



A G E N D A
CITY OF WAUPUN COMMON COUNCIL
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, March 05, 2024 at 6:00 PM

Join Virtually: <https://us02web.zoom.us/j/81976994115?pwd=T0hORVFNTDFjMXV4ZGlv3A5eDIOUT09>

Join Teleconference: 1 312 626 6799

Meeting ID: 819 7699 4115

Passcode: 697657

CALL TO ORDER

PLEDGE OF ALLEGIANCE FOLLOWED BY A MOMENT OF SILENT MEDITATION

ROLL CALL--Mayor to excuse any absent members

PUBLIC HEARING

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

1. Jon Venhuizen - Fond du Lac County Board Supervisor, District 7

No public participation after this point

RESOLUTIONS AND ORDINANCES:

2. Ordinance to amend Ch.8.14 entitled Orderly Conduct-Sexting by Minors Restricted

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

3. 2024 Waupun Family Aquatic Center Fees and Hours of Operation

CONSIDERATION - ACTION

4. Deputy Chief of Police Job Description
5. 2024 Fire Department Equipment and Personnel Billable Rates
6. Establish Date -Time of March Committee of the Whole Meeting

MAYORAL CORRESPONDENCE/PRESENTATIONS

7. Waupun Business Alliance Business Connection Networking- March 12
8. Waupun Business Alliance Annual Banquet - March 28

CONSENT AGENDA (*Roll Call Motion*)

Items under the consent agenda may be acted upon by one motion. It is the judgment of any Board Member that any item may be moved to later on the agenda for discussion and/or action.

9. **FUTURE MEETINGS & GATHERINGS, LICENSE AND PERMIT APPLICATIONS, EXPENSES**

BOARDS, COMMITTEE AND COMMISSION MEETING MINUTES

10. Plan Commission 12-20-23
11. Board of Public Works and Facilities 1-9-24
12. Business Improvement District 1-16-24
13. Community Development Authority 1-16-24
14. Board of Park and Recreation Commission 1-22-24
15. Utility Commission 2-12-24
16. Police and Fire Commission 2-12-24
17. Common Council 2-13-24
18. Library Board 2-21-24

DEPARTMENT REPORTS

- [19.](#) Police Department
- 20. Fire Department
- [21.](#) Library
- [22.](#) Recreation
- [23.](#) Public Works
- 24. Utilities
- [25.](#) Finance
- 26. City Clerk-Treasurer-HR
- [27.](#) 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.



MEETING DATE: 3-5-24
AGENDA SECTION: RESOLUTION AND ORDINANCES
PRESENTER: Jeremy Rasch, Police Chief
TITLE: Ordinance to amend Ch.8.14 entitled Orderly Conduct-Sexting by Minors Restricted

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

ISSUE SUMMARY

At the July 11, 2023, Council meeting, the Waupun Police Department made a request for a change in current city Ordinance as it relates to sexting due to the concern of the sharing of explicit images and related activities between minors. The amendment to the current ordinance would assist law enforcement discretion of the appropriate enforcement needed when responding to these types of complaints. Council directed the City Attorney to create and/or amend the current city ordinance to provide a definition and violations of sexting.

At the February 13, 2024, Council meeting, the Council reviewed the draft ordinance and motioned to accept the first reading.

This comes before Council for consideration as a second reading and possible adoption.

STAFF RECCOMENDATION:

Waive Second Reading and adopt the ordinance.

ATTACHMENTS:

Draft Ordinance

MOTION OPTIONS:

1. Motion to accept the SECOND reading of the ordinance to amend Ch.8.14 entitled Orderly Conduct-Sexting by Minors Restricted
OR
2. Motion to waive the SECOND reading and adopt Ordinance #_____to amend Ch.8.14 entitled Orderly Conduct-Sexting by Minors Restricted
OR
3. Do nothing and the ordinance fails

COMMON COUNCIL
CITY OF WAUPUN, WISCONSIN

ORDINANCE #_____

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

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

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

SECTION 8.14. SEXTING BY MINORS RESTRICTED.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Adopted this _____ day of _____, 2024.

Rohn W. Bishop
Mayor

ATTEST:

Angela J. Hull
City Clerk/Treasurer



AGENDA SUMMARY SHEET

MEETING DATE: 3-5-24

TITLE: 2024 Waupun Family Aquatic Center Fees and Hours of Operation

AGENDA SECTION: BOARD/COMMITTEE/COMMISSION RECOMMENDATIONS

PRESENTER: Rachel Kaminski, Recreation Director

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

ISSUE SUMMARY:

On February 26, 2024, the Board of Park and Recreation Commission met to review fees and hours of operation for the 2024 season of the Aquatic Center. The facility continues to operate at a deficit that is growing and the group moved to address gaps in finances. The following unanimous recommendations are coming from the Board of Park and Recreation Commission for your consideration and approval:

Hours of Operations:

Open June 1 to August 18, 2024 with hours from 1 to 6 pm during the week and noon to 7 pm on Saturday and Sunday.

Fees:

Daily Pass no change, remains at \$6

Family Pass increase from \$180 to \$200 for residents and \$200 to \$250 for non-residents.

Individual Pass from \$90 to \$100 and \$100 to \$125 for non-residents.

Swimming Lesson Fee increase from \$36 to \$40.

STAFF RECOMMENDATION:

Approve 2024 rates and hours of operation.

ATTACHMENTS:

Aquatic Center Financials

Comparison Rates

RECOMMENDED MOTION:

Motion to approve the hours of operation for the Waupun Family Aquatic Center to open June 1 through August 18, 2024 from 1 to 6 pm Monday through Friday, and noon to 7 pm on Saturdays and Sundays; and, to approve the Aquatic Center Fees with daily rates remaining at \$6; family passes at \$200 for residents/\$250 non-residents; individual passes at \$100 for residents/\$125 for non-residents; swimming lessons at \$40 per registrant as recommended by the Board of Park and Recreation Commission

**City of Waupun
Aquatic Center Revenue/Expense Report**

		Actual	Actual	Actual	Actual	Actual	Budget
		2019	2020	2021	2022	2023	2024
Revenue							
100-46-4676-0-00	FEES-AQUATIC FACILITY	\$ 72,415	\$ 30,702	\$ 71,954	\$ 71,536	\$ 91,656	\$ 70,000
100-46-4681-0-00	FEES-AQUATIC FCLTY CONCESSIONS	15,968	792	10,247	9,671	18,507	12,000
Total Revenue		\$ 88,383	\$ 31,494	\$ 82,201	\$ 81,208	\$ 110,163	\$ 82,000
Expenses							
100-20-5523-1-10	AQUATIC FACILITY-SALARIES/WAGE	\$ 100,452	\$ 80,942	\$ 93,779	\$ 93,771	\$ 21,367	\$ 25,000
100-20-5523-1-11	AQUATIC FACILITY-OVERTIME	1,258	1,297	1,083	2,170	1,408	1,398
100-20-5523-2-20	AQUATIC FACILITY-HEALTH INS	6,934	4,797	5,158	5,135	5,858	2,905
100-20-5523-2-21	AQUATIC FACILITY-LIFE INS	24	21	23	21	17	6
100-20-5523-2-22	AQUATIC FACILITY-PENSION	1,219	1,060	1,163	1,365	1,446	559
100-20-5523-2-23	AQUATIC FACILITY-SOCIAL SECURI	6,223	5,077	5,825	5,918	1,487	7,915
100-20-5523-2-24	AQUATIC FACILITY-SICK LEAVE PO	-	-	-	-	-	90
100-20-5523-2-29	AQUATIC FACILITY-INCOME CONTIN	152	114	115	163	132	89
100-20-5523-3-30	AQUATIC FACILITY-OFFICE SUPPLI	-	-	-	-	-	-
100-20-5523-3-31	AQUATIC FACILITY-TELEPHONE	18	16	297	-	242	160
100-20-5523-3-32	AQUATIC FACILITY-UTILITIES	35,805	30,047	36,470	42,791	46,434	46,000
100-20-5523-3-35	AQUATIC FACILITY-NEWSPAPER PUB	-	-	-	-	-	-
100-20-5523-3-36	AQUATIC FACILITY-REPAIRS/MAINT	16,313	2,504	13,226	11,955	11,601	11,000
100-20-5523-3-37	AQUATIC FACILITY-TRAVEL/CONFER	-	247	325	350	-	325
100-20-5523-3-38	AQUATIC FACILITY-OPERATING EXP	4,406	5,117	3,510	3,967	104,806	124,350
100-20-5523-3-39	AQUATIC FACILITY-CONCESSION EX	9,756	540	5,978	6,012	10,367	10,000
100-20-5523-3-40	AQUATIC FACILITY-CHEMICALS	17,036	9,552	16,594	14,524	22,977	19,000
General Operating Expense Total		\$ 199,596	\$ 141,331	\$ 183,546	\$ 188,142	\$ 228,143	\$ 248,797
CAPITAL EXPENSES							
400-20-5523-8-00	CAPITAL IMPROVEMENTS-AQUATIC F	-	24,750	-	-	-	13,500
410-20-5523-400	EQUIPMENT-AQUATIC FACILITY	1,350	-	-	12,052	5,000	5,000
Total Expenses		\$ 200,946	\$ 166,081	\$ 183,546	\$ 200,194	\$ 233,143	\$ 267,297
Surplus/Deficit		\$ (112,563)	\$ (134,587)	\$ (101,345)	\$ (118,986)	\$ (122,980)	\$ (185,297)

Annual Debt Payments for Pool: (not included in the surplus/deficit amount) \$ 291,158 \$ 286,658 \$ 284,000 \$ 266,760 \$ 269,050 \$ 267,150
2024 Debt Balance: \$1,335,850 Last payment 8/1/2028

Surrounding Pool Price Comparison

Pool	Family Pass	Individual Price	Daily Price	Swim Lesson Price
Waupun Family Aquatic Center	\$180 Resident \$200 Non Resident	\$90 Resident \$100 Non Resident	\$6	\$36
Horicon Aquatic Center	\$150 Resident \$175 Non Resident	\$50 Resident \$75 Non Resident	\$5	\$30
Fox Lake Aquatic Center	\$50	\$40	\$5	\$25
Lomira Pool	\$90	\$50	\$4	\$30
Cambria Pool	\$70 Resident \$75 Non Resident	\$40 Resident \$45 Non Resident	\$4.00 2 wk pass \$20	Free
Tag Center	Memberships	\$40 Resident / 10 visits \$45 Non Resident / 10 Visits	\$5.00	\$20/\$35
Columbus Pool	\$225 Resident \$260 Non Resident	\$100 Resident \$135 Non Resident	\$5 Resident \$6 Nonresident	\$40 -\$60



AGENDA SUMMARY SHEET

MEETING DATE: 3-5-24

TITLE: Deputy Chief of Police Job Description

AGENDA SECTION: CONSIDERATION-ACTION

PRESENTER: Jeremy Rasch, Police Chief
Kathy Schlieve, Administrator

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

ISSUE SUMMARY:

Staff updated the job description for the Deputy Police Chief position and are seeking approval of the description as outlined. The previous job description on file is more than twenty years old and not relevant to this discussion. We have obtained input from outside resources and incorporated feedback to ensure this position works complementary to the Chief of Police position. It is the recommendation of the Riseling Group that we maintain a clear position of second in command to ensure seamless operations of the department. The position is part of the 2024 approved operating budget. Upon approval, we will commence with a recruitment process to fill this position.

STAFF RECOMMENDATION:

Approve description as presented.

ATTACHMENTS:

DRAFT Deputy Chief of Police Job Description

RECOMMENDED MOTION:

Motion to approve the Deputy Chief of Police Job Description

**City of Waupun
Position Description**

JOB TITLE	Deputy Chief of Police
REPORTS TO	Chief of Police
DEPARTMENT	Police
TYPE	Non-Represented
FLSA (overtime status)	Exempt
APPROVED:	

GENERAL PURPOSE:

The Deputy Chief is second in command at the Waupun Police Department. The Deputy Chief is under the direct supervision of the Chief of Police and is responsible for assisting the Chief of Police in the discharge of the Chief's duties. The Deputy Chief will assume the duties of the Chief in his or her absence. The position is responsible for management and supervision of the Police Department, performing administrative and management functions involving the protection and safety of the community through prevention, control, and investigation of crime, preservation of the peace, and provision of emergency services.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Oversee the formulation of department policies, goals, and objectives, including involvement with strategic planning.
- Work with the Chief of Police and other staff to determine goals and priorities.
- Stay abreast of City needs and encourage input and ideas from all personnel.
- Direct the development of department procedures and regulations to accomplish the goals and priorities most effectively.
- Assist in planning and organization of programs within the Police Department.
- Assist in coordinating Law Enforcement and service activities with those of other city departments and within County, State and Federal agencies, as appropriate.
- Promote cooperative working relationships with other City departments and personnel. Coordinate police functions with other city operations as necessary.
- Advise and assist subordinates in solving highly complex police problems.
- Maintain professional association memberships and attend meetings, seminars, and conventions to represent the city and stay abreast of current trends and innovations.
- Develop and oversee special programs including crime prevention, drug, and community policing programs. Implement, monitor, and evaluate plans and program effectiveness.
- Review and analyze information related to police operations, compile data and reports, develop recommendations and present them to the Police and Fire Commission, City Administrator, City Council, or other appropriate groups.
- Responsible for the police facility, equipment, and the fixed asset inventory.

- Coordinate the department training programs; provide an annual plan for department training prior to budget preparation. Keep detailed training records for each employee. Training plans should incorporate the needs of the individual, position, and shift. Agency and community needs should, when possible, receive top priority in training plans.
- Responsible for budget administration, planning and research functions, records and reports, communications, and automation functions, civilian personnel, and equipment purchasing when budgeted or directed by the Chief.
- Oversee scheduling; work with the Lieutenants to coordinate operations between shifts.
- Perform annual evaluations of Lieutenants; if probationary, evaluate at mid-point and prior to completion of probation. Review the annual evaluations of officers, which have been completed by Lieutenants.
- Be available outside of regular duty hours via cellphone.
- Be prepared and capable of working patrol shifts when necessary.
- The duties listed above are intended only as general illustrations of the various work that may be performed. Those duties not included do not exclude them from the position if the work is related, or a logical assignment to, the position. Job descriptions are subject to change by the city as the need and requirements of the position change.

EDUCATION, EXPERIENCE, LICENSE AND CERTIFICATION REQUIREMENTS:

- Graduation from an accredited two or four-year college or university with a degree in Law Enforcement/Criminal Justice or related field is required.
- Wisconsin Law Enforcement Certification or ability to obtain certification within 3 months of hire.
- A current, valid Wisconsin driver's license, or a current, valid driver's license from another state and the ability to obtain a Wisconsin license upon appointment.
- Ten (10) years of progressively responsible experience in law enforcement; and five (5) years in a supervisory position or an equivalent combination of supervisory and leadership experience in a progressive law enforcement group.
- A high-level of technical, professional, and managerial competency with a proven and verifiable track record of success.
- Continuing education to maintain knowledge and competency in police skills, including the maintenance of required certifications.
- Advanced specialized training in police administration and managerial concepts is desired, but not required.

NECESSARY KNOWLEDGE, SKILLS, AND ABILITIES:

- Comprehensive knowledge of modern Police services, including the areas of patrol, investigation, community policing, information management and administration.
- Knowledge of labor relations, contract administration and collective bargaining techniques.
- Ability to work in high stress situations and maintain a professional calm demeanor.
- Knowledge of local, state, and federal laws, regulations and codes relating to law enforcement, including sex offender notification process.
- Thorough understanding of technology and systems related to law enforcement.

- A leadership style characterized by collaboration and the ability to involve front-line employees in decision making processes.
- Ability to assess problems and situations, anticipate needs, and evaluate alternatives.
- Experience in policy development and review, including Department of Justice Training and Standards policies required by statute or mandate.
- Unquestioned honesty and integrity, and a high sense of personal and professional ethics; ability to maintain confidentiality.
- Professional maturity, self-confidence, and strength of conviction to provide administrative insights and leadership.
- Ability to firmly and diplomatically present professional views, concerns, and implications of proposed action which may be under consideration, with commitment to impartiality.
- Ability to work with appropriate local, regional, state, and federal jurisdictions and agencies as well as the private sector in a constructive and cooperative manner.
- Strong interpersonal skills and the ability to effectively work with a wide range of individuals and constituencies in a diverse community.
- Excellent communication, interpersonal, and team building skills.
- Ability to gather data, investigate and analyze information while being able to draw conclusions and issue recommendations.
- Strong financial management abilities, including budget development and control.
- A high level of knowledge in conducting internal investigations to include processes, documentation, and all laws, including requirements of the Union contract.
- Understanding of Wisconsin Open Records law, including the procedure for the release of records and records retention policy.
- Understanding of the Police and Fire Commission functions and authority (WI Stats. 62.13).
- Experience in support services such as Employment Assistance Program, Peer Support, and other available providers.
- Ability to legally possess a firearm.
- Ability to make oral presentations to groups of various sizes and compositions.
- Ability and knowledge necessary to perform all patrol functions.
- Excellent computer skills, specifically in Microsoft Word and Excel.

TOOLS AND EQUIPMENT USED:

The Deputy Chief must be competent in the use of the following and, where required, maintain certifications.

- All vehicles which are used for patrol.
- Abilities required for patrol officers including CPR and AED use.
- OC spray, baton, department issued handgun and rifle, electronic control device (TASER), all items on a full duty belt including handcuffs and other prisoner or patient restraints.
- Telephone, two way and squad radio, personal computer, MDC, radar, body cameras, and squad cameras.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing essential functions of this job.

- The noise level may vary from quiet to moderately loud.
- The work may be indoors and outdoors; exposed to typical Wisconsin weather conditions.
- Attendance at evening meetings is required when the relating to the duties of the position.
- The ability to work under often unsafe and uncomfortable conditions where exposure to factors such as toxic agents, violence, intimidation, noise, traffic hazards and disease can cause discomfort and/or risk of injury.

PHYSICAL REQUIREMENTS:

- Ability to coordinate eyes, hands, feet, and limbs to perform movements requiring skill and training, such as operating a firearm.
- Ability to exert required physical effort to perform moderate to heavy work, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, crawling, lifting, carrying, pushing, and pulling. Ability to sustain prolonged visual concentration.
- Ability to recognize and identify degrees of similarities or differences between characteristics of colors, shapes, sounds, odors, and textures associated with job related objects, materials, and tasks.

EQUAL OPPORTUNITY EMPLOYER:

The City of Waupun is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the city will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.



AGENDA SUMMARY SHEET

MEETING DATE: 3-5-24

TITLE: 2024 Fire Department Equipment and Personnel Billable Rates

AGENDA SECTION: CONSIDERATION-ACTION

PRESENTER: B.J. DeMaa, Fire Chief/Emergency Management Director

DEPARTMENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	\$0
High Performance Government		

ISSUE SUMMARY:

This was missed at the November/December 2023 Common Council meetings so we are completing the task now. Every year, equipment and personnel rates for the Fire Department are set for the upcoming year. These rates establish a schedule to use when larger events occur in the community and we have an opportunity to bill for the incurred costs.

STAFF RECOMMENDATION:

Approve 2024 equipment and personnel rates for billable calls

ATTACHMENTS:

2024 Fire Department equipment and personnel billable rate schedule

RECOMMENDED MOTION:

Motion to approve the 2024 Fire Department Equipment and Personnel Billable Rates



Waupun Fire Department

16 E. Main Street Waupun, WI 53963

Non-emergency Number: 920-324-7910

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

To: Mayor and Council Members

From: B.J. DeMaa, Fire Chief

Subject: 2024 Equipment and Personnel Rates

Annually, we set the rates for billable calls. It is recommended that we set equipment rates for 2024 at the rates listed below. These rates remain flat compared to 2023.

Engine / Pumper @ \$225.00 per hour (1-hour min.)

Aerial Ladder @ \$325.00 per hour (1-hour min.)

Squad / Command Post @ \$175.00 per hour (1-hour min.)

Mini Pumper / Rescue Tools @ \$175.00 per hour (1-hour min.)

One charge for Personnel @ \$360.00 per hour (1-hour min.)

Individual or small groups at \$18.00 per hour, per firefighter (1-hour min.)

