendix B.

2023 OPERATING PLAN

The goals, objectives, and strategies of the 2024 Operating Plan as provided in Appendix C. Estimated revenues and expenditures can be seen in Appendix D.

PROMOTION OF ORDERLY DEVELOPMENT OF THE CITY

Under §66.1109(1)(f)(4), the Operating Plan must specify how the BID promotes the orderly development of the municipality, including its relationship to any municipal master plan.

The Waupun Business Improvement District was created through private sector initiative to further city goals. The creation of the BID is consistent with the City’s plans and promotes the orderly development of the City in general and the business district in particular. This proposal is consistent with the City’s Comprehensive Plan and all other City Ordinances and Plans.

METHOD OF ASSESSMENT

A. Assessment Rate and Method

As of December 31, 2022, the properties in the district have estimated total BID assessable value of \$13,315,200. This plan proposes to assess the taxable property in the district at a rate of \$1.85 per \$1,000 of assessed value for the purposes of the BID. Appendix A shows the projected BID assessment for property included in the district.

The principle behind the assessment methodology is that each property owner should contribute to the BID in proportion to the benefit derived from the BID. After consideration of the assessment methods, it was determined that the assessed value of a property was the characteristic most directly related to the potential benefit provided by the BID. Therefore, a uniform rate applied on the assessed value of each property was selected as the basic assessment method for the Waupun BID

Information on specific assessed values, budget amounts, and assessment amounts are based on 2023 conditions. Greater detail about subsequent years' activities will be provided in the required annual plan updates. Approval by the City's Common Council of such operating plan updates shall be conclusive evidence of compliance with this operating plan and the BID law.

In later years, the BID operating plan will continue to apply the assessment formula, as adjusted, to raise funds to meet the next annual budget. The method of assessing shall not be materially altered, except with the consent of the City of Waupun.

B. Excluded and Exempt Property

Wisconsin law specifies certain properties, which are exempt from the assessment, and allows the municipality to determine whether businesses operating specifically for manufacturing purposes are exempt.

- Wisconsin Statutes § 66.1109(1)(f) 1m: This section details what must be included in a Standard Operating Plan. "Whether real property used exclusively for manufacturing purposes will be specially assessed." Property used exclusively for manufacturing purposes will not be assessed.
- Wisconsin Statutes §66.1109(5)(a): "Property used exclusively for residential purposes will not be assessed."
- Wisconsin Statutes § 66.1109(5)(a): "Real property that is exempted from general property taxes under §70.11 will not be assessed." Owners of property that is exempt from the special assessment may not receive the direct financial benefits of the Business Improvement District, such as in the case of a façade improvement grant or any other grant.

Owners of property that is exempt from the special assessment may not receive the direct financial benefits of the BID, such as in the case of the Façade Improvement Program.

CITY ROLE IN DISTRICT OPERATION

The City of Waupun is committed to helping private property owners in the district promote its development. To this end, the City has played a significant role in the creation of the BID and in the implementation of its operating plan. In particular, the City will continue to:

- Provide funding to the BID for administration and promotion of the Façade Improvement Grant program, business and development recruitment, and other initiatives. This is updated on an annual basis and is reviewed each budget year.
- Monitor and, when appropriate, apply for outside funds, which could be used in support

of the district.

- Collect and disperse BID assessments to the district.
- Receive annual audits, as required per Sec. 66.1109(3)(c) of the BID law.
- Encourage partners to support the activities of the district.

BOARD MEMBERS AND STAFF

The Mayor shall appoint the members of the BID Board subject to confirmation by the Common Council. Upon confirmation, board members serve a 3-year term expiring April 30th.

The Board is comprised of six (6) representatives from the BID District and four (4) representatives at-large. The current BID Board and staff are comprised as follows:

REPRESENTATIVE FROM BID DISTRICT		4/30/2025	Tyler Schulz
REPRESENTATIVE FROM BID DISTRICT		4/30/2025	Rich Matravers
REPRESENTATIVE FROM BID DISTRICT			Vacant
REPRESENTATIVE FROM BID DISTRICT		4/30/2026	Gary DeJager
REPRESENTATIVE FROM BID DISTRICT		4/30/2026	Krista Bishop
REPRESENTATIVE FROM BID DISTRICT		4/30/2024	Mitch Greenfield
REPRESENTATIVE AT-LARGE		4/30/2025	Craig Much
REPRESENTATIVE AT-LARGE		4/30/2026	Jodi Mallas
REPRESENTATIVE AT-LARGE		4/30/2024	Kate Bresser
REPRESENTATIVE AT-LARGE	Vice Chairperson	4/30/2024	Teresa Ruch

MAYOR	Ex Officio
CITY ADMINISTRATOR/DIRECTOR OF ECONOMIC DEVELOPMENT	

Responsibilities of the Board include implementation of this operating plan and preparing annual reports of the District. The Board will also annually consider and make changes to the operating plan and submit the operating plan to the Common Council for approval. The Board will conduct its business consistent with the open meeting law and keep minutes as a matter of public record.

FUTURE YEARS' OPERATING PLANS

It is anticipated that the BID will continue to revise and develop the operating plan annually in response to changing development needs and opportunities in the district, in accordance with the purpose and goals in this operating plan.

Section 66.1109(3)(a) of the BID law requires the BID Board and the City to annually review and make changes as appropriate in the operating plan. Therefore, while this document outlines in general terms the complete development project, it focuses upon 2023 activities. Information on specific assessed values, budget amounts, and assessment amounts are based on 2021 conditions. Greater detail about subsequent years' activities will be provided in the required annual plan updates. Approval by the City Common council of such operating plan updates shall be conclusive evidence of compliance with this operating plan and the BID law.

In later years, the BID operation plan will continue to apply the assessment formula, as adjusted, to raise funds to meet the next annual budget. The method of assessing shall not be materially altered, except with the consent of the City of Waupun.

AMENDMENT, SEVERABILITY, AND EXPANSION

The BID has been created under the authority of Section 66.1109 of the Statutes of the State of Wisconsin. Should any court find any portion of the statute invalid or unconstitutional, its

decision will not be invalidate or terminate the BID and this BID operating plan shall be amended to conform to the law without need of re-establishment.

Should the legislature amend the statue to narrow or broaden the process of a BID to exclude or include as assessable properties of a certain class or classes of properties, as and when it conducts its annual review and approval of the operating plan and without necessity to undertake any other act. This is specifically authorized under Se. 66.1109(3)(b)

Appendix A – Calculation of 2024 Assessed Values

Appendix B – 1988 Original BID Map

Appendix C – 2024 Operating Plan Goals, Objectives, and Strategies

Appendix D – 2024 Budget

Appendix A – Calculation of 2024 Assessed Values

	Dodge	Fond du Lac	Total
2023 Assessed Value (Commercial Properties)	\$ 5,431,700	\$ 7,883,500	\$ 13,315,200
divided by 1,000	5,432	7,884	
Assessment Rate	\$ 1.85	\$ 1.85	
2023 BID Assessment for 2024 BID Budget	\$ 10,048.65	\$ 14,584.48	\$ 24,633.12
2022 BID Assessment for 2023 BID Budget	\$ 7,811.25	\$ 11,721.00	\$ 19,532.25
Increase/(Decrease) in BID Budget	\$ 2,237.40	\$ 2,863.48	\$ 5,100.87
Increase in assessed value	224,200.00	69,500.00	293,700.00

Appendix B – 1988 Original BID District Map

City of Waupun Bid District



Legend
 Bid District

Appendix C – 2024 Operating Plan Goals, Objectives, and Strategies

INITIATIVE		TIMEFRAME	LEAD	TEAM	BUDGET	MATCHING FUNDS*	MEASURABLES
Objective 1: Be a voice for the Downtown Waupun community (Organization)					\$ 133	\$ 12,250	
Strategy 1: Communicate and solicit feedback from BID members							
1.1.1	Review and update of Operational Plan and Budget	Fall 2024	City	BID Board			Updated Plan
1.1.2	Participate in networking events that strengthen working relationships/partnerships to promote district	Ongoing	Envision/WBA	BID / CDA			# Events / Attendance
1.1.3	Pursue interest to expand BID boundaries based on business inquiry	Ongoing	City	BID			
1.1.4	Publish and Distribute Annual Report to Members	Dec-24	City	BID Board	\$ 133		Annual Report
Strategy 2: Board Development & Administration							
1.2.1	Recruit, develop, and engage board members	ongoing	City/BID Board	BID Board			Fill expired terms April 2024
1.2.2	Recruit, orient, and train new board members, when applicable	ongoing	City	BID Board			Complete training, as needed
1.2.3	Partner with City for administrative support for monthly meetings and execution of operating plan	Ongoing	City	BID Board		\$ 12,000	
Strategy 3: Strengthen collaboration among various community partner organizations as outlined in Market Analysis Plan							
1.3.1	Form a partnership subcommittee comprised of internal and external partner organizations.	Q1 2024	WBA	BID / CDA / WBA / City / DLWR/ Ignite/ Promotions			
1.3.2	Develop common goals that strengthen collaboration of partner organizations.	Q1 2024	Partnership subcommittee	BID Board			# organization participating
1.3.3	Maintain Connect Community status in WEDC's Main Street Program	Summer 2024	City			\$ 250	Signed WEDC Contract for 2024/2025
Objective 2: Establish a consistent marketing presence for Downtown Waupun (Promotion)					\$ 5,500	\$ 15,000	
Strategy 1: Contribute to an annual marketing and communication plan to promote Waupun Business							
2.1.1	Create an annual marketing plan / calendar of events in collaboration	Ongoing	Partnership Subcommittee				
2.1.2	Create a variety of media/social marketing content featuring Waupun businesses	Ongoing	DLWR / Media Expert	DLWR / Media			Implementation
2.1.3	Secure independent contractor to regularly contribute to Discover Downtown Waupun Website / Social Channels / etc.	Ongoing	City	Social Media Expert	\$ 5,500	\$ 15,000	# of regular impressions / traffic
Objective 3: Improve the aesthetic/visual appeal of Downtown Waupun (Design)					\$ 15,000	\$ 130,000	
Strategy 1: Support façade improvements in the District							
3.1.1	Façade Improvement Grant (50% matching grant, capped at \$2,000)	Ongoing	City	BID Board	\$ 12,000		# inquiries and applications
3.1.2	Continue to educate property owners on various financial assistance programs to encourage property redevelopment.	Ongoing	City / WBA	Envision Greater Fond du Lac			Usage of programs
Strategy 2: Assist with maintaining a downtown environment that is clean, safe, comfortable and welcoming							
3.2.1	Partner with city departments to manage safety, parking, snow removal, and planter program	Ongoing	City	Police, Building Inspector, DPW		\$ 15,000	Complete as issues arise
Strategy 3: Support the implementation of elements from the Streetscaping Plan, including amenities that are visually consistent and cohesive in design with the rest of the downtown district.							
3.3.1	Support the Downtown Design Guidelines and the CDA to bring design consistency to the district	Ongoing	City	BID Board and CDA			Current city ordinances to support
3.3.2	Seasonal Planting Program	May/November	City	City; Farm and Home, Modern Mercantile; WAHS Horticulture Students	\$ 3,000		Beautiful planters
3.3.3	Work cooperatively to implement Downtown Streetscaping & Redevelopment Plan	Ongoing	City	BID Board and CDA		\$ 115,000	Completion of Food Truck Alley
Objective 4: Attract, retain, and facilitate development of a unique mix of sustainable businesses in coordination with the City and CDA (Economic Vitality)					\$ 4,000	\$ 5,000	
Strategy 1: Work to retain downtown businesses							
4.1.1	Maintain a business retention program to identify business retention and expansion opportunities.	Ongoing	City	Envision / Waupun Business Alliance / City Staff			Meetings and follow thru reporting
4.1.2	Provide educational opportunities to support the growth of downtown businesses	Ongoing	City	Envision/Waupun Business Alliance/Ignite			Meetings and follow thru reporting
4.1.3	Host business training classes in Waupun to support business success.	Ongoing	City	Envision / Waupun Business Alliance			Participation Rates
Strategy 2: Work to attract new downtown businesses							
4.2.1	Leverage market analysis report to improve overall business mix in Waupun	Ongoing	City	City Staff / Envision/ IGNITE			
4.2.2	Follow up on leads of businesses looking to open, expand or relocate	Ongoing	City	City Staff / Envision			Number of contacts
4.2.3	Provide entrepreneurial startup business coaching through the Ignite network.	Ongoing	City/IGNITE	Envision/IGNITE		\$ 5,000	# new business touches / starts
4.2.4	Develop and implement a pop-up grant program	Ongoing	City	City Staff / Envision	\$ 4,000		
Strategy 3: Identify interest from abutting businesses and expand BID Boundary where possible							
4.3.1	Survey abutting business property owners to determine level of interest	Ongoing	City	City Staff / BID Board			Number of contacts
4.3.2	Hold public hearing as required to modify boundary for 2025	Ongoing	City	City Staff / BID Board			Updated boundary map
TOTAL PROPOSED EXPENDITURES					\$ 24,633	\$ 162,250	

*Matching funds are derived from city of Waupun budgetary support and in-kind contributions from partner organizations supporting goals of BID.

Appendix D – 2024 Budget

INCOME:				
2024 Assessment @\$1.85/\$1,000				\$ 24,533.12
		TOTAL INCOME:		\$ 24,533.12
EXPENSES:				
Design				\$ 12,000.00
Economic Vitality				\$ 6,533.12
Organization				\$ 1,000.00
Promotions				\$ 5,000.00
		TOTAL EXPENSE:		\$ 24,533.12



AGENDA SUMMARY SHEET

MEETING DATE: 11/14/2023

TITLE: Youth Recreation and Sports Grant Design Guidelines

AGENDA SECTION: CONSIDERATION-ACTION

PRESENTER: Kathy Schlieve, Administrator

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
Quality of Life	Discussion Only	

ISSUE SUMMARY

The guidelines for a Youth Recreation and Sports Grant are included in this packet as modified based on October 31 COW discussion. The title was expanded to support youth organizations that meet other recreation needs beyond traditional sports. \$37,500 will be available in both fiscal years 2024 and 2025. Maximum award amount is \$5,000 per application. Program would be introduced in early January of each year with awards finalized by March. We are seeking approval of the guidelines as presented / with final modifications.

RECOMMENDATION:

Approve guidelines as presented

ATTACHMENTS:

DRAFT Youth Recreation and Sports Program Outline

MOTIONS FOR CONSIDERATION:

Motion to approve the guidelines for 2024 and 2025 Youth Recreation and Sports Grant Program and to authorize staff to implement the program in accordance with described guidelines

CITY OF WAUPUN
YOUTH RECREATION AND SPORTS GRANT PROGRAM

The City of Waupun invests heavily in youth sports and recreation assets to foster a strong quality of life for residents. The City partners with nonprofit youth sports organizations to provide recreation programming for area youth by providing access to these facilities and permits ongoing fundraising activities with profits directly benefiting these groups. The various nonprofit athletic groups ~~using city-owned facilities~~ have identified capital and equipment needs ~~improvements at facilities needed~~ to maintain and to expand programming. It is the City's desire to continue to invest in and support ~~facility improvements~~ the needs of these groups to strengthen quality of life for resident. As such, the City is allocating \$37,500 to create a Youth Sports Grant Program ~~in each of the next two years (2024-2025)~~. This is a reimbursement-based grant with a maximum award of \$5,000. Dependent on the number and quality of applications, the council may elect to reduce the total grant award to support more community organizations. A minimum of a 50% fund match must be demonstrated by the requesting organization. The City of Waupun will utilize the Common Council Committee of the Whole (COW) to review and award grants within this program. Organizations receiving funds will be required to sign award agreements and verify use of funds prior to receiving payment. Preference will be given to organizations who demonstrate financial need ~~and to organizations that have not received support in the form of other city grant awards between January 1 and December 31, 2023 and are able to outline a sustainability plan that covers long term maintenance of related improvements~~. Projects outlined in approved grants must be complete by ~~November 1, 2024~~ December 31, 2026, with all invoices and reporting data submitted no later than March 31, 2027.

PURPOSE:

The purpose of the Youth Recreation and Sports Grant Program is to work collaboratively with youth recreation and sports nonprofit organizations to ~~make improvements to athletic facilities~~ support capital improvement and equipment needs used to operate programs within the City of Waupun.

ELIGIBLE ORGANIZATIONS:

Organizations must be a ~~youth sports non-profit~~ organizations operating as a 501c3 within the City of Waupun that provides access to youth/sports programming for all area youth, regardless of skill or ability. Funds will not be allocated to groups that restrict access to programming (i.e., competitive / travel teams where youth must try out for a select number of positions based on skill or ability.)

ELIGIBLE EXPENDITURES:

Funds must be used to support ~~facility improvements~~ capital and equipment purchases that support programming ~~approved by the City of Waupun Director of Public Works in accordance with the City's long-range facility and/or recreation plans and must meet ADA accessibility standards~~. Funded organization must demonstrate ability to finance the balance of the proposed project not funded through a grant award. Financial, performance and compliance reporting will be required.

APPLICATION NARRATIVE:

1. Describe the proposed capital improvement project that you are seeking to complete if your request is funded.
2. Describe the need for your project; ~~how it fits with the City's long-range facility and/or recreation plans, public support for the project, etc.~~ Explain what will happen if your request is not funded.
3. Describe measurable impacts your program has achieved to date, including information relative to whom your program serves, including total number of youth served, of that group number of youth served who live within the City of Waupun, demographics of families served, economic impact to the City, etc.
4. Provide information on the project budget, including funds already collected or committed to the proposed project and plans to address any gaps in financing through fundraising or other methods.
5. What are the expected long-term costs to maintain your proposed project? Describe your plan to support long-term maintenance of proposed improvements. If you are relying on city funding to support this need, be specific in terms of your request for support beyond a possible grant award.
6. Describe the timeline for your proposed project, including projected start dates, construction timelines, and completion deadlines.
7. If your grant request is not fully funded, describe adjustments you are prepared to make to the proposed project to address the need. What implications will those adjustments have to your program?

SUPPORTING DOCUMENTATION:

Attach the following as documentation in support of your application:

- Completed application including budget documents signed by an authorized member of your nonprofit.
- A copy of your organization's income statement for period ending December 31, 2023.
- Cost estimates for your proposed project.
- Evidence of ability to fund the non-grant funded portion of the proposed project and/or a plan to finance the portion of your project requiring private funding.

First round of applications are due January 31, 2024. First round of review of applications will occur by February 29, 2024. Applications accepted on a rolling basis thereafter until all annual program funds are awarded by the Waupun Common Council Committee of the Whole.



DOT-REGULATED EMPLOYEE ALCOHOL MISUSE PREVENTION AND ANTI-DRUG POLICY

Issue Date: 11/14/2023	Revision(s): 4/12/05; 11/14/2023	Pages: 16
Policy Source: Cities and Villages Mutual Insurance Company 49 CFR Part 382 & Part 40		

I. PURPOSE

The Federal Motor Carrier Safety Administration (FMCSA) has issued federal regulations (49 CFR Parts 40 and 382) implementing the provisions of the federal Omnibus Transportation Employee Testing Act of 1991 which requires alcohol and controlled substance testing of drivers who are required to have a commercial driver's license (CDL). These regulations include detailed procedures for urine drug testing and breath alcohol testing of employees involved in safety-sensitive functions. The purpose of this policy is to establish an alcohol and controlled substances testing program to help prevent accidents, injuries, and property damage resulting from the misuse of alcohol and the use of controlled substances by drivers of commercial motor vehicles. Consequently, City of Waupun has established the following alcohol misuse prevention program and anti-drug program as well as subsequent enforcement of violations for its employees conducting safety-sensitive functions.

Program Contact

For additional information or questions, please refer to the Designated Employee Representative (DER); Human Resources.

II. POLICY

The City of Waupun recognizes that the use and/or abuse of alcohol or controlled substances by drivers of our commercial motor vehicles present a serious threat to the safety and health of the driver and the general public. It is the policy of the City that its drivers should be free of drugs and alcohol at all times while performing any work for the organization, or while on any City property. In order to further the goal of obtaining a drug-free and alcohol-free environment, and to be in full compliance with the DOT-regulated testing requirements of 49 CFR Parts 40 and 382, the City has implemented a drug and alcohol testing program which is designed to help reduce and prevent vehicle accidents and injuries to the organization's employees and the public, to discourage substance use and alcohol abuse, and to reduce absenteeism, accidents, health care costs, and other drug and alcohol-related problems.

III. DEFINITIONS

For the purposes of this policy, the following definitions will apply:

Alcohol means the intoxicating agent in beverage alcohol, ethyl alcohol, or other low weight alcohols including methyl and isopropyl alcohol.

Alcohol Use means the consumption of any beverage, mixture or preparation, including medications, containing alcohol.

Breath Alcohol Technician (BAT) means an individual certified as trained to operate an Evidential Breath Testing Device (EBT) and proficient in breath testing procedures.

Canceled Test means, in controlled substance testing, that a test that has been declared invalid by the MRO. A canceled test is neither positive nor negative.

Collection Site means a place where individuals present themselves for the purpose of providing body fluids or tissue samples to be analyzed for controlled substances, or to provide a breath sample to be analyzed for alcohol concentration.

Commercial Motor Vehicle (CMV) means a motor vehicle or combination of motor vehicles used in commerce to transport property or passengers if the motor vehicle:

1. Has a gross combination weight rating of 26,001 or more pounds inclusive of the towed unit with a gross vehicle weight of 10,000 pounds; or
2. Has a gross vehicle weight of 26,001 more pounds, or
3. Is designed to transport 16 or more passengers inclusive of the driver; or
4. Is of any size and is used in the transportation of materials found to be hazardous for the purpose of the Hazardous Materials Transportation Act and which require the vehicle to display a placard.

Controlled Substance under DOT rule means marijuana, cocaine, opioids, amphetamines, and phencyclidine (PCP) or other substances later defined by DOT as controlled substances.

Designated Employer Representative (DER) is an individual identified by the employer as able to receive communications and test results from service agents and is authorized to immediately remove employees from safety-sensitive functions and make decisions in the testing and evaluation processes. The DER must be an employee of the City.

Evidential Breath Testing Device (EBT) is a device designed to measure alcohol concentration from breath samples which has been approved by the National Highway Traffic Safety Administration.

Laboratory means a laboratory for conducting drug testing that is approved by the Department of Health and Human Services.

Medical Review Officer (MRO) means a licensed doctor of medicine or osteopathy with the knowledge of drug abuse disorders that is retained by the organization to conduct and analyze drug tests in accordance with DOT rules.

Safety-Sensitive Function means the following on duty functions:

1. All time waiting to be dispatched;
2. All time inspecting, servicing or conditioning any commercial motor vehicle;
3. All driving time, i.e. all time spent at the driving controls of a commercial motor vehicle in operation;
4. All time, other than driving time, in or upon any commercial motor vehicle;
5. All time loading or unloading a vehicle, supervising or assisting in the loading or unloading, attending a vehicle being loaded or unloaded, remaining in readiness to operate the vehicle, or in giving or receiving receipts for shipments loaded or unloaded;
6. All time repairing, obtaining assistance or remaining in attendance upon a disabled vehicle.

Performing (a safety-sensitive function) means a driver is considered to be performing a safety-sensitive function during any period in which he or she is actually performing, ready to perform, or immediately available to perform a safety-sensitive function.

Substance Abuse Professional (SAP) is a licensed physician (medical doctor or doctor of osteopathy) or a licensed or certified psychologist, social worker, employee assistance professional or addiction counselor (certified by the National Association of Alcoholism and Drug Abuse Counselors Certification Commission) with knowledge of and clinical experience in the diagnosis and treatment of alcohol and controlled substances-related disorders.

IV. POLICY COVERAGE

This policy applies to every employee (“driver”) who performs “safety sensitive functions” in association with the operation of a commercial motor vehicle in commerce in any state, and is subject to the commercial driver’s license requirements of part 383 of this subchapter.

Drivers are also governed by the City’s Non-DOT Drug and Alcohol Use Policy. In addition, transit (bus) drivers may be subject to drug and alcohol testing requirements as outlined in 49 CFR Part 655 and their department specific policy.

Condition of Employment

All drivers subject to this policy are required to submit to DOT drug and alcohol testing and therefore, it is a condition of employment

V. PROHIBITED CONDUCT

Federal Regulations prohibit City of Waupun drivers from engaging in the following conduct:

1. Using or possessing alcohol while on duty. **Note:** Federal regulations include medications containing alcohol in the substances banned from use or possession in the workplace. Therefore, drivers should not report for duty while using or possessing medication if such medication contains any measurable amount of alcohol;
2. Using alcohol within eight (8) hours following an accident, unless the employee has already undergone DOT-regulated post-accident drug and alcohol testing or is not required to undergo post-accident drug or alcohol testing;
3. Reporting for duty or remaining on duty while having an alcohol concentration of 0.04 or greater;
4. Consuming any amount of alcohol within four (4) hours before reporting for duty;
5. Using controlled substances while on duty, unless the use is pursuant to the instructions of a physician who has advised the driver that the substance does not adversely affect the driver's ability to safely operate a commercial motor vehicle;
6. Reporting for duty or remaining on duty if the employee tests positive for controlled substances or has adulterated or substituted a specimen for controlled substances; or
7. Refusing to submit to any alcohol or drug testing required by this policy.

Refusal to Test

Refusal to test, in addition to #7 Above, includes:

- Failing to appear for any test (except a pre-employment test) within a reasonable time, as determined by the employer, after being directed to do so. This includes the failure of an employee to appear for a test when called.
- Failing to remain at the testing site until the testing process is complete (except in a pre-employment testing situation when an applicant leaves the testing site before the testing process commences);
- Failing to provide a urine specimen for any drug test;
- Failing to provide an adequate amount of saliva or breath for any alcohol test;
- Failing to permit a directly observed or monitored collection in a drug test;
- Failing to provide a sufficient amount of urine for the drug test or sufficient breath specimen when directed, and it has been determined, through a required medical evaluation, that there was no adequate medical explanation for the failure;
- Failing or declines to take an additional drug test the employer or collector has directed the driver to take;

- Failing to undergo a medical examination or evaluation, as directed by the MRO as part of the verification process or as directed by the employer associated with a shy bladder or insufficient breath sample. In the case of a pre-employment drug test, the employee is deemed to have refused to test on this basis only if the pre-employment test is conducted following a contingent offer of employment. If there was no contingent offer of employment, the MRO will cancel the test;
- Failing to sign the certification at Step 2 of the alcohol testing form;
- Failing to cooperate with any part of the drug and/or alcohol testing process (e.g., refuse to empty pockets when directed by the collector, behave in a confrontational way that disrupts the collection process, fail to wash hands after being directed to do so by the collector);
- For an observed collection, failing to follow the observer's instructions to raise your clothing above the waist, lower clothing and underpants, and to turn around to permit the observer to determine if you have any type of prosthetic or other device that could be used to interfere with the collection process;
- Possessing or wearing a prosthetic or other device that could be used to interfere with the collection process;
- Admitting to the organization, collector or MRO that he/she has adulterated or substituted the specimen;
- Providing a specimen that the MRO has determined to have been tampered with, verified adulterated or substituted;
- Failing to comply with any follow-up testing plan/criteria.

