



A G E N D A
CITY OF WAUPUN BOARD OF PUBLIC WORKS AND
FACILITIES COMMITTEE
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, August 10, 2021 at 4:30 PM

VIDEO CONFERENCE AND TELECONFERENCE

The Waupun Board of Public Works will meet virtually at 4:30 pm on Tuesday, August 10, 2021 via zoom. The public may access the conference meeting online or by phone. Instructions to join the meeting are provided below:

To Join Zoom Meeting:

<https://us02web.zoom.us/j/83471669385?pwd=N1pWb1BvUHhGdkp3bk4vVWRIT3VxZz09>

Meeting ID: 834 7166 9385

Passcode: 200628

By Phone: +1 312 626 6799 US (Chicago)

CALL TO ORDER

ROLL CALL

PERSONS WISHING TO ADDRESS THE BOARD OF PUBLIC WORKS--*State name, address, and subject of comments.*
(2 Minutes)

No Public Participation after this point.

FUTURE MEETINGS AND GATHERING INVOLVING THE BOARD OF PUBLIC WORKS

CONSIDERATION - ACTION

1. Approve minutes of the June 8, 2021 meeting.
2. Street light Concern 500 Block of W. Spring St.
3. Claggett Avenue-Storm Sewer Capacity Elevation
4. Set 2021 fall Cleanup dates
5. Waupun Hockey information per agreement with the City of Waupun
6. Public Works 2022 Equipment Requests
7. Handicapped Parking Ordinance - Buwalda Park
8. Handicapped Parking Ordinance - Heritage Park
9. Discuss and rank 2022 capital improvement projects to submit for budgeting

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.



Minutes
City of Waupun Board of Public Works
Tuesday, June 8, 2021 via Video Conference & teleconference - Zoom

CALL TO ORDER

Chairman Pete Kaczmariski called the meeting to order at 4:32 p.m.

ROLL CALL

Roll call was taken, members present:

- Alderpersons, Pete Kaczmariski, Mike Matoushek (absent with notification), Jason Westphal
- Citizens, Dave Rens, Ryan Mielke, Dale Heeringa, Gregg Zonnefeld (absent with notification)
- Ex-Officio – City Administrator Kathy Schlieve, DPW Director Jeff Daane, Mayor Julie Nickel (absent with notification)

PERSONS WISHING TO ADDRESS THE BOARD OF PUBLIC WORKS

There were no guests for public comment.

FUTURE MEETINGS AND GATHERING OF THE BOARD OF PUBLIC WORKS

Next meeting will be July 13, 2021 at 4:30 p.m.

CONSIDERATION - ACTION

1. Motion Rens, second Heeringa to approve minutes for May 11, 2021 meeting. MOTION CARRIED 5-0.

2. Discussed Wilcox Park playground design/layout and fund raising options. Lee Recreation present design for all-inclusive playground to be added to Wilcox Park and will assist with fundraising communication by providing posters and thermometers to measure progress. Total cost estimated at \$182,663. City staff will be responsible for site prep work to reduce overall cost. Discussion on approaching Piggly Wiggly to consider a round-up program and City staff agreed to approach store with request. Motion Westphal, second Rens to approve design as proposed and to include in 2022 budget. CARRIED 5-0.

3. Discussed City Hall air handling unit/air cooled condensing unit replacement. The City applied for an energy innovation grant for the heating and cooling system at City Hall (not awarded). In lieu of grant funding, money was budgeted for replacement of the Air handling/air cooled condensing unit that began having significant mechanical issues in 2019 and staff are recommending that we proceed with the replacement of this unit, which is at the end of its lifecycle (installed mid-1980s). The proposed unit will increase energy efficiency in the building. Two quotes were received and reviewed by BPW. Motion Heeringa, second



Rens to approve lowest-priced quote for J&H Controls for replacement of Air handling/air cooled condensing unit for \$23,720. CARRIED 5-0.

4. Discussed City Hall Air handling unit digital control upgrade. This was budgeted for this year. The current controls are old and can only be adjusted by having a contractor make a service call to hook up a computer to adjust. The proposed controls would have a touch screen and can be easily adjusted by staff, thus improving overall climate control, energy efficiency while reducing service/maintenance costs. Two quotes were received and reviewed. Motion Rens, second Heeringa to accept lowest-priced quote from J&H Controls for replacement of air handling unit digital control upgrade for \$8,075. CARRIED 5-0.
5. Jeff Daane has received a request from the property owner at 38 Taylor St to relocate the sidewalk on the East side of N. State St. from Taylor St. to the dead end. The property owner has concerns with the current sidewalk, which runs approximately 4' from his home at 38 Taylor St. When the owner's vehicle is parked in the driveway, the vehicle extends into the sidewalk. The sidewalk needs repairs and before those repairs occur the property owner requests consideration of his request to move the sidewalk west a few feet. The property owner operates a concrete company and will do the work at no cost to the city. He has spoken with the property owner to the north and they support the request. If relocated, work would be in the city right of way. Daane conferred with Attorney Vande Zande who indicated this is a council decision to approve or deny. Matter referred to June 15, 2021 Common Council meeting for review.
6. Motion Heeringa, second Westphal to adjourn. CARRIED 5-0. Meeting Adjourned at 5:07 p.m.



AGENDA SUMMARY SHEET

MEETING DATE: 8/10/21

TITLE: Street light Concern 500 Block of W. Spring St.

AGENDA SECTION: Consideration-Action

PRESENTER: Jeff Daane Director of Public Works

| DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i> | FISCAL IMPACT | |
|---|----------------------------|--|
| Safe Community | \$3139.20 and yearly rates | |

ISSUE SUMMARY:

The City has of Waupun received a call requesting to add a street light in the 500 Block of W. Spring St.

There are currently street lights at the intersection of Brandon St. and W. Spring also the intersection of W. Spring and Summer Ave.