Incidentals @ cost

If you have any questions, feel free to call me at 324-7910 or email at bjdema@waupunpd.org.

Business Connection at Waupun Equipment

Tuesday, March 12, 2024 4:00 PM - 6:00 PM CST

*Waupun Equipment
W7257 State Hwy. 49
Waupun, WI 53963*

They will be showcasing some of their equipment and will discuss careers in the field. Come learn more about what all happens behind the scenes at equipment dealers these days!

Presenter: Josh Gruett - General Manager and Co-Owner.

Josh grew up in the family business in Potter, Wisconsin. He dropped out of college in 2009 and moved to Minnesota and Iowa for 12 years and rose through the ranks from Precision Farming Specialist, Field Marketer, Store Manager, Complex Manager, Area Sales Manager and Area General Manager at the largest Case IH dealer in the world (Titan Machinery) and in 2021 had an opportunity to come back and buy into the family business and put the outside experience to work and start growing the business founded by his Grandpa in 1958. Josh has been working in Waupun since May of 2021. He and his wife moved to Fond du Lac in September of 2022.





Waupun Business Alliance Annual Banquet

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

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



Register

Sponsors

SSM
Health

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

Join us to celebrate and learn. Get in-the-know about the economic progress happening in the Waupun community, with timely updates from City Administrator Kathy Schlieve and Sadie Vander Velde, President/CEO of Envision Greater Fond du Lac. Help us celebrate the anniversaries of 5 local companies celebrating 50 years in business!

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

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

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

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



AGENDA SUMMARY SHEET

MEETING DATE: 3-5-24

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

AGENDA SECTION: CONSIDERATION-ACTION

PRESENTER: Angela Hull, Clerk

FUTURE MEETINGS

TBD- March 2024	Committee of the Whole	TBD
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
Tuesday, May 14, 2024	Common Council	6:00PM
Tuesday, May 28, 2024	Committee of the Whole	5:30PM
Tuesday, June 11, 2024	Common Council	6:00PM
Tuesday, June 25, 2024	Committee of the Whole	5:30PM
Tuesday, July 9, 2024	Common Council	6:00PM
Tuesday, July 30, 2024	Committee of the Whole	5:30PM

LICENSE/PERMIT APPLICATIONS

Operator: Alexandra Gaffney, Melanie Gruff

Soda: Waupun Community Players- May 31, 2024 Gilligan's Island Event at City Hall 201 E Main St. Waupun WI

Temp Class B: Waupun Community Players- May 31, 2024 Gilligan's Island Event at City Hall 201 E Main St. Waupun WI

EXPENSES

Attached

RECOMENDED MOTION:

Motion to accept the monthly Finance Report and approve the Consent Agenda. *(Roll Call)*

Report Criteria:

Report type: Summary

Check.Type = "Calculated"

Invoice.Batch = "021424", "22024", "022724", "030524", "A"

Check Issue Date	Check Number	Payee	Amount
02/20/2024	181	DODGE COUNTY TREASURER	352,673.82
02/28/2024	182	CREXENDO	456.47
02/28/2024	183	KWIK TRIP STORES	12,378.14
02/28/2024	184	PITNEY BOWES GLOBAL FINANCIAL S	521.52
02/28/2024	185	WELLS FARGO PAYMENT REMITT	3,616.33
02/14/2024	107312	CHARTER COMMUNICATIONS	178.82
02/14/2024	107313	FOND DU LAC COUNTY TREASURER	515,006.53
02/14/2024	107314	MORAINÉ PARK TECHNICAL COLLEG	122,082.53
02/14/2024	107315	PETTY CASH-CITY HALL	100.00
02/14/2024	107316	SCHOOL DISTRICT OF WAUPUN	1,480,238.95
02/22/2024	107343	AMAZON CAPITAL SERVICES	246.50
02/22/2024	107344	ASCAP	434.00
02/22/2024	107345	AIRGAS USA LLC	108.69
02/22/2024	107346	AT&T MOBILITY	835.62
02/22/2024	107347	BUREAU OF CORRECTIONAL ENTER	933.42
02/22/2024	107348	BALLWEG IMPLEMENT	65,388.00
02/22/2024	107349	BEAVER DAM LOCK & SECURITY	1,345.50
02/22/2024	107350	BROWN CAB SERVICE INC	11,693.16
02/22/2024	107351	CAREW CONCRETE & SUPPLY INC	1,057.00
02/22/2024	107352	CENTRAL CABLE CONTRACTORS INC	150.00
02/22/2024	107353	CHARTER COMMUNICATIONS	1,026.20
02/22/2024	107354	CHARTER COMMUNICATIONS	99.99
02/22/2024	107355	DCELEA	180.00
02/22/2024	107356	DEVRIES WELDING LLC	105.00
02/22/2024	107357	DUMKE, GRAHAM	134.97
02/22/2024	107358	FOX VALLEY TECHNICAL COLLEGE	104.50
02/22/2024	107359	GENCOMM	165.00
02/22/2024	107360	HALRON LUBRICANTS INC	2,199.27
02/22/2024	107361	HALVERSON, ANDREW	13.00
02/22/2024	107362	HAMMES FIRE & SAFETY	249.00
02/22/2024	107363	HERITAGE RIDGE TRAVEL PLAZA	156.14
02/22/2024	107364	JOHN FABICK TRACTOR CO	37.63
02/22/2024	107365	KIMBALL MIDWEST	1,477.09
02/22/2024	107366	MSA PROFESSIONAL SERVICES INC	4,984.00
02/22/2024	107367	MACQUEEN EQUIPMENT	137.84
02/22/2024	107368	MARCO TECHNOLOGIES LLC	179.32
02/22/2024	107369	MENARDS - BEAVER DAM	996.67
02/22/2024	107370	NEENAH FOUNDRY COMPANY	997.28
02/22/2024	107371	O'REILLY AUTOMOTIVE INC	234.43
02/22/2024	107372	PETERSEN, JENNIFER	76.38
02/22/2024	107373	PETTY CASH-CITY HALL	38.26
02/22/2024	107374	PIGGLY WIGGLY DISCOUNT FOODS	147.78
02/22/2024	107375	PITNEY BOWES GLOBAL FINANCIAL S	262.89
02/22/2024	107376	PROS 4 TECHNOLOGY INC	370.00
02/22/2024	107377	ROCK RIVER STORMWATER GROUP	5,000.00
02/22/2024	107378	SSM HEALTH AT WORK	125.00
02/22/2024	107379	SHERWIN WILLIAMS	136.49
02/22/2024	107380	SHRED-IT	71.70

Check Issue Date	Check Number	Payee	Amount
02/22/2024	107381	SMA CONSTRUCTION SERVICES	211,327.50
02/22/2024	107382	STOBB PLUMBING & HEATING INC	40.00
02/22/2024	107383	TERBEEST, ERIC	71.40
02/22/2024	107384	TITAN PUBLIC SAFETY SOLUTIONS LL	836.00
02/22/2024	107385	TRU CLEANERS LLC	90.00
02/22/2024	107386	UNIFORM SHOPPE	37.90
02/22/2024	107387	C.VERHAGE.PHOTO	45.00
02/22/2024	107388	VON BRIESEN & ROPER, S.C.	1,218.85
02/22/2024	107389	WAUPUN UTILITIES	28,267.26
02/22/2024	107390	WI BUILDING SUPPLY	443.04
02/22/2024	107391	WI ASSOCIATION OF SENIOR CENTE	125.00
02/22/2024	107392	WI DEPART OF TRANSPORTATION	1,406.76
02/29/2024	107430	AMAZON CAPITAL SERVICES	865.13
02/29/2024	107431	ASSOCIATED APPRAISAL CONSULTA	3,200.13
02/29/2024	107432	AT & T	129.40
02/29/2024	107433	BATTERIES PLUS LLC	85.97
02/29/2024	107434	BRZEZINSKI, BRAD	114.00
02/29/2024	107435	CEDAR CORPORATION	29,480.05
02/29/2024	107436	CHRIST APPRAISAL SERVICE INC	500.00
02/29/2024	107437	DEVRIES WELDING LLC	550.00
02/29/2024	107438	FIRE SAFETY USA INC	167.27
02/29/2024	107439	FOND DU LAC COUNTY	17,289.16
02/29/2024	107440	GFL ENVIRONMENTAL	45,950.47
02/29/2024	107441	H & R SAFETY SOLUTIONS LLC	195.00
02/29/2024	107442	HERITAGE RIDGE TRAVEL PLAZA	129.67
02/29/2024	107443	JEFFERSON FIRE & SAFETY INC	130.21
02/29/2024	107444	KARTECHNER BROTHERS LLC	4,598.50
02/29/2024	107445	LAPPEN SECURITY PRODUCTS	3,069.49
02/29/2024	107446	MACQUEEN EQUIPMENT	545.59
02/29/2024	107447	MARCO TECHNOLOGIES LLC	236.07
02/29/2024	107448	MENARDS - BEAVER DAM	407.31
02/29/2024	107449	NIELSON COMMUNICATIONS INC	27.50
02/29/2024	107450	O'REILLY AUTOMOTIVE INC	114.51
02/29/2024	107451	PIGGLY WIGGLY DISCOUNT FOODS	150.74
02/29/2024	107452	PUBLIC ADMINISTRATION ASSOCIATE	9,968.00
02/29/2024	107453	SAFETY KLEEN	250.00
02/29/2024	107454	SCULPTURES EAU CLAIRE INC	4,500.00
02/29/2024	107455	SILICA APPLIANCE & ELECTRONICS	1,645.50
02/29/2024	107456	STOBB PLUMBING & HEATING INC	1,153.80
02/29/2024	107457	SULLIVAN, TED	89.69
02/29/2024	107458	TRIPLE CROWN PRODUCTS	437.62
02/29/2024	107459	TRUCK COUNTRY	11.31
02/29/2024	107460	TRUE NORTH CONSULTANTS	1,475.00
02/29/2024	107461	VANBUREN, KELLEY	500.52
02/29/2024	107462	WAUPUN UTILITIES	62.31
02/29/2024	107463	XYLEM INC	780.00
02/29/2024	107464	INSIGHT FS	5,177.90
02/29/2024	107465	TOP PACK DEFENSE LLC	1,325.60
02/29/2024	107466	WARRIOR FABRICATION	8.00
Grand Totals:			<u>2,968,380.96</u>

Report Criteria:

Report type: Summary

Check.Type = "Calculated"

Invoice.Batch = "021424","22024","022724","030524","A"

Report Criteria:

Report type: Invoice detail
 Check.Type = "Calculated"
 Invoice.Batch = "021424","22024","022724","030524","A"

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
AIRGAS USA LLC						
AIRGAS USA LLC	O2 BOTTLE RENTAL - FD	02/22/2024	5505160734	100-50-5230-3-38	108.69	108.69
Total AIRGAS USA LLC:						108.69
AMAZON CAPITAL SERVICES						
AMAZON CAPITAL SERVICES	SSM EMPLOYEE CLINIC - OPEN HOUSE RAFFLE	02/22/2024	13P7-6MPM-L	100-10-5256-3-38	139.99	139.99
AMAZON CAPITAL SERVICES	REPLACELIGHT - MOTION SENSOR - OLD SHOP AREA	02/22/2024	1JXG-499F-R	100-70-5412-3-36	59.33	59.33
AMAZON CAPITAL SERVICES	AVERY LABELS - FOR EVIDENCE PROCESSING	02/22/2024	1M7T-1JPW-V	100-40-5213-3-38	47.18	47.18
AMAZON CAPITAL SERVICES	MULTI-TOOL LONG REACH GRABBER	02/29/2024	1FLJ-GR7N-7	100-40-5212-3-38	64.39	64.39
AMAZON CAPITAL SERVICES	POWER STRIP/PEN HOLDER/KLEENEX/PAPER/DISINFECTING WIPES	02/29/2024	1JPT-VP9J-4F	100-40-5211-3-30	150.55	150.55
AMAZON CAPITAL SERVICES	AQUATIC CENTER - ADD ICE GUARDS TO ROOF AND GUTTERS	02/29/2024	1T9X-PLDG-	100-20-5523-3-36	155.99	155.99
AMAZON CAPITAL SERVICES	AQUATIC CENTER - REPAIR RAIN GUTTERS	02/29/2024	1VGK-1JJJ-W	100-20-5523-3-36	49.99	49.99
AMAZON CAPITAL SERVICES	REPLACE CHAIN	02/29/2024	1YJJ-KMT7-C	100-70-5411-3-36	444.21	444.21
Total AMAZON CAPITAL SERVICES:						1,111.63
ASCAP						
ASCAP	2024 MUSIC LIC FEE - 1/1/24 - 12/31/24	02/22/2024	2-21-24	100-20-5525-3-38	434.00	434.00
Total ASCAP:						434.00
ASSOCIATED APPRAISAL CONSULTAN						
ASSOCIATED APPRAISAL CONSULTA	MONTHLY SERVICES-REVAL PROGRAM MAR 2024	02/29/2024	173217	100-30-5152-3-38	3,200.13	3,200.13
Total ASSOCIATED APPRAISAL CONSULTAN:						3,200.13
AT & T						
AT & T	POLICE DEPT MONTHLY PHONE CHARGES	02/29/2024	JAN20-FEB19	100-40-5211-3-31	129.40	129.40
Total AT & T:						129.40
AT&T MOBILITY						
AT&T MOBILITY	FIRSTNET MOBILE AIRCARDS - DEC 24-JAN 23 2024 PD	02/22/2024	287307537700	100-40-5211-3-31	835.62	835.62
Total AT&T MOBILITY:						835.62
BALLWEG IMPLEMENT						
BALLWEG IMPLEMENT	NEW MOWER PURCHASE #159-24	02/22/2024	E07235	410-70-5412-4-00	65,388.00	65,388.00
Total BALLWEG IMPLEMENT:						65,388.00
BATTERIES PLUS LLC						
BATTERIES PLUS LLC	SCBA AIRPACKS, LIGHTS	02/29/2024	P70645201	100-50-5232-3-36	85.97	85.97

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
Total BATTERIES PLUS LLC:						85.97
BEAVER DAM LOCK & SECURITY						
BEAVER DAM LOCK & SECURITY	SCHLIEVE FIELD - REKEY AND REPLACE BROKEN DOOR HANDLES	02/22/2024	31244	100-20-5525-3-36	780.00	780.00
BEAVER DAM LOCK & SECURITY	REPLACE MISSING KEYS - BASEBALL COMPLEX AND MEDEMA	02/22/2024	31246	100-20-5525-3-36	565.50	565.50
Total BEAVER DAM LOCK & SECURITY:						1,345.50
BROWN CAB SERVICE INC						
BROWN CAB SERVICE INC	JAN 2024 TAXI SERVICES	02/22/2024	4413	501-10-5154-3-38	11,693.16	11,693.16
Total BROWN CAB SERVICE INC:						11,693.16
BRZEZINSKI, BRAD						
BRZEZINSKI, BRAD	REIMBURSE MEALS - ALERT & ACTIVE THREAT CONF	02/29/2024	2-28-24	100-40-5212-3-37	114.00	114.00
Total BRZEZINSKI, BRAD:						114.00
BUREAU OF CORRECTIONAL ENTERPRISES						
BUREAU OF CORRECTIONAL ENTER	BUILDING SUPPLIES	02/22/2024	306-194551	100-70-5410-3-38	933.42	933.42
Total BUREAU OF CORRECTIONAL ENTERPRISES:						933.42
C.VERHAGE.PHOTO						
C.VERHAGE.PHOTO	NEW HIRE PHOTO - SCHELTER	02/22/2024	4421050	100-10-5143-3-38	45.00	45.00
Total C.VERHAGE.PHOTO:						45.00
CAREW CONCRETE & SUPPLY INC						
CAREW CONCRETE & SUPPLY INC	REPAIR GARAGE FLOOR DRAINS - CITY GARAGE	02/22/2024	1287455	100-70-5412-3-36	528.50	528.50
CAREW CONCRETE & SUPPLY INC	REPAIR GARAGE FLOOR DRAINS - CITY GARAGE	02/22/2024	1287537	100-70-5412-3-36	528.50	528.50
Total CAREW CONCRETE & SUPPLY INC:						1,057.00
CEDAR CORPORATION						
CEDAR CORPORATION	PROFESSIONAL SERVICES - SENIOR/COMM CENTER - THRU 2/17/24	02/29/2024	118859	400-20-5513-8-00	29,480.05	29,480.05
Total CEDAR CORPORATION:						29,480.05
CENTRAL CABLE CONTRACTORS INC						
CENTRAL CABLE CONTRACTORS IN	CDL TEST - ERIC TERBEEST	02/22/2024	02142024	100-70-5412-3-38	150.00	150.00
Total CENTRAL CABLE CONTRACTORS INC:						150.00
CHARTER COMMUNICATIONS						
CHARTER COMMUNICATIONS	SENIOR CENTER - TV, INTERNET	02/14/2024	16011-FEB24	100-20-5513-3-38	178.82	178.82
CHARTER COMMUNICATIONS	ACCT# 171153401 - PD - INTERNET - SERVS 2-1-24 TO 2-29-24	02/22/2024	171153401020	100-40-5211-3-38	490.00	490.00
CHARTER COMMUNICATIONS	AQUATIC CENTER	02/22/2024	171154201-FE	100-20-5523-3-38	114.97	114.97
CHARTER COMMUNICATIONS	ACCT# 171154501 - PD - INTERNET - SERVS 2-1-24 TO 2-29-24	02/22/2024	171154501020	100-40-5211-3-38	68.37	68.37
CHARTER COMMUNICATIONS	GARAGE - TV, INTERNET	02/22/2024	171154001-FE	100-70-5412-3-38	202.88	202.88
CHARTER COMMUNICATIONS	CITY HALL - INTERNET	02/22/2024	171156301-FE	100-10-5197-3-31	149.98	149.98

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
CHARTER COMMUNICATIONS	MUSEUM - INTERNET - BILLED/PD BY HISTORICAL SOCIETY	02/22/2024	84621-FEB24	100-13850	99.99	99.99
Total CHARTER COMMUNICATIONS:						1,305.01
CHRIST APPRAISAL SERVICE INC	LAND APPRAISAL - 239 GATEWAY DRIVE	02/29/2024	240065	700-10-5192-8-00	500.00	500.00
Total CHRIST APPRAISAL SERVICE INC:						500.00
CREXENDO	SENIOR CENTER PHONE CHARGES - FEB 2024	02/28/2024	FEB2024	100-20-5513-3-31	456.47	456.47
Total CREXENDO:						456.47
DCELEA	2023 DODGE CO LE AWARDS BANQUET	02/22/2024	2-20-24	100-40-5211-3-38	180.00	180.00
Total DCELEA:						180.00
DEVRIES WELDING LLC	LIGHT BRACKET ON NEW MOWER #159-24	02/22/2024	02380	410-70-5412-4-00	84.00	84.00
DEVRIES WELDING LLC	DECORATION BRACKET FOR GOOSE ON LIGHT POLE - ICE FEST	02/22/2024	02383	100-10-5534-3-36	21.00	21.00
DEVRIES WELDING LLC	REPAIR PALLET FORK EXTENSIONS	02/29/2024	02396	100-70-5411-3-36	550.00	550.00
Total DEVRIES WELDING LLC:						655.00
DODGE COUNTY TREASURER	FEBRUARY SETTLEMENT - 2023	02/20/2024	2-20-24	202-24310	352,673.82	352,673.82
Total DODGE COUNTY TREASURER:						352,673.82
DUMKE, GRAHAM	CLOTHING ALLOWANCE - DUMKE	02/22/2024	111-0569227-7	100-12634	32.99	32.99
DUMKE, GRAHAM	CLOTHING ALLOWANCE - DUMKE	02/22/2024	111-5983431-0	100-12634	72.99	72.99
DUMKE, GRAHAM	CLOTHING ALLOWANCE - DUMKE	02/22/2024	111-8140467-1	100-12634	28.99	28.99
Total DUMKE, GRAHAM:						134.97
FIRE SAFETY USA INC	TRAFFIC CONTROL WANDS	02/29/2024	182584	100-50-5232-3-38	167.27	167.27
Total FIRE SAFETY USA INC:						167.27
FOND DU LAC COUNTY	SALT BRINE MIX	02/29/2024	24610025	100-70-5435-3-36	1,121.51	1,121.51
FOND DU LAC COUNTY	SALT	02/29/2024	24610025-1	100-70-5435-3-36	16,167.65	16,167.65
Total FOND DU LAC COUNTY:						17,289.16
FOND DU LAC COUNTY TREASURER	FEBRUARY SETTLEMENT 2023	02/14/2024	2-14-24	202-24310	515,006.53	515,006.53
Total FOND DU LAC COUNTY TREASURER:						515,006.53