VI. CONSEQUENCES

Removal from Position

1. Any driver who engages in prohibited conduct, or otherwise violates the DOT/FMCSA regulations will immediately be removed from his/her covered position, including the operation of a commercial motor vehicle and the performance of any safety sensitive duties.
2. The driver shall not return to or assume any DOT covered position with this organization until and unless he/she completes the Substance Abuse Professional evaluation, referral, and education/ treatment process detailed in Subpart O of 49 CFR Part 40.
3. A driver with an alcohol test result equal to or greater than 0.020 but less than 0.040, will immediately be removed from his/her position for a mandatory period of twenty-four (24) hours. When a reasonable suspicion drug and/or alcohol test cannot be administered and the employee's behavior or appearance suggests alcohol misuse or use of a controlled substance, he/she will immediately be removed from his/her position for a mandatory period of twenty-four (24) hours.

Disciplinary Action

In addition to above, any employee who violates any of the rules set forth in this policy is subject to discipline, up to and including termination.

VII. EFFECTS, SIGNS & SYMPTOMS

Intervention

A safe and productive drug-free workplace is achieved through cooperation and shared responsibility. If substance abuse is contributing to an employee's poor performance, ignoring or avoiding it will not help the situation. An employee's use or misuse of alcohol or controlled substances may be the root of the performance problem; however, substance abuse on the part of someone close to the employee also could be the source. Inevitably, the abuse of alcohol or other controlled substances leads to costly and potentially dangerous consequences unless action is taken to confront the issue.

Impact on Health, Work, & Personal Life

The impact of an individual's substance use and/or abuse extends beyond them. Impaired employees endanger themselves, fellow workers, and the general traveling public. Employees with alcohol are less productive and more likely to injure themselves or other persons in an accident. Alcohol abusing employees increase the costs related to lost productivity, absenteeism, loss of trained personnel, theft, and treatment and deterrence programs.

The struggle for answers about alcohol and drug problems can be difficult. Without expert assessment and diagnosis, it can entail an exhausting search without easy resolution. But confidential diagnosis and assistance can be helpful at any point along the continuum, and it is better to seek and get such help sooner rather than later.

VIII. REQUIRED TESTS

Refusal to submit to a required test will result in removal of that driver from his or her assignment(s) which, in turn, may result in discipline up to and including termination. City of Waupun will test drivers in the following situations:

1. Pre-Employment Testing

Any individual not currently employed by the City who is applying for a safety-sensitive position shall be required to undergo pre-employment controlled substance testing after a conditional offer of employment has been extended.

Prior to the first time an existing employee performs safety-sensitive functions for the organization (i.e. new position, promotion, job transfer, etc.); the employee shall be required to undergo testing for controlled substances. A positive result will result in a disqualification from further consideration for the vacancy or eligibility list. Any applicant or existing employee who refuses to undergo such alcohol or drug testing will be disqualified from further consideration for employment in that safety-sensitive position.

Per §382.701, the City of Waupun will obtain driver consent and subsequently conduct a pre-employment full query of the Drug and Alcohol Clearinghouse to obtain information about whether the driver has a verified positive, adulterated, or substituted controlled substances test result; has an alcohol confirmation test with a concentration of 0.04 or higher; has refused to submit to a test in violation of §382.211; or that an employer has reported actual knowledge, as defined at §382.107, that the driver used alcohol on duty in violation of §382.205, used alcohol before duty in violation of §382.207, used alcohol following an accident in violation of §382.209, or used a controlled substance, in violation of §382.213.

The City of Waupun will not allow a driver to perform any safety-sensitive function if the results of a Clearinghouse query demonstrate that the driver has a verified positive, adulterated, or substituted controlled substances test result; has an alcohol confirmation test with a concentration of 0.04 or higher; has refused to submit to a test in violation of §382.211; or that an employer has reported actual knowledge, as defined at §382.107, that the driver used alcohol on duty in violation of §382.205, used alcohol before duty in violation of §382.207, used alcohol following an accident in violation of §382.209, or used a controlled substance in violation of §382.213, except where a query of the Clearinghouse demonstrates:

1. That the driver has successfully completed the SAP evaluation, referral, and education/treatment process set forth in part 40, subpart O, achieves a negative return-to-duty test result; and completes the follow-up testing plan prescribed by the SAP.
2. That, if the driver has not completed all follow-up tests as prescribed by the SAP in accordance with §40.307 and specified in the SAP report required by §40.311, the driver has completed the SAP evaluation, referral, and education/treatment process set forth in part 40, subpart O, and achieves a negative return-to-duty test result, and the City of Waupun assumes the responsibility for managing the follow-up testing process associated with the testing violation.

2. Post-Accident Testing

As soon as practicable following an accident involving a commercial motor vehicle, the City of Waupun shall test the driver for alcohol and controlled substances in the following situations:

- a. The accident involves a human fatality, each surviving driver is subject to testing whether they were at fault or not;
- b. The driver has received a citation and the accident involved bodily injury requiring immediate medical attention from the accident scene; and/or
- c. The driver has received a citation and the accident involved disabling damage causing vehicle or vehicles to be towed from the scene of the accident.

Testing Timeframes

The alcohol breath test should be administered within 2 hours, but must be administered no later than 8 hours following the accident, and the drug test must be administered within 32 hours of the accident. If the alcohol test is not administered within 2 hours of the accident, or a drug test within 32 hours of the accident, the Department Manger will complete a report explaining the reasons for the delay in conducting the test.

Driver Obligations

A driver who is subject to post-accident testing shall remain readily available and may not take any action to interfere with the testing or the results of the testing.

The driver shall notify his/her immediate Department Manger as soon as possible if they are involved in an accident. After the initial call to the employer, the driver is required to remain in contact with his/her Department Manger with any subsequent information pertinent to the accident, including contact by any law enforcement agency, issuance of a citation, etc.

The driver shall allow law enforcement to conduct their investigation. It is possible for a federal, state, or local law enforcement official to direct an employee, who is in the course of conducting City business, to submit to drug and/or alcohol testing. In this case, the employee shall provide the results of that testing to the employer as soon as they become available. These results may be used in lieu of or in addition to post-accident testing outlined in this section.

3. Random Testing

Drivers are subject to unannounced DOT/FMCSA random drug and alcohol testing. Testing percentages are established annually by the FMCSA. The random selection process ensures that each driver has an equal chance of being selected and tested. Some drivers may be tested more than once each year; some may not be tested at all depending on the random selection. However, once a driver has been notified of his/her selection for testing, they must immediately report for testing. Failure to show for a test within a reasonable time from the time of notification or interfering with the testing process is considered a refusal to test. An employee shall only be tested for alcohol during, just before or just after the performance of safety sensitive functions.

4. Reasonable Suspicion Testing

An employee is required to submit to an alcohol or controlled substance test upon a trained (*in accordance with this policy and Section 382.603 requirements*) Department Manger's reasonable suspicion to believe that the employee is in violation of this policy. The determination of reasonable suspicion must be based on specific, contemporaneous, articulable observations concerning the appearance, behavior, speech or body odors of the employee. The observations may include indications of the chronic and withdrawal effects of controlled substances. The Department Manger who makes the determination that reasonable suspicion exists to conduct an alcohol test shall not conduct the alcohol test of the employee.

Under DOT regulations, alcohol testing is only authorized if observations are made during, just preceding or just after the period of the work day that the employee is required to be in compliance (during, just before or after the employee has performed safety-sensitive functions). However, City policy requires that reasonable suspicion alcohol testing shall be performed at any time during an employee's work day.

Under DOT regulations, the employee will not be permitted to perform safety sensitive functions until: (1) an alcohol test is administered and the alcohol concentration measures less than 0.02; or (2) 24 hours have elapsed following the determination that there was reasonable suspicion to test the employee. However, City policy requires that an employee will not be returned to work until confirmed test results are obtained.

If an alcohol test is not administered within two (2) hours following the reasonable suspicion determination, the Department Manger must prepare and maintain on file a record stating the reasons the alcohol test was not promptly administered. If an alcohol test is not administered within eight (8) hours following the reasonable suspicion determination, the Department Manger must cease attempts to administer an alcohol test and shall state in the record the reasons for not administering the test. In addition, the driver will be out of service for 24 hours.

The Department Manger who made the observations shall provide a report that contains the observations leading to an alcohol or controlled substances reasonable suspicion test within 24 hours of the observed behavior or before the results of the alcohol or controlled substances tests are released, whichever is earlier.

1. Upon the employee's removal from the job site, the Department Manger will contact the Human Resources Department.
2. The Department Manger is to then take the employee to the collection site for drug and/or alcohol testing, and must remain at the site until the test is completed.
3. If the alcohol test is conducted more than two (2) hours, but less than eight (8) hours, after the Department Manger makes the reasonable suspicion determination, the Department Manger will complete a report explaining the reason for the delay in conducting the test. If the alcohol test is not conducted within eight (8) hours after the Department Manger makes such reasonable suspicion determination, or if the drug test is not conducted within twenty-four (24) hours after such determination, the Department Manger will complete a report explaining the reasons why the test was not conducted.
4. Once the drug and/or alcohol test has been completed, the Department Manger is to make arrangements for the employee to be taken home. The employee will not be permitted to drive their own car home at that time. The employee may have a family member or a friend pick them up or the Department Manger may take the employee home.
5. The employee is to be advised not to report to work. Human Resources will contact the employee once the test results are known (this normally takes 24-48 hours) and a decision has been made as to the employee's status.
6. The results of the drug and/or alcohol test will be sent directly to the employer representative, the Human Resources Department. When the results are obtained, Human Resources, the employee's Department Manager and City Administrator will meet to determine the appropriate course of action to be taken.

7. This is a confidential process. Test results will be held strictly confidential and are not to be discussed or shared with anyone who does not need to know. Likewise, a Department Manager must not discuss the suspected reason for a referral or termination with anyone who does not need to know.
8. Once the test has been completed and the employee has been taken home, the Department Manager must submit a written report to Human Resources outlining in detail what happened and what behavior was observed that led the Department Manager to believe the employee was under the influence of alcohol and/or drugs. This report is to be done within 24 hours of testing.

5. Return-to-Duty/Follow-up Testing

The requirements for return-to-duty testing must be performed in compliance with the Substance Abuse Professional process detailed in Subpart O of 49 CFR Part 40. In summary, the driver shall not return to a driver position, with the City unless and until he/she completes all requirements of Subpart O. Once those requirements have been met, the driver must complete and receive negative test results associated with return-to-duty testing. The alcohol test must be .000.

The requirements for follow up testing must be performed in compliance with the Substance Abuse Professional process detailed in Subpart O of 49 CFR Part 40. In summary, once the driver returns to his/her position, they will be subject to a follow up testing plan as prescribed by the Substance Abuse Professional. Follow up testing includes, but is not limited to, a minimum of six unannounced follow up tests in the first twelve months of returning to his/her position. Additional testing may occur for up to forty-eight months following the initial first twelve-month period.

IX. DRUG AND ALCOHOL CLEARINGHOUSE QUERIES

In addition to the required pre-employment Clearinghouse full query, Human Resources will also conduct a query of the Clearinghouse at least once per year for information for all employees subject to controlled substance and alcohol testing as defined in 49 CFR Part 382 to determine whether information exists in the Clearinghouse about those employees.

To conduct the annual query referenced above, Human Resources will obtain the individual driver's consent and may conduct a "limited" query to satisfy the annual query requirement. The limited query will tell whether there is information about the individual driver in the Clearinghouse but will not release that information to the City. The individual driver may give consent to conduct limited queries that is effective for more than one year.

If the limited query shows that information exists in the Clearinghouse about the individual driver, the City must conduct a full query, within 24 hours of conducting the limited query. If the City fails to conduct a full query within 24 hours, the City must not allow the driver to continue to perform any safety-sensitive function until Human Resources conducts the full query and the results confirm that the driver's Clearinghouse record contains no prohibitions as defined §382.701 (d).

X. REPORTING TO THE CLEARINGHOUSE

Human Resources must report the following information about a driver to the Clearinghouse by the close of the third business day following the date on which they obtained that information:

- (i) An alcohol confirmation test result with an alcohol concentration of 0.04 or greater;
- (ii) A negative return-to-duty test result;
- (iii) A refusal to take an alcohol test pursuant to 49 CFR 40.261;
- (iv) A refusal to test determination made in accordance with 49 CFR 40.191(a)(1) through (4), (a)(6), (a)(8) through (11), or (d)(1), but in the case of a refusal to test under (a)(11), the employer may report only those admissions made to the specimen collector; and

(v) A report that the driver has successfully completed all follow-up tests as prescribed in the SAP report in accordance with §§40.307, 40.309, and 40.311 of the drug and alcohol regulations.

The information required to be reported under section must include, as applicable:

- (i) Reason for the test;
- (ii) Driver's name, date of birth, and CDL number and State of issuance;
- (iii) Employer name, address, and USDOT number;
- (iv) Date of the test;
- (v) Date the result was reported; and
- (vi) Test result. The test result must be one of the following:
 - (A) Negative (only required for return-to-duty tests administered in accordance with §382.309);
 - (B) Positive; or
 - (C) Refusal to take a test.

For each report of a violation of 49 CFR 40.261(a)(1) [refusal to test for alcohol] or 40.191(a)(1) [refusal to test for controlled substances], the employer must report the following information:

- (i) Documentation, including, but not limited to, electronic mail or other contemporaneous record of the time and date the driver was notified to appear at a testing site; and the time, date and testing site location at which the employee was directed to appear, or an affidavit providing evidence of such notification;
- (ii) Documentation, including, but not limited to, electronic mail or other correspondence, or an affidavit, indicating the date the employee was terminated or resigned (if applicable);
- (iii) Documentation, including, but not limited to, electronic mail or other correspondence, or an affidavit, showing that the C/TPA reporting the violation was designated as a service agent for an employer who employs himself/herself as a driver pursuant to §382.705 (b)(6) of this section when the reported refusal occurred (if applicable); and
- (iv) Documentation, including a certificate of service or other evidence, showing that the employer provided the employee with all documentation reported under §382.705 (b)(3).

Employers must report the following violations by the close of the third business day following the date on which the employer obtains actual knowledge, as defined at §382.107, of:

- (i) On-duty alcohol use pursuant to §382.205;
- (ii) Pre-duty alcohol use pursuant to §382.207;
- (iii) Alcohol use following an accident pursuant to §382.209; and
- (iv) Controlled substance use pursuant to §382.213.

For each violation in which the employer obtains actual knowledge, as defined at §382.107, the employer must report the following information:

- (i) Driver's name, date of birth, CDL number and State of issuance;
- (ii) Employer name, address, and USDOT number, if applicable;
- (iii) Date the employer obtained actual knowledge of the violation;
- (iv) Witnesses to the violation, if any, including contact information;
- (v) Description of the violation;
- (vi) Evidence supporting each fact alleged in the description of the violation required under paragraph §382.705 (b)(4) of this section, which may include, but is not limited to, affidavits, photographs, video or audio recordings, employee statements (other than admissions pursuant to §382.121), correspondence, or other documentation; and
- (vii) A certificate of service or other evidence showing that the employer provided the employee with all information reported under paragraph §382.705 (b)(4) of this section.

Reporting Entities and Circumstances

Reporting entity	When information will be reported to clearinghouse
Prospective/Current Employer of CDL Driver	—An alcohol confirmation test with a concentration of 0.04 or higher. —Refusal to test (alcohol) as specified in 49 CFR 40.261.
	—Refusal to test (drug) not requiring a determination by the MRO as specified in 49 CFR 40.191.
	—Actual knowledge, as defined in 49 CFR 382.107, that a driver has used alcohol on duty, used alcohol within four hours of coming on duty, used alcohol prior to post-accident testing, or has used a controlled substance.
	—Negative return-to-duty test results (drug and alcohol testing, as applicable)
	—Completion of follow-up testing.
Service Agent acting on behalf of Current Employer of CDL Driver	—An alcohol confirmation test with a concentration of 0.04 or higher. —Refusal to test (alcohol) as specified in 49 CFR 40.261.
	—Refusal to test (drug) not requiring a determination by the MRO as specified in 49 CFR 40.191.
	—Actual knowledge, as defined in 49 CFR 382.107, that a driver has used alcohol on duty, used alcohol within four hours of coming on duty, used alcohol prior to post-accident testing, or has used a controlled substance.
	—Negative return-to-duty test results (drug and alcohol testing, as applicable)
	—Completion of follow-up testing.
MRO	—Verified positive, adulterated, or substituted drug test result.
	—Refusal to test (drug) requiring a determination by the MRO as specified in 49 CFR 40.191.
SAP	—Identification of driver and date the initial assessment was initiated.
	—Successful completion of treatment and/or education and the determination of eligibility for return-to-duty testing.

XI. DRIVER CONSENT AND ACCESS TO THE CLEARINGHOUSE

Human Resources cannot query the Clearinghouse to determine whether a record exists for any particular driver without first obtaining driver consent. Human Resources must retain the consent for 3 years from the date of the last query. Written consent for limited queries can be obtained by using the “*General Consent for Limited Queries of the FMCSA-Drug and Alcohol Clearinghouse Form*” which is attached to this policy.

Before Human Resources may access information contained in the driver's Clearinghouse record, the driver must submit electronic consent through the Clearinghouse granting the City access to the following specific records:

- (1) A verified positive, adulterated, or substituted controlled substances test result;
- (2) An alcohol confirmation test with a concentration of 0.04 or higher;
- (3) A refusal to submit to a test in violation of §382.211;
- (4) An employer's report of actual knowledge, as defined at §382.107, of:
 - (i) On duty alcohol use pursuant to §382.205;
 - (ii) Pre-duty alcohol use pursuant to §382.207;
 - (iii) Alcohol use following an accident pursuant to §382.209; and
 - (iv) Controlled substance use pursuant to §382.213;
- (5) A SAP report of the successful completion of the return-to-duty process;
- (6) A negative return-to-duty test; and
- (7) An employer's report of completion of follow-up testing.

The City of Waupun cannot permit a driver to perform a safety-sensitive function if the driver refuses to grant the consent required by the paragraphs of this section.

A driver granting consent must provide consent electronically to the Agency through the Clearinghouse prior to release of information to an employer in accordance with §382.701(a)(2) or (b)(3).

A driver may review information in the Clearinghouse about himself or herself, except as otherwise restricted by law or regulation. A driver must register with the Clearinghouse before accessing his or her information.

XII. CLEARINGHOUSE RECORDKEEPING

Human Resources must retain for 3 years a record of each query and all information received in response to each query made. As of January 6, 2023, an employer who maintains a valid registration with the Clearinghouse fulfills this requirement.

XIII. SELF ADMISSION

The City of Waupun strives to maintain a safe and drug free work environment. Alcohol and drug use on the job poses a serious threat to the safety of our employees and the general public. However, the organization also understands the addictive nature of alcohol and certain drugs. The organization greatly values and cares about all employees, and will make every effort to assist any employee who comes forward and admits the need for help or treatment. To this end, the City of Waupun has created a qualified self-admission program as detailed below which complies with the DOT regulations by incorporating the following required elements:

- The City will not take any adverse action (loss of seniority, position, title, etc.) against any employee who makes a voluntary admission of having an alcohol or drug problem.
- In the event of a voluntary self-admission, the organization is required to remove the employee from performing, and the employee will be prohibited from performing, or continuing to perform, any safety sensitive functions.
- Self-admitting employees will be given the opportunity to seek treatment (at the employee's expense). The organization shall ensure that the employee is provided sufficient opportunity to seek evaluation, education or treatment to establish control over his or her drug or alcohol problem;
- In order to be permitted to resume performing safety sensitive functions for the City of Waupun:
- The organization must be satisfied with and approve the employee's treatment option/program.
- The employee must successfully complete the treatment program, and provide documentation/certification of completion (as determined by a drug and alcohol abuse evaluation expert, i.e., employee assistance professional, substance abuse professional, or qualified drug and alcohol counselor).

Further, the City of Waupun must ensure that:

- Prior to the employee participating in a safety sensitive function, the employee shall undergo a return-to-duty test (at the employee's expense) with a result indicating an alcohol concentration of less than 0.02; and/or
- A return-to-duty controlled substance (at the employee's expense) test with a verified negative test result for controlled substances use; and
- The organization may incorporate employee monitoring and include non-DOT follow-up testing (at the employee's own expense).

Employees who admit to alcohol misuse or controlled substances use, are subject to the above procedures, but will not be subject to the referral, evaluation and treatment requirements set forth in 49 CFR Part 40, Subpart O, provided that:

- The driver does not self-identify in order to avoid testing under the requirements of this policy;
- The driver does not make the admission of alcohol misuse or controlled substances use prior to performing a safety-sensitive function (i.e., prior to reporting for duty); and
- The driver does not perform a safety-sensitive function until the City of Waupun is satisfied that the employee has been evaluated and has successfully completed education or treatment requirements in accordance with the self-identification program guidelines.

XIV. TESTING PROCEDURES

Drug testing establishes the presence of a drug or drugs at or above the minimum cut-off concentration levels. The drugs for which tests are conducted include, but are not limited to, marijuana (THC), cocaine, amphetamines, phencyclidine (PCP), and opioids. The cut-off concentration levels for these substances are consistent with those defined in 49 CFR Part 40.

Alcohol testing determines the presence of alcohol based on alcohol concentration levels. Alcohol concentration (or content) means the alcohol in a volume of breath expressed in terms of grams of alcohol per 210 liters of breath as indicated by an evidential breath test. Alcohol use means the drinking or swallowing of any beverage, liquid mixture or preparation (including any medication), containing alcohol.

Before the testing process can begin, the employee must present a valid photo ID (such as a driver's license, state issued identification card, employer ID, etc.).

Alcohol Testing

Initial Testing

An alcohol testing form (ATF) is used to document the alcohol testing process. The Breath Alcohol Technician (BAT) will conduct an initial breath test and if the result is 0.020 or greater, a confirmation test is required. The collector completes Step 1 and the employee is required to sign Step 2 in order for the test to proceed. The employee provides an adequate amount of breath so the device can analyze it and provide the result. The BAT and employee observe the test results, which are then recorded on the ATF. If the test result is less than .020, the result is considered negative. The collector completes Step 3 and the collection process is complete.

Confirmation Testing

A 15-minute wait period will be observed prior to the confirmation test being administered. The wait period allows an opportunity for any accumulation of residual mouth alcohol to dissipate and will prevent an artificially high reading. The confirmation test result is administered following an air blank on the testing device. Once the results are received, they must electronically print on ATF.

Confirmation test result equal to or less than 0.019 is considered negative; no further action is required. Confirmation test result equal to or greater than .020 but less than .040 requires the employee to immediately be removed from his/her position for a minimum of 24 hours or until their next regularly scheduled shift. An alcohol test result equal to or greater than 0.040 is considered a positive test result. The employee is directed to read and sign Step 4; if the employee refuses to sign Step 4, it will have no bearing on the result, but will be documented on the ATF.

The confirmation test results are those the organization will rely on when determining further action, if any.

DOT Drug Testing

The drug testing processes and protocols are compliant with those mandated by 49 CFR Part 40. The collector utilizes a custody and control form to document the collection process. The collector will provide a brief summary regarding the steps to complete the collection process. The driver is provided privacy to provide his/her specimen, immediately returns the specimen to the collector, and observes the temperature along with the collector. The collector splits the specimen into bottles A & B, seals each container and dates the label. The employee initials each label. The paperwork and specimens are sent to a laboratory certified by the U.S. Department of Health and Human Services.

Laboratory

The laboratory is certified by the U.S. Department of Health and Human Services and utilizes approved techniques and equipment to analyze the specimen. The laboratory conducts validity testing to determine if the specimen is consistent with normal human urine and to determine whether certain adulterants or foreign substances were added to the urine, if the urine was diluted, or if the specimen was substituted. Drug testing establishes the presence of a drug or drugs at or above the minimum cut-off concentration levels.

For initial drug testing, an immunoassay technique is used. If the presence of drugs is detected at or above the minimum cut-off concentration levels, a confirmation test is required. For confirmation testing, a second analytical procedure is conducted by gas chromatography/ mass spectrometry (GC/MS) technology. The procedure is used to further support a validity test result and/or identify and quantify the presence of a specific drug or drug metabolite at or above the minimum thresholds.

All test results are reported to the Medical Review Officer.

Medical Review Officer (MRO)

The MRO serves as an independent, impartial gatekeeper regarding the accuracy and integrity of the drug testing program. As a safeguard to quality and accuracy, the MRO reviews each test for accuracy.

When the laboratory reports non-negative results (i.e., confirmed positive, adulterated, substituted, or invalid drug test result), the MRO conducts a verification process with the employee. During this

process, he/she will obtain information to determine if an alternative medical explanation for the test result exists.

If the MRO determines that a legitimate medical use exists, the drug test result is reported as negative to the employer. However, even if there is a legitimate medical explanation and verifies a test negative, the MRO has a responsibility to raise fitness-for-duty considerations with the employer.

When no legitimate medical reason is established, the MRO will report the applicable result to the employer.

XV. CONTROLLED SUBSTANCES/ OTC/ PRESCRIPTION MEDICATIONS

Before performing any work-related duties, employees must notify their Department Manager if they are taking any legally prescribed medication, therapeutic drug (to include the use of CBD Oils), or any non-prescription (over-the-counter) drug especially if it contains any measurable amount of alcohol or if it carries a warning label that indicates the employee's mental functioning, motor skills, or judgment may be adversely affected by the use of this medication. It is the responsibility of the employee to inform their physician of the type of safety-sensitive function that they perform in order that the physician may determine if the prescribed substance could interfere with the safe and effective performance of their duties or operation of the City of Waupun, vehicle and other equipment. However, as required by the Federal Regulations, any employee who uses or possesses medication containing alcohol or any substance which would cause a positive test while on duty or who tests positive for alcohol or controlled substance(s) will be removed from his or her position, and subject to the provisions of this policy, even though the reason for the positive test is the fact that the employee's prescription medication contains alcohol or a controlled substance.