STAFF RECOMENDATION:

ATTACHMENTS:

Quote to install street light from Waupun Utilities

MOTIONS FOR CONSIDERATION:

| | |
|--|--|
| | |
|--|--|

| | |
|--|--|
| | |
|--|--|



817 SOUTH MADISON STREET
P.O. BOX 431
WAUPUN, WI 53963
PHONE: 920.324.7920
FAX: 920.324.7922
www.waupunutilities.com

June 30, 2021

Board of Public Works
201 E. Main St.
Waupun, WI 53963

Dear Board of Public Works,

This letter includes an estimate for installing a new LED post top street light in the middle of the 500 block of W. Spring St. Please be advised this is only an estimate and that the project will be billed on a time and materials basis. Unknown factors such as weather and soil conditions can lead to additional charges. An estimate follows:

| | |
|-----------|------------|
| Material | \$899.20 |
| Labor | \$1920.00 |
| Equipment | \$320.00 |
| | |
| Total | \$ 3139.20 |

In addition to the above estimate, we will need to acquire a utility easement to install the new infrastructure and may accrue legal costs associated with the acquisition. In the event legal fees are accrued, that expense will be included in final invoice.

At current rates, the annual operating cost for a LED post top street light is approximately \$89.28 (depending on the monthly Power Cost Adjustment Clause (PCAC) rate that changes each month based on our electric sales and total power costs).

Sincerely,

Steve Brooks
General Manager



The proposed new street light is indicated with a red dot in the terrace between 541 and 527 W. Spring St.



AGENDA SUMMARY SHEET

MEETING DATE: 8/10/21

TITLE: Claggett Avenue-Storm Sewer Capacity
Elevation

AGENDA SECTION: Consideration-Action

PRESENTER: Jeff Daane Director of Public Works

| DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i> | FISCAL IMPACT | |
|---|---------------|--|
| Excellence in Government | \$9,800 | |

ISSUE SUMMARY:

We have had some new development and expansion in this area. Also with any future developments this will be needed for us to make important Storm water evaluations.

STAFF RECOMENDATION:

ATTACHMENTS:

Scope of Work agreement from MSA

MOTIONS FOR CONSIDERATION:

Accept Claggett Avenue- Storm sewer capacity evaluation with MSA for \$9,800.

| | |
|--|--|
| | |
|--|--|

| | |
|--|--|
| | |
|--|--|

Claggett Avenue – Storm Sewer Capacity Evaluation

Scope of Work

- a. MSA will construct a hydrologic model of the study area watershed. The development of the model will be based on watershed boundary delineations completed using aerial topographic mapping and supported by mapped storm sewer alignment data. Modeling will be completed using the runoff curve number method with calculations performed separately for directly connected areas and for pervious areas (which may include unconnected impervious areas). Impervious area connectivity will be applied according to published values.
- b. MSA will construct a hydraulic model of the following trunk storm sewers:
 - The trunk line extending from the west terminus of Industrial Avenue extending the length of Claggett Avenue to the outfall east of US151
 - The trunk line extending from the south end of Wilson Drive north to Barnes Street
 - The trunk line extending from the south end of Storbeck Street north to Barnes Street
 - The trunk line under Barnes Street between Wilson Drive and Storbeck Street
 - The trunk line running between private lands between Barnes Street and Industrial Avenue.
 - The trunk line running from the bend in CTH 'M' south to Industrial Avenue
 - The trunk line running south along S. Watertown Street from the driveway to Sligan Containers to Industrial Avenue.

Note, all storm sewer data is assumed to be available from the City's on-line GIS database. No survey of field verification is included in this scope of work.

- c. MSA will include a 2D analysis of approximately 100 acres of the study area centered on Industrial and Claggett Avenues. The 2D analysis will be utilized to evaluate street and overland flow conditions.

Note it is assumed that Dodge County has sufficient aerial topographic mapping available to support development of a 2D stormwater model.