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
FOX VALLEY TECHNICAL COLLEGE						
FOX VALLEY TECHNICAL COLLEGE	LE ACADEMY UNIFORM, STUDENT ACCIDENT INSURANCE - DAX ROBERTS	02/22/2024	TPB00008812	100-40-5211-3-38	104.50	104.50
Total FOX VALLEY TECHNICAL COLLEGE:						104.50
GENCOMM						
GENCOMM	2 WAY RADIO REPAIR - DPW OFFICE	02/22/2024	329185	100-70-5411-3-36	165.00	165.00
Total GENCOMM:						165.00
GFL ENVIRONMENTAL						
GFL ENVIRONMENTAL	RECYCLING FUEL SURCHARGE CREDIT - FEB 2024	02/29/2024	U9000018278	420-70-5436-3-38	45,950.47	45,950.47
Total GFL ENVIRONMENTAL:						45,950.47
H & R SAFETY SOLUTIONS LLC						
H & R SAFETY SOLUTIONS LLC	TRAFFIC SAFETY VESTS	02/29/2024	8465	100-50-5232-3-38	195.00	195.00
Total H & R SAFETY SOLUTIONS LLC:						195.00
HALRON LUBRICANTS INC						
HALRON LUBRICANTS INC	GREASE, WINDSHIELD WASH	02/22/2024	1486236-00	100-70-5411-3-36	701.47	701.47
HALRON LUBRICANTS INC	BULK OIL	02/22/2024	1486376-00	100-70-5411-3-36	1,537.80	1,537.80
HALRON LUBRICANTS INC	CREDIT - RETURN OIL DRUMS	02/22/2024	1487237-00	100-70-5411-3-36	40.00-	40.00-
Total HALRON LUBRICANTS INC:						2,199.27
HALVERSON, ANDREW						
HALVERSON, ANDREW	MEAL REIMBURSEMENT - FDL LEGAL UPDATE	02/22/2024	01112024	100-40-5212-3-37	13.00	13.00
Total HALVERSON, ANDREW:						13.00
HAMMES FIRE & SAFETY						
HAMMES FIRE & SAFETY	FD EXTINGUISHER SERVICE CALL/RECHARGE	02/22/2024	41651	100-50-5232-3-36	249.00	249.00
Total HAMMES FIRE & SAFETY:						249.00
HERITAGE RIDGE TRAVEL PLAZA						
HERITAGE RIDGE TRAVEL PLAZA	FD - FUEL	02/22/2024	29275	100-50-5232-3-38	51.49	51.49
HERITAGE RIDGE TRAVEL PLAZA	FD - FUEL	02/22/2024	29276	100-50-5232-3-38	76.32	76.32
HERITAGE RIDGE TRAVEL PLAZA	FD - FUEL	02/22/2024	29376	100-50-5232-3-38	28.33	28.33
HERITAGE RIDGE TRAVEL PLAZA	DPW FUEL - 12-18 SWEEPER	02/29/2024	29315	700-10-5191-3-38	129.67	129.67
Total HERITAGE RIDGE TRAVEL PLAZA:						285.81
INSIGHT FS						
INSIGHT FS	WEED SPRAY	02/29/2024	57042581	100-70-5613-3-38	5,177.90	5,177.90
Total INSIGHT FS:						5,177.90
JEFFERSON FIRE & SAFETY INC						
JEFFERSON FIRE & SAFETY INC	REPLACE DAMAGED 4-GAS METER CASE	02/29/2024	IN311738	100-50-5232-3-36	130.21	130.21

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
Total JEFFERSON FIRE & SAFETY INC:						130.21
JOHN FABICK TRACTOR CO						
JOHN FABICK TRACTOR CO	SERVICE CHIPPER #165-07	02/22/2024	PIMK0311266	100-70-5411-3-36	22.24	22.24
JOHN FABICK TRACTOR CO	COOLANT LEAK #101-88	02/22/2024	PIMK0311899	100-70-5411-3-36	15.39	15.39
Total JOHN FABICK TRACTOR CO:						37.63
KARTECHNER BROTHERS LLC						
KARTECHNER BROTHERS LLC	PATCHES FOR STORMSEWER REPAIRS	02/29/2024	3228	700-10-5192-3-36	4,598.50	4,598.50
Total KARTECHNER BROTHERS LLC:						4,598.50
KIMBALL MIDWEST						
KIMBALL MIDWEST	SHOP SUPPLIES	02/22/2024	101909961	100-70-5411-3-36	1,477.09	1,477.09
Total KIMBALL MIDWEST:						1,477.09
KWIK TRIP STORES						
KWIK TRIP STORES	DPW MONTHLY FUEL PURCHASES - JAN 2024	02/28/2024	DPW-JAN24	100-70-5411-3-38	9,779.59	9,779.59
KWIK TRIP STORES	FIRE DEPT MONTHLY FUEL - JAN 2024	02/28/2024	FD-JAN24	100-50-5232-3-38	330.37	330.37
KWIK TRIP STORES	POLICE DEPT MONTHLY FUEL - JAN 2024	02/28/2024	PD-JAN24	100-40-5212-3-38	2,268.18	2,268.18
Total KWIK TRIP STORES:						12,378.14
LAPPEN SECURITY PRODUCTS						
LAPPEN SECURITY PRODUCTS	REPLACE AND SYNC HORN STROBES - CITY HALL	02/29/2024	LSPQ50249	100-70-5410-3-36	3,069.49	3,069.49
Total LAPPEN SECURITY PRODUCTS:						3,069.49
MACQUEEN EQUIPMENT						
MACQUEEN EQUIPMENT	SHEAR BOLTS FOR BLOWER #103-22	02/22/2024	P32547	100-70-5411-3-36	137.84	137.84
MACQUEEN EQUIPMENT	REPLACE HOSE FLANGE #156-10	02/29/2024	P32791	700-10-5193-3-36	545.59	545.59
Total MACQUEEN EQUIPMENT:						683.43
MARCO TECHNOLOGIES LLC						
MARCO TECHNOLOGIES LLC	KONICA MINOLTA C3001 COPIER - CONTRACT 2/1/24 TO 3/1/24, COLOR COPY OVERAGE	02/22/2024	522059625	100-40-5211-3-38	179.32	179.32
MARCO TECHNOLOGIES LLC	TONER - TRISTA'S LARGE SCANNER/COPIER	02/29/2024	INV12203821	100-70-5420-3-36	236.07	236.07
Total MARCO TECHNOLOGIES LLC:						415.39
MENARDS - BEAVER DAM						
MENARDS - BEAVER DAM	REPAIR GARAGE FLOOR DRAINS	02/22/2024	49410	100-70-5412-3-36	729.43	729.43
MENARDS - BEAVER DAM	LIBRARY - INSTALL BACKER BOARDS ON BOOK SHELVES	02/22/2024	49580	100-70-5410-3-36	144.27	144.27
MENARDS - BEAVER DAM	REPLACE BREAKER PANEL ON STAGE AT CITY HALL	02/22/2024	49981	100-70-5410-3-36	122.97	122.97
MENARDS - BEAVER DAM	REPLACE BREAKER PANEL ON STAGE AT CITY HALL	02/29/2024	50041	100-70-5410-3-36	407.31	407.31
Total MENARDS - BEAVER DAM:						1,403.98

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
MORAINÉ PARK TECHNICAL COLLEGE						
MORAINÉ PARK TECHNICAL COLLEGE	FEBRUARY SETTLEMENT 2023 - FDL	02/14/2024	2-14-24	202-24620	122,082.53	122,082.53
Total MORAINÉ PARK TECHNICAL COLLEGE:						122,082.53
MSA PROFESSIONAL SERVICES INC						
MSA PROFESSIONAL SERVICES INC	GENERAL ENGINEERING SWMP REVIEWS	02/22/2024	1360	700-10-5192-3-38	4,984.00	4,984.00
Total MSA PROFESSIONAL SERVICES INC:						4,984.00
NEENAH FOUNDRY COMPANY						
NEENAH FOUNDRY COMPANY	REPLACE GRATE MA-I195	02/22/2024	142000	700-10-5192-3-36	997.28	997.28
Total NEENAH FOUNDRY COMPANY:						997.28
NIELSON COMMUNICATIONS INC						
NIELSON COMMUNICATIONS INC	NYLON CASE	02/29/2024	AR32207	100-50-5232-3-38	27.50	27.50
Total NIELSON COMMUNICATIONS INC:						27.50
O'REILLY AUTOMOTIVE INC						
O'REILLY AUTOMOTIVE INC	SERVICE CHIPPER #165-07	02/22/2024	2391-131285	100-70-5411-3-36	110.35	110.35
O'REILLY AUTOMOTIVE INC	FUEL ADDITION	02/22/2024	2391-131813	100-70-5411-3-36	124.08	124.08
O'REILLY AUTOMOTIVE INC	SERVICE #101-88	02/29/2024	2391-131869	100-70-5411-3-36	82.42	82.42
O'REILLY AUTOMOTIVE INC	REPLACE BELT #34-09	02/29/2024	2391-132146	100-70-5411-3-36	32.09	32.09
Total O'REILLY AUTOMOTIVE INC:						348.94
PETERSEN, JENNIFER						
PETERSEN, JENNIFER	MILEAGE - FDL - DROP OFF TAX PAYMENTS	02/22/2024	2-12-24	100-10-5141-3-37	49.58	49.58
PETERSEN, JENNIFER	MILEAGE - FDL - DROP OFF TAX SETTLEMENTS	02/22/2024	2-21-24	100-10-5141-3-37	26.80	26.80
Total PETERSEN, JENNIFER:						76.38
PETTY CASH-CITY HALL						
PETTY CASH-CITY HALL	PETTY CASH START UP FUNDS FOR CITY/UTILITY CASH DRAWER	02/14/2024	2-14-24	100-10-5256-3-38	100.00	100.00
PETTY CASH-CITY HALL	MENARDS - MUSEUM SUPPLIES	02/22/2024	2-21-24	100-70-5410-3-36	38.26	38.26
Total PETTY CASH-CITY HALL:						138.26
PIGGLY WIGGLY DISCOUNT FOODS						
PIGGLY WIGGLY DISCOUNT FOODS	SENIOR CENTER NEW YEARS EVE PARTY	02/22/2024	2-20-24	100-20-5513-3-38	20.76	20.76
PIGGLY WIGGLY DISCOUNT FOODS	POLICE CHIEF RASCH CEREMONY	02/22/2024	9941	100-40-5211-3-38	41.91	41.91
PIGGLY WIGGLY DISCOUNT FOODS	SUPPLIES - GARAGE	02/22/2024	0857	100-70-5410-3-38	85.11	85.11
PIGGLY WIGGLY DISCOUNT FOODS	WATER FOR REHAB - FD	02/29/2024	9105	100-50-5232-3-38	13.38	13.38
PIGGLY WIGGLY DISCOUNT FOODS	PD - CHIEF SWEAR-IN	02/29/2024	0967	100-40-5211-3-38	137.36	137.36
Total PIGGLY WIGGLY DISCOUNT FOODS:						298.52
PITNEY BOWES GLOBAL FINANCIAL SERVICES						
PITNEY BOWES GLOBAL FINANCIAL	RED INK CARTRIDGE FOR POSTMETER	02/22/2024	1024757001	100-40-5211-3-33	91.29	91.29
PITNEY BOWES GLOBAL FINANCIAL	LEASE FOR MAIL MACHINE - CITY HALL 12/30/23 TO 2/9/24	02/22/2024	3318712381	100-40-5211-3-33	171.60	171.60
PITNEY BOWES GLOBAL FINANCIAL	LEASE FOR MAIL MACHINE - CITY HALL 12/30/23 TO 3/29/24	02/28/2024	3318707566	100-10-5141-3-36	521.52	521.52

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
Total PITNEY BOWES GLOBAL FINANCIAL SERVICES:						784.41
PROS 4 TECHNOLOGY INC						
PROS 4 TECHNOLOGY INC	ZYXEL PORT SWITCH DPW	02/22/2024	47111	100-10-5197-3-38	370.00	370.00
Total PROS 4 TECHNOLOGY INC:						370.00
PUBLIC ADMINISTRATION ASSOCIATES						
PUBLIC ADMINISTRATION ASSOCIAT	FIRE AND EMS STUDY	02/29/2024	C-22-24	100-50-5231-3-38	9,968.00	9,968.00
Total PUBLIC ADMINISTRATION ASSOCIATES:						9,968.00
ROCK RIVER STORMWATER GROUP						
ROCK RIVER STORMWATER GROUP	2024 STORMWATER MEMBERSHIP DUES	02/22/2024	02092024	700-10-5192-3-38	5,000.00	5,000.00
Total ROCK RIVER STORMWATER GROUP:						5,000.00
SAFETY KLEEN						
SAFETY KLEEN	RECYCLE ANTIFREEZE	02/29/2024	93886893	100-70-5411-3-36	250.00	250.00
Total SAFETY KLEEN:						250.00
SCHOOL DISTRICT OF WAUPUN						
SCHOOL DISTRICT OF WAUPUN	FEBRUARY SETTLEMENT - 2023 - FDL	02/14/2024	2-14-24	202-24610	1,480,238.95	1,480,238.95
Total SCHOOL DISTRICT OF WAUPUN:						1,480,238.95
SCULPTURES EAU CLAIRE INC						
SCULPTURES EAU CLAIRE INC	THREE YR (2024-2026) LEASE PROGRAM CONSULTATION FEE	02/29/2024	1027	430-70-5436-3-38	4,500.00	4,500.00
Total SCULPTURES EAU CLAIRE INC:						4,500.00
SHERWIN WILLIAMS						
SHERWIN WILLIAMS	PAINT - POLICE DEPARTMENT	02/22/2024	1265-3	100-70-5410-3-36	66.16	66.16
SHERWIN WILLIAMS	PAINT - POLICE DEPARTMENT SOFT INTERVIEW ROOM	02/22/2024	5545-5	100-70-5410-3-36	70.33	70.33
Total SHERWIN WILLIAMS:						136.49
SHRED-IT						
SHRED-IT	DESTRUCTION OF RECORDS - JANUARY 2024	02/22/2024	8006092898	100-40-5211-3-38	71.70	71.70
Total SHRED-IT:						71.70
SILICA APPLIANCE & ELECTRONICS						
SILICA APPLIANCE & ELECTRONICS	REFRIDGERATOR/RANGE CORD/ELECTRIC RANGE	02/29/2024	B00002246	100-20-5511-3-38	1,645.50	1,645.50
Total SILICA APPLIANCE & ELECTRONICS:						1,645.50
SMA CONSTRUCTION SERVICES						
SMA CONSTRUCTION SERVICES	SENIOR/COMMUNITY CENTER PAYMENT #3	02/22/2024	COMMUNITY	400-20-5513-8-00	211,327.50	211,327.50
Total SMA CONSTRUCTION SERVICES:						211,327.50

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
SSM HEALTH AT WORK						
SSM HEALTH AT WORK	RANDOM DRUG SCREEN - 11PARTICIPANTS	02/22/2024	41752	100-70-5412-3-38	125.00	125.00
Total SSM HEALTH AT WORK:						125.00
STOBB PLUMBING & HEATING INC						
STOBB PLUMBING & HEATING INC	REPAIR OLD SHOP AREA	02/22/2024	15426	100-70-5410-3-36	40.00	40.00
STOBB PLUMBING & HEATING INC	FURNACE FILTERS - CITY GARAGE	02/29/2024	15463	100-70-5412-3-36	1,153.80	1,153.80
Total STOBB PLUMBING & HEATING INC:						1,193.80
SULLIVAN, TED						
SULLIVAN, TED	CLOTHING ALLOWANCE - SULLIVAN	02/29/2024	2-28-24	100-12634	89.69	89.69
Total SULLIVAN, TED:						89.69
TERBEEST, ERIC						
TERBEEST, ERIC	CDL LICENSE	02/22/2024	2-20-24	100-70-5412-3-38	71.40	71.40
Total TERBEEST, ERIC:						71.40
TITAN PUBLIC SAFETY SOLUTIONS LLC						
TITAN PUBLIC SAFETY SOLUTIONS L	TIPSS COURTS - ANNUAL SUPPORT	02/22/2024	5797	100-40-5211-3-38	836.00	836.00
Total TITAN PUBLIC SAFETY SOLUTIONS LLC:						836.00
TOP PACK DEFENSE LLC						
TOP PACK DEFENSE LLC	CLOTHING ALLOWANCE - EFFERT	02/29/2024	12606	100-12634	1,255.61	1,255.61
TOP PACK DEFENSE LLC	CLOTHING ALLOWANCE - HALVERSON - L/S SHIRT	02/29/2024	12700	100-12634	69.99	69.99
Total TOP PACK DEFENSE LLC:						1,325.60
TRIPLE CROWN PRODUCTS						
TRIPLE CROWN PRODUCTS	SAFETY CLOTHING	02/29/2024	344969	100-70-5412-3-38	437.62	437.62
Total TRIPLE CROWN PRODUCTS:						437.62
TRU CLEANERS LLC						
TRU CLEANERS LLC	WAUPUN LIBRARY - SPOT CLEAN CARPET	02/22/2024	CW070223-2	100-70-5410-3-38	90.00	90.00
Total TRU CLEANERS LLC:						90.00
TRUCK COUNTRY						
TRUCK COUNTRY	REPLACE BAD LATCH #8-20	02/29/2024	X202783136:0	100-70-5411-3-36	11.31	11.31
Total TRUCK COUNTRY:						11.31
TRUE NORTH CONSULTANTS						
TRUE NORTH CONSULTANTS	PHASE 2 - VANDE HOLSTEIN LLC PROPERTY	02/29/2024	INV5166	404-10-5711-3-38	1,475.00	1,475.00
Total TRUE NORTH CONSULTANTS:						1,475.00
UNIFORM SHOPPE						
UNIFORM SHOPPE	CLOTHING ALLOWANCE - RASCH	02/22/2024	342370	100-12634	37.90	37.90