A legally prescribed drug is one in which the employee has a prescription or other written approval from a physician for the use of the drug in the course of medical treatment. The prescription must include the patient's name, the name of the substance, quantity/amount to be taken, and the period of authorization. The misuse or abuse of legal drugs while performing City business or on City property is prohibited by this policy.

Special Note for Rx Opioids:

Historically, the DOT's regulation required the MRO to report your medication use/medical information to a third party (e.g. your employer, health care provider responsible for your medical qualifications, etc.), if the MRO determines in his/her reasonable medical judgement that you may be medically unqualified according to DOT Agency regulations, or if your continued performance is likely to pose a significant safety risk. The MRO may report this information even if the MRO verifies your drug test result as 'negative'.

As of **January 1, 2018**, prior to the MRO reporting your information to a third party you will have up to five days to ensure your prescribing physician contacts the MRO. Under DOT rule, **the driver is responsible for facilitating the contact between the MRO and the prescribing physician**. The prescribing physician should be willing to state to the MRO that you can safely perform your safety-sensitive functions while taking the medication(s), or consider changing your medication to one that does not make you "medically unqualified" and/or does not pose a significant safety risk.

If the MRO and prescribing physician cannot agree on a resolution regarding the prescription and conclude the driver must remain "medically unqualified" the City of Waupun will either place the driver on administrative leave, offer modified duty not to include performance of any safety sensitive functions, and/or evaluate if the driver qualifies under FMLA as appropriate. During this time, as the driver is unable to perform safety sensitive functions and likely unable to perform all the essential functions of their job, an ADA interactive process may begin, as required, to help determine reasonable accommodations (if any) for the driver.

XVI. CONFIDENTIALITY OF RECORDS

Procedures used for drug and alcohol testing follow the requirements of 49 CFR Part 40 to protect the driver and the integrity of the testing processes, safeguard the validity of the test results, and ensure that those results are attributed to the correct driver. The City of Waupun will strictly adhere to all standards of confidentiality to ensure drivers testing records and results will be released only to those authorized by the FMCSA rules to receive such information.

XVII. EMPLOYEE EDUCATION

As required by Federal Regulations, Department Managers of CDL holders will be required to attend two hours of drug and alcohol education. One hour will cover alcohol misuse and the other hour will cover controlled substances use. The training shall cover the physical, behavioral, speech, and work performance indicators of probable alcohol misuse and use of controlled substances. Documentation of this training will be maintained by Human Resources and will be available for review.

For regulated employees who possess a CDL, Human Resources will also provide each employee with a copy of this policy relating to drug and alcohol use. This policy provides basic information concerning the effects of alcohol and controlled substances use on a person's health, work, and personal life; signs and symptoms of an alcohol or controlled substance problem; and available methods of intervening when an alcohol or controlled substance problem is suspected, including confrontation, referral to any employee assistance program and/or referral to management (see below).

XVIII. CERTIFICATE OF RECEIPT

The City of Waupun shall ensure that each driver is required to sign a statement certifying that he or she has received a copy of this policy and materials. The organization shall maintain the original of the signed certificate and may provide a copy of the certificate to the driver.

WHAT ARE THE AFFECTS OF ALCOHOL AND DRUGS ON THE BODY

ALCOHOL

A central nervous system depressant, alcohol is the most widely abused drug. About half of all auto accident fatalities in this country are related to alcohol abuse.

How Much is Too Much?

Consider that a 12-ounce beer, a 5-ounce glass of wine, and a 1.5 ounce shot of liquor contain about the same amount of alcohol. For the average to larger person (170#) and petite to small person (125#) the following approximate BACs can be expected:

	<u>170# person</u>	<u>125# person</u>
1 drink in 1 hour	.015%	.025%
2 drinks in 1 hour	.04%	.075%
7 drinks in 1 hour	.10%	.175%

The Removal of Alcohol From The Body

- ▲ Blood alcohol concentrations in the average person usually decrease at the rate of .012 to .02% per hour
- ▲ For a given person, the rate of elimination is nearly constant regardless of the % of alcohol in the body
- ▲ Coffee, cold showers, and exercise do not quicken sobriety.

To demonstrate this, here is a chart that shows what happens when a person goes to bed intoxicated with a blood alcohol level of .250

<u>Time</u>	<u>Activity</u>	<u>Blood Alcohol</u>
1:00 AM	Goes to Bed	.250
5:00 AM	Get Up for Work	.190
7:00 AM	Reports for Work	.160
8:00 AM	Still Legally Intoxicated	.145
9:00 AM	Driving Erratically	.140
11:00 AM	Still Legally Intoxicated – car	.100
3:00 PM	Quitting Time – Still Intoxicated CDL	.040

Alcohol first acts on those parts of the brain that affect self-control and other learned behaviors. Low self-control often leads to the aggressive behavior associated with some people who drink. In large doses, alcohol can dull sensation and impair muscular coordination, memory and judgment. Taken in larger quantities over a long period of time, alcohol can damage the liver and heart and cause permanent brain damage. On the average, heavy drinkers shorten their life span by about 10 years.

Other Effects:

- * greatly impaired driving ability
- * reduced coordination and reflex action
- * impaired vision and judgment
- * impaired vision and judgment
- * inability to divide attention
- * overindulgence (hangover) can cause
- * headaches/unclear thinking
- * nausea/unsettled digestion
- * dehydration/aching muscles

1. MARIJUANA

Marijuana is also called grass pot weed Mary Jane herb joint reefer, among other street names. Marijuana may impair or reduce short-term memory and comprehension, alter sense of time, and reduce ability to perform tasks requiring concentrations and coordination, such as driving.

NOTE: While alcohol dissipates in a matter of hours, marijuana stays in the body for four weeks or more!

Other Effects:

- ▲ driving impaired for at least 4-6 hours after smoking 1 joint
- ▲ restlessness, inability to concentrate
- ▲ increased pulse rate and blood pressure
- ▲ altered sense of identity
- ▲ impaired memory, dulling of attention
- ▲ hallucinations, fantasies and paranoia
- ▲ reduction or temporary loss of fertility

2. COCAINE

Cocaine is a stimulant drug, which increases heart rate and blood pressure. As a powder, it is inhaled, ingested, or injected. It is often called "snow", "blow", "nose candy", and "white". Cocaine is also used as a free-base cocaine known as "crack" or "rock", which is smoked.

The most dangerous effects of crack is that it can cause vomiting, rapid heart rate, tremors, and convulsive movements. All of this muscle activity increases the demand for oxygen, which can result in a cocaine-induced heart attack. Since the heat regulating center in the brain is also disrupted, dangerously high body temperatures can occur. With high doses, brain functioning, breathing and heart beat are depressed – leading to death.

Other Effects:

- ▲ a rush of pleasurable sensation
- ▲ heightened, but momentary feeling of confidence, strength and endurance
- ▲ paranoia, mood swings, anxiety
- ▲ irritation of the nostrils and nasal membrane
- ▲ reduced sense of humor
- ▲ compulsive behavior such as teeth grinding or repeated hand washing

3. AMPHETAMINES:

Amphetamines can cause increased heart and respiratory rates, and promote a feeling of alertness and an increase in speech and general physical activity. It is often called "speed", "uppers", "pep pills", "black beauties", "bennies" and "hearts".

NOTE: People with a history of sustained low-dose use often become dependent and believe they need the drug to get by. These users frequently keep taking amphetamines to avoid the "down" mood or crash they experience when the "high" wears off.

Even small infrequent doses can produce toxic effects in some people. Restlessness, anxiety, moody swings, panic, heart beat disturbances, paranoid thoughts, hallucinations, convulsions, and coma have been reported. Long-term users often have acne resembling measles, trouble with their teeth, gums and nails, and dry, dull hair. Heavy, frequent doses can produce brain damage resulting in speech disturbances.

Other Effects:

- * loss of appetite
- * exaggerated reflexes
- * distorted thinking
- * irritability, anxiety, apprehension
- * increased heart rate
- * short term insomnia
- * difficulty focusing eyes
- * increased blood pressure
- * perspiration, headaches, dizziness

4. OPIOIDS

Opioids, including heroin, morphine, and codeine are narcotics used to relieve pain and induce sleep. Common street names include, "junk", "smack", "brown sugar", "Harry" or "big H".

NOTE: Heroin accounts for 90% of the narcotic abuse in this country

Sometimes narcotics found in medicines are abused. This includes pain relievers containing opium and cough syrups containing codeine. Heroin is illegal, and cannot even be obtained with a physician's prescription.

Other Effects:

- * short-lived state of euphoria
- * impaired driving ability
- * drowsiness followed by sleep
- * constipation
- * decreased physical activity
- * reduced vision
- * change in sleep habits
- * possible death

5. PHENCYCLIDINE (PCP):

Also called angel dust rocket fuel super kools and killer weed, it was developed as a surgical anesthetic in the late 50's. Later, due to unusual side effects in humans, it was restricted to use as a veterinary anesthetic and tranquilizer. Today, it has no lawful use and is no longer legally manufactured.

NOTE: PCP is a very dangerous drug. It can produce violent and bizarre behavior even in people not otherwise prone to such behavior. More people die from accidents caused by erratic behavior produced by the drug than from the drug's direct effect on the body.

PCP scrambles the brain/s internal stimuli and alters how users see and deal with their environment. Routine activities like driving and walking become very difficult.

Other Effects:

- * impaired driving ability
- * perspiration
- * Incomplete verbal responses
- * thick, slurred speech
- * drowsiness
- * repetitive speech patterns
- * blank star
- * involuntary eye movement

Additional information about the City of Waupun Drug & Alcohol Program is available from the designated employer representative (DER): Human Resources

EMPLOYEE ACKNOWLEDGEMENT FORM

Detach and return this page to the City of Waupun Designated Employee Representative, Human Resources.

I acknowledge that I have received The City of Waupun's Drug and Alcohol Testing Policy and that this policy has been reviewed with me in a training session conducted by the City. I understand that the terms described in this policy may be altered, amended, or changed by the City, at any time or in order to comply with changes or revisions to federal law, with or without prior notice.

SIGNATURE_____

PRINTED NAME_____

DATE_____

General Consent for Limited Queries of the Federal Motor Carrier Safety Administration (FMCSA)

Drug and Alcohol Clearinghouse

I hereby provide consent to the City of Waupun to conduct annual limited queries of the FMCSA Commercial Driver's License Drug and Alcohol Clearinghouse to determine whether drug or alcohol violation information about me exists in the Clearinghouse, for the duration of my employment with the City of Waupun.

I understand that if the limited query conducted by the City of Waupun indicates that drug or alcohol violation information about me exists in the Clearinghouse, FMCSA will not disclose that information to the City of Waupun without first obtaining additional specific consent from me.

I further understand that if I refuse to provide consent for the City of Waupun to conduct a limited query of the Clearinghouse, the City of Waupun, must prohibit me from performing safety-sensitive functions, including driving a commercial motor vehicle, as required by FMCSA's drug and alcohol program regulations.

Employee Signature

Date

Employee Print Name

"I never thought it was such a bad little tree. It's not bad at all, really. Maybe it just needs a little love!"

Let's get ready to spread some cheer and love with The Charlie Brown Christmas Theme!!

Lets talk Christmas Parade:

Parade Date: December 1st

Parade Start: 6:30pm

Line-Up Time: 5:45pm

3 ways to get involved:

- *create a float and join the Parade**
- *Give a monetary donation**
- *Purchase something to be put in the kids bags that are handed out by Santa**



Please Reach out to Kelly Miller or Rachel Darnick with how you would like to participate or any questions you may have.

Kelly Miller:

920.296.0913/1kwesthuis@gmail.com

Rachel Darnick:

920.382.4237/rachdarnick02@gmail.com



AGENDA SUMMARY SHEET

MEETING DATE: 11/14/23

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

AGENDA SECTION: CONSENT AGENDA

PRESENTER: Angela Hull, Clerk

FUTURE MEETINGS

Tuesday, October 31, 2023	Committee of the Whole	5:30PM	
Tuesday, November 14, 2023	Common Council	6:00PM	
Tuesday, November 28, 2023	Committee of the Whole	5:30PM	
Tuesday, December 12, 2023	Common Council	6:00PM	
Tuesday, December 26, 2023	Committee of the Whole	5:30PM	Reschedule/Cancel due to Holiday
Tuesday, January 9, 2024	Common Council	6:00PM	
Tuesday, January 30, 2024	Committee of the Whole	5:30PM	
Tuesday, February 13, 2024	Common Council	6:00PM	
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	
Tuesday, April 9, 2024	Common Council	6:00PM	
Tuesday, April 16, 2024	Re-Organizational Meeting	5:30PM	
Tuesday, April 30, 2024	Committee of the Whole	5:30PM	

LICENSE/PERMIT APPLICATIONS

OPERATOR APPLICATIONS: Pamela Streekstra, Brielle Aylesworth, Devin Bleecker

BACKYARD CHICKENS APPLICATIONS: John Feher, Samantha Martinsen

EXPENSES

Attached

RECOMENDED MOTION:

Motion to approve the Consent Agenda, to include the Monthly Finance Report. *(Roll Call)*

Report Criteria:

Report type: Summary
Invoice.Batch = "111423"

Check Issue Date	Check Number	Payee	Amount
11/09/2023	106771	AMAZON CAPITAL SERVICES	360.67
11/09/2023	106772	ALLIANT ENERGY/WP&L	1,168.43
11/09/2023	106773	ASSOCIATED APPRAISAL CONSULTA	3,186.36
11/09/2023	106774	AT & T	129.40
11/09/2023	106775	AT&T MOBILITY	832.31
11/09/2023	106776	BUREAU OF CORRECTIONAL ENTER	361.60
11/09/2023	106777	BENTZ AUTOMOTIVE INC	439.90
11/09/2023	106778	BRENT STOBB REAL ESTATE LLC	425.00
11/09/2023	106779	CAPITAL NEWSPAPERS	184.90
11/09/2023	106780	CEDAR CORPORATION	27,235.00
11/09/2023	106781	CHARTER COMMUNICATIONS	673.34
11/09/2023	106782	SSM HEALTH LABORATORIES	160.00
11/09/2023	106783	CONWAY SHIELD	2,380.32
11/09/2023	106784	DETROIT INDUSTRIAL TOOL	218.11
11/09/2023	106785	DESTINATION LAKE WINNEBAGO RE	7,066.99
11/09/2023	106786	DEVRIES WELDING LLC	46.00
11/09/2023	106787	EZ GLIDE GARAGE DOOR & OPENER	250.73
11/09/2023	106788	MARTENS ACE HARDWARE	923.16
11/09/2023	106789	FOND DU LAC COUNTY CLERK OF C	230.90
11/09/2023	106790	FOND DU LAC COUNTY CLERK	277.75
11/09/2023	106791	ROMAINE ELECTRIC CORP	217.55
11/09/2023	106792	GEELAN, BECKY	88.00
11/09/2023	106793	GFL ENVIRONMENTAL	46,627.88
11/09/2023	106794	GRAND VALLEY INSPECTION SERVIC	14,480.30
11/09/2023	106795	HALRON LUBRICANTS INC	211.47
11/09/2023	106796	HERITAGE RIDGE TRAVEL PLAZA	428.71
11/09/2023	106797	HOMAN AUTO -GATEWAY	226.36
11/09/2023	106798	KREUZIGER, JEFFREY D	420.00
11/09/2023	106799	LAPPEN SECURITY PRODUCTS	7,764.00
11/09/2023	106800	LIFESTAR EMERGENCY MEDICAL	5,500.00
11/09/2023	106801	MACQUEEN EQUIPMENT	853.65
11/09/2023	106802	MENARDS - BEAVER DAM	88.27
11/09/2023	106803	NAPA AUTO PARTS-WAUPUN	729.17
11/09/2023	106804	BUREAU VERITAS NAT'L ELEVATOR IN	80.00
11/09/2023	106805	NEENAH FOUNDRY COMPANY	1,756.70
11/09/2023	106806	NORTHEAST ASPHALT	26,773.60
11/09/2023	106807	O'REILLY AUTOMOTIVE INC	410.00
11/09/2023	106808	PETERSEN, JENNIFER	22.27
11/09/2023	106809	PETTY CASH-CITY HALL	2,000.00
11/09/2023	106810	PIGGLY WIGGLY DISCOUNT FOODS	20.97
11/09/2023	106811	PROS 4 TECHNOLOGY INC	14,788.82
11/09/2023	106812	PURCHASE POWER	553.70
11/09/2023	106813	R BAUMAN & ASSOCIATES SC	990.00
11/09/2023	106814	REINDERS INC	322.25
11/09/2023	106815	RENNERTS	365.98
11/09/2023	106816	RENS FLORAL	35.95
11/09/2023	106817	RENS NURSERY RETAIL	1,517.64
11/09/2023	106818	SSM HEALTH AT WORK	730.00
11/09/2023	106819	STOBB PLUMBING & HEATING INC	150.22

Check Issue Date	Check Number	Payee	Amount
11/09/2023	106820	SURE FIRE INC	275.00
11/09/2023	106821	THE RISELING GROUP LLC	12,250.00
11/09/2023	106822	US CELLULAR	418.36
11/09/2023	106823	VANDEZANDE & KAUFMAN, LLP	3,510.00
11/09/2023	106824	W & D NAVIS	3,760.00
11/09/2023	106825	WAUPUN AREA ANIMAL SHELTER INC	1,000.00
11/09/2023	106826	WAUPUN UTILITIES	1,319.45
11/09/2023	106827	WI DEPT OF JUSTICE	70.00
11/09/2023	106828	BISHOP, ROHN	40.00
11/09/2023	106829	TOP PACK DEFENSE LLC	31.49
Grand Totals:			197,378.63

Report Criteria:

Report type: Summary
Invoice.Batch = "111423"

Report Criteria:

Report type: Invoice detail
 Check.Type = {<->} "Adjustment"
 Invoice.Batch = "111423"

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
ALLIANT ENERGY/WP&L	SENIOR CENTER - OCT 2023	11/09/2023	7255200000-O	100-20-5513-3-32	60.67	60.67
ALLIANT ENERGY/WP&L	MUSEUM MONTHLY FUEL CHARGE - OCT 2023	11/09/2023	3425110000-O	100-20-5512-3-32	109.83	109.83
ALLIANT ENERGY/WP&L	AQUATIC CENTER - OCT 2023	11/09/2023	5374620000-O	100-20-5523-3-32	73.18	73.18
ALLIANT ENERGY/WP&L	CITY HALL MONTHLY FUEL CHARGES - OCT 2023	11/09/2023	1780510000-O	100-70-5410-3-32	345.73	345.73
ALLIANT ENERGY/WP&L	FIRE DEPT - MONTHLY FUEL CHARGES - OCT 2023	11/09/2023	5946940000-O	100-50-5231-3-32	141.24	141.24
ALLIANT ENERGY/WP&L	COMMUNITY CENTER MONTHLY FUEL-OCT 2023 - CITY	11/09/2023	2831330000-O	100-70-5410-3-32	396.88	396.88
ALLIANT ENERGY/WP&L	COMMUNITY CENTER CREDIT - GAS SUPPLY MARKET ADJ	11/09/2023	2831330000-S	100-70-5410-3-32	89.24-	89.24-
ALLIANT ENERGY/WP&L	GARAGE MONTHLY FUEL - OCT 2023	11/09/2023	3264610000-O	100-70-5412-3-32	139.54	139.54
ALLIANT ENERGY/WP&L	GARAGE MONTHLY FUEL CREDIT - GAS SUPPLY MARKET ADJ	11/09/2023	3264610000-S	100-70-5412-3-32	9.40-	9.40-
Total ALLIANT ENERGY/WP&L:						1,168.43
AMAZON CAPITAL SERVICES	CONVERTER/CHARGER FOR SAFETY HOUSE	11/09/2023	1JYM-D7FK-P	100-50-5233-3-36	279.99	279.99
AMAZON CAPITAL SERVICES	REPLACE VOLTAGE CONVERTER #106-96	11/09/2023	1X76-NN16-4	100-70-5411-3-36	32.79	32.79
AMAZON CAPITAL SERVICES	REPLACE AM/FM RADIO	11/09/2023	1JYJ-VKLG-K6	100-70-5411-3-36	30.51	30.51
AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	11/09/2023	1JHW-F9RG-	100-40-5211-3-30	17.38	17.38
Total AMAZON CAPITAL SERVICES:						360.67
ASSOCIATED APPRAISAL CONSULTAN	MONTHLY SERVICES-REVAL PROGRAM NOV 2023	11/09/2023	171229	100-30-5152-3-38	3,186.36	3,186.36
Total ASSOCIATED APPRAISAL CONSULTAN:						3,186.36
AT & T	POLICE DEPT MONTHLY PHONE CHARGES	11/09/2023	SEPT20-OCT	100-40-5211-3-31	129.40	129.40
Total AT & T:						129.40
AT&T MOBILITY	FIRSTNET MOBILE AIRCARDS - SEPT 24-OCT 23 2023 WP	11/09/2023	287307537700	100-40-5211-3-31	832.31	832.31
Total AT&T MOBILITY:						832.31
BENTZ AUTOMOTIVE INC	BATTERIES FOR 597 - FD	11/09/2023	28085	100-50-5230-3-36	439.90	439.90
Total BENTZ AUTOMOTIVE INC:						439.90
BISHOP, ROHN	REIMBURSEMENT FOR CELL PHONE - NOV 2023	11/09/2023	11-1-23	100-10-5131-3-31	40.00	40.00

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
Total BISHOP, ROHN:						40.00
BRENT STOBB REAL ESTATE LLC						
BRENT STOBB REAL ESTATE LLC	REPAIR BACKFLOW - COMMUNITY CENTER/ICE ARENA	11/09/2023	15072	100-70-5410-3-36	425.00	425.00
Total BRENT STOBB REAL ESTATE LLC:						425.00
BUREAU OF CORRECTIONAL ENTERPRISES						
BUREAU OF CORRECTIONAL ENTER	SUPPLIES - GARBAGE BAGS	11/09/2023	306-193688	100-70-5410-3-38	361.60	361.60
Total BUREAU OF CORRECTIONAL ENTERPRISES:						361.60
BUREAU VERITAS NAT'L ELEVATOR INSPECTION						
BUREAU VERITAS NAT'L ELEVATOR I	LIBRARY ELEVATOR ROUTINE INSPECTION	11/09/2023	23028007	100-70-5410-3-36	80.00	80.00
Total BUREAU VERITAS NAT'L ELEVATOR INSPECTION:						80.00
CAPITAL NEWSPAPERS						
CAPITAL NEWSPAPERS	REVISED 2024 BUDGET AD	11/09/2023	181936	100-10-5110-3-35	184.90	184.90
Total CAPITAL NEWSPAPERS:						184.90
CEDAR CORPORATION						
CEDAR CORPORATION	PROFESSIONAL SERVICES - SENIOR/COMM CENTER - THRU 10/21/23	11/09/2023	117348	400-20-5513-8-00	27,235.00	27,235.00
Total CEDAR CORPORATION:						27,235.00
CHARTER COMMUNICATIONS						
CHARTER COMMUNICATIONS	AQUATIC CENTER	11/09/2023	171154201-N	100-20-5523-3-38	114.97	114.97
CHARTER COMMUNICATIONS	ACCT# 171154501 - PD - VOICE, TV - SERVS 11-1-23 TO 11-30-23	11/09/2023	171154501110	100-40-5211-3-38	68.37	68.37
CHARTER COMMUNICATIONS	ACCT# 171153401 - PD - INTERNET - SERVS 11-1-23 TO 11-30-23	11/09/2023	171153401110	100-40-5211-3-38	490.00	490.00
Total CHARTER COMMUNICATIONS:						673.34
CONWAY SHIELD						
CONWAY SHIELD	REHAB DUTY SHIRTS	11/09/2023	0513411	100-50-5232-3-38	2,380.32	2,380.32
Total CONWAY SHIELD:						2,380.32
DESTINATION LAKE WINNEBAGO REGION						
DESTINATION LAKE WINNEBAGO RE	70% OF ROOM TAX - SEPTEMBER 2023	11/09/2023	SEPT 2023	430-70-5436-3-42	7,066.99	7,066.99
Total DESTINATION LAKE WINNEBAGO REGION:						7,066.99
DETROIT INDUSTRIAL TOOL						
DETROIT INDUSTRIAL TOOL	SHOP TOOLS	11/09/2023	597893	100-70-5411-3-38	218.11	218.11
Total DETROIT INDUSTRIAL TOOL:						218.11
DEVRIES WELDING LLC						
DEVRIES WELDING LLC	METAL FOR FRAME ON NEW HYDRAULIC COOLER	11/09/2023	02289	100-70-5411-3-36	46.00	46.00