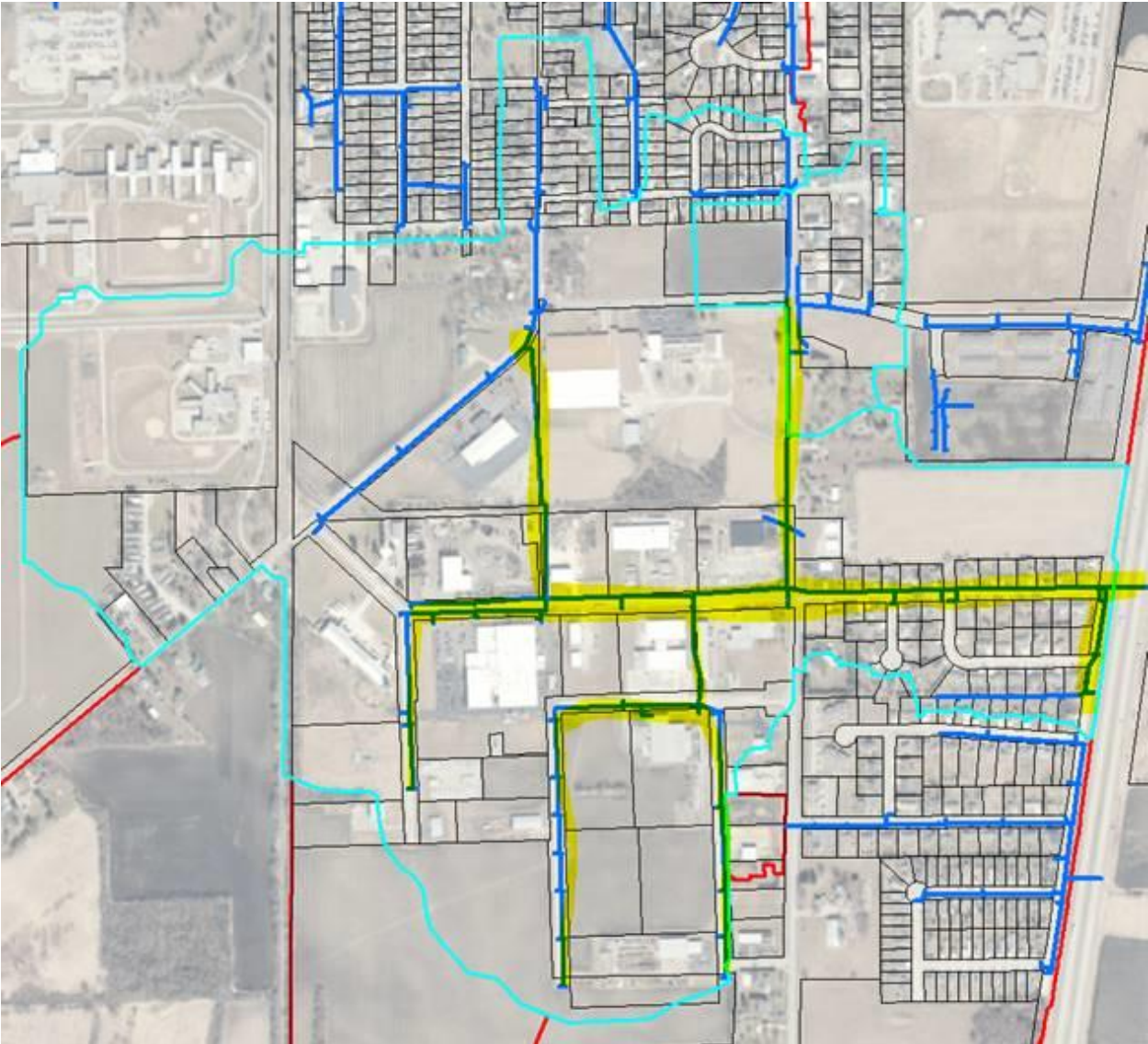
- d. MSA will solve the hydrologic and hydraulic models under existing conditions for the 10- and 100-yr events to determine existing system capacity under normal operation and extreme flood conditions.
- e. MSA will revise the hydrologic model to reflect full build-out of the platted lots along Industrial Avenue, Wilson Drive, Storbeck Lane, and Barnes Street and will re-solve the models to document changes in 10- and 100-yr flood conditions.

Project Cost

MSA will complete the scope of work described above for an estimate fee of **\$9,800**

Deliverables

One (1) electronic copy in PDF format of floodplain modeling shown the extent of existing and full-build out floodplain boundaries under 10- and 100-yr conditions.





AGENDA SUMMARY SHEET

MEETING DATE: 8/10/21

TITLE: Set 2021 fall Cleanup dates

AGENDA SECTION: Consideration-Action

PRESENTER: Jeff Daane Director of Public Works

| DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i> | FISCAL IMPACT | |
|---|---------------|--|
| Excellence in Government | | |

ISSUE SUMMARY:

Set 2021 fall cleanup dates recommended dates are October 11th through November 14th weather permitting.

STAFF RECOMENDATION:

ATTACHMENTS:

MOTIONS FOR CONSIDERATION:

City of Waupun fall cleanup dates October 11th through November 14th weather permitting.

| | |
|--|--|
| | |
|--|--|

| | |
|--|--|
| | |
|--|--|



AGENDA SUMMARY SHEET

MEETING DATE: 8/10/21

TITLE: Waupun Hockey information per agreement with the City of Waupun

AGENDA SECTION: Consideration-Action

PRESENTER: Jeff Daane Director of Public Works

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

ISSUE SUMMARY:

Each year in August as part of the agreement with the city of Waupun the Hockey Association turns in public skating hours, financial statement, benefits to youth and achievements/goals for review.

STAFF RECOMENDATION:

ATTACHMENTS:

Waupun Hockey Association information

MOTIONS FOR CONSIDERATION:

Approve hockey association information for the 2021-2022 season.

| | |
|--|--|
| | |
|--|--|

| | |
|--|--|
| | |
|--|--|

Waupun Youth Hockey Association – Benefits to Youth

Our youth hockey program benefits our youth in a myriad of ways, including physically, emotionally and mentally.

Hockey is fantastic exercise. Hockey is one of the best cardiovascular games you can play. Alternating between skating and rest (what is known as interval training in the fitness world) improves the efficiency of the cardiovascular system, allowing it to bring oxygen to the muscles more quickly. It also helps to prevent injuries that often come with other sports that engage in repetitive movements. Playing hockey burns a ton of calories. Many children are facing problems with weight and diabetes as a result of eating foods that are high on taste, but low on nutrition. Playing hockey one or two times a week can offset those foods kids enjoy so much and give them the energy and desire to go outside instead of laying on the couch. Hockey requires a high level of coordination; regularly playing can develop a child's gross motor skills, which leads to improvement with the more difficult fine motor skills, and improves eye-hand coordination, which can translate to a better understanding of spatial relationships. It also requires strength, something that can benefit a child in whatever activity he or she pursues. Stronger muscles improve endurance and create stronger bones.

Hockey builds character. Since hockey is a team sport, children who play learn the value of working with others. They figure out how to rely on teammates and understand that cooperation is key to success. Children on hockey teams experience a team spirit that encourages trust, responsibility and sportsmanship. These lessons extend into adulthood as teammates turn into coworkers, coaches become bosses, and teams become the companies for which they work. An often overlooked benefit of playing hockey, is developing the ability to accept the highs and lows in life with poise and balance. Experiencing the wins and losses that come with hockey helps a child deal with the wins and losses in life all that much better. Hockey also promotes a strong sense of self, a positive self-esteem and pride. Utilizing positive self-talk and managing stress will help balance a child's outlook on life.