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
Total UNIFORM SHOPPE:						37.90
VANBUREN, KELLEY						
VANBUREN, KELLEY	EMT EXPENSES - DRUG & ALCOHOL TESTING - HOFFMANN	02/29/2024	2-27-24/2	100-50-5230-3-38	64.69	64.69
VANBUREN, KELLEY	EMT EXPENSES - UNIFORMS	02/29/2024	2-27-24/3	100-50-5230-3-38	63.30	63.30
VANBUREN, KELLEY	EMT EXPENSES - TEXT BOOKS	02/29/2024	2-27-24/4	100-50-5230-3-38	342.53	342.53
VANBUREN, KELLEY	WEMSA CONF - EXPO PASS	02/29/2024	2-27-24/1	100-50-5230-3-37	30.00	30.00
Total VANBUREN, KELLEY:						500.52
VON BRIESEN & ROPER, S.C.						
VON BRIESEN & ROPER, S.C.	005504-00002 GENERAL - JAN 2024	02/22/2024	449415	100-10-5194-3-38	1,173.00	1,173.00
VON BRIESEN & ROPER, S.C.	5504-00033 PERSONNEL-JAN 2024	02/22/2024	449416	100-10-5143-3-38	45.85	45.85
Total VON BRIESEN & ROPER, S.C.:						1,218.85
WARRIOR FABRICATION						
WARRIOR FABRICATION	NEW MOWER NUMBERS	02/29/2024	00010012	410-70-5412-4-00	8.00	8.00
Total WARRIOR FABRICATION:						8.00
WAUPUN UTILITIES						
WAUPUN UTILITIES	MONTHLY UTILITY CHARGES	02/22/2024	JAN2024	100-50-5251-3-32	23,623.34	23,623.34
WAUPUN UTILITIES	2022 CVMIC WC DIVIDEND	02/22/2024	1292024	100-10-5196-3-38	4,643.92	4,643.92
WAUPUN UTILITIES	VERIZON CHARGES - DPW I-PADS - FEBRUARY 2024	02/29/2024	6072	100-70-5420-3-31	62.31	62.31
Total WAUPUN UTILITIES:						28,329.57
WELLS FARGO PAYMENT REMITT						
WELLS FARGO PAYMENT REMITT	DOMINOS - DPW LUNCH - SNOW STORM	02/28/2024	ANGIE-DEC23	100-70-5412-3-38	687.51	687.51
WELLS FARGO PAYMENT REMITT	AMAZON - REPLACE IAR COMPUTER	02/28/2024	BJ-DEC23/JA	100-50-5231-3-36	155.87	155.87
WELLS FARGO PAYMENT REMITT	SPECTRUM BILL - LIBRARY - 1/4/24-2/3/24	02/28/2024	BRET-JAN24	210-60-5511-3-31	179.97	179.97
WELLS FARGO PAYMENT REMITT	MIDWEST DRIVER TRAINING - ELDT CLASS A OR B ONLINE - TERBEEST	02/28/2024	JEFF-DEC23/	100-70-5411-3-37	272.10	272.10
WELLS FARGO PAYMENT REMITT	WELLS FARGO CASH BACK CREDIT	02/28/2024	JEREMY-DEC	400-48-4813-0-00	15.81-	15.81-
WELLS FARGO PAYMENT REMITT	FBI LEEDA - WILLIAMS MEMBERSHIP	02/28/2024	JEREMY-JAN	100-40-5215-3-37	2,086.57	2,086.57
WELLS FARGO PAYMENT REMITT	ENVISION GREATER FDL - REELS 101 REGISTRATION	02/28/2024	KATHY-DEC2	100-80-5670-3-37	139.99	139.99
WELLS FARGO PAYMENT REMITT	BARGAINS GALORE - SLEDS	02/28/2024	RACHEL-DEC	100-20-5513-3-37	110.13	110.13
Total WELLS FARGO PAYMENT REMITT:						3,616.33
WI ASSOCIATION OF SENIOR CENTERS						
WI ASSOCIATION OF SENIOR CENTE	SENIOR CENTER MEMEBERSHIP/2023 WASC FALL TRAINING - RE-ISSUE	02/22/2024	1-REISSUE	100-20-5513-3-37	125.00	125.00
Total WI ASSOCIATION OF SENIOR CENTERS:						125.00
WI BUILDING SUPPLY						
WI BUILDING SUPPLY	CEDAR/HEM FIR - PICNIC TABLE REPAIRS	02/22/2024	3547053	100-20-5525-3-36	443.04	443.04
Total WI BUILDING SUPPLY:						443.04

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
WI DEPART OF TRANSPORTATION						
WI DEPART OF TRANSPORTATION	WATERTOWN ST. PRELIMINARY ENGINEERING	02/22/2024	395-00003399	100-70-5420-3-38	1,406.76	1,406.76
Total WI DEPART OF TRANSPORTATION:						1,406.76
XYLEM INC						
XYLEM INC	LIFT STATION - W. SPRING ST.	02/29/2024	3556D11706	700-10-5192-3-36	780.00	780.00
Total XYLEM INC:						780.00
Grand Totals:						2,968,380.96

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
001-11000	.00	.00	.00
100-10-5141-3-36	521.52	.00	521.52
100-10-5141-3-37	76.38	.00	76.38
100-10-5141-3-38	616.14	.00	616.14
100-10-5143-3-38	90.85	.00	90.85
100-10-5194-3-38	1,173.00	.00	1,173.00
100-10-5196-3-38	4,643.92	.00	4,643.92
100-10-5197-3-31	486.46	.00	486.46
100-10-5197-3-38	370.00	.00	370.00
100-10-5256-3-38	239.99	.00	239.99
100-10-5534-3-36	21.00	.00	21.00
100-12634	1,588.16	.00	1,588.16
100-13850	149.53	.00	149.53
100-20-5511-3-38	1,645.50	.00	1,645.50
100-20-5512-3-32	98.56	.00	98.56
100-20-5513-3-31	24.04	.00	24.04
100-20-5513-3-32	621.59	.00	621.59
100-20-5513-3-37	154.50	.00	154.50
100-20-5513-3-38	280.21	.00	280.21
100-20-5523-3-32	902.11	.00	902.11
100-20-5523-3-36	205.98	.00	205.98
100-20-5523-3-38	114.97	.00	114.97
100-20-5525-3-32	1,982.14	.00	1,982.14
100-20-5525-3-36	5,628.94	.00	5,628.94
100-20-5525-3-38	451.15	.00	451.15
100-21100	43.20	106,039.09-	105,995.89-
100-30-5152-3-38	3,200.13	.00	3,200.13
100-40-5211-3-30	159.94	.00	159.94
100-40-5211-3-31	965.02	.00	965.02
100-40-5211-3-32	868.44	.00	868.44
100-40-5211-3-33	262.89	.00	262.89
100-40-5211-3-38	2,213.03	.00	2,213.03
100-40-5212-3-37	127.00	.00	127.00
100-40-5212-3-38	2,403.18	3.20-	2,399.98
100-40-5213-3-38	47.18	.00	47.18
100-40-5215-3-37	100.00	.00	100.00
100-50-5230-3-37	30.00	.00	30.00
100-50-5230-3-38	579.21	.00	579.21
100-50-5231-3-30	17.14	.00	17.14

GL Account	Debit	Credit	Proof
100-50-5231-3-32	488.50	.00	488.50
100-50-5231-3-36	131.99	.00	131.99
100-50-5231-3-38	9,991.88	.00	9,991.88
100-50-5232-3-36	465.18	.00	465.18
100-50-5232-3-38	889.66	.00	889.66
100-50-5251-3-32	16.00	.00	16.00
100-70-5410-3-32	6,090.55	.00	6,090.55
100-70-5410-3-36	3,961.35	.00	3,961.35
100-70-5410-3-38	1,108.53	.00	1,108.53
100-70-5411-3-36	5,661.29	40.00-	5,621.29
100-70-5411-3-37	200.00	.00	200.00
100-70-5411-3-38	5,935.44	.00	5,935.44
100-70-5412-3-31	95.95	.00	95.95
100-70-5412-3-32	1,139.75	.00	1,139.75
100-70-5412-3-36	2,999.56	.00	2,999.56
100-70-5412-3-38	1,095.41	.00	1,095.41
100-70-5420-3-31	62.31	.00	62.31
100-70-5420-3-36	236.07	.00	236.07
100-70-5420-3-38	3,658.26	.00	3,658.26
100-70-5435-3-36	17,289.16	.00	17,289.16
100-70-5441-3-32	231.89	.00	231.89
100-70-5442-3-32	9,855.92	.00	9,855.92
100-70-5613-3-38	1,337.50	.00	1,337.50
100-80-5670-3-37	20.00	.00	20.00
100-80-5670-3-38	17.14	.00	17.14
202-21100	.00	2,470,001.83-	2,470,001.83-
202-24310	867,680.35	.00	867,680.35
202-24610	1,480,238.95	.00	1,480,238.95
202-24620	122,082.53	.00	122,082.53
210-21100	.00	1,475.75-	1,475.75-
210-60-5511-3-31	179.97	.00	179.97
210-60-5511-3-32	1,295.78	.00	1,295.78
400-20-5513-8-00	240,807.55	.00	240,807.55
400-21100	15.81	240,807.55-	240,791.74-
400-48-4813-0-00	.00	15.81-	15.81-
404-10-5711-3-38	1,475.00	.00	1,475.00
404-21100	.00	1,475.00-	1,475.00-
410-21100	.00	67,303.04-	67,303.04-
410-40-5211-4-00	1,823.04	.00	1,823.04
410-70-5412-4-00	65,480.00	.00	65,480.00
420-21100	196.93	12,531.78-	12,334.85-
420-70-5436-3-38	12,531.78	196.93-	12,334.85
425-21100	740.83	34,373.59-	33,632.76-
425-70-5476-3-38	34,373.59	740.83-	33,632.76
430-21100	.00	4,500.00-	4,500.00-
430-70-5436-3-38	4,500.00	.00	4,500.00
501-10-5154-3-38	11,710.30	.00	11,710.30
501-21100	.00	11,710.30-	11,710.30-
700-10-5191-3-38	129.67	.00	129.67
700-10-5192-3-32	32.11	.00	32.11
700-10-5192-3-36	6,375.78	.00	6,375.78
700-10-5192-3-38	11,576.65	.00	11,576.65
700-10-5192-8-00	500.00	.00	500.00
700-10-5193-3-36	545.59	.00	545.59
700-21100	.00	19,159.80-	19,159.80-
Grand Totals:	2,970,374.50	2,970,374.50-	.00

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Report type: Invoice detail

Check.Type = "Calculated"

Invoice.Batch = "021424","22024","022724","030524","A"



MINUTES
CITY OF WAUPUN PLAN COMMISSION MEETING
Waupun City Hall – 201 E. Main Street, Waupun WI
Wednesday, December 20, 2023 at 4:30 PM

CALL TO ORDER

Chairman Bishop called the Wednesday, December 20, 2023, Waupun Plan Commission meeting to order at 4:30pm.

ROLL CALL

Commission Members In-Person: Chairman Bishop, Mike Matoushek, Public Works Director Daane, Jill Vanderkin, Elton Terbeest, Jerry Medema, Jason Whitford

Commission Members Virtual: None

Commission Members Absent/Excused: Ex-Officio Brooks

City Staff In-Person: City Clerk Hull

City Staff Virtual: None

Audience In-Person: None

Audience Virtual: Jesse Ruegsegger of Insights FS, Craig Rasmussen

PERSONS WISHING TO ADDRESS THE PLAN COMMISSION

No Person's from the audience appeared before the Waupun Plan Commission

FUTURE MEETINGS AND GATHERING INVOLVING THE PLAN COMMISSION

The next regularly scheduled meeting of the Waupun Plan Commission is scheduled for Wednesday, January 17, 2024, at 4:30pm in the City Hall Council Chambers.

CONSIDERATION - ACTION

1. Approve minutes of the September 20, 2023, meeting

Motion Matoushek, second Medema to approve the September 20, 2023, meeting minutes of the Waupun Plan Commission. Motion carried 7-0.

2. Site Plan Review - 1208 W Brown St - Insight FS

Jesse Ruegsegger of Insight FS is present. Insight FS is requesting a soybean load out bin to be located at their property, 1208 W Brown Street. A site plan is provided along with a photo of the bin. As this is under 50 ft tall, no variance is required. Building Inspector Leahy has reviewed the request and recommends approval.

Motion Whitford, second Terbeest to approve the Site Plan for 1208 W Brown Street, Waupun for Insight FS. Motion carried 7-0.

ADJOURNMENT

Motion Matoushek, second Daane to call the meeting adjourned at 4:32pm. Motion carried 7-0.



MINUTES—CITY OF WAUPUN BOARD OF PUBLIC WORKS & FACILITIES

Tuesday, 9-January-2024 – City Council Chambers

CALL TO ORDER

Chairman Peter Kaczmarki called the meeting to order at 4:31PM

ROLL CALL

Roll call was taken:

Alders—Peter Kaczmarki, Mike Matoushek, Kambria Ledesma

Citizens—Dale Heeringa, Dave Rens, Andrew Sullivan, Gregg Zonnefeld

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

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

Next meeting will be on Tuesday, February 13, 2024 at 4:30PM.

CONSIDERATION - ACTION

1. Approve minutes of the November 14, 2023 Board of Public Works & Facilities Meeting.
Minutes of the November 14, 2023 meeting were presented. Motion (Zonnefeld/Matoushek) to approve minutes as presented. **MOTION CARRIED (7-0)**
2. Wilson and Shaler Drive Extension Project
DPW Director Jeff Daane shared the current status of the Wilson and Shaler Drive extension. The first layer of blacktop is laid and speed limit sign has been added. Some savings may be realized, and negotiations are in process with hopes of remaining at our under the budget.
3. 2022 and 2023 Bayberry Lane Extension Project
DPW Director Daane summarized the project update on Bayberry Lane. Most of the fill that was left has been consumed by other projects. The second layer of blacktop will be needed after more development takes place. Project is wrapped up and came in \$15,972.55 under budget.
4. 2024 Projects Update
DPW Director Jeff Daane shared the current status of the budgeted projects for 2024. Bids are out on mill and overlay, with bid specs in finalization mode. Final plans for the Downtown Plaza should be in hand by the end of this week. Storm water grant applications are being explored for 2025, as our next pond project will be coming 2025. Progress on the Community Center is going very well – right on scheduled or even a bit ahead.
5. 2023 Project Overview
DPW Director Jeff Daane shared financial summaries from some major areas that the BPW oversees: Aquatic Center, Snow Removal, Mowing, Yard Waste, Sidewalk Replacement, and Storm Sewers. Budgeting looked to be sufficient with the exception of some costs to the Aquatic Center.

ADJOURNMENT

Motion (Matoushek/Heeringa) to adjourn the meeting of the BPW & Facilities at 4:52PM. **MOTION CARRIED (7-0).**

Respectfully submitted,

Gregg Zonnefeld, BPW Clerk



MINUTES
CITY OF WAUPUN BID COMMITTEE MEETING
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, January 16, 2024 at 7:00 AM

Chairperson Krista Bishop called the meeting to order at 7:00 am.

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

Motion Greenfield, second Matravvers to approve agenda as printed. Carried unanimously.

Motion Schulz, second Ruch to approve Minutes from December 19, 2023 BID meeting as presented. Carried unanimously.

Motion Schulz, second DeJager to approve the December 2023 financials as presented. Carried unanimously.

Schlieve reviews outstanding applications. Broken Threads application should complete by the end of the month. Gysber's Jewelry extended through March 2024. Schlieve notes that work is complete on Maedox Tax & Accounting and we are awaiting final invoice to make payment on the grant. Direction from the group was to provide notice to the business that the grant will expire on January 31, 2024 and that payment must be made prior to that date.

Madeline Gantner is presented online from Madeline Clothing Company, a business submitting an application for the new business attraction grant program. The business signed a year-long lease and will locate at 425 E Main St. Madeline is currently located in Brownsville and runs a high-end consignment shop. Administrator Schlieve notes that 425 E Main St needs considerable improvements. Both interior and exterior improvements are being presented today. Schlieve recommends awarding one of the two available grants to this business to support needed improvements with a target opening date on or before April 1, 2024. Motion DeJager, second Schulz to approve a business attraction grant for Madeline Clothing Company in the amount of \$2,100 for interior improvements to the space as outlined. Carried unanimously.

A grant application for exterior façade improvements is presented for 425 E Main St (Madeline Clothing Company). The project includes paint, façade brick work, lighting and signage. Motion Schultz, second Matravvers to approve a façade improvement grant in the amount of \$1, 178.73 as presented. Carried unanimously.

Report from UW Extension is included in with packet and Schlieve provides a brief overview of next steps. Students from WASD will present on the project at the upcoming Business Alliance Annual dinner on March 28 and introduce a Kick-Start process to being implementation planning of the project. Schlieve notes that this is an important part of capital improvement planning for Tax Increment District 3 whose expenditure period ends in 2027.

Raina Lyman is present and provides a Waupun Business Alliance Update, highlight upcoming small business workshops and the annual meeting planned for March 28, 2024.

Administrator Schlieve provides an update on the following items:

- 514 E Main sale closed last Friday. Hoya Hope House Brewing – a brewpub is beginning renovations in the space. The city remains pending on a WEDC CDI grant. Anticipate opening late summer.
- Schlieve notes that there is a lot of activity supporting relocation of several small businesses to downtown and credits BID for their small business attraction program is helping with that work.

- The City is working on defining sale terms of current senior center. New facility on schedule with an anticipated opening of October 2024.
- INCubator.edu – grant submitted yesterday in partnership with WASD. Curriculum will be implemented in fall of 2024. Seeking business mentors to work with teams of students.
- Design of food truck alley underway. Schlieve notes that the design is being finalized to include a digital kiosk, art installation, and mural in the space.
- Other priorities being worked on by city staff include housing, childcare and industrial park expansion.

Motion Greenfield, second Schulz to adjourn meeting at 7:30 a.m. Carried unanimously.



MINUTES
CITY OF WAUPUN CDA COMMITTEE MEETING
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, January 16, 2024 at 7:45 AM

Meeting called to order by Chairperson Mayor Bishop at 7:46 a.m.

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

Motion DeJager, second Kunz to approve minutes from December 19, 2023 CDA Meeting. Carried unanimously.

Motion Kunz, second VerHage to approve December 2023 CDA financials. Carried unanimously.

Madeline Gantner is presented online from Madeline Clothing Company, a business submitting a grant application for exterior façade improvements for 425 E Main St (Madeline Clothing Company). Madeline is locating in this building with the support of BID's new business attraction grant. The project includes paint, façade brick work, lighting and signage. Grand opening for the business is planned for March 21 through 23.

Administrator Schlieve presents that overall framework for creation of a revolving loan fund and indicates that a number of decisions will need to be made to finalize a program, including determining eligible expenditures, loan limits, interest rates, loan terms, etc. A recommendation is made by Schlieve to form an adhoc committee that works to define program guidelines for consideration by the full CDA board. Motion DeJager, second Vandenberg to have a mayoral appointed adhoc committee with at least one banker that meets to finalize program guidelines. Carried unanimously.

The Design Wisconsin report is included in draft form and members are asked to review and provide feedback to staff. Administrator Schlieve discussed next steps, indicating that students from WASD have been reengaged in the process and are going to present the work at the Business Alliance Annual dinner on March 28. A kick-start process will be introduced to increased community engagement at that meeting. Schlieve discusses importance of business owner involvement in project selection to plan for 2026 capital expenditures, which is the one of the final years of expenditure for TID 3.

Administrator Schlieve provides updates on the following items:

- 514 E Main sale closed last Friday. Hoya Hop House Brewing, a brewpub is beginning renovations in the space. The city is still pending award outcomes from WEDC CDI grant on the project. Owners anticipate opening late summer.
- Schlieve notes that there is a large amount of activity from businesses looking to locate in the downtown and space continues to be a challenge.
- Staff are working to define sale terms of current senior center. Construction of the new community/senior center facility is on schedule with an anticipated opening of October 2024. There is a general discussion about if the city should retain the building for the purpose of public restrooms in lieu of building seasonal restrooms in the downtown greenspace. Schlieve indicates that the economic development committee will take this feedback into consideration as they work to determine the future of the space.
- A grant to the Fond du Lac Area foundation was submitted in collaboration with WASD for INCubator.edu curriculum. Schlieve notes that this is an important part of building and strengthening the entrepreneurial ecosystem. Curriculum will be implemented in fall of 2024 and the school will be seeking business mentors from the community to work with teams of students.

- Schlieve notes that the design of food truck alley is underway and that the group is exploring the inclusion of a digital kiosk along with art installations in the space.
- Other priorities staff are working on include housing, childcare and industrial park expansion.

Motion DeJager, second Vandeberg to approve a façade improvement grant for Madeline Clothing Company at 425 E Main St in the amount of \$589.37 as presented. Carried unanimously.

Motion DeJager, second Vandeberg to adjourn meeting at 8:15 am. Carried unanimously.

Monday, January 22, 2024 – City Council Chambers

CALL TO ORDER:

Director of Parks and Recreation, Rachel Kaminski, called the meeting to order at 5:31pm

ROLL CALL:

Citizens: Doug Disch, Megan Williams, Wanda Nick, Lexi Zarn, and Bridget Winterhack
Alderman: Kambria Ledesma
Ex-officio: Recreations Director, Rachel Kaminski, and City Administrator, Kathy Schlieve
Approved absence – Mary Kay Gorst

CONSIDERATION – ACTION

1. Appointment of President of the Board of Parks and Recreation Commission
 - a. Nomination for Disch by Williams, roll call vote motion carries unanimously.
2. Appointment of Vice President of the Board of Parks and Recreation Commission
 - a. Nomination for Williams by Ledesma, roll call vote motion carries unanimously.
3. Appointment of Secretary of the Board of Parks and Recreation Commission
 - a. Nomination for Ledesma by Williams, roll call vote motion carries unanimously.
4. Establish Day of the Month and Time of Board of Park and Recreation Commission Meetings
 - a. Fourth Monday of the month at 5:30pm, motion carries unanimously.