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Total DEVRIES WELDING LLC:						46.00
EZ GLIDE GARAGE DOOR & OPENERS						
EZ GLIDE GARAGE DOOR & OPENER	SERVICE CALL - REPAIR DOOR - SAFETY BUILDING	11/09/2023	0183566-in	100-70-5410-3-36	250.73	250.73
Total EZ GLIDE GARAGE DOOR & OPENERS:						250.73
FOND DU LAC COUNTY CLERK						
FOND DU LAC COUNTY CLERK	DOG LICENSES 2023	11/09/2023	11-2-23	100-44-4422-0-00	277.75	277.75
Total FOND DU LAC COUNTY CLERK:						277.75
FOND DU LAC COUNTY CLERK OF COURTS						
FOND DU LAC COUNTY CLERK OF C	PAID WARRANT - BUNKER	11/09/2023	11-8-23	100-13850	230.90	230.90
Total FOND DU LAC COUNTY CLERK OF COURTS:						230.90
GEELAN, BECKY						
GEELAN, BECKY	NATIONAL REGISTRY TEST	11/09/2023	11-1-23	100-50-5230-3-38	88.00	88.00
Total GEELAN, BECKY:						88.00
GFL ENVIRONMENTAL						
GFL ENVIRONMENTAL	ROSEWOOD DR SHED CLEAN UP	11/09/2023	U9000016532	100-70-5412-3-36	46,627.88	46,627.88
Total GFL ENVIRONMENTAL:						46,627.88
GRAND VALLEY INSPECTION SERVICES						
GRAND VALLEY INSPECTION SERVIC	BUILDING INSP/ZONING ADMIN FOR OCT 2023	11/09/2023	2023-192	230-30-5241-3-38	14,480.30	14,480.30
Total GRAND VALLEY INSPECTION SERVICES:						14,480.30
HALRON LUBRICANTS INC						
HALRON LUBRICANTS INC	BULK DEF FLUID	11/09/2023	1456585-00	100-70-5411-3-36	211.47	211.47
Total HALRON LUBRICANTS INC:						211.47
HERITAGE RIDGE TRAVEL PLAZA						
HERITAGE RIDGE TRAVEL PLAZA	DPW FUEL - 156-10 LEAF SUCKER	11/09/2023	28536	700-10-5193-3-36	30.34	30.34
HERITAGE RIDGE TRAVEL PLAZA	DPW FUEL - SWEEPER - 12-18	11/09/2023	28571	700-10-5191-3-38	124.34	124.34
HERITAGE RIDGE TRAVEL PLAZA	DPW FUEL - 156-10 LEAF SUCKER	11/09/2023	28567	700-10-5193-3-36	47.23	47.23
HERITAGE RIDGE TRAVEL PLAZA	DPW FUEL - 156-10 - LEAF SUCKER	11/09/2023	28584	700-10-5193-3-36	172.32	172.32
HERITAGE RIDGE TRAVEL PLAZA	DPW FUEL - 155-96 LEAF VAC	11/09/2023	23567	700-10-5193-3-36	54.48	54.48
Total HERITAGE RIDGE TRAVEL PLAZA:						428.71
HOMAN AUTO -GATEWAY						
HOMAN AUTO -GATEWAY	JOINT/NUT - REPAIRS TO 581	11/09/2023	1021610	100-50-5231-3-36	172.66	172.66
HOMAN AUTO -GATEWAY	OIL CHANGE #34-09	11/09/2023	1021623	100-70-5411-3-36	53.70	53.70
Total HOMAN AUTO -GATEWAY:						226.36
KREUZIGER, JEFFREY D						
KREUZIGER, JEFFREY D	OCTOBER LAWN MOWING	11/09/2023	786541	100-70-5613-3-38	420.00	420.00

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Total KREUZIGER, JEFFREY D:						420.00
LAPPEN SECURITY PRODUCTS						
LAPPEN SECURITY PRODUCTS	ANNUAL SECURITY SYSTEM FEE	11/09/2023	LSPQ49788	100-70-5410-3-38	7,764.00	7,764.00
Total LAPPEN SECURITY PRODUCTS:						7,764.00
LIFESTAR EMERGENCY MEDICAL						
LIFESTAR EMERGENCY MEDICAL	ACLS SERVICE- OCT 2023	11/09/2023	21--0212	100-10-5255-3-38	5,500.00	5,500.00
Total LIFESTAR EMERGENCY MEDICAL:						5,500.00
MACQUEEN EQUIPMENT						
MACQUEEN EQUIPMENT	SNOW BLOWER MAINTENANCE - #103-22	11/09/2023	P31491	100-70-5435-3-36	853.65	853.65
Total MACQUEEN EQUIPMENT:						853.65
MARTENS ACE HARDWARE						
MARTENS ACE HARDWARE	ANTIFREEZE - WINTERIZE PARKS	11/09/2023	231726	100-20-5525-3-36	42.00	42.00
MARTENS ACE HARDWARE	SCRUB BRUSH/BAKING SODA/SPRAYER/VINEGAR	11/09/2023	231756	100-70-5410-3-36	23.95	23.95
MARTENS ACE HARDWARE	RECEPTACLE/FOIL TAPE	11/09/2023	231763	100-70-5410-3-36	10.58	10.58
MARTENS ACE HARDWARE	SIMPLE GREEN CLEANER	11/09/2023	231774	100-50-5232-3-38	51.96	51.96
MARTENS ACE HARDWARE	FASTENERS	11/09/2023	231783	100-70-5411-3-36	14.14	14.14
MARTENS ACE HARDWARE	FIRE EXT	11/09/2023	231813	100-50-5233-3-38	59.99	59.99
MARTENS ACE HARDWARE	PAINT/PAINT SUPPLIES	11/09/2023	231852	100-70-5410-3-36	66.94	66.94
MARTENS ACE HARDWARE	SWIVEL MNT LIGHT CONTROL	11/09/2023	231934	100-20-5525-3-36	14.99	14.99
MARTENS ACE HARDWARE	FASTENERS	11/09/2023	231975	100-70-5411-3-36	15.66	15.66
MARTENS ACE HARDWARE	STAIN/TRAY LINER	11/09/2023	231957	100-20-5525-3-36	17.95	17.95
MARTENS ACE HARDWARE	THREAD SEAL TAPE/SHOWERHEAD	11/09/2023	231976	100-70-5410-3-36	9.58	9.58
MARTENS ACE HARDWARE	CHAINSAW OIL	11/09/2023	232015	100-70-5411-3-36	45.98	45.98
MARTENS ACE HARDWARE	BALL VLV	11/09/2023	232150	100-70-5411-3-36	29.98	29.98
MARTENS ACE HARDWARE	PINESOL CLEANER/BATTERIES	11/09/2023	232163	100-70-5410-3-36	47.97	47.97
MARTENS ACE HARDWARE	ANTIFREEZE - WINTERIZE COMPLEX	11/09/2023	232197	100-20-5525-3-36	63.00	63.00
MARTENS ACE HARDWARE	3-IN-1 GARAGE DOOR LUBE	11/09/2023	232220	100-70-5412-3-36	19.98	19.98
MARTENS ACE HARDWARE	SOD CUTTER RENTAL	11/09/2023	232219	100-20-5525-3-36	50.00	50.00
MARTENS ACE HARDWARE	TARGET SILHOUETTES/TARGET STAND	11/09/2023	232228	100-40-5215-3-38	169.87	169.87
MARTENS ACE HARDWARE	PAPER TOWEL - LIBRARY	11/09/2023	232308	100-70-5410-3-38	31.98	31.98
MARTENS ACE HARDWARE	EMT CONDUIT/DOG LEASH	11/09/2023	232311	700-10-5193-3-36	42.97	42.97
MARTENS ACE HARDWARE	BATTERIES	11/09/2023	232366	100-70-5410-3-36	16.98	16.98
MARTENS ACE HARDWARE	SHOOTING RANGE - FASTENERS/SNAP BOLT/BOLT EYE/WIRE ROPE CLIP	11/09/2023	231734	400-40-5211-8-00	16.72	16.72
MARTENS ACE HARDWARE	TARP FOR EXTRICATION DEMO	11/09/2023	231863	100-50-5233-3-38	59.99	59.99
Total MARTENS ACE HARDWARE:						923.16
MENARDS - BEAVER DAM						
MENARDS - BEAVER DAM	SENIOR CENTER HALLOWEEN	11/09/2023	44149	100-20-5513-3-38	88.27	88.27
Total MENARDS - BEAVER DAM:						88.27
NAPA AUTO PARTS-WAUPUN						
NAPA AUTO PARTS-WAUPUN	CIRCUIT BREAKER	11/09/2023	392863	100-70-5411-3-36	64.33	64.33
NAPA AUTO PARTS-WAUPUN	FLUID FILTERS/TRANS FILTERS/AIR FILTERS/	11/09/2023	392858	100-70-5411-3-36	189.91	189.91
NAPA AUTO PARTS-WAUPUN	TRANS FILTER	11/09/2023	393174	100-70-5411-3-36	14.20	14.20

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
NAPA AUTO PARTS-WAUPUN	ADAPTER FOR AIR LINE HOOK UP	11/09/2023	394077	100-70-5411-3-36	32.54	32.54
NAPA AUTO PARTS-WAUPUN	ADAPTERS	11/09/2023	394090	100-70-5411-3-36	7.29	7.29
NAPA AUTO PARTS-WAUPUN	HYDRAULIC ADAPTER	11/09/2023	394091	100-70-5411-3-36	21.47	21.47
NAPA AUTO PARTS-WAUPUN	AIR HOSE COUPLER ADAPTERS/PIPE COUPLING/DIE GRINDER	11/09/2023	394307	100-70-5411-3-36	143.18	143.18
NAPA AUTO PARTS-WAUPUN	WIPER BLADES	11/09/2023	394346	100-40-5211-3-36	55.97	55.97
NAPA AUTO PARTS-WAUPUN	FLUID FILTER	11/09/2023	394978	100-70-5411-3-36	75.84	75.84
NAPA AUTO PARTS-WAUPUN	SOLENOID	11/09/2023	395003	700-10-5193-3-36	88.34	88.34
NAPA AUTO PARTS-WAUPUN	IGNITION SWITCH	11/09/2023	395004	700-10-5193-3-36	13.99	13.99
NAPA AUTO PARTS-WAUPUN	DIESEL FUEL ADDITIVE	11/09/2023	395141	700-10-5193-3-36	15.99	15.99
NAPA AUTO PARTS-WAUPUN	SWITCH	11/09/2023	392738	100-70-5411-3-36	21.01	21.01
NAPA AUTO PARTS-WAUPUN	EARLY PAY DISCOUNT	11/09/2023	CREDIT-OCT2	100-70-5411-3-36	14.89-	14.89-
Total NAPA AUTO PARTS-WAUPUN:						729.17
NEENAH FOUNDRY COMPANY						
NEENAH FOUNDRY COMPANY	STORM SEWER MANHOLE FRAME & CASTING FOR STOCK	11/09/2023	132469	700-10-5192-3-36	1,756.70	1,756.70
Total NEENAH FOUNDRY COMPANY:						1,756.70
NORTHEAST ASPHALT						
NORTHEAST ASPHALT	SHOOTING RANGE ASPHALT	11/09/2023	809841-01	400-40-5211-8-00	10,260.00	10,260.00
NORTHEAST ASPHALT	MAIN ST - RAIL ROAD TRACKS	11/09/2023	809890-01	400-70-5436-8-00	16,513.60	16,513.60
Total NORTHEAST ASPHALT:						26,773.60
O'REILLY AUTOMOTIVE INC						
O'REILLY AUTOMOTIVE INC	SEAT COVERS #27-20	11/09/2023	2391-117012	100-70-5411-3-36	410.00	410.00
Total O'REILLY AUTOMOTIVE INC:						410.00
PETERSEN, JENNIFER						
PETERSEN, JENNIFER	MILEAGE - DODGE - DROP OFF DOG TAGS	11/09/2023	11-8-23	100-10-5141-3-37	22.27	22.27
Total PETERSEN, JENNIFER:						22.27
PETTY CASH-CITY HALL						
PETTY CASH-CITY HALL	START UP CASH DRAWER FOR TAX COLLECTION	11/09/2023	10-31-23	100-11800	2,000.00	2,000.00
Total PETTY CASH-CITY HALL:						2,000.00
PIGGLY WIGGLY DISCOUNT FOODS						
PIGGLY WIGGLY DISCOUNT FOODS	SENIOR CENTER MOVIE	11/09/2023	1036	100-20-5513-3-38	20.97	20.97
Total PIGGLY WIGGLY DISCOUNT FOODS:						20.97
PROS 4 TECHNOLOGY INC						
PROS 4 TECHNOLOGY INC	MANAGED BACKUP SERVICE 11/23	11/09/2023	46727	100-10-5197-3-38	116.82	116.82
PROS 4 TECHNOLOGY INC	MANAGED BACKUP SERVICE NOV 23	11/09/2023	46728	100-10-5197-3-38	84.00	84.00
PROS 4 TECHNOLOGY INC	MANAGED SERVICE NOV 2023	11/09/2023	46725	100-10-5197-3-38	2,785.00	2,785.00
PROS 4 TECHNOLOGY INC	CITY HALL SERVER	11/09/2023	47098	410-10-5140-4-00	11,171.00	11,171.00
PROS 4 TECHNOLOGY INC	PROS4 ADVANCED SECURITY	11/09/2023	46726	100-10-5197-3-38	632.00	632.00
Total PROS 4 TECHNOLOGY INC:						14,788.82

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PURCHASE POWER						
PURCHASE POWER	FEE	11/09/2023	11-8-23	100-10-5141-3-36	553.70	553.70
Total PURCHASE POWER:						553.70
R BAUMAN & ASSOCIATES SC						
R BAUMAN & ASSOCIATES SC	PSYCH EVAL PRE-EMPLOYMENT - LAW ENFORCEMENT	11/09/2023	1740	100-40-5212-3-38	495.00	495.00
R BAUMAN & ASSOCIATES SC	PSYCH EVAL PRE-EMPLOYMENT - LAW ENFORCEMENT (REISSUED PAYMENT)	11/09/2023	1606_2	100-40-5212-3-38	495.00	495.00
Total R BAUMAN & ASSOCIATES SC:						990.00
REINDERS INC						
REINDERS INC	SERVICE OIL CHANGE & REPLACE PARKING BRAKES #152.20	11/09/2023	6042960-00	100-70-5411-3-36	322.25	322.25
Total REINDERS INC:						322.25
RENNERTS						
RENNERTS	ACCELERATOR REPAIR	11/09/2023	1501	100-50-5232-3-36	365.98	365.98
Total RENNERTS:						365.98
RENS FLORAL						
RENS FLORAL	PLANT FOR SANDRA GREENFIELD SERVICE	11/09/2023	2299	100-40-5211-3-38	35.95	35.95
Total RENS FLORAL:						35.95
RENS NURSERY RETAIL						
RENS NURSERY RETAIL	PLANT TREES AT VARIOUS PARKS	11/09/2023	1132023	100-70-5443-3-38	1,517.64	1,517.64
Total RENS NURSERY RETAIL:						1,517.64
ROMAINE ELECTRIC CORP						
ROMAINE ELECTRIC CORP	REPLACE STARTER #155-96	11/09/2023	18-019695	700-10-5193-3-36	199.77	199.77
ROMAINE ELECTRIC CORP	REPLACE STARTER #155-96	11/09/2023	18-019700	700-10-5193-3-36	17.78	17.78
Total ROMAINE ELECTRIC CORP:						217.55
SSM HEALTH AT WORK						
SSM HEALTH AT WORK	PRE-EMPLOYMENT PHYSICALS - PD	11/09/2023	41139	100-40-5215-3-37	730.00	730.00
Total SSM HEALTH AT WORK:						730.00
SSM HEALTH LABORATORIES						
SSM HEALTH LABORATORIES	LEGAL BLOOD DRAWS - OCOTBER 2023	11/09/2023	4600816	100-40-5213-3-38	160.00	160.00
Total SSM HEALTH LABORATORIES:						160.00
STOBB PLUMBING & HEATING INC						
STOBB PLUMBING & HEATING INC	WEST RADIANT HEATER - CITY GARAGE	11/09/2023	15100	100-70-5412-3-36	150.22	150.22
Total STOBB PLUMBING & HEATING INC:						150.22

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
SURE FIRE INC						
SURE FIRE INC	SERVICE SHOP BOILER - ONE WAS NOT WORKING	11/09/2023	39072780	100-70-5412-3-36	275.00	275.00
Total SURE FIRE INC:						275.00
THE RISELING GROUP LLC						
THE RISELING GROUP LLC	POLICE STAFFING & CULTURE STUDY	11/09/2023	11-1-23	100-40-5211-3-38	12,250.00	12,250.00
Total THE RISELING GROUP LLC:						12,250.00
TOP PACK DEFENSE LLC						
TOP PACK DEFENSE LLC	CLOTHING ALLOWANCE - LOUDEN	11/09/2023	11810	100-12634	31.49	31.49
Total TOP PACK DEFENSE LLC:						31.49
US CELLULAR						
US CELLULAR	ECONOMIC DEVELOPER/ADMINISTRATOR CELL PHONE - OCT 2023	11/09/2023	0611215267	100-10-5191-3-31	418.36	418.36
Total US CELLULAR:						418.36
VANDEZANDE & KAUFMAN, LLP						
VANDEZANDE & KAUFMAN, LLP	MONTHLY CITY ATTORNEY FEES - OCT 2023	11/09/2023	OCT2023	100-10-5161-3-38	3,015.00	3,015.00
VANDEZANDE & KAUFMAN, LLP	TRAFFIC MONTHLY ATTORNEY FEES - OCT 2023	11/09/2023	15141	100-10-5161-3-38	495.00	495.00
Total VANDEZANDE & KAUFMAN, LLP:						3,510.00
W & D NAVIS						
W & D NAVIS	ALLEY REPAIR - BETWEEN S MILL ST & S MADISON ST	11/09/2023	52892	100-70-5431-3-36	3,760.00	3,760.00
Total W & D NAVIS:						3,760.00
WAUPUN AREA ANIMAL SHELTER INC						
WAUPUN AREA ANIMAL SHELTER IN	MONTHLY CONTRACT - NOV 2023	11/09/2023	NOV2023	100-40-5343-3-38	1,000.00	1,000.00
Total WAUPUN AREA ANIMAL SHELTER INC:						1,000.00
WAUPUN UTILITIES						
WAUPUN UTILITIES	VERIZON CHARGES - DPW I-PADS - AUGUST 2023	11/09/2023	5919	100-70-5420-3-31	60.00	60.00
WAUPUN UTILITIES	STORMWATER BILLING & COLLECTION FEES - OCTOBER 2023	11/09/2023	6000	700-10-5192-3-38	878.50	878.50
WAUPUN UTILITIES	BULK WATER SERVICE	11/09/2023	6001	700-10-5192-3-32	380.95	380.95
Total WAUPUN UTILITIES:						1,319.45
WI DEPT OF JUSTICE						
WI DEPT OF JUSTICE	G3369 - BACKGROUND CHECKS - OCT 2023	11/09/2023	G3369-OCT23	100-40-5213-3-38	70.00	70.00
Total WI DEPT OF JUSTICE:						70.00
Grand Totals:						197,378.63

GL Account	Debit	Credit	Proof
100-10-5110-3-35	184.90	.00	184.90
100-10-5131-3-31	40.00	.00	40.00
100-10-5141-3-31	73.56	.00	73.56
100-10-5141-3-36	53.70	.00	53.70
100-10-5141-3-37	22.27	.00	22.27
100-10-5161-3-38	3,510.00	.00	3,510.00
100-10-5191-3-31	73.55	.00	73.55
100-10-5197-3-38	3,617.82	.00	3,617.82
100-10-5255-3-38	5,500.00	.00	5,500.00
100-11800	2,000.00	.00	2,000.00
100-12634	31.49	.00	31.49
100-13850	230.90	.00	230.90
100-16210	500.00	.00	500.00
100-20-5512-3-32	109.83	.00	109.83
100-20-5513-3-31	93.85	.00	93.85
100-20-5513-3-32	60.67	.00	60.67
100-20-5513-3-38	109.24	.00	109.24
100-20-5523-3-32	73.18	.00	73.18
100-20-5523-3-38	114.97	.00	114.97
100-20-5525-3-36	187.94	.00	187.94
100-21100	113.53	61,055.82-	60,942.29-
100-30-5152-3-38	3,186.36	.00	3,186.36
100-40-5211-3-30	17.38	.00	17.38
100-40-5211-3-31	961.71	.00	961.71
100-40-5211-3-32	90.39	.00	90.39
100-40-5211-3-36	55.97	.00	55.97
100-40-5211-3-38	6,719.32	.00	6,719.32
100-40-5212-3-36	60.72	.00	60.72
100-40-5212-3-38	7,115.00	.00	7,115.00
100-40-5213-3-38	230.00	.00	230.00
100-40-5215-3-37	450.00	.00	450.00
100-40-5215-3-38	169.87	.00	169.87
100-40-5343-3-38	1,000.00	.00	1,000.00
100-44-4422-0-00	277.75	.00	277.75
100-50-5230-3-36	439.90	.00	439.90
100-50-5230-3-38	88.00	.00	88.00
100-50-5231-3-32	50.85	.00	50.85
100-50-5231-3-36	172.66	.00	172.66
100-50-5232-3-36	365.98	.00	365.98
100-50-5232-3-38	2,432.28	.00	2,432.28
100-50-5233-3-36	279.99	.00	279.99
100-50-5233-3-38	119.98	.00	119.98
100-70-5410-3-32	742.61	89.24-	653.37
100-70-5410-3-36	931.73	.00	931.73
100-70-5410-3-38	8,157.58	.00	8,157.58
100-70-5411-3-36	1,721.53	14.89-	1,706.64
100-70-5411-3-38	218.11	.00	218.11
100-70-5412-3-32	139.54	9.40-	130.14
100-70-5412-3-36	1,244.60	.00	1,244.60
100-70-5412-3-38	280.00	.00	280.00
100-70-5420-3-31	196.85	.00	196.85
100-70-5431-3-36	3,760.00	.00	3,760.00
100-70-5435-3-36	853.65	.00	853.65
100-70-5443-3-38	1,517.64	.00	1,517.64
100-70-5613-3-38	420.00	.00	420.00
210-21100	.00	40.55-	40.55-
210-60-5511-3-31	40.55	.00	40.55

GL Account	Debit	Credit	Proof
230-21100	.00	14,480.30-	14,480.30-
230-30-5241-3-38	14,480.30	.00	14,480.30
400-20-5513-8-00	27,235.00	.00	27,235.00
400-21100	.00	54,025.32-	54,025.32-
400-40-5211-8-00	10,276.72	.00	10,276.72
400-70-5436-8-00	16,513.60	.00	16,513.60
410-10-5140-4-00	11,171.00	.00	11,171.00
410-21100	.00	11,171.00-	11,171.00-
420-21100	.00	12,233.56-	12,233.56-
420-70-5436-3-38	12,233.56	.00	12,233.56
425-21100	.00	33,594.92-	33,594.92-
425-70-5476-3-38	33,594.92	.00	33,594.92
430-21100	.00	7,066.99-	7,066.99-
430-70-5436-3-42	7,066.99	.00	7,066.99
700-10-5191-3-38	124.34	.00	124.34
700-10-5192-3-32	380.95	.00	380.95
700-10-5192-3-36	1,756.70	.00	1,756.70
700-10-5192-3-38	878.50	.00	878.50
700-10-5193-3-36	683.21	.00	683.21
700-21100	.00	3,823.70-	3,823.70-
Grand Totals:	197,605.69	197,605.69-	.00

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Report type: Invoice detail
 Check.Type = {<->} "Adjustment"
 Invoice.Batch = "111423"



MINUTES
CITY OF WAUPUN BOARD OF PUBLIC WORKS AND
FACILITIES COMMITTEE
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, September 12, 2023 at 4:30 PM

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

ROLL CALL Roll call was taken: Alderpersons—Peter Kaczmarski, William Langford, Mike Matoushek (online), Citizens—Dave Rens, Ex-officio—DPW Director Jeff Daane; Absent and excused: Citizens - Gregg Zonnefeld, Andrew Sullivan, Dale Heeringa

Also present are Mayor Rohn Bishop, City Administrator Kathy Schlieve, and Recreation Director Rachel Kaminski.

No public present to address the Board of Public Works.

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

CONSIDERATION - ACTION

1. Approve minutes of the July 11, 2023 meeting.
 - a. Motion Langford, second .Matoushek to approve Board of Public Works minutes from July 11, 2023 meeting. Carried unanimously.
2. Review Capital Improvement ratings for 2024 projects
 - a. Jeff Daane provides an overview of committee member rankings of capital improvement projects and insight into proposed 2024 capital improvement budget. Daane indicates that the information was used to put together the 2024 capital budget. Kaczmarski requests that an update be provided once the budget is approved.
3. Canoe/Kayak launch survey results and future location
 - a. Jeff Daane provides the results of a community survey to locate the newest canoe kayak launch. Survey results reflect that the preferred site is below the dam along Gateway Drive. Motion Langford, second Matoushek to approve the location. Carried unanimously.
4. Waupun Hockey information per agreement with the City of Waupun
 - a. Lucas Dawson provided an overview of Hockey program in accordance with the agreement held with the City. Ice setup will begin on Sunday, September 17 and be installed through end of March 2024. Matoushek questioned amount of public skate. Dawson comments that they worked to add ice time for public skate. There is no Bantam team this year and ice time is also sold to Fond du Lac skaters. Motion Matoushek, second Rens to approve information as presented. Carried unanimously.
5. Fall yard waste cleanup dates
 - a. Jeff Daane presents schedule for fall yard waste cleanup to be held October 9 through November 13 2023, with all remaining yard waste needing to be curbside by 7 am on November 13, 2023. Rens questions if all areas of community get equal amounts of pickup. Discussion on daily maps to track pickup, ensuring everyone gets equal amounts of time. Motion Matoushek, second Langford to approve fall yard waste cleanup dates as presented. Carried unanimously.
6. Asphalt Paving Contract Wilcox St. recommendation to council
 - a. Jeff Daane indicates that the City did not receive a WisDOT grant applied for to repair Wilcox St. The City will use available funds in the 2023 budget to complete a mill and overlay on the street. Daane

reviews bids received at a bid opening on September 12. Kartechner Brothers is the lowest bidder at \$43,017. Motion Matoushek, second Langford to recommend approval of a contract with Kartechner Brothers per bid document. Roll call vote taken. Carried 4-0.

7. Remove 2 hour parking on E. Jefferson Street between S. Madison St. and Carrington St.
 - a. Jim Hepp is present and requests that the city evaluate and remove 2-hour parking restrictions on the section of E Jefferson St between S. Madison St and Carrington St. After evaluation, Jeff Daane is recommending that the City remove the eastern portion of the south side of E Jefferson St between S. Madison and Carrington Streets, with the exception of spaces designated as 2-hour parking along FVSBank, approximately 100 feet from intersection. Motion Matoushek, second Langford to approve recommendation and send to Council for review and approval. Carried unanimously.

Motion Matoushek, second Rens to adjourn the meeting. Carried unanimously. Meeting adjourned at 5:05 p.m.



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

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

Roll call taken. Member present: Gary DeJager, Rich Matravers, Craig Much, Jodi Mallas, Tyler Schulz, and Krista Bishop, Mitch Greenfield, Teresa Ruch and Kate Bresser. Also present Mayor Bishop, Administrator Schlieve, Assistant Administrator Langenfeld, John Karsten, Mike Berndt (online), Forsell Gappa, and Cal Gappa.

Motion Schulz, second Much to approve minutes from August 15, 2023 BID Meeting. Carried unanimously.

Motion Schulz, second Matravers to approve August BID Financials. Carried unanimously.

Outstanding applications are reviewed. Administrator Schlieve notes that WASD lost a teacher that ran the Warrior Fabrication and that has delayed signage for some people. Extensions are granted for Wind & Unwined, Broken Threads, K's Boutique and Jud-son's applications through October 31, 2023.