Hockey improves mental agility. Hockey is a fast sport. Plays develop in seconds, and momentum can shift in the blink of an eye. A child who can learn how to operate in that sort of environment will improve his or her ability to make quick decisions and think on his or her feet. Concentration is also improved; being able to concentrate while playing will make it easier to concentrate while learning. It's also a sport of strategy. Understanding how one event can lead to—or even create—another is essential to life success. When a child develops the skills to do that on the ice, that child can then translate the skills to life. Children also learn how to use mental imagery, a skill that can aid in understanding how to do something. Mental imagery is also frequently used by adults to achieve goals.

Waupun Youth Hockey Association Achievements and Goals

Achievements (season ending 2021)

- PeeWee A State Tournament Qualified
- Bantaam A State Tournament Qualified
- Our COVID 19 policies/precautions succeeded in preventing outbreaks/spread of COVID among our players and fans
- (0) Zero Safe Sport Complaints/Investigations
- Hosted Squirt B State Tournament
- Approved replacement of our ammonia condenser for improved efficiency of our cooling system and less water usage (work to be done week of August 16, 2021)

This coming 21/22 season will be our 57th year of Waupun Youth Hockey and the 47th year in the current rink.

We are committed to the following goals:

- Putting our children's interest first!
- Providing a positive and proactive environment of learning the great game of hockey.
- Promoting and developing mutual respect for our facility, for ourselves, our teammates, our coaches and our competition.
- Providing and promoting a safe environment for everyone
- Developing life skills through building character, self-reliance, teamwork, and the value of hard work and honesty
- Providing an environment where all members are welcome and encouraged to ask questions, communicate concerns, offer suggestions and participate.
- Striving for continuous improvement and forward thinking
- Remembering that we are only successful if our youth are having fun!

As of Date:

Account Number/Description:

Ledger Balance:

Accessible Balance:

Total Credits:

Total Debits:

One Day Float:

Two Day Float:

07/13/2021

*0159 NON-PROFIT CHECKING

\$24,710.19

\$24,710.19 WFS

\$0.00

\$0.00

\$0.00

\$0.00

As of Date:

Account Number/Description:

Accessible Balance:

Total Credits:

Total Debits:

One Day Float:

Two Day Float:

07/13/2021

*1970 CHFCCKING *1970

\$9,866.35 Scrip

\$0.00

\$190.00

\$0.00

\$0.00

As of Date:

Account Number/Description:

Ledger Balance:

Accessible Balance:

Total Credits:

Total Debits:

One Day Float:

Two Day Float:

07/13/2021

*4158 NON-PROFIT CHECKING

\$9,791.48

\$9,791.48 Men's

\$0.00

\$0.00

\$0.00

\$0.00

Edward Jones Investment Acct #270,590.28 as of 6/30/21
(3) CD Balances no longer listed here

★
Approvals

2021

SUNDAY

| | 26 | 27 | 28 | 29 | 30 | 01 | 02 |
|--|----|----|----|----|----|----|----|
| | 03 | 04 | 05 | 06 | 07 | 08 | 09 |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

SUNDAY

2021

SUNDAY

| 28 | 29 | 30 | 01 | 02 | 03 | 04 |
|--|--|--|------------------------|--|-------------------------|--|
| | | | 330p H.S. 530p WFSC | 6p Varsity (Homestead) | 7p J/V (Beaver Dam) | Nam W.F.S. 11am LTS 1215p PeeWee 130p Bantam 245p PeeWee |
| | | | | | | 5p Varsity (Beloit) 730p J/V (Beloit) |
| 05 | 06 | 07 | 08 | 09 | 10 | 11 |
| 915a CT 1030a Squirt B 1145a Squirt A 1pm CI 215p Squirt B 330p Squirt A 445p Public Skate | | 515p Cross Ice 615p Squirt a&b 730p Pee Wee 830p Bantam | 330p H.S. 530p WFSC | 515p Cross Ice 615p Squirt a&b 730p Pee Wee 830p Bantam | 515p Public Skate | Nam W.F.S. 1215p PeeWee 130p Bantam 3p PeeWee 415p Bantam 615p Open 715p Open |
| | | | | | | |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 915a CT 1030a Squirt B 1145a Squirt A 1pm CI 215p Squirt B 330p Squirt A 445p Public Skate | 515p Cross Ice 615p Squirt a&b 730p Pee Wee 830p Bantam | 7p Varsity (Neenah) | 330p H.S. 530p WFSC | 530p IV (Oshkosh) | 7p Varsity (West Salem) | Nam W.F.S. 1215p PeeWee 130p Bantam 3p PeeWee 415p Bantam 7p Varsity (Milwaukee) |
| | | | | | | |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 915a CT 1030a Squirt B 1145a Squirt A 1pm CI 215p Squirt B 330p Squirt A 445p Public Skate | 530p IV (St. Mary's Springs) | 515p Cross Ice 615p Squirt a&b 730p Pee Wee 830p Bantam | 330p H.S. 530p WFSC | 515p Cross Ice 615p Squirt a&b 730p Pee Wee 830p Bantam | 515p Public Skate | Christmas |
| | | | | | | |
| 26 | 27 | 28 | 29 | 30 | 31 | 01 |
| Christmas | 515p Pee Wee 630p Bantam 730p OPEN | 515p Cross Ice 615p Squirt b 730p Squirt a | 330p H.S. | 515p Cross Ice 615p Squirt a&b 730p Pee Wee 830p Bantam | 515p Public Skate? | New Year's Day Dec 1 Varsity away Dec 10 Varsity away Dec 11 Varsity away Dec 12 Varsity away Dec 13 Varsity away |