PERSONS WISHING TO ADDRESS THE RECREATION BOARD:

None

DISCUSSION ITEMS

5. Board of Park and Recreation Commission Purpose and Responsibilities
 - a. Guided by pre-existing ordinance, supported by the Board of Public Works.
6. Update of Recreation Facilities and Programming
 - a. Director Kaminski discussed current programming and blueprints of the new facility, tenants, and parking. Emphasis on the abundance of space to accommodate intergenerational programming.
 - b. Administrator Schlieve discussed project budgeting. While the Community Center did go over the original budget, fundraising efforts have filled the gaps.
 - c. Parks Program took a new direction last year that will be continued in 2024. 2023 numbers showed 236 children registered for the program with expectations of more engagement in 2024.

FUTURE DISCUSSION ITEMS

7. Potential YMCA Dodge County Summer Camp Offering

8. Aquatic Center Fee Schedules

9. Software/Technology to support Community Center programming.

FUTURE MEETING OF BOARD OF PARK AND RECREATION COMMISSION

February 26th, 2024, 5:30pm – City Council Chambers

ADJOURNMENT

Motion to adjourn by Ledesma, seconded by Williams at 6:19pm. Motion carried unanimously.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Kambria Ledesma". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Kambria Ledesma, Secretary City of Waupun

**Minutes of a Regular Meeting of the
Waupun Utilities Commission
Monday, February 12, 2024**

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

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

Motion made by Siebers, seconded by Daane and unanimously carried, to approve minutes from January 8, 2024 meeting.

Motion by Daane, seconded by Homan and unanimously carried, bills for month of January 2024 approved as presented.

On motion by Westphal, seconded by Siebers and unanimously carried, year-to-date financial reports through December 2023 approved as presented by Finance Director Stanek. Electric operating income was \$435,088. Water operating income was \$752,501. Sewer operating income was \$804,981.

General Manager Brooks provided an update on call-ins due to outages, project updates and work completed. WU departments are beginning to utilize locating software called UtiliSync, which will allow for better management of locate tickets. Discussion held on winter event that caused power outage, tying up phone lines. WPPI and member utilities plan to implement Open Point in 2024, focusing on Outage Management, allowing more capabilities for outage reporting and customers to be better informed.

Treatment Facilities and Operations Superintendent Schramm reported on operations and updates with water/wastewater treatment facilities and routine preventative maintenance and work completed within distribution/collection system. Spectrum outage on February 1st caused monitoring and alarm issues at WWTF. Discussion held regarding communication options to increase future redundancy.

President Heeringa acknowledged visitor Jason Whitford, present via Zoom.

General Manager Brooks provided information to commission about Rural Economic Development Loan and Grant Programs available to local utility organizations, funded through the U.S. Department of Agriculture (USDA). Management will work to research additional information and learn more about the programs to assess if programs are a viable option for Waupun Utilities and our customers.

On motion by Homan, seconded by Siebers and unanimously carried, meeting adjourned at 5:17 p.m.

The next regular commission meeting will be held on March 11, 2024 at 4:00 p.m.

Jen Benson
Office & Customer Service Supervisor



MINUTES
POLICE & FIRE COMMISSION (PFC) MEETING
Waupun City Hall – 201 E. Main Street, Waupun
Monday, February 12, 2024 at 4:30pm

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

CALL TO ORDER

Meeting convened at 4:33pm by PFC President in the Waupun City Hall.

ROLL CALL

Present: John Bett (PFC Vice President), Bambi Buchholz (PFC Citizen), Teresa Heidemann (PFC Citizen), Bobbi Jo Kunz (Council Member-Ex Officio; joined at 4:42p), Tara Rhodes (PFC Citizen/Secretary), Mike Thurmer (PFC Citizen/President),

Member(s) absent (excused):

Guests: Kathy Schlieve (City Administrator), Debra Hettnick (Riseling Group), FDL County Sheriff Ryan Waldschmidt

Motion at 4:34pm to include guests (K. Schlieve and subject-matter-experts Sheriff R. Waldschmidt and D. Hettnick) in closed session was made by J. Bett, T. Heidemann second; all in favor, motion passed.

CLOSED SESSION

The Waupun Police and Fire Commission adjourned into closed session under Section 19.85 (1) (c) of the WI Statutes to interview a qualified candidate for employment for the Police Chief vacancy (candidate application, resume and cover letter provided).

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

Motion at 4:35pm to go into Closed Session was made by J. Bett, B. Buchholz second; all in favor, motion passed.

OPEN SESSION

The Waupun Police and Fire Commission reconvened in open session under Section 19.85(2) of the WI Statutes after at 7:38pm motion from J. Bett, T. Heidemann second; all in favor, motion passed.

ACTION FROM CLOSED SESSION

Sheriff R. Waldschmidt and D. Hettnick recommend the Waupun PFC extend offer for Waupun Chief position to candidate J. Rasch (both exited closed session at 7:13pm).

Motion at 7:39pm to extend offer for Waupun Chief position to candidate J. Rasch was made by J. Bett, B. Buchholz second; all in favor/unanimous, motion passed.

FUTURE MEETINGS AND GATHERING INVOLVING THE POLICE AND FIRE COMMISSION

The next Commission meeting is to-be-determined. The PFC meets quarterly, at minimum.

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

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

ADJOURNMENT

Motion at 7:40pm to adjourn meeting made by J. Bett, B. Buchholz second; all in favor, motion passed.

Respectfully submitted,
Tara Rhodes, Secretary



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

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE FOLLOWED BY A MOMENT OF SILENT MEDITATION

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

ROLL CALL

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

Council absent/excused:

Management in-person: Attorney VandeZande, Administrator Schlieve, Interim Chief Rasch, Asst. to the Fire Chief Beer, Finance Director Langenfeld, Recreation Director Kaminski, General Utility Manager Brooks, Public Works Director Daane

Management Virtual: City Clerk/Treasurer Hull

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

Audience in-person: Gregg Zonnefeld Central WI Christian Director of Advancement, Todd Snow Municipal Court Judge, Mark Buteyn Head of Central WI Christian; Jason Whitford, Jaedon Buchholz

Audience Virtual: Thomas Hubert and Eric Tesch of Trane Technology

PUBLIC HEARING

No public hearing is held.

PERSONS WISHING TO ADDRESS COUNCIL

1. Gregg Zonnefeld, Director of Advancement-Central WI Christian Update

Mark Buteyn, Head of Waupun Christian School, provides an update of school proceedings.

2. Todd Snow, Municipal Court Judge

Judge Snow discussion of truancy ordinance.

Jason Whitford comes before the Council providing his opinion on the purchasing policy and believes the City should purchase within the limits.

RESOLUTIONS AND ORDINANCES:

3. Resolution Authorizing 2023 Budget Amendments in a Series of Funds

Motion Matoushek, second Ledesma to approve Resolution 02-13-24-01 Authorizing 2023 Budget Amendments in a Series of Funds. Motion carried 6-0 on roll call.

4. Resolution Approving the Carry Forward of Unexpended 2023 Appropriations

A resolution for consideration is before the Council as unexpended appropriations as of December 31, 2023, in the amount of \$581,709, are requested to be carried forward to the 2024 budget year.

Motion Ledesma, second Siebers to approve Resolution 02-13-24-02 Approving the Carry Forward of Unexpended 2023 Appropriations. Motion carried 6-0 on roll call.

5. Ordinance to amend Ch.8.14 entitled Orderly Conduct-Sexting by Minors Restricted

At the July 11, 2023 Common Council meeting, Council directed the City Attorney to create/amend a City ordinance for future Council consideration, for the purpose of providing a definition and the violations of Sexting. Attorney VandeZande provides a draft ordinance for Council review.

Motion Matoushek, second Siebers to accept the first reading of the ordinance to amend Ch.8.14 entitled Orderly Conduct-Sexting by Minors Restricted. Motion carried 6-0 on roll call.

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

At the November 28, 2023 Common Council meeting, Council directed the City Attorney to create/amend a City ordinance for future Council consideration, for the purpose of providing a definition and the violations of trespassing.

At the January 30, 2024 Council meeting, the Council reviewed the proposed ordinance, drafted by Attorney VandeZande, and accepted the ordinance as a first reading.

The proposed ordinance is again before the Council for consideration of a second reading and/or adoption.

Motion Matoushek, second Ledesma to waive the second reading and adopt Ordinance 2024-002 to amend Ch.8.04(8) entitled Orderly Conduct-Trespass to Dwellings. Motion carried 6-0 on roll call.

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

7. 2024 Department of Public Works Equipment Rates

Motion Ledesma, second Siebers to adopt the 2024 Public Works Equipment rate. Motion carried 6-0 on roll call.

8. 2024 Asphalt Paving Contract Bid

The City of Waupun received three (3) bids for the 2024 Asphalt Paving Railroad Tracks contact: Northeast Asphalt \$146,495.60; Kartechner Brothers \$148,319, Tri-County Paving \$181,060.63. The Board of Public Works made recommendation to award the low bid \$146,495.60 from Northeast Asphalt for the 2024 Asphalt Paving Railroad Tracks contact.

Motion Kunz, second Matoushek to award the 2024 Asphalt Paving Railroad Tracks contract to Northeast Asphalt at The lowest bid of \$146,495.60. Motion carried 6-0 on roll call.

9. Community/Senior Center Door access and Security Camera systems

Motion Ledesma, seconded by Siebers to award the Community Center/Senior Center Door Access and Security Camera Systems Pros4 at the low bid of \$24,003.48 and a monthly charge of \$96 for cloud hosting. Motion carried 6-0 on roll call.

10. Heritage Museum Restoration (Tuck pointing and front Step repair)

Motion Ledesma, seconded by Kunz to award the Heritage Museum restoration project to Cedar Corporation, at the low bid of \$17,000. Motion carried 6-0 on roll call.

11. 2024 Chevrolet Silverado 1500 4WD Regular Cab

Kaczmarek informs the Council that the Board of Public Works reviewed the quotes received for a 2024 ½ ton pickup truck: Ewald \$39,017, Holiday \$39,908.60, Homan Auto \$39,911, and Napleton \$41,334.50. Homan Auto resubmitted their quote providing \$39,407 which complies with the City of Waupun Purchasing Policy. Board of Public Works made recommendation to Council to award the bid for the purchase of 2024 Chevrolet Silverado 1500 4WD Regular Cab to Homan Auto with the revised quote and to review the purchasing policy. Motion carried 6-0 on roll call.

CONSIDERATION - ACTION

12. 2023 City of Waupun Housing Fee Report

Motion Matoushek, second Siebers to approve the 2023 City of Waupun Housing Fee Report. Motion carried 6-0.

13. Letter of Intent with Trane Technologies

Motion Siebers, second Kunz to authorize the City Administrator (or designee) to enter into an agreement with Trane Technologies to engineer safety improvements at the current community/ice rink as presented. It is understood that if the city does not contract Trane Technologies to complete the installation of engineered improvements in the timelines outlined in the letter of intent that the city will reimburse the cost of the engineering work to Trane Technologies at a cost not to exceed \$6,800. Motion carried 6-0.

14. Assign Responsibility for Youth Sports Grant Evaluation and Award Process

Motion Matoushek, second Kunz to delegate review and award recommendations of youth sports grant applications for 2024 and 2025 to the Recreation Commission. Motion carried 6-0.

15. Extension of Childcare Stabilization Grant Deadlines

Motion Siebers, second Matoushek to extend Childcare Stabilization Grant deadline to December 31, 2024 with final projects completing by June 30, 2025. Motion carried 6-0.

16. 2023 City of Waupun Taxi Statistics

Finance Director Langenfeld provides the year-end statistics for the Taxi program.

MAYORAL CORRESPONDENCE/PRESENTATIONS

17. Envision Greater Fond Du Lac Annual Meeting - March 28

Mayor Bishops informs Council and Staff regarding the annual meeting of Envision Greater Fond Du Lac.

CONSENT AGENDA

Motion Siebers, second Kunz to accept the Consent Agenda. Motion carried 6-0 on roll call.

Administrator Schlieve informs Council that Interim Police Chief Jeremy Rasch has been offered, and accepted, the position of Police Chief. Oath of Office will be offered Monday, February 19, 2024. Time to be determined in coordination with the Police and Fire Commission.

ADJOURNMENT

At 8:04pm, Motion Kunz, second Ledesma to call the meeting adjourned. Motion carried 6-0.

**Minutes of the Waupun Public Library Board Meeting
Wednesday, February 21, 2024**

The Waupun Public Library Board was called to order by Bev Martens, President, at 4:30 p.m. on Wednesday, February 21, 2024. Present were Beer, Gehl, Schultz, Svec, Garcia, and Jaeger. Hintze and Sullivan were present via Zoom. Siebers was absent.

ARTICLE I: Motion by Schultz, supported by Martens, to accept the minutes of the January 17, 2024, meeting. Motion carried.

ARTICLE II: No visitor appearance.

ARTICLE III: Monthly Statistics were reviewed.

- a. Circulated/downloaded/loaned: 12,608 items through the end of January.
- b. 3,917 people visited the library through the end of January.
- c. Program attendance up 73% through the end of January.

ARTICLE IV: Current budget was reviewed.

ARTICLE V:

- a. Motion by Beer, supported by Schultz, to pay the February bills. Motion carried 7-0 on roll call.

ARTICLE VI: No committee reports.

ARTICLE VII: Librarians' Report was reviewed.

ARTICLE VIII: No Old Business.

ARTICLE IX: New Business:

- a. Motion by Schultz, supported by Hintze, that in 2023 the Monarch Library System did provide effective leadership and adequately met the needs of the library. Motion carried.
- b. Motion by Svec, supported by Gehl, to accept the 2023 Public Library Annual Report for Waupun Public Library as presented. Motion carried.

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

*Next tentative meeting: Wednesday, March 20, 2024, at 4:30 p.m.

Marie Svec, Secretary
MS/bkj



Waupun Police Department Monthly Report

February 2024

Staffing/Hiring Process

Our current staff level is 12 sworn personnel and 2 non-sworn personnel. We are currently hiring for 2 patrol officers. Two Officers in Training are currently in Police Recruit Academy. One Officer in Training will begin the Police Recruit Academy on March 26. Officer Emma Effert was sworn in on February 12th and is currently in Field Training. Chief of Police Jeremy Rasch was sworn in on February 19th.

Community Engagement

Senior Citizen's Police Academy – 4 sessions completed
Waupun IceFest
Church Health Service Open House
FDL County Communication Services Board meeting
Dodge County Oath of Office Ceremony
Central Wisconsin Christian School - Service Event and Presentation
Dodge County Law Executive Board Awards Banquet

Department Information

Sharefile Program – Records and supervisory staff implemented use of this program w/Fond du Lac County for discovery requests. We were introduced to this last year by utilizing the program with the Dodge County DA's Office. This has created some efficiencies and accountability with discovery requests.

Language Line Implementation – Translation program implemented to assist staff w/non English speaking citizens.

Vehicle Contacts Training – Department personnel

Firearms Competency Training – Department personnel

K9 Training – Officer Halverson and Jet

Instructor Development Training – Officer Dumke

Cellebrite Recertification Training – Lt Williams

Active Threats Conference and Alert Certification – Lt Brzezinski

Taser Training – Lt Williams

Crime Scene 101 – Lt Sullivan is working with other local investigators to provide evidence training throughout Dodge County.



Waupun Police Department Monthly Report

February 2024

Whiteboard Critical Incident Training – Officers Warner, Navis, Knudson, Schnell and Lieutenants Williams, Kreitzman

School Safety Meeting – Lt Sullivan and Officer Dumke met with Waupun School District Administrative staff to address school safety check improvements and upcoming staff training

School Safety Check CWC school – Completed by Lt Sullivan and Officer Dumke

February Anniversary – Officer Adam Schnell – 1 year

Open Records Requests

We are continuing to field a large number of open records requests. Due to the complexity of some of these requests we are beginning to track the amount of time it takes to complete these tasks.

January 2024 - 55

February 2024 – 47

2023 Annual Total – 583

2022 Annual Total – 555

2021 Annual Total – 564

2020 Annual Total – 623

Police Activity

As calls for service appear to be a reduced statistic in both January and February 2024 compared to the same months in 2023, it’s noted that there are fewer staff responding to calls. With less staff there is often a direct correlation to less self-initiated calls for service.

Calls for Service: 730

Traffic Stops: 106

Arrests: 10

Code Enforcement	Warnings	Citations
January	19	3
February	11	6

Complex Investigations

Child Pornography Follow Up Investigation – Review of extracted data from cellular devices of suspect that revealed more child pornographic images; report filed and will be conducting child forensic interview of juvenile female to determine if she had been sexually assaulted.



Waupun Police Department Monthly Report

February 2024

Theft Follow Up Investigation – Investigation at a living facility in which more money was discovered missing.

Child Sexual Assault Investigation – Incident was unsubstantiated; no physical proof and no other evidence to substantiate the allegations brought forth by complainant.

Child Sexual Assault – Incident was substantiated, child forensic interview of alleged victim completed, and an interview of suspect completed. A juvenile referral for Sexual Assault charges was referred to Dodge County.

Child Sexual Assault – Incident was substantiated, child forensic interviews were completed, and an interview of the suspect was completed. The suspect was taken into custody on charges of 1st Degree Sexual Assault, 2nd Degree Sexual Assault, and Incest of a Child.

Death investigation – Incident was investigated and determined to be a suicide.

Burglary investigation – Suspect had three warrants for her arrest and homeowner did not wish to pursue burglary charges. Suspect was taken into custody on the warrants.

Incidents

On 2/01/24 at approximately 12:08am, police conducted a traffic stop in the 800 block of W Main St. A 30 year old man was taken into custody for 3 counts of Bail Jumping, Disorderly Conduct, Resisting an Officer, Obstructing an Officer Causing Injury, and Possession of Drug paraphernalia. The man was transported to the Fond du Lac County Jail.

On 1/30/24 at approximately 6:17pm, police conducted a traffic stop on USH 151 at STH 49. A 26 year old man was cited for Operating After Suspension.

On 2/03/24 at approximately 5:19pm, police conducted a traffic stop on USH 151 at STH 49. A 22 year old man was cited for Possession of Drug Paraphernalia.

On 2/03/24 at approximately 9:44pm, police conducted a traffic stop on USH 151 at STH 49. A 21 year old woman was cited for Operating w/out a Valid Driver's License and Speeding 86mph within a 65mph zone.

On 2/04/24 at approximately 9:53am, police responded to a residence on Taylor St for a welfare check of a suicidal subject. Police made contact with the 24 year old man and also county crisis. A county crisis safety plan was put in place.



Waupun Police Department Monthly Report

February 2024

On 2/05/24 at approximately 6:55pm, police responded to a living facility on Wilcox St for a report of a fire. Officer Hague located the visible fire and utilized his fire extinguisher to put out the fire. Officer Halverson assisted by evacuating the residents of the facility. The fire department also responded and made sure the facility was safe prior to returning residents to the facility.

On 2/05/24 at approximately 11:50pm police responded to the 500 block for a hit and run property damage crash. The suspect vehicle left behind a black side mirror cover and the vehicle has not been located. A crash report was completed.

On 2/06/24 at approximately 12:03am, police conducted a subject stop in the 800 block of W Main St. A 46 year old man was taken into custody on a warrant through Dodge County. The man was transported to the Dodge County Jail.

On 2/06/24 at approximately 12:13am, police conducted a traffic stop on W Main St at N West St. A 62 year old woman was cited for Operating After Suspension.

On 2/06/24 at approximately 8:32am, police responded to a residence on Brandon St for a report of a residential fire. The fire department responded and extinguished the fire.

On 2/07/24 at approximately 1:03pm, police responded to the 600 block of S Madison St for a report of a hit and run property damage crash. Police later located the suspect vehicle and also the operator at a residence on Mayfair St. The operator, a 62 year old man, was in need of medical attention thus he was transported by ambulance to the hospital. The man was cited for Failure to Notify Police of a Crash and Failure to Keep a Vehicle Under Control.

On 2/08/24 at approximately 10:34pm, police conducted a traffic stop on N Division St at Taylor St. A 26 year old woman was cited for Operating After Revocation.