Before new applications are presented Administrator Schlieve notes that the budget will be amended in the future to transfer some of the marketing funds to an economic development fund within the city budget due to broader focus of one of the marketing efforts beyond BID boundaries. Schlieve indicates that this move will then open up funds to provide funding for applications being presented.

John Karsten is present and presents information on his proposed project at 4 Fond du Lac St. Karsten notes that the back of his building is in need of repairs and he presents a resurfacing proposal. Motion Matravers, second Bresser to approve the application for a matching grant capped at \$2,000 as presented. Carries unanimously.

Mike Berndt is present online. Berndt previously submitted a BID application for signage but decision on the application was delayed due to lack of a formal quote to accompany the request and that has not been rectified. Motion Schulz, second Mallas to approve request for a 50% matching grant in the amount of \$487 as presented. Carries unanimously.

Administrator Schlieve notes that the application for Firefly Gifts is tabled until additional information on quotes is obtained. No action taken.

Cal and Forsell Gappa are present to overview their project at 16 S Madison St. The Gappa's recently acquired the former Masonic Lodge and are working on revitalizing the store fronts and addressing some long-standing maintenance needs with the building. The first phase calls for replacing the boiler and addressing tuckpointing needs on the south side of the building. Motion DeJager, second Schulz to approve a 50% matching grant capped at \$2,000.

The group discusses increase the BID assessment rate. Krista Bishop indicates that it is her belief that the rate should increase given that costs continue to climb and the rate has never been adjusted. Administrator Schlieve notes that BIDS are governed under Wis. Stat. To change the assessment, the BID Board must determine an amount to increase by, approve that amount and recommend to the Common Council for final approval. Schlieve recommends that the board develop a clear workplan that outlines how funds will be utilized before determining final amount. Direction given to establish a subcommittee to review and recommend a change to the full board. Schlieve notes time is of the essence as city budgets are being finalized now and a public hearing on the 2024 budget will be held on November 14, 2023. Krista Bishop, Mitch Greenfield, Gary DeJager and Craig Much volunteer to be part of a working subcommittee to develop a recommendation prior to the October BID meeting.

Per budget discussion under previous agenda item, a 2024 BID Operating plan will be developed by the working subcommittee that will also determine the assessment rate for 2024.

Joe Venhuizen is unable to attend due to interim president responsibilities with Envision but asks Administrator Schlieve to provide the following update:

- Member appreciation event is Tuesday, September 19, at Envision's main office in Fond du Lac if free to attend for members.
- Golf Outing in August drew nearly 100 attendees- next year's golf outing anticipated date is September 10, 2024.
- Upcoming Career Fair at Waupun High School on October 18- contact Doug Disch to sign up your business.
- Coffee Connection at Pizza Ranch on October 9, 2023 from 7:30-8:30am. The event is a good chance to network and is free to attend.
- Business Open House at CWC on October 2 from 4:30-6:00 pm will include tours of new school addition and tech lab, with business networking and refreshments. This is also free to attend.
- Economic Forecast Breakfast- October 11 from 7:30-9:30am at Radisson in Fond du Lac. \$50 for members, \$60 for nonmembers.
- Waupun Business Alliance is planning to support IceFest by helping members participate through a moderate reduction on the cost of hosting a sculpture.

Administrator Schlieve provides an update as follows:

- The Design WI placemaking workshop started Monday, 9/18/23 and final presentation of recommendations will be tonight WASD High School LGI room at 7:00 p.m.
- Work has commenced on engineering the downtown food truck alley. Schlieve anticipates the work will bid in spring and complete by mid-summer 2024.
- The City did not receive Knowles Stewardship Grant for west side green space. Schlieve notes that staff will be working with WI-DNR and determine modifications to the application for likely resubmittal.
- The CDA is currently in planning mode to determine future programs and funding sources. TID 3 that funds the work of the CDA sunsets in 2027. Schlieve indicates that it is likely that the City will recommend moving to a revolving loan fund (likely a low-interest loan fund). Schlieve also notes that the group is also thinking about which significant projects will be addressed with the remaining increment and that the Design WI work will help inform decisions.
- In partnership with Destination Lake Winnebago Region, a Joint Marketing Effort grant from the Dept of Tourism in the amount of \$17K was awarded to support creation of IceFest in February 2024.
- Administratively the city is working to finalize 2024 budgets with a good deal of work going into talent management strategies.

Administrator Schlieve will convene the working subgroup to develop a recommendation on the BID's 2024 work plan and assessment rate.

Motion Greenfield, second Matravers to adjourn the meeting at 7:40 a.m. Motion carried unanimously.



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

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

Roll Call taken. Present are Mayor Bishop, Gary DeJager, Sue Vandenberg, Derek Drews, Jill Vanderkin, Bobbi Jo Kunz, and Cassandra VerHage (online). Also present Administrator Schlieve, Assistant Administrator Langenfeld, John Karsten, Mike Berndt (online), Forsell and Cal Gappa.

Approve Vanderkin, second Drews to approve minutes from August 15, 2023 CDA meeting with an amendment noting that Bobbi Jo Kunz was also present at the meeting. Carried unanimously.

Motion DeJager, second Kunz to approve August 2023 CDA Financials as presented. Carried unanimously.

Administrator Schlieve reviews outstanding applications, noting that businesses have run into a problem with getting signs ordered through Warrior Fabrication due to the loss of a teacher. Schlieve advises the group that extensions should be granted to Wind & Unwined, Broken Threads, K's Boutique and Judson's until October 31, 2023 to allow time to complete the various projects that are in process. Motion Vanderkin, second Kunz to approve an October 31, 2023 extension for those businesses. Carried unanimously.

John Karsten is present and presents information on his proposed project. Karsten notes that the back of his building is in need of repair. Motion Kunz, second Vandenberg to approve the application as a matching grant capped at \$5,000. Carried unanimously.

The Application for Firefly Gifts is tabled to allow the business more time to secure quotes for additional work that is being required by city ordinance. Motion VerHage, second Vandenberg to table application from consideration. Carries unanimously.

Forsell and Cal Gappa are present and present information on their project. The Gappa's recently acquired the former Masonic Lodge and are working to restore the store fronts. This initial project is for tuck-pointing and signage. The main lodge building will remain as is until the Gappa's determine needs for that portion of the building. Motion Kunz, second Vanderkin to approve the application for a matching grant capped at \$2,000 as presented. Carried unanimously.

Administrator Schlieve overviews information on CDA funding and the need to consider alternatives for sustainable funding as the tax increment district expenditure period that provides current funding sunsets in 2027. The District will officially close in 2032 and it staff are forecasting revenue of \$2M by that period. It is unlikely that the City would be able to advance funds indefinitely to fund the work of the CDA and therefore the group needs to work on defining a sustainable model. The City's financial advisor is recommending that money could be advanced to the CDA from the TID to create a revolving loan fund. This would typically provide low-interest loans to business looking to make improvements to their property. Schlieve also notes, that in the period remaining in the expenditure period, there are a couple of substantial projects that the City wishes to fund. Schlieve asks members to review information provided in the board packet to prepare for a future planning conversation.

Administrator Schlieve provides an update as follows:

- The Design WI placemaking workshop started Monday, 9/18/23 and final presentation of recommendations will be tonight WASD High School LGI room at 7:00 p.m.
- Work has commenced on engineering the downtown food truck alley. Schlieve anticipates the work will bid in spring and complete by mid-summer 2024.
- The City did not receive Knowles Stewardship Grant for west side green space. Schlieve notes that staff will be working with WI-DNR and determine modifications to the application for likely resubmittal.
- The CDA is currently in planning mode to determine future programs and funding sources. TID 3 that funds the work of the CDA sunsets in 2027. Schlieve indicates that it is likely that the City will recommend moving to a revolving loan fund (likely a low-interest loan fund). Schlieve also notes that the group is also thinking about which significant projects will be addressed with the remaining increment and that the Design WI work will help inform decisions.
- In partnership with Destination Lake Winnebago Region, a Joint Marketing Effort grant from the Dept of Tourism in the amount of \$17K was awarded to support creation of IceFest in February 2024.
- Administratively the city is working to finalize 2024 budgets with a good deal of work going into talent management strategies.
- Senior Center groundbreaking is scheduled for September 26, 2023 at 2 p.m. and everyone is encouraged to attend.

Motion Kunz, second DeJager to adjourn the meeting at 8:09 a.m. Carries unanimously.



MINUTES
CITY OF WAUPUN COMMON COUNCIL
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, October 10, 2023 at 5:15 PM

CALL TO ORDER

Mayor Bishop called the meeting to order at 5:22pm.

ROLL CALL

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

Council absent/excused: None

Management in-person: Attorney VandeZande, City Clerk/Treasurer Hull, Administrator Schlieve, Police Chief Loudon

CLOSED SESSION

Motion Matoushek, second Siebers to adjourn to closed session under Section 19.85 (1) (c) of the WI Statutes for consideration of Wage and Schedule Concessions to the 2023-2026 WI Professional Police Association Union Contract for City of Waupun Police Officers. Motion carried 5-0.

RECONVENE TO OPEN SESSION

At 5:45pm, motion Matoushek, 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

At 5:45pm, the Mayor called for a slight recess to allow those attending open session to be seated.

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 Westphal, Alderman Kaczmarski, Alderman Langford, Alderman Kunz, Alderman Siebers, Alderman Matoushek

Council absent/excused: None

Management in-person: Attorney VandeZande, City Clerk/Treasurer Hull, Administrator Schlieve, Director of Public Works Daane, General Utility Manager Brooks, Police Chief Loudon, Library Director Jaeger, Finance Director Langenfeld, Recreation Director Kaminski, Fire Chief Demaa

Management Virtual None

Management absent and excused: Utility Finance Director Stanek

Audience in-person: Jaedon Buchholz, Dan Streit of Slipstream, Jeni Maly, Julie Pangallo, Joe Venhuizen and Lisa McArthur of Envision Greater Fond Du Lac, Zak Dickhut

Audience Virtual: Jason Whitford

PERSONS WISHING TO ADDRESS COUNCIL

2. Dan Streit and Maddie Koolbeck of Slipstream- City of Waupun Energy Plan

Dan Streit of Slipstream provided the final results of the Waupun Energy Plan which provided recommendations of energy savings opportunities include solar installation, fleet conversion, building energy efficiency, and internal policies.

3. Jeni Maly of Ice Fest and Julie Pangallo Executive Director of Sculpture Tour- Waupun City of Sculpture Non-Profit and Affiliate Sculpture Program

On behalf of Ice Fest, Maly provides an update on the progress of obtaining approximately 30 sculptures and brings Julie Pangallo, Executive Director of Sculpture Tour, who informs the Council of her success with organizing sculpture tours in Eau Claire. Pangallo provides she will provide a proposal to assist Waupun in public art in our community.

4. Joe Venhuizen and Lisa McArthur of Envision Greater Fond Du Lac - Importance of Regional Economic Development

Venhuizen and McArthur of Envision Greater Fond Du Lac provided an overview of their Economic Development highlights from 2023 and their commitment to Waupun.

RESOLUTIONS AND ORDINANCES:

5. Resolution Supporting Public Investment in Envision Greater Fond Du Lac as the Fond Du Lac County Regional Economic Development Organization

Motion Matoushek, second Kunz to adopt Resolution 10-10-23-01 Supporting Public Investment in Envision Greater Fond Du Lac as the Fond Du Lac County Regional Economic Development Organization. Motion carried 5-0.

CONSIDERATION - ACTION

6. Notice Residents to Serve for the Remainder of the Unexpired Term of the Aldermanic District 3, Dodge County, Seat

Clerk informs Council of their options for the appointment of District 3 vacant seat which is not up for election until 2025.

Motion Kunz, second Siebers to authorize City Clerk Hull to publish notice and accept application from candidates who wish to serve for the remaining unexpired term of the Aldermanic District 3 seat. Application shall be due no later than Tuesday, November 7, 2023 by 4:00pm, for Council consideration and appointment at the November 14, 2023 Common Council meeting. Motion carried 5-0 on roll call.

7. Authorize Publication and Public Hearing Notice of the Proposed 2024 Budget

Motion Matoushek, second Kunz to direct staff to publish the notice as required by state statute, indicating that the proposed 2024 City of Waupun budget is available for public review, and schedule the public hearing for the 2024 budget on November 14, 2023. Motion carried 5-0 on roll call.

MAYORAL CORRESPONDENCE/PRESENTATIONS

8. Fire Prevention Week (October 8 - 14, 2023)

9. WI Firefighters Memorial Day - October 14, 2023

Mayor recognizes the Waupun Fire Department as it is Fire Prevention week through October 14, 2023 and WI Firefighters Memorial Day on October 14, 2023.

CONSENT AGENDA

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

ADJOURNMENT

At 7:21pm, Motion Kunz, second Siebers to call the meeting adjourned. Motion carried 5-0.

**Minutes of a Regular Meeting of the
Waupun Utilities Commission
Monday, October 16, 2023**

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

Commissioners Daane, Heeringa, Homan, Kunz, Siebers, Thurmer and Westphal present.

Motion made by Thurmer, seconded by Homan and unanimously carried, to approve minutes from September 11, 2023 meeting.

Motion by Daane, seconded by Kunz and unanimously carried, bills for month of September 2023 approved as presented.

On motion by Siebers, seconded by Thurmer and unanimously carried, year-to-date financial reports through August 2023 approved as presented by Finance Director Stanek. Electric operating income was \$306,500. Water operating income was \$551,700. Sewer operating income was \$510,900.

General Manager Brooks provided an update on work being completed at United Coop and Wilson and Shaler Dr. Water/sewer collection distribution crew worked with electric crew to install over 33,000 ft of conduit. Crew is currently working on installing conduit for Phase 2 of United Coop project, which consists of the feed mill portion of project. Letters were sent out the week of October 9th to customers who have a balance in arrears and subject to the 2023 tax roll. Any balance in arrears remaining November 15th will be placed on the property tax bill.

Treatment Facilities and Operations Superintendent Schramm reported on operations at water and wastewater treatment facilities and distribution/collection system. Algae Biomass Summit was held in Madison October 9-11. Individuals in attendance (grad students, professors, biologists, etc.) were from Canada, Finland, Japan, Netherlands, Portugal and 16 states within the United States. Waupun Wastewater Treatment Plant with ABNR upgrade received the prestigious award of 2023 Project of the Year from the Algae Biomass Organization. Summit agenda included a facility tour of Waupun Utilities WWTP with ABNR upgrade for attendees.

Commission President Heeringa welcomed guests. Present in person: Marc Medema, Ashley Medema, Ken Medema and Attorney Dan Vande Zande. Present virtually: Jason Whitford.

Mr. Marc Medema was present to speak to commission about electric utility easement located in backyard of S31 T14N R15E Fairway Estates Lot 9. Mr. and Mrs. Medema were in the process of an outdoor recreation installation on September 20th when contractors discovered unmarked utility lines in location where construction was to take place. Mr. Medema gave his account of series of events that occurred with Waupun Utilities representatives, delays encountered and extra expenses once utility lines were discovered and requested costs to be covered by Waupun Utilities.

Finance Director Stanek presented review of 2024 draft budget summary for each utility. The overall 2024 budget is forecasted to decrease \$310,800 or 1.6% over the 2023 budget due to a new customer in the industrial park and changes associated with construction of the wastewater ABNR upgrade nearing completion in 2023. Remaining construction costs associated with upgrade of \$2,047,800 are included in 2024 budget and will be funded with USDA grant proceeds. Budget summary also includes an overview of sources and uses of funds for each utility including: average costs of living wage adjustment and expected step increases based on commission approved compensation study, health insurance increase, operation and maintenance expense increase based on rising inflationary costs and supply chain challenges, new wastewater treatment expenses and costs recovery of expenses associated with operation of ABNR processes, additional services from primary IT provider, forecasted revenues based on recent historical consumption data and an additional large customer in the industrial park and capital equipment and vehicle replacements for assets past their useful life. Staff will be looking for final budget approval at November 2023 meeting.

Motion by Westphal, seconded by Thurmer, and unanimously carried to adjourn in closed session under Section 19.85(1)(g) of WI Statutes for discussion of S31 T14N R15 E Fairway Estates Lot 9 electric easement.

Motion by Westphal, seconded by Thurmer, and unanimously carried to reconvene in open session under Section 19.85 (2) of WI Statutes. No further action in open session.

On motion by Westphal, seconded by Daane and unanimously carried, meeting adjourned at 6:48 p.m.

The next regular commission meeting will be held on November 13, 2023 at 4:00 p.m.

Jen Benson
Office & Customer Service Supervisor

**Minutes of the Waupun Public Library Board Meeting
Wednesday, October 18, 2023**

The Waupun Public Library Board was called to order by Sadie Schultz, Vice-President, at 4:30 p.m. on Wednesday, October 18, 2023. Present were Gehl, Siebers, Garcia, and Jaeger. Hintze and Sullivan present via Zoom. Beer, Martens, and Rohrer were absent. Due to the absence of the Secretary, Jaeger volunteered to record minutes.

ARTICLE I: Motion by Hintze, supported by Siebers, to accept the minutes of the September 20, 2023, meeting as written. Motion carried.

ARTICLE II: No visitor appearance.

ARTICLE III: Monthly Statistics.

- a. Circulated/downloaded/loaned: 104,765 items through the end of September, up 7.6%.
- b. 42,668 people visited the library through the end of September, up 17.8%.
- c. Program attendance up 103.7% through the end of September.
- d. Meeting room use up 101.1% through the end of September.

ARTICLE IV: Budget was reviewed.

ARTICLE V:

- a. Motion by Siebers, supported by Hintze, to pay the October 2023 bills. Motion carried 5-0 on roll call. Due to absence of Secretary, Siebers was appointed to sign list of bills.

ARTICLE VI: No Committee Reports.

ARTICLE VII: Librarians' Report.

- a. Alyssa Sommerfeldt, from Fond du Lac County Health, provided the library staff with a Dementia refresher program on September 22.
- b. The library had 246 individuals interact with our booth at the Waupun Community Services event on October 9.
- c. State Senator Joan Ballweg sent a letter informing the library that she will be dropping off a new copy of the Wisconsin Blue Book sometime in the next few weeks.
- d. Jaeger informed the Library Board of the City of Waupun Energy Plan, which was recently completed. The Plan can be found on the City of Waupun website in the October 10 Common Council packet link.

ARTICLE VIII: No Old Business.

ARTICLE IX: New Business:

- a. No action taken on the current Meeting Rooms Policy.

ARTICLE X: Motion by Sullivan, supported by Siebers, to adjourn at 5:03 p.m. Motion carried.

*Next tentative meeting: Wednesday, November 15, 2023, at 4:30 p.m.

Bret Jaeger, Acting Secretary



MINUTES OF MEETING
CITY OF WAUPUN SPECIAL COUNCIL MEETING
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, October 31, 2023 at 4:30 PM

CALL TO ORDER

Mayor Bishop called the meeting to order at 4:30pm.

ROLL CALL

Council in-person: Mayor Bishop, Alderman Westphal, Alderman Kaczmarek, Alderman Langford, Alderman Kunz, Alderman Siebers, Alderman Matoushek

Council absent/excused: None

Management in-person: Attorney VandeZande, Administrator Schlieve, Deputy Police Chief Rasch

Management Virtual: City Clerk/Treasurer Hull

CLOSED SESSION

Motion Westphal, second Kunz to adjourn to closed session under Section 19.85 (1) (c) (e) of the WI Statutes for consideration of Negotiating Investing Public Funds in Waupun Industrial Park in TID, Developer's Agreement for Redevelopment of 514 E Main Street, Waupun, Update-Mitchell vs. City of Waupun, et al., and Wage and Schedule Concessions to the 2023-2026 WI Professional Police Association Union Contract for City of Waupun Police Officers. Motion carried 5-0.

OPEN SESSION

At 5:04pm, motion Matoushek, second Siebers to reconvene to open session under Section 19.85(2) of the WI Statutes. Motion carried 5-0.

ACTION FROM CLOSED SESSION

No action was taken.

A slight recess was held to allow those attending open session to be seated.

CALL TO ORDER

Mayor Bishop called the meeting to order at 5:07pm.

ROLL CALL

Council in-person: Mayor Bishop, Alderman Westphal, Alderman Kaczmarek, Alderman Langford, Alderman Kunz, Alderman Siebers, Alderman Matoushek

Council absent/excused: None

Management in-person: Attorney VandeZande, Administrator Schlieve, Director of Public Works Daane, Fire Chief Demaa, General Utility Manager Brooks, Deputy Police Chief Rasch, Finance Director Langenfeld, Recreation Director Kaminski

Management Virtual: City Clerk/Treasurer Hull

Management absent and excused: Utility Finance Director Stanek, Library Director Jaeger, Police Chief Loudon

Audience in-person: Jaedon Buchholz

Audience Virtual: Jason Whitford

CONSENT AGENDA

Motion Matoushek, second Siebers to approve the Consent Agenda. Motion carried 5-0 on roll call.

ORDINANCES-RESOLUTIONS

Ordinance to amend Ch.6.05 entitled Traffic Code- Remove 2 hr. Parking on E. Jefferson Street, Waupun

At the September 12, 2023, Board of Public Works meeting, the Board made a recommendation to the Council to consider the removal of the 2-hour parking restriction on the section of E. Jefferson Street between S. Madison Street and Carrington Street.

Motion Matoushek, second Kaczmariski to waive the first reading and adopt ordinance 23-08 amending Ch.6.05 entitled Traffic Code to remove the 2-hour parking restriction on the eastern portion of the south side of E. Jefferson Street between S. Madison Street and Carrington Streets, with the exception of spaces designated as 2-hour parking along Fox Valley Savings Bank, approximately 100 feet from intersection. Motion carried 5-0 on roll call.

Ordinance to Remove Fees from the Municipal Code and Create a Fee Schedule

Motion Siebers, second Kaczmariski to accept the first reading of the ordinance to remove all fees from the entire City of Waupun Municipal Code contingent upon adoption of a resolution providing City Fees. Motion carried 5-0 on roll call.

Resolution Adopting Fee Schedule

The council reviews the proposed fees for concerns. Matoushek is not in favor of elimination of amusement license fees.

Resolution Authorizing Application for a Community Development Investment Grant through WEDC - 514 E Main Street, Waupun

Motion Siebers, second Kunz to adopt Resolution 10-31-23-01 Authorizing Application for a Community Development Investment Grant through WEDC to redevelop 514 E Main Street, Waupun. Motion carried 5-0 on roll call.

DISCUSSION FOR POSSIBLE FUTURE AGENDA

BID Operating Plan and 2024 Assessment Rate

Annually the Business Improvement District is to present their proposed budget for the upcoming year. Recommending a change to \$1.85 per thousand. This will be presented to the Council for consideration at the November 14, 2023, council meeting.

Youth Sports Grant Design

\$75,000 of funds are in reserves for youth sports grants and staff is looking for direction of eligibility requirements, award amounts, etc. Westphal views the funds, according to the grant language, to be used on City owned facilities. Westphal questions the number of youth sports that don't use city owned property. Kaczmariski feels this grant should not be considered for hockey or baseball as they have already been approved for funds.

ADJOURNMENT

At 5:54pm, Motion Kunz, second Siebers to call the meeting adjourned. Motion carried 5-0.



MINUTES
CITY OF WAUPUN SPECIAL COMMON COUNCIL
MEETING
City Hall Council Chambers
Thursday, November 09, 2023 at 4:30 PM

CALL TO ORDER

Mayor Bishop called the meeting to order at 430pm.

ROLL CALL

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

Council absent/excused: None

Management in-person: Attorney VandeZande, City Clerk-Treasurer Hull, City Administrator Schlieve

CLOSED SESSION

Motion Matoushek, second Seibers to adjourn to closed session under Section 19.85 (1) (c) (e) (g) for the purpose of Case 21-cv-322 and any Agreement pertaining thereto and Department Management and Oversight. Motion carried 5-0.

OPEN SESSION

At 5:48pm, motion Siebers, second Matoushek to reconvene to open session under Section 19.85(2) of the WI Statutes. Motion carried 5-0.

ACTION FROM CLOSED SESSION

Motion Siebers, second Matoushek to authorize Cities and Villages to issue settlement, in the amount of \$100,000, for Case 21-cv-322. Motion carried 5-0 on roll call.

ADJOURNMENT

At 5:49pm, Motion Kunz, second Matoushek to call the meeting adjourned. Motion carried 5-0.



Waupun Police Department Total Call Report



From: October 01, 2023 To: October 31, 2023

Agency	Incident Type	Total Incidents	WP		
WP	911 CHECK	35		FOUND JUVENILE	2
	ABANDONED VEHICLE	2		FOUND PROPERTY	9
	ACCIDENT	4		FRAUD COMPLAINT	2
	ACCIDENT W/BLOCKAGE	1		FUNERAL ESCORT	2
	AMBULANCE	50		GAS DRIVE OFF	2
	ANIMAL BITE	4		HARASSMENT	2
	ANIMAL COMPLAINT	12		HIT AND RUN	8
	ASSIST AGENCY	9		HOUSE WATCH REQUEST	6
	ASSIST CITIZEN	27		INFORMATION TO DOCUMENT	10
	ASSIST MOTORIST	6		INTOXICATED DRIVER	1
	ATTEMPT TO LOCATE	5		INTRUSION ALARM	7
	ATV UTV TRAFFIC	1		JUVENILE PROBLEM	14
	BUILDING CHECK	56		LOITERING	7
	CAR IN DITCH	1		LOST ANIMAL	1
	CHECK WELFARE	26		LOST ANIMAL LOCATED	3
	CHILD ABUSE/NEGLECT	2		LOST PROPERTY	2
	CHILD CUSTODY	1		MENTAL SUBJECT	1
	CHILD LET AT SCHOOL	1		MISSING JUVENILE	1
	CIVIL PROBLEM	2		NEIGHBOR DISPUTE	3
	DIRECTED AREA PATROL	210		NEIGHBORHOOD POLICING	1
	DISORDERLY CONDUCT	9		NOISE COMPLAINT	5
	DOMESTIC	6		NOTIFY MED EXAMINER	1
	DRUGS/NARCOTICS	7		OCCUPIED DISABLED	2
	EXTRA PATROL	83		OFFICER STANDBY	1
	FOLLOW UP	43		ORDINANCE VIOLATION	10
	FOOT PATROL	10		PAPER SERVICE	1
	FOUND ANIMAL	7		PARKING ENFORCEMENT	22



Waupun Police Department Total Call Report



From: October 01, 2023 To: October 31, 2023

WP	PATROL ASSIST FIRE	8	WP	Total	998
	PRISONER TRANSPORT	1	Total		998
	RECKLESS DRIVER	7			
	REPOSSESSION	3			
	RESTRAINING ORDER VIOLATION	1			
	RUNAWAY	5			
	SCAM COMPLAINT	1			
	SEARCH WARRANT	1			
	SEXUAL ASSAULT	1			
	SHOPLIFTER	1			
	SPECIAL ASSIGNMENT	24			
	SUBJECT STOP	7			
	SUSPICIOUS ACTIVITY	9			
	SUSPICIOUS VEHICLE	12			
	TAVERN CHECK	8			
	THEFT	18			
	THREATS COMPLAINT	4			
	TRAFFIC COMPLAINT	1			
	TRAFFIC ENFORCEMENT	3			
	TRAFFIC PROBLEM	6			
	TRAFFIC STOP	112			
	TRESPASSING	1			
	TRUANCY	6			
	VANDALISM	8			
	VEHICLE LOCKOUT	1			
	WARRANT	2			
	WATER UTILITY	1			

Waupun Police Department Update – October Report

Training: Department Firearms Training at the new range and Officer Halverson attended K9 training

Events/Reports:

Halloween Event – Successful event
Riseling Consultant – Interviewed Staff
Officers provide Mental Health Meeting – Church Services
Criminal Justice Exploration Day- Moraine Tech College
High School Job Fair
Drug Take Back Event
Police Contract Meeting
WCI Peaceful Protest
School District Lockdowns

Staffing/Hiring Process:

Our current staff level is 13 sworn personnel and 2 non-sworn personnel. We are currently hiring two officer positions. We have two accepted offers that needs the academy.