JANUARY

2022

SUNDAY

3333

| | | | | | |
|----|--|--|---|--|--|
| 02 | 9a Open 1015a Open 1115a PeeWee 1230pm Bantam 2pPeeWee 315p Bantam 445p Public Skate 7pm WFS | 530p JV (Eisenhower) | 330p H.S. 515p Cross Ice 615p Squirt a&b 730p Pee Wee 830p Bantam | 530p WFSC 515p Cross Ice 615p Squirt a&b 730p Pee Wee 830p Bantam | H.S. clear ice by 4pm Squirt A&B Tournament |
| 09 | Squirt A&B Tournament 445p Public Skate 7pm WFS | 530 JV (Homestead) | 7p Varsity (Cedarburg) | 330p H.S. 530p WFSC | 8am WFS 11am LTS 1215p CI 130p Squirt A 3p Squirt B 6pm Alumni Game 515p Public Skate 715p WFSC |
| 16 | 9a CI 1015a Squirt A or B 1115a PeeWee 1230pm Bantam 2pPeeWee 315p Bantam 445p Public Skate 7pm WFS | 515p Cross Ice 615p Squirt a&b 730p Pee Wee 830p Bantam | 330p H.S. 530p WFSC | 515p Public Skate 7p Varsity (Shawano) 715p WFSC | Pee Wee A Tournament |
| 23 | Pee Wee A Tournament 445p Public Skate 7pm WFS | 515p Cross Ice 615p Squirt a&b 730p Pee Wee 830p Bantam | 330p H.S. 530p WFSC | 8am WFS 11am LTS 1215p CI 130p Squirt A 245p Squirt B 4p CI 515p Squirt A 630p Squirt B 530p JV (Fondy) 715p WFSC | |
| 30 | 9a Open 1015a Open 1115a PeeWee 1230pm Bantam 2pPeeWee 315p Bantam 445p Public Skate 7pm WFS | 515p Cross Ice 615p Squirt b 730 Squirt a | 7p Varsity (Kavler) | Jan 4 Varsity away Jan 7 Varsity away Jan 8 Varsity away Jan 21 Varsity away Alpha Bantam 10 or 115 | |

FEBRUARY

2022

SUNDAY

3333

| | | | | | | | |
|----|--|---|---|-----------|--|-----------------------|---|
| 30 | 515p Cross Ice 615p Squirt b 730 Squirt a | 515p Pee Wee 630p Bantam 730p OPEN | 330p H.S. | 530p WFSC | 515p Cross Ice 615p Squirt a & b 730p Pee Wee 830p Bantam | H.S. clear ice by 4pm | Play Down |
| 06 | 530p JV (Menomona Grove) | 515p Cross Ice 615p Squirt b 730 Squirt a | 330p H.S. | 530p WFSC | 7p Varsity (Baraboo) | 515p Public Skate | Nim W.F.S. 1215p Pee Wee 130p Bantam 3p Pee Wee 415p Bantam 545p Open 715p Open |
| 13 | 915a CT 1030a Squirt B 1145a Squirt A 1pm CI 215p Squirt B 330p Squirt A 445p Public Skate | 515p Pee Wee 630p Bantam 730p OPEN | 515p Cross Ice 615p Squirt b 730 Squirt a | 330p H.S. | 530p WFSC | 515p Public Skate | Nim W.F.S. 1215p Pee Wee 130p Bantam 3p Pee Wee 415p Bantam 545p Open 715p Open |
| 20 | 915a CT 1030a Squirt B 1145a Squirt A 1pm CI 215p Squirt B 330p Squirt A 445p Public Skate | 515p Pee Wee 630p Bantam 730p OPEN | 515p Cross Ice 615p Squirt b 730 Squirt a | 330p H.S. | 530p WFSC | 515p Public Skate | Nim W.F.S. 1215p Pee Wee 130p Bantam 3p Pee Wee 415p Bantam 545p Open 715p Open |
| 27 | Bantam A Tournament 515 Public Skate 7pm W.F.S. | 515p Pee Wee 630p Bantam | 515p Cross Ice 615p Squirt b 730 Squirt a | 330p H.S. | 530p WFSC | 515p Public Skate | Bantam A Tournament |
| | | | | | | | 7p Varsity away 12p Varsity away 12p Varsity away 445p JV away |

MARCH

2022

SUNDAY

3333

| | | | | | |
|----|---|------------------------|--|--|----------------------|
| 27 | 515p Cross Ice 615p Squirt b 730 Squirt a | 330p H.S. 530p WFSC | 515p Cross Ice 615p Squirt a&b 730p Pee Wee 830p Bantam | 515p Public Skate 715p WFSC | Classroom Tournament |
| 06 | 5p Cross Ice 630p Squirt b 730p Squirt a | 330p H.S. 530p WFSC | 5p Pee Wee 630p Bantam 730p Open | 515p Cross Ice 615p Squirt a&b 730p Pee Wee 830p Bantam | S.C.I. |
| 13 | Classroom Tournament 445p Public Skate 7pm W.F.S. | 530p WFSC | | 715p WFSC | Ram W.F.S. |
| 20 | | 530p WFSC | | | Ram W.F.S. |
| 27 | 7pm W.F.S. | 530p WFSC | | | |

Instructions for Vehicle/Equipment Replacement and Future Purchase Budget Form

The following is the vehicle and equipment budget request form for the 2022 budget process. This exercise will enable Finance to keep an ongoing replacement schedule. The final schedule that will be approved in the 2022 budget will not be static (in stone) as equipment sometimes requires replacement prior to the useful life estimates.

The purpose of this form is to provide department heads an opportunity to plan ahead for future vehicle and equipment needs. This form is a tool for predicting the timing and amount of future expenditures.

In completing the schedule, please list the expected cost of the vehicle/equipment in the year you expect to purchase the item. You should include future vehicle and equipment purchases expected within the next five years. This is very valuable information for the Common Council to understand when making budget decisions.

For the purpose of this form, the term “equipment” refers to equipment or software with a useful life of 3 years or more and a value of \$1,000 or more individually.

If you already keep an updated equipment replacement schedule annually, please email the schedule to Michelle Kast.

2022 purchase requests should be substantiated by a quote and attached to the form submitted.