On 2/10/24 at approximately 2:17am, police responded to a residence on W Brown St for a report of a disturbance. A 39 year old man was taken into custody on a Probation and Parole Hold. The man was transported to the Dodge County Jail.

On 2/12/24 at approximately 10:35am, police responded to a business on Shaler Dr for a report of a disturbance that occurred the prior day. A 27 year old man was cited for Disorderly Conduct.

On 2/12/24 at approximately 4:09pm, police responded to a residence on E Franklin St for a welfare check of a suicidal subject. Police made contact with a 36 year old man and a county crisis safety plan was put in place.

On 2/13/24 at approximately 8:42pm, police conducted a traffic stop on W Main St at Commercial St. A 47 year old man was cited for Possession of Controlled Substances.



Waupun Police Department Monthly Report

February 2024

On 2/15/24 at approximately 1:56pm, police conducted a traffic stop in the 700 block of W Main St. A 23 year old man was cited for speeding, travelling 52mph in the 25mph zone.

On 2/16/24 at approximately 10:56am, police responded to a residence on W Franklin St for a report of a court order violation. A charge of Violating a Court Ordered Injunction was referred to the Fond du Lac DA's Office against a 69 year old man.

On 2/17/24 at approximately 11:49am, police conducted a traffic stop in the 1100 block of W Main St. Police cited a 26 year old man for Operating While Suspended. Police also cited a 20 year old woman for Operating w/out a Valid Driver's License.

On 2/18/24 at approximately 12:57am, police responded to a residence on E Brown St for a report of a disturbance. A 26 year old woman was taken into custody and transported to the Dodge County Jail on a charge of Domestic Disorderly Conduct.

On 2/19/24 at approximately 8:15am, police responded to a residence on Walker St for a report of a disturbance. A 17 year old male was taken into custody on a charge of Disorderly Conduct. The subject was also placed into protective custody and later transported to a mental health facility.

On 2/19/24 at approximately 9:16pm, police responded to a residence on Pleasant Ave for a report of a sex offender registration violation. A charge of Fail to Comply w/the Sex Offender Registry was referred to the Dodge County DA's Office against a 48 year old man.

On 2/20/24 at approximately 1:39pm, police responded to a residence on N Mill St for a report of an unknown subject who unlawfully entered the residence. Police took a 33 year old woman into custody on 3 arrest warrants through Dodge County and turned the woman over to a Dodge County Deputy. The victim refused to press charges.

On 2/21/24 at approximately 9:42pm, police conducted a traffic stop on Pioneer Ave at Ackerman Ave. A 22 year old man was cited for Possession of Controlled Substances.

On 2/22/24 at approximately 12:22am, police responded to a residence on Visser Ave for a report of a Disturbance. A 39 year old man was taken into custody for Domestic Disorderly Conduct and he was transported to the Dodge County Jail.

On 2/24/24 at approximately 2:06pm, police conducted a traffic stop on E Brown St at S Mill St. A 45 year old woman was cited for Operating While Suspended and Operating w/Suspended Registration.

On 2/25/24 at approximately 1:47pm, police conducted a traffic stop on E Main St at S Watertown St. A 26 year old woman was cited for Operating w/out a Valid Driver's License, Expired Registration, Violation of a Child Safety Restraint, and Mandatory Seatbelt.



Waupun Police Department Monthly Report

February 2024

On 2/26/24 at approximately 7:20am, police responded to a residence on Oriole St for a report of a Missing Adult. Police located the 52 year old man in Marinette County.

On 2/27/24 at approximately 2:07pm, police responded to a business in the 900 block of E Main St for a shoplifting complaint. Police were informed a female subject stole approximately \$2000 worth of product. The complaint is under investigation.

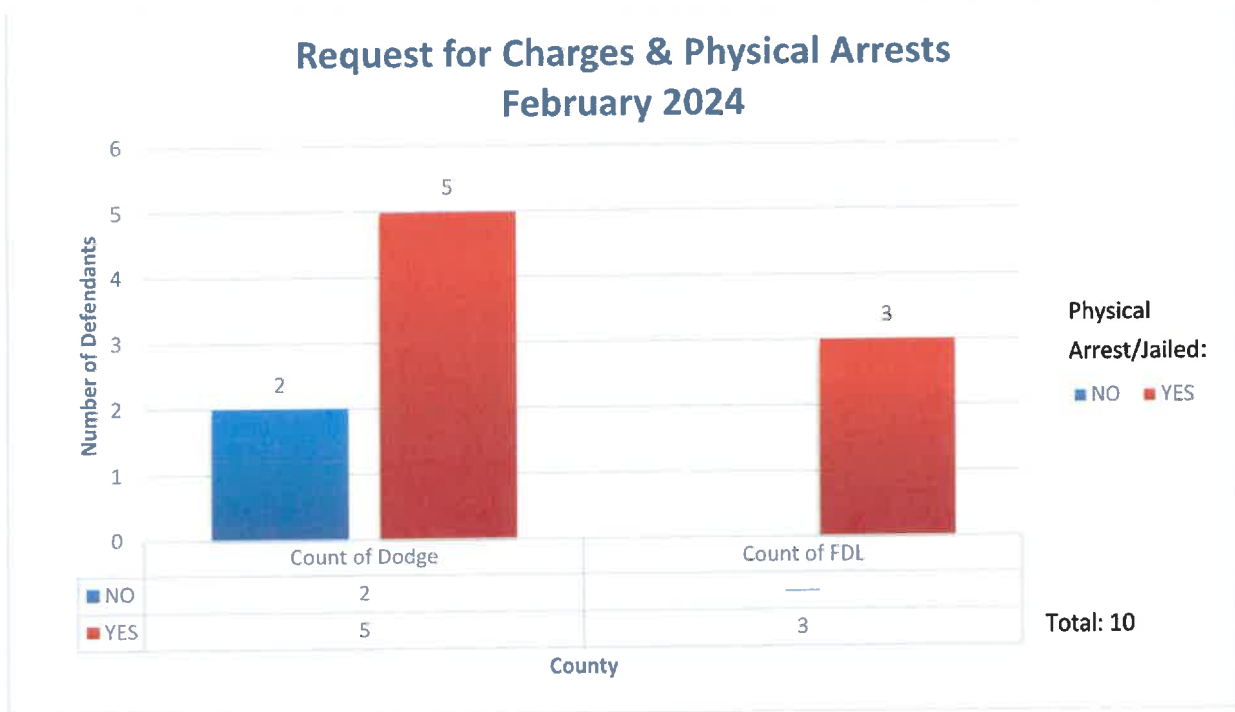
Chief of Police
Jeremy Rasch



February 2024



Request for Charges & Physical Arrest Report

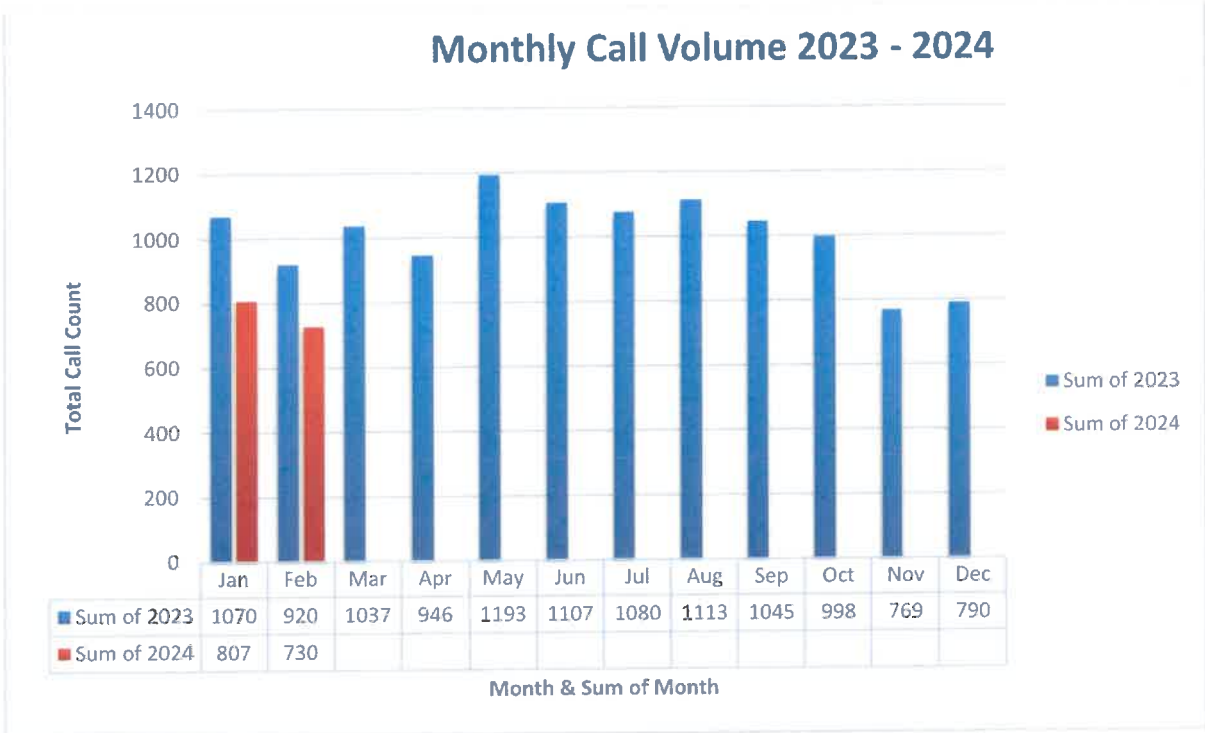




February 2024



Monthly Call Volume Report



Call Volume Monthly 2023 - 2024			
Month	2023	2024	Percent Difference
January	1070	807	-24.6%
February	920	730	-20.7%
March	1037		
April	946		
May	1193		
June	1107		
July	1080		
August	1113		
September	1045		
October	998		
November	769		
December	790		
Grand Total:	12,068	1,537	



Waupun Police Department Total Call Report



From: February 01, 2024 To: February 29, 2024

Agency	Incident Type	Total Incidents	WP	ESCORT	1
WP	911 CHECK	17		EXTRA PATROL	45
	ABANDONED VEHICLE	4		FOLLOW UP	31
	ACCIDENT	14		FOOT PATROL	5
	AMBULANCE	47		FOUND ANIMAL	2
	ANIMAL BITE	1		FOUND PROPERTY	2
	ANIMAL COMPLAINT	7		FUNERAL ESCORT	2
	ASSIST AGENCY	6		GAS DRIVE OFF	1
	ASSIST CITIZEN	22		HARASSMENT	3
	ATTEMPT TO LOCATE	1		HIT AND RUN	3
	BATTERY	1		INFORMATION TO DOCUMENT	5
	BUILDING CHECK	57		INTOXICATED SUBJECT	1
	BURGLARY	1		INTRUSION ALARM	5
	CARCASS IN ROADWAY	1		JUVENILE PROBLEM	8
	CHECK WELFARE	18		LOST ANIMAL	3
	CHILD ABUSE/NEGLECT	1		LOST PROPERTY	1
	CHILD CUSTODY	2		MISSING ADULT	1
	CHILD LET AT SCHOOL	1		MISSING JUVENILE	2
	CIVIL PROBLEM	2		NOISE COMPLAINT	3
	COURT ORDER VIOLATION	1		NOTIFY MED EXAMINER	1
	DEPARTMENT K9 DOG	1		OFFICER STANDBY	3
	DIRECTED AREA PATROL	136		OPEN DOOR	4
	DISORDERLY CONDUCT	6		ORDINANCE VIOLATION	14
	DOMESTIC	4		PAPER SERVICE	1
	DRUG RECOGNITION EXPERT	1		PARKING ENFORCEMENT	18
	DRUGS/NARCOTICS	3		PATROL ASSIST FIRE	14
				PORNOGRAPHY	1
				PROBATION HOLD VIOLATION	1



Waupun Police Department Total Call Report



From: February 01, 2024 To: February 29, 2024

WP	RECKLESS DRIVER	7
	REPOSSESSION	1
	SEX OFFENDER	1
	SEXUAL ASSAULT	3
	SHOPLIFTER	2
	SPECIAL ASSIGNMENT	11
	SUBJECT STOP	5
	SUSPICIOUS ACTIVITY	8
	SUSPICIOUS VEHICLE	4
	TAVERN CHECK	4
	THEFT	3
	THREATS COMPLAINT	4
	TRAFFIC ENFORCEMENT	4
	TRAFFIC PROBLEM	3
	TRAFFIC STOP	106
	TRUANCY	8
	VANDALISM	6
	WARRANT	3
	WARRANT OTHER AGENCY	7
	WEATHER RELATED INFO	1
	WRONG WAY DRIVER	3
	Total	730
Total		730

LIBRARY	MONTHLY REPORT March 2024
Subject	Summary
Study and small meeting area project	Over the years we have seen a need for a small, quiet area on the second floor. We have started to look into study/small meeting pods from various companies, which could hold up to six people. Another option could be to build sound-dampening glass walls in the northeast corner for such a room. We are just starting to investigate options to see what is, and what is not, feasible.



**RECREATION DEPARTMENT
MONTHLY REPORT TO COMMON COUNCIL – March 5, 2024**

Activity/Project	Status	Notes/Other
Senior Center Attendance – February	1,386 participants signed in Average daily attendance - 66 participants	Open 21 days
Senior Center Rentals – January	0 rentals	0 rentals in February 2023
Senior Center Meals – February	Serving Monday – Wednesday 52 Indoor Dining Meals Serving Monday – Friday 133 Mobile Meals	Average daily attendance indoor dining – 4 meals Average daily attendance mobile meals – 6 meals (Fond du Lac County residents only)
Senior Center Special Activities/Events – February	Senior Citizens Police Academy: <ul style="list-style-type: none"> February 6—Equipment Day & Tour February 13— K9 Demo/Drugs February 20—Life of a Police Officer with the Mayor February 27—Fire IceFest: <ul style="list-style-type: none"> February 18 - Snow Yoga at 11am February 18 – Sledding at Noon February 18 – Bingo at 2pm February 23 – Buddy Bingo 	20 participants 19 participants 22 participants 23 participants 1 participant 3 participants 100 participants 46 participants
Upcoming Senior Center Special Activities/Events	Senior Citizens Police Academy: <ul style="list-style-type: none"> March 5— EMS & Community Fall Prevention Toolkit March 12— Evidence/Crime Scene/Investigations March 19 - Review & Graduation March 18 – St. Patrick’s Day Party March 22 – Buddy Bingo & Easter Egg Hunt March 26 – SSM Understanding Joint Pain Treatment Presentation March 28 – Healthy Living for Your Brain and Body Presentation 	

<p>Waupun Family Aquatic Center Update</p>	<p>Opening June 1, 2024</p> <p>There will be no change to hours of operation in 2024.</p> <p>It was decided to leave the daily pass rate at \$6/ages 4 and older and leave the senior 60+ discount daily pass at \$2.</p> <p>Increase Resident Family Pass from \$180 to \$200</p> <p>Increase Non-Resident Family Pass from \$200 to \$250.</p> <p>Increase Individual Pass from \$90 to \$100.</p> <p>Increase Non-Resident Individual Pass from \$100 to \$125.</p> <p>Increase Swim Lesson fee from \$36 to \$40.</p>	
<p>Park Program Update</p>	<p>Park Leaders returning from last year.</p> <p>Finalizing 2024 Calendar of activities and events to be published at the end of March</p>	

February 2024 Work Order Summary

2/1/2024 - 2/28/2024

Task	Employee Hours	Employee Cost	Equipment Cost	Material Cost	Total Cost	# of Work Orders
Accidents / Police	0.50	\$24.10	\$8.29	\$0.00	\$32.39	1
Building Maintenance	661.00	\$27,063.17	\$13,869.04	\$8,230.07	\$49,162.28	69
Equipment/Vehicle Maintenance	172.75	\$6,886.42	\$24.87	\$4,493.91	\$11,405.20	61
Events	58.50	2394.18	540.89	\$0.00	\$2,935.07	6
Garbage / Recycling / Bulk Pick-Up	9.00	\$269.30	\$82.90	\$0.00	\$352.20	5
Park Maintenance	139.00	\$5,358.15	\$442.69	\$3,934.59	\$9,735.43	31
Signs	6.00	\$289.20	\$0.00	\$0.00	\$289.20	1
Snow/Ice Removal	164.25	6738.49	15912.07	\$2,271.69	\$24,922.25	10
Storm Sewer Work (Inlets, Manholes, Outfalls, Endwalls, Ponds, Diggers Hotline)	82.00	\$3,658.57	\$3,644.42	\$1,498.38	\$8,801.37	28
Street Maintenance	94.00	\$4,301.68	\$1,492.20	\$757.86	\$6,551.74	13
Training	51.00	\$1,850.32	\$1,751.90	\$0.00	\$3,602.22	6
Trees	17.00	\$662.30	\$355.16	\$0.00	\$1,017.46	2
Vandalism	4.00	\$145.24	\$66.32	\$0.00	\$211.56	1
Yard Waste	29.00	\$1,341.39	\$2,154.40	\$0.00	\$3,495.79	4
TOTALS	1,488.00	\$60,982.51	\$40,345.15	\$21,186.50	\$122,514.16	238

DPW Project Listing

2/1/2024 - 2/28/2024

Task	Activity
Accidents / Police	Fond du Lac / E Franklin St. accident
Building Maintenance	
City Hall	Electric panel, patch walls, storage closet,
Ice Arena	Motion censor, paint, remodel warming room
Library	Shelves / Emergency Lights
Museum	Drywall Repairs
Public Works Garage	Floor Drains, painting, lights
Safety Building	Painting, floor grates in sallyport
BGMS Building Duties	pick up garbage downtown, blow down poilers, take down metal building on S. Watertown St., check supplies
Equipment	Various repairs/maintenance on DPW and Police Vehicles
Events	IceFest
	City Hall Event
	Street Closure for block party
Garbage / Recycling / Bulk Pick-Up	Deliver Bins
	Pick-up garbage around town
	Clean bins
Park Maintenance	Repair/paint picnic tables
	Locks/Keys at Schlieve Field & McCune
	Chairs for Aquatic Center
	McCune Concession stand repairs
	West End Park - tunnel repairs
	West End Park - shed repairs
	Replaced playground bumpers
	Baseball Complex - reaired composite boards
	Park Inspections
Signs	Inventory
Snow/Ice Removal	Haul Snow
	Plow Snow
	Salt Inventory
	Salt Streets
	Salter Calibration
	Spray Salt Brine

Storm Sewer Work	Diggers Hotline Locates
	Field verify
	Inlet Cleaning
	Inlet Repair
	Street Sweeping

Street Maintenance	Field verify
	Patch Street

Training	CDL Training
	Stormwater training

Trees	Trim Trees
--------------	------------

Vandalism	Wilcox Park
------------------	-------------

Yard Waste	Burn Brush
	Turn Compost Piles



AGENDA SUMMARY SHEET

MEETING DATE: 3-5-24

TITLE: Monthly Financials

AGENDA SECTION: CONSENT AGENDA-DEPARTMENT
REPORTS

PRESENTER: Casey Langenfeld, Finance
Director

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

SUMMARY:

STAFF RECOMMENDATION:

Request action to accept the financials for December 2023 and January 2024.