Briefs:

Calls for Service: 998
Traffic Stops: 112
Arrests: 22

Code Enforcement	Warnings	Citations
January	10	5
February	10	6
March	5	10
April	8	1
May	19	2
June	11	1
July	11	1
August	8	2
September	11	3
October	8	0

Complaints:

Calls for Service

On 10/01/23 at approximately 3:51am, police responded to a residence on Wilcox St for a report of a disturbance. A 54 year old man was taken into custody on a Probation and Parole Hold. The man was transported to the Dodge County Jail.

On 10/01/23 at approximately 7:30pm, police responded to a residence on S Mill St for a report of a stolen green bicycle and maroon bicycle trailer. The complaint is under investigation.

On 10/02/23 at approximately 10:58am, police conducted a search warrant at a residence on N Forest St. The following charges were referred to the Fond du Lac DA's Office against a 32 year old woman; 1 count Maintaining a Drug Trafficking Place, 8 counts Illegally Obtained Prescription Drugs, 1 count Possession THC, and 1 count Possession Drug Paraphernalia. The following charges were referred to the Fond du Lac DA's Office against 36 year old man; 1 count Maintaining a Drug Trafficking Place, 1 count Possession Schedule II Narcotic, 1 count Illegally Obtained Prescription Drug, 1 count Possession THC, and 1 count Possession Drug Paraphernalia. During a subsequent traffic stop in this investigation on 10/03/23, the 32 year old woman was taken into custody for an additional charge of Felony Possession of Controlled Substances. The woman was transported to the Dodge County Jail. On 10/03/23 police conducted an additional traffic stop in which a 25 year old woman was taken into custody for the following charges; Possession w/the Intent to Deliver Methamphetamine, Possession of THC, Possession of Schedule IV Narcotics, Illegally Obtained Prescription Drugs, and 9 counts of Bail Jumping. The 25 year old woman was transported to the Fond du lac County Jail.

On 10/02/23 at approximately 6:38pm, police responded to a residence on E Franklin St for a report of a disturbance. A 57 year old man was taken into custody for Disorderly Conduct and Harassment. The man was transported to the Fond du Lac County Jail.

On 10/03/23 at approximately 11:14am, police responded to a residence on W Main St for a report of a disturbance. A 78 year old woman was cited for Disorderly Conduct.

On 10/05/23 at approximately 5:05pm, police conducted a traffic stop on W Main St at N Division St. A 34 year old man was cited for Operating After Suspension and Speeding.

On 10/05/23 at approximately 5:39pm, police conducted a traffic stop on County M at USH 151. A 31 year old man was cited for Operating w/out a Valid Driver's License.

On 10/06/23 at approximately 8:51pm, police responded to a reckless driving complaint in the 500 block of W Main St. A 45 year old man was taken into custody for Operating While Intoxicated 5th Offense. The man was transported to the Dodge County Jail.

On 10/09/23 at approximately 1:43am, police conducted a traffic stop on County Park Rd at W Main St. A 26 year old woman was taken into custody on a Probation and Parole warrant and later transported to the Fond du Lac County Jail. A loaded handgun was located in the vehicle during a search. Carrying a Concealed Weapon and 2 counts of Bail Jumping were referred to the Fond du Lac County DA's Office against the woman.

On 10/09/23 at approximately 4:51am, police conducted a traffic stop on S Watertown St at Kuenzi Ave. A 58 year old man was taken into custody on a Probation and Parole warrant. The man was transported to the Dodge County Jail.

On 10/09/23 at approximately 10:20pm, police responded to the area of Argonne St near S Watertown St for a report of a reckless driver. Police made contact with the suspect vehicle. A 44 year old man was taken into custody for Operating While Intoxicated. The man was released to a responsible party.

On 10/12/23 at approximately 10:41pm, police located a suspicious vehicle in the 600 block of W Main St. Police made contact with the operator who appeared to be intoxicated. The man was taken into custody for Operating While Intoxicated. The man was transported to the Fond du Lac County Jail.

On 10/14/23 at approximately 12:51pm, police responded to a residence on S Harris Ave for a welfare check. Police made contact with a suicidal subject who wished to be voluntarily committed. A 40 year old man was transported to a medical facility of the commitment process.

On 10/14/23 at approximately 10:59pm, police responded to a business in the 100 block of Shaler Dr for a warrant pick up. A 20 year old woman was taken into custody on a Green Lake County warrant. The woman was turned over to a Green Lake County Deputy.

On 10/14/23 at approximately 11:34pm, police responded to the 400 block of E Main St for a report of a disturbance. A 40 year old woman was taken into custody for Domestic Disorderly Conduct. The woman was transported to the Fond du Lac County Jail.

On 10/16/23 at approximately 10:57am, police conducted a traffic stop on W Lincoln St at Rens Way. A 45 year old woman was cited for Operating After Suspension.

On 10/18/23 at approximately 12:12pm, police responded to the 200 block of S Madison St for a welfare check. A 25 year old man was placed into protective custody and transported to a mental health facility.

On 10/20/23 at approximately 2:48pm, police responded to the 800 block of W Main St for a forgery complaint. A 16 year old juvenile was referred to the Dodge County Juvenile Intake for a charge of Forgery.

On 10/20/23 at approximately 9:55pm, police responded to Grace St at Hillyer St for a 2 vehicle crash. A 29 year old man was cited for Failure to Yield Right of Way.

On 10/20/23 at approximately 11:54pm, police conducted a traffic stop on S State St at W Jefferson St. A 36 year old man was cited for Operating w/out a Valid Driver's License.

On 10/21/23 at approximately 7:26pm, police responded to the 500 block of W Main St for a report of a disturbance. A 78 year old woman was referred to the Fond du Lac County DA's Office for charges of Violating a Restraining Order and Bail Jumping.

On 10/21/23 at approximately 7:16pm, police responded to the 900 block of W Main St for a report of a hit and run crash. A 42 year old woman was cited for Operating After Revocation, Hit and Run, and Operating w/out Insurance.

On 10/21/23 at approximately 10:10pm, police conducted a traffic stop on W Main St at Fox Lake Rd. A 20 year old woman was cited for Possession of Controlled Substances.

On 10/23/23 at approximately 10:35pm, police conducted a traffic stop on E Franklin St at Fond du Lac St. A 21 year old woman was cited for Operating After Suspension.

On 10/25/23 at approximately 10:09am, police responded to a residence on N Watertown St for a welfare check. A 24 year old man was placed into protective custody and transported to a mental health facility.

On 10/25/23 at approximately 4:28pm, police responded to a residence on W Lincoln St for a report of a disturbance. An 18 year old woman was taken into custody for Disorderly Conduct Domestic Related and she was transported to the Dodge County Jail.

On 10/26/23 at approximately 11:42am, police responded to a business in the 900 block of E Main St for a report of shoplifting. A 43 year old woman was trespassed from the property at the business' request.

On 10/26/23 at approximately 4:01pm, police responded to a residence in the 300 block of Bly St for a theft report. The complaint is under investigation.

On 10/27/23 at approximately 11:03am, police responded the 700 block of W Main St for a drug complaint. A 25 year old woman was taken into custody on a Probation and Parole Hold and she was transported to the Fond du Lac County Jail. Possession of Methamphetamine paraphernalia, Felony Bail Jumping, and Misdemeanor Bail Jumping were referred to the Dodge County DA's Office against the woman.

On 10/27/23 at approximately 9:03am, police conducted a traffic stop in the 200 block of Shaler Dr. A 48 year old man was taken into custody on 2 counts of Misdemeanor Bail Jumping and he was transported to the Dodge County Jail. The man was also cited for Open Intoxicants.

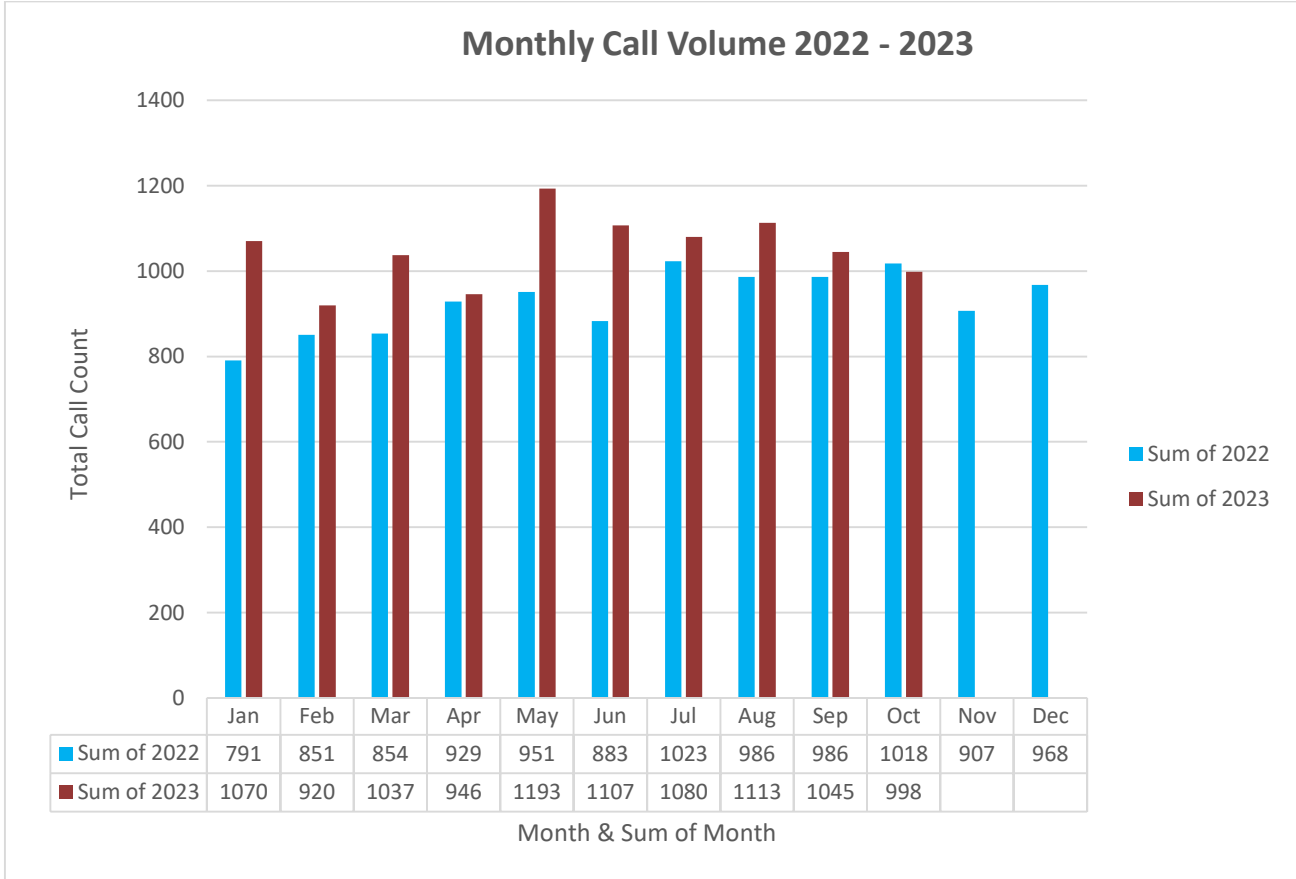
On 10/28/23, police began taking multiple complaints of theft of money from checking and savings accounts. It appears that a card skimmer was attached to a local ATM machine prior to receiving the complaints. The complaints are under investigation in conjunction with a financial institutes fraud department.

On 10/28/23 at approximately 2:43pm, police responded to the police department lobby for a warrant pick up. A 41 year old woman turned herself in on a Failure to Appear warrant through Fond du Lac County. The woman was taken into custody and transported to the Fond du Lac County Jail.

On 10/30/23 at approximately 2:32am, police conducted a traffic stop in the 100 block of S Watertown St. A 36 year old man was taken into custody for Operating While Intoxicated. The man was also cited for Open Intoxicants and Possession of Controlled Substances. The man was released to a responsible party.

October 2023

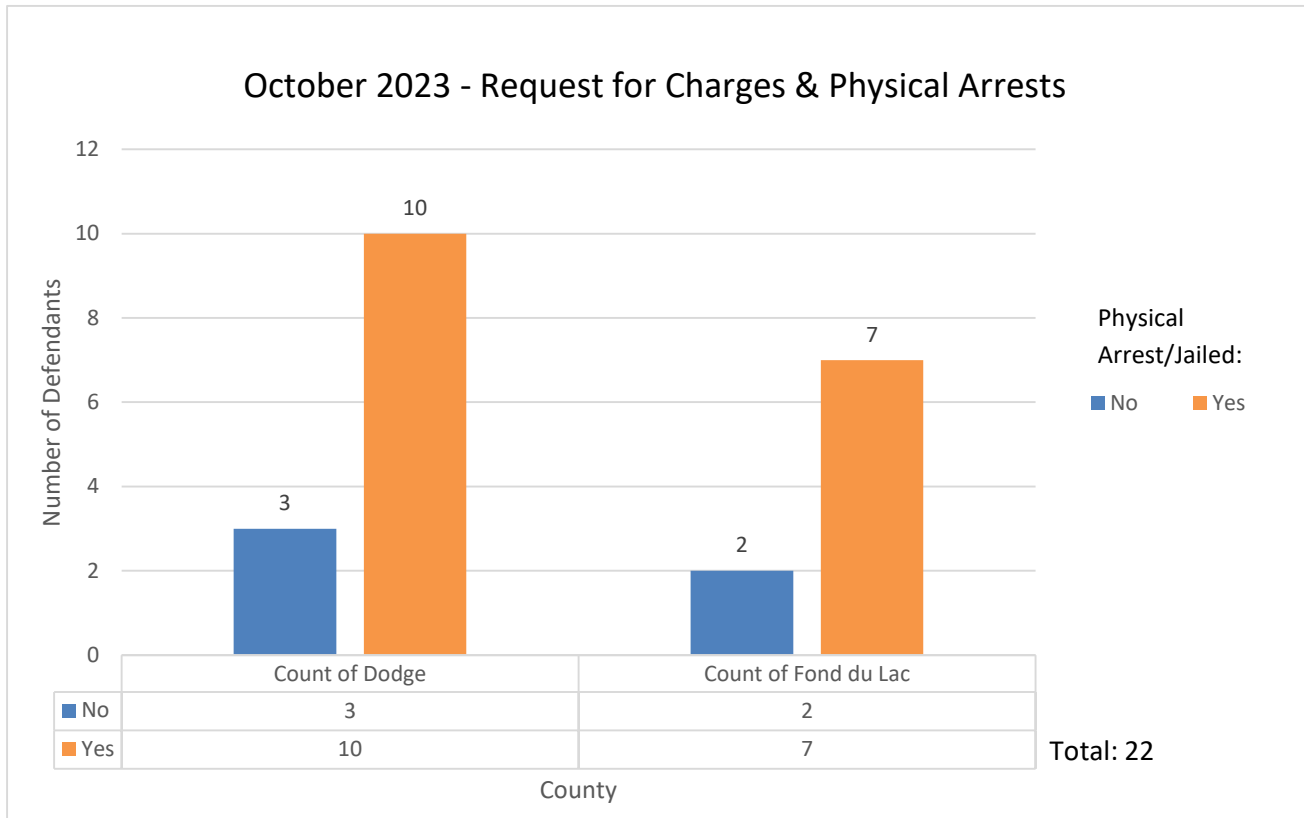
Monthly Call Volume Report



Call Volume Monthly 2022 - 2023			
Month	2022	2023	Percent Difference
January	791	1070	26.1%
February	851	920	8.1%
March	854	1037	21.4%
April	929	946	1.8%
May	951	1193	25.4%
June	883	1107	25.4%
July	1023	1080	5.6%
August	986	1113	12.9%
September	986	1045	6.0%
October	1018	998	-2.0%
November	907		
December	968		
Grand Total:	11,147	10,509	

October 2023

Request for Charges & Physical Arrest Report





Waupun Fire Department

16 E. Main Street Waupun, WI 53963

Non-emergency Number: 920-324-7910

B.J. DeMaa, Chief
bjdema@waupunpd.org

Monthly Report

Date: November 8, 2023
 To: Mayor, Council, City Administrator, and PFC
 From: Fire Chief, B.J. DeMaa
 Re: October report

Fire Calls:

There were eleven (11) fire & rescue calls in the month of October for a total of one hundred thirty (130) year-to-date. EMRs ran a total of forty-five (45) medical calls in the month of October for a total of four hundred ninety (490) year-to-date.

Average Fire Personnel Response (excluding mutual aid & shift calls):		
	Avg # of Responders	% of Total Department
4A – 8P	11.3	39%
8P – 4A	9.0	31%

* Current roster is 29 members.

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

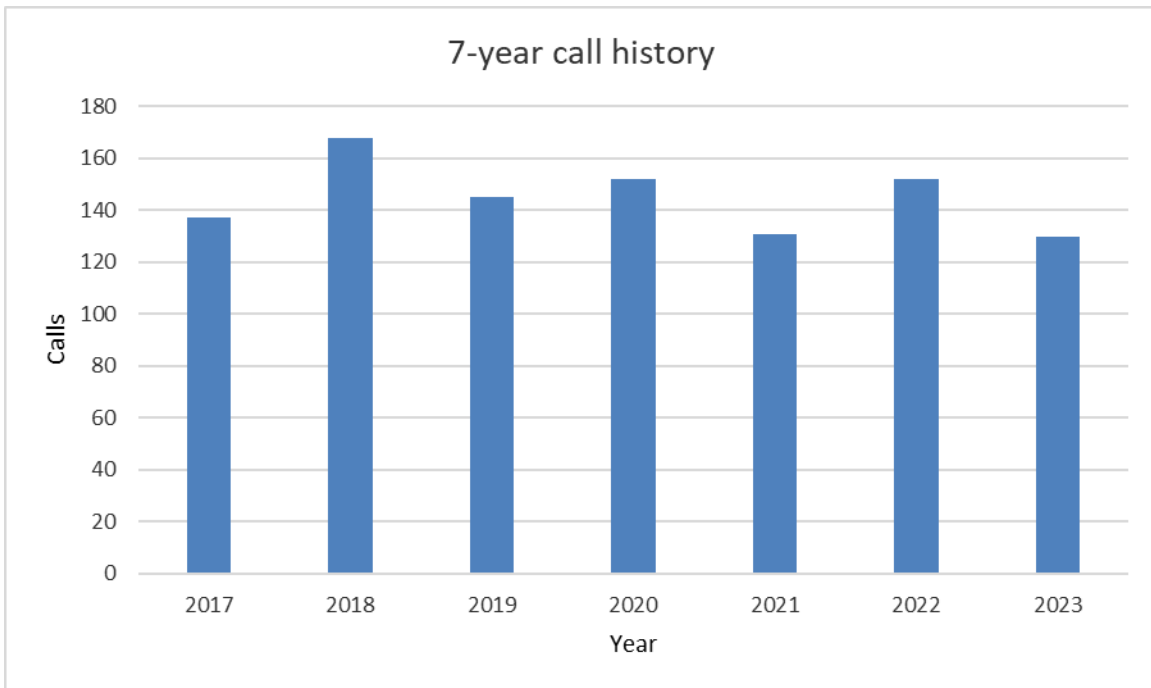
RED = below recommended industry best practices

GREEN = meets industry best practices

Average Fire Personnel Response (excluding mutual aid & shift calls) YTD:												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
4A – 8P	9.0	8.7	10.8	9.7	9.0	8.8	9.1	12.4	10.5	11.3		
8P – 4A	9.0	8.0	8.3	9.3	7.0	10.0	11.3	15.0	11.6	9.0		

Fire notes:

- Staffing:
 - o FFs: 29 (can go up to 30)
 - 1 firefighter currently enrolled in Firefighter 1 through MPTC.
 - o 1 High School Fire Intern from WASD.
- Staffing study through PAA is nearing completion. Once a rough draft is complete, we will be meeting with the PAA team to review.
- 0 mutual aid calls for the month
- Community Outreach opportunities:
 - o Fire Prevention Week October 8-14. 1,200 students in attendance.
 - o Community Services Open House October 9. 250-400 people came out.
 - o Senior Expo – presented on Home Fire Safety and Health
 - o WASD Job Fair – spoke to roughly 50 kids about fire/ems service
 - o Participated in Halloween on Main
- 3 Occupancy Inspections completed (Basalt Wellness, Bella Glo, new business)
- Working with SSM Health – Waupun Memorial Hospital on MRI response. They have a permanent MRI trailer now and it will require a special response (both personnel and equipment).



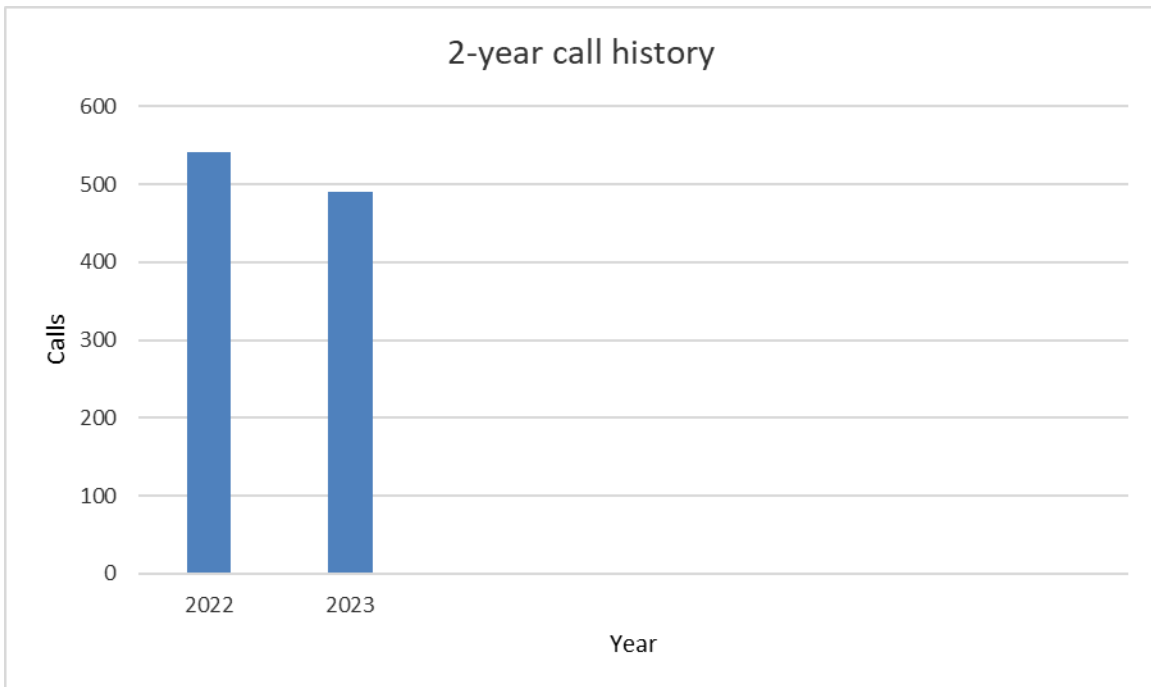
EMR Call Summary:

Emergency Medical Responder Calls YTD:

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
48	45	45	48	74	70	37	35	43	45			490

EMS notes:

- Staffing:
 - o EMRs: 12 (can go up to 15)
 - 3 EMRs setting up NREMT test.
- Total calls EMRs first on scene – 22 (47%)
- Avg. arrival time before contracted service – 1.5 minutes (does not include mutual aid calls)
- Mutual aid requests by contracted service – 1 (Alto Township)
- Shift calls – 25 (53%)
- Calls not covered by EMRs for the month – 2



2023 Fire Department Strategic Initiatives Update:

#1 – Implement grant programs to strengthen ambulance response:	
Healthcare Infrastructure Grant progress	In progress
EMS Flex Grant progress	In progress

#2 – Complete staffing study for fire and EMR to form recommendations for sustainable emergency response model:	
Work with contractor on study	All information has been submitted

#3 – Command Staff restructuring to balance call response and workload:	
Work with existing staff on structure	Discussing what needs to be in place
Post vacancies	
Fill vacancies and train	

#4 – Determine need for public safety referendum and timing:	
Dependent on staffing study and other inputs	See Initiative #2

#5 – Conclude fire consolidation discussions with townships and define long-term strategy for cost containment by Q1 of 2022:	
Set meeting with townships	On hold – staff capacity
Discuss long-term strategies	On hold – staff capacity

#6 – Establish baseline schedule and process for Lexipol policy implementation:	
Put together schedule for policy edits	
Put together schedule for policy releases	

#7 – Integrate EMI AAR into overall Emergency Response Plan (Emergency Mgmt.):	
Resolve and implement identified gaps in program	

Legend:
On track to meet deadline or already completed.
Project is trending behind schedule.
Project will not meet established timeline or no work completed.