The form must be filled out to help justify equipment purchases and replacements for the Common Council. This step in the process enables the city to limit purchases to necessary replacements or necessary new purchases.

Feel free to make copies of the form if you have more than 5 items.

VEHICLE/EQUIPMENT PURCHASE JUSTIFICATION

Equipment Definition: equipment or software with a useful life of 3 years or more and a value of \$1,000 or more individually

DEPARTMENT: Public Works

| Vehicle/Equipment Item Description | Estimated Cost of Item | | | | |
|------------------------------------|------------------------|------|------|------|------|
| | 2022 | 2023 | 2024 | 2025 | 2026 |
| 1. Larue D40 Snowblower | \$172,300 | | | | |
| 2. 1 Ton Flatbed Truck | \$42,200 | | | | |
| 3. Radio Repeater | \$10,300 | | | | |
| 4. Radar Feedback signs (2) | \$7,305.50 | | | | |
| 5. Cylinder Purchase | \$4,000 | | | | |
| 6. Lawnmower trailer | \$2,500 | | | | |

IF THIS IS A NEW ITEM, JUSTIFICATION REQUIRED:

PLEASE DESCRIBE THE NEED FOR THE NEW ITEM:

1. _____
2. _____
3. Radio repeater as the City grows our radio communication has gotten worse.
4. WE continue to get traffic complaints of traffic at high speeds.
5. _____

IF THIS IS A REPLACEMENT, JUSTIFICATION REQUIRED:

WHAT IS THE CONDITION OF EQUIPMENT BEING REPLACED?

1. 1996 Snowblower – has seen some repairs the last few years.
2. 1996 Flatbed – rusting out and needs repairs
3. _____
4. These speed signs can help slow traffic down at entry points to the city
5. We currently rent cylinders for over \$7,000 per year

DOES THE MAINTENANCE RECORD SUPPORT THE REPLACEMENT FOR EACH ITEM ABOVE (Please provide support):

YES ☒ NO ☐

PLEASE LIST EQUIPMENT ITEMS THAT WILL BE REPLACED BY THIS PURCHASE:

1. 103-96 – Loader front mount snow blower (26 years old)
2. 38-96 – Flat bed (26 years old)
3. _____
4. _____
5. Replace rental cylinders with purchased. Pay \$4,000 year one and save over \$7,000 per year after

REQUIRED ATTACHMENTS: Quotes for 2022 purchase requests



AGENDA SUMMARY SHEET

MEETING DATE: 8/10/21

TITLE: Handicap parking area on the street near
Buwalda Park

AGENDA SECTION: Consideration-Action

PRESENTER: Jeff Daane Director of Public Works

| DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i> | FISCAL IMPACT | |
|---|---------------|--|
| Excellence in Government | | |

ISSUE SUMMARY:
ADA Improvements at City Parks.

STAFF RECOMENDATION:

ATTACHMENTS:
Ordinance

MOTIONS FOR CONSIDERATION:

Approve handicap parking area for city council agenda.

| | |
|--|--|
| | |
|--|--|

| | |
|--|--|
| | |
|--|--|

ORDINANCE NUMBER 21-_____

AN ORDINANCE TO AMEND CHAPTER SIX OF THE MUNICIPAL CODE OF THE
CITY OF WAUPUN ENTITLED "TRAFFIC CODE."

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

SECTION 1: Section 6.05 (3) (c) of the Waupun Municipal Code entitled
"Handicapped Parking Stalls" is amended to add the following subsection:

9. On the north side of Buwalda Dr. commencing 375 feet west of the curbline
of Buwlada Dr. and Shaler Dr. going west for 56 feet.

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

Enacted this _____ day of _____, 2021

Julie Nickel
Mayor

ATTEST:

Angela Hull
City Clerk



AGENDA SUMMARY SHEET

MEETING DATE: 8/10/21

TITLE: Handicap parking area on the street near Heritage Park

AGENDA SECTION: Consideration-Action

PRESENTER: Jeff Daane Director of Public Works

| DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i> | FISCAL IMPACT | |
|---|---------------|--|
| Excellence in Government | | |

ISSUE SUMMARY:
ADA Improvements at City Parks.

STAFF RECOMENDATION:

ATTACHMENTS:
Ordinance

MOTIONS FOR CONSIDERATION:

Approve handicap parking area for city council agenda.

| | |
|--|--|
| | |
|--|--|

| | |
|--|--|
| | |
|--|--|

ORDINANCE NUMBER 21-_____

AN ORDINANCE TO AMEND CHAPTER SIX OF THE MUNICIPAL CODE OF THE
CITY OF WAUPUN ENTITLED "TRAFFIC CODE."

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

SECTION 1: Section 6.05 (3) (c) of the Waupun Municipal Code entitled
"Handicapped Parking Stalls" is amended to add the following subsection:

10. On the west side of Brandon St. commencing 507 feet north of the curbline
of Brandon St. and Rock River Ave. going north for 56 feet.

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

Enacted this _____ day of _____, 2021

Julie Nickel
Mayor

ATTEST:

Angela Hull
City Clerk



AGENDA SUMMARY SHEET

MEETING DATE: 8/10/21

TITLE: Discuss and rank 2022 capital improvement projects to submit for budgeting

AGENDA SECTION: Consideration-Action

PRESENTER: Jeff Daane Director of Public Works

| DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i> | FISCAL IMPACT | |
|---|---------------|--|
| Excellence in Government | | |

ISSUE SUMMARY:

Discuss and rank possible projects for 2022.

STAFF RECOMENDATION:

ATTACHMENTS:

Capital Improvement sheets for each project

MOTIONS FOR CONSIDERATION:

| | |
|--|--|
| | |
|--|--|

| | |
|--|--|
| | |
|--|--|

MAJOR CAPITAL EXPENDITURES

Capital Improvement Definition: a study, engineering/design, and construction, or a combination of all 3 phases totaling \$5,000 or more and having a useful life of at least 5 years. Excludes vehicles and equipment.