ATTACHMENTS:

December 2023 and January 2024 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

October

Revenues	Expenses

November

Revenues	Expenses
\$257,087 interest income over budgeted amount	

December

Revenues	Expenses
\$303,700 interest income over budgeted amount	PD budget overall under budget \$166,133
PILOT payment (\$71,529) then budgeted	



A B C D E
% of Year Past
100%

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39

FUND 100

General Operations Fund

	12/31/2023	12/31/2023	12/31/2023	12/31/2023	
	Month Activity	YTD Actual	Budget Amount	Over/(Under)	Percent
REVENUE					
TAXES	20,354	2,339,633	2,405,770	(66,137)	97.25
SPECIAL ASSESSMENTS	39	2,297	100	2,197	2297.40
INTERGOVERNMENTAL AIDS	(92,341)	3,380,141	3,340,523	39,618	101.19
LICENSES & PERMITS	327	48,455	58,160	(9,705)	83.31
PENALTIES, FOREFEITURES	5,754	43,862	45,500	(1,638)	96.40
PUBLIC CHARGES FOR SERVICE	55,571	365,547	266,368	99,179	137.23
INTERGOVERNMENTAL CHARGES	-	-	-	-	
MISCELLANEOUS REVENUE	52,342	352,986	50,000	302,986	705.97
SPECIAL FUNDS ACTIVITY	-	-	710,046	(710,046)	0.00
TOTAL REVENUE	42,047	6,532,921	6,876,467	(343,546)	

EXPENDITURES					
GENERAL GOVERNMENT	117,573	1,626,301	1,880,661	(254,360)	86.47
ECO DVLP/ADMIN	(2,902)	39,745	37,161	2,584	106.95
RECREATION	16,147	424,695	385,944	38,751	110.04
ASSESSOR/INSPECTOR	3,186	39,501	39,875	(374)	99.06
POLICE	236,582	2,122,386	2,288,462	(166,077)	92.74
FIRE	74,850	491,816	522,597	(30,781)	94.11
PUBLIC WORKS	175,375	1,545,037	1,721,767	(176,730)	89.74
TOTAL EXPENDITURES	620,813	6,289,481	6,876,467	(586,986)	
NET REVENUE OVER EXPENDITURES	(578,766)	243,441	0		

41 **FUND 200**

42 **Trust Fund**

	A	B	C	D	E
	Month Activity	YTD Actual	Budget Amount	Over/(Under)	Percent
44 REVENUE					
45 ST AID-WINNEFOX/MID-WISC	-	-	-	-	0.00
46 INTEREST/DIVIDEND/GRANT	14	23	75	(52)	31.09
47 UNREALIZED GAINS	-	-	-	-	0.00
48 TOTAL REVENUE	<u>14</u>	<u>23</u>	<u>75</u>	<u>(52)</u>	

49

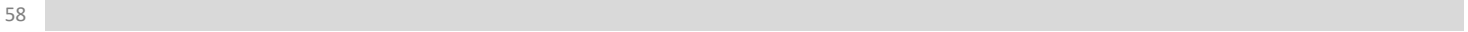
50

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

55

56 NET REVENUE OVER EXPENDITURES	14	23	75		
---	----	----	----	--	--

57



59

60

62 **FUND 210**

63 **Library Fund**

	Month Activity	YTD Actual	Budget Amount	Over/(Under)	Percent
64 REVENUE					
65 GENERAL PROPERTY TAXES	-	516,792	516,792	-	100.00
66 INTEREST/DIVIDEND/GRANT	-	213,939	213,938	1	100.00
67 FEES	-	743	1,200	(457)	61.88
68 DIVIDEND/REVENUE/DONATIONS	2,861	40,631	11,000	29,631	369.37
69 TOTAL REVENUE	<u>2,861</u>	<u>772,104</u>	<u>742,930</u>	<u>29,174</u>	

71

72

73 EXPENDITURES					
74 LIBRARY EXPENSES	77,590	723,763	742,930	(19,167)	97.42
75 TRANSFER OUT - CAPITAL FUND	-	-	-	-	0.00
76 TOTAL EXPENDITURES	<u>77,590</u>	<u>723,763</u>	<u>742,930</u>	<u>(19,167)</u>	

77

78 NET REVENUE OVER EXPENDITURES	(74,729)	48,342	-		
---	----------	--------	---	--	--

79

80
81
82
83
84
85
86
87
88
89
90
91
92
93
94
95
96
97
98
99
100
101
102
103
104
105
106
107
108
109
110
111
112
113
114
115
116
117
118
119

FUND 220

A

B

C

D

E

Grants and Donations Fund

	Month Activity	YTD Actual	Budget Amount	Over/(Under)	Percent
REVENUE					
PSC/FEDERAL GRANT	(50,000)	-	-	-	0.00
GRANTS	<u>62,534</u>	<u>623,828</u>	<u>6,010</u>	<u>617,818</u>	10379.83
TOTAL REVENUE	<u>12,534</u>	<u>623,828</u>	<u>6,010</u>	<u>617,818</u>	

EXPENDITURES					
GEN GOVERNMENT	-	5,000	-	5,000	0.00
GRANT EXPENSES - RECREATION	-	11,051	-	11,051	0.00
GRANT EXPENSES - POLICE	73	18,978	5,000	13,978	379.55
GRANT EXPENSES - FIRE/EMR	-	4,983	-	4,983	0.00
GRANT EXPENSES - DPW	-	49,976	-	49,976	0.00
ECONOMIC DEVELOPMENT EXPENSES	-	-	1,000	(1,000)	0.00
TOTAL EXPENDITURES	<u>73</u>	<u>89,987</u>	<u>6,000</u>	<u>83,987</u>	

NET REVENUE OVER EXPENDITURES	12,461	533,840	10		
--------------------------------------	--------	---------	----	--	--

FUND 230

Building Inspection Fund

	Month Activity	YTD Actual	Budget Amount	Over/(Under)	Percent
REVENUE					
GENERAL PROPERTY TAXES-BLDG IN	-	-	-	-	0.00
PERMITS-BUILDING	1,308	97,480	75,000	22,480	129.97
FEES	<u>450</u>	<u>15,370</u>	<u>9,150</u>	<u>6,220</u>	167.98
TOTAL REVENUE	<u>1,758</u>	<u>112,850</u>	<u>84,150</u>	<u>28,700</u>	

EXPENDITURES					
OPERATING SUPPLIES/WAGES	<u>4,797</u>	<u>108,229</u>	<u>86,816</u>	<u>21,413</u>	124.67
TOTAL EXPENDITURES	<u>4,797</u>	<u>108,229</u>	<u>86,816</u>	<u>21,413</u>	

NET REVENUE OVER EXPENDITURES	(3,039)	4,621	(2,666)		
--------------------------------------	---------	-------	---------	--	--

120
121
122
123
124
125
126
127
128
129
130
131
132
132
133
134
135
136
137
138
139
140
141
142
143
144
145
146
147
148
149
150
151
152
153
154
155
156

FUND 240

ARPA Fund

A **B** **C** **D** **E**
 Month Activity YTD Actual Budget Amount Over/(Under) Percent

REVENUE					
FED GRANT (PD BY STATE)-ARPA	-	-	-	-	0.00
INTEREST INCOME-ARPA	-	-	7,500	(7,500)	0.00
TOTAL REVENUE	-	-	7,500	(7,500)	

EXPENDITURES					
ARPA POLICE OPERATING EXP	-	-	-	-	
ARPA EXPENSES	-	-	-	-	
ARPA EXPENSES	-	-	-	-	
TOTAL EXPENDITURES	-	-	-	-	

NET REVENUE OVER EXPENDITURES	-	-	7,500		
--------------------------------------	---	---	-------	--	--

FUND 300

Debt Fund

Month Activity YTD Actual Budget Amount Over/(Under) Percent

REVENUE					
PAID TO ESCROW AGENT	-	-	-	-	0.00
GENERAL PROPERTY TAXES	-	788,080	788,080	-	100.00
FUNDS APPLIED	156	1,629	375	1,254	434.29
DEBT SERVICE FUND TRANSFERS IN	103,069	860,548	827,080	33,468	104.05
TOTAL REVENUE	103,225	1,650,256	1,615,535	34,721	

EXPENDITURES					
ROCK NEWTON 2021 P&I	-	137,350	137,350	-	100.00
PRINCIPAL AND INTEREST PAYMENTS	-	1,534,053	1,478,185	55,868	103.78
TOTAL EXPENDITURES	-	1,671,403	1,615,535	55,868	

NET REVENUE OVER EXPENDITURES	103,225	(21,146)	-		
--------------------------------------	---------	----------	---	--	--

157
158
159
160
161
162
163
164
165
166
167
168
169
170
171
172
173
174
175
176
177
178
179
180
181
182
183
184
185
186
187
188
189
190
191
192
193
194
195
196
197
198
199
200
201

FUND 400
Capital Fund

A **B** **C** **D** **E**
Month Activity YTD Actual Budget Amount Over/(Under) Percent

REVENUE					
GENERAL PROPERTY TAXES-CIF	-	340,000	340,000	-	100.00
SIDEWALKS	11,378	52,968	100,000	(47,032)	52.97
STATE SHARED REVENUES-EXP REST	(1,552,420)	1,916,030	2,574,434	(658,404)	74.43
FEES-REC FACILITY MAINTENANCE	-	15,500	15,000	500	103.33
CO & MUNIC-STREET & HIGHWAYS	-	-	-	-	0.00
INTEREST AND MISC	2,329	45,705	8,000	37,705	571.31
TRANSFERS IN FROM OTHER FUNDS	-	326,572	680,000	(353,428)	48.03
TOTAL REVENUE	(1,538,713)	2,696,775	3,717,434	(1,020,659)	

EXPENDITURES					
CITY HALL	-	-	-	-	
RECREATION	1,404,527	1,964,221	2,530,000	(565,779)	77.64
PUBLIC SAFETY	1,404	303,459	255,095	48,364	118.96
LIBRARY AND DPW	-	-	-	-	0.00
STREETS	825	442,437	450,000	(7,563)	98.32
TRANSFER OUT	-	-	-	-	0.00
TOTAL EXPENDITURES	1,406,756	2,710,118	3,235,095	(524,977)	

NET REVENUE OVER EXPENDITURES	(2,945,469)	(13,343)	482,339		
--------------------------------------	--------------------	-----------------	----------------	--	--

FUND 401
TID 5 Fund

Month Activity YTD Actual Budget Amount Over/(Under) Percent

REVENUE					
TAXES-TAX INCREMENTAL DISTRICT	-	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	-	436,787	408,345	28,442	

EXPENDITURES					
TID 5 OPERATING EXPENSES	-	381,213	381,050	163	100.04
TOTAL EXPENDITURES	-	381,213	381,050	163	

NET REVENUE OVER EXPENDITURES	-	55,574	27,295		
--------------------------------------	----------	---------------	---------------	--	--

202
203
204
205
206
207
208
209
210
211
212
213
214
215
216
217
218
219
220
221
222
223
224
225
226
227
228
229
230
231
232
233
234
235
236
237
238
239
240
241

FUND 404

Business Park Fund

A **B** **C** **D** **E**
 Month Activity YTD Actual Budget Amount Over/(Under) Percent

REVENUE					
TAX INCREMENT	-	-	-	-	0.00
INTEREST INCOME	-	-	-	-	0.00
LEASES/FUND BALANCE	-	220,904	224,103	(3,199)	98.57
TOTAL REVENUE	-	220,904	224,103	(3,199)	

EXPENDITURES					
OPERATING EXPENSES	4,699	9,509	15,109	(5,600)	62.94
TOTAL EXPENDITURES	4,699	9,509	15,109	(5,600)	

NET REVENUE OVER EXPENDITURES	(4,699)	211,395	208,994		
--------------------------------------	---------	---------	---------	--	--

FUND 405

TID 3 Fund

Month Activity YTD Actual Budget Amount Over/(Under) Percent

REVENUE					
TAXES-TAX INCREMENTAL DISTRICT	-	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	-	303,157	159,598	143,559	

EXPENDITURES					
TID 3 OPERATING EXPENSES	26,418	242,604	159,083	83,521	152.50
TRANSFER TO A DIF FUND	-	-	-	-	0.00
TOTAL EXPENDITURES	26,418	242,604	159,083	83,521	

NET REVENUE OVER EXPENDITURES	(26,418)	60,554	515		
--------------------------------------	----------	--------	-----	--	--

242
243
244
245
246
247
248
249
250
251
252
253
254
255
256
257
258
259
260
261
262
263
264
265
266
267
268
269
270
271
272
273
274
275
276
277
278
279
280
281

FUND 407
TID 7 Fund

A **B** **C** **D** **E**
Month Activity YTD Actual Budget Amount Over/(Under) Percent

REVENUE					
TAXES-TAX INCREMENTAL DISTRICT	-	49,949	45,000	4,949	111.00
PERMITS-BUILDING-TIF 7	-	-	-	-	0.00
STATE GRANT	-	-	-	-	0.00
PERMITS	-	208,472	-	208,472	0.00
DONATIONS	-	-	-	-	0.00
TOTAL REVENUE	<u>-</u>	<u>258,421</u>	<u>45,000</u>	<u>213,421</u>	

EXPENDITURES					
INTEREST ON ADVANCES OTHER FUNDS	103,069	131,138	131,138	(1)	100.00
TID 7 OPERATING EXPENSES	-	2,163	6,500	(4,338)	33.27
TOTAL EXPENDITURES	<u>103,069</u>	<u>133,300</u>	<u>137,638</u>	<u>(4,338)</u>	

NET REVENUE OVER EXPENDITURES	<u>(103,069)</u>	<u>125,121</u>	<u>(92,638)</u>	<u>217,759</u>	
--------------------------------------	------------------	----------------	-----------------	----------------	--

FUND 408
TID 6 Fund

Month Activity YTD Actual Budget Amount Over/(Under) Percent

REVENUE					
TAXES-TAX INCREMENTAL DISTRICT	-	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>-</u>	<u>107,034</u>	<u>98,488</u>	<u>8,546</u>	

EXPENDITURES					
FUND TRANSFERS OUT	-	53,000	65,630	(12,630)	0.00
TID 6 OPERATING EXPENSES	1,164	15,062	30,266	(15,204)	49.77
TOTAL EXPENDITURES	<u>1,164</u>	<u>68,062</u>	<u>95,896</u>	<u>(27,834)</u>	

NET REVENUE OVER EXPENDITURES	<u>(1,164)</u>	<u>38,972</u>	<u>2,592</u>		
--------------------------------------	----------------	---------------	--------------	--	--

282
283
284
285
286
287
288
289
290
291
292
293
294
295
296
297
298
299
300
301
302
303
304
305
306
307
308
309
310
311
312
313
314
315
316
317
318
319
320
321
322
323
324
325
326

FUND 410

Equipment Fund

A **B** **C** **D** **E**
 Month Activity YTD Actual Budget Amount Over/(Under) Percent

REVENUE					
GENERAL PROPERTY TAXES-ERF	-	225,000	225,000	-	100.00
FEDERAL GRANT-MISC	95,019	357,427	-	357,427	0.00
MISCELLANEOUS	1,070	45,378	5,000	40,378	907.56
TRANSFERS	-	80,000	-	80,000	0.00
TOTAL REVENUE	<u>96,089</u>	<u>707,805</u>	<u>230,000</u>	<u>477,805</u>	

EXPENDITURES					
EQUIPMENT ADMINISTRATION	7,475	20,232	7,000	13,232	0.00
EQUIPMENT RECREATION	-	5,000	5,000	-	100.00
EQUIPMENT POLICE	4,361	121,062	130,187	(9,125)	3.35
EQUIPMENT FIRE	54,900	356,690	30,500	326,190	1169.48
EQUIPMENT LIBRARY	-	-	-	-	0.00
EQUIPMENT DPW	-	140,617	141,500	(883)	99.38
TOTAL EXPENDITURES	<u>66,736</u>	<u>643,602</u>	<u>314,187</u>	<u>329,415</u>	

NET REVENUE OVER EXPENDITURES	29,354	64,203	(84,187)		
--------------------------------------	--------	--------	----------	--	--

FUND 418

TID 8 Fund

Month Activity YTD Actual Budget Amount Over/(Under) Percent

REVENUE					
TAXES-TAX INCREMENTAL DISTRICT	-	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>-</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	-	(10,122)	(21,555)		
--------------------------------------	---	----------	----------	--	--

327 **FUND 419**
 328 **TID 9 Fund**

A **B** **C** **D** **E**
 Month Activity YTD Actual Budget Amount Over/(Under) Percent

REVENUE					
TAXES-TAX INCREMENTAL DISTRICT	-	-	-	-	0.00
TIF 9 INTEREST REVENUE	3,230	36,158	-	36,158	0.00
PROCEEDS LONG TERM DEBT	-	2,345,000	-	2,345,000	0.00
TOTAL REVENUE	<u>3,230</u>	<u>2,381,158</u>	<u>-</u>	<u>2,381,158</u>	

EXPENDITURES					
TRANSFER OUT	-	(11,154)	-	(11,154)	0.00
TID 9 OPERATING EXPENSES	112,982	2,024,985	115,116	1,909,869	1759.08
TOTAL EXPENDITURES	<u>112,982</u>	<u>2,013,831</u>	<u>115,116</u>	<u>1,898,715</u>	

NET REVENUE OVER EXPENDITURES	(109,752)	367,327	(115,116)		
--------------------------------------	-----------	---------	-----------	--	--

345 **FUND 420**
 346 **Recycling Fund**

Month Activity **YTD Actual** **Budget Amount** **Over/(Under)** **Percent**

REVENUE					
STATE GRANT-RECYCLING	-	50,365	50,000	365	0.00
FEES-RECYCLING	23,779	142,609	99,561	43,048	143.24
INTEREST REVENUE	493	5,141	750	4,391	685.45
TOTAL REVENUE	<u>24,272</u>	<u>198,115</u>	<u>150,311</u>	<u>47,804</u>	

EXPENDITURES					
OPERATING	24,407	149,556	148,828	728	100.49
TOTAL EXPENDITURES	<u>24,407</u>	<u>149,556</u>	<u>148,828</u>	<u>728</u>	

NET REVENUE OVER EXPENDITURES	(135)	48,559	1,483		
--------------------------------------	-------	--------	-------	--	--

362
363
364
365
366
367
368
369
370
371
372
373
374
375
376
377
378
379
380
381
382
383
384
385
386
387
388
389
390
391
392
393
394
395

FUND 425
Solid Waste Fund

A **B** **C** **D** **E**
Month Activity YTD Actual Budget Amount Over/(Under) Percent

REVENUE					
FEES-SOLID WASTE	71,338	427,827	441,689	(13,862)	96.86
TOTAL REVENUE	<u>71,338</u>	<u>427,827</u>	<u>441,689</u>	<u>(13,862)</u>	

EXPENDITURES					
OPERATING	67,150	404,547	436,846	(32,299)	92.61
TOTAL EXPENDITURES	<u>67,150</u>	<u>404,547</u>	<u>436,846</u>	<u>(32,299)</u>	

NET REVENUE OVER EXPENDITURES	4,189	23,280	4,843		
--------------------------------------	-------	--------	-------	--	--

FUND 430
Tourism Fund

Month Activity YTD Actual Budget Amount Over/(Under) Percent

REVENUE					
LOCAL ROOM TAX-TOURISM FUND	11,564	67,753	60,000	7,753	112.92
MISCELLANEOUS REVENUE-TOURISM	-	20,000	10,000	10,000	0.00
TOTAL REVENUE	<u>11,564</u>	<u>87,753</u>	<u>70,000</u>	<u>17,753</u>	

EXPENDITURES					
OPERATING EXPENSES	19,017	75,558	70,000	5,558	107.94
TOTAL EXPENDITURES	<u>19,017</u>	<u>75,558</u>	<u>70,000</u>	<u>5,558</u>	

NET REVENUE OVER EXPENDITURES	(7,454)	12,195	-		
--------------------------------------	---------	--------	---	--	--

396
397
398
399
400
401
402
403
404
405
406
407
408
409
410
411
412
413
414
415
416
417
418
419
420
421
422
423
424
425
426
427
428
429
430

FUND 501
Taxi Fund

A **B** **C** **D** **E**
Month Activity YTD Actual Budget Amount Over/(Under) Percent

REVENUE					
GENERAL PROPERTY TAXES	-	45,000	45,000	-	0.00
FED GRANT (PD BY ST)-TRANSPORT	(16,577)	128,977	109,930	19,047	117.33
SALE OF CITY PROPERTY-TAXI	-	-	-	-	0.00
OPERATING TRANSFER IN-GF	-	-	-	-	0.00
TOTAL REVENUE	(16,577)	173,977	154,930	19,047	

EXPENDITURES					
OPERATING EXPENSES	23,162	134,452	163,303	(28,851)	82.33
TOTAL EXPENDITURES	23,162	134,452	163,303	(28,851)	

NET REVENUE OVER EXPENDITURES	(39,739)	39,525	(8,373)		
--------------------------------------	-----------------	---------------	----------------	--	--

FUND 509
CDBG Fund

Month Activity YTD Actual Budget Amount Over/(Under) Percent

REVENUE					
INTEREST REVENUE	2	42	20	22	210.45
TOTAL REVENUE	2	42	20	22	

EXPENDITURES					
OPERATING EXPENSES	1,302	82,431	73,000	9,431	0.00
TOTAL EXPENDITURES	1,302	82,431	73,000	9,431	

NET REVENUE OVER EXPENDITURES	(1,300)	(82,389)	(72,980)		
--------------------------------------	----------------	-----------------	-----------------	--	--