LIBRARY	MONTHLY REPORT November 2023
Subject	Summary
Statistics	Through the end of October, the library circulated/downloaded/loaned 116,581 items, up 7.5%, and 47,547 people walked through our doors, up 17%. Program attendance is up 95%, and meeting room use is up 102%.
Geese In Flight	Andy Glewen will be contacting Bret to find a time to remove the Geese In Flight artwork from the brick wall and return it to the golf course.



RECREATION DEPARTMENT

MONTHLY REPORT TO COMMON COUNCIL – November 14, 2023

Activity/Project	Status	Notes/Other
Senior Center Attendance – October	1,364 participants signed in Average daily attendance - 62 participants	Open 22 days
Senior Center Rentals – October	0 rentals	1 rental in October 2022
Senior Center Meals – October	Serving Monday – Wednesday 96 Indoor Dining Meals Serving Monday – Friday 278 Mobile Meals	Average daily attendance indoor dining – 7 meals Average daily attendance mobile meals – 13 meals
Senior Center Special Activities/Events – October	<ul style="list-style-type: none"> • October 3 – Thrivent Lunch & Learn • October 5 – Senior Expo • October 9 – Community Services Open House • October 24 – Prairie Ridge Assisted Living Lunch & Learn • October 27 – Buddy Bingo • October 28 – Halloween on Main • October 31 – Halloween Party 	12 participants 304 participants 9 participants 34 participants 1,204 children 37 participants
Upcoming Senior Center Special Activities/Events	<ul style="list-style-type: none"> • November 13 – FdL ADRC Caregiver Lunch & Learn • November 14 – Lunch Volunteer Training • November 14 - New Blood Pressure Screenings • November 20-22 – Rachel on Vacation • November 28 – Pool League Starts 	FdL County ADRC lunch program is making improvements to the dining site. We will be having more volunteers, bulk food, cafeteria-style serving, real dinnerware, and more lunch hour presentations.

DATE: November 14th, 2023			
Project	Status		Other
Community/Senior Center	Construction is underway footings and wall foundations are getting poured. Precast walls should arrive early December.		
Wilson Dr. and Shaler Dr. Street construction	Landscape work has been completed. Waiting on signage and then it will officially open to traffic.		
Winter snow season	Plow, salter and brine equipment is ready to go. Please continue to pass along winter parking restrictions and if they are talking snowfall remind residents to park off street.		
Fall yard waste pickup	The last few weeks all staff have been working on the yard waste crew. Our last scheduled pass will start November 13 th weather permitting.		
McCune Park	The school students continue to make progress. They should start getting the metal wall and roof on soon.		
Facilities	As the weather for outside work changes we will transition to some indoor work at our buildings. I will be sending an email out to each department to see if they have any projects that need to be completed. Otherwise we will work off our facility maintenance schedule.		
Furnaces and Boilers	Everything is running for the start of the season. We did have some issues with the boilers at the City garage and the one radiant heater at the garage.		
Staff projects	<p>We are working on a grant for a mill and overlay on a section of S. West Street.</p> <p>Plow markers are installed</p> <p>Pulling cable for the IT conversion at City Hall</p> <p>Mulching leaves in parks</p> <p>Planted 9 trees in parks</p> <p>Clean equipment</p> <p>Work on compost site</p> <p>Entering storm water reports into IWorQ</p> <p>Update street informaion</p>		

Sidewalk Replacement Program

The contractor will be back onsite to take care of the punch list items.





TO: Waupun Utilities Commissioners
FROM: Steve Brooks, General Manager
DATE: October 16, 2023
SUBJECT: General Manager Report

Electric Department Update:

United Co-Op

- Approximately 16870' of conduit currently installed
- Approximately 2900' of primary URD wire currently installed
- Installed (3) switchgear basements and a 3ph junction cabinet
- Trench and conduit complete for the main feed into United
 - Approximately 750' of trench
 - Approximately 3750' of conduit installed
- Trench and conduit complete from switchgears to east side of Wilson Dr to future switchgear
 - Approximately 650' of trench and directional drilling
 - Approximately 3250' of conduit installed
- Trench, conduit, and wire installed and energized to office/scale building (energized 8/21)
 - Approximately 950' of trench
 - Approximately 2850' of conduit installed
 - Approximately 2900' of 1/0 URD Primary
- Trench and conduit partially complete for feed to grain and soy facilities
 - Approximately 540' of trench
 - Approximately 4860' of conduit installed
 - Two 16" x 40' steel casings installed for rail crossings with 2160' of 2" conduit installed for permanent and potential future wire infrastructure
- Week of 10/16
 - Dig trench and install approximately 2750' of conduit to feed mill transformers

Wilson and Shaler

- Approximately 16480' of conduit currently installed
- Approximately 4200' of trench complete
- Approximately 9480' of 2.5" conduit installed
- Approximately 3160' of 2" communication conduit installed
- Approximately 3840' of 1.25" street light conduit installed
- (19)-20"x 6' sonotubes excavated, installed and pored with anchor bolts installed

Conduit Installed

- Approximately 33,350' of total conduit installed since the beginning of August (6.31 miles)

Pole Relocation for Farmers Elevator Scale

- Crew worked on installing new guy pole, new cutouts and removing slack from span
- Work completed week of 10/9

Training

- Electric department staff completed the annual pole-top and bucket rescue. Staff also performed self-rescue from a disabled aerial unit practicing how to rig and repel to the ground safely.

General Manager Update:

Public Power Week/Month

- WU participated in the Community Services Open House event at the Safety Building on October 9th, offering bucket rides, equipment demonstrations, ABNR treatment process video with a sample of algae harvest and Focus on Energy product kit information. WU is also offering a \$10 discount during the month of October for customers who purchase any items from the Focus on Energy Marketplace.

Team Building Event

- An all-staff meeting was held on October 5th. During the meeting, department heads provided updates to the WU team. Following updates, the team participated in a number of team building exercises. We experienced great participation from staff. The event was great for staff, working to build better working relationships and improve our overall culture.

WPPI Annual Meeting

- Jeff Stanek and I attended the WPPI Annual Meeting and Board of Directors meeting September 14-15th. Tom Thibodeau presented a message about Positive Power of Servant Leadership. Scott Corwin, the new President and CEO of American Public Power Association, attended the meeting and spoke to the group about the association's directives for 2024.

Tax Roll

- 2023 Tax roll letters were generated on Monday, October 9th for any customer who has a past due balance owed as of September 30, 2023. Any delinquent balance subject for 2023 tax roll that has not been paid as of November 1st will receive a 10% penalty on the balance owed. Any outstanding balance plus penalty that remains unpaid as of November 15th, will be transferred to the tax roll.

Northstar CSR 7 Pilot

- WPPI presented the opportunity to our staff the option to pilot the new Northstar CSR 7 program. WU will be the only member utility utilizing the CSR 7 program in a live database for the time being. Our staff will be able to use the new program during daily operations and will provide feedback to the Northstar research and development team on what we like about the program, recommended changes and any issues experienced. Staff met with WPPI and Northstar R&D team this past week to see a demo of the program and go through a list of features that we felt are critical and not so critical to have available on the program. We anticipate the pilot to begin early 2024.

This concludes my report for October 2023. Please contact me at 324-7920 or sbrooks@waupunutilities.org with any questions or concerns.



TO: Waupun Utilities Commissioners
FROM: Steve Schramm
DATE: October 12, 2023
SUBJECT: Monthly Operation Report

Water Treatment Facility:

There are no call-ins to report this month.

The water treatment facility is performing well and water quality continues to be consistent barring the varying weather temperature swings.

Wastewater Treatment Facility:

Wastewater treatment facilities staff and management team hosted a facility tour for attendees of the 2023 Algae Biomass Summit, held in Madison, WI October 9-11th. The annual Algae Biomass Summit is the largest gathering of algae and seaweed professionals, providing attendees the opportunity to discover latest research advances and technology breakthroughs, new projects and services, training, networking opportunities and more.

Sabel Trucking has completed spring biosolids land application. Our nutrient management plan allowed 1600 cubic yards of biosolids to be applied to 40 acres of DNR approved agriculture land.

Collection and Distribution:

I am very pleased to announce Rhyer Smit joined our team on October 2nd, filling the role of Water and Sanitary Sewer Technician. Rhyer graduated from Waupun High School and most recently worked for Central Cable. Rhyer brings a great skill set of equipment operation and underground knowledge.

Staff have been assisting the electric department on Wilson and Shaler Drive with installation of street lighting infrastructure and conduit for future primary extension.

The crew has performed several confined space entries inside manholes making adjustments and modifications to cleanouts. These modifications allow for non-entry access during main line televising and jetting maintenance.

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: October 16, 2023
SUBJECT: August 2023 Financial Report

CONSTRUCTION AND PLANT ADDITIONS

The electric utility construction activity consisted of rebuilding overhead line on Lincoln and Pleasant streets and prep work for the Shaler / Wilson Street extension project. Service extension work also began to the United Co-op property. Back-ordered transformers were also received totaling \$134,633 for the month. Construction at the WWTF continues with monthly Disbursement Requests processed through the USDA.

MONTHLY OPERATING RESULTS – August 2023 Monthly and Year-To-Date (YTD)

Sales (Consumption)

Electric

- Monthly kWh sales were **1.5% above** budget & **3.8% above** than August 2022 on higher sales to General Service and Large Power customers. The utility experienced its highest peak demand as a result of above average temperature conditions.
- YTD kWh sales were **2.0% above** budget & **0.7% higher** than August 2022 YTD actual sales.

Water

- Monthly sales units of 100 cubic feet were **11.7% above** budget & **0.7% higher** than August 2022 sales on a change in sales to all customer classes.
- YTD water sales were **7.6% above** budget & **3.6% higher** than August 2022 YTD actual sales.

Sewer

- Monthly sales units of 100 cubic feet were **8.5% above** budget & **9.0% higher** than August 2022 from increased volumes to all customer classes.
- YTD sewer sales were **16.4% above** budget & **16.5% higher** than August 2022 YTD actual sales.

Income Statement

Electric

- Operating revenues and purchased power expense were **below** budget (\$107,400) and (\$151,300), respectively, due to overall lower purchased power costs from decreases in the monthly PCAC factor despite above normal temperatures for the month.
- Gross margin was \$43,900 **above** budget.
- Operating expenses were \$78,400 **below** budget primarily due to lower tree trimming costs than budgeted during the non-construction season and increased customer work throughout the year.
- Operating income was \$306,500 or \$184,100 **above** budget from lower operating costs than budgeted.
- Net income was \$371,200 or \$270,200 **above** budget primarily from lower than budgeted distribution expenses.
- The rolling 12-month Rate of Return was 6.0%.

Water

- Operating revenues were \$54,000 *above* budget due to overall higher consumption for Industrial customers.
- Operating expenses were \$66,000 *below* budget on lower supply and distribution expenses from fewer main breaks than the prior year.
- Operating income was \$551,700 or \$149,400 *above* budget from slight revenue increases and lower than budgeted operating expenses.
- Net income was \$532,400 or \$227,800 *above* budget.
- The rolling 12-month Rate of Return was 5.8%.

Sewer

- Operating revenues were \$293,800 *above* budget from increased consumption and high strength charges to Public Authority customers. Trucked in waste revenues were also higher than budgeted.
- Operating expenses were \$6,600 *below* budget.
- Operating income was \$510,900 or \$277,100 *above* budget.
- Net income was \$2,164,800 or \$469,400 *below* budget largely due to the timing and dollar value of grant contributions compared to budget. Without grant contributions, net income was \$374,600 or \$344,500 *above* budget.
- The rolling 12-month Rate of Return was 4.8%.

Balance Sheets

Electric

- Balance sheet *increased* \$85,100 from July 2023 due to increased receivables from higher power sales from above average temperatures for the month.
- Unrestricted cash *decreased* \$186,600 from July 2023 due to the receipt of back-ordered transformers during the month.
- Net position *increased* \$58,700 from July 2023.

Water

- Balance sheet *increased* \$77,100 from July 2023 due to an increase in cash associated with higher sales and collections.
- Unrestricted cash *increased* \$70,700 from July 2023 from operating sales volume margins.
- Net position *increased* by \$71,100.

Sewer

- Balance sheet *increased* \$101,600 from July 2023 due to an increase in Public Authority and trucked in waste revenues.
- Unrestricted cash *increased* \$64,100 because of increases in high strength and trucked in waste revenues.
- Net position *increased* \$67,300.

Cash and Investments

The monthly metrics dashboard for cash and investments provide 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 by the issuer. Held to maturity investments recognize monthly mark to market adjustments that ultimately are not realized when the investment matures.

- Total cash and investments *increased* \$100,500 or **1.0%** from July 2023 primarily from increased cash flows associated with higher operating revenues.
- *Investment Activity*: Received interest and distributions of \$11,800 and recorded an unrealized *loss* on market adjustments of (\$1,600), along with (\$500) in management fees, resulting in a net portfolio *gain* of \$9,700 for the month.
- Total interest and investment income earned (excluding market value adjustments) on all accounts for the month was \$30,100 and \$187,700 year-to-date.

OTHER FINANCIAL MATTERS

WWTF 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 10/6/2023):</i>	\$ 34,520,871
Loan Draws – Project to Date <i>(Thru 4/4/2023):</i>	\$ 27,807,000
Grants Provided <i>(Thru 10/6/2023):</i>	\$ 5,975,200
Disburse Request #30 Requested <i>(9/19/2023):</i>	\$ 424,970
Disburse Request #27&28 – Paid <i>(7/11/2023):</i>	\$ 498,000

2024 Utility Budget Process

See separate 2024 Budget Memo for summary analysis of the draft budget.

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



TO: Waupun Utilities Commissioners
FROM: Steve Brooks, General Manager
DATE: November 13, 2023
SUBJECT: General Manager Report

Electric Department Update:

Call-In

- On 10/18 an outage was reported on the 400 block of S. Grove St. Crew identified the condition of the customer's service entrance to be the cause of the outage. Temporary repairs were made to restore power. Letter was sent and phone contact made to customer requiring the service entrance to be replaced. Customer contacted electrician and service upgrade was completed on 10/30.

United Co-Op

- Approximately 16870' of conduit currently installed
- Approximately 2900' of primary URD wire currently installed
- Installed (3) switchgear basements and a 3ph junction cabinet
- Trench and conduit complete for the main feed into United
 - Approximately 750' of trench
 - Approximately 3750' of conduit installed
- Trench and conduit complete from switchgears to east side of Wilson Dr. to future switchgear
 - Approximately 650' of trench and directional drilling
 - Approximately 3250' of conduit installed
- Trench, conduit, and wire installed and energized to office/scale building (energized 8/21)
 - Approximately 950' of trench
 - Approximately 2850' of conduit installed
 - Approximately 2900' of 1/0 URD Primary
- Trench and conduit partially complete for feed to grain and soy facilities
 - Approximately 540' of trench
 - Approximately 4860' of conduit installed
 - Installed (2) 16" x 40' steel casings for rail crossings with 2160' of 2" conduit installed for permanent and potential future wire infrastructure
 - Transformer and CT concrete pad is poured and CT cabinet is set for Grain
- Feed Mill
 - Dug trench and installed approximately 2750' of conduit to feed mill transformers
 - Installed (10) runs of 500mcm aluminum secondary conductor for both feed mill services
 - Set (2) 1000 KVA transformers
 - Metering is installed and secondary is terminated in CT cabinet and transformers
 - Riser is built and grounded for the feed into switchgears
 - Switchgears are being installed the week of 11/6
 - Both feed mill services to be energized end of week of 11/6

Wilson and Shaler

- Approximately 16480' of conduit currently installed
- Approximately 4200' of trench complete
- Approximately 9480' of 2.5" conduit installed
- Approximately 3160' of 2" communication conduit installed
- Approximately 3840' of 1.25" street light conduit installed
- (19) 20"x 6' sonotubes excavated, installed and pored with anchor bolts installed
- (6) light poles installed
- Remainder of lights are assembled and ready for installation
- Primary installed to feed lighting transformer
- Basement set for lighting transformer

Waupun Senior Center

- Pole that was in conflict was removed and temp service is energized
- Central Cable is scheduled to complete the boring needed for the Waupun Senior Center service by end of November

State of Wisconsin Water Treatment Plant

- Temp service is energized
- Boring under railway and WU URD feeders coming out of the Prison Sub is scheduled for middle of November

General Manager Update:

Day at the Capitol

- Wednesday, October 18th we participated in MEUW's 95th Anniversary Celebration at the capitol in Madison to help promote public power in Wisconsin. We had the opportunity to speak with Representative Tyler August, Representative Michael Schraa, Representative Rick Gundrum, and Senator Dan Feyen.
- Our message included: Municipal utilities strongly support Wisconsin's current approach to regulation utilities, which has been highly effective for more than a century. Efforts to expand critical infrastructure and to continue modernizing the electric grid to meet changing customer expectations, including higher demand as electric vehicles become a more popular option. We embrace an "all of the above" approach to power supply and strive to provide environmentally responsible electricity while maintaining affordable rates for our customers.
- We also shared our views on: Authorizing community solar programs, Electric Vehicle Charging, and Right of First Refusal for transmission construction projects in Wisconsin.

Training

- Owen and Jen attended a two-day FEMA training on Disaster Management for Electric Power Systems at the Safety Building in Waupun.

This concludes my report for November 2023. Please contact me at 324-7920 or sbrooks@waupunutilities.org with any questions or concerns.



TO: Waupun Utilities Commissioners
FROM: Steve Schramm
DATE: November 8, 2023
SUBJECT: Monthly Operation Report

Water Treatment Facility:

There are no call-ins to report this month.

A potassium permanganate soak was performed on both greensand filters. The media within the filter has a special coating that oxidizes hydrogen sulfide gas to solid sulfur particles, which are filtered out. When all of the manganese oxide is consumed, the greensand is regenerated with potassium permanganate. Potassium permanganate is a purple oxidizing chemical that is added to the untreated water to maintain the manganese greensand filter. To work properly, the greensand must be regenerated at periodic intervals based on water usage and contaminant concentration.

Our stand by generator powered well #4 for a day this month. This is part of our semiannual back-up power testing procedure required by the WDNR.

Wastewater Treatment Facility:

There are no call-ins to report this month.

Six bids were revived for construction related installation of the standby generator. WIL-Surge Electric, Inc., of Butler, WI submitted the low bid price of \$268,684, J. Miller Electric of Washington, WI submitted the second lowest bid of \$271,756, and NEXT Electric, LLC of Waukesha, WI submitted the third lowest bid of \$296,756. The three lowest bids were within about 1%. This narrow spread reflects competitive bidding and a clear scope.

Patriot Fence has completed installation of 1070 feet of perimeter security fencing along with a new single automated entrance gate.

Soper has completed final earthwork of a 6-foot high 250-foot-long berm along the north property line.

Butter Fetters has completed annual boiler inspection and tuning. The inspection identified several deficiencies that required repairs and rebuilding of components.

Staff has been preparing for the upcoming winter season, from starting heating systems to making operational changes with the biological system. These changes will consume the remainder of the month.

Distribution/Collection System Crew:

There are no call-ins to report this month.

Shaler and Harris lift station were both cleaned and inspected. The wet wells are pumped out and cleaned twice a year, more often if needed to prevent solids and grease build-up within the check valves, which can become stuck partially open due to grease, waste, and soap accumulation. When this happens, a significant increase in motor run time and decrease in pump efficiency will occur.

Staff continued assisting the electric department on Wilson and Shaler Drive, with installation of street lighting infrastructure and conduits for future primary extension.

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: November 13, 2023
SUBJECT: September 2023 Financial Report

CONSTRUCTION AND PLANT ADDITIONS

The electric utility construction activity consisted of primary extension and street light work along Shaler / Wilson Drive and continued work on United Co-op property. Construction at the WWTF continues with monthly Disbursement Requests processed through the USDA.

There was no plant activity during the month.

MONTHLY OPERATING RESULTS – September 2023 Monthly and Year-To-Date (YTD)

Sales (Consumption)

Electric

- Monthly kWh sales were **5.6% above** budget & **2.0% above** than September 2022 on higher sales to Large Power and Large Industrial Power customers.
- YTD kWh sales were **2.3% above** budget & **0.9% higher** than September 2022 YTD actual sales.

Water

- Monthly sales units of 100 cubic feet were **11.7% above** budget & **0.3% higher** than September 2022 sales to Residential and Industrial customers.
- YTD water sales were **8.1% above** budget & **3.2% higher** than September 2022 YTD actual sales.

Sewer

- Monthly sales units of 100 cubic feet were **12.3% above** budget & **10.6% higher** than September 2022 from increased volumes to all customer classes.
- YTD sewer sales were **15.9% above** budget & **15.8% higher** than September 2022 YTD actual sales.

Income Statement

Electric

- Operating revenues and purchased power expense were **below** budget (\$17,000) and (\$74,700), respectively, due to overall lower purchased power costs from decreases in the monthly PCAC factor.
- Gross margin was \$57,700 **above** budget.
- Operating expenses were \$67,800 **below** budget primarily due to lower tree trimming costs than budgeted during the non-construction season and increased customer work throughout the year.
- Operating income was \$323,400 or \$188,300 **above** budget from lower operating costs than budgeted.
- Net income was \$396,600 or \$285,600 **above** budget primarily from lower than budgeted distribution expenses.

- The rolling 12-month Rate of Return was 5.8%.

Water

- Operating revenues were \$63,700 *above* budget due to overall higher consumption for Industrial customers.
- Operating expenses were \$62,900 *below* budget on lower supply and distribution expenses from fewer main breaks than the prior year.
- Operating income was \$606,500 or \$158,800 *above* budget from slight revenue increases and lower than budgeted operating expenses.
- Net income was \$583,900 or \$246,100 *above* budget.
- The rolling 12-month Rate of Return was 6.1%.

Sewer

- Operating revenues were \$326,200 *above* budget from increased consumption and high strength charges to Public Authority customers. Trucked in waste revenues were also higher than budgeted.
- Operating expenses were \$3,500 *below* budget.
- Operating income was \$558,400 or \$303,600 *above* budget.
- Net income was \$2,700,900 or \$254,300 *below* budget largely due to the timing and dollar value of grant contributions compared to budget. Without grant contributions, net income was \$400,700 or \$375,00 *above* budget.
- The rolling 12-month Rate of Return was 4.9%.

Balance Sheets

Electric

- Balance sheet *increased* \$236,700 from August 2023 due to increased receivable collections from higher power sales from above average temperatures from the prior month.
- Unrestricted cash *increased* \$252,300 from August 2023 due to the higher collections from previous month sales.
- Net position *increased* \$25,400 from August 2023.

Water

- Balance sheet *increased* \$13,600 from August 2023 due to an increase in cash associated with higher sales and collections.
- Unrestricted cash *increased* \$55,200 from August 2023 from operating sales volume margins.
- Net position *increased* by \$51,500.

Sewer

- Balance sheet *increased* \$562,300 from August 2023 due to an increase in Public Authority, trucked in waste revenues and WWTP upgrades funded by grant revenues.
- Unrestricted cash *increased* \$28,700 because of increases in high strength and trucked in waste revenues.
- Net position *increased* \$536,100.

Cash and Investments

The monthly metrics dashboard for cash and investments provide 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 by the issuer. Held to maturity investments recognize monthly mark to market adjustments that ultimately are not realized when the investment matures.

- Total cash and investments *increased* \$432,500 or **4.2%** from August 2023 primarily from increased cash flows associated with higher operating revenues.
- *Investment Activity*: Received interest and distributions of \$6,400 and recorded an unrealized *loss* on market adjustments of (\$2,000), along with (\$500) in management fees, resulting in a net portfolio *gain* of \$3,900 for the month.
- Total interest and investment income earned (excluding market value adjustments) on all accounts for the month was \$23,800 and \$211,500 year-to-date.

OTHER FINANCIAL MATTERS

WWTF 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 11/1/2023):</i>	\$ 34,520,871
Loan Draws – Project to Date <i>(Thru 4/4/2023):</i>	\$ 27,807,000
Grants Provided <i>(Thru 11/1/2023):</i>	\$ 6,485,200
Disburse Request #31 Requested <i>(10/19/2023):</i>	\$ 127,896
Disburse Request #29&30 – Paid <i>(9/25/2023):</i>	\$ 510,000

Tax Roll Process

The utility mailed tax roll notice letters to customers on October 9, 2023 notifying them of the tax roll timeline and process in accordance with Wisconsin State statutes. As of November 1, 2023, customers were assessed a 10% penalty on their outstanding balance. The outstanding balances (including penalty) will be transferred to the tax roll on November 15, 2023.

2024 Utility Budget Process

See separate 2024 Budget Memo for summary analysis of the final proposed budget.

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



AGENDA SUMMARY SHEET

MEETING DATE: 11/14/2023

TITLE: MONTHLY FINANCIALS

AGENDA SECTION: ACTION

PRESENTER: Casey Langenfeld, Finance
Director

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

SUMMARY:

STAFF RECOMMENDATION: Request action to accept the financials.

ATTACHMENTS:

September 30, 2023 Monthly Financials

RECOMMENDED MOTION:

Motion to accept the monthly financials.



MONTHLY FINANCIAL REPORT 2023

January

Revenues	Expenses
\$22,215 - Library Board approved to move 2022 surplus from Library Fund to the Capital Project fund in 2023.	