PROJECT TITLE:

Demolition of 520 McKinley St

PROJECT PRIORITY:**PROJECT DESCRIPTION:**

This project is for the demolition of the former Christian Grade School at 520 McKinley St.

REASONS FOR IMPROVEMENT:

Most of the forced air furnaces are not working. We did have a pipe freeze and break last winter.

COST OF PROJECT & BASIS FOR COST ESTIMATE:

Abatement Costs: \$74,300
Demolition Cost: \$80,000
Total: \$154,300

SOURCE OF FUNDS:

MAJOR CAPITAL EXPENDITURES

Capital Improvement Definition: a study, engineering/design, and construction, or a combination of all 3 phases totaling \$5,000 or more and having a useful life of at least 5 years. Excludes vehicles and equipment.

PROJECT TITLE:

Field Turf Replacement

PROJECT PRIORITY:

10

PROJECT DESCRIPTION:

Replace turf at baseball complex.

REASONS FOR IMPROVEMENT:

The turf has a whole life expectancy of 15 years. Our fields are well maintained and are in good shape for their age. Games played and weather will continue to break down the turf.

COST OF PROJECT & BASIS FOR COST ESTIMATE:

Little League Fields - \$65,000 per field / 3 fields = 195,000
3% inflation for 6 years – total = \$266,057
High School Field - \$170,000 / 3% inflation for 6 years = \$197,075

Estimates from Midwest Sport and Turf.
First year of play was 2012. Should replace in fall of 2026.

SOURCE OF FUNDS:

Little League Fields = \$37,000 per year
High School Field = \$32,854 per year / School pays \$15,000 per year per agreement.
Difference of \$17,845.

MAJOR CAPITAL EXPENDITURES

Capital Improvement Definition: a study, engineering/design, and construction, or a combination of all 3 phases totaling \$5,000 or more and having a useful life of at least 5 years. Excludes vehicles and equipment.

PROJECT TITLE:

Dodge Park Tennis Court Resurfacing

PROJECT PRIORITY:

PROJECT DESCRIPTION:

Clean and power wash pavement. Fill cracks, level low spots, seal pavement with 2 coats of dark green acrylic/latex color texture with sand.

REASONS FOR IMPROVEMENT:

The court is in bad shape and dangerous to play on.

COST OF PROJECT & BASIS FOR COST ESTIMATE:

\$27,504

SOURCE OF FUNDS:

MAJOR CAPITAL EXPENDITURES

Capital Improvement Definition: a study, engineering/design, and construction, or a combination of all 3 phases totaling \$5,000 or more and having a useful life of at least 5 years. Excludes vehicles and equipment.

PROJECT TITLE:

Facility repair and design costs

PROJECT PRIORITY:

PROJECT DESCRIPTION:

| | |
|--|---|
| City Garage Repair Beam - \$7,800 | Library Design - \$4,500 |
| Library (roof drain/storm pipe) - \$13,000 | Community Center lot repair - \$30,000 |
| Safety Building bollards - \$7,500 | Senior Center parking lot design - \$20,000 |
| City Hall design costs - \$20,700 (accessible ramp west side, eastside sidewalk, accessible parking stall, raze garage, add parking) | |

REASONS FOR IMPROVEMENT:

Needed repairs and ADA requirements

COST OF PROJECT & BASIS FOR COST ESTIMATE:

Design - \$45,200 (Cedar Corp)
Project Costs - \$58,300 (Cedar Corp)

SOURCE OF FUNDS:

MAJOR CAPITAL EXPENDITURES

Capital Improvement Definition: a study, engineering/design, and construction, or a combination of all 3 phases totaling \$5,000 or more and having a useful life of at least 5 years. Excludes vehicles and equipment.

PROJECT TITLE:

S. Madison St. reconstruction

PROJECT PRIORITY:

10

PROJECT DESCRIPTION:

Reconstruct S. Madison St. from E. Lincoln St. to Doty St.

REASONS FOR IMPROVEMENT:

Street is failing and replace all utilities

COST OF PROJECT & BASIS FOR COST ESTIMATE:

\$1,217,912.90 – Street and storm sewer construction cost
\$182,686.94 Construction engineering and contingency
\$25,000.00 – State Review
\$950,040.00 (Grant Award Amount)
\$475,559.84 (Total amount due minus the Grant)

SOURCE OF FUNDS:

STP Grant

MAJOR CAPITAL EXPENDITURES

Capital Improvement Definition: a study, engineering/design, and construction, or a combination of all 3 phases totaling \$5,000 or more and having a useful life of at least 5 years. Excludes vehicles and equipment.

PROJECT TITLE:

Medema Fields ADA

PROJECT PRIORITY:

PROJECT DESCRIPTION:

Men's restroom new stall & reconfigure for ADA. Replace concrete around building. Remove trip and wheel chair barrier. Remodel concession counter to make ADA.

REASONS FOR IMPROVEMENT:

ADA requirements

COST OF PROJECT & BASIS FOR COST ESTIMATE:

\$11,597.50 (Stobb, Gappa, City)

SOURCE OF FUNDS:

MAJOR CAPITAL EXPENDITURES

Capital Improvement Definition: a study, engineering/design, and construction, or a combination of all 3 phases totaling \$5,000 or more and having a useful life of at least 5 years. Excludes vehicles and equipment.

PROJECT TITLE:

Phase 1 LOT Expansion – Senior Center

PROJECT PRIORITY:

PROJECT DESCRIPTION:

Purchase 300 & 312 E. Jefferson St. Demolition and gravel lots for future expansion of parking lot.

REASONS FOR IMPROVEMENT:

This is needed to alleviate parking issues for the Senior Center and area businesses.