431

432 **FUND 700**433 **StormWater Fund**

434

	A	B	C	D	E
	Month Activity	YTD Actual	Budget Amount	Over/(Under)	Percent
435 REVENUE					
436 GRANT REVENUE-STORMWATER	-	-	-	-	0.00
437 FEES-MISCELLANEOUS	57	326	-	326	0.00
438 STORMWATER REVENUES	96,064	601,221	588,800	12,421	102.11
439 PROCEEDS FROM LONG-TERM NOTES	-	-	-	-	0.00
440 TOTAL REVENUE	<u>96,121</u>	<u>601,547</u>	<u>588,800</u>	<u>12,747</u>	
441					
442					
443 EXPENDITURES					
444 ADMIN WAGES/BENEFITS	4,210	41,155	42,815	(1,660)	96.12
445 STREET WAGES/BENEFITS	1,809	18,122	27,493	(9,370)	65.92
446 STREET OPERATING EXPENSES	468	3,908	3,200	708	122.11
447 REPAIR AND MAIN WAGES/BENEFITS	599	74,158	79,906	(5,748)	92.81
448 UTILITIES	8,042	113,624	141,900	(28,276)	80.07
449 LEAF PICK UP WAGES/BENEFITS	-	40,336	45,626	(5,290)	88.41
450 OPERATING EXPENSES	<u>757</u>	<u>199,220</u>	<u>196,020</u>	<u>3,200</u>	101.63
451 TOTAL EXPENDITURES	<u>15,884</u>	<u>490,523</u>	<u>536,960</u>	<u>(46,437)</u>	
452					
453 NET REVENUE OVER EXPENDITURES	80,238	111,024	51,840		

CITY OF WAUPUN MONTHLY FINANCIAL REPORT

January 31, 2024



FUND 100					% of Year Past
General Operations Fund					8%
	1/31/2024	1/31/2024	1/31/2024	1/31/2024	
	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	Percent
REVENUE					
Taxes	355	355	2,279,125	(2,278,770)	0.02
Special Assessments	-	-	100	(100)	0.00
Intergovernmental Aids	185,243	185,243	3,970,768	(3,785,525)	4.67
Licenses and Permits	388	388	55,230	(54,842)	0.70
Penalties, Forfeitures	2,051	2,051	42,500	(40,449)	4.83
Public Charges for Service	23,945	23,945	299,143	(275,198)	8.00
Intergovernmental Charges	-	-	-	-	
Miscellaneous Revenue	55,814	55,814	62,500	(6,686)	89.30
Special Funds Activity	-	-	190,701	(190,701)	0.00
TOTAL REVENUE	267,796	267,796	6,900,067	(6,632,271)	
EXPENDITURES					
General Government	178,305	178,305	1,461,040	(1,282,736)	12.20
Recreation	8,221	8,221	802,351	(794,129)	1.02
Assessor/Inspector	3,200	3,200	40,500	(37,300)	7.90
Police	161,630	161,630	2,332,805	(2,171,175)	6.93
Fire	33,412	33,412	566,498	(533,085)	5.90
Public Works	109,353	109,353	1,674,638	(1,565,285)	6.53
Economic Dvlp/Admin	16,739	16,739	22,235	(5,496)	75.28
TOTAL EXPENDITURES	510,861	510,861	6,900,067	(6,389,206)	
NET REVENUE OVER EXPENDITURES	(243,065)	(243,065)	0		
FUND 210					
Library Fund					
	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	Percent
REVENUE					
Tax Levy	-	-	553,896	(553,896)	0.00
Interest/Dividends/Grants	-	-	216,625	(216,625)	0.00
Fees	216	216	700	(484)	30.80
Revenue/Donations	2,212	2,212	5,000	(2,788)	44.23
TOTAL REVENUE	2,427	2,427	776,221	(773,794)	
EXPENDITURES					
Library Expenses	39,915	39,915	776,221	(736,306)	5.14
Transfer Out - Capital Fund	-	-	-	-	0.00
TOTAL EXPENDITURES	39,915	39,915	776,221	(736,306)	
NET REVENUE OVER EXPENDITURES	(37,488)	(37,488)	-		

FUND 220**Grants and Donations Fund**

	1/31/2024 Month Activity	1/31/2024 YTD Actual	1/31/2024 Budget Amount	1/31/2024 Over/(Under)	Percent
REVENUE					
Federal Grants	-	-	-	-	0.00
State/Misc Grants	63,000	63,000	6,010	56,990	1048.25
TOTAL REVENUE	63,000	63,000	6,010	56,990	
EXPENDITURES					
General Government	-	-	5,000	(5,000)	0.00
Recreational Grants	-	-	-	-	0.00
Police Grants	230	230	-	230	0.00
Fire/EMR Grants	-	-	-	-	0.00
DPW Grants	-	-	-	-	0.00
Economic Development	-	-	1,000	(1,000)	0.00
TOTAL EXPENDITURES	230	230	6,000	(5,770)	
NET REVENUE OVER EXPENDITURES	62,770	62,770	10		

FUND 230**Building Inspection Fund**

	Month Activity	YTD Actual	Budget Amount	Over/(Under)	Percent
REVENUE					
Tax Levy	-	-	-	-	0.00
Building Permits	4,928	4,928	75,000	(70,072)	6.57
Fees	530	530	9,500	(8,970)	5.58
TOTAL REVENUE	5,458	5,458	84,500	(79,042)	
EXPENDITURES					
Operating Supplies/Wages	474	474	76,825	(76,351)	0.62
TOTAL EXPENDITURES	474	474	76,825	(76,351)	
NET REVENUE OVER EXPENDITURES	4,984	4,984	7,675		

FUND 300**Debt Fund**

	Month Activity	YTD Actual	Budget Amount	Over/(Under)	Percent
REVENUE					
Paid to Escrow Agent	-	-	-	-	0.00
General Property Tax	-	-	812,105	(812,105)	0.00
Funds Applied	157	157	1,000	(843)	15.67
Transfer in Other Funds	-	-	1,005,937	(1,005,937)	0.00
TOTAL REVENUE	157	157	1,819,042	(1,818,886)	
EXPENDITURES					
2021 Street Project P&I	9,450	9,450	133,900	(124,450)	7.06
Principal and Interest Payments	63,400	63,400	1,685,142	(1,621,742)	3.76
TOTAL EXPENDITURES	72,850	72,850	1,819,042	(1,746,192)	
NET REVENUE OVER EXPENDITURES	(72,693)	(72,693)	-		

FUND 400**Capital Fund**

	1/31/2024	1/31/2024	1/31/2024	1/31/2024	
	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	Percent
REVENUE					
Tax Levy	-	-	340,000	(340,000)	0.00
Sidewalks	-	-	-	-	0.00
State Shared Revenue/Exp. Restr.	1,506,099	1,506,099	2,561,877	(1,055,778)	58.79
Fees - Recreation Facilities	500	500	15,000	(14,500)	3.33
Co. & Muni. Street & Highways	-	-	-	-	0.00
Interest and Misc Income	2,141	2,141	8,000	(5,859)	26.77
Transfer in Other Funds	-	-	219,010	(219,010)	0.00
TOTAL REVENUE	1,508,740	1,508,740	3,143,887	(1,635,147)	
EXPENDITURES					
City Hall	-	-	86,300	(86,300)	
Recreation	10,763	10,763	2,786,500	(2,775,738)	0.39
Public Safety	-	-	-	-	0.00
Library and DPW	-	-	-	-	0.00
Streets	583	583	256,000	(255,417)	0.23
Transfer Out - Other Funds	-	-	-	-	0.00
TOTAL EXPENDITURES	11,346	11,346	3,128,800	(3,117,454)	
NET REVENUE OVER EXPENDITURES	1,497,394	1,497,394	15,087		

FUND 404**Business Park Fund**

	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	Percent
REVENUE					
Tax Increment	-	-	-	-	0.00
Interest Income	-	-	-	-	0.00
Leases	-	-	10,453	(10,453)	0.00
TOTAL REVENUE	-	-	10,453	(10,453)	
EXPENDITURES					
Operating	-	-	10,000	(10,000)	0.00
TOTAL EXPENDITURES	-	-	10,000	(10,000)	
NET REVENUE OVER EXPENDITURES	-	-	453		

FUND 405
TID 3 Fund

	1/31/2024 <i>Month Activity</i>	1/31/2024 <i>YTD Actual</i>	1/31/2024 <i>Budget Amount</i>	1/31/2024 <i>Over/(Under)</i>	Percent
REVENUE					
Tax Increment	-	-	192,642	(192,642)	0.00
PILOT	-	-	9,000	(9,000)	0.00
Grants	-	-	50,000	(50,000)	0.00
Permits	-	-	-	-	0.00
Donations	-	-	-	-	0.00
Proceeds Long Term Debt Issue	-	-	-	-	0.00
TOTAL REVENUE	-	-	251,642	(251,642)	
EXPENDITURES					
Operating	5,862	5,862	206,222	(200,360)	2.84
Transfer Out - Other Funds	-	-	-	-	0.00
TOTAL EXPENDITURES	5,862	5,862	206,222	(200,360)	
NET REVENUE OVER EXPENDITURES	(5,862)	(5,862)	45,420		

FUND 401
TID 5 Fund

	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	Percent
REVENUE					
Tax Increment	-	-	434,681	(434,681)	0.00
Developer Guarantees	6,737	6,737	24,735	(17,998)	0.00
Fees	-	-	-	-	0.00
Interest Revenue	-	-	-	-	0.00
Proceeds Long Term Debt Issue	-	-	-	-	0.00
TOTAL REVENUE	6,737	6,737	459,416	(452,679)	
EXPENDITURES					
Operating	-	-	379,200	(379,200)	0.00
TOTAL EXPENDITURES	-	-	379,200	(379,200)	
NET REVENUE OVER EXPENDITURES	6,737	6,737	80,216		

FUND 408
TID 6 Fund

	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	Percent
REVENUE					
Tax Increment	-	-	117,781	(117,781)	0.00
State/Federal Grants	-	-	-	-	0.00
Permits	-	-	-	-	0.00
Donations/Transfer In	-	-	-	-	0.00
TOTAL REVENUE	-	-	117,781	(117,781)	
EXPENDITURES					
Transfers Out - Other Funds	-	-	67,630	(67,630)	0.00
Operating	-	-	5,240	(5,240)	0.00
TOTAL EXPENDITURES	-	-	72,870	(72,870)	
NET REVENUE OVER EXPENDITURES	-	-	44,911		

FUND 407**TID 7 Fund**

	1/31/2024	1/31/2024	1/31/2024	1/31/2024	
	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	<i>Percent</i>
REVENUE					
Tax Increment	-	-	57,419	(57,419)	0.00
Permits	-	-	-	-	0.00
State Grants	-	-	-	-	0.00
Permits - Other	-	-	-	-	0.00
Donations	-	-	-	-	0.00
TOTAL REVENUE	-	-	57,419	(57,419)	
EXPENDITURES					
Interest in Advances	-	-	154,938	(154,938)	0.00
Operating	-	-	1,150	(1,150)	0.00
TOTAL EXPENDITURES	-	-	156,088	(156,088)	
NET REVENUE OVER EXPENDITURES	-	-	(98,669)	98,669	

FUND 418**TID 8 Fund**

	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	<i>Percent</i>
REVENUE					
Tax Increment	-	-	185,177	(185,177)	0.00
Permits	-	-	-	-	0.00
Fees	-	-	-	-	0.00
Interest Revenue	-	-	-	-	0.00
Proceeds from Long Term Debt Issue	-	-	-	-	0.00
TOTAL REVENUE	-	-	185,177	(185,177)	
EXPENDITURES					
Transfer Out - Other Funds	-	-	94,152	(94,152)	0.00
Operating	-	-	31,150	(31,150)	0.00
TOTAL EXPENDITURES	-	-	125,302	(125,302)	
NET REVENUE OVER EXPENDITURES	-	-	59,875		

FUND 419**TID 9 Fund**

	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	<i>Percent</i>
REVENUE					
Tax Increment	-	-	25,874	(25,874)	0.00
Interest Revenue	2,613	2,613	-	2,613	0.00
Proceeds Long Term Debt	-	-	-	-	0.00
TOTAL REVENUE	2,613	2,613	25,874	(23,261)	
EXPENDITURES					
Transfer Out - Other Funds	-	-	103,500	(103,500)	0.00
Operating	399,821	399,821	27,540	372,281	1451.78
TOTAL EXPENDITURES	399,821	399,821	131,040	268,781	
NET REVENUE OVER EXPENDITURES	(397,209)	(397,209)	(105,166)		

FUND 410
Equipment Fund

	1/31/2024	1/31/2024	1/31/2024	1/31/2024	
	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	Percent
REVENUE					
Tax Levy	-	-	225,000	(225,000)	0.00
Grants	-	-	5,000	(5,000)	0.00
Misc.	1,075	1,075	9,000	(7,925)	11.94
Transfers In - Other Funds	-	-	-	-	0.00
TOTAL REVENUE	1,075	1,075	239,000	(237,925)	
EXPENDITURES					
Administration	4,100	4,100	14,000	(9,900)	0.00
Recreation	-	-	5,000	(5,000)	0.00
Police	-	-	131,624	(131,624)	0.00
Fire	-	-	11,500	(11,500)	0.00
Library	-	-	-	-	0.00
DPW	-	-	101,617	(101,617)	0.00
TOTAL EXPENDITURES	4,100	4,100	263,741	(259,641)	
NET REVENUE OVER EXPENDITURES	(3,025)	(3,025)	(24,741)		

FUND 420
Recycling Fund

	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	Percent
REVENUE					
Grant	-	-	5,000	(5,000)	0.00
Fees	-	-	154,377	(154,377)	0.00
Interest	495	495	3,500	(3,005)	14.14
TOTAL REVENUE	495	495	162,877	(162,382)	
EXPENDITURES					
Operating	12,433	12,433	154,604	(142,171)	8.04
TOTAL EXPENDITURES	12,433	12,433	154,604	(142,171)	
NET REVENUE OVER EXPENDITURES	(11,939)	(11,939)	8,273		

FUND 425
Solid Waste Fund

	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	Percent
REVENUE					
Fees	-	-	428,259	(428,259)	0.00
TOTAL REVENUE	-	-	428,259	(428,259)	
EXPENDITURES					
Operating	34,109	34,109	432,093	(397,984)	7.89
TOTAL EXPENDITURES	34,109	34,109	432,093	(397,984)	
NET REVENUE OVER EXPENDITURES	(34,109)	(34,109)	(3,834)		

FUND 430**Tourism Fund**

	1/31/2024	1/31/2024	1/31/2024	1/31/2024	
	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	Percent
REVENUE					
Local Room Tax	-	-	60,000	(60,000)	0.00
Misc.	-	-	10,000	(10,000)	0.00
TOTAL REVENUE	-	-	70,000	(70,000)	
EXPENDITURES					
Operating	-	-	70,000	(70,000)	0.00
TOTAL EXPENDITURES	-	-	70,000	(70,000)	
NET REVENUE OVER EXPENDITURES	-	-	-		

FUND 501**Taxi Fund**

	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	Percent
REVENUE					
Tax Levy	-	-	45,000	(45,000)	0.00
State/Federal Grants	-	-	70,000	(70,000)	0.00
Sale of Vehicles/Property	-	-	-	-	0.00
Transfer In - Other Funds	-	-	-	-	0.00
TOTAL REVENUE	-	-	115,000	(115,000)	
EXPENDITURES					
Operating	51	51	212,916	(212,865)	0.02
TOTAL EXPENDITURES	51	51	212,916	(212,865)	
NET REVENUE OVER EXPENDITURES	(51)	(51)	(97,916)		

FUND 509**CDBG Fund**

	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	Percent
REVENUE					
Interest	3	3	20	(17)	13.55
TOTAL REVENUE	3	3	20	(17)	
EXPENDITURES					
Operating	-	-	73,000	(73,000)	0.00
TOTAL EXPENDITURES	-	-	73,000	(73,000)	
NET REVENUE OVER EXPENDITURES	3	3	(72,980)		

FUND 700**Stormwater Fund**

	1/31/2024	1/31/2024	1/31/2024	1/31/2024	
	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	Percent
REVENUE					
Grants	-	-	-	-	0.00
Fees	-	-	-	-	0.00
Stormwater Fees	1,843	1,843	592,500	(590,657)	0.31
Proceeds Long Term Debt Issue	-	-	-	-	0.00
TOTAL REVENUE	1,843	1,843	592,500	(590,657)	
EXPENDITURES					
Operating, Wages, Benefits	4,385	4,385	541,780	(537,395)	0.81
TOTAL EXPENDITURES	4,385	4,385	541,780	(537,395)	
NET REVENUE OVER EXPENDITURES	(2,542)	(2,542)	50,720		

Administrative Report for February 2024

Prepared by K Schlieve, 2/29/24

Personnel

- Jeremy Rasch took the oath of office as the City's next Chief of Police.
- The Waupun Wellness Clinic, formed in partnership with WASD, opened February 26, 2024. Grand opening/ribbon cutting is scheduled for 2 pm on March 4, 2023.
- The staffing study for Fire and Emergency Response is complete. A presentation is planned for the COW meeting on March 26, 2024.
- We are beginning recruitment to fill vacancies for Fire and EMR positions.
- Police have an active recruitment process ongoing. Recruitment for the Deputy Police Chief position vacated when Jeremy Rasch was promoted to Chief of Police will commence as soon as the job description for the position is approved (being presented March 5, 2024).
- Work is underway with our benefit consultants to plan for the OPEB adhoc committee meeting.

Senior / Community Center Updates:

- Senior Center construction remains on schedule.
- An RFP was released for facility furnishings.
- The recreation committee will begin reviewing facility policies at their March meeting.
- Seven applications were received for the youth sports grant and are being evaluated by a sub-committee of the Recreation Commission. Recommendations for funding will be brought to the Council for approval.

Community/Economic Development:

- BID awarded a signage grant to Charming Reads for \$2,000 façade renovation grant of \$387.50 and \$2,100 to Waupun Gymnastics for exterior renovations to the space. The CDA also awarded a matching façade improvement grant Waupun Gymnastics for \$5,000 to support the project. Private investment for the projects total nearly \$12,000.
- The City has received contracts for a CDI grant award up to \$199,000 from WEDC for the renovation of 514 E Main Street as a brewpub. Hoya Hop House Brewing will open in the space mid-2024.
- We are finalizing contracts for land lease with US Cellular for a parcel they lease in the Waupun Industrial Park. This contract is expected to be finalized and presented for approval by March COW meeting. Legal from Vertical Consultants is helping staff finalize the negotiations on this project.
- The inaugural event for Waupun Ice Fest was very successful. A representative from the WI Dept of Tourism was in town on Saturday to present a Joint Effort Marketing (JEM) Grant valued at more than \$16K to support the event. The event will now be eligible to apply for two additional years of funding to continue to build/strengthen the event.
- Agreements with Eau Claire's Sculpture Tour Affiliation Program have been executed and planning sessions are scheduled throughout March. Installation of the first set of sculptures are planned for June 2024. Staff are working on an ordinance outlining parameters for public art placement throughout the community.

Administrative Report for February 2024

Prepared by K Schlieve, 2/29/24

- Staff are working with UW Extension and students from WASD who will present the Design WI report at the March 28, 2024 Waupun Business Alliance Meeting. A kick-start implementation meeting is planned for April 29, 2024, beginning at 5:30 p.m. at the high school to engage the community in project planning.

Budget/IT:

- Preparation for the 2025 budget is already beginning. Staff will begin work this spring to implement a new budget module as part of our ERP system for the 2025 budget season.
- With the help of an adhoc committee that included Alderpersons Siebers and Kaczmariski, staff completed analysis of a fleet management solution offered by Enterprise and concluded that the solution was not cost effect. Capital budgets will continue to reflect cash purchases for fleet vehicles.
- We are prepping for a site visit from the Dept of Administration on our Healthcare Infrastructure Grant. We expect this to be schedule for mid- to late-March.