February

Revenues	Expenses
\$55,389 Municipal Services Payment \$4,103 Parking Violation Revenue \$20,666 Interest Income	

March

Revenues	Expenses
\$30,819 Fond du Lac County Sales & Use Tax	\$175,192 Payment for Land Purchase
\$15,365 DOA Law Enforcement Agency Grant (Fund 220)	\$105,797 Payment to Stone & Suede from WEDC Grant
\$199,548 & \$22,215 year end transfers from GF and Library to Capital (Fund 400)	
\$210,452 transfer from GF to Bus Park (Fund 404) pay remaining loan payment to utilities	
\$134,200 WEDC CDI Grant Payment (Fund 405)	
\$80,000 assigned funds transfer in for Ambulance (Fund 410)	
\$16,956.14 DOT FED Grant (Fund 501)	

April

Revenues	Expenses

May

Revenues	Expenses
\$1,000 (Fund 100) Donation Economic Development from Waupun Utilities	
\$15,189 (Fund 410) Sale of 2 PD Explorers	
\$10,000 (Fund 410) Sale of Skid Loader	
\$220.00 (Fund 410) sale of snow blower	
\$134,300 (Fund 410) EMS Flex Grant Payment Received	

June

Revenues	Expenses

July

Revenues	Expenses
\$50,000 PSC Innovation Grant (Fund 220 pg 5, ln 85)	\$216,713 Fire/EMR Purchased new Ambulance (Fund 410) expense covered with Flex Grant

August

Revenues	Expenses
\$3,104,330 Grant Revenue Received for Senior/Community Center	

September

Revenues	Expenses



**MONTHLY FINANCIAL REPORT
SEPTEMBER 30, 2023**

A B C D E
 % of Year Past
75%

1
2 **FUND 100**

3 **General Operations Fund**

4 9/30/2023 9/30/2023 9/30/2023 9/30/2023
 Month Activity YTD Actual Budget Amount Unearned Percent

5 REVENUE					
6 TAXES	479,726	2,211,446	2,405,770	194,324	91.92
7 SPECIAL ASSESSMENTS	10	2,259	100	(2,159)	2258.85
8 INTERGOVERNMENTAL AIDS	-	1,064,004	3,340,523	2,276,519	31.85
9 LICENSES & PERMITS	238	37,939	58,160	20,221	65.23
10 PENALTIES, FOREFEITURES	2,301	31,304	45,500	14,196	68.80
11 PUBLIC CHARGES FOR SERVICE	29,855	277,212	266,368	(10,844)	104.07
12 INTERGOVERNMENTAL CHARGES	-	-	-	-	
13 MISCELLANEOUS REVENUE	34,511	217,559	50,000	(167,559)	435.12
14 SPECIAL FUNDS ACTIVITY	-	-	710,046	710,046	0.00
15 TOTAL REVENUE	546,642	3,841,723	6,876,467	3,034,744	

18 EXPENDITURES					
19 GENERAL GOVERNMENT	63,312	1,265,219	1,880,661	615,442	67.28
20 ECO DVLP/ADMIN	(2,414)	32,003	37,161	5,158	86.12
21 RECREATION	50,145	379,566	385,944	6,378	98.35
22 ASSESSOR/INSPECTOR	3,186	28,977	39,875	10,898	72.67
23 POLICE	163,889	1,495,722	2,288,462	792,740	65.36
24 FIRE	6,464	255,713	522,597	266,883	48.93
25 PUBLIC WORKS	116,943	1,124,176	1,721,767	597,591	65.29
26 TOTAL EXPENDITURES	401,525	4,581,376	6,876,467	2,295,090	
27					
28 NET REVENUE OVER EXPENDITURES	145,117	(739,654)	0	739,654	

41 **FUND 200**

42 **Trust Fund**

	A	B	C	D	E
	Month Activity	YTD Actual	Budget Amount	Unearned	Percent
44 REVENUE					
45 ST AID-WINNEFOX/MID-WISC	-	-	-	-	0.00
46 INTEREST/DIVIDEND/GRANT	3	9	75	66	11.79
47 UNREALIZED GAINS	-	-	-	-	0.00
48 TOTAL REVENUE	<u>3</u>	<u>9</u>	<u>75</u>	<u>66</u>	

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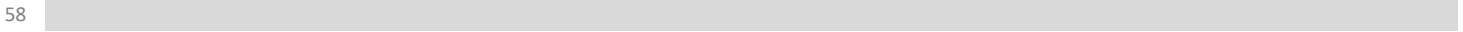
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51 EXPENDITURES					
52 OPERATING TRANSFER OUT	-	-	-	-	0.00
53 LIBRARY EXPENSES	-	-	-	-	0.00
54 TOTAL EXPENDITURES	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	

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56 NET REVENUE OVER EXPENDITURES	3	9	75	66	
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62 **FUND 210**

63 **Library Fund**

	Month Activity	YTD Actual	Budget Amount	Unearned	Percent
64 REVENUE					
65 GENERAL PROPERTY TAXES	125,743	516,792	516,792	-	100.00
66 INTEREST/DIVIDEND/GRANT	-	213,939	213,938	(1)	100.00
67 FEES	24	601	1,200	599	50.10
68 DIVIDEND/REVENUE/DONATIONS	3,375	27,430	11,000	(16,430)	249.36
69 TOTAL REVENUE	<u>129,142</u>	<u>758,762</u>	<u>742,930</u>	<u>(15,832)</u>	

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73 EXPENDITURES					
74 LIBRARY EXPENSES	52,330	524,987	742,930	217,943	70.66
75 TRANSFER OUT - CAPITAL FUND	-	-	-	-	0.00
76 TOTAL EXPENDITURES	<u>52,330</u>	<u>524,987</u>	<u>742,930</u>	<u>217,943</u>	

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78 NET REVENUE OVER EXPENDITURES	76,812	233,775	-	(233,775)	
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FUND 220

A B C D E

Grants and Donations Fund

	Month Activity	YTD Actual	Budget Amount	Unearned	Percent
REVENUE					
PSC/FEDERAL GRANT	-	50,000	-	(50,000)	0.00
GRANTS	<u>11,321</u>	<u>57,406</u>	<u>6,010</u>	<u>(51,396)</u>	955.18
TOTAL REVENUE	<u>11,321</u>	<u>107,406</u>	<u>6,010</u>	<u>(101,396)</u>	
EXPENDITURES					
GEN GOVERNMENT	-	5,000	-	(5,000)	0.00
GRANT EXPENSES - RECREATION	2,076	7,854	-	(7,854)	0.00
GRANT EXPENSES - POLICE	-	18,870	5,000	(13,870)	377.39
GRANT EXPENSES - FIRE/EMR	-	4,983	-	(4,983)	0.00
GRANT EXPENSES - DPW	-	-	-	-	0.00
ECONOMIC DEVELOPMENT EXPENSES	-	-	1,000	1,000	0.00
TOTAL EXPENDITURES	<u>2,076</u>	<u>36,707</u>	<u>6,000</u>	<u>(30,707)</u>	
NET REVENUE OVER EXPENDITURES	9,245	70,699	10	(70,689)	

FUND 230

Building Inspection Fund

	Month Activity	YTD Actual	Budget Amount	Unearned	Percent
REVENUE					
GENERAL PROPERTY TAXES-BLDG IN	-	-	-	-	0.00
PERMITS-BUILDING	5,489	77,710	75,000	(2,710)	103.61
FEES	<u>1,565</u>	<u>13,020</u>	<u>9,150</u>	<u>(3,870)</u>	142.30
TOTAL REVENUE	<u>7,054</u>	<u>90,730</u>	<u>84,150</u>	<u>(6,580)</u>	
EXPENDITURES					
OPERATING SUPPLIES/WAGES	<u>13,158</u>	<u>81,705</u>	<u>86,816</u>	<u>5,111</u>	94.11
TOTAL EXPENDITURES	<u>13,158</u>	<u>81,705</u>	<u>86,816</u>	<u>5,111</u>	
NET REVENUE OVER EXPENDITURES	(6,104)	9,025	(2,666)	(11,690)	

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121 **FUND 240**122 **ARPA Fund**

123

	A	B	C	D	E
	Month Activity	YTD Actual	Budget Amount	Unearned	Percent
124 REVENUE					
125 FED GRANT (PD BY STATE)-ARPA	-	-	-	-	0.00
126 INTEREST INCOME-ARPA	<u>(38,989)</u>	<u>-</u>	<u>7,500</u>	<u>7,500</u>	0.00
127 TOTAL REVENUE	<u>(38,989)</u>	<u>-</u>	<u>7,500</u>	<u>7,500</u>	

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130 EXPENDITURES					
131 ARPA POLICE OPERATING EXP	-	-	-	-	
132 ARPA EXPENSES	<u>(45,281)</u>	<u>-</u>	<u>-</u>	<u>-</u>	
132 ARPA EXPENSES	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
133 TOTAL EXPENDITURES	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	

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135 NET REVENUE OVER EXPENDITURES	(38,989)	-	7,500	7,500	
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139 **FUND 300**140 **Debt Fund**

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	Month Activity	YTD Actual	Budget Amount	Unearned	Percent
142 REVENUE					
143 PAID TO ESCROW AGENT	-	-	-	-	0.00
144 GENERAL PROPERTY TAXES	191,751	788,080	788,080	-	100.00
145 FUNDS APPLIED	146	1,169	375	(794)	311.85
146 DEBT SERVICE FUND TRANSFERS IN	<u>-</u>	<u>693,504</u>	<u>827,080</u>	<u>133,576</u>	83.85
147 TOTAL REVENUE	<u>191,897</u>	<u>1,482,753</u>	<u>1,615,535</u>	<u>132,782</u>	

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150 EXPENDITURES					
151 ROCK NEWTON 2021 P&I	-	137,350	137,350	-	100.00
152 PRINCIPAL AND INTEREST PAYMENTS	<u>-</u>	<u>1,005,072</u>	<u>1,478,185</u>	<u>473,114</u>	67.99
153 TOTAL EXPENDITURES	<u>-</u>	<u>1,142,422</u>	<u>1,615,535</u>	<u>473,114</u>	

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155 NET REVENUE OVER EXPENDITURES	191,897	340,332	-	(340,332)	
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FUND 400
Capital Fund

A **B** **C** **D** **E**
Month Activity **YTD Actual** **Budget Amount** **Unearned** **Percent**

REVENUE					
GENERAL PROPERTY TAXES-CIF	82,727	340,000	340,000	-	100.00
SIDEWALKS	-	-	100,000	100,000	0.00
STATE SHARED REVENUES-EXP REST	-	3,468,450	2,574,434	(894,016)	134.73
FEES-REC FACILITY MAINTENANCE	-	15,500	15,000	(500)	103.33
CO & MUNIC-STREET & HIGHWAYS	-	-	-	-	0.00
INTEREST AND MISC	1,988	39,090	8,000	(31,090)	488.62
TRANSFERS IN FROM OTHER FUNDS	-	221,763	680,000	458,237	32.61
TOTAL REVENUE	84,715	4,084,803	3,717,434	(367,369)	

EXPENDITURES					
CITY HALL	-	-	-	-	
RECREATION	12,622	339,893	2,530,000	2,190,107	13.43
PUBLIC SAFETY	-	185,950	255,095	69,145	72.89
LIBRARY AND DPW	-	-	-	-	0.00
STREETS	1,332	166,332	450,000	283,668	36.96
TRANSFER OUT	-	-	-	-	0.00
TOTAL EXPENDITURES	13,953	692,175	3,235,095	2,542,920	

NET REVENUE OVER EXPENDITURES	70,762	3,392,628	482,339	(2,910,289)	
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FUND 401
TID 5 Fund

Month Activity **YTD Actual** **Budget Amount** **Unearned** **Percent**

REVENUE					
TAXES-TAX INCREMENTAL DISTRICT	97,217	412,052	408,345	(3,707)	100.91
DEVELOPER GUARANTEES	-	24,735	-	(24,735)	0.00
FEES-MISCELLANEOUS	-	-	-	-	0.00
TIF 5 INTEREST REVENUE	-	-	-	-	0.00
PROCEEDS OF LONG-TERM DEBT	-	-	-	-	0.00
TOTAL REVENUE	97,217	436,787	408,345	(28,442)	

EXPENDITURES					
TID 5 OPERATING EXPENSES	-	379,963	381,050	1,088	99.71
TOTAL EXPENDITURES	-	379,963	381,050	1,088	

NET REVENUE OVER EXPENDITURES	97,217	56,824	27,295	(29,529)	
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FUND 404

Business Park Fund

A **B** **C** **D** **E**
Month Activity **YTD Actual** **Budget Amount** **Unearned** **Percent**

REVENUE					
TAX INCREMENT	-	-	-	-	0.00
INTEREST INCOME	-	-	-	-	0.00
LEASES/FUND BALANCE	1,379	220,904	224,103	3,199	98.57
TOTAL REVENUE	1,379	220,904	224,103	3,199	

EXPENDITURES					
OPERATING EXPENSES	316	3,941	15,109	11,168	26.08
TOTAL EXPENDITURES	316	3,941	15,109	11,168	

NET REVENUE OVER EXPENDITURES	1,063	216,963	208,994	(7,969)	
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FUND 405

TID 3 Fund

Month Activity **YTD Actual** **Budget Amount** **Unearned** **Percent**

REVENUE					
TAXES-TAX INCREMENTAL DISTRICT	43,485	159,195	150,598	(8,597)	105.71
PAYMENT IN LIEU OF TAX	-	9,762	9,000	(762)	108.47
GRANTS	-	134,200	-	(134,200)	0.00
PERMITS	-	-	-	-	0.00
DONATIONS	-	-	-	-	0.00
PROCEEDS LONG TERM DEBT	-	-	-	-	0.00
TOTAL REVENUE	43,485	303,157	159,598	(143,559)	

EXPENDITURES					
TID 3 OPERATING EXPENSES	1,155	159,779	159,083	(696)	100.44
TRANSFER TO A DIF FUND	-	-	-	-	0.00
TOTAL EXPENDITURES	1,155	159,779	159,083	(696)	

NET REVENUE OVER EXPENDITURES	42,330	143,379	515	(142,864)	
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243 **FUND 407**244 **TID 7 Fund**

245

	A	B	C	D	E
	Month Activity	YTD Actual	Budget Amount	Unearned	Percent
REVENUE					
TAXES-TAX INCREMENTAL DISTRICT	12,153	49,949	45,000	(4,949)	111.00
PERMITS-BUILDING-TIF 7	-	-	-	-	0.00
STATE GRANT	-	-	-	-	0.00
PERMITS	-	-	-	-	0.00
DONATIONS	-	-	-	-	0.00
TOTAL REVENUE	<u>12,153</u>	<u>49,949</u>	<u>45,000</u>	<u>(4,949)</u>	

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EXPENDITURES					
INTEREST ON ADVANCES OTHER FUNDS	-	28,069	131,138	103,069	21.40
TID 7 OPERATING EXPENSES	-	913	6,500	5,588	14.04
TOTAL EXPENDITURES	-	<u>28,981</u>	<u>137,638</u>	<u>108,657</u>	

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NET REVENUE OVER EXPENDITURES	12,153	20,968	(92,638)	(113,606)	
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264 **FUND 408**265 **TID 6 Fund**

266

	Month Activity	YTD Actual	Budget Amount	Unearned	Percent
REVENUE					
TAXES-TAX INCREMENTAL DISTRICT	23,978	107,034	98,488	(8,546)	108.68
STATE/FEDERAL GRANT-TIF 6	-	-	-	-	0.00
PERMITS	-	-	-	-	0.00
DONATIONS/TRANSFERS	-	-	-	-	0.00
TOTAL REVENUE	<u>23,978</u>	<u>107,034</u>	<u>98,488</u>	<u>(8,546)</u>	

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EXPENDITURES					
FUND TRANSFERS OUT	-	53,000	65,630	12,630	0.00
TID 6 OPERATING EXPENSES	1,155	11,315	30,266	18,951	37.39
TOTAL EXPENDITURES	<u>1,155</u>	<u>64,315</u>	<u>95,896</u>	<u>31,581</u>	

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NET REVENUE OVER EXPENDITURES	22,822	42,719	2,592	(40,127)	
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FUND 410

Equipment Fund

A **B** **C** **D** **E**
 Month Activity YTD Actual Budget Amount Unearned Percent

REVENUE					
GENERAL PROPERTY TAXES-ERF	54,746	225,000	225,000	-	100.00
FEDERAL GRANT-MISC	-	268,600	-	(268,600)	0.00
MISCELLANEOUS	998	33,429	5,000	(28,429)	668.59
TRANSFERS	-	80,000	-	(80,000)	0.00
TOTAL REVENUE	<u>55,744</u>	<u>607,029</u>	<u>230,000</u>	<u>(377,029)</u>	

EXPENDITURES					
EQUIPMENT ADMINISTRATION	-	1,586	7,000	5,414	0.00
EQUIPMENT RECREATION	-	5,000	5,000	-	100.00
EQUIPMENT POLICE	-	116,701	130,187	13,486	0.00
EQUIPMENT FIRE	64,235	291,118	30,500	(260,618)	954.48
EQUIPMENT LIBRARY	-	-	-	-	0.00
EQUIPMENT DPW	25,316	139,753	141,500	1,747	98.77
TOTAL EXPENDITURES	<u>89,552</u>	<u>554,158</u>	<u>314,187</u>	<u>(239,971)</u>	

NET REVENUE OVER EXPENDITURES	(33,808)	52,871	(84,187)	(137,058)	
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FUND 418

TID 8 Fund

Month Activity YTD Actual Budget Amount Unearned Percent

REVENUE					
TAXES-TAX INCREMENTAL DISTRICT	33,667	138,370	125,000	(13,370)	110.70
PERMITS-BUILDING-TIF 8	-	-	-	-	0.00
FEES-MISCELLANEOUS	-	-	-	-	0.00
TIF 8 INTEREST REVENUE	-	-	-	-	0.00
PROCEEDS OF LONG-TERM DEBT	-	447,111	-	(447,111)	0.00
TOTAL REVENUE	<u>33,667</u>	<u>585,480</u>	<u>125,000</u>	<u>(460,480)</u>	

EXPENDITURES					
TRANSFER OUT	-	15,171	15,405	235	0.00
TID 8 OPERATING EXPENSES	-	580,432	131,150	(449,282)	0.00
TOTAL EXPENDITURES	<u>-</u>	<u>595,603</u>	<u>146,555</u>	<u>(449,048)</u>	

NET REVENUE OVER EXPENDITURES	33,667	(10,122)	(21,555)	(11,433)	
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327	FUND 419	A	B	C	D	E
328	TID 9 Fund	Month Activity	YTD Actual	Budget Amount	Unearned	Percent
329						
330	REVENUE					
331	TAXES-TAX INCREMENTAL DISTRICT	-	-	-	-	0.00
331	TIF 9 INTEREST REVENUE	3,546	25,442	-	(25,442)	0.00
332	PROCEEDS LONG TERM DEBT	-	2,345,000	-	(2,345,000)	0.00
333	TOTAL REVENUE	<u>3,546</u>	<u>2,370,442</u>	<u>-</u>	<u>(2,370,442)</u>	

334						
335						
336	EXPENDITURES					
337	TRANSFER OUT	-	(66,929)	-	66,929	0.00
338	TID 9 OPERATING EXPENSES	136,747	1,658,430	115,116	(1,543,314)	1440.66
339	TOTAL EXPENDITURES	<u>136,747</u>	<u>1,591,501</u>	<u>115,116</u>	<u>(1,476,385)</u>	

340						
341	NET REVENUE OVER EXPENDITURES	<u>(133,201)</u>	<u>778,941</u>	<u>(115,116)</u>	<u>(894,057)</u>	

342						
343						

345	FUND 420					
346	Recycling Fund	Month Activity	YTD Actual	Budget Amount	Unearned	Percent

347						
348	REVENUE					
349	STATE GRANT-RECYCLING	-	50,365	50,000	(365)	0.00
350	FEES-RECYCLING	11,883	83,171	99,561	16,390	83.54
351	INTEREST REVENUE	459	3,691	750	(2,941)	492.20
352	TOTAL REVENUE	<u>12,342</u>	<u>137,228</u>	<u>150,311</u>	<u>13,083</u>	

353						
354						
355	EXPENDITURES					
356	OPERATING	12,211	100,599	148,828	48,228	67.59
357	TOTAL EXPENDITURES	<u>12,211</u>	<u>100,599</u>	<u>148,828</u>	<u>48,228</u>	

358						
359	NET REVENUE OVER EXPENDITURES	<u>131</u>	<u>36,629</u>	<u>1,483</u>	<u>(35,145)</u>	

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363 **FUND 425**364 **Solid Waste Fund**

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	A	B	C	D	E
	Month Activity	YTD Actual	Budget Amount	Unearned	Percent
REVENUE					
FEES-SOLID WASTE	35,648	249,514	441,689	192,175	56.49
TOTAL REVENUE	35,648	249,514	441,689	192,175	

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EXPENDITURES					
OPERATING	33,492	268,377	436,846	168,469	61.44
TOTAL EXPENDITURES	33,492	268,377	436,846	168,469	

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NET REVENUE OVER EXPENDITURES	2,155	(18,862)	4,843	23,706	
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379 **FUND 430**380 **Tourism Fund**

381

	Month Activity	YTD Actual	Budget Amount	Unearned	Percent
REVENUE					
LOCAL ROOM TAX-TOURISM FUND	4,371	47,688	60,000	12,312	79.48
MISCELLANEOUS REVENUE-TOURISM	20,000	20,000	10,000	(10,000)	0.00
TOTAL REVENUE	24,371	67,688	70,000	2,312	

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EXPENDITURES					
OPERATING EXPENSES	4,371	49,473	70,000	20,527	70.68
TOTAL EXPENDITURES	4,371	49,473	70,000	20,527	

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NET REVENUE OVER EXPENDITURES	20,000	18,215	-	(18,215)	
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FUND 501
Taxi Fund

A **B** **C** **D** **E**
Month Activity YTD Actual Budget Amount Unearned Percent

REVENUE					
GENERAL PROPERTY TAXES	10,949	45,000	45,000	-	0.00
FED GRANT (PD BY ST)-TRANSPORT	21,014	96,030	109,930	13,900	87.36
SALE OF CITY PROPERTY-TAXI	-	-	-	-	0.00
OPERATING TRANSFER IN-GF	-	-	-	-	0.00
TOTAL REVENUE	<u>31,963</u>	<u>141,030</u>	<u>154,930</u>	<u>13,900</u>	

EXPENDITURES					
OPERATING EXPENSES	10,029	87,978	163,303	75,325	53.87
TOTAL EXPENDITURES	<u>10,029</u>	<u>87,978</u>	<u>163,303</u>	<u>75,325</u>	

NET REVENUE OVER EXPENDITURES	21,934	53,052	(8,373)	(61,425)	
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FUND 509
CDBG Fund

Month Activity YTD Actual Budget Amount Unearned Percent

REVENUE					
INTEREST REVENUE	2	36	20	(16)	179.80
TOTAL REVENUE	<u>2</u>	<u>36</u>	<u>20</u>	<u>(16)</u>	

EXPENDITURES					
OPERATING EXPENSES	11,723	75,037	73,000	(2,037)	0.00
TOTAL EXPENDITURES	<u>11,723</u>	<u>75,037</u>	<u>73,000</u>	<u>(2,037)</u>	

NET REVENUE OVER EXPENDITURES	(11,721)	(75,002)	(72,980)	2,022	
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432 **FUND 700**433 **StormWater Fund**

434

	A	B	C	D	E
	Month Activity	YTD Actual	Budget Amount	Unearned	Percent
435	REVENUE				
436	-	-	-	-	0.00
437	-	-	-	-	0.00
438	50,376	403,748	588,800	185,052	68.57
439	-	-	-	-	0.00
440	<u>50,376</u>	<u>403,748</u>	<u>588,800</u>	<u>185,052</u>	
441					
442					
443	EXPENDITURES				
444	3,146	29,628	42,815	13,187	69.20
445	-	10,451	27,493	17,042	38.01
446	540	2,257	3,200	943	70.52
447	3,952	69,731	79,906	10,175	87.27
448	11,344	88,743	141,900	53,157	62.54
449	-	6,417	45,626	39,209	14.06
450	-	189,206	196,020	6,814	96.52
451	<u>18,982</u>	<u>396,432</u>	<u>536,960</u>	<u>140,528</u>	
452					
453	NET REVENUE OVER EXPENDITURES	31,394	7,315	51,840	44,525

Administrative Report for October 2023

Prepared by K Schlieve, 11/10/23

Personnel

- The Riseling Group is completing their organizational assessment of the police department and is currently drafting their report. Information gathered during this assessment will identify opportunities and action steps for the department with the goal of improving recruitment and retention practices.
- Ongoing turnover within police is an issue departments across the country are facing. Staff are advancing conversations with WPPA and their members on wage and schedule concessions within the 2023-2026 WPPA contract with City of Waupun police officers.
- We are advancing work for the shared employee health clinic with Waupun Area School District. Clinic space at SSM has been identified and they are currently in the process of recruiting a Nurse Practitioner and other staff to operate the clinic. The clinic is expected to open in early 2024.
- We are currently recruiting for a light equipment operator, opened due to a vacancy. We also have ongoing recruitment happening for police officers.

Planning:

- Met with PAA on fire staffing study and are in the process of making final edits to the report. With the upcoming holiday schedule, we are targeting presentation for early January 2024. This will include intergovernmental meetings with townships.

Grants/Donations:

- Staff submitted a \$199K Community Development Investment (CDI) Grant to WEDC for the redevelopment of 514 E Main Street.
- Guidelines for the Youth Sports Grant are complete and will be coming to the Council for approval. We plan to launch the program in January of 2024 to eligible non-profits in the community.
- Formalized a process for receipting donations for the city. Present work is focused on donations for the new Senior/Community Center.

Senior / Community Center Updates:

- Senior Center construction is underway with footings and foundations being poured. We are in the process of making final material selection on a few remaining items and have begun working on furnishing and signage selection.
- Sponsorship commitments are strong and we will be making a number of public announcements as soon as we are able to get sponsorship agreements in place.
- We are finalizing tenant lease agreements with the Food Pantry and REACH Waupun.
- We are recommending to Mayor Bishop that we reinstitute a Recreation Committee. This committee was suspended and combined with Board of Public Works a number of years ago. With the new facility coming online, there are a large number of decisions that will need to be made and this will be an important part of support expansion of rec programming in the future.

Community/Economic Development:

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- UW Extension/Design WI are working with WASD students and we have added a UW Madison senior who is helping us with planning as part of a capstone project. I anticipate that the WASD students will attend an upcoming council meeting to present as part of a next steps conversation. We have identified two potential projects from this work that can be planned into TID 3 capital investments to advance the needs of the community.
- Attended real estate/affordable housing workshop at UW Madison and convened municipal leaders from across Fond du Lac County to discuss challenges with housing in the region. Work is underway to hold a housing summit in early 2024 and administrators will continue to work on solutions to improve affordable housing solutions in the county.
- Completed closing on land sale to Eric Mulder Construction, LLC and Retzlaff Milk Transport, LLC for land in the Heritage Ridge Business Park. Mulder will construct a showroom/shop for his construction business. Retzlaff plans to construct a 2-bay automated truck wash.

Budget:

- Finalized BID Operating Plan for 2024 and corresponding assessment rate.
- Budget presentation is complete and the budget hearing for the 2024 Budget is November 14, 2023.