COST OF PROJECT & BASIS FOR COST ESTIMATE:

\$300,000 Property purchase and demo costs

SOURCE OF FUNDS:

MAJOR CAPITAL EXPENDITURES

Capital Improvement Definition: a study, engineering/design, and construction, or a combination of all 3 phases totaling \$5,000 or more and having a useful life of at least 5 years. Excludes vehicles and equipment.

PROJECT TITLE:

Replace 3 original air conditioners at Safety Building

PROJECT PRIORITY:

PROJECT DESCRIPTION:

Replace 3 air conditioners and lines. The original lines run under building there are moved to run overhead now.

REASONS FOR IMPROVEMENT:

We had one of these serviced this year and it has a leak. They added Freon to get it going but will leak down again. The other 2 are the only original units left and are getting to the point of replacement.

COST OF PROJECT & BASIS FOR COST ESTIMATE:

\$15,240 (Stobb Plumbing)

SOURCE OF FUNDS:

MAJOR CAPITAL EXPENDITURES

Capital Improvement Definition: a study, engineering/design, and construction, or a combination of all 3 phases totaling \$5,000 or more and having a useful life of at least 5 years. Excludes vehicles and equipment.

PROJECT TITLE:

Seal Coat City Hall, Library, and Safety Building Parking Lots

PROJECT PRIORITY:

PROJECT DESCRIPTION:

Clean, repair major cracks and seal

REASONS FOR IMPROVEMENT:

Lots need to be sealed to extend life.

COST OF PROJECT & BASIS FOR COST ESTIMATE:

City Hall - \$1,988
Library - \$4,555
Safety Building - \$10,348
Total: \$16,891 (Tracy Seal Coating Service)

SOURCE OF FUNDS:

MAJOR CAPITAL EXPENDITURES

Capital Improvement Definition: a study, engineering/design, and construction, or a combination of all 3 phases totaling \$5,000 or more and having a useful life of at least 5 years. Excludes vehicles and equipment.

PROJECT TITLE:

Sidewalk Management Program

PROJECT PRIORITY:

PROJECT DESCRIPTION:

Repair and replace sidewalks and curb ramps in the north east section of the City. The last time this section was done was in 2009.

REASONS FOR IMPROVEMENT:

Repair trip hazards and some ADA concerns at curb ramps

COST OF PROJECT & BASIS FOR COST ESTIMATE:

\$194,662 (Total)
\$148,237 (Private)
\$46,424 (City)

SOURCE OF FUNDS:

MAJOR CAPITAL EXPENDITURES

Capital Improvement Definition: a study, engineering/design, and construction, or a combination of all 3 phases totaling \$5,000 or more and having a useful life of at least 5 years. Excludes vehicles and equipment.

PROJECT TITLE:

2023 street design costs

PROJECT PRIORITY:

PROJECT DESCRIPTION:

Design N. Grove St. (E. Franklin to Park) \$15,000
Design Roosevelt St. (N. Grove St. to STH 26) \$16,000
Design Park St. N. Grove St. to STH 26) \$16,000
Update Specs Newton and Rock \$5,000

REASONS FOR IMPROVEMENT:

These streets are on the City of Waupun approved street plan for 2023. Engineering needs to be done the year prior so that we can go out for bid early spring 2023.

COST OF PROJECT & BASIS FOR COST ESTIMATE:

\$52,000
3% of total cost estimates from MSA

SOURCE OF FUNDS:

MAJOR CAPITAL EXPENDITURES

Capital Improvement Definition: a study, engineering/design, and construction, or a combination of all 3 phases totaling \$5,000 or more and having a useful life of at least 5 years. Excludes vehicles and equipment.

PROJECT TITLE:

Welcome to Waupun entry signs

PROJECT PRIORITY:

PROJECT DESCRIPTION:

Replace current entry signs at 3 locations. Hwy 49 East of the city, Hwy 49 West of the city and Hwy 26 South of the city

REASONS FOR IMPROVEMENT:

Old signs have been repainted many times and are in need of some updating.

COST OF PROJECT & BASIS FOR COST ESTIMATE:

\$11,000 foundation and stone work
\$4,000 sign
City to excavate the hole and landscape
\$15,000 per sign
\$45,000 for 3 signs

SOURCE OF FUNDS:

MAJOR CAPITAL EXPENDITURES

Capital Improvement Definition: a study, engineering/design, and construction, or a combination of all 3 phases totaling \$5,000 or more and having a useful life of at least 5 years. Excludes vehicles and equipment.

PROJECT TITLE:

Safety Building future plans

PROJECT PRIORITY:**PROJECT DESCRIPTION:**

Space Needs Analysis for Public Safety Building renovation and expansion

REASONS FOR IMPROVEMENT:**COST OF PROJECT & BASIS FOR COST ESTIMATE:**

- Space Needs Assessment and Planning Services (steps 1-4) \$ 17,750
 - • Conceptual Design Services (steps 5-6) \$ 12,950
- Reimbursable expenses in addition to the Lump Sum Fee during may include the following estimated fees.
- • Geotechnical Investigation (allowance) \$5,000
 - • Hazardous Materials Investigation (allowance) \$4,000
 - • Topographic Survey (allowance) \$3,500

SOURCE OF FUNDS:**PROJECT PRIORITY:****PROJECT DESCRIPTION:**

MAJOR CAPITAL EXPENDITURES

Capital Improvement Definition: a study, engineering/design, and construction, or a combination of all 3 phases totaling \$5,000 or more and having a useful life of at least 5 years. Excludes vehicles and equipment.

PROJECT TITLE:

Wilcox Park Playground Replacement

PROJECT PRIORITY:

PROJECT DESCRIPTION:

Replace current old playground with a new inclusive poured in placed playground.

REASONS FOR IMPROVEMENT:

CVMIC suggests we replace due to some safety concerns

COST OF PROJECT & BASIS FOR COST ESTIMATE:

\$187,663 (Lee Recreation & City of Waupun)

SOURCE OF FUNDS: